



## CITY COUNCIL REGULAR MEETING

Thursday, March 14, 2024 at 7:00 PM

### AGENDA

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

#### MEETING INFORMATION

##### AMENDED 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:

<https://us02web.zoom.us/j/86513035902?pwd=YlIxbHlrVzJnOWRJSkl2RjE2QWwwdz09>

Meeting ID: 865 1303 5902; passcode: 425095

Or dial (346) 248-7799, or (669) 900-6833

Council Work Session

6:00 PM Budget Amendment Review

6:30 PM

AUDIT UPDATE

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF MINUTES**

**1.** Regular City Council Meeting Minutes February 07, 2024

**APPROVAL OF CONSENT AGENDA**

**2.** RESOLUTION NO. 2024-08 A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPOINTING KIMBERLY JOHNSON AS CITY MANAGER .

**APPROVAL OF AGENDA**

**STAFF REPORTS**

- 3.** Staff Reports
  - a. Strategic Plan Report
  - b. Manager and Staff Reports
  - c. Committee Reports

**PUBLIC HEARINGS**

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

**ORDINANCES AND RESOLUTIONS**

**4.** ORDINANCE NO. 2024-01 AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING CHAPTER 4.30, CONTRACT AND PURCHASE PROCEDURES TO ADJUST THE PURCHASE PARAMETERS

**5.** ORDINANCE NO. 2024-02 AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AMENDMENT NO.1 AND APPROPRIATING FUNDS FOR THE FY 2024 CITY OF DILLINGHAM BUDGET

**6.** RESOLUTION NO. 2024-13 AUTHORIZING THE PURCHASE OF A FIRE DEPARTMENT COMMAND VEHICLE AND TRANSFER OF CURRENT FIRE DEPARTMENT PICKUP TO EMS STAFF

**7.** RESOLUTION No. 2024-14 A RESOLUTION OF THE CITY COUNCIL OF DILLINGHAM, ALASKA WAIVING RESTRICTIONS AND PROVISIONS OF CHAPTER 4.30.130

**8.** RESOLUTION NO. 2024-15 A RESOLUTION OF THE CITY COUNCIL OF DILLINGHAM, ALASKA CONTINUING CONTRACT WITH ALTMAN ROGERS FOR FY24 AUDIT

**9.** RESOLUTION NO. 2024-16 A RESOLUTION OF THE CITY COUNCIL OF DILLINGHAM AWARDED THE HARBOR FLOAT REPAIR CONTRACT TO IRON HILL WELDING AND FABRICATING

**10.** RESOLUTION NO. 2024-17 A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ADOPTING THE RECOMMENDATION OF THE DILLINGHAM PLANNING COMMISSION TO RELINQUISH THE GRANT OF EASEMENT FOR RIGHT-OF-WAY RECORDED AT BOOK 42, PAGES 891-898 OF THE BRISTOL BAY RECORDING DISTRICT

**UNFINISHED BUSINESS**

**NEW BUSINESS**

- 11. Acting City Manager Contract
- 12. Utility Easement

- 13. Gramma's House
- 14. Congressional Appropriation Award - \$4.7 million Delta Backhaul

[CITIZEN'S DISCUSSION \(Open to the Public\)](#)

[COUNCIL COMMENTS](#)

[MAYOR'S COMMENTS](#)

[EXECUTIVE SESSION](#)

15. 2.09.050 Executive sessions. The following subjects may be discussed in an executive session, from which the public is excluded:

[a. Matters the immediate knowledge of which would clearly have an adverse effect upon the finances of the government unit;](#)

[b. Matters which by law are required to be confidential.](#)

[ADJOURNMENT](#)

[INFORMATIONAL ITEMS](#)

# CALL TO ORDER



# PLEDGE OF ALLEGIANCE

# ROLL CALL

# APPROVAL OF MINUTES



## CITY COUNCIL REGULAR MEETING

Thursday, February 01, 2024 at 7:00 PM

### MINUTES

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

### MEETING INFORMATION

#### AGENDA

#### CITY COUNCIL REGULAR MEETING

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

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

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<https://us02web.zoom.us/j/83390425286?pwd=ckxuTmpBYmVrbENVUzNFUVpLNlVNdz09>

Meeting ID: 833 9042 5286; passcode: 716395

Or dial (346) 248-7799, or (669) 900-6833

#### Council Work Session

6:30 PM

Subject: Organizational Chart

#### CALL TO ORDER

1. Time:

#### PLEDGE OF ALLEGIANCE

- 2.

#### ROLL CALL

#### APPROVAL OF MINUTES

5. Minutes Regular City Council Meeting 01/11/2024

Moved:

Seconded:

Vote:

#### APPROVAL OF CONSENT AGENDA

- 6.

**APPROVAL OF AGENDA**

Moved:

Seconded:

Vote:

**STAFF REPORTS**

- 9. Reports
  - a. Strategic Plan
  - b. Manager & Staff Reports
  - c. Committee Reports

**PUBLIC HEARINGS**

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

Names of Speakers.

In Person:

Zoom:

**ORDINANCES AND RESOLUTIONS**

**12. RESOLUTION NO. 2024-06 A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPOINTING KIMBERLY JOHNSON AS CITY MANAGER.**

Action Taken:

**13. RESOLUTION NO. 2024-07 A RESOLUTION OF THE DILLINGHAM CITY COUNCIL WAIVING THE ONE YEAR PROHIBITION ON A COUNCIL MEMBER SERVING AS CITY MANAGER.**

Action Taken:

**14. RESOLUTION NO. 2024-08 A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPOINTING KIMBERLY JOHNSON AS CITY MANAGER.**

Action Taken:

**15. RESOLUTION NO. 2024-09 A Resolution of City of Dillingham, Alaska, authorizing the City Manager to apply to the State of Alaska, Department of Environmental Conservation (ADEC) for a loan from the Alaska Drinking Water Fund / Alaska Clean Water Fund for the project entitled Municipal Water-Line Extension to the State of Alaska Dillingham Airport.**

Moved:

Seconded:

Vote:

**16. Resolution 2024-10 A RESOLUTION TO ACCEPT A \$2.5 MILLION DONATION FROM THE CURYUNG TRIBE FOR CITY IMPROVEMENT PROJECTS**

Moved:

Seconded:

Vote:

**UNFINISHED BUSINESS**

17. Pearson Consulting- Council to provide direction (continue contract or discontinue contract)

Action Taken:

18. Organizational Chart (**Action Item**)

Action Taken:

**NEW BUSINESS**

19. Float Repair

Action Taken:

20. Lobbyist Request for Proposal

Action Taken:

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

Name of Person Speaking.

In Person:

Zoom:

**COUNCIL COMMENTS**

**MAYOR'S COMMENTS**

**EXECUTIVE SESSION**

Time:

24. DMC 2.09.050 Executive sessions. The following subjects may be discussed in an executive session, from which the public is excluded:

(a) matters, the immediate knowledge of which would clearly have an adverse effect upon the finances of the government unit.

(b) Client-Attorney Communication.

Time:

**ADJOURNMENT**

Time:

**CITY OF DILLINGHAM, ALASKA**

**RESOLUTION NO. 2024-08**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPOINTING KIMBERLY JOHNSON AS CITY MANAGER .**

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WHEREAS, Kimberly Johnson has been the Acting City Manager since July 5<sup>th</sup>, 2023.

WHEREAS, Ms. Johnson’s education and experience exceed the qualifications outlined in DMC 2.21.030 and Ms. Johnson’s experience and qualifications qualifies her to fill the City Manager position; the appointment is for a period of three years; and

NOW, THEREFORE, BE IT RESOLVED:

That the City Council appoints Kimberly Johnson to the position of City Manager, pursuant to DMC 2.21.030, subject to the conditions of the attached Employment Contract. The appointment shall be effective February 1, 2024.

PASSED and ADOPTED by the Dillingham City Council on February 1, 2024.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Daniel E. Decker Sr, City Clerk

## **EMPLOYMENT AGREEMENT**

**THIS AGREEMENT** made and entered into this 1st day of February, 2024, by and between the City of Dillingham, Box 889, Dillingham, AK 99576 ("**CITY**") and Kimberly Johnson, P.O. Box 653 Dillingham Ak, 99576 ("**MANAGER**" or "Ms. Johnson"). Effective February 1, 2024 ("Effective Date").

WITNESS: For and in consideration of the mutual covenants contained in this Agreement, the City of Dillingham agrees to retain Ms. Johnson as its City Manager under the terms and conditions set forth below:

1. Duties and Nature of Employment.

(a) **CITY** agrees to continue to employ Ms. Johnson, and Ms. Johnson agrees to be employed by the **CITY** in the position of City Manager. Ms. Johnson is an at-will employee who serves at the pleasure of the City Council. Ms. Johnson is an administrative or executive employee and is not entitled to receive overtime compensation.

(b) Ms. Johnson shall perform all duties and functions assigned to the **MANAGER** by law or ordinance, and such other duties and functions as the City Council shall from time to time prescribe.

2. Salary. The **CITY** agrees to pay **MANAGER** for her services an annual salary of \$149,500 payable in the same installments as other employees of the **CITY**.

3. Performance Evaluation. No later than November 1 of each year during the term of this Agreement, **MANAGER** shall remind the City Council of the need to begin a performance evaluation. No later than January 15, the City Council shall begin a performance evaluation. No later than February 15 the City Council shall discuss the completed performance evaluation with Ms. Johnson and discuss with Ms. Johnson whether salary should be adjusted. **MANAGER** may request one additional evaluation each year to assist her with fulfilling the **CITY's** expectations.

4. Term.

(a) **MANAGER** shall begin employment pursuant to the terms of this Agreement on the Effective Date.

(b) This Agreement shall expire February 1, 2027.

(c) This agreement may be extended for one year intervals on same terms and conditions agreed to in writing by **CITY** and **MANAGER** or with other such terms and conditions as agreed to by **CITY** and **MANAGER**, including, but not limited to,



salary increase.

5. Termination of Agreement.

(a) The City Council may terminate the **MANAGER** at any time, for any reason or for no reason, by delivering to the **MANAGER** written notice of termination. In the event of termination other than for good cause and with less than sixty (60) days advance notice, the **CITY** shall pay to **MANAGER** as severance pay an amount equal to three months' salary in lieu of any and all other damages or money that **MANAGER** might claim. However, upon expiration of the term of this Agreement or if the **MANAGER** is terminated for good cause, the **CITY** shall not pay severance pay to the **MANAGER**. For this purpose the term good cause shall mean:

(1) A willful breach, disregard, or habitual neglect of duties assigned to the **MANAGER** by law or by the City Council.

(2) Any conduct of **MANAGER** bringing public embarrassment or ridicule to the **CITY**.

(3) Any misconduct of **MANAGER** involving an act of moral turpitude or illegality.

(b) Prior to any termination for cause, **MANAGER** shall be entitled to a hearing before the Council, at which he may be represented by counsel, present and cross-examine witnesses.

(c) **MANAGER** may resign her employment as City Manager at any time, for any reason, or for no reason, by delivering to the Mayor of the **CITY** written notice of resignation at least thirty (30) days prior to the effective date of resignation. If the **MANAGER** resigns, the **MANAGER** shall not receive severance pay.

6. Benefits.

(a) **MANAGER** shall have standard medical and dental benefits as provided to other **CITY** employees, including coverage for spouse and dependents, a term life insurance policy equal to one and one-half times **MANAGER'S** annual salary and participation in the State Public Employee Retirement System, with those benefits associated with that program. **CITY** shall include **MANAGER** as a named insured on **CITY'S** public officials' liability policy.

(b) At the commencement of the term of this Agreement, **MANAGER** shall be credited with one hundred twenty hours of paid personal leave and 80 hours of paid sick leave. In addition, **MANAGER** shall accrue 4.62 hours of paid personal leave and 3.69

hours of paid sick leave each pay period during the term of this agreement. Unused leave will carry over to the succeeding twelve month period of the term of this Agreement as allowed and to the extent allowed by **CITY'S** personnel rules. Upon termination or expiration of this agreement **MANAGER** shall be entitled to payment for up to two hundred (200) hours of accrued unused personal leave.

(c) **CITY** agrees to provide for paid attendance to the Alaska Municipal Management Association Conference as budgeted funds allow.

(d) **CITY** agrees to pay annual membership dues to AMAA and other similar municipal professional associations as budgeted funds allow.

(e) During the first year of the term of this Agreement City shall provide **MANAGER** with a city-owned vehicle for **MANAGER'S** personal use and for which the City pays for gas and maintenance.

(f) **MANAGER** may participate in the City's Mission Square Retirement deferred compensation plan.

7. Confidentiality. The **MANAGER** recognizes that the City Manager will receive and have access to information of a confidential nature. The **MANAGER** agrees any confidential information obtained as a result of the City Manager position will be maintained as confidential to the extent authorized by law.

8. Conflict of Interest. **MANAGER** will be fair and impartial in all dealings and will avoid any actions which create a conflict of interest or might reasonably be interpreted as affecting the impartiality of her position as City Manager. The **MANAGER** shall not use her position for the primary purpose of obtaining personal financial gain or financial gain for a spouse, child, mother, father or business with which the **MANAGER** is associated. The **MANAGER** shall not solicit or receive money for advice or assistance given in the course of her public employment. The **MANAGER** may not represent a client before the City Council.

9. Education and Training Expenses.

Travel and expenses related to education and training of **MANAGER** will be budgeted by **CITY** on an annual basis. Actual time spent attending meetings and conferences approved by the City Council, and reasonable travel time, shall not count as leave. Forms and receipts for reimbursement and calculation of leave will be promptly filed with the Finance

Department in accordance with **CITY** policy.

10. Integration, Modification and Interpretation.

Except as otherwise provided herein, this instrument is the entire Agreement and supersedes any previous employment agreement or arrangements. It may be modified only in writing signed by each of the parties. This Agreement will be interpreted in accordance with the laws of the State of Alaska.

11. Severability. This Agreement is severable and if any portion hereof is held invalid, the remainder shall not thereby be invalidated, but shall remain in full force and effect.

12. Applicability of City Personnel Regulations. The City of Dillingham Code of Ordinances and Personnel Regulations as they may exist from time to time shall govern this Agreement, provided, however, that the provisions of this Agreement shall take precedence in any area specifically addressed by this Agreement. For example, the termination provisions provided herein shall prevail over any personnel regulations.

13. Manager's Certification. **MANAGER** hereby certifies that she has received a copy of this Employment Agreement and the City Personnel Policies. She further certifies that she understands this instrument and that it fairly represents the agreement reached between the parties.

**DATED** this 1st day of February 2024.

CITY OF DILLINGHAM

BY: \_\_\_\_\_  
ALICE RUBY  
Mayor

\_\_\_\_\_  
Kimberly Johnson

ATTEST

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City Clerk

# APPROVAL OF AGENDA

# STAFF REPORTS



## MEMORANDUM

TO: Mayor & City Council  
 FROM: Kimberly Johnson, City Manager  
 DATE: February 26, 2024  
 RE: Report for March Council Meeting

The three council members and I attended AML's winter session. We had a meeting with the Commissioners of DEC, Emma Pokon, and DNR, John Boyle. Unfortunately, due to the late schedule of the Anchorage flight, we missed our connection to Juneau. Luckily, Council member, Westfall traveled out earlier and was able to make the connection to Juneau and met with Deputy Commissioner of DOT&PF, Katherine Keith. We held meetings with Senator Hoffman and Representative Edgmon. I believe we had very successful meetings. We not only shared our CIP List but conveyed concern with the engineering needed for onsite disposal systems versus having a certified installer approved through DEC. Additionally, with PFAS contamination, I believe the City should see funding for the extension of our municipal water system to the airport. We are not the only community seeing PFAS contamination in the state. In conversation with Representative Edgmon, this is a statewide issue with any state-owned airport. We heard from Senator Hoffman the concern with funding education, state services, and the PFD that it might be difficult to see a large capital budget this year. We made the case to him that our number one priority, extending the municipal water line to the airport really did not need state funds but could be covered under emerging contaminants and the clean drinking water revolving loan funds in DEC. Senator Hoffman was going to reach out to Commissioner Pokon and Carrie Bohan in DEC. Dan, successfully uploaded the DEC questionnaire on February 26, to fund this project through the revolving loan fund. He is actively working on the other DEC projects. I met with Senator Murkowski staff regarding the congressionally directed funding for the landfill. Unfortunately, the landfill backhaul funds, 4.7 million, is held up because of the continuing budget resolutions in DC. The City may still see the funds but Murkowski staff suggested we submit again this year. Patty will be working on that project submission. Finally, we will submit to her the funding needed for the downtown fire hall replacement building.

The City finally received the 5 million from FEMA for the Snag Point Erosion. Planning, Finance and Administration attended a training with FEMA staff regarding reporting requirements. If you signed a designee form, it is a requirement with this grant.

Finally, I will be out of the office the week of March 5<sup>th</sup> for the BBNC meeting. I will be working remotely during this time. With my temporary contract up on March 15<sup>th</sup>, I am taking the week of March 16<sup>th</sup> through the 24<sup>th</sup> off as part of the Administrative Day, President Day and Beaver Round Up holiday.

**Mayor**  
Alice Ruby

**Acting Manager**  
Kim Johnson



**Dillingham City Co**

Section . Item 3.

Bertram Luckhurst  
Michael Bennett  
Steven Carriere  
Curt Armstrong  
Kaleb Westfall  
Kevin McCambly

## MEMORANDUM

**Date:** March 8, 2024  
**To:** Kim Johnson, City Manager  
**From:** Anita Fuller, Finance Director  
**Subject:** Monthly Report

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### **Acknowledgements and Recognitions:**

January Statistics: As of date of report.

Cash Receipts: \$1,703,984.42

All Payments: \$1,050,852.16 (includes \$270,766.34 for 2 payrolls & 2 supplement payrolls).

### **Department Accomplishment and Opportunities:**

#### *Accomplishments*

- Processed 302 business license applications.
- ACA reporting completed 02/28/2024.

#### *Staffing changes*

- Account Tech III – Taxes position has been filled with an internal hire and training will begin 02/26/2024.
- Account Tech III – Payroll/Payables position resignation received, and internal hire has been made. Training will begin 02/26/2024.
- Account Tech II – Receivables position is advertised.
- Account Tech I – Cashier resignation has been received and position is advertised.

#### *Grant Reporting*

- NTS grant report completed in February.

#### *Budget*

- FY24 Budget revision review with this council meeting.



## Projects – Progress and Public Impacts:

### Audit

- FY22 Audit – Report has been presented to Finance for opinions and responses have been made. Presentation to council is scheduled for March 14, 2023, council meeting.
- FY23 FY23 Audit – Auditors arrived for 01/08/2024 to conduct testwork and compliance which is completed as of date of report. Auditors arrived on 01/29/2024 for the rest of the work. There are a few outstanding items currently. FY23 audit completion is pending FY22 completion.
- FY24 Audit – Scheduled for September 30, 2024, and second week in November 2024, pending council approval of contract.

### Projects

- Setup of personal property tax in MARS is in progress for 2024 personal property tax.
- Questica training ongoing budgeting software – training is scheduled and build of program is started.

### Personal Property Tax

- Property tax interest unable to run in January due to software update that caused an error. Error is resolved and we were able to run interest by 02/07/2024
- Review of personal property tax has started with F&B Committee 09/25/2023 and is ongoing.
- Personal property tax has been sent to Code Committee for review 09/28/2023 and is ongoing.

### Collections

- Ongoing.

### Utility Rates Evaluation

- Evaluation of utility rates needs to be held for a rate study for water/wastewater.

### Contract Management

- Ongoing.

### Three+One

- Implementation has begun and view only access is being obtained.

## Upcoming Calendar Items:

- 15<sup>th</sup> of each month utility payments due; last day of month utility bills sent.
- 02/15/2024 any business conducting business without a business license can be fined.
- 02/01/2024 business/personal property tax assessments are due.
- 03/15/2024 real and personal property tax assessment notices are to be mailed out.

## Revenue and Expense Report – December 2023:

Information provided for percentages below 30% and above 70%. Current actuals recognize a net increase to fund balance by \$3,017,614.

- Remote sales tax is low in December but improves in January.

- Transient Lodging – FY24 revenue is exceeding expectations will ask for budget revision.
- Gaming sales tax remains low, possible budget revision.
- Business License renewal notices are sent out in November. Renewal applications arrive in December as expected.
- Real and personal property taxes are recorded as revenue at 101% for real and 102% for personal. Actual collections in December are at 80% of real property and 78% of personal property which is historically normal. Second half payment was due 12/01/2023.
- Final penalty assessed 12/02/2023. Exceeded expectation, budget revision required.
- Raw Fish Tax annual payment received 10% below expected amount to be adjusted with mid-year budget revision.
- PILT has come in well above expected at 114% to be adjusted with the mid-year budget revision.
- Jail contract signed 01/30/2024. No revenues received to date.
- Lease and Rental receives a large payment at end of FY.
- PERS Forfeiture fund has not been utilized at this time. Will require mid-year budget revision.
- Other Revenues is mainly impacted by investments are already at \$83,919 which is at 420% of original budget. Require a budget revision.

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

- Dock revenue invoices are completed for year, but meet expectations based on historical billing.
- Harbor revenue
- Asset Forfeiture fund revenue is based on interest. Fund balance is low and will require a budget revision as interest will continue to be reduced.
- Senior Center grant reporting is completed, payment for ARPA funds have been received in full. Budget revision will be required.
- Library grants increase in January.
- Carlson Estate investments have returned higher than expected.
- Equipment replacement and Ambulance rental revenue will require budget revisions
- Ambulance rental was not expected, budget revision required.

#### *Transfers*

- Expenditures are still low at this point due to low expenses in most areas.
- SRF Loans have been invoiced to reflect full expenses required, budget revision required.
- School bond reimbursement from State is received in January and reduces transfer required.
- Dock expenses exceed revenue, no transfers to the Harbor currently.

#### *General Fund Expenditures*

- Administration expenses are low due to new positions not implemented at the time.
- Legal Fees have increased, will require a budget revision.
- Foreclosure approved January council meeting. Expenditures will be seen in March.
- Fire Department Donation subclass has not been expensed at this point.
- Public Works Administration expenses are low due to staffing vacancies.
- Grandma's House is a new subdepartment and requires budget revisions.
- Transfers to other funds continue to be lower than expected.

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

- Asset Forfeiture has no expenditures which is expected.
- Senior Center non-grant revenue is lower than expected and may require budget revision.
- Ambulance Reserve Fund is budgeted for volunteer stipends processed in December and paid in January.
- Debt services expenditures for loans are in December 2023 and February 2024 and now shows true value. School bond payment is as expected.
- Equipment replacement is in process and will be expensed after items are barged.

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

- Training grants have been recognized.

#### *Capital Project Revenues/Expenditures*

- Some projects have in the planning process.

### **Revenue and Expense Report – January 2024**

Information provided for percentages below 38% and above 78%. Current actuals recognize a net increase to fund balance by \$3,581,839.

- Transient Lodging – FY24 revenue is exceeding expectations will ask for budget revision.
- Gaming sales tax remains low, possible budget revision.
- Business License renewal notices are sent out in November. Renewal applications arrive in December as expected.
- Sales tax reviews have been very complete and are generating more sales tax penalties and interest.
- Real and personal property taxes are recorded as revenue at 101% for real and 102% for personal. Actual collections in December are at 92% of real property and 83% of personal property which is historically normal. Second half payment was due 12/01/2023.
- Final penalty assessed 12/02/2023. Exceeded expectation, budget revision required.
- Raw Fish Tax annual payment received 10% below expected amount to be adjusted with mid-year budget revision.

- PILT has come in well above expected at 114% to be adjusted with the mid-year budget revision.
- Jail contract signed 01/30/2024. No revenues received to date.
- Lease and Rental receives a large payment at end of FY.
- PERS Forfeiture fund has not been utilized at this time. Will require mid-year budget revision.
- Other Revenues is mainly impacted by investments are already at \$105,268 which is at 526% of original budget. Require a budget revision.

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

- Landfill revenue is exceeding expectations.
- Dock revenue invoices are completed in December for 2023 summer, but meet expectations based on historical billing.
- Asset Forfeiture fund revenue is based on interest. Fund balance is low and will require a budget revision as interest will continue to be reduced.
- Senior Center grant reporting is completed, payment for ARPA funds have been received in full. Budget revision will be required.
- Carlson Estate investments have returned higher than expected.
- Equipment replacement and Ambulance rental revenue will require budget revisions
- Ambulance rental was not expected, budget revision required.

#### *Transfers*

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- Public Works Administration expenses are low due to staffing vacancies.
- Grandma's House is a new subdepartment and requires budget revisions.
- Transfers to other funds continue to be lower than expected.

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

- All pending projects.

#### *Capital Project Revenues/Expenditures*

- Some projects have begun and will possibly be expensed in 2<sup>nd</sup> quarter.

**Balance Sheet:**

- Of the \$11,450,554 cash balance, there is a timeline for \$1,925,388, LGLR funds to be spent by the end of 2024 for designated projects. Investments are yielding a nice return. Due To From accounts are further detailed in this report from the last report presented. Decrease in receivables is due to the collection of property taxes.

City of Dillingham  
 Unaudited Revenues and Expenditures As of December 31, 2023

Data Collected on:  
 2/24/2024

Section . Item 3.

	<u>Budget - FY24</u>	<u>12/31/23</u>		<u>12/31/22</u>		Uncollected	% Adj
		<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>		
<b>General Fund Revenues</b>							
General Sales Tax	\$ 3,300,000	\$ 1,397,337	42%	\$ 1,459,520	\$ (62,183)	(4,354.67)	42%
General Sales Tax - Remote	425,000	121,282	29%	114,920			
Alcohol Sales Tax	280,000	128,222	46%	162,693	(34,472)		46%
Transient Lodging Sales Tax	120,000	95,875	80%	76,012	19,862	-	80%
Gaming Sales Tax	65,000	16,760	26%	27,435	(10,675)		26%
Tobacco Excise Tax	350,000	151,307	43%	168,529	(17,223)		43%
Marijuana Excise Tax	90,000	46,515	52%	63,775	-		52%
Business License	17,000	11,875	70%	11,875	-		
Penalty & Interest - Sales Tax	15,000	9,483	63%	6,200	3,283	(784.60)	58%
Total Sales Tax	4,662,000	1,978,655	42%	2,090,959	(101,406)		42%
Real Property Tax	2,460,000	2,474,896	101%	2,376,551	98,346	(501,376.90)	80%
Personal Property Tax	555,000	566,856	102%	452,655	114,201	(131,436.94)	78%
Penalty & Interest - Property Tax	70,000	119,471	171%	75,852	43,619		171%
Total Property Taxes	3,085,000	3,161,223	102%	2,905,058	256,165		82%
Telephone Gross Receipts State Tax	70,000	-	0%	-	-		0%
Shared Fisheries	670,000	600,639	90%	696,572	(95,933)		90%
Raw Fish Tax	30,000	-	0%	-	-		0%
Community Sharing	75,352	-	0%	-	-		0%
Payment in Lieu of Taxes (PILT)	460,000	522,976	114%	480,895	42,081		114%
State Jail Contract	720,000	-	0%	-	-		0%
Motor Vehicle Tax	25,000	11,105	44%	9,094	2,011		
Ambulance Fees	65,000	27,235	42%	30,571	(3,336)		42%
Lease & Rental Income	35,000	5,460	16%	5,410	50		16%
Admin Overhead	162,905	96,521	59%	77,365	19,156		59%
PERS on Behalf	94,318	44,077	47%	43,367	710		47%
PERS Forfeiture Fund	5,000	-	0%	704	(704)		0%
Other Revenues	147,750	183,337	124%	96,823	86,514	-	124%
Total	2,560,325	1,491,350	58%	1,440,801	50,549		58%
<b>Total</b>	<b>\$ 10,307,325</b>	<b>\$ 6,631,228</b>	<b>64%</b>	<b>\$ 6,436,817</b>	<b>\$ 205,309</b>		<b>58%</b>
<b>Special Revenue &amp; Other Funds Revenue</b>							
Water	231,712	113,701	49%	122,240	(8,539)	(10,353.96)	45%
Sewer	464,012	207,240	45%	226,200	(18,959)	(13,977.85)	42%
Landfill	298,259	195,281	65%	175,829	19,451	(7,540.00)	63%
Port - Dock	808,576	725,863	90%	771,059	(45,197)	(137,673.54)	73%
Port - Harbor	142,999	41,395	29%	36,254	5,141	(9,208.00)	23%
Asset Forfeiture Fund	2,000	250	12%	75	174		0%
E-911 Service	65,000	34,083	52%	33,486	597		52%

	<u>Budget - FY24</u>	<u>12/31/23</u> YTD	<u>Percent</u>	<u>12/31/22</u> YTD	<u>INC/(DEC)</u>	
Senior Center (Non-Grant)	45,615	14,000	31%	21,123	(7,123)	31%
Senior Center (Grant)	76,000	116,807	154%	26,999	89,808	154%
Library (Grants)	54,170	13,955	26%	59,047	(45,092)	26%
Debt Service	754,693	301,821	40%	-	301,821	40%
Mary Carlson Estate	4,000	10,561	264%	2,026	8,535	264%
Ambulance Rental	-	10,800		-	10,800	
<b>Total</b>	<b>\$ 2,947,036</b>	<b>\$ 1,785,754</b>	<b>61%</b>	<b>\$ 1,474,339</b>	<b>\$ 311,415</b>	<b>55%</b>
<b>Transfers</b>						
<i>From General Fund to Other Funds</i>						
Landfill	1,014,850	214,802	21%	45,952	168,850	
Senior Center	286,949	59,282	21%	163,159	(103,877)	
Ambulance Reserve	56,000	24,511	44%	3,057	21,454	
Equipment Replacement	600,000	118,637	20%	159,076	(40,439)	
Capital Projects	557,334	-	0%	-	-	
Debt Service SRF Loans	53,050	38,550	73%	42,107	(3,557)	
Debt Service Streets Bond	221,750	-	0%	65,875	(65,875)	
Debt Service Firehall Bond	44,000	12,000	27%	12,500	(500)	
Debt Service School Bond	319,307	967,625	303%	-	967,625	
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	189,853	106,262	56%	135,983	(29,722)	
Port - Harbor - Ice Machine	18,200	537	3%	273	264	
Port - Harbor - Bathhouse	18,300	7,107	39%	10,021	(2,914)	
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	63,916	28,696	45%	23,639	-	
Transfer from Carlson Estate to Library	4,000	1,998	50%	-	-	
Transfer from Wastewater to Water	28,471	-	0%	-	-	
<b>Total</b>	<b>\$ 3,475,980</b>	<b>\$ 1,580,006</b>	<b>45%</b>	<b>\$ 661,642</b>	<b>\$ 911,309</b>	
<b>Total Revenues &amp; Transfers</b>	<b>\$ 16,730,341</b>	<b>\$ 9,996,989</b>	<b>60%</b>	<b>\$ 8,572,799</b>	<b>\$ 1,428,033</b>	

**City of Dillingham**  
**Unaudited Revenues and Expenditures As of December 31, 2023**

**Data Collected on:**  
**2/24/2024**

Section . Item 3.

	<u>Budget - FY24</u>	<u>12/31/23</u>	<u>Percent</u>	<u>12/31/22</u>	<u>INC/(DEC)</u>
		<u>YTD</u>		<u>YTD</u>	
<b>EXPENDITURES:</b>					
<b>General Fund Expenditures</b>					
City Council	\$ 100,600	\$ 51,809	51%	\$ 45,563	\$ 6,246
City Clerk	151,607	57,367	38%	70,406	(13,039)
Administration	837,368	146,458	17%	231,122	(84,663)
Finance	1,098,392	540,648	49%	431,035	109,612
Legal	65,000	53,004	82%	36,372	16,633
Insurance	328,100	158,697	48%	135,452	23,246
Planning	332,485	112,834	34%	85,549	27,285
Foreclosures	9,000	53	1%	3,970	(3,917)
IT	301,300	110,741	37%	141,502	(30,761)
Public Safety Administration	299,928	98,406	33%	63,892	34,514
Dispatch	632,935	286,966	45%	112,204	174,762
Patrol	1,593,836	471,268	30%	219,391	251,877
Corrections	826,289	307,848	37%	192,667	115,181
DMV	72,661	35,168	48%	14,191	20,977
Animal Control Officer	131,541	66,753	51%	28,917	37,836
Fire	518,639	255,411	49%	115,826	139,585
Fire Department Donation	15,000	525	4%	193	333
EOC	-	-		0	-
Public Works Administration	439,456	71,961	16%	60,532	11,429
Building and Grounds	408,592	171,624	42%	105,308	66,316
Shop	636,118	237,500	37%	228,031	9,468
Street	551,739	255,999	46%	93,890	162,110
Library	192,485	86,768	45%	86,272	496
Grandma's House	0	19,001		0	
City School	1,700,000	850,770	50%	650,000	200,770
Transfers to Other Funds	3,153,240	1,447,927	46%	491,726	956,201
<b>Total</b>	<b>\$ 14,396,311</b>	<b>\$ 5,895,506</b>	<b>41%</b>	<b>\$ 3,644,010</b>	<b>\$ 2,232,495</b>



City of Dillingham  
 Unaudited Revenues and Expenditures As of December 31, 2023

Data Collected on:  
 2/24/2024

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	<u>Budget - FY24</u>	<u>12/31/23</u> YTD	<u>Percent</u>	<u>12/31/22</u> YTD	<u>INC/(DEC)</u>
<b><u>Special Revenue Funds Expenditures</u></b>					
Water	260,183	105,440	41%	92,734	12,706
Sewer	332,054	165,839	50%	100,265	65,574
Landfill	1,313,109	410,082	31%	221,485	188,597
Port - Dock	1,150,212	652,294	57%	750,464	(98,170)
Port - Harbor	369,352	155,300	42%	183,678	(28,378)
Asset Forfeiture Fund	2,000	-	0%	-	-
E-911 Service	63,916	28,696	45%	23,639	5,057
Senior Center (Non-Grant)	305,903	73,282	24%	179,967	(106,685)
Senior Center (Grant)	102,661	62,813	61%	1,604	61,209
Library (Grants)	54,170	18,156	34%	59,338	(41,181)
Mary Carlson Estate	6,255	3,181	51%	1,009	2,171
Ambulance Reserve Fund	20,000	1,480	7%	1,600	(120)
Debt Service SRF Loans	53,050	38,550	73%	42,107	(3,557)
Debt Service School Bond	1,064,000	967,625	91%	947,875	19,750
Debt Service Firehall Bond	44,000	12,000	27%	12,500	(500)
Debt Service Streets Bond	231,750	63,375	27%	65,875	(2,500)
Equipment Replacement	600,000	-	0%	159,076	(159,076)
<b>Total</b>	<b>\$ 5,972,615</b>	<b>\$ 2,758,114</b>	<b>46%</b>	<b>\$ 2,843,216</b>	<b>\$ (85,102)</b>
	<b>\$ 20,368,926</b>	<b>\$ 8,653,620</b>	<b>42%</b>	<b>\$ 6,487,225</b>	<b>\$ 2,147,393</b>
<b>Net Increase (Decrease) to Fund Balances</b>	<b>\$ (3,638,585)</b>	<b>\$ 1,343,369</b>		<b>\$ 2,085,573</b>	<b>\$ (719,360)</b>

City of Dillingham  
 Unaudited Revenues and Expenditures As of December 31, 2023

Data Collected on:  
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	<u>Budget - FY24</u>	<u>12/31/23</u> YTD	<u>Percent</u>	<u>12/31/22</u> YTD	<u>INC/(DEC)</u>	
<b>Grant &amp; Bond Revenues</b>						
ANTHC-Lagoon	-	-		152,721	(152,721)	
SOA-Landfill Firebreak	-	-		-	-	
EPA Snagpoint Erosion Grant	1,000,000	-	0%	-	-	
COVID - CARES & ARPA & LGLR	1,900,000	2,057,509	108%	1,028,789	1,028,720	
SRF Loan - Lagoon Aeration	670,000	-	0%	-	-	
SRF Loan - Waterfront	88,125	-	0%	-	-	
SRF Loan - Water	30,000	-	0%	-	-	
SRF Loan - Wastewater	100,000	-	0%	-	-	
Southern Region EMS	-	-		360	(360)	
SOA-DOH Grants	210,250	-	0%	-	-	
Curyung-Ice Machine	-	(1,324)		407	(1,730)	
BBEDC Intern Program	112,201	23,897	21%	26,120	(2,222)	
BBEDC Training Reimb	-	30,000		-	30,000	Invoiced - Not collected
BBEDC Pass Thru	-	-		-	-	
BBNC Training Reimb	-	-		-	-	
Bond Investment Income	-	-		22,675	(22,675)	
<b>Total</b>	<b>\$ 4,110,576</b>	<b>\$ 2,110,083</b>	<b>51%</b>	<b>\$ 1,215,747</b>	<b>\$ 894,336</b>	
<b>Grant &amp; Bond Expenditures</b>						
ANTHC-Lagoon	-	-		146,538	(146,538)	
SOA-Landfill Firebreak	-	100,000		-	-	
EPA Snagpoint Erosion Grant	1,000,000	-	0%	-	-	
State Public Safety	-	-		-	-	
COVID - CARES & ARPA & LGLR	1,900,000	180,310	9%	235,733	(55,422)	
SRF Loan - Lagoon Aeration	670,000	54,187	8%	-	54,187	
SRF Loan - Waterfront	88,125	-	0%	-	-	
SRF Loan - Water	30,000	-	0%	-	-	
SRF Loan - Wastewater	100,000	-	0%	-	-	
Southern Region EMS	-	-		360	(360)	
SOA-DOH Grants	210,250	3,782	2%	-	3,782	
Curyung-Ice Machine	-	-		1,011	(1,011)	
BBEDC Intern Program	112,201	34,441	31%	26,120	8,321	
BBEDC Training Reimb	-	40,350		9,099	31,251	
BBEDC Pass Thru	-	-		-	-	
BBNC Training Reimb	-	10,350		-	10,350	
<b>Total</b>	<b>\$ 4,110,576</b>	<b>\$ 423,420</b>	<b>10%</b>	<b>\$ 501,703</b>	<b>\$ (178,283)</b>	
	<b>\$ -</b>	<b>\$ 1,686,663</b>		<b>\$ 714,044</b>	<b>\$ 716,053</b>	

City of Dillingham  
 Unaudited Revenues and Expenditures As of December 31, 2023

Data Collected on:  
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	<u>Budget - FY24</u>	<u>12/31/23</u> YTD	<u>Percent</u>	<u>12/31/22</u> YTD	<u>INC/(DEC)</u>
<b>Capital Project Funds Revenues</b>					
Investment Income	-	-		-	-
Insurance Proceeds - Firehall	-	-		57,015	-
Insurance Proceeds - Landfill Shop Fire	-	-		214,490	(214,490)
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 271,505</b>	<b>\$ (214,490)</b>

	<u>Budget - FY24</u>	<u>12/31/23</u> YTD	<u>Percent</u>	<u>12/31/22</u> YTD	<u>INC/(DEC)</u>
<b>Capital Project Funds Expenditures</b>					
Major Building Maintenance	400,000	12,417	3%	-	-
Water Improvements	-	-		-	-
WasteWater Improvements	-	-		-	-
Sewer Lagoon Aeration	557,334	-	0%	-	-
Other Lift Station	-	-		-	-
Fire Dept Water Damage Repair	-	-		-	-
Landfill New Cell	-	-		-	-
Landfill Shop Fire	-	-		-	-
Landfill Groundwater Well	-	-		-	-
Bingman-Harbor cleanup	-	-		-	-
<b>Total</b>	<b>\$ 957,334</b>	<b>\$ 12,417</b>	<b>1%</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>\$ (957,334)</b>	<b>\$ (12,417)</b>		<b>\$ 271,505</b>	<b>\$ (214,490)</b>

	<u>Budget</u>	<u>Actual</u>
General Fund Revenue	\$ 10,307,325	\$ 6,631,228
Special Fund Revenue	\$ 2,947,036	\$ 1,785,754
Transfers In	\$ 3,475,980	\$ 1,580,006
Grant and Bond Revenue	\$ 4,110,576	\$ 2,110,083
CIP Revenue	\$ -	\$ -
	<b>\$ 20,840,917</b>	<b>\$ 12,107,072</b>
General Fund Expenditures	\$ 14,396,311	\$ 5,895,506
Special Fund Expenditures	\$ 5,972,615	\$ 2,758,114
Grant and Bond Expenditures	\$ 4,110,576	\$ 423,420
CIP Expenditures	\$ 957,334	\$ 12,417
	<b>\$ 25,436,836</b>	<b>\$ 9,089,457</b>
<b>Net Increase (Decrease) to Fund Bal</b>	<b>\$ (4,595,919)</b>	<b>\$ 3,017,614</b>

City of Dillingham  
 Unaudited Revenues and Expenditures As of January 31, 2024

Data Collected on:  
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	<u>Budget - FY24</u>	<u>01/31/24</u> YTD	<u>Percent</u>	<u>01/31/23</u> YTD	<u>INC/(DEC)</u>	Uncollected	% Adj
<b>General Fund Revenues</b>							
General Sales Tax	\$ 3,300,000	\$ 1,708,447	52%	\$ 1,762,009	\$ (53,562)	(2,541.53)	52%
General Sales Tax - Remote	425,000	164,716	39%	114,920			
Alcohol Sales Tax	280,000	165,489	59%	181,949	(16,460)		59%
Transient Lodging Sales Tax	120,000	97,412	81%	80,779	16,632	-	81%
Gaming Sales Tax	65,000	20,080	31%	33,710	(13,630)		31%
Tobacco Excise Tax	350,000	169,551	48%	187,951	(18,401)		48%
Marijuana Excise Tax	90,000	51,205	57%	66,201	-		57%
Business License	17,000	14,975	88%	15,075	-		
Penalty & Interest - Sales Tax	15,000	12,312	82%	6,513	5,799	(654.34)	78%
<b>Total Sales Tax</b>	<b>4,662,000</b>	<b>2,404,187</b>	<b>52%</b>	<b>2,449,108</b>	<b>(79,621)</b>		<b>52%</b>
Real Property Tax	2,460,000	2,474,896	101%	2,375,657	99,239	(211,984.75)	92%
Personal Property Tax	555,000	566,856	102%	451,905	114,951	(105,380.48)	83%
Penalty & Interest - Property Tax	70,000	123,965	177%	77,245	46,721		177%
<b>Total Property Taxes</b>	<b>3,085,000</b>	<b>3,165,718</b>	<b>103%</b>	<b>2,904,807</b>	<b>260,910</b>		<b>92%</b>
Telephone Gross Receipts State Tax	70,000	-	0%	-	-		0%
Shared Fisheries	670,000	600,639	90%	696,572	(95,933)		90%
Raw Fish Tax	30,000	-	0%	-	-		0%
Community Sharing	75,352	-	0%	-	-		0%
Payment in Lieu of Taxes (PILT)	460,000	522,976	114%	480,895	42,081		114%
State Jail Contract	720,000	-	0%	-	-		0%
Motor Vehicle Tax	25,000	12,699	51%	10,219	2,479		
Ambulance Fees	65,000	32,295	50%	30,571	1,725		50%
Lease & Rental Income	35,000	7,300	21%	6,320	980		21%
Admin Overhead	162,905	96,751	59%	118,950	(22,200)		59%
PERS on Behalf	94,318	52,693	56%	49,936	2,757		56%
PERS Forfeiture Fund	5,000	-	0%	704	(704)		0%
Other Revenues	147,750	228,200	154%	110,791	117,409	-	154%
<b>Total</b>	<b>2,560,325</b>	<b>1,553,553</b>	<b>61%</b>	<b>1,504,958</b>	<b>48,595</b>		<b>61%</b>
<b>Total</b>	<b>\$ 10,307,325</b>	<b>\$ 7,123,458</b>	<b>69%</b>	<b>\$ 6,858,874</b>	<b>\$ 229,885</b>		<b>66%</b>
<b>Special Revenue &amp; Other Funds Revenue</b>							
Water	231,712	130,964	57%	156,165	(25,202)	(14,601.15)	50%
Sewer	464,012	253,675	55%	291,651	(37,976)	(19,711.56)	50%
Landfill	298,259	212,220	71%	189,580	22,639	(4,360.00)	70%
Port - Dock	808,576	726,110	90%	774,302	(48,192)	(65,364.19)	82%
Port - Harbor	142,999	43,042	30%	36,981	6,061	(8,212.00)	24%
Asset Forfeiture Fund	2,000	253	13%	149	104		0%
E-911 Service	65,000	39,630	61%	39,076	554		61%

City of Dillingham  
 Unaudited Revenues and Expenditures As of January 31, 2024

Data Collected on:  
 2/24/2024

Section . Item 3.

	<u>Budget - FY24</u>	<u>01/31/24</u> YTD	<u>Percent</u>	<u>01/31/23</u> YTD	<u>INC/(DEC)</u>	
Senior Center (Non-Grant)	45,615	12,953	28%	23,711	(10,758)	28%
Senior Center (Grant)	76,000	118,036	155%	-	118,036	155%
Library (Grants)	54,170	23,881	44%	64,034	(40,153)	44%
Debt Service	754,693	311,526	41%	-	311,526	41%
Mary Carlson Estate	4,000	12,589	315%	3,266	9,323	315%
Ambulance Rental	-	13,200		10,800	2,400	
<b>Total</b>	<b>\$ 2,947,036</b>	<b>\$ 1,898,078</b>	<b>64%</b>	<b>\$ 1,589,716</b>	<b>\$ 308,363</b>	<b>61%</b>

**Transfers**

<i>From General Fund to Other Funds</i>						
Landfill	1,014,850	243,520	24%	71,073	172,447	
Senior Center	286,949	82,176	29%	189,646	(107,470)	
Ambulance Reserve	56,000	29,066	52%	3,057	26,009	
Equipment Replacement	600,000	118,637	20%	159,076	(40,439)	
Capital Projects	557,334	-	0%	-	-	
Debt Service SRF Loans	53,050	58,119	110%	42,107	16,012	
Debt Service Streets Bond	221,750	-	0%	65,875	(65,875)	
Debt Service Firehall Bond	44,000	12,000	27%	12,500	(500)	
Debt Service School Bond	319,307	967,625	303%	-	967,625	
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	189,853	122,918	65%	123,451	(533)	
Port - Harbor - Ice Machine	18,200	644	4%	273	371	
Port - Harbor - Bathhouse	18,300	7,208	39%	10,021	(2,813)	
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	63,916	33,491	52%	28,478	-	
Transfer from Carlson Estate to Library	4,000	2,331	58%	-	-	
Transfer from Wastewater to Water	28,471	-	0%	-	-	
<b>Total</b>	<b>\$ 3,475,980</b>	<b>\$ 1,677,734</b>	<b>48%</b>	<b>\$ 705,556</b>	<b>\$ 964,833</b>	
<b>Total Revenues &amp; Transfers</b>	<b>\$ 16,730,341</b>	<b>\$ 10,699,270</b>	<b>64%</b>	<b>\$ 9,154,146</b>	<b>\$ 1,503,080</b>	

City of Dillingham  
 Unaudited Revenues and Expenditures As of January 31, 2024

Data Collected on:  
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EXPENDITURES:	<u>Budget - FY24</u>	<u>01/31/24</u>	<u>Percent</u>	<u>01/31/23</u>	<u>INC/(DEC)</u>
		<u>YTD</u>		<u>YTD</u>	
<b>General Fund Expenditures</b>					
City Council	\$ 100,600	\$ 65,610	65%	\$ 45,888	\$ 19,722
City Clerk	151,607	70,513	47%	70,495	18
Administration	837,368	164,630	20%	283,763	(119,134)
Finance	1,098,392	657,647	60%	485,026	172,621
Legal	65,000	53,004	82%	39,456	13,549
Insurance	328,100	186,389	57%	157,712	28,677
Planning	332,485	138,915	42%	97,622	41,293
Foreclosures	9,000	53	1%	3,997	(3,944)
IT	301,300	126,239	42%	156,042	(29,803)
Public Safety Administration	299,928	116,313	39%	80,953	35,360
Dispatch	632,935	334,915	53%	160,544	174,371
Patrol	1,593,836	579,628	36%	287,948	291,680
Corrections	826,289	384,523	47%	251,048	133,475
DMV	72,661	43,167	59%	17,291	25,875
Animal Control Officer	131,541	80,487	61%	38,979	41,508
Fire	518,639	256,996	50%	144,958	112,038
Fire Department Donation	15,000	525	4%	193	333
EOC	-	-		0	-
Public Works Administration	439,456	89,189	20%	69,700	19,489
Building and Grounds	408,592	207,388	51%	147,707	59,681
Shop	636,118	282,167	44%	270,965	11,202
Street	551,739	301,739	55%	117,185	184,553
Library	192,485	100,754	52%	99,826	928
Grandma's House	0	27,130		2,328	
City School	1,700,000	850,981	50%	975,000	(124,019)
Transfers to Other Funds	3,153,240	853,162	27%	543,334	309,828
<b>Total</b>	<b>\$ 14,396,311</b>	<b>\$ 5,972,066</b>	<b>41%</b>	<b>\$ 4,547,962</b>	<b>\$ 1,399,302</b>

City of Dillingham  
 Unaudited Revenues and Expenditures As of January 31, 2024

Data Collected on:  
 2/24/2024

Section . Item 3.

	<u>Budget - FY24</u>	<u>01/31/24</u> YTD	<u>Percent</u>	<u>01/31/23</u> YTD	<u>INC/(DEC)</u>	
<b><u>Special Revenue Funds Expenditures</u></b>						
Water	260,183	126,621	49%	107,911	18,710	
Sewer	332,054	187,990	57%	112,613	75,377	
Landfill	1,313,109	455,739	35%	260,442	195,297	
Port - Dock	1,150,212	595,773	52%	774,302	(178,529)	
Port - Harbor	369,352	170,812	46%	203,620	(32,808)	
Asset Forfeiture Fund	2,000	-	0%	-	-	
E-911 Service	63,916	33,491	52%	28,478	5,013	
Senior Center (Non-Grant)	305,903	95,130	31%	208,870	(113,741)	
Senior Center (Grant)	102,661	67,377	66%	1,604	65,774	
Library (Grants)	54,170	23,498	43%	65,793	(42,295)	9,926.33 Invoiced-not colle
Mary Carlson Estate	6,255	3,726	60%	1,281	2,445	
Ambulance Reserve Fund	20,000	4,880	24%	1,600	3,280	
Debt Service SRF Loans	53,050	58,119	110%	42,107	16,012	
Debt Service School Bond	1,064,000	967,625	91%	947,875	19,750	
Debt Service Firehall Bond	44,000	12,000	27%	12,500	(500)	
Debt Service Streets Bond	231,750	63,375	27%	65,875	(2,500)	
Equipment Replacement	600,000	-	0%	159,076	(159,076)	
<b>Total</b>	<b>\$ 5,972,615</b>	<b>\$ 2,866,155</b>	<b>48%</b>	<b>\$ 2,993,947</b>	<b>\$ (127,792)</b>	
	<b>\$ 20,368,926</b>	<b>\$ 8,838,221</b>	<b>43%</b>	<b>\$ 7,541,909</b>	<b>\$ 1,271,509</b>	
<b>Net Increase (Decrease) to Fund Balances</b>	<b>\$ (3,638,585)</b>	<b>\$ 1,861,049</b>		<b>\$ 1,612,237</b>	<b>\$ 231,571</b>	

City of Dillingham  
 Unaudited Revenues and Expenditures As of January 31, 2024

Data Collected on:  
 2/24/2024

Section . Item 3.

	<u>Budget - FY24</u>	<u>01/31/24</u> YTD	<u>Percent</u>	<u>01/31/23</u> YTD	<u>INC/(DEC)</u>	
<b>Grant &amp; Bond Revenues</b>						
ANTHC-Lagoon	-	-		152,721	(152,721)	
SOA-Landfill Firebreak	-	-		-	-	
EPA Snagpoint Erosion Grant	1,000,000	-	0%	-	-	
COVID - CARES & ARPA & LGLR	1,900,000	2,057,509	108%	1,028,789	1,028,720	
SRF Loan - Lagoon Aeration	670,000	-	0%	-	-	
SRF Loan - Waterfront	88,125	-	0%	-	-	
SRF Loan - Water	30,000	-	0%	-	-	
SRF Loan - Wastewater	100,000	-	0%	-	-	
Southern Region EMS	-	-		360	(360)	
SOA-DOH Grants	210,250	-	0%	-	-	
Curyung-Ice Machine	-	(1,324)		407	(1,730)	
BBEDC Intern Program	112,201	48,602	43%	26,120	22,482	
BBEDC Training Reimb	-	41,902		15,939	25,962	
BBEDC Pass Thru	-	-		-	-	
BBNC Training Reimb	-	11,902		-	11,902	Invoiced - Not collected
Bond Investment Income	-	-		29,498	(29,498)	
<b>Total</b>	<b>\$ 4,110,576</b>	<b>\$ 2,158,591</b>	<b>53%</b>	<b>\$ 1,253,833</b>	<b>\$ 904,758</b>	
<b>Grant &amp; Bond Expenditures</b>						
ANTHC-Lagoon	-	-		146,538	(146,538)	
SOA-Landfill Firebreak	-	100,000		-	-	
EPA Snagpoint Erosion Grant	1,000,000	-	0%	-	-	
State Public Safety	-	-		-	-	
COVID - CARES & ARPA & LGLR	1,900,000	181,966	10%	235,733	(53,766)	
SRF Loan - Lagoon Aeration	670,000	54,187	8%	-	54,187	
SRF Loan - Waterfront	88,125	-	0%	-	-	
SRF Loan - Water	30,000	-	0%	-	-	
SRF Loan - Wastewater	100,000	-	0%	-	-	
Southern Region EMS	-	-		360	(360)	
SOA-DOH Grants	210,250	4,091	2%	-	4,091	
Curyung-Ice Machine	-	-		1,211	(1,211)	
BBEDC Intern Program	112,201	34,441	31%	26,120	8,321	
BBEDC Training Reimb	-	40,350		9,099	31,251	
BBEDC Pass Thru	-	-		-	-	
BBNC Training Reimb	-	10,350		-	10,350	
<b>Total</b>	<b>\$ 4,110,576</b>	<b>\$ 425,385</b>	<b>10%</b>	<b>\$ 501,903</b>	<b>\$ (176,519)</b>	
	<b>\$ -</b>	<b>\$ 1,733,207</b>		<b>\$ 751,930</b>	<b>\$ 728,239</b>	



City of Dillingham  
 Unaudited Revenues and Expenditures As of January 31, 2024

Data Collected on:  
 2/24/2024

Section . Item 3.

	<u>Budget - FY24</u>	<u>01/31/24</u> YTD	<u>Percent</u>	<u>01/31/23</u> YTD	<u>INC/(DEC)</u>
<b>Capital Project Funds Revenues</b>					
Investment Income	-	-		-	-
Insurance Proceeds - Firehall	-	-		57,015	-
Insurance Proceeds - Landfill Shop Fire	-	-		214,490	(214,490)
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 271,505</b>	<b>\$ (214,490)</b>

	<u>Budget - FY24</u>	<u>01/31/24</u> YTD	<u>Percent</u>	<u>01/31/23</u> YTD	<u>INC/(DEC)</u>
<b>Capital Project Funds Expenditures</b>					
Major Building Maintenance	400,000	12,417	3%	-	-
Water Improvements	-	-		-	-
WasteWater Improvements	-	-		-	-
Sewer Lagoon Aeration	557,334	-	0%	-	-
Other Lift Station	-	-		-	-
Fire Dept Water Damage Repair	-	-		-	-
Landfill New Cell	-	-		-	-
Landfill Shop Fire	-	-		-	-
Landfill Groundwater Well	-	-		-	-
Bingman-Harbor cleanup	-	-		-	-
<b>Total</b>	<b>\$ 957,334</b>	<b>\$ 12,417</b>	<b>1%</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>\$ (957,334)</b>	<b>\$ (12,417)</b>		<b>\$ 271,505</b>	<b>\$ (214,490)</b>

	<u>Budget</u>	<u>Actual</u>
General Fund Revenue	\$ 10,307,325	\$ 7,123,458
Special Fund Revenue	\$ 2,947,036	\$ 1,898,078
Transfers In	\$ 3,475,980	\$ 1,677,734
Grant and Bond Revenue	\$ 4,110,576	\$ 2,158,591
CIP Revenue	\$ -	\$ -
	<b>\$ 20,840,917</b>	<b>\$ 12,857,861</b>
General Fund Expenditures	\$ 14,396,311	\$ 5,972,066
Special Fund Expenditures	\$ 5,972,615	\$ 2,866,155
Grant and Bond Expenditures	\$ 4,110,576	\$ 425,385
CIP Expenditures	\$ 957,334	\$ 12,417
	<b>\$ 25,436,836</b>	<b>\$ 9,276,022</b>
<b>Net Increase (Decrease) to Fund Bal</b>	<b>\$ (4,595,919)</b>	<b>\$ 3,581,839</b>

**Balance Sheet**  
**City of Dillingham**  
**1/31/2024**

<u>Assets</u>	General Fund	Local Government Lost Revenue Fund	Capital Project Planning Fund	Other Governmental Funds	Total Governmental Funds
<b>Current:</b>					
Cash - Wells Fargo					
Checking/Operating Account	11,068,502	-	-	-	11,068,502
<b>Investments:</b>					
Piper Jaffrey	2,690,483	-	-	-	2,690,483
TVI Investments	756,857	-	-	-	756,857
Wells Fargo Bank	279,299	-	-	-	279,299
AMLIP	228,079	-	-	-	228,079
Wells Fargo Bonds	-	-	2,173,034	-	2,173,034
Total Investments	3,954,718	-	2,173,034	-	6,127,752
<b>Restricted Cash and Investments -</b>					
Piper Jaffrey (Mary Carlson Estate)	-	-	-	406,672	406,672
<b>Receivables:</b>					
Sales Tax	250,023	-	-	-	250,023
Real and Personal Property Taxes	469,887	-	-	-	469,887
Utilities and Services	127,560	-	-	282,969	410,529
Total Receivables	847,470	-	-	282,969	1,130,439
Prepaid Items	236,289	-	-	14,921	251,210
<b>Due from other funds:</b>					
Water and Sewer	-	-	-	1,193,670	1,193,670
Landfill	7,983	-	-	-	7,983
Dock	-	-	-	1,321,172	1,321,172
Harbor	336,544	-	-	-	336,544
Senior Center	-	-	-	213,874	213,874
E-911	-	-	-	335,045	335,045
Federal & State Grants	152,585	-	-	-	152,858
Local Government Lost Revenue	-	1,925,388	-	-	1,925,388
Mary Carlson Estate	36,927	-	-	-	36,927
Ambulance Reserve Capital Project	-	-	-	394,008	394,008
Equipment Replacement Capital Project	-	-	-	61,652	61,652
School Bond Capital Project	1,626	-	-	-	1,626
Capital Project Streets Bond	-	-	-	-	-
Fire Hall Bond	48,057	-	-	-	48,057
Capital Project Planning	1,243,569	-	-	-	1,243,569
Landfill Closure Costs	-	-	-	172,044	172,044
Debt Service	-	-	-	248,151	248,151
	1,827,291	1,925,388	-	3,939,616	7,692,568
<b>Total Current Assets</b>	<b>17,934,270</b>	<b>1,925,388</b>	<b>2,173,034</b>	<b>4,644,178</b>	<b>26,676,870</b>

**Balance Sheet  
City of Dillingham  
1/31/2024**

Liabilities and Fund Balances

Liabilities:					
Accounts payable	164,044	-	-	100,241	264,285
Accrued payroll and payroll liabilities	81,438	-	-	-	81,438
Unearned Revenue	-	1,925,388	-	91,874	2,017,262
Delinquent Property Tax and User Fees	373,230	-	-	120,942	494,172
Due to other funds:					
Water and Sewer	1,193,670	-	-	-	1,193,670
Landfill	-	-	-	7,983	7,983
Dock	1,321,172	-	-	-	1,321,172
Harbor	-	-	-	336,544	336,544
Senior Center	213,874	-	-	-	213,874
E-911	335,045	-	-	-	335,045
Federal & State Grants	-	-	-	152,858	152,858
Local Government Lost Revenue	1,925,388	-	-	-	1,925,388
Mary Carlson Estate	-	-	-	36,927	36,927
Ambulance Reserve Capital Project	394,008	-	-	-	394,008
Equipment Replacement Capital Project	61,652	-	-	-	61,652
School Bond Capital Project	-	-	-	1,626	1,626
Capital Project Streets Bond	-	-	-	-	-
Fire Hall Bond	-	-	-	48,057	48,057
Capital Project Planning	-	-	1,243,569	-	1,243,569
Landfill Closure	172,044	-	-	-	172,044
Debt Service	248,151	-	-	-	248,151
Total Due to other funds	5,865,004	-	1,243,569	583,995	7,692,568
Total liabilities	6,483,716	1,925,388	1,243,569	897,052	10,055,553
Fund Balances:					
Nonspendable	73,622	-	-	-	73,622
Restricted (LGLR)	1,925,388	-	-	-	1,925,388
Committed	-	-	929,465	-	929,465
Assigned	-	-	-	3,747,126	3,747,126
Unassigned	9,451,544	-	-	-	9,451,544
Total fund balances	11,450,554	-	929,465	3,747,126	16,127,145
Total liabilities and fund balances	17,934,270	1,925,388	2,173,034	4,644,178	26,676,870

**/Mayor**  
Alice Ruby

**City Manager**  
Kimberly Johnson



**Dillingham City Co**

Section . Item 3.

Bertram Luckhurst  
Michael Bennett  
Steven Carriere  
Curt Armstrong  
Kaleb Westfall

## MEMORANDUM

**Date:** Marh 5, 2024  
**To:** Kimberly Johnson, City Manager  
**From:** Patty Buholm, Planning Director  
**Subject:** February Monthly Report

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### **Acknowledgements and Recognitions:**

I would like to thank City Manager Kimberly Johnson for her assistance with the submission of the CAPSIS projects. Also, a thank you to Myrtice Evalt for her assistance in creating the informational booklets that were created and given to the City Manager and the 3 Council Members for their scheduled trip to Juneau for the AML Winter Legislative Work session with the funding seeking for the CAPSIS.

### **Department Accomplishment and Opportunities:**

- The Planner was requested to cover for the City Clerk in his absence for a portion of February.
- In Dan Deckers absence, I attended and assisted with the City Council Training Workshop on 2/07/24 lead by AML's Melany Niebeck. This workshop reviewed Roberts Rules, Open Meeting Act, Roles and Responsibilities of elected officials, and general meeting processes.
- During the February 1, 2024 City Council Meeting the Council Members adopted the presented Organizational Chart; which transfers the Landfill and Water/Wastewater Utilities to the Planning Department. I look forward to growing the positive working relation that we already have.

### **Projects – Progress and Public Impacts:**

- The Nerka Road Improvements Project: Due to the funding shortfall that occurred for this project, Bristol Companies has agreed to seek grants to cover the cost of completing the Road Improvement project. The status of the funding is currently unknown to the Planning Department.
- Aerated Lagoon Improvement Project: Udelhoven and CRW are continuing to work on this project, ordering supplies, working out logistics, planning for spring and summer activities. No physical work is being done on-site for this project, however there is a huge amount of work being completed on the backend of this to ensure a safe, productive project this spring/summer surrounding this project.

- LANDFILL: The Planning Department has been working with the DEC to li Notice of Violation by supplying pictures, planning a summer 2024 site visit, and planning staff training in spring and summer of 2024.
- The 2023 Comprehensive Plan Update: Is coming along nicely with Agnew::Beck. Dagen Nelson has completed the City of Dillingham Building Assessments which has been forwarded to them to include for potential future projects.
- 

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

- Planning Commission meeting will be delayed due to training – 3/20/2024.
- I will be attending the FEMA training 2/26/2024 – 3/01/2024. Update: Course complete with 100% passing on the post test. I will still need to sit for the Certified Floodplain Managers test in the near future.
- I will be attending the ANCSA Training 2/13/2024 – 2/15/2024.

#### **Public Feedback:**

- Positive feedback from the community about the snow removal around the subdivisions. I have passed this information on to the Public Works Department.
- Due to the steep slopes of the ditches within the Nerka Subdivision, people are concerned about sliding into the ditches with their vehicles. The Public Works Department staff have been sanding the subdivision and I am not knowledgeable of any incidents have occurred.

#### **List of Attachments:**

No attachments this report



## MEMORANDUM

**DATE:** 02/22/24  
**TO:** City Manager and City Clerk  
**FROM:** 01/24/24 to 02/22/24  
**SUBJECT:** Police Department Report

### STAFF REPORT

#### The Dillingham Police Department:

**The Police Department is in need of more patrol vehicles as soon as possible. Our current patrol vehicles are showing signs that it is time to replace them and are beginning to have more problems. We also do not have any spare police vehicles if any of the current vehicles break down. We currently have 5 patrol vehicles needing repair at the city shop. 1 patrol vehicle is completely out of order and is used for parts. 1 patrol vehicle is needing an engine placed in it and put back together. 1 has a missing window which was busted by an individual placed in custody, 1 vehicle has front bearing issues. The last vehicle is undetermined what it needs. This currently leaves us with 5 working police vehicles to share among our current 8 officers. One of the 5 working vehicles is also needing maintenance soon because it is having issues as well. We are in need of new patrol vehicles ASAP.**

The police department would like 2 new snow machines to replace the 2 old snow machines which were sold at the Mayors sale. The City of Dillingham has properties which can only be accessed by off road vehicles such as snow machines and ATVs depending on the time of the year. The snow machines will only be used for special patrol duties and each officer must be trained in operating, minor maintenance, and snow machine trails prior to being allowed to use. Snow machines will not be used for regular patrol duties and must have chief approval prior to use.

- The snow machines will help the police department reach places which patrol vehicles are not able to.
- The snow machines can also be used for search and rescue if needed.

The Police Departments current heating system is having trouble keeping the building warm. We are having to run several space heaters 24\_7 to have the building kept somewhat warm in this cold weather. The Police Department building is just old and does not hold heat well. There are also many other issues with the current police building. The building is out dated and needs to be replaced as soon as possible.

#### Patrol Department:

Currently has 9 officers which includes: 8 Patrol Officer and 1 Animal Patrol Officer

-5 resident officers, Acting Chief Craig Maines, Officer Aquila Kapotak, Officer David Tanner, Officer James Chillemi, and Animal Officer Cody Hertzberg.

-4 rotating officers which include, Officer Douglas Johnson, Officer Tracy O'Malley, Officer George Head and newest Officer Andrew Breda

-Officer Breda has been on Workman's Comp Medical leave since 02/07/24. It is unclear when he will return to work at the moment.

-We hired a new Officer from Big Lake, AK, Officer Bradley Adams who will be starting on 03/05/24 as a rotational officer. This would give us 5 rotational officers.

-We have listed the New Police Sergeant Position approved by council in hopes of hiring a resident sergeant give us 2 sergeants for patrol.

-We are still advertising the police officer positions to fill the remaining officer spots. We are mainly look for more resident officers now.

Between 01/24/24 to 02/22/24 the Police Department have received 174 calls for service which included animal calls, medical calls, Traffic calls, Disturbances, Security Checks, Welfare Checks, and Criminal Investigations.

-5 individuals placed in T-47 custody

-8 individuals arrested for criminal investigations/warrants.

-13 criminal investigations

-24 Citations (Criminal/Traffic)

**Dispatch Dept.:**

Currently has 5 Dispatchers, which includes the Supervisor.

-Chelsea Wassily, continues part-time to provide work coverage when needed/available.

-We are advertising for a 6<sup>th</sup> dispatcher

From 01/24/2024 to 02/22/2024 the Dillingham Police Dispatch has handled 1,125 incoming calls, 84 of those calls were 911 emergency calls. Out the 1,125 calls, 242 of those were calls for service which officers responded.

**Corrections Dept.:**

Jail is open with 4 officers at this time which includes the Corrections Sergeant.

Caleb Kapotak Finished the Corrections Academy in Palmer

We are advertising for 2 Corrections officer positions.

From 01/24/24 thru 02/22/24 there were:

19 inmates held in the Dillingham Jail Facility.

5 individuals under the Alaska Statutes T-47 protective custody.

Total Number of Man-Days Served: 130

**Animal Control:**

From 01/24/24 to 02/22/24 Officer Cody Hertzberg has responded to 18 Animal Control calls and has impounded 12 Dogs. Officer Hertzberg has issued 11 citations this month.

**NEEDS:****New Truck outfitted for Animal Control & Police duty use.**

1 or 2 extra strictly animal control officer to help cover weekends and possible night duties as well as keeping the shelter clean and taking care of the animals.

Having another person will help so Officer Hertzberg can have a day off and keep the shelter clean as well as dealing with the tremendous animal problem in Dillingham.

**DMV:**

For the period of January 24, 2024 to February 22, 2024  
Division of Motor Vehicle

- 04 – Commercial D/L
- 19 – Driver License
- 02 – Identification Cards
- 03 – HC Permits (No Fee)
- 01 – Miscellaneous Fees
- 06 – Vehicle Registration
- 01 – Title / Lien
- 00 – Boat Registration
- 05 – Road Test

## Customer Assist:

- 01 – License Services
- 10 – AK Written Test

- The Dillingham DMV was closed starting January 31 and reopened on February 16, 2024.



Below is the ideal growth plan for the Police Department. Please review and consider for the future.

**Dillingham Police Department Growth Plan:**

This would be an ideal Starting point to focus on for the Police Forces Growth

**PATROL DEPARTMENT**

**RESIDENT POSITIONS:**

**Chief of Police:**

**(Approved Position)**

Oversee all Public Safety  
(Patrol, Correction, Dispatch, Animal Control, DMV, & Admin)  
Attend Meetings  
Fulltime Resident Officer  
Starting Salary: 130,000 – 160,000 (DOE)

**Lieutenant**

**(Needs To be Approved)**

Starting Pay: 45.00 – 50.00 (DOE)  
Resident/(possible Rotation) Position  
Lead Investigator  
Training/Instructor/FTO  
Oversea Patrol Division  
Attend Meetings  
Make Patrol Schedules

**Sergeant:**

Starting Pay: 42.00 – 45.00 (DOE)

<b><u>Resident Sergeant #1:</u></b>	<b><u>Resident/<u>Rotational</u> Sergeant #2:</u></b>
<b><u>(Approved Position)</u></b>	<b><u>(Approved Position)</u></b>
Supervisor Day Shift/Night Shift	Supervisor Day Shift/Night Shift
Review Cases	Review Cases
Lead Investigator	Lead Investigator
Training/Instructor/FTO	Training/Instructor/FTO
Attend Meetings	Attend Meetings

**Police Officer:**

Starting Pay: 38.00 – 41.00 hr (DOE)

<b><u>Resident Patrol Officer #1:</u></b>	<b><u>Resident Patrol Officer #2:</u></b>
<b><u>(Approved Position)</u></b>	<b><u>(Approved Position)</u></b>
School Resource Officer	WAANT Officer
DARE Officer	Shift Coverage: Day/ Mid/ Night

Shift Coverage: Day/ Mid  
Training/Instructor/FTO

Training/Instructor/FTO

Resident Patrol Officer #3:  
**(Approved Position)**  
Airport Officer Duties  
Harbor Officer Duties  
Shift Coverage: Day/ Mid/ Night  
Training/Instructor/FTO

Resident Patrol Officer #4:  
**(Approved Position)**  
Airport Officer Duties  
Harbor Officer Duties  
Shift Coverage: Day/ Mid/ Night  
Training/Instructor/FTO

Resident Patrol Officer #5:  
**(Needs To be Approved)**  
Airport Officer Duties  
Harbor Officer Duties  
DARE Officer  
School Resource Officer  
Shift Coverage: Day/ Mid/ Night  
Training/Instructor/FTO

**ROTATIONAL POSITION:**

2 Weeks On/ 2 Weeks Off  
168 work hours

Starting Pay: 33.00 – 36.00 hr (DOE)

Rotation Patrol Officer #1:  
**(Approved Position)**  
Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

Rotation Patrol Officer #2:  
**(Approved Position)**  
Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

Rotation Patrol Officer #3  
**(Approved Position)**  
Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

Rotation Patrol Officer #4  
**(Approved Position)**  
Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

Rotation Patrol Officer #5  
**(Needs To be Approved)**  
Shift Coverage: Day/ Mid/ Night  
14 days, 12 hour shifts  
Standard Patrol Officer

**ANIMAL CONTROL DEPARTMENT**

Animal Control/Police Officer (Supervisor)

**(Approved Position)**

- Starting Pay: 32.00 – 34.00 (DOE)
- Supervise Animal Cont. Officers
- Make ACO schedules
- Training/Instructor/FTO
- Review/Handle Animal Calls

Animal Cont. Officer #1

**(Needs To be Approved)**

- Starting Pay: 28.00 – 30.00 (DOE)
- Handle Animal Calls
- Issue DMC Citations

Animal Cont. Officer #2

**(Needs To be Approved)**

- Starting Pay: 28.00 – 30.00 (DOE)
- Handle Animal Calls
- Issue DMC Citations

**DISPATCH DEPARTMENT**

Dispatch Supervisor

**(Approved Position)**

- Starting Pay: 32.00 – 34.00 (DOE)
- Make Dispatch Schedule
- Training/Instructor/FTO
- Review/Handle Dispatch Calls

Dispatch Officer #1

**(Approved Position)**

- Starting Pay: 28.00 – 30.00 (DOE)
- Handle Calls
- Monitor Radio Traffic
- Dispatch Officers to calls

Dispatch Officer #2

**(Approved Position)**

- Starting Pay: 28.00 – 30.00 (DOE)
- Handle Calls
- Monitor Radio Traffic
- Dispatch Officers to calls

Dispatch Officer #3

**(Approved Position)**

- Starting Pay: 28.00 – 30.00 (DOE)
- Handle Calls
- Monitor Radio Traffic
- Dispatch Officers to calls

Dispatch Officer #4

**(Approved Position)**

- Starting Pay: 28.00 – 30.00 (DOE)
- Handle Calls
- Monitor Radio Traffic
- Dispatch Officers to calls

Dispatch Officer #5

**(Approved Position)**

- Starting Pay: 28.00 – 30.00 (DOE)
- Handle Calls & Monitor Radio Traffic

Dispatch Officers to calls

**CORRECTIONS DEPARTMENT**

Corrections Supervisor  
**(Approved Position)**  
Starting Pay: 32.50 – 34.50 (DOE)  
Make Dispatch Schedule  
Training/Instructor/FTO  
Review/Handle Dispatch Calls

Corrections Officer #1  
**(Approved Position)**  
Starting Pay: 28.00 – 30.00 (DOE)  
Monitor Inmates in Jail  
Filling Court papers  
Maintaining the Jail

Corrections Officer #2  
**(Approved Position)**  
Starting Pay: 28.00 – 30.00 (DOE)  
Monitor Inmates in Jail  
Filling Court papers  
Maintaining the Jail

Corrections Officer #3  
**(Approved Position)**  
Starting Pay: 28.00 – 30.00 (DOE)  
Monitor Inmates in Jail  
Filling Court papers  
Maintaining the Jail

Corrections Officer #4  
**(Approved Position)**  
Starting Pay: 28.00 – 30.00 (DOE)  
Monitor Inmates in Jail  
Filling Court papers  
Maintaining the Jail

Corrections Officer #5  
**(Approved Position)**  
Starting Pay: 28.00 – 30.00 (DOE)  
Monitor Inmates in Jail  
Filling Court papers  
Maintaining the Jail

**OTHER POSITIONS**

Admin Assistant/Grant Writer:  
**(Needs To be Approved)**  
Find and Write Grants for Police Funding  
Supply Ordering and Filing  
Cross trained in Corrections and Dispatch  
40 hour weeks  
Starting pay: 28.00 hr

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DMV/Admin Assistant  
**(Approved Position)**  
Handle DMV  
Supply Ordering and Filing  
40 hour weeks  
Starting pay: 28.00 hr

**POSSIBLE SOURCES OF FUNDING:**

APSC (Alaska Police Standards Council) offers Funding

Alaska TSA/DOT

Dillingham City School District

Curyung Tribal

GRANT FUNDING (will require a fulltime grant writer for the police department)

AST WAANT grant funding

Other.....

EOR

**Acting Chief Craig Maines**

# PUBLIC HEARINGS

# CITIZEN'S COMMENTS

# ORDINANCES AND RESOLUTIONS



CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2024-01

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING CHAPTER 4.30, CONTRACT AND PURCHASE PROCEDURES TO ADJUST THE PURCHASE PARAMETERS**

BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

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

**Section 2. Amendment to Chapter 4.30 Contract and Purchase Procedures.** Section 4.30 of the Dillingham Municipal Code is hereby amended as follows with new text displayed in **bold** and underlined font and deleted text displayed in strike out font.

**Sections:**

**4.30.050 Purchase orders.**

**4.30.060 Contracts/purchases of under one thousand dollars.**

**4.30.070 Contract/purchases of one thousand dollars to five thousand dollars.**

**4.30.080 Contracts/purchases of five thousand dollars to twenty thousand dollars.**

**4.30.090 Contracts/purchases of twenty thousand dollars or more.**

**4.30.050 Purchase Orders.**

A. The city manager is responsible for the establishment of a purchasing system under which all merchandise, supplies and services will be purchased for the city, except for the school district.

B. Purchase orders shall be issued upon requisitions signed by the head of the division requesting the purchase. All requisitions shall be filed with the purchasing agent and no purchase shall be made until an order has been obtained from him/her.

C. In the absence of the city manager, a person designated in writing by him/her, is hereby authorized to sign purchase orders for supplies which do not exceed ~~two thousand dollars~~ **\$4,999** in value, in conformance with control procedures to be established by the city manager for that purpose.

**4.30.060 Contracts/purchases of under ~~two thousand dollars~~ **\$4,999**.**

Unless otherwise required by law, contracts and purchases estimated by the city manager to be not in excess of ~~two thousand dollars~~ **\$4,999** may be made on the open market without competitive bidding or quotations.

**4.30.070 Contracts/purchases of ~~two thousand dollars~~ **\$4,999** to ~~seven thousand nine hundred ninety-nine dollars~~ **\$9,999**.**

Unless otherwise required by law, contracts and purchases estimated by the city manager in writing to be between ~~two thousand~~ **\$4,999** and ~~seven thousand nine hundred ninety-nine dollars~~ **\$9,999** may be made in the open market without competitive sealed bid or public notice; however whenever possible the city manager shall obtain at least three price quotes

and shall award the contract purchase to the lowest responsible bidder. The city manager shall maintain a written record of the price quotations requested and received.

**4.30.080 Contracts/purchases of ~~eight thousand dollars~~ \$10,000 to ~~thirty thousand dollars~~ \$50,999.**

Unless otherwise required by law, contracts and purchases estimated by the city manager in writing to be between ~~eight thousand~~ \$10,000 and ~~twenty-nine thousand nine hundred ninety nine dollars~~ \$50,999 may be made in the open market without competitive sealed bid or public notice, subject to the following:

- A. Quotations and Award. Such open market contracts and purchases, whenever possible and practicable, shall be based upon at least three competitive written quotations from interested bidders and shall be awarded to the lowest qualified and responsible bidder.
- B. Interested Bidder’s List. The city manager shall create and maintain a list of interested bidders, which list shall contain the names of suppliers who have declared their interest in being solicited for quotations on specific classes of supplies or services. Names of suppliers who have become inactive in submitting quotations may be removed from the list.
- C. Written Quotations. Written quotations may be solicited by telephone, in person or in writing from bidders in the interested bidders list and from others known to be interested in submitting quotations. All quotations shall be submitted in writing and a detailed record shall be made of the quotations received. The city manager may consider the prices in published mail order catalogs as written quotations.
- D. City Council Approval. The city manager shall review all quotations and award the contract or purchase in writing. The city manager shall notify the city council of the award of such contract or purchase at the next regular city council meeting.
- E. Records. The city manager shall keep a written record of all such open market contracts and purchases and the quotations submitted in competition thereon. Such records shall be open to public inspection during regular business hours. Records of such open market purchases may be disposed of two years following the action.

**4.30.090 Contracts/purchases of ~~thirty thousand dollars~~ \$51,000 or more.**

- A. Unless exempt under the provisions of Section 4.30.130, contracts for and purchases of supplies estimated by the city manager in writing to exceed ~~thirty thousand dollars~~ \$51,000 shall be made by competitive sealed bid.
- B. Unless exempt under the provisions of Section 4.30.130, contracts for professional services estimated by the city manager in writing to exceed ~~thirty thousand dollars~~ \$51,000 shall be made by competitive sealed proposal.
- C. The city manager may provide for a process whereby interested bidders/proposers submit statements of qualifications. From these statements, the manager shall determine those who appear to satisfy the “responsible bidder” criteria as set forth at Section 4.30.030(A) and may limit the submittal of bids and proposals pursuant to Section 4.30.100 to only those parties.

**Section 3. Effective Date.** This ordinance is effective upon passage.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on \_\_\_\_\_, 2024.

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

[SEAL]

ATTEST:

\_\_\_\_\_  
Daniel E. Decker Sr  
City Clerk

NON-CODE ORDINANCE

Introduced: March 14, 2024

Public Hearing Scheduled for: April 4, 2024

Enacted: April 4, 2024

CITY OF DILLINGHAM, ALASKA  
ORDINANCE NO. 2024-02

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AMENDMENT NO.1 AND APPROPRIATING FUNDS FOR THE FY 2024 CITY OF DILLINGHAM BUDGET**

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY24 to the City Council in accordance with Title 4 of the Dillingham Municipal Code pursuant to A.S. 20.20.500(3); and

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

WHEREAS, the City Council has set the rate of levy of property tax for the City of Dillingham for FY 2024 budget at 13 mills; and

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

WHEREAS, additional FY 2024 funds are available for appropriation by ordinance;

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

1. The FY 2024 Operating Budget and Capital Improvement Amendment No.1 as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in the budget by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2024.
3. The City Council shall have the power to transfer approved and appropriated General Fund or Special Revenue Fund monies from one to another and from one Capital Project to another by resolution.
4. The City Manager shall have the power to transfer funds from one line item object code to another within a fund and within a Capital Improvement Project.

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

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

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

**Section 3. Appropriation summary.** The total appropriation from the Treasury in Section 6 was a total of \$ 24,259,953

**Section 4. Revenues**

General Fund

Taxes

General Sales Taxes	3,300,000
Remote Sales Taxes	425,000
Alcohol Sales Taxes	280,000
Transient Lodging Sales Taxes	150,000
Gaming Sales Tax	50,000
Tobacco Tax	350,000
Marijuana Tax	90,000
Penalty & Interest – Sales Tax	15,000
Real Property Taxes	2,460,000
Personal Property Taxes	555,000
Penalty & Interest – Property Tax	125,000
Business License	17,000

Other Revenue

Telephone Gross State Tax	70,000
Raw Fish Tax	600,640
Shared Fisheries	30,000
Revenue Sharing (community support)	75,352
Payment in Lieu Taxes (PILT)	522,976
Jail Contract Revenue	442,926
Motor Vehicle Tax	25,000
Ambulance Fees	65,000
Lease and Rental Income	35,000
Administrative Overhead	171,805
PERS on Behalf	92,530
PERS Forfeiture Fund	5,000
All Other Revenues	323,750

<b>Total General Fund Revenues</b>	<b>10,276,979</b>
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Special Revenue & Other Funds Revenues

Water	229,712	
Waste Water	478,712	
Landfill	334,259	
Port – Dock	876,576	
Port – Harbor	145,200	
Asset Forfeiture	500	
E-911	65,000	
Senior Center (Includes grants)	127,261	
Library Grants	54,170	
Debt Service	1,071,017	
Mary Carlson Estate	21,000	
<b>Total General Fund &amp; Special Revenues</b>		<b><u>3,420,207</u></b>

Project Revenue

LGLR	1,900,000	
BBEDC Intern	112,201	
BBEDC Training Grant	40,350	
BBNC Training Grant	10,350	
ADOH Grants	210,250	
EPA Federal Grants	1,000,000	
SOA SRF Loan - Lagoon Aeration	670,000	
<b>Total General Fund &amp; Special Revenues</b>		<b><u>3,943,151</u></b>

**TOTAL REVENUES** **17,640,337**

**Section 5. Transfers**

Transfers from General Fund to Other Funds

Water	0	
Wastewater	0	
Landfill	607,680	
Harbor	72,030	
Senior Center	231,500	
Ambulance Replacement	55,500	
Equipment Replacement	400,000	
Capital Projects	957,334	
SRF Loans Payments	58,119	
Streets Bond Payment	-94,574	
Firehall Bond Payment	44,000	
School Bond payment	319,307	
<b>Total Transfers from Gen. Fund</b>		<b><u>2,650,896</u></b>

Transfers from Dock Fund to Harbor Funds

Harbor Operations	246,551	
Ice Machine	18,200	
Bathhouse	17,000	
<b>Total Transfers from Dock Fund</b>		<b><u>281,751</u></b>

Transfers from Department to Department		
From E-911 to Dispatch	63,916	
From Mary Carlson Estate to Library	4,000	
From Wastewater to Water	40,002	
<b>Total Transfers between Departments</b>	<b>107,918</b>	
<b>TOTAL TRANSFERS</b>		<b>3,040,565</b>
<b>TOTAL REVENUES, TRANSFERS, AND FUNDS</b>		<b>20,680,902</b>

**Section 6. Appropriations.**

General Fund Government Operations

City Council	104,150	
City Clerk	172,255	
Administration	528,827	
Finance	1,226,649	
Legal	90,000	
Insurance	328,100	
Planning	618,933	
Foreclosures	9,000	
IT	311,300	
PS Administration	243,323	
PS Dispatch	651,125	
PS Patrol	1,273,100	
PS Corrections	767,164	
PS DMV	79,647	
PS Animal Control Officer	153,268	
PS Fire Department	545,377	
PS Volunteer Fire Donation	15,000	
PW Administration	229,700	
PW Buildings & Grounds	411,402	
PW Shop	632,757	
PW Streets	693,308	
Library	191,285	
Grandma's House	41,000	
City School District	1,702,000	
Transfer Subsidy for Special Revenue	2,650,896	
<b>Total General Fund Appropriations</b>	<b>13,669,566</b>	

Special Revenue & Other Funds Appropriations

Water	269,714
Waste Water	380,841
Landfill	941,939
Port-Dock	1,304,434
Port-Harbor	386,951
Port Harbor – Ice Machine	22,200
Port Harbor – Bathhouse	17,800
Asset Forfeiture	0
E-911	136,968

Senior Center	358,761		
Library Grants	54,170		
ADOH Grant	210,250		
LGLR Grant	1,900,000		
SRF Loans	670,000		
EPA Federal Grants	1,000,000		
BBEDC Intern Grants	112,201		
BBEDC Training Grants	40,350		
BBENC Training Grants	10,350		
Mary Carlson Estate	6,255		
Ambulance Replacement Fund	12,000		
Debt Service	1,397,869		
Equipment Replacement/Reserve	400,000		
Capital Project (Planning) Fund	957,334		
<b>Total Special Rev &amp; Other Appropriations</b>		<u>10,590,387</u>	
<b>TOTAL APPROPRIATIONS</b>			<u><u>24,259,953</u></u>
<b>Total Revenues and Transfers</b>		<b>20,680,902</b>	
<b>Total Appropriations</b>		<u>24,259,953</u>	
<b>Net Increases (Decreases) to Balance</b>		<u><u>(3,579,051)</u></u>	

**Section 7. Fund Balance Explanation**

(3,324,671) General Fund Reserves	
97,871 Water/Sewer Fund Reserves	
(355,828) Port-Dock	
500 Asset Forfeiture	
(71,968) E-911 Services Fund	
60,300 Ambulance Reserve Capital Project	
14,745 Mary Carlson Estate Fund Reserves	
<u>(3,579,051)</u>	

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

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on April 04, 2024.

SEAL

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

ATTEST:

\_\_\_\_\_  
Daniel Decker, City Clerk



CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2024-13**

**A RESOLUTION OF THE CITY COUNCIL OF DILLINGHAM, ALASKA  
AUTHORIZING THE PURCHASE OF A FIRE DEPARTMENT COMMAND VEHICLE AND  
TRANSFER OF CURRENT FIRE DEPARTMENT PICKUP TO EMS STAFF**

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WHEREAS, the Dillingham Fire Department has identified the need for a new command vehicle to enhance emergency response capabilities; and

WHEREAS, the acquisition of a command vehicle is crucial for efficient communication and coordination during emergency situations; and

WHEREAS, the City Council has approved the budget for the purchase of a Fire Department command vehicle for \$78,100; and

WHEREAS, it is deemed practical and beneficial to transfer the current Fire Department pickup to the EMS staff for their operational needs; and

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

Section 1: Authorization to Purchase: The City Council hereby authorizes the purchase of a Fire Department command vehicle, in accordance with the specifications outlined in the budget and subsequent council action.

Section 2: Transfer of Current Fire Department Pickup: The current Fire Department pickup shall be transferred to the EMS staff for their operational use, in recognition of the ongoing service needs of the Emergency Medical Services.

Section 3: Funding: The funds required for the purchase shall be allocated from the appropriate budgetary accounts earmarked for public safety equipment and approved by the City Council during the budget adoption process.

Section 4: Procurement Process: The City Manager or their designee is authorized to initiate the procurement process.

Section 5: Compliance with Applicable Regulations: The procurement and purchase of the Fire Department command vehicle shall be conducted in compliance with all applicable city ordinances, state laws, and regulations governing public procurement.

Section 6: Effective Date This resolution shall be effective immediately upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on March 14, 2024.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Daniel E. Decker Sr., City Clerk

City of Dillingham  
Fiscal Note

Agenda Date: March 14, 2024

2024 Chevy Silverado 2500 HD 4WD - Fire Department Command Truck

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$78,100		FUNDING SOURCE	
		City of Dillingham	
FROM ACCOUNT		Project	
7120 7620 20 27 0000 0	Major Equipmenet Fire Dept	New purchase of Fire Department command truck.	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date: 2/26/2024	

EXPENDITURES

OPERATING	FY23	FY24	FY25	FY26
7120 7620 20 22 0000 0	\$ 78,100.00			
<b>TOTAL OPERATING</b>	<b>\$ 78,100.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

General Fund	\$ 78,100.00	\$ -		
<b>TOTAL FUNDING</b>	<b>\$ 78,100.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)

Resolution 2024-13

Includes purchase of vehicle and estimated shipping. Using budgeted funds

Current vehicle will be used for EMS response.

PREPARED BY: Anita Fuller

February 26, 2024

DEPARTMENT: Finance

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

## CITY OF DILLINGHAM, ALASKA

**Resolution No. 2024-14****A RESOLUTION OF THE CITY COUNCIL OF DILLINGHAM, ALASKA WAIVING RESTRICTIONS AND PROVISIONS OF CHAPTER 4.30.130**

WHEREAS, Chapter 4.30.130 of the municipal code outlines certain restrictions and provisions for various actions within the jurisdiction of the city; and

WHEREAS, Section 4.30.130(B)(3) allows for the waiver of restrictions and provisions by the City Council when the services or articles are budget items that were approved by the city council when the budget was adopted; and

WHEREAS, the City Council recognizes the need to engage companies possessing specialized skills for various services critical to the city's operations; and

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

**Section 1: Waiver of Restrictions** The City Council hereby waives the restrictions and provisions of Chapter 4.30.130 in instances where the services or articles are budget items that were approved by the city council when the budget was adopted.

**Section 2: Findings of Public Interest** The City Council recognizes that public interest is best served in these instances due to the thorough consideration and approval of the budget, which includes the specific services or articles in question.

**Section 3: Adoption of Resolution** This determination shall be made in the form of this resolution, adopted by the City Council prior to the proposed action.

**Section 4: Companies with Specialized Skills** The City Council hereby acknowledges the need to engage the following companies possessing specialized skills and/or services for various critical areas:

1. **Bristol Environmental Remediation Services LLC** – Landfill, well monitoring
2. **CRW** – Planning, Engineering
3. **Appraisal Co of Alaska** – Finance, property tax
4. **Cash Vest** - Finance, Investments
5. **Carmen Jackson LLC** – CPA assistance
6. **Chandler, Falconer, Munson & Cacciola LLP** - Legal
7. **HUB International Northwest LLC** - Insurance
8. **Agnew:Beck** – Planning

9. **Altman, Rogers and Co, APC** for audit support

**Section 5: Filing and Public Inspection** A copy of this resolution shall be filed with the City Clerk and made available for public inspection.

**Section 6: Effective Date** This resolution shall be effective immediately upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on March 14, 2024.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Daniel E. Decker Sr., City Clerk

CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2024-15**

**A RESOLUTION OF THE CITY COUNCIL OF DILLINGHAM, ALASKA CONTINUING CONTRACT WITH ALTMAN ROGERS FOR FY24 AUDIT**

**WHEREAS**, the City of Dillingham has successfully engaged Altman Rogers for the fiscal year 2022 and fiscal year 2023 audits, ensuring thorough and accurate financial evaluations; and

**WHEREAS**, the completion of the FY22 and FY23 audits has been delayed, and considering the importance of continuity and institutional knowledge in the audit process; and

**WHEREAS**, due to the lateness of the FY22 and FY23 audits, it is in the best interest of the City not to put the FY24 audit out to bid, to maintain consistency and efficiency in the audit process; and

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

**Section 1: Continuation of Contract**

The City Council hereby approves the continuation of the contract with Altman Rogers for the FY24 audit.

**Section 2: Rationale**

In consideration of the recently completed FY22 and FY23 audits and recognizing the importance of maintaining consistency and efficiency in the audit process, it is determined that putting the FY24 audit out to bid would not be in the best interest of the City.

**Section 3: Contract Details**

The City Manager is authorized to negotiate and execute the necessary contract amendments with Altman Rogers for the FY24 audit.

**Section 4: Funding**

The funds for the FY24 audit shall be allocated from the appropriate budgetary accounts approved by the City Council for auditing services.

**Section 5: Reporting**

The City Manager shall provide regular updates to the City Council on the progress of the FY24 audit.

**Section 6: Effective Date**

This resolution shall be effective immediately upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on March 14, 2024.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Daniel E. Decker Sr., City Clerk

City of Dillingham  
Fiscal Note

Agenda Date: March 14, 2024

Engage Altman Rogers & Co to perform financial audit for FY2024

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:		FUNDING SOURCE	
FROM ACCOUNT		Project	
1000 7010 10 14 0000 0	Audit	City of Dillingham Contract for Audit of FY24	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date: 3/4/2024	

EXPENDITURES

OPERATING	FY25	FY26	FY27	FY28
Audit	\$ 75,000.00			
Water	-			
Wastewater	-			
Landfill				
Landfill - Incinerator				
Dock				
Harbor				
Senior Center - Gass				
Senior Center - Propane				
<b>TOTAL OPERATING</b>	<b>\$ 75,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

General & Special Rev. Funds	\$ 75,000.00	\$ -		
State/Federal Funds				
Capital Project				
Other				
<b>TOTAL FUNDING</b>	<b>\$ 75,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary) See Resolution 2024-15  
 Funding amount allows for overages. Contract is for \$66,000 plus any fees for state and federal compliance as needed.

PREPARED BY: Anita Fuller March 4, 2024  
 DEPARTMENT: Finance  
 APPROVED BY: \_\_\_\_\_



CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2024-16**

**A RESOLUTION OF THE CITY COUNCIL OF DILLINGHAM, ALASKA  
AWARDING THE HARBOR FLOAT REPAIR CONTRACT TO IRON HILL WELDING AND  
FABRICATING**

---

**WHEREAS**, the City of Dillingham advertised for bids for the Harbor Float Repair Project;  
and

**WHEREAS**, bids were received and opened on February 23, 2024, and Iron Hill Welding  
and Fabricating submitted the lowest bid in the amount of \$53,772; and

**WHEREAS**, the bid submitted by Iron Hill Welding and Fabricating meets all specifications  
and requirements outlined in the bid documents; and

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

**Section 1: Award of Harbor Float Repair Contract**

The City Council hereby awards the Harbor Float Repair Contract to Iron Hill Welding  
and Fabricating, located at 13030 Back Road, Anchorage Ak, 99515 as the lowest  
responsible and responsive bidder, with a bid amount of \$53,772.

**Section 2: Authorization to Enter into Contract**

The City Manager is authorized to negotiate and execute the necessary contract  
documents with Iron Hill Welding and Fabricating for the Harbor Float Repair Project.

**Section 3: Contract Details**

The contract shall include provisions specifying that the work must be completed no  
later than May 15, 2024.

**Section 4: Funding**

The funds for this project shall be allocated from the appropriate budgetary accounts  
approved by the City Council for harbor maintenance and repair.

**Section 5: Compliance with Applicable Regulations**

The City Manager shall ensure that the execution of the contract and the completion of  
the Harbor Float Repair Project are in compliance with all applicable city ordinances,  
state laws, and regulations governing public procurement and construction.

**Section 6: Reporting**

The City Manager shall provide regular updates to the City Council on the progress of  
the Harbor Float Repair Project.

**Section 7: Effective Date**

This resolution shall be effective immediately upon adoption.

**PASSED** and **ADOPTED** by a duly constituted quorum of the Dillingham City Council on March 14, 2024.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Daniel E. Decker Sr., City Clerk



Received

FEB 20 2024

City of Dillingham

**Repair and Refurbish two 15x15 steel Floats**  
**Reference number 24-3 Competitive Bid**  
**2/12/2024**

City of Dillingham,

This proposal is for repair and refurbishment of 15x15 steel floats. Iron Hill will work with City Manager and designee for the purpose of providing the inspection and necessary repairs and refurbishment.

Iron Hill recommends to: repair damage on the sides of floats, install new side and bottom plates with formed corners, wrap the corners, and cover 3" of the bottom of each float, then seal weld all plate seams. Iron Hill will provide new 3/16" A36 steel plates with formed corners. Using formed corners will be a stronger repair by avoiding an outside corner weld.

My pricing is figured per float.

The Dillingham Harbor Floats I've inspected appeared to not have zinc anodes or any type of sacrificial anodes welded to them. I recommend new anodes be installed on floats, this will help reduce corrosion. New anodes can be supplied, welded, installed on any Floats desired per direction of City of Dillingham. Anodes can be installed for the price of \$300 per anode. This price includes supplying anode and welding install of anode.

I will also include a painting price per float.

Thank you for your consideration.  
Sincerely,

Jason Hill, Owner  
Iron Hill  
13030 Back Rd  
Anchorage AK 99515  
Cell 907.242.1706  
Village Cell 907.312.9017  
IronhillAK@hotmail.com

**Iron Hill**  
 13030 Back Rd  
 Anchorage, AK 99515

IronhillAK@hotmail.com  
 +1 (907) 242-1706  
 Licensed Bonded and Insured



**City of Dillingham**

**Bill to**  
 City of Dillingham  
 PO Box 889  
 Dillingham, Alaska 99576  
 City of Dillingham Harbor Float Repair, Bid 24-3

**Ship to**  
 City of Dillingham  
 PO Box 889  
 Dillingham, Alaska 99576

#	Date	Product or service	SKU	Qty	Rate	Amount
1.		<b>Trucking/Heavy Transport</b> Move Floats to Work Site		2	\$750.00	\$1,500.00
2.		<b>Loader</b> Load/Offload/Position Floats		4	\$250.00	\$1,000.00
3.		<b>Surface Prep</b> Inspect/Pressure Test/Grind/Scrape surface/Weld Prep		50	\$155.00	\$7,750.00
4.		<b>Welding services</b> Cut/Fit/Weld New side, bottom, and cornerplates		60	\$155.00	\$9,300.00
5.		<b>Sales</b> New formed steel plates		9	\$368.00	\$3,312.00
6.		<b>Sales</b> Freight		1	\$2,169.00	\$2,169.00
7.		<b>Sales</b> Welding Consumables		1	\$925.00	\$925.00
8.		<b>Paint</b> Clean surface/Paint		6	\$155.00	\$930.00
<b>Total</b>						<b>\$26,886.00</b>

**Note to customer**

Estimate for repair and seal weld perimeter sides, corners, and 3 inches of bottom surface of one float. Price is provided per float. If more unforeseen damage on bottom of Floats is encountered, welding

Expiry date 05/21/2024

repair can be done at additional cost of \$155.00 per hour plus materials.

Section . Item 9.

A handwritten signature in black ink, appearing to read "James J. Hill". The signature is written in a cursive style with a large initial 'J' and 'H'.



## JASON HILL

13030 Back Rd Anchorage Alaska 99515  
907.242.1706 or 907.312.9017

---

### WELDING EXPERIENCE

---

Certified welder since 2000.

Working construction with an emphasis in welding and steel work in Alaska at remote locations and marine environments since 2001.

I performed a weld qualification specifically for the Dillingham float repair project. Attached are my job specific weld qualifications for the Dillingham Float welding project. I have attached other more difficult welding certifications to show my experience and abilities.

I was raised in Dillingham and am happy to work for the City of Dillingham.

---

### EDUCATION

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Associates of Science, Welding Technology, from New Mexico State in 2000.

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### WELDING CERTIFICATIONS

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- AWS 6G Pipe weld Qualified since 2000.
- Many other qualifications obtained in my 24+ years of welding experience. More qualifications, procedures available upon request.



**JASON HILL**  
Shop Foreman  
STG Incorporated

**SUMMARY**

Jason Hill has worked with STG since 2001 and serves as one of the company's most experienced welders. As Shop Foreman, Mr. Hill serves as a front-line supervisor in all types of construction projects. Mr. Hill is involved with most of the construction projects STG has on the books. He is responsible for assessing work as it arrives, organizing and controlling the operations of STG's Shop, training employees, and maintaining/repairing STG's large heavy equipment fleet. Mr. Hill is a key participant in STG's construction efforts both in the Shop as well as the field. Mr. Hill ensures completed work meets/exceeds quality standards with safety and quality craftsmanship being the highest priority.

His expertise ranges from pile foundation installation to bulk fuel to wind turbine installation and everything in between. One of STG's core services is pile installation, and Jason Hill's extensive welding expertise is an invaluable part of this process.

**PROJECT EXPERIENCE**

**AK DOT Muldoon Interchange – Noise Wall and Glare Screens 2016 – 2017**  
STG completed installation of Noise Barrier and Glare Screen for the Glenn Hwy and Muldoon Interchange Improvement project. STG installed H-piling, welded angle iron supports, drilled bolt holes through the H-piling, set concrete panels secured with vertical angle iron brackets. Mr. Hill served as one of the project leads and welder. Some of Mr. Hill responsibilities included cutting and welded all supports, drilling bolt holes and H-pile installation. Mr. Hill's leadership skills and welding expertise was a vital component to the success of this project.

**Fred Meyer Dimond Fuel Center – Pile Foundation 2017**  
STG installed pipe piles for canopy and kiosk foundation at the W. Dimond Fred Meyers Fuel Center. Mr. Hill participated in all piles foundation activities including cutting piling to final elevation and welding 43 each 11" square pile cap plates.

**Fred Meyer Retaining Wall, Palmer, AK – H-pile Supported Retaining Wall 2016**  
STG completed installation supplying and installation of the retaining wall piling and welding and attachment of the precast wall panels. Mr. Hill's responsibilities included installation of pre-cast retaining wall panels, cutting tops of piling to final elevation, welding pile cap plates to tops of piling, welding H-pile connection "T" plates, welding H-pile connection bent plates, and galvanizing touch up at field weld locations.

**GCI Trapper Creek Cell Tower – Pile Foundation and Structural Framing 2016**  
In 2016, STG completed the driven pile foundation installation for a Valmont 100 ft three-legged tower for GCI located in Trapper Creek.

**Banner Creek Bridge Replacement – Abutment and Pier piling 2015**  
STG provided labor and equipment required to install driven piling for the new bridge structure in Banner Creek. Mr. Hill assisted with pile driving, splicing, and cutting to elevation. Mr. Hill welded all supplied beams, stiffeners, cap plates and clips to build a temporary work platform.

**AREAS OF EXPERTISE**

Welder

Rural Alaska Construction

Wind Energy Systems

Pile Foundations

Crane and Heavy Equipment Operation

**CERTIFICATIONS**

Northern Power Technician Cert

Welding (Pipe and Structural)

Crane Rigging & Hand Signals

OSHA 10

Fall Protection

CPR & 1<sup>st</sup> Aid

# Iron Hill

Section . Item 9.

Date: 02-02-24

## WELDER QUALIFICATION TEST RECORD

Welder or welding operator's name: Jason Hill Identification no. n/a  
 Welding process: SMAW Manual  Semiautomatic  Machine   
 Position: 3F vertical up

*(Flat, horizontal, overhead or vertical – if vertical, state whether upward or downward)*

In accordance with procedure specification no. IH-7018-FSP  
 Material specification: ASTM A36 to ASTM A36  
 Diameter and wall thickness (if pipe) .500 Plate to .500 Plate  
 Thickness range this qualified: .125 inch through unlimited

### FILLER METAL

Specification no. A 5.1 Classification: E7018-H4R F no. 4  
 Describe filler metal (if not covered by AWS specification) \_\_\_\_\_

Is backing strip used? n/a  
 Filler metal diameter and trade name: 1/8" Lincoln Electric Excalibur Flux for submerged arc or gas for gas metal arc or flux \_\_\_\_\_

### VISUAL INSPECTION (6.10.1)

Appearance Excellent Undercut none Piping porosity none

### GUIDED BEND TEST RESULTS

Type	Result	Type	Result
n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a

Test conducted by: n/a Laboratory test no. n/a  
 per: n/a Test date: n/a

### FILLET TEST RESULTS

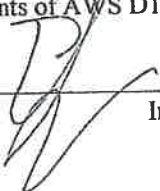
Appearance: very good Fillet size: 5/16 inches  
 Fracture test root penetration: Thorough fusion in to root of the weld joint \_\_\_\_\_ Macro-etch: Fusion to the root of the weld joint and fusion between weld metal and base-metal Acceptable  
*(Describe the location, nature, and size of any crack or tearing of the specimen).*  
 Test conducted by: Eli Van Ringelstein Laboratory test no. JH-01  
 per: AWS D1.1-2020 Test date: 2-2-24

### RADIOGRAPHIC TEST RESULTS

Film identification	Results	Remarks	Film identification	Results	Remarks
N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A

Test witnessed by: N/A Test no. N/A  
 per: N/A

We, the undersigned, certify that the statements in this record are correct and that the welds were prepared and tested in accordance with the requirements of AWS D1.1, (2020) American Welding Society Structural Welding Code.




Inspector

Eli Van Ringelstein  
 CWI 94050921  
 QC1 EXP. 5/1/2024

02-02-24  
 Date



# Iron Hill

Section . Item 9.

Date: 02-02-24

## WELDER QUALIFICATION TEST RECORD

Welder or welding operator's name: Jason Hill Identification no. n/a  
Welding process: SMAW Manual  Semiautomatic  Machine   
Position: 4F Overhead

(Flat, horizontal, overhead or vertical – if vertical, state whether upward or downward)

In accordance with procedure specification no. IH-7018-FSP  
Material specification: ASTM A36 to ASTM A36  
Diameter and wall thickness (if pipe) .500 Plate to .500 Plate  
Thickness range this qualified: .125 inch through unlimited

### FILLER METAL

Specification no. A 5.1 Classification: E7018-H4R F no. 4  
Describe filler metal (if not covered by AWS specification) \_\_\_\_\_

Is backing strip used? n/a  
Filler metal diameter and trade name: 1/8" Lincoln Electric Excalibur Flux for submerged arc or gas for gas metal arc or flux \_\_\_\_\_

### VISUAL INSPECTION (6.10.1)

Appearance Excellent Undercut none Piping porosity none

### GUIDED BEND TEST RESULTS

Type	Result	Type	Result
n/a	n/a	n/a	n/a
n/a	n/a	n/a	n/a

Test conducted by: n/a Laboratory test no. n/a  
per: n/a Test date: n/a

### FILLET TEST RESULTS

Appearance: very good Fillet size: 5/16 inches  
Fracture test root penetration: Thorough fusion in to root of the weld joint Macro-etch: Fusion to the root of the weld joint and fusion between weld metal and base-metal Acceptable  
(Describe the location, nature, and size of any crack or tearing of the specimen).

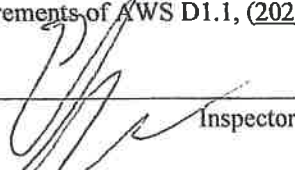
Test conducted by: Eli Van Ringelstein Laboratory test no. JH-02  
per: AWS D1.1-2020 Test date: 2-2-24

### RADIOGRAPHIC TEST RESULTS

Film identification	Results	Remarks	Film identification	Results	Remarks
N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A

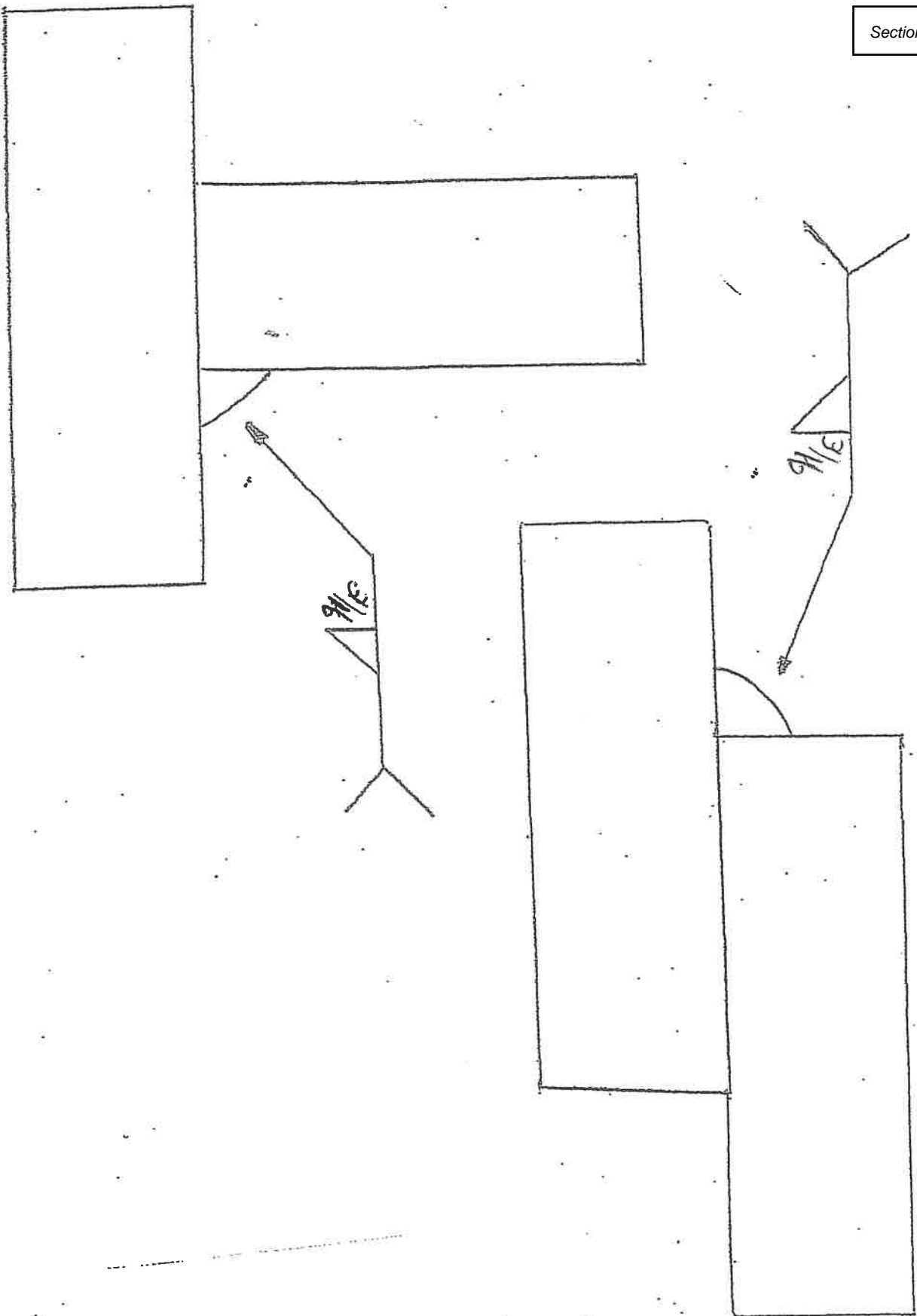
Test witnessed by: N/A Test no. N/A  
per: N/A

We, the undersigned, certify that the statements in this record are correct and that the welds were prepared and tested in accordance with the requirements of AWS D1.1, (2020) American Welding Society Structural Welding Code.

  
Inspector

 Eli Van Ringelstein  
CWI 94050821  
QC1 EXP 5/1/2024

02-02-24  
Date



TH-10-10-10-10-10

**WELDING PROCEDURE SPECIFICATION (WPS) Yes**   
**PREQUALIFIED Section 5 D1.1-2020 QUALIFIED BY TESTING \_\_\_\_\_**  
**or PROCEDURE QUALIFICATION RECORDS (PQR) Yes**

Company Name: Iron Hill  
 Welding Process(es): SMAW  
 Supporting PQR No(s): n/a

Identification Number: IH-7018- FSP  
 Revision: n/a Date: n/a By: n/a  
 Authorized By: Jason Hill Date: 2/1/24  
 Type: Manual  Semi-Automatic   
Machine  Automatic

<p><b>JOINT DESIGN USED</b></p> <p>Type: <u>Single <input checked="" type="checkbox"/></u> <u>Double Weld <input type="checkbox"/></u></p> <p>Backing: <u>Yes <input type="checkbox"/></u> <u>No <input checked="" type="checkbox"/></u></p> <p>Backing Material: <u>n/a</u></p> <p>Root Opening: <u>n/a</u> Root Face Dimension: <u>n/a</u></p> <p>Grove Angle: <u>n/a</u> Radius (J-U): <u>n/a</u></p> <p>Back Gouging: <u>Yes <input type="checkbox"/></u> <u>No <input checked="" type="checkbox"/></u> Method: <u>n/a</u></p> <hr/> <p><b>BASE METALS</b></p> <p>Material Spec.: <u>ASTM A36 to ASTM A-36</u></p> <p>Type or Grade: <u>plate</u></p> <p>Thickness: <u>Groove: n/a Fillet: 3/16 inch Minimum</u></p> <p>Diameter (Pipe): <u>n/a</u></p> <hr/> <p><b>FILLER METALS</b></p> <p>AWS Specification: <u>A5.1</u></p> <p>AWS Classification: <u>E7018H4R</u></p> <hr/> <p><b>SHIELDING</b></p> <p>Flux: <u>n/a</u> Gas: <u>n/a</u></p> <p>Composition: <u>n/a</u></p> <p>Electrode-Flux (Class): <u>n/a</u> Flow Rate: <u>n/a</u></p> <p>Gas Cup Size: <u>n/a</u></p> <hr/> <p><b>PREHEAT</b></p> <p>Preheat Temp. Min: <u>Base metal thickness 1/8-3/4 inc 32 degrees F</u></p> <p>Interpass Temp. Min: <u>32 degrees F</u> Max: <u>350 degrees F</u>  <small>when the base-metal temperature is below 32degrees F, the base-metal shall be pre heated to 70 degrees F, and the minnum interpass temperature shall be maintained during welding</small></p>	<p><b>POSITION</b></p> <p>Position of Groove: <u>n/a</u> Fillet: <u>1F,2F,3F,4F</u></p> <p>Vertical Progression: <u>Up <input checked="" type="checkbox"/></u> <u>Down <input type="checkbox"/></u></p> <hr/> <p><b>ELECTRICAL CHARACTERISTICS</b></p> <p>Transfer Mode (GMAW) <u>n/a</u></p> <p><u>Short-Circuiting <input type="checkbox"/></u>  <u>Globular <input type="checkbox"/></u> <u>Spray <input type="checkbox"/></u></p> <p>Current: <u>AC <input type="checkbox"/></u> <u>DCEP <input checked="" type="checkbox"/></u> <u>DCEN <input type="checkbox"/></u> <u>Pulsed <input type="checkbox"/></u></p> <p>Other <u>n/a</u></p> <p>Tungsten Electrode (GTAW)</p> <p>Size: <u>n/a</u></p> <p>Type: <u>n/a</u></p> <hr/> <p><b>TECHNIQUE</b></p> <p>Stringer or Weave Bead: <u>stringer/sligth weave</u></p> <p>Multi-pass or Single Pass (per side): <u>Single-pass</u></p> <p>Number of Electrodes: <u>one</u></p> <p>Electrode Spacing: <u>Longitudinal: n/a</u>  <u>Lateral: n/a</u>  <u>Angle: n/a</u></p> <p>Contact Tube to Work Distance: <u>n/a</u></p> <p>Peening: <u>n/a</u></p> <p>Interpass Cleaning: <u>power wire brush ,grinding</u></p> <hr/> <p><b>POST WELD HEAT TREATMENT</b></p> <p>Temp: <u>n/a</u></p> <p>Time: <u>n/a</u></p>
--	--

**WELDING PROCEDURE**

Pass or Weld Layer(s)	Process	Filler Metals		Current		Volts	Travel Speed	Joint Details
		Class	Diam.	Type & Polarity	Amps or Wire Feed Speed			
	SMAW	E7018H4R	3/32 inches	DCEP	70-110	22-26	5-10ipm	see attached sheet
	SMAW	E7018H4R	1/8 inches	DCEP	90-160	22-26	5-10ipm	T-joint

**Eli Van Ringelenstein**  
 CWI 94050821  
 QC1 EXP. 5/1/2024



**WELDING PROCEDURE SPECIFICATION (WPS) Yes**   
**or PROCEDURE QUALIFICATION RECORDS (PQR) Yes**

Identification Number: API -6.3-2013  
 Revision: \_\_\_\_\_ Date: \_\_\_\_\_ By: EVR  
 Authorized By: Brennan Walsh Date: 6/26/19  
 Type: Manual  Semi-Automatic   
 Machine  Automatic

Company Name: STG Inc  
 Welding Process(es): SMAW  
 Supporting PQR No(s): API -6.3 PQR 2013

**JOINT DESIGN USED**  
 Type: \_\_\_\_\_  
 Backing: Single  Double Weld   
 Yes  No   
 Backing Material: \_\_\_\_\_ N/A  
 Root Opening: 1/16+or-1/32 Root Face Dimension: 1/16+ or - 1/32"  
 Groove Angle: 60°+15°, -0° Radius (J-U): n/a  
 Back Gouging: Yes  No  Method: n/a

**POSITION**  
 Position of Groove: 6G ( pipe at 45°) Fillet: n/a  
 Vertical Progression: Up  Down

**ELECTRICAL CHARACTERISTICS**  
 Transfer Mode (GMAW) Short-Circuiting   
 Globular  Spray   
 Current: AC  DCEP  DCEN  Pulsed   
 Other: n/a  
 Tungsten Electrode (GTAW)  
 Size: n/a  
 Type: n/a

**BASE METALS**  
 Material Spec.: API 5L  
 Type or Grade: ERW Grade X52  
 Thickness: \_\_\_\_\_ Groove: 0.500 Fillet: N/A  
 Diameter (Pipe): 12.750 O.D

**TECHNIQUE**  
 Stringer or Weave Bead: EITHER  
 Multi-pass or Single Pass (per side): Multipass  
 Number of Electrodes: N/A  
 Electrode Spacing: Longitudinal: N/A  
 Lateral: N/A  
 Angle: N/A  
 Contact Tube to Work Distance: N/A  
 Peening: no peening on root and cover passes  
 Interpass Cleaning: power brushing and or grinding

**FILLER METALS**  
 AWS Specification: A5.1,A5.5 API Groups 1 and 3  
 AWS Classification: E7010-P1,E7018-1 H4R

**SHIELDING**  
 Flux: N/A Gas: N/A  
 Composition: N/A  
 Electrode-Flux (Class): N/A Flow Rate: N/A  
 Gas Cup Size: N/A

**PREHEAT**  
 Preheat Temp. Min: 70 °F  
 Interpass Temp. Min: 70 °F Max: 350 °F

**POST WELD HEAT TREATMENT**  
 Temp: N/A  
 Time: N/A

**WELDING PROCEDURE**

Pass or Weld Layer(s)	Process	Filler Metals		Current		Volts	Travel Speed	Joint Details
		Class	Diam.	Type & Polarity	Amps or Wire Feed Speed			
1&2	SMAW	E7010-P1	1/8"	DCEP	85-110	22-25	4"to10"	See Attached drawing
3& sub	SMAW	E7018-1 H4R	1/8"	DCEP	90-120	21-26	4"to8"	

 Eli Van Ringelstein  
 CWI 9405082  
 QC1 EXP. 5/1/2021



Procedure Qualification Record (PQR) # API -6.3 POR2013

Test Results

TENSILE TEST

Specimen No.	Width	Thickness	Area	Ultimate Tensile Load, lb	Ultimate Unit Stress, psi	Character of Failure and Location
QI	0.997	0.497	0.4955	38765	78234	Ductile Pipe Material
QIII	0.969	0.499	0.4835	38131	78864	Ductile Pipe Material
QI	Nick break	N/A	N/A	N/A	Pass Nick Test	No discontinuities Weld area
QIII	Nick break	N/A	N/A	N/A	Pass Nick Test	No discontinuities Weld area

GUIDED BEND TEST

Specimen No.	Type of Bend	Result	Remarks
QII	Face	Pass	No discontinuities
QII	Root	Pass	No discontinuities
QIV	Root	Pass	No discontinuities
QIV	Face	Pass	No discontinuities

VISUAL INSPECTION

Appearance:	Excellent
Undercut:	none
Piping Porosity:	none
Convexity:	slight convexity
Test Date:	6/26/2019
Witnessed By:	Eli van Ringelstein

RADIOGRAPHIC-ULTRASONIC EXAMINATION

RT Report #:	n/a	Result:	n/a
UT Report #:	n/a	Result:	n/a

FILLET WELD TEST RESULTS

Minimum size multiple pass			Maximum size single pass		
Macroetch					
1.	n/a	3.	n/a	1.	n/a
2.	n/a			2.	n/a

ALL-WELD-METAL TENSION TEST

Tensile Strength, psi:	N/A
Yield Point/Strength, psi:	N/A
Elongation in 2in., %:	N/A
Laboratory Test #:	N/A

OTHER TESTS

N/A

Welder's Name: Hill Jason W Clock #: N/A Stamp #: N/A

Tests Conducted By Eli Van Ringelstein Laboratory

Test #: API 6.3-2013  
 Per: API 1104 2013 Section 5.0, and 6.0

We, the undersigned, certified that the statements in this record are correct and that the test welds were prepared, welded and tested in conformance with the requirements of Section 5 of API 1104 (2013) Welding of Pipelines and related facilities

Signed: [Signature] Manufacturer or Contractor



Eli Van Ringelstein By: STG Inc  
 CWI 94050821  
 QC1 EXP 5/1/2021 Title: CWI

Date: 6/29/2019



### Welder Qualification Test Record

Welder's Name & ID No. Jason W Hill

Date 02-04-2020

Welding Procedure Specification No. WPS-031

Revision No. N/A

Process: <input type="checkbox"/> GMAW <input type="checkbox"/> FCAW <input type="checkbox"/> GTAW <input checked="" type="checkbox"/> SMAW <input type="checkbox"/> GMAW-S	Material Specification: Bar <u>#6 ASTM 706 Grade 60</u> Structural Steel <u>N/A</u>	<input type="checkbox"/> T-Joint (Figure 8.5(B)) <input type="checkbox"/> Direct Butt (Figure 8.5(A)) <input checked="" type="checkbox"/> Indirect Butt (Figure 8.5(D)) <input type="checkbox"/> Fillet (Figure 8.7)
Backing: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Position: 3G <input checked="" type="checkbox"/> Vertical Up <input type="checkbox"/> OH <input type="checkbox"/> Horizontal <input type="checkbox"/> Flat	Material Specification: Bar to Bar <u>#6 ASTM A706 Grade 60</u> Bar to Structural Steel <u>N/A</u>

#### FILLER METAL

AWS Specification No. <u>A5.5</u>	AWS Classification <u>E8018-C3-H4R</u>
Electrode <u>N/A</u>	Diameter/F No. <u>1/8" No4</u>
Shielding Gas <u>N/A</u>	Trade Name <u>Lincoln Electric Excalibur</u>

#### TEST RESULTS

Visual Weld Appearance: (Subclause 6.4) 1. <input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail 2. <input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Tensile Strength, psi: (Subclause 8.3.7.2) 1. <u>N/A</u> 2. <u>N/A</u>
Macroetch Test Results: (Subclause 8.3.7.3) 1. <input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail 2. <input checked="" type="checkbox"/> Pass <input type="checkbox"/> Fail	Fillet Weld Test: (Subclause 8.3.7.4) 1. <input type="checkbox"/> Pass <input type="checkbox"/> Fail <u>N/A</u> 2. <input type="checkbox"/> Pass <input type="checkbox"/> Fail
Interpreted by <u>Eli Van Ringelenstein</u> Organization <u>STG Incorporated</u>	Test No. <u>1031</u> Date <u>01-31-2020</u>

#### RADIOGRAPHIC TEST RESULTS

Film Identification	Results	Remarks	Film Identification	Results	Remarks

Interpreted by N/A   Test No. \_\_\_\_\_  
 Organization \_\_\_\_\_   Date \_\_\_\_\_

We, the undersigned, certify that the statements in this record are correct and that the welds were prepared and tested in accordance with the requirements of AWS D1.4/D1.4M:2018, *Structural Welding Code—Steel Reinforcing Bars*.

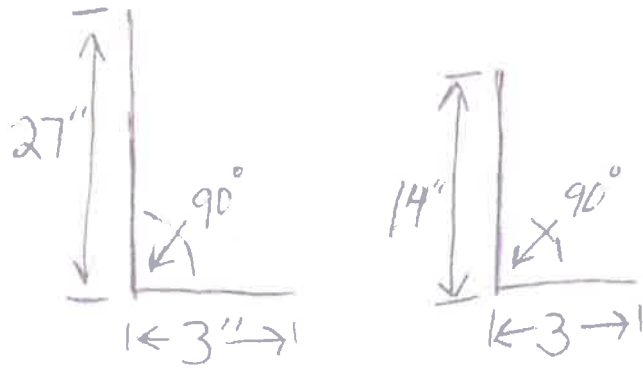
Manufacturer or Contractor STG Incorporated

Authorized by Jordan Summers

Date 02-04-2020

#### QUALIFICATION RESULTS

The Welder/Operator Identified above  DOES    DOES NOT meet the performance qualifications specified in the AWS D1.4/D1.4M:2018 code for the variables stated.



$\frac{3}{16}$ " Material A36

Cut & Bend out of 4x8 sheets

8' long berds, 7 of each part



## **City of Dillingham Business License**

**2/12/2024**

City of Dillingham,

Iron Hill Dillingham Business license number is 5427, I have attached my Dillingham Business license application because I have not yet received proof of purchase from City of Dillingham. My Alaska Contractors license and Alaska State Business license are included in this packet.

I look forward to working with you and thank you for your consideration.

Sincerely,

Jason Hill, Owner  
Iron Hill  
13030 Back Rd  
Anchorage AK 99515  
Cell 907.242.1706  
Village Cell 907.312.9017  
IronhillAK@hotmail.com





# 2024 Business License Application

Expiration Date: 12/31/2024 Fee: \$50 (Section 7)

City of Dillingham  
 PO Box 889  
 Dillingham, AK 99576  
 Phone: 907-842-5211 Fax: 907-842-5691  
[taxes@dillinghamak.us](mailto:taxes@dillinghamak.us)

Postmark Date:	Section . Item 9.
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DMC 4.16, in order to operate a business within the city it is necessary to obtain a Dillingham business license. "Business" means:

- A. A person (as defined in Section 4.20.020), partnership, corporation or company of any sort providing goods or services within the city for a profit, unless the goods or services consist entirely of casual or isolated sales (as defined in Section 4.20.050)
- B. A person, partnership, corporation or company of any sort providing the service of operating a taxicab or vehicle-for-hire and required to have a business license and remit sales tax regardless of the amount of sales.

Application is for:  New Business 02/01/2024 (Expected date to start operating in Dillingham)  
 Renewal  Change in Ownership

**SECTION 1: OWNERSHIP TYPE (Check Only One)**

Corporation  Partnership  Limited Liability Company (LLC)  Other: \_\_\_\_\_  
 Individual / Sole Proprietor  Non Profit [IRS 501c(3) or 501c(4) Documents required]

**SECTION 2: BUSINESS CONTACT AND LOCATION INFORMATION**

Business Name <b>Iron Hill</b>		Additional DBA	
Business Mailing Address <b>13030 Back Rd.</b>		City <b>Anchorage</b>	
State <b>AK</b>	Zip Code <b>99515</b>	Phone <b>907-242-1706</b>	Fax
Business Contact <b>Jason Hill</b>		Business Email <b>IronHillAk@hotmail.com</b>	
Business Physical Address (no PO Boxes) <b>13030 Back Rd.</b>			
City <b>Anchorage</b>	State <b>AK</b>	Zip Code <b>99515</b>	Federal Tax ID or SSN <b>519-96-5683</b>

Business Location is  Inside City Limits  If outside City limits, is your business  
 Coming into the City to provide services or sell products  
 Online Vendor  
 Temporary vendor located at \_\_\_\_\_

**SECTION 3: CHANGE IN OWNERSHIP (if needed)**

Previous owner name		Previous Owner Address	
City	State	Zip Code	Phone

**SECTION 4: OWNER/REGISTERED AGENT INFORMATION**

1	Name <b>Jason Hill</b>	Driver's License <b>1072079</b>	Date of Birth <b>03/12/1979</b>
	Mailing Address <b>13030 Back Rd</b>		Social Security Number <b>519-96-5683</b>
	City <b>Anchorage</b>	State <b>AK</b>	Zip Code <b>99515</b>
			Phone <b>907-242-1706</b>

**SECTION 4: OWNER/REGISTERED AGENT INFORMATION (Cont.)**

2	Name		Driver's License		Date of Birth	
	Mailing Address				Social Security Number	
	City	State	Zip Code		Phone	
3	Name		Driver's License		Date of Birth	
	Mailing Address				Social Security Number	
	City	State	Zip Code		Phone	
4	Name		Driver's License		Date of Birth	
	Mailing Address				Social Security Number	
	City	State	Zip Code		Phone	

**SECTION 5: BUSINESS DESCRIPTION AND LICENSING**

Briefly Describe Business Conducted  
**Water Systems, Welding, Excavation**

Past Dillingham BL No. \_\_\_\_\_  
 Expiration Date \_\_\_\_\_

Other Business Licenses and I.D.'s (Any required license must be issued before a City license can be issued)

State of Alaska No. 2181773 Expiration Date 12/31/2025  
 Occupational No. 219100 Expiration Date 09/30/2024  
Required if working in a specialty occupation. Must be 2023 expiration or greater  
 Permit No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

**SECTION 6: SALES TAX COLLECTION**

DMC 4.20.090  
 Request Authority to Collect Sales Tax (one per physical location needed)

DMC 4.20.115  
**Reporting Frequency:**  
 Monthly  
 Quarterly, must be remitting less than \$100 per month

**Remittance Type:**  
 6% Sales Tax  
 6% Gaming Sales Tax  
 10% Alcohol Tax  
 10% Lodging Tax

**Select preferred method to receive sales tax packet:**  
 Already received sales tax pack  
 Please mail sales tax packet  
 Please email sales tax packet

\_\_\_\_\_ Email if different than below:

**Contact information for the person or service preparing sales tax filings:**

Name Jason Hill Title Sole-Proprietor  
 Email IronHillAk@hotmail.com Phone 907-242-1706

**SECTION 7: BUSINESS LICENSE FEE AND PENALTIES**

**Check all that apply:**

\$50 Business License Application Fee  
 Non-profit Fee Waiver (business license fee ONLY)

\$75 Late Fee (applies to renewals received after January 1 or new business who fail to apply within 45 days of start  
 This is in ADDITION to the \$50 Business License Application Fee for a total of \$125

**SECTION 8: RESALE AND SALES TAX EXEMPTION CARD REQUEST (DMC 4.20.050)**

- Non Profit Sales Tax Exemption [IRS 501c(3) or 501 c(4)]**  **Government Sales Tax Exemption**  
Sales, services, and rentals to organizations that have obtained a 501c(3) or 501 c(4) exemption certificate from the Internal Revenue Service, and which are made in the normal conduct of activity, but not to individual members or employees thereof for their own personal consumption, use or accommodation; the exemption does not apply where such organizations are engaged in business for profit or savings, or competing with other persons engaged in similar business:
- Resale**  
Sales of goods to a wholesaler, retailer, or other purchaser if such purchaser resells the same good, in the same or altered form, and the resold goods will not be exempt from the tax levied under this chapter.

To obtain the exemption provided for in this subsection, the purchaser shall display or provide to the seller at the time of the sale a copy of the exemption card. If the purchaser buys goods for personal use at the same time of the sale only the goods that are sales tax exempt or for resale (as described above) are exempt. Supplies, services, tools, repair serviced, equipment or other goods or services purchased to support a business but not for resale are not exempt.

**SECTION 9: AUTHORIZING SIGNATURE**

I, the undersigned applicant, do swear (or affirm) that the foregoing statements are true, full and correct to the best of my knowledge and belief. I also agree to comply with all applicable city ordinances regarding conduct of business, sales tax reporting and use of sales tax exemption/resale. Should anything change during the calendar year the city will be notified.

  
\_\_\_\_\_  
Signature of Applicant or Authorized Agent

Jason Hill, Sole-Proprietor  
Printed name and title

February 1, 2024  
Date

**FINANCE DEPARTMENT USE ONLY**

- This business has been  Approved  Denied  N/A a business license for the period beginning \_\_\_\_\_
- This business has been  Approved  Denied  N/A the authority to collect sales tax for each location. (section 6)
- This business has been  Approved  Denied  N/A a sales tax exemption card. (section 8)
- This business has been  Approved  Denied  N/A a resale exemption card (section 8)

Additional notes or comments:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Finance Director \_\_\_\_\_  
Date

Finance Department Use Only  Visa  Cash  
Fee Paid \$ \_\_\_\_\_ Receipt No. \_\_\_\_\_ Check No. \_\_\_\_\_



[State of Alaska](#) / [Commerce](#) / [Corporations, Business, and Professional Licensing](#) / [Search & Database Download](#) / [Professional Licenses](#) / License Details

## LICENSE DETAILS

This serves as primary source verification\* of the license.

**License #:** 219100

**Program:** Construction Contractors

**Type:** Specialty Contractor

**Status:** Active

**DBA:** Iron Hill

**Issue Date:** 01/10/2024

**Effective Date:** 01/10/2024

**Expiration Date:** 09/30/2024

**Mailing Address:** ANCHORAGE, AK, UNITED STATES

**Public Note:** Sole proprietor with no insured employees.

\*Primary Source verification: License information provided by the Alaska Division of Corporations, Business and Professional Licensing, per AS 08 and 12 AAC.

## Owners

Owner Name	Entity Number
Jason Hill	

## Relationships

No Relationships Found

# Designations

Type	Group
Water Systems	Specialties
Excavation	Specialties
Welding	Specialties

## Agreements & Actions

No Agreements Or Actions

2/8/2024 11:27:25 AM (Alaskan Standard Time)



State of Alaska / Commerce / Corporations, Business, and Professional Licensing / Search & Database Download / Business License / License #2181773

## LICENSE DETAILS

**License #:** 2181773

[Print Business License](#)

**Business Name:** Iron Hill

**Status:** Active

**Issue Date:** 06/09/2023

**Expiration Date:** 12/31/2025

**Mailing Address:** 13030 Back Rd  
Anchorage, AK 99515

**Physical Address:** 1120 Huffman Rd Ste 24-653  
9072445548  
Anchorage, AK 99515

## Owners

Jason Hill

## Activities

Line of Business	NAICS	Professional License #
81 - Other Services (except Public Administration)	811310 - COMMERCIAL AND INDUSTRIAL MACHINERY AND EQUIPMENT (EXCEPT AUTOMOTIVE AND ELECTRONIC) REPAIR AND MAINTENANCE	

## Endorsements

No Endorsements Found

## License Lapse(s)

If this business license lapsed within the last four years the lapsed periods will appear below. Lapsed periods are the unlicensed period between an expiration date and renewal date.

No Lapses on record for the last 4 years.

Section . Item 9.

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# CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

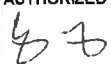
<b>PRODUCER</b> Hub International Northwest LLC 3150 C Street Suite 150 Anchorage, AK 99503	<b>CONTACT NAME:</b> Clayton McCaul <b>PHONE (A/C, No, Ext):</b> (907) 707-0119 <b>FAX (A/C, No):</b> <b>E-MAIL ADDRESS:</b> clayton.mccaul@hubinternational.com
	<b>INSURER(S) AFFORDING COVERAGE</b>
<b>INSURED</b>  Jason Hill. dba: Iron Hill 13030 Back Rd. Anchorage, AK 99515	<b>INSURER A:</b> Nautilus Insurance Company <b>NAIC #</b> 17370
	<b>INSURER B:</b> Lexon Insurance Company <b>NAIC #</b> 13307
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NN1539572	7/7/2023	7/7/2024	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
							GENERAL AGGREGATE \$ 2,000,000
							PRODUCTS - COM/POP AGG \$ 2,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED    RETENTION \$						\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE    OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
B	Bond			9838336	12/13/2023	12/13/2026	10,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

<b>CERTIFICATE HOLDER</b>  State of Alaska Div of Occupational Licensing Contractors Department PO Box 110806 Juneau, AK 99811-0806	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
--	---





THE STATE  
of  
**ALASKA** Department of Commerce, Community, and Economic Development  
Division of Corporations, Business and Professional Licensing

**Construction Contractors Program**

PO Box 110806, Juneau, AK 99811

Phone: (907) 465-2550

Email: [ConstructionContractors@Alaska.Gov](mailto:ConstructionContractors@Alaska.Gov)

Website: [ProfessionalLicense.Alaska.Gov/ConstructionContractors](https://www.professionallicense.alaska.gov/constructioncontractors)

**Construction Contractor Surety Bond** (Required by Construction Contractor Statute AS 08.18.07)

Your bond and insurance documents must be dated no more than 30 days from the date received in our office, and your business name(s) on your insurance documents must exactly match your business name(s) on your application. This includes your corporation (if applicable) and doing business as (DBA) name(s). For further guidance on how and when the bond and insurance documents must be completed, please review the Construction Contractor FAQs, specifically question #13, available at <https://www.commerce.alaska.gov/web/cbpl/ProfessionalLicensing/ConstructionContractors/ConstructionContractorsFAQs.aspx>.

Principal Name: (Applicant)	Jason Hill		Title:	Owner
DBA Name:	Iron Hill			
Bond Number:	9838336	Effective Date:	12/13/2023	Expiration Date: N/A

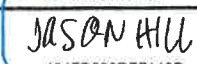

KNOW ALL MEN BY THESE PRESENTS that we, the above-named construction contractor, as principal, and the agency named below, as surety, are held firmly bound to the State of Alaska, in the sum of TEN THOUSAND DOLLARS (\$10,000) lawful money of the United States, for the payment of which, well and truly to be made, we and each of us, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITIONS OF THE ABOVE OBLIGATIONS ARE SUCH THAT: Whereas, the above bound principal has applied to, or is about to obtain from, the State of Alaska for registration as a Specialty Contractor pursuant to AS 08.18.011 and the acts amendatory thereof and supplemental there to:

NOW THEREFORE, if the State of Alaska shall register the above bounden principal as a Specialty Contractor and that principal shall faithfully and honestly act a Specialty Contractor in accordance with law, and fully complies with the provisions of AS 08.18.071 of the State of Alaska and acts thereof and supplemental thereto, and if the principal shall fully indemnify and save harmless from loss the State of Alaska and any person who may have cause of action against the principal for any malfeasance or misfeasance in the conduct of a Specialty Contractor, then this obligation to be voided, otherwise to remain in full force and virtue.

LIABILITY UNDER THIS BOND commences on the date listed above and shall be continuous until the registration license is revoked or otherwise terminated by the Department of Commerce, Community, and Economic Development, State of Alaska (the Department) or until written notice from the Surety is received by the Department provided the bond has been cancelled for lawful reasons. The bond shall apply to all liens and liabilities which arise during the effective period of the bond to which the bond is applicable under law, even if the judgment liens are foreclosed or valid liens settled after the effective period of the bond or liabilities are enforced after the effective period of the bond.

IN WITNESS OF THE ABOVE, principal and surety have signed and sealed this bond on the date listed below.

Principal Signature: (Applicant)	 <small>484FD833DE7148D...</small>		Date Signed:	12/13/2023
Surety Name:	Lexon Insurance Company			
Surety Signature:			Date Signed:	12.13.23
Attorney-in-Fact:	Clayton McCaul	Agency Name:	Hub-AK-Palmer (Pippel)	
Agency Address:	480 West Tudor Road, Anchorage, AK 99503			

THIS BOND IS NOT VALID UNTIL SIGNED BY BOTH PRINCIPAL AND SURETY.  
Surety's Power of Attorney must be attached.





# POWER OF ATTORNEY Section . Item 9.

KNOW ALL BY THESE PRESENTS, that **Endurance Assurance Corporation**, a Delaware corporation ("EAC"), **Endurance American Insurance Company**, a Delaware corporation ("EAIC"), **Lexon Insurance Company**, a Texas corporation ("LIC"), and/or **Bond Safeguard Insurance Company**, a South Dakota corporation ("BSIC"), each, a "Company" and collectively, "**Sompo International**," do hereby constitute and appoint: Clayton McCaul

as true and lawful Attorney(s)-In-Fact to make, execute, seal, and deliver for, and on its behalf as surety or co-surety; bonds and undertakings given for any and all purposes, also to execute and deliver on its behalf as aforesaid renewals, extensions, agreements, waivers, consents or stipulations relating to such bonds or undertakings provided, however, that no single bond or undertaking so made, executed and delivered shall obligate the Company for any portion of the penal sum thereof in excess of the sum of \$10,000.00

Such bonds and undertakings for said purposes, when duly executed by said attorney(s)-in-fact, shall be binding upon the Company as fully and to the same extent as if signed by the President of the Company under its corporate seal attested by its Corporate Secretary.

This appointment is made under and by authority of certain resolutions adopted by the board of directors of each Company by unanimous written consent effective the 30<sup>th</sup> day of March, 2023 for BSIC and LIC and the 17<sup>th</sup> day of May, 2023 for EAC and EAIC, a copy of which appears below under the heading entitled "Certificate".

This Power of Attorney is signed and sealed by facsimile under and by authority of the following resolution adopted by the board of directors of each Company by unanimous written consent effective the 30<sup>th</sup> day of March, 2023 for BSIC and LIC and the 17<sup>th</sup> day of May, 2023 for EAC and EAIC and said resolution has not since been revoked, amended or repealed:

RESOLVED, that the signature of an individual named above and the seal of the Company may be affixed to any such power of attorney or any certificate relating thereto by facsimile, and any such power of attorney or certificate bearing such facsimile signature or seal shall be valid and binding upon the Company in the future with respect to any bond or undertaking to which it is attached.

IN WITNESS WHEREOF, each Company has caused this instrument to be signed by the following officers, and its corporate seal to be affixed this 25th day of May, 2023.

**Endurance Assurance Corporation**  
By: *Richard M Appel*  
Richard Appel, SVP & Senior Counsel

**Endurance American Insurance Company**  
By: *Richard M Appel*  
Richard Appel, SVP & Senior Counsel

**Lexon Insurance Company**  
By: *Richard M Appel*  
Richard Appel, SVP & Senior Counsel

**Bond Safeguard Insurance Company**  
By: *Richard M Appel*  
Richard Appel, SVP & Senior Counsel



### ACKNOWLEDGEMENT

On this 25th day of May, 2023, before me, personally came the above signatories known to me, who being duly sworn, did depose and say that he/she is the Officer of each of the Companies; and that he executed said instrument on behalf of each Company by authority of his office under the by-laws of each Company.

By: *Amy Taylor*  
Amy Taylor, Notary Public - My Commission Expires 3/9/27



### CERTIFICATE

I, the undersigned Officer of each Company, DO HEREBY CERTIFY that:

1. That the original power of attorney of which the foregoing is a copy was duly executed on behalf of each Company and has not since been revoked, amended or modified; that the undersigned has compared the foregoing copy thereof with the original power of attorney, and that the same is a true and correct copy of the original power of attorney and of the whole thereof;
2. The following are resolutions which were adopted by the board of directors of each Company by unanimous written consent effective 30<sup>th</sup> day of March, 2023 for BSIC and LIC and the 17<sup>th</sup> day of May, 2023 for EAC and EAIC and said resolutions have not since been revoked, amended or modified:

"RESOLVED, that each of the individuals named below is authorized to make, execute, seal and deliver for and on behalf of the Company any and all bonds, undertakings or obligations in surety or co-surety with others: RICHARD M. APPEL, MATTHEW E. CURRAN, MARGARET HYLAND, SHARON L. SIMS, CHRISTOPHER L. SPARRO, and be it further

RESOLVED, that each of the individuals named above is authorized to appoint attorneys-in-fact for the purpose of making, executing, sealing and delivering bonds, undertakings or obligations in surety or co-surety for and on behalf of the Company."

3. The undersigned further certifies that the above resolutions are true and correct copies of the resolutions as so recorded and of the whole thereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal this 13th day of December, 2023.

By: *Daniel S. Lurie*  
Daniel S. Lurie, Secretary

### NOTICE: U. S. TREASURY DEPARTMENT'S OFFICE OF FOREIGN ASSETS CONTROL (OFAC)

No coverage is provided by this Notice nor can it be construed to replace any provisions of any surety bond or other surety coverage provided. This Notice provides information concerning possible impact on your surety coverage due to directives issued by OFAC. Please read this Notice carefully.

The Office of Foreign Assets Control (OFAC) administers and enforces sanctions policy, based on Presidential declarations of "national emergency". OFAC has identified and listed numerous foreign agents, front organizations, terrorists, terrorist organizations, and narcotics traffickers as "Specially Designated Nationals and Blocked Persons". This list can be located on the United States Treasury's website - <https://www.treasury.gov/resource-center/sanctions/SDN-List>.

In accordance with OFAC regulations, if it is determined that you or any other person or entity claiming the benefits of any coverage has violated U.S. sanctions law or is a Specially Designated National and Blocked Person, as identified by OFAC, any coverage will be considered a blocked or frozen contract and all provisions of any coverage provided are immediately subject to OFAC. When a surety bond or other form of surety coverage is considered to be such a blocked or frozen contract, no payments nor premium refunds may be made without authorization from OFAC. Other limitations on the premiums and payments may also apply.

Any reproductions are void.

Surety Claims Submission: [LexonClaimAdministration@sompo-intl.com](mailto:LexonClaimAdministration@sompo-intl.com)

Telephone: 615-553-9500 Mailing Address: Sompo International; 12890 Lebanon Road; Mount Juliet, TN 37122-2870

CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2024-17**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ADOPTING THE RECOMMENDATION OF THE DILLINGHAM PLANNING COMMISSION TO RELINQUISH THE GRANT OF EASEMENT FOR RIGHT-OF-WAY RECORDED AT BOOK 42, PAGES 891-898 OF THE BRISTOL BAY RECORDING DISTRICT**

---

**WHEREAS**, Alanna Hurley and Terry Mann, an Alaska Native married couple, purchased property from Mr. Russell T. Fielding by evidence of recorded document 2023-000085-0; and

**WHEREAS**, Russell T. Fielding, an Alaska Native, under his own authority and the authority of the United States did grant an easement for a road to the City of Dillingham on August 3, 1994, said easement recorded on Book 42, pages 891-898; and

**WHEREAS**, said Grant of Easement contains two length errors: one on Page 894 with reference to the LEGAL DESCRIPTION document within the Grant of Easement for Right-of-Way, and another error on page 898. Both are listed with the same incorrect length of 671.65 feet on recorded plat of WASKEY ROAD (94-882); and

**WHEREAS**, the federal Bureau Indian Affairs Land Surveyor kindly indicates that once the said Grant is relinquished, the dedicated easement on subdivision plat (97-15) can serve as the official easement for a City of Dillingham Road Easement because it has the correct length of 555.65 feet;

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

**Section 1: Adoption of the Planning Commission Recommendation** The Dillingham City Council adopts the recommendation of the Dillingham Planning Commission to relinquish the Grant of Easement for Right-of-Way recorded at Book 42, pages 891-898 of the Bristol Bay Recording District.

**Section 2: Purpose of Relinquishment** The purpose of this relinquishment is to rectify the length errors contained in the Grant of Easement and to pave the way for the use of the dedicated easement on subdivision plat (97-15) as the official easement for a City of Dillingham Road Easement.

**Section 3: Implementation** The City Manager is authorized to take all necessary actions to effectuate the relinquishment, including recording appropriate documents with the Bristol Bay Recording District.

**Section 4: Effective Date** This resolution shall be effective immediately upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on March 14, 2024.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Daniel E. Decker Sr., City Clerk



RESOLUTION 2024-01

A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION

Adopt Resolution 2024-01; A Resolution of the Dillingham Planning Commission to Relinquish the Grant of Easement for Right-of-Way recorded at Book 42, pages 891-898 of the Bristol Bay Recording District.

WHEREAS, Alanna Hurley and Terry Mann, an Alaska Native married couple, purchased property from Mr. Russell T. Fielding by evidence of recorded document 2023-000085-0, and

WHEREAS, Russell T. Fielding, an Alaska Native, under his own authority and the authority of the United States did grant an easement for a road to the City of Dillingham on August 3, 1994, said easement recorded on Book 42, pages 891-898, and

WHEREAS, said Grant of Easement contains two length errors: one Page 894 with reference to the LEGAL DESCRIPTION document within the Grant of Easement for Right-of-Way, and another error on page 898. Both are listed with the same incorrect length of 671.65 feet on recorded plat of WASKEY ROAD (94-882); and

WHEREAS, the federal Bureau Indian Land Surveyor kindly indicates that once the said Grant is relinquished, the dedicated easement on subdivision plat (97-15) can serve as the official easement for a City of Dillingham Road Easement because it has the correct length of 555.65 feet,

NOW, THEREFORE BE IT RESOLVED that the Dillingham Planning Commission recommends relinquishing the Grant of Easement herein listed.

NOW THEREFORE FURTHER BE IT RESOLVED the Dillingham Planning Commission recommends the stated relinquishment to the Dillingham City Council.

APPROVED AND ADOPTED THIS 7<sup>th</sup> DAY OF FEBRUARY 2024.

  
Kaleb Westral, Chair

  
Patty Buholm, Planning Director  
2/7/24

# UNFINISHED BUSINESS

# CITIZEN'S DISCUSSION

# COUNCIL COMMENTS



# MAYOR'S COMMENTS

# EXECUTIVE SESSION

# ADJOURNMENT

## Alaska Mayors on Public Education

Funding education and supporting students is a responsibility that we all share, and it is one of the few fiscal responsibilities demanded by the Alaska Constitution. It isn't a partisan issue.

As mayors, we try to manage local governments as efficiently and effectively as possible. Like the private sector, we cannot effectively budget for our operations unless we adapt to and account for annual cost increases due to inflation. Asking schools to operate with appropriations based on 2017 costs is untenable.

These are real cost increases that the State, local governments, schools, and businesses experience. It is worth noting that local governments are also contributing more to education each year because of inflation's impact on valuation, even as the State's contribution lags behind.

While funding is certainly not the only issue that needs to be addressed in our education system, it remains a primary factor. Just like any private sector business model, funding certainty is a necessity in order to deliver operational consistency and a path to outcome excellence. Until we fix the funding issue, we are destined to make little progress on other challenges that face our educational system.

Fix funding first, and we can work together on the rest. We know that education is critical to our economic development and creating a workforce that will take Alaska into the future.

Representing the majority of mayors responsible for providing local contributions to municipal school districts, the undersigned express the following priorities for consideration by the Legislature and Governor Dunleavy.

1. While we understand that an inflation-adjusted amount of \$1,400 is not politically feasible, a BSA increase of \$300 is insufficient. We encourage a significant investment by the state to bring education funding closer to par with expenses experienced by our districts.
2. An increase to the BSA this year should be accompanied by an inflation adjustment for future years. Something similar to the five-year trailing average for the smoothing of inflation, implemented in each budget cycle, would ensure that education is adequately funded as costs increase.
3. The extent to which the State chooses to additionally fund teachers as part of a recruitment and retention initiative should be administered and budgeted for by the State, and separately from a BSA increase.
4. Additional funding for pupil transportation and special needs is critical to account for increasing costs in those areas that are outpacing other cost areas of inflation.
5. Decisions related to new or alternative public schools should be made at the local level, to ensure that the taxes raised in those communities to contribute to public education are appropriately represented. Local government leaders expect to be part of a deliberative process that builds on the strengths of the current system without destabilization.
6. School construction and major maintenance continues to fall behind without sufficient State investment, with the State funding an average of only 15% of need. This year's capital budget should address priorities identified by school districts and local governments.

Approved by the following signatories in February 2024.

Alaska Mayors on Public Education



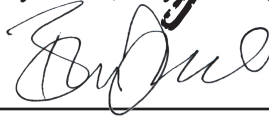
Alvin Osterback, Aleutians East Borough



Kasey Smith, City of Craig



Chris Noel, Denali Borough



Bryce Ward, Fairbanks North Star Borough



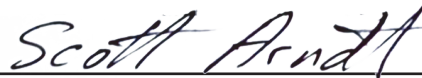
Alice Ruby, City of Dillingham



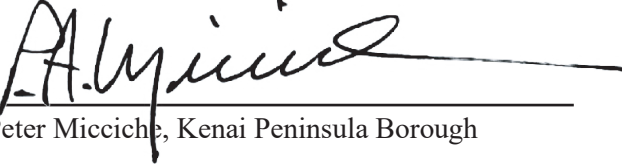
Rodney Dial, Ketchikan Gateway Borough



Beth Weldon, City and Borough of Juneau



Scott Arndt, Kodiak Island Borough




Peter Micciche, Kenai Peninsula Borough



Josh Verhagen, City of Nenana



Albert Smith, Metlakatla Indian Community



Patricia Phillips, City of Pelican



Dickie Moto, Northwest Arctic Borough



Steven Eisenbeisz, City and Borough of Sitka



Mark Jensen, Petersburg Borough



Vincent Tutiakoff, City of Unalaska



Cindy Bremner, City and Borough of Yakutat



Sharon Scheidt, City of Valdez



February 27, 2024

City of Dillingham  
Kim Johnson - City Manager  
Box 889  
Dillingham, AK 99576

**Emailed to Kim Johnson at  
[manager@dillinghamak.us](mailto:manager@dillinghamak.us)**

Enforcement Tracking No. 2022-R0263

Subject: Dillingham Landfill Inert Waste Cell Fire – Closure of Notice of Violation

On June 17<sup>th</sup>, 2022, the Alaska Department of Environmental Conservation (ADEC) issued a Notice of Violation (NOV) to the City of Dillingham for a fire that started in the Dillingham Landfill Inert Waste Cell, emitting black smoke, and spreading beyond the boundaries of the landfill. Such actions are in violation of:

- Open burning - 18 AAC 60.355
- Creation of black smoke - 18 AAC 50.065(b)
- Controlling impacts outside landfill boundaries - 18 AAC 60.233(2)

To address the violation, ADEC required the City of Dillingham to complete the following:

- Contact the Solid Waste Program representative for the Dillingham Landfill (Stephen Price) daily with situation updates on the fire until it is deemed completely extinguished by the Dillingham Fire Department
- Immediately prohibit public salvaging in any area of the landfill except for the designated salvage area located at the transfer station.
- Do not burn any waste, except in the municipal solid waste incinerator located at the transfer station, until weather conditions improve, and the local Division of Forestry's office has been contacted and approves the burn. Only burn clean (untreated, painted, glued etc.) lumber, pallets, and brush in the burn cage.
- By July 5<sup>th</sup>, 2022, submit a plan for approval to the Solid Waste Program detailing the steps that will be taken to ensure a fire of this type does not occur again and a timeline for when those steps will be implemented. The plan must include:
  - A timeline for covering the inert waste cell with 12 inches of compacted cover material (gravel, sand, soil etc.)
  - How the Dillingham Landfill will ensure that wastes that would be disposed in the inert waste cell are drained of all fluids before they are accepted.

- How the Dillingham Landfill will ensure that all wastes are at least 50 feet from the property boundary and how vegetation will be cut down within that 50 foot area to serve as a fire break.

In response, the City of Dillingham:

- Stayed in communication with DEC Solid Waste staff until the fire was extinguished.
- Prohibited public salvaging at the Inert Waste Cell.
- Did not burn any material until Division of Forestry had been contacted, the weather conditions were appropriate, and DEC Solid Waste staff had been contacted and approved the burn.
- The City of Dillingham submitted and implemented a plan that included:
  - Consolidating, compacting, and covering material in the Inert Waste Cell.
  - Having all vehicles checked for fluids and drained before disposal in the Inert Waste Cell.
  - Creating 50ft fire breaks around all disposal cells in the Dillingham Landfill and documenting that all waste would stay at least 50ft from the property boundary.

**The City of Dillingham has fulfilled the requirements of the NOV and ADEC will close the enforcement action.**

Thank you for working with ADEC to resolve this matter and taking steps to ensure it doesn't happen again. Please contact me at (907) 269-7467 or by email at [stephen.price@alaska.gov](mailto:stephen.price@alaska.gov) with any questions or comments you might have.

Sincerely,



Stephen Price  
Rural Landfill Specialist