



CITY COUNCIL REGULAR MEETING

Thursday, June 19, 2025 at 7:00 PM

AGENDA

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

MEETING INFORMATION

AGENDA

CITY COUNCIL REGULAR MEETING

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

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

1. Minutes:

April 28, 2025 Special Council Meeting
April 17, 2025 Special Council Meeting
April 10, 2025 Special Council Meeting
April 3, 2025 Regular Council Meeting
March 27, 2025 Special Council Meeting

APPROVAL OF CONSENT AGENDA

APPROVAL OF AGENDA

STAFF REPORTS

2. Strategic Plan Report

3. City Manager and Staff Reports

4. Standing Committee Reports

May 14th, 2025 Board of Equalization Meeting/ Hearing Minutes
May 14th, 2025 Friends of the Library Minutes
May 1st, 2025 Board of Equalization Organizational Meeting Minutes
June 6th, 2024 Board of Equalization Meeting/ Hearing Minutes

May 18th, 2023 Board of Equalization Meeting/ Hearing Minutes

Citizen Committee Appointments

PUBLIC HEARINGS

CITIZEN'S COMMENTS (Prior Notice or Agenda Items)

ORDINANCES AND RESOLUTIONS

[5.](#) ORDINANCE NO. 2025-01: An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY 2026 City of Dillingham Budget

[6.](#) Resolution No. 2025-21: Approve Draft Organizational chart

[7.](#) Resolution No. 2025-22: A Resolution to honor law enforcement personnel following National Police Week 2025

[8.](#) Resolution no. 2025-23: A Resolution waiving competitive bidding procedures and authorizing sole-source procurement of professional services from PND Engineers for the Port of Dillingham Improvement Project

[9.](#) Resolution No. 2025-24: A Resolution of Commendation for Brian Sifsof, SSS Transportation Services

[10.](#) Resolution No. 2025-25: Resolution of the Dillingham City Council Approving Changes to the Personnel Regulations

UNFINISHED BUSINESS

NEW BUSINESS

[11.](#) Letters of Commendation: Sgt. Tanner Nickels & ACO Jamal Romie

CITIZEN'S DISCUSSION (Open to the Public)

COUNCIL COMMENTS

MAYOR'S COMMENTS

ADJOURNMENT

INFORMATIONAL ITEMS



**CITY COUNCIL SPECIAL MEETING AT 6:00 P.M. / COUNCIL WORKSHOP
BEGINNING AT 2:00 P.M.**

Thursday, April 28, 2025 at 6:00 PM

MINUTES

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

MEETING INFORMATION

CITY COUNCIL REGULAR MEETING

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

CITY COUNCIL WORKSHOP AT 2:00 P.M.

Rolls & Responsibility, Bill Dan of Professional Growth Systems

Municipal Governance Concepts, Sam Severin & Rob Palmer

In Attendance for the workshop: Mayor Alice Ruby, Councilman Steven Carriere, Councilman Curt Armstrong, Councilman Bert Luckhurst, City Manager Daniel Decker Sr., Acting City Clerk Abigail Flynn, Chief of Police Tracy O'Malley, Finance Director Anita Foran (via ZOOM, Port Director Daniel Miller, Public Works Director Phil Baumgartner

CALL TO ORDER for the City Council Regular Meeting by Mayor, Alice Ruby at 5:12 pm

ROLL CALL by Clerk

Councilman Luckhurst	Present
Councilman Bennett	Absent
Councilman Carriere	Present
Councilman Armstrong	Present
Councilman Westfall	Present
Councilman McCambly	Present (Arrived at 6:15 P.M.)
Mayor Alice Ruby	Present
Quorum established	Yes

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Motion by Councilman Carriere; 2nd Councilman Luckhurst

DISCUSSION: None

Unanimous approval, motion carried.

CITIZENS DISCUSSION – None

SPECIAL BUSINESS

1. RESOLUTION NO. 2025-15: A RESOLUTION OF THE DILLINGHAM CITY COUNCIL SETTING THE DATE MAY 14, 2025, TO CONVENE THE BOARD OF EQUILAIZATION FOR THE YEAR 2025

MOTION TO ADOPT by Councilman Carrier; 2nd by Councilman Luckhurst

DISCUSSION: Appointed to the BOE is Mayor Ruby, Councilman Westfall, Councilman Bennett, Councilman Carriere, with Councilman Armstrong as an alternate.

Unanimous approval, motion carried.

2. RESOLUTION NO. 2025-16: A RESOLUTION OF COMMENDATION FOR MICHAEL “MIKE” DAVIS

MOTION TO ADOPT by Councilman Westfall; 2nd by Councilman Carriere

DISCUSSION: None

Unanimous approval, motion carried.

EXECUTIVE SESSION

MOTION by Councilman Carriere; 2nd by Councilman Westfall

DISCUSSION: None

Unanimous approval, motion carried.

3. Discussion with city attorney of the facts and litigation strategies on pending legal matters including 3DI-24-124CI, 3DI24-117CL, 3DI-25-00029CI and other legal matters, pursuant to DMC 2.09.050 A. 1-3 and B.2.

2.09.050 Executive Sessions.

MOTION THE END EXECUTIVE SESSION at 7:57 PM: Motion made by Councilman Carriere,
Seconded by Councilman Westfall.

COUNCIL COMMENTS

None

MAYORS' COMMENTS

Mayor Ruby expressed appreciation for the work session with Bill Dann and for his offer to work with us more, especially with the strategic plan.

ADJOURNMENT: 8:01 PM

ATTEST:

[SEAL]

Abigail Flynn, Acting City Clerk



CITY COUNCIL SPECIAL MEETING

Thursday, April 17, 2025 at 5:30 PM

MINUTES

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MEETING INFORMATION

CITY COUNCIL SPECIAL MEETING

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

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

CALL TO ORDER & ATTENDANCE

Meeting called to order at 5:30 p.m. by Mayor Ruby.

Councilmembers Present: Luckhurst (via Zoom), Carriere, Armstrong, McCambly

Councilmember Excused: Westfall

Councilmember Absent: Bennett

Also present: Mayor Ruby

PLEDGE OF ALLEGIANCE

Conducted.

APPROVAL OF AGENDA

Motion to approve: Councilman Carriere

Seconded by: Councilman Armstrong

Unanimous consent, motion carried.

CITIZEN'S DISCUSSION

None.

SPECIAL BUSINESS

Resolution 2025-14(b): Establishing the Level of Funding for the Dillingham City School District for FY Ending June 30, 2026.

Motion by: Councilman Carriere

Seconded by: Councilman Armstrong

Amendment 1:

Motion to amend contribution to **\$869,746** – *Councilman Carriere*

No second, motion failed.

Amendment 2:

Motion to amend contribution to **\$1,906,540** – *Councilman McCambly*

Seconded by: Councilman Armstrong

Roll Call Vote on Amendment 2:

Armstrong – No

McCambly – Yes

Carriere – No

Luckhurst – No

Motion failed.

Return to Main Motion – Roll Call Vote:

Armstrong – Yes

McCambly – No

Carriere – No

Luckhurst – Yes

Motion failed. Resolution not adopted.

Outcome: City appropriation to the School District for FY26 set at **\$1.7 million**.

(By AS 14.14.060(c) code, when the school budget resolution is not adopted on time, the amount of the request is automatically approved.)

COUNCIL COMMENTS

Councilmembers Carriere and McCambly provided comments.

MAYOR'S COMMENTS

Mayor Ruby expressed regret that a compromise could not be achieved.

ADJOURNMENT

Meeting adjourned at 5:58 p.m.

ATTEST:

Abigail Flynn, Acting City Clerk

Approval Date: _____



CITY COUNCIL SPECIAL MEETING AT 7:00 P.M. WITH A WORKSHOP AT 5:30 P.M.

Thursday, April 10, 2025 at 7:00 PM

MINUTES

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

MEETING INFORMATION

CITY COUNCIL SPECIAL MEETING

With a Workshop on the FY 26 School Budget at 5:30 p.m.

CITY HALL COUNCIL CHAMBERS / 5:30 p.m. Workshop and 7:00 p.m. Special Meeting

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

Prior to the meeting, there was a workshop held where Rep. Bryce Edgmon spoke via Zoom about the Base Student Allocation and Capitol Projects and other topics of interest to the community.

Amy Brower and James Hall spoke on behalf of the school district in favor of the adoption of the full asked amount requested by the school district.

Call to Order

Mayor Alice Ruby called the Meeting to order at 7:26 PM.

Roll Call by the Clerk

Present:

- Councilman Bertram Luckhurst (Seat A – via Zoom)
- Councilman Steven Carriere (Seat C)
- Councilman Curt Armstrong (Seat D)
- Councilman Kaleb Westfall (Seat E)
- Councilman Kevin McCambly (Seat F)

Absent:

- Councilman Michael Bennett (Seat B)

Mayor Alice Ruby presided over the meeting.

Approval of Agenda

Motion to approve the agenda was made by Councilman Carriere.

Seconded by: Kaleb Westfall

Roll Call Vote:

- Unanimous Approval.
- **Motion carried.**

Citizen's Discussion (Public Comment)

1. **Phil Hulett** – Spoke on the importance of sustainable education funding and the impacts of state funding decisions.
2. **Terry Mann** – Newly elected school board member, emphasized prioritizing education and expressed concerns about potential program cuts.

Ordinances and Resolutions

Resolution 2025-14 – School District Funding

1. **Motion to Table Until April 16 and Seek Legal Counsel Through Administration.**
 - Motion: Steven Carriere
 - Second: Kaleb Westfall
 - **Vote:** YES – Carriere, Luckhurst; NO – Armstrong, Westfall, McCambly
 - **Result:** Motion failed (required 4 affirmative votes)
2. **Amendment to Increase Funding to \$1,865,023 and strike last sentence.**
 - Motion: Kevin McCambly
 - Second: Kaleb Westfall
 - **Vote:** YES – Armstrong, McCambly, Westfall; NO – Carriere, Luckhurst
 - **Result:** Motion failed
3. **Amendment to Set Funding at \$1.7 Million**
 - Motion: Curt Armstrong
 - Second: Kaleb Westfall
 - **Vote:** YES – Westfall, Luckhurst, Armstrong; NO – McCambly, Carriere
 - **Result:** Motion failed (required 4 affirmative votes)
4. **Final Motion to Table Resolution 2025-14 to a Meeting Prior to April 16**
 - Motion: Steven Carriere
 - Second: Kevin McCambly
 - **Vote:** YES – Carriere, Luckhurst, Armstrong, McCambly; NO – Westfall
 - **Result:** Motion carried

Council directed staff to seek legal counsel regarding minimum funding obligations to the school district.

Council Comments

Council members expressed varying opinions regarding school funding:

- McCambly advocated for higher funding (\$1.86 million).
- Others supported maintaining current levels (\$1.7 million) or cited concerns over city infrastructure needs.

Mayor's Comments

Mayor Alice Ruby provided closing comments on the following:

- Availability of DCRA training and an offer by Bill Dan to assist with training.
- Communication issues with the school district concerning resolution matters.
- Willingness to participate in facility committee meetings.
- Fire safety reminders, emphasizing caution with open flames during windy conditions.
- A moment of silence was held for those lost since the last meeting.

Adjournment

The meeting was adjourned at 8:14 PM.

ATTEST:

Abigail Flynn, Acting City Clerk

Approval Date: _____



CITY COUNCIL REGULAR MEETING

Thursday, April 03, 2025 at 7:00 PM

MINUTES

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MEETING INFORMATION

AGENDA

CITY COUNCIL REGULAR MEETING

CITY HALL COUNCIL CHAMBERS / 7:00 p.m.
141 Main Street, Dillingham, AK 99576 (907) 842-5212

CALL TO ORDER & ATTENDANCE

- Meeting called to order at 7:00 p.m. by Mayor Alice Ruby.
- Councilmembers Present: Luckhurst, Bennett, Carriere, Armstrong, Westfall, McCambly.
- Councilmembers Absent: None.
- Also present: Mayor Ruby.

APPROVAL OF MINUTES

- Minutes of March 6, 2025, were considered approved without revisions.

APPROVAL OF AGENDA

- Motion to approve: Councilman Steven Carriere
- Seconded by: Councilman Kaleb Westfall
- Amendments: Added Kaleb Westfall to Planning Commission letters of interest and Council travel to funding symposium as item #9
- Vote: 5 yes, 1 no – Motion carried.

STAFF REPORTS

COMMITTEE REPORTS & APPOINTMENTS

1. Appointment of Mesa Weber and Kaleb Westfall to Planning Commission

- Motion by: Councilman Michael Bennett

- Seconded by: Councilman Kevin McCambly
- There was discussion.
- Vote: 5 yes, 1 no – Motion carried.

2. Appointment of Councilman Bennett and City Planning Director to the Walkability Team

- Motion by: Councilman Steven Carriere
- Seconded by: Councilman Bertram Luckhurst
- Vote: Unanimous approval – Motion carried.

CITIZEN'S DISCUSSION

- None

ORDINANCES & RESOLUTIONS

1. Resolution 2025-03: Awarding contract to CRW Engineering Group for septic system design

- Motion by: Councilman Steven Carriere
- Seconded by: Councilman Bertram Luckhurst
- There was discussion.
- Vote: 3 yes, 3 no; Mayor Ruby broke tie with yes – Motion carried.

2. Resolution 2025-13: Declaring community cleanup event May 7-10, 2025

- Motion by: Councilman Steven Carriere
- Seconded by: Councilman Kaleb Westfall
- Vote: Unanimous approval – Motion carried.

UNFINISHED BUSINESS

- EMS 2025 SMART goals update presented by EMS Coordinator Laticia Swift:
 - Focus on opioid prevention
 - Partnerships with national organizations
 - School engagement programs
 - Fire and life safety initiatives

NEW BUSINESS

1. Swearing in of new canine officer for the police department.
2. Discussion of upcoming meetings:

- School budget meeting proposed for April 10 or 14
- Attorney in person training and executive session scheduled for April 28
- Infrastructure symposium attendance approved for Councilmember Westfall.

CITIZEN'S COMMENTS

- Chris Maines requested a housing workshop in August on the proposal in his previous staff reports.

COUNCIL COMMENTS

- Kevin McCambly – Concerns about transparency and appointment procedures.
- Steven Carriere – Thanked staff for professionalism and work.
- Bert Luckhurst - Seconded Steve's thanks.
- Michael Bennett – Questioned legal counsel and suggested DCRA training.
- Kaleb Westfall – Discussed harbor maintenance and organizational chart updates.

MAYOR'S COMMENTS

- Mayor Ruby thanked staff for their work under difficult conditions.
- Noted spring increases workload and calls.
- Encouraged positivity and called for a moment of silence.

ADJOURNMENT

- Meeting adjourned by Mayor Alice Ruby at 8:33 P.M.

ATTEST:

Abigail Flynn, Acting City Clerk

Approval Date: _____

[SEAL]



CITY COUNCIL MEETING

Monday, March 27, 2025 at 6:30 PM

MINUTES

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MEETING INFORMATION

CITY COUNCIL MEETING

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

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

A workshop on the FY24 Audit Report was held at 5:30 p.m.

City Council Meeting – Dillingham, AK

Date & Time: 2025, 6:30 p.m.

Location: City Hall Council Chambers

CALL TO ORDER & ATTENDANCE

- **Meeting called to order at 6:30 p.m.** by Mayor Ruby.
- **Councilmembers Present:** Bennett, Carriere, Armstrong, Westfall, McCambly.
- **Councilmember Excused:** Luckhurst.
- **Also present:** Mayor Ruby, City Manager Decker.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

- **Motion to approve:** Councilman Carriere
- **Seconded by:** Councilman Westfall
- **Unanimous consent, motion carried.**

CITIZEN'S DISCUSSION

- **Connor Downey (Kanakanak Hospital)** introduced the "Walkability" project and requested city involvement.
- **Councilman Bennett volunteered to participate; City Planner to be involved.**

SPECIAL BUSINESS

1. **Resolution 2025-10:** Accepting the FY24 Year-End Audit.
 - **Motion by:** Councilman Carriere

- **Seconded by:** Councilman Westfall
 - **Unanimous consent, motion carried.**
2. **Resolution 2025-11:** Recognizing 2025 Beaver Roundup Volunteers.
- **Motion by:** Councilman Bennett
 - **Seconded by:** Councilman Westfall
 - **Unanimous consent, motion carried.**
3. **Resolution 2025-12:** Continuing the Friends of the Landfill Committee.
- **Motion by:** Councilman Carriere
 - **Seconded by:** Councilman Westfall
 - **Unanimous consent, motion carried.**
4. **Set Date(s) for Special Meeting:** Discuss school funding contributions and legal training for the Council.
- **Date TBD.**

COUNCIL COMMENTS

- **None.**

MAYOR'S COMMENTS

- **Mayor Ruby thanked the Committee.**

ADJOURNMENT

- **Meeting adjourned at 6:54 p.m.**

ATTEST:

Abigail Flynn, Acting City Clerk

Approval Date: _____



CITY MANAGER MONTHLY REPORT

To: Mayor and City Council
From: Dan Decker, City Manager
Date: June 5, 2025
Subject: Monthly Departmental Update

GENERAL ADMINISTRATION

I am pleased to announce that **Jack Savo Jr. has officially joined the City of Dillingham as Deputy City Manager**. Jack brings a strong background in public service and will be instrumental in supporting daily operations, grant coordination, and department oversight. Please join me in welcoming him to our team.

This month, I authorized several budgeted expenditures, all **well within my procurement authority** under **DMC 2.20.090 and 4.12.040**, and **each approved as part of the FY25 Budget**:

- **\$15,850 to Professional Growth Systems** for strategic facilitation and department alignment
- **\$13,000 to CivicEye** for the Police Department's new Records Management System (RMS)
- **\$39,500 to Construction Machinery** for a Holmes Pickup Sweeper, sourced through **Sourcewell cooperative purchasing**
- **\$33,959.16 to Craig Taylor Equipment** for a Drum Mulcher, also through **Sourcewell**
- **\$29,749.96 to Bristol Environmental** for **landfill monitoring and reporting** services

These procurements support core service delivery in **public works, solid waste, and public safety**, and reflect strategic reinvestment into long-term infrastructure and regulatory compliance.

We are also **actively engaged in negotiations** with both the **Public Safety Employees Association (PSEA)** and **Local 71** bargaining units. These discussions are ongoing and focused on ensuring fair agreements that support long-term stability while respecting the fiscal limitations of the City.

The **FY26 Budget Proposal** is complete and ready for **ordinance introduction** at the June 5 Regular Council Meeting as required by DMC 4.12.010. My thanks to all departments for their detailed work during this year's budget process.



CLERK'S OFFICE

The Clerk's Office, under **Abigail Flynn**, processed four records requests, prepared Board of Equalization notices and scheduling, and submitted the **Petition for Judgment and Decree** for foreclosure.

Staff supported the **FY26 budget process** for Council, Clerk, Library, and Senior Center, and coordinated planning for **Harbor Day and the Blessing of the Fleet**, scheduled for **June 14**.

LIBRARY & SENIOR CENTER

The Library saw **544 patrons**, processed over **1,100 checkouts**, and hosted **32 volunteer hours**. Interlibrary loan services remain paused pending grant renewal. Summer programming is underway with a **BBEDC youth hire** now assisting staff.

At the Senior Center, **286 in-house meals** and **154 home-delivered meals** were served over **11 service days**. A new cook passed the **Certified Kitchen Protection Manager** exam. The team submitted a **grant application to NTS** and began summer meal planning.

PUBLIC WORKS

Public Works completed seasonal port preparation, **sewer line repairs beneath the Senior Center**, and various facility improvements. The **Brightly software system** is now live and being used to track city assets and infrastructure.

Road maintenance is ongoing. Crews continue to monitor the landfill, water plant, and wastewater system while reviewing options for a **waste oil furnace** to improve winter heating efficiency.

PORT DEPARTMENT

Port staff completed **harbor crane servicing**, repairs to **dock floats**, and prepared for **dock deployment**.

Dredging was completed June,02, 2025. Lease agreements are being updated and distributed. The **PIDP Grant application** remains in progress with assistance from **PND Engineers** and guidance from MARAD contacts.



PLANNING

Planning continues to support the **Comprehensive Plan update** in partnership with Agnew Beck. Staff are also working on the **AWAI Walkability Project**, **GIS system improvements**, and broadband mapping with **BBNA**.

Public interest has revived discussion around re-establishing the **Parks & Recreation Commission**, which Planning will support if Council moves forward.

FINANCE DEPARTMENT

The FY26 Budget Proposal has been finalized. The ordinance will be introduced on **June 5, 2025**.

Key actions this month include:

- Continued production of **monthly revenue and expenditure reports**
- Audit preparation and grant reconciliation
- Oversight of **ARPA and other grant funds**
- Workflow adjustments to improve **purchase order processing**
- Support for department heads in developing a balanced, realistic budget

Finance thanks the Council for their collaboration and feedback.

POLICE DEPARTMENT

Recruitment continues. One new officer is scheduled to begin this month.

Dispatch, DMV, and daily operations remain steady. Accreditation preparation is ongoing.

As noted earlier, a **\$13,000 contract with CivicEye** was authorized to replace the current RMS system. This will improve **reporting accuracy**, **data access**, and **compliance with state records retention standards**.



TRIP REPORT – AML INFRASTRUCTURE SYMPOSIUM 2025

I attended the **Alaska Municipal League Infrastructure Symposium** in Anchorage from **May 21–24**. This conference offered valuable insight into funding strategies, capital planning, and agency partnerships.

Key takeaways included:

- Importance of early coordination with **ADEC, DOT, and VSW**
- Project readiness, compliance, and matching requirements as success factors
- Potential access to **local match relief, technical assistance, and foundational grants**

These insights will guide future **capital improvement and grant strategy discussions**.

COUNCILMAN WESTFALL FOLLOW-UP (May 1 Meeting)

In response to questions submitted by Councilman Westfall:

- **Waterline Project:** Phase 1 (Design) in 2025; Phase 2 (Construction) tentatively 2026
- **Brightly Software:** Implemented for Public Works asset tracking
- **Highway Safety Fund & Downtown Expansion:** Concepts included in the **comprehensive draft plan**, not yet funded
- **Crane:** Harbor crane currently under repair; certification pending
- **Dock Floats:** No movement
- **Deputy Clerk/IT Technician:** Positions were approved by **Council in the prior budget cycle**

Questions related to prior contracts, and personnel policies are being handled administratively. A copy of the Personnel Regulations was provided to Councilman Westfall.

GRANTS & CONTRACTING AUTHORITY

As stated in **DMC 2.20.090**, *“the city manager shall have the power to execute contracts on behalf of the city without prior council approval for goods or services that do not exceed fifty thousand dollars, provided the expenditure has been authorized in the annual budget ordinance or by council resolution.”*

In accordance with **DMC 4.12.040**, no obligations may be incurred except through appropriations made by Council. These authorities, together with **AS 29.35.500–.520**, affirm the



City Manager's responsibility to administer contracts and grant-related matters within the bounds of the adopted budget.

The **City Council retains full authority over appropriations and fiscal policy** through the formal adoption of the budget ordinance.

CLOSING REMARKS

As we move into summer, I want to thank each of you for your support and engagement. We've made meaningful progress on internal coordination, financial structure, and capital readiness.

Please feel free to reach out with questions, requests, or feedback at any time.

Respectfully submitted,

Daniel E. Decker Sr.

Dan Decker
City Manager

Mayor
Alice Ruby

Acting Manager
Daniel Decker



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

MEMORANDUM

Date: 05/28/2025

To: Daniel Decker, City Manager

From: Anita Fuller, Finance Director

Subject: Council Report 06/05/2025

Acknowledgements and Recognitions:

January Statistics: As of date of report.

Cash Receipts: \$1,450,018.78

All Payments: \$1,707,984.47 (includes \$261,923.41 for 2 payrolls & 2 supplement payrolls).

February Statistics: As of date of report.

Cash Receipts: \$498,746.63

All Payments: \$713,594.47 (includes \$282,215.58 for 2 payrolls & 1 supplement payroll).

March Statistics: As of date of report.

Cash Receipts: \$418,005.50

All Payments: \$1,748,417.72 (includes \$299,554.50 for 2 payrolls & 2 supplement payrolls).

April Statistics: As of date of report.

Cash Receipts: \$1,355,769.91

All Payments: \$1,355,769.91 (includes \$305,015.18 for 2 payrolls & 2 supplement payrolls).

Council Considerations/Recommendations:

- Consideration is needed on how to fund the Harbor fund deficit. Dock fund balance is not large enough to consider further support. Will either go in a fund balance deficit or need general fund transfer to balance the fund.

Department Accomplishment and Opportunities:

Questica:

Setup of Capital Budget has been started. Project on hold until FY26 budget was finalized. Will be used with FY26 and future budget revisions.

Audit Update:

FY24 Audit – Financial Statement adopted by council 03/27/2025.

FY25 Audit – Testwork scheduled for the week of October 13, 2025. Final week scheduled for the week of December 1, 2025.

Department staffing:

Receivables Tech III, Taxes – Position became open and has been filled starting 04/07/2025. Training is ongoing.

Property Tax:

Real property tax past due letters were mailed 01/05/2025 to provide a past due notice and foreclosure notice.

Personal property tax assessment returns were due February 1, 2025. Late fees will be assessed on returns received after this date. Force files are being created. Assessment Notices will be mailed by March 15, 2025.

Assessors are assisting with the preparation of the 2025 taxes. A letter addressing the 8% rate of property tax increases has been received and is attached.

Collections:

A foreclosure 2018-2022 has been finalized.

A foreclosure 2020-2024 has been approved by the council and is now in the hands of the City Clerk for publication and filing with the court.

Past due utility collections have started.

Grants:

NTS Grant report is finalized in February.

FY26-28 Grant application submitted 05/27/2025.

All 3rd quarter reports were finalized in April and May.

Budget:

FY25 Budget revisions have begun. Will finalize after FY26 budget is ready.

FY26 Budget is ready for presentation to the council.

Internal Controls:

City of Dillingham

- On hold for after budget revisions and staff training.

Other News:

- W-2's and 1099's were completed at the end of January.
- ACA reporting was completed at the end of February.

Upcoming Calendar Items:

- 15th of each month utility payments due; last day of month utility bills sent.
- March 15, 2025 Real Property and Personal Property tax assessments are to be mailed out.

Revenue and Expense Report – January through March 2025:

- Target percentage for March is 75%. Explanations are for those items above 75% or below 55%.
- Fund balance is a decrease of \$2,319,487.
- Gaming sales tax reports remain at 12%.
- Sales Tax penalty & interest is at 38%. A review of Sales Tax is ongoing with as our new employee is being trained.
- Real and personal property taxes are higher than expected at 103%. Penalty & Interest is high at 120%. Staff are working with AccuFund to fix a known issue. The actual amount collected in December is 97% for real property and 88% for personal property.
- Shared Fisheries revenue was received at \$147,328 and will require a budget revision for a reduction of \$452,672.
- The PILT is \$17,418 higher than expected and will require a budget revision.
- Other state revenues arrive later in the year.
- Jail Contract for FY2025 has been finalized at about \$100K less than budgeted. Payment has been received for FY2024 after audit work was finalized. Three quarterly payments for FY25 were received in May.
- DMV (Motor Vehicle Tax) fees are generally several months behind but are currently lower than expected at 53%.
- Ambulance fees are low. The Fire Department is reviewing.
- Lease and rental incomes are as expected at 24%. The
- PERS Forfeiture fund has already exceeded expectations and will require a budget revision.

Special Revenues & Other Funds Revenue

- Harbor revenue is expected to continue to be low until April with the sale of Harbor stickers.
- Asset Forfeiture is received in full for the year.
- Public Safety reward is newly added to reflect that this will maintain a fund balance. No expected revenue is planned.
- Senior Center non-grant is reduced due to two office spaces not being rented. Will require budget revision.

- SOA Bond Investments have had a higher return than expected at 102% and will require a budget revision.
- SOA had a payment that impacted the refund received in FY24 for the amount of \$22,882 and will require a budget revision.
- Ambulance rental discontinued and will require a budget revision.

Transfers

- Ambulance reserve is reduced due to reduction in ambulance fees received to date.
- Equipment replacement is at 109% due to an increase in the cost of shipping for new vehicles. Full expenditure is based on budget expectations and timing of the barge and will require budget revision.
- Capital projects: See Capital Fund Expenditures.
- SRF Loans have been paid for the year.
- The School Bond bi-annual payment is for both interest and principal and is the higher payment for the year. Also the street bond payment is reduced to reflect the revenue received for interest received on the bond investment.
- Harbor transfers are reduced due to the Dock revenue being too low. There is a current deficit of Harbor \$103,9410.31, Ice Machine \$2,112.16 and Bathhouse of \$11,794.35 that needs to be funded. Council Decision is needed to see if a transfer from the general fund will be needed.
- Water revenue exceeds expenses and does not require a transfer.

General Fund Expenditures

- City Council expenses are at 40% due to lobbying contracts going into effect January 2025.
- Administration expenses are reduced due to the open Deputy CM and Grant writing position.
- Planning expenses are at 34% largely due to only using 11% of the contract/professional budget.
- Patrol expenses are at 54% and is mainly affected by open positions of rotational officers.
- Animal Control is at 52%. This is being reviewed for coding.
- K-9 Unit was started and will require a budget revision.
- Fire Department Donation funds have only been spent at 11%. This is a balance created when the fire department checking account was absorbed by the city.
- Buildings & Grounds maintenance expense is at 50% which is impacting the budget to be at 52%. This is expected to be expensed in full.
- The shop budget is reduced due to open positions in the beginning of the fiscal year and the subsequent reduced cost of equipment repairs.
- The streets budget is impacted by a delay in the gravel delivery.
- Grandma's House will resume some repairs when the city makes improvements to the watchman's apartment.

- Dillingham City School District payments have been made in full for the entire year.

Special Revenues & Other Funds Expenditures

- Water and Sewer expenditures are reduced due to open positions for part of the year. A reduction in Water expenses is reducing the need for a transfer from the Sewer subdepartment to help fund the Water subdepartment.
- Harbor expenses are as expected due to seasonally funded.
- No asset forfeiture funds have been spent.
- Had a final payout for the E911 duplication system of \$73,0551.60 in July that was not expected. This will require a budget revision to reflect council action already taken.
- Ambulance Reserve Funds are reduced due to volunteer stipends paid out every 6 months.
- SRF Loans are paid in full, school bond has one more interest payment and the street and firehall final payment for the year is scheduled.
- Equipment replacement was higher due to shipping costs.

Grant and Bond Revenues/Expenditures

- The Lagoon Aeration project is completed, and payment of invoices are finalized which includes LGLR and SRF Loan. SRF Loan payments are pending closeout of loan.
- SOA Department of Health grants closed out. Full grant is not expended.
- BBEDC Internships have finished programs for the summer and training has been completed for the fire department.
- Remaining grants are pending projects being started.

Capital Project Revenues/Expenditures

- Snagpoint erosion project has not started due to no response to the RFP. A new RFP is being drafted. This has delayed the \$356,694 budgeted line item.
- Architect work approved for the fire hall will be added to the budget for \$27,000.
- The Lagoon Aeration expenses increased from \$12,000 budget to \$101,006 per change order approved by council.

	01/31/25			01/31/24				
	Budget - FY25	YTD	Percent	YTD	INC/(DEC)		Uncollected	% Adj
General Fund Revenues								
General Sales Tax	\$ 3,200,000	\$ 2,123,841	66%	\$ 1,708,447	\$ 415,394		(1,812.64)	66%
General Sales Tax - Remote	425,000	343,182	81%	164,716				
Alcohol Sales Tax	280,000	164,716	59%	165,489	(772)			59%
Transient Lodging Sales Tax	150,000	84,814	57%	97,410	(12,596)	(31.80)		57%
Gaming Sales Tax	45,000	3,199	7%	20,080	(16,882)			7%
Tobacco Excise Tax	300,000	143,789	48%	169,551	(25,761)			48%
Marijuana Excise Tax	90,000	53,732	60%	51,205	-			60%
Business License	17,000	12,700	75%	14,975	-			75%
Penalty & Interest - Sales Tax	17,000	5,347	31%	12,312	(6,965)	-		31%
Total Sales Tax	4,524,000	2,935,321	65%	2,404,185	352,418			65%
Real Property Tax	2,460,000	2,535,193	103%	2,474,896	60,297	(262,524.74)		92%
Personal Property Tax	1,098,000	1,128,724	103%	566,856	561,869	(178,087.22)		87%
Penalty & Interest - Property Tax	130,000	144,750	111%	123,965	20,784			111%
Total Property Taxes	3,688,000	3,808,667	103%	3,165,718	642,950			91%
Telephone Gross Receipts State Tax	70,000	-	0%	-	-			0%
Shared Fisheries	600,000	147,328	25%	600,639	(453,311)			25%
Raw Fish Tax	20,000	-	0%	-	-			0%
Community Sharing	75,396	-	0%	-	-			0%
Payment in Lieu of Taxes (PILT)	520,000	537,418	103%	522,976	14,442			103%
State Jail Contract	720,000	271,828	38%	29,759	242,069			38%
Motor Vehicle Tax	25,000	10,026	40%	12,699	(2,673)			40%
Ambulance Fees	60,000	11,205	19%	32,295	(21,091)			19%
Lease & Rental Income	35,000	6,450	18%	7,300	(850)			18%
Admin Overhead	157,405	77,402	49%	96,751	(19,349)			49%
PERS on Behalf	168,162	105,447	63%	52,693	52,754			63%
PERS Forfeiture Fund	25,000	33,400	134%	19,395	14,005			134%
Other Revenues	298,800	216,456	72%	193,826	22,629	(1,200.00)		72%
Total	2,774,763	1,416,961	51%	1,568,334	(151,373)			51%
Total	\$ 10,986,763	\$ 8,160,949	74%	\$ 7,138,237	\$ 843,994			70%
Special Revenue & Other Funds Revenue								
Water	229,211	135,603	59%	131,594	4,009	(8,372.81)		56%
Sewer	462,111	240,581	52%	254,158	(13,577)	(11,303.29)		50%
Landfill	346,032	227,290	66%	217,329	9,960	(3,057.00)		65%
Port - Dock	750,402	468,390	62%	727,930	(259,540)	(13,896.80)		61%
Port - Harbor	157,912	36,749	23%	44,329	(7,581)	(5,332.00)		20%
Asset Forfeiture Fund	500	422	84%	253	169			0%
E-911 Service	67,000	39,419	59%	39,630	(210)			59%

		<u>01/31/25</u>		<u>01/31/24</u>		
	<u>Budget - FY25</u>	<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>	
Senior Center (Non-Grant)	49,059	14,434	29%	13,847	587	29%
Senior Center (Grant)	80,450	38,785	48%	49,228	(10,443)	48%
Library (Grants)	38,578	23,241	60%	23,881	(640)	60%
Debt Service - Bond Investments	80,000	65,342	82%	65,201	140	82%
Debt Service - SOA Revenue	742,060	683,388	92%	670,398	12,990	92%
Debt Services - Streets Refund	-	-		246,324	(246,324)	
Mary Carlson Estate	21,000	11,908	57%	12,589	(682)	57%
Ambulance Rental	14,400	4,800	33%	13,200	(8,400)	
Total	\$ 3,038,715	\$ 1,990,351	65%	\$ 2,509,893	\$ (519,542)	64%
Transfers						
<i>From General Fund to Other Funds</i>						
Landfill	662,724	407,315	61%	243,520	163,795	
Senior Center	281,383	190,721	68%	82,176	108,544	
Ambulance Reserve	50,000	8,964	18%	29,066	(20,102)	
Equipment Replacement	220,000	237,795	108%	118,637	119,159	
Capital Projects (Fund 7140)	368,694	128,006	35%	12,417	115,589	
Landfill Closure (Fund 7150)	25,000	14,585	58%	-	14,585	
Debt Service SRF Loans	51,461	38,100	74%	58,119	(20,019)	
Debt Service Streets Bond	151,500	-	0%	-	-	
Debt Service Firehall Bond	43,000	11,500	27%	12,000	(500)	
Debt Service School Bond	318,440	302,987	95%	297,227	5,760	
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	258,263	56,047	22%	122,918	(66,871)	
Port - Harbor - Ice Machine	-	-		644	(644)	
Port - Harbor - Bathhouse	13,470	-	0%	7,208	(7,208)	
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	67,000	34,101	51%	33,491	-	
Transfer from Carlson Estate to Library	4,000	2,335	58%	2,331	-	
Transfer from Wastewater to Water	102,068	-	0%	-	-	
Total	\$ 2,617,003	\$ 1,432,456	55%	\$ 1,019,753	\$ 412,089	
Total Revenues & Transfers	\$ 16,642,481	\$ 11,583,756	70%	\$ 10,667,883	\$ 736,541	

City of Dillingham
Unaudited Revenues and Expenditures As of January 31, 2025

Data Collected on:
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	<u>Budget - FY25</u>	<u>01/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>01/31/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
EXPENDITURES:					
General Fund Expenditures					
City Council	\$ 146,350	\$ 37,791	26%	\$ 68,123	\$ (30,332)
City Clerk	326,797	171,057	52%	71,638	99,419
Administration	771,879	223,675	29%	168,802	54,873
Finance	1,496,839	734,800	49%	660,091	74,710
Legal	125,000	70,725	57%	53,004	17,720
Insurance	328,100	238,397	73%	204,494	33,903
Planning	527,182	131,807	25%	142,562	(10,755)
Foreclosures	9,000	6,175	69%	53	6,122
IT	342,300	205,437	60%	150,441	54,996
Public Safety Administration	370,887	188,719	51%	116,901	71,818
Dispatch	745,231	454,577	61%	336,215	118,361
Patrol	1,597,624	668,581	42%	592,897	75,685
Corrections	773,407	401,157	52%	386,591	14,565
DMV	86,804	47,467	55%	43,167	4,300
Animal Control Officer	187,282	71,841	38%	81,902	(10,061)
K-9 Unit	0	5,087	0%	0	5,087
Fire	776,570	381,533	49%	259,937	121,597
Fire Department Donation	10,000	1,141	11%	525	615
Public Works Administration	499,835	235,052	47%	89,568	145,483
Building and Grounds	1,229,345	510,034	41%	213,405	296,629
Shop	743,197	204,057	27%	290,105	(86,048)
Street	738,528	276,517	37%	302,165	(25,648)
Library	255,972	135,889	53%	103,133	32,755
Grandma's House	73,961	29,047	39%	27,130	
City School	1,702,000	1,275,434	75%	850,981	424,453
Transfers to Other Funds	2,147,202	1,325,388	62%	853,162	472,227
Total	\$ 16,011,292	\$ 8,031,382	50%	\$ 6,066,993	\$ 1,962,472

	<u>Budget - FY25</u>	<u>01/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>01/31/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
<u>Special Revenue Funds Expenditures</u>					
Water	331,279	107,065	32%	126,713	(19,648)
Sewer	539,468	101,840	19%	181,946	(80,106)
Landfill	1,008,756	599,974	59%	463,440	136,534
Port - Dock	840,229	467,330	56%	607,023	(139,694)
Port - Harbor	428,545	183,902	43%	175,993	7,909
Asset Forfeiture Fund	500	-	0%	-	-
E-911 Service	67,000	107,153	160%	33,491	73,662
Senior Center (Non-Grant)	330,469	203,450	62%	98,805	104,645
Senior Center (Grant)	80,423	40,018	50%	67,377	(27,359)
Library (Grants)	38,578	21,086	55%	23,938	(2,852)
Mary Carlson Estate	6,255	4,002	64%	3,726	276
Ambulance Reserve Fund	20,000	3,800	19%	4,880	(1,080)
Debt Service SRF Loans	51,461	38,100	74%	58,119	(20,019)
Debt Service School Bond	1,060,500	986,375	93%	967,625	18,750
Debt Service Firehall Bond	43,000	11,500	27%	12,000	(500)
Debt Service Streets Bond	231,500	60,750	26%	63,375	(2,625)
Equipment Replacement	220,000	226,205	103%	118,637	107,569
Total	\$ 5,297,963	\$ 3,162,550	60%	\$ 3,007,088	\$ 155,462
	\$ 21,309,255	\$ 11,193,932	53%	\$ 9,074,080	\$ 2,117,934
Net Increase (Decrease) to Fund Balances	\$ (4,666,774)	\$ 389,824		\$ 1,593,803	\$ (1,381,393)

	<u>Budget - FY25</u>	<u>01/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>01/31/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
Grant & Bond Revenues					
SOA-Landfill Firebreak	-	-		-	-
EPA Snagpoint Erosion Grant	-	-		-	-
COVID - CARES & ARPA & LGLR	1,776,543	1,752,195	99%	280,966	1,471,228
SRF Loan - Lagoon Aeration	615,813	93,719	15%	-	93,719
SRF Loan - Landfill	-	-		-	-
SOA-DOH Grants	201,000	64,611	32%	-	64,611
Curyung-Ice Machine	20,833	-	0%	(1,324)	1,324
Snagpoint Funding	3,209,387	-	0%	-	-
BBEDC Intern Program	72,923	15,412	21%	48,602	(33,190)
BBEDC Training Reimb	-	4,375		41,902	(37,527)
BBNC Training Reimb	-	-		11,902	(11,902)
Total	\$ 5,896,499	\$ 1,930,312	33%	\$ 382,048	\$ 1,548,263
Grant & Bond Expenditures					
SOA-Landfill Firebreak	-	-		100,000	-
EPA Snagpoint Erosion Grant	-	-		-	-
COVID - CARES & ARPA & LGLR	1,776,543	1,752,195	99%	181,966	1,570,228
SRF Loan - Lagoon Aeration	615,813	576,281	94%	54,187	522,094
SRF Loan - Landfill	-	-		-	-
SOA-DOH Grants	201,000	10,882	5%	4,091	6,792
Curyung-Ice Machine	20,833	-	0%	-	-
Snagpoint Erosion	3,209,387	-	0%	-	-
BBEDC Intern Program	72,923	15,412	21%	34,441	(19,028)
BBEDC Training Reimb	-	4,375		41,902	(37,527)
BBNC Training Reimb	-	-		11,902	(11,902)
Total	\$ 5,896,499	\$ 2,359,145	40%	\$ 428,488	\$ 2,030,657
	\$ -	\$ (428,833)		\$ (46,440)	\$ 3,578,920

City of Dillingham
Unaudited Revenues and Expenditures As of January 31, 2025

Data Collected on:
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	<u>Budget - FY25</u>	<u>01/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>01/31/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
<u>Capital Project Funds Revenues</u>					
Harbor Mayor Sale Revenue	-	-		1,200	(1,200)
Total	\$ -	\$ -		\$ 1,200	\$ (1,200)
<u>Capital Project Funds Expenditures</u>					
Public Safety Building	-	-		-	-
Water Improvements	-	-		-	-
WasteWater Improvements	-	-		-	-
Snagpoint Erosion	356,694	-	0%	-	-
Sewer Lagoon Aeration	12,000	101,006	842%	-	101,006
Other Lift Station	-	-		-	-
Fire Dept Water Damage Repair	-	27,000		-	-
Landfill Closure (7150)	-	-		-	-
Landfill Shop Fire	-	-		-	-
Landfill Groundwater Well	-	-		-	-
Harbor cleanup	-	-		-	-
Total	\$ 368,694	\$ 128,006	35%	\$ -	\$ 101,006
	\$ (368,694)	\$ (128,006)		\$ 1,200	\$ (102,206)

	Budget	Actual
General Fund Revenue	\$ 10,986,763	\$ 8,160,949
Special Fund Revenue	\$ 3,038,715	\$ 1,990,351
Transfers In	\$ 2,617,003	\$ 1,432,456
Grant and Bond Revenue	\$ 5,896,499	\$ 1,930,312
CIP Revenue	\$ -	\$ -
	\$ 22,538,980	\$ 13,514,068
General Fund Expenditures	\$ 16,011,292	\$ 8,031,382
Special Fund Expenditures	\$ 5,297,963	\$ 3,162,550
Grant and Bond Expenditures	\$ 5,896,499	\$ 2,359,145
CIP Expenditures	\$ 368,694	\$ 128,006
	\$ 27,574,448	\$ 13,681,083
Net Increase (Decrease) to Fund Bal	\$ (5,035,468)	\$ (167,016)

City of Dillingham
Unaudited Revenues and Expenditures As of February 28, 2025

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	02/28/25			02/28/24				
	Budget - FY25	YTD	Percent	YTD	INC/(DEC)		Uncollected	% Adj
General Fund Revenues								
General Sales Tax	\$ 3,200,000	\$ 2,348,726	73%	\$ 1,849,969	\$ 498,757		(2,681.02)	73%
General Sales Tax - Remote	425,000	343,182	81%	213,913				
Alcohol Sales Tax	280,000	165,491	59%	179,895	(14,404)			59%
Transient Lodging Sales Tax	150,000	90,623	60%	108,910	(18,287)	(31.80)		60%
Gaming Sales Tax	45,000	5,576	12%	20,080	(14,504)			12%
Tobacco Excise Tax	300,000	166,665	56%	187,353	(20,689)			56%
Marijuana Excise Tax	90,000	60,653	67%	54,618	-			67%
Business License	17,000	13,600	80%	15,525	-			80%
Penalty & Interest - Sales Tax	17,000	5,564	33%	12,438	(6,874)	-		33%
Total Sales Tax	4,524,000	3,200,079	71%	2,642,701	423,999			71%
Real Property Tax	2,460,000	2,535,193	103%	2,474,896	60,297	(262,524.74)		92%
Personal Property Tax	1,098,000	1,128,724	103%	566,856	561,869	(178,087.22)		87%
Penalty & Interest - Property Tax	130,000	150,783	116%	123,965	26,818			116%
Total Property Taxes	3,688,000	3,814,701	103%	3,165,718	648,984			91%
Telephone Gross Receipts State Tax	70,000	-	0%	-	-			0%
Shared Fisheries	600,000	147,328	25%	600,639	(453,311)			25%
Raw Fish Tax	20,000	-	0%	-	-			0%
Community Sharing	75,396	-	0%	-	-			0%
Payment in Lieu of Taxes (PILT)	520,000	537,418	103%	522,976	14,442			103%
State Jail Contract	720,000	271,828	38%	29,759	242,069			38%
Motor Vehicle Tax	25,000	12,231	49%	13,667	(1,435)			49%
Ambulance Fees	60,000	18,411	31%	35,756	(17,345)			31%
Lease & Rental Income	35,000	7,380	21%	7,310	70			21%
Admin Overhead	157,405	86,235	55%	110,602	(24,367)			55%
PERS on Behalf	168,162	122,097	73%	60,954	61,143			73%
PERS Forfeiture Fund	25,000	33,400	134%	19,395	14,005			134%
Other Revenues	298,800	236,694	79%	216,846	19,847	(1,200.00)		79%
Total	2,774,763	1,473,023	53%	1,617,904	(144,881)			53%
Total	\$ 10,986,763	\$ 8,487,804	77%	\$ 7,426,323	\$ 928,101			73%
Special Revenue & Other Funds Revenue								
Water	229,211	154,073	67%	149,452	4,621	(14,161.98)		61%
Sewer	462,111	272,905	59%	298,997	(26,092)	(19,118.68)		55%
Landfill	346,032	244,867	71%	232,151	12,716	(3,378.01)		70%
Port - Dock	750,402	499,658	67%	730,829	(231,171)	(13,896.80)		65%
Port - Harbor	157,912	36,337	23%	44,523	(8,186)	(5,332.00)		20%
Asset Forfeiture Fund	500	440	88%	362	78			0%
E-911 Service	67,000	43,614	65%	45,237	(1,623)			65%

City of Dillingham
Unaudited Revenues and Expenditures As of February 28, 2025

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	<u>Budget - FY25</u>	<u>02/28/25</u> <u>YTD</u>	<u>Percent</u>	<u>02/28/24</u> <u>YTD</u>	<u>INC/(DEC)</u>	
Senior Center (Non-Grant)	49,059	15,073	31%	15,118	(45)	31%
Senior Center (Grant)	80,450	39,064	49%	49,889	(10,826)	49%
Library (Grants)	38,578	23,241	60%	23,881	(640)	60%
Debt Service - Bond Investments	80,000	73,728	92%	74,921	(1,193)	92%
Debt Service - SOA Revenue	742,060	683,388	92%	670,398	12,990	92%
Debt Services - Streets Refund	-	(22,882)		246,324	(269,206)	
Mary Carlson Estate	21,000	13,307	63%	14,278	(971)	63%
Ambulance Rental	14,400	4,800	33%	13,200	(8,400)	
Total	\$ 3,038,715	\$ 2,081,613	69%	\$ 2,609,563	\$ (527,950)	67%
Transfers						
<i>From General Fund to Other Funds</i>						
Landfill	662,724	440,751	67%	268,965	171,785	
Senior Center	281,383	223,219	79%	102,692	120,527	
Ambulance Reserve	50,000	14,729	29%	32,180	(17,451)	
Equipment Replacement	220,000	237,841	108%	118,637	119,204	
Capital Projects (Fund 7140)	368,694	128,006	35%	116,414	11,592	
Landfill Closure (Fund 7150)	25,000	16,668	67%	-	16,668	
Debt Service SRF Loans	51,461	51,461	100%	58,119	(6,658)	
Debt Service Streets Bond	151,500	9,611	6%	-	9,611	
Debt Service Firehall Bond	43,000	11,500	27%	12,000	(500)	
Debt Service School Bond	318,440	302,987	95%	297,227	5,760	
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	258,263	56,047	22%	140,772	(84,725)	
Port - Harbor - Ice Machine	-	-		751	(751)	
Port - Harbor - Bathhouse	13,470	-	0%	7,330	(7,330)	
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	67,000	16,893	25%	38,568	-	
Transfer from Carlson Estate to Library	4,000	2,668	67%	2,664	-	
Transfer from Wastewater to Water	102,068	-	0%	-	-	
Total	\$ 2,617,003	\$ 1,512,380	58%	\$ 1,196,319	\$ 337,732	
Total Revenues & Transfers	\$ 16,642,481	\$ 12,081,796	73%	\$ 11,232,205	\$ 737,884	

City of Dillingham
Unaudited Revenues and Expenditures As of February 28, 2025

Data Collected on:
4/14/2025

Section . Item 3.

	<u>Budget - FY25</u>	<u>02/28/25</u> <u>YTD</u>	<u>Percent</u>	<u>02/28/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
EXPENDITURES:					
General Fund Expenditures					
City Council	\$ 146,350	\$ 50,267	34%	\$ 80,492	\$ (30,225)
City Clerk	326,797	202,404	62%	91,294	111,111
Administration	771,879	254,489	33%	226,616	27,874
Finance	1,496,839	876,104	59%	749,327	126,777
Legal	125,000	91,689	73%	69,884	21,805
Insurance	328,100	271,254	83%	232,186	39,068
Planning	527,182	150,974	29%	163,171	(12,197)
Foreclosures	9,000	6,546	73%	53	6,493
IT	342,300	270,667	79%	170,326	100,341
Public Safety Administration	370,887	227,145	61%	133,122	94,022
Dispatch	745,231	513,096	69%	385,688	127,408
Patrol	1,597,624	746,788	47%	673,941	72,846
Corrections	773,407	476,761	62%	547,883	(71,122)
DMV	86,804	54,166	62%	50,070	4,096
Animal Control Officer	187,282	82,510	44%	97,619	(15,109)
K-9 Unit	0	5,087	0%	0	5,087
Fire	776,570	417,250	54%	303,538	113,712
Fire Department Donation	10,000	1,141	11%	525	615
Public Works Administration	499,835	262,956	53%	104,470	158,486
Building and Grounds	1,229,345	573,409	47%	248,970	324,439
Shop	743,197	237,835	32%	363,961	(126,126)
Street	738,528	311,132	42%	353,790	(42,658)
Library	255,972	158,598	62%	118,982	39,616
Grandma's House	73,961	33,738	46%	32,938	
City School	1,702,000	1,275,434	75%	851,206	424,228
Transfers to Other Funds	2,147,202	1,420,104	66%	1,006,234	413,870
Total	\$ 16,011,292	\$ 8,971,544	56%	\$ 7,056,289	\$ 1,914,455

City of Dillingham
Unaudited Revenues and Expenditures As of February 28, 2025

Data Collected on:
4/14/2025

Section . Item 3.

	<u>Budget - FY25</u>	<u>02/28/25</u> <u>YTD</u>	<u>Percent</u>	<u>02/28/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
<u>Special Revenue Funds Expenditures</u>					
Water	331,279	121,962	37%	145,394	(23,432)
Sewer	539,468	118,266	22%	197,619	(79,352)
Landfill	1,008,756	650,357	64%	500,851	149,506
Port - Dock	840,229	498,808	59%	697,305	(198,497)
Port - Harbor	428,545	199,061	46%	193,376	5,685
Asset Forfeiture Fund	500	-	0%	-	-
E-911 Service	67,000	89,945	134%	38,568	51,377
Senior Center (Non-Grant)	330,469	236,586	72%	117,859	118,727
Senior Center (Grant)	80,423	44,860	56%	71,749	(26,890)
Library (Grants)	38,578	23,843	62%	27,015	(3,171)
Mary Carlson Estate	6,255	4,573	73%	4,038	535
Ambulance Reserve Fund	20,000	3,800	19%	4,880	(1,080)
Debt Service SRF Loans	51,461	51,461	100%	58,119	(6,658)
Debt Service School Bond	1,060,500	986,375	93%	967,625	18,750
Debt Service Firehall Bond	43,000	11,500	27%	12,000	(500)
Debt Service Streets Bond	231,500	60,750	26%	63,375	(2,625)
Equipment Replacement	220,000	227,071	103%	118,637	108,434
Total	\$ 5,297,963	\$ 3,329,218	63%	\$ 3,218,410	\$ 110,809
	\$ 21,309,255	\$ 12,300,762	58%	\$ 10,274,699	\$ 2,025,264
Net Increase (Decrease) to Fund Balances	\$ (4,666,774)	\$ (218,966)		\$ 957,505	\$ (1,287,380)

	<u>Budget - FY25</u>	<u>02/28/25</u> <u>YTD</u>	<u>Percent</u>	<u>02/28/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
Grant & Bond Revenues					
SOA-Landfill Firebreak	-	-		-	-
EPA Snagpoint Erosion Grant	-	-		-	-
COVID - CARES & ARPA & LGLR	1,776,543	1,752,195	99%	280,966	1,471,228
SRF Loan - Lagoon Aeration	615,813	93,719	15%	-	93,719
SRF Loan - Landfill	-	-		-	-
SOA-DOH Grants	201,000	64,611	32%	2,948	61,663
Curyung-Ice Machine	20,833	-	0%	(1,324)	1,324
Snagpoint Funding	3,209,387	-	0%	-	-
BBEDC Intern Program	72,923	15,412	21%	48,602	(33,190)
BBEDC Training Reimb	-	4,375		41,902	(37,527)
BBNC Training Reimb	-	-		11,902	(11,902)
Total	\$ 5,896,499	\$ 1,930,312	33%	\$ 384,996	\$ 1,545,315
Grant & Bond Expenditures					
SOA-Landfill Firebreak	-	-		100,000	-
EPA Snagpoint Erosion Grant	-	-		-	-
COVID - CARES & ARPA & LGLR	1,776,543	1,752,195	99%	181,966	1,570,228
SRF Loan - Lagoon Aeration	615,813	576,281	94%	54,187	522,094
SRF Loan - Landfill	-	-		-	-
SOA-DOH Grants	201,000	10,882	5%	4,091	6,792
Curyung-Ice Machine	20,833	-	0%	-	-
Snagpoint Erosion	3,209,387	-	0%	-	-
BBEDC Intern Program	72,923	15,412	21%	34,441	(19,028)
BBEDC Training Reimb	-	4,375		41,902	(37,527)
BBNC Training Reimb	-	-		11,902	(11,902)
Total	\$ 5,896,499	\$ 2,359,145	40%	\$ 428,488	\$ 2,030,657
	\$ -	\$ (428,833)		\$ (43,492)	\$ 3,575,972

City of Dillingham
Unaudited Revenues and Expenditures As of February 28, 2025

Data Collected on:
4/14/2025

Section . Item 3.

	<u>Budget - FY25</u>	<u>02/28/25</u> <u>YTD</u>	<u>Percent</u>	<u>02/28/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
<u>Capital Project Funds Revenues</u>					
Harbor Mayor Sale Revenue	-	-		1,200	(1,200)
Total	\$ -	\$ -		\$ 1,200	\$ (1,200)
<u>Capital Project Funds Expenditures</u>					
Public Safety Building	-	-		-	-
Water Improvements	-	-		-	-
WasteWater Improvements	-	-		-	-
Snagpoint Erosion	356,694	-	0%	-	-
Sewer Lagoon Aeration	12,000	101,006	842%	-	101,006
Other Lift Station	-	-		-	-
Fire Dept Water Damage Repair	-	27,000		-	-
Landfill Closure (7150)	-	-		-	-
Landfill Shop Fire	-	-		-	-
Landfill Groundwater Well	-	-		-	-
Harbor cleanup	-	-		-	-
Total	\$ 368,694	\$ 128,006	35%	\$ -	\$ 101,006
	\$ (368,694)	\$ (128,006)		\$ 1,200	\$ (102,206)

	Budget	Actual
General Fund Revenue	\$ 10,986,763	\$ 8,487,804
Special Fund Revenue	\$ 3,038,715	\$ 2,081,613
Transfers In	\$ 2,617,003	\$ 1,512,380
Grant and Bond Revenue	\$ 5,896,499	\$ 1,930,312
CIP Revenue	\$ -	\$ -
	\$ 22,538,980	\$ 14,012,108
General Fund Expenditures	\$ 16,011,292	\$ 8,971,544
Special Fund Expenditures	\$ 5,297,963	\$ 3,329,218
Grant and Bond Expenditures	\$ 5,896,499	\$ 2,359,145
CIP Expenditures	\$ 368,694	\$ 128,006
	\$ 27,574,448	\$ 14,787,914
Net Increase (Decrease) to Fund Bal	\$ (5,035,468)	\$ (775,806)

	03/31/25			03/30/24				
	<u>Budget - FY25</u>	<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>		Uncollected	% Adj
General Fund Revenues								
General Sales Tax	\$ 3,200,000	\$ 2,531,880	79%	\$ 2,097,314	\$ 434,566		(4,329.67)	79%
General Sales Tax - Remote	425,000	394,058	93%	259,293				
Alcohol Sales Tax	280,000	181,989	65%	179,895	2,094			65%
Transient Lodging Sales Tax	150,000	102,871	69%	110,540	(7,670)		(31.80)	69%
Gaming Sales Tax	45,000	5,576	12%	20,080	(14,504)			12%
Tobacco Excise Tax	300,000	178,394	59%	201,171	(22,778)			59%
Marijuana Excise Tax	90,000	62,060	69%	59,730	-			69%
Business License	17,000	13,800	81%	15,675	-			81%
Penalty & Interest - Sales Tax	17,000	6,513	38%	12,543	(6,030)		-	38%
Total Sales Tax	4,524,000	3,477,140	77%	2,956,241	385,679			77%
Real Property Tax	2,460,000	2,535,193	103%	2,474,896	60,297		(151,856.77)	97%
Personal Property Tax	1,098,000	1,128,724	103%	567,152	561,572		(161,067.07)	88%
Penalty & Interest - Property Tax	130,000	156,642	120%	127,039	29,603			120%
Total Property Taxes	3,688,000	3,820,559	104%	3,169,088	651,472			95%
Telephone Gross Receipts State Tax	70,000	-	0%	-	-			0%
Shared Fisheries	600,000	147,328	25%	600,639	(453,311)			25%
Raw Fish Tax	20,000	-	0%	-	-			0%
Community Sharing	75,396	-	0%	-	-			0%
Payment in Lieu of Taxes (PILT)	520,000	537,418	103%	522,976	14,442			103%
State Jail Contract	720,000	271,828	38%	29,759	242,069			38%
Motor Vehicle Tax	25,000	13,230	53%	14,582	(1,352)			53%
Ambulance Fees	60,000	24,788	41%	38,011	(13,223)			41%
Lease & Rental Income	35,000	8,310	24%	8,230	80			24%
Admin Overhead	157,405	96,807	62%	120,116	(23,309)			62%
PERS on Behalf	168,162	136,513	81%	68,293	68,220			81%
PERS Forfeiture Fund	25,000	33,400	134%	38,943	(5,543)			134%
Other Revenues	298,800	255,477	86%	237,163	18,314		(1,200.00)	85%
Total	2,774,763	1,525,099	55%	1,678,712	(153,613)			55%
Total	\$ 10,986,763	\$ 8,822,799	80%	\$ 7,804,042	\$ 883,537			77%
Special Revenue & Other Funds Revenue								
Water	229,211	173,113	76%	171,054	2,060		(25,153.02)	65%
Sewer	462,111	305,987	66%	331,613	(25,626)		(33,956.58)	59%
Landfill	346,032	261,986	76%	249,607	12,378		(4,605.01)	74%
Port - Dock	750,402	513,856	68%	732,350	(218,494)		(13,896.80)	67%
Port - Harbor	157,912	37,387	24%	46,085	(8,698)		(5,332.00)	20%
Asset Forfeiture Fund	500	491	98%	406	84			0%
E-911 Service	67,000	49,105	73%	50,724	(1,619)			73%
Public Safety Reward	-	-	0%	-	-			

City of Dillingham

Unaudited Revenues and Expenditures As of March 31, 2025

Data Collected on:

4/16/2025

Section . Item 3.

		<u>03/31/25</u>		<u>03/30/24</u>		
	<u>Budget - FY25</u>	<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>	
Senior Center (Non-Grant)	49,059	18,889	39%	16,364	2,525	39%
Senior Center (Grant)	80,450	53,529	67%	74,055	(20,526)	67%
Library (Grants)	38,578	23,241	60%	23,881	(640)	60%
Debt Service - Bond Investments	80,000	81,283	102%	74,921	6,363	102%
Debt Service - SOA Revenue	742,060	683,388	92%	670,398	12,990	92%
Debt Services - Streets Refund	-	(22,882)		246,324	(269,206)	
Mary Carlson Estate	21,000	14,856	71%	16,090	(1,234)	71%
Ambulance Rental	14,400	4,800	33%	14,400	(9,600)	
Total	\$ 3,038,715	\$ 2,199,030	72%	\$ 2,718,274	\$ (519,244)	70%
Transfers						
<i>From General Fund to Other Funds</i>						
Landfill	662,724	474,294	72%	305,194	169,100	
Senior Center	281,383	252,605	90%	121,183	131,422	
Ambulance Reserve	50,000	19,915	40%	34,210	(14,295)	
Equipment Replacement	220,000	239,168	109%	118,637	120,531	
Capital Projects (Fund 7140)	368,694	128,006	35%	116,414	11,592	
Landfill Closure (Fund 7150)	25,000	18,751	75%	-	18,751	
Debt Service SRF Loans	51,461	51,461	100%	58,119	(6,658)	
Debt Service Streets Bond	151,500	2,348	2%	9,093	(6,745)	
Debt Service Firehall Bond	43,000	11,500	27%	44,000	(32,500)	
Debt Service School Bond	318,440	302,987	95%	297,227	5,760	
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	258,263	39,147	15%	163,734	(124,588)	
Port - Harbor - Ice Machine	-	-		858	(858)	
Port - Harbor - Bathhouse	13,470	-	0%	8,495	(8,495)	
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	67,000	61,005	91%	46,883	-	
Transfer from Carlson Estate to Library	4,000	3,001	75%	2,997	-	
Transfer from Wastewater to Water	102,068	-	0%	-	-	
Total	\$ 2,617,003	\$ 1,604,187	61%	\$ 1,327,045	\$ 263,016	
Total Revenues & Transfers	\$ 16,642,481	\$ 12,626,016	76%	\$ 11,849,361	\$ 627,309	

	<u>Budget - FY25</u>	<u>03/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>03/30/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
EXPENDITURES:					
General Fund Expenditures					
City Council	\$ 146,350	\$ 59,530	41%	\$ 76,269	\$ (16,738)
City Clerk	326,797	246,160	75%	120,498	125,662
Administration	771,879	310,819	40%	275,081	35,738
Finance	1,496,839	1,093,109	73%	953,688	139,421
Legal	125,000	118,005	94%	85,070	32,935
Insurance	328,100	304,111	93%	259,878	44,233
Planning	527,182	177,657	34%	193,031	(15,374)
Foreclosures	9,000	7,049	78%	53	6,996
IT	342,300	292,476	85%	188,013	104,463
Public Safety Administration	370,887	283,508	76%	156,564	126,943
Dispatch	745,231	611,010	82%	468,832	142,178
Patrol	1,597,624	872,845	55%	800,517	72,328
Corrections	773,407	584,710	76%	545,932	38,778
DMV	86,804	67,563	78%	64,364	3,199
Animal Control Officer	187,282	98,246	52%	113,514	(15,267)
K-9 Unit	0	5,087	0%	0	5,087
Fire	776,570	588,867	76%	345,298	243,569
Fire Department Donation	10,000	1,141	11%	766	375
Public Works Administration	499,835	307,859	62%	128,195	179,665
Building and Grounds	1,229,345	658,013	54%	296,391	361,622
Shop	743,197	291,233	39%	434,527	(143,294)
Street	738,528	368,385	50%	437,918	(69,533)
Library	255,972	194,284	76%	137,910	56,374
Grandma's House	73,961	38,463	52%	38,369	
City School	1,702,000	1,700,434	100%	1,701,321	(887)
Transfers to Other Funds	2,147,202	1,482,283	69%	1,094,983	387,300
Total	\$ 16,011,292	\$ 10,762,846	67%	\$ 8,916,981	\$ 1,845,771

	<u>Budget - FY25</u>	<u>03/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>03/30/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
<u>Special Revenue Funds Expenditures</u>					
Water	331,279	146,441	44%	170,996	(24,554)
Sewer	539,468	174,166	32%	224,913	(50,748)
Landfill	1,008,756	715,569	71%	554,536	161,033
Port - Dock	840,229	505,428	60%	732,289	(226,861)
Port - Harbor	428,545	221,381	52%	219,173	2,207
Asset Forfeiture Fund	500	-	0%	-	-
E-911 Service	67,000	134,057	200%	46,883	87,174
Public Safety Reward	-	-	0%	-	-
Senior Center (Non-Grant)	330,469	267,436	81%	138,123	129,313
Senior Center (Grant)	80,423	58,898	73%	84,728	(25,830)
Library (Grants)	38,578	27,922	72%	32,298	(4,376)
Mary Carlson Estate	6,255	5,168	83%	4,550	618
Ambulance Reserve Fund	20,000	3,800	19%	4,880	(1,080)
Debt Service SRF Loans	51,461	51,461	100%	58,119	(6,658)
Debt Service School Bond	1,060,500	986,375	93%	967,625	18,750
Debt Service Firehall Bond	43,000	11,500	27%	44,000	(32,500)
Debt Service Streets Bond	231,500	60,750	26%	231,750	(171,000)
Equipment Replacement	220,000	227,071	103%	118,637	108,434
Total	\$ 5,297,963	\$ 3,597,422	68%	\$ 3,633,501	\$ (36,079)
	\$ 21,309,255	\$ 14,360,268	67%	\$ 12,550,482	\$ 1,809,692
Net Increase (Decrease) to Fund Balances	\$ (4,666,774)	\$ (1,734,252)		\$ (701,121)	\$ (1,182,383)

	<u>Budget - FY25</u>	<u>03/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>03/30/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
Grant & Bond Revenues					
SOA-Landfill Firebreak	-	-		-	-
EPA Snagpoint Erosion Grant	-	-		-	-
COVID - CARES & ARPA & LGLR	1,776,543	1,752,195	99%	280,966	1,471,228
SRF Loan - Lagoon Aeration	615,813	93,719	15%	-	93,719
SRF Loan - Landfill	-	-		-	-
SOA-DOH Grants	201,000	36,217	18%	2,948	33,269
Curyung-Ice Machine	20,833	-	0%	(1,324)	1,324
Snagpoint Funding	3,209,387	-	0%	-	-
BBEDC Intern Program	72,923	15,412	21%	48,602	(33,190)
BBEDC Training Reimb	-	4,375		41,902	(37,527)
BBNC Training Reimb	-	-		11,902	(11,902)
Total	\$ 5,896,499	\$ 1,901,917	32%	\$ 384,996	\$ 1,516,921
Grant & Bond Expenditures					
SOA-Landfill Firebreak	-	-		100,000	-
EPA Snagpoint Erosion Grant	-	-		-	-
COVID - CARES & ARPA & LGLR	1,776,543	1,752,195	99%	181,966	1,570,228
SRF Loan - Lagoon Aeration	615,813	576,281	94%	54,187	522,094
SRF Loan - Landfill	-	-		-	-
SOA-DOH Grants	201,000	10,882	5%	4,091	6,792
Curyung-Ice Machine	20,833	-	0%	-	-
Snagpoint Erosion	3,209,387	-	0%	-	-
BBEDC Intern Program	72,923	15,412	21%	34,441	(19,028)
BBEDC Training Reimb	-	4,375		41,902	(37,527)
BBNC Training Reimb	-	-		11,902	(11,902)
Total	\$ 5,896,499	\$ 2,359,145	40%	\$ 428,488	\$ 2,030,657
	\$ -	\$ (457,228)		\$ (43,492)	\$ 3,547,578

	<u>Budget - FY25</u>	<u>03/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>03/30/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
Capital Project Funds Revenues					
Harbor Mayor Sale Revenue	-	-		1,200	(1,200)
Total	\$ -	\$ -		\$ 1,200	\$ (1,200)

Capital Project Funds Expenditures					
Public Safety Building	-	-		-	-
Water Improvements	-	-		-	-
WasteWater Improvements	-	-		-	-
Snagpoint Erosion	356,694	-	0%	-	-
Sewer Lagoon Aeration	12,000	101,006	842%	-	101,006
Other Lift Station	-	-		-	-
Fire Dept Water Damage Repair	-	27,000		-	-
Landfill Closure (7150)	-	-		-	-
Landfill Shop Fire	-	-		-	-
Landfill Groundwater Well	-	-		-	-
Harbor cleanup	-	-		-	-
Total	\$ 368,694	\$ 128,006	35%	\$ -	\$ 101,006
	\$ (368,694)	\$ (128,006)		\$ 1,200	\$ (102,206)

	Budget	Actual
General Fund Revenue	\$ 10,986,763	\$ 8,822,799
Special Fund Revenue	\$ 3,038,715	\$ 2,199,030
Transfers In	\$ 2,617,003	\$ 1,604,187
Grant and Bond Revenue	\$ 5,896,499	\$ 1,901,917
CIP Revenue	\$ -	\$ -
	\$ 22,538,980	\$ 14,527,933
General Fund Expenditures	\$ 16,011,292	\$ 10,762,846
Special Fund Expenditures	\$ 5,297,963	\$ 3,597,422
Grant and Bond Expenditures	\$ 5,896,499	\$ 2,359,145
CIP Expenditures	\$ 368,694	\$ 128,006
	\$ 27,574,448	\$ 16,847,420
Net Increase (Decrease) to Fund Bal	\$ (5,035,468)	\$ (2,319,487)

Mayor
Alice Ruby

City Manager
Daniel Decker Sr.



Dillingham City Council

Section . Item 3.

Bertram Luckhurst
Michael Bennett
Steven Carriere
Curt Armstrong
Kaleb Westfall

MEMORANDUM

Date: May 21, 2025
To: Daniel Decker Sr., City Manager
From: Christopher Maines, Planning Director
Subject: June 2025 Monthly Report

Planning Commission Activity:

The Planning Commission held its meeting on May 21, 2025. The primary piece of business was to elect our Chair and Vice Chair for the Planning Commission.

Upcoming Planning Commission Activity:

The Planning Commission will be addressing the 2025 Comprehensive Plan. I am working with Agnew Beck to move the process along. This will be the seventh version of the Dillingham Comprehensive Plan, and the hope is to review and revise it every 5 years. Depending on availability we may start public presentations this fall.

Planning Department Activity:

I have been attending and participating in the AWAI group. We have been developing an action plan to improve walkability within the Dillingham area. This group will be implementing pop-up projects and activities to make roads safer for pedestrians and cyclists, as well as create a long term action plan, which I hope to have incorporated into the Comprehensive Plan. Some upcoming projects will involve repainting walkways and experimenting with satellite parking lots and walking school buses.

I had a meeting with Jessica McKay of the Cold Climate Housing Research Center. We discussed how they could assist Dillingham in the future with developing housing and applying for funding and/or technical support. Overall, I believe partnering with this group in the future will prove beneficial with residential and economic development.

I took part in a survey and interview with Kerry Halter from IIA. She is part of the Bristol Bay Digital Asset Mapping Project. BBNA has received a grant to improve the internet to the region. I am unsure what benefit Dillingham will receive from this grant award but will be monitoring for additional updates in the coming months.

I have submitted the first quarter housing survey to the State of Alaska.

I am working with Julius Adolfsson, Statewide Bike and Pedestrian Coordinator to find funding for our existing trails, paths, and roadways. The overall goal is to provide amenities and improve our existing infrastructure for both pedestrians and cyclists.

I started meeting with staff from the GIS department of the North Star Borough. I was intrigued by the GIS projects they had completed, most interesting was the “Who Maintains My Street” project. I am going to work with this project to help our GIS mapping in Dillingham to identify for the public, which entity services the streets and roads within Dillingham. This would provide a benefit to the public as well as staff. I feel that removing any and all ambiguity will prove helpful. Once completed I will report the results.

For Consideration

I met with Conor Downey and based on the projects that BBAHC are doing, the work being done on the Dillingham Comprehensive Plan, as well as items discussed with the Public Works Director and the Port Director, I feel it may be necessary to revisit and reinstate the Parks and Recreation Commission. I would be willing to donate my time as staff to observe and report on behalf of the City of Dillingham.

Recent events and public meetings over the last year have made it apparent to me, that we have many projects being planned and implemented within the City that involve parks and recreational activities. Most CIP requests I received also involved parks and recreational spaces. These topics also appear in my daily interactions and even in Planning Commission meetings. I firmly believe that we have a crop of active and interested members within the City of Dillingham that would participate if not volunteer their time and energy to the Parks and Recreation Commission.

I understand that it may be difficult to commit any financial support at this time, but I would be willing to volunteer my time. Thank you for your consideration.

Upcoming Calendar Items:

June Planning Commission Meeting: TBD

July Planning Commission Meeting: TBD

Mayor
Alice Ruby

Manager
Daniel Decker



Dillingham City Co

Section . Item 3.

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

MEMORANDUM

Date: May 22, 2025
To: Daniel Decker, City Manager
From: Tracy O'Malley, Chief of Police
Subject: May 2025 Monthly Report – Police Department

PATROL:

We have a new police officer starting at the end of the month. We are continuing to recruit and interview for open patrol positions. We are moving toward accreditation for our police department.

CORRECTIONS:

There were 19 people held in the correctional facility during this last month.

DMV:

03 – Commercial D/L

232 – Driver License

- 114 – Identification Cards
- 03 – HC Permits (No Fee)
- 01 – Miscellaneous Fees
- 56 – Vehicle Registration
- 20 – Title / Lien
- 10 – Boat Registration
- 12 – Road Test

Customer Assist:

- 05 – License Services
- 43 – AK Written Test

Mayor
Alice Ruby

City Manager
Daniel Decker



Dillingham City Council

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Bertram Luckhurst
Michael Bennett
Steven Carriere
Curt Armstrong
Kaleb Westfall

MEMORANDUM

Date: May 27, 2025
To: Daniel Decker, City Manager
From: Scott Runzo, Fire Department Coordinator
Subject: Fire/EMS Report

Acknowledgements and Recognitions:

- Koolie traveled to Juneau this month to visit the governor's mansion and received an awarded for the "volunteer of the year". It was presented by the First Lady of Alaska.
- Congratulations to our new volunteers: Evan Koutchak, Laura Tunner, and
- La'akea Chu. They will be a great addition to the city emergency response team.

Department Accomplishment on-going/upcoming activities:

Members on board:

- Fire Chief – Koolie Heyano
 - Assistant Fire Chief -Kevin Hardin
 - Fire at large – John Taylor
 - Medical squad director -Clint Reigh
 - Assistant medical director -Brandi Olson
 - Medical at large -Malcolm Wright
-
- We have been working on a CWPP for Dillingham and have been mapping the city for wildland fire exposures. The goal in several months is to have a strategic plan in place for the most vulnerable areas in the city.
 - Fire has established a wildland ready response trailer/truck that will be dispatched to any fire during the season.
 - EMS and prevention have and will be doing PSA for wildland fire prevention. Both fire and EMS did PSA on the public radio.

- Ems has hired 4 EMTs for the summer. We are down two EMTs, but coverage was handled by the office staff.
- We have added three new volunteers to the Fire and EMS Department.
- The department hosted Kids to Careers in May and taught 4th and 5th grade students about fire/ems safety and operations.

Projects – Progress, public actions and preparations:

- ISO update is in progress and should be completed by the end of the summer.
- EMS is working to finalize summer EMTs, and it looks like we will be short on staff. We are working on a plan to cover this.
- Two positions for summer EMTs have been submitted to BBEDC and have been approved.
- The Fire department hosted a Fire station day for the first and second grade, and we have over 50 kids attend.
- We are working with the fish processors in town and received information that they will be at full capacity and combined will have around 1200 workers in town.
- Harbor Day is being planned with different organizations around town.
- We have water and boat fire and EMS training at the end of the month.

Public Feedback and calls:

- The public really appreciated the Fire Station Day, and we received a lot of good feedback.

List of Attachments:

- None

Mayor
Alice Ruby

City Manager
Daniel Decker



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

MEMORANDUM

Date: May 23, 2024
To: City Manager
From: Public Works Director
Subject: Monthly report

Over the last number weeks we've helped build the FY26 Budget, evaluate fire hydrant infrastructure and service needs, began summer prep of port systems, light remodel of PW offices, identified needed used oil system replacements and building staff scheduled to accommodate the fishing season, build and place PW bulk supply orders.

Underway:

- Develop fish friendly staff scheduling, develop & reimplement efficiency PW systems, repairs to sewer systems, road repairs, planning spring landfill cleanup

Accomplishments

- Daily checks, Bathhouse summer prep, Senior Center Crawl space & sewer repairs, order dock lift station repairs & replacements (pumps, monitoring systems, recovery hardware, install gutters, PW office patch, paint, network repair, shop & yard cleanup
- LF upgrade progressing – under Architect & Engineer review, fish waste & trash separating review,
- Training – Grader Operator, CERT
- Submitted request for grader replacement, street sweeper and brush clearing attachments, FY26 budget submittal, new Foreman handoff

Upcoming:

- summer maintenance & planning, crane inspections, Landfill cleanup & setup glass, plastic & web bins

Mayor
Alice Ruby

City Manager
Dan Decker



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Michael Bennett
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Kaleb Westfall
Kevin McCambly
Bertram Luckhurst
Steven Carriere

MEMORANDUM

Date: 5/22/2025
To: Dan Decker, City Manager
From: Daniel Miller, Port Director
Subject: Monthly Report: May 2025

Upcoming Events:

- Completion of harbor dredging approx. May 30
- Deployment of harbor docks
- Execution of AML lease agreement
- Execution of short-term lease agreements for food court area

Projects – Progress and Public Impacts:

- Working towards becoming a certified member of Alaska Clean Harbors
- Replace compressor for cold storage in icehouse
- Awaiting IAMPE updates and recommendations for Port Terminal Tariff
- Develop a plan for improved Kanakanak Beach Access maintenance
- Work with PND Engineering to acquire all necessary permits for PIDP Grant
- Awaiting correspondence with MARAD/NEPA to move forward with Harbor float replacement project
- Working with Nushagak Coop. to restore harbor lights and extend primary power
- Working with Public Works to repair broken cleats and horns
- Train Harbormaster
- Harbor Dredging since approx. May 15

Completed Projects:

- Repaired Harbor pedestal crane
- Started up Ice machine for season

Public Feedback:

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

Mayor
Alice Ruby

Manager
Daniel Decker



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Bertram Luckhurst
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Kevin McCambly

MEMORANDUM

Date: May 23, 25th, 2025
To: Daniel Decker, City Manager
From: Abigail Flynn, Acting City Clerk
Subject: Monthly Report

Acknowledgements and Recognitions: Thank you to our legal team for assisting in the foreclosure filing. Thank you to our Assessors for their hard work.

City Clerk Department Accomplishment and Opportunities Since the Last Report:

Accomplishments

- *Assisted in the filing of the Petition for Judgment and Decree with the court on May 9th, Set up Foreclosure newspaper ads for publication May 16th, 23, 30 and June 5th. Posted foreclosure notices locally on May 12th, Mailed notices of foreclosure proceedings on May 16th.*
- *Two Letters to Proceed written to past bid winners.*
- *Assisted Assessors in reaching appellants. Prepared for Board of Equalization.*
- *Attended Infrastructure and Development Symposium*
- *4 records requests completed, ahead of the 10 day window.*
- *Worked on the Clerk, Council, Library and Senior Center FY26 proposed budgets.*
- *Met with TRC, our DC lobbyists, to help them understand the City and Council's desires for them. They ask that they be given direction on what items on their monthly reports to pursue for us.*
- *Coordinated with Agnew Beck for a June visit.*
- *Worked on NTS grant for the Senior Center.*
- *Harbor Day/ Blessing of the Fleet planning sessions held. It will be on June 14th.*

Prioritization updates:

- Priority 2.2 Interviewed Candidate for open Senior Center Cook position.
- Priority 2:3 Set up and paid for Certified Kitchen Manager and Library continuing education.

Upcoming Meetings and Important Dates: June

- June 5th at 7:00 PM, Regular City Council Meeting
- June 12th at 5:30 PM, Special City Council Meeting
- June 19th at 5:30 PM, Special City Council Meeting (hoping not to need this one if we meet on June 12th)
- June 14th at the Harbor: Harbor Day BBQ (noon) and Blessing of the Fleet (3:00 PM)
- July- No meetings!
- August 7th 7:00 PM, Regular Council Meeting

Library

Accomplishment and Opportunities for April 14th – May 21, 2025:

Accomplishments

<i>Library Stats for April 14- May 21</i>			
544	Patron count	37	Desktop computer usage
412	Wi-Fi Session Count	48	Museum visitors
7	AWE station usage	32	Volunteer hours
1198	Items checked out by March 24	9	Story Time attendees

- **LAB** no meeting this month. There is still one seat open.
- **FOL** Board met May 14th.
 - There will be an Adult Spelling Bee held at the Willow Tree on May 24th at 7 PM.
 - A Book and Plant sale is planned for June 14th.
- **Grants update:**
 - The grant that funds Inter-library Loans terminates in June. Inter-library loan requests will not be accepted on or after May 23rd. All outstanding interlibrary loan items must be returned before June 25th. There is some chance that this grant could be renewed and services restored. We will find out on June 1st.
 - New Grant Opportunity: Comprehensive Literacy State Development Grant.
- **BBEDC Youth Internship:** A youth worker has been hired for the summer.
- **Training:** One hour of online learning from the American Library Association was completed to increase practical library skills for library staff.
- **Fire Inspection:** Library staff are working hard to meet the requirements of the fire inspection. Clutter is being removed and the collection reorganized to reduce fire load.
- **Movie Matinees:** Saturday at noon at the library
- **Announcement: Donations of books will not be accepted at the library at this time. Please contact the Friends of the Library for more details on the Book and Plant sale as they may accept books at that location.**

Senior Center

Accomplishment and Opportunities April 14th – May 21st, 2025:

Days open when meals were served:

- 11 with Lunch 11 days
- 286 meals served during that time.

Van:

- People given rides: 47
- in use on 11 days
- Meals delivered: 154 delivered.

Staffing Update

- A New Cook was hired
- Certified Kitchen Protection Manager Course and Exam passed by the new cook on May 21st

Grant Reporting

- NTS Grant Application in process. Will be completed by May 27th.



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City of Dillingham Legislative Report **6/2/25**

The 34th Alaska State Legislature adjourned its first session a day early, gaveling out in the early afternoon Tuesday, May 20th. Earlier that morning the House and Senate garnered enough votes in a joint session [to override the Governor's veto of the education funding bill, HB 57](#), that includes some policy measures and around a \$700 increase to the BSA. Whether the Governor line-item vetoes the associated appropriation is yet to be seen.

While lawmakers met their constitutional duty to pass a balanced budget for FY26, totaling \$6.07 billion in Unrestricted General Funds (UGF), they failed to secure the three quarters vote needed to fund the FY25 supplemental budget (\$193 million) using the Constitutional Budget Reserve (CBR), one of the State's main savings accounts. Without the CBR available, funding FY25 expenses will now default to contingency language added by the Conference Committee to use up to \$100 million from the unrestricted balance of the Alaska Industrial Development and Export Authority (AIDEA) and any remaining deficit above \$100 million from the Higher Education Investment Fund (HEIF) - not an ideal fix, as this could have a significant negative impact on AIDEA's bonding rate.

It's speculated that the Governor will likely veto funding the FY25 supplemental budget with AIDEA funds and instead use the HEIF to fund the entire balance. The Governor has 20 days (minus Sundays) to determine his vetos once the budget is transmitted, the bills have been transmitted and that deadline is June 19th.

BUDGET HIGHLIGHTS

The Legislature during the Conference Committee process managed to produce an FY26 Operating Budget \$381 million below the previous year's post-supplemental budget ([HB 53](#)). This largely had to do with significant reductions in agency spending and a reduced PFD.



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Governor		Conference Committee	Gov to CC	
FY2025				
Revenue (3/12 Forecast)	6,261.4	6,261.4		
Budget				
Enacted Budget	6,342.4	6,342.4	0.0	0.0%
Supplementals	91.8	111.8	20.0	21.7%
UGF Expenditures	6,434.2	6,454.2	20.0	0.3%
Surplus/(Deficit)	(172.8)	(192.8)	(20.0)	11.5%
FY2026				
Revenue (3/12 Forecast)				
POMV	3,798.9	3,798.9		
Traditional	2,329.7	2,329.7		
Total UGF Revenue	6,128.6	6,128.6		
Budget				
Agency	4,601.1	4,569.9	(31.2)	-0.7%
Statewide	416.0	453.1	37.1	9.0%
Total Operating	5,017.1	5,023.1	6.0	0.1%
Capital	294.0	173.4	(120.6)	-41.0%
Transfers	6.6	0.3	(6.3)	-95.3%
Fiscal Notes				
HB57 - K12		184.1		
SB95 - Childcare		5.9		
Other FNs		0.6		
Subtotal	5,317.7	5,387.4	69.7	1.3%
Pre-PFD Surplus(Deficit)	810.9	741.2	(69.7)	-8.6%
PFD	2,504.4	685.3	(1,819.1)	-72.6%
Total Budget	7,822.1	6,072.7	(1,749.4)	-22.4%
Post-PFD Surplus/(Deficit)	(1,693.5)	55.9	1,749.4	-103.3%

The Capitol Budget also remained bleak, at just \$167.9 million in general funds, a significant reduction from last year's Capitol Budget. A large portion of this year's Capitol Budget is matching funds needed to capture federal grants like within the Department of Transportation where \$57 million of included general funds will be unlocking over \$2



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billion in federal transportation matching funds. Other highlights include the notable absence of district priority projects and the inclusion of funds for deferred maintenance and statewide emergency response.

Key Legislation Passed

Of the 30 pieces of legislation passed this session, several notable bills include:

- [**HB 57**](#), the education funding package increasing the Base Student Allocation by \$700, which was vetoed by Governor Dunleavy but later overridden by lawmakers—the first veto override since 2009.
- [**SB 113**](#), a tax measure on digital businesses like Amazon and Netflix, also passed but is expected to be vetoed due to constitutional concerns.
- [**HB 65**](#), a bill passed early in session allowing the Alaska Railroad to borrow money to fund a new cruise ship dock in Seward passed, which will be a boon to tourism in the region.
- [**SB 15**](#) allows teens (18 and older) to serve alcohol in restaurants, breweries and distilleries, a response to workforce needs especially during the tourism season.
- Three bills that came out of the Seafood Task Force recommendations passed this session including:
 - [**HB 31**](#) that will exempt many commercial fishing boats from having to register with the Alaska DMV when they've already licensed with the Commercial Fisheries Entry Commission (CFEC)
 - [**HB 116**](#) allows commercial fishermen to form cooperatives for insurance
 - [**SB 156**](#) would allow the Alaska Commercial Fishing and Agriculture Bank (CFAB) to receive additional funds to issue low-interest loans to fishermen
 - [**SB 132**](#), a major overhaul of the state's insurance laws, passed both bodies. The bill amongst many other changes allows coverage for major multi-owner residential construction projects involving at least 40 units, three or more property owners, and a total cost of \$20 million or more.
 - [**SB 183**](#), gives the state's legislative auditor additional support to require the executive branch to provide requested information during the audit process, an issue that came to a point in recent years with the Alaska Department of Revenue regarding tax payments by oil and gas companies.

Significant legislation that did not make it across the finish line this year but will likely be revisited next session include a major elections reform bill, [**SB 64**](#), a long-time-coming pension bill, [**HB 78**](#), which made its way out of the House and over to the Senate, and a campaign finance limits bill, [**HB 16**](#), which sits in the Senate Rules Committee.

Finally, changes to the state's oil and gas tax system in [**SB 92**](#) and [**SB 112**](#) remain in limbo, awaiting action next session, as the state will likely need to explore new revenue sources to offset decreasing oil prices and other ongoing fiscal challenges.



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Please remember that all bills introduced this year, that did not pass, will still be in play next year. Have a great summer!!

Bill	Title	Prime Sponsor	Status & Upcoming Hearings	Position
HB 1	Specie As Legal Tender	MCCABE	(H) REFERRED TO FINANCE (5/18)	

This legislation would allow gold and silver specie to be used as legal tender in Alaska, exempting them from borough and city sales and use taxes. It also defines specie and requires a study on establishing additional forms of legal tender for state debts.

HB 13	Municipal Property Tax Exemptions	GRAY	(S) REFERRED TO COMMUNITY & REGIONAL AFFAIRS (5/13)	
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This legislation would allow municipalities to exempt certain properties from taxation, including long-term rental units converted from short-term rentals, mobile home parks for up to 10 years, and real property rented to low-income families at affordable rates, promoting affordable housing and community development.

HB 18	Vehicles/boats: Transfer On Death Title	RAUSCHER	(H) Heard & Held (2/13)	
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This legislation aims to simplify the process of transferring ownership of vehicles and boats in Alaska upon the death of the owner. The bill allows the owner to obtain a "transfer on death title" for their vehicle or boat, which automatically transfers ownership to a designated beneficiary upon the owner's death.

HB 26	Statewide Public & Community Transit Plan	MINA	(S) -- MEETING CANCELED -- (5/20)	
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This legislation would require DOT to develop a comprehensive, long-range intermodal transportation plan, including public, tribal, and community transit programs. It also mandates the department to study alternative means of transportation, considering economic, social, and environmental effects.

HB 31	Vessels: Registration/derelect Fund	STUTES	(H) AWAITING TRANSMITTAL TO GOV (5/20)	
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This bill would exempt active commercial fishing vessels from duplicative registration requirements created by the passage of SB 92, "the derelict vessel bill," in 2018. Specifically, the bill removes the requirement for U.S. Coast Guard (USCG) documented vessels with a current Commercial Fisheries Entry Commission (CFEC) license to register every three years with the Division of Motor Vehicles (DMV).



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HB 78	Retirement Systems; De- fined Benefit Opt.	HOUSE FI- NANCE	(S) REFERRED TO LA- BOR & COMMERCE (5/13)	
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This bill would amend Alaska's retirement systems, allowing certain employees to choose between defined benefit and defined contribution plans. The legislation applies to teachers and public employees who first became members of the defined contribution retirement plan after June 30, 2006, and before July 1, 2025. It also provides for the transfer of contributions and purchase of credited service, and makes changes to medical benefits, actuarial assumptions, and plan administration.

HB 80	Residential Building Code	HOUSE LABOR & COM- MERCE	(H) Minutes (HL&C) (2/12)	
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HB 80 establishes the Alaska State Residential Building Code and the Alaska State Residential Building Safety Council. The bill requires residential contractors to obtain an endorsement to work on privately-owned residential structures of one to four units and comply with the state residential building code, excluding owner-built homes and recreational cabins. The Alaska Housing Finance Corporation is responsible for adopting and administering the state residential building code, which is based on the 2018 International Residential Code. The bill also allows municipalities to adopt a nationally recognized residential building code in place of the state code. The Alaska State Residential Building Safety Council is established to provide independent analysis and recommendations to the Alaska Housing Finance Corporation during the code adoption and update process. The bill takes effect on January 1, 2026.

HB 169	Municipal Property Tax Exemption	TO- MASZEWSKI	(H) REFERRED TO COMMUNITY & RE- GIONAL AFFAIRS (4/2)	
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This bill would exempt primary residences of residents 65+, disabled veterans, and their widows/widowers from municipal property taxes on the first \$250,000 (an increase from existing \$150,000) of assessed value. Municipalities may grant additional exemptions for hardship cases or service-connected deaths. Effective immediately.

SB 50	Municipal Comprehensive Plans: Housing	DUNBAR Josephson	(S) AWAITING TRANS- MITTAL TO GOV (5/22)	
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This bill would require first and second-class boroughs to include a housing plan in their comprehensive plans. The bill aims to guide physical, social, and economic development, including private and public sectors, and provide recommendations for implementation.

SB 55	Trs Contr Rate; Pers/trs Soc Secur Or Sbs	STEDMAN	(S) Heard & Held (4/14)	
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This bill would adjust employer contributions in the Teachers' Retirement System and supplemental employee benefits. It amends contribution rates and eligibility for the supplemental employee benefits program, particularly for employers not participating in the federal social security system. The bill takes effect on July 1, 2025.



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SB 79	Payment Of Wages; Payroll Card Account	SENATE LABOR & COM- MERCE	(H) REFERRED TO FI- NANCE (5/18)	
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This bill would amend Alaska's wage payment laws to allow employers to pay employees via payroll card accounts, provided employees have voluntarily authorized the method. The bill sets requirements for payroll card accounts, including cost-free withdrawals, balance checks, and insurance of employee wages.

SB 81	Public Employer Pension Contributions	STEDMAN	(S) Heard & Held (4/4)	
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This bill would adjust employer contribution rates in Alaska's Teachers' Retirement System and Public Employees' Retirement System. It ensures the annual employer contribution rate covers normal costs, past service liability, and required employer contributions.

SB 130	Fisheries Prod Develop- ment Tax Credit	RULES	(S) REFERRED TO FI- NANCE (4/15)	
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This bill expands the Fisheries Product Development Tax Credit to further incentivize value-added products, new technologies, and innovative processes that enhance the quality and value of Alaska's seafood.

SB 131	Duties Of Asmi Board; Meaning Of Seafood	RULES	(S) REFERRED TO FI- NANCE (5/7)	
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This legislation would allow the Alaska Seafood Marketing Institute (ASMI) to promote and market aquatic farm products as defined in AS 16.40.199 as ASMI currently does for other commercially-caught seafood and their by-products. Currently, ASMI is prohibited by statute from marketing or promoting Alaska aquatic farm products such as oysters and seaweed.

SB 135	Refund Of Fish Business Tax To Munis	RULES	(S) REFERRED TO FI- NANCE (4/15)	
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This bill would revise how fisheries tax revenue from the fisheries business tax and the fishery resource landing tax is distributed to or "shared" with municipalities in Alaska. Its intent is to ensure that additional revenue provided under this act is used by municipalities specifically for the maintenance and improvement of harbor facilities.

SB 140	Fire Station Grant Pro- gram	STEDMAN	(S) REFERRED TO FI- NANCE (5/14)	
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The bill establishes a matching grant program for fire station construction and renovation in Alaska. The program provides up to 50% of total project costs to eligible applicants. A fire station grant fund is created to manage appropriations, which may be expended without further approval. The department must use at least 50% of the fund's balance each fiscal year for grants.

SB 161	Prohibit Bottom Trawling	CRONK	(S) Heard & Held (5/7)	
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The bill restricts the use of trawl or dredge fishing gear that makes substantial bottom contact. It adds a new section to AS 16.10, prohibiting such gear in state waters. It also requires the Department of Fish and Game to conduct a comprehensive study on the effects of bottom trawling and submit a report by January 1, 2027.



To: City of Dillingham
From: The Reserve Component
Re: May Update
Date: June 4, 2025

On May 14, TRC participated in an update call with Abigail. She shared the capital improvement list Dillingham submitted to the State of Alaska this year. This will be helpful as TRC reviews funding streams and opportunities for Dillingham. TRC also requested more information about the land conveyance issues. Finally, TRC and Abigail discussed a potential trip to DC for Dillingham officials.

On May 21, George and Katie attended an event for Senator Murkowski. We briefly discussed our representation of Dillingham with her, and she talked about the fishing event she attends every year. The Senator mentioned that her team has several Dillingham projects on its target list. We should discuss this further on our next call. We also spoke with her Chief of Staff about arranging a visit or meeting in Dillingham the next time she is in the area.

Throughout the month, TRC monitored events within the delegation and activities in the Administration, including:

In May, the Department of Homeland Security (DHS) Federal Emergency Management Agency's (FEMA) SAFER grants and Fire Prevention and Safety grants application period opened and will remain open until July 3. SAFER grants provide financial assistance to help fire departments increase the number of frontline firefighters. SAFER offers grants to support two key activities: 1. Hiring of Firefighters, and 2. Recruitment and Retention of Volunteer Firefighters. Fire Prevention and Safety grants support projects that enhance the safety of both the public and firefighters from fire and related hazards.

On May 1, Senator Sullivan, a member of the Senate Commerce, Science, and Transportation Committee, expressed concerns during a hearing with Department of Commerce officials about the National Oceanic and Atmospheric Administration's (NOAA) ability to complete fisheries stock surveys in Alaska if staffing and approved funding from the department are not prioritized. Sen. Sullivan highlighted in the committee hearing that conducting surveys is one of the Commerce Department's core responsibilities regarding fisheries, and surveys are essential for Alaskans to harvest from various fisheries across the state. Sen. Sullivan also urged Commerce officials to act swiftly to sign the pending maintenance contract for the Kodiak, Alaska-based NOAA research vessel, Oscar Dyson.

On May 2, President Trump issued his proposed [budget](#) recommendation for fiscal year 2026. The budget proposes the elimination of the Community Development Block Grant (CDBG) and HOME programs and includes significant changes to the rental assistance programs at the Department of Housing and Urban Development (HUD). As a reminder, the President's budget request is merely a request. Congress will now begin working on appropriations for FY26 with the President's request in mind. More details on the President's budget request are expected in June.

On May 6, Congressman Begich introduced legislation to reauthorize the National Volcano Early Warning and Monitoring System (NVEWS) through 2030, ensuring continued investment in public safety and scientific monitoring of volcanic threats across the United States. He noted that Alaska is home to more than 130 volcanoes – [press release](#).

On May 8, Senator Murkowski reintroduced a bill to reauthorize the National Landslide Preparedness Act, which aims to help communities prepare for and respond to landslides. The bill passed the Senate late last year but did not succeed in the House of Representatives. The Senator stated that, “Many communities across Alaska are still reeling from the aftermath of recent landslides. Most recently, Ketchikan is working to stabilize roads following the Wolfe Point landslide in March. Many of those facing significant landslide hazards lack access to sufficient data, monitors, and forecasting abilities to warn residents when they are in danger” – [press release](#).

On May 14, Senator Sullivan reintroduced legislation, the Reimbursement Transportation Cost Payment (RTCP) Revitalization Act, which aims to secure additional funding for the U.S. Department of Agriculture (USDA) RTCP Program. The RTCP program allows geographically disadvantaged farmers and ranchers in Alaska, Hawaii, and other insular areas to receive reimbursements for costs incurred while transporting supplies such as feed and fertilizer – [press release](#).

On May 15, Senator Murkowski spoke with Health and Human Services Secretary Robert Kennedy during a Congressional hearing. She emphasized the Low-Income Home Energy Assistance Program (LIHEAP) and its importance to Alaska.

On May 16, during a hearing before the Senate Environment and Public Works Committee, Sen. Sullivan called on the U.S. Army Corps of Engineers to expedite efforts to protect homes and property from the recurring threat of glacial lake outburst flooding in Juneau, Alaska. Additionally, Sen. Sullivan highlights the need to prioritize the Port of Nome project, the nation’s first deep-draft Arctic port, given Alaska’s strategic importance, as the entirety of America’s Arctic.

On May 19, Senator Sullivan announced upgrades to the air traffic control systems, incorporating Alaska-specific provisions from the Department of Transportation. The federal overhaul includes the addition of 174 new weather stations designed specifically for Alaska.

Also on May 19, Congressman Begich commended the U.S. Environmental Protection Agency (EPA) and Administrator Lee Zeldin for announcing \$267 million in Brownfields Grants that will help clean up and revitalize communities across the United States, including significant investments in Alaska. The funds for Alaska include:

- Alaska Department of Environmental Conservation: \$2,000,000 for a community-wide assessment grant to identify, plan for, and evaluate brownfield sites across the state.
- St. George Tanaq Corporation: \$2,000,000 for a community-wide assessment grant to support environmental assessments and outreach efforts in St. George, contributing to a cleaner and more prosperous future for the Aleut community.

On May 22, the House narrowly approved the reconciliation package with a vote of 215 to 214, officially titled the "One Big Beautiful Bill Act." The bill will now move to the Senate for consideration, where Republican leadership aims to secure final passage by July 4.



BOE MEETING / HEARING
Wednesday, May 14, 2025 at 7:30 PM

MINUTES

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

MEETING INFORMATION

AMENDED AGENDA I

BOARD OF EQUALIZATION MEETING

CITY HALL COUNCIL CHAMBERS / 7:30 p.m.
141 Main Street, Dillingham, AK 99576 (907) 842-5212

CALL TO ORDER by Alice Ruby at 7:30 PM

ROLL CALL

Present: Steve Carriere, Kaleb Westfall, Curt Armstrong, Alice Ruby,
Michael Bennet (absent)

A quorum of at least 3 council members was established

THESE MINUTES WERE APPROVED:

MINUTES FROM 05/18/2023 BOARD OF EQUALIZATION MEETING

No corrections.

MINUTES FROM 06/04/2024 BOARD OF EQUALIZATION MEETING

No corrections.

MINUTES FROM 05/01/2025 BOARD OF EQUALIZATION ORGANIZATIONAL MEETING

Corrections: Fixed spelling of Councilman Carriere's name.

The motion to approve the minutes with corrections carried.

APPROVAL OF AGENDA

Motion to approve the agenda made by Councilman Carriere, seconded by Councilman Armstrong.

No Discussion

Motion carried with all in favor.

ASSESSOR'S COMMENTS AND RECOMMENDED ASSESSMENT REVISIONS

The Assessor, Arnie Erickson, provided a detailed report about: 140 appeals received (63 personal property, 77 real property), explanation of state statute 45.1.10 regarding true value assessment, clarification about the 3% cap on ad valorem taxes, explanation of improvements

Dillingham AK

BOE Meeting / Hearing

May 14, 2025

definition, and current measured sales ratio at 75%. Follow-up questions included discussion about property value increases and timeline for completing assessment reports.

CONSIDERATION OF REQUESTS TO LATE FILE AN APPEAL

1. Late Appeal: Vivian Braswell

The motion to accept the late appeal was made by Kaleb Westfall and seconded by Curt Armstrong. The motion passed with two in favor (Westfall and Armstrong) and one opposed (Carriere).

HEARINGS AND APPEALS FOR CONSIDERATION -there were none

NEW BUSINESS

CONFIRM DATE FOR ADDITIONAL BOE MEETING:

The next Board of Equalization meetings are scheduled for May 28th and May 29th, 2025. The Saturday meeting that was initially considered for May 17th was cancelled.

(Assessors need to prepare reports by May 21st for the next meeting scheduled for May 28th.)

CONSIDERED APPOINTING COUNCIL MEMBER ALTERNATES TO THE BOE BOARD FOR THE LATER MEETINGS.

CITIZEN DISCUSSION (Prior Notice or Agenda Items)

Speakers included: James Stanford (discussing assessment understanding), Frank/Woodsy (discussing tax issues and subsistence waiver suggestion)

COMMITTEE COMMENTS

Committee members discussed the need for a mathematical breakdown of how assessments translate to actual tax payments, with requests for including formulas and definitions in the next BOE packet. Arne to provide this information.

ADJOURNMENT at 8:08 PM



Alice Ruby, Mayor

[SEAL]

ATTEST:



Abigail Flynn, Acting City Clerk

FOL MEETING MINUTES

May 14, 2025

Dillingham Public Library

Present: Susie Jenkins-Brito, Erica Tweet, Deven Lisaac, Shannon Clouse, Janet Dieckgrafe,
Nicole Ito

I.Call to Order: Susie calls the meeting to order at 4:18 p.m.

II.Roll Call

III.Approval of Agenda; Deven moves to approve the agenda, Erica seconds. Motion passes.

IV. Approval of Minutes from 4.2.25 work session;*Discussion about why we postponed the Adult Spelling Bee. Nicole moves to approve the minutes from the April 2nd work session, Janet seconds. Approved by unanimous consent.*

V.Librarian Report- *Sonja sent an email, and is out of town until May 27th. Her email contains information about the reorganization of the library and two intern positions openings for the summer through BBEDC.*

VI. Treasurer Report- *Our balance is \$6,733.95. Erica has cash that she withdrew for the Spelling Bee in April.Discussion about where our money is coming from; Adult Spelling Bee is our biggest fundraiser, shirt & sales, and our book and plant sale.*

VII.Old Business – *FOL BRU Event; earlier minutes have details about this event.*

VIII.New Business

1. Adult Spelling Bee-

Discussion about the best time to have the Spelling Bee. May 24th, Saturday is the date we are proposing. If the Willow can not accommodate then we will postpone until the fall. Discussion about donating a portion our proceeds to Janice Cox's family and to the Dillingham Fire Rescue Squad. Erica moves to donate 25% of our proceeds to the Dillingham Fire and Rescue Squad, and donations and events in 2025 sponsored by the FOL will be made in Jenice Cox's honor. Deven seconds. Motion passes. We will discuss via text with details until the event, if it happens.

2. Book and Plant Sale

Discussion of when? Where? Books are at Carol McMurry's house for the time being. We will need to haul them from her house to set up here. Proposed date; June 14th at 10:00. Deven will check with the campus to find out if we can use their facilities to have the book and plant sale. We will need to have another meeting to discuss details and also get the books. Possibly ask for a van to haul books.

3. Summer Adult Reading Event- *postpone this discussion.***4. Library Card Design Contest-**

A friend suggested we host an art contest to make a personalized library card with Dillingham flair. We will plan to have a meeting in August/September with the Library Advisory Board, and invite Robyn Chaney to come and talk to us about this. Possibly hosting during Banned Book week and having a Sip and Swap.

IX. Adjourn at 5:00



BOE ORGANIZATIONAL MEETING

Thursday, May 01, 2025 at 6:30 PM

MINUTES

MEETING INFORMATION

BOARD OF EQUALIZATION ORGANIZATIONAL MEETING

CITY HALL COUNCIL CHAMBERS / 6:30 p.m.

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

CALL TO ORDER at 6:39 p.m. by Mayor Ruby

ROLL CALL

Councilman Bennett	Present
Councilman Carriere	Present
Councilman Armstrong	Present
Councilman Westfall	Absent- Arrived at 7:58 pm at the meeting concluded
Mayor Ruby	Present

APPROVAL OF AGENDA

MOTION TO APPROVE by Councilman Carriere; 2nd by Councilman Armstrong

Unanimous approval, motion carried.

APPEALS PROCESS

1. The purpose of this meeting, according to code:
4.15.125 Appeals to board of equalization: A review of pertinent code was provided.

Personal Property

2. Number of Personal Property Appeals: 55
Estimate of time needed: 1 Hour

Real Property

3. Number of Real Property Appeals: 73
Estimate of time needed: 1 Hour

Late Appeals

4. Number of late appeals: 3.

Decision on which late appeals shall go on to the Assessors and BOE:

MOTION to accept the late file appeal by **Charlie Most** made by Councilman Carriere; 2nd by Councilman Bennett. Unanimous approval, motion carried.

MOTION to accept the late file appeal by **Rick Murphy Jr.** made by Councilman Carriere; 2nd by Councilman Bennett. Unanimous approval, motion carried.

MOTION to accept the late file appeal by **Hugh Schroeder** made by Councilman Carriere; 2nd by Councilman Bennett. Unanimous approval, motion carried.

SCHEDULING FOR THE BOE MEETING

5. Time Hearings will begin: 7:30 PM (8th Grade Promotion will take place at 6:30 P.M. on May 14th.)

If additional time is needed, an additional BOE meeting will take place on May 17th at a time to be determined later.

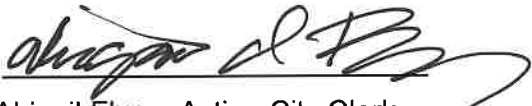
CITIZEN DISCUSSION (Prior Notice or Agenda Items) None

COMMITTEE COMMENTS - None

ADJOURNMENT: Mayor Ruby adjourned the meeting at 6:59 p.m.

ATTEST:

[SEAL]



Abigail Flynn, Acting City Clerk



Alice Ruby, Mayor



BOE MEETING / HEARING

Tuesday, June 04, 2024 at 5:30 PM

MINUTES

MEETING INFORMATION

AGENDA

BOE MEETING / HEARING
CITY HALL COUNCIL CHAMBERS / 5:30 p.m.
141 Main Street, Dillingham, AK 99576 (907) 842-5212

CALL TO ORDER

ROLL CALL

Acting City Manager, Dan Decker Present

Councilman Bennett Present

Councilman Armstrong Present

Councilman Westfall Present

Mayor Ruby Present

A quorum was established

APPROVAL OF AGENDA

MOTION TO APPROVE by Councilman Bennett; 2nd by Councilman Westfall

Unanimous approval, motion carried.

ASSESSOR'S COMMENTS

Arnie Erickson provided a general overview of the city's property assessments. The Dillingham real estate market is quite vibrant and improving with many appraisals being performed. They did not raise land or improvement values this year. Regarding fishing vessels, the value of drift net boats is declining. "We've had two wonderful years, but the processors have not been able to unload a lot of the pack." This has driven down payments to the fishermen and the vessel values will continue to drop. Dillingham remains at 90% of the current market value.

APPEALS FOR CONSIDERATION**Personal Property Settled Appeals**

- | | | | |
|------------|-------------|-------------|-------------|
| 1. PP24-01 | 7. PP24-07 | 15. PP24-15 | 21. PP24-21 |
| 2. PP24-02 | 8. PP24-08 | 16. PP24-16 | 22. PP24-22 |
| 3. PP24-03 | 9. PP24-09 | 17. PP24-17 | 23. PP24-23 |
| 4. PP24-04 | 10. PP24-10 | 18. PP24-18 | |
| 5. PP24-05 | 13. PP24-13 | 19. PP24-19 | |
| 6. PP24-06 | 14. PP24-14 | 20. PP24-20 | |

Real Property Settled Appeals

- | | | |
|-------------|-------------|-------------|
| 24. RP24-03 | 25. RP24-02 | 26. RP24-01 |
|-------------|-------------|-------------|

Personal Property Unsettled Appeals

- | | |
|------------|-----------------|
| 1. PP24-11 | Patrick Villani |
| 2. PP24-12 | Patrick Villani |

(All appeals except PP24-11 and PP24-12 were resolved by the assessors before the meeting.)

MOTION to accept the assessors' recommendations on PP24-11 for the value of \$50,000 for the years of 2022, 2023, 2024 by Councilman Armstrong; 2nd by Councilman Westfall.

Unanimous approval, motion carried.

MOTION to accept the assessors' recommendations on PP24-12 for the value of \$35.00 for the years 2023 & 2024 by Councilman Bennett; 2nd by Councilman Westfall.

Unanimous approval, motion carried

CITIZEN DISCUSSION (Prior Notice or Agenda Items) None

COMMITTEE COMMENTS - None

ADJOURNMENT at 6:21 p.m.

ATTEST:

[SEAL]



Abigail Flynn, Acting City Clerk





BOE MEETING / HEARING

Thursday, May 18, 2023 at 5:30 PM

MINUTES

MEETING INFORMATION

AMENDED AGENDA III

BOARD OF EQUALIZATION

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

CALL TO ORDER

ROLL CALL

Board Members present and establishing a quorum (a quorum being three):

Alice Ruby

Kaleb Westfall

Michael Bennett

Curt Armstrong

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

City Assessor, Martins Onskulis, reported the remaining personal property appeal, and real property appeals have been settled.

MOTION to amend the agenda and move all personal property and real property labeled not settled into appeals settled.

Motion to approve agenda: Made by Kaleb Westfall, Seconded by Michael Bennett. No discussion noted. All members present voted 'Aye'. No 'Nay' votes recorded. Motion carried.

ASSESSOR'S COMMENTS

The Assessor, Martins Onskulis, provided a report on property assessments. Key points included: 19 real property appeals received (18 resolved), 4 personal property appeals (all resolved), property values increasing 4-7% annually, current sales ratio at 91%.

Questions asked: Mayor Ruby asked about state true value requirements. Kaleb Westfall asked about property value increases relative to population. Michael Bennett asked about age of assets and road maintenance impact on values.

Martin agreed to follow up with information about septic systems and wells value calculations.

APPEALS FOR CONSIDERATION

Personal Property Appeals

Personal Property Appeals Settled (Resolved) Alice Ruby referred to list of settled personal property appeals. The assessor had reached a written agreement with the appellants on Appeal Numbers: PP23-01, PP23-02, PP23-03, and PP23-05.

- | | | |
|------------------|------------------|-----------------------------|
| 1. PP23-01; Dray | 3. PP23-03; Most | 4. PP23-05; Friss-Mikkelsen |
| 2. PP23-02; Wahl | | |

Real Property Appeals

Real Property Appeals Settled (Resolved)

Alice Ruby referred to list of settled real property appeals. The assessor had reached a written agreement with the appellants on Appeal Numbers: RP23-01A –RP23-17, and RP23-19.

- | | | |
|-------------------------------|-----------------------------------|--|
| 5. RP23-01A; Tubbs | 13. RP23-07; Wiard | 21. RP23-15; Ball & Ekuk Properties, LLC |
| 6. RP23-01B; Tubbs | 14. RP23-08; Wiard | |
| 7. RP23-01B; Tubbs | 15. RP23-09; Norden | 22. RP23-16; Ekuk Properties, LLC |
| 8. RP23-02; Hurley | 16. RP23-10; Elliot | 23. RP23-17; Nixon-Luckhurst |
| 9. RP23-03; Wahl | 17. RP23-11; Tucker | 24. RP23-19; Folsom |
| 10. RP23-04; Heyano | 18. RP23-12; Tucker | |
| 11. RP23-05; McGill and Muhic | 19. RP23-13; Ekuk Properties, LLC | |
| 12. RP23-06; Wiard | 20. RP23-14; Ball | |

Real Property Appeals Not Settled

25. RP23-18; McCambly
 McCambly Appeal (RP23-18):
 Motion to accept assessor's recommendation of \$160,000 value
 Motion by Michael Bennett, seconded by Kaleb Westfall
 All voted in favor, motion carried

Late-Filed Appeals for BOE Consideration

26. Dylan Braund
 Dylan Braun: Addressed his late-filed appeal, explaining his history of timely tax payments.
 Motion to accept late-filed appeal by Kaleb Westfall
 Seconded by Michael Bennett
 All voted in favor, motion carried
27. Antonio Arena
 Antonio Arena: Spoke regarding his late-filed appeal, explaining he was out of town and missed the deadline.
 Motion to accept late-filed appeal by Kaleb Westfall
 Seconded by Michael Bennett
 All voted in favor, motion carried

Staff follow-up: Greta indicated letters regarding next steps would be sent within the next week or two.

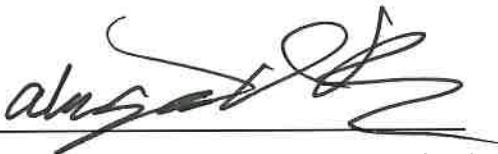
CITIZEN DISCUSSION (Prior Notice or Agenda Items)**COMMITTEE COMMENTS**

1. Curt Armstrong: Commented that the BOE process wasn't as terrible as its reputation suggests and commended the assessors for resolving most disputes.
2. Michael Bennett: Noted this was a new experience for him and expressed better understanding of the assessor's role and BOE process.
3. Kaleb Westfall: Expressed interest in learning more about how the state's 100% number works and how it relates to accessibility of materials and land, comparing costs with other Alaska cities.
4. Mayor Ruby: Noted appreciation for everyone's interest and mentioned concern about school contribution being based on state's true value rather than city's assessments.

THE MEETING WAS ADJOURNED

ATTEST:

[SEAL]



Abigail Flynn, Acting City Clerk



Alice Ruby, Mayor

NON-CODE ORDINANCE

Introduced: June 5 (failed), June 12, 2025
Public Hearing Scheduled for: June 19, 2025
Enacted: June 19, 2025

CITY OF DILLINGHAM, ALASKA
ORDINANCE NO. 2025-01

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AND
APPROPRIATING FUNDS FOR THE FY 2026 CITY OF DILLINGHAM BUDGET**

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY26 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 2026 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 2026 funds are available for appropriation by ordinance;

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

1. The FY 2026 Operating Budget and Capital Improvement Budget as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in the budget by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2026.
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 \$ 23,191,120

Section 4. Revenues

General Fund

Taxes

General Sales Taxes	3,400,000
Remote Sales Taxes	450,000
Alcohol Sales Taxes	280,000
Transient Lodging Sales Taxes	125,000
Gaming Sales Tax	15,000
Tobacco Tax	280,000
Marijuana Tax	90,000
Penalty & Interest – Sales Tax	17,000
Real Property Taxes	2,600,000
Personal Property Taxes	700,000
Penalty & Interest – Property Tax	130,000
Business License	17,000

Other Revenue

Telephone Gross State Tax	70,000
Raw Fish Tax	150,000
Shared Fisheries	20,000
Revenue Sharing (community support)	75,396
Payment in Lieu Taxes (PILT)	540,000
Jail Contract Revenue	670,000
Motor Vehicle Tax	25,000
Ambulance Fees	60,000
Lease and Rental Income	35,000
Administrative Overhead	202,405
PERS on Behalf	285,399
PERS Forfeiture Fund	25,000
All Other Revenues	306,400

Total General Fund Revenues

10,568,600

Special Revenue & Other Funds Revenues

Water	232,800	
Waste Water	463,300	
Landfill	331,100	
Port – Dock	746,600	
Port – Harbor	158,780	
Asset Forfeiture	500	
E-911	67,000	
Senior Center (Includes grants)	115,200	
Library Grants	38,578	
Debt Service	815,000	
Mary Carlson Estate	21,000	
Ambulance Reserve	0	
Bond Revenue	0	
Total General Fund & Special Revenues		<u>2,989,858</u>

Project Revenue

LGLR	0	
BBEDC Intern	73,400	
ADOH Grants	0	
EPA Federal Grants	3,209,387	
SOA SRF Loan - Lagoon Aeration	0	
SOA SRF Loan - Water Improv PFAS	200,000	
SOA SRF Loan - W/S Rate Study	0	
SOA SRF Loan - Wastewater Plan	0	
Total General Fund & Special Revenues		<u>3,482,787</u>
TOTAL REVENUES		<u>17,041,245</u>

Section 5. Transfers

Transfers from General Fund to Other Funds

Water	0	
Wastewater	0	
Landfill	544,400	
Harbor	0	
Senior Center	186,361	
Ambulance Replacement	50,000	
Equipment Replacement	0	
Capital Projects	0	
SRF Loans Payments	51,011	
Streets Bond Payment	166,000	
Firehall Bond Payment	47,000	
School Bond payment	319,750	
Total Transfers from Gen. Fund		<u>1,364,522</u>

Transfers from Dock Fund to Harbor Funds

Harbor Operations	314,630	
Ice Machine	3,200	
Bathhouse	11,720	
Total Transfers from Dock Fund		329,550

Transfers from Department to Department

From E-911 to Dispatch	67,000	
From Mary Carlson Estate to Library	4,000	
From Landfill to Landfill Closure	25,000	
From Wastewater to Water	0	
Total Transfers between Departments		96,000

TOTAL TRANSFERS**1,790,072****TOTAL REVENUES, TRANSFERS, AND FUNDS****18,831,317****Section 6. Appropriations.**

General Fund Government Operations

City Council	121,550	
City Clerk	308,100	
Administration	651,050	
Finance	1,547,940	
Legal	100,000	
Insurance	375,000	
Planning	336,000	
Foreclosures	20,000	
IT	372,500	
PS Administration	448,850	
PS Dispatch	842,850	
PS Patrol	1,566,000	
PS Corrections	780,945	
PS DMV	92,150	
PS Animal Control Officer	73,600	
PS Fire Department	561,800	
PS Volunteer Fire Donation	10,000	
PS K-9	2,000	
PW Administration	504,400	
PW Buildings & Grounds	986,800	
PW Shop	606,600	
PW Streets	698,400	
Library	184,195	
City School District	1,702,000	
Grandma's House	90,900	
Transfer Subsidy for Special Revenue	1,364,522	
Total General Fund Appropriations		14,348,152

Special Revenue & Other Funds Appropriations

Water	509,800	
Waste Water	518,500	
Landfill	886,800	
Port-Dock	1,104,596	
Port-Harbor	465,130	
Port Harbor – Ice Machine	6,200	
Port Harbor – Bathhouse	17,000	
Asset Forfeiture	25,000	
E-911	67,000	
Senior Center	301,561	
Library Grants	38,578	
ADOH Grant	0	
LGLR Grant	0	
SRF Loans	200,000	
EPA Federal Grants	3,209,387	
BBEDC Intern Grants	73,400	
Curyung Grant	0	
Mary Carlson Estate	6,255	
Ambulance Replacement Fund	15,000	
Debt Service	1,398,761	
Equipment Replacement/Reserve	0	
Capital Project (Planning) Fund	0	
Total Special Rev & Other Appropriations	8,842,968	
TOTAL APPROPRIATIONS		23,191,120

Total Revenues and Transfers	18,831,317
Total Appropriations	23,191,120
Net Increases (Decreases) to Balance	(4,359,803)

Section 7. Fund Balance Explanation

(3,708,552) General Fund Reserves
(332,200) Water/Sewer Fund Reserves
(11,300) Landfill Fund
(357,996) Port-Dock Fund Reserves
(24,500) Asset Forefeiture
14,745 Mary Carlsons Estate
35,000 Ambulance Reserve Capital Project
25,000 Landfill Closure Fund Reserves
<u>(4,359,803)</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 June 19, 2025.

SEAL

Alice Ruby, Mayor

ATTEST:

Abigail Flynn, Acting City Clerk

City of Dillingham

Budget Narrative

FY 2026 Proposal

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Executive Summary

City of Dillingham – FY 2026 Budget Proposal

The FY 2026 Budget represents a significant turning point in the City of Dillingham’s fiscal management. This year’s financial plan reduces General Fund appropriations by 10.4% compared to FY 2025, totaling \$14,348,152. This decrease reflects the elimination of \$1.3 million in structural fund balance spending, alongside a focused strategy to manage deferred capital needs. The projected General Fund balance spending has improved from \$5,035,468 in FY 2025 to \$4,359,803 in FY 2026—a reduction of \$675,665 or 13.4%. This progress demonstrates a commitment to disciplined budgeting, internal accountability, and long-term sustainability.

Budget Snapshot

Category	FY 2026 Proposed
Total Budget (All Funds)	\$23,191,120
General Fund Revenue	\$10,568,600
General Fund Appropriations	\$14,348,152
Special Revenue Appropriations	\$8,842,968
Projected Fund Balance spending	\$(4,359,803)
Reduction of fund balance spending from FY25	\$675,665 (13.4%)

General Fund Revenue – Key Drivers

- 6% Local Sales Tax (including remote): \$3.85 million
- Real Property Tax: \$2.6 million
- State Jail Contract: \$670,000
- PILT (Payment in Lieu of Taxes): \$540,000
- Alcohol & Tobacco Excise Taxes: \$370,000
- Administrative Overhead Transfers: \$202,405
- State PERS On-Behalf Contributions: \$285,399

General Fund Spending Priorities

Public Safety – \$3.8 million

Includes, PS Admin, Patrol, K-9, Dispatch, Corrections, DMV, and Animal Control. Emphasis on training, 24/7 coverage, compliance, and Report Management Systems.

Fire Department – \$561,800

Independent emergency response unit supported partially by ambulance fees. Covers fire protection and EMS.

Public Works – \$2.79 million

Includes Shop, Streets, Buildings & Grounds, and Administration. Supports utilities, road maintenance, snow removal, and citywide facilities.

Planning – \$336,000

Supports platting, zoning, land use, and long-term development planning.

General Government – \$3.8 million

Includes Council, Clerk, Administration, Finance, Legal, and IT. Covers audit, payroll, legal services, and recordkeeping modernization.

Education Support – \$1.7 million

The City's statutory local contribution to Dillingham City School District per AS 14.17.410.

Special Funds & Strategic Capital

Enterprise Funds – Water, Wastewater, Landfill, Harbor, and Dock are funded through user fees. Ongoing utility rate and tariff reviews aim to ensure cost recovery and long-term sustainability.

Strategic Capital – \$735,000 has been allocated from the Equipment Replacement Fund to finance critical deferred vehicle and equipment purchases. Additionally, over \$1.39 million in transfers and debt payments ensure compliance with bond and lease obligations. These investments reflect a forward-focused strategy to maintain essential infrastructure while relieving long-term General Fund pressure.

FY 2026 Focus Areas

- Fund balance spending reduction – \$675,665 in progress toward eliminating the structural imbalance.
- Workforce Readiness – Continued support for training, recruitment, and leadership development.
- Digital Infrastructure – Major IT upgrades including cybersecurity, cloud migration, and records modernization.
- Compliance – Fully funded legal, audit, and insurance mandates aligned with state requirements and best practices.

Revenue

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6% Sales Tax	4010	\$3,400,000
• Revenue for 6% Sales Tax		
6% Sales Tax – Remote Sales	4010	\$450,000
• Revenue for 6% Sales Tax collected by AML - recognized by project 1040		
Penalty/Interest (Sales Tax)	4011	\$17,000
<ul style="list-style-type: none"> Charged to sales tax reports submitted after the allowed period of time 10% Penalty 6% per annum interest 		
10% Alcohol Sales Tax	4020	\$280,000
• Revenue for 10% Alcohol Sales Tax		
10% Transient Lodging	4030	\$125,000
• Revenue for 10% Transient Lodging Sales Tax (Lodging less than 6 months)		
Real Property Tax	4040	\$2,600,000
• Revenue from Real Property tax		
Personal Property Tax	4050	\$700,000
<ul style="list-style-type: none"> Revenue from Personal Property tax 2024 taxes \$698,000 		
Penalty and Interest (Property tax)	4051	\$130,000
<ul style="list-style-type: none"> Penalty on real and personal property tax if 1st half not received by 11/01 of the year or 2nd half not received by 12/01 of the year. 10% penalty assessed only once 6% per annum assessed starting by January. 		
6% Gaming Sales Tax	4060	\$15,000
• Sales tax assessed on Pull Tabs Gaming (decline in pull tabs experienced in FY25, one gaming location has closed).		
Tobacco Tax	4070	\$280,000
• Excise tax charged on tobacco products		
Marijuana Tax	4075	\$90,000
• Excise tax charged on Marijuana products		
Business License	4110	\$17,000
• \$50 fee for a business to conduct business in Dillingham		
Rental Income – Real Property	4210	\$35,000
<ul style="list-style-type: none"> Rental of Potato House building to GCI LEO Rental Rental of Land to AT&T 		
Community Sharing	4410	\$75,396
• SOA Revenue		

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Raw Fish Tax	4420	\$150,000
• SOA Raw Fish Tax distributed on communities		
Shared Fisheries Business	4425	\$20,000
• SOA Shared Fisheries Business tax		
Telephone/COOP Tax	4430	\$70,000
• SOA Telephone and Electric COOP revenue		
Motor Vehicle Tax	4440	\$25,000
• SOA DMV tax collected for Dillingham vehicles		
Payment in Lieu of Tax	4450	\$540,000
• PILT		
• SOA revenue if lieu of taxes		
Jail Contract	4650	\$670,000
• See PS Corrections for details		
Ambulance Fees	4730	\$60,000
• See Fire Department for details		
Administrative Overhead	4970	\$202,405
• Revenue collected from enterprise funds to equal 10% of all expenses (Minus PERS on Behalf)		
PERS on Behalf	4980	\$285,399
• SOA support of the City's PERS obligation beyond the first 22%		
PERS Forfeiture Funds	4981	\$25,000
• SOA PERS funds returned to the City of Dillingham		
SubTotal GF Targeted Areas		\$10,262,200

Other Revenue in subtotal		\$306,400
• Ambulance Fees See Fire Department Narrative \$65,000		
Total General Fund Revenue Budget		\$10,568,600

Remarks

- Will tie to the Ordinance as first and second revenue section.

Council

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Lobbying	7025	\$82,450
<ul style="list-style-type: none"> Contract lobbying services @ \$7,000 per month. Started 01/2025 Federal Lobbying service @ \$3,000 per month. (plus travel \$5,000) ends on 12/2025 State Lobbying service @ \$4,600 per mo. (plus travel \$4,000 and 1x fee \$250 and travel to DC \$5,000) 		
Advertising	7130	\$3,000
<ul style="list-style-type: none"> Council and Committee/Board/Commission vacancies; Notice of Public Hearings on Proposed Ordinances. Increase in rates due to change of ownership of newspaper. 		
Subs & Memberships	7135	\$5,800
<ul style="list-style-type: none"> Alaska Municipal League \$3,400. SWAMC \$1,570 (based on population of 2,420 @.65/person). AML Conference of Mayors \$100. ZOOM Meeting \$660 (\$55 per month) ACoM annual fee (\$50.00) Other (\$200.00) 		
Travel	7150	\$14,000
<ul style="list-style-type: none"> Juneau Lobbying Trip (2) Alaska Municipal League (open) Southwest Alaska Municipal Conference (3 sitting on the board) Scholarships will be applied for when possible 		
Training	7155	\$5,000
<ul style="list-style-type: none"> Southwest Alaska Municipal Conference (2). Alaska Municipal League (2). Scholarships will be applied for and will likely defray travel costs. 		
Contributions	7190	\$500
<ul style="list-style-type: none"> Beaver Round-Up Festival. Flowers for funeral services, births. 		
Office Supplies	7300	\$300
<ul style="list-style-type: none"> Typical Office Supplies. 		
Food Items	7320	\$2,000
<ul style="list-style-type: none"> Food/snacks provided for meetings. 		
Minor Tools and Equipment	7610	\$5,000
<ul style="list-style-type: none"> Minor tools & equipment for council chambers. Owl video conferencing 		
Member Recognition	8330	\$3,000
<ul style="list-style-type: none"> Employee recognition offered by Council. 		

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In-Kind Expense	9015	\$500
<ul style="list-style-type: none">City Services offered by Council to the public.		
Total Council Budget		\$121,550

Remarks
<ul style="list-style-type: none">.

Clerk

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Salaries	6000	\$160,500
<ul style="list-style-type: none"> City Clerk 1 FTE. Level XI Records Manager .75 FTE. Level VI 		
Overtime	6100	\$0
<ul style="list-style-type: none"> None 		
Fringe Benefits	62XX	\$105,600
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS On Behalf	6230	\$10,200
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Contractual/Professional	7060	\$9,000
<ul style="list-style-type: none"> Laserfishe annual fee for records management \$3,255 30 service hours prepaid \$5,700 		
Subs & Memberships	7135	\$1,000
<ul style="list-style-type: none"> International Institute of Municipal Clerks \$175. (prepaid in FY21) Alaska Association of Municipal Clerks \$50. National Association of Parliamentarians \$70 Need to add at budget revision APEI Bond for clerk \$366.67 Online tools for recording data & creating public notices \$300 		
Travel	7150	\$4,300
<ul style="list-style-type: none"> June NCI classes in Tacoma. Airfare - \$820, Per Diem - \$250. AAMC conference November, Anchorage, Airfare - \$500, Per Diem – GSA rate, Hotel - \$600. 		
Training	7155	\$3,500
<ul style="list-style-type: none"> June NCI classes in Tacoma \$1,150 (includes room). AAMC conference fee \$500 (Academy and Conference). Clerk needs 60 hours of continuing education in the first two years. 		

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Elections	7170	\$7,500
<ul style="list-style-type: none"> October Regular City Election cost includes advertising, ballots, programming the election machine cards, election judges. Cleaning sheets for voting machine 		
Codification	7175	\$3,500
<ul style="list-style-type: none"> Submit adopted ordinances to Code Publishing Co. to update Dillingham Municipal Code online and provide a pdf version Web hosting annual fee of \$350 		
Office Supplies	7300	\$500
<ul style="list-style-type: none"> Includes printer cartridges, hard paper 		
Minor Tools & Equipment	7610	\$2,500
<ul style="list-style-type: none"> Office equipment. 		
Total Clerk Budget		\$308,100

Remarks:

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Administration

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Salaries	6000	\$353,300
<ul style="list-style-type: none"> City Manager (contract) Deputy Manager (Level XII) Administrative Services Assistant (Level VIIA) 		
Overtime	6010	\$1,100
<ul style="list-style-type: none"> Overtime for Administrative Services Assistant (20 hours) 		
Fringe Benefits	62XX	\$205,400
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$22,500
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment Compensation	6240	\$2,000
<ul style="list-style-type: none"> Prior Employee 		
Employee Screening	6250	\$1,000
<ul style="list-style-type: none"> Background checks 		
Recruiting Travel	6620	\$0
<ul style="list-style-type: none"> None 		
Recruiting Moving Admin	6621	\$0
<ul style="list-style-type: none"> None 		
Contractual Professional	7060	\$16,000
<ul style="list-style-type: none"> Strategic Planning and Executive training. \$16,000 		
Advertising	7130	\$3,000
<ul style="list-style-type: none"> Special Advertising as needed required. Recruiting advertisement 		
Subs & Memberships	7135	\$1,000
<ul style="list-style-type: none"> Subscription to Alaska Municipal Managers Association. Need to add Bond with APEI with budget revision (\$735.00) 		
Travel	7150	\$10,000
<ul style="list-style-type: none"> City Manager Travel. <ul style="list-style-type: none"> Attendance during the SWAMC Conference Alaska Municipal League Annual Conference HR recruiting trips. <ul style="list-style-type: none"> AVTEC/UAA/UAF career fairs - \$1,175. Scholarships through BBEDC will be applied for 		

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Training	7155	\$10,000
<ul style="list-style-type: none"> • AML conference fee - \$500. • SWAMC conference fee - \$500 • Professional development \$6,000 • HR development \$3,000 		
Office Supplies	7300	\$7,000
<ul style="list-style-type: none"> • Office Supplies for Admin. • Non-departmental supplies. 		
Food Supplies	7320	\$2,000
<ul style="list-style-type: none"> • Food for staff meetings 		
Minor Tools & Equipment	7610	\$4,000
<ul style="list-style-type: none"> • Tools & equipment less than \$5,000 		
Safety Equipment	7615	\$2,000
<ul style="list-style-type: none"> • First aid supplies and equipment 		
Equipment Maintenance	8120	\$5,750
<ul style="list-style-type: none"> • Copier Maintenance 		
Member Recognition	8330	\$3,500
<ul style="list-style-type: none"> • Christmas Party 		
In-Kind Expense	9015	\$1,500
<ul style="list-style-type: none"> • Trash Clean Up landfill fees \$1,200 • Animal Control Donation \$200 		
Total Admin Budget		\$651,050

Remarks
<ul style="list-style-type: none"> • Will look to buy fire proof cabinets for HR in future FY

Finance

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REVENUE		
Rent	4212	\$3,600
<ul style="list-style-type: none"> Rent, Electricity and Heating Fuel for Vitavik Unit G \$300 per renter 		
Total Revenue		\$3,600
Expenses		
Salaries	6000	\$744,500
<ul style="list-style-type: none"> Finance Director (Level XI) Assistant Finance Director (Level X A) 2 FTE Accounting Tech III (Level VIII) 3 FTE Accounting Tech II (Level VI) 2 FTE Accounting Tech I (Level V) 1 FTE 		
Overtime	6010	\$5,100
<ul style="list-style-type: none"> 165 hours for non-exempt employee 		
Fringe Benefits	62XX	\$435,700
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$47,400
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment	6240	\$2,000
<ul style="list-style-type: none"> Unemployment for prior employees 		
Employee Screening	6250	\$40
<ul style="list-style-type: none"> Background checks for new employee \$20 each 		
Annual Payroll Fees	6560	\$5,000
<ul style="list-style-type: none"> HRA Participant Fee (estimated \$300/month x 12 months = \$3,744). HRA Annual Fee (\$880) 2021 FICA Administration Fee (\$200). 		
Recruiting	6621	\$0
<ul style="list-style-type: none"> N/A 		
Audit	7010	\$75,000
<ul style="list-style-type: none"> City annual financial audit. Current engagement is with Altman, Rogers and Co, APC – Will finalize FY23 in July and Complete FY24 		

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Appraisals	7030	\$28,000
<ul style="list-style-type: none"> City contract for Assessor for property taxes -30% start, 20% ½ complete, 40% provides roll to clerk, 10% Final roll & appeals. Current engagement is with Appraisal Co of Alaska. 		
Contractual	7060	\$75,000
<ul style="list-style-type: none"> Remote Online Sales Tax with AML \$60,000 (project #1040) Three+One (Cash Vest) (\$15,000) 		
Advertising	7130	\$7,000
<ul style="list-style-type: none"> Newspaper advertisements reminding public that: taxes are due, business licenses and property tax returns, the mill rate has been established. Addition of Procurement advertising \$6,000 for all departments (RFPs). 		
Subs & Memberships	7135	\$950
<ul style="list-style-type: none"> Alaska Government Finance Officers Association Annual fee (\$95). Bond for Notary (2 X \$75) Need to add at budget revision time (Finance Dir. bond with APEI \$680.56) 		
Travel	7150	\$4,800
<ul style="list-style-type: none"> Fall Alaska Government Finance Officers Association Conference (AGFOA) Tech IV and Finance Director for Dillingham/Anchorage round trip. 		
Training	7155	\$6,000
<ul style="list-style-type: none"> Alaska Government Finance Officers Association conference fee - \$300. Payroll Training - \$200 AccuFund Training on site - \$5,500 		
Bank Charges	7180	\$1,750
<ul style="list-style-type: none"> Charges for various services provided by the bank. Amount is estimated based upon past fiscal year charges. 		
Fraud Finance	7186	\$0
<ul style="list-style-type: none"> Record of when fraud activity has been discovered. 		
Office Supplies	7300	\$6,000
<ul style="list-style-type: none"> This is for the toner cartridges for the Finance Department printers, and check stock and window envelopes for mailing invoices, statements, and checks. General office supplies. 		

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Postage Freight	7315	\$12,000
<ul style="list-style-type: none"> Postage Meter for all mail from City Hall, Library media mail, and occasional returns 		
Minor Tools and Equipment	7610	\$5,000
<ul style="list-style-type: none"> Filing cabinets – \$1,200 (2 @ \$600 each) New Chairs – \$750 (3 @ \$250) Replacement stamps - \$150 Dymo Label writer – 1 at \$240 each Other items - \$450 Purchase of breakroom furniture - \$2,000 		
Building Rent	7705	\$23,300
<ul style="list-style-type: none"> Vitavik Apartment Unit G – female rotational housing \$1,800 per month shared 50/50 with Public Safety. Walter Campbell Apt – Month of July only at \$1,700 per month, then cancel. 		
Electricity	7720	\$1,500
<ul style="list-style-type: none"> Electricity at Vitavik Unit G – shared 50/50 with Public Safety 		
Heating Fuel	7730	\$2,500
<ul style="list-style-type: none"> Heating Fuel at Vitavik Unit G – shared 50/50 with Public Safety 		
Equipment Maintenance	8120	\$2,000
<ul style="list-style-type: none"> Copier Maintenance contract 		
Total Finance Department Budget		\$1,547,940

Remarks:

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Legal

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Legal	7020	\$100,000
<ul style="list-style-type: none">• General Legal Support.• Current legal firm is with Munson, Cacciola & Severen LLP		
Total Legal Budget		\$100,000

Remarks:

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Insurance

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Overview		
<ul style="list-style-type: none"> Our insurance carrier will be Alaska Public Risk Alliance (APRA) which is a blend of our previous insurer Alaska Public Entity Insurance (APEI) and Alaska Municipal League Joint Insurance Association (AMLJIA). We are part of an insurance pool. Many cities and school pool their resources to provide for insurance coverage. APRA are the administrators of the pool. Typically, in a pool, the cities' fees cover any claim up to a cap where umbrella coverage kicks in. The umbrella coverage covers catastrophic events. The categories below do not represent the total billed by APRA. There are other insurance costs such as workers' compensation, Police Professional Liability and Wharfingers that are directly coded to the departmental budgets. The insurance broker used is HUB International Northwest LLC 		
General Liability	7110	\$130,000
<ul style="list-style-type: none"> Anticipated insurance coverage 		
Property	7112	\$200,000
<ul style="list-style-type: none"> Anticipated insurance coverage 		
Automobile	7114	\$40,000
Claims Deductibles	7120	\$5,000
Total Insurance Budget		\$375,000
Remarks:		
<ul style="list-style-type: none"> Evaluation of assets is done for vehicles and will be mobile equipment next, this is expected to change the initial premiums assessed. 		

Planning

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REVENUE		
Land Use Permits	4140	\$1,500
<ul style="list-style-type: none"> Fees for processing Land User Permits – need to evaluate 		
Grant Revenue	4600	\$2,000
<ul style="list-style-type: none"> Will apply for BBNC, BBNA or BBEDC for travel & training reimbursement 		
Document Copies	4705	\$500
<ul style="list-style-type: none"> Copies of maps and documents from planner New copier has been ordered and expected to arrive FY25 		
Platting and Mapping	4740	\$500
<ul style="list-style-type: none"> Fees for platting and mapping 		
Total Revenue		\$4,500
EXPENSES		
Salaries	6000	\$131,300
<ul style="list-style-type: none"> Planner (Level XI) 1 FTE 		
Overtime	6010	\$0
<ul style="list-style-type: none"> None 		
Fringe Benefits	62XX	\$62,200
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$8,300
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Contractual/Professional	7060	\$130,200
<ul style="list-style-type: none"> \$1,200 ArcGIS (ESRI) – Annual. \$15,000 Alaska Map Company – Annual. \$5,000 Coastal Erosion Annual Survey – annual. \$5,000 as needed for project and land use surveys. \$60,000 Agnew:Beck comprehensive plan for COD. \$9,000 Commercial Appraisal of Buildings and Lands for leases - one-time. \$30,000 re-platting of Dock parcels & eliminating public right ways - one-time. \$5,000 unfinished land swap at dock - one-time. CRW Engineering Group, Inc has been used for several projects throughout the City of Dillingham. 		
Advertising	7130	\$500
<ul style="list-style-type: none"> Advertising needed for projects. 		
Memberships	7135	\$0
<ul style="list-style-type: none"> None at the time 		

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Travel	7150	\$2,000
<ul style="list-style-type: none"> Alaska Chapter, American Planning Association Conference in Anchorage PMI Conference Scholarships will be applied for and will likely defray travel costs. 		
Training	7155	\$500
<ul style="list-style-type: none"> AK APA Conference Both will be required to earn CEUs towards AICP (American Institute of Certified Planners) certifications. Will apply for BBNC, BBNA or BBEDC for reimbursement 		
Recording Fees	7195	\$500
<ul style="list-style-type: none"> This expense is for documents that the City needs to record, including agreements, easements, street name changes, plats, etc. 		
Office Supplies	7300	\$500
<ul style="list-style-type: none"> Typical Office Supplies. 		
Total Planning Department		\$336,000

Remarks:

- Need a hazard mitigation plan FY28
- Comprehensive plan is to be 5-10 years; however, evaluation of past plans needs to be conducted first.
- Need to address cemetery development of Evergreen and Olsonville - Cemetery documentation improvements (Evaluating need to determine when work will be done,)

Foreclosure Costs

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REVENUE		
Foreclosed Property Sales	4049	\$30,000
<ul style="list-style-type: none"> Revenue generated from the sale of foreclosed properties will pay the unpaid taxes first then offset attorney fees, advertisement and any other fees incurred. Action 3DI-24-00061 CI filed 07/10/2024 		
Total Revenue		\$30,000
EXPENSES		
Legal	7020	\$10,000
<ul style="list-style-type: none"> The majority of foreclosure costs are charged back to the taxpayer, but there are always some costs that cannot be charged back. This category is for those costs. Decrease from previous year due to global pandemic that is impacting collection efforts. 		
Foreclosure	7199	\$10,000
<ul style="list-style-type: none"> This is for various costs related to foreclosures, such as advertising, insurance, and other miscellaneous costs that arise that cannot be charged back to the taxpayer. No change from previous year. 		
Total Foreclosure Expenses		\$20,000

Remarks:

- Council action will be needed to determine course of action for all properties on the foreclosure.

IT

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Contractual/Professional	7060	\$4,200
<ul style="list-style-type: none"> Municode \$4,200 		
Insurance	7110	\$6,000
<ul style="list-style-type: none"> Addition of cyber security plans with APEI 		
Office Supplies	7300	\$0
<ul style="list-style-type: none"> None 		
Minor Tools & Equipment	7610	\$2,000
<ul style="list-style-type: none"> Cell Phones and landline phones and supplies 		
Telephone	7710	\$50,000
<ul style="list-style-type: none"> Telephone charges for all general fund departments \$41,300. IPad charges for Council \$3,700 Telephone charges for Jail Corrections (project 1124) \$5,000. 		
Internet	7715	\$20,300
<ul style="list-style-type: none"> Internet charges for all general fund departments \$18,000. Internet charges for Jail Corrections (project# 1124) \$2,300. 		
Computer Hardware	7910	\$60,000
<ul style="list-style-type: none"> Operational IT components and computer upgrades - \$39,200. Public Safety need computers replaced deferred from FY23 – High Priority \$20,000 		
Computer Software	7920	\$75,000
<ul style="list-style-type: none"> Finance - AccuFund \$10,000 Questica – 20,500 Planning - \$1,500 GIS \$406 Annual MARS \$7,600 Backup with LMJ – \$11,280 per year FileMaker Pro (Claris) - \$ prepaid Google Storage \$47.76 (\$1.99 per month for planner and CM) Needs to be closed and moved to SharePoint APSIN Public Safety \$710 Adobe \$1,000 through LMJ Fingerprint software \$5,000 TecPro NAS repair - \$1,100 Archive Social - \$4,188 Lucid Art Diagramming Software - \$120 CMT Advantage - \$2,400 		

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Computer Support	7940	\$155,000
<ul style="list-style-type: none">• LMJ Services, Inc, contract - \$84,000.• Computerworks NPS, Inc contract – \$9,825• Computerworks NPS, Inc additional support - \$1,200• JAA Synchronized Communications (VHF radios) – \$2,375• eDocs contract – Laserfische-self hosted - \$6,900• LMJ – Move domain to cloud \$21,000 – Deferred from FY24• LMJ – Rebuild staff access directory - \$4,950• Website design and support – Revize \$10,725 yr 1, \$2,100 yr 2-5		
Total IT Fund		\$372,500

Remarks:

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Public Safety Administration

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REVENUE		
Rent	4212	\$21,600
<ul style="list-style-type: none"> Rents collected from all public safety rotational employees (moved from patrol budget in previous FY) 		
Court Deposits	4723	\$5,000
<ul style="list-style-type: none"> Fines paid to the court from citations issued by police paid by SOA 		
Total PS Administration Revenue		\$26,600
EXPENSES		
Salaries	6000	\$137,400
<ul style="list-style-type: none"> 75% Police Chief salary - (25% charged to Corrections). 50% DMV/Admin position (Level VIIB) (50% DMV) 		
Overtime	6010	\$700
<ul style="list-style-type: none"> 5.5 hours DMV/Admin position (Level VIIB) 		
Fringe Benefits	62XX	\$100,700
<ul style="list-style-type: none"> 75% of Fringe Benefits for Chief of Police. 50% DMV/Admin position (Level VIIB) (50% DMV) FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$8,800
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Contractual/Professional	7060	\$35,000
<ul style="list-style-type: none"> Public Safety – support for department development Audit of the evidence room \$12,000 per year Media support to develop online presence. Approximately \$11,000 Records Retention Support restructuring (\$10,000) 		
Insurance	7110	\$25,000
<ul style="list-style-type: none"> 50% General Liability insurance premium - (50% to Corrections). 		
Subs & Memberships	7135	\$1,000
<ul style="list-style-type: none"> For membership in professional organizations and APSC certifications, IACP membership notary certifications, etc. 		

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Travel	7150	\$13,800
<ul style="list-style-type: none"> Chief Hybrid Schedule travel (once per month plus four and for training) 16*400=\$7,700 FBI LEEDA Executive Leadership Training Part 2 (09/2024 Soldotna) \$2,900 FBI LEEDA Executive Conference (Anchorage 3-5 nights) \$2,900 IAWP (International Association of Women Police) Conference or Chief's Conference. \$3,200 		
Training	7155	\$5,500
<ul style="list-style-type: none"> Continuation training in Soldotna Out of state conference in the fall Training in September and December in Anchorage (Executive Development) Will seek scholarship assistance 		
Court Processing	7198	\$500
<ul style="list-style-type: none"> Used to reimburse court for processing/collecting citations. Also, to pay APSC for training surcharge on citations. 		
Office Supplies	7300	\$1,250
<ul style="list-style-type: none"> Typical office supplies, toner cartridges, computer supplies Used for all DDPS divisions 		
Postage	7315	\$1,000
<ul style="list-style-type: none"> Postage and freight all DDPS divisions. 		
Uniforms	7340	\$1,000
<ul style="list-style-type: none"> Replacement of uniforms and other police gear. 		
Minor Tools & Equipment	7610	\$5,000
<ul style="list-style-type: none"> Equipment for office use 		
Safety Equipment	7615	\$2,000
<ul style="list-style-type: none"> Equipment for Chief 		
Rent	7705	\$32,400
<ul style="list-style-type: none"> Vitavik Apt Unit C for rotational officers (moved from Patrol budget) Vitavik Apt Unit G for female rotational (50/50 with Finance) 		
Electricity	7720	\$17,500
<ul style="list-style-type: none"> 50% of electric cost for the entire department (to be split with corrections). Vitavik Apt C electricity Vitavik Apt Unit G (50/50 with Finance) 		

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Heating Fuel	7730	\$31,500
<ul style="list-style-type: none"> • 50% of heating fuel for entire building (to be split with corrections). • Vitavik Apt heating fuel • Vitavik Apt Unit G (50/50 with Finance) 		
Water & Sewer	7740	\$4,700
<ul style="list-style-type: none"> • 50% of water/sewer expense (to be split with corrections). 		
Refuse	7750	\$2,300
<ul style="list-style-type: none"> • 50% of DDPS refuse costs (to be split with corrections). \$192 per month 		
Computer Software	7920	\$18,800
<ul style="list-style-type: none"> • Replacement of ARMS (records management software) if not purchased in FY25 will require start up of 13K one time fee & 5,800 annual costs. Year 2 \$5,974, Year 3 \$6,153.22, Year 4 \$6,337.82, Year 5 \$6,527. 		
Equipment Maintenance	8120	\$2,000
<ul style="list-style-type: none"> • Cannon Contract Public Safety (old Admin) (\$1000) 		
Required Inspections	8210	\$1,000
<ul style="list-style-type: none"> • Inspections for sprinkler system in building 		
Total PS Admin Expenses		448,850

Remarks:

Public Safety Dispatch

1000 XXXX 20 21 0000 0

REVENUE		
Reports to Public	4722	\$500
<ul style="list-style-type: none"> \$20 paid per police report 		
E911% from Revenue	4991	\$67,000
<ul style="list-style-type: none"> 10% of dispatch expenses allowed from E911 Fund per Alaska Statute 29.35.131.911 		
Total Dispatch Revenue		\$67,500
EXPENSES		
Salaries	6000	\$453,600
<ul style="list-style-type: none"> Dispatch supervisor (Level VIII C) (1 FTE) Dispatch supervisor in training (Level VIII C) (1 FTE) Dispatchers (Level VII B) (4.25 FTE) [Goal of 5 FT dispatchers & .25 FTE on-call] 		
Overtime	6010	\$44,300
<ul style="list-style-type: none"> Overtime expenses needed for 24/7 coverage for holidays, vacations, sick days, and potential vacant positions. (775 hours for year) 		
Fringe Benefits	62XX	\$302,100
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$30,400
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment Compensation	6240	\$2,000
<ul style="list-style-type: none"> Unemployment for prior employees 		
Travel	7150	\$1,500
<ul style="list-style-type: none"> Most training is now web/zoom based Training for Dispatch supervisor 		
Training	7155	\$2,000
<ul style="list-style-type: none"> Most training is now web/zoom based 		
Supplies	7300	\$1,500
<ul style="list-style-type: none"> Dispatch office supplies 		

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Uniforms	7340	\$750
<ul style="list-style-type: none"> Uniform shirts dispatchers – replacement and new hires 		
Minor Tools & Equipment	7610	\$2,000
<ul style="list-style-type: none"> Furniture & office equipment 		
Safety Equipment	7615	\$2,000
<ul style="list-style-type: none"> Equipment being evaluated 		
Satellite Phone	7711	\$700
<ul style="list-style-type: none"> Reinstating satellite phone due to our remote needs 		
Total Dispatch Expenses		\$842,050

Remarks:

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Public Safety Patrol

1000 XXXX 20 22 0000 0

REVENUE		
Apartment Rent	4212	\$0
<ul style="list-style-type: none"> Receipt of rent from rotational officers moved to PS Admin 		
Grant	4620	\$13,000
<ul style="list-style-type: none"> Reimbursement for employee going to basic academy. 		
Contract Revenues	4650	\$20,000
<ul style="list-style-type: none"> Contract with DOT to provide TSA support. 		
Fines & Fees	4765	\$2,000
<ul style="list-style-type: none"> Citations Impound fees 		
Total Patrol Revenue		\$35,000
EXPENSES		
Salaries	6000	\$740,000
<ul style="list-style-type: none"> Patrol Sergeant – (Level X B) 2 FTE Patrol Officers residential hire - (Level VIII B) 2 FTE Patrol Officers (Rotational) - (Level VIII B) 4 FTE 		
Overtime	6010	\$79,000
<ul style="list-style-type: none"> Overtime for all 7.785 police officers. Overtime used to cover 24/7 for holidays, sick time, vacations, staffing vacancies, court, and police emergencies. (1,705 hours) 		
Fringe Benefits	62XX	\$557,100
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$52,000
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Employee Screening	6250	\$16,500
<ul style="list-style-type: none"> Medical/psychological screening for new officers. Will include polygraphs and psychological evaluations. (11 * \$1,500) 		
Recruiting – Bonus	6621	\$7,500
<ul style="list-style-type: none"> (3) \$2,500 bonus at 1 year anniversary to existing contracts. 		

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Contractual/Professional	7060	\$1,000
<ul style="list-style-type: none"> Towing expenses and other minor contract expenses. 		
Travel	7150	\$50,000
<ul style="list-style-type: none"> Airfare/travel costs for officers to Sitka academy (and re-cert) -\$1,000 x 3 Airfare costs for rotational officers 		
Training	7155	\$30,000
<ul style="list-style-type: none"> Cost of basic academy \$15,000 (x1) Cost of re-cert academy \$3,000 (x3). Bring someone to Dillingham to conduct on-site training. (not in current budget) APSC may reimburse costs depending upon funding available - not guaranteed or even likely. (see grant revenue) Firearms instructor (\$2,700 includes lodging and food in Sitka in the fall) Data Master instructor training (no fee for training) BBEDC funds may be used – but are not guaranteed. 		
Office Supplies	7300	\$750
<ul style="list-style-type: none"> Patrol office supplies 		
Supplies	7310	\$750
<ul style="list-style-type: none"> Patrol supplies (items that are a one time use, example PBT mouth piece for data master) 		
Food Items	7320	\$400
<ul style="list-style-type: none"> Food items for patrol meetings 		
Household Supplies	7325	\$500
<ul style="list-style-type: none"> Supplies for the apartment. 		
Promotional Supplies	7335	\$250
<ul style="list-style-type: none"> For toy badges, candy for Halloween and parades, and other giveaways to children and community. 		
Uniforms	7340	\$5,000
<ul style="list-style-type: none"> Replacement uniforms/leather gear for all officers. 		
Books	7510	\$500
<ul style="list-style-type: none"> Statute books. 		
Minor Tools & Equip	7610	\$10,000
<ul style="list-style-type: none"> Evidence and investigative supplies, Taser, cartridges, batteries, and holsters, PBTs, Audio recorders, Cameras, Statue books, ammunition Essentially any tools or equipment needed to operate Need new tasers 		

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Safety Equipment	7615	\$2,000
<ul style="list-style-type: none"> Safety equipment for patrol officer 		
Major Equipment	7620	\$0.00
<ul style="list-style-type: none"> See equipment replacement 		
Vehicle Lease	7630	\$9,750
<ul style="list-style-type: none"> 2021 lease payments for 1 patrol cars (final payment FY26)- \$9,749.44 		
Rent	7705	\$0
<ul style="list-style-type: none"> Vitavik Apt Unit C for rotational officers moved to PS Admin 		
Electricity	7720	\$0
<ul style="list-style-type: none"> Vitavik Apt electricity moved to PS Admin 		
Heating	7730	\$0
<ul style="list-style-type: none"> Vitavik Apt heating fuel moved to PS Admin 		
Equipment Maintenance	8120	\$3,000
<ul style="list-style-type: none"> Radar/Lidar certifications, PBT calibrations, weapons repair and maintenance supplies, fire extinguishers, etc. 		
Total Patrol Expenses		\$1,566,000

Remarks:

- Taser upgrade is needed. Expecting a minimum cost of \$45,000 (each taser has data storage to record usage). Possible use of Asset Forfeiture funds to share expense.

Public Safety Corrections

1000 XXXX 20 24 0000 0

REVENUE		
Contract Revenue	4650	\$670,000
<ul style="list-style-type: none"> Jail Contract paid by SOA -\$650,000 Arraignment hearing support paid by SOA -\$20,000 		
Commissary Revenue	4720	2,500
<ul style="list-style-type: none"> Sale of snack items to inmates 		
Fingerprints	4721	\$500
<ul style="list-style-type: none"> Provide fingerprints to public upon request 		
Title 47 User Fees	4725	\$7,000
<ul style="list-style-type: none"> \$235 fee collected from persons placed under protective custody 		
Total Corrections Revenue		\$680,000
EXPENSES		
Salaries	6000	\$349,700
<ul style="list-style-type: none"> Corrections Sergeant (VIII C) 2 FTE Corrections Officers (VII B) 2 FTE 25% of Police Chief – (Level XI) (shared with Public Safety Admin) 		
Overtime	6010	\$44,200
<ul style="list-style-type: none"> Overtime used to cover 24/7 for holidays, sick time, vacations, staffing vacancies and emergencies. 		
Fringe Benefits	62XX	\$148,500
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$30,400
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment Compensation	6240	\$4,000
<ul style="list-style-type: none"> Payment of unemployment for previous employees. 		
Employee Screening	6250	\$5,000
<ul style="list-style-type: none"> Medical screening for new employees 		
Insurance	7110	\$20,645
<ul style="list-style-type: none"> 50% of insurance costs for the Dept. of Public Safety other ½ with Admin. 		

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Subs & Memberships	7135	\$300
<ul style="list-style-type: none"> To be used for APSC certification costs. \$50 each. 		
Travel	7150	\$34,000
<ul style="list-style-type: none"> Cost to send 2 officers sent to the Corrections Academy \$7,000 New APSC rules are that we are responsible for 3 weeks lodging/rental car Rotational Officers travel - \$27,000 BBEDC funds may be used – but are not guaranteed 		
Training	7155	\$3,000
<ul style="list-style-type: none"> Cost to bring someone in for on-site training 		
Commissary Supplies	7305	\$3,000
<ul style="list-style-type: none"> To supply inmates of the Dillingham Corrections Center a wide variety of supplement food at a minimum cost. Money earned is reflected as revenue above 		
Supplies	7310	\$7,500
<ul style="list-style-type: none"> Cleaning supplies for jail, inmate hygiene supplies, inmate Toiletries, First Aid supplies. Other unforeseen items that may be needed through-out the fiscal year. 		
Food Items	7320	\$15,000
<ul style="list-style-type: none"> Food for inmates. 		
Uniforms	7340	\$3,000
<ul style="list-style-type: none"> Replacement uniforms for 5 employees, or new employees 		
Minor Tools & Equip	7610	\$4,000
<ul style="list-style-type: none"> Inmate Clothing, inmate bedding, and other unforeseen equipment replacement (PBTs, etc.) that will be needed for the fiscal year. 		
Electricity	7720	\$14,900
<ul style="list-style-type: none"> 50% of electric cost for DDPS (to be split with Admin). 		
Heating Fuel	7730	\$19,000
<ul style="list-style-type: none"> 50% of heating fuel for DDPS (to be split with Admin). 		
Water & Sewer	7740	\$4,600
<ul style="list-style-type: none"> 50% of water/sewer for DDPS (to be split with Admin). 		
Refuse	7750	\$2,300
<ul style="list-style-type: none"> 50% of refuse for DDPS (to be split with Admin). \$192 per month 		

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Equipment Maintenance	8120	\$500
<ul style="list-style-type: none"> Other unforeseen equipment maintenance that may be needed – computers, finger print equipment etc. 		
Required Inspections	8210	\$1,000
<ul style="list-style-type: none"> 50% cost of required inspections for boiler, fire suppression, air handler, kitchen, etc. Food Handling 		
Total Corrections Expenses		\$780,945

Remarks:

- [Need a 5th officer to maintain ability to manage turnover and prevent closures]
- Return Corrections Officers (VII B) 1 FTE
- Add Corrections Officer 1 FTE

Public Safety DMV

1000 XXXX 20 25 0000 0

REVENUE		
DMV Commission	4726	\$20,000
<ul style="list-style-type: none"> Commission on sale of vehicle registration. A decline has been seen over FY25 and is expected in FY26. 		
Total Corrections Revenue		\$20,000
EXPENSES		
Salaries	6000	\$45,000
<ul style="list-style-type: none"> Salary for (1/2) DMV agent. (shared with Public Safety Admin budget) DMV Assistant paid by BBEDC 		
Overtime	6010	\$700
<ul style="list-style-type: none"> Overtime for DMV agent up to 26 hours. 		
Fringe Benefits	62XX	\$42,600
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$3,000
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Subs & Memberships	7135	\$100
<ul style="list-style-type: none"> Yearly DOA compliance: <ul style="list-style-type: none"> Application Fee: \$25.00. Examiner Fee: \$5.00. 		
Office Supplies	7300	\$250
<ul style="list-style-type: none"> Typical office supplies. 		
Minor Tools & Equipment	7610	\$500
<ul style="list-style-type: none"> Necessary office equipment 		
Total DMV Expenses		\$92,150

Remarks: <ul style="list-style-type: none">
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Public Safety Animal Control

1000 XXXX 20 26 0000 0

REVENUE		
Animal Licenses	4130	1,600
<ul style="list-style-type: none"> Sale of Animal License permits. 		
Donations	4760	\$500
<ul style="list-style-type: none"> Unsolicited donations 		
Total ACO Revenue		\$2,100
EXPENSES		
Salaries	6000	\$35,400
<ul style="list-style-type: none"> Salary for Animal Control Specialist. (Level VII B) .5 FTE 		
Overtime	6010	\$2,400
<ul style="list-style-type: none"> Overtime expenses for unavoidable incidents and animal care. 		
Fringe Benefits	62XX	\$11,900
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$4,300
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Memberships	7135	\$300
<ul style="list-style-type: none"> Membership in National Animal Care & Control Association (NAACA) - \$100. Alaska euthanasia license - \$150. 		
Supplies	7310	\$1,000
<ul style="list-style-type: none"> Shelter supplies to include kennel disinfectants, hand sanitizers, bleach, disposable gloves, mop heads, laundry soap, paper towels trash bags, filters for shop vac, food/water bowls, animal bedding, cat litter and euthanasia supplies. 		
Postage & Freight	7315	\$2,000
<ul style="list-style-type: none"> Shipping of animals to Anchorage for adoption and care. 		

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Animal Food	7320	\$1,200
<ul style="list-style-type: none"> Large numbers of dogs have been in shelter and donated dog food has been used up. Adult Dry Dog Food \$46.99 per 30 lb. bag x 5 bags = \$234.95. Puppy Dry Dog Food \$41.79 per 30 lb. bag x 3 bags = \$125.37. Adult small bite Dry Dog Food \$46.54 per 30 lb. bag x 3 bags = \$139.62. 		
Uniforms	7340	\$500
<ul style="list-style-type: none"> New and replacement uniform articles. 		
Gas, Oil, and Grease	7385	\$2,500
<ul style="list-style-type: none"> Purchase of fuel to run incinerator. 		
Minor Tools & Equip	7610	\$1,000
<ul style="list-style-type: none"> Live traps replacement. Enclosure setup replaced. Other needed equipment as required. 		
Electricity	7720	\$4,000
<ul style="list-style-type: none"> 25% of estimated annual cost of electricity for the building that ACO shares with Harbor. 		
Heating Fuel	7730	\$4,500
<ul style="list-style-type: none"> 25% Fuel budgeted way under actual costs last FY. This is a realistic cost. 		
Water/Sewer	7740	\$4,000
<ul style="list-style-type: none"> 25% of estimated annual cost of water/sewer for the building that ACO shares with Harbor. 		
Total Animal Control Expenses		\$73,600

Remarks:

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Public Safety K-9

1000 XXXX 20 28 0000 0

REVENUE		
None	4xxx	\$0
<ul style="list-style-type: none"> . 		
Total K-9 Revenue		\$0
EXPENSES		
Training	7155	\$1,000
<ul style="list-style-type: none"> Yearly National Certification (includes annual training) 		
Supplies	7310	\$500
<ul style="list-style-type: none"> Supplies as needed 		
Minor Tools & Equipment	7610	\$500
<ul style="list-style-type: none"> Needed equipment 		
Total DMV Expenses		\$2,000

Remarks:

- Most costs for a K-9 unit is covered by the K-9 program.

Fire Department

1000 XXXX 20 27 0000 0

REVENUE		
Ambulance Fees	4730	\$60,000
<ul style="list-style-type: none"> Billed by Third party and received monthly Retain cost for System Design Fees Rest is transferred to Ambulance Replacement Fund 		
Donations/Contributions	4760	\$4,000
<ul style="list-style-type: none"> Donations to the fire department 		
Total Fire Dept Revenue		\$64,000
EXPENSES		
Salaries	6000	\$200,100
<ul style="list-style-type: none"> Full-time Fire Department Coordinator (Level IX) 1 FTE Full-time EMS Prevention Officer (Level VIII) 1 FTE Temporary Full-Time Seasonal EMT (Level VII A) 1 at .307 FTE Temporary Full-Time In-Region EMT shared with BBEDC (Level VII A) at .462 FTE. BBEDC covers 85% of Wages, City covers 15% of wages and OT. Temporary Ambulance Driver (Level VI A) .307 FTE BBEDC covers 85% of Wages, City covers 15% of wages and OT. 		
Overtime	6010	\$21,300
<ul style="list-style-type: none"> Used for Seasonal EMT of 768 hours. Low volunteer turnout expected. 		
Fringe Benefits	62XX	\$144,700
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6230	\$11,200
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Employee Screening	6250	\$0
<ul style="list-style-type: none"> This line item is for the costs related to background checks and other employment screening tests necessary for hiring individuals. 		
Contractual Professional	7060	\$1,200
<ul style="list-style-type: none"> E-Dispatch (Penguin) annual contract fee (\$1,200 annual) Crew App - \$29.99 (12 months = \$360) 		

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Ambulance Billing	7070	\$10,000
<ul style="list-style-type: none"> Contract with Systems Designs. Estimated 14% of ambulance fees will cover a portion of the contract. Effective 01/01/2025 increase of \$.50 to \$26.50 per billing. 		
Insurance	7110	\$2,000
<ul style="list-style-type: none"> Estimate based upon prior fiscal year amount. 		
Subs & Memberships	7135	\$1,200
<ul style="list-style-type: none"> International Association of Fire Chiefs (IAFC) dues - \$145. Alaska Fire Chiefs Association dues - \$100. National Fire Protection Association (NFPA) - \$175. Medicaid Fee (\$688) 		
Travel	7150	\$12,000
<ul style="list-style-type: none"> Fire training (bringing in a trainer if possible) Fire Conferences Firefighter exchange program EMS symposium EMS Certifications Scholarships will be applied for if applicable. 		
Training	7155	\$8,000
<p>Due to the depletion of the volunteer department need to train new EMTs and ETTs</p> <ul style="list-style-type: none"> Training EMS Symposium, fire conference, Hazwoper, ETT, EMT certifications. Scholarships will be applied for and will likely defray travel costs. 		
Office Supplies	7300	\$1,000
<ul style="list-style-type: none"> Various office supplies. 		
Postage	7315	\$200
<ul style="list-style-type: none"> PO Box 1049 rent. 		
Emergency Response	7331	\$11,000
<ul style="list-style-type: none"> Project #1191 EMS supplies \$8,000 Project #1192 Fire supplies \$3,000 		
Personal Protective Gear	7340	\$9,000
<ul style="list-style-type: none"> 4 sets of structural firefighting gear @ 3,000 a person – replacing all gear in rotation. 		

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Public Education	7565	\$2,000
<ul style="list-style-type: none"> • Increase prevention awareness through public meeting, school system, special events and requests from entities in the community for training. 		
Minor Tools & Equip	7610	\$14,000
<ul style="list-style-type: none"> • Office Equipment • Project #1191 EMS \$6,000 (medical props, dummies, medical training modules, update zoll equipment) • Project #1192 Fire \$8,000 (replace fire nozzles) 		
Fire Equip. Replacement	7625	\$10,000
<ul style="list-style-type: none"> • SCBA bottles - 5 to replace each year. \$6,000 • SCBA Packs – 10 replaced FY24-25 (will last 15 years) 		
Electricity	7720	\$9,000
<ul style="list-style-type: none"> • Downtown, Lake Road. 		
Heating Fuel	7730	\$40,000
<ul style="list-style-type: none"> • Heat Downtown, Lake Road. 		
Water & Sewer	7740	\$9,500
<ul style="list-style-type: none"> • Downtown Station. 		
Refuse	7750	\$1,200
<ul style="list-style-type: none"> • Downtown Station. 		
Equipment Maintenance	8120	\$2,000
<ul style="list-style-type: none"> • General Equipment Maintenance. 		
Required Inspections	8210	\$40,000
<ul style="list-style-type: none"> • Recertify EMS equipment and fire extinguishers – air test, bio med annual. SCOT packs tested and fit testing of masks. Air Fill station tested. 		
Sample Testing	8220	\$200
<ul style="list-style-type: none"> • Quarterly air sampling of the SCBA air compressor. 		
Member Recognition	8330	\$1,000
<ul style="list-style-type: none"> • Member Jackets and recognition certificates/plaques; BBQs and Banquets. Monthly trainings. 		
Total Fire Department		\$561,800

Remarks:

- Return Temporary Full-Time Seasonal EMT (Level VII A) 3 at .307 FTE
 - Changed revenue of system design to cover cost of system design fees before transferring to Ambulance reserve.
 - F&B Committee would like department to seek grant funding for the SCBA Packs.
 - Travel and Training costs will increase due to no certified instructors in Dillingham and will require bringing them to Dillingham. Increase in volunteers that require training.
 - Creation of EMS and Fire project numbers to track area costs.
 - EMS supplies increase due to cost of supplies. Minor Tools & Equipment increase due to outdated and non-working equipment such as replacement lights, on scene lighting, CBA masks upgrades.
 - Personal protective gear at this rate will take 5 years to replace.

Future Needs

- Replacement of SCOT packs breathing apparatus \$100,000 in FY2025

Volunteer Fire Donation

1000 XXXX 25 27 0000 3

Member Recognition	8330	\$10,000
<ul style="list-style-type: none">Funds transferred to city checking account FY20 in the amount of \$34,144 when the volunteer fire department checking account was closed.Balance as of 05/23/2023 \$33,117.23		
Total Volunteer Fire Department		\$10,000

Remarks:

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PW Administration

1000 XXXX 30 30 0000 0

Salaries	6000	\$268,100
<ul style="list-style-type: none"> PW Director – (Level XI) 1 FTE PW Office Assistant – (Level VI A) 1 FTE PW Foreman – (Level IX) 1 FTE 		
Overtime	6010	\$15,300
<ul style="list-style-type: none"> Used by PW Foreman and PW Admin 		
Fringe Benefits	62XX	\$189,100
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$18,000
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Employee Screening	6250	\$200
<ul style="list-style-type: none"> Background check for Public Works Foreman airport badge. \$50 \$150 drug screening. 		
Recruiting Bonus	6610	\$0
<ul style="list-style-type: none"> Not needed 		
Contractual/Professional	7060	\$0
<ul style="list-style-type: none"> No consultant is needed at this time. 		
Subs & Memberships	7135	\$500
<ul style="list-style-type: none"> Will look for a membership for PW Directors 		
Travel	7150	\$5,500
<ul style="list-style-type: none"> Travel for admin to Anchorage two trip 		
Training	7155	\$1,500
<ul style="list-style-type: none"> Training to assist with PW Administration 		
Office Supplies	7300	\$2,000
<ul style="list-style-type: none"> General office supplies (shared with other subdepartments) 		
Uniforms	7340	\$1,000
<ul style="list-style-type: none"> Uniform for PW Admin Staff 		
Minor Tools & Equipment	7610	\$1,600
<ul style="list-style-type: none"> Task Chairs Improving office equipment 		

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Safety Equipment	7615	\$1,500
<ul style="list-style-type: none">• Safety Equipment for PW Admin staff and items that are for general PW.• AED (3 throughout PW Building)		
Rent/Leased Equipment	7630	\$0
<ul style="list-style-type: none">• None at this time.		
Equipment Maintenance	8120	\$0
<ul style="list-style-type: none">• No budget needed		
Total PW Admin Budget		\$504,400

Remarks: <ul style="list-style-type: none">•

PW Building & Grounds

1000 XXXX 30 31 0000 0

Salaries	6000	\$270,300
<ul style="list-style-type: none"> B&G Foreman – (Level XI) 1 FTE B&G Assistant – (Level VI) 3 FTE Rover – (Level VII) .033 FTE 		
Overtime	6010	\$12,500
<ul style="list-style-type: none"> Building checks in winter on weekends and emergency projects 330 hours overtime 		
Fringe Benefits	62XX	\$209,100
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$17,200
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Employee Screening	6250	\$300
<ul style="list-style-type: none"> \$150 drug screening. (2 tests) 		
Contract Labor	7060	\$0
<ul style="list-style-type: none"> None at this time 		
Travel	7150	\$2,500
<ul style="list-style-type: none"> Employee travel for training 		
Training	7155	\$2,500
<ul style="list-style-type: none"> Refrigerant, confined spaces, electrical, fire suppression and boiler classes in the local area. Scholarships will be applied for to defray costs. Online courses 		
Supplies	7310	\$50,000
<ul style="list-style-type: none"> Zone valves, nozzles, fuel filters, bulbs. Lock parts. Increase stock on hand (going to a system of having more supplies shelf ready to reduce delays and downtime of buildings) Deferred from FY25 		
Uniforms	7340	\$1,000
<ul style="list-style-type: none"> Basic uniforms for job. 		

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Used Oil Management	7386	\$22,000
<ul style="list-style-type: none"> Need an entire system upgrade to clean out oil and anti-freeze. Need to revamp containers and process. (Moved from Shop Budget) Deferred from FY25 		
Minor Tools & Equip	7610	\$20,000
<ul style="list-style-type: none"> An assessment of existing tools needs to be completed and then specific orders can made. 		
Safety Equipment	7615	\$5,000
<ul style="list-style-type: none"> Goggles, dust masks, gloves, ladders, harnesses, kneepads, etc. 		
Major Equipment	7620	\$25,000
<ul style="list-style-type: none"> Department is lacking in current major equipment. 		
Electricity	7720	\$29,400
<ul style="list-style-type: none"> City Hall and Quonset hut. 		
Heating Fuel	7730	\$60,000
<ul style="list-style-type: none"> City hall and Quonset hut. Work to be done on City Hall Boilers to improve heating efficiency. (Expect 30% reduction when system is working correctly.) 		
Water/Sewer	7740	\$2,000
<ul style="list-style-type: none"> City Hall. 		
Refuse	7750	\$8,000
<ul style="list-style-type: none"> City Hall dumpster 384*12 (+1 add'l) B&G is taking out trash to landfill (removing project# used in prior years) \$3,000 Records retention burning 		
Janitorial	7780	\$50,000
<ul style="list-style-type: none"> Janitorial services for all buildings funded by the General Fund Project numbers used 1120 PS Admin, 1124 Corrections, 1141 Library 		
Building Maintenance	7790	\$200,000
<ul style="list-style-type: none"> Budget includes estimated general repairs and supplies to all buildings owned by the City which are funded through the General Fund. Signs for various City facilities Buildings include; City Hall, Public Safety, Public Works, Library, Fire Department (downtown, lake road, old harbor office) Include replacement of locks throughout city buildings deferred from FY25 due to need to replace doors. (Survey discovered that 60% of the doors are in poor condition – need to put locks on good doors) 		
Total Buildings & Grounds Budget		\$986,800

Remarks:

- Want to return \$200,000 to the Maintenance Budget when possible

PW Shop

1000 XXXX 30 32 0000 0

Salaries	6000	\$144,800
<ul style="list-style-type: none"> Heavy Equipment Mechanic (Level VIII A) 1 FTE Fleet Mechanic (Level VII A) 1 FTE 		
Overtime	6010	\$8,200
<ul style="list-style-type: none"> Responding to equipment needs after hours and weekends. 200 hours overtime 		
Contra Wages	6099	\$-130,000
<ul style="list-style-type: none"> Credits shop salaries for work done on specific vehicles/equipment for special revenue funds Dock, Water/Wastewater & Landfill. Each fund is charged in their maintenance accounts for the work performed by the shop mechanics. 70% of Mechanic time (including Fringe) 		
Fringe Benefits	62XX	\$91,100
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$9,700
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment Compensation	6240	\$2,000
<ul style="list-style-type: none"> Unemployment costs for prior employees 		
Employee Screening	6250	\$300
<ul style="list-style-type: none"> Background checks and drug tests. (2) 		
Supplies	7310	\$15,000
<ul style="list-style-type: none"> Nuts, bolts, welding rods, and metal. Misc Rags, Cleaners and gloves. 		
Uniforms	7340	\$1,000
<ul style="list-style-type: none"> Basic coveralls for job. 		
Gas, Oil & Grease	7385	\$100,000
<ul style="list-style-type: none"> Purchase oxygen, acetylene, CO2, argon gases; equipment fuel & gasoline for fleet – (\$60,000 for gasoline and diesel). Gas, oil & grease for all vehicles funded by the General Fund to be reflected in this line item and distributed by project numbers. Will be impacted by deferred maintenance. 		

1000 XXXX 30 32 0000 0

Minor Tools & Equip	7610	\$25,000
<ul style="list-style-type: none"> Evaluation needs to be finished. 		
Safety Equipment	7615	\$2,000
<ul style="list-style-type: none"> Steel toed boots, goggles, welding helmets and respirators. 		
Major Equipment	7720	\$15,000
<ul style="list-style-type: none"> Evaluation needs to be finished 		
Vehicle Maintenance	8110	\$100,000
<ul style="list-style-type: none"> Tires, lights, and transmission rebuild. Vehicle Repairs for all vehicles fund by the General Fund reflected here. Will do a lot of deferred repairs. 		
Equipment Maintenance	8120	\$216,000
<ul style="list-style-type: none"> Equipment repair for all general fund equipment \$100,000 Annual certification for pump road worthiness NFP standard. \$16,000 Street Equipment Maintenance (\$100,000 1000 8120 30 32 1133 0) 		
Damages/Repair	8131	\$5,000
<ul style="list-style-type: none"> To non-city property. 		
Required Inspections	8210	\$1,500
<ul style="list-style-type: none"> Overhead crane inspection. 		
Total Shop Budget		\$606,600

Remarks:

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PW Streets

1000 XXXX 30 33 0000 0

REVENUE		
Equipment Rental	4840	\$2,000
<ul style="list-style-type: none"> Rental revenue based on schedule 		
Total Streets Revenue		\$2,000
EXPENSES		
Salaries	6000	\$203,500
<ul style="list-style-type: none"> Heavy Equipment Operator (Level VII A) 3 FTE 		
Overtime	6010	\$36,200
<ul style="list-style-type: none"> Clearing and sanding roads and sidewalks, snow storms & holidays. 		
Fringe Benefits	62XX	\$126,500
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$15,100
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Employee Screening	6250	\$300
<ul style="list-style-type: none"> Drug screening \$150 ea. (2) 		
Contractual/Professional	7060	\$20,000
<ul style="list-style-type: none"> Emergency street repair. 		
Insurance	7110	\$19,000
<ul style="list-style-type: none"> General liability insurance coverage. 		
Travel	7150	\$6,000
<ul style="list-style-type: none"> Travel estimate is based on: Scholarships will be applied for and will likely defray travel costs. 		
Training	7155	\$2,000
<ul style="list-style-type: none"> Grader training in Palmer Scholarships will be applied for and will likely defray travel costs. 		
Supplies	7310	\$800
<ul style="list-style-type: none"> Log books for equipment, printer paper and ink. 		

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Uniforms	7340	\$2,000
<ul style="list-style-type: none"> Basic Uniforms for staff. 		
Propane	7350	\$1,000
<ul style="list-style-type: none"> Used for street repairs 		
Street Signs	7380	\$5,000
<ul style="list-style-type: none"> Sign requests & to replace damaged. Break away sets 		
Salt & Calcium	7388	\$50,000
<ul style="list-style-type: none"> For mixing our winter sand and dust control on dirt roads, thaw frozen sewer lines. 		
Road Maintenance Repair Product	7390	\$15,000
<ul style="list-style-type: none"> Guardrails Bike path repair. Cold patch 		
Sand	7391	\$15,000
<ul style="list-style-type: none"> To be mixed with salt for winter use. 		
Gravel	7395	\$100,000
<ul style="list-style-type: none"> Supply on hand for repair of roads and washed out culverts. 		
Minor Tools & Equip	7610	\$1,500
<ul style="list-style-type: none"> Cones. Barriers. 		
Safety Equipment	7615	\$2,500
<ul style="list-style-type: none"> Vests, cold weather gear, Hard hats, Gloves, Boots. Had a lot to purchase to equip department increase by 		
Major Tools & Equip	7620	\$50,000
<ul style="list-style-type: none"> Evaluation is ongoing to determine the needs of the City. 		
Electricity	7720	\$27,000
<ul style="list-style-type: none"> Street light on bike path and around town. 		
Total Streets Expenses		\$698,400

Remarks:

- Need to report to F&B the cost of putting in a new streetlight. Community members have requested additional lighting.

Library

1000 XXXX 40 41 0000 0

REVENUE		
Donations/Contributions	4760	\$500
<ul style="list-style-type: none"> • Unsolicited donations. • Deposits refunds not requested. 		
Fines/Fees	4765	\$1,800
<ul style="list-style-type: none"> • Fines and Fees for material returned late 		
Mary Carlson Estate	4991	\$4,000
<ul style="list-style-type: none"> • Transfer from Mary Carlson Estate 		
Total Library Revenue		\$6,300
EXPENSES		
Salaries	6000	\$106,000
<ul style="list-style-type: none"> • Librarian/Community Director (Level VIII) .5 FTE. (50/50 with Sr Center) • PT Assistant Librarian (Level VI A) .75 FTE • 1 PT Library Aides (Level II A) .5 FTE 		
Overtime	6100	\$0
<ul style="list-style-type: none"> • N/A at this time. 		
Fringe Benefits	62XX	\$42,200
<ul style="list-style-type: none"> • FICA/MED, Health Insurance, Dental Insurance, Insurance (Life), PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$3,700
<ul style="list-style-type: none"> • 6.33% for all employees provided by the State. 		
EMPLOYEE SCREENING	6250	\$200
<ul style="list-style-type: none"> • Cost of background checks for new employees \$20 per person and volunteers. 		
Memberships	7135	\$225
<ul style="list-style-type: none"> • AKLA - \$100. • ALN - \$100. • Alaska Digital - \$2,000 (on-line resources) (paid by PLA Grant) • Baker & Taylor - \$1,000 (on-line resources) (paid by PLA Grant). • FOL - \$25, etc. 		
Travel	7150	\$
<ul style="list-style-type: none"> • Transportation, lodging, food, registrations, etc. to attend annual Library conferences required in order to apply for grants, etc. 		
Office Supplies	7300	\$250
<ul style="list-style-type: none"> • Unique to the library – ink, labels, sleeves, etc. 		

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Supplies	7310	\$200
<ul style="list-style-type: none"> Cleaning supplies not included for janitorial and DVD/Blu-ray disc cleaner supplies. 		
Postage	7315	\$200
<ul style="list-style-type: none"> Annual PO Box fee & misc. postage needs \$188.00 		
Books	7510	\$1,500
<ul style="list-style-type: none"> Hardcover & Paperback. 		
Periodicals	7520	\$500
<ul style="list-style-type: none"> Magazines & Newspapers. 		
Audio Visual	7530	\$3,500
<ul style="list-style-type: none"> DVDs, Blu-rays, & Books on Tape. 		
Collection Preservation	7540	\$1,500
<ul style="list-style-type: none"> Materials & supplies needed to maintain & process Library collection. 		
Summer Reading Program	7560	\$2,500
<ul style="list-style-type: none"> \$500 for food, etc. that can't be provided by grant. 		
Minor Tools & Equipment	7610	\$1,700
<ul style="list-style-type: none"> \$500 AWE station upgrade components – Evaluation being done to see if we will continue service before purchasing. Miscellaneous needs. 		
Internet	7715	\$0
<ul style="list-style-type: none"> Refer to library grants. 		
Electricity	7720	\$4,000
<ul style="list-style-type: none"> Amount the same as previous year. 		
Heating Fuel	7730	\$8,000
<ul style="list-style-type: none"> Rate increase experienced last year 		
Water & Sewer	7740	\$2,000
<ul style="list-style-type: none"> City of Dillingham monthly utilities (\$161.88/month). 		
Refuse	7750	\$600
<ul style="list-style-type: none"> Dumpster shared with UAF-Bristol Bay Campus. \$45 per month plus 1 		
Computer Software	7920	\$2,400
<ul style="list-style-type: none"> Alexandra \$2,000 Deep Freeze \$241.50 per year starting 07/2023 5 year period. 		

1000 XXXX 40 41 0000 0

Equipment Maintenance	8120	\$3,020
<ul style="list-style-type: none">Annual copy machine umbrella contract		
Total Library Expenses		\$184,195

Remarks:

- Library advisory board is still meeting about a volunteer program.

Grandma's House

1000 XXXX 45 46 0000 0

Contractual/Professional	7060	\$0
<ul style="list-style-type: none"> None 		
Electricity	7720	\$8,000
<ul style="list-style-type: none"> Facility Expense 		
Heating Fuel	7730	\$42,900
<ul style="list-style-type: none"> Facility Expense 		
Water/Wastewater	7740	\$10,000
<ul style="list-style-type: none"> Level rate of \$775.92 per month 		
Building & Maintenance	790	\$30,000
<ul style="list-style-type: none"> Improvements to apartment for Caretaker General Maintenance 		
Total Grandma's House Budget		\$90,900

Comments
<ul style="list-style-type: none"> Resolution 2025-05 City of Dillingham acquisition of building.

DCSD

1000 7190 50 51 0000 0

Contribution to DCSD	7190	\$1,700,000
<ul style="list-style-type: none"> The City of Dillingham's obligation to the Dillingham City School District is 2.65 mills of the property value. The 2023 estimated full and true assessed value of real and personal property is <u>\$235,640,087</u>. 2.65 mills of this figure would equal <u>\$624,446</u> for the year. In 2007 the City of Dillingham obligated 1/6th of the sales tax received from two years prior. If taxes are paid in at the budgeted rate, that income will be approximately <u>\$ 667,147</u>. The combination of minimum property tax and the additional sales tax would total <u>\$1,291,593</u>. City of Dillingham is paying \$408,407 above the obligated amount. 		
In-Kind Expense	9015	\$2,000
<ul style="list-style-type: none"> City paying for use of landfill on behalf of the DCSD 		
Total DCSD Expenses		\$1,702,000

Remarks:

- Reports can be submitted to the school annually on what has been recognized as in-kind.

General Fund Transfers

1000 99XX 90 92 0000 0

Transfers from GF to Water	9950	\$0
<ul style="list-style-type: none"> Balance out fund 2100 (balanced by wastewater budget) 		
Transfers from GF to Landfill	9952	\$544,400
<ul style="list-style-type: none"> Balance out fund 2200 		
Transfers from GF to Harbor	995?	\$0
<ul style="list-style-type: none"> Balance out fund 2400 		
Transfers from GF to Senior Center	9953	\$186,361
<ul style="list-style-type: none"> Balance out fund 2610 		
Transfers from GF to Ambulance Reserve	9954	\$50,000
<ul style="list-style-type: none"> Balance out fund 7110 		
Transfers from GF to Equip Replacement	9955	\$0
<ul style="list-style-type: none"> Balance out fund 7120 		
Transfers from GF to Debt Services	9956	\$583,761
<ul style="list-style-type: none"> Balance out fund 8100 		
Transfers from GF to CIP	9959	\$0
<ul style="list-style-type: none"> Balance out fund 7140 		
Total Transfer Budget		\$1,364,522

Remarks:

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PW Water

2100 XXXX 30 61 0000 0

REVENUE		
Water Hookup Fee	4320	\$2,600
<ul style="list-style-type: none"> \$10 change fee to water service Anticipate 2 water hookups assists 		
Water Sales – Residential	4330	\$100,000
<ul style="list-style-type: none"> Final rate established in 2013 rate study, final increase 2018 		
Water Sales – Commercial	4335	\$115,000
<ul style="list-style-type: none"> Final rate established in 2013 rate study, final increase 2018 		
Penalty & Interest	4490	\$9,000
<ul style="list-style-type: none"> Fees for late payment of monthly invoices – reduced based on write offs 		
PERS on Behalf	4980	\$5,600
<ul style="list-style-type: none"> Revenue received by the State of Alaska to cover PERS expense over 22% 		
PERS Forfeiture Fund	4981	\$600
<ul style="list-style-type: none"> Funds available from PERS retirement when a former employee forfeits retirement benefits. 		
Transfer from Wastewater	4990	\$0
<ul style="list-style-type: none"> Transfer from Wastewater to balance the budget 		
Transfer from General Fund	4990	\$0
<ul style="list-style-type: none"> Transfer from General Fund to balance the budget 		
Total Water Department Revenue		\$232,800
EXPENSES		
Salaries	6000	\$71,000
<ul style="list-style-type: none"> Water/Wastewater Operator I (Level VII A) 1 FTE Rover (Level VIII A) .066 FTE 		
Overtime	6010	\$17,000
<ul style="list-style-type: none"> Weekend watches and rounds. 		
Fringe Benefits	62XX	\$68,500
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS On-Behalf	6230	\$5,600
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		

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Employee Screening	6250	\$200
<ul style="list-style-type: none"> • Drug testing \$150 each. • Hospital testing as needed. 		
Contractual / Professional	7060	\$5,000
<ul style="list-style-type: none"> • When an electrician is needed for hire. 		
Insurance	7110	\$7,000
<ul style="list-style-type: none"> • Estimate increase from prior year. 		
Membership Water	7135	\$500
<ul style="list-style-type: none"> • ARWA Membership. 		
Permitting	7194	\$50
<ul style="list-style-type: none"> • Additional Line item for SOA DNR (100049) annual permitting fee. \$50 		
Bad Debt Expense	7197	\$15,000
<ul style="list-style-type: none"> • Write off of uncollectible fees that were invoiced 		
Office Supplies	7300	\$200
<ul style="list-style-type: none"> • Additional Line item for office supplies. 		
Supplies	7310	\$10,000
<ul style="list-style-type: none"> • Curb stops, stems, gaskets, testing ampoules, saddles and corporation stops. • Risers • Increase stock 		
Gas, Oil & Grease	7385	\$3,000
<ul style="list-style-type: none"> • Increase from last year 		
Chemicals	7389	\$7,500
<ul style="list-style-type: none"> • Chlorine for water sanitation. • Glycol for fire hydrants. Increase of \$1,500 because of increased cost of Glycol. 8 drums/\$8,900 		
Minor Tools & Equip	7610	\$10,000
<ul style="list-style-type: none"> • Misc tools needed as needed. • Need new Hydrant wrenches and also monkey wrenches - \$2,000. • Purchase of Pipe locator, shared with Wastewater \$2,500 full cost 		
Safety Equipment	7615	\$2,000
<ul style="list-style-type: none"> • Face shield, goggles, gloves, rain gear and clothing. 		

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Major Tools and Equipment	7620	\$80,000
<ul style="list-style-type: none"> Need new Water /Waste Water service truck of \$60,000. (\$120,000 1/2 shared with Water) Current truck is unable to tow equipment Spare well pump and other unknown 		
Rent of Vehicle	7630	\$600
<ul style="list-style-type: none"> Rent of PW truck for 6 months 		
Telephone	7710	\$750
<ul style="list-style-type: none"> Based on prior year. 		
Internet	7715	\$1,600
<ul style="list-style-type: none"> Based on current full charge – will review rate with Nushagak. 		
Electricity	7720	\$45,000
<ul style="list-style-type: none"> Increase from last year to meet current pricing 		
Heating Fuel	7730	\$12,000
<ul style="list-style-type: none"> Water treatment plant. Increase from last year to meet current pricing 		
Building Maintenance	7790	\$10,000
<ul style="list-style-type: none"> Minor building repair (facia and corner work). Repair to generator shack Entry way is leaking New water chemical injection system 		
Infrastructure Maintenance	7794	\$20,000
<ul style="list-style-type: none"> 3 fire hydrants replaced Manhole replacements 		
Computer Hardware	7910	0
<ul style="list-style-type: none"> Purchase of new computer shared with wastewater budget. New line item. 		
Vehicle Maintenance	8110	\$500
<ul style="list-style-type: none"> Repair to old vehicle until new purchase 		
Equipment Maintenance	8120	\$3,000
<ul style="list-style-type: none"> Gen set, backhoe and treatment plant 		
Required Inspections	8210	\$60,500
<ul style="list-style-type: none"> Fire extinguishers. Water tank internal cleaning and inspection for compliance about every 10 years (one tank each in FY26 & FY27). \$60,000 estimate Water tank external inspection every 5 years. Investigation on when is being conducted. \$30,000 estimated 		

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Sample Testing	8220	\$7,500
<ul style="list-style-type: none"> Testing of water supply throughout the city. 		
Administrative OH	9010	\$45,800
<ul style="list-style-type: none"> 10% of expenses – Excluding PERS on Behalf. 		
Total Water Department Expenses		\$509,800

Remarks:

- Will draw from fund balance \$277,000
- Water/Sewer FY24 Fund balance \$1,354,928 (mostly provided by wastewater)
- Evaluation is needed on repairs to water shut off valves.
- Evaluation of all fees will be conducted with a rate study
- Evaluating metering, monitoring, reporting and billing of bulk water sales.

PW Waste Water

2100 XXXX 30 62 0000 0

REVENUE		
Wastewater Hookup Fee	4350	\$2,500
<ul style="list-style-type: none"> \$10 change fee to wastewater service Anticipate 2 wastewater hookups assists 		
Wastewater Sales – Residential	4360	\$190,000
<ul style="list-style-type: none"> Final rate established in 2013 rate study, final increase 2018 		
Wastewater Sales – Commercial	4365	\$190,000
<ul style="list-style-type: none"> Final rate established in 2013 rate study, final increase 2018 		
Wastewater Dumping	4366	\$60,000
<ul style="list-style-type: none"> Final rate established in 2013 rate study, final increase 2018 		
Penalty & Interest	4490	\$15,000
<ul style="list-style-type: none"> Fees for late payment of monthly invoices - 		
PERS on Behalf	4980	\$5,600
<ul style="list-style-type: none"> Revenue received by the State of Alaska to cover PERS expense over 22% 		
PERS Forfeiture Fund	4981	\$200
<ul style="list-style-type: none"> Funds available from PERS retirement when a former employee forfeits retirement benefits. 		
Transfer from General Fund	4990	\$0
<ul style="list-style-type: none"> Transfer from General Fund to balance the budget 		
Total Waste Water Department Revenue		\$463,300
EXPENSES		
Salaries	6000	\$71,000
<ul style="list-style-type: none"> Water/Wastewater Operator I (Level VII A) 1 FTE Rover (Level VIII A) .066 FTE 		
Overtime	6010	\$17,000
<ul style="list-style-type: none"> Weekend watches and rounds. 		
Fringe Benefits	62XX	\$68,500
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS On-Behalf	6230	\$5,600
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		

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Employee Screening	6250	\$1,500
<ul style="list-style-type: none"> Airport Badges \$100 (\$50 each) Drug testing \$150 each Hepatitis testing & Vaccine 		
Contractual/Professional	7060	\$10,000
<ul style="list-style-type: none"> Electrical repairs Rate study (shared with Water) 		
Insurance	7110	\$6,200
<ul style="list-style-type: none"> Based on premium quoted. 		
Bad Debt Expense	7197	\$15,000
<ul style="list-style-type: none"> Write off of uncollectible fees that were invoiced 		
Permitting Fees	7194	\$1,500
<ul style="list-style-type: none"> Annual ADEC Discharge Permit Fee. 		
Office Supplies	7300	\$200
<ul style="list-style-type: none"> Additional Line item for office supplies. 		
Supplies	7310	\$3,000
<ul style="list-style-type: none"> Environmental sample bottles, cleaning supplies, check valves floats and mag starters. Develop stock on hand 		
Gas, Oil & Grease	7385	\$5,000
<ul style="list-style-type: none"> Backhoe, pumper truck, sewer jetter machine, vac trailer. 		
Chemicals	7389	\$5,000
<ul style="list-style-type: none"> Degreaser for lift stations (price has gone up) 		
Minor Tools & Equip	7610	\$5,000
<ul style="list-style-type: none"> Necessary tools and testing equipment for lift stations. 		
Safety Equipment	7615	\$2,500
<ul style="list-style-type: none"> Boots, safety harness, goggles, respirator, latex gloves, respirators. 		
Major Equipment Sewer	7620	\$90,000
<ul style="list-style-type: none"> Need new Water /Waste Water service truck of \$60,000. (\$120,000 1/2 shared with Water) Current truck is unable to tow equipment Lift station pump replacements price quotes to be acquired 		
Rented/Leased Equipment	7630	\$600
<ul style="list-style-type: none"> Rent of Dock truck for 6 months 		
Telephone	7710	\$750
<ul style="list-style-type: none"> Based on prior year. 		
Electricity	7720	\$70,000
<ul style="list-style-type: none"> Sewer lagoon and lift stations. 		

2100 XXXX 30 62 0000 0

Heating Fuel	7730	\$4,000
<ul style="list-style-type: none"> Sewer lagoon building. 		
Refuse	7750	\$250
<ul style="list-style-type: none"> Refuse disposal. 		
Building Maintenance	7790	\$50,000
<ul style="list-style-type: none"> For sewer lift stations. Landscaping for drainage around lift stations. Roof repair on blower building. Minor repair to exterior of lift stations. Paint blower building. 		
Infrastructure Maintenance	7794	\$20,000
<ul style="list-style-type: none"> Improve drainage in some areas that are problematic. 		
Vehicle Maintenance	8110	\$500
<ul style="list-style-type: none"> Repair to old vehicle until new purchase 		
Equipment Maintenance	8120	\$15,000
<ul style="list-style-type: none"> Flight pump repairs for lift station, back hoe and sewer jetter machine. 		
Sample Testing	8220	\$5,000
<ul style="list-style-type: none"> Required testing of sewage. 		
Construction	8710	\$0
<ul style="list-style-type: none"> None at this time 		
Administrative OH	9010	\$ 45,400
<ul style="list-style-type: none"> 10% of expenses – Excluding PERS on Behalf. 		
Transfer to Water	9990	\$ 0
<ul style="list-style-type: none"> Transfer to balance budget Shared with General Fund transfer 		
Total WasteWater Expenses		\$518,500
Remarks: <ul style="list-style-type: none"> Will draw from Fund balance \$55,200 Water/Sewer FY24 Fund balance \$1,354,928 (mostly provided by wastewater) Evaluation of all fees will be conducted with a rate study Evaluating metering, monitoring, reporting and billing of septic dumping sales. 		

PW Landfill

2200 XXXX 30 81 0000 0

REVENUE		
Landfill Fees – In-Kind	4510	\$20,000
<ul style="list-style-type: none"> Fees set for landfill service but not charged includes city departments, council donation for free landfill day, DCSD services for hauled trash. 		
Landfill Fees	4770	\$294,000
<ul style="list-style-type: none"> Fees set for landfill service 		
PERS on Behalf	4980	\$14,800
<ul style="list-style-type: none"> Revenue received by the State of Alaska to cover PERS expense over 22% 		
PERS Forfeiture Fund	4981	\$2,000
<ul style="list-style-type: none"> Funds available from PERS retirement when a former employee forfeits retirement benefits. 		
Transfer from General Fund	4990	\$544,400
<ul style="list-style-type: none"> Transfer from General Fund to balance the budget 		
Total Landfill Department Revenue		\$875,200
EXPENSES		
Salaries	6000	\$223,200
<ul style="list-style-type: none"> Landfill Supervisor - (Level VIII A) 1 FTE Landfill Operator- (Level VII A) 1 FTE Landfill Attendant (Level VI A) 1 FTE PW Rover (Level VII A) .25 FTE 		
Overtime	6010	\$14,000
<ul style="list-style-type: none"> Staff coverage as needed for peak demand times. 		
Fringe Benefits	62XX	\$131,800
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$14,100
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment Compensation	6240	\$0
<ul style="list-style-type: none"> Unemployment compensation for prior employees. 		
Employee Screening	6250	\$600
<ul style="list-style-type: none"> Drug testing \$150 each 		

2200 XXXX 30 81 0000 0

Contractual / Professional	7060	\$5,000
<ul style="list-style-type: none"> Rate Study for Incinerator – will seek grant funding. 		
Insurance	7110	\$12,000
<ul style="list-style-type: none"> Based on premium quoted. 		
Advertising	7130	\$400
<ul style="list-style-type: none"> Hours of operations and landfill changes and fees – pamphlets for residents. Signage. 		
Travel	7150	\$4,000
<ul style="list-style-type: none"> To be determined 		
Training	7155	\$3,000
<ul style="list-style-type: none"> To maintain services that can be provided (ex. refrigerant training CTE) 		
Bad Debt Expense	7197	\$10,000
<ul style="list-style-type: none"> Write off of uncollectible fees that were invoiced 		
Permitting/Fees	7194	\$8,000
<ul style="list-style-type: none"> DEC required permits: <ul style="list-style-type: none"> Annual permit fee - \$4,000. (doubled to pay for prior year) Incinerator minor air quality permit \$2,000. \$2,000 to allow for additional permits 		
Office Supplies	7300	\$200
<ul style="list-style-type: none"> Office supplies 		
Supplies	7310	\$5,000
<ul style="list-style-type: none"> Typical supplies. 		
Uniforms	7340	\$1,500
<ul style="list-style-type: none"> Coats, bibs & boots. 		
Gas, Oil & Grease	7385	\$70,000
<ul style="list-style-type: none"> Equipment fuel \$30,000 Incinerator fuel and equipment. \$40,000 project #1200 		
Gravel	7395	\$60,000
<ul style="list-style-type: none"> Gravel 1.5 to 2 feet of soil needs to top the old cell. Deferred from FY24 BBNC has a program to donate 1,000 yards of material – will look into the program. 		

2200 XXXX 30 81 0000 0

Minor Tools & Equip	7610	\$10,000
<ul style="list-style-type: none"> Hand tools, shovels, rakes, pick and security upgrades. Gas monitor is needed Further purchase to replace items from landfill shop fire 		
Safety Equipment	7615	\$1,000
<ul style="list-style-type: none"> Hard hats, gloves, goggles, safety vest, steel toed boots. 		
Major Equipment	7620	\$50,000
<ul style="list-style-type: none"> Brush Arms Metal Transfer bins all need to be replaced and then develop a phased plan to level future budgets. x4 (\$15,000 each to buy \$10,000 to ship each) purchased by landfill appropriations. (purchased by grant) 		
Telephone	7710	\$1,700
<ul style="list-style-type: none"> GCI phone for Landfill Director Replaced with internet 		
Internet	7715	\$1,300
<ul style="list-style-type: none"> Starlink @\$90 per month. 		
Electricity	7720	\$18,000
<ul style="list-style-type: none"> Shop and office. Incinerator 		
Heating Fuel	7730	\$7,000
<ul style="list-style-type: none"> Shop and office. \$3,000 Incinerator \$4,000 		
Building Maintenance	7790	\$5,000
<ul style="list-style-type: none"> Install door to access bin/hopper directly, safety at incinerator bldg. 		
Infrastructure Maintenance	7794	\$50,000
<ul style="list-style-type: none"> Bear Fence Replace gates outside of landfill shack Burn boxes need a spark arrestor screen x2 built and installed \$15,000 each 		
Vehicle Maintenance	8110	\$2,000
<ul style="list-style-type: none"> Tires and truck maintenance. 		
Equipment Maintenance	8120	\$80,000
<ul style="list-style-type: none"> General Equipment Maintenance. 3,000 hour interval service (bobcat, dozer, compactor, excavator) General Equipment Maintenance Incinerator 		

2200 XXXX 30 81 0000 0

Sample Testing	8220	\$70,000
<ul style="list-style-type: none"> • Incinerator ash testing - \$300 if 1xvr. • Water testing required in landfill area by Bristol Environmental Remediation Services, LLC 		
Neighborhood Care	8310	\$2,000
<ul style="list-style-type: none"> • New Item Recycling for Friends of the Landfill \$2,000 		
Administrative OH	9010	\$0
<ul style="list-style-type: none"> • Stop admin overhead since landfill fund is supplemented by the general fund to balance the budget 		
Landfill Closure Costs	9510	\$25,000
<ul style="list-style-type: none"> • Funds available to assist with Landfill closure maintenance 		
Total Landfill Department Expenses		\$886,800

Remarks:

- FY24 Fund balance -\$37,434 will get corrected in FY25.
- Evaluation of all fees will be conducted with a rate study
- Deferred from last year
- See various grants budget for hook truck – grant supported?
- FY25 need 4 transfer bins Planned since 2023 currently using spares
- In the future - Recycle station - metal building
- Replace landfill shop from 2021 fire
- Incinerator needs to be evaluated for correct size and type for a potential replacement that is better suited for this City's needs.
- Need engineering plans to know about adding the landfill shop.

Port-Dock

2300 XXXX 70 70 0000 0

REVENUE		
Rental	4211	\$10,800
<ul style="list-style-type: none"> AML Rental May 15-November 15 @ \$1,800 per month 		
Rental - Equipment	4220	\$1,800
<ul style="list-style-type: none"> Rental of Dock truck in off season by Water/Wastewater @ \$300 per month for 6 months. 		
Investment Income	4700	\$11,000
<ul style="list-style-type: none"> Investment returns expected to decrease due to fund balance decrease. 		
Miscellaneous Revenue	4790	\$4,000
<ul style="list-style-type: none"> Investment returns expected to decrease due to fund balance decrease. 		
Equipment Sales	4710	\$0
<ul style="list-style-type: none"> None at this time 		
Docking/Moorage	4800	\$70,000
<ul style="list-style-type: none"> All docking and moorage at the dock 		
Wharfage & Handling	4810	\$425,000
<ul style="list-style-type: none"> Wharfage and handling of material over the dock. Expected a reduced fishing year. 		
Labor Income	4820	\$1,000
<ul style="list-style-type: none"> Fees for dock employee labor 		
Fuel Flowage Fees	4830	\$130,000
<ul style="list-style-type: none"> Fees for transfer of fuel over the dock. 		
Dock - Equipment Rental	4840	\$3,000
<ul style="list-style-type: none"> Rental of Dock equipment 		
Insurance Proceeds	4960	\$80,000
<ul style="list-style-type: none"> Insurance Proceeds from purchase of Dock Spreader-insurance is not settled – Deferred from FY24 		
PERS on Behalf	4980	\$9,100
<ul style="list-style-type: none"> 6.33% revenue received by the State of Alaska to cover PERS expense over 22% 		
PERS Forfeiture Fund	4981	\$900
<ul style="list-style-type: none"> Funds available from PERS retirement when a former employee forfeits retirement benefits. 		
Total Dock Department Revenue		\$746,600

2300 XXXX 70 70 0000 0

EXPENSES		
Salaries	6000	\$121,500
<ul style="list-style-type: none"> Port Director - (Level XI) .5 FTE Dock Supervisor - (Level VIII A) .667 FTE Seasonal 		
Overtime	6010	\$22,300
<ul style="list-style-type: none"> Overtime based on 325 hours. 		
Fringe Benefits	62XX	\$81,900
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$9,100
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment Compensation	6240	\$3,000
<ul style="list-style-type: none"> Unemployment compensation for prior employees. 		
Employee Screening	6250	\$150
<ul style="list-style-type: none"> Drug testing for dock employees 		
Contractual Professional	7060	\$24,000
<ul style="list-style-type: none"> Metered Water process needs to be improved, need a professional evaluation to meet safety needs. Deferred from FY24 budget revision. 		
Insurance	7110	\$40,000
<ul style="list-style-type: none"> Estimate increase from prior year. 		
Membership	7135	\$0
<ul style="list-style-type: none"> TWIC (Terminal Workers Identification Credential every 5 years - next renewal FY29 - \$150) 		
Travel	7150	\$0
<ul style="list-style-type: none"> Nothing Scheduled 		
Training	7155	\$0
<ul style="list-style-type: none"> Nothing Scheduled 		
Bad Debt Expense	7197	\$20,000
<ul style="list-style-type: none"> Write off of uncollectible dock fees that were invoiced 		
Misc. Supplies	7310	\$500
<ul style="list-style-type: none"> Printer Cartridges, 3 part NCR paper 		
Propane	7350	\$500
<ul style="list-style-type: none"> Propane use for equipment 		

2300 XXXX 70 70 0000 0

Gas, Oil & Grease	7385	\$10,000
<ul style="list-style-type: none"> Fuel tank, shop and shed. Reduced due to work done by AML, reduced by \$5,000 		
Minor Tools & Equip	7610	\$2,000
<ul style="list-style-type: none"> Shackles, hooks and cable. 		
Safety Equipment	7615	\$750
<ul style="list-style-type: none"> Safety equipment for employee safety. 		
Major Equipment	7620	\$140,000
<ul style="list-style-type: none"> Forklift 1 each purchased FY26 and FY27 		
Leased Equipment	7630	\$133,196
<ul style="list-style-type: none"> Annual Lease payments for LinkBelt 248HSL Crane Last payment is FY26. 		
Telephone	7710	\$2,900
<ul style="list-style-type: none"> Amount consistent with previous year. 		
Internet	7715	\$2,200
<ul style="list-style-type: none"> Amount consistent with previous year. 		
Electricity	7720	\$10,000
<ul style="list-style-type: none"> Amount consistent with previous year. Reduced by \$3,500 		
Heating Fuel	7730	\$3,000
<ul style="list-style-type: none"> Amount consistent with previous year. 		
Water/Sewer	7740	\$1,950
<ul style="list-style-type: none"> Amount consistent with previous year. 		
Refuse	7750	\$4,000
<ul style="list-style-type: none"> Dumpster service \$384 per month 7 months Additional service for trash taken to landfill directly. 		
Building Maintenance Port	7790	\$20,000
<ul style="list-style-type: none"> Project is complete reduced budget by 16,000 		
Vehicle Maintenance	8110	\$500
<ul style="list-style-type: none"> Will have a new vehicle. purchase 		
Equipment Maintenance	8120	\$30,000
<ul style="list-style-type: none"> Hyster maintenance \$30,000 Linkbelt tech to DLG \$25,000 		

2300 XXXX 70 70 0000 0

Dock Maintenance	8130	\$10,000
<ul style="list-style-type: none"> New 16 X 16 Bull Rails for T-Dock/ continued repair of dock. (estimate \$2,500 each) 		
Dock Damage Repairs	8131	\$10,000
<ul style="list-style-type: none"> Amount required for deductible if an incident is filed. 		
Required Inspections	8210	\$2,000
<ul style="list-style-type: none"> Fire Extinguishers and crane inspections. 		
Administrative OH	9010	\$69,600
<ul style="list-style-type: none"> 10% of total expenses. 		
Dock Transfer to Harbor	9990	\$329,550
<ul style="list-style-type: none"> Transfer of \$314,630 for Harbor operations. Transfer of \$3,200 for Ice Machine operations. Transfer of \$11,720 for Bathhouse operations. Need to consider if General Fund will cover 		
Total Dock Expenses		\$1,104,596
Remarks: <ul style="list-style-type: none"> FY24 Fund Balance \$662,354 Will draw from fund balance if funds are available. \$357,996 Evaluation of fees will need to be conducted. Budget overage will be covered by approximate 1M remaining dock fund balance. Fund balance actuals to be determine by final audits. Dock Fencing – required to increase security – Quote needed Dock surface improvements/asphalt – Quote needed Need survey done for a better water delivery system at the dock. 		

Port-Harbor

2400 XXXX 70 71 0000 0

REVENUE		
Harbor Lease Lots	4210	\$15,000
<ul style="list-style-type: none"> Lots rented at the Harbor. 		
Rent	4220	\$3,100
<ul style="list-style-type: none"> Rent of Harbor truck to PW in the off season for \$300 per month for 7 months in the off season (PW is responsible for putting on winter tires.) Revisit with budget revision for method. Rental of the crane. \$1,000 		
Boat Harbor Fees	4780	\$118,00
<ul style="list-style-type: none"> Boat Harbor stickers set by port committee. (5% will be transferred to Bathhouse revenue) 		
Miscellaneous Revenue	4790	\$300
<ul style="list-style-type: none"> All undesignated revenues received by the harbor - \$300 		
Docking/Moorage	4800	\$1,500
<ul style="list-style-type: none"> All docking and moorage at the Harbor 		
Wharfage & Handling	4810	\$1,500
<ul style="list-style-type: none"> Wharfage and handling of material over the Harbor. Review for budget revision after tariff review. 		
PERS on Behalf	4980	\$9,800
<ul style="list-style-type: none"> 6.33% Revenue received by the State of Alaska to cover PERS expense over 22% 		
PERS Forfeiture Fund	4981	\$800
<ul style="list-style-type: none"> Funds available from PERS retirement when a former employee forfeits retirement benefits. 		
Transfer from Dock & GF	4990	\$314,630
<ul style="list-style-type: none"> Funds transferred from dock to balance the fund balance Transferred from General Fund – \$0. 		
Total Harbor Department Revenue		\$465,130
EXPENSES		
Salaries	6000	\$141,800
<ul style="list-style-type: none"> Port Director - Level XI – .5 FTE Harbor Master – Level IX - .667 FTE Seasonal 1 Assistant to Harbor Master – Level VI -.42 FTE Seasonal 		

2400 XXXX 70 71 0000 0

Overtime	6010	\$12,300
<ul style="list-style-type: none"> Harbor employees – 456 hours 14.5 weeks of OT per employee 		
Fringe Benefits	62XX	\$118,300
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6231	\$9,800
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment Compensation	6240	\$4,000
<ul style="list-style-type: none"> Unemployment compensation for prior employees. 		
Contractual Professional	7060	\$0
<ul style="list-style-type: none"> None at this time. 		
Subs & Membership	7135	\$600
<ul style="list-style-type: none"> Alaska Association of Harbor and Port Administrators (AAHPA) Dues. Annual Conference dues 		
Travel	7150	\$3,500
<ul style="list-style-type: none"> Harbor Master travel Dlg-Anc round trip 3X and Annual Conference 		
Supplies	7310	\$3,500
<ul style="list-style-type: none"> Harbor Stickers-\$1,900. Harbor invoices every other fiscal year - \$900.00 Supplies - \$500. 		
Uniforms	7340	\$1,000
<ul style="list-style-type: none"> Work uniform hoodies - \$1,000 		
Gas, Oil & Grease	7385	\$2,200
<ul style="list-style-type: none"> Amount same as previous year. 		
Minor Tools & Equipment	7610	\$1,000
<ul style="list-style-type: none"> Tools & equipment with a value less than \$5,000. 		
Safety Equipment	7615	\$1,000
<ul style="list-style-type: none"> New first kits, eye protection and gloves, etc. 		
Telephone	7710	\$1,480
<ul style="list-style-type: none"> Amount same as previous year. 		
Internet	7715	\$900
<ul style="list-style-type: none"> Cost of Internet for Harbor/Planning/Animal Control Building 		

2400 XXXX 70 71 0000 0

Electricity	7720	\$9,000
<ul style="list-style-type: none"> \$15,500 - Shared Harbor/Planning/Animal Control 50/25/25%. 		
Heating Fuel	7730	\$9,000
<ul style="list-style-type: none"> \$21,000 - Shared Harbor/Planning/Animal Control 50/25/25%. 		
Water/Sewer	7740	\$4,750
<ul style="list-style-type: none"> \$9,500 - Shared Harbor/Planning/Animal Control 50/25/25%. 		
Refuse	7750	\$30,000
<ul style="list-style-type: none"> Dumpster service provided to the Harbor. \$96 per 4 Cubic Container \$192 per 8 Cubic Container 		
Building Maintenance	7790	\$6,000
<ul style="list-style-type: none"> Repair side door New Toyo Stove for Office area, will cut down Electricity Outside water spicket needs to be finished Overhead door maintenance Bay window needs repaired 		
Vehicle Maintenance	8110	\$2,100
<ul style="list-style-type: none"> Repairs and maintenance needed to harbor vehicle. New tires – replace in FY25 		
Equipment Maintenance	8120	\$30,000
<ul style="list-style-type: none"> Boat & trailer maintenance - trailer needs fenders New tires for the trailer Grove Crane repairs – getting up to code 		
Bulkhead/Ramp Materials	8135	\$30,000
<ul style="list-style-type: none"> Yearly expense of upkeep of ramps and bulkhead Woodrider ramp repair 		
Required Inspections	8210	\$1,500
<ul style="list-style-type: none"> Crane and fire extinguishers. 		
Administrative OH	9010	\$41,400
<ul style="list-style-type: none"> 10% of all expenses. 		
Total Harbor Operations Expenses		\$465,130

Remarks:

- FY24 Fund Balance \$2,687 (not enough to budget around)
- Evaluate needs to the Woodrider launch and Kanakanak launch – Deferred from FY25
- Harbor Float Project – Money is secured, waiting for confirmation that PIDP grant is going to come. State 5M will be the match for that grant.
- Port of Dillingham improvements project \$15,086,000 - \$11,250,000 if approved will come from the MARAD - PIDP grant
- Evaluation of Tariff is being drafted to present to the Port Committee.

Port - Ice Machine

2400 XXXX 70 72 0000 0

REVENUE		
Ice Machine	4785	\$3,000
<ul style="list-style-type: none"> Fees from Ice Machine. 		
Transfer from Dock	4990	\$3,200
<ul style="list-style-type: none"> Funds transferred from dock to balance the budget. 		
Total Ice Machine Revenue		\$6,200
EXPENSES		
Supplies	7310	\$200
<ul style="list-style-type: none"> Salt \$200 		
Minor Tools & Equip	7610	\$3,000
<ul style="list-style-type: none"> Compressor for cold storage 		
Major Equipment	7620	\$0
<ul style="list-style-type: none"> No purchase for FY24 		
Electricity	7720	\$2,300
<ul style="list-style-type: none"> Ice Machine operation \$5,000 (see various grants for \$4,500 support) 		
Equipment Maintenance	8120	\$700
<ul style="list-style-type: none"> Equipment for Maintenance 		
Total Ice Machine Expenses		\$6,200

Remarks:

- Will be looking to see if we can get Curyung support restarted.

Port - Bathhouse

2400 XXXX 70 73 0000 0

REVENUE		
Bathhouse Fees	4786	\$5,280
<ul style="list-style-type: none"> 5% of the Harbor sticker fee will get allocated to the bathhouse until the harbor sticker fee is evaluated and a new rate established for the summer of 2026. 		
Transfer from Dock	4990	\$11,720
<ul style="list-style-type: none"> Funds transferred from dock to balance the budget. 		
Total Bathhouse Revenue		\$17,000
EXPENSES		
Supplies	7310	\$250
<ul style="list-style-type: none"> Toilet paper, soap, 		
Electricity	7720	\$2,000
<ul style="list-style-type: none"> Electricity based on prior year usage. 		
Heating Fuel	7730	\$7,000
<ul style="list-style-type: none"> Heating fuel based on prior year usage. 		
Water/Sewer	7740	\$2,500
<ul style="list-style-type: none"> Use of water/sewer services One stall open year-round for leased lots 		
Janitorial	7780	\$4,500
<ul style="list-style-type: none"> Contracted cleaning 		
Building Maintenance	7790	\$750
<ul style="list-style-type: none"> Maintenance needs 		
Required Inspections	8210	\$0
<ul style="list-style-type: none"> 		
Total Bathhouse Expenses		\$17,000

Remarks:

- Grants funds have been found that can replace bathroom fixtures to be of a more durable quality. See Various Grants Budget

Asset Forfeiture

2500 XXXX 20 22 0000 0

Revenue		
Investment Income	4700	\$500
<ul style="list-style-type: none"> Reduced income based on decreased returns Reduced due to a lower fund balance that investment is based on 		
Total Asset Forfeiture Revenue		\$500
Expense		
Not identified		\$25,000
<ul style="list-style-type: none"> Supplies. Must follow rules set by Asset Forfeiture program. Plan is for new tasers (will pay half) 		
Total Asset Forfeiture Expense		\$25,000

Remarks:

- FY24 fund balance \$27,065

E911 Fund

2550 XXXX 20 21 0000 0

Revenue		
E911 Revenue	4435	\$67,000
<ul style="list-style-type: none"> \$2.00 per landline per month of service submitted by phone companies. 		
Total E911 Revenue		\$67,000
Expense		
Transfer to General Fund	9991	\$67,000
<ul style="list-style-type: none"> Per Alaska Statute 29.35.131. 911 Surcharge E911 funds can be used for “the salaries and associated expenses for 911 call takers for that portion of time spent taking and transferring 911 calls.” Just short of 10% (an amount approved by the council) of the Dispatch Budget will be transferred to the General Fund. The total of the FY22 dispatch budget is \$658,296. 		
Total E911 Expense		\$67,000

Remarks:

- FY24 Fund Balance \$337,511

Senior Center /NTS & NSIP Grant

XXXX XXXX 42 44 7100 1

3403/3413 (grant) 2610 (Addtl Match)

REVENUE		
Room Rentals	4211	\$5,000
<ul style="list-style-type: none"> Rental of the senior center for events. 		
Apartment Rental	4212	\$6,300
<ul style="list-style-type: none"> Rent of the apartment to other departments as needed for city work @ \$35 per day. 		
Office Rental	4213	14,400
<ul style="list-style-type: none"> Rent of office space to BBNA for support of seniors. 		
Donations/Contributions	4760	\$250
<ul style="list-style-type: none"> Donations 		
Rides & Donations	4761	\$200
<ul style="list-style-type: none"> Donations for providing transportation services 		
Congregate Meals	4762	\$2,500
<ul style="list-style-type: none"> Payment of meals provided at the senior center. Fee reduced to qualified individuals 		
Home Delivered Meals	4763	\$250
<ul style="list-style-type: none"> Meals delivered to qualified individuals 		
Guest Meals	4764	\$600
<ul style="list-style-type: none"> Payment of meals provided at the senior center to non-qualified individuals 		
Fundraising	4766	\$500
<ul style="list-style-type: none"> Funds received from fundraising for the senior center 		
Aluminum Recycle	4767	\$2,000
<ul style="list-style-type: none"> Cargo container filled with crushed cans. Filled every 2-3 years 		
PERS on Behalf	4980	\$6,200
<ul style="list-style-type: none"> 6.33% Revenue received by the State of Alaska to cover PERS expense over 22% 		
PERS Forfeiture Fund	4981	\$1,000
<ul style="list-style-type: none"> Funds available from PERS retirement when a former employee forfeits retirement benefits. 		

XXXX XXXX 42 44 7100 1

3404/3414 (grant) 2610 (Addtl Match)

Transfer from General Fund	4990	\$186,361
<ul style="list-style-type: none"> Funds transferred from General Fund 		
NTS Grant	4600	70,000
<ul style="list-style-type: none"> SOA Nutrition, Transportation and Services grant award \$74,450.70 		
NSIP Grant	4600	\$6,000
<ul style="list-style-type: none"> SOA Nutritional Support & Information Program (accompanies NTS Grant) 		
Total Senior Center Revenue		\$301,561
EXPENSES		
Salaries	6000	\$97,100
<ul style="list-style-type: none"> Librarian/Community Director – Level VIII – .5 FTE. (50/50 with Library) Driver – Level V – .5 FTE Kitchen Manager – Level III – .75 FTE. 		
Fringe Benefits	62XX	\$60,400
<ul style="list-style-type: none"> FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp. 		
PERS on Behalf	6230	\$6,200
<ul style="list-style-type: none"> 6.33% for all employees provided by the State. 		
Unemployment	6254	\$500
<ul style="list-style-type: none"> As reported by the State. 		
Employee Screening	6250	\$100
<ul style="list-style-type: none"> Employee background checks. 		
Insurance	7110	\$30,000
<ul style="list-style-type: none"> Estimated increase from prior year. 		
Training	7155	\$2,000
<ul style="list-style-type: none"> Plan on training to stay current on certifications required for a food service location. 		
Office Supply	7300	\$500
<ul style="list-style-type: none"> Cost of office supplies, including ink for printer has gone up over past years and budget does not cover needs. 		
Shop/Craft Supply	7305	\$400
<ul style="list-style-type: none"> Provide activities for Senior to complete. 		

XXXX XXXX 42 44 7100 1

3403/3413 (grant) 2610 (Addtl Match)

Postage and Freight	7315	\$100
<ul style="list-style-type: none"> Mailings. 		
Food	7320	\$22,000
<ul style="list-style-type: none"> Food supplies for senior program 		
Household Supply	7325	\$750
<ul style="list-style-type: none"> General household supplies 		
Propane	7350	\$2,000
<ul style="list-style-type: none"> Has been increasing in usage. 		
Gas, Oil & Grease	7385	\$6,000
<ul style="list-style-type: none"> Estimate based upon prior year. 		
Minor Tools & Equip	7610	\$200
<ul style="list-style-type: none"> Assessment is needed. 		
Telephone	7710	\$5,000
<ul style="list-style-type: none"> Estimate based upon prior year. 		
Internet	7715	\$1,500
<ul style="list-style-type: none"> \$120/month. 		
Electricity	7720	\$10,000
<ul style="list-style-type: none"> With the warm winter we look like we are on track to make budget this year with warmer and lighter months coming. 		
Heating Fuel	7730	\$22,000
<ul style="list-style-type: none"> Heating fuel seems to be on track also, as spring comes more light and warmer temperatures will make our heating oil use drop down. 		
Water/Sewer	7740	\$9,311
<ul style="list-style-type: none"> Same as prior year. 		
Refuse	7750	\$4,600
<ul style="list-style-type: none"> Same as prior year. 		
Janitorial	7780	\$400
<ul style="list-style-type: none"> Extra janitorial support for cleaning apartment. 		

XXXX XXXX 42 44 7100 1

3403/3413 (grant) 2610 (Addtl Match)

Building Maintenance	7790	\$15,000
<ul style="list-style-type: none"> Current amount for small projects. 		
Vehicle Maintenance	8110	\$3,000
<ul style="list-style-type: none"> Minor maintenance on senior van. 		
Equipment Maintenance	8120	\$1,500
<ul style="list-style-type: none"> Maintenance contract for copier. 		
Required Inspection	8210	\$2,000
<ul style="list-style-type: none"> Yukon Fire and other inspections not sure when they will come out. 		
Administrative Overhead	9010	\$0
<ul style="list-style-type: none"> 10% of all expenses. 		
Total all Senior Center Expenses		\$301,561

Remarks:

- FY24 Fund Balance -\$1,705 to be cleared in FY25

Public Safety Reward

2800 XXXX 20 20 0000 0

Revenue		
Donation/Contribution	7460	\$0
<ul style="list-style-type: none"> Donations/Contributions to be set aside for awards 		
Total E911 Revenue		\$0
Expense		
Investigation	7337	\$0
<ul style="list-style-type: none"> Expenses setup to aid an investigation. 		
Total E911 Expense		\$0

Remarks:

- FY24 Fund Balance of \$400

Various Grant Fund(s)

XXXX XXXX XX XX XXXX 0

Revenue & Expenses		
Grant Revenue	4600	\$0
•		
Grants (Library)	46xx & 7xxx	\$38,578
<ul style="list-style-type: none"> • 4104 - PLA (Electronic Subscriptions 7135; Wages Reimbursable 7400 & Internet 7715) \$7,000 • 3973 - State Continuing Education (Training 7155) \$1,250 • 4113 - E-Rate (Internet 7715) \$5,328 • 5904 – LINKED grant (Wages Reimbursable 7400; Benefits Reimbursable 7410 & Books 7510) \$25,000 • 3952 – IMLS – Applied but not awarded at this time 		
Grant Revenue - Federal	4610 & 8520	\$3,209,387
<ul style="list-style-type: none"> • 4430 - EPA Federal project for Snagpoint Erosion • Project #2116 • \$5,016,000 award – 07/23-07/26 • EPA Federal project for Snagpoint Erosion – 90% • Snagpoint Erosion 10% match is with Capital Projects • Engineering GLA 8520 		
Grant Revenue – Federal	4620	\$0
<ul style="list-style-type: none"> • 4713 - Designated Legislative Funds MARAD – Harbor Floats • Project #2113 • \$5,000,000 Award (NOT FINALIZED) 		
Grant Revenue – Federal	4620	\$0
<ul style="list-style-type: none"> • 4713 - Designated Legislative Funds – New Firehall • Project #3027 • \$600,000 Award (NOT FINALIZED) 		
Grant Revenue – Federal	4620	\$0
<ul style="list-style-type: none"> • xxxx EPA – Landfill Grant • Project #xxxx • \$1,776,543 Award (NOT FINALIZED) 		
Grant Revenue – Federal	4620	\$200,000
<ul style="list-style-type: none"> • 4450 - SOA Loan – PFAS • Project #3022 • \$1,400,000 Award 		

XXXX XXXX XX XX XXXX 0

Grant Revenue – Local	4630	\$73,400
<ul style="list-style-type: none"> • 5914 - BBEDC Summer Interns \$73,400 • Sr Center - Cooks Helper .75 FTE (???) • DMV - DMV Assistant .231 FTE • Ambulance Driver .3 FTE; • EMT Inner-region internship .46 FTE (85% BBEDC, 15% Fire Dept budget) • 5915 - BBEDC Training - None at this time 		
Total Various Grants Revenue & Expenses		\$3,521,365

Remarks:

- MARAD grant will be in the engineering design phase that is helping us get all of the NEPA requirements met. Efforts will be put into the engineering and design and permitting. Construction is scheduled for FY27.

Remarks:

- FY24 fund balance -\$11,868 to be reconciled in FY25 this is impacting fund 5914.

Carlson House

6100 XXXX 45 45 0000 0

Revenue		
Investment Income	4700	\$21,000
<ul style="list-style-type: none"> Reduced income based on decreased returns 		
Total Carlson House Revenue		\$21,000
Expense		
Insurance	7110	\$1,400
<ul style="list-style-type: none"> Estimated insurance coverage based upon prior year information. 		
Electricity	7720	\$650
<ul style="list-style-type: none"> Estimated cost to maintain Carlson House. 		
Administrative OH	9010	\$205
<ul style="list-style-type: none"> Estimate of Department OH Expenses. 		
Transfer to General Fund	9991	\$4,000
<ul style="list-style-type: none"> Transfer to library 		
Total Carlson House Expenses		\$6,255

Remarks:

- FY24 Fund Balance \$376,245
- No longer heating building.
- Finance and Budget would like to see us return \$4,000 to budget to cover library expenses since Carlson items are stored in the library.

Ambulance Replacement Fund

7110 XXXX 20 27 0000 0

Revenue		
Rental Income	4220	\$0
<ul style="list-style-type: none"> Nothing at this time 		
Transfer from General Fund	4990	\$50,000
<ul style="list-style-type: none"> Transfer from General Fund as a result of Ambulance Fees received minus 10% for Third party billing fees. 		
Total Ambulance Replacement Revenue		\$50,000
Expense		
Major Equipment	7620	\$0
<ul style="list-style-type: none"> 		
Volunteer Stipend	8335	\$15,000
<ul style="list-style-type: none"> Volunteer paid for attending trainings and Fire/Ambulance Runs - \$40 per training/run. Review is being conducted on the stipend program. 		
Total Ambulance Replacement Expenses		\$15,000

Remarks:

- Transfer of funds will cap at \$700,000 fund balance Resolution 2015-57
- FY24 Fund Balance of \$415,367
- Ambulance 2 needs to be replaced in two years, takes a two year lead time to make a purchase. Estimated cost \$400,000

Equipment Replacement Fund

7120 XXXX XX XX 0000 0

Revenue		
Transfer from General Fund	4990	\$0
<ul style="list-style-type: none"> • Transfer from general fund to balance budget (not needed at this time) • Will be seeking financing to cover purchases 		
Total Ambulance Replacement Revenue		\$0
Expense		
Major Equipment	7620	\$0
<ul style="list-style-type: none"> • ALL ON HOLD FOR FINANCING • Equipment that exceeds \$50,000 and requires council approval and in the general fund. • Public Safety 2 Tahoe or similar vehicle deferred from FY25 due to GMC not building the model needed. - Dept 20 Sub 22 \$150,000 • B&G 1 Service truck Dept 30 Sub 32 Project 1131 \$65,000 • B&G 1 Van deferred \$85,000 • PW Admin Truck Dept 30 Sub 32 Project 1130 \$60,000 • PW Grader Dept 30 Sub 32 Project 1133 \$460,000. Defer to FY27 		
Total Equipment Replacement Expenditures		\$0

Remarks:

- FY24 Fund balance \$61,652 (Investigation is being conducted to understand why this has been on the books since 2018)
 - Patrol Vehicle Replacement plan, **FY23 (?)** FY24 (2 trucks) FY25 (0)
- Future needs and or possible Financing
- Public Safety 2 Tahoe or similar vehicle deferred from FY25 due to GMC not building the model needed. - Dept 20 Sub 22 \$150,000
 - Within next 2 years replace Engine 4
 - Within next 4 years replace Ambulance 2
 - Evaluation of all assets is ongoing
 - Ambulance 2 needs to be replaced in two years, takes a two year lead time to make a purchase. Estimated cost \$400,000. Will be shared with Ambulance replacement fund. Need to determine which FY.
 - Engine 4 needs to be replaced in the next couple of years. Can be replaced with something used to reduce the cost. Can be purchased within a years time. Estimated cost \$500,000 Need to determine which FY.
 - PW Streets sweeper replacing Elgin Sweeper Dept 30 Sub 32 Project 1133 \$80,000.
 - PW mower arm replacing Elgin Sweeper Dept 30 Sub 32 Project 1133 \$155,000 FOB to Dillingham.

Capital Improvement Fund

7140 XXXX XX XX XXXX 0

Revenue		
Grant/Loan Revenue	4600	\$0
•		
Investment Income	4700	\$0
•		
Insurance Proceeds	4960	\$0
• Funds received from APEI for 01/04/2021 landfill shop fire. \$350,000		
Transfer from General Fund	4990	\$0
• Fund \$557,334 Snagpoint Erosion (none spent in FY25) Reserved in Fund balance)		
Total Capital Improvement Revenue		\$0
Expense		
Lagoon Aeration	7060	\$0
•		
Waterfront development	7060	\$0
•		
Water/Wastewater Study	7060	\$0
•		
Landfill Groundwater Well	7060	\$0
• Replace one well at the landfill for the groundwater monitor see landfill grant		
Landfill Shop Rebuild	XXXX	\$0
<ul style="list-style-type: none"> • 01/04/2021 Shop fire – debris clearing and rebuild • Project number 3121 • CIP List amount \$1,300,000 		
Bingman cleanup	7060	\$0
<ul style="list-style-type: none"> • Remaining funds from Insurance proceeds received FY20. • Still searching for funding to complete the full project. 		

7140 XXXX XX XX XXXX 0

Building Maintenance	7790	\$
•		
Engineering	8520	\$0
• SnagPoint Erosion \$557,334 in fund balance reserve		
Total Capital Improvement Expenditures		\$0

Remarks:

- FY24 Fund balance \$929,466 (Obligated – Insurance Proceeds)
- Paint Lake Road fire station
- Downtown fire hall or firehall bldg replacement
- Public Works building septic holding tank replacement.
- FY25 – Evaluate, design \$96,000
- FY26 – Install Public Works septic system \$50,000-\$100,000
- General Building Maintenance underway, scheduling and continuing under PW B&G budget.
- Public Works building septic holding tank replacement

(This section is still under review)

- EPA Federal project for Snagpoint Erosion – Project #2116 - 90% see various grants – Resolution 2023-14 Deferred from Prior years Grant Div of Homeland Security & Emergency Management #23LPDM-GY23 (\$5,014,666.67)
Snagpoint Erosion 10% match is with Capital Projects (\$557,334)
Stages FY25 64% & FY26 36%

1. Develop bid package	\$ 2,072,0000	FY25
2. Conduct surveys	\$ 500,000	FY25
3. Eval Mitigation	\$ 2,000,000	FY25/FY26
4. Environmental	\$ 500,000	FY26
5. Develop subapplication	\$ 500,000	FY26

 spending \$1,776,543
 City of Dillingham covers overage \$12,000

Landfill Closure

7150 XXXX 30 81 XXXX 0

Revenue		
Landfill Closure	4470	\$25,000
<ul style="list-style-type: none"> Revenue to increase the fund balance from each year when transfers are made. 		
Total Landfill Closure Revenue		\$25,000
Expense		
Landfill Closure	xxxx	\$0
<ul style="list-style-type: none"> Expenses to close the Landfill cell 		
Total Landfill Closure Expenditures		\$0.00

Remarks:

- FY24 Fund Balance \$172,044

Debt Service Fund

8100 XXXX XX XX 0000 0

Revenue		
Investment Income	4700	\$70,000
<ul style="list-style-type: none"> Investments based on funds from remaining streets bond 		
SOA School Bond Reimbursement	4620	\$745,000
<ul style="list-style-type: none"> State funded reimbursement 		
Transfer from General Fund	4990	\$583,761
<ul style="list-style-type: none"> Transfer from general fund to balance budget. Firehall bond payment - \$47,000 Streets bond payment - \$166,000 SRF Loan Payment Water 283091 – \$37,650 School bond payment - \$319,750 SRF Loan payment landfill 283081 – \$13,361 		
Total Debt Services Revenue		\$1,398,761
Expense		
Fire Hall Bond	7184/7185	\$47,000
<ul style="list-style-type: none"> 7184 Interest \$22,000. 7185 Principal \$25,000. Ends FY39 		
Street Bond	7184/7185	\$166,000
<ul style="list-style-type: none"> 7184 Interest \$116,000. 7185 Principal \$120,000. Ends FY39 		
School Bond	7184/7185	\$1,064,750
<ul style="list-style-type: none"> 7184 Interest \$170,500. 7185 Principal \$890,000. Ends FY28 		
SRF Loan Payments	7183/7184/7185	\$51,011
<ul style="list-style-type: none"> Water Improvement Phase 1 loan annual payment plan for 20 years 7184 Interest \$7,650. 7185 Principal \$30,000 Ends FY2042 Landfill groundwater loan repayment annual payment plan for 20 years 7184 Interest \$3,141. 7185 Principal \$10,220 Ends FY2043 		
Total Debt Services Expenses		\$1,398,761

Remarks:

-

**City of Dillingham
FY2026 Salary Schedule**

Section . Item 5.

Dillingham City Salary Schedule: 0% increase effective July 1, 2025													
Level	Job Title	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12
II	Cooks Helper Library Aide/Clerk	17.51	17.86	18.22	18.58	18.95	19.33	19.72	20.11	20.52	20.93	21.34	21.77
III	Sr. Center Cook	19.48	19.87	20.27	20.67	21.09	21.51	21.94	22.38	22.82	23.28	23.75	24.22
IV	Library Assistant - Seasonal Receptionist Temporary Harbor Intern	21.72	22.15	22.60	23.05	23.51	23.98	24.46	24.95	25.45	25.96	26.48	27.01
V	Accounting Technician I Planning Records Manager Senior Center Driver	24.28	24.77	25.26	25.77	26.28	26.81	27.34	27.89	28.45	29.02	29.60	30.19
VI A	Accounting Technician II Assistant Librarian B&G Assistant B&G Laborer Dock Assistant Harbor Assistant Landfill Attendant Seasonal PW Office Asst/Landfill Attendant Records Specialist Temp Laborer	27.19	27.73	28.29	28.85	29.43	30.02	30.62	31.23	31.86	32.49	33.14	33.81
VI B	Dispatcher I	27.45	28.00	28.56	29.13	29.71	30.31	30.91	31.53	32.16	32.81	33.46	34.13
VII A	Dock Asst/Heavy Equipment Op Fleet Mechanic Landfill Operator Heavy Equipment Operator Office Supervisor/Heavy Equip Op Planning Admin Assistant Seasonal EMT Water/Wastewater Operator I	30.52	31.13	31.75	32.39	33.04	33.70	34.37	35.06	35.76	36.47	37.20	37.95
VII B	Animal Control Officer Corrections Officer Dispatcher II DMV Agent/Admin Asst	30.81	31.43	32.05	32.70	33.35	34.02	34.70	35.39	36.10	36.82	37.56	38.31
VIII A	Accounting Technician III Bldg & Grounds Foreman Deputy Clerk/Admin Assistant Dock Supervisor EMS Prevention Officer Executive Asst/HR Asst Heavy Equipment Mechanic Foreman Landfill Supervisor Librarian Water/Wastewater Operator II	34.36	35.05	35.75	36.46	37.19	37.94	38.69	39.47	40.26	41.06	41.88	42.72
VIII C	Corrections Sergeant Dispatch Supervisor	34.70	35.39	36.10	36.82	37.56	38.31	39.08	39.86	40.66	41.47	42.30	43.15
VIII B	Police Officer	37.93	38.69	39.46	40.25	41.06	41.88	42.72	43.57	44.44	45.33	46.24	47.16
IX	Accounting Tech IV Fire Department Coordinator Grant Writer Harbor Master PW Foreman Sr Center Director Utility Foreman	38.72	39.49	40.28	41.09	41.91	42.75	43.61	44.48	45.37	46.27	47.20	48.14
X A	Asst. Finance Director	43.75	44.63	45.52	46.43	47.36	48.30	49.27	50.25	51.26	52.29	53.33	54.40
X B	Police Sergeant	44.17	45.05	45.95	46.87	47.81	48.77	49.74	50.74	51.75	52.79	53.84	54.92
	Administration												
XI	Finance Director Port Director Police Chief PW Director City Clerk Planning Director	54.37	55.46	56.57	57.70	58.85	60.03	61.23	62.45	63.70	64.98	66.28	67.60
XII	Deputy City Manager	60.89	62.11	63.35	64.62	65.91	67.23	68.57	69.94	71.34	72.77	74.22	75.69

CITY OF DILLINGHAM, ALASKA
RESOLUTION NO. 2025-21

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING AND
ACCEPTING THE CITY'S ORGANIZATIONAL CHART FOR FISCAL YEAR 2026**

WHEREAS, Dillingham Municipal Code (DMC) Section 2.12.010(C) requires the City Manager to prepare and submit an annual budget, including a proposed organizational chart, to the City Council for approval; and

WHEREAS, the organizational chart is a fundamental component of the annual budget that outlines reporting structures, clarifies lines of supervision, and ensures alignment of staffing resources with city services and operational needs; and

WHEREAS, the proposed organizational chart for Fiscal Year 2026 has been reviewed and discussed during the City Council's budget work sessions; and

WHEREAS, adoption of the Fiscal Year 2026 organizational chart reflects the City Council's commitment to supporting effective service delivery and responsible municipal management;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council hereby approves and accepts the City of Dillingham's Organizational Chart for Fiscal Year 2026 as presented by the City Manager.

PASSED and ADOPTED and ENACTED by the Dillingham City Council on June 19th, 2025.

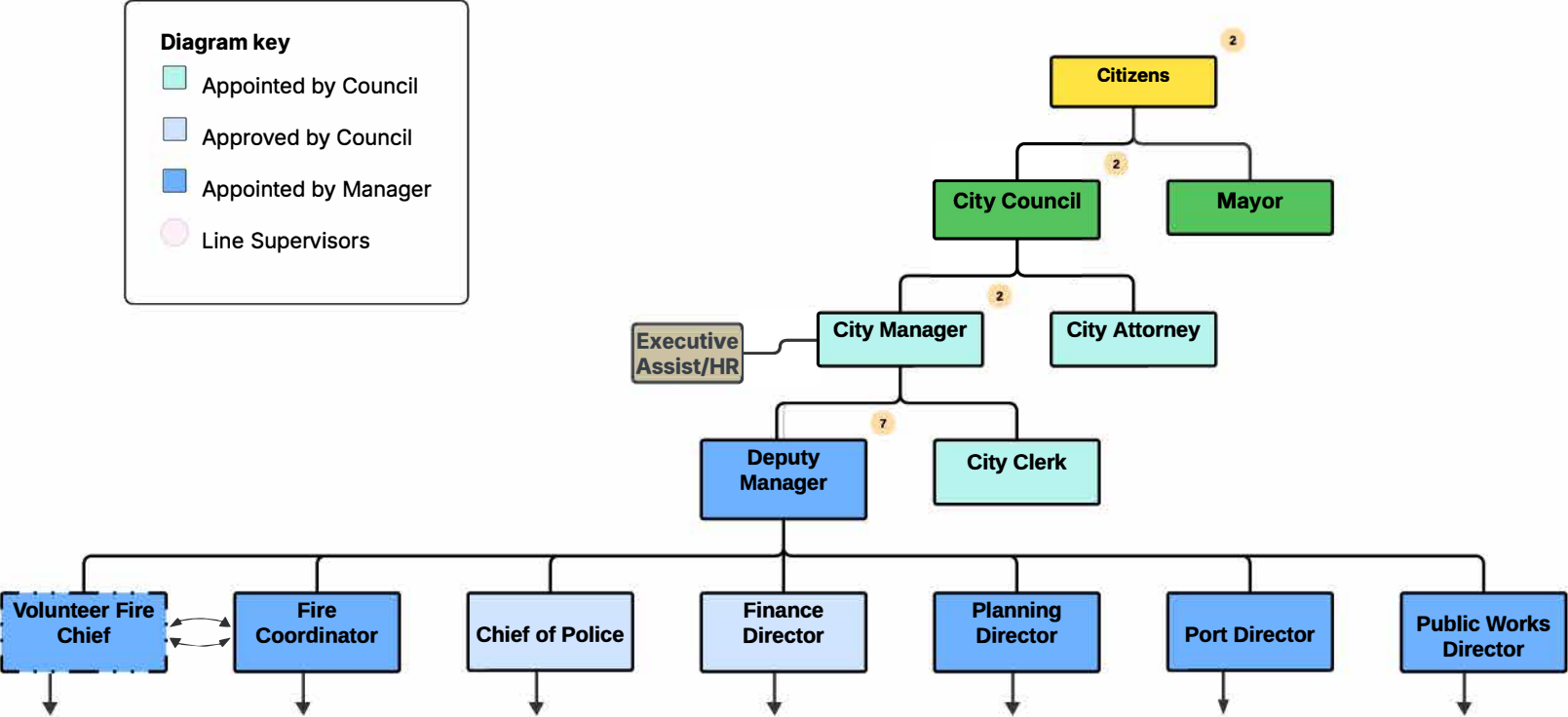
Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, Acting City Clerk

City of Dillingham Organizational Chart



City of Dillingham

Diagram key



Appointed by Council



Approved by Council







Appointed by Manager

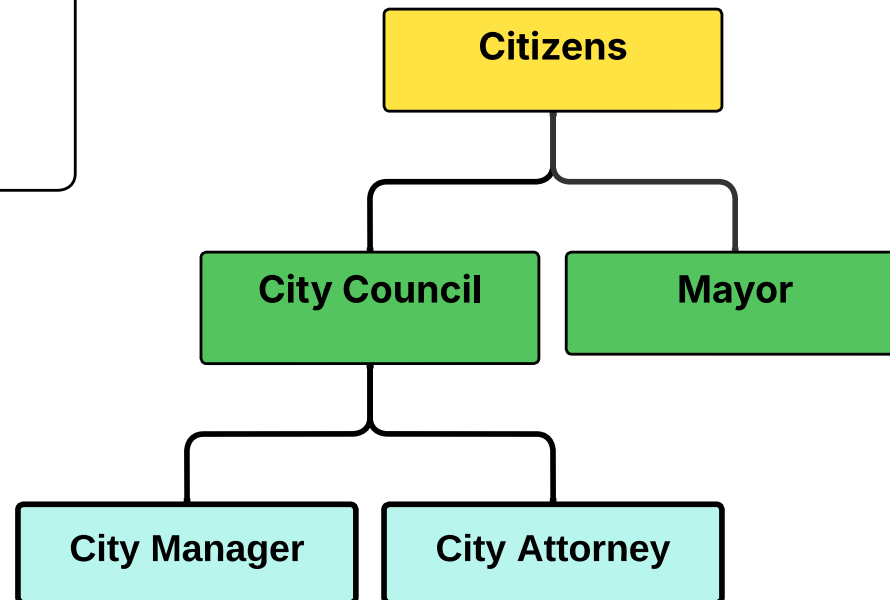


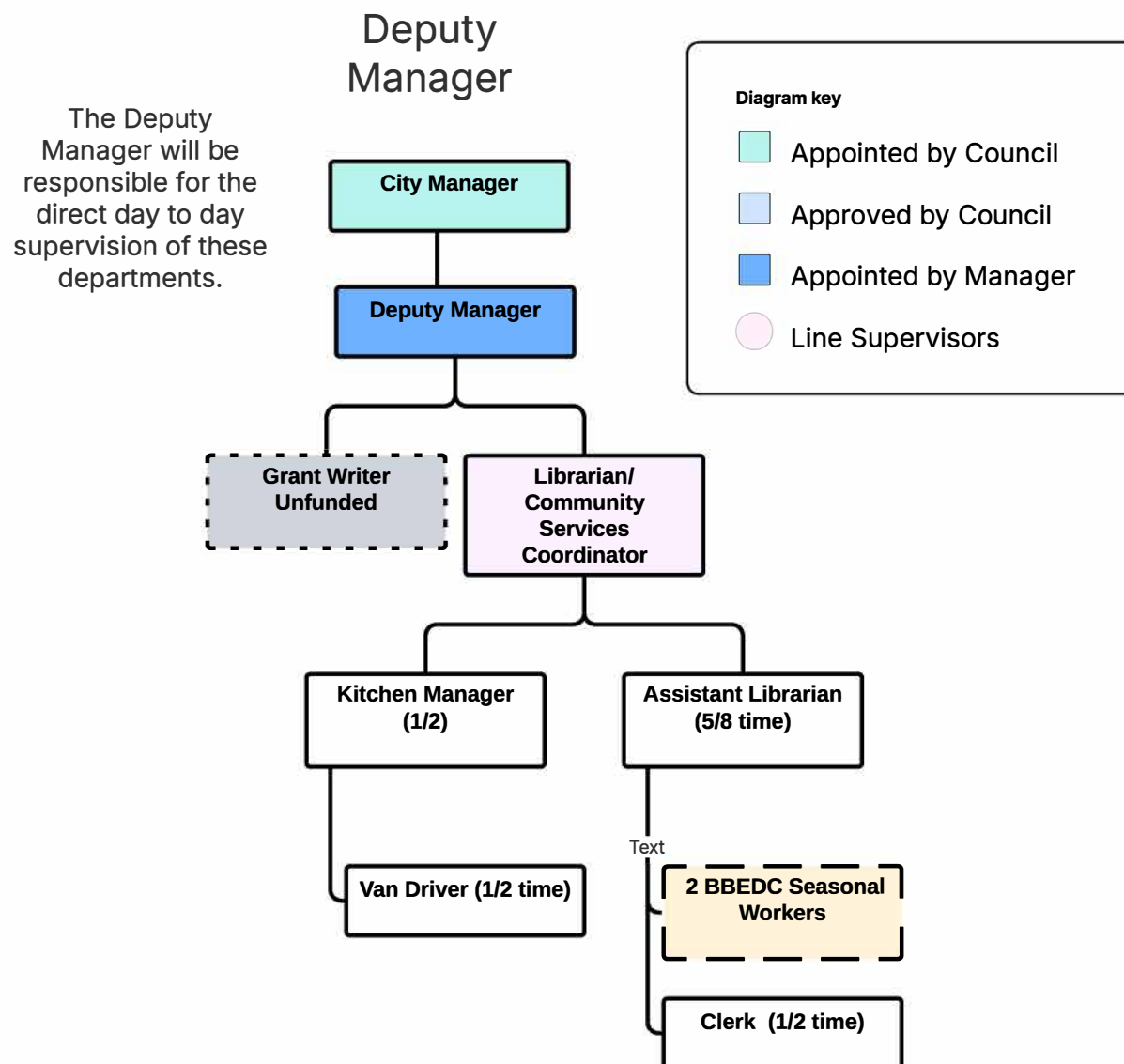
Line Supervisors

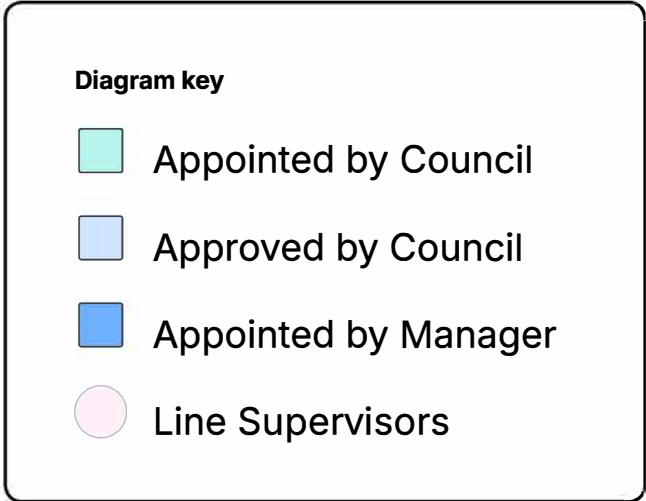
City of Dillingham
Council/Manager

Diagram key

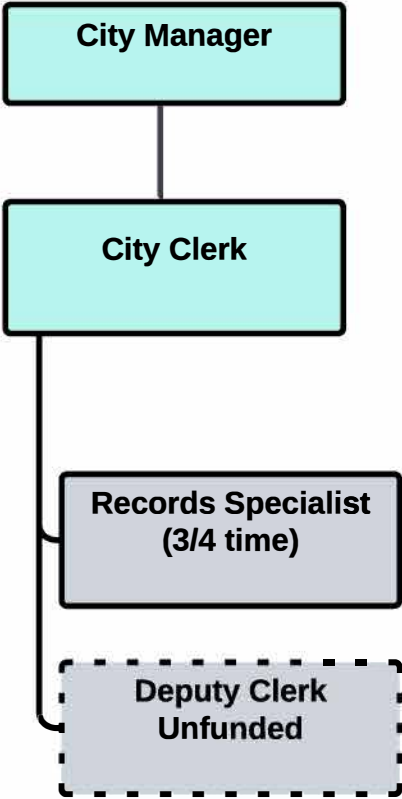
-  Appointed by Council
-  Approved by Council
-  Appointed by Manager
-  Line Supervisors



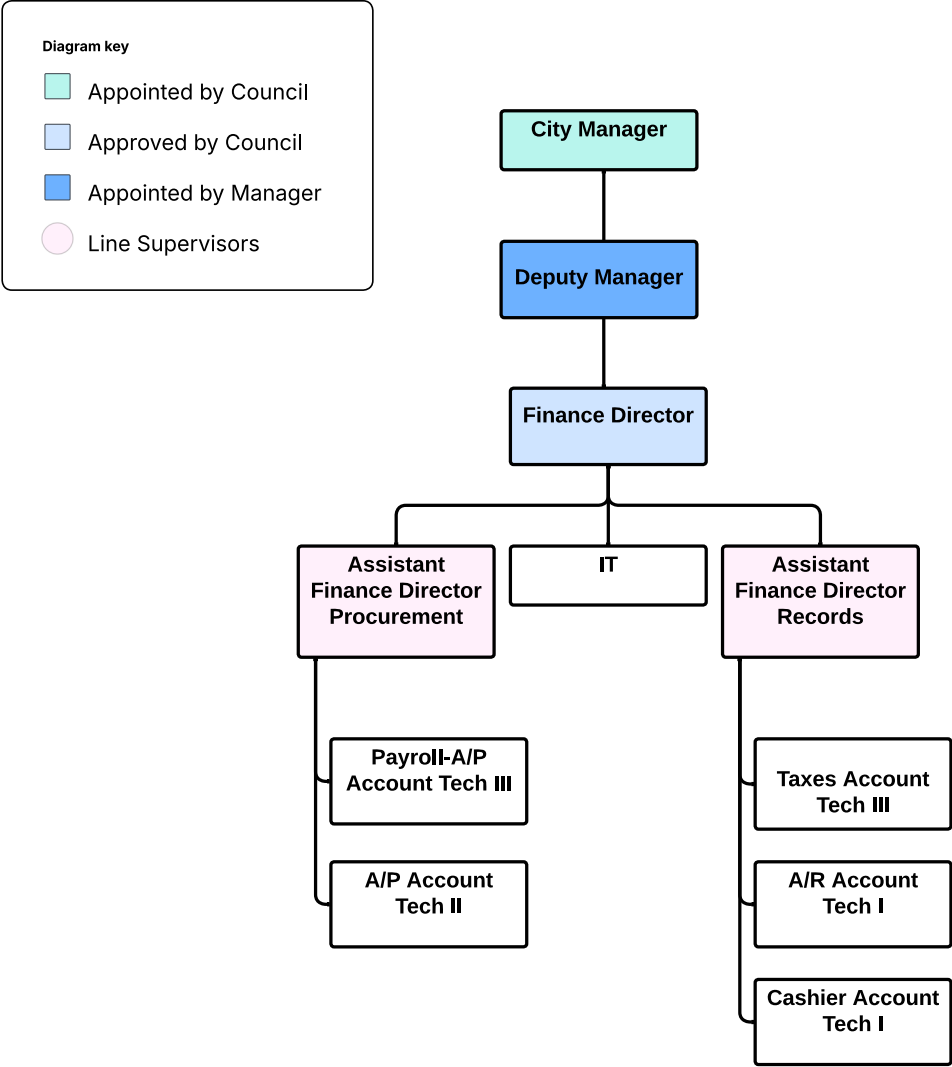


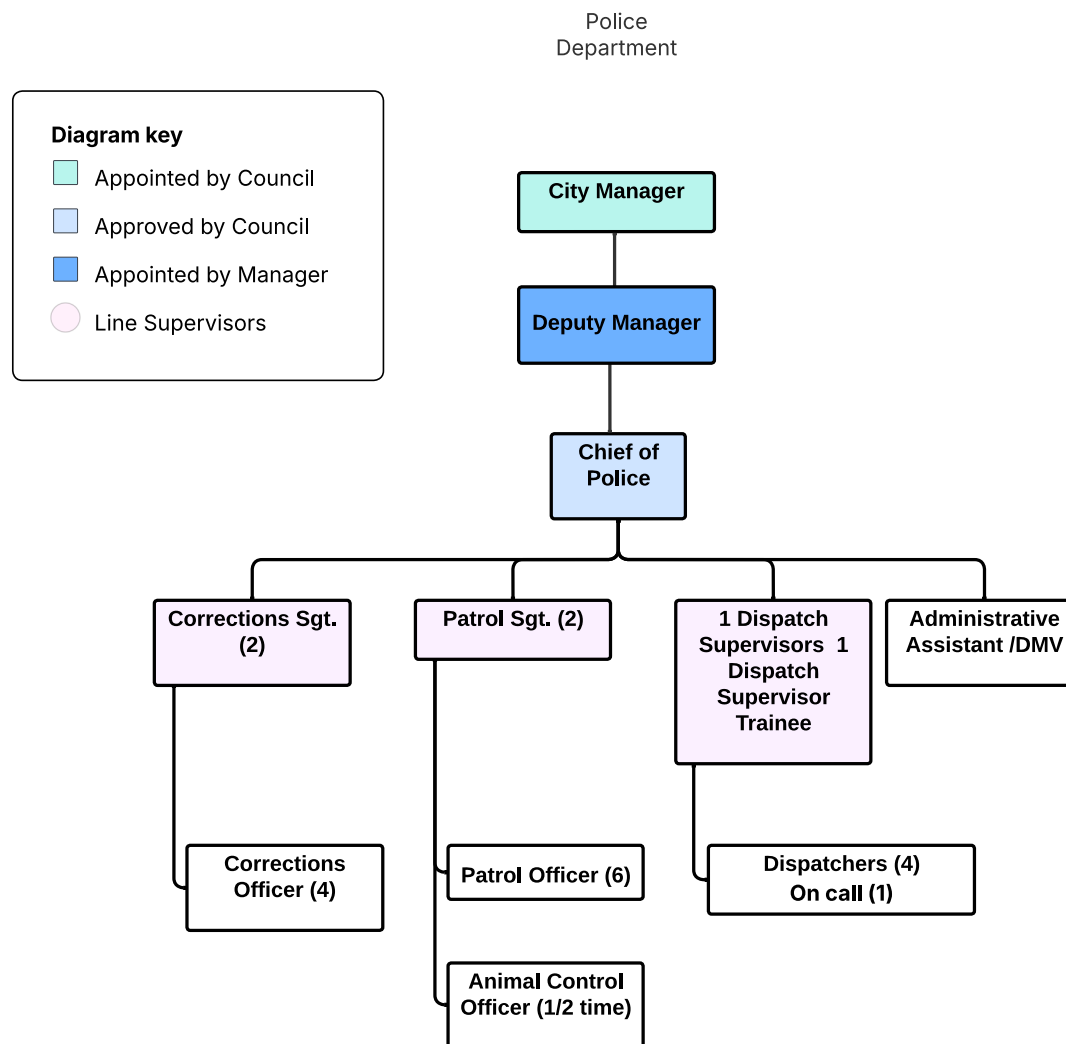


City Clerk

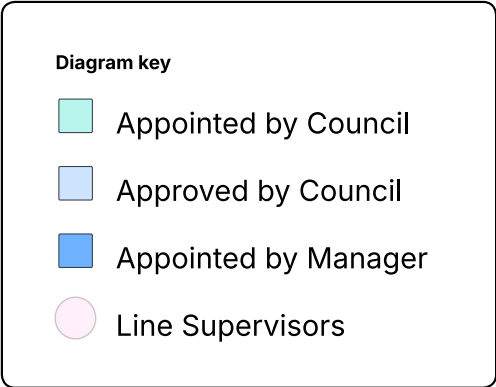


Finance





Planing
Department



City Manager

Deputy Manager





Planning Director

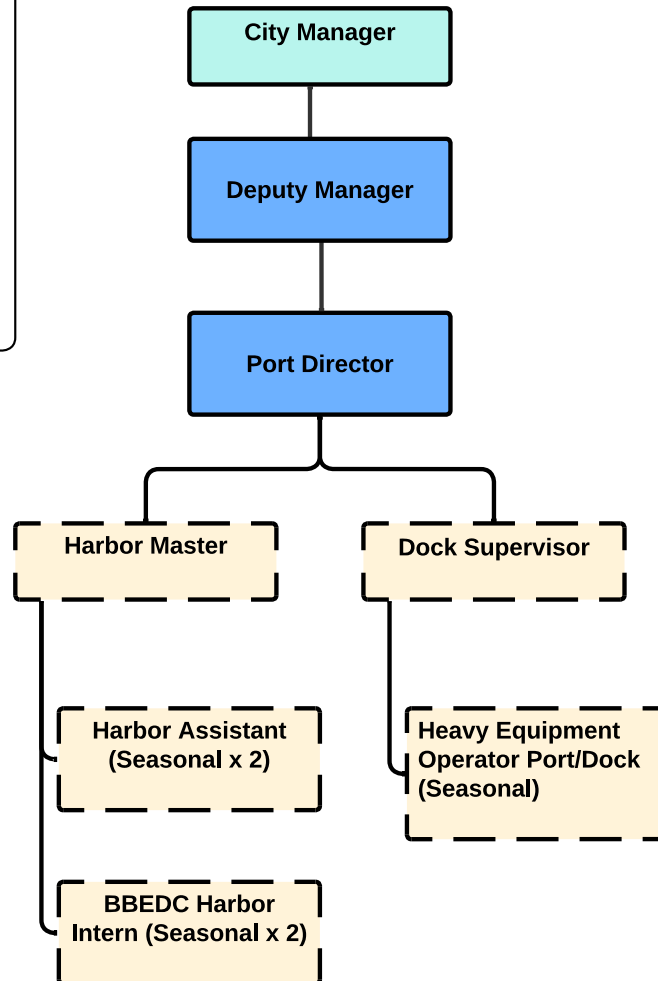
Planning Admin
Assistant Unfunded

Port Department

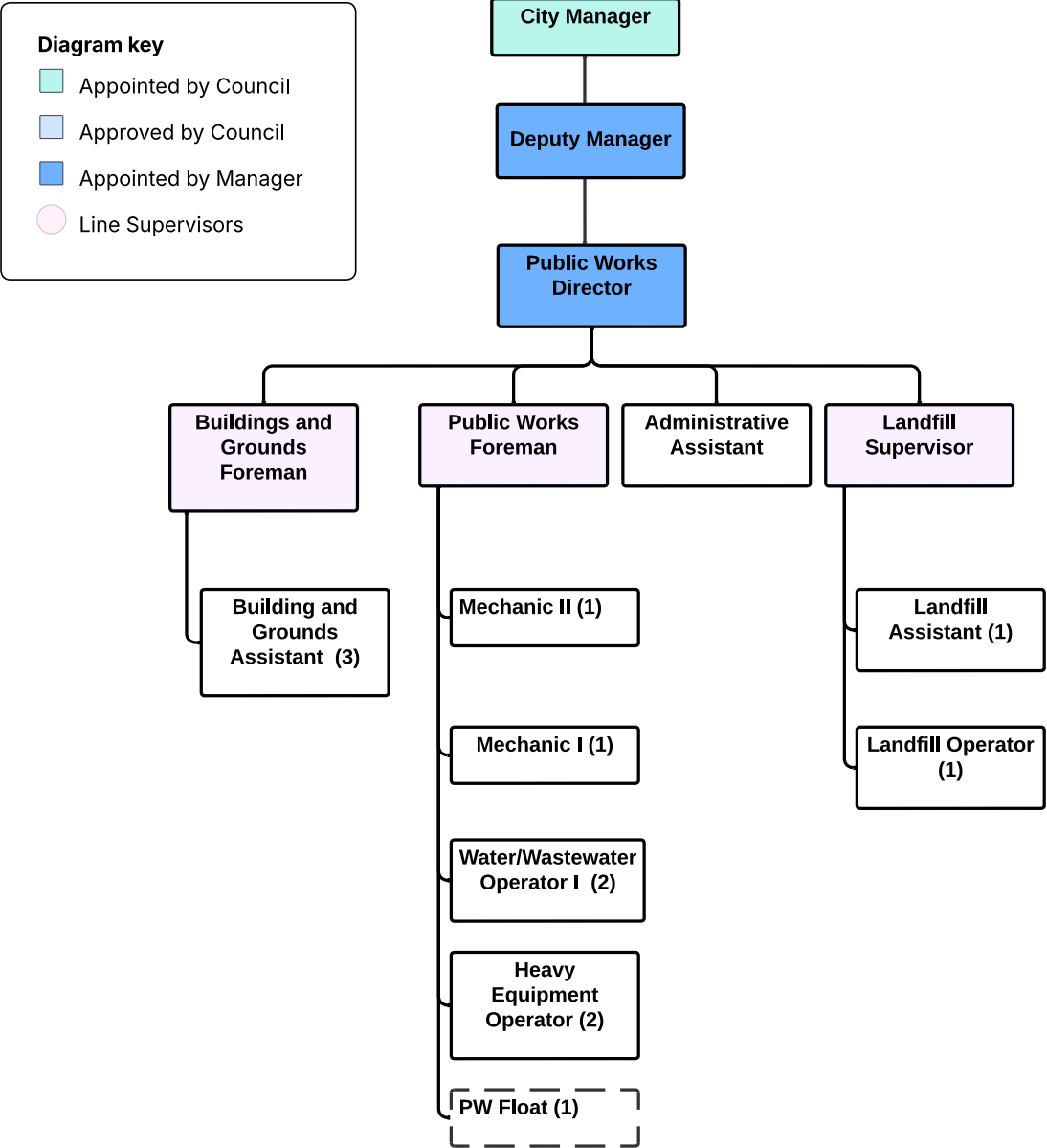
Section . Item 6.

Diagram key

-  Appointed by Council
-  Approved by Council
-  Appointed by Manager
-  Line Supervisors

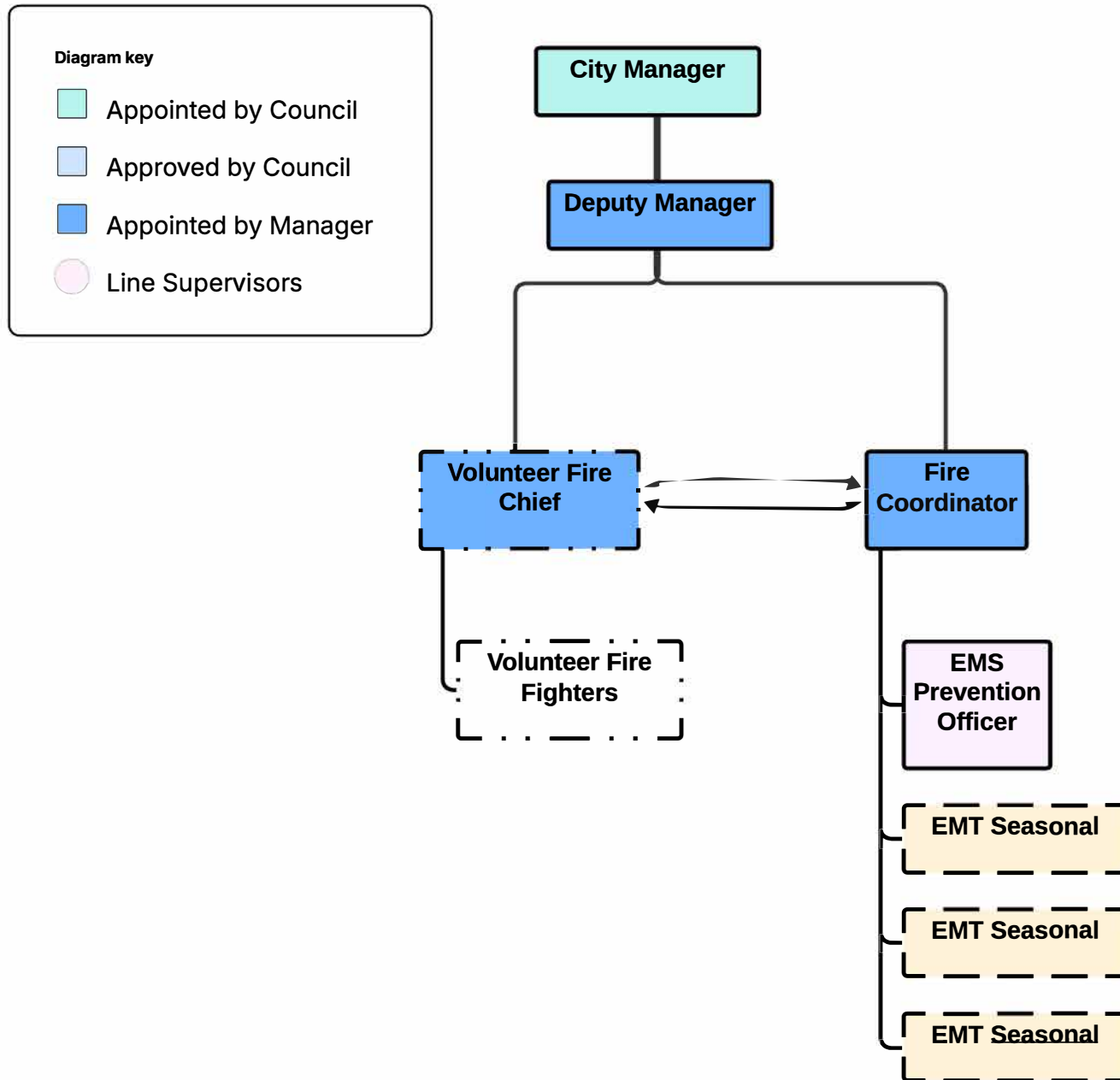


Public
Works
Department



Fire/EMS Departments

Section . Item 6.



Job Description

Job Title	Librarian/Community Services Coordinator	Department	Library/ Senior Center
Reports to	Deputy City Manager	Salary Level	VIII-A
Classification	Non-Exempt	Approved By	<i>Daniel Decker</i>

Position Summary:

Position Summary:

The Librarian/Community Services Coordinator is responsible for the leadership, management, and daily operations of both the Dillingham Public Library and the Dillingham Senior Center. This position oversees staff, programming, volunteer coordination, community outreach, and services for all age groups, with a special focus on seniors and lifelong learning. The Librarian/Community Services Coordinator also leads grant writing and reporting efforts to support both departments and plays a key role in building a robust volunteer program to enhance service delivery and community engagement.

Essential Duties and Responsibilities:

Administrative and Leadership

- Provide direct supervision to library and senior center staff.
- Develop and implement policies, procedures, and goals for both facilities.
- Coordinate scheduling, staffing, and operations to ensure both departments run smoothly.
- Maintain compliance with city, state, and federal regulations applicable to public libraries and senior services.
- Recruit, train, and manage volunteers to support programming and daily operations in both departments.

Program Development

- Plan, implement, and evaluate library and senior center programs to meet community needs.
- Support and expand literacy, educational, cultural, and recreational activities for all ages.
- Coordinate nutrition, wellness, and enrichment services for seniors.

Fiscal and Grant Management

- Prepare and monitor departmental budgets in coordination with the Deputy City Manager and Finance Department.



Job Description

- Research, write, and manage grants to support library services, senior programs, facility improvements, and operational needs.
- Ensure timely reporting and compliance on all grants received.

Community Engagement

- Serve as the primary liaison to local, regional, and state agencies related to library and senior services.
- Foster partnerships with schools, tribal organizations, nonprofits, and service providers.
- Promote services through community outreach, social media, and public presentations.
- Develop and sustain a strong volunteer program to expand services and deepen public involvement.

Facilities Oversight

- Monitor the condition and maintenance of the library and senior center facilities.
- Coordinate with Public Works on maintenance needs, safety, and capital improvements.

Qualifications:

Education and Experience

- A bachelor's degree in Public Administration, Education, Library Science, Social Services, or a related field is preferred.
- **Equivalent combination of education and experience may substitute for a degree,** especially with demonstrated success in community program administration, grant writing, or supervision.
- Minimum of 3 years of experience in program leadership, public services, or departmental management preferred.
- Prior experience in grant writing, volunteer coordination, and staff supervision strongly preferred.

Skills and Abilities

- Strong leadership and organizational skills.
- Excellent written and verbal communication.
- Ability to manage multiple programs and priorities across two distinct public-facing departments.



City of Dillingham

Job Description

- Proficiency with Microsoft Office, basic reporting systems, and public communication platforms.
- Commitment to serving diverse populations, including elders, youth, and underserved community members.
- Skill in fostering volunteerism and engaging the public in civic services.

Working Conditions:

- Primarily office-based with daily work in both the library and senior center.
- Some evening or weekend work required for events, programs, or grant deadlines.
- Occasional lifting of books, supplies, or equipment up to 25 lbs.

X. Acknowledgment

I understand the duties of this position as detailed in this job description.

Employee: _____ Date: _____

This job description is accurate and has been reviewed with the above employee.

Supervisor: _____ Date: _____



CITY OF DILLINGHAM MEMORANDUM

TO: Mayor Ruby and City Council
FROM: Dan Decker, City Manager
DATE: May 22, 2025
SUBJECT: Justification for Combining Librarian and Senior Center Director Positions

Purpose

This memo outlines the justification for combining the Librarian and Senior Center Director positions into a single role titled **Librarian/Community Services Coordinator**, as part of the City's ongoing efforts to improve efficiency and reduce costs while maintaining essential public services.

Background

The City of Dillingham currently operates both a public library and a senior center, each of which historically had its own full-time department head. As financial pressures continue to affect municipal budgets, it is necessary to reassess staffing structures to ensure taxpayer dollars are used as efficiently and effectively as possible.

Rationale for Consolidation

1. Fiscal Responsibility

- Combining the two positions results in **significant cost savings**, particularly in salary and benefits, without reducing service availability.
- This consolidation aligns with the City's broader commitment to **fiscal conservative planning** and responsible stewardship of public funds.

2. Operational Efficiency

- The Library and Senior Center both serve as key community hubs for learning, engagement, and support.
- A unified leadership position allows for **streamlined administrative functions**, including budgeting, grant writing, scheduling, reporting, and staff oversight.

3. Enhanced Grant Management



- The new position will focus heavily on **grant writing and administration** for both departments—improving the City’s ability to secure external funding for programming, materials, and facility improvements.

4. Community Engagement and Volunteerism

- The combined role includes responsibility for building and managing a **robust volunteer program**, enabling deeper community involvement and expanded support for daily operations at both facilities.

5. Sustainable Staffing Model

- The updated job description allows for flexibility by **removing the strict degree requirement**, enabling the City to hire based on demonstrated experience and skills.
- Reporting structure has been aligned under the **Deputy City Manager**, ensuring continued oversight and operational support.

Conclusion

The consolidation of the Librarian and Senior Center Director positions into a single **Librarian/Community Services Coordinator** reflects a strategic, fiscally responsible approach to municipal staffing. It strengthens oversight, preserves services, and positions the City to better compete for grant funding, all while reducing administrative costs.

This change is not a reduction in service but an **investment in smarter, more accountable leadership** across two essential public-facing departments.

CITY OF DILLINGHAM, ALASKA
RESOLUTION NO. 2025-22

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL HONORING LAW
ENFORCEMENT PERSONNEL FOR THEIR SERVICE AND RECOGNIZING THEIR
CONTRIBUTIONS FOLLOWING NATIONAL POLICE WEEK 2025**

WHEREAS, the Congress and President of the United States designated May 11–17, 2025, as National Police Week, with May 15, 2025, recognized as Peace Officers Memorial Day; and

WHEREAS, the members of law enforcement in the City of Dillingham and across the nation play an essential role in safeguarding the rights and freedoms of citizens through enforcement of laws, protection of life and property, and preservation of public peace; and

WHEREAS, the Dillingham Police Department serves with dedication, courage, and integrity, often at great personal risk, to ensure the safety and well-being of the community; and

WHEREAS, it is fitting and proper for the City Council and all residents to express appreciation for the outstanding contributions of our local law enforcement personnel; and

WHEREAS, although National Police Week has passed, the Dillingham City Council wishes to take this opportunity to recognize and celebrate the continued commitment and sacrifices of our law enforcement officers;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council hereby formally recognizes and honors the contributions of the Dillingham Police Department during and beyond National Police Week 2025, and expresses sincere gratitude for their ongoing service and dedication to the community.

PASSED and ADOPTED and ENACTED by the Dillingham City Council on June 19th, 2025.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, Acting City Clerk

CITY OF DILLINGHAM, ALASKA
RESOLUTION NO. 2025-23

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DILLINGHAM, ALASKA,
WAIVING COMPETITIVE BIDDING PROCEDURES AND AUTHORIZING SOLE-
SOURCE PROCUREMENT OF PROFESSIONAL SERVICES FROM PND
ENGINEERS FOR THE PORT OF DILLINGHAM IMPROVEMENTS PROJECT**

WHEREAS, the City of Dillingham has been awarded a \$5 million appropriation from the State of Alaska in 2023 for the Port of Dillingham Improvements Project under Grant Agreement No. 24-DC-015; and

WHEREAS, the project requires professional engineering services including permitting assistance to reach agreement with the Maritime Administration (MARAD) for the Port Infrastructure Development Program (PIDP) Grant, as well as engineering design and project management services; and

WHEREAS, Dillingham Municipal Code Section 4.30.130.B permits the City Council to waive competitive bidding procedures where the Council determines that the public interest would best be served by such waiver; and

WHEREAS, Dillingham Municipal Code Section 4.30.130.B.4 specifically allows waiver of competitive bidding for "services of a professional nature requiring specialized knowledge and judgment"; and

WHEREAS, the engineering, design, permitting, and project management services required for this project constitute professional services as defined in Dillingham Municipal Code Section 4.30.030.D, being "predominantly intellectual in character" and including "analysis, evaluation, prediction, planning or recommendations"; and

WHEREAS, PND Engineers prepared the original grant application for the Port of Dillingham Improvements Project on behalf of the City and possesses unique institutional knowledge of the project scope, requirements, and technical specifications; and

WHEREAS, PND Engineers has demonstrated specialized technical expertise in marine engineering, port development, and federal permitting processes required for MARAD compliance; and

WHEREAS, PND Engineers has established working relationships with the City of Dillingham, MARAD, and relevant regulatory agencies that will facilitate efficient project completion; and

WHEREAS, the Maritime Administration (MARAD) has provided written approval for the City to sole-source PND Engineers for the purposes described herein; and

WHEREAS, the State of Alaska, through the Designated Legislative Grant Program's Grantee Handbook, Part V – Project Management, Procurement, has directed the City to follow its own procurement policy, which allows for the waiver provisions contained in this resolution; and

WHEREAS, sole-sourcing PND Engineers will avoid duplication of effort, reduce project costs, minimize delays in the permitting process, and ensure continuity of project knowledge and approach; and

WHEREAS, the City Council finds that waiving competitive bidding procedures and sole-sourcing PND Engineers serves the public interest by ensuring efficient and cost-effective completion of this critical infrastructure project.

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

Section 1. Findings of Public Interest. The City Council hereby finds and determines that the public interest would best be served by waiving the competitive bidding procedures established in Dillingham Municipal Code Chapter 4.30 for the procurement of professional services for the Port of Dillingham Improvements Project, based upon the finding that the services are of a professional nature requiring specialized knowledge and judgment as provided in Dillingham Municipal Code Section 4.30.130.B.4.

Section 2. Waiver of Competitive Bidding. The competitive bidding procedures required under Dillingham Municipal Code Sections 4.30.090 and 4.30.100 are hereby waived for the procurement of professional engineering, design, permitting assistance, and project management services for the Port of Dillingham Improvements Project.

Section 3. Authorization for Sole-Source Procurement. The City Manager is hereby authorized to negotiate and enter into a professional services contract with PND Engineers for the following services related to the Port of Dillingham Improvements Project:

a) Permitting assistance to reach agreement with MARAD for the PIDP Grant; b) Engineering and design services; and c) Project management services.

Section 4. Funding Source. The professional services authorized herein shall be funded through the \$5 million State of Alaska appropriation awarded in 2023 under Grant Agreement No. 24-DC-015, with costs to be reported and reimbursed by the State of Alaska in accordance with grant requirements.

Section 5. Contract Terms. Any contract entered into pursuant to this resolution shall:

a) Comply with all applicable provisions of Dillingham Municipal Code Chapter 4.30; b) Include appropriate contract clauses as required by Section 4.30.110 if the contract value exceeds \$20,000; c) Have a term not exceeding two years as required by Section

4.30.040.C; d) Be subject to available appropriations and grant funding; and e) Include appropriate performance standards and deliverables.

Section 6. Compliance with Grant Requirements. The City Manager shall ensure that all procurement actions taken pursuant to this resolution comply with the requirements of the State of Alaska Designated Legislative Grant Program and applicable federal regulations.

Section 7. Supporting Documentation. The MARAD approval letter and other supporting documentation referenced in the staff memorandum are hereby incorporated by reference and made part of the official record of this resolution.

Section 8. Emergency Clause. This resolution is necessary for the immediate preservation of the public peace, health, safety, and welfare, and shall take effect immediately upon passage and approval.

PASSED and ADOPTED and ENACTED by the Dillingham City Council on June 19th, 2025.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, Acting City Clerk

From: Duggan, Matthew (MARAD) <matthew.duggan@dot.gov>
Sent: Tuesday, May 13, 2025 9:35 AM
To: Dillingham City Harbor <harbor@dillinghamak.us>
Cc: Smith, Colleen (MARAD) <colleen.smith@dot.gov>
Subject: RE: Justification for Noncompetitive Proposals - P24 City of Dillingham

Good morning Danny,

Thank you for your patience as we reviewed the justification form you sent. Upon review, MARAD takes no exception with your stated justifications for noncompetitive procurement.

As discussed, if you would like to move forward in securing these services, please populate the attached pre-award costs application and return for our review and determination prior to incurring and expending any costs.

Please let me know if you have any questions. Thanks.

Regards,

Matt Duggan
Supervisory Grants Management Specialist
Office of Port Infrastructure Development
U.S. Department of Transportation - Maritime Administration
matthew.duggan@dot.gov

Request for Procurement by Noncompetitive Proposals

The Grant Recipient [**The City of Dillingham**] is proposing to use a procurement method other than full and open competition in its [**PIDP Grant Project: Harbor Float Replacement and Improvements FY25**]. The grant recipient intends to use procurement by noncompetitive proposals in the amount of \$[**1,124,000**] for [**Pre-construction NEPA Compliance Assistance, Engineering, Design, Project Management, and Permitting through PND Engineers**].

In accordance with the requirements found in 2 CFR 200.320(c), the grant recipient may use procurement by noncompetitive proposals only if one or more of the following circumstances applies:

- (1) The aggregate amount of the procurement transaction does not exceed the micro-purchase threshold (currently \$10,000, unless the recipient increases it pursuant to 2 CFR 200.320(a)(1)(iv));
- (2) The procurement transaction can only be fulfilled by a single source;
- (3) The public exigency or emergency for the requirement will not permit a delay resulting from providing public notice of a competitive solicitation;
- (4) The recipient or subrecipient requests in writing to use a noncompetitive procurement method, and the Federal agency or pass-through entity provides written approval; or
- (5) After soliciting several sources, competition is determined inadequate.

In making this request, please provide to MARAD answers to the following questions:

1. Provide a brief description of the project, the amount to be designated for the noncompetitive procurement, the item or service to be procured, the purpose of the contract, and an itemized budget for the contract amount.

The City of Dillingham Harbor Float Replacement and Improvements Project aims to replace aging infrastructure and upgrade utilities and land use at our small boat harbor. We are requesting to retain PND Engineers for pre-construction services in the amount of \$1,124,000. These services include engineering, design, project management, permitting, and NEPA Compliance Assistance essential for advancing pre-construction phases prior to finalizing the Grant Agreement. The itemized budget for these services can be found in the highlighted rows below:

1.7	Engineering and Project Management	1	Each	\$415,000	\$415,000
1.7.1	NEPA Review Process - Assumes Abbreviated EA	1	Each	\$65,000	\$65,000
1.7.2	Bid Support	1	Each	\$25,000	\$25,000
1.7.3	Construction Administration	1	Each	\$55,000	\$55,000
1.7.4	Submittal Review and Fabrication Inspection	1	Each	\$90,000	\$90,000
1.7.5	Onsite Construction Inspection	1	Each	\$150,000	\$150,000
1.7.6	Project Closeout	1	Each	\$30,000	\$30,000
2	Upland Water and Sewer Upgrades	1	LS	\$1,764,000.00	\$1,764,000
2.1	Mobilization and Demobilization	1	LS	\$150,000	\$150,000
2.2	Water System Upgrades	1	LS	\$540,000	\$540,000
2.3	Sewer System Upgrades	1	LS	\$535,000	\$535,000
2.4	Roadway Surface Repairs	1	LS	\$50,000	\$50,000
2.5	Contingency (Assumed 20%)	1	LS	\$255,000	\$255,000
2.6	Design, Engineering and Permitting	1	LS	\$128,000	\$128,000
2.7	Construction Management and Inspection	1	LS	\$106,000	\$106,000
3	North Bulkhead Extension and Boat Grid	1	LS	\$2,954,150.00	\$2,954,150
3.1	Mobilization and Demobilization	1	LS	\$400,000	\$400,000
3.2	Demolition	1	LS	\$60,000	\$60,000
3.3	Bulkhead Extension	1	LS	\$1,128,150	\$1,128,150
3.3.1	Provide Z-Sheet Pile	150	Ton	\$3,500	\$525,000
3.3.2	Install Sheet Pile	100	EA	\$1,230	\$123,000
3.3.3	Provide and Install Cap and Hand Railing	230	LF	\$540	\$124,200
3.3.4	Provide and Place Fill	4,500	CY	\$75	\$337,500
3.3.5	Provide and Place Surface Course	150	CY	\$123	\$18,450
3.4	Boat Grid	1	LS	\$548,000	\$548,000
3.4.1	Provide Pipe Piles	50	Ton	\$3,500	\$175,000
3.4.2	Install Pipe Piles	30	EA	\$5,100	\$153,000
3.4.3	Provide and Install Catwalk Caps	10	EA	\$22,000	\$220,000
3.5	Contingency (Assumed 20%)	1	LS	\$428,000	\$428,000
3.6	Design, Engineering and Permitting	1	LS	\$215,000	\$215,000
3.7	Construction Management and Inspection	1	LS	\$175,000	\$175,000
4	Bingman Property Phase I/II Environmental Assessment	1	LS	\$160,000.00	\$160,000
5	Lease Parcel Development	1	LS	\$657,500.00	\$657,500
5.1	Mobilization and Demobilization	1	LS	\$70,000	\$70,000
5.2	Clearing and Grubbing	1	LS	\$45,000	\$45,000
5.3	Provide and Place Fill	4,500	CY	\$75	\$337,500
5.4	Provide and Place Surface Course	200	CY	\$125	\$25,000
5.5	Contingency (Assumed 20%)	1	LS	\$95,000	\$95,000
5.6	Design, Engineering and Permitting	1	LS	\$48,000	\$48,000
5.7	Construction Management and Inspection	1	LS	\$37,000	\$37,000

2. Provide an explanation as to why it is necessary to contract in a noncompetitive manner, including which one (or more) of the circumstances in 2 CFR 200.320(c) cited above applies to the procurement transaction.

We are requesting procurement through noncompetitive proposals under 2 CFR 200.320(c)(2), as this procurement can only be fulfilled by a single source. PND Engineers possesses unique qualifications that make them the only viable contractor for this specific project:

1. PND created the original engineering and design for the float system (the project's central component)
 2. They have extensive experience with PIDP grant NEPA compliance requirements specific to Alaskan marine infrastructure
 3. They possess proprietary technologies critical to the project's success in Dillingham's challenging environment
 4. Their institutional knowledge of our harbor's specific conditions cannot be replicated without significant delay and additional cost
3. If the item or service is available only from one source, please include the following:

- a. Uniqueness of items or services to be procured from the proposed contractor or vendor (e.g., compatibility of patent issues);
PND Engineers holds exclusive rights to critical design elements essential for this project:
 - The trademarked Spin Fin Pile Tip design is proprietary to PND and crucial for pile stability in Dillingham's extreme tidal conditions
 - Their Open Cell sheet piling system is specifically engineered for Arctic and sub-Arctic conditions and has been successfully deployed in similar Dillingham harbor projects

- b. How the Recipient determined that the item or service is only available from one source (e.g., market survey results, independent agency research, patented or proprietary system);

The unique combination of PND's proprietary technologies and their specific experience with Dillingham's harbor infrastructure creates a situation where no other firm can provide equivalent services:

- The Spin Fin Pile Tip design is protected by US Trademark No. 4,453,302
 - PND's Open Cell technology has been proven effective in Dillingham's specific environmental conditions through previous installations at both the all-tide dock and fuel dock
 - Market research confirms no other firm has equivalent technologies specifically tested in our unique tidal environment
- c. Explanation of need for the contractor's expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, and/or prior work on earlier phases of project); and
- PND Engineers brings irreplaceable expertise to this project:
- They completed the initial engineering and design for the Float Replacement Project, creating crucial continuity
 - Their extensive experience with Dillingham's unique environmental challenges (extreme tidal range, ice conditions, sedimentation patterns) is unmatched
 - They served as consultants during our grant application process and are intimately familiar with project scope and requirements
 - Their team has established relationships with relevant regulatory agencies, streamlining the permitting process
 - They have demonstrated exceptional responsiveness and have allocated resources specifically for this project
- d. Any additional information that would support the request.
- PND has successfully completed similar harbor projects in comparable Alaskan communities including Naknek, Haines, and Homer
 - Their proven track record of meeting federal grant requirements ensures compliance with all PIDP guidelines
 - Using their existing design work and knowledge base will significantly reduce project timeline and costs
 - Their familiarity with local construction logistics and material sourcing in remote Western Alaska is invaluable

4. If the public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation, please include the following:

NA

- a. Description of the public exigency or emergency;
- b. Need for the contract and period of performance;
- c. Impact on project if deadline/dates are not met;
- d. How long it would take an alternate contractor to reach the same required level of competence (equate to dollar amounts, if desired); and
- e. Any additional information that would support the request.

5. If the Recipient is requesting that MARAD expressly authorize a noncompetitive procurement, please include the following:
- a. Rationale for why the Recipient is requesting authorization for a noncompetitive procurement;
It would be cost and time prohibitive to bring a new vendor up to speed as to the history, status and requisite timeline of this project.
 - b. Provide a description of the marketplace to include distributors, dealers, resellers, etc.;
As key items of the design are Trademarked by PND, utilizing alternatives would require re-engineering and added lead time to identify and source materials needed for construction.
 - c. Describe how the Recipient determined that the item or service must be procured from the proposed source (e.g., market survey results, independent agency research, patented or proprietary system);
Proven performance of PND Engineers' designs in the design area.
 - d. Uniqueness of items or services to be procured from the proposed contractor or vendor (e.g., compatibility of patent issues);
The Spin Fin Pile Tip and Open Cell sheet pile designs are trademarked by PND Engineers is an integral part of the project.
 - e. Explanation of need for contractor's expertise linked to the current project (e.g., knowledge of project management, responsiveness, experience of contractor personnel, and/or prior work on earlier phases of project); and
PND has been very responsive and involved in many aspects of the project to date.
 - f. Any additional information that would support the request.
6. If competition is determined to be inadequate after soliciting several sources, please include the following:
NA
- a. Results of a market survey to determine competition availability. If no survey is conducted, please explain why not; and
 - b. Any additional information that would support the request.
7. Describe whether there are any potential real or apparent conflicts of interest with the proposed vendor. If there may be conflicts of interest, please describe how the Recipient plans to mitigate this risk.
We have conducted a thorough review and confirm there are no potential, real, or apparent conflicts of interest between the City of Dillingham and PND Engineers. The firm has no financial interest in the city, and no city officials have financial interests in PND. The relationship is strictly professional and based on previous successful project completion.
8. Will the proposed contract otherwise comply with the Recipient's procurement policies and the procurement standards outlined in 2 CFR Part 200, including the required contract provisions?

Yes, the proposed contract will comply with all City of Dillingham procurement policies and the procurement standards outlined in 2 CFR Part 200, including all required contract provisions. Our legal counsel has reviewed the proposed procurement to ensure full compliance with federal regulations.

9. Will the proposed contract comply with the grant project's applicable domestic content procurement preference ("Buy America") requirements? If possible, provide a certification from the manufacturer/vendor confirming Buy America compliance.

The pre-construction services covered by this procurement request are professional services not subject to Buy America requirements. For the construction phase, which will involve materials procurement, we will ensure full compliance with applicable domestic content procurement preference requirements. PND Engineers has confirmed their awareness of these requirements and will incorporate them into all design specifications.

10. Provide any other information MARAD requests or the Recipient deems relevant, as applicable.

The City of Dillingham's harbor serves as critical infrastructure for the region's commercial fishing fleet, which is the economic lifeblood of our community. The harbor's current deteriorating condition poses safety risks and economic threats to our community. PND Engineers' unique knowledge of our harbor infrastructure will ensure an efficient, cost-effective project that meets all federal requirements while minimizing disruption to harbor operations during construction phases.

CERTIFICATION

I hereby certify that this justification is accurate and complete to the best of my knowledge and belief, and that this action is in the best interest of the Federally-funded project.

Signature of Authorized Representative of the
Grant Recipient

Date

City of Dillingham
Fiscal NoteAgenda Date: June 19, 2025

Award PND

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:		FUNDING SOURCE	
		City of Dillingham	
FROM ACCOUNT		Project	
4713 8520 70 71 2115 0	Design - Waterfront	Project Management and Engineering Design	
4713 8515 70 71 2113 0	Project Mgmt - Floats	for Harbor Floats and Waterfront Development	
4713 8515 70 71 2115 0	Project Mgmt - Waterfront		
TO ACCOUNT:	VERIFIED BY: Anita Foran	Date: 6/17/2025	

EXPENDITURES

OPERATING	FY25	FY26	FY27	FY28
Design - Harbor Waterfront	\$ -	\$ 455,000.00		
Project Mgmt - Harbor Floats		145,375.00		
Project Mgmt - Waterfront		157,125.00		
TOTAL OPERATING	\$ -	\$ 757,500.00	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

State Appropriations Grant	\$ -	\$ 757,500.00		
24-DC-015				
TOTAL FUNDING	\$ -	\$ 757,500.00	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)
Will require a FY2026 budget amendment.

See Resolution 2025-23

PREPARED BY: Anita ForanJune 17, 2025DEPARTMENT: FinanceAPPROVED BY: 6/17/2025



June 16, 2025

Project No. 221052

Daniel Miller
Harbor Master
City of Dillingham
P.O. Box 889
Dillingham, AK 99576

SUBJECT: PND Proposal for Engineering and Permitting Support for the Port of Dillingham Improvements

Dear Mr. Miller:

PND Engineers, Inc. (PND) is pleased to submit this proposal to the City of Dillingham (City) for engineering and permitting professional services in support of the Port of Dillingham Improvements project. We understand the City has been awarded a U.S. Maritime Administration Port Infrastructure Development Program (PIDP) grant for the project. PND was competitively selected by the City of Dillingham for the design and permitting of the Dillingham Harbor Replacement project, of which the construction and NEPA compliance is a part of the awarded PIDP grant. The scope of work associated with this proposal is a continuation of the previous engineering and permitting professional services for the City.

We understand that NEPA compliant permitting review for all project components is high priority as this is a required step for the City to receive the PIDP grant funding for execution for construction and development.

The harbor float replacement aspect of the project is at 100% design level, Issued for Construction. Required project permits and approvals have been acquired by City/PND prior to the PIDP grant application, making this aspect of project ready for solicitation of bids for construction, pending National Environmental Policy Act (NEPA) review of the overall project scope. The other aspects of the project such as North Bulkhead Extension & Boat Grid, Bingman Property Environmental Site Assessment and the East Waterfront Site Improvements and associated New Utility Infrastructure are at conceptual/preliminary design level, and will require engineering, planning and permitting is support of NEPA review.

The project is planned to be phased according to the project schedule found in Section VI of the MARAD Grant application, however will be delayed by approximately five to six months. Project phasing has been planned to prevent any gaps in service at the harbor. The Environmental Site Assessment for the Bingman property can proceed immediately upon notice of funding.

The Scope of Work for Engineering and Permitting Support for the Port of Dillingham Improvements Project will be as follows:

Task 1 – Project Management and Coordination – Assist City and MARAD with PIDP Grant Documents through NEPA Review and MARAD Funding Obligation Approval **\$36,500 T&M**

PND will work with the City and MARAD, the lead Federal Agency, to facilitate project coordination meetings, communicate project requirements, document project compliance, assist the City in completing

required PIDP funding authorization and other related documents. PND has assisted other communities with PIDP grant administration and project execution under PIDP/MARAD grant requirements. We understand that Pre-Authorization documents are required to be completed to allow the City to expend PIDP grant funds for NEPA permitting and design efforts prior to authorization of Funding Obligation by MARAD. *Note: Project design funded by Pre-Authorization is limited to 90% completion until NEPA review and Funding Obligation is completed.*

Task 2 – Harbor Float Replacement NEPA Review and Environmental Assessment **\$118,000 Fixed Fee**

PND will work with the City and MARAD, the lead Federal Agency, to perform the additional NEPA compliance documentation required to authorize Federal funding for the project construction. US Army Corps of Engineers 404b permitting was previously completed and will be expanded and updated to conform to NEPA requirements. We anticipate that an abbreviated Environmental Assessment (EA) level of permitting analysis will be required by MARAD, although a Categorical Exclusion (Cat-Ex) will be pursued if allowed by MARAD for the float replacement project, as this would be a less intensive, stream-lined process. We anticipate that an Incidental Harassment Authorization (IHA) will not be required and that pile installation can be limited to working at low-tide to minimize environmental impact to marine mammals. We anticipate that a Biological Opinion and Section 106 SHPO consultation will be required to support the NEPA process. We anticipate the duration of the NEPA review and compliance with abbreviated EA will be approximately 6 to 9 months.

Task 3 – Bingman Property Phase 1 and Phase 2 Environmental Assessment **\$148,000 Fixed Fee**

PND will work with subcontractor RSE to perform a Phase 1 and Phase 2 Environmental Assessment to understand if the property has environmental contamination and to what extent. Phase 2 environmental site investigation is planned to be performed with locally available excavator equipment for environmental sampling (i.e. exclude mobilization of specialized drilling/other equipment). The environmental assessment results will inform the scope and cost of potential future property development alternatives and associated costs. Phase 1 and Phase Environmental Assessment reports will be provided. We understand that MARAD notification and approval is required prior to performing ground disturbance activities.

Task 4 – Preliminary Design, NEPA Permitting and 90% Detailed Design of the remainder of the PIDP MARAD Grant Project Scope **\$455,000 Fixed Fee**

PND will develop preliminary design and USACE 404b drawings and permit applications adequate for completing NEPA Permitting review and documentation for the remainder of the MARAD grant funded project scope as identified in the grant application documents as depicted in the grant application including;

- 1) North Bulkhead Extension and Boat Grid;
- 2) Upland Water and Sewer Utilities and Roadway Surfacing along the harbor waterfront;
- 3) Lease Parcel Development area

Detailed design development and specifications of these aspects of the project will not be progressed beyond 90% completion under this work scope.

Work scope described in the 2024 MARAD grant application that is not included in this proposal:

- Design of any aspect of the project beyond 90% completion (exception for the Boat Harbor Replacement project which has previously completed to 100% design/issued for construction in 2018)
- Design modifications to the Boat Harbor Replacement project
- Construction Support including inspection and construction management of any aspect of the project
- Development of City plans and documents related compliance with soft requirements of the grant such as sustainability, emissions, EJ40, workforce development, etc.

PND proposes to perform the scope identified above for a total fee not to exceed \$757,500. The proposed fees will not be exceeded without prior approval.

The scope above represents work necessary to complete the project scope as described above to the best of PND's current knowledge. As the project progresses, additional services may be requested from PND that are not identified above. PND will be happy to perform additional services under an additional negotiated fee or Time and Expenses basis per PND's standard billing rates attached to this proposal.

We look forward to working with you on this project. Please contact me if you have any questions, concerns, or would like to further discuss the scope of work outlined above.

Sincerely,

PND Engineers, Inc.



Dempsey S. Thieman, PE, SE

President

Sincerely,

PND Engineers, Inc.



Chip Courtright, PE, SE

Vice President

**PND ENGINEERS, INC.
ALASKA STANDARD RATE SCHEDULE
EFFECTIVE JANUARY 2025**

<u>Professional:</u>	Staff Engineer I	\$113.00
	Staff Engineer II	\$129.00
	Staff Engineer III	\$140.00
	Staff Engineer IV	\$147.00
	Staff Engineer V	\$153.00
	Staff Engineer VI	\$172.00
	Senior Engineer I	\$167.00
	Senior Engineer II	\$177.00
	Senior Engineer III	\$188.00
	Senior Engineer IV	\$200.00
	Senior Engineer V	\$220.00
	Senior Engineer VI	\$240.00
	Senior Engineer VII	\$255.00
	Environmental Scientist I	\$119.00
	Environmental Scientist II	\$140.00
	Environmental Scientist III	\$156.00
	Environmental Scientist IV	\$172.00
	Environmental Scientist V	\$193.00
	Environmental Scientist VI	\$204.00
<u>Surveyors:</u>	Survey Technician I	\$95.00
	Survey Technician II	\$112.00
	Survey Technician III	\$124.00
	Survey Technician IV	\$136.00
	Survey Technician V	\$150.00
	Senior Surveyor I	\$154.00
	Senior Surveyor II	\$160.00
	Senior Surveyor III	\$170.00
	Senior Surveyor IV	\$185.00
	Senior Surveyor V	\$205.00
<u>Technicians:</u>	Technician I	\$68.00
	Technician II	\$97.00
	Technician III	\$108.00
	Technician IV	\$119.00
	Technician V	\$147.00
	Technician VI	\$169.00
	Technician VII	\$190.00
	CAD Designer III	\$97.00
	CAD Designer IV	\$113.00
	CAD Designer V	\$134.00
	CAD Designer VI	\$147.00

CITY OF DILLINGHAM, ALASKA
RESOLUTION NO. 2025-24

A RESOLUTION OF COMMENDATION FOR BRIAN SIFSOFF, SSS TRANSPORTATION SERVICES, FOR HIS DEDICATED SERVICE TO THE COMMUNITY OF DILLINGHAM

WHEREAS, through their daily work, SSS Transportation under the management of Brian Sifsof has safely transported countless students and community members across Dillingham, often in challenging weather and road conditions; and

WHEREAS, SSS Transportation Services have consistently demonstrated a strong commitment to safety, punctuality, and service, representing the best values of public service and community stewardship; and

WHEREAS, the quality of service and rigid maintenance program have been recognized by the State of Alaska on multiple occasions, and

WHEREAS, the City of Dillingham wishes to recognize and honor individuals like Brian Sifsof, SSS Transportation Services, who quietly and consistently contribute to the well-being and functioning of our community;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council, on behalf of the citizens of Dillingham, hereby commends and expresses its sincere appreciation to Brian Sifsof and SSS Transportation Services for their exemplary service and outstanding safety and maintenance record.

Let it be further resolved that Mr. Sifsof's efforts have not gone unnoticed, and his contributions have made a positive and lasting impact on the lives of Dillingham residents.

PASSED and ADOPTED and ENACTED by the Dillingham City Council on June 19th, 2025.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, Acting City Clerk

SSS Transportation, LLC
PO Box 815
Dillingham, AK 99576

It has been a pleasure and awesome responsibility, transporting our Dillingham City School students to and from school in the past years.

SSS Transportation, LLC's priorities are the safety and well-being of our students. To that point, we strive to maintain our buses in top condition and employ a qualified, experienced, all-local team.

We would like to share some certificates we received from the State of Alaska inspection team. We have a rigid maintenance program with the State of Alaska inspection team certifying equipment twice a year. Maintaining 100% accident free and uninterrupted service for our school system would not be possible without the coordination and assistance from the City of Dillingham, the Dillingham School District, State Transportation, Dillingham City Public Works and the Dillingham community,

Thanks to all!



Bryan Sifsof
Owner/Manager

State of Alaska Inspection Team

Certificate of Achievement

Awarded to **Dillingham District Bus Barn**

in Recognition of Best in Maintenance-Mini Bus Fleet in Alaska

For Service Area III Fall Inspection Period FY25

This 31 *Day of* December, 2024



Resurrection Auto _____

Dan Sullivan

President/CEO

State of Alaska Inspection Team

Certificate of Achievement


Awarded to **Dillingham District Bus Barn**

in Recognition of Best in Maintenance-Mini Bus Fleet in Alaska

For Service Area III FY24 Spring Inspection Period

This 30 *Day of* June, 2024



Resurrection Auto  *President/CEO*

State of Alaska Inspection Team

Certificate of Achievement

Awarded to **Dillingham SSS Bus Barn**

in Recognition of Best in Maintenance-Small Bus Fleet in Alaska

For Service Area III FY24 Spring Inspection Period

This 30 Day of June, 2024



Resurrection Auto *Dan Miller* President/CEO

State of Alaska Inspection Team

Certificate of Achievement

Awarded to **Dillingham SSS Bus Barn**

in Recognition of Best in Maintenance-Small Bus Fleet in Alaska

For Service Area III FY24 Fall Inspection Period

This 31 Day of December, 2023



Resurrection Auto Dan Sullivan President/CEO

State of Alaska Inspection Team

Certificate of Achievement

Awarded to **Dillingham District Bus Barn**

in Recognition of Excellence in Maintenance-Mini Bus Fleet in Alaska

For Service Area III FY24 Fall Inspection Period

This 31 *Day of* December, 2023



Resurrection Ato  *President/CEO*

State of Alaska Inspection Team

Certificate of Achievement

Awarded to **Dillingham District Bus Barn**

in Recognition of Excellence in Maintenance-Mini Bus Fleet in Alaska

For Service Area III FY23 Spring Inspection Period

This 15 Day of July, 2023



Resurrection Auto *Daniel* President/CEO/State School Bus Inspection

CITY OF DILLINGHAM, ALASKA
RESOLUTION NO. 2025-25

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING CHANGES TO THE
PERSONNEL REGULATIONS**

WHEREAS, the City of Dillingham's Personnel Regulations can be revised with the approval of the City Council to bring the policy more in line with industry standard; and

WHEREAS, the revisions also address personnel issues that we have experienced with how the policy is currently written; and

WHEREAS, the City has union contracts with Public Safety Employee Association (PSEA) and Local 71; and

WHEREAS, both unions will be notified of these revisions.

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council authorizes the revisions to the following sections in the City of Dillingham Personnel Regulations:

PASSED and ADOPTED and ENACTED by the Dillingham City Council on June 19th, 2025.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, Acting City Clerk

Personnel Regulations (2023) Original

5.32 PERSONAL LEAVE ACCRUAL RATES Personal leave will accrue at the following rates:

- ◆ during the 1st and 2nd year of service15 days per year
- ◆ during the 3rd, 4th, and 5th year of service 21 days per year
- ◆ during the 6th year of service and thereafter24 days per year.

The Finance Office maintains records for each employee as to the amount of annual leave accrued and used by each employee. A day of leave is defined as eight hours for a full-time regular employee or the number of hours equal to the average “day” for a part-time regular employee.

5.35 PERSONAL LEAVE REQUIREMENTS At least 80 hours of leave must be taken by June 30 of each fiscal year by a full time employee and at least one half of the leave time accrued by a part-time employee, except the first year of employment. It is the responsibility of the department head to insure that work is conducted and personal leave time scheduled taking into consideration the mission of the City. Leave requests, whenever possible, shall be authorized as closely as possible to the employee’s request. It is the responsibility of the employee to make such leave requests with advance notice so the department head can make proper schedule arrangements. The longer the employee wishes to have off, the more advance notice must be given to the department head.

Accrued and unused personal leave may be carried over from one year to the next for the purpose of accumulating a Personal Leave Reserve; however, on June 30 of any year an employee may not have more than 480 hours leave to his/her credit. At this time the payroll technician will delete all hours accrued over 480 hours. Hours in excess of 480 may be waived by the department head to be used the following year if it was not feasible for the City to approve a requested leave. A waiver cannot be given in consecutive years.

5.37. LEAVE CASH-OUT Upon written request, employees shall be permitted to cash out accrued personal leave up to two times in a fiscal year provided the request is made fourteen (14) days in advance of the next payroll action. There shall be no cash-out of accrued personal leave which would reduce the employee’s accrued personal leave below a balance of forty (40) hours.

Personal leave that is cashed out will not reduce the amount of mandatory personal leave that must be taken under section 5.35. (Res. No. 2022-25, 12/2022

9.40. OVERTIME All following types of pay in Section 9.40 apply only to employees who are overtime-eligible under the Fair Labor Standards Act. The City will maintain hours of work

which are compatible with applicable federal and state laws, especially the requirement of the Fair Labor Standards Act (FLSA) legislation related to the payment of overtime.

The FLSA requires the City to maintain an accurate accounting of hours worked and to pay 1 ½ times the regular hourly rate of pay to every nonexempt employee who works more than 40 hours in one week. Under FLSA, special agreements are in force for public safety personnel for additional work time not classed as overtime. Also, Alaska law states that written arrangements may be made for voluntary flex time for certain activities if it is deemed necessary and has been approved by the City

Manager. (See Section 2.3) Written agreements concerning overtime, callout-pay, shift differential, on-call pay, etc. are maintained on file in each employee's personnel file. Overtime is an occasional necessity and must be worked if assigned. Department heads and supervisors are responsible for seeing that no abuse of overtime occurs. All overtime work must have the prior approval of the department head except in emergencies that preclude such prior approval. There shall be no compounding of overtime rates and overtime computation should be at the highest applicable overtime rate.

In the event overtime is officially ordered only individuals paid an hourly wage will be eligible for overtime pay. A greater degree of service is expected of administrative, supervisory, and professional positions, with salaries to be set accordingly. Employees in these positions are not eligible for overtime pay.

A. TIME AND ONE-HALF Employees shall be paid at one and one-half times their regular rate of pay for all hours worked as follows:

1. Hours in excess of 40 in one week;
2. All hours worked on regularly scheduled days off.

Annual leave, sick leave, etc. shall be considered as being part of the work week, and shall be taken on an hour for hour basis in accordance with their established schedule.

Personnel Regulations Suggested Changes

5.32 PERSONAL LEAVE ACCRUAL RATES Personal leave will accrue at the following rates:

- ◆ during the 1st and 2nd year of service 21 days per year
- ◆ during the 3rd, 4th, and 5th year of service 27 days per year
- ◆ during the 6th, 7th, 8th, and 9th year of service..... 30 days per year.
- ◆ during the 10th year of service and thereafter 33 days per year.

The Finance Office maintains records for each employee as to the amount of annual leave accrued and used by each employee. A day of leave is defined as eight hours for a full-time regular employee or the number of hours equal to the average “day” for a part-time regular employee.

5.35 PERSONAL LEAVE REQUIREMENTS At least 80 hours of leave must be taken by June 30 of each fiscal year by a full-time employee and at least one half of the leave time accrued by a part-time employee, except the first year of employment. It is the responsibility of the department head to insure that work is conducted and personal leave time scheduled taking into consideration the mission of the City. Leave requests, whenever possible, shall be authorized as closely as possible to the employee’s request. It is the responsibility of the employee to make such leave requests with advance notice so the department head can make proper schedule arrangements. The longer the employee wishes to have off, the more advance notice must be given to the department head.

Accrued and unused personal leave may be carried over from one year to the next for the purpose of accumulating a Personal Leave Reserve; however, on June 30 of any year an employee may not have more than 480 hours leave to his/her credit. At this time the payroll technician will delete all hours accrued over 480 hours. Hours in excess of 480 may be waived by the department head to be used the following year if it was not feasible for the city to approve a requested leave. A waiver cannot be given in consecutive years.

5.37. LEAVE CASH-OUT Upon written request, employees may be permitted to cash out accrued personal leave under extreme emergencies as approved by the City Manager. There shall be no cash-out of accrued personal leave which would reduce the employee’s accrued personal leave below a balance of forty (40) hours.

9.40. OVERTIME All following types of pay in Section 9.40 apply only to employees who are overtime-eligible under the Fair Labor Standards Act. The City will maintain hours of work which are compatible with applicable federal and state laws, especially the requirement of the Fair Labor Standards Act (FLSA) legislation related to the payment of overtime.

The FLSA requires the City to maintain an accurate accounting of hours worked and to pay 1 ½ times the regular hourly rate of pay to every nonexempt employee who works more than 40 hours in one week. Under FLSA, special agreements are in force for public safety personnel for additional work time not classed as overtime. Also, Alaska law states that written arrangements may be made for voluntary flex time for certain activities if it is deemed necessary and has been approved by the City

Manager. (See Section 2.3) Written agreements concerning overtime, callout-pay, shift differential, on-call pay, etc. are maintained on file in each employee's personnel file. Overtime is an occasional necessity and must be worked if assigned. Department heads and supervisors are responsible for seeing that no abuse of overtime occurs. All overtime work must have the prior approval of the department head except in emergencies that preclude such prior approval. There shall be no compounding of overtime rates and overtime computation should be at the highest applicable overtime rate.

In the event overtime is officially ordered only individuals paid an hourly wage will be eligible for overtime pay. A greater degree of service is expected of administrative, supervisory, and professional positions, with salaries to be set accordingly. Employees in these positions are not eligible for overtime pay.

A. TIME AND ONE-HALF Employees shall be paid at one and one-halftimes their regular rate of pay for all hours worked as follows:

1. Hours in excess of 40 in one week;
2. All hours worked on regularly scheduled days off.

Annual leave, sick leave, etc. shall be considered as being part of the work week, and shall be taken on an hour for hour basis in accordance with their established schedule. The use of annual leave, sick leave, holiday pay, administrative pay, etc. will not count towards the overtime calculation.



CITY OF DILLINGHAM

Department of Public Safety

PO BOX 3000
Dillingham Alaska 99576

24 hrs (907) 842-3354
(907) 842-5472
Fax (907) 842-5785

July 2, 2025

RE: Letter of Commendation

Sgt. Tanner Nickels,

On May 30th at approximately 0818 hours a call was received regarding two loose dogs running near Airport Rd. in Dillingham, Alaska.

Animal Control Officer, Jamal Romie, responded and retrieved thirteen dogs on scene. Observing that the dogs were severely malnourished, you began an investigation into animal cruelty. You promptly placed the suspect under arrest and got a warrant to enter the residence. You were able to rescue six additional dogs, five of which were puppies approximately one-two weeks old. The animals were found in deplorable conditions and suffering from malnourishment. It was an urgent situation requiring that the animals be removed immediately.

You worked with ACO Romie to effectively rescue nineteen dogs. Their lives were saved due to your efforts. You further worked with outside agencies to transport the animals and place the animals in safe care.

Your ability to assess the gravity and urgent nature of the situation and act in a rapid and appropriate manner, speaks highly of your professionalism and ability and brings credit to both yourself and this department. Thank you.

Tracy O'Malley
Chief of Police

Cc: personnel file



CITY OF DILLINGHAM

Department of Public Safety

104 D Street
P.O. Box 1869
Dillingham, Alaska 99576

24 hrs (907) 842-3331
(907) 842-5172
Fax (907) 842-5705

July 2, 2025

RE: Letter of Commendation

ACO Jamal Romie,

On May 30th at approximately 0818 hours a call was received regarding two loose dogs running near Airport Rd. in Dillingham, Alaska.

You responded and retrieved thirteen dogs on scene. Upon arrival to the animal shelter, you immediately began feeding, bathing and vaccinating the dogs. You advised Sgt. Nickels that you believed there were more dogs inside the residence.

After Sgt. Nickels received a warrant to search the suspect's residence, you and Sgt. Nickels were able to rescue six additional dogs, five of which were puppies approximately one-two weeks old. The animals were found in deplorable conditions and suffering from malnourishment. It was an urgent situation requiring that the animals be removed immediately.

You worked with Sgt. Nickels to effectively rescue nineteen dogs. Their lives were saved due to your efforts. You further worked with outside agencies to transport the animals and place the animals in safe care.

Your ability to effectively care for animals in a dire situation speaks highly of your professionalism and ability and brings credit to both yourself and this department. Thank you.

Tracy O'Malley
Chief of Police

Cc: personnel file