



**WORKSHOP ON BRIGHTLY 5:30 PM,
CITY COUNCIL REGULAR MEETING 7:00 PM**

Thursday, May 07, 2026 at 7:00 PM

AGENDA

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

MEETING INFORMATION

AGENDA

CITY COUNCIL REGULAR MEETING

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

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

Meeting ID: 920 483 0473; passcode: 99576

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

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

[1.](#) 04/02/2026 Regular Council Meeting

04/16/2026 Special Council Meeting

05/04/2026 BOE and 05/05/2026 BOE (if there is one)- Laydowns

APPROVAL OF CONSENT AGENDA

APPROVAL OF AGENDA

STAFF REPORTS

[Strategic](#) Plan Report

City Manager and Staff Reports

Standing Committee Reports

Code, Finance and Budget

Citizen Committee Appointments

PUBLIC HEARINGS

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

O 2026-05: An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Sections 2.08.020 and 2.12.050 to Remove Duplicative Publication Definitions and to Cross-Reference DMC 1.16.010.

O 2026-06: An Ordinance of the Dillingham City Council Adopting Budget Amendment No. 2 and Appropriating Funds for the FY 2026 City of Dillingham Budget

CITIZEN’S COMMENTS (Prior Notice or Agenda Items)

ORDINANCES AND RESOLUTIONS

2. Resolution No. 2026-14 : AWARD RFP for Janitorial Services

A Resolution of the Dillingham City Council Authorizing the City Manager to Enter into a Contract with Advanced Building Cleaners LLC for Janitorial Services

3. Resolution No. 2026-15: MOU for VPSO

A Resolution of the Council of the City of Dillingham, Alaska, Adopting the Memorandum of Agreement Between the Bristol Bay Native Association, the City of Dillingham, and the Curyung Tribal Council for the Village Public Safety Officer (VPSO) Program

4. (Adopt) Ordinance 2026-06: Budget Amendment 2 Ordinance

An Ordinance of the Dillingham City Council Adopting Budget Amendment No. 2 and Appropriating Funds for the FY 2026 City of Dillingham Budget

5. (Adopt) Ordinance No. 2026-02: An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Section 1.16.010, Definitions, to Add a Definition for “Newspaper of General Circulation,” “Public Notice,” and “Published” or “Publication.”

6. (Adopt) Ordinance No. 2026-05: An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Sections 2.08.020 and 2.12.050 to Remove Duplicative Publication Definitions and to Cross-Reference DMC 1.16.010.

7. (Introduce): Ordinance No. 2026-07 Business Licenses, set public hearing date for next regular council meeting

An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Section 4.16.010 to Clarify the Definition of Physical Presence for Business License Requirements

UNFINISHED BUSINESS

NEW BUSINESS

CITIZEN’S DISCUSSION (Open to the Public)

COUNCIL COMMENTS

MAYOR’S COMMENTS

ADJOURNMENT

INFORMATIONAL ITEMS

File Attachments for Item:

1. 04/02/2026 Regular Council Meeting

04/16/2026 Special Council Meeting

05/04/2026 BOE and 05/05/2026 BOE (if there is one)- Laydowns



CITY COUNCIL REGULAR MEETING

Thursday, April 02, 2026 at 7:00 PM

MINUTES

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

MEETING INFORMATION

AGENDA

CITY COUNCIL REGULAR MEETING

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

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

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CALL TO ORDER

- Meeting called to order at **7:00 PM**

ROLL CALL

Present at Roll Call (in person):

- Triston Chaney (via Zoom)
- Jean Barrett
- Steve Carriere
- Kaleb Westfall
- Kevin McCambly
- Alice Ruby, Mayor

Absent at Roll Call:

- Curt Armstrong

Late Arrival:

- Curt Armstrong (arrived shortly after roll call)
- Quorum established

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES**1. February 10, February 20, and March 12, 2026 Minutes****Motion 1 – Approval of February 20 Minutes**

Motion: McCambly moved to approve the February 20, 2026 minutes

Second: Westfall

Motion 2 – Amendment to Approve Minutes as Block

Motion: Carriere moved to amend the motion to approve all three sets of minutes as a block

Second: Barrett

Discussion Topics:

- Request for verbatim inclusion of council comments
- Legal memo regarding minutes requirements
- Staff burden vs verbatim transcription
- Use of recordings vs written minutes
- Accuracy and completeness concerns (Feb 20 minutes)
- One typo identified and corrected (Page 3)
- Concerns regarding consistency and prior objections

Vote on Amendment (Block Approval):

- **Yes:** Chaney, Barrett, Carriere, Armstrong
- **No:** Westfall, McCambly
- **Result:** Amendment carried

Final Vote – Approval of Minutes (February 10th as Amended, all three passed as a Block)**Vote:**

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

APPROVAL OF CONSENT AGENDA-none**APPROVAL OF AGENDA**

Motion: Carriere moved to approve the agenda

Second: Westfall

Discussion Topics:

- None

Vote:

- **Unanimous**
- **Result:** Motion carried

STAFF REPORTS

2. Strategic Plan Report
3. City Manager and Staff Reports

Discussed:

- Employee commendations:
 - Sterling Bailey (Public Works)
 - Brandon Stephen (Public Works)
 - Lane Ito (Library)
- Water line break response and emergency prevention
- Interagency cooperation (School District, Tribe, BBNA)
- MOU coordination efforts
- Grant activity and funding timelines
- Landfill and infrastructure projects
- Grandma's House status and legal process
- Fire hall RFQ vs RFP discussion
- Water system expansion and storage needs
- HR staffing levels and vacancies
- Public safety engagement and EMS/fire response
- Senior Center usage and service demand
- Budget planning and reserve requirements
- Comprehensive plan outreach
- Harbor and seasonal workforce planning

Follow-Up Questions:

- RFQ vs RFP clarification
- grant process clarification
- contractor/employee clarification

4. Standing Committee Reports

Code Review Committee:

- Newspaper/public notice ordinance urgency
- Need for updated publication methods

Finance & Budget Committee:

- Ongoing budget development
- Financial monitoring continue

Citizen Committee Appointments

- none

PUBLIC HEARINGS

5. Public Hearings

Ordinance 2026-03- Ordinance No. 2026-03, An Ordinance Amending DMC 3.10.130 to Clarify Retention of Election Materials by Reference to the City's Adopted Records Retention Schedule

- No public testimony

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

- No public testimony

CITIZEN'S COMMENTS (Prior Notice or Agenda Items)

none

ORDINANCES AND RESOLUTIONS

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

Ordinance 2026-04 (Adopt)

Motion: Carriere moved to adopt Ordinance 2026-04

Second: Barrett

Discussion Topics:

- Unanimous consent vs roll call voting

- State statute (Title 29) interpretation
- Meeting efficiency vs transparency
- Remote participation concerns
- Definition of “substantive motion”
- Legal review and compliance

Vote:

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

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

Motion: Carriere moved to adopt Ordinance 2026-03

Second: Westfall

Discussion Topics:

- None

Vote:

- **Unanimous**
- **Result:** Motion carried – Ordinance adopted

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

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

Motion: Westfall moved to introduce Ordinance 2026-02 and set public hearing for May meeting

Second: Carriere

Discussion Topics:

- Clarification on prior committee review
- Publication definitions

Vote:

- **Unanimous**
- **Result:** Motion carried – Ordinance introduced

9. **(Introduce) O 2026-05:** An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Sections 2.08.020 and 2.12.050 to Remove Duplicative Publication Definitions and to Cross-Reference DMC 1.16.010.

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

Motion: Carriere moved to introduce Ordinance 2026-05 and set public hearing for May meeting

Second: Barrett

Discussion Topics:

- Cross-referencing publication definitions
- Code cleanup

Vote:

- **Unanimous**
- **Result:** Motion carried – Ordinance introduced

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

Motion: Carriere moved to adopt Resolution 2026-11

Second: Barrett

Discussion Topics:

- Community clean-up event (May 12–16)
- Coordination with other community efforts
- Potential bench dedication event alignment

Vote:

- **Unanimous**
- **Result:** Motion carried – Resolution adopted

UNFINISHED BUSINESS

11. Executive Session Council Member Concern

Legal council memo

Motion – Take No Action

Motion: Carriere moved to take no action

Second: Barrett

Discussion Topics:

- Allegation regarding executive session confidentiality
- Legal memo outlining options
- Whether to investigate vs dismiss
- Concern about unresolved issues escalating
- Importance of closure vs efficiency
- Council process and trust

Vote:

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

NEW BUSINESS

12. Council Packets and Communications

Discussion Topics:

- Packet delivery issues
- Need for clear delivery preferences
- Communication gaps with council members
- Notification timing for packet availability
- Council to complete contact/delivery form

13. Set Date for Workshop and Special Council Meeting

For Introduction of Ordinance for Budget Amendment 2

April 16th

Motion: Carriere moved to set workshop and special meeting for April 16**Second:** Armstrong**Discussion Topics:**

- Scheduling availability
- Coordination with council members

Vote:

- **Unanimous**
- **Result:** Motion carried

CITIZEN'S DISCUSSION (Open to the Public)

- none

COUNCIL COMMENTS

- Appreciation for City Manager leadership
- Staff recognition and performance
- Organizational improvements

MAYOR’S COMMENTS

- Interagency collaboration improvements
- Community engagement
- Proclamation: Military child recognition (Purple Day)
- Moment of silence observed

ADJOURNMENT

- Meeting concluded at approximately **8:54 PM**

ATTEST:

Abigail Flynn, City Clerk
[SEAL]

Date of Approval



**BUDGET WORKSHOP AT 5:30 PM AND
CITY COUNCIL SPECIAL MEETING AT 7:00 PM**

Thursday, April 16, 2026 at 5:30 PM

MINUTES

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

MEETING INFORMATION

Budget Workshop at 5:30 PM and City Council Special Meeting at 7:00 PM

CITY HALL COUNCIL CHAMBERS / 5:30 p.m. and 7:00 p.m.
141 Main Street, Dillingham, AK 99576 (907) 842-5212

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(A workshop on budget amendment No. 2 was held from 5:40 pm to 6:45 pm in the Council Chambers. Council and staff reviewed Budget Amendment No. 2, focusing on proposed revenue and expenditure adjustments in preparation for formal introduction and scheduling of a public hearing.)

CALL TO ORDER

- Meeting called to order at **7:01 PM**

ROLL CALL

Present:

- Triston Chaney
- Steve Carriere
- Curt Armstrong
- Kaleb Westfall
- Alice Ruby

Absent (Excused):

- Jean Barrett
- Kevin McCambly

Quorum established

PLEDGE OF ALLEGIANCE- Conducted

APPROVAL OF AGENDA

Motion: Carriere moved to approve the agenda

Second: Chaney

Discussion:

- None

Vote:

- No objection
- **Result:** Motion carried

CITIZEN’S DISCUSSION

- None

SPECIAL BUSINESS

1. Resolution No. 2026-12: GCI Lease

A Resolution of the Dillingham City Council Authorizing the Mayor to Execute a Lease Agreement with GCI Communication Corp. for City-Owned Property Located at 412 W. 2nd Avenue

Motion: Carriere moved to adopt Resolution 2026-12

Second: Chaney

Discussion:

- Lease terms and appraisal alignment
- Negotiation history and prior Council authorization
- Revenue stability vs competitive bidding
- Consideration of issuing RFP vs extending lease
- Tenant history and economic conditions
- Long-term leasing practices and policy concerns

Vote (Roll Call):

- | | |
|-------------------|-----------------|
| • Carriere – Yes | • Chaney – Yes |
| • Armstrong – Yes | • Westfall – No |

Motion failed (3–1)

2. Resolution No. 2026-13: Approval of Change Order No. 1 to the RESPEC Airport Waterline Extension Contract

Motion: Carriere moved to adopt Resolution 2026-13

Second: Chaney

Discussion:

Additional geotechnical borings and PFAS sampling

- Need for water storage tank
- Directional drilling under roadway
- Fire protection improvements
- Project schedule and contractor mobilization
- Budget status within existing allocation

Vote:

- No objection
- **Result:** Motion carried

3. Introduction: Ordinance No. 2026-06 – FY26 Budget Amendment No. 2

An Ordinance of the Dillingham City Council Adopting Budget Amendment No. 2 and Appropriating Funds for the FY 2026 Budget

Motion: Carriere moved to introduce Ordinance 2026-06 and set public hearing for May 7

Second: Armstrong

Discussion:

- Workshop completed prior to meeting
- Public hearing process outlined

Vote:

- No objection
- **Result:** Motion carried

COUNCIL COMMENTS

Discussion:

- Process for reconsideration of failed Resolution 2026-12
- Need for guidance on reintroducing items
- Packet delivery procedures and communication preferences
- Responsibility for packet pickup vs delivery

MAYOR'S COMMENTS

- Appreciation for staff work and detailed meeting materials
- Cancellation of April 22 joint meeting with School Board
- Need for updated Council contact and packet delivery information

ADJOURNMENT at 7:33 PM

- Meeting adjourned at **7:30 PM**

ATTEST:

Abigail Flynn, City Clerk

[SEAL]

Date of Approval

File Attachments for Item:

Strategic Plan Report

City Manager and Staff Reports

Standing Committee Reports

Code, Finance and Budget

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



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

MEMORANDUM

Date:04/29/2026

To: Dillingham City Council

From: Jack Savo Jr., City Manager

Subject: City Manager Monthly Report April 2026

City of Dillingham

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

Upcoming Events:

- May 13, 2026, Planning Commission, 5:30PM
- May 14, 2026, Code Review Committee, 5:30PM
- May 18, 2026, Finance and Budget, 5:30PM
- June 04, 2026, Regular City Council Mtg, 7:00PM
- June TBD, 2026, School Facility, 5:30PM
- June 10 2026, Planning Commission, 5:30PM
- June 11, 2026, Code Review Committee, 5:30PM
- June 15, 2026, Finance and Budget, 5:30PM
- June 18, 2026, Regular City Council Mtg, 7:00PM

-We have 2 resolutions for council consideration this month
-Resolution 2026-14 Award Janitorial Contract to ABC Cleaners
-Resolution 2026-15 MOU for VPSO

-We have 3 Ordinances for consideration of adoption this month
-Ordinance 2026-06 Budget Amendment 2
-Ordinance 2026-02 Amending DMC 1.16.010
-Ordinance 2026-05 Amending DMC 2.08.020 and DMC 2.12.050

-We have 1 Ordinance to consider for introduction
-Ordinance 2026-07, Amending DMC 4.16.010

-Customer service training will be conducted during an all-employee meeting in June, the employees of our City are of the highest caliber and strive to do their very best and make a difference each day.

-We will start conducting leadership training quarterly for all our mid-level managers and above to provide a consistent direction throughout the city.

-April 8, 2026, Judge signed order quieting title to City of Dillingham, April 9, 2026 Clerks Deed was signed. City now has clear and accurate title to Gramma's house; I have attached the documents in the information section of this packet

-We have been waiting for a repair estimate from our insurance company for Gramma's House water damage. We have not received anything to this point, the adjuster has completed the inspection, however we have not received anything from them. I am as frustrated as anyone in this process. I spoke with our insurance representative today and was told we will get something by the end of the week.

-Tribal Exemption for fee-simple property (DMC 4.15.030) is with Code Committee. Worked closely with Curyung Tribe representative Keggie Tubbs to develop language pertaining to tribal fee simple exemption. Language was presented at the Code Committee meeting April 13, 2026. After public comments from both Ekuk and Curyung Tribes not being in favor of the language, I will bring it back to the Code Committee May 14, 2026, for review and recommendations moving forward.

School Facilities Meeting, next meeting June TBD, 2026

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

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

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

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

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

Gramma's House

-April 6, 2026 meeting with BBHA, BBNA, and BBAHC to discuss this property to get an idea of what these organizations could contribute as well as community needs from their perspectives.

-April 8, 2026, Judge signed order quieting title to City of Dillingham, April 9, 2026, Clerks Deed was signed. City now has clear and accurate title to Gramma's house; I have attached the documents in the information section of this packet.

-Next step will be to hold a meeting with BBHA, BBNA, BBAHC, Curyung Tribe, and Ekuk Tribe as well as some other parties that I may have missed. The purpose of this meeting is to gather information from all the entities to include future usage of the facility. Once completed I will draft a report to present to the City Council. No final date of this meeting yet as I am just sending out inquiry regarding availability, however I am looking at the third week in May.

RFP 2025-02 Airport Waterline Extension Update:

-Phase 1 Contract with RESPEC approved 11/06/2025

-Phase 1 In person Contract kick off 12/02 – 12/04/2025

-Design Analysis Report completed January 2026, keeping us on track to reach 35% design mid to late June 2026.

-The current system requires upgrades to support expansion, such as additional wells, treatment, storage capacity, and monitoring.

-Estimated ROM (Rough Order of Magnitude) construction cost is \$17.5 Million, we must remember that this is a rough estimate cost at this time, we will have a more accurate estimate when we reach the 35% design phase.

-Next steps include complete 35% schematic design, conduct geotechnical sampling (34 borings planned for May 2026), environmental permitting with ADEC, FAA, and other agencies.

- Staff will pursue additional funding after reaching 35% design phase
- Waterline Extension is registered as a high priority project in the CIP and is also in the State's CAPSIS (Capital Project Submission and Information System) since 2024.
- Change Order 1 to the RESPEC Airport Waterline Extension Contract authorized by resolution 2026-13 passed on April 16, 2026
- We should see boots on the ground surveying in May 2026, followed shortly by geotechnical boring crew.

City Clerk:

- Special Thank you to ARVO, who brought out 8 volunteers for Vet services May 1-3, 2026
- 16 meetings held since March 23, 2026, which required a significant amount of time preparing all aspects
- Record Specialist selection made and offer letter sent.
- One public records request was received April 7, 2026, pertaining to Port expenditures. Another received April 22, 2026, pertaining to accounts payable.
- Limited progress has been made to launch new website, in consultation with the City Manager we will have all required items reviewed and website launched prior to June 1, 2026.
- Clerk in training May 15-23, 2026, and will not be available during that time.
- Please see the complete report in the upcoming pages of your packet.
- Blessing of the Fleet/Harbor Day scheduled for June 20, 2026

Senior Center – Library:

- 22 service days available during this time. It closed for 1 day City of Dillingham holiday.
- Days opened when meals were served: 21, Total meals served 607; 282 congregate and 325 home delivered
- Days the van ran: 21, with 396 rides provided and 325 meals delivered.
- 1 rental for events
- The volunteer van driver program has ensured that at home seniors are getting their lunches as well as rides to appointments. Nate Carlow and Erica Tweet continue to support van driving operations when available.
- The BBAHC Injury Prevention Program, led by Fallon Gleason and Jared Miller, continues to provide valuable instruction at the Senior Center on safe and accessible exercise for elders.
- Middle School students have joined elders for Yuraq (Yupiq dance) during lunchtime
- Library Stats for March 16, 2026 – April 15, 2026
 - 533 Patron count 55 desktop computer usages
 - 338 Wi-Fi sessions 00
 - 241 total items checked during this reporting period.
- The library was open every scheduled day during this reporting period.
- Library hours as follows
 - Closed Sunday and Monday
 - Open Tuesday – Thursday 12:00pm – 5:30pm
 - Open Friday 10:00am – 6:00pm
 - Open Saturday 10:00am – 3:00pm

- Both services are very important to our community and staff is making every effort possible to keep these two programs running smoothly to continue this community benefit.
- The need of these two programs continues to come down to adequate funding, which will be discussed in detail during the budget planning.
- We will be bringing a recommendation for FY27 to fund the Kitchen Manager at full time and the Van Driver at ¾ time. This will increase the capability of the Senior Center to continue to provide consistent reliable service to our elders and community.
- Please see complete report for additional exciting developments with these two departments!

HR report:

Total Employees: 57

- 49 full time

- 4 part-time

- 4 on-call

- 1 Seasonal

Open Positions: 8

- Police Officer – Lateral Rotational

- Heavy Equipment Operator

- Fleet Mechanic

- Dispatcher

- Records Specialist

- Assistant Finance Director

-Required online training for all City of Dillingham staff is 99% completed as of this report writing. This will help with a substantial reduction in our insurance costs.

-Developed and published a water quality public information ad.

-Monitoring employee performance review program to help ensure timeliness of employee reviews.

Public Safety:

-Public Outreach continues to be the focus with Chief O'Malley and Officers attending public events

-Chief of Police of Chickaloon Police Department conducted an active shooter training for DPD, they also conducted a presentation for the community on human trafficking.

-When we have animals housed with us it requires ACO Romie to provide care for the animals 7 days per week. We currently have one volunteer at the Animal Shelter which helps tremendously.

-ACO's final portion of training in anchorage has yet to be scheduled.

- PSEA Public Safety Employees Association negotiations continue

- Management goal is to obtain what is in the best interest of the City of Dillingham.

- A meeting is scheduled the 11th of May to discuss

-Dispatch received a total of 160 calls during this last reporting period the breakdown is included in the Public Safety report following.

-Jail held 19 inmates during this reporting period

-Please see the complete report in the upcoming pages of your packet.

Fire Department:

"Fire and EMS continue to focus on prevention, training, and recruitment to maintain service levels and community safety as we move into the summer season."

-Total Fire Calls to date in 2026 = 8

-Total EMS calls to date in 2026 = 84

-Fire has completed all the required documents to retain our status as a registered fire department in the state of Alaska for 2026.

-Fire and EMS are in the process of completing their rectification for the ability to be instructors of CPR

-Fire and EMS crews participated in training provided by the University Fire Department out of Fairbanks. We had great volunteer turnout and trained on extrication, car fires, trauma, hydraulics and incident command.

-Fire and EMS participated in two community events this month. At the public health fair, crews assisted by taking vitals for individuals receiving blood work, and at Career Day, staff shared information on employment opportunities within the city.

-Fire /EMS Board Members

- Fire Chief: Koolie Heyano

- Assistant Fire Chief: Kevin Hardin

- Medical Squad Director: JJ Larsen

- Member at Large: Kim Larsen

Planning:

“Dillingham enters this period with a completed Comprehensive Plan, a scored and prioritized Capital Improvement Plan, and an active infrastructure project at 35% design.”

-Snag Point Erosion appropriation extension is still waiting for a determination from FEMA. We are confident that an extension will be granted. Once extension is granted, we are prepared to move forward with this project. We still have our weekly meetings with our state FEMA representatives; we are assured that this extension is fully supported by all entities involved and once the Department is opened back up we will see movement on this.

-Planning Commission held a meeting March 11th, they are in the process of developing the 2026-2032

-Dillingham 2036 Comprehensive Plan public review process is complete

- CIP 2024-2029

-Below is the list of the top projects from the latest Capital Improvement Program. The CIP is reviewed annually, and new projects may be submitted for review and inclusion.

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

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

Public Works:

-Conduct a workshop on Brightly May 7, 2026

-Public works crew strategy of cross training employees on equipment has proven effective and beneficial to the City and has aided in keeping the roads and facilities open throughout the winter.

-Progress has been made in implementation and population of our work and asset management software program. This is a program that will have constant implementation and updates. We hope to have this running in tandem with our existing systems NLT Spring 2026.

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

-Intense review of current equipment maintenance needs and vehicle/equipment replacement plan are being developed.

-Please see the complete report in the upcoming pages of your packet.

Finance:

- FY26 Budget amendment 2 has been introduced to the council and is ready for adoption at May 7, 2026, council meeting.

-FY27-FY29 creation has begun with staff and management.

-FY27 Salary Schedule has been proposed to F&B

- March Statistics: as of date of report.

Cash Receipts: \$408,861.82

All Payments: \$1,690,110.24 (includes \$291,000.34 for 2 payrolls).

-Loan, Grants or Contract list has been established which also includes reporting status, this will give the staff the ability to monitor this effectively and efficiently. We want to be certain that the City is getting the best value.

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

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

-Please see the complete report in the upcoming pages of your packet.

Port:

-May 10, Port Director returns to Dillingham for the summer.

-Conducting cost analysis of ice machine operation

-Submitted application for BBEDC seasonal employee

-Work continues with PND to acquire all permits for PIDP Grant, title IX compliance paperwork completed, likely able to move forward with a “no impact” determination for Harbor project. Currently close out is estimated for Spring 2028.

-Work with PND Engineering to acquire all necessary permits for PIDP Grant

-Expecting 35% design submittal in May

-Likely able to move forward with “no impact” determination for Harbor project which, if it is made, should streamline the NEPA, NMFS, and USFW permitting

-EA approximately 50% complete

-Awaiting MARADs approval of scope modifications

-Estimated NEPA completion August 2026

-Current estimated project closeout: Spring 2028

-Updated project timeline included in Port Directors report

-Draft Grant Agreement expected soon

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

Fw: MAY 2 - May 10

From Alice Ruby <alice.ruby@dillinghamak.us>
Date Fri 5/1/2026 1:26 PM
To DLG City Clerk <cityclerk@dillinghamak.us>

Hi Abigail,

Please include this in the packet as a courtesy notice to the Council.

We didn't send this by email because so many of us are having trouble with our email accounts.

Alice Ruby
Mayor

From: Jack Savo <jack.savo@dillinghamak.us>
Sent: Friday, May 1, 2026 1:19 PM
To: Alice Ruby <alice@bbedc.com>; Alice Ruby <alice.ruby@dillinghamak.us>
Subject: MAY 2 - May 10

Alice I will be out next week on leave, except for the council meeting May 7. In my absence the Finance Director will be the point of contact at City Hall. I will check my email once daily and respond if necessary.

Jack
Get [Outlook for Android](#)

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



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

MEMORANDUM

Date: April 22nd, 2026 for the period beginning March 23, 2026
To: Jack Savo Jr., City Manager
From: Abigail Flynn, City Clerk
Subject: Monthly Report for April

Recognition:

- Thank you to ARVO volunteers

City Clerk Department Accomplishment and Opportunities Since the Last Report:

- **Staff Training Compliance:**

- All staff for the clerk, library and senior center completed their safety trainings before the deadline

- **Meeting Preparation:**

- Significant time was spent preparing for a high volume of meetings. There were 16 meetings held since March 23rd when the last staff report was written. That is a heavy load of agendas and packets and postings and minutes and deliveries and room set ups and polling for meeting dates.

- **Foreclosure Update:**

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

- **Personnel:**

- Records Specialist interviews were completed.
- BBEDC Seasonal worker and intern applications were completed. This was a group effort between Rebecca and Tony and Cameron and I. Two

positions for the library, two positions for the senior center and one for the Clerk's office were turned in by me last week.

- **Assessment Notices & Appeals:**

- At the date of this memo, 26 personal property appeals have been turned in and 9 real property appeals have come in. (Last year there were 63 personal and 77 real so the public education campaign seems to be working.) 52 notices went out later than the first batch and those taxpayers have until April 23rd to turn in appeals. No appeals that would have been due April 15th came in after the due date and were late.
- The Board of Equalization Organizational Meeting was held on April 20th. Reminder, those not appointed to the BOE are automatically alternates.
- The City remains on track for Board of Equalization (BOE) meetings May 4th at 5:30 pm in the council chambers with an additional meeting May 5th at 5:30 only if needed.

- **ARVO Veterinary Visit:**

- ARVO will bring eight volunteers to Dillingham May 1-3.
- We would like to thank Togiak National Wildlife Refuge for offering the use of the bunkhouse for the ARVO volunteers. If community members would like to donate toilet paper and paper towels and cleaning supplies for their stay, they can be dropped off at the Refuge for ARVO's use at the Bunk house.
- Community members are encouraged to schedule pet care services. <https://www.akrvo.org/dillinghamtogiak-may-2026.html>
- Appreciation is extended to volunteers supporting this effort.

- **Public Records Requests:**

- One request was received on April 7, 2026; it pertained to Port Expenditures. Another one arrived today requesting an accounts payable summary.

- **Wood Tikchik State Park Management Council Meeting:**

- I hold the Dillingham seat on this council and attended and helped set up for the April 9th meeting. This was the shortest biannual meeting of the council in recent memory as the meeting was less than one hour. There was an update given on Kings (From May 1-July 31th, single hooks and no bait will be the requirement) Mulchatna herd, Moose populations in 17 and 18 and the Boar ramp plans for Aleknagik boat ramp and research activities in the park watershed. No one from Nushagak was able to attend due to commitments the night before. There may be a special meeting called during the 90 day comment period to discuss the Hydro project licensing.

- **Website Update:**

- Limited progress has been made.
- The Fire Department has completed their updates. Other departments have not.

- All departments must complete updates prior to going live.
- Fire Department staff already have photo editing software and are working on the photographs for the website.
- Tech support for posting zoom recordings to the website is underway.
- **Records Retention and Destruction:**
 - This project is on hold until a new employee is hired.
- **Elections:**
 - Absentee host forms received, state chairperson's worksheet and Chair agreement received.
 - The job of recruiting workers for the Primary and General elections has begun. No one wants to chair these elections. Translators are still needed.
- **Procurement / RFP:**
 - Assisted with the Janitorial RFP Bid opening and scoring
 - Assisted with RFQ website posting and local posting
- **Update to procedure for workshops:**
 - DCRA and my Clerk mentor let me know that workshops should also have minutes because the public deserves to know. I will begin producing them.
 - They also said that our practice of holding a workshop when there are insufficient members for the planned and noticed meeting is not allowed. The proper thing to do is to disband and leave. If we want to hold a workshop in place of a meeting when there is no quorum, we could put that in code or should at least be stating that on our agendas in advance along with the possible topic of the workshop.
- **Events:**
 - Blessing of the Fleet/ Harbor Day is scheduled for June 20; planning meetings will begin soon.
 - Ongoing coordination efforts for Harbor Day
- **Committee Open Positions:**
 - Library Advisory Committee, 1
 - Friends of the Landfill, 2
 - Senior Advisory committee, all of them
- **General Operations:**
 - This reporting period has been heavily focused on revisions for the 2026 and 2027 Budget, meetings and administrative preparation. In addition to this, I have spent considerable time this month providing information requested by our legal team.

Clerk Travel:

- The clerk will be in training May 15-23 and will not be available.

Requests for the Council:

- Approve the ordinance for DMC 4.20.020 and 4.30.100 (Definition of Newspaper and Publication requirements)
 - Approve the ordinance for DMC 2.08.020 and 2.12.050 Public Notices v2
 - Introduce Ordinance 2026-07:Business License
-
- *Please see the Public Notice of Upcoming Meetings at the end of the packet.*

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

Days Open	22
Days Closed	1
COD Holiday	1
Meals Served	607
Congregate Meals	282
Home Delivery Meals	325
Rides Provided	396
Rentals for Events	1

Acknowledgements

- Nate Carlow has returned to volunteering to drive the van, when available. Erica Tweet continues to support operations as well when she is available. Assistance with driving van during this time period has allowed for the timely submission of grant applications. Their volunteering is greatly appreciated.
- The BBAHC Injury Prevention Program, led by Fallon Gleason and Jared Miller, continues to provide valuable instruction at the Senior Center on safe and accessible exercise for elders. Those in attendance enjoy learning new ways to stay active and fellowship.
- Eva Bartman and Lorna Olson have been helping keep our plants healthy around the Senior Center. Eva dedicated a little extra time to dressing ptarmigan that were donated through the subsistence food program. This allowed the Senior Center to serve a stew that was greatly enjoyed by all who ate a meal that day. Thank you ladies for helping.
- Middle school students joined elders for yuraq (traditional Yup'ik dance) during lunchtime, where they introduced themselves in Yup'ik. Elders enjoyed watching the yuraq and learning the students' names and family connections. The gathering was filled with smiles and laughter as elders shared memories and appreciated the students' efforts in learning and carrying on cultural traditions. We look forward to many more visits like this.

Staffing Update

- Work has begun to include a part-time van driver in the FY27 Senior Center budget. This is a much-needed position. Currently, the Senior Center operates with two primary staff members: the Kitchen Manager and the Community Center Coordinator. When one staff member is unavailable, the other must cover essential

duties, often resulting in reduced services. At present, the majority of transportation needs are being met by the Community Center Coordinator, which limits the time available for administrative responsibilities and program planning. Adding a dedicated van driver will help maintain consistent services and allow staff to focus more effectively on their core roles.

Accomplishments

- The continuation application for the NTS grant has a deadline of April 16. Staff prioritized this process early, and with only a few final figures pending, we are on track to meet the deadline without issue. Appreciation is extended to the Finance Department for their early coordination and support in completing the majority of the application.
- Kristin Cox, Health Program Manager for the State of Alaska and primary oversight for our NTS grant, conducted a three-day site visit in Dillingham. During her visit, she participated in meal delivery, observed Senior Center operations, and led a training session attended by BBNA's Elders and Disabilities Program staff. The visit was highly productive and provided clear areas for improvement. Positive feedback was received regarding current reporting practices, and there is strong confidence in our ability to maintain timely quarterly reporting.
- The Senior Center reintroduced its Annual Client Survey, the first conducted in approximately five years. This survey is an important tool for evaluating how well services are meeting community needs and assessing overall quality. Participation from elders has been positive and has already led to meaningful conversations. Results are anticipated to help guide future improvements.
- The Building and Grounds crew assisted in relocating heavy furniture from the workout room, allowing the space to be reopened for elder use. Access to a safe, indoor area for movement is especially important in our community, where uneven outdoor walking surfaces can present challenges. Reopening this space supports mobility, safety, and overall wellness for our elders.
- The BBAHC Injury Prevention Program continues to host BINGOcize sessions every Tuesday and Thursday at 11:00 AM through the end of April. This program combines light physical activity with social engagement, allowing participants to stay active while enjoying time together. The sessions have been well received, with strong participation and a positive, energetic atmosphere.
- The Community Center Coordinator was able to attend the Health Fair and host a table for part of the morning. This allowed for some great networking with others in our area who provide services our elders need. We will be scheduling a lunch and learn in May with BBAHC. We hope to team up with a few others to discuss the value

of eating local berries and other plants and possibly have a field trip to berry pick this fall. Conversations were held with numerous community members about the value of volunteering and what that can look like at the Senior Center. Individuals who qualify for services were also encouraged to visit and become more engaged. The Senior Center is open to anyone age 60 and older, and even simple acts—such as sitting and visiting with others—are meaningful ways to volunteer and support our elders.

Grant Reporting

- The Continuation Report for our NTS grant will be filed by the deadline.
- Applications for BBEDC's seasonal work program have been submitted. The Senior Center is looking at adding a Cook and a Van Driver for the summer season.

Needs

- Part-time driver to stabilize transportation services
- Ongoing volunteer recruitment
- Find community members who will serve on the Senior Center Advisory Commission and Friends of the Senior Center
- Community members to come to the senior center and do activities with the elders.

Library Accomplishments and Opportunities for March 16, 2026 to April 15, 2026

Patron Visits – Total 533

Tue	Wed	Thu	Fri	Sat	
12 PM – 5:30 PM	12 PM – 5:30 PM	12 PM – 5:30 PM	10 AM – 6:00 PM	10 AM – 3 PM	Total
92	98	99	151	93	533

Computer and WiFi

	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
WhoFi*	49	65	68	46	71	28	11	338
Desktop Usage	-	1	38	6	4	6	-	55
AWE Station	-	1	-	1	2	-	-	4

*The WhoFi was down for most of the week of March 30th.

Items Checked out – Total 142

Item	Tue	Wed	Thu	Fri	Sat	Total
Adult Biographies	-	-	-	-	1	1
Battle of the Books	-	1	-	-	1	2
DVD	47	20	22	39	43	171
E-Reader	-	-	-	-	1	1
Graphic Novel	-	-	-	1	-	1
Holiday	-	-	-	1	-	1
Inter Library Loan	1	1	-	1	-	3
New Books	6	1	11	8	19	45
Physical Games	-	-	-	4	4	8
Standard Item	-	-	-	4	4	8
Total	13	10	8	60	51	142

The library was fully staffed for a majority of this period. We were able to extend our hours longer into the evenings. The library remained open on all scheduled days during this reporting period.

Acknowledgements

- Thank you to LeeAnn Andrews for continuing to sort and organize books. She assisted in cleaning up the front entry.
- Shout out to the Buildings and Grounds crew who were able to follow a brief sketch which outlined how the front entry should be reorganized. They found a gently used bulletin board that was looking for a new home. They were able to hang it in the entry for public notices. The entryway now has a place to sit and take off your ice cleats.

You can see all the books that are available to take home. It's changed the feel of the library to be sure.

Staffing Changes

- Sonja Marx is absent for the month of April. The library has returned to its reduced hours during this period.

Library Advisory Board News

- Work has begun on the Five-Year Plan for the library.
- The next LAB meeting is scheduled for April 22 at 5:30 PM at the Public Library.

Friends of the Library Update

- The Friends of the Library (FOL) continue to purchase books for the library in memory of Jenice Cox.
- The FOL has scheduled a work session for April 29th at 4:30 PM at the Public Library to plan their June 13th Book and Plant Sale, as well as discuss Fall 2026 activities.

Accomplishments

- Organizing efforts continue in the storage closet, with a focus on reducing overall volume. Lee Ann Andrews has been actively identifying new homes for books, while the Building and Grounds crew has assisted in relocating larger items to external storage.
- Lee Ann Andrews has begun sorting and organizing the museum office. Upcoming drywall repairs will require the removal of all sensitive materials. The Librarian has collaborated with Ted and Lee Ann to develop a plan that ensures items remain secure during construction while maintaining public access to the museum.
- The Library has initiated a full inventory of all circulating materials. This is the first comprehensive inventory conducted in over 10 years.
- Applications for the BBEDC Summer Internship and Seasonal Hire Program have been submitted. The Library aims to add a Librarian Assistant and a Librarian Aide to support increased summer activity.
- Applications for the PLA and IMLS grants, as well as the eRate program, were successfully submitted.
- The Library hosted a successful Movie Watching Party on March 27. The start time was adjusted to align with early release from DCSD on Fridays. Nine children attended and participated in decorating their own popcorn bowls before the movie. The event concluded by 5:00 PM, allowing for convenient parent pickup. Additional events are being considered to help bridge the gap between early school release and the end of the workday.

Needs

- The Library Advisory Board (LAB) continues to seek a candidate to fill one remaining open seat.
- We are seeking community members interested in helping host small, grass roots events at the library. These events are intended to be low- or no-cost, creative, and community-driven. We welcome individuals who enjoy thinking outside the box and want to share their skills, hobbies, or ideas with others in an accessible and engaging way.

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



Dillingham City Council

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

MEMORANDUM

Date: 4/20/26
To: Jack Savo Jr., City Manager
From: Tracy O'Malley, Chief of Police
Subject: Monthly Report: April 2026

Patrol:

A new police officer joined the department during this last month. The Chief of Police of Chickaloon Police Department and members of her department conducted an active shooter training for DPD officers. They also conducted a presentation for the community on human trafficking at the Wellness Center on 3/29 from 4-5pm. Sgt. Nickels conducted Data Master training for officers.

Dispatch:

We had a total of 160 calls between March 13, 2026 and April 13, 2026.

Burn Permits: 0
Agency Assist: 1
Suspicious Vehicle: 5
Vehicle Accidents: 3
Welfare Checks: 19
EMS: 27
Theft: 1
Civil Standby: 3
Motorist Assist: 1
Premises Check: 20
Disturbances: 42
Traffic Stops: 2
Assault (DV and Non DV): 6
Trespass: 9
Fire: 3
Animal Call: 5
Warrant Arrest: 2
Paper service: 9

City of Dillingham

Page 1 of 3

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.

Bar Check 2

DMV:

02 – Commercial D/L

32 – Driver License

12 – Identification Cards

00 – HC Permits (No Fee)

01 – Miscellaneous Fees

33 – Vehicle Registration

10 – Title / Lien

04 – Boat Registration

04 – Road Test

Customer Assist:

03 – License Services

13 – AK Written Test

Corrections:

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

Animal Control:

Five dogs were taken into the shelter this month. Homes were found for two dogs, and they were transported out by one of our correctional officers. A cat was adopted as well.

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

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



MEMORANDUM

Date: April 2026
To: Jack Savo,
From: Scott Runzo, Fire Department Coordinator
Subject: Fire/EMS Report

Acknowledgements and Recognitions:

Fire/EMS Board Members

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

Department Accomplishments:

- Fire crews responded to three fire calls this month: two chimney fires with smoke showing and one dumpster fire. Crews performed exceptionally well on all incidents. The city has experienced a higher-than-normal number of chimney and stove-related responses this year, which will be a prevention focus heading into fall.
- Fire and EMS crews participated in training provided by the University Fire Department out of Fairbanks. We had great volunteer turnout and trained on extrication, car fires, trauma, hydraulics and incident command.
- EMS and fire participated in public outreach at the high school. The outreach was focused on introducing the high school students to opportunities in emergency services.
- RFQ for phase 3 and 4 infrastructures and design for the new fire hall has been posted and will close on May 1st, 2026.

- Fire and EMS participated in two community events this month. At the public health fair, crews assisted by taking vitals for individuals receiving blood work, and at Career Day, staff shared information on employment opportunities within the city.
 - EMS prevention staff completed fire safety materials for both middle and high school students and will begin instruction during the next school year
 - Fire and Public Works collaborated to complete fire and life safety inspections required for insurance compliance.
 - Fire and EMS staff spoke at the Nushagak annual meeting, highlighting department operations, accomplishments, and the critical role of volunteers in serving the Dillingham community.
-

Projects – Progress, Public Engagement & Preparations

- Volunteers have responded positively to the new stipend program and expressed appreciation for the support it provides.
- Automated External Defibrillators (AEDs) for City buildings have been quoted, with purchases planned in the coming months.
- EMS will be posting summer jobs in the next month for EMTs and drivers.
- A three-day confined space rescue course is available for interested volunteers.
- Staff have submitted BBEDC grant applications for two medical positions for this summer.
- Fire and EMS are actively developing a recruitment plan to address recent volunteer losses due to deaths, medical issues, and relocations. Additional volunteers are needed to help distribute workload demands and sustain service levels.
- Fire staff continue to distribute free smoke detectors and were able to provide nearly 40 units at community events attended last month.

Public Feedback:

“Fire and EMS continue to focus on prevention, training, and recruitment to maintain service levels and community safety as we move into the summer season.”

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



Dillingham City Council
Triston Chaney
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Kevin McCambly

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Christopher Maines, Planning Director
Through: Jack Savo Jr., City Manager
Date: April 20, 2026
Re: May 2026 Report

Planning Commission

The Planning Commission held its regular meeting on April 15, 2026. The Capital Improvement Plan (CIP) list was updated to reflect current need and condition levels for each of the 31 submitted projects. Commissioners scored each project independently, and those scores were compiled and weighed against the criteria established in the adopted 2010 Comprehensive Plan as well as projects currently being administered by the City of Dillingham.

After deliberation, a consensus was reached to bring the CIP back before the Commission at a special meeting scheduled for April 28, 2026. A one-hour workshop will be held to review the projects a final time before proceeding to a public hearing on the CIP. If passed, a resolution will be adopted and presented to the City Manager for City Council action and approval.

The April 28 special meeting represents the final step before the CIP advances to the City Council. The Commission's thorough and independent scoring process across all 31 projects reflects the quality of deliberation the plan deserves.

Snag Point Erosion Control — Appropriation Status

Work on the Snag Point Erosion Control Project continues in coordination with City Manager Jack Savo Jr. FEMA is currently reviewing the City's extension request. The Planning Department has maintained bi-weekly conferences with our State of Alaska representative throughout this process.

Despite ongoing challenges within the Department of Homeland Security — including funding uncertainty, a change in leadership, and the effects of a prolonged shutdown — the City has received consistent and positive feedback regarding the anticipated extension approval. The project has maintained forward momentum throughout a period of significant federal administrative disruption.

The City was recently contacted by the Bristol Bay Area Health Corporation, whose representatives made a weeklong trip to Washington D.C. on behalf of regional priorities. The safety and integrity of the Snag Point shoreline is among the organization's top advocacy priorities, and they actively communicated the importance of protecting this area to federal stakeholders during their visit.

Community and regional organizational support for the Snag Point project — including BBAHC's direct advocacy in Washington D.C. — strengthens the City's position with FEMA and reinforces the urgency of the extension request. The shoreline protection need at Snag Point is well documented and well supported.

Dillingham 2036 Comprehensive Plan

The public review process for the draft 2036 Comprehensive Plan was conducted through the City's official webpage and the City of Dillingham Facebook page. The public commenting period closed on March 31, 2026, and the City received a meaningful volume of feedback through the online comment portal, written submissions, and the public survey. The overall response was predominantly positive.

The draft plan was presented at the April 15, 2026 Planning Commission meeting, at which the Commission provided additional guidance to the project's consultant, Agnew::Beck. A public hearing on the plan was held at that meeting. The proposed date of formal adoption is the special meeting scheduled for April 28, 2026. Upon adoption by the Planning Commission, the Comprehensive Plan will be forwarded to the City Council for review and final adoption.

Alaska Statute Title 29, Chapter 40 mandates that first- and second-class boroughs and first-class cities adopt a comprehensive plan for systematic development. This plan — developed by the Planning Commission and adopted by the City Council — must outline goals and recommendations for land use, transportation, and community facilities to guide economic and social growth. The 2036 Comprehensive Plan fulfills this statutory obligation while positioning Dillingham for the next decade of infrastructure investment and community development.

The April 28 special meeting will also serve as the adoption hearing for the 2036 Comprehensive Plan. Adoption of both the Comprehensive Plan and the CIP at the same meeting would represent a significant milestone for the Planning Department and for the City's long-range planning program.

Alaska Infrastructure Symposium 2026

From April 8–9, 2026, I attended the Alaska Impact Days 2026 Symposium and co-located Federal Grant Symposium at the Dena'ina Civic and Convention Center in Anchorage. Hosted by the Alaska Municipal League (AML), the Alaska Federation of Natives (AFN), and partner agencies, the two-day event brought together state and federal agency representatives, regional development organizations, engineering firms, tribal entities, and municipal officials to align strategies around infrastructure investment, grant funding, workforce capacity, and community resilience across Alaska.

While the broader discussion acknowledged genuine uncertainty — particularly around evolving federal priorities and the trajectory of IJIA implementation — I came away with confidence that substantial funding opportunities remain available for communities that are positioned with well-developed plans and documented project needs. The consistent message from program administrators and practitioners was that planning-grade documentation is the essential gateway to construction-level funding. Communities that have invested in planning are positioned to capture capital dollars when they become available.

This report summarizes the key topics covered across sessions attended, principal takeaways, and recommended next steps for Dillingham's grant strategy and capital project pipeline — with particular attention to the Airport Waterline Extension Project, emerging opportunities in port, harbor, and shoreline protection funding, and our broader infrastructure outlook.

Event Overview

Alaska Impact Days 2026 was structured around two complementary days. April 8, themed Shared Work, focused on infrastructure delivery systems, energy planning, workforce capacity, community engagement, and risk coordination across both general sessions and concurrent topical tracks. April 9, themed Shared Resources, centered on the Federal Grant Symposium with morning and afternoon panels featuring federal and state agency program updates, grant pathway workshops, and applied sessions on nature-based solutions.

The Infrastructure Vendor Show ran concurrently in the foyer across both days, providing direct access to program staff and vendors from ANTHC/DEHE, the Alaska Energy Authority, DCRA, DOT&PF, DEC, and other agencies central to rural infrastructure delivery in Alaska.

Topics Covered

The following highlights the principal topics addressed across the sessions I attended. These were not isolated discussions — each reinforced consistent themes about coordination, sequencing, and positioning communities to compete for available funding.

Infrastructure Investment & Housing Utility Funding April 8, Morning

ANTHC/DEHE engineers Cody Uhlig and Kalen Stamp presented an overview of active programs for water and sanitation infrastructure across rural Alaska. Significant attention was given to how various housing types — including tribal, municipal, and mixed-ownership — interact with different funding eligibility structures. Programs discussed included the Village Safe Water and Sanitation program, EPA's Drinking Water and Clean Water State Revolving Funds, USDA Rural Development, and HUD CDBG-DR for contamination-related projects. The clear message was that water projects with a documented public health nexus — particularly PFAS contamination — carry elevated weight in current funding cycles.

Risk & Critical Infrastructure Coordination April 8, Morning

This session addressed how communities can reduce liability exposure and build resilience into infrastructure planning. Bethany Follett of the Alaska Emergency Management Association and Jonathan Nichols from DHS&EM presented on coordination frameworks between municipal and state emergency management systems. Key themes included the importance of maintaining current hazard mitigation plans as a prerequisite for certain federal funding streams, and the role of inter-agency coordination agreements in accelerating disaster response and recovery funding.

Emergency Preparedness, Community Health & Climate April 8, Afternoon

ANTHC/DEHE's emergency preparedness, contaminated sites, and climate initiatives programs were each presented in turn. The Contaminated Sites/Brownfields program merits direct attention for Dillingham given its potential application to PFAS-affected infrastructure corridors. The Climate Initiatives team presented on adaptation project funding, with a focus on communities facing compound risks — infrastructure deterioration, environmental hazard

exposure, and limited local fiscal capacity. Jacqueline Schaeffer and Falcon Chase outlined several active grant pathways that align with coastal and shoreline infrastructure challenges.

From Priorities to Buildable Projects April 8, Afternoon

This was among the most directly useful sessions of the symposium. Moderated by AML's Melody Nibeck, panelists from Cold Climate Engineering, Kuna Engineering, and RESPEC walked through how communities successfully move projects from a prioritized list to funded, shovel-ready status. The consistent finding was that communities attempting to apply directly for construction grants without planning-grade documentation routinely face rejection or significant delays. Planning grants and pre-engineering documents establish cost estimates, demonstrate community commitment, satisfy environmental review prerequisites, and serve as the technical foundation for capital applications. This session affirmed the sequencing approach Dillingham is already pursuing.

Utility Sustainability & Rural Energy Planning April 8, Afternoon

ANTHC/DEHE's Dustin Madden and DEC's utility business advisor Lynn Kenealy presented on integrating energy planning into water utility sustainability. A recurring theme was that utility rate studies and reserve account planning — while unglamorous — are increasingly required components of water system grant applications. Communities that can demonstrate rate sustainability and financial management capacity are more competitive. The session also highlighted AEA rural energy programs that can be layered with water infrastructure projects to reduce long-term operational costs.

Federal Agency Program Updates — MARAD & DOE Office of Indian Energy April 9, Morning

Peter Simons from MARAD presented updates on the Port Infrastructure Development Program (PIDP), the US Marine Highway Program, and the Small Shipyard Grant Program. PIDP in particular remains one of the most significant federal programs for communities with working waterfront infrastructure needs, and Simons indicated that rural and remote ports with documented economic and safety needs have been competitive in recent rounds. Sandy Pagan from the DOE Office of Indian Energy outlined tribal energy navigator resources and programs supporting energy infrastructure development and resilience.

Grant Investment Pathway Workshops — From Opportunity to Award & From Award to Impact April 9, Morning & Afternoon

AML's Rachel Morse and Mary Hoffman facilitated two hands-on workshops covering the complete grant lifecycle. The morning session addressed opportunity identification, NOFA tracking, relationship-building with program officers, and application strategy. The afternoon session shifted to post-award management — expenditure documentation, audit readiness, reporting obligations, and maintaining grant relationships for future cycles. Both sessions emphasized that administrative capacity is as important as technical project quality in sustaining a competitive grant program. Program officers at multiple agencies noted that communities with a track record of clean grant administration receive stronger consideration in subsequent rounds.

State Agency Program Updates — DNR, DEC, DOT&PF, AEA April 9, Afternoon

Multiple state agencies provided program updates. The DEC Brownfields program is actively funding contaminated site assessment and cleanup and is relevant to PFAS-affected infrastructure. DOT&PF's Sarah Cripe presented transportation planning updates tied to the Long-Range Transportation Plan 2055 engagement process. AEA's Curtis Thayer outlined active rural energy programs, including those that can be combined with infrastructure capital projects. DNR's Erik Oppegard introduced the ACORN project, which has implications for communities managing coastal and riparian infrastructure corridors.

Closing Session — Senator Lisa Murkowski April 9, Afternoon

Senator Murkowski's closing remarks reinforced federal commitment to Alaska infrastructure investment and acknowledged the importance of rural communities having strong advocates and well-documented project needs to present to program administrators. She specifically noted the continued relevance of IJA-funded programs for remote Alaska and encouraged communities to pursue available funding actively and persistently despite the current environment of uncertainty at the federal level.

Key Themes & Strategic Takeaways

Funding Uncertainty Is Real — But Opportunity Persists

Across multiple sessions, speakers acknowledged a period of transition and uncertainty in federal grant administration. However, this was consistently framed as a reason for preparation, not inaction. Program administrators from MARAD, the Denali Commission, ANTHC/DEHE, and AEA each confirmed that funds remain available and that communities with documented priorities and pre-design materials are best positioned to access them. The window has not closed — competition is increasing and documentation matters more than ever.

Dillingham enters this period with a completed Comprehensive Plan, a scored and prioritized Capital Improvement Plan, and an active infrastructure project at 35% design. The preparation is in place. The task now is to execute on the grant strategy.

Planning Before Construction — The Non-Negotiable Sequence

The clearest and most consistent strategic message of the symposium was the importance of sequencing. Planning grants, pre-engineering documents, and conceptual design work are the foundation upon which successful construction grant applications are built. They establish project eligibility, support cost estimates, satisfy environmental review requirements, and demonstrate community commitment. Attempting to bypass this sequence is the most common source of application failure among rural Alaska communities. Dillingham's approach — securing planning grants this year to advance top CIP projects toward construction-ready status — is precisely the correct strategy.

Port, Harbor & Shoreline Protection: A Strategic Funding Moment

One of the clearest signals from the symposium — particularly from the MARAD session, the federal agency panel, and conversations during the Infrastructure Vendor Show — is that port, harbor, and shoreline protection infrastructure is an area of strong and sustained government funding interest. MARAD's Port Infrastructure Development Program, Army Corps of Engineers programs, and several IJA-funded streams are actively channeling capital toward working

City of Dillingham

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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.

waterfront and coastal protection projects, with a documented bias toward rural and remote communities that have documented economic, safety, and climate resilience needs.

Dillingham's harbor, port facilities, and exposed shoreline represent not only legitimate infrastructure needs but a strong alignment with the current federal and state funding focus. The coming year presents a strategic opportunity to place meaningful emphasis on port and harbor improvements and shoreline protection as priority areas in our grant pursuit calendar. Communities that position these projects now — with planning documentation and pre-engineering in hand — will be well ahead of the competition when construction-level funding becomes available.

This is an area where Dillingham's geographic position, its role as a regional hub for the Bristol Bay commercial fishing industry, and its exposure to coastal weather and erosion hazards all strengthen the case for prioritization. The combination of economic significance, safety need, and climate vulnerability is the profile that current funding programs are designed to serve.

Airport Waterline Extension Project

The Airport Waterline Extension Project is currently at 35% design, a meaningful milestone that positions the City well for the next phase of funding pursuit. The project addresses PFAS contamination in the existing waterline corridor and extends safe drinking water infrastructure to the airport service area. I attended the symposium specifically to identify funding opportunities that could supplement what has already been secured and to anticipate what will be needed to complete the full build and associated route upgrades.

The project's PFAS contamination nexus gives it elevated standing in current EPA drinking water program funding cycles. The DEC Brownfields program, identified at the symposium, merits direct evaluation as a supplemental funding source for contamination-related infrastructure costs. USDA Rural Development Water & Waste Disposal grants and the Denali Commission both remain viable channels for additional capital on the construction side.

The critical insight from the symposium is that proactive supplemental funding outreach now — while construction is moving forward — is the correct posture. Grant cycles typically run 12 to 24 months from application to award. Waiting until a funding gap materializes is not a viable strategy. The cost of preparing supplemental grant applications now is modest compared to the risk of a construction funding shortfall.

Additional upgrades along the proposed waterline route — valve infrastructure, service extensions, and line replacement — will require funding beyond the current project scope. Identifying and pursuing those opportunities now is both prudent and consistent with best practices affirmed at the symposium.

Recommended Next Steps

Based on the two-day symposium, I recommend the following actions for the Planning Department and City administration in the coming months:

1. Develop a 2026–2027 Grant Calendar

Compile known NOFA release dates for priority programs and build application preparation timelines into the departmental work plan. AML's grant pathway workshop resources will serve as a foundation for this effort, supplemented by direct outreach to program officers at MARAD, USDA RD, EPA, and the Denali Commission.

2. Pursue Planning Grants for Top CIP Projects

The immediate priority is securing planning and pre-engineering grants for the City's highest-priority capital projects this fiscal year. Denali Commission planning funding, AML resilience planning support, and USDA RD pre-application technical assistance are the primary targets. Planning documents produced this year will anchor construction-level applications in subsequent cycles.

3. Advance Port, Harbor & Shoreline Protection Planning

Given the clear signals from the symposium regarding the strength of available funding in this area, developing planning documentation for Dillingham's port, harbor, and shoreline protection needs should be elevated as a priority. This means scoping the infrastructure needs, identifying pre-design funding, and positioning the City for PIDP and related programs in the next funding round. Our geographic profile and the regional economic significance of the harbor make this a strong candidate for federal investment.

4. Pursue Supplemental Funding for the Waterline Extension Project

Proactively identify and apply for additional grant funding to address the full scope of the Airport Waterline Extension Project and associated route upgrades. DEC Brownfields, EPA DWSRF, USDA RD, and Denali Commission programs are the primary targets. Applications should be developed in parallel with ongoing construction-phase work.

5. Establish and Maintain Program Officer Relationships

Follow up with contacts made at the symposium, particularly AML staff including Rachel Morse, Mary Hoffman, and Melody Nibeck, as well as Denali Commission program staff and MARAD's Peter Simons. Sustained relationships with program officers are among the most consistent predictors of grant success cited across multiple sessions.

6. Engage ARTIC and AML Cohort Processes

Continue participation in AFN's ARTIC project and AML's community resilience programs. These regional coordination frameworks inform funding allocation and ensure Dillingham remains visible and connected as funding priorities are shaped at the state and federal level.

Conclusion

Alaska Impact Days 2026 was a productive and substantive two days. The symposium provided both strategic perspective on the state of infrastructure funding in Alaska and practical, actionable guidance for how municipalities can position themselves competitively. Uncertainty in the funding environment is real, but it is not a reason for inaction — it is a reason for preparation. The communities that will capture available funding over the next two to three years are the ones investing in documentation, relationships, and strategic sequencing right now.

Dillingham is well positioned. The Planning Department's work over the past year — completing the Comprehensive Plan, building out the Capital Improvement Plan, and advancing the waterline project to 35% design — has created the foundation this strategy requires. The emphasis moving forward will be on executing the grant calendar, advancing planning documents for our top projects, aggressively pursuing supplemental waterline funding, and elevating port, harbor, and shoreline protection as a priority area while the funding environment remains favorable.

Mayor
Alice Ruby

City Manager
Jack Savo, Jr.



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

MEMORANDUM

Date: April 22, 2026
To: Jack Savo, Jr., City Manager
From: Phil Baumgartner, Public Works Director
Subject: Monthly report

With spring breakup upon us, the Streets and Water/Wastewater departments have been busy keeping roads clear of runoff, thawing storm drains, moving snow piles and prepping for sand sweeping. Building and grounds have kept ahead of water infiltration issues at the Senior Center with regular checks of pumps in the crawl space. They've assisted with ice removal and building prep at the landfill for incinerator repairs and helped clear blocked air tubes in the incinerator.

Pricing for design services to assess and refine specifications of the existing scope of work of the Landfill Upgrade has and is under review. Moving forward with implementation, purchasing and construction is contingent on engineering findings and the design phase of the project.

Build America, Buy America (BABA) compliance certification of specific the D7 Waste Handler, 352 Excavator and 966 Wheeled Loader units is underway. This certification is necessary to ensure full compliance with grant terms and establish compliance with local and federal procurement procedures.

Upon approval of Resolution No. 2026-09 authorizing repairs to the landfill incinerator, and purchase of specified equipment, Public Works moved forward with the procurement process.

An updated quote for the Council approved scope of work on the incinerator is under review as the previous expired prior to an agreement. The quote for the known and approved scope of work came back slightly lower. A separate quote to include potentially additional work to blocked passageways was also sought.

For cost savings, the Landfill and Building & Grounds works crew have been attempting to clear blocked combustion air tubes. These tubes provide air needed to support flame.

Efforts to clear these tubes began in October, when the deficiency was found. As of this writing, nine of eighty-four tubes remain blocked. We anticipate minimal to no assistance from contractors to effect functionality.

Building and Grounds have been holding on repairs to Grandma's House until we have a complete inspection of the existing system, confirmation of its being compliant for existing designated use and direction on future utilization of the building.

It is our understanding that the existing system is not compliant with current regulations for its originally specified use. The scope of repairs needed requires updating the full system to comply with current regulations. It's intended use going forward, dictates which regulations are applicable.

To ensure effective and efficient use of City resources, moving forward with repairs is dependent on insurance adjuster's findings, City ownership, Council action, and engineering requirements.

Quotes for repairs of identified deficiencies in City facilities sprinkler systems are coming in. Quotes for regular inspections of sprinkler systems and fire extinguishers are coming.

The Dillingham Water/Wastewater Department operates with a fully certified operator of record; Mr. Chris Maines, and two provisional licensed operators in water treatment and water distribution which expire December 31, 2028. Through training, education and experience they have received these provisional licenses. Mr. Bailey has also received Wastewater Stabilization Pond (Lagoon) certification. Industry specific training is ongoing.

The process of supplying water quality information on the Vitavik apartments has been an ongoing process. In July of 2025, the owner provided results from testing performed in November 2024 in response to requests stemming from the Public Safety's union negotiations. In September 2025 there was a request to test for ferrous and ferric iron which was determined unnecessary. Samples specifically from the faucet in Unit C, where the officers reside, were tested in December. The public safety department received and forwarded a request for further testing referencing a need "to meet EPA standards."

As the Environmental Protection Agency (EPA) has multiple tests for different applications. With no clarification available and the level of testing conducted to date, a basic potable water test was conducted. Chief O'Malley received clarification on March 25th. After delays at the lab, the sample kits arrived. Samples sent for analysis on April 22nd with results expected in one to two weeks.

Recently complaints to the City and State of Alaska Department of Environmental Conservation (DEC), Safe Water Program regarding water quality of the City's water were made.

In response to complaints ranging from color, taste, smell and stomach issues, John Davis, Environmental Program Specialist with the DEC, and his supervisor reviewed their

records and our data. They confirmed we are in compliance with all DEC and EPA requirements. The City's water is safe to drink.

An increase in chlorine treatment of raw water to comply with EPA and DEC regulations and the interaction of that treatment with naturally occurring minerals in the water has caused discoloration and odor. Depending on the age, type, and condition of home and business owners' pipes, that chlorine smell may not smell the same from place to place.

We are sending samples for additional testing and working with the DEC, Alaska Rural Water Association (ARWA) and training resources to identify potential alternative treatment methods.

The Sewer Lagoon is compliant with all regulations and current on all testing and monitoring requirements.

Siemens' technicians will be here next week to begin repairs on the Public Safety building's HVAC systems. The Siemens software and related hardware re-establish setting and monitoring both local and remotely. This will improve the health and safety of the occupants of the building with better regulated heat and improved air flow into and within the building and improved preventive maintenance.

The city, Respec and the State of Alaska, Department of Transportation (DOT) met to review comments, concerns & expectations of the Airport Waterline Extension project. Individuals from Utilities, Traffic & Safety, Maintenance & Operations, and Hydrology were in attendance. The project overview, traffic, safety, drilling coordination, survey and geotechnical coordination, right-of-way, depth of utilities, installation, alignment with airport, aviation and aviation designs and permitting were discussed. Respec is working closely with DOT to coordinate design work.

Accomplishments:

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

Upcoming Activities/Events:

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

Respectfully,

Phil Baumgartner

Phil Baumgartner
Public Works Director

Mayor
Alice Ruby

Acting Manager
Jack Savo Jr



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

MEMORANDUM

Date: 04/24/2026

To: Jack Savo, City Manager

From: Anita Foran, Finance Director

Subject: Council Report 05/07/2026

Council Considerations/Recommendations:

None at this time.

Department Accomplishment and Opportunities:

March Statistics: as of date of report.

Cash Receipts: \$408,861.82

All Payments: \$1,690,110.24 (includes \$ 291,000.34 for 2 payrolls)

Audit Update:

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

Department staffing:

Assistant Finance Director – Revenue Cycling Manager position is advertised to be filled. Have been able to utilize the on-call staff that was available.

Property Tax:

2026 assessment notices were delivered before March 15, 2026. Appeals deadline was April 15, 2026 and have been submitted to City Clerk and assessors for review.

Collections:

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

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

2025 Foreclosure list is in final review. Collections letters went out April 5, 2026.

Grants:

Grant Updates

- FY27 NTS grant for Sr Center continuation application has been submitted for \$56,000. FY26 NTS grant quarterly report is due by the end of the month.
- BBEDC Intern grant applications have been submitted for EMS, Library, Senior Center and Harbor offices.
- LINKED grant for the Library. (by end of month)
- Harbor state grant 24-DC-015 for Harbor Floats.(by end of month)
- Downtown Fire Hall state grant 24-DC-078 quarterly report has been submitted..
- PFAS federal grant for new water line quarterly report has been submitted.
- Curyung Ice Machine quarterly report has been submitted.
- Snagpoint federal grant quarterly report has been submitted.
- Jail Contract report to be submitted by the end of the month.

Budget:

FY26 Budget amendment 2 has been introduced to the council and is ready for adoption at the May 7, 2026, council meeting.

FY27-FY29 creation has begun with staff and management.

FY27 Salary Schedule has been proposed to F&B

Internal Controls:

- Review of the document is on hold.

Other News:

- APRA insurance renewal application has been submitted for review.
- Janitorial RFP has been opened and scored. Letter of Intent will be submitted to May 7, 2026 council meeting.

Upcoming Calendar Items:

- 15th of each month utility payments due; on the last day of month utility bills are sent.

Revenue and Expense Report – March 2026:

- Target percentage for March activity is 75%. Explanations provided in this report are for those items below 55% and above 95%. These are unaudited items and will have adjustments as the audit work is completed. Budget Revision Amendment #2 adjustments are not reflected in the budget column.
- Fund balance is a decrease of \$2,949,620.
- General fund revenue is on target at 75%.
- Gaming Sales tax returns are at 105%.
- Tobacco Excise tax returns are low at 49%.
- Payments of property tax are recorded at 103% & 105%. Actual amount received is 96% for real property and 82% for personal property.
- Property tax penalty and interest are high at 103%.
- Community Sharing and PILT have been received in full for the year.
- Lease and Rental income will be low until the end of the fiscal year when an annual lease payment is received from one of the vendors.
- Administrative overhead is reduced in all areas due to reduced spending in special revenue funds.
- PERS Forfeiture funds have returned higher than expected.
- All other payments currently are at the lower end at 58%.

Special Revenues & Other Funds Revenue

- Dock Revenue is 35% and will not rise much until May when the main barges arrive.
- Harbor revenue is at 40% and will not rise much until April when Harbor fees are received.
- Asset Forfeiture is low at 55% based on investment returns and due to spending of funds.
- Library grants are at 44% due to delay in receiving the Curyung funds for the IMLS grant received in March and due to method chosen to record the E-Rate grant.
- Bond Reimbursement from the State arrived mid-April.
- The investments are low for the Mary Carlson Estate and has a revenue of 54%.
- These delays are impacting on the 47% revenue for this section.

Transfers

- Transfers to the landfill have been reduced due to reduced spending that is expected to happen in the final quarter and is at 52% of the budget.
- Equipment replacement of \$2,805 reflects expenses for the K-9 unit requested in FY25 but received in FY26. The \$111,000 budget is for the annual payment for the grader loan. The grader is expected to arrive in the summer of 2026.
- Debt Service payments have been paid out as expected. Streets transfers is low due to the amount of investments received from the bond investments.
- Transfer for the school bond now reflects the State reimbursement expected to arrive in March.
- Transfers from Dock to Harbor have not happened due to Dock revenue being less than expenditures.
- Past transfers from Wastewater to Water were reversed.

General Fund Expenditures

- City council expenditures are at 50% due to reduced spending for a lobbyist.
- Foreclosure expenditures are at 32% and will increase as the foreclosure process continues.
- IT Expenditures are at 54% due to reduction in hardware purchases.
- K-9 Unit has no expenditures and the Fire Department donation expenses are at 9%.
- Public Works Administration is low at 55% due to staff openings
- Shop & streets expenditures are low due to an open staff position.
- Repairs to Grandma's house is low at 41%. The purpose of the building is still in debate.
- General fund expenditures are at 68% as expected.

Special Revenues & Other Funds Expenditures

- Water and Wastewater are low due to the not having purchased major equipment.
- Dock expenditures are low due to normal timing of operation. Maintenance expenditures have not been utilized at this time.
- Asset forfeiture funds have not been spent and are spent in April.
- Senior Center grants are high due to the budget revision not reflected.
- Library grant expenditures are low at 41%.

- Ambulance reserve fund expenditures are low at 31% due to a refund in an expense from FY25.
- Debt services expenses are on time as expected.
- Equipment replacement expenditures reflect K-9 expenditures that arrived late.
- Average expenditures are at 58%.

Grant and Bond Revenues/Expenditures

- EPA Landfill grant and the Snagpoint erosion grant. No expenses at this time.
- PFAS Improvements have begun and 63% of the budgeted amount has been spent for the fiscal year.
- State jail medical is a reimbursement from the state when medical services are required.
- Legislative Harbor grants have revenue at 17% and expenditures at 52%.
- Curyung support for the ice machine are at 27% for revenue and 32% for expenses.
- BBEDC Intern program is at 11% from the past summer for revenue and expenses.

Capital Project Revenues/Expenditures

- There will be \$86,179.99 that was originally budgeted to PW Buildings and Grounds for engineering and design to cover the Public Works Septic System. They budget revision has moved this to Capital Projects for better alignment for accounting purposes.

City of Dillingham
Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
4/19/2026

	<u>03/31/26</u>			<u>03/31/25</u>		Uncollected	% Adj
	<u>Budget - FY26</u>	<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>		
<u>General Fund Revenues</u>							
General Sales Tax	\$ 3,500,000	\$ 1,927,160	55%	\$ 2,531,880	\$ (604,720)	(2,905.96)	55%
General Sales Tax - Remote	650,000	406,591	63%	394,058	12,533		63%
Alcohol Sales Tax	280,000	185,409	66%	181,989	3,421		66%
Transient Lodging Sales Tax	125,000	104,022	83%	102,871	1,152	-	83%
Gaming Sales Tax	15,000	15,794	105%	5,576	10,217		105%
Tobacco Excise Tax	280,000	135,926	49%	178,394	(42,468)		49%
Marijuana Excise Tax	90,000	62,547	69%	62,060	487		69%
Business License	17,000	14,450	85%	13,850	600		85%
Penalty & Interest - Sales Tax	17,000	10,060	59%	6,513	3,547	(775.57)	55%
Total Sales Tax	4,974,000	2,861,959	58%	3,477,190	(615,231)		57%
Real Property Tax	2,600,000	2,674,143	103%	2,537,996	136,148	(182,616.18)	96%
Personal Property Tax	700,000	733,429	105%	1,127,619	(394,191)	(161,579.27)	82%
Penalty & Interest - Property Tax	130,000	121,407	93%	156,642	(35,234)		93%
Total Property Taxes	3,430,000	3,528,979	103%	3,822,257	(293,278)		93%
Telephone Gross Receipts State Tax	70,000	-	0%	-	-		0%
Shared Fisheries	150,000	-	0%	147,328	(147,328)		0%
Raw Fish Tax	20,000	-	0%	-	-		0%
Community Sharing	83,543	84,143	101%	-	84,143		0%
Payment in Lieu of Taxes (PILT)	540,000	540,299	100%	537,418	2,881		100%
State Jail Contract	584,764	438,573	75%	271,828	166,745		75%
Motor Vehicle Tax	25,000	15,426	62%	13,230	2,196		62%
Ambulance Fees	60,000	42,912	72%	24,788	18,124		72%
Lease & Rental Income	35,000	8,410	24%	8,310	100		24%
Admin Overhead	200,105	100,692	50%	96,807	3,885		50%
PERS on Behalf	275,799	191,419	69%	136,513	54,906		69%
PERS Forfeiture Fund	25,000	51,194	205%	33,400	17,794		205%
Other Revenues	299,200	173,447	58%	256,329	(82,882)	(10,928.39)	54%
Total	2,368,411	1,646,515	70%	1,525,952	120,564		69%
Total	\$ 10,772,411	\$ 8,037,453	75%	\$ 8,825,399	\$ (787,945)		71%
<u>Special Revenue & Other Funds Revenue</u>							
Water	232,800	179,657	77%	173,113	6,544	(19,316.82)	69%
Sewer	463,300	348,286	75%	305,987	42,298	(26,077.71)	70%
Landfill	331,100	235,579	71%	261,986	(26,406)	(3,467.97)	70%
Port - Dock	755,740	266,859	35%	511,804	(244,945)	(279.26)	35%
Port - Harbor	187,130	75,948	41%	37,387	38,561	(12,238.00)	34%
Asset Forfeiture Fund	500	274	55%	491	(216)		0%
E-911 Service	67,000	47,507	71%	49,105	(1,598)		71%

City of Dillingham
Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
4/19/2026

	<u>Budget - FY26</u>	<u>03/31/26</u> YTD	<u>Percent</u>	<u>03/31/25</u> YTD	<u>INC/(DEC)</u>	
Public Safety Reward	-	-	0%	-	-	
Senior Center (Non-Grant)	52,100	31,039	60%	18,889	12,150	60%
Senior Center (Grant)	50,486	40,100	79%	53,529	(13,429)	79%
Library (Grants)	66,727	29,264	44%	23,241	6,023	44%
Debt Service - Bond Investments	80,000	70,235	88%	81,283	(11,049)	88%
Debt Service - SOA Revenue	514,000	-	0%	683,388	(683,388)	0%
Debt Services - Streets Refund	-	-		(22,882)	22,882	
Mary Carlson Estate	21,000	11,257	54%	14,856	(3,600)	54%
Ambulance Rental	-	-	0%	4,800	(4,800)	
Total	\$ 2,821,883	\$ 1,336,005	47%	\$ 2,196,978	\$ (860,973)	45%
Transfers						
<i>From General Fund to Other Funds</i>						
Water	-	-		-	-	
Landfill	594,000	306,373	52%	474,294	(167,921)	
Senior Center	227,855	170,110	75%	252,605	(82,495)	
Ambulance Reserve	50,000	34,330	69%	19,915	14,415	
Equipment Replacement	111,000	2,805	3%	239,168	(236,363)	
Capital Projects (Fund 7140)	-	-	0%	128,006	(128,006)	
Landfill Closure (Fund 7150)	25,000	18,747	75%	18,751	(4)	
Debt Service SRF Loans	51,011	51,011	100%	51,461	(450)	
Debt Service Streets Bond	156,000	-	0%	2,348	(2,348)	
Debt Service Firehall Bond	47,000	11,000	23%	11,500	(500)	
Debt Service School Bond	550,750	533,021	97%	302,987	230,034	
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	301,580	-	0%	39,147	(39,147)	
Port - Harbor - Ice Machine	-	255	0%	-	255	
Port - Harbor - Bathhouse	8,920	-	0%	-	-	
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	67,000	47,507	71%	61,005	-	
Transfer from Carlson Estate to Library	4,000	3,001	75%	3,001	-	
Transfer from Wastewater to Water	-	-	0%	-	-	
Total	\$ 2,194,116	\$ 1,178,160	54%	\$ 1,604,187	\$ (412,529)	
Total Revenues & Transfers	\$ 15,788,410	\$ 10,551,618	67%	\$ 12,626,564	\$ (2,061,448)	

City of Dillingham
Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
4/19/2026

	<u>03/31/26</u>		<u>Percent</u>	<u>03/31/25</u>	
	<u>Budget - FY26</u>	<u>YTD</u>		<u>YTD</u>	<u>INC/(DEC)</u>
EXPENDITURES:					
General Fund Expenditures					
City Council	\$ 121,550	\$ 60,644	50%	\$ 58,287	\$ 2,357
City Clerk	318,600	215,556	68%	246,730	(31,174)
Administration	472,550	362,201	77%	312,383	49,819
Finance	1,547,940	1,107,912	72%	1,075,488	32,424
Legal	100,000	85,639	86%	118,005	(32,366)
Insurance	375,000	238,164	64%	304,111	(65,947)
Planning	297,000	189,828	64%	177,657	12,172
Foreclosures	20,000	6,442	32%	7,049	(607)
IT	372,500	201,422	54%	312,759	(111,338)
Public Safety Administration	448,850	300,099	67%	284,156	15,943
Dispatch	842,850	618,763	73%	611,033	7,730
Patrol	1,571,700	1,047,668	67%	875,262	172,405
Corrections	820,045	639,994	78%	585,820	54,174
DMV	92,150	67,839	74%	67,563	277
Animal Control Officer	88,350	71,109	80%	98,246	(27,137)
K-9 Unit	2,000	0	0%	5,087	(5,087)
Fire	604,500	416,543	69%	559,142	(142,599)
Fire Department Donation	10,000	881	9%	1,141	(259)
Public Works Administration	473,700	259,784	55%	309,347	(49,563)
Building and Grounds	976,800	553,500	57%	659,847	(106,347)
Shop	610,600	221,136	36%	291,988	(70,852)
Street	626,100	260,153	42%	368,385	(108,233)
Library	186,875	130,302	70%	194,284	(63,982)
Grandma's House	90,900	36,945	41%	38,463	
City School	1,702,000	1,700,521	100%	1,700,434	87
Transfers to Other Funds	1,787,616	1,108,644	62%	1,482,283	(373,639)
Total	\$ 14,560,176	\$ 9,901,688	68%	\$ 10,744,948	\$ (841,741)

City of Dillingham
 Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
 4/19/2026

	<u>Budget - FY26</u>	<u>03/31/26</u> YTD	<u>Percent</u>	<u>03/31/25</u> YTD	<u>INC/(DEC)</u>
Special Revenue Funds Expenditures					
Water	483,400	222,238	46%	146,429	75,809
Sewer	484,400	243,324	50%	205,479	37,846
Landfill	936,400	544,036	58%	729,426	(185,390)
Port - Dock	1,085,546	373,203	34%	506,363	(133,160)
Port - Harbor	498,330	346,981	70%	221,074	125,906
Asset Forfeiture Fund	25,000	6,500	0%	-	6,500
E-911 Service	67,000	47,507	71%	134,057	(86,550)
Public Safety Reward	-	-	0%	-	-
Senior Center (Non-Grant)	279,955	199,444	71%	267,716	(68,273)
Senior Center (Grant)	50,486	59,277	117%	58,898	378
Library (Grants)	66,727	27,185	41%	28,422	(1,237)
Mary Carlson Estate	6,255	4,518	72%	5,168	(651)
Ambulance Reserve Fund	15,000	4,600	31%	3,800	800
Debt Service SRF Loans	51,011	51,011	100%	51,461	(450)
Debt Service School Bond	1,064,750	1,014,125	95%	986,375	27,750
Debt Service Firehall Bond	47,000	11,000	23%	11,500	(500)
Debt Service Streets Bond	236,000	58,000	25%	60,750	(2,750)
Equipment Replacement	111,000	2,805	0%	247,401	(244,596)
Total	\$ 5,508,260	\$ 3,215,752	58%	\$ 3,664,318	\$ (448,566)
	\$ 20,068,436	\$ 13,117,440	65%	\$ 14,409,266	\$ (1,290,307)
Net Increase (Decrease) to Fund Balances	\$ (4,280,026)	\$ (2,565,822)		\$ (1,782,702)	\$ (771,141)

City of Dillingham
Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
4/19/2026

	<u>Budget - FY26</u>	<u>03/31/26</u> YTD	<u>Percent</u>	<u>03/31/25</u> YTD	<u>INC/(DEC)</u>
Grant & Bond Revenues					
SOA-Landfill Firebreak	-	-		-	-
EPA Landfill Grant	3,882,500	-	0%	-	-
COVID - CARES & ARPA & LGLR	-	-	0%	1,752,195	(1,752,195)
SRF Loan - Lagoon Aeration	-	-	0%	(93,719)	93,719
PFAS Improvement	200,000	-	0%	-	-
State Jail Medical	-	10,469	0%	-	10,469
Legislative Grant Harbor	757,500	128,987	17%	-	128,987
Southern Region EMS	-	-	0%	-	-
SOA-DOH Grants	-	-	0%	36,217	(36,217)
Curyung-Ice Machine	6,000	1,594	27%	-	1,594
Snagpoint Funding	3,209,387	-	0%	-	-
BBEDC Intern Program	73,400	8,225	11%	15,412	(7,187)
BBEDC Training Reimb	-	20,894	0%	4,375	16,519
BBNC Training Reimb	-	-	0%	-	-
Total	\$ 8,128,787	\$ 170,170	2%	\$ 1,714,480	\$ (1,544,310)
Grant & Bond Expenditures					
SOA-Landfill Firebreak	-	-		-	-
EPA Landfill Grant	3,882,500	-	0%	-	-
COVID - CARES & ARPA & LGLR	-	-		1,752,195	(1,752,195)
SRF Loan - Lagoon Aeration	-	-		576,281	(576,281)
PFAS Improvement	200,000	125,599	63%	-	125,599
State Jail Medical	-	1,390		-	1,390
Legislative Grant Harbor	757,500	395,955	52%	-	395,955
Southern Region EMS	-	-		-	-
SOA-DOH Grants	-	-		10,882	(10,882)
Curyung-Ice Machine	6,000	1,904	32%	2,666	(762)
Snagpoint Erosion	3,209,387	-	0%	-	-
BBEDC Intern Program	73,400	8,225	11%	15,412	(7,187)
BBEDC Training Reimb	-	20,894		4,375	16,519
BBNC Training Reimb	-	-		-	-
Total	\$ 8,128,787	\$ 553,967	7%	\$ 2,361,811	\$ (1,807,843)
	\$ -	\$ (383,798)		\$ (647,331)	\$ (3,352,153)

City of Dillingham
 Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
 4/19/2026

	<u>Budget - FY26</u>	<u>03/31/26</u> YTD	<u>Percent</u>	<u>03/31/25</u> YTD	<u>INC/(DEC)</u>
Capital Project Funds Revenues					
Harbor Mayor Sale Revenue	-	-		-	-
Total	\$ -	\$ -		\$ -	\$ -
Capital Project Funds Expenditures					
Public Safety Building	-	-		-	-
Water Improvements	-	-		-	-
WasteWater Improvements	-	-		-	-
Snagpoint Erosion	-	-		-	-
Sewer Lagoon Aeration	-	-		101,006	(101,006)
Other Lift Station	-	-		-	-
Fire Dept Water Damage Repair	-	-		27,000	-
Landfill Closure (7150)	-	-		-	-
Landfill Shop Fire	-	-		-	-
Landfill Groundwater Well	-	-		-	-
Harbor cleanup	-	-		-	-
Total	\$ -	\$ -	0%	\$ 128,006	\$ (101,006)
	\$ -	\$ -		\$ (128,006)	\$ 101,006

	Budget	Actual
General Fund Revenue	\$ 10,772,411	\$ 8,037,453
Special Fund Revenue	\$ 2,821,883	\$ 1,336,005
Transfers In	\$ 2,194,116	\$ 1,178,160
Grant and Bond Revenue	\$ 8,128,787	\$ 170,170
CIP Revenue	\$ -	\$ -
	\$ 23,917,197	\$ 10,721,788
General Fund Expenditures	\$ 14,560,176	\$ 9,901,688
Special Fund Expenditures	\$ 5,508,260	\$ 3,215,752
Grant and Bond Expenditures	\$ 8,128,787	\$ 553,967
CIP Expenditures	\$ -	\$ -
	\$ 28,197,223	\$ 13,671,408
Net Increase (Decrease) to Fund Bal	\$ (4,280,026)	\$ (2,949,620)

City of Dillingham
Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
4/19/2026

	<u>03/31/26</u>			<u>03/31/25</u>		Uncollected	% Adj
	<u>Budget - FY26</u>	<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>		
General Fund Revenues							
General Sales Tax	\$ 3,500,000	\$ 1,927,160	55%	\$ 2,531,880	\$ (604,720)	(2,905.96)	55%
General Sales Tax - Remote	650,000	406,591	63%	394,058	12,533		63%
Alcohol Sales Tax	280,000	185,409	66%	181,989	3,421		66%
Transient Lodging Sales Tax	125,000	104,022	83%	102,871	1,152	-	83%
Gaming Sales Tax	15,000	15,794	105%	5,576	10,217		105%
Tobacco Excise Tax	280,000	135,926	49%	178,394	(42,468)		49%
Marijuana Excise Tax	90,000	62,547	69%	62,060	487		69%
Business License	17,000	14,450	85%	13,850	600		85%
Penalty & Interest - Sales Tax	17,000	10,060	59%	6,513	3,547	(775.57)	55%
Total Sales Tax	4,974,000	2,861,959	58%	3,477,190	(615,231)		57%
Real Property Tax	2,600,000	2,674,143	103%	2,537,996	136,148	(182,616.18)	96%
Personal Property Tax	700,000	733,429	105%	1,127,619	(394,191)	(161,579.27)	82%
Penalty & Interest - Property Tax	130,000	121,407	93%	156,642	(35,234)		93%
Total Property Taxes	3,430,000	3,528,979	103%	3,822,257	(293,278)		93%
Telephone Gross Receipts State Tax	70,000	-	0%	-	-		0%
Shared Fisheries	150,000	-	0%	147,328	(147,328)		0%
Raw Fish Tax	20,000	-	0%	-	-		0%
Community Sharing	83,543	84,143	101%	-	84,143		0%
Payment in Lieu of Taxes (PILT)	540,000	540,299	100%	537,418	2,881		100%
State Jail Contract	584,764	438,573	75%	271,828	166,745		75%
Motor Vehicle Tax	25,000	15,426	62%	13,230	2,196		62%
Ambulance Fees	60,000	42,912	72%	24,788	18,124		72%
Lease & Rental Income	35,000	8,410	24%	8,310	100		24%
Admin Overhead	200,105	100,692	50%	96,807	3,885		50%
PERS on Behalf	275,799	191,419	69%	136,513	54,906		69%
PERS Forfeiture Fund	25,000	51,194	205%	33,400	17,794		205%
Other Revenues	299,200	173,447	58%	256,329	(82,882)	(10,928.39)	54%
Total	2,368,411	1,646,515	70%	1,525,952	120,564		69%
Total	\$ 10,772,411	\$ 8,037,453	75%	\$ 8,825,399	\$ (787,945)		71%
Special Revenue & Other Funds Revenue							
Water	232,800	179,657	77%	173,113	6,544	(19,316.82)	69%
Sewer	463,300	348,286	75%	305,987	42,298	(26,077.71)	70%
Landfill	331,100	235,579	71%	261,986	(26,406)	(3,467.97)	70%
Port - Dock	755,740	266,859	35%	511,804	(244,945)	(279.26)	35%
Port - Harbor	187,130	75,948	41%	37,387	38,561	(12,238.00)	34%
Asset Forfeiture Fund	500	274	55%	491	(216)		0%
E-911 Service	67,000	47,507	71%	49,105	(1,598)		71%

City of Dillingham
Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
4/19/2026

	<u>Budget - FY26</u>	<u>03/31/26</u> <u>YTD</u>	<u>Percent</u>	<u>03/31/25</u> <u>YTD</u>	<u>INC/(DEC)</u>	
Public Safety Reward	-	-	0%	-	-	
Senior Center (Non-Grant)	52,100	31,039	60%	18,889	12,150	60%
Senior Center (Grant)	50,486	40,100	79%	53,529	(13,429)	79%
Library (Grants)	66,727	29,264	44%	23,241	6,023	44%
Debt Service - Bond Investments	80,000	70,235	88%	81,283	(11,049)	88%
Debt Service - SOA Revenue	514,000	-	0%	683,388	(683,388)	0%
Debt Services - Streets Refund	-	-		(22,882)	22,882	
Mary Carlson Estate	21,000	11,257	54%	14,856	(3,600)	54%
Ambulance Rental	-	-	0%	4,800	(4,800)	
Total	\$ 2,821,883	\$ 1,336,005	47%	\$ 2,196,978	\$ (860,973)	45%
Transfers						
<i>From General Fund to Other Funds</i>						
Water	-	-		-	-	
Landfill	594,000	306,373	52%	474,294	(167,921)	
Senior Center	227,855	170,110	75%	252,605	(82,495)	
Ambulance Reserve	50,000	34,330	69%	19,915	14,415	
Equipment Replacement	111,000	2,805	3%	239,168	(236,363)	
Capital Projects (Fund 7140)	-	-	0%	128,006	(128,006)	
Landfill Closure (Fund 7150)	25,000	18,747	75%	18,751	(4)	
Debt Service SRF Loans	51,011	51,011	100%	51,461	(450)	
Debt Service Streets Bond	156,000	-	0%	2,348	(2,348)	
Debt Service Firehall Bond	47,000	11,000	23%	11,500	(500)	
Debt Service School Bond	550,750	533,021	97%	302,987	230,034	
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	301,580	-	0%	39,147	(39,147)	
Port - Harbor - Ice Machine	-	255	0%	-	255	
Port - Harbor - Bathhouse	8,920	-	0%	-	-	
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	67,000	47,507	71%	61,005	-	
Transfer from Carlson Estate to Library	4,000	3,001	75%	3,001	-	
Transfer from Wastewater to Water	-	-	0%	-	-	
Total	\$ 2,194,116	\$ 1,178,160	54%	\$ 1,604,187	\$ (412,529)	
Total Revenues & Transfers	\$ 15,788,410	\$ 10,551,618	67%	\$ 12,626,564	\$ (2,061,448)	

City of Dillingham
Unaudited Revenues and Expenditures As of

March 31, 2026

Data Collected on:
4/19/2026

	<u>03/31/26</u>		<u>Percent</u>	<u>03/31/25</u>	
	<u>Budget - FY26</u>	<u>YTD</u>		<u>YTD</u>	<u>INC/(DEC)</u>
EXPENDITURES:					
General Fund Expenditures					
City Council	\$ 121,550	\$ 60,644	50%	\$ 58,287	\$ 2,357
City Clerk	318,600	215,556	68%	246,730	(31,174)
Administration	472,550	362,201	77%	312,383	49,819
Finance	1,547,940	1,107,912	72%	1,075,488	32,424
Legal	100,000	85,639	86%	118,005	(32,366)
Insurance	375,000	238,164	64%	304,111	(65,947)
Planning	297,000	189,828	64%	177,657	12,172
Foreclosures	20,000	6,442	32%	7,049	(607)
IT	372,500	201,422	54%	312,759	(111,338)
Public Safety Administration	448,850	300,099	67%	284,156	15,943
Dispatch	842,850	618,763	73%	611,033	7,730
Patrol	1,571,700	1,047,668	67%	875,262	172,405
Corrections	820,045	639,994	78%	585,820	54,174
DMV	92,150	67,839	74%	67,563	277
Animal Control Officer	88,350	71,109	80%	98,246	(27,137)
K-9 Unit	2,000	0	0%	5,087	(5,087)
Fire	604,500	416,543	69%	559,142	(142,599)
Fire Department Donation	10,000	881	9%	1,141	(259)
Public Works Administration	473,700	259,784	55%	309,347	(49,563)
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City of Dillingham
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March 31, 2026

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Asset Forfeiture Fund	25,000	6,500	0%	-	6,500
E-911 Service	67,000	47,507	71%	134,057	(86,550)
Public Safety Reward	-	-	0%	-	-
Senior Center (Non-Grant)	279,955	199,444	71%	267,716	(68,273)
Senior Center (Grant)	50,486	59,277	117%	58,898	378
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Mary Carlson Estate	6,255	4,518	72%	5,168	(651)
Ambulance Reserve Fund	15,000	4,600	31%	3,800	800
Debt Service SRF Loans	51,011	51,011	100%	51,461	(450)
Debt Service School Bond	1,064,750	1,014,125	95%	986,375	27,750
Debt Service Firehall Bond	47,000	11,000	23%	11,500	(500)
Debt Service Streets Bond	236,000	58,000	25%	60,750	(2,750)
Equipment Replacement	111,000	2,805	0%	247,401	(244,596)
Total	\$ 5,508,260	\$ 3,215,752	58%	\$ 3,664,318	\$ (448,566)
	\$ 20,068,436	\$ 13,117,440	65%	\$ 14,409,266	\$ (1,290,307)
Net Increase (Decrease) to Fund Balances	\$ (4,280,026)	\$ (2,565,822)		\$ (1,782,702)	\$ (771,141)

City of Dillingham
Unaudited Revenues and Expenditures As of

March 31, 2026

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4/19/2026

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Grant & Bond Revenues					
SOA-Landfill Firebreak	-	-		-	-
EPA Landfill Grant	3,882,500	-	0%	-	-
COVID - CARES & ARPA & LGLR	-	-	0%	1,752,195	(1,752,195)
SRF Loan - Lagoon Aeration	-	-	0%	(93,719)	93,719
PFAS Improvement	200,000	-	0%	-	-
State Jail Medical	-	10,469	0%	-	10,469
Legislative Grant Harbor	757,500	128,987	17%	-	128,987
Southern Region EMS	-	-	0%	-	-
SOA-DOH Grants	-	-	0%	36,217	(36,217)
Curyung-Ice Machine	6,000	1,594	27%	-	1,594
Snagpoint Funding	3,209,387	-	0%	-	-
BBEDC Intern Program	73,400	8,225	11%	15,412	(7,187)
BBEDC Training Reimb	-	20,894	0%	4,375	16,519
BBNC Training Reimb	-	-	0%	-	-
Total	\$ 8,128,787	\$ 170,170	2%	\$ 1,714,480	\$ (1,544,310)
Grant & Bond Expenditures					
SOA-Landfill Firebreak	-	-		-	-
EPA Landfill Grant	3,882,500	-	0%	-	-
COVID - CARES & ARPA & LGLR	-	-		1,752,195	(1,752,195)
SRF Loan - Lagoon Aeration	-	-		576,281	(576,281)
PFAS Improvement	200,000	125,599	63%	-	125,599
State Jail Medical	-	1,390		-	1,390
Legislative Grant Harbor	757,500	395,955	52%	-	395,955
Southern Region EMS	-	-		-	-
SOA-DOH Grants	-	-		10,882	(10,882)
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City of Dillingham
 Unaudited Revenues and Expenditures As of

March 31, 2026

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Capital Project Funds Revenues					
Harbor Mayor Sale Revenue	-	-		-	-
Total	\$ -	\$ -		\$ -	\$ -
Capital Project Funds Expenditures					
Public Safety Building	-	-		-	-
Water Improvements	-	-		-	-
WasteWater Improvements	-	-		-	-
Snagpoint Erosion	-	-		-	-
Sewer Lagoon Aeration	-	-		101,006	(101,006)
Other Lift Station	-	-		-	-
Fire Dept Water Damage Repair	-	-		27,000	-
Landfill Closure (7150)	-	-		-	-
Landfill Shop Fire	-	-		-	-
Landfill Groundwater Well	-	-		-	-
Harbor cleanup	-	-		-	-
Total	\$ -	\$ -	0%	\$ 128,006	\$ (101,006)
	\$ -	\$ -		\$ (128,006)	\$ 101,006

	Budget	Actual
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Special Fund Revenue	\$ 2,821,883	\$ 1,336,005
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Net Increase (Decrease) to Fund Bal	\$ (4,280,026)	\$ (2,949,620)



CODE REVIEW COMMITTEE MEETING

Tuesday, March 10, 2026 at 5:30 PM

MINUTES (AMENDED)

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

MEETING INFORMATION

CODE REVIEW COMMITTEE MEETING

CITY HALL COUNCIL CHAMBERS

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

This meeting was available at the following online location: Zoom

Meeting ID: 920 483 0473; passcode: 99576

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

CALL TO ORDER

- Meeting called to order at 5:32 PM

ROLL CALL

Present:

- Alice Ruby, Mayor
- Steve Carriere, Council Member (Chair)
- Tristan Chaney, Council Member (arrived later)
- Jack Savo Jr., Acting City Manager
- Abigail Flynn, City Clerk

Absent, Unexcused:

- Kevin McCambly, Council Member
- Kaleb Westfall, Council Member

Quorum established

APPROVAL OF MINUTES

1. Code Committee Minutes from 02/12/2026

Motion: Ruby moved to approve the February 12, 2026 Code Committee minutes

Second: Savo

Issues Discussed:

- None

Vote:

- No objection
- **Result:** Motion carried

Approved without Corrections:

APPROVAL OF AGENDA

Motion: Ruby moved to approve the agenda

Second: Savo

Issues Discussed:

- Agenda readiness

Vote:

- No objection
- **Result:** Motion carried

UNFINISHED BUSINESS

2. Tribal Fee Simple Update - non-actionable

Issues Discussed:

- Taxability of fee simple land owned by tribal entities
- Distinction between tribal governments and nonprofit entities
- Federal process for conversion to tax-exempt status
- Potential code framework for tax treatment
- Temporary tax reduction approach during federal review period
- Revenue impacts to the City
- Tribal sovereignty considerations
- Commercial versus non-commercial use
- Need for legal research and case law review

Direction / Follow-Up:

- Staff to:
 - Conduct legal and case research
 - Compile examples and supporting documentation

- Develop potential code language
 - Item to return for continued discussion
3. Draft ordinance to amend Chapter 5.30 relating to disposal of municipal property to promote housing development

Special Guest: Chris Maines, Planning Director

Issues Discussed:

- Use of municipal land for housing development
- RFP process for developer selection
- Authority for below-market land pricing
- Development requirements and performance bonds
- Land reversion if development milestones are not met
- Revenue generation through property and sales tax
- City role versus private development
- Infrastructure considerations (water, sewer, roads)
- Use of covenants versus code requirements
- Sale versus long-term lease (99-year lease)
- Large-scale versus individual development
- Administrative and staffing impacts to the City
- Housing shortage and workforce retention

Direction / Follow-Up:

- Staff to:
 - Continue development of ordinance language
 - Provide research and examples from other communities
 - Develop additional section addressing individual development (“Part F”)
- Committee to:
 - Continue discussion at future meetings
- Item to remain on agenda

NEW BUSINESS

3. Draft Ordinance to update code to match publish and public notices definitions

Motion: Savo moved to forward the draft ordinance to City Council for introduction at the next meeting (April)

Second: Carriere

Issues Discussed:

- Alignment of code definitions for “publish” and “newspaper”
- Consistency across municipal code
- Prior legal review and approval
- Relationship to ordinance pending before City Council

Vote (Roll Call): Unanimous

- **Result:** Motion carried unanimously

Direction / Follow-Up:

- Forward ordinance to City Council for introduction

PUBLIC COMMENT/COMMITTEE COMMENTS

- Public notice distribution methods
- Use of radio (KDLG) for community announcements
- Limitations of current posting methods

Direction / Follow-Up:

- Staff to research KDLG outreach and notification process

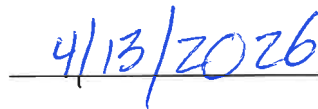
ADJOURNMENT

- Meeting adjourned at 6:44 PM

ATTEST



Abigail Flynn, City Clerk



Approval Date

(SEAL)





FINANCE AND BUDGET COMMITTEE

Thursday, March 26, 2026 at 5:30 PM

MINUTES

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

MEETING INFORMATION

FINANCE & BUDGET COMMITTEE MEETING

CITY HALL COUNCIL CHAMBERS

141 Main Street, Dillingham, AK 99576

(907) 842-5212

Zoom call-in instructions used for all public meetings:

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

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

CALL TO ORDER

- Meeting called to order at 5:32 PM

ROLL CALL

Present:

- Curt Armstrong, Chair
- Alice Ruby, Mayor
- Kaleb Westfall
- Steve Carriere
- Anita Foran, Finance Director
- Jack Savo Jr., City Manager (via Zoom)

Absent:

- Jean Barrett (excuses absence)
- Quorum established

APPROVAL OF MINUTES

February 20, 2026 Finance & Budget Committee Minutes

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

Second: Ruby

Issues Discussed:

- None

Vote:

- No objection
- Result: Motion carried

APPROVAL OF AGENDA

Motion: Carriere moved to approve the agenda

Second: Ruby

Discussed:

- Inclusion of discussion regarding Budget Amendment No. 2 workshop

Vote:

- No objection
- Result: Motion carried

STAFF REPORTS

Staff Report – Finance Director

Discussed:

- Guest speaker Mike Abbot from Three+One provided that:
 - CashVest investment performance and scoring improvements have done well
 - Interest revenue increase and investment yield performance have improved
 - Sweep account implementation is the next goal
 - Internal controls and fraud prevention measures are good
- Transitioning from check payments to ACH payments is a good protective measure
- Reserve requirement (three months operating expenses)
- Liquidity management and investment structure
- Supplemental payroll requirements and processes
- Business license compliance and revenue
- Audit status and timeline (April 27 completion target)
- Staffing vacancies (Assistant Finance Director, Revenue Cycle Manager)
- Property tax assessment notices and appeals timeline
- Tax collection and foreclosure process
- Grant applications and funding status
- Budget amendment preparation and timing
- Multi-year budget planning (FY27–FY29)
- Internal control implementation delays due to staffing
- Landfill credit card payment implementation
- Insurance application (AWRPA/APRA)
- Janitorial services RFP

Direction / Follow-Up:

- Staff to:
 - Complete sweep account setup
 - Finalize audit documentation
 - Continue grant applications and reporting
 - Prepare Budget Amendment No. 2 for presentation
 - Continue internal control implementation as staffing allows

Financial Report – February 2026

Discussed:

- Fund balance status and projected drawdown
- Revenue performance vs. target benchmarks
- Sales tax, property tax, and penalty revenue trends
- Seasonal revenue impacts (dock, harbor, rentals)
- Grant and bond revenue timing delays
- Transfers between funds and budget balancing
- Capital project and equipment replacement timing
- Debt service payments
- Expenditure trends (below projections in multiple departments)
- Impact of vacancies on expenditures
- Grant-funded project timing and reporting

Direction / Follow-Up:

- Staff to:
 - Incorporate adjustments into budget amendment
 - Monitor seasonal revenue changes
 - Continue tracking grant and bond reimbursements

UNFINISHED BUSINESS

Fish Tax (DMC 4.21)

Motion: Carriere moved to direct staff to obtain a legal opinion regarding implementation and interpretation of DMC 4.21 (raw fish tax) and report back to the Finance & Budget Committee

Second: Ruby (*confirmed from discussion flow; second occurred though not clearly restated in notes — included based on transcript sequence*)

Discussed:

- Existing municipal code authority for raw fish tax
- Legal interpretation of “point of sale”
- Applicability of tax to tender deliveries
- Impact of annexation removal on code applicability
- Comparison with other municipalities and boroughs
- Potential revenue generation
- Timing of implementation (FY26 vs FY27 or later)
- Industry notification and fairness considerations
- Legal risk and likelihood of challenge
- Need for formal written legal opinion
- Budget implications and revenue timing delays
- Coordination with budget planning

Vote:

- No objection
- Result: Motion carried

Direction / Follow-Up:

- Acting City Manager to:
 - Request formal written legal opinion
 - Address definitions and enforceability
 - Report back to Finance & Budget Committee
- Committee to:
 - Review findings prior to Council consideration
- Potential:
 - Special meeting if information is received early

NEW BUSINESS

Budget Amendment No. 2

Discussed:

- Incomplete draft and need for further review
- Timing for packet preparation and publication
- Need for workshop prior to Council action

Action:

- No formal motion

Direction / Follow-Up:

- Staff to:
 - Finalize budget amendment materials
 - Distribute completed packet
- Committee Action:

- Workshop scheduled for April 6, 2026

PUBLIC / COMMITTEE COMMENTS

Discussed:

- Need for new and diversified revenue sources
- Economic development and business attraction
- Reducing burden on existing taxpayers
- Fisheries-related economic opportunities
- Infrastructure and housing development
- Long-term revenue planning strategies


Direction / Follow-Up:

- Ongoing discussion:
 - Economic development strategies
 - Revenue diversification options
- Staff and Council:
 - Continue exploring new revenue opportunities

ADJOURNMENT

- Meeting adjourned at 7:03 PM

ATTEST



Abigail Flynn, City Clerk

4/23/2026
Approval Date

File Attachments for Item:

2. Resolution No. 2026-14 : AWARD RFP for Janitorial Services

A Resolution of the Dillingham City Council Authorizing the City Manager to Enter into a Contract with Advanced Building Cleaners LLC for Janitorial Services

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2026-14

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ADVANCED BUILDING CLEANERS LLC FOR JANITORIAL SERVICES

WHEREAS, the City of Dillingham issued Request for Proposals (RFP) 2026-01 for janitorial services on March 19, 2026; and

WHEREAS, sealed proposals were received and opened on April 17, 2026; and

WHEREAS, a review committee evaluated proposals on April 20, 2026 using established scoring criteria; and

WHEREAS, three proposals were received from Advanced Building Cleaners LLC, Applegate Cleaning Services, and Vested Solutions Janitorial, LLC; and

WHEREAS, Advanced Building Cleaners LLC received the highest overall score and submitted the lowest responsive bid for all required City facilities, including the Bath House; and

WHEREAS, staff has recommended award of the contract to Advanced Building Cleaners LLC based on the evaluation results and cost effectiveness;

NOW, THEREFORE, BE IT RESOLVED BY THE DILLINGHAM CITY COUNCIL THAT:

Section 1. The City Council hereby approves the award of the janitorial services contract to Advanced Building Cleaners LLC.

Section 2. The City Manager is authorized to negotiate final terms and execute a contract with Advanced Building Cleaners LLC for a one-year term with the ability to renew for up to three (3) additional years, consistent with RFP 2026-01 and the attached contract.

Section 3. This resolution shall take effect immediately upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on May 7th, 2026.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, City Clerk

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



Dillingham City Co

Section . Item 2.

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

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Daniel Miller, Port Director
Through: Jack Savo Jr., City Manager
Date: April 22, 2026
Re: Resolution 2026-14 A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH ADVANCED BUILDING CLEANERS LLC. FOR JANITORIAL SERVICES

SUMMARY:

Staff has received and scored bids for janitorial services via RFP 2026-01 and based on the scores, recommends that the contract be awarded to Advanced Building Cleaners LLC.

PREVIOUS COUNCIL ACTION: None

BACKGROUND:

The City needs a new contract for janitorial services for City Hall, Library, Department of Public Safety, Public Works and Bath House. Following DMC 4.30; RFP 2026-01 was issued March 19, 2026 and the three bids that were received were opened April 17, 2026. The three bids received were from Advanced Building Cleaners LLC, Applegate Cleaning Services, and Vested Solutions Janitorial, LLC. On April 20, 2026 the committee of four employees individually reviewed and scored each bid.

Scoring was based on a scale of a possible 100 points, and the total score was determined by taking the average of rater’s individual scores. The results of the scoring can be found below:

Scoring Category	Possible Score	Advanced Building Cleaners, LLC	Applegate Cleaning Services	Vested Solutions, LLC
Complete Bid, includes Attachment	20	19	19.25	16.88

A, signed, free of errors				
References	15	13.25	15	12.25
Work Experience	15	13.25	11.75	11.5
City Facilities Bid Amount	35	35	25	29.45
Bath House Bid Amount	15	15	0*	9.5
Total Average Score	100	95.5	67.58	79.58

*Did not submit a bid for cleaning the Bath House

DISCUSSION: N/A

ALTERNATIVES: N/A

FINANCIAL IMPLICATIONS:

Advanced Building Cleaners bid the lowest amount at \$49,800 to provide janitorial services for all required City facilities including the Bath House. Other bid amounts were \$105,000, which did not include service for the Bath House, and \$61,740 for all City facilities including the Bath House.

LEGAL: Reference DMC 4.30.

STAFF RECOMMENDATION:

Staff recommends approval of Resolution 2026-14, based on the information provided.

PROPOSED MOTION:

I move to adopt Resolution 2026-14.

CITY MANAGER COMMENTS:

Manager recommends approval of Resolution 2026-14. Process followed DMC 4.30.

ATTACHMENTS: Contract Awarding Janitorial Services to Advanced Building Cleaners, Fiscal Note, Award Letter, RFP

CONTRACT FOR JANITORIAL SERVICES

This Agreement is entered into this 8th day of May 2026, by and between Advanced Building Cleaners, herein referred to as “Contractor” and the City of Dillingham (herein referred to as “City”). For good and valuable consideration, the receipt whereof is hereby acknowledged, Contractor and City agree as follows:

WHEREAS, City is in need of Janitorial Services for City Hall, Library, Public Safety, Public Works and the Bath House;

WHEREAS, Contractor, through education and experience, possesses the requisite license and skills to perform such duties;

WHEREAS, City is therefore desirous of engaging the services of Contractor as an independent contractor using independent professional judgment to accomplish assigned tasks;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

1. Employment of Contractor

The work to be performed by Contractor pursuant to this Agreement is all tasks assigned by the City Manager or through a designee. A more specific identification of Contractor's professional services to be provided in accordance with the provisions of this Agreement is listed in Appendix A "Scope of Work," incorporated herein by reference and such other duties as requested by the City.

2. Term of Agreement

The term of this Agreement shall be from June 1, 2026, through May 31, 2027. The City shall have an option to renew this Agreement yearly thereafter, for four one-year extensions. Exercise of this option by City shall be contingent upon a favorable review of the contracted services two months before the then scheduled date of termination of this Agreement and shall be further conditioned on the continuity of Contractor's Designated Representative. Any contract renewal must be approved by both Contractor and City and the fee for each extension will remain the same.

3. Fee

City shall pay Contractor at the rate listed below for each facility:

- City Hall - \$1,550/monthly
- Library - \$ 650/monthly
- Public Safety - \$1,250/monthly
- Public Works - \$300/monthly
- Bath House - \$1,200/months of June - September

The amounts payable to Contractor shall not exceed the sums identified in this paragraph without the prior written approval of the City. Any additional professional services other than those identified in paragraph 1 above shall be requested in writing by City. The fee for such additional services shall be negotiated by the parties.

4. Payments

City agrees to make payments to Contractor as services are performed, provided Contractor submits one copy of a proper invoice for each payment. Billing shall be submitted once a month. City may, at its option, withhold ten percent (10%) from each payment pending satisfactory completion of the work by Contractor.

All invoices are otherwise due and payable within fifteen (15) working days of receipt by the City.

5. Services Supplied by City

City shall provide Contractor with paper towels, toilet paper to refill all dispensers, liners for all waste receptacles, hand soap for dispensers, and keys to the facilities.

6. Personnel

Contractor agrees to furnish all personnel necessary for expeditious and satisfactory performance of this Agreement, each to be competent, experienced and well qualified for the work assigned. No person objected to by the City shall be employed by Contractor for work hereunder.

7. Independent Contractor Status

In performing under this Agreement, Contractor acts as an independent contractor and shall have responsibility for and control over the details and means for performing the services required hereunder.

8. Indemnification

To the maximum extent permitted by law, Contractor shall defend, indemnify and save harmless City or any agent, employee, or other representative thereof, from and against losses, damages, liabilities, expenses, claims, and demands of whatever nature, including for death, personal injury, property damage or economic loss, to the extent arising out of any negligent act or negligent omission or willful misconduct of Contractor, its agents or employees while performing under the terms of this Agreement.

9. Assignment

Contractor shall not assign this Agreement or any of the monies due or to become due hereunder without the prior written consent of City.

10. Subcontracting

Contractor may not subcontract its performance under this Agreement without prior written consent of City. Any subcontractor must agree to be bound by the terms of this Agreement applicable to the services to be performed by the subcontractor.

11. Designation of Representatives

The parties agree, for the purposes of this Agreement, that City shall be represented by and may act only through the City Manager or such other person as they may designate in writing or is identified in Appendix A. Contractor shall be represented by and may act only through Janice Larsen or such other person as he may designate in writing.

12. Termination

Either party may terminate this Agreement, with or without cause, after first giving thirty (30) days written notice. Contractor shall not be entitled to any anticipated profit on services not performed.

13. Insurance

Contractor shall, at all times, at its own expense, keep in force the following described insurance for protection against the claims of employees or other persons, insuring both the Contractor and the City against liability that may accrue against them or either of them in connection with the performance of Contractor under this Agreement:

- a. Insurance in at least the required statutory amounts covering claims under workers' compensation, disability benefits and other similar employee benefit acts; and
- b. Public liability insurance covering bodily injury, death, and property damage with a combined single limit of not less than \$1,000,000; and
- c. Vehicle liability insurance including applicable uninsured/underinsured coverage with limits of liability not less than \$500,000 per occurrence combined single limit bodily injury and property damage

14. Insurance Certificate

All insurance shall be placed with an insurance carrier or carriers satisfactory to the City and shall not be subject to cancellation or any material change except after 30 days written notice to the City and shall provide that no failure of Contractor to comply with any condition or provision of this Agreement or other conduct of Contractor or those for whose conduct it is responsible, shall void or otherwise affect the protection under the policy afforded to the City. A Certificate of Insurance reflecting full compliance with these requirements shall, at all times during the term of this Agreement, be kept on deposit at the general offices of the City. If Contractor fails to comply with these insurance requirements, the City may terminate this Agreement on 10 days written notice.

15. Claims Recovery

Claims by City resulting from Contractor's failure to comply with the terms of and specifications of this Agreement and/or default hereunder may be recovered by City by withholding the amount of such claims from compensation otherwise due Contractor for work performed or to be performed. City shall notify Contractor of any such failure, default or damage therefrom as soon as practicable after discovery of such event by written notice. Nothing provided herein shall be deemed as constituting an exclusive remedy on behalf of City, nor a waiver of any other rights hereunder at law or in equity.

16. Compliance with Applicable Laws

Contractor shall, in the performance of this Agreement, comply with all applicable federal, state and local laws, ordinances, orders, rules and regulations applicable to its performance hereunder, including, without limitation, all such legal provisions pertaining

to social security, income tax withholding, medical aid, industrial insurance, worker's compensation, and other employee benefit laws. Contractor also agrees to comply with all contract provisions pertaining to grant or other funding assistance which City may choose to utilize to perform work under this Agreement. Services performed under this Agreement shall be in accordance with sound, generally accepted consulting practices and shall comply with all applicable codes and standards.

17. Records and Audit

Contractor agrees to maintain sufficient and accurate records and books of account, including detailed time records, showing all direct labor hours expended and all reimbursable costs incurred for at least three years after receipt of final payment and closure of all pending matters related to this Agreement. Said books shall be subject to inspection and audit by City.

18. Labor and Reimbursable Expense Rates

Labor and reimbursable rates which Contractor will charge City are described in Exhibit A. Any modification of such rates shall not be effective unless agreed to in writing and signed by both parties hereto. Exhibit A and subsequent revisions thereto as executed by both parties are hereby incorporated into this Agreement by this reference.

19. Notices

Any official notice that either party hereto desires to give the other shall be delivered through the United States mail by certified mail, return receipt requested, with postage thereon fully prepaid and addressed as follows:

To City of Dillingham:

To Contractor:

Jack Savo
City Manager
PO Box 889
Dillingham, AK 99576

Janice Larson
Advance Building Cleaners
PO Box 1450
Dillingham, AK 99576

19. Venue and Applicable Law

The venue of any legal action between the parties arising as a result of this Agreement shall exclusively be laid in the Third Judicial District of the Superior Court of the State of Alaska, at Dillingham, Alaska, and this Agreement shall be interpreted in accordance with the laws of the State of Alaska.

20. Attorney's Fees

In the event either party institutes any suit or action to enforce its rights hereunder, the prevailing party shall be entitled to recover from the other party its reasonable attorney's fees and costs in such suit or action and on any appeal therefrom.

21. Waiver

No failure on the party of either City or Contractor to enforce any covenant or provision herein contained, nor any waiver of any right hereunder unless in writing and signed by the parties sought to be bound, shall discharge or invalidate such covenants or provisions

or affect the right of the City or Contractor to enforce the same or any other provision in the event of any subsequent breach or default.

22. Binding Effect

The terms, conditions and covenants contained in this Agreement shall apply to, inure to the benefit of, and bind the parties and their respective successors.

23. Entire Agreement

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof, and all prior negotiations and understandings are superseded and replaced by this Agreement and shall be of no further force and effect. No modification of this Agreement shall be of any force or effect unless reduced to writing, signed by both parties and expressly made a part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed, or caused to be executed by their duly authorized officials, this Agreement on the respective date indicated below.

CITY

Dated: _____

By: _____

Jack Savo
City of Dillingham

CONTRACTOR

Dated: _____

By: _____

Janice Larsen – Advanced Building Cleaners

APPENDIX ASCOPE OF SERVICES

Contractor shall provide the following services upon request of the City of Dillingham:

**CITY HALL
JANITORIAL - SCOPE OF SERVICES**

Schedule:

Three days per week; Weekend, Tuesday, and Thursday. Work must be performed after 6:00 p.m. on weekdays. Should the facility still be in use after 6:00 p.m., custodial services may be performed on the 2nd and 3rd floor as long as it does not interfere with the meeting in progress. Services to the 1st floor may take place any time after the conclusion of the meeting and before 8:00 a.m. the next morning. Noise needs to be kept to a minimum when meetings are in progress.

Duties:

1. VACUUM FLOORS and mats in the entryway and remove mats before mopping of lobby floor, twice a week or more if needed. Scrub and degrease matting when heavily soiled or stained.
2. RUBBER FLOORING: The lobby, stairs, and business office utilize a natural tile. The manufacturer's instructions specify that certain floor finishes such as wax are not to be used. Instead, the rubber surface should be mopped with a neutral detergent.
3. CARPET: Carpeted surfaces shall be vacuumed twice a week or more if needed. Also, vacuum around desks taking care not to loosen electrical cords. Spot-clean stains when apparent.
4. SHAMPOO: Contractor is required to shampoo all carpeted surfaces **once** during the course of the contract. The exact date of this service shall be mutually agreed upon between the City and the Contractor, but must be performed on a specified date between November 2026 and December 2026 of the contract period. Spot clean stains when apparent.
5. WALLS: Wash all walls in the entrance, stairwells, bathrooms and offices when needed.
6. WINDOWS: On a weekly basis, or more often when needed. Clean entryway and lobby glass surfaces. All office windows should be cleaned twice a year, once in the spring and again in the fall. Glass should be cleaned using appropriate solutions and tools to be free of dirt, tape, prints and streaks.
7. WASHROOMS: Clean and disinfect porcelain fixtures, mirrors, and paper dispensers once or twice a week as needed. Disinfect door latches on stalls and door knobs twice a

week. Refill paper, soap, and air freshener dispensers as needed. Empty and replace can liners in washrooms 3 times a week or as needed. Scrub surfaces of bathroom doors, plastic wall surfaces, when needed. Vinyl flooring in washroom shall be swept and mopped to be free of soil and scuff marks using appropriate detergents, once a week or more frequent as needed.

8. **WASTE CONTAINERS:** Empty and replace can liners in office areas during each cleaning. Empty and replace can liners in Council Chambers once a week or more often if needed. Clean trash can when needed. Deposit trash bags in dumpster provided in parking lot.

9. **DUSTING:** Dust file cabinets, countertops, and table surfaces during each cleaning. Clean windowsills and radiators once each week or more frequently as needed. Do not dust desk surfaces.

Contractor's Obligations:

1. Contractor shall notify the City Manager's Assistant if any mechanical problem occurs. In case of an emergency contact the Public Works Director at (907)842-2260 or the Buildings & Grounds Foreman at (907)842-2260.
2. Contractor shall notify the City Manager's Assistant when supplies are low.
3. If needed the Contractor shall contact the Dept. of Public Safety at 842-5354.
4. Contractor shall insure that all windows are closed and doors are securely locked prior to exiting the facility.
5. City agrees to notify Contractor in writing of any deficiencies found in the performance of this contract.
6. Contractor shall notify the City Manager's Assistant of all contract employees working at City Hall. A background check must be done on each employee prior to start of work.

Contractor Shall Supply:

1. All necessary tools and equipment, including, but not limited to, vacuum, and carpet shampooing equipment. All equipment is to be stored off site.
2. All cleaning, polishing, and floor care detergents. Arrangements for storage of said items may made through the City Manager.
3. Material Safety Data Sheets posted in the supply area.

City Shall Supply:

1. Paper to refill all dispensers.
2. Liners for all waste receptacles.

3. Hand soap for dispensers.
4. Solution and batteries for air fresheners.
5. Duty check list posted in supply area.

LIBRARY JANITORIAL - SCOPE OF SERVICES

Schedule:

Two days per week; Saturday and Tuesday. Work must be performed after the Library closes (5pm on Tuesday and 4pm on Saturday).

Duties: Twice Weekly

1. **TILE FLOORING:** Tile flooring in entry way and throughout the library shall be swept and mopped to be free of soil and debris.
2. **WASTE CONTAINERS:** Empty and replace all trash can liners in library. Deposit trash bags in the dumpster provided in the parking lot.
3. **WASHROOMS:** Clean and disinfect porcelain fixtures, mirrors, and paper dispensers. Refill paper towels, toilet paper, and soap dispensers as needed.
4. **DRINKING FOUNTAIN:** Clean and disinfect water fountain.
5. **DOOR KNOBS & PHONE IN ENTRY WAY:** Disinfect.
6. **TABLETOPS:** Clean and disinfect, including chairs in the children's area.
7. **CHILDREN'S AREA:** Vacuum thoroughly.

Duties: Once Weekly

1. **CARPET:** Carpeted surfaces (including rugs) shall be cleaned using a vacuum with a hose for cleaning under and around desks, taking care not to loosen electrical cords. Spot-clean stains when needed.
2. **WINDOWS:** Entry way glass surfaces and windows throughout the library shall be cleaned.
3. **DUSTING:** Dust computers and computer desks, wood ledge above ramp and other surfaces taking care not to loosen any cords. **DO NOT** dust Librarian Desktops.

Duties: Once Annually

1. **TILE FLOORING:** Strip and wax tile flooring.
2. **WINDOWS:** Clean windows from the outside.

3. SHAMPOO: Cleaner shall shampoo all carpeted surfaces **once** during the course of the contract. The exact date of this service shall be mutually agreed upon between the Librarian and the Contractor.

Contractor's Obligations:

1. Contractor shall notify the Librarian, or designated personnel, if any mechanical problems occur. In an emergency, Contractor shall contact the Public Works Dept. at (907)842-2260 or the Buildings & Grounds Foreman at (907)842-2260.

2. Contractor shall notify the Librarian, or designated personnel, when supplies are low.

3. Contractor shall insure that all windows are closed and doors are securely locked prior to exiting the facility.

4. City agrees to notify Contractor in writing of any deficiencies found in the performance of this contract.

5. Contractor shall notify the City Manager's Assistant of all contract employees working at the Library. A background check must be done on each employee prior to start of work.

Contractor Shall Supply:

1. All necessary tools and equipment, including, but not limited to, vacuum, and carpet shampooing equipment. All equipment is to be stored off site.

2. All cleaning, polishing, and floor care detergents. Arrangements for the storage of said items may be made through the Librarian.

3. Material Safety Data Sheets posted in the supply area.

City Shall Supply:

1. Paper towels and toilet paper to refill all dispensers, liners for all waste receptacles, and hand soap for dispensers.

2. Duty check list posted in supply area.

**DEPARTMENT OF PUBLIC SAFETY
JANITORIAL - SCOPE OF SERVICES**

Schedule:

Three days per week; Monday, Wednesday, and Saturday. Work will be performed after 6:00 p.m. on weekdays. Custodial services may be performed as long as it does not interfere with the work in progress.

DMV office (floors only) will need to be done at 3:30 pm on Mondays. This includes vacuuming the carpet and cleaning, mopping, and waxing of vinyl floor.

Duties:

1. FLOOR MATTS: Vacuum floor mats and remove before scrubbing when heavily soiled or stained.
2. ALL VINYL FLOORING: Including the lobby, DMV, and washroom areas, shall be stripped and waxed bi-annually. Sweep & /or vacuum daily. Mopped bi-weekly and (scrubbed when needed) to be free of soil and scuff marks using appropriate detergents, and finishes. Additionally floors shall be waxed when needed.
3. CARPET: Carpeted surfaces shall be cleaned using a commercial grade vacuum. Spot-clean stains when apparent.
4. SHAMPOO: Contractor is required to shampoo all carpeted surfaces **twice** during the course of the contract. The exact dates of this service shall be mutually agreed upon between the Chief of Police and the Contractor.
5. WALLS: Wash down bathroom and entrance lobby walls on a monthly basis *and whenever it is visually apparent that cleaning is needed*. All other wall surfaces will be checked and cleaned periodically when needed.
6. WINDOWS: Clean lobby glass surfaces on a weekly basis, or more often as needed. Glass should be cleaned using appropriate solutions and tools to be free of dirt, tape, prints, streaks, and dust. The rest of the interior windows shall be cleaned seasonally, once in the spring and again in the fall. Second story windows shall be cleaned using a garden hose and the appropriate window cleaner attachment.
7. WASHROOMS: Clean and disinfect sinks, toilets, washroom door latches, and door knobs 3 days per week, or more often as needed. Clean mirrors, and paper dispensers weekly. Refill paper, soap, and air freshener dispensers as needed. Scrub surfaces of bathroom doors and wall surfaces, monthly, and whenever it is visually apparent that cleaning is needed.
8. WASTE CONTAINERS: Empty and replace can liners in office areas, break room area, and washrooms, during each cleaning, or when needed. Deposit trash bags in container provided in parking lot. Scrub waste containers when needed.
9. DUSTING: Dust file cabinets, countertops, desktops, computers, furnishings, and windowsills, twice a week, more frequently as needed. Dust blinds twice a week, using the appropriate dusting device.
10. WORK-OUT ROOM: Disinfect machines, dust shelves, etc. and vacuum floor bi-weekly.
11. JAIL: The jail area is limited to mopping and waxing the floors twice a year. The exact dates will be mutually agreed upon between the Contractor and the Corrections Sergeant.

Contractor's Obligations:

1. Contractor shall notify the Police Chief, or designated personnel, if any mechanical problems occur. In an emergency, Contractor shall contact the Public Works Department at (907)842-2260 or the Buildings & Grounds Foreman at (907)842-2260.
2. Contractor shall notify the Police Chief, or designated personnel, when supplies are low.
3. Contractor shall insure that all windows are closed and doors are securely locked prior to exiting the facility.
4. City agrees to notify Contractor in writing of any deficiencies found in the performance of this contract.
5. Contractor shall notify the City Manager's Assistant of all contract employees working at Public Safety. A background check must be done on each employee prior to start of work.

Contractor Shall Supply:

1. All necessary tools and equipment, including, but not limited to, vacuum cleaner, and carpet shampooing equipment. All equipment is to be stored off site.
2. All cleaning, polishing, and floor care detergents and solutions. Arrangement for the storage of said items may be made through the Police Chief.
3. Material Safety Data sheets posted in the supply area.

City Shall Supply:

1. Paper towels and toilet paper to refill all dispensers, liners for all waste receptacles, and hand soap for dispensers. Garden Hose when needed.
2. Duty check list posted in supply area.

**PUBLIC WORKS
JANITORIAL - SCOPE OF SERVICES**

Schedule:

One day a week. Work must be performed after Public Works closes at 5 pm.

Duties:

1. **HARD SURFACE FLOORING:** Any hard surface flooring in the offices, break room, hallway and bathroom shall be swept and mopped to be free of soil and debris.
2. **CARPETED FLOORING:** Any carpeted flooring (including rugs) in the offices, break room, hallway and bathroom shall be vacuumed.

- 3. WASHROOMS: Clean and disinfect porcelain fixtures, mirrors and paper dispensers. Refill paper towels, toilet paper and soap dispensers as needed.
- 4. DUSTING: Dust any computers, tables, desks, shelves and cabinets in the offices, break room, hallway and bathroom.
- 5. WASTE CONTAINERS: Empty and replace all trash can liners in the offices, break room, hallway and bathroom. Deposit trash bags in the provided dumpster.

Contractor's Obligations:

- 1. Contractor shall notify the Public Works Director if any mechanical problem occurs. In case of an emergency contact the Public Works Director at (907)842-2260 or the Buildings & Grounds Foreman at (907)842-2260.
- 2. Contractor shall notify the Public Works Director when supplies are low.
- 3. Contractor shall insure that all windows are closed and doors are securely locked prior to exiting the facility.
- 4. The City agrees to notify the Contractor in writing of any deficiencies found in the performance of this contract.
- 5. Contractor shall notify the Public Works Director of all contract employees working at Public Works. A background check must be done on each employee prior to the start of work.

Contractor's Shall Supply:

- 1. All cleaning compounds, disinfectants, vacuums, brooms, mops and any other related janitorial equipment. Storage for said items may be arranged with the Public Works Director
- 2. Material Safety Data Sheets posted in the supply area.

City Shall Supply:

- 1. Paper towels, toilet paper, liners for all waste receptacles and hand soap for dispensers.
- 2. Duty check list posted in supply area.

**BATH HOUSE
JANITORIAL - SCOPE OF SERVICES**

The Bath House is open seasonally, starting June 1st and closing October 1st.

Duties: Daily

1. FIXTURES: Clean and disinfect sinks, toilets, urinals, shower stall, and benches.
2. FLOORS AND MATTING: Scrub with disinfectant detergent.
3. WASTE CONTAINERS: Remove garbage and replace can liners.
4. FLOORS: Sweep and mop.

Duties: As Needed

1. SUPPLIES: Refill soap dispenser and replace toilet paper as needed.
2. SHOWER WALLS: Apply a commercial application to remove soap residue, rust, iron, and lime deposits.
3. CEILINGS: Scrub with disinfectant detergent to remove all soil and mildew.

Contractor's Obligations:

1. Contractor shall notify the Port Director or Harbor Office of any maintenance issues.
2. Contractor shall notify the Port Director, or designated personnel, when supplies are low.
3. City agrees to notify Contractor in writing of any deficiencies found in the performance of this contract.
4. Contractor shall notify the City Manager's Assistant of contract employees working at the Bath House. A background check must be done on each employee prior to start of work.

Contractor Shall Supply:

1. All cleaning compounds disinfectants, and related janitorial tools and equipment. Arrangements for the storage of said items may be made through the Port Director.
2. Material Safety Data Sheets posted in the supply area.

City Shall Supply:

1. Toilet paper to refill all dispensers, liners for all waste receptacles, and hand soap for dispensers.
2. Duty check list posted in supply area.

City of Dillingham
Fiscal Note

Agenda Date: May 7, 2026

Janitorial Contract June 1, 2026-May 31, 212027 with an option to renew for three additional years.

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:	\$49,800	FUNDING SOURCE	
FROM ACCOUNT		Project	
xxxx 7780 xx xx xxxx x	Janitorial	Janitorial Contract	
TO ACCOUNT:	VERIFIED BY: Anita Foran	Date:	4/30/2026

EXPENDITURES

OPERATING	FY26	FY27	FY28	FY29
1000 7780 30 31 1113 0	\$ 1,550.00	\$ 17,050.00		
1000 7780 30 31 1141 0	\$ 650.00	\$ 7,150.00		
1000 7780 30 31 1120 0	\$ 625.00	\$ 6,875.00		
1000 7780 30 31 1124 0	\$ 625.00	\$ 6,875.00		
1000 7780 30 31 1130 0	\$ 300.00	\$ 3,300.00		
2400 7780 70 71 0000 0	\$ 1,200.00	\$ 3,600.00		
TOTAL OPERATING	\$ 4,950.00	\$ 44,850.00	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

General Fund	\$ 3,125.00	\$ 34,375.00		
SOA Dept of Corrections	\$ 625.00	\$ 6,875.00		
Harbor Fund	1,200.00	3,600.00		
SOA Contract	-			
TOTAL FUNDING	\$ 4,950.00	\$ 44,850.00	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary)
Rate of new contract is equal to the rates of past contracts.

Resolution 2026-14

PREPARED BY: Anita Fuller AF

April 30, 2026

DEPARTMENT: Finance

APPROVED BY: [Signature]

04/30/2026



NOTICE OF INTENT TO AWARD

ISSUE DATE: April 24, 2026
RFP NUMBER AND TITLE: RFP 2026-01- Janitorial Services
RFP DEADLINE: April 17th, 2026, 4:00 P.M.

BIDDERS OF RECORD INCLUDE:

- Advanced Building Cleaners LLC
- Applegate Cleaning Services
- Vested Solutions Janitorial, LLC

Based on the scoring criteria established in Request for Proposal (RFP) 2026-01 and the evaluation conducted on April 20, 2026, the City of Dillingham hereby provides notice of its intent to award the contract for janitorial services to:

Advanced Building Cleaners LLC

Advanced Building Cleaners LLC received the highest overall score (95.5) and submitted the lowest responsive bid for all required City facilities, including the Bath House.

Any bidder who believes the contract has been improperly awarded may file a protest with the City Clerk, Abigail Flynn, within five (5) calendar days from the date of this notice in accordance with Dillingham Municipal Code Section 4.30.100(E).

The contract award will be considered by the City Council at its regular meeting scheduled for May 7, 2026.

The successful bidder is instructed not to begin work until the contract has been fully executed by both parties and a Notice to Proceed has been issued, in accordance with AS 36.30.365.

Sincerely,

A handwritten signature in black ink, appearing to read "Jack Savo Jr.", is written over a white background. The signature is fluid and cursive.

Jack Savo Jr
 City Manager
 907-843-2505
manager@dillinghamak.us



City of Dillingham
Dillingham, Alaska 99576

Issue Date: March 19, 2026 **REQUEST FOR PROPOSALS/BIDS**

RFP#2026-01 Janitorial Services

The City of Dillingham is soliciting sealed bids for janitorial services to be provided for various City facilities for the period June 1, 2026 _____ – May 31, 2027 _____. The selected firm or individual will enter into a term contract for a period of one (1) year with the ability to renew for up to three (3) additional years.

Inquiries should be directed to:

<u>Jack Savo Jr.</u>	<u>assistant@dillinghamak.us</u>	<u>(907)842-5148</u>
Name	Email Address	Phone

SPECIFICATIONS
Submittal Requirements and Information

To be considered, please submit a signed copy of Attachment A. Janitorial Services Bid, to the City Manager’s office no later than 4:00 _____ (am/pm) on 04/17/2026
Date

Please mark the envelope to identify the project:

RFP# 2026-01 Janitorial Services

Delivery instructions – mail or hand deliver in a sealed envelope to:

City Manager's Office
City of Dillingham
PO Box 889 Dillingham, AK 99576
assistant@dillinghamak.us

Required Proposal Content

Return the following attachments to the City of Dillingham by the due date:

- Attachment A. Janitorial Services Bid
- Attachment B. Experience & References

An electronic copy of the proposal shall be emailed to the City Manager's Office no later than April 10, 2026 by 4:00 PM AKST at the email address noted above. Email subject must read "RFP 2026-01 Janitorial Services".

Notice of Intent to Award

The City shall notify all bidders of its intent to award.

A contract to award will be confirmed [meeting date]: 05/07/2026

Contract

At the end of this document is a sample copy of the Contract that will need to be executed if a bid is awarded.

- Form ADM105 Contract - *Sample*

Schedule

-Submission deadline is April 17, 2026 at 4:00 PM

-RFPs will be opened on April 17, 2026 at 4:01 PM in the City Hall Council Chambers

-RFP scoring will occur on April 20, 2026 at 3:00 PM

-Letter of Intent to Award will be sent on April 24, 2026

-Proposed contract will be brought to the regular City Council meeting on May 7, 2026

File Attachments for Item:

3. Resolution No. 2026-15: MOU for VPSO

A Resolution of the Council of the City of Dillingham, Alaska, Adopting the Memorandum of Agreement Between the Bristol Bay Native Association, the City of Dillingham, and the Curyung Tribal Council for the Village Public Safety Officer (VPSO) Program

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2026-15

**A RESOLUTION OF THE COUNCIL OF THE CITY OF DILLINGHAM, ALASKA,
ADOPTING THE MEMORANDUM OF AGREEMENT BETWEEN THE BRISTOL BAY
NATIVE ASSOCIATION, THE CITY OF DILLINGHAM, AND THE CURYUNG TRIBAL
COUNCIL FOR THE VILLAGE PUBLIC SAFETY OFFICER (VPSO) PROGRAM**

WHEREAS, the City of Dillingham recognizes the importance of public safety services, including law enforcement support, emergency response, fire protection, and search and rescue within the community; and

WHEREAS, the Bristol Bay Native Association (BBNA), in coordination with the Alaska Department of Public Safety and Alaska State Troopers, administers the Village Public Safety Officer (VPSO) Program to provide essential public safety services to rural communities; and

WHEREAS, the City of Dillingham and the Curyung Tribal Council desire to collaborate with BBNA to support and maintain VPSO services within the community; and

WHEREAS, the Memorandum of Agreement outlines the responsibilities of BBNA, the City of Dillingham, and the Curyung Tribal Council, including program administration, funding cooperation, in-kind support, and oversight of VPSO activities; and

WHEREAS, the City Council finds that entering into this Memorandum of Agreement is in the best interest of the City and will enhance public safety and community well-being;

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

1. The Dillingham City Council hereby adopts the Memorandum of Agreement between the Bristol Bay Native Association, the City of Dillingham, and the Curyung Tribal Council for participation in the Village Public Safety Officer (VPSO) Program, attached hereto and incorporated by reference.
2. The Mayor is authorized to execute the Memorandum of Agreement on behalf of the City of Dillingham.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on May 7th, 2026.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, City Clerk

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



Dillingham City Co

Section . Item 3.

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

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Abigail Flynn, City Clerk's Department
Through: Jack Savo Jr, City Manager
Date: April 21, 2026
Re: Resolution 2026-15, Adopting Memorandum of Agreement for the Village Public Safety Officer (VPSO)

SUMMARY:

Staff is requesting Council approval of Resolution No. 2026-15 adopting a Memorandum of Agreement (MOA) between the Bristol Bay Native Association (BBNA), the City of Dillingham, and the Curyung Tribal Council for participation in the Village Public Safety Officer (VPSO) Program.

The MOA establishes a cooperative framework for providing public safety services within the community through the VPSO Program. Council action is required to adopt the resolution and authorize execution of the agreement.

PREVIOUS COUNCIL ACTION:

- None. This is a new agreement establishing formal participation in the VPSO Program under the current MOA.

BACKGROUND:

The VPSO Program is administered by the Bristol Bay Native Association in coordination with the Alaska Department of Public Safety and Alaska State Troopers. The program provides rural communities with essential public safety services, including law enforcement support, emergency response, fire protection, and search and rescue.

The proposed MOA covers the program period of May 7, 2026 through June 30, 2029 and outlines the shared responsibilities of BBNA, the City of Dillingham, and the Curyung Tribal Council in supporting VPSO services within the community.

DISCUSSION: The MOA establishes the following key provisions:

- **Program Administration:** BBNA serves as the employer and program administrator for VPSO personnel, including hiring, training coordination, and benefits administration.

- **Public Safety Role:** VPSOs provide a range of services including law enforcement support, emergency medical response, fire protection, and search and rescue.
- **City Responsibilities:** The City may provide in-kind support.
- **Oversight and Coordination:** The City and Tribal Council will coordinate with BBNA and Alaska State Troopers to oversee VPSO activities, establish community priorities, and evaluate program effectiveness.
- **Shared Responsibilities:** All parties collaborate on program reporting and ensuring adequate public safety services are maintained.

The agreement formalizes roles and expectations among all parties and ensures continued availability of VPSO services in Dillingham.

ALTERNATIVES:

- Approve Resolution No. 2026-15 and authorize execution of the MOA.
- Amend the resolution or request modifications to the MOA.
- Decline to approve the agreement.

FINANCIAL IMPLICATIONS:

The VPSO Program is primarily funded through State and BBNA-administered grants; however, the City is responsible for providing in-kind support necessary to sustain the position. These costs may include housing, vehicle acquisition and maintenance, fuel, insurance, office space, utilities, and administrative support.

While no direct salary costs are incurred by the City, these ongoing operational commitments are required to maintain program eligibility and ensure continued VPSO services within the community.

LEGAL:

The Memorandum of Agreement has been reviewed by legal counsel. No legal concerns were identified, and there is no reason not to enter into this agreement.

STAFF RECOMMENDATION:

The Memorandum of Agreement has been reviewed by legal counsel. No legal concerns were identified, and there is no reason not to enter into this agreement.

PROPOSED MOTION:

“I move to adopt Resolution No. 2026-15 adopting the Memorandum of Agreement between the Bristol Bay Native Association, the City of Dillingham, and the Curyung Tribal Council for participation in the Village Public Safety Officer Program, and authorize the City Manager to execute the agreement.”

ATTACHMENTS:

- Memorandum of Agreement – VPSO Program
- Resolution 2026-15

MEMORANDUM OF AGREEMENT

BY AND BETWEEN

BRISTOL BAY NATIVE ASSOCIATION,

[City of Dillingham]

AND

[Curyung Tribal Council]

VILLAGE PUBLIC SAFETY OFFICER PROGRAM

FOR A

VILLAGE PUBLIC SAFETY OFFICER

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- 1. Job Description Addendum _____ 1 page
- 2. VPSO Vehicle/Equipment List _____ 1 page



**CITY/VILLAGE OF
(Dillingham)**
MEMORANDUM OF AGREEMENT



VILLAGE PUBLIC SAFETY OFFICER PROGRAM

This is a MEMORANDUM OF AGREEMENT (MOA or Agreement) for the program year of **May 7, 2026** through **June 30, 2029**, between the Bristol Bay Native Association (BBNA) and the **[City of Dillingham]** (City) and **Curyung Tribal Council** (Village) in the collaborative effort of providing a Village Public Safety Officer (VPSO) program in the Village/City. The Department of Public Safety (DPS), Alaska State Troopers (AST) delegates the public safety responsibilities of the VPSO Program and is an associated agency. DPS maintains grant contracting arrangements with BBNA outside of this Agreement.

The VPSO program will work with the appropriate local governing authorities. The responsibility of this program is shared between the City/Village, BBNA, and the DPS/AST. BBNA may withdraw or withhold VPSO services from a community that violates the terms of its Memorandum of Agreement.

General responsibilities of these entities and the program's purpose are described below:

I. THE BRISTOL BAY NATIVE ASSOCIATION

A. Hiring Procedures:

1. BBNA is the Program Administrator and the Employer of the VPSO. However, recruitment, candidate screening, and hiring of VPSOs will require unanimous approval of all parties.

B. Basic Standards/Expectations of VPSO:

1. The applicant/VPSO recruit is a citizen of the United States or a resident alien who has demonstrated intent to become a citizen of the United States;
2. The applicant/VPSO recruit is 21 years of age or older;
3. The applicant/VPSO recruit is of good moral character;
4. The applicant/VPSO recruit has a high school diploma, or its equivalent; or have has achieved a General Education Development Certificate;
5. Before attending a basic training program under 13 AAC 96.100 (VPSO Academy), the applicant/VPSO recruit is certified by a physician licensed in Alaska, and on the medical form supplied by the Department of Public Safety, the physician must certify that the VPSO candidate is:
 - (a) Free from any physical, visual or hearing condition which would adversely affect the essential performance as a village public safety officer;
 - (b) Have normal color discrimination, normal binocular coordination, normal peripheral vision, and corrected visual acuity of 20/30 or better in each eye;
 - (c) Free from a mental or emotional condition which would adversely affect the essential performance as a village public safety officer;
6. The applicant/VPSO recruit has not been convicted, by a civilian court of this state or the United States, or another state or territory, or by a military court, of the following offenses, or of an offense with substantially similar elements to such an offense under Alaska law:

- (a) A felony;
- (b) A misdemeanor offense within five (5) years of date of hire;
- (c) A misdemeanor within ten (10) years of the date of hire, if it involved:
 - i) Assault against a family member, former family member, member of the individual's household or former member of the household,
 - ii) Or violation of a domestic violence restraining order; or
- (e) Two or more offenses of driving while intoxicated or under the influence (DWI) or (DUI) offenses.

7. The applicant/VPSO recruit has not:

- (a) Illegally manufactured, transported, or delivered a controlled substance including alcoholic beverages within communities where a local option law is in effect under AS 04.11, or a municipal/tribal ordinance;
 - (b) Illegally used a controlled substance other than marijuana during the ten (10) years immediately before the date of hire, unless the person was under the age of 21 at the time of using the controlled substance;
 - (c) Consumed marijuana within the last year; or
 - (d) An applicant/VPSO recruit's known history is left to the discretion of BBNA in cooperation with the Alaska State Troopers for consideration.
8. The applicant/VPSO recruit has not been denied VPSO certification, nor is that certification in revoked status; and
9. The applicant/VPSO recruit has not been discharged, asked to resign, or resigned in place of discharge, from a village public safety officer or other police officer position for cause; and

Applicants may be required to submit to drug screening tests as a condition of initial or continued employment.

C. Salary and Benefits:

1. The VPSO salary schedule is determined by Alaska DPS and is cooperatively administered through BBNA. Additionally, VPSO's may be eligible to receive a stipend for performing probation monitoring duties for the Department of Corrections (DOC) as requested.
2. BBNA provides a personnel policy manual and the same benefits package offered to all full time employees. BBNA maintains separate specific VPSO program forms and a wage/step schedule as generated by the DPS – VPSO Grant program.
3. Other employee benefits to include life, medical, and dental insurance, annual and sick leave and authorized paid holidays (see VPSO Desk Manual) shall be determined by BBNA.
4. VPSO Program Manager is responsible for supervisory duties that include:
 - (a) in consultation with the appropriate local authority, will set the VPSO's work schedule;
 - (b) will provide and notify the appropriate local authority when the village-based VPSO has scheduled leave; is adjusting the work week as mandated by DPS and/or BBNA.

5. Leave Policies:

- (a) Annual Leave is provided in accordance with BBNA's policies;
- (b) Prior to taking annual leave (or leave without pay), the VPSO must obtain authorization through the use of a Leave Request Form provided by BBNA and receive approval from the City/Village;
- (c) At BBNA's discretion, "subsistence leave" may be granted for the purpose of pursuing traditional subsistence or economic activities for a period not to exceed 90 consecutive days or 90 days during the fiscal year (Jul. 1 - Jun. 30), without jeopardizing his/her job. Such leave can be authorized without pay; however, all annual leave must be expended before any leave without pay may be extended.

D. Firearms/Use of Force Policy:

1. In 2014, the Alaska Legislature unanimously amended Alaska Statutes to authorize VPSOs to carry Firearms. Alaska Statute and DPS do permit VPSO's to carry a firearm. Under AS 18.65.678, a VPSO may not, except in an emergency, carry a firearm in the performance of the officer's duties until the officer has successfully completed: (1) a basic firearms training program that is certified by the Alaska Police Standards Council or substantially similar training as determined by the department; (2) a psychological examination conducted by a mental health professional; and (3) all annual firearm qualification requirements.
2. On 03/27/2025, the BBNA Full Board adopted resolution 2025-08 allowing VPSOs of BBNA to carry firearms during the course and the scope of their employment.
3. Prior to carrying a firearm, a VPSO must have required training under AS 18.65.678, Village/Council/BBNA approval, have read/signed the BBNA Firearms policy, and follow DPS Operating Procedures Manual (OPM) and VPSO Standard Operating Procedures Manual (SOP)
3. Failure of a VPSO to follow the guidelines and mandates of this policy may be grounds for immediate disciplinary action including, but not limited to, termination of employment.

E. Position Transfer/In House Hiring:

1. VPSO's wishing to transfer to an existing vacant-funded position within BBNA will be encouraged to request to transfer in writing. Upon receiving the written request, BBNA will facilitate an interview with City/Village members and will seriously consider their recommendation.
2. DPS requires prior approval of such requests.
2. The VPSO will be responsible for all moving expenses not covered by City/Village, DPS/AST or BBNA.
3. The position from which the VPSO transfers will be treated the same as a position from which a VPSO resigned.
4. BBNA reserves the right to prohibit such transfers at its discretion.

F. Equipment:

1. **All equipment purchased by BBNA under BBNA's VPSO Program is the property of BBNA unless otherwise specified in this MOA or in Attachment 2.**

2. Such equipment may include: Office equipment, motor vehicles, accessory uniform equipment and utility equipment such as handheld radios, utility belts, etc.
3. **No Unauthorized** use of BBNA's property/equipment. All property/equipment provided by BBNA for the VPSO program is the property of BBNA. No one should be using BBNA's property/equipment unless authorized by BBNA with a written agreement.
4. The parties agree that the maintenance of the equipment purchased under the VPSO Program should be the responsibility and sole cost of BBNA unless otherwise specified in Attachment 2. Furthermore, such equipment should be regularly maintained and kept in good repair, ordinary wear and tears excepted. BBNA shall ensure the VPSO Program has access to all equipment needed to accomplish the goals contained herein, during any season.
5. The Council/City acknowledges and upholds the intent that the designated VPSO vehicles and associated equipment are to provide the VPSO **exclusive use** and access to transportation and equipment for emergency responses to calls for assistance such as domestic criminal activity, search and rescue, and other public safety activities.
6. During a VPSO position vacancy, the Council/City shall cover and store all VPSO equipment at a safe location. In the event a vacancy extends for more than a year, or is anticipated to extend more than one year, BBNA will negotiate the disposition of the equipment (e.g., long-term storage, sale, removal, village, etc.), subject to the requirements of any applicable grants or contracts with DPS or other outside agencies.

II. THE DEPARTMENT OF PUBLIC SAFETY - ALASKA STATE TROOPERS

A. Training:

1. Non-certified VPSO's are required to complete a 16 Week Alaska Law Enforcement Training (ALET) and Rural Fire Protection Specialist Training at the VPSO Academy in Sitka, AK when scheduled by DPS.
2. VPSO's will receive regular on the job training by his/her Oversight Trooper to guide proper response, criminal report writing and criminal intake. AST may also arrange periodic training workshops for advancement within program. AST and BBNA will coordinate a yearly regional training for entry level and advanced training purposes.
7. AST will provide technical direction and support and will delegate and interpret all technical State law and statute-related queries by VPSO's.
8. Copies of Certificates of Completion of such training shall be promptly provided by BBNA to the City/Village.

B. Uniforms/Equipment:

1. AST shall issue and track all basic VPSO uniform and related equipment, such equipment will be issued by the DPS. Basic equipment will include but not be limited to: uniforms, badges, defensive weapons and protective gear and identification cards. All such equipment shall remain the property of the DPS.

2. VPSO's shall be in uniform when on duty, traveling on VPSO business, and when attending functions relating to the VPSO position.

C. Public Safety Functions:

1. DPS/AST will provide VPSO's with general advice, support and assistance in matters relating to public safety and law enforcement.
2. All enforcement of local ordinances will be communicated to the AST in order to uphold the chain of communication and to assure no direct conflict of local ordinances and State Statutes.
4. In the event that BBNA and the appropriate local authority disagree on village-based VPSO program responsibilities; DPS will mediate the dispute if feasible.

III. THE CITY/VILLAGE

A. City/Village Policies:

1. The City/Village will coordinate with BBNA and the AST to meet the established goals and objectives of this program which include active enforcement of State laws and local ordinances, establishing or maintaining a volunteer fire department, search and rescue group, emergency medical response, and health and safety prevention. The parties agree to continue active efforts to define and adopt more specific objectives in order to help guide VPSO decisions in the future. Specifically, the parties shall meet no less than twice per year to discuss effectiveness of the VPSO Program and more clearly delineate the roles of each party (i.e., who has authority in a given emergency situation). As a result of these meetings, the parties may amend this agreement to adopt more specific objectives, per the below.
2. It is intended for the VPSO to work independently with the appropriate local governing authority to meet the community's need for safety; to develop and uphold community wellbeing; and promote a sense of public safety. As such the VPSO will attend regular monthly City/Village meetings and report significant activities within the last month. VPSO will also process/implement specific recommendations made by the City/Village in making public safety more effective and beneficial. Furthermore, the parties will ensure that the City has consistent access to a VPSO at all times – more specifically, VPSO's must have any leave approved by the City/Village in advance, as laid out above.

B. City/Village Contributions:

1. At a *minimum*, the City/Village will provide:
 - (a) A private confidential office;
 - (b) Basic office administration supplies and equipment (to include postage, telephone and fax with long distance access -if not otherwise provided by BBNA);
 - (c) Secure, isolated and lockable storage for evidence or detained property;
 - (d) A holding cell for temporary detainment of prisoners, juveniles or custody of Title 47 individuals detained under AS Title 47.
 - (e) Designated VPSO vehicle(s) including fuel for transportation to respond to emergencies, search & rescue, and routine community patrols. Rural communities that are geographically

challenged or separated due to topographic terrain, water or tundra obstruction will be expected to provide multiple means of transportation to meet the geographic demand of the community.

(f) Adequate vehicle and liability insurance covering City/Village owned-vehicles used in the performance of duties; with coverage limits not less than \$100,000 per person and \$300,000 per occurrence bodily injury, and \$50,000 property damage.

(g) Adequate Housing; Housing must be available in the Village/City for the VPSO.

2. On a three (3) year cycle basis (prior to July 1st), the City/Village will provide BBNA with an updated VPSO Position Application. Funding and authorization for VPSO positions in communities will be decided each year based on the VPSO Position Applications received.
3. It is mutually understood that the VPSO program is based on local hire without provisions for housing or cost of living allowances. However, if no acceptable applicants are found from within the community, and/or housing or cost of living seem to be a possible factor contributing to the vacancy, or if a chronic housing problem is known to exist (including inflated rent or utility costs), the City/Village may be expected to provide or contribute in some manner for reasonable VPSO housing or provide a housing/cost of living allowance to assist in finding suitable housing for the VPSO, and to establish and maintain position longevity within the community. Such housing will be consistent with the normal standard of housing found within the community; BBNA will reserve the right to reasonably judge housing suitability.

C. City/Village Oversight:

1. The City/Village will provide on-site assistance for the VPSO by appointing a council representative who will monitor and ensure that the duties, levels of performance and actual hours worked are noted and reported to BBNA in a factual and timely manner. The appointed council representative will also address any significant community differences about aspects of the local VPSO position during regular council meetings, with an emphasis on seeking a solution or recommendation for both community and VPSO. The VPSO will report directly to the representative and work collaboratively with the Village/City to accomplish its goals.
2. If the VPSO's performance level fails to meet the City/Village's expectations for the position or, if the VPSO fails to follow through with the prescribed outline of the VPSO Job Description and any Addendums; and the VPSO and City/Village are unable to come to a reasonable resolution, the Council President or the appointed representative will report this to BBNA as soon as possible. The parties will then meet and confer on how to resolve the issue to the satisfaction of the City/Village.

IV. SHARED RESPONSIBILITIES

A. VPSO Duties:

1. Job Description includes an addendum that identifies five (5) consecutive work-days, specific office hours, specific community/patrol times and two consecutive regular days off. (Attachment 1). The VPSO shall report directly to the appointed tribal/city Representative.
2. The City/Village will appoint a "Representative" for the VPSO and community to ensure job performance, establish a point of contact for specific requests for VPSO administration and to represent the Council to the VPSO when it is not in session.
3. Additionally, VPSO's are expected to make and document personal contact with specified probationers and parolees at least twice per month, or as requested by the Supervisor of the

District Probation Office for the Alaska Department of Corrections. This responsibility can include:

(a) Obtaining urine samples from offenders using urinalysis (UA) test cups provided and record results to the District Probation Office telephonically. UA test cups are provided by, and at the cost of, DOC.

4. A Village Public Safety Officer is assigned to a community, works independently to perform the duties outlined in AS 18.65.686.

B. Evaluation Procedures:

1. Upon hire, the VPSO shall serve a one (1) year evaluation period to determine if the City/Village, DPS and BBNA will continue to retain support for the existing VPSO.
2. The parties will complete annual performance evaluation.
3. If the evaluation demonstrates a need for immediate improvement or is generally unsatisfactory in the overall job performance, the parties shall determine a timeframe with specific objectives for the VPSO to meet. A follow-up evaluation will be determined depending on the specific areas of improvement needed.
4. VPSO's who demonstrate and receive a successful evaluation will receive a merit/step increase to the next level of pay.

C. Reports:

1. VPSO's are required to complete the VPSO bi-weekly statistical report, which is to be made available to the City/Village or the Council Representative. This report justifies position by demonstrating impact on criminal activity, emergency response and health and safety prevention. Failure to timely submit such reports will result in disciplinary action up to and including termination.
2. VPSO's will also submit to BBNA and the City/Village a monthly report indicating the previous month's significant activities by the [10th] day of each following month.
3. AST requires all criminal reports to be upheld by responsible investigative techniques. All criminal reports must be completed within the appropriate timeframes. Failure to comply with such timeframes will result in corrective instruction by AST. Continued failure to comply with reporting requirements will be reported to BBNA. The employer will pursue disciplinary action if necessary, up to and including termination.

D. Safety Services:

1. The VPSO will provide a minimum range of safety services, which shall include but are not limited to: law enforcement, emergency medical services, fire suppression, search and rescue and health and safety prevention. These services will be listed, in detail, in the VPSO list of duties (Described in subsection "A." of this section.).

E. Program Funding:

1. The City/Village will work collaboratively with BBNA and the AST to assure success of the program.
2. BBNA reserves the right to determine through the VPSO Position Application which communities will receive public safety services.

F. Fish and Wildlife Enforcement:

1. VPSO's will not enforce Fish & Wildlife protection or any such governing statutes.
2. If obvious criminal activity is known during the harvest of animals-such as wanton waste, the VPSO may be responsible for contacting AST or nearest fish & wildlife protection officers for purposes of halting such abusive and criminal activity.

V. DISMISSAL OF VILLAGE PUBLIC SAFETY OFFICER**A. Termination for Cause:**

1. In the event that a Village Public Safety Officer is incapable and/or unwilling to timely perform or meet the requirements of the VPSO Job Description the following procedure will be used:
 - (a) Complaints from City/Village or AST will be assessed by BBNA and discussed with VPSO, which will constitute a verbal warning. The initial warning will be cited to the appointed Council representative or AST or both. A timeframe for corrective action will be determined and set forth.
 - (b) In the event that marked improvement or corrective measures/actions are not taken within the determined timeframe, BBNA will proceed with a written warning to be courtesy copied to the City/Village, AST and the individual's personnel file.
 - (c) If it is apparent that a resolution is unlikely and the corrective action is ineffective, BBNA shall proceed with position termination.
2. As an "at will employer", BBNA and its employees reserve the right to terminate employment at will. As such BBNA may seek the termination of any VPSO's employment if its within the best interest of BBNA.

B. Termination Due To Lack of City/Village Support:

1. If the City/Village decides to withdraw support for: (a) basic office administration, (b) offset in some manner the high housing-or cost of living arrangements, (c) designated VPSO transportation (unless arrangements are made to compensate the VPSO for use of personal vehicle while acting within the capacity of VPSO);
2. If the City/Village chooses not to make reasonable efforts, or simply not to meet minimum support criteria, and BBNA finds there is not sufficient reason to terminate that VPSO for cause, BBNA shall determine a short timeframe for the Council to become compliant with any of the withdrawn or inadequate minimum contributions.
3. If the City/Village becomes/remains non-compliant in meeting minimum contributions, funding and personnel for that position may be withdrawn. An updated VPSO Position Application will be provided; the community will indicate the ability to meet the minimum requirements.
 - (a) If no other community chooses to recommend that VPSO for its position, the VPSO will be laid-off and the position will be offered to another applicant community.

C. Position Relocation:

1. Due to funding restrictions, BBNA may exercise the right to relocate positions that have demonstrated vacancies beyond 30 days. As such, potential recipient communities must document ability to provide minimum council contributions on the VPSO Position Application- which must be submitted to BBNA on a yearly basis for the purpose of maintaining updated information.
- 2.

VI. INSURANCE AND INDEMNIFICATION

A. Insurance

1. It is understood that DPS assists BBNA in meeting minimum insurance for police legal liability required in 13 AAC 96.030. BBNA and the City/Village are each a named insured on the current certificate of insurance.
2. It is agreed that the Bristol Bay Native Association shall provide and maintain, for all employees engaged in work under this agreement, Worker's Compensation Insurance as required by AS 23.30.045.

B. Indemnification:

1. BBNA, the **[City of Dillingham]**, and **[Curyung Tribal Council]** agree to indemnify the State and each other against claims arising from their own respective negligence, or other fault. All liability and damages for actions or claims resulting from injuries or damages sustained by any person or property arising directly or indirectly from the performance of this Agreement which are caused by joint negligence of the State of Alaska, the Bristol Bay Native Association, the **[City of Dillingham]** or **[Curyung Tribal Council]** shall be jointly defended and apportioned on a comparative fault basis.

VII. AMENDMENTS

A. Amendments/Review:

1. This memorandum of agreement may be amended with the written consent of all parties; however, it will remain in effect until such time as it is superseded by another more current memorandum.
2. This memorandum of agreement shall be reviewed on an annual basis.
3. The assigned VPSO's primary function will be to assist AST as needed and serve as a search and rescue coordinator.
4. The assigned VPSO will assist EMS as needed with approval from the Fire Department Coordinator and/or the Fire Chief.
5. The assigned VPSO will only respond to requests for police service within city limits at the express request of the City Manager and/or Dillingham Police Chief and during such time the VPSO will be there to assist DPD in their needs within the scope of the VPSO's duties.

VII. REPRESENTATION AND AUTHORIZATION

A. Signatories:

The undersigned are authorized representative(s) of the respective organizations and agree to the terms of this MOA.

_____, President
[community tribal partner]

Date

_____, Mayor
[community municipal partner]

Date

_____, President & Chief Executive Officer
Bristol Bay Native Association

Date

File Attachments for Item:

4. (Adopt) Ordinance 2026-06: Budget Amendment 2 Ordinance

An Ordinance of the Dillingham City Council Adopting Budget Amendment No. 2 and Appropriating Funds for the FY 2026 City of Dillingham Budget

NON-CODE ORDINANCE

Introduced:

April 16, 2026

Public Hearing Scheduled for:

May 7, 2026

Enacted:

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2026-06

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AMENDMENT NO. 2 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 Amendment No.2 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 \$ 28,293,545

Section 4. Revenues

General Fund

Taxes

General Sales Taxes	3,000,000
Remote Sales Taxes	700,000
Alcohol Sales Taxes	280,000
Transient Lodging Sales Taxes	175,000
Gaming Sales Tax	23,000
Tobacco Tax	204,000
Marijuana Tax	94,000
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	7,900
Revenue Sharing (community support)	83,543
Payment in Lieu Taxes (PILT)	540,000
Jail Contract Revenue	584,764
Motor Vehicle Tax	25,000
Ambulance Fees	60,000
Lease and Rental Income	35,000
Administrative Overhead	172,705
PERS on Behalf	266,499
PERS Forfeiture Fund	25,000
All Other Revenues	252,050

Total General Fund Revenues

10,212,461

Special Revenue & Other Funds Revenues

Water	231,200	
Waste Water	422,100	
Landfill	321,100	
Port – Dock	801,180	
Port – Harbor	187,100	
Asset Forfeiture	400	
E-911	67,000	
Senior Center (Includes grants)	102,494	
Library Grants	65,477	
Debt Service	594,000	
Mary Carlson Estate	10,000	
Ambulance Reserve	0	
Total General Fund & Special Revenues		<u>2,802,051</u>

Project Revenue

EPA Federal Grant - Landfill	3,882,500	
State Jail Medical Funding	11,000	
AML Energy Efficiency Grant	50,000	
State Appropriations	1,357,500	
Curyung - Ice Machine	6,000	
BBEDC Intern	107,400	
EPA Federal Grants	3,209,387	
SOA SRF Loan - Lagoon Aeration	0	
SOA SRF Loan - Water Improv PFAS	200,000	
Total General Fund & Special Revenues		<u>8,823,787</u>

TOTAL REVENUES **21,838,299**

Section 5. Transfers

Transfers from General Fund to Other Funds

Water	0	
Wastewater	0	
Landfill	597,400	
Harbor	0	
Senior Center	265,047	
Ambulance Replacement	70,000	
Equipment Replacement	113,800	
Capital Projects	121,000	
SRF Loans Payments	82,011	
Streets Bond Payment	156,000	
Firehall Bond Payment	47,000	
School Bond payment	550,750	
Total Transfers from Gen. Fund		<u>2,003,008</u>

Transfers from Dock Fund to Harbor Funds		
Harbor Operations	225,480	
Ice Machine	0	
Bathhouse	10,920	
Total Transfers from Dock Fund	236,400	
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	2,335,408	
TOTAL REVENUES, TRANSFERS, AND FUNDS		24,173,707

Section 6. Appropriations.

General Fund Government Operations

City Council	75,100	
City Clerk	317,000	
Administration	502,050	
Finance	1,457,850	
Legal	126,400	
Insurance	344,000	
Planning	312,700	
Foreclosures	20,000	
IT	365,900	
PS Administration	447,850	
PS Dispatch	751,450	
PS Patrol	1,535,550	
PS Corrections	873,300	
PS DMV	92,980	
PS Animal Control Officer	96,490	
PS Fire Department	597,800	
PS Volunteer Fire Donation	5,000	
PS K-9	2,000	
PW Administration	449,000	
PW Buildings & Grounds	904,100	
PW Shop	450,700	
PW Streets	441,450	
Library	177,320	
City School District	1,702,000	
Grandma's House	89,900	
Transfer Subsidy for Special Revenue	2,003,008	
Total General Fund Appropriations	14,140,898	

Special Revenue & Other Funds Appropriations

Water	393,350
Waste Water	462,700
Landfill	918,500
Port-Dock	831,146
Port-Harbor	503,430
Port Harbor – Ice Machine	700
Port Harbor – Bathhouse	16,200
Asset Forfeiture	25,000
E-911	67,000
Senior Center	367,541
Library Grants	65,477
EPA Federal Grant Landfill	3,882,500
State Jail Medical Funding	3,000
AML Energy Efficiency Grant	50,000
State Appropriations Grants	1,357,500
SRF Loans	200,000
EPA Federal Grant Snagpoint	3,209,387
BBEDC Grants	107,400
Curyung Grant	6,000
Mary Carlson Estate	6,255
Ambulance Replacement Fund	15,000
Debt Service	1,429,761
Equipment Replacement/Reserve	113,800
Capital Project (Planning) Fund	121,000

Total Special Rev & Other Appropriations
TOTAL APPROPRIATIONS

14,152,647

28,293,545

Total Revenues and Transfers

24,173,707

Total Appropriations

28,293,545

Net Increases (Decreases) to Balance

(4,119,838)

Section 7. Fund Balance Explanation

(3,857,437) General Fund Reserves
(202,750) Water/Sewer Fund Reserves
(29,966) Port-Dock Fund Reserves
(96,830) Port-Harbor Fund Reserves
(24,600) Asset Forefeiture
3,745 Mary Carlsons Estate
55,000 Ambulance Reserve Capital Project
8,000 Jail Contract Medical Reimb
25,000 Landfill Closure Fund Reserves

(4,119,838)

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

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

SEAL

Alice Ruby, Mayor

ATTEST:

Abigail Flynn, City Clerk

Mayor
Alice Ruby

Manager
Jack Savo Jr.



Dillingham City Co

Section . Item 4.

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

MEMORANDUM TO COUNCIL

To: Mayor and Council Members
From: Anita Foran, Finance Director
Through: Jack Savo Jr, City Manager
Date: April 30, 2026
Re: FY26 Budget Amendment #2

SUMMARY:

Budget revisions throughout the year allow for adjustments that happen over the fiscal year as needs change.

PREVIOUS ACTION:

The original FY26 budget O 2025-01, was adopted 06/19/2025 with revenues at \$18,831,317 and expenditures of \$23,191,120, this reduces the fund balance by \$4,359,803.

FY26 budget amendment #1 O 2025-03, was adopted 11/06/2025 with revenues at \$23,917,197 and expenditures of \$28,197,223, changes the reduction of the fund balance to be \$4,280,026.

BACKGROUND: City of Dillingham adopts budget annually with budget revisions as needed.

DISCUSSION: All budget revisions have been discussed in Finance and Budget workshops held on 04/06/2026 and 04/09/2026.

ALTERNATIVES: None

FINANCIAL IMPLICATIONS: This action will change the revenues to \$24,173,707 and expenditures of \$28,293,545, this reduces the fund balance by \$4,119,838.

Revenue changes based on current activity:

- 6% Sales Tax reduction of \$500,000
- 6% Sales Tax remote sales increase of \$50,000
- 10% Transient Lodging increase of \$50,000
- 6% Gaming tax increase of \$8,000
- Tobacco Excise tax decrease of \$76,000
- Marijuana Excise tax increase of \$4,000
- Shared Fisheries Business tax decrease of \$12,100 based on the amount received
- Administrative Overhead reduction of \$27,400 based on reduction of expenses for

- special revenue funds
- PERS on Behalf from SOA of \$9,300
- Other revenue reduction of \$47,150 including but not limited to:
 - Apartment rent reduction of \$10,950
 - Reduction of patrol grant revenue of \$12,400
 - Reduction of investment income of \$20,000
- General Fund appropriation changes
 - Council reduced by \$46,450 due to lobbying contract reduced
 - City Clerk budget is reduced by \$1,600. Includes a decrease in wages and benefits of \$2,900 and an increase in codification by \$1,000
 - Administration budget is increased by \$29,500 which includes an increase of wages and benefits by \$52,00 as a result of manager changes and a decrease in advertising, travel and training, food and supplies and minor tools for \$20,000
 - Finance is reduced by \$90,090 which is due to a reduction in wages and benefits of \$71,000 in wages and benefits due to open positions and a further reduction of \$19,000 due to advertising, travel, training and building rent.
 - Legal is increased by \$26,400 due to general legal fees of \$23,000 and union negotiations of \$3,400.
 - Insurance is decreased by \$31,000 due to a reduction in general liability and property insurance.
 - Planning is increased by \$15,700 due to an increased need in wages and benefits.
 - IT Budget is decreased by \$6,600 mainly due to a decrease in hardware purchases.
 - Public Safety is decreased by \$1,000 which involves a decrease in contractual/professional by \$10,000 and an increase in refuse and equipment maintenance of about \$9,300.
 - PS Dispatch is a decrease of \$91,400 as a result in a reduction in wages and benefits because of changes in supervisors.
 - PS Patrol has decreased by \$36,150 due to a decrease in wages and benefits due to open positions. This involves a decrease of \$71,700 in wages and an increase to overtime by \$97,000. Further changes include a decrease of \$7,500 for recruiting bonuses and a decrease of \$9,750 in vehicle leases.
 - PS Correction budget is an increase of \$53,255 due to an increase of wages and benefits due to positions being filled for most of the year and a period of time when staff incurred overtime due to an open position.
 - PS DMV budget was increased by \$830 due to an increase in wages and benefits.
 - PS ACO budget was increased by \$8,140 due to an increase in wages and benefits due to cost of training as well as a decrease in Gas, oil and grease of \$2,500
 - Fire Department budget decrease of \$6,700 due to a combination of wages and benefit increase due to overtime and a decrease of \$4,000 in emergency response. There is an increase in equipment maintenance of \$22,000 to repair radios and a decrease in required inspections of \$35,000.
 - Volunteer Fire Department Donation is decreased by \$5,000 in member recognition.
 - PW Administration is decreased by \$24,700 due to a decrease in wages and benefits due to an open position and increase in \$7,500 for computer

- software.
- PW Buildings & Grounds has a decrease of \$72,700 due to an increase of \$27,500 in wages and benefits and an increase of \$9,000 for AED machines and \$8,000 for refuse services. There is also a decrease in travel of \$2,500, used oil management of \$12,000 and minor tools of \$10,000 and a decrease of \$96,000 in building maintenance. There is a decrease in vehicle maintenance of \$40,000
- PW Shop budget has a decrease of \$159,900 as a result of a decrease in wages and benefits of \$49,400, There is a decrease in supplies of \$10,000 and an increase in gas, oil and grease of \$20,000 and a decrease in equipment maintenance of \$80,000 largely due to an open position for the entire year.
- PW Streets budget has a decrease of \$184,650 due to a decrease in wages and benefits of \$75,200 and a decrease of \$90,000 in gravel due to the current stockpile that is available. Remaining decreases are contractual/professional of \$8,000, general liability of \$1,700 and travel and training of \$8,000
- The Library budget has a decrease of \$9,555 due to recognition of the linked grant of \$25,000. Wages decreased as a result in staffing changes; however, benefits did increase for a net increase of \$16,820.
- Grandma's House budget decreased by \$1,000 with an increase in heating fuel.
- Transfer changes are an increase from the general fund of \$215,392
 - Landfill is an increase of \$3,000
 - Senior Center is an increase of \$37,192
 - Equipment replacement is an increase of \$2,800
 - Capital Project is an increase of \$121,000 for the PW Septic System
 - Lagoon loan is an increase of \$31,000
- Special Revenue fund changes are:
 - Water revenue is a decrease of \$600 based on a reduction of hookup fees charged. Appropriations decreased by \$90,050, this a combination of benefit increases of \$6,100 due to employee election options, an increase of minor tools of \$20,000, and a decrease of major equipment of \$80,000 as we delayed the purchase of a new vehicle. In addition, there is an increase in building maintenance of \$10,000, an increase of \$5,000 for equipment maintenance and \$7,500 for sample testing and a decrease of required inspections of \$50,500 that ARWA can assist with for free. Administrative overhead is decreased by \$8,200.
 - Wastewater budget revenue decreased \$36,200 due to a reduction in connect fees, wastewater sales. The appropriations are decreased by \$21,700 due to an increase in wages and benefits by \$7,400. Contractual/professional costs increased by \$70,000 to cover the manual required for operation of the lagoon aeration improvements. Chemicals increased by \$5,000 and minor tools increased by \$7,000, major equipment decreased by \$90,000 as vehicle purchase is delayed to FY27. Heating fuel increased by \$6,000 to cover winter needs. Building maintenance decreased by \$25,000 and sample testing increased by \$10,000 and construction increased by \$3,000. Administrative overhead is decreased by \$4,800.
 - Landfill revenue decreased by \$6,600. Appropriations decreased by \$17,900 which includes a decrease in wages and benefits by \$40,300 and is further decreased by \$5,000 for contractual/professional and travel and training of \$7,000 for travel and training. Further increases are permitting fees by \$6,000, miscellaneous supplies by \$4,000; gravel needs are

increased by \$60,000 for cover at the landfill cell. There is a decrease uniform costs of \$1,000 and a decrease in gas for the incinerator for \$35,000 due to timing of repairs.

- Dock budget revenue is increasing by \$6,180 due to AML contract which at the time of this document is unsettled. Terminal use fees are added for a value of \$30,000, equipment sales are projected for \$70,000. Handling is reduced by \$47,340; fuel flowage fees are increased by \$20,000 and equipment rental is reduced by \$2,000. Appropriations are reduced by \$2,000 for unemployment. Membership and travel are increased by \$2,100. Gas, oil and grease is decrease by \$7,000 and equipment sales decreased by \$140,000 to defer to FY27. Building rent and heating fuel are both increased by \$3,000 while building maintenance is decreased by \$10,000 and equipment maintenance is decreased by \$15,000. Administrative overhead is decreased by \$16,400 and transfers to the harbor are decreased by \$74,100 based on excess available funds.
- Harbor budget appropriations increased by \$22,300. Unemployment compensation decreased by \$1,000, contractual professional increased by \$4,000 to assist with review of the tariff, there is an increase of bad debt of \$10,000 to reduce liability of unpaid charges that are older than 7 years. Building rent and internet costs are each increased by \$3,000. Electricity is increased by \$5,000, heating fuel is increased by \$6,000. Refuse fees are decreased by \$5,000 and administrative overhead is increased by \$2,000.
- Harbor Ice Machine is increased by \$500 for electricity.
- Harbor Bath house is decreased by \$800 with a combination of electricity decrease of \$300, water/sewer decrease of \$1,000 and building maintenance increase of \$500.
- Assess forfeiture funds had no appropriations change but did reallocate expenses from supplies to training of \$6,500.
- The Senior Center budget has had many changes. The revenue has an increase of \$11,608 from the NTS granting agency. The NSIP is reduced by \$2,000 due to reduced funding per meal. The two office spaces were not rented for a decrease of \$14,400 as well as a decrease in fundraising and aluminum recycling of \$2,500. Increased revenue is happening in all areas of rides & donations, congregate, home and guest meals for \$7,250. Appropriations are increased by \$37,100 by a combination of an increase in benefits and wages due to turnover of staffing by \$5,450. Increased operating costs are recognized in food items for \$11,000, propane of \$1,800, gas oil and grease of \$1600, electricity of \$2,900. Heating fuel of \$11,400, refuse of \$2,600 and equipment maintenance of \$1,500.
- Mary Carlson Estate investment revenue is projected to be \$11,000 less than expected.
- Equipment replacement funding increased by \$2,800 to recognize the remaining purchase for FY25 ACO vehicle for items that arrived in FY26.
- Capital Project was increased to move the public works septic system development of \$121,000. Refer to Resolution 2025-03 adopted 04/03/2025.
- Debt services budget increase for the SOA Loan program Lagoon Aeration project reimbursement with an estimate of \$31,000 to be paid on 05/01/2026. Final documents are still in process.
- Grant changes are:
 - Removal of the SOA continuation grant for training of \$1,250.
 - Addition of \$50,000 Alaska Municipal League energy efficiency pass through grant for building improvements to City Hall, Senior Center and

- Public Safety building.
- Addition of jail medical expense reimbursements for a revenue of \$11,000 and expenditures of \$3,000. \$8,000 was recognized in FY25.
- Addition of \$600,000 for State Appropriations Grant for designs of the new firehall. Refer to Resolution 2026-01 adopted 01/08/2026
- Increase of \$13,100 for BBEDC summer internship programs and \$20,900 for BBEDC Fire Department training reimbursement.

LEGAL: None at this time.

STAFF RECOMMENDATION: Passing this ordinance will allow the city to revise the FY26 budget for a final time.

PROPOSED MOTION: I move to adopt ORDINANCE 2026-06, An ordinance of the Dillingham City Council Authorizing the introduction of FY26 Budget Amendment revision number 2.

PROPOSED ALTERNATE MOTION: There is no alternate motion recommended.

CITY MANAGER COMMENTS: City Manager recommends approval of Ordinance 2026-06.

ATTACHMENTS: None.

File Attachments for Item:

5. (Adopt) Ordinance No. 2026-02: An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Section 1.16.010, Definitions, to Add a Definition for “Newspaper of General Circulation,” “Public Notice,” and “Published” or “Publication.”

CODE ORDINANCE

Introduced: April 2, 2026
Public Hearing: May 7, 2026
Adopted: _____

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2026-02

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

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

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

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

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

Section 1. Classification. This is a code ordinance.

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

1.16.010 Definitions

...

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

"By law"

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

"City"

means the city of Dillingham, Alaska;

"Code"

means the Dillingham Municipal Code;

"Majority"

means a simple majority;

"Newspaper of general circulation"

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

"Person"

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

"Personal property"

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

"Property"

means real and personal property;

"Public Notice."

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

"Published" or "Publication"

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

"Real property"

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

"State"

means the state of Alaska.

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

...

Section 3. Conforming References

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

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

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

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

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, City Clerk

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



Dillingham City Council

Section . Item 5.

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

MEMORANDUM TO COUNCIL

To: Mayor and City Council Members **From:** Abigail Flynn, City Clerk’s Department
Through: Jack Savo Jr, City Manager
Date: April 30, 2026
Re: Ordinance 2026-02 – Amendments to DMC 1.16.010 Definitions (Newspaper, Public Notice, Publication)

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

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

Council action is needed to adopt the ordinance.

PREVIOUS COUNCIL ACTION:

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

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

This Ordinance was introduced at the April 2nd Council Meeting and the Public hearing is today.

BACKGROUND:

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

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

Additionally, the availability and publication schedules of newspapers serving the Dillingham area have created operational challenges for providing timely public notice. Recently an RFP entire deadline was put off due to more than three weeks of requests from staff to have the notice printed that were ignored despite frequent follow-ups by staff. This problem is

City of Dillingham

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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.

longstanding. Due to lack of response to requests to publish and the long lead time require the newspaper to submit requests, some parts of code are already not possible to follow (meeting notices)

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

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

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

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

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

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

2. Defines “Public Notice.”

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

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

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

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

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

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

If there is no newspaper of general circulation, publication means posting the notice in at least three public places within the City for a minimum of five days.

ALTERNATIVES:

1. Leave the code as it is.

FINANCIAL IMPLICATIONS:

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

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

There are no anticipated negative financial impacts.

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

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

No legal concerns have been identified.

STAFF RECOMMENDATION: Staff recommends that the Council adopt Ordinance No. 2026-02.

PROPOSED MOTION:

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

ATTACHMENTS: Ordinance 2026-02

File Attachments for Item:

6. (Adopt) Ordinance No. 2026-05: An Ordinance of the City of Dillingham, Alaska, Amending Dillingham Municipal Code Sections 2.08.020 and 2.12.050 to Remove Duplicative Publication Definitions and to Cross-Reference DMC 1.16.010.

CODE ORDINANCE

Introduced: April 2, 2026
Public Hearing: May 7, 2026
Adopted: _____

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2026-05

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

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

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

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

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

Section 1. Classification. This is a code ordinance.

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

2.08.020 Publication of meeting notices.

...

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

The term “published” has the meaning set forth in DMC 1.16.010.

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

...

2.12.050-Presentation and Hearing of Ordinances

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

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

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

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

...

Section 3. Conforming Interpretation

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

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

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

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

Alice Ruby, Mayor

ATTEST: _____

[SEAL]

Abigail Flynn, City Clerk

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



Dillingham City Council

Section . Item 6.

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

MEMORANDUM TO COUNCIL

To: City Council
From: Abigail Flynn, City Clerk's Department
Through: Jack Savo Jr, City Manager
Date: April 30, 2026
Re: Ordinance 2026-05 DMC 2.08.020 and 2.12.050 published, publication, public notice

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

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

Council action is needed to adopt the ordinance.

PREVIOUS COUNCIL ACTION: Introduced at the April 2nd, 2026 Council meeting. If Ordinance 2026-02 ultimately does not pass, we would recommend no action on this ordinance because they must both pass to be functional. This supplemental Ordinance will only work if Ordinance 2026-02 is adopted with it.

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

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

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

The ordinance updates the following sections:

DMC 2.08.020 – Public Notice of Meetings

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

DMC 2.12.050 – Presentation and Hearing of Ordinances

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

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

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

1. Eliminate Redundant Code Language

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

2. Promote Consistency Across the Municipal Code

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

3. Improve Code Maintenance

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

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

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

FINANCIAL IMPLICATIONS:

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

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

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

PROPOSED MOTION:

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

ATTACHMENTS: Ordinance 2026-05

File Attachments for Item:

7. (Introduce): Ordinance No. 2026-07 Business Licenses, set public hearing date for next regular council meeting

An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Section 4.16.010 to Clarify the Definition of Physical Presence for Business License Requirements

CODE ORDINANCE

Introduced: May 7, 2026

Public Hearing: _____

Adopted: _____

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2026-07

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING DILLINGHAM MUNICIPAL CODE SECTION 4.16.010 TO CLARIFY DEFINITION OF PHYSICAL PRESENCE FOR BUSINESS LICENSE REQUIREMENTS

WHEREAS, The Remote Sellers Agreement declares that the Alaska Remote Seller Sales Tax Commission will manage all sales tax reports for businesses that do not have a physical presence in Dillingham. Our Business License requirement then should be restricted to all businesses that do have a physical presence in Dillingham; and

WHEREAS, DMC 4.23.030 defines “physical presence” means a seller who establishes any one or more of the following within a local taxing jurisdiction:

1. Has any office, distribution or sales house, warehouse, storefront, or any other place of business within the boundaries of the local taxing jurisdiction;
2. Solicits business or receives orders through any employee, agent, salesman, or other representative within the boundaries of the local taxing jurisdiction or engages in activities in this state that are significantly associated with the seller's ability to establish or maintain a market for its products in this state;
3. Provides services or holds inventory within the boundaries of the local taxing jurisdiction;
4. Rents or leases property located within the boundaries of the local taxing jurisdiction.

A seller that establishes a physical presence within the local taxing jurisdiction in any calendar year will be deemed to have a physical presence within the local taxing jurisdiction for the following calendar year;

BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

Section 1. Classification. This is a code ordinance.

Section 2. Amendment to Section 4.16.010. Dillingham Municipal Code Section 4.16.010 is hereby amended to read as follows [new language **underlined and emboldened** and deleted text displayed in ~~strike-out font~~]:

4.16.010 General.

...

~~In order to operate a business within the city, it is necessary to obtain a Dillingham business license.~~ This chapter shall be known as the Dillingham Business License Ordinance.

In order to operate a business within the City, a person or entity with a physical presence within the City, including having an employee, agent, salesperson, or other representative in the City (even temporarily), shall obtain a Dillingham business license.

For purposes of this chapter, “physical presence” shall have the same meaning as provided in DMC 4.23.030.

A person or entity that does not have a physical presence within the City is not required to obtain a business license under this chapter but makes or facilitates sales or provides remote services is subject to the provisions of Chapter 4.23 (Tax on Sales Made by Remote Sellers), as applicable.

(Ord. 92-13 § 1 (part), 1992)

...

Section 3. Severability.

If any section, subsection, sentence, clause, or phrase of this ordinance is held invalid, such decision shall not affect the validity of the remaining portions of this ordinance.

Section 4. Effective Date. This ordinance is effective January 1st of 2027.

PASSED AND APPROVED by the Dillingham City Council on the ___ day of _____, 2026.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Abigail Flynn, City Clerk

Mayor
Alice Ruby

Manager
Jack Savo Jr.



Dillingham City Co

Section . Item 7.

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

MEMORANDUM TO COUNCIL

To: Code Committee
From: Anita Foran, Finance Director
Through: Jack Savo Jr, City Manager
Date: March 20, 2026
Re: Ordinance 2026-07 Clarifying definition of Physical Presence for Business License requirements

SUMMARY: DMC 4.16.010 requires that in order to operate a business within the city, it is necessary to obtain a Dillingham business license. Furthermore, business means a person (as defined in Section 4.20.020), partnership, corporation or company of any sort providing goods or services within the city for a profit, unless the goods or services consist entirely of casual or isolated sales (as defined in Section 4.20.050); and all taxicab or vehicle-for-hire regardless of amount of sales.

The City of Dillingham entered an agreement with AML's Alaska Remote Sellers program. The Alaska Remote Sellers Sales Tax Code defines a physical presence within a local jurisdiction for a business. If a business has a physical presence within the City of Dillingham city limits, the sales tax reporting must be submitted to the City of Dillingham. If no physical presence is made but sales are delivered to the City of Dillingham, then all sales tax reporting is sent to the Alaska Remote Sellers Program.

It has become unclear if a business license is required for those businesses without a physical presence within the city limits.

To provide clarity DMC 4.23.030 "Physical presence" means a seller who establishes any one or more of the following within a local taxing jurisdiction:

1. Has any office, distribution or sales house, warehouse, storefront, or any other place of business within the boundaries of the local taxing jurisdiction;
2. Solicits business or receives orders through any employee, agent, salesman, or other representative within the boundaries of the local taxing jurisdiction or engages in activities in this state that are significantly associated with the seller's ability to establish or maintain a market for its products in this state;
3. Provides services or holds inventory within the boundaries of the local taxing jurisdiction;
4. Rents or leases property located within the boundaries of the local taxing jurisdiction.

A seller that establishes a physical presence within the local taxing jurisdiction in any calendar year will be deemed to have a physical presence within the local taxing jurisdiction for the following calendar year.

PREVIOUS ACTION: City of Dillingham adopted action with Ord. 20-03 § 8, 2020.

BACKGROUND: City of Dillingham has required all businesses who supply goods services to apply for a business license

The Alaska Remote Sellers does not require a business to have a license to submit sales tax. There are over 280 businesses that supply sales tax reports to Alaska Remote Sellers that are reported to the City of Dillingham of which an estimated 20 submit a business license application.

LEGAL: None at this time.

STAFF RECOMMENDATION: Passing this ordinance will clarify if a business should get a business license or no and promote a fair treatment to all businesses.

PROPOSED MOTION: I move to introduce ORDINANCE 2026-07, an ordinance of the Dillingham City Council Amending Dillingham Code Section 4.16.010 to clarify definition of physical presence for Business License.

ALTERNATIVES: no suggested alternative.

FINANCIAL IMPLICATIONS: This action will decrease business license revenue by \$50.00 per license not received. This is estimated to be \$1,000.00 but benefits the city by reducing staff time required to seek compliance by those companies already submitting sales tax to Alaska Remote Sellers. Suggestion is to make this ordinance effective 01/01/2027 for introduction to business and ease of implementation to start a new calendar year.

File Attachments for Item:

INFORMATIONAL ITEMS



MOU COMMITTEE MEETING

City of Dillingham & Curyung Tribal Council
Wednesday, October 30, 2025 at 4:30 PM

MINUTES

This Memorandum of Understanding is made and entered into by and between the Curyung Tribal Council (Tribe) and the City of Dillingham (City) to recognize areas of mutual concern and support, establish a framework for cooperative relations and promote government-to-government communication for the benefit of the community of Dillingham as a whole.

Both the Tribe and the City have responsibilities and interests in the establishment of cooperative relationships that meet the needs of both Tribal and City governments. The Tribe, in managing tribal affairs, has information and resources beneficial to the City. The City, in managing municipal affairs, has information and resources beneficial to the Tribe. It is the desire of both parties to cooperate concerning the legal and political matters inherent in a government-to-government relationship.

MEETING INFORMATION

MOU Committee

CITY HALL COUNCIL CHAMBERS and CURYUNG BOARD ROOM and via Zoom

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

MOU Committee Meeting – Action Minutes

Date: October 30, 2024

Time: 4:30 PM – (35 minutes)

1. Call to Order

The meeting was informally called to order via teleconference.

2. Roll Call

Attendance not formally recorded. Dan Decker, Alice Ruby, Thomas Tilden, Kim Johnson and Gayla Hoseth attended.

Other participants included representatives from the City of Dillingham, Curyung Tribal Council, and affiliated organizations including Agnew Beck, BBNC, BBEDC, and others.

3. Topics Discussed

- A. Funding and Project Updates

CITY OF DILLINGHAM/ CURYUNG TRIBAL COUNCIL OCTOBER 30TH, 2024 MEETING

- EPA Community Change Grant: Discussed potential application, challenges with competitiveness, and lack of readiness for the harbor project. Agreement to explore eligibility if EPA reopens applications after the current deadline.
 - EPA Landfill Congressional Appropriation: City is working with Agnew Beck on finalizing the application by January 2025. Funds will be available upon application approval with locally set milestones.
 - PFAS Mitigation Project: \$14.4 million committed for PFAS mitigation and waterline extension to the airport. \$1.4 million allocated for engineering, including home and business hookups. Construction anticipated to begin post-February 2025. Discussion of possible partnership with the Tribe to support additional hookups using Tribal funding streams.
- B. Tribal-City Coordination
 - Consensus reached to hold quarterly MOU meetings moving forward.
 - Noted: Two Tribal laptops are in Police Department evidence room pending DEA release.
- C. Waste Management and Recycling
 - Tribe shipped out one container of web (fishing nets); more cleaning ongoing.
 - Electronic waste container moved from landfill; unusable web buried with city assistance.
 - Aluminum cans shipped in a Connex.
- D. Bear Control and Public Safety
 - Community education materials being prepared in collaboration with Alaska Fish & Game.
 - Suggestion to explore fish grinder installation at the boat harbor to manage waste.
 - Discussion of dump fees possibly contributing to trash accumulation and increased bear activity.
 - Idea proposed for city-tribe partnership to seek grant funding to offset dumping costs.

4. Action Items

#	Action Item	Responsible Party
1	Research whether EPA will reopen Community Change Grant applications after November 2024 deadline	City & Tribe
2	Schedule follow-up meeting next week to explore potential future grants	City & Tribe

3	Agnew Beck to contact Tribe with timeline and benchmarks for EPA landfill application	City (via Agnew Beck)
4	Discuss DEA release of Tribal laptops with DPD	City (talk to Gracie)
5	Explore funding collaboration for waterline hookups	City & Tribe
6	Develop bear control measures and community education plan for spring 2025	City & Tribe
7	Seek grants or programs to help offset high community dump costs	City & Tribe

5. Closing Comments

Strong commitment from both parties to continue coordination and support community health, safety, and infrastructure.

Recognition of the importance of continued collaboration on drinking water, solid waste, and bear safety.

Attest:


Abigail Flynn, City Clerk 03/27/2026

City of Dillingham

[Seal]



Curyung Tribal Council



SCHOOL FACILITIES COMMITTEE MEETING

Tuesday, January 27, 2026 at 5:30 PM

MINUTES

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

MEETING INFORMATION

SCHOOL FACILITIES COMMITTEE MEETING
CITY HALL COUNCIL CHAMBERS

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

Zoom call-in instructions used for all public meetings:

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

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

CALL TO ORDER

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

ROLL CALL – all present, quorum established.

Members Present (quorum established):

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

Staff Present:

- Abigail Flynn, City Clerk

APPROVAL OF MINUTES

- 09/04/2025 minutes approved without corrections.

APPROVAL OF AGENDA

- **Motion:** Steve Carriere

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

STAFF REPORTS

- School Facility Report received

UNFINISHED BUSINESS

Previous Items

a. Snow Removal

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

b. Parking Lot Maintenance

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

c. Fuel and Fuel Oil

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

d. Garbage Removal

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

1. Annual Inspection Update

A. Structural Concerns – MS/HS Science Wing

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

B. Capital & Maintenance Projects

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

2. School Priorities/ Funding Expectations

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

3. Legislative Priorities (capital and policy).

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

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

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


PUBLIC/COMMITTEE COMMENT(S)

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

ADJOURNMENT

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

ATTEST:



Abigail Flynn, City Clerk

[SEAL]

03/24/2026

Date of Approval



PLANNING COMMISSION

Wednesday, March 11, 2026 at 5:30 PM

MINUTES

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

MEETING INFORMATION

AGENDA

PLANNING COMMISSION MEETING

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

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

Meeting ID: 920 483 0473; passcode: 99576

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

CALL TO ORDER CALL TO ORDER

- Meeting called to order at **5:30 PM**

ROLL CALL

Present:

- Gregg Marxmiller
- Jenniffer DeWinne
- Susan Isaacs
- Caelan Palmer
- Kaleb Westfall (via Zoom)
- **Cade Woods, Chair (presiding)**

Absent:

- Misa Webber
- Quorum established

APPROVAL OF MINUTES

February 19, 2026 Minutes**Motion:** Marxmiller moved to postpone approval of the February 19, 2026 minutes**Second:** Isaacs**Issues Discussed:**

- Accuracy of prior motion assignment
- Need to verify record before approval

Vote:

- Yes: Marxmiller, DeWinne, Isaacs, Palmer, Westfall, Woods
- **Result:** Motion carried

APPROVAL OF AGENDA**Motion:** Marxmiller moved to approve the agenda**Second:** DeWinne**Issues Discussed:**

- Opportunity for changes (none made)

Vote:

- Unanimous
- **Result:** Motion carried

COMMUNICATIONS**Comprehensive Plan Update (Agnew Beck)****Issues Discussed:**

- Public review draft status and timeline
- Low public comment participation
- Outreach methods and effectiveness
- Future land use map updates
- Housing and economic development feedback
- Revenue opportunities (fisheries, fees, EMS rates)
- Inflation-based fee adjustments
- Survey fatigue and usability concerns
- Need for simplified public input tools
- Suggested outreach improvements (surveys, events, incentives)
- Flood zone and development considerations
- Technical issues with mapping and comment tools

Motion – Extend Public Comment Period

Motion: Palmer moved to extend the public comment period to March 31

Second: Isaacs

Issues Discussed:

- Need for increased participation
- Outreach effectiveness
- Timeline for public hearing
- Additional outreach methods

Vote:

- Yes: Isaacs, Palmer, Woods, Marxmiller, DeWinne
- No: Westfall
- **Result:** Motion carried

PLANNER'S REPORT

Issues Discussed:

- Commission priority summary and visualization
- Relationship to Comprehensive Plan
- Capital Improvement Plan (CIP) alignment
- Grant compliance considerations
- Land use restrictions tied to funding
- Tennis court designation clarification

PUBLIC HEARINGS

- None

UNFINISHED BUSINESS

- None

NEW BUSINESS

2026–2032 Capital Improvement Plan (CIP)

Issues Discussed:

- Review of proposed projects
- Project ranking and scoring process
- Critical vs priority classifications
- Funding status of projects
- Long-standing capital projects
- Fire hall capacity and safety
- Stormwater and drainage issues
- Water and sewer expansion

- Industrial traffic impacts
- Harbor and dock infrastructure
- Community center absence from CIP
- Ice rink condition and ownership
- FEMA terminology and project framing
- Coordination with engineering efforts

Direction / Follow-Up:

- Commissioners to complete project scoring
- Staff to compile results
- Workshop to be scheduled prior to next meeting

WORKSHOP / SCHEDULING**Issues Discussed:**

- April meeting scheduling conflict
- Proposed rescheduling to week of April 15
- One-hour CIP workshop prior to meeting

COMMISSIONER COMMENTS**Issues Discussed:**

- Appreciation for staff work
- Value of project information
- Confidence in evaluation process
- Importance of continued communication

ADJOURNMENT

Motion: DeWinne moved to adjourn

Second: Westfall

Vote:

- Unanimous
- **Result:** Motion carried
- Meeting adjourned at approximately **6:58 PM**

ATTEST:



Abigail Flynn, City Clerk

[SEAL]



Date of Approval

MUNSON, CACCIOLA & SEVERIN, LLP
1029 W. 3rd Avenue, Suite 402
Anchorage, Alaska 99501
(907) 272-8401 Fax (907) 274-3698

Sam Severin (Alaska Bar No. 0606035)
Robert H Palmer III (Alaska Bar No. 1405032)
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(907) 272-8401
sseverin@mcsalaska.com
rpalmer@mcsalaska.com

Attorneys for City of Dillingham

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA
THIRD JUDICIAL DISTRICT AT DILLINGHAM

CITY OF DILLINGHAM,

Plaintiff,

vs.

ALL PERSONS UNKNOWN,
CLAIMING ANY LEGAL OR
EQUITABLE RIGHT, TITLE, ESTATE,
LIEN, OR INTEREST IN THE
PROPERTY DESCRIBED IN THE
COMPLAINT ADVERSE TO
PLAINTIFF'S TITLE, OR ANY CLOUD
UPON PLAINTIFF'S TITLE THERETO,

Case No. 3DI-26-00002CI

Defendant.

~~PROPOSED~~ ORDER QUIETING TITLE TO
THE CITY OF DILLINGHAM

Upon consideration of Plaintiff's Complaint, and Defendants' Answers and other pleadings, if any, the Court finds the City of Dillingham regained title to the following real property by exercising its reversionary right preserved by Ordinance

~~Proposed~~ ORDER QUIETING TITLE TO THE CITY OF
DILLINGHAM *City of Dillingham v. All Persons*, 3DI-26-00002CI

Page 1 of 2

MUNSON, CACCIOLA & SEVERIN, LLP
1029 W. 3rd Avenue, Suite 402
Anchorage, Alaska 99501
(907) 272-8401 Fax (907) 274-3698

1998-14, Ordinance 2019-05, and DMC 5.30.090 by adopting Resolution 2025-05 and recording the reversionary notice on May 9, 2025 (Recorder's # 307-000116-0):

The subject of this action is certain real property comprising a multifamily facility within the City of Dillingham, Alaska, commonly known as Grandma's House with a street address of 500 East 1st Ave, parcel number 2-213-155, and with the following legal descriptions:

Lot 6, Block 12, Uppa Subdivision, Plat #1999-04;

Also known as

A Portion of Block 5, USS 2732B, consisting of 46,525 square feet, under Uppa Subdivision;

Also known as

A Portion of Block 5, U.S. Survey 2732

All in the Bristol Bay Recording District, Third Judicial District, Alaska.

It is hereby ORDERED, title to Lot 6, Block 12, Uppa Subdivision, according to Plat #1999-04, Bristol Bay Recording District, Third Judicial District, State of Alaska, is vested in the City of Dillingham. The Court of Clerk is authorized to execute the attached Clerk's Deed for recording evidence of title.

Dated this 8th day of April, 2026.



By: Christina Reigh
Christina Reigh
Superior Court Judge

[PROPOSED] ORDER QUIETING TITLE TO THE CITY OF DILLINGHAM
City of Dillingham v. All Persons; 3D1-26-00002CI

Page 2 of 2

IN THE SUPERIOR COURT FOR THE STATE OF ALASKA
THIRD JUDICIAL DISTRICT AT DILLINGHAM

CITY OF DILLINGHAM,

Plaintiff,

vs.

ALL PERSONS UNKNOWN,
CLAIMING ANY LEGAL OR
EQUITABLE RIGHT, TITLE, ESTATE,
LIEN, OR INTEREST IN THE
PROPERTY DESCRIBED IN THE
COMPLAINT ADVERSE TO
PLAINTIFF'S TITLE, OR ANY CLOUD
UPON PLAINTIFF'S TITLE THERETO,

Case No. 3DI-26-00002CI

Defendant.

~~PROPOSED~~ CLERK'S DEED

The undersigned, clerk of the Superior Court for the State of Alaska, Third Judicial District, pursuant to the Order Quieting Title to the City of Dillingham and for recording evidence of title, hereby quitclaims and conveys to the City of Dillingham, the following real property:

Lot 6, Block 12, Uppa Subdivision, according to Plat #1999-04, Bristol Bay Recording District, Third Judicial District, State of Alaska.

~~PROPOSED~~ CLERK'S DEED

City of Dillingham v. All Persons, 3DI-26-00002CI

Page 1 of 2



Dear Alaska Legislators,

As mayors representing communities across Alaska, we write with urgency: our public schools are in fiscal crisis, and immediate state action is required.

As you already know, the Base Student Allocation has failed to keep up with inflation and school construction and major maintenance funding has been minimal. Rising costs for energy, transportation, health care, facility repair and replacement and basic operations have steadily eroded districts' purchasing power. We greatly appreciate last year's BSA increase of \$700, but the shortfall has only continued to compound.

Districts across Alaska are confronting serious structural deficits. They are closing schools, eliminating teachers and staff, increasing class sizes, reducing career and technical education, and cutting essential student supports. These are reductions to core instructional services, and the long-term damage to outcomes will be difficult to reverse.

Even as state funding has stagnated, local governments are paying more through the required local contribution, which grows with assessed value. This means local taxpayers are paying more for schools each year even as overall funding levels reach crisis levels; schools don't receive the benefit, since this reduces the State's own obligation under the current formula.

Public education is foundational to Alaska's economic future and the strength of our communities. Our schools prepare the workforce that powers every sector of our economy. Continued erosion of school funding weakens our competitiveness, discourages families and employers, and undermines the stability of our communities. Families vote with their feet and are choosing to live elsewhere.

We therefore urge the Legislature this session to pass an inflationary adjustment for the BSA and sufficient maintenance and operations funding. We ask that you appropriate the funds necessary to stabilize school districts and prevent further damage to our ability to educate Alaska's children. Meaningful, sustained funding is essential to restore stability and protect the quality of education our students deserve.

Alaska's future depends on the decisions you make now.

Sincerely,



A handwritten signature in black ink, appearing to read "Susane LaFrance".

Mayor Susane LaFrance,
Municipality of Anchorage

A handwritten signature in black ink, appearing to read "Melvin Andrew".

Mayor Melvin Andrew, Manokotak

A handwritten signature in black ink, appearing to read "Grier Hopkins".

Mayor Grier Hopkins,
Fairbanks Northstar Borough

A handwritten signature in black ink, appearing to read "Paul Whitney".

Mayor Paul Whitney, Soldotna

A handwritten signature in black ink, appearing to read "Chris Noel".

Mayor Chris Noel, Denali Borough

A handwritten signature in black ink, appearing to read "Sam Chanar".

Mayor Sam Chanar, Toksook Bay

A handwritten signature in black ink, appearing to read "Jared Griffin".

Mayor Jared Griffin,
Kodiak Island Borough

A handwritten signature in black ink, appearing to read "Kasey Smith".

Mayor Kasey Smith, Craig

A handwritten signature in black ink, appearing to read "Alvin Osterback".

Mayor Alvin Osterback,
Aleutians East Borough

A handwritten signature in black ink, appearing to read "Linnea Lospenosochatel".

Mayor Linnea Lospenosochatel,
Tenakee Springs

A handwritten signature in black ink, appearing to read "Dickie Moto".

Mayor Dickie Moto,
Northwest Arctic Borough

A handwritten signature in black ink, appearing to read "Bill Fry".

Mayor Bill Fry, Kachemak

A handwritten signature in black ink, appearing to read "Mindy O'Neall".

Mayor Mindy O'Neall, City of Fairbanks

A handwritten signature in black ink, appearing to read "Sharon Snowball".

Mayor Sharon Snowball, Stebbins

A handwritten signature in black ink, appearing to read "Alice A. Ruby".

Mayor Alice Ruby, Dillingham



Mayor Stanley Milligrock, Wales

Mayor Billy J. Miller Jr., Hoonah

Mayor Rachel Lord, Homer

Mayor Kaite Griebe, Anderson

Mayor Rosalie Wulf, Holy Cross

Mayor Lolanda Cavanaugh, Kake

Mayor Dave Bonanno, Aniak

Mayor Blanche Garnie, Teller

Mayor Ken Hughes, Nome



April 17th, 2026

Greetings Friends and Neighbors,

There are just over 30 days remaining in the 120 day legislative session. The main focus of the past two weeks has been the fiscal year 2027 operating budget, House Bill 263. I spent last week presiding over long House floor sessions, as the House worked through more than 70 amendments with most failing to pass. We've also begun work on the capital budget, as the Senate Finance committee unveiled their capital budget that will be on the Senate Floor next week.



Signing SB 64, the elections reform bill, on its way to the Governor who has two weeks to make a decision on it

Operating Budget Moves From the House Floor

The House Majority Coalition advanced an operating budget that exemplifies our caucus's philosophy of taking a balanced approach to supporting all areas of government. [You can see more details here.](#) It includes a \$1,500 Permanent Fund Dividend, \$500 more than last year, while also making critical investments in energy relief, education, and public safety.



At ease during a long floor session working through the operating budget

Rapidly rising fuel costs remain one of the biggest challenges facing Alaska families, particularly in rural communities where households often pay double or even triple for energy. That is why we fully funded heating assistance and Power Cost Equalization and are working to expand the Bulk Fuel Loan Program to help communities manage those costs.

At the same time, the FY27 budget prioritizes funding for schools and public safety, ensuring we are maintaining the core services Alaskans depend on. The \$1,500 PFD at a cost of \$1 billion provides meaningful direct support alongside targeted investments that reflect the realities many communities are facing. This dividend had bipartisan support from the majority and minority caucuses.

This budget provides relief where it is needed most, supporting essential services and making responsible decisions that keep Alaska on stable financial footing. The budget now heads to the Senate for consideration.

Overview of the Operating Budget as Passed in the House

- A \$1,500 Permanent Fund dividend for every eligible Alaskan
- \$17.5 million for the Alaska Heating Assistance Program, helping families across rural Alaska manage the highest energy costs in the nation
- \$148 million in additional education funding for K-12 school districts
- 100% funding for Regional Educational Attendance Area school districts, ensuring that our rural schools receive their full share of state support
- 100% school bond debt reimbursement, honoring the state's commitment to communities that invested in building and improving their schools
- Power Cost Equalization is fully funded and accounts for increased fuel costs
- \$3.8 million to cover the state's share of federal Head Start funding, keeping early childhood education programs running in our communities
- \$5.7 million for the Infant Learning Program
- \$7.5 million for child care centers
- \$1.7 million for Village Public Safety Officer retention and increased costs
- \$38 million for the Disaster Relief Fund
- \$55 million for fire suppression
- \$1.7 million for domestic violence and sexual assault services

- \$2 million for food bank grants
- Community Assistance distributions totaling \$30 million



Last Wednesday, Thursday, and Friday, the House met all day and into the night to work through budget amendments



SUPPORTING AND INVESTING IN ALASKANS

The House passed an operating budget including a **\$1,500 Permanent Fund Dividend** along with major investments in **energy relief, education, and public safety.**

Full funding for **heating assistance** and **Power Cost Equalization** will help rural Alaska families dealing with high energy prices. This balance provides relief where it is needed most, supporting essential services and making responsible decisions that keep Alaska on stable financial footing,

 \$1,500 PFD Permanent Fund Dividend	 \$5.7 million Infant Learning Program
 \$17.5 million Heating Assistance Program	 \$1.7 million Domestic Violence & Sexual Assault Services
 \$148 million Additional Education Funding	 \$55 million Fire Suppression
 100% funding REAA School Districts	 \$38 million Disaster Relief
 100% funding School Bond Debt Reimbursement	 \$1.7 million Village Public Safety Officer retention
 \$7.5 million Child Care Centers	 \$2 million Food Bank Grants
 \$3.8 million Head Start Programs	 \$30 million Community Assistance Distributions

RELIEF. SAFETY. EDUCATION. STABILITY.

ALASKA HOUSE MAJORITY COALITION

Capital Budget

The Senate Finance Committee unveiled its version of the fiscal year 2027 capital budget this week. The budget totals \$2.5 billion and prioritizes statewide needs, with a strong focus on deferred maintenance and school facilities.

The budget includes \$57 million for K-12 school major maintenance, funding 18 projects from the state's ranked list. I am glad to see that Pribilof Island School District and Lake and Peninsula School District both have projects on the list of funded projects. The total deferred maintenance package across state facilities is roughly \$100 million.

This is only the Senate's half of the capital budget. The House will add its own priorities, with the same focus on deferred maintenance and school facilities. The K-12 major maintenance list totals over \$400 million statewide, and both bodies are hoping to fund roughly half of it combined.

Talk to the Tundra: How a Yup'ik Village Heals Together

I co-hosted a screening of [Talk to the Tundra: How a Yup'ik Village Heals Together](#), a documentary exploring how Rep. Jimmie's home community of Toksook Bay has been grappling with grief, loss tied to suicide, and a lack of mental health resources for young people after they finish school. The more we talk and work together, the more we can do to save lives. If you have not seen it yet, I encourage you to [watch the documentary here](#).



Rep. Jimmie and I hosted the screening in the Senate Finance Committee room to a full crowd

Bristol Bay at Juneau Traditional Games

The Bristol Bay Angels were in Juneau for Traditional Games last weekend and excelled. Among the medal-winning performances were Boyce Anderson (right) and Ari Angasan Ray in one foot high kick, Liv Harvilla in Alaskan high kick, Albert Larson, Shea Nelson, and Puni Semaia in stick pull, and Adeline Moses in one hand reach. Good luck to these athletes and everyone from District 37 competing this weekend at Statewide Senior NYO Games in Anchorage.



As always, thank you for your continued support and for staying engaged in what's happening in Juneau. It's my honor and privilege to represent you. My office is here to help — please do not hesitate to reach out.



Meeting with British Consul-General Eleanor Kiloh, who is in Alaska for the Arctic Encounter Symposium

Boyd Edgman

Office phone: (907) 465-4451

Toll free: (800) 898-4451

Contact my staff:

Amory: Amory.Lelake@akleg.gov

Tyra: Tyra.Mackinnon@akleg.gov

Tristan: Tristan.Walsh@akleg.gov

Jason: Jason.Katz-Brown@akleg.gov

Coming Up

Follow all the Legislature's proceedings on [Gavel Alaska](#).

Monday, April 20

- **House Education** 8:00 AM – Presentation: Celebrating Excellence in Education; [SB 20](#) CPR Curriculum; [SB 143](#) Municipal School Board Terms; City Councils
- **Senate Resources** 9:00 AM – [HB 117](#) Commercial Fishing; Set Gillnet Cooperative; [SB 255](#) Municipal Grant Land; Mat-Su Borough Transfer
- **House Judiciary** 1:00 PM – [SB 9](#) Surrender of Infants; Infant Safety Device
- **House Resources** 1:00 PM – Consideration of Governor's Appointee: Regulatory Commission of Alaska; [SB 230](#) Jonesville Public Use Area
- **House Finance** 1:30 PM – [HB 271](#) Kitchen Lights Unit Royalty Modification; [HB 195](#) Pharmacist Prescription Authority
- **Senate Judiciary** 1:30 PM – Presentation: Alaska Rape Trends 1976-2023 by Alaska Justice Information Center
- **Senate Labor & Commerce** 1:30 PM – [SB 259](#) Property Tax Assessment Increases; [SB 272](#) Health Information Exchange
- **House Labor & Commerce** 3:15 PM – [SB 211](#) Extend Occupational Licensing Boards; [HB 285](#) Health Information Exchange; [SB 185](#) Insurance; Rebates; Advertising; [SB 35](#) Delivery Network Companies; [SB 181](#) Employment Information Disclosure; [SB 164](#) Eliminate Tax Discounts; Consideration of Governor's Appointees
- **Senate Education** 3:30 PM – [HJR 39](#) Waive Visa Fees for Teachers; [SCR 17](#) Regional Educational Attendance Areas; [HB 28](#) Teacher/State Employee Student Loan Program
- **Senate Resources** 3:30 PM – [SB 275](#) Natural Gas Projects/Income Tax/Surcharge; [SB 280](#) Oil & Gas Property Tax; Municipal Tax

Tuesday, April 21

- **House Community & Regional Affairs** 8:00 AM – [HB 162](#) Digital Product Repair
- **House Tribal Affairs** 8:00 AM – [HB 384](#) Definition of 'Victim Counseling Center'; Presentation: AFN Report on the Overrepresentation of Alaska Native People in

the Criminal Justice System

- **House Finance** 9:00 AM – SJR 29 Constitutional Amendment: Education Fund
- **Senate Resources** 9:00 AM – SB 280 Oil & Gas Property Tax; Municipal Tax; HB 117 Commercial Fishing; Set Gillnet Cooperative
- **House Military & Veterans' Affairs** 10:15 AM – HB 382 Military: Joint Armed Services Committee; HB 299 Veterans; Sentence Program; Criminal Procedure
- **House Energy** 1:00 PM – Presentation: The Regulatory Commission of Alaska and Energy Projects
- **House Transportation** 1:00 PM – HB 366 Use of Heavy Petroleum as Marine Fuel; HB 302 Travel Insurance
- **Senate Community & Regional Affairs** 1:30 PM – SB 16 Refuse Utility Regulations; SB 265 Criminal Negligent Homicide; Failure to Assist; SB 250 Data Centers, Utilities
- **House Finance** 1:30 PM – HB 362 Respiratory Care License; SJR 29 Constitutional Amendment: Education Fund
- **Senate Transportation** 1:30 PM – SB 148 Autonomous Vehicles
- **House Health & Social Services** 3:15 PM – HB 225 Fluoride Supplements, Public Water System; HB 273 Dental Insurance & Direct Care Agreements
- **House State Affairs** 3:15 PM – HB 188 Welcoming Alaska Office; HB 218 Tanana Valley State Forest; HB 226 AHFC: Reduced Interest on Certain Loans; HB 377 Public Records: Audio & Video; Municipal Costs
- **Senate Health & Social Services** 3:30 PM – Consideration of Governor's Appointees to Various Health Boards
- **Senate State Affairs** 3:30 PM – SB 282 Military: Joint Armed Services Committee; HCR 9 Declaration of Independence Anniversary; SB 239 Motor Vehicle Registration; SCR 11 Legislative Commission on State Seal

Wednesday, April 22

- **House Education** 8:30 AM – Presentations: Overview and History of Regional Education Attendance Areas; HB 237 Mathematics Instruction
- **House Finance** 9:00 AM – HB 261 Education Funding
- **House Judiciary** 1:00 PM – SB 167 Criminal Conviction Overturned: Receive Past PFD; HB 318 Social Media/Minors
- **House Resources** 1:00 PM – HB 381 Oil & Gas Property Tax; Municipal Tax
- **House Finance** 1:30 PM – Presentation: Deferred Maintenance by Office of Management & Budget and Department of Transportation; SB 41 Public Schools: Mental Health Education
- **Senate Judiciary** 1:30 PM – Consideration of Governor's Appointee: Alaska Police Standards Council

- **Senate Labor & Commerce** 1:30 PM – [HJR 38](#) Public Safety Telecommunicators; [SJR 25](#) Supporting US-Mexico-Canada Agreement
- **House Labor & Commerce** 3:15 PM – [SB 181](#) Employment Information Disclosure; [HB 234](#) PERS: Emergency Dispatchers; [HB 292](#) Insurance: Pediatric Neuropsych Disorders; [SB 180](#) LNG Import Facilities; [HB 335](#) Disaster Emergency Plan for Pets; [HB 350](#) Qualified Entity Income Tax
- **Senate Resources** 3:30 PM – [SB 280](#) Oil & Gas Property Tax; Municipal Tax
- **Task Force on Education Funding** 3:30 PM – Presentations: Residential School Funding; Correspondence Program Funding; Overview of Charter Schools in Alaska

Thursday, April 23

- **House Community & Regional Affairs** 8:00 AM – [SB 63](#) Local Boundary Commission; [HB 291](#) Municipal Property Tax Exemptions; [HB 255](#) Senior Citizen Grants Dividend Raffle
- **House Tribal Affairs** 8:00 AM – [HB 384](#) Definition of 'Victim Counseling Center'; [HB 307](#) Court-Ordered Compensatory Visitation
- **House Finance** 9:00 AM – [SB 214](#) Capital Budget
- **Senate Resources** 9:00 AM – [SB 280](#) Oil & Gas Property Tax; Municipal Tax
- **House Fisheries** 10:00 AM – [HB 356](#) Commercial Fishing Vessels/Micro-Fishery
- **House Military & Veterans' Affairs** 10:15 AM – [SJR 30](#) Support Military & Increase Infrastructure
- **House Energy** 1:00 PM – Presentation: Fuel Supply Chain Concerns by Division of Community & Regional Affairs and Alaska Municipal League
- **House Finance** 1:30 PM – [HB 314](#) Architects, Engineers, Surveyors; Registered Interior Design; [HB 195](#) Pharmacist Prescription Authority
- **House Health & Social Services** 3:15 PM – Consideration of Governor's Appointee: State Medical Board; Presentation: UAA College of Public Health: Health Talent Pipelines and Workforce Development
- **House State Affairs** 3:15 PM – [HB 379](#) Service Area Elections; [HB 300](#) State Employees: Meals/Travel Expenses
- **Senate Health & Social Services** 3:30 PM – [SB 281](#) Healthcare Compacts; Rural Health Program

Friday, April 24

- **House Finance** 9:00 AM – [SB 214](#) Capital Budget
- **House Judiciary** 1:00 PM – [HB 367](#) Consumer Data Privacy Act
- **House Resources** 1:00 PM – Presentation: Alaskans' Views of Energy Options by Alaska Center for Energy and Power and ISER; [HB 381](#) Oil & Gas Property

Tax; Municipal Tax

- **House Finance** 1:30 PM – [HB 261](#) Education Funding; [HB 193](#) Unemployment Benefits; Paid Parental Leave
 - **Senate Labor & Commerce** 1:30 PM – Presentation: Alaska LNG Pipeline Workforce Plan
 - **House Labor & Commerce** 3:15 PM – [HB 325](#) Industrial Hemp; [HB 386](#) Gaming; Electronic Pull-Tabs; [SB 185](#) Insurance; Rebates; Advertising; [SB 164](#) Eliminate Tax Discounts
 - **Senate Education** 3:30 PM – [SB 66](#) State-Tribal Education Compacts
 - **Senate Resources** 3:30 PM – [SB 280](#) Oil & Gas Property Tax; Municipal Tax
-



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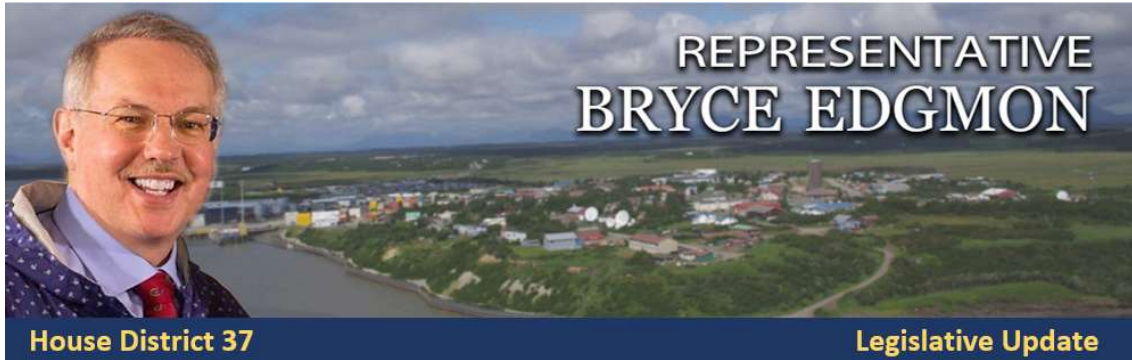


Representative Edgmon's Newsletter: April 24th, 2026

From Representative Edgmon's Office <edgmonnewsletter@157917482.mailchimpapp.com>

Date Fri 4/24/2026 4:35 PM

To DLG City Clerk <cityclerk@dillinghamak.us>



April 24th, 2026

Greetings Friends and Neighbors,

It is day 95 of the legislative session. We have 25 days left in the 120-day session.

It was a busy week on the House floor. This morning we passed another resolution extending the disaster declaration for the 2025 West Coast Storm for 30 more days, keeping critical recovery funding flowing to our communities in Western Alaska.

The House also passed bills protecting our environment from Styrofoam pollution, increasing oversight of minors in psychiatric facilities, and adding a superior court judge to the judicial district that serves most communities in our region.

The House Energy Committee held a hearing on the fuel supply crisis facing rural Alaska. Fuel prices have already risen sharply because of the conflict in the Middle East. Whether our communities will have



Visiting with Marie Kasagnaaluk Greene, President of the Inuit Circumpolar Council Alaska

enough fuel heading into winter is an issue that keeps me up at night. This a main focus as we finalize the budget.

Budget Progress

With the passage of the operating budget, House Bill 263, out of the House, we exchanged budgets with the Senate. The Senate Finance committee this week introduced its version of the operating budget. They built on the strengths of the budget that the House passed last week, fully funding Power Cost Equalization, heating assistance, the Bulk Fuel Revolving Loan Program, the state's Disaster Relief Fund, and community assistance distributions. The Senate will hear the operating budget on the Senate floor as early as next week.

The House Finance Committee will hold hearings on the capital budget, Senate Bill 214, next week, with an opportunity for public testimony scheduled for Wednesday, April 29th, 4:30–6:30pm.

Halong Disaster Declaration Extension

The House this morning passed a concurrent resolution extending the disaster declaration for the 2025 West Coast Storm and approving the Governor's amended financing plan for recovery. This ensures that recovery efforts in Western Alaska can continue without interruption. The total plan is \$62.8 million, with \$25.1 million in federal authority and \$37.7 million from the state Disaster Relief Fund.



Hearing the disaster declaration on the House floor

Alaskans are still recovering, and communities still need housing, services, and security to rebuild their lives. Timely action is critical to avoid delays that would increase costs and slow progress. The Disaster Relief Fund has a sufficient balance to cover these costs, and I will continue working with the Dunleavy administration and our federal partners to make sure our communities get the support they need.

Fuel Supply and Prices

The House Energy Committee held a hearing this week on the fuel supply crisis facing rural Alaska. The ongoing conflict in the Middle East and the disruption of shipping through the Strait of Hormuz are driving up fuel prices worldwide, but the impact on our communities is far more severe than the rest of the country. Much of the fuel consumed in Western Alaska comes from Asian refineries whose supply chains run directly through the Strait. Fuel prices have already risen dramatically, and there are real concerns about whether enough fuel will make it to some communities before winter.

I spoke at the hearing about what the Legislature is doing, including fully funding Power Cost Equalization, putting \$17.5 million into the Alaska Heating Assistance Program, and working to expand the Bulk Fuel Revolving Loan Fund. But I was direct with the committee about the stakes. "We're not going to be able to meet this thing head on if the worst outcome materializes," I said. "If we don't get fuel and it's another cold winter, it can be apocalyptic." This is an issue that keeps me awake at night, and I will continue to work with the Congressional delegation and colleagues in the Legislature to prepare our communities for what lies ahead.

(You can [watch a replay of the hearing here](#), and [hear my full comments here](#).)



Addressing the House Special Committee on Energy on the fuel supply crisis facing rural Alaska

Bills Passed by the House This Week

Among the bills the House passed this week, House Bill 25 bans polystyrene foam containers from restaurants, protecting our waterways and ecosystems from a material that never breaks down. House Bill 52 increases oversight of minors in psychiatric facilities by requiring annual reports and unannounced inspections, after a federal investigation found that Alaska institutionalizes young people at higher rates and for longer periods than other states. House Bill 262 adds a superior court judge in Palmer to address the busiest caseload in the state, serving a judicial district that also includes most communities in our region.

Fantastic Performances at 2026 Native Youth Olympics

Statewide Senior NYO Games were held in Anchorage last weekend. House District 37 athletes took home more than 10% of the total medals, astounding given that we are only about 2% of Alaska. Congratulations to all the top-five finishers from District 37:



Deserette Quebrar of Unalaska took first place in Dene Stick Pull (photo courtesy of Genee Shaishnikoff)

Wrist Carry

Girls 1st – Jaida Downey, Tristan Tilden, Jake Neketa, Dillingham, 307' 7½"

Boys 2nd – Deklan Nettleton, Andrew Toledo, Rogue Hemany, Unalaska, 433' 11½"

Boys 5th – Kayonte Simmons, Boyuk Marsden, Maearius Evans, Nanwalek, 350' 4½"

Inuit Stick Pull

Girls 4th – Rhozalita Moonin, Nanwalek

Boys 5th – Khoi (Sonny) Nguyen, Unalaska

Dene Stick Pull

Girls 1st – Deserette Quebrar, Unalaska

Girls 4th – Harleigh Romanoff-Moonin, Nanwalek

Boys 3rd – Jaime Mosquito, Paluwik-Arllut

Alaskan High Kick

Girls 3rd – Ida Lester, Lake and Peninsula, 68"

One-foot High Kick

Girls 5th – Lucy Baglew, Unalaska, 85"

Boys 4th – Macarius Evans, Nanwalek, 104"

Two-foot High Kick

Boys 3rd — Kayonte Simmons, Nanwalek, 92"

Seal Hop

Girls 2nd – Hawaii Maynard Gumbs, Unalaska, 97' 4 3/4"

As always, thank you for your continued support and for staying engaged in what's happening in Juneau. It's my honor and privilege to represent you. My office is here to help — please do not hesitate to reach out.



Office phone: (907) 465-4451

Toll free: (800) 898-4451

Contact my staff:

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Tyra: Tyra.MacKinnon@akleg.gov
Tristan: Tristan.Walsh@akleg.gov
Jason: Jason.Katz-Brown@akleg.gov

Coming Up

Follow all the Legislature's proceedings on [Gavel Alaska](#).

Monday, April 27

- **House Education** 8:00 AM – Presentation: Celebrating Excellence in Education; [HB 237](#) Mathematics Instruction; [SB 187](#) School Nutrition/Meal: Prohibit Food Dyes
- **House Finance** 9:00 AM – Presentation: Governor's Amendments by Office of Management & Budget; [SB 214](#) Capital Budget
- **Senate Finance** 9:00 AM – [SB 208](#) Agricultural Land Leases; [SB 174](#) Invasive Species Management
- **House Judiciary** 1:00 PM – [HB 384](#) Definition of 'Victim Counseling Center'
- **House Resources** 1:00 PM – [HB 381](#) Oil & Gas Property Tax; Municipal Tax
- **House Finance** 1:30 PM – [HB 261](#) Education Funding (Public Testimony, 2-Minute Limit, Ends at 3:30 PM)
- **Senate Judiciary** 1:30 PM – Consideration of Governor's Appointees: Violent Crimes Compensation Board
- **Senate Labor & Commerce** 1:30 PM – Consideration of Governor's Appointees to Various Boards; [SB 259](#) Property Tax Assessment Increases; [SB 234](#) Uniform Fiduciary Income & Principal Act; [HB 126](#) Reinstatement Native Corporation/Religious Corporation
- **House Labor & Commerce** 3:15 PM – Presentation: State Strategies for Addressing the Affordability Crisis in the Commercial Market; [HB 338](#) Retirement Savings Program; [SB 252](#) UCC: Secured Transactions; Electronic Records
- **Senate Education** 3:30 PM – [SB 66](#) State-Tribal Education Compacts; [SB 232](#) Personal Collection of Certain Fossils
- **Senate Resources** 3:30 PM – [SB 280](#) Oil & Gas Property Tax; Municipal Tax

Tuesday, April 28

- **House Community & Regional Affairs** 8:00 AM – [SB 192](#) Evacuation Designation Levels

- **House Finance** 9:00 AM – SB 214 Capital Budget
- **Senate Finance** 9:00 AM – HB 263 Operating Budget; HB 265 Mental Health Budget
- **Senate Resources** 9:00 AM – SB 280 Oil & Gas Property Tax; Municipal Tax
- **House Energy** 1:00 PM – Presentations: Geothermal Energy in Alaska; Geologic Hydrogen in Alaska
- **House Transportation** 1:00 PM – HB 302 Travel Insurance; SB 104 Vehicles/Boats: Transfer on Death Title
- **House Finance** 1:30 PM – SB 86 Money Transmission; Virtual Currency; HB 77 Mail Theft; SB 214 Capital Budget
- **Senate Finance** 1:30 PM – HB 48 Civil Legal Services Fund; HB 39 Education for Deaf & Hard of Hearing
- **House Health & Social Services** 3:15 PM – SB 272 Health Information Exchange; HB 270 Opioid Overdose Drug Prescription
- **House State Affairs** 3:15 PM – Presentation: Data Centers by NCSL; HB 377 Public Records: Audio & Video; Municipal Costs; SB 237 Data Sharing; Social Security
- **Senate Health & Social Services** 3:30 PM – SB 261 Unhoused Young Adults: IDs, Birth Certificates; Presentation: Addressing the Affordability Crisis in the Commercial Market
- **Senate State Affairs** 3:30 PM – Consideration of Governor's Appointee: Alaska Police Standards Council; HB 25 Disposable Food Service Ware; HB 13 Municipal Property Tax Exemptions; HB 278 Economic Development: Alaska-Ireland Trade Commission

Wednesday, April 29

- **House Education** 8:00 AM – Presentations: Teacher Education Programs; Teacher Certification Process
- **House Finance** 9:00 AM – SB 130 Fisheries Product Development Tax Credit
- **Senate Finance** 9:00 AM – HB 263 Operating Budget; HB 265 Mental Health Budget
- **House Judiciary** 1:00 PM – Consideration of Governor's Appointee: Alaska Judicial Council
- **House Resources** 1:00 PM – HB 381 Oil & Gas Property Tax; Municipal Tax
- **House Finance** 1:30 PM – HB 210 Peace Officers/Firefighters: Disability; SB 214 Capital Budget
- **Senate Finance** 1:30 PM – SB 217 Employer Contributions; SB 251 Repeal Workers' Compensation Appeals Commission
- **Senate Judiciary** 1:30 PM – HB 239 Criminal Negligent Homicide; Failure to Assist

- **Senate Labor & Commerce** 1:30 PM – SB 266 Insurance Reimbursement Rates; SB 262 Social Media/Minors
- **House Labor & Commerce** 3:15 PM – SB 21 Alaska Work & Save Program; Retirement Savings Board; SB 258 Contract: Licensing Software Applications; HB 325 Industrial Hemp; HB 234 PERS: Emergency Dispatchers; HB 350 Qualified Entity Income Tax
- **Senate Resources** 3:30 PM – SB 280 Oil & Gas Property Tax; Municipal Tax
- **Task Force on Education Funding** 3:30 PM – Presentations: Shared Responsibility in Education Funding; Overview of Required Local Contribution; Local Contribution and Mill Rate; Federal Education Funding in Alaska; Impact Aid Transition in New Mexico
- **House Finance** 4:30 PM – SB 214 Capital Budget (Public Testimony, 2-Minute Limit, Ends at 6:30 PM)

Thursday, April 30

- **House Community & Regional Affairs** 8:00 AM – SB 192 Evacuation Designation Levels
- **House Finance** 9:00 AM – SB 214 Capital Budget
- **Senate Finance** 9:00 AM – SB 206 School Suicide Policies; Firearm Storage
- **Senate Resources** 9:00 AM – SB 280 Oil & Gas Property Tax; Municipal Tax
- **House Military & Veterans' Affairs** 10:15 AM – SJR 30 Support Military & Increase Infrastructure; HB 343 Right to Attend School; Military Transfer
- **House Energy** 1:00 PM – Presentation: The Regulatory Commission of Alaska
- **Senate Community & Regional Affairs** 1:30 PM – HB 216 Transfer of Railroad Land to Whittier; SB 16 Refuse Utility Regulations
- **House Finance** 1:30 PM – HB 193 Unemployment Benefits; Paid Parental Leave; HB 1 Specie as Legal Tender
- **Senate Finance** 1:30 PM – SB 221 Restricting State Fund Fiduciary
- **House Health & Social Services** 3:15 PM – Consideration of Governor's Appointee: State Medical Board
- **House State Affairs** 3:15 PM – HB 379 Service Area Elections; HB 281 Cash Transactions: Rounding; HB 218 Tanana Valley State Forest; HB 187 Members Legislative Council; Legislative Budget & Audit
- **Senate Health & Social Services** 3:30 PM – Consideration of Governor's Appointee: State Medical Board; SB 281 Healthcare Compacts; Rural Health Program
- **Senate State Affairs** 3:30 PM – Consideration of Governor's Appointee: Attorney General Designee Stephen Cox; SB 169 Welcoming Alaska Office

Friday, May 1

- **House Education** 8:00 AM – Presentations: Overview and History of Regional Education Attendance Areas; Mt. Edgecumbe High School Status Update; [HB 231](#) Education: Reports; Teacher Retention; Retirement
 - **House Finance** 9:00 AM – Presentation: Housing and Homelessness by Alaska Housing Finance Corporation; [SB 214](#) Capital Budget
 - **House Judiciary** 1:00 PM – [HB 299](#) Veterans; Sentence Program; Criminal Procedure; [SJR 2](#) Constitutional Amendment: Votes Needed for Veto Override
 - **House Resources** 1:00 PM – [SB 230](#) Jonesville Public Use Area; [HB 381](#) Oil & Gas Property Tax; Municipal Tax
 - **House Finance** 1:30 PM – [HB 261](#) Education Funding
 - **Senate Judiciary** 1:30 PM – Consideration of Governor's Appointee: Attorney General Designee Stephen Cox; [SB 207](#) Property Possession and Property Crimes
 - **Senate Labor & Commerce** 1:30 PM – [SB 262](#) Social Media/Minors; [SB 150](#) Net Metering Program & Fund
 - **House Labor & Commerce** 3:15 PM – [HB 386](#) Gaming; Electronic Pull-Tabs; [SJR 28](#) Supporting J-1 & H-1B Visa Programs; [SB 35](#) Transportation/Delivery Network Companies
 - **Senate Education** 3:30 PM – Consideration of Governor's Appointees
 - **Senate Resources** 3:30 PM – [SB 280](#) Oil & Gas Property Tax; Municipal Tax
-



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<p>Week of May 11 – May 17</p> <p>Wed 05/13 – Planning Commission (Not a Council Committee) City Hall — 5:30 PM</p> <p>Thu 05/14 – Code Review Committee City Hall — 5:30 PM</p>
<p>Week of May 18 – May 24</p> <p>Mon 05/18 – Finance & Budget (clerk can't attend) City Hall — 5:30 PM</p>
<p>Week of May 25 – May 31</p> <p>Thu 05/28 – Friends of the Landfill (Not a Council Committee) City Hall — 10:00 AM</p> <p>Tue 04/28 – Planning Commission (Not a Council Committee) City Hall — 5:30 PM workshop and 6:30 PM special meeting with public hearing</p> <p>Late May (TBD) – Port Advisory (Not a Council Committee) City Hall — 6:00 PM</p>
<p style="text-align: right;">Jun-26</p> <p>Week of June 1 – June 7</p> <p>Thu 06/04 – Regular Council Meeting City Hall — 7:00 PM</p> <p>First week of June (TBD date) – School Facility Committee- Chris wants June 2 or 3 Location TBD — 5:30 PM</p>
<p>Week of June 8 – June 14</p> <p>Wed 06/10 – Planning Commission (Not a Council Committee) City Hall — 5:30 PM</p> <p>Thu 06/11 – Code Review Committee City Hall — 5:30 PM</p>
<p>Week of June 15 – June 21</p> <p>Mon 06/15 – Finance & Budget (may need multiple meetings) City Hall — 5:30 PM</p> <p>Thu 06/18 – Regular Council Meeting City Hall — 7:00 PM</p>

Public Notice of Upcoming Meetings

Committee	Dates of meetings	Place	Time
Regular Council Meetings (every first Thursday of the month)	05/07/2026 with workshop at 5:30 pm, (two regular meetings in June by code) 06/04/2026 & 06/18/2026	City Hall	7:00 PM
Workshop and Special Council Meeting		City Hall	5:30 PM
Planning Commission (every second Wednesday)	05/13/2026,06/10/2026	City Hall	5:30 PM
Code Review Committee (Every Second Thursday except in October and July)	05/14/2026, 06/11/2026	City Hall	5:30 PM
Finance and Budget (every 3rd Monday)	05/18/2026 clerk can't attend, 06/15/2026	City Hall	5:30 PM
Port Advisory (Spring and Fall)	late May or Early June	City Hall	6:00 PM
School Facility (3rd Wednesday in September, January and March, 2nd Wednesday in June)	June 2 or 3	City Hall	5:30 PM
MOU - Quarterly, last week in month, July, October, January	last week in July, October- pick a day	City Hall	
Library Advisory Board		Library	5:30 PM
Friends of the Landfill , Every last Thursday of the month	5/28/2026	City Hall	10:00 AM
Public Outreach Committee	TBD		
Board of Equalization	May 4th & maybe 5th if not completed	City Hall	5:30 PM
Joint Meeting or Workshop of School Board and City Council		City Hall	5:30 PM

Friends of the Library 5/6/2026 library 4:30 PM

Holidays: May 25, June 19, July 4, Sept 7, Oct 12

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

date of printing is: 4/28/2026

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