

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2014-09

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE DISPOSAL OF MUNICIPAL PROPERTY TO LYLE AND SILKE SMITH**

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BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

**Section 1. Authority.** This ordinance is adopted pursuant to authority granted by DMC 5.30.010, City rights and powers.

**Section 2. Classification.** This is a non-Code ordinance.

**Section 3. Authorization of Sale.** The City Council hereby authorizes the disposal of a portion of City land downtown by sale under t.30.010 (A).

**Section 4. Legal Description.** Lot1A Block 22 U.S. Survey 2372AB, Township 13 South, Range 55 West, Seward Meridian.

**Section 5. Findings.** The City Council hereby finds that the disposal is for a public purpose, in that the sale of this land will eliminate an encroachment into the City cemetery; with no impact to surrounding properties or trails.

**Section 6. Type of Disposal.** This disposal is of all interest in a triangular piece of land within the city's cemetery adjacent to Lot 3 Block 22 USS 2732, approximately 676 square feet, at market value.

**Section 7. Value of City's Interest.** This is based on the current assessment of Lot 3, Block 22, the most relevant indicator of the contributory value of the triangular parcel. The City estimates the fair market value of the property is about \$2.80 a square foot, for a total value of \$1,900, based on the value of Lot 3 Block 22 USS 2732, and if associated with Lot 3 for the remainder of the 2014 tax year.

**Section 8. Time, Place and Manner in Which Disposal Shall Occur.** The property shall be purchased by the owner of Lot 3, Lyle and Silke Smith. The actual disposal shall occur once the final plat of the property has been approved by the City, no later than August 31, 2014.

At this time, the thirty (30) day provision of DMC 5.30.030 will have been met. At least thirty days is required between the time the disposal ordinance is introduced and the time that it is finally adopted by the City Council.

**Section 9. Effective Date.** This ordinance is effective upon passage.

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

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

**Subject:** A resolution of the Dillingham City Council approving the disposal of a municipal property to Lyle and Silke Smith

Agenda of: June 5, 2014

Council Action: This ordinance was introduced April 3, 2014. To allow for a 30-day noticing period, the ordinance was scheduled for a public hearing June 5, 2014.

Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	Finance / Carol Shade		
X	Public Works / Francisco Garcia	FG	
X	Planning / Jody Seitz	JS	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Other Attachment(s):**

- PCR Resolution No. 2014-06
- Proposed Resubdivision of Lot 1A and Lot 3 B22 USS 2732
- Public Hearing on Ordinance No. 2014-09 is scheduled to be advertised in the May 29, 2014 edition of Bristol Bay Times as required to be advertised in a local newspaper five days in advance of the public hearing

**Summary Statement.**

The owner of Lot 3 owns a garage which encroaches into Lot 1A Block 22 USS 2732, the City's cemetery. The owner of the garage would like to keep the garage and clear up the non-conformity. Lyle Smith is proposed to purchase about 676 ft<sup>2</sup> of the city's lot, (Lot 1A Block 22 USS 2732). The City Assessor's opinion is that the small lot is valued at approximately \$2.80 ft<sup>2</sup> or, about \$1,900.

A visual examination of the area did not find any graves within the area in question. The property transfer will not harm use of existing trails.

In order for this land disposal to go forward it must be approved by the Dillingham City Council under Title 5 of the Dillingham Municipal Code with a finding that the disposal promotes a public purpose, that of removing non-conformities.

The introduction of this ordinance started a 30 day comment period during which the ordinance must be posted at three public places.



CITY OF  
DILLINGHAM

**NOTICE OF A PUBLIC HEARING**  
**Public Hearing on Ordinance Nos. 2014-09**  
**and 2014-10**

The City Of Dillingham will hold a **Public Hearing** on Thursday, June 5, 2014, at 7:00 P.M. in the City Council Chambers for the purpose of taking comment from the public on the following ordinances:

- Ordinance No. 2014-09, An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Lyle and Silke Smith
- Ordinance No. 2014-10, An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Ben McDowell dba Motive Power Marine by Lease

If you have any questions, please contact the City Clerk's office at 842-5212 or email [cityclerk@dillinghamak.us](mailto:cityclerk@dillinghamak.us).

**RESOLUTION 2014-06**  
**A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION**

Recommending Property Sale for Lyle Smith property (Edra Garage)

WHEREAS, a historical property known locally as the Edra Garage encroaches on Lot 1A Block 22 USS 2732; and

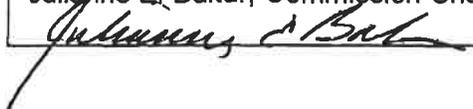
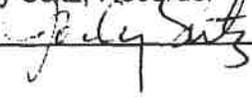
WHEREAS, the Owner of Lot 3 wishes to purchase a portion of Lot 1A to be able to maintain the garage in its original location; and

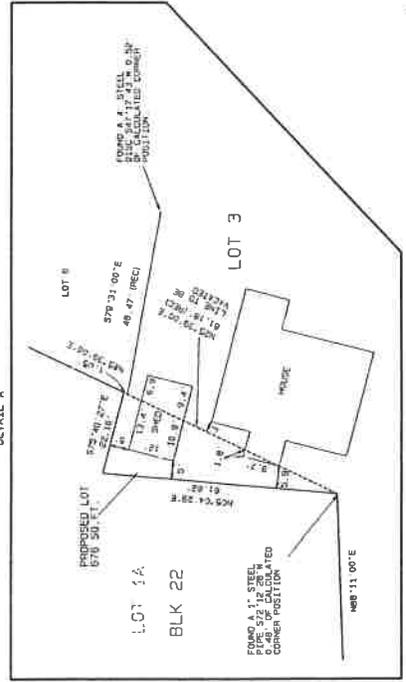
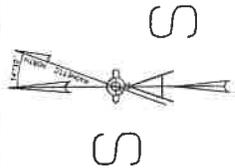
WHEREAS, there do not appear to be any graves within the area in question; and

WHEREAS, in order for any interest in City property to be transferred to another party, it must be approved by the Dillingham City Council under Title 5 of the Dillingham Municipal Code;

THEREFORE, the Planning Commission recommends the disposal of this property.

ADOPTED by the Dillingham Planning Commission February 19, 2014.

Julianne E. Baltar, Commission Chair 	Jody Seitz, Recorder 
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- LEGEND:**
- 1. 2" ALUMINUM PIPE
  - 2. 4" ALUMINUM PIPE
  - 3. 6" ALUMINUM PIPE
  - 4. 8" ALUMINUM PIPE
  - 5. 10" ALUMINUM PIPE
  - 6. 12" ALUMINUM PIPE
  - 7. 14" ALUMINUM PIPE
  - 8. 16" ALUMINUM PIPE
  - 9. 18" ALUMINUM PIPE
  - 10. 20" ALUMINUM PIPE
  - 11. 22" ALUMINUM PIPE
  - 12. 24" ALUMINUM PIPE
  - 13. 26" ALUMINUM PIPE
  - 14. 28" ALUMINUM PIPE
  - 15. 30" ALUMINUM PIPE
  - 16. 32" ALUMINUM PIPE
  - 17. 34" ALUMINUM PIPE
  - 18. 36" ALUMINUM PIPE
  - 19. 38" ALUMINUM PIPE
  - 20. 40" ALUMINUM PIPE
  - 21. 42" ALUMINUM PIPE
  - 22. 44" ALUMINUM PIPE
  - 23. 46" ALUMINUM PIPE
  - 24. 48" ALUMINUM PIPE
  - 25. 50" ALUMINUM PIPE
  - 26. 52" ALUMINUM PIPE
  - 27. 54" ALUMINUM PIPE
  - 28. 56" ALUMINUM PIPE
  - 29. 58" ALUMINUM PIPE
  - 30. 60" ALUMINUM PIPE
  - 31. 62" ALUMINUM PIPE
  - 32. 64" ALUMINUM PIPE
  - 33. 66" ALUMINUM PIPE
  - 34. 68" ALUMINUM PIPE
  - 35. 70" ALUMINUM PIPE
  - 36. 72" ALUMINUM PIPE
  - 37. 74" ALUMINUM PIPE
  - 38. 76" ALUMINUM PIPE
  - 39. 78" ALUMINUM PIPE
  - 40. 80" ALUMINUM PIPE
  - 41. 82" ALUMINUM PIPE
  - 42. 84" ALUMINUM PIPE
  - 43. 86" ALUMINUM PIPE
  - 44. 88" ALUMINUM PIPE
  - 45. 90" ALUMINUM PIPE
  - 46. 92" ALUMINUM PIPE
  - 47. 94" ALUMINUM PIPE
  - 48. 96" ALUMINUM PIPE
  - 49. 98" ALUMINUM PIPE
  - 50. 100" ALUMINUM PIPE

**NOTES:**

1. THIS SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE SURVEYING ACT OF 1964 AND THE SURVEYING REGULATIONS OF 1964.
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**SURVEYOR'S CERTIFICATE:**

I, the undersigned, being duly qualified and licensed as a Surveyor in the State of Alaska, do hereby certify that the foregoing is a true and correct copy of the original survey as shown to me by the applicant, and that the same has been compared with the original survey and found to be correct.

DATE: \_\_\_\_\_



**SCALE:** 1" = 100'

PROPOSED RESUBDIVISION OF  
 LOT 1A AND LOT 3 BLK 22  
 U.S.S. 2732

BRISTOL BAY RECORDING DISTRICT  
 SOUTHWEST ALASKA SURVEYING  
 1001 W. 11th Street  
 Bristol Bay, Alaska 99571  
 Phone: 907-735-1887

DATE: 7-20-14  
 SCALE: 1" = 20'

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2014-10**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE DISPOSAL OF MUNICIPAL PROPERTY TO BEN MCDOWELL DBA MOTIVE POWER MARINE BY LEASE**

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BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

**Section 1. Authority.** This ordinance is adopted pursuant to authority granted by DMC 5.30.100, Leases, easements and rights-of-way.

**Section 2. Classification.** This is a non-Code ordinance.

**Section 3. Authorization of Lease.** The City Council hereby authorizes the disposal of an interest by lease substantially upon the terms and conditions contained in the lease agreement for a period of up to five years with periodic renewal provisions up to 30 years.

**Section 4. Legal Description.** East side of the Dillingham Small Boat Harbor adjacent to Lot 3 Harbor Lease Lots Subdivision, within U.S. Survey 2874, Township 13 South, Range 55 West, Seward Meridian.

A. Lot 3 Harbor Lease Lot Subdivision, within U.S. Survey 2874, Township 13 South, Range 55 West, Seward Meridian will be leased by solicitation of sealed bids.

B. East side of the Dillingham Small Boat Harbor, approximately 30,605 square feet, adjacent to Lot 3, Harbor Lease Lots Subdivision, within U.S. Survey 2874, Township 13 south, Range 55 West, Seward Meridian will be leased by negotiated lease with Ben McDowell dba Motive Power Marine who has been selected without unfair discrimination amongst similarly situated potential tenants.

**Section 5. Findings.** The City Council hereby [finds that the disposal is for a public purpose, in that the leasing of this land will promote greater economic development of the community and a more viable harbor.] finds: a) that the lot to be leased is no longer needed for public use; b) that the disposal is for a public purpose, in that the leasing of this land will promote greater economic development of the community and a more viable harbor; and c) that the expansion and disposal of Lot 3 by negotiated disposal is needed to protect the public interest in that knowing that one tenant has already committed to lease property in the area.

**Section 6. Type and Purpose of Disposal.** [A non-exclusive right to use the property by a lease agreement solely for the purpose of allowing citizens to use property within the Harbor for a term to be identified in the lease agreement.] The property will be disposed of by lease for the purpose of economic development of the Dillingham harbor area.

**Section 7. Value of City's Interest.** Based on the current assessment of the Property, the City estimates the fair market value of the right to use the Property upon the terms and conditions set forth in the lease agreements at about \$1.75 a square foot. Applying a 12% cap rate equates to \$ .21 per ft<sup>2</sup> per month. The property will be appraised and the lease agreement reviewed for revision.

**Section 8. Time, Place and Manner in Which Disposal Shall Occur.** [Offers shall have been previously solicited using a sealed bid auction method. Those uses that are harbor-dependent or related will be given priority. All other proposed uses will be considered as space allows on a year to year or shorter term. The actual disposal shall occur following approval of this ordinance at the regularly scheduled City Council meeting of June 5, 2014. At this time, the thirty (30) day provision of DMC 5.30.030 will have been met. At least thirty days is required between the time the disposal ordinance is introduced and the time that it is finally adopted by the City Council.] Notice of Ordinance No. 2014-10 will be posted for more than thirty days in advance of approval of this ordinance.

A. Lot 3 to be expanded and will be disposed of upon the terms and conditions contained in the lease agreement immediately following City Council approval of this ordinance.

**Section 9. Effective Date.** This ordinance is effective upon passage.

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

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

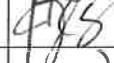
**Subject:** An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Ben McDowell dba Motive Power Marine by Lease

Agenda of: June 5, 2014

Council Action: This ordinance was introduced May 1 and was scheduled for a public hearing on June 5, 2014.

Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	Finance / Carol Shade		
X	Port Director/Jean Barrett		
X	Planning / Jody Seitz		
X	City Clerk / Janice Williams		

Fiscal Note: Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Other Attachment(s):**

- Public Hearing on Ordinance No. 2014-10 is scheduled to be advertised in the May 29, 2014 edition of Bristol Bay Times as required to be advertised in a local newspaper five days in advance of the public hearing

**Summary Statement.**

Ben McDowell dba as Motor Power Marine had expressed an interest in expanding his leased lot at the Boat Harbor. The expansion he is requesting would take in what was Lot 4 in the original Harbor Lease Lot plat, when the City first advertised for leasing property at the harbor. This is approximately 30,605 square feet of additional land.

The City advertised this lot through an RFP for 30 days and Ben was the only one that submitted his interest. His plans are to remove overburden to allow the site to be level with his current lot and use the area for boat storage. He is planning on building a 60' X 100' shop on his existing lot. With this building he indicates he would be able to maintain vessels year round and would be the only year round vessel maintenance facility in the area. The added space will allow him the room to maneuver boats and equipment within his yard without constraint due to lack of space. His proposal states that he will gain access to the lot through his existing lot and will not displace any of the parking near the road.

He has agreed to pay for the re-platting of for this additional lot. The City will draw up another lease with him once it finds out the exact dimensions of the lots combined and the

legal description. The City has asked him what he plans to do with the overburden that he will be removing and stated that Peter Pan had expressed an interest in it. There is a lot of overburden that he will have to move in order to get the lot level with his existing lot.

The introduction of this ordinance started a 30 day comment period during which the ordinance must be posted at three public places.



C I T Y O F  
DILLINGHAM

**NOTICE OF A PUBLIC HEARING**  
**Public Hearing on Ordinance Nos. 2014-09**  
**and 2014-10**

The City Of Dillingham will hold a **Public Hearing** on **Thursday, June 5, 2014, at 7:00 P.M.** in the **City Council Chambers** for the purpose of taking comment from the public on the following ordinances:

- Ordinance No. 2014-09, An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Lyle and Silke Smith
- Ordinance No. 2014-10, An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to Ben McDowell dba Motive Power Marine by Lease

If you have any questions, please contact the City Clerk's office at 842-5212 or email [cityclerk@dillinghamak.us](mailto:cityclerk@dillinghamak.us).



CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2014-11**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING THE BUDGET BY ADOPTING BUDGET AMENDMENT NO. 2, AND APPROPRIATING FUNDS FOR THE FY 2014 CITY OF DILLINGHAM BUDGET FOR EQUIPMENT PURCHASE**

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WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY 2014 in accordance with Title 4 of the Dillingham Municipal Code pursuant to AS 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 2014 budget at 13 mills; and

WHEREAS, the budget presented, reviewed and changed is in accordance with sound and efficient municipal management principles; and

WHEREAS, 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, the FY 2014 funds are ready for appropriation by ordinance;

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

1. The FY 2014 Operating Budget and Capital Improvement Budget 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 as reviewed by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2014.
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.



**Subject:** An ordinance of the Dillingham City Council amending the budget by adopting budget amendment No. 2, and appropriating funds for the FY 2014 City of Dillingham budget

**Agenda of:** June 5, 2014

Council Action:
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Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	Public Works / Francisco "Pancho" Garcia	For	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Public Hearing:** The motion to introduce would further state "and schedule for a public hearing June 19".

**Other Attachment(s):**

- Equipment Purchase from Bennett Summary

**Summary Statement.**

The City was approached by a local contractor with an offer to purchase his heavy equipment. The City had some monies in a legislative grant which already included purchasing a lowboy. The request to purchase the equipment was vetted through the Finance and Budget Committee at their April 28 Meeting and request was made for administration to provide a written report to include potential equipment rental savings, and an evaluation on the condition of the equipment for the May 27 meeting. At the May 27 meeting, the Finance and Budget Committee made a recommendation for the Council to approve the purchase in the FY2014 budget, and to expend \$370,000 from general funds, \$25,000 from the dock special revenue fund, and the remaining \$100,000 from a legislative grant designated for the landfill.

A public hearing on Ordinance No. 2014-11 is scheduled to be advertised in the June 12, 2014, edition of Bristol Bay Times as required to be advertised in a local newspaper five days in advance of the public hearing.

### Equipment Purchase from Bennett Summary

	Leg. Grant	Gen. Fund	Dock Sp. Rev.	
Lowboy	\$100,000			
Ingersol Rand Compactor			\$25,000	
2006 Cat Excavator		\$275,000		
1992 W900 N14 Cummins		\$35,000		
Beal-End Dump Trailer		\$30,000		
Trench Boxes - 2 sizes		\$30,000		
	<b>\$100,000</b>	<b>\$370,000</b>	<b>\$25,000</b>	<b>\$495,000</b>
				<b>Total Cost</b>

Equipment Rented in 2013 for outfall and dock \$64,100

Equipment Rental needed in 2014 \$78,300

Estimated equipment rental annually: \$49,475

Estimated City Renting equipment to others: \$32,675

Based on 2014 rental needs and annual projected rental needs the equipment will have paid for itself in 6.5 years. This is not even counting the potential revenue for renting it out.

See attached for the detail.

CITY OF DILLINGHAM, ALASKA

**ORDINANCE NO. 2014-12**

**AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AND APPROPRIATING FUNDS FOR THE FY 2015 CITY OF DILLINGHAM BUDGET**

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WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY 15 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 2015 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 2015 funds are available for appropriation by ordinance;

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

1. The FY 2015 Operating Budget and Capital Improvement Budget as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in the budget by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2015.
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 4 was a total of \$12,161,072.

**Section 4. Appropriations.**

A. General Fund Government Operations

City Council	\$ 76,864
City Clerk	130,310
Administration	309,809
Finance	619,503
Legal	77,000
Insurance	110,618
Non-Departmental	185,400
Planning	142,563
PS Administration	178,356
PS Dispatch	468,894
PS Patrol	831,789
PS Corrections	692,590
PS DMV	134,171
PS Animal Control Officer	113,326
PS Fire Department	294,448
PS IT Support	21,700
PW Administration	201,794
PW Buildings & Grounds	286,991
PW Shop	162,018
PW Streets	659,803
Library	138,797
Meeting Hall	3,575
Foreclosures	10,000
City School District	1,300,000
Transfer Subsidy for Operations	997,931
Transfer to Equipment/Capital	
Reserves Fund	70,000
<b>Total General Fund Appropriations:</b>	<b>\$ 8,218,250</b>

Special Revenue & Other Funds Appropriations	
Nushagak Fish Tax	\$ -0-
Water	215,412
Waste Water	284,242
Landfill	512,783
Port-Dock	622,513
Port-Harbor	244,979
E-911	42,200
Senior Center	427,315
Debt Service	1,176,090
Library Grants	73,692
Equipment Replacement/Reserve	103,425
Ambulance Replacement Fund	269,000
Mary Carlson Estate	4,596
Capital Project (Planning) Fund	20,000
Total Special Revenue & Other Funds Appropriations	<u>\$ 3,996,247</u>
<b>Total Appropriations</b>	<b><u>\$ 12,214,497</u></b>

## Section 5. Revenues

### General Fund

#### Taxes

Sales Taxes	\$ 2,700,000
Alcohol Sales Taxes	300,000
Transient Lodging Sales Taxes	85,000
Real Property Taxes	1,500,000
Personal Property Taxes	500,000
Penalty and Interest on Property Taxes	57,000
Penalty and Interest on Sales Taxes	16,000
Gaming Sales Tax	78,000
Payment in Lieu Taxes (PILT)	420,000
Other Revenues	
Jail Contract Revenue	641,300
Revenue Sharing	208,636
Shared Fisheries	30,000
Raw Fish Tax	350,000
Revenues from State of Alaska	466,526
Revenues from Federal Government	10,000
Administrative Overhead	375,029
Charges for Current Services	55,000
Licenses Fees Fines and Permits	27,400
Lease and Rental Income	29,000
Investment Income	30,000
Other Revenues	106,350
Transfer from E-911	42,200
Transfer from Nushagak Fish Tax	-0-
<b>Total General Fund Revenues</b>	<b><u>\$ 8,027,441</u></b>

Special Revenue & Other Funds Revenues	
Nushagak Fish Tax	\$ -0-
Water	193,484
Waste Water	266,345
Landfill	179,106
Port – Dock	490,327
Port – Harbor	137,363
E-911	76,760
Senior Center	204,488
Library Grants	73,692
Debt Service	824,488
Mary Carlson Estate Permanent Fund	<u>4,596</u>
Total Special Revenue Funds & Other Funds Revenues	<u>\$ 2,450,649</u>

**TOTAL REVENUES** **\$ 10,478,090**

**Section 6. Transfers**

Transfers from General Fund to Other Funds

Water	\$ 21,928
Waste Water	17,897
Landfill	333,677
Senior Center	222,827
Ambulance Reserve	50,000
Equipment Replacement	50,000
Capital Project (Planning)	20,000
Debt Service	<u>351,602</u>
Total General Fund Transfers	\$ 1,067,931

Transfer from Dock Fund to Harbor Fund 107,616

Transfer from Dock Fund to Equipment Replacement 65,000

**Total Revenues** **\$ 11,718,637**

**Total Appropriations** **\$ 12,214,497**

**Net Increase (Decrease) to Fund Balances** **\$ (495,860)**

**Section 7. Effective Date.** This ordinance is effective upon passage.

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

\_\_\_\_\_.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

**Subject:** An ordinance of the Dillingham City Council adopting the budget and appropriating funds for the FY 2015 City Budget

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**Agenda of:** June 5, 2014

Council Action:
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Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance Director / Carol Shade		
X	City Clerk / Janice Williams	<i>JW</i>	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Public Hearing:** The motion to introduce would further state "and schedule for a public hearing June 19".

**Other Attachment(s):**

- FY 2015 budget worksheets – Refer to Budget Workshop materials

**Summary Statement.**

The FY 2015 Budget will be presented during a budget workshop to be held prior to the June 5, 2014 Regular Council meeting.

A public hearing on Ordinance No. 2014-12 is scheduled to be advertised in the June 12, 2014, edition of Bristol Bay Times as required to be advertised in a local newspaper five days in advance of the public hearing.

This ordinance was vetted through the Finance and Budget Committee and is being recommended for adoption.



CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-26

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ESTABLISHING THE RATE OF LEVY OF TAX, THE DATE TAXES ARE DUE, AND THE DELINQUENT DATE FOR 2014, AND ACCEPTING THE CERTIFICATION OF THE TAX ROLL**

---

WHEREAS, AS 29.45.240 provides for the rate of levy of tax, the date of equalization of the tax, and the date when taxes shall become delinquent, to be fixed by resolution; and

WHEREAS, the rate of levy of tax, the date of equalization of the tax, and the date when the taxes shall become delinquent shall be fixed before June 15 of each year per DMC 4.15.020, Property Subject to Taxation, Rate, Council Resolution; and

WHEREAS, the assessed valuation of real and personal property in the City of Dillingham is \$168,313,701 for calendar year 2014, according to the certified tax assessment roll (copy attached); and

WHEREAS, the City Council will appropriate the funds required for the City of Dillingham to provide services and perform the business necessary to municipal government;

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

1. Rate of Levy. The rate of levy on each dollar of taxable property as of January 1, 2014 in the City of Dillingham is hereby fixed at 13 mills.
2. Date Taxes Due and Delinquent. The first payment of property taxes is due to be paid in person or postmarked on or before the first business day in November. Should the first one-half of the total amount due not be paid on or before the payment due date, the entire amount of taxes owed shall immediately become due and payable. The second payment and final payment of property taxes is due to be paid in person or postmarked on or before the first business day in December. A penalty of ten percent (10%) of the total taxes due shall be assessed if the second installment is not paid on time and a penalty has not been previously added. Interest of six percent (6%) per annum shall accrue on all delinquent property taxes beginning the first business day in December 2014 and continue until paid in full.
3. Certification of the Tax Roll. The tax roll for 2014 has been signed and certified by the City Manager that it is complete and reflects the changes approved by the Board of Equalization at their April 24, and May 14, 2014 meetings.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2013.

ATTEST:

\_\_\_\_\_  
Alice Ruby, Mayor  
[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

**Subject:** A resolution of the Dillingham City Council establishing the rate of levy of tax, the date taxes are due and the delinquent date for 2014, and accepting the certification of the tax roll

**Agenda of:** June 5, 2014

Council Action:
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Manager: Recommend approval.

City Manager: Rose Loera  
 Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	City Clerk / Janice Williams	<i>JW</i>	

**Fiscal Note:** Yes  No  Funds Available: Yes  No

**Attachment(s):**

- Certification of 2014 Tax Roll
- Supporting Spreadsheet – 2014 Assessed Values

**Summary Statement.**

The rate of levy of tax, the date of equalization of the tax, and the date when the taxes shall become delinquent shall be fixed before June 15 of each year per DMC 4.15.020, Property Subject to Taxation, Rate, Council Resolution. The Board of Equalization (BOE) met on April 28 and May 14, 2014. All adjustments approved by the BOE have been included in the Certification of the Tax Roll.

	<u>2014</u>	<u>2013</u>
Real Property Assessment Values*	\$143,103,300	\$133,560,937
Less Exemptions:		
Senior Citizen/Disabled Veteran Exemption	(\$11,850,000)	(\$9,383,200)
HUD 85% Exemption	(6,078,775)	(\$6,098,240)
Total Exemptions	(\$17,928,775)	(\$15,481,440)
Subtotal Real Property Values	<u>\$125,174,525</u>	<u>\$118,079,497</u>
Personal Property Assessment		
Subtotal Personal Property	<u>\$43,139,176</u>	<u>\$40,274,410</u>
Total All	<u>\$168,313,701</u>	<u>\$158,353,907</u>

\*Real Property Assessment Values for city, federal, and state government agencies, tribal organizations, non-profits, churches and native allotments, have historically not been included in the certified tax rolls.



Alice Ruby, Mayor

**Council Members**

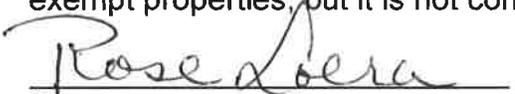
- Holly Johnson (Seat A) • Chris Maines (Seat B) • Bob Himschoot (Seat C)
- Keggie Tubbs (Seat D) • Tracy Hightower (Seat E) • Paul Liedberg (Seat F)

**CERTIFICATION OF 2014 TAX ROLL**

I, Rose Loera, City Manager for the City of Dillingham, hereby certify that the 2014 tax roll is complete and reflects the changes approved by the Board of Equalization at their April 24 and May 14, 2014 meetings.

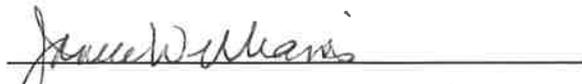
	<u>2014</u>
Real Property Assessment Values*	\$143,103,300
Less Exemptions:	
Senior Citizen/Disabled Veteran Exemption	(\$11,850,000)
HUD 85% Exemption	(\$6,078,775)
Total Exemptions	(\$17,928,775)
Subtotal Real Property Values	\$125,174,525
 Personal Property Assessment	
Subtotal Business/Personal Property	<u>\$43,139,176</u>
 Total All	<u>\$168,313,701</u>

\*Real Property Assessment Values for city, federal, and state government agencies, tribal organizations, non-profits, churches and native allotments, have historically not been included in the certified tax rolls. The City does maintain a property file for some of these exempt properties, but it is not complete.

  
 Rose Loera, City Manager

Subscribed and sworn before me on this 5<sup>th</sup> day of June, 2014.

Notary Public in and for the State of Alaska

  
 My commission expires: 3/18/2015



2014 ASSESSED VALUES

Locally Taxed Property	Locally Taxable Value	Mill Rate	Tax Assessed	Fees		Total Tax	Compare w/ Prior Year	Difference
				Force File	Late			
<b>Real Property</b>								
Real Property Without Exemptions	143,103,300	0.013	1,860,343			1,860,343	1,783,165	77,178
<b>Real Property Exemptions</b>								
Senior Exemptions	(11,700,000)	0.013	(152,100)			(152,100)	(122,552)	(29,548)
Disabled Veterans Exemptions	(150,000)	0.013	(1,950)			(1,950)	(1,950)	-
<b>Subtotal Senior/Disabled Exemptions</b>	<b>(11,850,000)</b>	<b>0.013</b>	<b>(154,050)</b>			<b>(154,050)</b>	<b>(124,502)</b>	<b>(29,548)</b>
HUD 85% Exemptions	(3,337,440)	0.013	(43,387)			(43,387)	(77,869)	34,482
BBHA two (2) Apt Complexes	(2,741,335)	0.013	(35,637)			(35,637)	(35,605)	(32)
<b>Subtotal HUD 85% Exemptions</b>	<b>(6,078,775)</b>	<b>0.013</b>	<b>(79,024)</b>			<b>(79,024)</b>	<b>(113,474)</b>	<b>34,450</b>
Total Exemptions	(17,928,775)	0.013	(233,074)			(233,074)	(237,976)	4,902
Net Taxable Real Property	125,174,525	0.013	1,627,269			1,627,269	1,545,189	82,080
Personal Property								
Total Business	-		-			-	-	-
Total Personal	43,139,176	0.013	560,809	13,200		574,009	476,049	97,960
<b>Subtotal Personal Property</b>	<b>43,139,176</b>	<b>0.013</b>	<b>560,809</b>	<b>13,200</b>		<b>574,009</b>	<b>476,049</b>	<b>97,960</b>
<b>Total Combined Property Value</b>	<b>168,313,701</b>	<b>0.013</b>	<b>2,188,078</b>	<b>13,200</b>		<b>2,201,278</b>	<b>2,021,238</b>	<b>180,040</b>
<b>Amounts Assessed on Real Prop Exemptions</b>								
Senior Exemption (Amount over \$150,000)	3,906,231	0.013	50,781			50,781		
Disabled Veteran Exemption (Amt over \$150k)	16,200	0.013	211			211		
HUD 85% Exemption (Amount Taxable)	588,923	0.013	7,656			7,656		
BBHA two Apt Complexes/ PILT 15% est funded	483,769	0.013	6,289			6,289		
<b>Total Assessed on Real Prop Exemptions</b>	<b>4,995,123</b>	<b>0.013</b>	<b>64,937</b>			<b>64,937</b>		

**CITY OF DILLINGHAM, ALASKA**

**RESOLUTION NO. 2014-27**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO HOLD A MAYOR'S GARAGE SALE TO DISPOSE OF SURPLUS CITY EQUIPMENT**

---

WHEREAS, the City has identified a number of surplus equipment items for disposal; and

WHEREAS, the DMC 4.36.101 B. requires that surplus property valued at more than \$500 be disposed of by sealed bid; and

WHEREAS, some of the items on the disposal list may be valued at more than \$500; and

NOW, THEREFORE, BE IT RESOLVED that the City Manager is authorized to negotiate the sale of items on the surplus list should no bids be received that are below the minimum bid for certain items.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk



CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-28

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING A 1% INCREASE TO THE FY 2015 WAGE SCHEDULE**

---

WHEREAS, the City of Dillingham's Personnel Regulations note that it is the policy of the City to pay salaries and wages generally equivalent to pay levels for comparable work and responsibilities as compared to other City governments in the State of Alaska; and

WHEREAS, the City's Personnel Regulations further note that adjustments should be made during the budget development process to maintain internal parity within the City and to adjust for general cost of living changes; and

WHEREAS, at the beginning of each fiscal year the City Council shall decide upon a cost of living adjustment and determine if an adjustment is in the public interest; and

WHEREAS, the City has a collective bargaining agreement with Local 71 and PSEA, both of which call for a 1% increase effective July 1, 2015;

NOW, THEREFORE, BE IT RESOLVED that:

1. The Dillingham City Council approves the recommendation made by the Finance and Budget Committee and authorizes a 1% increase for city employees; and
2. The Dillingham City Wage schedule will be adjusted by the 1% increase.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

**Subject:** A resolution of the Dillingham City Council approving a 1% increase to the FY 2015 wage schedule

**Agenda of:** June 5, 2014

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Attachment(s):**

- Copy of Resolution No. 2013-23, Approve CBA with Public Safety Employee Association (PSEA)
- Copy of Resolution No. 2013-32, Approve CBA with Public Employees Local 71

**Summary Statement.**

Resolution 2013-23 approved a collective bargaining agreement (CBA) between the City and Public Safety Employee Association. The ratified CBA authorized a 2% wage increase on July 1, 2013; a 1% wage increase on July 1, 2014; and a 1% wage increase on July 1, 2015.

Resolution 2013-32 approved a collective bargaining agreement between the City and Public Employees Local 71. The ratified CBA authorized a 2% wage increase on July 1, 2013; a 1% wage increase on July 1, 2014; and a 1% wage increase on July 1, 2015.

Resolution 2014-28 adjusts the City's wage schedule for all positions on the schedule by 1% increase.

The City's FY 2015 Operating and Capital Budget will be introduced June 5, 2014, and brought back for a public hearing and adoption on June 19, 2014.

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2013-23

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF DILLINGHAM AND THE PUBLIC SAFETY EMPLOYEE ASSOCIATION**

---

WHEREAS, the Public Safety Employee Association ("PSEA") seeks to represent the City of Dillingham's ("City") Public Safety Department employees ("Members"); and

WHEREAS, the City has been in negotiations with PSEA since 2010; and

WHEREAS, the City and PSEA have reached a tentative three (3) year collective bargaining agreement ("CBA"); and

WHEREAS, the CBA shall take effect July 1, 2013, and will remain in full force and effect through June 30, 2016; and

WHEREAS, the CBA is subject to ratification by the Members and approval by the Dillingham City Council; and

WHEREAS, the Members ratified the tentative CBA on April 11, 2013; and

WHEREAS, the ratified CBA authorizes a 2% wage increase on July 1, 2013 and a 1% wage increase on July 1, 2014; and

WHEREAS, the City thereafter proposed to authorize an additional increase of 1% on July 1, 2015; and

WHEREAS, PSEA agreed to the additional 1% increase for fiscal year 2016 (July 1, 2015 to June 30, 2016) pursuant to a Letter of Agreement ("LOA");

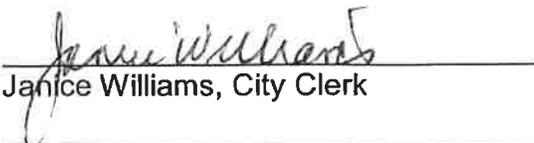
NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council has authorized the City Manager to approve the CBA between the City and PSEA commencing on July 1, 2013 and ending on June 30, 2016, subject to PSEA's execution of the LOA.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 13, 2013.

SEAL:

  
Alice Ruby, Mayor

ATTEST:

  
Janice Williams, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2013-32

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE A COLLECTIVE BARGAINING AGREEMENT BETWEEN THE CITY OF DILLINGHAM AND PUBLIC EMPLOYEES LOCAL 71**

---

WHEREAS, the Public Employees Local 71 ("Local 71") seeks to represent the City of Dillingham's ("City") Public Works and Port Department employees ("Employees"); and

WHEREAS, the City has been in negotiations with Local 71 since 2012; and

WHEREAS, the City and Local 71 have reached a tentative three (3) year collective bargaining agreement ("CBA"); and

WHEREAS, the CBA shall take effect July 1, 2013, and will remain in full force and effect through June 30, 2016; and

WHEREAS, the CBA is subject to ratification by the Employees and approval by the Dillingham City Council; and

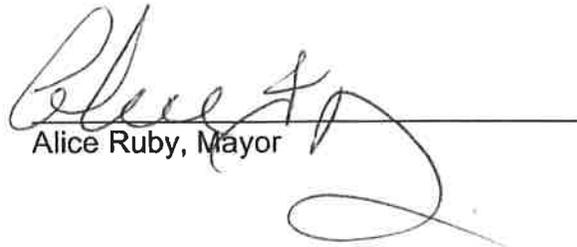
WHEREAS, the Employees ratified the tentative CBA on May 31, 2013; and

WHEREAS, the ratified CBA authorizes a 2% wage increase on July 1, 2013; a 1% wage increase on July 1, 2014; and a 1% on July 1, 2015;

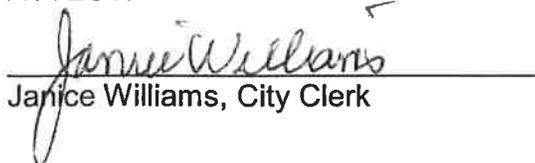
NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council has authorized the City Manager to approve the CBA between the City and Local 71 commencing on July 1, 2013 and ending on June 30, 2016.

PASSED and ADOPTED by the Dillingham City Council on June 13, 2013.

SEAL:

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

ATTEST:

  
\_\_\_\_\_  
Janice Williams, City Clerk

**CITY OF DILLINGHAM, ALASKA**

**RESOLUTION NO. 2014-29**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL REQUESTING IMMEDIATE STATE ACTION TO IMPROVE AND MAINTAIN SQUAW CREEK ROAD IN ORDER TO MAKE IT PASSABLE FOR VEHICULAR TRAFFIC**

---

WHEREAS, citizens of the City of Dillingham have recently contacted the City regarding the state of disrepair of Squaw Creek Road; and

WHEREAS, Squaw Creek Road was not constructed by the City of Dillingham; and

WHEREAS, only small portions of the road have ever been formally platted or dedicated to the City, so the City does not own the road; and

WHEREAS, the City has not graded or otherwise maintained the road in the past; and

WHEREAS, the State of Alaska has previously maintained the road, including grading, gravel placement, and winter snow removal; and

WHEREAS, the State of Alaska has unilaterally decided to stop doing so; and

WHEREAS, the road has fallen into extreme disrepair, resulting in termination of school bus service, dangerous driving conditions, and access impediments to the numerous residences located on Squaw Creek Road; and

WHEREAS, Squaw Creek Road does not satisfy City standards for a public right of way, in part because it is too narrow to allow safe passage of vehicles alongside road maintenance equipment and lacks sufficient easements alongside it to allow widening or adequate snow removal; and

WHEREAS, certain property owners abutting the road have not as yet been willing to convey easements to allow the road to be widened or brush removed to permit passage of road graders and snow plows; and

WHEREAS, the City would participate with residents on the road and surrounding owners of the road in exploring solutions for the maintenance and upkeep of the road; and

WHEREAS, neither the City nor State can improve the road on a long-term basis without receiving easements and the cooperation of abutting landowners; and

WHEREAS, the City has no legal obligation to repair the road because accepting and deciding to maintain a particular road is a discretionary decision of the City Council; and

WHEREAS, the City cannot and will not accept from the State the obligation to maintain the road because it does not meet City standards for a public road in its current condition; and

WHEREAS, if Squaw Creek Road were improved to satisfy City standards, the City would entertain a proper application to dedicate it as a public City road; and

WHEREAS, the City Council believes the State must resume maintaining the road without delay; and

WHEREAS, the State has so far refused to do so, and therefore the City must demand the State fulfill its obligations; and

WHEREAS, since the City cannot and will not accept from the State responsibility for the road, all further inquiries and complaints regarding the road should be directed to the local State of Alaska DOTPF;

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

1. The City Council requests the State of Alaska immediately resume and fulfill its maintenance obligations regarding Squaw Creek Road, including grading, gravel fill, and improving drainage.

2. The City Council expressly does not accept responsibility for maintenance of Squaw Creek Road in its current condition. City staff and officials shall direct all further inquiries, comments, or complaints regarding the condition or maintenance of Squaw Creek Road to the Robert Campbell, Regional Director, State of Alaska DOTPF, phone no. 907-269-1573.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

**Subject:** A resolution of the Dillingham City Council requesting immediate state action to improve and maintain Squaw Creek Road in order to make it passable for vehicular traffic

**Agenda of:** June 5, 2014

Council Action:
-----------------

Manager: Recommend approval

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	Public Works / Francisco "Pancho" Garcia	TFA	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Other Attachment(s):** None

**Summary Statement.**

In February 2014 the State informed the City that they would no longer be maintaining the Squaw Creek road. There have been a number of letters sent to the State by residents asking them to continue maintaining the road. Residents on the road have also put pressure on the City to maintain the road to make it passable.

On May 15, 2014 the City sent a letter to the State demanding that they continue to maintain the road as well as to bring it up to City standards. The letter also stated that the City will not accept responsibility of the road.

The beginning and end of the road is privately owned and the owners will not provide an easement to widen the road. The middle of the road was dedicated for public use in 1978 and approved by the City's Planning Commission.

The road is narrow and lacks sufficient easements alongside it to allow widening or adequate snow removal. The City's position is to not accept the road until it is brought up to City standard.





May 15, 2014

Robert A. Campbell  
Dept. of Transportation and Public Facilities, Central Region  
4111 Aviation Ave.,  
Anchorage, AK 99502

Re: Squaw Creek Road - Dillingham

Mr. Campbell,

The Dillingham City Council is requesting the State to continue maintaining Squaw Creek Road. Formal action of this will be taken at the June 5, 2014 meeting. As you may know, the State of Alaska has maintained Squaw Creek Road for many years by grading and plowing it as needed. Earlier this year, the State abruptly and without any reasonable explanation decided it would no longer do so. As a result, citizens are finding it increasingly difficult to access their properties as the road continues to fall into disrepair. Worse than an inconvenience, the State has created a safety hazard. Emergency vehicles would have a difficult—perhaps impossible—time accessing properties on the road. And if that weren't enough, the school buses have been forced to stop driving the road because the children were being bounced around the bus too much. The State's decision to stop grading the road has forced 3 year olds to walk on the road instead of ride the bus. This is simply inexcusable.

In previous discussions with the City, the State has taken the position that it does not own the road, or that its status as an easement holder was in some way defective. The State has never attempted to explain in any detail what defects would allow it to suddenly abandon the citizens along the road by simply refusing to do that which it has been doing for years. The State cannot shirk its responsibility by unilaterally conveying management authority for this road to the City. The City categorically does not accept the State's effort to do so, and denies any obligation to maintain the road.

The City is not requesting more information; it is demanding action. Whatever the State's legal position on ownership is, no perceived (or, for that matter, actual) defect in title permits or justifies the State's actions here. The City is in no better position to maintain the road than the State. The road was not built to City standards, and accordingly, it has never been accepted as a City street. It is the State of Alaska, not the City of Dillingham that must take action to make the road passable.

The City is willing to work with the State to achieve that goal. If the City and State can come together to improve the road to meet certain minimum standards, the City would consider accepting it as a City street in the future. Until that time, however, the City cannot and will not

accept responsibility for the road. We will therefore be referring any further communications and inquiries from citizens to your office.

Please contact me immediately, and no later than June 16, 2014, to discuss how the State intends to resolve this issue. Short-term repairs must occur during this construction season even if long-term management is not resolved so quickly. The City appreciates your prompt attention to this urgent matter.

Very truly yours,

CITY OF DILLINGHAM

By:   
Rose Loera  
City Manager

cc: Mayor Alice Ruby  
Senator Lyman Hoffman  
State Representative Bryce Edgmon  
Commissioner Patrick Kemp  
Boyd, Chandler & Falconer, LLP

**CITY OF DILLINGHAM, ALASKA**

**RESOLUTION NO. 2014-30**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING FORECLOSURE PROCEEDINGS ON DELINQUENT PROPERTIES FOR THE YEARS 2008-2013, AND REPEALING RESOLUTION NO. 2013-17 AND 2014-14**

---

WHEREAS, AS 29.45.320-330 allows the City of Dillingham to collect unpaid real property taxes through in rem foreclosure proceedings against all real property for which the property tax has not been paid in full; and

WHEREAS, the City's Finance Department prepared a foreclosure list for the years 2007-2012, adopted by Council Resolution No. 2013-17, and a foreclosure list for the years 2008-2013, adopted by Council Resolution No. 2014-14, identifying properties for which the tax had not been paid in accordance with AS 29.45.330; and

WHEREAS, the City had not started the formal foreclosure proceedings with the Court system since those resolutions had been adopted, but had been working with the City's Attorney to finish two prior foreclosure periods, 2005-2010 and 2006-2011; and

WHEREAS, the City has prepared an updated foreclosure list combining 2007-2012 and 2008-2013, which will be submitted to the City's Attorney upon approval by the Council;

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

1. The City Attorney is hereby authorized to file a foreclosure action against all property identified in the updated foreclosure list (2008-2013) of which a copy is attached and dated May 29, 2014.
2. The City Clerk is hereby directed to certify and publish the foreclosure list and provide notice of the commencement of the foreclosure action in accordance with AS 29.45.330 and DMC Chapter 4.15.
3. Resolution No. 2013-17 and Resolution No. 2014-14 are repealed in their entirety.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk



**Subject:** A Resolution of the Dillingham City Council authorizing foreclosure proceedings on delinquent property taxes for the years 2008-2013 and repealing Resolution Nos. 2013-17 and 2014-14

**Agenda of:** June 5, 2014

Council Action:
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Manager: Recommend approval

City Manager: Rose Loera  
Rose Loera, City Manager

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	City Clerk / Janice Williams	<i>JW</i>	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Other Attachment(s):**

- Updated Foreclosure List covering calendar years 2008 – 2013 dated 5.29.2014
- Copies of Resolution Nos. 2013-17 and 2014-14

**Summary Statement.**

This resolution will repeal two resolutions previously passed, one in 2013, and one in 2014, approving foreclosure proceedings for unpaid property tax, and approves an updated list that combines the two foreclosure lists. The City had not started the formal foreclosure proceeding.

Annually the City Council shall direct that the City present a petition for judgment and a certified copy of the foreclosure list for the previous year's delinquent taxes in the Superior Court for judgment. Moving through the foreclosure steps can be a very lengthy process. During that time, property owners are encouraged to work with the City to make payment arrangements through a repayment plan if they are financially unable to pay off the debt in a lump sum. The repayment plan allows the owner to pay off their account over a reasonable period of time.

Standard Operating Procedure for Foreclosure Process:

Prior to December 31 mail a <b>Collections Notice</b> to each delinquent property owner notifying taxes are delinquent and subject to other collection means available to the City. (Form FIN 002)
Present a resolution to the City Council directing the city to present a petition for judgment and a certified copy of the foreclosure list for the previous year's delinquent taxes in Superior Court.
Within 10 days after filing lawsuit: City Clerk has newspaper begin publication for 4 consecutive weeks the notice of foreclosure and list (this is usually timed and communicated between City Clerk and newspaper and Clerk and attorney before filing suit due to strict time lines).
Within 10 days after the first publication, send a <b>Notice of Foreclosure Proceedings</b> to the owner of record. (Form CLK 005)

30 days after last date of publication: Attorney requests Court to issue Judgment of Foreclosure (requires affidavit and updated foreclosure list from City Clerk and original affidavit of publication of notice of foreclosures).

Record Judgment with District Recorder: Attorney usually does this. Period begins on the date the court issues.

Judge signs Judgment and Decree of Foreclosure: One-year redemption

Definition of in rem (first paragraph of the resolution, “allows the City of Dillingham to collect unpaid real property taxes through in rem foreclosure proceedings”) – the power of the court to exercise proceedings over property.

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2013-17

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING FORECLOSURE PROCEEDINGS ON DELINQUENT PROPERTY TAXES FOR THE YEARS 2007 - 2012**

---

WHEREAS, AS 29.45.320-330 allows the City of Dillingham to collect unpaid real property taxes through in rem foreclosure proceedings against all real property for which the property tax has not been paid in full; and

WHEREAS, the City's Finance Department has prepared a foreclosure list identifying properties for which the tax has not been paid in accordance with AS 29.45.330;

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

1. The City Attorney is hereby authorized to file a foreclosure action against all property identified in the foreclosure list.
2. The City Clerk is hereby directed to certify and publish the foreclosure list and provide notice of the commencement of the foreclosure action in accordance with AS 29.45.330 and DMC Chapter 4.15.

PASSED and ADOPTED by the Dillingham City Council on April 11, 2013.

SEAL:

  
Alice Ruby, Mayor

ATTEST:

  
Janice Williams, City Clerk  
Lillian Capell Recorder

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-14

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING FORECLOSURE PROCEEDINGS ON DELINQUENT PROPERTY TAXES FOR THE YEARS 2008 - 2013**

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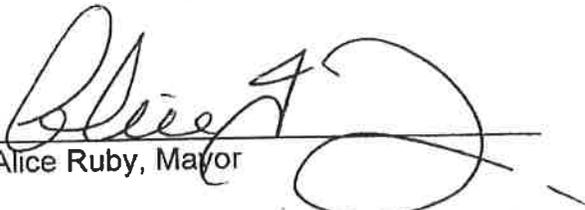
WHEREAS, AS 29.45.320-330 allows the City of Dillingham to collect unpaid real property taxes through in rem foreclosure proceedings against all real property for which the property tax has not been paid in full; and

WHEREAS, the City's Finance Department has prepared a foreclosure list identifying properties for which the tax has not been paid in accordance with AS 29.45.330;

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

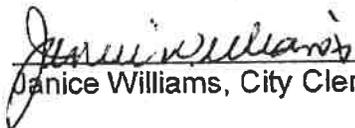
1. The City Attorney is hereby authorized to file a foreclosure action against all property identified in the foreclosure list.
2. The City Clerk is hereby directed to certify and publish the foreclosure list and provide notice of the commencement of the foreclosure action in accordance with AS 29.45.330 and DMC Chapter 4.15.

PASSED and ADOPTED by the Dillingham City Council on March 13, 2014.

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

ATTEST:

[SEAL]

  
\_\_\_\_\_  
Janice Williams, City Clerk



CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2014-31**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE FEE SCHEDULE FOR THE DILLINGHAM MUNICIPAL LANDFILL**

---

WHEREAS, Dillingham Municipal Code Section 8.04.100, Fees, provides that the City Council may by resolution establish or alter fees and billing methods for the use of the city-owned solid waste disposal facility; and

WHEREAS, the landfill fees were last amended June 15, 2006, Resolution No. 2006-36, and a fine of \$75 for improper transport of refuse was adopted by Ordinance No. 2013-19, November 7, 2013; and

WHEREAS, the City's Landfill Permit issued by the State is up for renewal June 1, 2014, and the City has been working diligently to move from open burning to incinerating its waste with the installation of an incinerator capable of incinerating at least 90% of its waste; and

WHEREAS, the City is expecting an increase in operational costs as the result of improving its landfill practices in order to meet stringent DEC and EPA regulations;

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

1. The Council approves the amended landfill fee schedule as reflected in the attached table identified as Exhibit A.
2. The amended Landfill rates become effective as of July 1, 2014, with proper noticing to the public, including the City's website, Facebook page, advertisement in the Bristol Bay Times, and posting in three public places.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

## Exhibit A. Proposed Landfill Fees

DESCRIPTION	*Existing Fees	Existing Fines	Proposed Fees	Proposed Fines
<b>Minimum Landfill Fee</b>	\$3		\$5	
<b>RESIDENTIAL</b>				
Trash bags up to 33-gallon capacity	\$3 ea		\$3 ea	
Trash bags up to 13-gallon capacity	\$1 ea		\$2 ea	
<b>Auto/Pickup/Small Flatbed</b>				
Uncovered loads - charge fine in addition to fee		\$75		\$75
Up to 1/3 load	\$7		\$9	
Up to 1/2 load	\$10		\$13	
Up to 2/3 load	\$14		\$18	
Full load	\$20		\$25	
Over full load	\$27		\$34	
<b>COMMERCIAL</b>				
<b>Pickup Truck</b>				
Uncovered loads - charge fine in addition to fee		\$75		\$75
Up to 1/3 load	\$8		\$11	
Up to 1/2 load	\$13		\$15	
Up to 2/3 load	\$16		\$22	
Full load	\$25		\$30	
Over full load	\$33		\$41	
<b>Flatbed (12' or longer)</b>				
Uncovered loads - charge fine in addition to fee		\$75		\$75
Up to 1/3 load	\$25		\$27	
Up to 1/2 load	\$38		\$40	
Up to 2/3 load	\$50		\$54	
Full load	\$75		\$80	
<b>Dump Truck</b>				
Uncovered loads - charge fine in addition to fee		\$75		\$75
Up to 1/3 load	\$85		\$85	
Up to 1/2 load	\$125		\$130	
Up to 2/3 load	\$170		\$170	
Full load	\$250		\$260	
Asbestos	Negotiated		Not Accepted	\$75
Contract Haulers - compressed trash	\$11/cu yd		\$11/cu yd	
<b>Junk Vehicles</b>				
Battery/other hazmat not removed - charge fine also	\$50	\$75	\$55	\$75
Refrigerators/Freezers - freon removed	\$50		\$55	
Refrigerators/Freezers - freon not removed	\$75		\$80	
All Sized Tires - without rims	Load fee		\$1 ea	
All Sized Tires - with rims	Load fee		\$10 ea	

\*Existing fees for each vehicle class were listed in Resolution No. 2006-36 as cost per full load, and identified the cost in cubic yards; to facilitate in assessing fees, the full loads were broken down into partial loads.

**Subject:** A resolution of the Dillingham City Council amending the fee schedule for the Dillingham Municipal Landfill

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**Agenda of:** June 5, 2014

Council Action:
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Manager: Recommend approval

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	City Clerk / Janice Williams	<i>ju</i>	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes \_\_\_\_\_ No \_\_\_\_\_

**Attachment(s):** None

**Summary Statement.**

The new proposed landfill fees were vetted through the Finance and Budget Committee at their April 28 and May 27 meetings, and were recommended for adoption. The new fees will go into effect July 1, 2014, and will be noticed in the Bristol Bay Times, the City's website, Facebook page, and posted in three public places.



CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-32

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING AMENDING THE BBEDC CBG GRANT # 1030.2013.03 TO ADD EQUIPMENT AND RADIOS FOR PUBLIC WORKS**

---

WHEREAS, the Bristol Bay Economic Development Corporation (BBEDC) will provide Community Block Grant (CBG) funding in order to provide BBEDC communities with the opportunity to fund projects that promote sustainable community and regional economic development; and

WHEREAS, the City of Dillingham is a duly organized governing entity, eligible to participate in the Bristol Bay Economic Development Corporation (BBEDC) Community Block Grant (CBG) Program; and

WHEREAS, the City of Dillingham had approved Resolution 2013-44 which included repair and replacement costs of cameras around the community; and

WHEREAS, the City had allocated \$30,000 for cameras, of which the full amount won't be needed to complete the project; and

WHEREAS, the Public Works needs a broom attachment for the cleaning the bike paths and radios for communication at the landfill for an estimated cost of \$13,000; and

WHEREAS, the City of Dillingham affirms that the projects will provide economic and social benefits for residents, which is one of the criteria for a CBG; and

WHEREAS, a letter with a description and budget for the project will be provided to BBEDC as an amendment versus a full application; and

WHEREAS, the City of Dillingham acknowledges receipt of and agreement to conform to the BBEDC policies for the CBG program;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council approves and authorizes the amendment to BBEDC CBG grant # 1030.2013.03 to purchase equipment and radios.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

\_\_\_\_\_  
Alice Ruby, Mayor  
[SEAL]

ATTEST:

\_\_\_\_\_  
City Clerk

**Subject:** A resolution of the Dillingham City Council approving amending the BBEDC CBG grant #1030.2013.03 to add equipment and radios for public works

**Agenda of:** June 5, 2014

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Carol Shade – Finance Director		
X	Public Works / Francisco "Pancho" Garcia	FL	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes X No \_\_\_\_\_ Funds Available: Yes X No \_\_\_\_\_

**Other Attachment(s):** None

**Summary Statement.**

The City of Dillingham passed Resolution 2013-44 which allowed staff to apply for the BBEDC CDB funds to repair cameras, to freight in several patrol vehicles, and to plan for the public safety building for the amount of \$86,400. There was \$30,000 allocated for repair of the cameras located around town. The City does not anticipate needing the full \$30,000 for the repair of the cameras since it received a Homeland Security grant.

The City would like to use \$13,000 to purchase a broom attachment that will be put on the trackless snow blower for use on the bike path, for a cost of approximately \$7,800 and to purchase five radios and accessories for use by employees at the landfill, for a cost of approximately \$5,100. The radios are needed at the landfill as a safety precaution because there are parts of the landfill that don't have cell phone reception. Staff needs to be able to communicate to each other when they are at various locations at the landfill.

City of Dillingham  
Fiscal Note

Agenda Date: June 5, 2014

Request: \_\_\_\_\_

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: <span style="float: right;">\$13,000</span>		FUNDING SOURCE <b>BBEDC CBG</b>	
FROM ACCOUNT 5924 7620 20 29 3012 <span style="float: right;">\$13,000</span>		Project <b>Equipment and Radios</b>	
TO ACCOUNT:	VERIFIED BY: <u>Carol Shade</u>	Date:	<u>5/29/2014</u>

EXPENDITURES

OPERATING	FY14	FY15	FY16	FY17
Personnel				
Fringe Benefits				
Gravel				
Road Maintenance Products				
Land/Buildings				
Miscellaneous	13,000.00			
<b>TOTAL OPERATING</b>	<b>\$ 13,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL				
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REVENUE				
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FUNDING

General Fund				
State/Federal Funds	-			
Other - BBEDC	13,000.00			
<b>TOTAL FUNDING</b>	<b>\$ 13,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Resolution 2014-32

PREPARED BY: Rose Loera

May 29, 2014

DEPARTMENT: Administration

APPROVED BY: Carol Shade- Finance

29-May-14



CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2014-33**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING TASK ORDER NO. 16 WITH BRISTOL ENGINEERING SERVICES CORP.**

---

WHEREAS, the City of Dillingham needs technical assistance in developing Requests for Proposals (RFP's), and reviewing the responses to our request for proposals for projects in the next few months; and

WHEREAS, Bristol Engineering Services has a contract with the City of Dillingham to provide engineering services for the City signed on May 7, 2010, which had a three year term; and

WHEREAS, it is our intent to go out for bid for an engineering firm on record since the above contract has expired; and

WHEREAS, Bristol Engineering Services has assisted the City in the past with designs and estimates for its projects at the landfill and lagoon and are familiar with the City's systems; and

WHEREAS, it is in the best interest of the City of Dillingham to utilize their expertise to assist staff in developing RFP's, participate in the evaluation of RFP's for its projects that will be advertised and awarded this summer;

NOW, THEREFORE, BE IT RESOLVED that the City Council authorizes the City Manager to task Bristol Engineering Services with the following:

1. Assist with the design and development of RFP's for the Wastewater Treatment Project.
2. Assist with the design and development of RFP's for the Septage Receiving Station.
3. Participate with staff in reviewing responses to RFP's for the projects mentioned above.

BE IT FURTHER RESOLVED that the fee estimate for this work should not exceed \$20,000 including professional services and reimbursable costs.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

---

Alice Ruby, Mayor

ATTEST:

[SEAL]

---

Janice Williams, City Clerk

**Subject:** A resolution of the Dillingham City Council approving Task Order No. 16 with BESC

**Agenda of:** June 5, 2014

Council Action:
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Manager: Recommend approval.

City Manager: Bernadette Pacha for Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance Director / Carol Shade		
X	Public Works / Francisco "Pancho" Garcia	TFG	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes  X  No \_\_\_\_\_ Funds Available: Yes  X  No \_\_\_\_\_

**Other Attachment(s):** None

**Summary Statement.**

The City needs engineering services to assist with the development of Requests for Proposals for the Lagoon and Landfill projects and to participate in the review of the responses.

The City's term contract with CH2M Hill will be expiring and the City is still in need of engineering services. The City chooses to work with Bristol Engineering Services as they are very familiar with lagoon and landfill and can provide the service at a rate lower than CH2M Hill.

The City is planning to go out for bid for an engineering firm on record for the City. Bristol held this contract in the past but it has since expired.

City of Dillingham  
Fiscal Note

Agenda Date: June 5, 2014

Request:

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: <p style="text-align: right; margin: 0;">\$20,000</p>		FUNDING SOURCE <p style="text-align: center; margin: 0;"><b>Landfill and WWTP Grants</b></p>	
FROM ACCOUNT <p style="margin: 0;">4470 8520 30 620 3811 <span style="float: right;">\$5,000</span></p> <p style="margin: 0;">3213 8520 30 62 4410 <span style="float: right;">\$ 15,000.00</span></p>		Project <p style="text-align: center; margin: 0;"><b>Engineering Services</b></p>	
TO ACCOUNT:		VERIFIED BY: <u>Carol Shade</u> Date: <u>5/30/2014</u>	

**EXPENDITURES**

OPERATING	FY14	FY15	FY16	FY17
Personnel				
Fringe Benefits				
Gravel				
Road Maintenance Products				
Land/Buildings				
Miscellaneous	20,000.00			
<b>TOTAL OPERATING</b>	<b>\$ 20,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL				
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REVENUE				
---------	--	--	--	--

**FUNDING**

General Fund				
State/Federal Funds	-			
Other - BBEDC	20,000.00			
<b>TOTAL FUNDING</b>	<b>\$ 20,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**POSITIONS**

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Resolution 2014-33

PREPARED BY: Rose Loera

May 29, 2014

DEPARTMENT: Administration

APPROVED BY: Carol Shade- Finance

30-May-14

CITY OF DILLINGHAM, ALASKA

**RESOLUTION NO. 2014-34**

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACTS IN JULY 2014**

---

WHEREAS, the City Council does not hold a meeting in July of each year; and

WHEREAS, the City will be advertising three requests for proposals to include an aeration project for the lagoon, building of a septage receiving station at the lagoon and for an civil engineering firm to assist us with project design and award; and

WHEREAS, the aeration project for the lagoon will include the purchase of pumps and design and installation of an aeration system that should not exceed \$1,000,000 with funds from a Municipal Matching and Legislative Grants; and

WHEREAS, the septage receiving station project will entail purchase of equipment and installation for a not to exceed amount of \$150,000 with funds from Municipal Matching and Legislative Grants; and

WHEREAS, a three year contract for a civil engineering firm will be chosen based on expertise, experience, familiarity in the Dillingham area, an hourly rate with funds from grants whenever possible; and

WJEREAS, the aeration project and septage receiving station will address items that were listed in the Compliance Order by Consent that was received to fix violations in the lagoon; and

WHEREAS, these projects will be advertised according to the City's procurement code and awarded based on our policy; and

WHEREAS, at the August meeting the City Manager will issue Action Memorandums to the Council to ratify these contracts;

NOW, THEREFORE, BE IT RESOLVED that Dillingham City Council authorizes the City Manager to execute contracts after advertising the projects based on procurement code for:

1. Aeration Project at the Lagoon to include purchase of pumps and design and installation of an aeration system;
2. Septage Receiving Station to include purchase of equipment and installation of the station at the Lagoon; and
3. Three year contract with an engineering firm.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

---

Alice Ruby, Mayor

ATTEST:

[SEAL]

---

Janice Williams, City Clerk

**Subject:** A resolution of the Dillingham City Council authorizing the City Manager to execute contracts in July 2014

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**Agenda of:** June 5, 2014

Council Action:
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Manager: Recommend approval.

City Manager: Bernadette Packa for Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	Public Works / Francisco "Pancho" Garcia	FG	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes \_\_\_\_\_ No X Funds Available: Yes X No \_\_\_\_\_

**Other Attachment(s):**

**Summary Statement.**

The City has a number of projects that will be advertised in June to be awarded in July. These projects include installation of a new aeration system at the lagoon, development of a new septage receiving station to be located at the lagoon and a three contract for an engineering firm of record. The contract with Bristol Engineering expired last year and the City will need to solicit bids engineering services, three year contract.

Since, the City Council does not meet in July, administration is asking to move forward with these projects and award a contract, and not wait for the August meeting. The two projects at the lagoon address deficiencies at the lagoon which the City has a timeline given by DEC come in compliance.

At the August meeting the City Manager will provide Action Memorandums to ratify the contracts that were executed in July. The Action Memorandums will have Fiscal Notes included with the actual price of the contract and identify the funds for the projects.



CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-35

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY  
MANAGER TO EXECUTE CONTRACT FOR EXPANDING THE ACTIVE LANDFILL  
CELL BERM TO \_\_\_\_\_**

WHEREAS, as of June 1, 2014 the City of Dillingham will only be allowed to burn cardboard and untreated wood at the landfill; and

WHEREAS, the garbage will need to be buried and covered on a daily basis; and

WHEREAS, the active cell needs a berm built around it so that the City can use the cell this summer; and

WHEREAS, the City posted a request for proposal, RFP 14-09 Active Cell Berm, as required by its procurement code, for the gravel and placement of the gravel around the cell and received \_\_\_\_\_ proposals; and

WHEREAS, a committee of three people reviewed the proposals and recommended that the City award the contract to \_\_\_\_\_;

NOW, THEREFORE, BE IT RESOLVED that Dillingham City Council authorizes the City Manager to award a contract to \_\_\_\_\_ for expanding the active Landfill Cell Berm in the amount not to exceed \_\_\_\_\_.

PASSED and ADOPTED by the Dillingham City Council on June 5, 2014.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk



**Subject:** A resolution of the Dillingham City Council authorizing the City Manager to execute a contract for expanding the active landfill cell berm to \_\_\_\_\_

**Agenda of:** June 5, 2014

Council Action:
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Manager: Recommend approval.

City Manager: Bernadette Packa for Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance Director / Carol Shade		
X	Public Works / Francisco "Pancho" Garcia	FF	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes  No  Funds Available: Yes  No

**Other Attachment(s):**

**Summary Statement.**

The active landfill cell at the Landfill needs the berm around it to be expanded in order to be able to handle burying the garbage this summer. The City advertised the RFP per our procurement code and will be opening the proposals on June 4<sup>th</sup>.

The contract will be awarded to the lowest bidder which will be announced at the June 5, 2014 meeting. A fiscal note for this contract will be provided at the council meeting.



Janice Williams

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**Subject:** FW: Seat vacant on Library Advisory Board

**From:** Deborah McLean [mailto:dlimclean@alaska.edu]

**Sent:** Monday, May 05, 2014 4:27 PM

**To:** Janice Williams; Sarah Andrew

**Cc:** Sonja Marx; Deborah McLean

**Subject:** Re: Seat vacant on Library Advisory Board

Re: Bristol Bay Campus appointment for Library Board

Sarah Andrew has been appointed to serve as the representative for the Bristol Bay Campus for the Library Board for the remainder of the 2013-2014 academic year and full-term for the 2014-2015 academic year.

thank you,  
Debi Mclean

Meeting Date: November 7, 2013

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2013-71

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL CREATING A CITY OF DILLINGHAM LIBRARY ADVISORY BOARD**

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WHEREAS, the Library Board had offered some changes to Dillingham Municipal Code Chapter 2.080, Public Library; and

WHEREAS, the City Council recommended vetting those suggested changes through the Code Review Committee; and

WHEREAS, the City has been working to standardize the format of the various boards and committees, following the adoption of DMC Chapter 2.90, Advisory Boards and Commissions, enacted June 24, 2010, that established future advisory boards and committees of the council would be authorized by resolution; and

WHEREAS, at the October 10, 2013, Regular Council Meeting, Ordinance No. 2013-18 was introduced as approved by the City Council, and scheduled for a public hearing and adoption at the November 7, 2013 Council meeting;

WHEREAS, Ordinance No. 2013-18 would replace the Library Board with a Library Advisory Board structured after Chapter 2.90;

WHEREAS, the existing members of the Library Board would be seated on the newly formed Library Advisory Board through the remainder of their terms;

NOW, THEREFORE, BE IT RESOLVED, that the Dillingham City Council establishes a Library Advisory Board with the following structure and responsibilities:

1. The Board shall be made up of seven members nominated by the Mayor and confirmed by the Council. At least two of the members will represent the University of Alaska Fairbanks Bristol Bay Campus and Dillingham Middle/High School.
2. A member shall be a resident of the greater Dillingham area and be a registered voter with the State of Alaska.
3. The presiding officer shall be recommended by the Library Advisory Board, nominated by the Mayor and confirmed by the City Council.
4. Members of the Board, with the exception of the two representatives, shall serve for three years with seats staggered that expire in September or until their successors are appointed and qualified; provided that the terms of no more than three members shall expire in any one calendar year. The University of Alaska Fairbanks Bristol Bay Campus and Dillingham Middle/High School representatives will be appointed annually in September.
5. The Board shall be advisory to the City Manager and Librarian recommending operational policies for the library program, and submitting same to the City Council for approval.

**Subject:** Authorize City Manager to execute a contract with Bennett Enterprises LLC for the FY 2015 aggregate bid

Agenda of: June 5, 2014

Council Action:
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Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	Public Works / Francisco Garcia	FG	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes X No \_\_\_\_\_ **Funds Available:** Yes X No \_\_\_\_\_

**Other Attachment(s):** None

**Summary Statement.**

This action memorandum authorizes administration to sign a contract with Bennett Enterprises LLC for the delivery of sand and gravel for FY 2015. Bennett Enterprises was the lowest responsive bidder and the only bidder.

Product	Low Bidder	Price Per Cubic Yard	
		FY 2015	FY 2014
Sand for Streets	Bennett Enterprises	\$36.75/700 cu yd	\$36.75/2,000 cu yd
Pit Run Gravel	Bennett Enterprises	\$19.00/500 cu yd	\$19.00/500 cu yd

Bids were due in the City Clerk's Office by 10 AM, May 9, 2014. The City advertised in the April 17 and April 24 editions of the Bristol Bay Times. Notices were also posted in three public places: City Hall, N&N Market, and the Post Office.

The City calendared the aggregate bid due date of May 9 in order to have the proposal approved by the Council in June to allow the winning bidder reasonable time to prepare the sand for a September 30, 2014, delivery date.

*(Such publication shall be made twice, with at least one week, but not more than two weeks, intervening between publications, and there shall be sufficient time between the date of last publication and the bid opening for preparation of bids, which time shall not be less than two weeks.)*

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 5, 2014.

SEAL:

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

City of Dillingham  
Fiscal Note

Agenda Date: June 5, 2014

Request: \_\_\_\_\_

ORIGINATOR: Carol Shade

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:		FUNDING SOURCE	
est \$36.75/cubic yd 700 yds Sand		<b>General Fund: Public Works</b>	
est \$19.00/cubic yd 500 yds Pit Run			
FROM ACCOUNT		Project	
1000.7391.30.33.0000.0 Road Maint \$ 25,725.00		<b>Sand &amp; Gravel Contract</b>	
1000.7395.30.33.0000.0 Gravel \$ 9,500.00			
NTE \$35,225 Total			
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date:	5/28/2014

EXPENDITURES

OPERATING	FY15	FY16	FY17	FY18
Personnel				
Fringe Benefits				
Gravel	\$9,500.00			
Road Maintenance Products	25,725.00			
Land/Buildings				
Miscellaneous				
<b>TOTAL OPERATING</b>	<b>\$ 35,225.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL				
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REVENUE				
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FUNDING

General Fund	\$ 35,225.00			
State/Federal Funds				
Other				
<b>TOTAL FUNDING</b>	<b>\$ 35,225.00</b>			<b>\$ -</b>

POSITIONS

Full-Time	1	1	1	
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Action Memorandum AM # 2014-06

PREPARED BY: Carol Shade

May 28, 2014

DEPARTMENT: Finance Department

May 28, 2014



**Subject:** Authorize the City Manager to purchase a fuel tank for the incinerator that is being purchased from Pennram

**Agenda of:** June 5, 2014

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	Public Works / Francisco "Pancho" Garcia	FG	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes  No  Funds Available: Yes  No

**Other Attachment(s):** None

**Summary Statement.**

The purpose of this Action Memorandum is to authorize the Mayor or City Manager to purchase the fuel tank needed for the incinerator from Pennram who currently has the incinerator contract.

Initially it was thought the City would be able to purchase the fuel tank for the incinerator cheaper than what Pennram quoted, which was \$13,440 including freight. The City located a bare tank in Anchorage, about \$6,000 without freight, however, it was not double-walled nor did it have any of the connections or equipment needed to connect to the incinerator.

It became apparent after talking back and forth with Pennram that the install of the system could be held up if the City didn't have the tank configured right when they were ready to install it.

The tank that Pennram proposed is constructed with 1/4" plate, 504 gallon capacity, 2" gap between the tank walls with a 653 gallon containment area. It also includes all the tubing, breather, filler fittings and steel skid. The entire tank shipping weight is 2,260 pounds.

The City is requesting approval to purchase this tank from Pennram without modifying their contract, and approval to waive the purchasing restrictions.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 5, 2014.

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

ATTEST:

[SEAL]

\_\_\_\_\_  
Janice Williams, City Clerk

City of Dillingham  
Fiscal Note

Agenda Date: June 5, 2014

Request:

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: <span style="float: right;">\$13,440</span>		FUNDING SOURCE <b>Landfill Legislative Grant</b>	
FROM ACCOUNT <span style="float: right;">4470 7130 3081      \$13,440</span>		Project <b>Landfill Incinerator</b>	
TO ACCOUNT:	VERIFIED BY: <u>Carol Shade</u>	Date:	<u>5/27/2014</u>

EXPENDITURES

OPERATING	FY15	FY16	FY17	FY18
Personnel				
Fringe Benefits				
Gravel				
Road Maintenance Products				
Land/Buildings				
Miscellaneous	13,440.00			
<b>TOTAL OPERATING</b>	<b>\$ 13,440.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL				
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REVENUE				
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FUNDING

General Fund				
State/Federal Funds	13,440.00			
Other	-			
<b>TOTAL FUNDING</b>	<b>\$ 13,440.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Action Memorandum 2014-07

PREPARED BY: Rose Loera

May 22, 2014

DEPARTMENT: Administration

APPROVED BY: Carol Shade- Finance

27-May-14



**Subject:** Authorize the City Manager to purchase 600 cubic yards of gravel for the cover at the landfill from Aleknagik Enterprises

**Agenda of:** June 5, 2014

Council Action:

Manager: Recommend approval

City Manager: Rose Loera  
Rose Loera

Route To:	Department / Individual	Initials	Remarks
	Finance / Carol Shade		
X	Public Works / Francisco "Pancho" Garcia	FG	
X	City Clerk / Janice Williams	JW	

**Fiscal Note:** Yes  No  Funds Available: Yes  No

**Other Attachment(s):** None

**Summary Statement.**

The purpose of this Action Memorandum is to authorize the Mayor or City Manager to purchase 600 cubic yards of gravel to be used as cover at the landfill and to build a path on the cell to be able to get to the back of the cell with the garbage.

The Public Works department contacted four contractors for a bid on some gravel that the City needs to cover the garbage at the landfill and to build a path on the cell. Due to the dry weather, burning was suspended at the landfill around May 10. The City is using some of the soil around the landfill for cover, but it is muddy and makes the landfill a mess when it rains. The gravel would allow for better drainage.

The City received three verbal bids with the price per cubic yard ranging from \$17.00 - \$26.66. The lowest bidder was Aleknagik Enterprises. Upon receipt of their business license and insurance a contract will be awarded. The contractor will need to wait for the road restrictions to be waived to haul the gravel.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 5, 2014.

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

ATTEST:

[SEAL]

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Janice Williams, City Clerk

City of Dillingham  
Fiscal Note

Agenda Date: June 5, 2014

Request:

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: <span style="float: right;">\$10,200</span>		FUNDING SOURCE <b>Landfill Legislative Grant</b>	
FROM ACCOUNT 4470 7130 3081 <span style="float: right;">\$10,200</span>		Project <b>Landfill Cell Covering</b>	
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date: 5/27/2014	

EXPENDITURES

OPERATING	FY15	FY16	FY17	FY18
Personnel				
Fringe Benefits				
Gravel				
Road Maintenance Products				
Land/Buildings				
Miscellaneous	10,200.00			
<b>TOTAL OPERATING</b>	<b>\$ 10,200.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

CAPITAL				
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REVENUE				
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FUNDING

General Fund				
State/Federal Funds	10,200.00			
Other	-			
<b>TOTAL FUNDING</b>	<b>\$ 10,200.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Action Memorandum 2014-08

PREPARED BY: Rose Loera

May 27, 2014

DEPARTMENT: Administration

APPROVED BY: Carol Shade- Finance

27-May-14





## Rep. Bryce Edgmon's *Legislative Update*



Volume VIII, Number 15

May 28th, 2014



## Governor Signs FY15 Budgets; Makes No Vetoes

Today Governor Parnell signed into law the Operating, Mental Health, and Capital Budgets. He made no vetoes in any of the projects and programs included in these bills.

For details on these Fiscal Year 2015 budgets, you can follow this link:

<https://omb.alaska.gov/html/budget-report/fy-2015-budget/enacted.html>

For those of you in District 36 who have community projects included in the Capital Budget, this means that your funding should become available following July 1st, which marks the start of FY15.

If you need any information on how proceed, please feel free to contact my office using the numbers listed on the following page. We'll help you sort out the next steps in the process.

In the meantime, I hope everyone in the district is enjoying a great spring.

## *Keep in Contact*

### Rep. Bryce Edgmon

Capitol Building, Room 410

Juneau, AK

99801

Phone: 907-465-4451

Toll Free: 1-800-898-4451

Fax: 907-465-3445

#### Email:

Rep.Bryce.Edgmon@akleg.gov

Adam.Berg@akleg.gov

Tim.Clark@akleg.gov

Look for Rep. Edgmon on



[www.facebook.com/Rep.BryceEdgmon](http://www.facebook.com/Rep.BryceEdgmon)



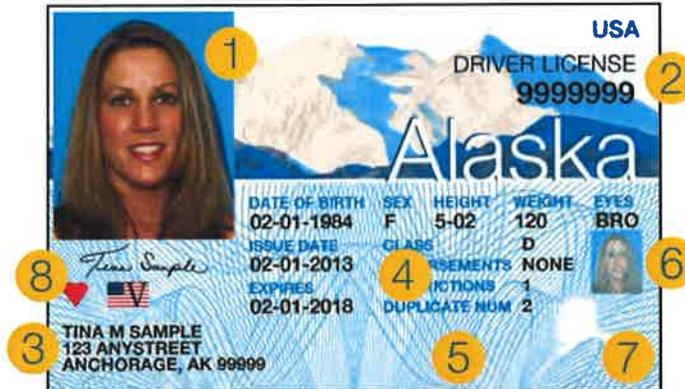
# STATE OF ALASKA

**NEW** Driver License • **NEW** Identification Card  
**NEW** Issuance Process

## What you need to know

Beginning in June 2014, all new Alaska driver licenses and identification cards will be issued in a new format and mailed to you from a secure facility. Upon issuance of a new card, or when your current card expires, you will receive a temporary soft durable license or identification card that is valid for 60 days. The new card will be mailed to you and should arrive in approximately two weeks. The new card design and issuance process is part of a nationwide effort to make it harder for criminals to obtain your identity. The newly designed card will include numerous security features to protect your identity and reduce fraud. A few of the key features you will notice on your new license are listed to the right.

CARD FRONT



CARD BACK



CARD FRONT

- 1 Primary Photo
- 2 Card Type and DL/ID Number
- 3 Cardholder Name and Address
- 4 Cardholder Information
- 5 Fine Line Pattern
- 6 Ghost Image
- 7 Clear Window in Shape of State
- 8 Optional Donor and Veteran Designations

CARD BACK

- 1 Cardholder Date of Birth
- 2 2D Barcode
- 3 Cardholder Restrictions and Endorsements

Alaska Division of Motor Vehicles  
1300 W Benson Blvd, Ste 300  
Anchorage, AK 99503

(907) 269-5559  
[doa.alaska.gov/dmv](http://doa.alaska.gov/dmv)

