



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)

**DILLINGHAM CITY COUNCIL
MEETING AGENDA – JANUARY 9, 2014
David B. Carlson Council Chambers**

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

REGULAR MEETING

7:00 P.M.

JANUARY 9, 2014

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Regular Council Meeting – December 5, 2013

IV. APPROVAL OF CONSENT AGENDA

- A. Resolution No. 2014-08, A Resolution of the Dillingham City Council to Offer Thanks and Commendation to Alaska State Trooper Investigator Nasruk Nay for His Service to the City of Dillingham

APPROVAL OF AGENDA

V. STAFF REPORTS

- A. City Manager Report
- B. Standing Committee Reports

VI. PUBLIC HEARINGS

VII. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

VIII. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2014-01, A Resolution of the Dillingham City Council Adopting an Alternative Allocation Method for the FY14 Shared Fisheries Business Tax Program and Certifying that this Allocation Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 5: Bristol Bay
- B. Resolution No. 2014-02, A Resolution of the Dillingham City Council Amending the Bank Account Signature Authority Forms for City Bank Accounts Due to a Change in Council Members

- C. Resolution No. 2014-03, A Resolution of the Dillingham City Council Amending the Investment Account Signature Authority Forms for City Investment Accounts Due to a Change in Council Members
- D. Resolution No. 2014-04, A Resolution of the Dillingham City Council Authorizing the City Manager to Waive the Purchasing Requirements and Issue Task Order #2 with Agnew::Beck to Assist the City with Identifying Options for Managing Material Sites Within City Limits
- E. Resolution No. 2014-05, A Resolution of the Dillingham City Council Opposing the Passage of House Bill 77 by the Alaska State Legislature
- F. Resolution No. 2014-06, A Resolution of the Dillingham City Council Expressing Strong Support for Governor Parnell's Proposal to Appropriate \$3 Billion from the Constitutional Budget Reserve into the Alaska Retirement Trust Funds in 2015
- G. Resolution No. 2014-07, A Resolution of the Dillingham City Council Authorizing the Adoption of "Lutri", the City's Drug Dog

IX. UNFINISHED BUSINESS

- A. Citizen Committee Appointments
 - 1. Cemetery Committee, 4 Seats Open
 - 2. Planning Commission, 3 Seats Open
- B. Council Appointments
- C. Strategic Planning – Schedule a Workshop in February
- D. Schedule a Joint Workshop of the School Board and Council for a Presentation from the School Facility Committee on the Territorial School
- E. Consider Regulating Material Sites
- F. Request for a Late-Filed Appeal – Earlene George

X. NEW BUSINESS

- A. Action Memorandum No. 2014-01, Award a Contract for a Project Manager
- B. Juneau Hill Visit

XI. CITIZEN'S DISCUSSION (Open to the Public)

XII. COUNCIL COMMENTS

XIII. MAYOR'S COMMENTS

XIV. EXECUTIVE SESSION

- A. Legal Matter
 - 1. Update from the Public Safety Department

XV. ADJOURNMENT

I. CALL TO ORDER

The Regular Meeting of the Dillingham City Council was held on Thursday, December 5, 2013, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:05 p.m. The meeting was preceded by a Council workshop at 6:00 p.m. to review the proposed increases in water and sewer rates.

II. ROLL CALL

Mayor Alice Ruby was present.

Council Members present and establishing a quorum (a quorum being four):

Holly Johnson, Seat A
Chris Maines, Seat B
Bob Himschoot, Seat C
Keggie Tubbs, Seat D
Tracy Hightower, Seat E
Paul Liedberg, Seat F

Staff in attendance:

Rose Loera, City Manager *(via teleconference)*
Jody Seitz, Planning Director
Janice Williams, City Clerk

Guests:

Marty McGee, Alaska Assessment Assistance
Emma Youngman, Eco Solutions

III. APPROVAL OF MINUTES

- A. Regular Council Meeting – November 7, 2013
- B. Special Council Meeting – November 27, 2013

MOTION: Keggie Tubbs moved and Paul Liedberg seconded the motion to approve the minutes of November 7 and November 27.

VOTE: The motion to approve the minutes of November 7 and November 27 passed unanimously.

IV. APPROVAL OF CONSENT AGENDA

There was no consent agenda.

APPROVAL OF AGENDA

MOTION: Keggie Tubbs moved and Chris Maines seconded the motion to approve the revised agenda from the supplemental packet.

VOTE: The motion to approve the revised agenda passed unanimously.

V. STAFF REPORTS

A. City Manager Report

City Manager Loera reported on the following:

- Vacancies – City has hired a new patrol officer, Dan Decker;
- Landfill staff had traveled to Egegik to see the gasifier in operation;
- AML legislative priorities enclosed in the Council packet;
- Position open for a heavy duty equipment operator – looking to hire an employee with prior experience with the City on the same pay scale when he departed, on an on-call basis for now, and then would evaluate full employment;
- Fines for Prohibiting Dumping Hazardous Waste not addressed in Code, but Code allows City Manager to develop a regulation in the best interest of the City, but at some point City will want to establish a fine;
- DMV Office – staff member was on medical leave; will be training a current seasonal employee for a temporary job, and advertising for a backup; and
- Agnew::Beck reps will be in town to further along discussion on occupancy of the proposed public safety building(s).

Discussion:

- commented obtaining a temporary license online was not an easy process;
- appreciated the PSAs on the radio and the information posted on the City's website regarding the DMV closing and online access;
- asked if residents with expired licenses would be ticketed, because not everyone had internet access; Manager Loera to follow up with Police Chief Pasquariello;
- asked how many properties had not been redeemed on the foreclosure list, noted there was one property; and
- thanked the City staff who participated in the Mock Flu Pandemic Disaster Drill.

B. Standing Committee Reports

Bob Himschoot, Chair of the Finance and Budget Committee, reported the committee would be recommending the Council adopt the new water and sewer rates.

Paul Liedberg, Chair of the Code Review Committee, reported on the three main items:

1. Point of Sale for Assessing City's Sales Tax.

Paul Liedberg reported it was brought to the City's attention during their sales tax audits of business owners that it hasn't been following its code. He noted if the primary business location was in Dillingham the city should be charging sales tax no matter where the sale took place, citing electric sales outside of City limits were not being taxed, and cited the example of a local tax preparer, who was not assessing city sales tax when he was physically preparing the tax outside the city.

The committee evaluated that the loss of revenues from not enforcing its code based on these two examples was around \$25,000/year. The committee felt the amount was not substantial enough to go through the challenge of enforcing its code, and was recommending changing its code so the point of sale only applied in the City.

Mayor Ruby noted the change was made to its code a while back to capture sales from retailers shipping goods to Dillingham and sending a staff person to distribute it, but felt they weren't subject to the City's tax since they didn't have a building in town. The practice of sending a staff person pretty much ended after the tax code changed.

Discussion:

- asked if other communities fell under the existing code, noted telephone sales in several villages would also be affected if enforced.

MOTION: Keggie Tubbs moved and Chris Maines seconded the motion to concur with the Code Committee's recommendation to draft an ordinance to change the tax code to an earlier version to be presented at the next regular meeting.

VOTE: The motion passed unanimously.

2. Subdivision Access

Paul Liedberg reported this item originated from a request to review the subdivision access code to allow for private access. The lengthy review process started with a sub-committee (Subdivision Access Committee) comprised of local land owners, a representative from BBNA's land dept., and Planning Commission members, with their recommendations then reviewed by the Planning Commission (PC). The recommendations from both bodies were submitted to the Code Committee for a possible ordinance change.

The recommendations included: allow for private access; set a standard for roads based on the number of houses (PC felt basing it on the number of lots was more feasible); a 50' easement; an 8' improved travel way (PC changed it to 16' for practical and safety reasons for EMS needs). Paul Liedberg asked to clarify for the record that the sub-committee's intent was to base the road standards on the number of lots, since both parties agreed the City did not have the right to go on a native allotment, but did have platting authority.

Discussion:

- concerned might not have enough information to make an informed decision, noting the Planning Commission did not agree with the recommendation from the sub-committee to remove the requirement for gift deed and access to adjacent parcels.

Mayor Ruby noted from her prior work experience anything that was about ½ mile off the Lake Road was land-locked, didn't want to put hardships on landowners to build roads, but remembered asking owners to allow for a 25' easement.

MOTION: Keggie Tubbs moved and Paul Liedberg seconded the motion to concur with the Code Committee's recommendation to move forward and get an ordinance drafted by the City's Attorney to be introduced at the February meeting.

VOTE: The motion passed unanimously.

3. Propose Regulating Material Sites

Paul Liedberg referred the Council to the report drafted by Agnew::Beck, page 15, Spectrum of Approaches to Manage Material Extraction. He noted the Code Committee was recommending providing some additional regulation of material sites, implementing administrative and conditional use permits based on a tiered approach, size of the proposed development, proximity to homeowner's wells, etc. would determine how a permit would be issued.

Discussion:

- commented the committee was not interested in laying a lot of heavy burdens on the small operators that were already following other agency regulations.

MOTION: Keggie Tubbs moved and Bob Himschoot seconded the motion to direct the Code Committee to move forward to work on language that would come back to the Council.

VOTE: The motion passed unanimously.

VI. PUBLIC HEARINGS

There was no public hearing.

VII. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)

Mayor Ruby introduced two guests sitting in the audience.

Marty McGee, City's new assessor, introduced himself to the Council, noting he had worked as the assessor for the Municipality of Anchorage for the last 13 years, lived in Alaska all his life, and had worked all over the state. He noted the City had many assessment challenges, but was on the right path to cure most of the problems, especially developing the GIS system. He asked the Council to lobby for the acquisition of an assessment database that he felt was badly needed by all the small tax jurisdictions in the State. The \$10,000 total cost would help pay for the development costs for a program Ketchikan had developed that would work in the MS Office Suite. He noted it was the most fully developed system now available.

Emma Youngman from Eco Solutions, [Ontario, Canada], had earlier in the day hand-delivered an RFP for a Thermal Conversion System for the landfill.

VIII. ORDINANCES AND RESOLUTIONS

- A. Resolution No. 2013-69, A Resolution of the Dillingham City Council Increasing the Water and Sewer System Rates

MOTION: Keggie Tubbs moved and Chris Maines seconded the motion to approve Resolution No. 2013-69.

Discussion:

- asked the City Manager to look into the cost to implement a metering system, if it was required, for commercial owners and private owners, and present the findings to the Finance and Budget Committee.

VOTE: The motion to approve Resolution No. 2013-69 passed unanimously.

- B. No. 2013-74, A Resolution of the Dillingham City Council Approving Amending the BBEDC CBG Grants by Increasing the Funding for the Projects to Upgrade and Increase Technology and Repair and Improve Facilities

MOTION: Keggie Tubbs moved and Holly Johnson seconded the motion to approve Resolution No. 2013-74.

Manager Loera noted the remaining funds from grants in place would have to be applied for before the end of the year. Keggie Tubbs and Mayor Ruby disclosed they worked for BBEDC, but would not benefit financially and to clarify in the summary statement, the City had entered into a MOU with Curyung Tribe for $\frac{1}{2}$ of the BBEDC Community Development Block Grant.

VOTE: The motion to approve Resolution No. 2013-74 passed unanimously.

- C. Resolution No. 2013-75, A Resolution of the Dillingham City Council Approving the Application for Southeast Region Emergency Medical Services (SREMS) Mini-grant for Pediatric Sized Equipment for Use by the Dillingham Volunteer Fire Department and Rescue Squad (DVFD/RS)

MOTION: Keggie Tubbs moved and Bob Himschoot seconded the motion to approve Resolution No. 2013-75.

Discussion:

- suggested if the City didn't get the grant, to find some place in the budget to purchase the items, if staff felt it was a priority.

VOTE: The motion to approve Resolution No. 2013-75 passed unanimously.

- D. Resolution No. 2013-76, A Resolution of Dillingham City Council Approving the Application for an Assistance to Firefighter's Grant (AFG) for Personal Protective Equipment (PPE), Turnout Gear, for all Members of Dillingham Volunteer Fire Department and Rescue Squad (DVFD/RS)

MOTION: Keggie Tubbs moved and Paul Liedberg seconded the motion to approve Resolution No. 2013-76.

VOTE: The motion to approve Resolution No. 2013-76 passed unanimously.

IX. UNFINISHED BUSINESS

- A. Citizen Committee Appointments

1. Cemetery Committee, 4 Seats Open
2. Planning Commission, 1 Seat Open

Mayor Ruby reported she had no nominations to bring forward.

B. Council Committee Appointments

Mayor Ruby reported she would bring the committee appointments to the next meeting.

C. Strategic Planning – Foraker Group

Manager Loera apologized she had nothing to report, but was keeping the item on the agenda as a place holder.

D. Schedule a Joint Workshop of the School Board and Council for a Presentation from the School Facility Committee on the Territorial School

Mayor Ruby noted they were awaiting Supt. McLeod, who was out on personal leave, to get back to town.

E. Request for a Late Filed Appeal – Earlene George

Mayor Ruby reported staff had followed up with Ms. George as directed, but was asking the Council to postpone making a decision until the new assessor had an opportunity to talk with the City's attorney.

Discussion:

- asked if penalties and interest could be suspended until the issue was resolved, answered could review this request after the issue was resolved.

MOTION: Keggie Tubbs moved and Bob Himschoot seconded the motion to postpone considering the late filed appeal until the January meeting.

VOTE: The motion to postpone consideration of the late filed appeal passed unanimously.

X. NEW BUSINESS

A. Action Memorandum No. 2013-34, Authorize the City Manager to Execute a Contract for the City-Wide Camera Upgrade to TecPro Ltd.

MOTION: Keggie Tubbs moved and Tracy Hightower seconded the motion to approve Action Memorandum No. 2013-34.

Manager Loera reported \$30,000 had been assigned to the upgrade in the BBEDC Block Grant to make up the difference in cost.

VOTE: The motion to approve Action Memorandum No. 2013-34 passed unanimously.

- B. Action Memorandum No. 2013-35, Authorize the City Manager to Execute a Contract for the Alternate Emergency Operations Center to Arcticom

MOTION: Keggie Tubbs moved and Tracy Hightower seconded the motion to approve Action Memorandum No. 2013-35.

Manager Loera reported the City had a legislative appropriation of \$200,000 to pay for the equipment, but it wasn't enough, and had to amend the original RFP, because the City didn't realize the alternative site would have to be a complete duplication of the current system. The equipment would be phased over several years. The equipment could be moved to a new public safety facility.

VOTE: The motion to approve Action Memorandum No. 2013-35 passed unanimously.

- C. Action Memorandum No. 2013-36, Approve Administrative Leave for Christmas and New Year Holiday

MOTION: Keggie Tubbs moved and Chris Maines seconded the motion to approve Action Memorandum No. 2013-36.

VOTE: The motion to approve Action Memorandum No. 2013-36 passed unanimously.

- D. Action Memorandum No. 2013-37, Approve Library's Five-Year Plan

MOTION: Keggie Tubbs moved and Holly Johnson seconded the motion to approve Action Memorandum No. 2013-37.

Manager Loera reported some of the computers being replaced with new purchases could be used to replace some of the computers for public use at the library.

VOTE: The motion to approve Action Memorandum No. 2013-37 passed unanimously.

- E. Reschedule January 2, 2014, Council Meeting to January 9, 2014, at 7:00 PM

MOTION: Keggie Tubbs moved and Holly Johnson seconded the motion to reschedule the January 2, 2014 Meeting to January 9, 2014.

VOTE: The motion to approve rescheduling the January 2 meeting to January 9 passed unanimously.

- F. Consider Regulating Material Sites

This item was discussed under Committee reports.

XI. CITIZEN'S DISCUSSION (Open to the Public)

There was no citizen's discussion.

XII. COUNCIL COMMENTS

Keggie Tubbs:

- congratulated Denise Lisac for making Teacher of the Year;
- praised Paul Liedberg for his leadership and hard work on the Code Review Committee; and
- wished everyone Happy Holidays.

Chris Maines:

- no comments.

Paul Liedberg:

- congratulated Denise Lisac for making Teacher of the Year; and
- wished everyone Happy Holidays.

Tracy Hightower:

- welcomed Holly Johnson to the Council.

Holly Johnson:

- no comment.

Bob Himschoot:

- agreed with Keggie Tubb's comments.

XIII. MAYOR'S COMMENTS

Mayor Ruby:

- reported the SWAMC director was moving to Sand Point to be the City Manager;
- noted the wood cutting session was a first step and the City would upload the maps to its website;
- wished everyone a Merry Christmas and a Happy New Year;
- asked to recognize a moment of silence for those that had been lost since the last meeting; and
- asked for a prayer for the City's DMV staff member out on medical leave.

XIV. EXECUTIVE SESSION

There was no executive session.

XV. ADJOURNMENT

Mayor Ruby adjourned the meeting at 9:00 p.m.

Mayor Alice Ruby

ATTEST:

Janice Williams, City Clerk

Approval Date: _____

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-08

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO OFFER THANKS AND
COMMENDATION TO ALASKA STATE TROOPER INVESTIGATOR NASRUK NAY
FOR HIS SERVICE TO THE COMMUNITY OF DILLINGHAM**

WHEREAS, Alaska State Trooper Investigator Nasruk Nay was assigned to the Western Alaska Alcohol and Narcotics Team (WAANT) from July 2007 until December 2013; and

WHEREAS, Investigator Nay worked closely with the Dillingham Department of Public Safety during his assigned drug and alcohol investigations, as well as sharing his expertise by assisting the department with other investigations; and

WHEREAS, Investigator Nay's proactive efforts have resulted in increased awareness of the community's drug abuse problems, as well as increased community cooperation with law enforcement to combat these problems; and

WHEREAS, Investigator Nay's exhaustive efforts combating alcohol importation and drug trafficking in our community has resulted in identification and apprehension of numerous long-time offenders;

NOW, THEREFORE, BE IT RESOLVED that it is with sincere thanks that the Dillingham City Council, Dillingham Department of Public Safety, and other City of Dillingham staff offer their gratitude and a commendation for Investigator Nasruk Nay's time and effort in helping the community fight the problematic and often deadly results of drug and alcohol abuse.

PASSED and ADOPTED by the Dillingham City Council on January 9, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 31, 2013
To: Mayor and City Council
From: Rose Loera, City Manager
Subject: December Monthly Report

Vacancies – four vacancies to be filled as follows: Dispatcher, Corrections Officer, Sr. Patrol Officer and a Heavy Equipment Operator.

Landfill – We have decided not to pursue the lowest bid for the Thermal Conversion System (TCS) that was advertised as an RFP in November. We had two bids with only one being responsive. The responsive bidder was a company named Eco Solutions. The fuel consumption for each burn batch was approximately 180 gallons which is cost prohibitive for us. I'm continuing to work with CH2M Hill on other alternatives.

As you will notice in Janice Williams's monthly report, we are working toward recycling at the landfill. This effort is necessary in order to be in compliance with DEC. We are recycling now with tires, building material and metals. We want to start recycling non-burnables such as plastics and glass. We want to start slowly and see how it will be received in the community. If we were to get a TCS of some sort in the future we can reassess the need. In the spring we will also be moving the aluminum can collection area from the Sr. Center to the Landfill. We think that we can collect more cans there than they do at the Sr. Center. The Landfill staff or volunteers can do the crushing of the cans. All the proceeds would be given to the Sr. Center.

Finance – Our audit is running later than we wanted this year. The payroll accruals are not yet finalized and they had some questions on a couple of our grants that have been on the books for years. We had hired a consultant to review the grants and he completed a spreadsheet and the auditors still have some questions. Our 2015 budget process will be starting.

Public Safety Planning Process – Agnew::Beck (AB) has been busy with the planning process for the Public Safety/Fire Department building/s. They have talked with the Alaska State Troopers and they are not interested in moving from their current location because they just had it renovated. Also – according to the way the State determines

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

the amount of space a department requires they would get less space with their current staffing in a new facility. AB also spoke with the Army National Guard and they are very interested in co-locating with us. We will include them in future discussions. AB came to Dillingham on 12/13 and looked at sites around town, spoke with the City Manager, Chief of Police, Planner and Alice Ruby. While here they also met with the Fire Department Executive Committee which they felt was a very positive meeting. They would like to have a telephonic meeting with stakeholders and council members the week of January 13.

Water Meters – at the last council meeting there was a request for staff to determine what it would cost to install water meters into all of our commercial buildings. As you know we currently have about 5 businesses with water meters. I had our Public Works staff research this and they estimated to install in the commercial building would be about \$500 as long as the building has an area that the meter could be installed and read. This would include the meter, supplies and labor. It would be costly to install outside of the buildings and could have the potential of freezing up.

Fire Truck – The Fire Chief and I have been discussing the fire truck that we will be purchasing with KME Kovatch. We have signed the purchase agreement and the chassis for the truck should be on order. KME did not have a problem with our delivery time frame in the fall. There will be two trips to inspect the vehicle – one in mid-January and other closer to when it is complete.

Department of Motor Vehicles (DMV) – Dean Heyano has been trained by the State to operate the DMV. He states that there is a lot to learn and it will take him time to get proficient at the job and has a contact for any questions. This past week he has been inventorying everything that was issued to Gail Norden and trying to get on the computer system. The items, registrations, titles, driver's license etc, that were issued to Gail have to be identified and re-issued to him as they are monitored and tracked for security reasons. Dean will operate the office until Gail returns and could be a back-up for her if she returns.

Joint Training with Planning Commission – Jody is planning on bringing in a trainer for the Planning Commission and would like to include the City Council in a joint training session. The training will be the responsibilities of a Planning Commissioner. She is working on the details now.

Thanks to the Council for the time off over the holidays.

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

City of Dillingham

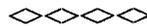
Alaska House District 36

~ 12/23/13 ~

DECEMBER 2013 – LEGISLATIVE REPORT

28th Alaska State Legislature ~ 1st Interim

Cliff Stone and Ian Fisk / City Lobbyist's

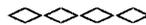


We were disappointed that Governor Parnell did not include the Wastewater Treatment Plant (WWTP) upgrades in the FY 2015 state budget he released on December 12th. This is the second phase of the project in the amount of \$3.09 million as supported by your resolution 2013-42.

As your top funding priority for the next fiscal year, it is imperative that everyone from the governor to the commissioner of the Dept. of Environmental Conservation to the legislature hears the message of how vital this project is to your community.

Although the proposed budget is \$1.3 billion less than the current year, the governor emphasized that he was adhering to four doctrines in determining what should be funded for the future. Two of those principles are: "Fix what we have" and "Finish what we've started." We feel the upgrades for the Treatment Plant is a perfect example of this declaration. We will be working with all of you to ensure the governor is aware of your concern for this project stay on track.

The only item that was in the budget directly for Dillingham was a line item for \$174,332 targeted for deferred maintenance of the Public Health Center. The entire list of budget items for House District 36 can be found at https://omb.alaska.gov/ombfiles/15_budget/15GovCapHDAPAl.pdf Scroll down to page 10, under Dillingham/Illiamna (HD36).



GOVERNOR'S CORNER <http://gov.alaska.gov>

The governor regularly makes appointments to dozens of state boards and commissions that advise him on everything from boating to EMS services to fishing to aging. There are several vacancies on these boards. To view the full list, go to this website.

<http://gov.alaska.gov/parnell/services/boards-commissions.html>

December 23, 2013 – Governor Parnell announced appointments to the Alaska Military Force Advocacy and Structure Team, Alaska Veterans Advisory Council, and Alaska Fire Standards Council. Click on the following link for more details:

<http://www.gov.state.ak.us/parnell/press-room/full-press-release.html?pr=6694>

December 18, 2013 – Governor Parnell announced appointments to the Alaska Workforce Investment Board, Alaska Safety Advisory Council, Alaska State Emergency Response Commission, Boating Safety Advisory Board, and Criminal Justice Information Advisory Board.

For the names of those appointments and more specifics, you can click on the following link:
<http://gov.alaska.gov/parnell/press-room/full-press-release.html?pr=6693>

December 16, 2013 – Governor Parnell reappointed Eric Eriksen of Juneau and Brent Petrie of Anchorage to the Emerging Energy Technology Fund Advisory Committee. The committee makes grants from the fund for demonstration projects of technologies that have a reasonable expectation to be commercially viable within five years, and that are designed to test emerging technologies or methods of conserving energy, or improving existing technologies.

Other boards or commissions announced this day can be found at:
<http://gov.alaska.gov/parnell/press-room/full-press-release.html?pr=6692>

December 11, 2013 – Governor Parnell named Curtis Thayer acting commissioner for the Department of Administration. Thayer currently serves as deputy commissioner for Administration and fills the vacancy created by the resignation of Becky Hultberg.

December 5, 2013 – Governor Parnell has proposed a plan to put the state’s operating budget on a more sustainable path, while better enabling the state to meet its retirement obligations for earlier retirement system plans. Specifically, in his FY 2015 budget, the governor will recommend transferring \$3 billion from a budget savings account into the state’s retirement trust funds. This move would effectively pay down the unfunded debt and create a lower fixed annual payment from the state’s operating budget. The governor’s proposal strengthens Alaska’s AAA credit rating and keeps the biggest driver of operating budget increases from growing.

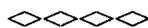
Current projections estimate that the Public Employees’ Retirement System (PERS) and Teachers’ Retirement System (TRS) have a combined unfunded liability of \$11.9 billion. The governor will seek legislative approval for a one-time \$3 billion appropriation from the Constitutional Budget Reserve into the retirement trust funds. A savings infusion in the FY 2015 budget will enable the annual state pension contribution to drop to \$500 million a year, and will increase the funded status of the PERS and TRS systems by 10 percent almost immediately.

More information is available at:
http://gov.alaska.gov/parnell_media/resources_files/fy15_operating120513.pdf



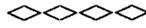
REDISTRICTING

We have attached a spreadsheet to this report for the new House and Senate seats that will be in place and on the ballots in the 2014 election cycle. Rep. Bryce Edgmon will remain as Dillingham’s House member in the new House District 37 (currently House Dist. 36). You’ll also note that Senator Lyman Hoffman once again will be represent Dillingham in the new Senate District ‘S.’ That means Senator Gary Stevens (currently Senate Dist. ‘R’) will no longer represent your area after the results of November 2014 elections take effect. Because of this impending change, it will be imperative to keep Senator Hoffman and his staff in the loop on all activities for Dillingham related to the budget and other pertinent matters. Let us know if you have any questions in this regards.



NEWS FROM OUR CONGRESSIONAL DELEGATION

In Senator Mark Begich's latest newsletter, he conveyed the following information. In part it reads: "A bipartisan budget proposal was put forward and while it is not perfect, it is a balanced approach that reduces the deficit by \$23 billion and prevents the possibility of a government shutdown for the next two years. It also prevents the second round of misguided, across-the-board cuts known as sequestration." He joined Senator Lisa Murkowski and Congressman Don Young in supporting this deal.



NOTES

1. November 26th – Email to Rose citing an online public notice regarding "Proposed changes in the regulations of the Dept. of Public Safety (DPS); Village Public Safety Officers (VPSO)."

In short, this change would allow VPSO's to carry a firearm in the performance of the officer's duties. Additional training of the VPSO would be required to carry such a firearm. Comments are being accepted until January 17, 2014 by DPS. Details were provided in the original email.

2. December 5th – Email to Rose to bring to her attention that the Dept. of Revenue had released the Fall 2013 Revenue Sources Book.

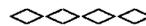
This is a bi-annual publication providing basic information about state revenue, as well as the anticipated revenue over the next ten years. It is available for download at: www.tax.alaska.gov

3. December 12th – Email to Rose alerting her that the governor was going to announce and subsequently post the FY15 Budget.

Sent an additional email when the details of that budget were released. I assured her that while the Waste Water Treatment Plant funding was not in this proposed budget, there is no reason to panic and we've got time to make the case for this project.

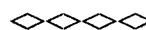
4. December 20th – Received email from Jody with the attached 'draft' of the FY15 City of Dillingham CIP booklet for 2014 – 2019.

We will review this document and submit any corrections; if any, as soon as possible.



WHAT TO LOOK FOR NEXT MONTH

- Prefile releases of new bills and resolutions. Currently scheduled for Jan. 10th and Jan. 17th. Only those of interest to Dillingham will be listed. All of them will be posted at: www.legis.state.ak.us
- New 2014 2nd Session Legislator & Staff Contact List
- Updated list of all department commissioners for the various agencies in Alaska
- The 2nd session of the Legislature begins Tuesday – January 21, 2014



WEBSITES OF INTEREST

2013 **Interim** Legislator & Staff Contact List:

<http://w3.legis.state.ak.us/docs/pdf/InterimPhoneList.pdf>

2013 1st Session Legislator & Staff Contact List:

http://w3.legis.state.ak.us/docs/pdf/session_phone_list.pdf

The full Legislative Publications List is at: <http://w3.legis.state.ak.us/pubs/pubs.php>

Legislative Finance Website: <http://www.legfin.state.ak.us>

This link provides you with several options to view specifics for the Capital and Operating Budgets. If you click on Capital reports, you can then pull up projects by house district. Dillingham is under H. District 36.

Governor's OMB **FY14** Budget Website:

<https://omb.alaska.gov/html/budget-report/fy-2014-budget/enacted.html>

Governor's OMB **FY15** Proposed Budget Website:

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



Thank you for the trust you have placed in us.

~ Cliff and Ian

**Wishing everyone in Dillingham a Blessed Christmas and Happy Holidays.
May you and your families have a prosperous New Year!**

~ End Report ~

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 27, 2013
To: Rose Loera, City Manager
From: Janice Williams, City Clerk
Subject: Monthly Report

Foreclosures

After the first of next year, I will be working with the City's Attorney to file for the tax deed on the property identified as USS 4932 Lot 8, owned by Val and Cecelia Angasan. The City will have three basic options as to what it can do with this property. It can: 1) do nothing, (2) dedicate a property for a public purpose, or (3) sell the property at public auction.

Landfill Committee

The Landfill Committee (representation from Dillingham Refuse, Curyung Tribal Environmental Program, Public Works, Landfill, Planning, City Manager, City Clerk) will meet January 15 with Rural Landfill Specialist, Doug Huntman, from AkDEC, via teleconference. The purpose of the meeting is to work together to help solve the challenges the City is facing as it moves to bring its Landfill Burn Permit in compliance by requesting that users separate out burnable from non-burnable waste. A 3-fold educational flyer will be distributed to all PO Box holders, enclosed in Dillingham Refuse's billing envelopes, and handed out at the landfill. This program will receive other mass media coverage as well. Attached is a 3-fold flyer that was reviewed with the Committee and later with Doug Huntman, and changes made. This is still in draft form awaiting further review by the Committee and AkDEC while we work out the issues.

Plaque Ordered Dedicating the Council Chambers to David B. Carlson

The Council Chambers were dedicated to David B. Carlson after many years of service to the City of Dillingham. A Resolution was passed in 1985 that declared any future moves of City Hall or Council Chambers would automatically have this dedication move with it. A plaque has been ordered that will replace the framed painting of David Carlson that previously hung in the Chambers. This has been on my To Do list for some time now.

Records Retention

My goal by the end of next January is to have all minutes, resolutions and ordinances scanned and laserfiched. I am fairly well along with meeting that task. I have contacted our Attorney to validate that documents we are required to preserve which are 15 years or older must be on microfilm or fiche, and to see if we can adopt the State's Record Retention schedule that was recently updated. I had started working on an update of our schedule back in 2008, had it reviewed by the Attorney in 2010, responded back, but there are some tasks that still need to be followed up on. We might be able to answer them with the State's update. The City's original retention schedule was adopted in 1986.

I only recently heard laserfiche was an accepted media, and it came from another municipality. We were going to laserfiche all the documents first and then allocate some funds in the budget to microfilm them. If we can avoid microfilming that would be wonderful, since the technology is pretty archaic. I will plan to include this item under Standing Items going forward and bring back regular updates.

Standing Item(s)

Commission/Board Seats Vacant

- Planning Commission – 3 seats open. No letters of interest on file.

The City has been advertising for one seat since September and will be advertising to fill two more seats that will expire in December. The current commissioners will be contacted to see if they are interested in being considered to fill the open seats.

- Cemetery Committee – 4 seats vacant. No letters of interest on file.

The City began advertising in October 2012 to fill 6 vacant seats. Two seats have been appointed.

- Parks and Recreation Committee – 4 seats open.

The City will be advertising to fill 4 seats that will expire in January. The current members will be contacted to see if they are interested in being considered to fill the open seats.

Attachment: Draft - Landfill Flyer

This is the front of the 3-fold flyer.

Recycling Program—Landfill 842-1660

**BY _____, 2014
SEPARATE YOUR
LANDFILL WASTE**

Antifreeze	Contact a Landfill Operator for storage and cost.
Aluminum Cans	Aluminum cans are taken to the landfill. The Senior Center will no longer accept aluminum cans. The aluminum cans will be shipped out of the community for recycling.
Ammunition	Ammunition should be dropped off at the Dillingham Public Safety Department.
Batteries	Take to NAPA. Batteries will be shipped out of the community.
Clean Used Oil	Take CLEAN Used Oil to the Waste Oil Burner at the City Shop. Oil mixed with antifreeze, gasoline, or additives is NOT allowed.
Electronics including Computers, TVs	A connex has been set up to accept all electronics. The electronics will be shipped out each the spring.
Fishing Nets	Fishing nets can be brought to a connex located at the small boat harbor during the fishing season.
Fluorescent Bulbs	Bring fluorescent bulbs to the Landfill. Do NOT BREAK the fluorescent bulbs.
Refrigerators and Freezers	Take to transfer station at the Landfill: Freon (coolants) must be removed by certified personnel, and shipped out of the community. Landfill Operators are certified to remove freon. The cost is \$50.
Smoke Alarms	Return to the manufacturer.
Tires—Remove Rims	Separate bin marked Tires. No rims. Rims will go in the scrap metal pile.
Vehicles/Appliances/Scrap Metal	Take to Salvage Area at Landfill: All fluids must be removed from vehicles and appliances before disposal. Contact a Landfill Operator for further information.

“The City of Dillingham is working diligently to bring its State Landfill Burn Permit into compliance. This permit provides an exemption to allow for burning municipal waste as long as non-burnable waste is removed prior to burning.

The Landfill Operators have been setting up areas designated for different types of waste around the transfer station. By _____, 2014, all landfill users should be separating their burnable waste from their non-burnable waste.”

- City Manager Rose Loera

The City of Dillingham is committed to bringing its burn permit into compliance, but we recognize we have some hurdles to climb. We hope you will be patient with us while we work through this process.

By _____, 2014, and until further notice, Landfill Users are asked to segregate their burnables from their non-burnables.

Wastes that Can be Burned	
Paper	
Wood	
Cardboard	
Food & Organic Matter	
Oil-free Rags	
Clothes	
Animal Carcasses	

Questions?

**Contact the Landfill Staff
at 842-1660.**

Wastes that Shouldn't Be Burned — Place in the Household Hazardous Bin	
Construction Debris with Plastic/Synthetic Materials Drywall/Sheetrock	
Pressurized Cylinders	
Plastics / Glass	
Chemicals, Paints, Solvents, Pesticides	
Foam Insulation	
Furniture, Mattresses, Vacuum Cleaners	

Wastes that Shouldn't be Burned also include tires, oils, antifreeze, fluorescent bulbs, metals, ammunition, electronics, metal food cans, and batteries.

- Locate separate bins for:
- Tires (Remove Rims)**
 - Fluorescent Bulbs**
 - Metals**

See recyclable items on the reverse side of this pamphlet.

Physical Inspection

The City of Dillingham is required to educate the public on the types of waste which can be disposed of in the transfer station dumpster for burning and which items should be separated and disposed of in bins labeled accordingly. Landfill Operators monitor the burnable waste and make random inspections prior to burning to remove non-burnable waste.

Random Inspection—Landfill staff make random inspections based on _____.

Preparing Your Household Waste for the Landfill

Burnable items:

Whether you take your household waste to the landfill or use a refuse collection service, continue to put your household burnable waste in garbage bags.

Non-burnable items:

Drop off at the Landfill? Place non-burnable goods in a reusable container so the waste is visible to the Landfill Operator.

Refuse Collection? _____

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 27, 2013

To: Rose Loera
City Manager

From: Carol Shade
Finance Director

Subject: November 30, 2013 Financial Report

As of the end of November 2013, we should have received 42% of the budgeted revenues and not have spent more than 42% of the budgeted expenditures. The total revenues at November 30, 2013 were 56% and total expenditures were 47%. In comparison, total revenues for FY13 at November 30, 2012 were 58% and expenditures were 51%. Following is a schedule showing the comparison of revenues and expenditures by category:

<u>Category</u>	<u>FY14 Budget</u>	<u>FY14 Actual</u>	<u>FY14 %</u>	<u>FY13 Budget</u>	<u>FY13 Actual</u>	<u>FY13 %</u>
Revenues						
General Fund	\$8,104,577	\$4,833,531	56%	\$8,204,314	\$4,701,349	57%
Special Revenues	2,628,536	1,163,232	44%	2,967,446	1,120,119	38%
Capital Projects	3,660,776	2,110,863	87%	1,326,640	1,419,414	107%
Total Revenues	\$14,393,889	\$8,107,626	56.3%	\$12,498,400	\$7,240,881	58%
Expenditures						
General Fund	\$8,044,870	\$3,244,093	40.3%	\$8,304,017	\$3,031,106	37%
Special Revenues	2,532,744	1,176,333	46%	2,663,347	801,652	30%
Capital Projects	3,720,979	2,233,478	60%	1,325,840	2,467,993	186%
Total Expenses	\$14,298,593	\$6,653,389	47%	\$12,293,198	\$6,300,751	51%

Below is the chart showing the status of our property tax receivables for taxes that were assessed for the 2012 and prior tax years as of November 30th.

<u>Real</u>	<u>Personal</u>	<u>Combined</u>	<u>YTD Decrease</u>	<u>% Collected</u>
\$ 199,283.52	\$105,302.43	\$304,585.95	\$433,833.75	58.75%

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*
City of Dillingham

In addition to the above information I am including the 2013 property taxes received through December 18, 2013:

<u>Invoiced</u>	<u>Personal Property Balance</u>	<u>Real Property Balance</u>	<u>YTD Decrease</u>	<u>% Collected</u>
\$2,301,945.70	\$34,244.19	\$169,544.46	\$1,934,922.17	84%

As you can tell by the amount collected the Finance Department staff has been very busy in November and early December receiving property tax payments. In addition we have processed 19 Real Property Fish Tax refund totaling \$10,542.74. We are still receiving the fish tax refund requests as the deadline is December 31, 2013.

Business Licenses renewals were mailed out by November 15th and we have received quite a few of the renewal forms. The deadline is coming up the end of December. In addition we mailed out the 2014 Personal Property Tax Report forms that are due back by February 2, 2014.

The New Year is rapidly approaching, bringing with it the mid-year budget review process and the start of the FY2015 budget cycle. As always the Finance Department will endeavor to keep up with the demands that are placed upon us.

With that being said attached statements reflect the City's financial status as of November 30, 2013.

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

City of Dillingham
Revenues and Expenditures As of November 30, 2013
Unaudited Figures

REVENUES:	November 30, 2013				November 30, 2012	
	Budget - FY13	MTD	YTD	Percent	YTD	INC/(DEC)
General Fund Revenues						
General Sales Tax	\$ 2,700,000	139,716	915,491	33.9%	\$ 931,136	\$ (15,645)
Alcohol Sales Tax	265,000	22,492	95,135	35.9%	151,465	(56,330)
Transient Lodging Sales Tax	80,000	252	33,037	41.3%	50,027	(16,989)
Gaming Sales Tax	65,000	2,464	23,426	36.0%	25,833	(2,407)
Total Sales Tax	3,110,000	164,924	1,067,089	34.3%	1,158,461	(91,372)
Real Property Tax	1,500,000	-	1,578,813	105.3%	1,534,556	44,257
Personal Property Tax	500,000	-	523,765	104.8%	521,468	2,298
Total Property Taxes	2,000,000	-	2,102,578	105.1%	2,056,024	46,554
Telephone Gross Receipts State Tax	75,000	-	-	0.0%	-	-
Raw Fish Tax	263,000	276,513	276,513	105.1%	339,410	(62,897)
Nushagak Fish Tax (Proportion transfer in)	400,920	-	-	0.0%	-	-
Shared Fisheries	33,000	-	-	0.0%	-	-
Revenue Sharing (Municipal Energy Assist in '08)	209,869	-	210,704	100.4%	300,237	(89,533)
Payment in Lieu of Taxes (PILT)	419,516	-	422,987	100.8%	429,642	(6,655)
State Jail Contract	613,386	-	320,650	52.3%	240,209	80,442
Admin Overhead	348,137	-	109,280	31.4%	-	109,280
PERS on Behalf	232,178	44,670	163,489	70.4%	-	163,489
Other Revenues	399,571	32,325	160,241	40.1%	177,367	(17,126)
Total	2,994,577	353,508	1,663,863	55.6%	1,486,864	176,999
Total General Fund Revenues	8,104,577	518,432	4,833,531	59.6%	4,701,349	132,182
Special Revenue Funds Revenues						
Nushagak Fish Tax	460,139	164,175	319,619	69.5%	360,650	(41,032)
Water	217,781	11,953	88,548	40.7%	73,181	15,366
Sewer	250,598	19,187	102,468	40.9%	109,575	(7,107)
Landfill	354,228	7,443	120,656	34.1%	54,534	66,122
Dock	626,910	115,551	273,178	43.6%	389,339	(116,161)
Boat Harbor	242,414	8,900	71,777	29.6%	34,677	37,099
E-911 Service	70,000	6,476	32,799	46.9%	24,370	8,429
Senior Center (Grant)	118,290	33,705	87,216	73.7%	59,252	27,964
Senior Center (Non-Grant)	288,176	7,971	66,972	23.2%	14,540	52,432
Total Special Revenue Funds Revenues	2,628,536	375,361	1,163,232	44.3%	1,120,119	43,113
Asset Forfeiture Fund	-	-	-	-	-	-
Dock and Harbor Capital Project Fund Revenue	-	34,480	34,750	-	322,524	(287,774)
Road and Streets Capital Project Fund Revenue	-	-	-	-	-	-
WasteWater Treatment Plant	2,000,000	29,053	1,355,699	67.8%	1,068	1,354,632
Force Main	-	91,187	91,187	-	811,614	(720,427)
Landfill Oxidation	-	-	-	-	-	-
Library Grants	52,892	-	10,240	19.4%	8,465	1,775
Library Roof	243,000	138,284	142,654	-	70	142,584
E911 Critical System Upgrades	-	-	-	-	-	-
FEMA Fire Truck	-	-	-	-	-	-
Jail Corrections Grant	-	-	20,000	-	-	-
SHSP Camera Upgrades	-	-	-	-	-	-
Public Safety Planning	-	-	20,000	-	-	-
JAG Grant (Old Grant)	-	-	-	-	59,171	(59,171)
BBEDC (Various Projects)	-	38,988	38,988	-	-	-
Equipment Replacement Capital Project Fund	120,000	-	100,000	-	-	100,000
Ambulance Reserve Capital Project Fund Revenue	67,294	-	-	-	-	-
School Bond Project	-	448	637	-	(721)	1,358
Mary Carlson Estate Permanent Fund Revenue	1,500	782	444	-	(450)	894
Debt Service Fund Revenue	1,176,090	-	296,265	-	217,674	78,591
Landfill Phase 3	-	-	-	-	-	-
Total	3,660,776	333,221	2,110,863	87%	1,419,414	612,462
Total Revenues	\$ 14,393,889	\$ 1,227,014	\$ 8,107,626	56.3%	\$ 7,240,881	\$ 787,756

City of Dillingham
Revenues and Expenditures As of November 30, 2013
Preliminary Figures

EXPENDITURES:	November 30, 2013				Previous Year	
	Budget - FY13	MTD	YTD	Percent	11/30/2012 Actual	INC/(DEC) Last Year
General Fund Expenditures						
City Council	\$ 72,576	\$ 3,652	\$ 19,964	27.5%	\$ 19,780	\$ 185
City Clerk	135,549	11,256	57,125	42.1%	52,582	4,543
Administration	303,750	18,588	113,746	37.4%	129,976	(16,230)
Finance	588,161	45,680	236,386	40.2%	230,202	6,184
Legal	90,000	8,326	28,581	31.8%	85,473	(56,892)
Insurance	106,016	3,807	100,773	95.1%	89,794	10,979
Non-Departmental	197,950	28,845	71,205	36.0%	141,970	(70,765)
Planning	149,566	12,312	50,646	33.9%	48,961	1,685
Public Safety Administration	179,141	10,573	80,493	44.9%	50,038	30,455
Dispatch	452,639	27,275	169,595	37.5%	186,030	(16,436)
Patrol	848,754	43,389	294,368	34.7%	222,917	71,450
Investigations/WAANT	-	-	-		58,534	(58,534)
Corrections	613,386	49,223	256,278	41.8%	217,912	38,366
DMV	87,938	6,094	34,325	39.0%	32,169	2,157
Animal Control Officer	131,116	6,241	48,278	36.8%	60,952	(12,675)
K-9	-	-	-		39,095	(39,095)
PS IT	32,000	996	13,153	41.1%	8,824	4,329
Fire	272,879	17,896	71,290	26.1%	50,451	20,839
Public Works Administration	223,562	11,645	51,067	22.8%	87,537	(36,470)
Building and Grounds	314,813	22,840	126,227	40.1%	170,865	(44,638)
Shop	211,918	12,412	92,024	43.4%	87,163	4,860
Street	617,911	34,711	282,465	45.7%	239,452	43,013
Foreclosures	-	10,311	10,853		4,062	6,790
Library	132,478	7,945	50,240	37.9%	65,124	(14,884)
Meeting Hall above Fire Station	3,680	331	1,428	38.8%	1,241	187
City School	1,300,000	-	650,000	50.0%	650,000	-
Transfers to Other Funds	979,087	-	333,583	34.1%	-	333,583
Total General Fund Expenditures	8,044,870	394,346	3,244,093	40.3%	3,031,106	212,987
<u>Special Revenue Funds Expenditures</u>						
Nushagak Fish Tax	460,139	-	-	0.0%	3,183	(3,183)
Water	217,781	8,018	92,105	42.3%	62,481	29,624
Sewer	250,598	21,244	91,439	36.5%	105,445	(14,006)
Landfill	354,228	21,219	156,006	44.0%	125,499	30,507
Dock	593,419	13,809	326,360	55.0%	210,323	116,037
Dock (ATD Damages)	-	22,022	271,339		-	271,339
Boat Harbor	242,414	7,456	74,992	30.9%	76,542	(1,550)
E-911 Service	7,700	-	-	0.0%	38,570	(38,570)
Senior Center (Grant)	118,290	3,783	59,208	50.1%	132,757	(73,549)
Senior Center (Non-Grant)	288,175	15,868	104,884	36.4%	50,034	54,850
Total Special Revenue Fund Expenditures	2,532,744	113,419	1,176,333	46.4%	801,652	374,681
Asset Forfeiture Fund	-	-	515		-	515
Dock and Harbor Capital Project Fund	-	-	130,129		55,721	74,408
Road and Streets Capital Project Fund	-	-	-		-	-
WasteWater Treatment Plant	2,000,000	-	1,374,391	68.7%	3,216	1,371,175
Force Main	-	788	17,714		1,228,496	(1,210,781)
Landfill Oxidation	-	-	10,711		-	-
Library Grants	52,893	515	7,910	15.0%	3,490	4,421
Library Roof	243,000	1,321	139,787	57.5%	70	139,717
E911 Critical System Upgrades	-	121	407		-	-
FEMA Fire Truck	-	-	697		-	-
Jail Corrections	-	-	-		-	-
SHSP Camera Upgrades	-	121	243		-	-
Public Safety Planning	-	2,558	2,558		-	-
JAG Grant (Old Grant)	-	-	-		-	-
BBEDC (Various Projects)	-	1,108	67,492		-	-
Equipment Replacement Capital Project Fund	-	-	155,757		-	155,757
Ambulance Reserve Capital Project Fund	242,000	-	-	0.0%	-	-
School Bond Project	-	4,190	34,092		-	34,092
Mary Carlson Estate Permanent Fund	6,996	125	1,822	26.0%	2,412	(589)
Debt Service Fund	1,176,090	-	288,045		1,174,590	(886,545)
Landfill Phase 3	-	-	1,208		-	-
Total Capital Project Funds Expenditures	3,720,979	10,847	2,232,963	60.0%	2,467,993	(318,345)
Total All Expenditures	\$ 14,298,593	\$ 518,612	\$ 6,653,389	46.5%	\$ 6,300,751	\$ 269,323
Revenues Over (Under) Expenditures	\$ 95,296	\$ 708,402	\$ 1,454,237		\$ 940,131	\$ 518,433

City of Dillingham
 Revenues and Expenditures As of November 30, 2013
 Preliminary Figures

	<u>Fund Bal.</u> <u>6/30/2012</u> <u>(Unaudited)</u>	<u>FY'14</u> <u>Revenues</u>	<u>FY'14</u> <u>Expenditures</u>	<u>Add or (-)</u> <u>Fund Bal</u>	<u>Fund Bal.</u> <u>11/30/2013</u> <u>Unaudited</u>
General Fund	\$ 3,372,485	\$ 4,833,531	\$ 3,244,093	\$ 1,589,438	\$ 4,961,923
Nushagak Fish Tax	79,524	319,619	0	319,619	399,143
Water	20,044	88,548	92,105	(3,557)	16,487
Waste/Water	-	102,468	91,439	11,029	11,029
Landfill	-	120,656	156,006	(35,350)	(35,350)
Dock	1,179,047	273,178	326,360	(53,182)	1,125,865
Boat Harbor	-	71,777	271,339	(199,562)	(199,562)
E-911 Service	25,145	32,799	74,992	(42,193)	(17,048)
Senior Center	-	154,188	0	154,188	154,188
Asset Forfeitures Fund	9,035	-	515	(515)	8,520
Dock and Harbor Capital Project Fund	(18,386)	34,750	130,129	(95,379)	(113,765)
Road and Streets Capital Project Fund	-	-	-	-	-
WasteWater Treatment Plant	-	1,355,699	34,092	1,321,607	1,321,607
Water & Sewer Capital Project Fund	(218,388)	91,187	34,092	57,095	(161,293)
Landfill Oxidation	-	-	-	-	-
Library Grants (Books, Erate, etc.)	-	10,240	7,910	2,330	2,330
Library Roof	-	142,654	139,787	2,866	2,866
E911 Critical System Upgrade	-	-	407	(407)	(407)
FEMA Fire Truck	-	-	697	(697)	(697)
Jail Corrections Grant	-	20,000	-	20,000	20,000
SHSP Camera Upgrades	-	-	243	(243)	(243)
Public Safety Planning	-	20,000	2,558	17,443	17,443
BBEDC (Various Projects)	-	-	-	-	-
Library Grants (Books, Erate, etc.)	-	10,240	7,910	2,330	2,330
Library Roof	-	142,654	139,787	2,866	2,866
Equipment Replacement Capital Project Fund	57,036	100,000	155,757	(55,757)	1,279
Ambulance Reserve Capital Project Fund	498,858	-	-	-	498,858
School Bond Project Capital Project Fund	393,520	637	7,910	(7,273)	386,247
Mary Carlson Estate Permanent Fund	397,385	444	1,822	(1,379)	396,006
Debt Service	-	296,265	288,045	8,220	8,220
Landfill Capital Project Fund	172,044	-	1,208	(1,208)	170,836
Total	\$ 5,967,349	\$ 8,221,532	\$ 5,209,204	\$ 3,012,328	\$ 8,979,677

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 23, 2013
To: Rose Loera, City Manager
From: Jody Seitz, Director of Planning and Grants
Subject: December Report

Emergency Preparedness: In January will begin meeting with Fire Coordinator and Department of Public Safety to update the Hazard Mitigation Plan. Have contacted Homeland Security about applying for grants to help write the plan and mitigate potential impacts.

Birch Lane rubbish and encroachments: Will follow up on this in the coming month.

GIS: Tax Assessor and Alaska Map Company to meet in Anchorage to iron out details of assigning tax parcel IDs to all taxable real property within Dillingham. Still need to finish assigning parcel IDs to all parcels in the Accufund database.

Grants and Projects:

- Grant 28303: The City has to return some of this grant when it expires December 31 because we were not able to complete the planning for the landfill and update the Management Plan. We contracted with CH2M Hill for the work but didn't have enough time to complete the planning process.
- In a meeting with USDA, City Manager and I determined that USDA RD was not an appropriate funding vehicle for our Landfill gasifier due to the loan requirements.
- ADEC Alaska Clean Water Loan Program – the City may apply for this loan in January when the Intended Use Plan is opened for applications again. The funding would be available in July.
- Community Development Block Grant Program (CDBG) – submitted November 27 to the state Commerce, Community and Economic Development Program. Thank-you Rose, Jen, and Janice Williams, especially, for the huge assist on that!

Land Use Permits:

Long Term Encroachment Permits: Dillingham Liquor Store permit sent to them.

Ordinances under revision by the Planning Commission

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

- Title 12 Encroachments: Waiting for help from City Attorney on a code rewrite for a simple permit to allow other entities to work in the city streets.
- Title 15 Floodplain Management: City Attorney is preparing a draft revision to bring our code more in line with FEMA requirements. Will bring to the Planning Commission to recommend to Code Committee.
- Title 17 Subdivisions: Planning Commission is requesting the "go ahead" from City Council to continue with developing code to include a "minimum acreage" for city subdivision lots. Planning Commission is also examining options for simplifying and clarifying the process of replatting existing subdivisions.
- Title 18 Land Use Permits: Planning Commission is waiting to see how the material sites code affects Title 18 before continuing work on this.

For City Council and Code Committee consideration:

Title 17 Subdivisions: Suggest the current work on access could be enhanced with:

- definitions of legal and physical access; (can it include trails, or water bodies, or such?);
- update cul-de-sac to include additional types of turnarounds;
- what should happen in the instance that a subdivider wants to build a private road that connects on both ends to a public road....can it have more lots or be longer than the current dead end road (1300 feet)?
- Should a subdivider be allowed to extend an existing private access road?

Title 18 Land Use:

- Chapter 11.21.010 C refers to the "Business District" and defines its boundaries with a written description and a map. Title 18 Chapter 18.20.010 establishes the Central Business District and the General Use district (Ord.92-21) but does not outline the two districts in its definitions. Instead, there is a 1992 map which outlines the boundaries of the Central Business District. Everything else in the municipality is considered within the General Use District.
- The foot print of the Chapter 18 "Central Business District" is not the same as the Business district. See attached maps. The Business District created in Chapter 11 has not gone before the Planning Commission and is not in the Comprehensive Plan.
- There might be a couple of ways to deal with this:
 - 1) Chapter 11 could refer to ATV use in the "Downtown Area," instead of the "Business District" as represented on the map included in the ordinance and the regulation apply to that area – regardless of the zoning, or,
 - 2) Title 18 could add the "Business District" as defined in Title 11, to the two districts already in place. There would then be a Business District and a Central Business District as well as the General District. This change would normally come before the Planning Commission and then the City Council. It would be helpful to have a written description of these two zones in title 18 itself, in addition to having the 1992 map included at the beginning or end of the Title.
 - The 1992 map of Dillingham's two zones is attached.

Housekeeping:

- Chapter 4.05 Capital Projects Fund. "4.05.010 Definitions. "Five Year capital improvement program "should be changed to say "Six" year.....

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

Material Sites: Met with City Manager Loera and Agnew Beck on Task Order 2 and prepared materials for this City Council meeting.

Port Land Exchange: Delay vacation of Second Avenue West until staff (Planning and Public Works) can meet with Nushagak to make sure we have the area of the utilities lined out well for an easement to be retained. Delay conveyance of Old Job service site ASLS 98-33 until we complete a procedure with the State DNR to remove the quit claim deed restrictions that it be used for a public purpose.

Road Projects:

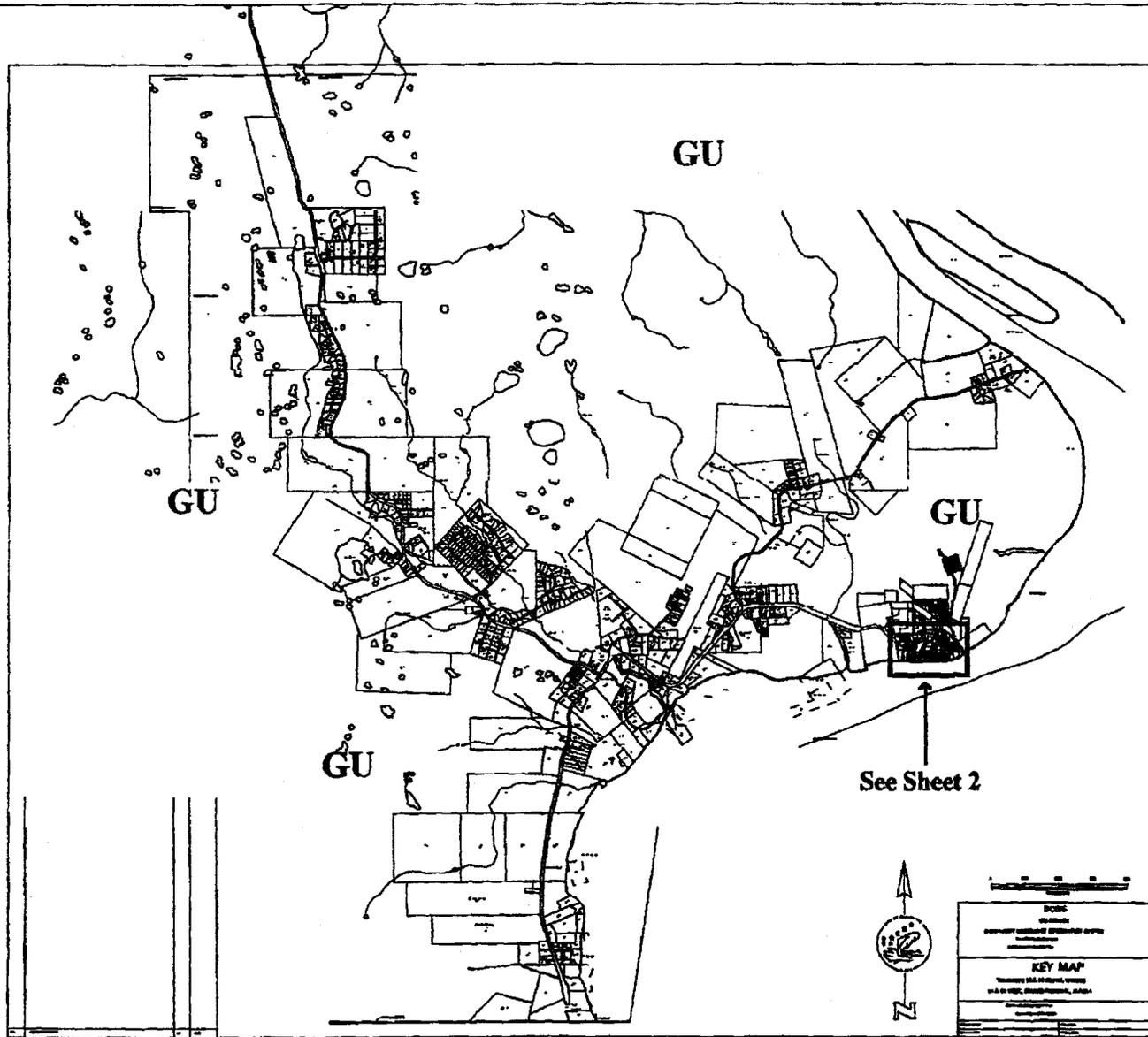
- ADOT Squaw Creek to Kanakanak Hospital and Charlee Road: ADOT is going to incorporate the approach to Charlee Road into the state Kanakanak Road plan.
- ADOT Downtown Streets: Construction delayed again until 2016.
- ADOT D Street to Kanakanak: issued floodplain permit with comments from Public Works.

Attended Alaska Chapter of American Planning Association meetings in Anchorage. Primary message: Planner's code of ethics – strive to always plan for what's best for the long term community and public interest. Leadership seminar coached participants on using experience and intuition in decision making and how to improve stakeholder participation in public processes. Attended workshops by former APA president Mitch Silver. The demographic trajectory the country is on means that soon minority populations will actually be in the majority. There are 5 such states where that is true now. Planning for an elderly population should be on everyone's mind as that population will be large and in need of better access to services.

HB77: Attended the Alaska Mining and Lands conference November 5 in Anchorage. HB77 in the Senate proposes to limit public comment on permitting applications to only the first stages of permitting. The bill also has language to allow a feasibility study for development and operation of hydroelectric power on the Allen River at Chikuminuk Lake in the Wood Tikchik State Park.

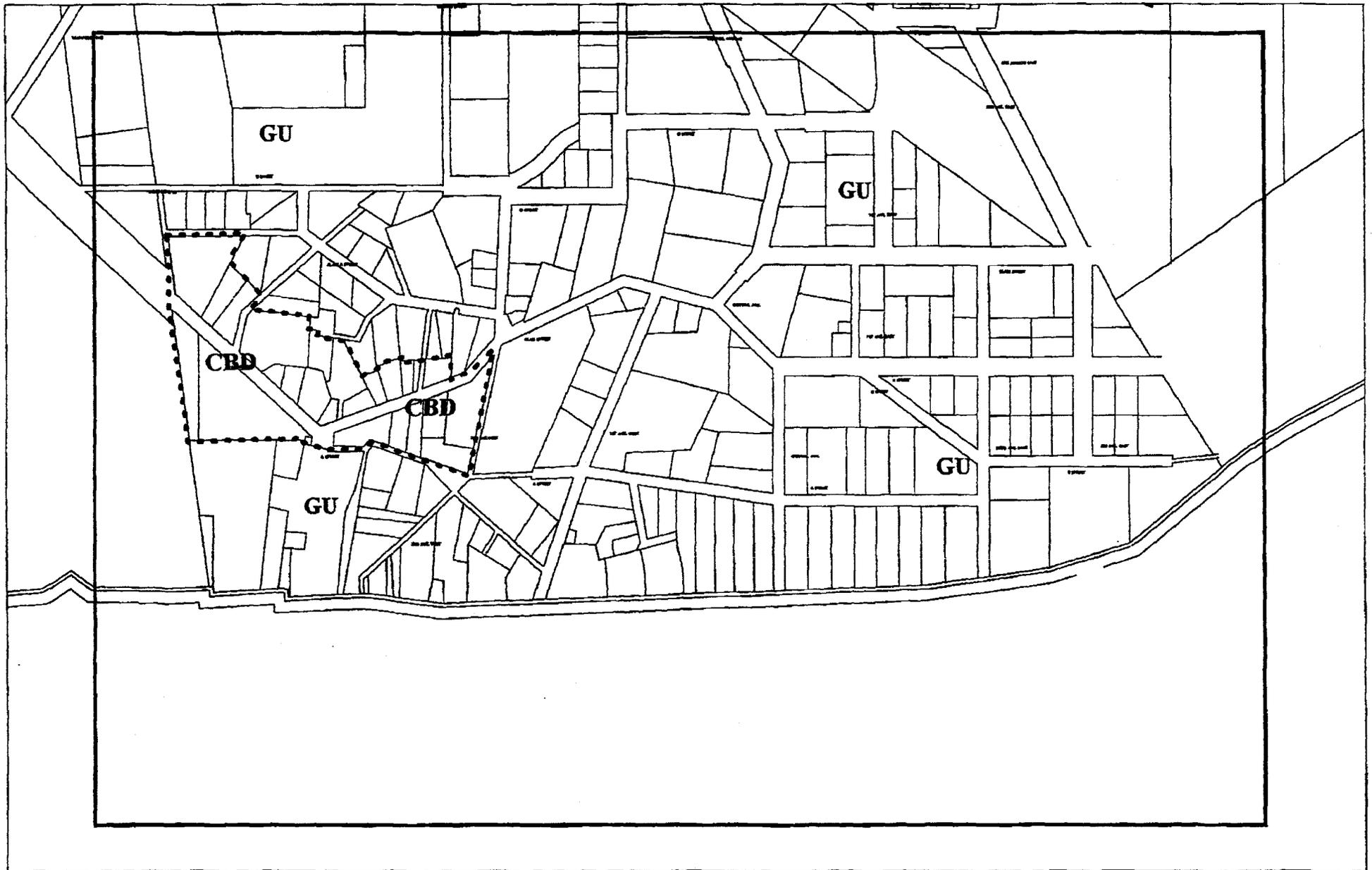
*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

CITY OF DILLINGHAM LAND USE DISTRICT MAP - Sheet 1 of 2



GU: General Use district

CITY OF DILLINGHAM LAND USE DISTRICT MAP - Sheet 2 of 2



GU: General Use district
CBD: Central Business district



Land Use district boundary

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 27, 2013
To: Rose Loera / City Manager
From: Jean Barrett / Port Dept
Subject: December monthly report

December brought unseasonably warm weather and the ice that had formed in the harbor had almost all left us and was looking a lot like April. I think if someone had wanted to they could have launched a skiff. Thankfully it has started to look more like winter for the holidays. I will be on staycation until the 6th of next year (staycation is where you take time off and stay at home) So Merry Christmas and Happy New Year to all.

DOCK

All is quiet at the dock, as it should be this time of year.

We have moved the flooring into the office so it is warmed up to room temperature and ready to install when I come back from time off.

We may have lost one of our dock workers to fill in the void at the DMV office. Dean Heyano has been trained to run the office in Gail's absence, Dean has expressed interest in the position and he will be a good fit whether it is short term or a permanent move.

HARBOR

This time of the year at the harbor as you would expect is quiet. I have worked with Manager Loera to come up with some projects to keep me busy for the winter months, some of them are:

- Install new flooring in the Dock office (to be done in January)
- Put out an RFP to have automatic gates installed at the dock yard.
- Take online classes thru the University of Alaska Southeast, these classes are directed towards harbormasters and harbor management.
- Design and order signage for the harbor so as to help define and direct what can be done and what is illegal and / or discouraged.
- Set up and redesign a new keying system for the City. This is way overdue in my opinion as there have been a lot of different people with different ideas of how

things should be set up and keyed. This causes confusion and wastes time trying to figure what is keyed and what keys work where. This is going to take some time due to having to draw out each building and labeling each door and then working with our keying supplier to work out all the details. I see this taking us right into the new fiscal year which would be perfect so we can add the cost into FY15's budget.

- I have been working with Public works on a redesign of the float arm hook ups. I want to be able to keep from dragging the floats out of the water and hooking them up from the waterside with the help of a boom. I will have the design and fabrication done by the time we are ready to put the floats in the water in May.
- I have been working on and with a couple of different companies to supply us with a spill response container, I should have two scenarios ready to present to Manager Loera by the middle of January. I would hope we could have this onsite for the 2014 fishing season.
- I have been in contact with AMLJIA concerning the damage to the piling at the bulkhead in the harbor and we are ready to finalize a scope of work to repair this. I am also working on a cap for the piling to tie them into the bulkhead more securely. The cap was a budget item from FY14.
- Of course there is the budget for FY15, I have a list of wants and needs with some dollar amounts and am working on getting the rest together.

Other ...

Helping Public Works- I have been working on several other things over the last month, such as helping public works out when they were short handed at the landfill and doing some rounds for the building and ground department.

I helped work on and troubleshoot a heating problem at the police department.

Locks have been installed on all but three heating fuel tanks and those will be installed when I come back next year (month).

Safety Committee - The committee members are Anita Fuller, Gary Pullon, Pancho Garcia and myself. We held a meeting December 13th. The following are some of the things we are working on.

- updating our MSDS system so as to conform to the new OSHA standards, this was a citywide effort and worked out very well.
- decided that ice creepers were a priority as slips, trips and falls were one of the biggest claims we had as a city.
- checking on CPR classes for interested workers.
- wanting to supply First aid kits in every building and vehicle.
- wanting to make sure that there are fire extinguishers where they are needed and that people know how to use them properly.

That is all from the Port Department at this time... Here's to a happy 2014!

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 30, 2013
To: Rose Loera, City Manager
From: Sonja Marx, Librarian
Subject: December Monthly Report

It is always exciting to bring out the Christmas decorations along with all the wonderful materials we have for patrons during the holidays. It is amazing the collection of movies and books that are available for the season from our library. Staff also decorated the library, making it a festive and joyous place to be for our community.

School break started Friday December 20th, so we are without our school librarian until school starts again on January 6th, 2014. The first 3 weeks of December were busy with students coming in for materials before the holiday break.

The Friends of the Library will be meeting Saturday, January 4th, 2014 at 10 am here at the library. The Library Advisory Board is still scheduled to meet Monday, January 13th, 2014 at 5:30 pm at the library.

We are halfway through our fiscal year, so we continue to purchase and prepare books and audio visual materials for the shelves with the grant money we've been given. We are also working on getting our computer stations updated and restocked as we are down to 4 OWL computers available for patron use.

Library Stat report for November 25th – December 28th, 2013:

Patron Visits: 2,662 Computer Use: 718 Story Hour: 43
Other Visits: 327 Museum Use: 11 Videoconferencing: 0
Approximately 16 volunteer hours logged

Closed Tuesday & Wednesday, December 24th & 25th for Christmas
Library was closed 4-7 pm Friday, December 27th due to weather
Closed ½ day Tuesday, December 31st & Wednesday, January 1st for New Year's

Merry Christmas and a Happy New Year from all of us at the Library!

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

City of Dillingham

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 27, 2013
To: City Manager Rose Loera
From: Chief Dan Pasquariello
Subject: **January 2014 Council Report** (*reporting period 11/27/13 to 12/26/13*)

Police:

- ❖ 358 Calls for service
- ❖ 34 Incident reports
- ❖ 24 Persons arrested
- ❖ 16 Title 47/Protective custody
- ❖ 128 Citations issued

The Alaska Departments of Law and Public Safety held a 3 day training course in the Bingo hall on Sexual Assault Investigation. All but one (*the night cop*) of the patrol officers attended this training.

A new officer was hired this month. This officer was a long-time VPSO in the region, familiar with the local culture and justice system in Dillingham. Local radio station KDLG did a story on our new officer hires.

We are preparing to send our sergeant, who was hired laterally, to a 2 week recertification academy in January.

The Chief met with representatives from Agnew-Beck about the proposed combined Public Safety building. Various locations around town were scouted as possible building sites.

Work continues on the ongoing project of the alternate EOC and the Community camera upgrades,

Corrections:

- ❖ 38 Total Inmates
- ❖ 15 Title 47/Protective custody

We are in the process of interviewing for the vacant CO position and hope to have it filled soon.

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

We are arranging to have 2 of our corrections officers attend a 3 week Municipal Correctional Academy in February. This will allow them to become certified by the Alaska Police Standards Council.

Dispatch:

- ❖ 453 Calls for service
- ❖ 77% Dispatched to Dillingham Police
- ❖ 16% Dispatched to Alaska State Troopers
- ❖ 4% Dispatched to EMS/Dillingham Fire
- ❖ 3% Dispatched to Dillingham Animal Control

We are in the process of interviewing for the vacant dispatcher position and hope to have it filled soon.

Animal Control:

- ❖ 5 Dogs/cats impounded
- ❖ 4 dogs/cats returned to owners
- ❖ 5 surrendered animals
- ❖ 3 animal adoptions
- ❖ 5 Rabies/Parvo shot given
- ❖ 3 dogs/cats euthanized
- ❖ 2 citations issued
- ❖ 1 dog bite cases

A snow blower was obtained for the shelter to plow the kennel areas inside of the fence.

DMV:

The DMV will be re-opening soon. One of the Port department workers was sent to training in Anchorage and is in the process of inventorying and familiarizing himself with the DMV office.

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 27, 2013
To: Rose Loera
From: Megan E. Brown, Fire Department Coordinator
Subject: December 2013 Department Head Report

Summarization of EMS Responses

- Total of Ambulance Transports
 - 2 Chest Pain
 - 1 Traumatic Injuries
 - 1 Psychiatric Emergency
 - 1 Fall
 - 1 Seizure
 - 3 Other Medical

Summarization of Fire Responses

- Chimney/Flue fire
- Car fire (mutual aid to Aleknagik)

PROJECTS COMPLETED

- The November Combination Meeting was held and discussion over methods of moving and continuity of care for patients in full arrest.
- Fire Training consisted of basic Firefighter entry and search and rescue tactics.
- EMS training was cancelled due to weather.
- Training cancelled the final week of December due to Christmas holiday.
- SREMS Minigrant and FEMA's Assistance to Firefighter Grant were submitted.

ON-GOING PROJECTS

- Updating record keeping and ensuring all personnel are completing annual training on Bloodborne Pathogens and HIPPA.
- Personnel and training records being entered into Aurora for better tracking of renewal dates and need for classes.
- Implementation of a Hep B Vaccination/PPD testing Program
- Staff participated in Hazwoper training offered by UAF Bristol Bay
- Stephanie McCumber completed a 2 week Firefighter Boot Camp in Texas and now has certifications I & II

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Bob Himschoot
Keggie Tubbs
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: December 26, 2013
To: Rose Loera
From: Pancho Garcia
Subject: Staff report

Streets Dept. –

- Busy removing snow and then sanding all of the city's roads including the bike paths.
- Used the new trackless snow blower on the bike path and it worked great even with the wet snow.
- One operator completed the 8 hr Hazwopper refresher.

Shop Dept. –

- Keeping up on maintenance on all city vehicles and equipment.
- Fabrication to the new f-350 is almost completed and will be in service the beginning of the New Year.
- Two mechanics completed the 40 hr Hazwopper class.

Water/Waste water dept. –

- Staff has been doing their monthly samples at the sewer lagoon and of water system.
- Fire hydrants around town have been flushed.
- An operator received his waste water treatment provisional and his wastewater collection provisional.
- Both operators completed the 8 hr Hazwopper refresher.

Buildings & Grounds-

- Staff has been conducting their daily checks on the entire city buildings.
- Have had help from community workers cleaning up at the T-school and with helping out assembling shelves for finance at the T-school.
- Staff has been removing snow from in front of buildings and salting the walkways.

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

City of Dillingham

- One employee completed the 40 hr Hazwopper class and the other completed the 8 hr refresher.

Landfill-

- Two operators completed the 40 hr Hazwopper class and one went to get a CDL license.
- The monthly visuals report has been completed and sent to D.E.C.
- The grounds have been kept clean as much as possible and they have been burning trash and taking in money.

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-01

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY14 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 5: BRISTOL BAY

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY14 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Alaska Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2012 from fisheries business activities; and

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community, and Economic Development; and

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community, and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and

WHEREAS, the Dillingham City Council proposes to use an alternative allocation method for allocation of FY14 funding available within the FMA 5: Bristol Bay in agreement with all other municipalities in this area participating in the FY2014 Shared Fisheries Business Tax Program;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council by this resolution certifies that the alternative allocation method fairly represents the distribution of significant effects during 2012 of fisheries business activity in the Bristol Bay Fisheries Management Area FMA Bristol Bay:

All municipalities share equally 40% of allocation; all share remaining 60% on a per capital basis.

Lake & Peninsula Borough population is reduced by the population of the Cities of Newhalen, Nondalton, Pilot Point & Egegik.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on January 9, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum R2014-01

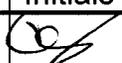
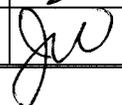
Subject: A Resolution of the Dillingham City Council adopting an Alternative Allocation Method for the FY14 Shared Fisheries Business Tax Program and certifying that this allocation fairly represents the distribution of significant effects of fisheries business activity in FMA 5: Bristol Bay

Agenda of: January 9, 2014

City Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera

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

Fiscal Note: Yes _____ No X Funds Available: Yes _____ No _____

Other Attachment(s):

- Program documents

Summary Statement.

This is a routine annual resolution. The purpose of the Shared Fisheries Business Tax Program is to provide for an annual sharing of fish tax collected outside municipal boundaries that can demonstrate they suffered significant effects from fisheries business activities.

Under provisions of the Shared Fisheries Business Tax Program, Dept. of Revenue collects the money from fisheries business license fees and taxes. The tax is levied against fishery resources processed or landed two years before. Dillingham falls under the Bristol Bay Area FMA 5, which calculates the funding under the Alternative Allocation Method in which all municipalities share equally 40% of the calculated allocation and the remaining 60% is shared on a per capital basis.

FY 14 Shared Fisheries Business Tax Program

FMA 5: Bristol Bay Area

Alternative Method*

Total allocation: \$112,693.56
 40% Divided \$45,077.43
 60% per capita \$67,616.14

Community	Population	40% divided share	60% per capita share	Calculated Allocation
Aleknagik	204	\$3,467.49	\$1,896.30	\$5,363.80
Clark's Point	59	\$3,467.49	\$548.44	\$4,015.93
Bristol Bay Borough	987	\$3,467.49	\$9,174.75	\$12,642.24
Dillingham	2,406	\$3,467.49	\$22,365.19	\$25,832.69
Egegik	106	\$3,467.49	\$985.33	\$4,452.83
Ekwok	118	\$3,467.49	\$1,096.88	\$4,564.37
Lake & Peninsula Boro**	1,152	\$3,467.49	\$10,708.52	\$14,176.02
Manokotak	449	\$3,467.49	\$4,173.72	\$7,641.22
New Stuyahok	507	\$3,467.49	\$4,712.87	\$8,180.36
Newhalen	178	\$3,467.49	\$1,654.62	\$5,122.11
Nondalton	169	\$3,467.49	\$1,570.96	\$5,038.45
Pilot Point	68	\$3,467.49	\$632.10	\$4,099.59
Togiak	871	\$3,467.49	\$8,096.46	\$11,563.96
Totals	7,274	\$45,077.43	\$67,616.14	\$112,693.56
Community Count	13			

FY 14 Landing Tax Allocation

\$4,804.65

Calculated Allocation

\$228.68
 \$171.22
 \$539.00
 \$1,101.37
 \$189.84
 \$194.60
 \$604.39
 \$325.78
 \$348.77
 \$218.38
 \$214.81
 \$174.78
 \$493.03
 \$4,804.65

* All municipalities share equally 40% of allocation; all share remaining 60% on a per capita basis.

** L & P Boro population = boro pop (1,710) less pop. of cities in FMA in Boro (Newhalen, Nondalton, Pilot Point & Egegik)

FY 14 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

The purpose of the Shared Fisheries Business Tax Program is to provide for an annual sharing of fish tax collected outside municipal boundaries to municipalities that can demonstrate they suffered significant effects from fisheries business activities. This program is administered separately from the state fish tax sharing program administered by the Department of Revenue which shares fish tax revenues collected inside municipal boundaries.

Program Eligibility

To be eligible for an allocation under this program, applicants must:

1. Be a municipality (city or borough); and
2. Demonstrate the municipality suffered significant effects as a result of fisheries business activity that occurred within its respective fisheries management area(s).

Program Funding

The funding available for the program this year is equal to half the amount of state fisheries business tax revenues collected outside of municipal boundaries during calendar year 2012.

Program funding is allocated in two stages:

1st Stage: Nineteen Fisheries Management Areas (FMAs) were established using existing commercial fishing area boundaries. The available funding is allocated among these 19 FMAs based on the pounds of fish and shellfish processed in the whole state during the 2012 calendar year. For example, if an area processed 10% of all the fish and shellfish processed in the whole state during 2012, then that area would receive 10% of the funding available for the program this year. These allocations are calculated based on Fisheries Business Tax Return information for calendar year 2012.

2nd Stage: The funding available within each FMA will be allocated among the municipalities in that area based on the level of fishing industry significant effects suffered by each municipality compared to the level of effects experienced by the other municipalities in that FMA.

Some boroughs, because of their extensive area, are included in more than one fisheries management area. In these cases, the borough must submit a separate program application for each area.

FY 14 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION

There are Two Application Methods Possible: Standard and Alternative

Standard Method: In the Standard Method, established by the department, each municipality in the FMA must determine and document the cost of fisheries business impacts experienced by the community in 2012. These impacts are submitted by each municipality in their applications. The department will review the applications and determine if the impacts submitted are valid. Once the impacts have been established for each of the municipalities in the FMA, the department will calculate the allocation for each municipality using the following formula:

One half of the funding available within a FMA is divided up among participating municipalities on the basis of the relative dollar amount of impact in each municipality. The other half of the funding available to that area is divided equally among all eligible municipalities.

Alternative Method: Alternative allocation methods may be proposed by the municipalities within the FMA. The department will consider approving the use of a proposed alternative method only if all the municipalities in the area agree to use the method, and if the method includes some measure of the relative effects of the fishing industry on the respective municipalities in the area.

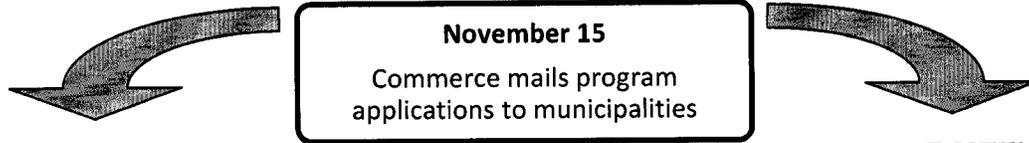
This application packet contains the instructions and forms for applying under either of these methods.

- The **yellow pages** are for applications using the standard method.
- The **pink pages** are to be used for alternative method applications.

The chart on the following page summarizes the process for these two methods.

FY 14 SHARED FISHERIES BUSINESS TAX PROGRAM

PROGRAM DESCRIPTION



STANDARD METHOD

By no later than February 15

Each municipality determines and documents the cost of fisheries impacts on the community and submits this information with their application.



By no later than April 15

Commerce reviews applications, makes a determination as to the validity of the submitted impacts, and notifies the municipalities of this determination.



Within 30 days

Municipalities have 30 days in which to appeal Commerce's determinations regarding submitted impacts.



Within 20 days

Commerce will respond to appeals within 20 days after receiving them.



After all appeals are resolved

Commerce will perform the formula calculations for each FMA based on the relative impacts approved for each municipality in the FMA, and distribute the funding allocations.

ALTERNATE METHOD

By no later than January 15

All municipalities in an FMA work together to develop an alternate allocation formula and submit their proposal to Commerce. Municipalities are encouraged to consult with Commerce during this effort regarding the acceptability of alternative methods.



By no later than February 1

Commerce reviews alternate proposals, determines if proposals are acceptable, and notifies the municipalities of this determination. If the proposal is accepted, municipalities may then use the Alternative Method application. If the proposal is not acceptable to Commerce, the department will work with municipalities in an area to resolve problems. If the problems cannot be resolved, the municipalities in that FMA must apply using the Standard Method application.



By no later than February 15

Each municipality must submit an Alternative Method application. Commerce will distribute allocations after all applications within that FMA have been received and verified.

FY 14 Shared Fisheries Business Tax Program Application Instructions

ALTERNATE METHOD The Process

- In the alternate method application process all municipalities in a fisheries management area may work together to develop an alternative allocation formula for distributing the available program funding among municipalities in the area. It is advised that the department be consulted during this process if the municipalities have questions or concerns about what constitutes an acceptable alternative to the standard allocation method.
- All the municipalities in an area must reach an agreement in writing on an alternative allocation formula.
- By January 15, the department must receive the proposed alternative method. If the alternative method is not acceptable, the department will work with the municipalities to resolve the problems.
- If the municipalities in an area fail to satisfy the department regarding the acceptability of the alternative allocation method proposed, then each municipality in the region must return to the standard application process and submit separate applications as required by that process.
- If the department finds the alternative allocation method satisfactory, each municipality must then complete an alternative method application consisting of a cover page and resolution. The resolution must be adopted by the governing body and it must clearly describe the approved alternative allocation method within that area. After all alternative method applications within an area have been received and approved; the department will perform the allocations and distribute program funds.

General Guidelines for Developing an Alternative Allocation Method

All municipalities in a fisheries management area must agree on the alternative method: There must be unanimous agreement among all eligible municipalities in a fisheries management area with regard to alternative allocation methods. It is the responsibility of community leaders in the area to work together to negotiate an alternative which is acceptable to all municipalities. The department may be consulted at any time regarding what kinds of formula approaches are considered acceptable by the department.

Alternative methods must incorporate some measure of the relative significant effects experienced by the respective municipalities in the area. The measure of significant effects

may take many forms. One area might agree to use the number of commercial fishing boat visits-per-year per community as a measure of significant effects. Another area might use the linear foot-length of public docks as a measure. Another area might use community population figures as an indication of the significant effects of fisheries business activity. Another area might share one half of the funding equally between the respective municipalities and share the other half based upon community population figures. Areas may decide to use one measure, or may use a combination of measures.

Specific Instructions for an Alternative Method Application

In the alternative method application, an approved resolution constitutes the application. No other forms need to be submitted. A sample resolution has been attached for your use.

**Submit your completed application
by no later than February 15, 2014 to:**

**Department of Commerce, Community,
and Economic Development
Division of Community and Regional Affairs
Shared Fisheries Business Tax Program
P.O. Box 110809
Juneau, AK 99811-0809**

**If you require assistance in completing this application,
please call Lawrence Blood at 465-4751.**

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-02

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE BANK ACCOUNT SIGNATURE AUTHORITY FORMS FOR CITY BANK ACCOUNTS DUE TO A CHANGE IN COUNCIL MEMBERS

WHEREAS, Holly Johnson was appointed to fill a vacant seat at a Regular City Council Meeting held November 7, 2013; and

WHEREAS, the signature authority forms for the City's checking accounts at Wells Fargo Bank will need to reflect the changes;

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the following persons are authorized to sign checks on behalf of the City of Dillingham on the funds that are now and shall be deposited in Wells Fargo Bank.

Rose Loera	City Manager
Alice Ruby	Mayor
Holly Johnson	Council Member
Chris Maines	Council Member
Robert Himschoot	Council Member
Keggie Tubbs	Council Member
Tracy G. Hightower	Council Member
Paul Liedberg	Council Member

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on January 9, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum R2014-02

Subject: A Resolution of the Dillingham City Council amending the bank signature authority form(s) for city bank accounts due to a change in Council members

Agenda of: January 9, 2014

City Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera

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

Fiscal Note: Yes _____ No X Funds Available: Yes _____ No _____

Other Attachment(s): None

Summary Statement.

This is mainly a housekeeping item to reflect the change in the Council membership as a result of an interim appointment made to fill a vacant seat at the November 7, 2013 Regular Council Meeting.

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-03

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE INVESTMENT ACCOUNT SIGNATURE AUTHORITY FORMS FOR CITY INVESTMENT ACCOUNTS DUE TO A CHANGE IN COUNCIL MEMBERS

WHEREAS, Holly Johnson was appointed to fill a vacant seat at the Regular City Council Meeting held November 7, 2013; and

WHEREAS, the signature authority forms for the City's investment accounts at Wells Fargo Investment Services, Piper Jaffray, Alaska Municipal League Investment Pool, and Time Value Investments will need to be reflect the changes in council members;

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the following persons are authorized to give instructions on behalf of the City of Dillingham on the funds that are now and shall be deposited in the above mentioned investment institutions..

Rose Loera	City Manager
Alice Ruby	Mayor
Holly Johnson	Council Member
Chris Maines	Council Member
Robert Himschoot	Council Member
Keggie Tubbs	Council Member
Tracy G. Hightower	Council Member
Paul Liedberg	Council Member
Carol Shade	Finance Director

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on January 9, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

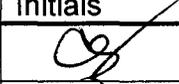
Subject: A resolution of the Dillingham City Council amending the investment account signature authority forms for City investment accounts due to a change in Council Members

Agenda of: **January 9, 2014**

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera, City Manager

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

Fiscal Note: Yes _____ No X Funds Available: Yes _____ No _____

Attachment(s): None

Summary Statement.

This is mainly a housekeeping item to reflect the change in the Council membership as a result of an interim appointment made to fill a vacant seat at the November 7, 2013 Regular Council Meeting.

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-04

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO WAIVE THE PURCHASING REQUIREMENTS AND ISSUE TASK ORDER #2 WITH AGNEW::BECK TO ASSIST THE CITY WITH DEVELOPING CODE FOR MANAGING MATERIAL SITES WITHIN CITY LIMITS

WHEREAS, the City of Dillingham is in need of assistance in the development of a Land Use Plan for material sites within the City of Dillingham; and

WHEREAS, Agnew::Beck has been working with various communities in Alaska on this issue; and

WHEREAS, the City wants to safeguard public health and well-being by providing input into the development of materials sites within the city limits; and

WHEREAS, in Task Order 1 Agnew Beck provided a range of options for managing material site development; and

WHEREAS, the City Council, at their December 5, 2013 meeting, directed the Code Committee to move forward to work on language that would come back to the Council; and

WHEREAS, Agnew::Beck is highly qualified to assist in developing the City's new administrative code permit system for this issue; and

WHEREAS, Dillingham Municipal Code (DMC) 4.30.130, B, allows waiving of purchase restrictions where the public interest would be best served; and

WHEREAS, the waiver is based on the criteria outlined in DMC 4.30.130, B.4., the services being of a professional nature requiring specialized knowledge and judgment;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council authorizes the City Manager to issue Task Order #2 with Agnew::Beck to assist the City developing a new administrative code for managing material sites within City limits;

BE IT FURTHER RESOLVED that the fee proposal is a time and materials basis with a not-to-exceed amount of \$12,000.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on January 9, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

Subject: A Resolution of the Dillingham City Council authorizing the City Manager to issue Task Order 2 to Agnew::Beck for consulting services to assist developing a new administrative code permit system for managing material sites within City limits

Agenda of: January 9, 2014

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera, City Manager

Route To:	Department / Individual	Initials	Remarks
X	Finance / Carol Shade	CS	
X	Planning / Jody Seitz	JS	
X	City Clerk / Janice Williams	JW	

Fiscal Note: Yes X No _____ Funds Available: Yes X No _____

Other Attachment(s):

- Task Order No. 2 to Agnew::Beck

Summary Statement.

At their September 5, 2013 Council meeting, the Code Review Committee was tasked with considering regulating material sites. At the September 19, 2013 Code Review Committee, a suggestion was made to engage the services of a consultant that had a proven track record of assisting other communities in Alaska in identifying options for managing material sites. The committee agreed it would be prudent to bring someone on board that had the experience and knowledge to address this issue. The Council is being asked to waive the purchasing restrictions in the DMC and allow Chris Beck who is already contracting with the City on another project to provide the Code Review Committee with the assistance needed. The money to fund the services will come from the general fund and will be included as an adjustment to the FY 2014 budget during the mid-year budget review.

Following completion of Task Order 1, the City administration requests additional assistance from Agnew::Beck to develop new administrative code and permit system for managing material sites.

This Task Order 2 is in the public interest as it is for highly skilled services which are most efficiently provided by the same entity which was tasked with providing the previous information.

TASK ORDER

TASK ORDER NUMBER: 2

PROJECT NAME: Assist the City with developing ordinances to regulate material site development in the City of Dillingham

This Task Order pertains to an Agreement by and between the City of Dillingham ("OWNER") and Agnew::Beck ("CONSULTANT") dated September 26, 2013, ("the AGREEMENT"). Consultant shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

PART 1.0 PROJECT DESCRIPTION

Assist the City in developing ordinances for management of material sites within city limits

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY CONSULTANT

Prepare a new administrative code permit system to manage material extraction in the City, following the direction recommended by the Code Committee and confirmed by the Dillingham City Council. Meet by phone with the Code Committee up to twice to review and refine the code; be available by phone to answer questions about the code at a City Council meeting. Focus on a permit system that addresses material site issues, but design the administrative process language in the code to be useful on other land use issues that may arise in the future.

PART 3.0 OWNER'S RESPONSIBILITIES

The City shall provide office space when the consultant is in town working on City project, unless otherwise agreed by both parties.

PART 4.0 DELIVERABLES AND TIME PERIOD

Draft evaluation based on scope of services identified in Part 2. presented to the Council by March 31, 2014, with an extension, if needed, after discussion with the City Manager.

PART 5.0 PAYMENT TO CONSULTANT

The fee proposal is a time & materials basis with a not-to-exceed amount of \$12,000.

PART 6.0 OTHER
N/A

This Task Order is executed this _____ day of _____, 2014.

City of Dillingham
"OWNER"

By: Rose Loera

Agnew::Beck
"CONSULTANT"

By: Chris Beck

Signature: _____
Title: City Manager

Signature: _____
Project Manager

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-05

**RESOLUTION NO. 2014-01 A RESOLUTION OF THE DILLINGHAM CITY COUNCIL
OPPOSING THE PASSAGE OF HOUSE BILL 77 BY THE ALASKA LEGISLATURE**

WHEREAS, Alaska House Bill 77 was introduced by the Legislature during the 2013 session; and

WHEREAS, passage of House Bill 77 will eliminate individuals' and organizations' ability to apply for and secure instream reservations of water; and

WHEREAS, passage would remove a mandatory notice and comment period for preliminary Best Interest Findings which will allow the Commissioner of the Department of Natural Resources to issue permits without public notice or solicitation of comments; and

WHEREAS, passage would limit who can participate in the administrative process to challenge flawed decisions by government officials; and

WHEREAS, passage would allow research and feasibility activities associated with the potential Chikuminak Dam which in essence exempts that project from regulations developed in the Wood-Tikchik State Park Management Plan for the preservation and protection of resources in the Park; and

WHEREAS, House Bill 77 erodes important standards in the state's regulatory process and changes the law to limit the public's ability to meaningfully participate; and

WHEREAS, House Bill 77 diminishes the public's ability to insure protections for fish and game; and

WHEREAS, the Citizens of the community of Dillingham have indicated that protection of our natural resources are our highest priority; and

WHEREAS, in recognition of the need for maximum local participation in the protection of our resources, the City of Dillingham became a co-applicant with Curyung Tribal Council, the SW Alaska Salmon Habitat Partnership and the Bristol Bay Heritage Land Trust on an Instream Flow Reservation Application in March of 2013;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council strongly opposes House Bill 77 and urges Alaska Legislators to actively oppose passage of this bill.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on January 9, 2014.

Subject: A Resolution of the Dillingham City Council opposing the passage of House Bill 77 by the Alaska Legislature

Agenda of: January 9, 2014

City Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera

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

Fiscal Note: Yes _____ No X Funds Available: Yes _____ No _____

Other Attachment(s): None

Summary Statement.

About House Bill 77:

During the 2013 Legislative session, Alaska House Bill 77 was considered by our Alaska state legislature. HB 77 takes away the rights of the public, tribes and other entities to apply to reserve water within streams in order to maintain sufficient flow. Sufficient flow is necessary for various public interests including transportation, fish and wildlife protections, and water quality. The bill erodes important standards in the state's regulatory process and changes the law in several ways that limit the public's ability to meaningfully participate. HB 77 diminishes existing practices in DNR's process and lessens the public's ability to insure protections for fish and game.

The most concerning provisions of HB 77 include: (1) eliminating individuals' and organizations' ability to apply for and secure instream reservations of water ; (2) removing a mandatory notice and comment period for preliminary Best Interest Findings; and (3) limiting who can participate in the administrative process to challenge flawed decisions by government officials.

Distribution:

- Governor Sean Parnell
- Representative Bryce Edgmon
- Senator Gary Stevens
- Kate Wasserman, AML
- Executive Director, SWAMC
- Clifford Stone, City's Lobbyist
- SW Alaska Salmon Habitat Partnership
- Bristol Bay Heritage Land Trust
- Dorothy Larson, Curyung Tribe

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-06

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL EXPRESSING STRONG SUPPORT FOR GOVERNOR PARNELL'S PROPOSAL TO APPROPRIATE \$3 BILLION FROM THE CONSTITUTIONAL BUDGET RESERVE INTO THE ALASKA RETIREMENT TRUST FUNDS IN 2015

WHEREAS, the combined unfunded liability of Alaska's Public Employee's Retirement System (PERS) and Teacher's Retirement System (TRS) is \$11.8 Billion at June 30, 2012; and

WHEREAS, the funded ratio of PERS is 61.3% and TRS is 52.1% at June 30, 2012; and

WHEREAS, the Governor has identified the State's unfunded pension liability as Alaska's biggest budget driver, with annual State Assistance payments expected to exceed \$1 Billion per year without a substantial cash infusion directly into the retirement trust funds; and

WHEREAS, State Assistance payments on behalf of municipalities provide significant rate relief to local taxpayers, provide budget predictability and stability to local governments, and are crucial to the financial health of Alaska's municipalities and school districts; and

WHEREAS, Governor Parnell's plan is in the best interests of the retirement systems, the State of Alaska and its municipalities by honoring Alaska's constitutional obligations, reducing annual state assistance contributions to a more predictable and sustainable \$500 Million per year, increasing the funded status of the PERS and TRS by 10%, honoring the State's previous commitment to pay employer contribution rates in excess of 22%, allowing for future interest earnings to offset future contribution requirements, reducing pressure on future State and local government budgets, strengthening the credit rating of the State of Alaska and its municipalities, increasing future flexibility at a time when oil production is anticipated to decline, and solving the problem now when reserves are available rather than passing the problem to future generations of Alaskans;

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

Section 1. The Dillingham City Council expresses strong support for Governor Parnell's proposed transfer of \$3 Billion from the State's Constitutional Budget Reserve directly into the retirement trust funds.

Section 2. The Dillingham City Council expresses concern for any proposal to place the proposed \$3 Billion into a Reserve Fund rather than directly into the

retirement trust funds. The purpose of a Reserve Fund is to provide future flexibility to allow monies to be used for purposes other than the provision of pension benefits. The existence of the Reserve Fund gives a potentially false assurance that funded levels of the retirement trust funds are adequate to pay pension benefits, thereby reducing required employer contributions into the system. Future tapping of the Reserve Fund however, would significantly exacerbate the unfunded liability at a time when Alaska has diminished flexibility to address the problem due to lower oil production and likely lower reserves.

Section 3. The Dillingham City Council further expresses strong support for the Governor's proposal to continue to provide \$500 Million per year in State Assistance payments on behalf of municipalities and school districts. State Assistance payments should not be further diminished. Any further reduction in State Assistance necessarily extends the amortization of the unfunded liability resulting in local governments and school districts having to pay the 22% (PERS) and 12.56% (TRS) employer contribution rate for many more years than they otherwise would, and significantly shifting costs from the State to its municipalities.

Section 4. This resolution shall take effect immediately upon adoption.

PASSED and ADOPTED by the Dillingham City Council on January 9, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum R2014-06

Subject: A Resolution of the Dillingham City Council expressing strong support for Governor Parnell's proposal to appropriate \$3Billion from the constitutional budget reserve into the Alaska Retirement Trust Funds in 2015

Agenda of: January 9, 2014

City Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera

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

Fiscal Note: Yes _____ No X Funds Available: Yes _____ No _____

Other Attachment(s): None

Summary Statement.

Distribution:

- Governor Sean Parnell
- Representative Bryce Edgmon
- Senator Gary Stevens
- Kate Wasserman, AML
- Executive Director, SWAMC
- Clifford Stone, City's Lobbyist

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2014-07

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE
ADOPTION OF "LUTRI", THE CITY'S DRUG DOG**

WHEREAS, the City of Dillingham purchased "Lutri", a drug dog, in January 2012 utilizing asset forfeiture funds; and

WHEREAS, training for "Lutri" and his handler were also completed using asset forfeiture funds; and

WHEREAS, since the City acquired "Lutri" it has gone through two handlers and has not been able to use the dog when vacancies occurred, and

WHEREAS, the City recognizes the effectiveness of using a drug dog for illegal drug trafficking; and

WHEREAS, it is in the best interest of "Lutri" to continue to work as a drug dog in the future; and

WHEREAS, the City worked closely with the Alaska State Troopers Statewide Drug Enforcement Unit in the utilization of "Lutri" in illegal drug trafficking; and

WHEREAS, the City does not feel it has the capacity to train another handler; and

WHEREAS, the City would like to offer "Lutri" to either the Alaska State Troopers Statewide Drug Enforcement Unit or another municipality that would be able to use him as he was trained to do;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council approves the adoption of "Lutri" to an as described above entity that would be able to use him as a drug dog.

PASSED and ADOPTED by the Dillingham City Council on January 9, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

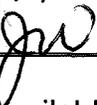
Subject: A resolution of the Dillingham City Council Authorizing the Adoption of "Lutri", the City's Drug Dog

Agenda of: January 9, 2014

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera

Route To:	Department / Individual	Initials	Remarks
X	Finance / Carol Shade		
X	Chief of Police/Dan Pasquariello		
X	City Clerk / Janice Williams		

Fiscal Note: Yes _____ No X Funds Available: Yes X No _____

Other Attachment(s): None

Summary Statement.

The City of Dillingham has owned Lutri, its drug dog, since early January 2012. The dog was purchased and trained with a handler using Asset Forfeiture funds. Since Lutri's was acquired by the City there have been numerous arrests for illegal drug trafficking.

The City has just lost a second handler for Lutri and feels that the Dillingham Police Department no longer has the capacity to train another handler for the dog. Any work that Lutri does will only be recognized in court by trained handlers so having Lutri without a trained handler will not help the City with any drug handling cases.

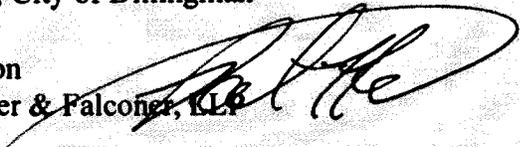
The City feels that Lutri needs to be used for what he is trained for and being penned up is not in his best interest, so would like to offer him to the Alaska State Troopers Statewide Drug Enforcement Unit or another municipality that can put him to work.

The City has worked very closely with the State of Alaska's drug enforcement efforts in Dillingham and has offered up the dog to the State Troopers. The State Troopers have not given the City any official word yet that they will take him. If not the State Troopers, the City would contact other municipalities that would be able to use him in a drug trafficking capacity.

BOYD, CHANDLER & FALCONER, LLP
ATTORNEYS AT LAW
SUITE 302
911 WEST EIGHTH AVENUE
ANCHORAGE, ALASKA 99501
TELEPHONE: (907) 272-8401
FACSIMILE: (907) 274-3698
bcf@bcf.us.com

MEMORANDUM

TO: Rose Loera
City Manager, City of Dillingman

FROM: Patrick Munson
Boyd, Chandler & Falconer, LLP 

RE: Earlene George Late-filed Appeal

DATE: December 30, 2013

This memo responds to your request for our office's opinion as to whether the City Council may or should open an appeal in response to Ms. George's late-filed appeal. The Code very clearly prohibits the Board of Equalization from opening any appeals after the thirty day deadline. Thus, we recommend Ms. George's appeal be denied on that basis. In addition, this scenario illustrates several issues that can be addressed through the recommendations listed at the conclusion of this Memo. Further analysis is set forth below.

Background¹

The property in question is located at Snag Point Subdivision, Lot 11, Block 2. Ms. George states that she received the property last year after the death of her sister. State property records (attached) show only that it was conveyed by BBHA to Ms. George on April 16, 2009, over four years ago. When BBHA owned the property, it was exempt from 85% of property taxes. Ms. George states that she has paid the real property taxes on the property for eight to nine years, before she even owned it. Ms. George stated at the hearing that she contacted the City in 2012 to inform it of the ownership change, but we have not seen a record or confirmation of that and the property information was apparently not updated.

¹ This analysis is based on limited information on the property's history and ownership, but we do not see any facts that would change our recommendation because the Code dictates but one result.

George Late-filed Appeal Memorandum
December 30, 2013
Page 2 of 5

Ms. George states that she did not receive the assessment notice mailed on March 1. That notice contained the appeal procedure and the deadlines from which Ms. George seeks an exception now. Whether the March 1 assessment/appeal notice was sent to BBHA or Ms. George is not clear from the documentation we have seen so far, but we assume it was sent to BBHA based on the information then available to the City. She also states that she did not receive a property tax statement when the statements were sent to all City property owners on July 1, 2013. DMC § 4.15.170. BBHA apparently received that notice and informed the City on July 8, 2013 that the property had been conveyed to Ms. George and was no longer exempt. The City updated its records to reflect this and billed Ms. George the full amount due without any exemption. As a result, Ms. George received the "tax due" invoice in mid-October, according to her letter.

On October 30, Ms. George asked the City to consider a late-filed appeal to the assessment of her property, arguing that she did not receive notice of the assessment and appeal procedure. She also submitted some general information regarding her belief that the assessment over-valued her property. The Council asked whether the Board of Equalization has authority to hear the appeal even though the 30 day appeal deadline has long since passed.

Issue

The only question right now is whether the Council/BOE has authority to open an appeal to review Ms. George's assessment. If the Board has that authority, the second question is whether it should open an appeal based on the information submitted. The Council cannot consider the potential merits of her claims regarding the valuation when deciding whether to open an appeal. If the BOE hears her appeal, it will decide the merits regarding the condition and appropriate valuation of her house.

Governing law

City code establishes the procedure for filing property tax assessment appeals, which largely reflect the process outlined in AS 29.45. The following ordinances apply:

DMC § 4.15.125(B).

No appeal may be taken unless the applicant files with the city clerk written notice of appeal specifying grounds for such appeal within thirty days from the date the assessment notice was mailed.

DMC § 4.15.125(E).

As soon as practicable after the deadline for filing appeals expires, the board shall convene an organizational meeting to determine the number of outstanding appeals and schedule hearings. No more appeals shall be accepted.

George Late-filed Appeal Memorandum
December 30, 2013
Page 3 of 5

DMC § 4.15.125(F).

Hearings for all outstanding appeals shall be held prior to May 15th of the tax year for which the assessment is appealed, unless the board determines at its organizational meeting that additional time is necessary to conduct all the hearings. All hearings and assessments must be complete before the council considers the resolution required by Section 4.15.020(B).

ANALYSIS

The City recently amended its real property tax code to make it clear that late-filed appeals are not accepted. The Code provisions above reflect that policy choice. No less than three times the Code says that the appeal cannot be heard if it is filed late. The ordinance did not include any exceptions. Thus, Ms. George's appeal cannot be entertained.

This is consistent with the traditional rule of law that municipalities throughout Alaska and the rest of the country follow. Cities are not, and cannot be, expected to have an open-ended appeal window, and courts do not require otherwise. Without a definite cut-off date, even valuations from prior years would be open to appeal, which is not tenable. Thus, the policy is not only clear under Dillingham law, it is widely practiced and consistent with efficient government.

This is so even if Ms. George did not receive the tax assessment notice. Courts and governments place responsibility for complying with tax laws and deadlines on the citizen because she is in the best position to know what requirements apply to her property and to determine whether she has all the information and documentation needed to comply. The City even provides a "backup" to the mailing system by posting notice that assessments have been completed and mailed in City Hall. DMC § 4.15.110. This puts property owners on notice that they should be expecting an assessment, and that they need to inquire if they do not receive one. This "backup" is appropriate since the City cannot realistically ensure that property owners physically receive and read every piece of mail the City sends.

In addition, it is common knowledge that real property is subject to assessment and taxation, and it is the duty of every property owner to take such steps as are necessary to protect his or her interests in the property, such as ensuring that the taxing authority has the correct address to which notices relating to assessments and taxes on the property may be sent. Ms. George must have understood the general system of property taxes in Dillingham because, according to her, she paid the taxes for eight or nine years even though she was not the record owner of the property for all or most of that time. Presumably she did not receive the assessment and appeal deadlines during those years, but she nevertheless paid the taxes. This suggests she was cognizant of the requirements and capable of following up in a timely manner.

George Late-filed Appeal Memorandum
December 30, 2013
Page 4 of 5

Moreover, Ms. George does not appear to have a valid reason why she was unable to comply with the original deadline. State records show that she received the property in 2009, not 2012, yet she states that she did not contact the City until 2012. Assuming that is true, it is possible that she should have lost the exemption as early as 2010, and thus benefitted significantly by failing to report the change to the City.² If she did contact the City (at any time), then the City may bare some responsibility if she did not receive the 2013 assessment notice, but this in itself is not enough to allow an appeal that is categorically prohibited by Code because it is the property owner's responsibility to mind her own tax affairs. The City also appears to have paid the price for any mistake already by, potentially, failing to collect the full tax owed since 2010. Just as the City cannot go back and recover that amount, Ms. George cannot go back and try to lower the amount due after the deadline has passed.

Nor is this the type of law for which the City Council has discretion to grant an exception not specifically permitted by law. As you know, there are some instances where the Council can choose to read an ambiguous law in a way that benefits a citizen in order to give her the benefit of the doubt. In this case, however, the Code is unambiguous: the Board is legally prohibited from hearing late-filed appeals. No exemptions are stated in the Code, and the Council cannot grant one not provided by law. Ms. George's appeal should be denied on that basis. Even if the Council had such discretion, it should not exercise it in this case because the property owner bares responsibility for complying with the laws and deadlines applicable to her property, and does not appear to have done so.

Conclusion

We recommend that Ms. George's late-filed appeal be denied as untimely. She should submit any information on valuation in a few months when the 2014 assessments are distributed. Under the circumstances, the City could waive penalties and/or interest for late payments, but it cannot open a formal appeal.

The City Assessor is also in the process of developing a procedure for ensuring that the City receives notice of property transfers. Such a system should be implemented. We also recommend making a City form available by which new property owners can notify the City in writing of the change in ownership. The form should be mandatory for transfers within city limits, and the Code amended to prohibit appeals by anyone who failed to file the form timely.

² Please remember that the property's history is largely unknown other than that which was available through a basic review of State records. However, even without the complete history, or if the property was eligible for exemption past 2009, the burden is always on the property owner in this situation, so the analysis and conclusion are the same.

George Late-filed Appeal Memorandum
December 30, 2013
Page 5 of 5

Finally, if the Council wishes to re-visit this ordinance to allow for a narrow exception to the appeal deadline based on certain well-defined extenuating circumstances, our office could draft such an ordinance. This would not allow Ms. George's 2013 appeal to be processed, but would allow the Council some discretion in future years. Eliminating that discretion, however, was precisely the Council's goal earlier this year when it enacted the ordinances above.

PWM/lkr

A
L
A
S
K
A

2009-000143-1

Recording Dist: 307 - Bristol Bay
4/27/2009 11:07 AM Pages: 1 of



Return To: Earlene George
P.O. Box 925
Dillingham, AK 99576

WARRANTY DEED

PWT 90337

The Grantor, Bristol Bay Housing Authority, of P.O. Box 50, Dillingham, AK 99576, for and in consideration of TEN DOLLARS (\$10.00), and other good and valuable consideration in hand paid, the receipt and sufficiency of which is hereby acknowledged, conveys and warrants to Grantee, Earlene George, P.O. Box 925, Dillingham, AK 99576, the following described real property located in Dillingham, Alaska, together with the BBHA-built house thereon:

Lot Eleven (11), Block Two (2), of SNAG POINT SUBDIVISION, according to Plat 83-3, filed in the Bristol Bay Recording District, Third Judicial District, State of Alaska.

SUBJECT TO reservations, easements, exceptions, restrictions, covenants, conditions, encumbrances, and restrictions of record, if any, and subject to any interests that could be determined by a physical inspection of the property.

DATED this 16th day of April, 2009.

GRANTOR: BRISTOL BAY HOUSING AUTHORITY

Andy Anderson, Acting Executive Director

STATE OF ALASKA

THIRD JUDICIAL DISTRICT

THIS IS TO CERTIFY that on this 16 day of April, 2009, before me, a notary public in and for the State of Alaska, personally appeared Andy Anderson, known to me to be the Acting Executive Director of Bristol Bay Housing Authority, and he swore to me that the foregoing is true and correct to the best of his knowledge and belief, and that he signs this document as his free and voluntary act and deed pursuant to authority of the Board of Commissioners.

STATE OF ALASKA
NOTARY PUBLIC
Vivian M. Shade
My Commission Expires 4/22/2012



Notary Public, State of Alaska
My Commission Expires: 4/22/2012

Subject: City of Dillingham Action Memorandum No. 2014-01 Authorize the Mayor or City Manager to Execute a Contract with Gary Gordon dba Gordon & Associates, Inc., to provide project management and owner's representative services in support of the development of projects for the City of Dillingham.

Agenda of: January 9, 2014

Council Action:

Manager: Recommend approval.

City Manager: Rose Loera
Rose Loera

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

Fiscal Note: Yes X No _____ Funds Available: Yes X No _____

Other Attachment(s): None

Summary Statement.

The purpose of this Action Memorandum is to authorize the Mayor or City Manager to execute a contract with Gary Gordon dba Gordon & Associates, Inc. to provide project management and owner's representative services in support of the development of projects for the City of Dillingham.

The City posted a Request for Proposal (RFP) for project management services for 30 days as required by code. We had seven companies respond. The companies that responded were LeMay Engineering & Consulting, Project Development Associates, Michael L. Foster & Associates, Bristol Engineering Services, DOWL HKM, Meridian and Gordon & Associates. There were four people on the review committee.

Our first review of the bidders was done on November 26, 2013 where the bids were scored based on the criteria set in the RFP using a weighted scoring system. The three companies with the highest scores were selected as the finalist and interviewed telephonically the week of December 9th by the evaluation committee. The telephonic interview was again scored based on new information gained from the interview. We also contacted the three references provided by the respondents and had a score from 1 to 5 for each of the questions. In all three review and interview processes, Gary Gordon dba Gordon & Associates, Inc. received the highest overall score.

The funds for project management services will be assessed against the project grants whenever possible. Other funding sources will be from a contracting line item in Administration's budget.

The projects for this upcoming year will be Waste Water Treatment Plant and Landfill.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on January 9, 2014.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham
Fiscal Note

Agenda Date January 9, 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: \$ 20,000.00		FUNDING SOURCE Lanfill Oxidation, WasteWater Treatment, General Fund	
FROM ACCOUNT Landfill Oxidation \$ 10,000.00 WasteWater Treatment Plant \$ 7,500.00 General Fund \$ 2,500.00		Project Lanfill Oxidation, WasteWater Treatment, General Fund	
TO ACCOUNT:	VERIFIED BY: Carol Shade	Date:	1/2/2014

EXPENDITURES

OPERATING	FY14	FY15	FY16	FY17
Personnel				
Fringe Benefits				
Contract	\$2,500.00			
Computer Hardware				
Land/Buildings				
Miscellaneous				
TOTAL OPERATING	\$ 2,500.00	\$ -	\$ -	\$ -

Project Management	17,500.00			
--------------------	-----------	--	--	--

REVENUE				
---------	--	--	--	--

FUNDING

General Fund	\$ 2,500.00			
State/Federal Funds	17,500.00			
Homeland Security Grant				
TOTAL FUNDING	\$ 20,000.00	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Action Memorandum 2014-01

PREPARED BY: Carol Shade

January 9, 2014

DEPARTMENT: Finance Department

January 9, 2014

Consumer & Industry Affairs
Alaska District



RECEIVED
DEC 26 2013
CITY OF DILLINGHAM

December 23, 2013

Dear Valued Postal Customer:

Until the early 1950s, Post Offices provided directory service on regular mail that lacked complete address information. However, with the continually mounting mail volume, this service was discontinued because of its very high cost and the virtual impossibility of maintaining accurate reference directories.

Proper addressing of the mail is essential in order to deliver it. The Post Office in your location does not have carrier delivery, therefore your mail must display a Post Office Box Number or General Delivery before it can be delivered.

We also understand that today many companies require a street address on the mail that they send to you. Since our goal is to make sure that you receive your mail, we have provided you with an alternate addressing solution. For companies that require a street address, provide them with the following mailing address which identifies your post office box number as a suite.

An example of this format is below:

CUSTOMER NAME
STREET OR RURAL ADDRESS **SUITE 1234**
CITY, STATE, ZIP CODE

If all the Street or Rural address information cannot be continued on the same line above the city, states, and zip code, place the "Suite" information on the line immediately above it.

An example of this format is below:

CUSTOMER NAME
SUITE 1234
STREET OR RURAL ADDRESS
CITY, STATE, ZIP CODE

While we want to deliver all mail entrusted to our care to the intended recipient, we also have an obligation to keep the costs down, which are passed on to you, the Postal customer. With the use of the suite number to identify the post office box mailing address, we can minimize those costs.

Sincerely,

Jacqueline Nolan
Consumer & Industry Affairs



THE STATE
of **ALASKA**

GOVERNOR SEAN PARNELL

Department of Natural Resources

Division of Mining, Land & Water
Land Sales & Contract Administration Section

550 West 7th Avenue, Suite 640
Anchorage, Alaska 99501-3576

Main: 907.269.8594

TDD: 907.269.8411

Fax: 907.269.8916

<http://dnr.alaska.gov/mlw/landsale/>

<http://facebook.com/alaskaland/>

RECEIVED

DEC 30 2013

CITY OF DILLINGHAM

December 26, 2013

Dear Interested Party:

The State of Alaska, Department of Natural Resources (DNR), Division of Mining, Land, and Water (DMLW) proposes to offer State-owned land for sale under AS 38.05.600 Remote Recreational Cabin Sites and AS 38.05.045 Generally [Sale of Land]. The Snake Lake project area (ADL 231555) is located approximately miles northwest of Dillingham within the unorganized borough. The Division proposes to offer authorizations to stake parcels from 5 acres to 20 acres in size. Authorizations awarded by lottery allow entrants to stake a parcel, lease the staked parcel during the survey, platting, and appraisal process, and convert the lease to a sale at a purchase price established by the appraised value, plus associated fees.

The Division may also identify and survey additional parcels in a project area. The total number of acres and total number of parcels will not exceed the maximum number specified for sale by this proposal. These additional parcels and any staked but later relinquished, terminated, or expired before converting to sale will be offered at public auction or by another method under AS 38.05.045 Generally [Sale of Land].

You are invited to review and comment on the proposed land offering. A public notice pursuant to AS 38.05.945(c) and a Remote Recreational Cabin Sites fact sheet describing the program in more detail are enclosed.

Please see the enclosed Public Notice for specific dates and conditions for submitting comment on the proposed land offering.

If you have any questions or need further information concerning the proposed actions please call Peter Burton at (907)269-8602 in Anchorage, or email dnr.rrcs@alaska.gov.

Sincerely,

Handwritten signature of Peter Burton in black ink.
Peter Burton
Natural Resource Specialist II

Encl: Public Notice

ATTACHMENT C: PUBLIC NOTICE

of the
Preliminary Decision

for a
**Proposed Land Offering in the Lake and Peninsula Borough
Snake Lake Remote Recreational Cabin Sites Project Area - ADL 231555**
AS 38.05.045, and AS 38.05.600

and
Related Proposed Mineral Order (Closing)
AS 38.05.185 and AS 38.05.300

COMMENT PERIOD ENDS 5PM JANUARY 30, 2014

As described in the Preliminary Decision document, the Division proposes to offer up to 50 authorizations to stake parcels generally ranging from 5 to 20 acres and create Administrative Parcels within the defined project area. The offerings and development may be conducted in multiple offerings over time but will not exceed 1,000 acres under this proposal. As a Related Action, the Division would close the area to new mineral entry. The project areas is located approximately 20 miles northwest of Dillingham, 8 miles west of Aleknagik, around the northern tip of Snake (Nunavaugaluk) Lake, encompassing approximately 40 square miles (~25,395 acres) within portions of Township 10 South, Ranges 57 and 58 West, Seward Meridian.

To obtain the notice, Preliminary Decision, or instructions on submitting comment, or to request auxiliary aids, services, or special accommodations, go to <http://notice.alaska.gov> or http://landsales.alaska.gov/mlw/landsale/public_notice/. For assistance in obtaining the documents by an alternative method, contact DNR's Public Information Centers on State work days, Monday through Friday, between 10AM and 5PM in Anchorage at 907.269.8400 (TDD for the hearing impaired: 907.269.8411) or Fairbanks at 907.451.2705 (TDD for the hearing impaired: 907.451.2770), or the Southeast Land Section in Juneau at 907.465.3400 (TDD for the hearing impaired: 907.465.3888), or go to <http://dnr.alaska.gov/commis/pic/> for additional contact information. Individuals who require special assistance must request assistance from the Public Information Center in Anchorage no later than 4PM January 23, 2014.

Pursuant to *AS 38.05.945 Notice*, the public is invited to submit comment on these proposed action(s) for which notice is being conducted concurrently. If commenting on more than one proposed action, separate comments should be submitted for each. **The deadline for public comment is 5PM JANUARY 30, 2014.** Only persons from whom the Division's Land Sales and Contract Administration Section receives timely, written comment during the identified comment period will be eligible to file an appeal of the Final Finding and Decision. Written comment may be received by fax to 907.269.8916, email to dnr.rrcs@alaska.gov, or postal mail to LSCAS, ATTENTION: SNAKE LAKE RRCS PROPOSAL, 550 W. 7th Ave., Ste. 640, Anchorage, Alaska 99501. For direct inquiries, contact Peter Burton at 907.269.8602.

If no significant change is required, the Preliminary Decision, including any minor changes and a summary of comments and responses, will be issued as a subsequent Final Finding and Decision without further notice. A copy of the Final Finding and Decision will be sent to any persons who comments on the Preliminary Decision.

DNR reserves the right to waive technical defects in this notice. Please post until 5PM January 30, 2014.



P.O. BOX 79018 SEATTLE, WA 98119

December 12, 2013

CITY OF DILLINGHAM
P.O. BOX 889
141 MAIN STREET
DILLINGHAM, AK 99576

To Our Valued Customer:

We are excited to announce our forthcoming merger between two of Alaska's foremost petroleum distribution companies, Delta Western, Inc. and Inlet Petroleum Company, Inc. Both companies have been operating under common Saltchuk ownership since the acquisition of Delta Western in 2000 and Inlet Petroleum in 2005. The merger is scheduled to officially take place on January 1, 2014. On this date, the two companies will become a single unit, embarking on a combined mission to provide the absolute best in fuel, lubricants and services to our valued customers.

-The New Company-

For more than 27 years, Delta Western and Inlet Petroleum have served Alaskans safely. A household name recognized in many Alaskan communities, the newly combined company will continue to distribute its products from its fuel terminals and lubricant warehouses throughout Southeast Alaska, Western Alaska/Bristol Bay, Aleutians/Pribilofs, and the rail belt and road system in Alaska. Sustained future growth of the company is directly tied to the successful marketing of fuel and lubricants for all types of industries and applications. We are a nationally recognized lubricants distributor for companies such as ChevronTexaco, ConocoPhillips, Shell, and Ford Motorcraft, and is Alaska's exclusive distributor of BP Lubricants, Air BP, Castrol Heavy Duty, Castrol Consumer, Aeroshell and Pennzoil-QuakerState. Our company sincerely understands it is a privilege to serve its customers. Those close relationships built between our companies and its customers have enabled us to identify and offer the products and services that add value to the Alaskan market, making our new company one of the largest suppliers of fuel, fuel additives, light-duty filters, automotive and industrial glycols, cleaners/degreasers, lubricant dispensing equipment and spill response materials in Alaska. Our enduring dedication to safety, exceptional customer service, on-time delivery service and long-standing partnerships with our suppliers defines us, and guarantees the highest commitment to serving Alaska's petroleum needs.

-The Future-

Merging these two great businesses will allow the combined company to leverage a wider array of services and provide more depth, without sacrificing the excellent customer service, competitive pricing and quality products our customers have come to expect. Delta Western, Inc. and Inlet Petroleum Company share the same values and hold themselves to the same high expectations in order to best serve you, our customer. With this in mind, the merger means a consolidated approach that will allow the combined company to focus greater resources toward continually improving that experience. However, there are several things we want to point out that will not change:

- Our unwavering commitment to safety and the environment
- The services you have come to expect and deserve will continue to be offered by the combined company
- Existing contracts and price structures will be honored

- You will continue to work with the same devoted employees you have in the past

Here are a few of the key changes:

Billing Inquiries:

Delta Western, Inc.
P.O. Box 79018
Seattle, WA 98119

Phone: (206) 270-9609
Toll Free: (800) 528-0191
Fax: (206) 213-0103

Inlet Petroleum Company
420 L Street, Suite 101
Anchorage, AK 99501

Phone: (907) 343-1235
Fax: (907) 277-5270

*Email billing inquiries may be directed to AR-seattle@deltawestern.com or AR@inletpetroleum.com

Customer Payment Remittance:

Delta Western, Inc.
P.O. Box 94356
Seattle, WA 98124

Sales Inquiries:

Packaged Products & Lubricants:

Anchorage

459 West Bluff Drive
Anchorage, AK 99501

Phone: (907) 274-3835
Toll Free: (800) 764-3835
Fax: (907) 272-8151

Fairbanks

Phone: (907) 479-0274
Fax: (907) 479-0275

Bulk Fuel:

Anchorage

420 L Street, Suite 101
Anchorage, AK 99501

Phone: (907) 343-1234
Toll Free: (800) 478-2688
Fax: (907) 276-3741

If you have any questions about this exciting news and what it will mean for you, please do not hesitate to contact us at any time. We look forward to a continued partnership and are grateful to you not only for giving us the opportunity to provide you with our services, but for your loyalty. We are confident that this organization will serve all of us well.

Warmest Regards,



Joel Lawrence
President
Inlet Petroleum Company
Direct Line: 907.343.1236
Email: jlawrence@inletpetroleum.com



Kirk Payne
President
Delta Western, Inc.
Direct Line: 907.265.3810
Email: kirkp@deltawestern.com

