



Alice Ruby, Mayor

Council Members

- Chris Napoli (Seat A) • Bill Rodawalt (Seat B) • Kaleb Westfall (Seat C)
- Curt Armstrong (Seat D) • Andy Anderson (Seat E) • Gregg Marxmiller (Seat F)

DILLINGHAM CITY COUNCIL
David B. Carlson Council Chambers

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

REGULAR MEETING	7:00 P.M.	FEBRUARY 6, 2020
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- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - a. Regular Council Meeting, January 16, 2020 page 3
- 4. APPROVAL OF CONSENT AGENDA**
 - a. Adopt Resolution 2020-02; A Resolution of the Dillingham City Council to Offer Thanks and Commendation to Val Luckhurst for his Many Years of Service at the Dillingham Senior Center page 7

APPROVAL OF AGENDA
- 5. STAFF REPORTS**
 - a. City Manager and Staff Reports page 9
 - b. Standing Committee Reports page 45
- 6. PUBLIC HEARINGS**
 - a. Ordinance 2020-01; An Ordinance of the Dillingham City Council Amending Section 4.30.050 C Purchase Orders, to Adjust the Not To Exceed Value
- 7. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)**
- 8. ORDINANCES AND RESOLUTIONS**
 - a. Adopt Ordinance 2020-01; An Ordinance of the Dillingham City Council Amending Section 4.30.050 C Purchase Orders, to Adjust the Not To Exceed Value page 49
 - b. Adopt Resolution No. 2020-03; A Resolution of the Dillingham City Council Amending the Bank Signature Card for Wells Fargo Checking Account Due to a Change in Council Members page 51
 - c. Adopt Resolution No. 2020-04; 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 page 53
 - d. Adopt Resolution No. 2020-05; A Resolution of the Dillingham City Council to Close Three Obsolete Special Funds page 55

- e. Adopt Resolution No. 2020-06; A Resolution of the Dillingham City Council Authorizing the City Manager to Waive the Purchasing Requirements to Award a Contract to EMC Engineering, LLC for the Dillingham Streets Rehabilitation Project page 61

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments
 - 1) Library Advisory Board – 1 seat open page 67
 - 2) School Facility Committee – 1 seat open
 - 3) Port Advisory Committee – 2 seats open page 69
- b. Progress Report
 - 1) Dave Carlson House Property
 - 2) Territorial School

10. NEW BUSINESS

- a. Adopt Action Memorandum 2020-01; Authorize Task Order No. 4 to CRW Engineering for Construction Support for the Water Improvements Project page 71
- b. Adopt Action Memorandum 2020-02; Authorize Task Order No. 5 to CRW Engineering for the Wastewater Systems Upgrades, Aeration Project page 81
- c. Adopt Action Memorandum 2020-03; Authorize Addendum No. 4 to PND Engineers, Inc. for Construction Support for the Dillingham Streets Rehabilitation Project page 91

11. CITIZEN’S DISCUSSION (Open to the Public)

12. COUNCIL COMMENTS

13. MAYOR’S COMMENTS

14. ADJOURNMENT

1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, January 16, 2020, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:00 p.m. The meeting was preceded by a workshop on Capital Improvement Projects.

2. ROLL CALL

Mayor Ruby was present.

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

Andy Anderson	Curt Armstrong	Chris Napoli	Gregg Marxmiller
Bill Rodawalt			

Staff in attendance:

Tod Larson	Lori Goodell	Dan Pasquariello	Luke Moody
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3. APPROVAL OF MINUTES

- a. Regular Council Meeting, December 5, 2019

MOTION: Andy Anderson moved and Chris Napoli seconded the motion to approve the minutes of December 5, 2019.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

APPROVAL OF AGENDA

MOTION: Chris Napoli moved and Bill Rodawalt seconded the motion approve the agenda.

VOTE: The motion passed unanimously by voice vote.

5. STAFF REPORTS

- a. City Manager and Staff Reports:

- Luke Moody, Public Works Director, was introduced. He stated safety is the #1 priority. Jean Barrett was commended for stepping in as acting PW Director while the position was open.
- Compliance inspections will be conducted in response to the AKOASA high hazard status.
- Landfill permit has been received.

- b. Standing Committee Reports

There were no committee reports.

Mayor Ruby assigned a review of DMC 15.04 Floodplain Regulations to the Code Review Committee.

6. PUBLIC HEARINGS

There was no public hearing.

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

There was no citizen discussion.

8. ORDINANCES AND RESOLUTIONS

- a. Introduce Ordinance No. 2020-01; An Ordinance of the Dillingham City Council Amending Section 4.30.050 C Purchase Orders, to Adjust the Not To Exceed Value

MOTION: Gregg Marxmiller moved and Andy Anderson seconded the motion to introduce Ordinance 2020-01.

VOTE: The motion passed by unanimous voice vote.

- b. Adopt Resolution No. 2019-35; A Resolution of the Dillingham City Council Authorizing the City of Dillingham to Join the Alaska Remote Sellers Sales Tax Commission for the Purpose of Developing, Implementing, and Enforcing a Remote Sellers Tax Code

MOTION: Chris Napoli moved and Bill Rodawalt seconded the motion to adopt Resolution 2019-35.

- AML has been working on standardizing this issue.
- An agreement will need to be completed within 120 days.
- Ordinance updates have been assigned to the Code Review Committee.

Question called, no objections.

VOTE: The motion passed by unanimous voice vote.

- c. Adopt Resolution No. 2020-01; A Resolution of the Dillingham City Council Approving the Updates to the 2018-2023 Capital Improvement Plan and the FY2021 Legislative Priorities List

MOTION: Chris Napoli moved and Andy Anderson seconded the motion to adopt Resolution 2020-01.

VOTE: The motion passed by unanimous voice vote.

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments
 - 1) Senior Advisory Commission
 - 2) School Facility Committee
 - 3) Port Advisory Committee
 - 4) Planning Commission

Mayor Ruby recommended Teresa Capo and VI Braswell to the Senior Advisory Commission.

MOTION: Chris Napoli moved and Gregg Marxmiller seconded the motion to concur with Mayor Ruby's recommendations.

VOTE: The motion passed by unanimous voice vote.

Mayor Ruby recommended Gregg Marxmiller and Jessica Denslinger be reappointed to the Planning Commission.

MOTION: Chris Napoli moved and Bill Rodawalt seconded the motion to concur with Mayor Ruby's recommendations.

VOTE: The motion passed by unanimous voice vote.

- b. Progress Report
 - 1) Dave Carlson House Property

2) Territorial School

There were no progress reports.

10. NEW BUSINESS

a. Dillingham Liquor Store License Renewal

MOTION: Andy Anderson moved and Chris Napoli seconded the motion to waive the right to protest this liquor license renewal.

It was stated the need for no protest is appreciated.

VOTE: The motion passed by unanimous voice vote.

b. Appointment to City Council Seat C

Mayor Ruby recommended Kaleb Westfall to City Council Seat C.

It was noted Kaleb has demonstrated community interest in the last few years. This appointment lasts until the next regular local election in October 2020.

MOTION: Chris Napoli moved and Gregg Marxmiller seconded the motion to concur with Mayor Ruby's recommendation.

VOTE: The motion passed by unanimous voice vote.

Kaleb Westfall took the Oath of Office and was seated on the City Council.

c. Set Special Meetings

- Joint School Board / City Council meeting 1/23/2020, 6:00 pm at UAF
- Board of Equalization 4/30/2020.
- MOU is still working on a date.

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

There was no discussion.

12. COUNCIL COMMENTS

Gregg Marxmiller:

- Thanked council for the appointment to the Planning Commission.
- Welcomed Kaleb to the Council.

Curt Armstrong:

- Welcomed Kaleb to the Council.

Bill Rodawalt:

- Welcomed Kaleb to the Council.

Kaleb Westfall:

- Thanked Council for the appointment. Stated he hopes to do good work

Chris Napoli:

- Welcomed Kaleb to the Council.
- Spoke regarding the new Director of Fish and Game.

Andy Anderson:

- Welcomed Kaleb to the Council.

13. MAYOR'S COMMENTS

Alice Ruby:

Mayor Ruby recommended Kaleb Westfall to the Code Review Committee.

MOTION: Andy Anderson moved and Chris Napoli seconded the motion to concur with Mayor Ruby's recommendation.

VOTE: The motion passed by unanimous voice vote.

- Apprised everyone regarding the YouTube video released by Census Bureau Director Dillingham after his trip to Dillingham.
- Stated an assessment of street lights on Lake Road might be needed.
- A moment of silence was observed for those residents lost since the last meeting.

14. ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:10 p.m.

Mayor Alice Ruby
[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2020-02

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO OFFER THANKS AND COMMENDATION TO VAL LUCKHURST FOR HIS MANY YEARS OF SERVICE AT THE DILLINGHAM SENIOR CENTER

WHEREAS, Val "Porky" Luckhurst was employed by the City of Dillingham in December of 2002. After more than 17 years of service he is retiring as the Senior Center Driver for Dillingham; and

WHEREAS, Porky's role as Senior Center Driver was an asset in providing a continuity of reliable service and support for the senior citizens of Dillingham; and

WHEREAS, Porky went the extra mile with the elders, i.e., assisting with tasks as requested, checking on those who had not been seen recently, watching homes when elders are away, and he often checked tanks to make sure they have enough heating oil; and

WHEREAS, in one case Porky was responsible for preventing a loss of life when he noticed the absence of a senior for several days. Due to his diligence it was discovered they had fallen in their home and could not call for help; and

WHEREAS, due to Porky's obvious care and concern the elders and their families have faith and a high degree of trust in him; and

WHEREAS, no matter the situation, Porky maintained professionalism, his sense of humor made the senior center full of laughter, he always provided the elders with kindness, and respect; and

WHEREAS, in addition to his role as Senior Center Driver, Porky assisted the City of Dillingham with consistent and dependable courier services; and

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council offers their sincere gratitude and a commendation to Val Luckhurst for his many years of service, and dedication to the elders and community of Dillingham.

PASSED and ADOPTED by the Dillingham City Council on February 6, 2020.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

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Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Bill Rodawalt
Kaleb Westfall
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 31, 2020
To: Mayor and City Council
From: Tod Larson
Subject: January 2020 City Manager Report

Personnel – Welcome to our new employees and thank you to those that have served the City faithfully and are moving on to other positions/careers.

New Employees: Nick Trojano – Corrections Officer
Danny Wassily – Landfill Operator

Resignations: Ausha Elliot – Dispatcher
Val “Porky” Luckhurst – Senior Center Driver, retired after 17 years

Transfers: Hayse Casteel – Corrections Sergeant to Accounting Technician I,
Cashier

Position Vacancies: Police Officer
Corrections Officer
Dispatcher
Fleet Mechanic
Senior Center Driver

Seasonal: Seasonal EMT (4)
Dock Assistant/Heavy Equipment Operator

Legislative Session – The legislative session has begun again and if you weren’t aware – a joint session was held the first week to discuss and vote on any veto overrides. The two line item vetoes that were under consideration were restoring funding to the Alaska State Ferry System and to the school bond debt. Both measures failed to garner a super-majority required to overturn the vetoes.

Information Technology Project – ACS has been in Dillingham installing the City's new computers this week (January 27-31). So far things have been going smoothly and the project will be completed soon.

UAF Bristol Bay Campus Discussion – Mayor Ruby and I attended a legislative luncheon at the invitation of Mike Davis to learn about the course he offers and the information the students and instructors glean from a trip to the Legislature. They presented some slides regarding the State budget and they are attached in the information section of this packet. Bottom line is that the course is a great way to learn more about State government and the fiscal decisions they make. Those decisions eventually end up having impacts on Alaska municipalities.

Joint School Board/City Council Meeting – I know the City Council was in attendance, but I just wanted to say that I thought the meeting was good and that we will continue to build on our relationship with the School Board.

Respectfully Submitted,
Tod Larson

City of Dillingham

House District 37 / Senate District S

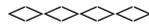
~ 1/28/20 ~

31st Alaska State Legislature ~ 2nd Session

JANUARY 2020 – LEGISLATIVE REPORT

Cliff Stone / City Lobbyist

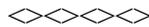
~ On the 4th day of session, veto overrides fail on a vote of 37-20 ~



“Alaskans deserve to know where their elected officials stand. Today we saw clearly that most legislators stand with the Alaska Marine Highway System, and for keeping the financial commitments the state made to local communities.” — Speaker Bryce Edgmon

Legislators debated the override for 3 1/2 hours before voting that would have granted the Alaska Marine Highway System \$5 million, rural school districts \$19.7 million and larger school districts \$48.9 million. Those amounts would apply to the budget passed by the Legislature last year and in effect now. The veto failed on a vote of 37-20. A super majority is required for an override that deals with appropriations. That means a three-quarter vote (45 votes was necessary) to restore that critical funding.

Without the overrides, local school districts will assume a greater share of the cost for new schools and school renovations. Last year, the governor vetoed half the funding for a program that subsidizes construction. The override would have restored full funding.



The NFL Super Bowl has entertainment at half time. The Alaska Senate decided their entertainment would begin before they even started the game. Their floor session was delayed for hours as caucus members met in Senate President Giessel’s office to hammer out who was going to be on the field and in what position.

The Senate Finance Committee reverted back to seven members. Senator Peter Micciche, a Republican representing the Kenai/Soldotna area and Senator Mike Shower, also a Republican covering the rural Matsu area were kicked off the committee. In part, Micciche lost his seat because he supported the Wasilla special session last summer (which did not happen) and he supported a full PFD. Shower was also a full PFD advocate and he broke caucus rules by ducking out of a vote on a budget bill that only contained \$1,606 for the dividend. Surprisingly, Micciche was made chair of Senate Resources.

In effect, Democrats gained a larger share of the votes on Senate Finance. Senator Donny Olson and Senator Bill Wielechowski both serve on this committee along with Senator Lyman Hoffman. Hoffman is also a Democrat, but caucuses with the Majority Republicans. Other Democrats to gain in this shakeup was Senator Tom Begich who got Costello’s seat on Legislative Council and Sen. Bill Wielechowski got Micciche’s spot as an alternate on the Legislative Budget & Audit Committee.

They ended up making several other changes that included Senator Hughes losing her chair of the Senate Judiciary Committee (replaced by Senator Coghill), Senator Shower losing his chair of the Senate State Affairs Committee (replaced by Senator Revak, and Senator Reinbold losing her chair of the Senate Labor and Commerce Committee (replaced by Senator Bishop).

On the House side of the field, they weren't without their surprise moves. Republican Tammie Wilson of Fairbanks shocked most people when she announced her resignation from the Legislature. Purportedly she was stepping down to take a position offered to her by the Dept. of Health & Social Services.

However, she might not be permitted from taking this position because of what's called the "ineligibility clause" in the state's Constitution. Article II, section 5 states, "During the term for which elected and for one year thereafter, no legislator may be nominated, elected, or appointed to any other office or position of profit which has been created, or the salary or emoluments of which have been increased, while he was a member."

Apparently this position created under the DHSS commissioner's office is a policy advisor for child services. Since Ms. Wilson was a legislator when this position was created, she will be not allowed to take the new job until one year has passed since her resignation. This information is according to several news stories. This is contrary to what she announced and other released information.

Regardless, House District 3 Republicans are now accepting applications to fill this seat. In a press release, the deadline for submissions is Feb. 7th. The interview process will be conducted on Feb. 10th. From there, up to three names will then be submitted to the governor for his consideration. As we saw in the last selection process this past summer/fall, when a vacancy occurs in the Alaska Legislature, state law requires the governor to appoint a qualified candidate to fill the seat within 30 days. The appointment is subject to confirmation by a majority of legislators in the same house and of the same political party as the person who left the vacancy.



BUDGET / BILLS 2020

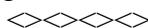
For a handy reference, here are the budget bills so far for this year. They will be considered through out this second session. When other budget type bills are introduced, I'll bring those to your attention.

- **HB 205 / SB 152 – FY21 Operating Budget**
- **HB 206 / SB 153 – FY21 Mental Health Budget**
- **HB 207 / SB 154 – FY21 Capital Budget**

The FY21 operating budget proposes a status quo budget compared to the FY20 budget with a few additions reversing cuts. It provides flat funding for K-12, but does not include the \$30 million in one-time money provided in the current year. The school debt reimbursement is funded at 50% and \$30 million is proposed for the Community Assistance fund.

The governor is also proposing a full PFD (roughly \$3,000 plus for each citizen). However, no new revenues were offered to help pay for the formula driven PFD. The net result leaves a projected shortfall of about \$1.5 billion, which the governor makes up by drawing down the Constitutional Budget Reserve (CBR) in the same amount. That would only leave about \$500 million in the CBR. Most of the financial experts who have testified in the past have emphatically stated that you want about \$2 billion in reserve funds for emergencies. Most of those same experts have also been ardently opposed to a full PFD under the existing statutes. They have provided the undeniable facts and figures that by giving out a full formula driven PFD, the Fund won't be able to sustain the draw, thus, the Earnings Reserve Account (ERA) will be left without enough to fund future PFD's. This in effect will end the PFD program.

The House finance sub-committees hit the ground running and would like to see the House version of the budget passed over to the Senate by mid-March at the latest. With this as an election year, everyone will want to try and get out Dodge in 90 days to start campaigning for the August primaries. I'll believe it when I see it. These are just some of the highlights



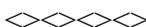
BALLOT MEASURE – OIL TAXES

The group, “Vote Yes for Alaska’s Fair Share,” has collected more than 43,000 signatures in at least 35 House districts, to place a ballot measure before voters aiming to boost taxes paid by major oil producers in Alaska. Lt. Gov. Kevin Meyer had previously certified the ballot measure in October, allowing backers to begin gathering signatures.

The measure would apply to the North Slope’s large, legacy fields — currently Prudhoe Bay, Kuparuk and Alpine — held by major oil companies.

The opposition group OneAlaska on Friday has reported raising more than \$250,000 to fight the measure, most of that from oil companies, including more than \$100,000 from ConocoPhillips and nearly \$75,000 from Hilcorp. The last available quarterly report for the Fair Share group, filed in October, showed it had raised more than \$45,000. The money was primarily from an oil and gas attorney.

In another move, Senator Bill Wielechowski of Anchorage pre-filed SB 129, which has since been read across with committee assignments. This bill in part does the same thing as the above voter initiative. According to the sponsor, it would impact only the same three oil fields above. It includes additional taxes on major oil fields, reigning in allowable deductions and eliminating the per-barrel credit.



RECALL EFFORTS – 4TH UPDATE

Note: Most of this section was lifted from various news stories. Anchorage Superior Court Judge Eric Aarseth, made a second reversal in two days, and has taken back his order that paused the campaign to recall Alaska Gov. Mike Dunleavy; with court system officials saying it was issued accidentally while Aarseth was out of town.

The ruling effectively ends a daylong time-out for the recall campaign, and will allow the recall group to proceed to the signature-gathering phase of its effort, barring further action from Aarseth or intervention by the Alaska Supreme Court. Aarseth is the lower court judge overseeing the case between the recall campaign and Dunleavy’s defenders, who are still fighting over whether the campaign’s basis for recall meets requirements set out in Alaska law.

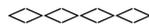
State elections officials, relying on advice from Dunleavy’s attorney general, Kevin Clarkson, originally rejected the recall campaign’s grounds. But Recall Dunleavy sued, and Aarseth, in a decision earlier this month, said all but one part of the campaign’s four grounds for recall is legally sufficient. Aarseth ordered the state to prepare the petitions that more than 71,000 Alaskans must sign in order to put the recall question on the ballot. And he said the signature booklets should be issued to the recall campaign no later than Feb. 10.

Dunleavy’s defenders said they would appeal Aarseth’s decision to the Alaska Supreme Court. And Brewster Jamieson, an attorney for the anti-recall group Stand Tall With Mike, said he would also ask Aarseth for what’s known as a “stay.” That would pause the effect of Aarseth’s ruling — and block the state from issuing the recall petitions — until the Alaska Supreme Court could review his decision. But at the time, Aarseth said it was unlikely that he would grant Jamieson’s request.

Then, without asking for counter-arguments from the recall campaign, Aarseth granted Jamieson’s request. He issued a signed, stamped order that said: “This matter is stayed pending resolution of this case in the Alaska Supreme Court.” That decision came as a surprise to the recall effort, said campaign manager Claire Pywell. “Given Judge Aarseth’s very clear and very strong statement from the bench, it seemed like the two things were in conflict with one another,” she said.

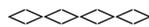
Twenty-six hours later, Aarseth issued a new order that was signed by a different judge on his behalf, saying the previous one was “inadvertent” and revoked. Late that day, the Alaska Court System released a statement saying Aarseth had been out of town on an “urgent family issue” and, by phone, agreed to grant a separate motion from Jamieson that asked only for “expedited consideration” of the request for a stay.

Again, if the recall campaign prevails in the courts, it would need to gather 71,252 signatures. If the Division of Elections deems that process legal, an election would be called within 60 to 90 days.



DIVISION OF LEGISLATIVE FINANCE

Pat Pitney of Juneau has been selected as the new director of the Division of Legislative Finance. She will replace longtime Director David Teal, who retired last month after holding the position since 1997. David will be missed as he was deliberate and precise in the information he provided to the Legislature. Pitney was OMB director under Governor Bill Walker. As kind of a fun note – she won an Olympic gold medal in the 1984 Summer games, becoming the first Olympic champion in air rifle for women.



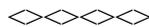
GOVERNOR'S CORNER

<http://gov.alaska.gov>

Handy phone numbers for Governor’s offices: Anchorage: 907-269-7450 and Juneau: 907-465-3500

Neil Steininger of Juneau was named director of the Governor’s Office of Management and Budget (OMB). That position had been vacant since last fall since the departure of Donna Arduin. Amanda Holland, who had been acting director, will continue with OMB.

In announcing several appointments to boards and commissions, the governor selected **Casey Dschaak of Dillingham** to serve on the Marijuana Control Board.



IMPORTANT DATES

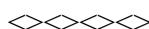
Governor Dunleavy gave his State of the State and State of the Budget on January 27th. Here is a link to that speech before the Legislature and broadcast statewide.

<https://gov.alaska.gov/newsroom/2020/01/27/2020-state-of-the-state-address/>

This following link should post a video in a few days. <http://akleg.gov/index.php#tab4>

***15th Legislative Day (Feb. 4th) – Supplemental Budget Deadline.** This is for the current fiscal year FY20 and includes both Operating and Capital Budget requests of the Governor. It is also the last day for the governor to transmit appointments for his cabinet, boards, and commissions to the Legislature.

***30th Legislative Day (Feb. 19th) – Budget Amendments Deadline.** This is for the next fiscal year’s budget FY21 beginning July 1st.



TESTIFYING

If you are planning to testify on any particular bill or subject matter, check the committee calendar the day of or the day before the scheduled hearing as sometimes a bill is rescheduled or cancelled at the last minute. You should also be able to ascertain if they are even accepting public testimony on any particular day. If you can't attend a hearing in person or at your local LIO you can participate by using the following numbers.

The toll-free number can only be used if you have had prior approval to call in from the appropriate committee chair. That number will be distributed upon your request and approval.

In Juneau the number is: (907) 463-5009.

Go to: <http://www.akleg.gov/basis/start.asp> for a complete description of a bill that is up in committee.

Fiscal notes and other documents that the legislative office has posted in regards to that particular bill should also be available. Type in the appropriate bill/resolution number in the space provided.

Remember – Bills that have already been heard or previous scheduled in committee can come back before that body without prior notification.

Live on the Web [www.360north.org]

Most committee hearings can be seen and heard on Gavel Alaska/360 North on the web or look for Cable Channel-18 in Juneau. You can also access schedules, various programs, and online archives from the website above.



WEBSITES OF INTEREST

Online Public Notices for Alaska <https://aws.state.ak.us/OnlinePublicNotices/default.aspx>

2020 Legislators Contact List <http://akleg.gov/docs/pdf/whoswho.pdf>

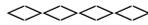
2020 Alaska Legislature Publications List <http://akleg.gov/publications.php>

2020 2nd Session Staff Contact List (Currently being updated)

2020 1st Session House / Senate Committee List (Currently being updated)

Congressional Delegation websites (Current phone numbers will be listed on these sites)

<http://murkowski.senate.gov/public> www.sullivan.senate.gov <http://donyoung.house.gov>



~ End Report ~

HAPPY NEW YEAR! All the best to you and your families ~ Cliff

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Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Bill Rodawalt
Kaleb Westfall
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 28, 2020
To: Tod Larson, City Manager
From: Lori Goodell, City Clerk
Subject: Monthly Staff Report

Property Taxes:

The 2020 property tax season is underway. Taxation is based on property owned as of Jan. 1 each year. Personal and Business assessment returns are due February 1st. Public Notice has gone out to remind the public of the requirement and the deadline date.

AAMC Committees:

At the November AAMC annual conference I joined a second committee, the AAMC Legislation Committee. I attended my first teleconference and look forward to staying more aware of state legislation. I am also on the AAMC Education Committee. A recap of the 2019 conference was discussed at the first meeting as well as a review of participant survey results. Preliminary planning for the 2020 annual conference has started.

Ordinance:

City Council introduced ordinance 2020-01 at the January 16th council meeting. This updates DMC 4.30.050 C as it relates to business practice with the requisition procedure. A public hearing is scheduled for the February 6th meeting.

Assessments: Appraisal Company of Alaska has begun preliminary work for the 2020 assessment process. Mike Renfro was in town the week of January 20 and got a great start compiling information. The BOE meeting has been set for April 30.

Committees:

Code Review Committee: It has been recommended the procurement policy be reviewed. Discussion continues on the plastic bag ban. Work on the remote sales tax update to code will begin at the next meeting.

Finance & Budget Committee: The schedule for the budget sessions has been tentatively set.

Complete Count Census Committee: The committee met January 28, and continues to discuss strategies for reaching as many local residents as possible.

STANDING ITEM(S):

Liquor & Marijuana License Renewals/Transfers/New Licenses.

There are no license renewals at this time.

Commission/Board Seats Vacant.

- One open seat on the School Facility Committee. No letter of interest received.
- Two open seats on the Port Advisory Committee. One letter of interest received.
- One open seat on the Library Advisory Board. No letter of interest received.

Parliamentary Procedure:

8 Steps to process a main motion:

1. A member makes a motion.
2. Another member seconds the motion.
3. The presider states the motion.
4. Members debate the motion and amend it if they wish to
5. When discussion is concluded, the presider restates the motion and calls for the vote.
6. Members vote.
7. The presider states the result of the vote, whether the motion passes or fails, and what will happen as a result.
8. The presider states the next item of business.

(Ann G. Mcfarlane, 2013)

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Bill Rodawalt
Kaleb Westfall
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 29, 2020
To: Tod Larson, City Manager
From: Anita Fuller, Finance Director
Subject: Monthly Staff Report (01/01/2020 to 01/31/2020)

Statistics August:

Payrolls run: 3
Cash Receipts: \$794,844.14
All checks amount: \$587,468.04 (includes \$258,358.18 for 3 payrolls)

Finance welcomes Hayse Casteel who has joined our department and filled the open Accounting Technician I position. Ben Glosser was able to finish the month with us before joining the Public Works department. Ben has been a great help during our time of transition.

December Financials were presented to the Finance and Budget committee on 01/20/2020. Uncollected revenue was discussed. The direction for writing off items will be made at future meetings. Revenue for the General fund is at 75% (if uncollected revenue is accounted for it is at 72%). Special Revenues & Transfers are at 55%. Capital projects are at 2%. **Overall Revenue recorded is at 62%.** General fund expenditures are at 53%. Special Revenue fund expenditures are at 47%. Capital Project fund expenditures are 6% (which is expected with most projects planned for the summer). **Overall Expenditures recorded is at 47%.**

FY19 Audit is coming to a close all questions have been answered and support documents provided. A draft of the Audit has been constructed and is under review. A presentation will be scheduled for F&B 02/24/2020 and the Council 03/05/2020.

The new City Assessor has been to Dillingham and an initial review of our records have been completed. The next step is to determine what will be needed to transition and prepare for CY2020 tax roll. It is anticipated the MARS software will be rolled over this calendar year. Personal Property Assessment Returns have been arriving all month.

Business Licenses; new/renewals in January 56, for a total of 281 this fiscal year.

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City of Dillingham
Revenues and Expenditures As of December 31, 2019
Unaudited Figures

	UnAudited				Uncollected Revenue		
	12/31/19		12/31/18				
	Budget - FY20	YTD	Percent	YTD		YTD Adj	Per Adj
REVENUES:							
General Fund Revenues							
General Sales Tax	\$ 2,800,000	\$ 1,392,964	50%	\$ 1,347,240	\$ 45,724	(3,573.51)	50%
Alcohol Sales Tax	300,000	144,529	48%	132,827	11,702	-	48%
Transient Lodging Sales Tax	95,000	36,925	39%	58,229	(21,304)	-	39%
Gaming Sales Tax	75,000	27,641	37%	40,702	(13,062)	-	37%
Tobacco Tax	280,000	152,144	54%	107,602	44,542	-	54%
Penalty & Interest - Sales Tax	10,000	9,721	97%	4,321	5,400	-	97%
Total Sales Tax	3,560,000	1,763,924	50%	1,690,922	73,003	-	49%
Real Property Tax	2,100,000	2,109,730	100%	205,506	1,904,224	(132,356.48)	94%
Personal Property Tax	520,000	516,484	99%	496,250	20,234	(42,093.76)	91%
Penalty & Interest - Property Tax	50,000	53,544	107%	49,094	4,450	-	107%
Total Property Taxes	2,670,000	2,679,757	100%	750,850	1,928,908	-	94%
Telephone Gross Receipts State Tax	65,000	-	0%	-	-	-	0%
Raw Fish Tax	350,000	772,264	221%	-	772,264	-	221%
Shared Fisheries	28,000	-	0%	-	-	-	0%
Community Sharing	108,732	108,732	100%	119,903	(11,171)	-	100%
Payment in Lieu of Taxes (PILT)	466,164	478,044	103%	459,841	18,203	-	103%
State Jail Contract	567,000	138,810	24%	138,810	-	-	24%
Ambulance Fees	60,000	15,543	26%	23,950	(8,407)	-	26%
Lease & Rental Income	32,800	7,590	23%	7,640	(50)	-	23%
Admin Overhead	195,911	114,128	58%	120,129	(6,001)	-	58%
PERS on Behalf	125,267	79,123	63%	83,938	(4,815)	-	63%
PERS Forfeiture Fund	88,000	44,831	51%	42,455	2,376	-	51%
Other Revenues	160,100	119,131	74%	92,228	26,903	-	74%
Total	2,246,974	1,878,197	84%	1,088,895	789,302	-	84%
Total	\$ 8,476,974	\$ 6,321,878	75%	\$ 3,530,666	\$ 2,791,212	\$ -	72%
Special Revenue Funds Revenues & Transfers							
Water	230,848	121,197	53%	124,718	(3,521)	(22,577.14)	43%
Sewer	426,552	216,230	51%	263,843	(47,613)	(30,479.14)	44%
Landfill	296,796	358,342	121%	508,337	(149,996)	(4,310.00)	119%
Dock	771,620	316,065	41%	904,022	(587,958)	(119,289.12)	26%
Harbor	151,960	107,380	71%	329,534	(222,154)	(600.00)	70%
Asset Forfeiture Fund	-	11,759	0%	-	11,759	-	0%
E-911 Service	78,000	34,091	44%	38,313	(4,222)	-	44%
Library Grants	84,599	40,634	48%	36,100	4,534	-	48%
Senior Center (Grant)	126,459	32,225	25%	33,438	(1,213)	-	25%
Senior Center (Non-Grant)	198,107	100,823	51%	76,730	24,093	-	51%

City of Dillingham
 Revenues and Expenditures As of December 31, 2019
 Unaudited Figures

	UnAudited		UnAudited	UnAudited	UnAudited
	12/31/19	12/31/18	12/31/18	12/31/18	12/31/18
Transfer from E911	51,000	-	-	-	0%
Transfer from Carlson Estate	4,000	-	-	-	0%
Total	\$ 2,419,941	\$ 1,338,745	\$ 2,315,036	\$ (976,291)	48%
Capital Project Funds Revenue					
Mary Carlson Estate Permanent Fund	3,800	3,800	3,730	70	127%
Ambulance Reserve Fund	60,000	11,377	-	11,377	19%
Equipment Replacement Capital Project Fund	-	-	-	-	-
Public Safety Planning	-	-	-	-	-
Debt Service Fund	1,060,550	7,442	8,021	(579)	1%
7140 Capital Improvement Projects	291,000	-	-	-	-
Public Safety Building (3016)	-	-	-	-	-
Streets (3021)	-	4,183	-	-	-
Planning (3200)	-	-	-	-	-
Water Improvements (3022)	-	3,811	-	-	-
Sewer Lagoon Outfall (4510)	-	-	-	-	-
Lagoon Aeration (4511)	-	567	-	-	-
Other Lift Station (4415)	-	-	-	-	-
Landfill New Cell (3110)	-	-	-	-	-
Landfill Groundwater Well (3120)	-	-	-	-	-
Bingman-Harbor cleanup (2114)	-	-	-	-	-
Public Safety Building (3013)	-	-	-	-	-
Landfill Closure Fund	-	-	-	-	-
Total	\$ 1,414,550	\$ 31,179	\$ 11,751	\$ 10,868	2%
Total Revenues & Transfers & Projects	\$ 12,311,465	\$ 7,691,802	\$ 5,857,453	\$ 1,825,789	60%

City of Dillingham
Revenues and Expenditures As of December 31, 2019
Unaudited Figures

	UnAudited				Uncollected Revenue
	Budget - FY20	12/31/19		INC/(DEC)	
		YTD	Percent		
EXPENDITURES:					
General Fund Expenditures					
City Council	\$ 45,324	\$ 17,042	38%	\$ 119,658	\$ (102,616)
City Clerk	122,834	63,528	52%	59,062	4,466
Administration	269,192	137,546	51%	131,155	6,391
Finance	660,988	330,947	50%	338,491	(7,544)
Legal	70,000	21,388	31%	8,118	13,270
Insurance	165,000	103,433	63%	90,850	12,584
Non-Departmental	95,600	73,217	77%	51,985	21,232
Planning	148,149	49,700	34%	54,278	(4,578)
Foreclosures	10,000	4,559	46%	-	4,559
IT	186,890	54,709	29%	47,663	7,046
Meeting Hall above Fire Station	2,900	1,146	40%	1,215	(69)
Public Safety Administration	158,720	77,958	49%	74,099	3,859
Dispatch	551,156	260,922	47%	259,358	1,564
Patrol	905,892	370,081	41%	39,996	330,086
Corrections	674,600	304,090	45%	312,005	(7,915)
DMV	47,595	22,570	47%	21,685	885
Animal Control Officer	109,657	49,745	45%	49,549	196
Fire	279,090	125,863	45%	132,012	(6,149)
Public Works Administration	220,134	98,867	45%	77,643	21,224
Building and Grounds	329,354	129,156	39%	128,431	725
Shop	350,936	164,435	47%	202,888	(38,453)
Street	368,529	197,818	54%	439,422	(241,604)
Library	117,685	59,551	51%	54,849	4,702
City School	1,300,000	650,000	50%	975,000	(325,000)
Transfers to Other Funds	1,518,299	\$ 1,250,693	82%	433,628	817,065
Total	\$ 8,708,524	\$ 4,618,964	53%	\$ 4,103,041	\$ 515,923
Special Revenue Funds Expenditures					
Water	216,822	117,476	54%	127,054	(9,578)
Sewer	370,185	109,000	29%	783,345	(674,345)
Landfill	662,147	358,342	54%	533,335	(174,993)
Dock	666,254	478,002	72%	388,077	89,925
Harbor	220,558	107,318	49%	111,288	(3,969)
Asset Forfeiture Fund	-	-	-	-	-
E-911 Service	57,600	-	0%	-	-
Library Grants	84,599	40,276	48%	43,154	(2,879)
Senior Center (Grant)	126,459	57,919	46%	71,987	(14,068)
Senior Center (Non-Grant)	191,329	98,213	51%	78,093	20,120
CIP	291,200	-	0%	-	-
Total	\$ 2,887,153	\$ 1,366,545	47%	\$ 2,136,332	\$ (769,787)

City of Dillingham
 Revenues and Expenditures As of December 31, 2019
 Unaudited Figures

	UnAudited			Uncollected Revenue
	12/31/19	12/31/18	INC/(DEC)	
Capital Project Funds Expenditures				
Mary Carlson Estate Permanent Fund	5,540	914	17%	799
Ambulance Reserve Fund	60,000	14,617	24%	-
Equipment Replacement Capital Project Fund	-	-	0%	-
Public Safety Planning	-	-	0%	-
Debt Service Fund	1,060,550	-	0%	881,075
7140 Capital Improvement Projects				
Public Safety Building (3016)	5,000	-	0%	-
Streets (3021)	-	4,183	-	-
Planning (3200)	-	-	-	-
Water Improvements (3022)	34,000	3,811	11%	-
Sewer Lagoon Outfall (4510)	-	-	-	-
Lagoon Aeration (4511)	75,000	567	1%	-
Other Lift Station (4415)	-	-	-	-
Landfill New Cell (3110)	-	-	-	172,145
Landfill Groundwater Well (3120)	20,000	-	0%	-
Bingman-Harbor cleanup (2114)	-	49,179	-	-
Total	\$ 1,260,090	\$ 73,270	6%	\$ 1,054,019
Total All Expenditures	\$ 12,855,767	\$ 6,058,779	47%	\$ 7,293,391
Revenues Over (Under) Expenditures	\$ (544,302)	\$ 1,633,023		\$ (1,435,939)
				\$ 2,945,996

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
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Gregg Marxmiller

MEMORANDUM

Date: 1/28/2020
To: Tod Larson, City Manager
From: Braden Tinker (Fire Coordinator)
Subject: Monthly Staff Report

EMS Calls: 11

Breathing Problem	1	12.50%
Chest Pain (Non-Traumatic)	1	12.50%
Convulsions/Seizure	1	12.50%
Dizziness	1	12.50%
Other	1	12.50%
Pain	1	12.50%
Weakness/Lethargic	1	12.50%
	Total: 8	Total: 100.00%

Report Filters

Fire Calls: 0

On-Going Projects:

- AFG FEMA Grant opens next week, we will be moving forward with another request to replace Engine 2.
- Radio upgrade, waiting for itemized list from Joey Acosta for an initial quote.
- Recruiting and retention is our focus for the New Year.
- EMT2, 3 recertification coming up in March, I attended the pediatric advanced life support class last week.
- Upgrading our electronic patient reporting system.

Completed Tasks:

- Summer EMT positions announced and posted.

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Mayor
Alice Ruby

Manager
Tod Larson



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MEMORANDUM

Date: January 28, 2020
To: Tod Larson, City Manager
From: Sonja Marx, Librarian
Subject: Monthly Staff Report

The Library Advisory Board had a productive meeting in January as they continued revising some policies. Seat C remains vacant, but we hope it will be filled by our next meeting in February. Also, there will be a reappointment for Seat G by the UAF Bristol Bay Campus. Sandra Long has been that representative since October of 2015. We appreciate her faithfulness over the years, especially in taking the minutes for us.

The Library is looking forward to the installation of new computers with Windows 10. The technician from ACS is here this week to get us all set up. Also, we have received only one bid so far for our internet service starting FY 2021. The cost would be about 11% less of what we are currently paying for FY 2020. We hope to get more bids.

The stats for this report reflect only 3 weeks, so the numbers appear to be lower than normal. In spite of the cold, the library continued to be heavily used as patrons checked out loads of materials, students regularly came over with their classes, families joined us weekly for story time, visitors ventured into the museum, and many used the patron computers & Wi-Fi daily. For some reason our stats for reporting the Wi-Fi were lost again this month (only one day's activity was recorded, but patrons were using it often.)

Library Stat report January 6th - 25th, 2020:

Patron Visits: 943 Computer Use: 120 Wireless Use: 3 Story Hour: 32
Other Visits (including Classes): 106 Museum Use: 11 Movies Shown: 3
AWE Station Use: 14 Volunteer Hours Logged: 4.5

**Next Library Advisory Board meeting will be at 5:30 pm on Tuesday, February 25th
at the Library**

**The Library will be closed Monday, February 17th for President's Day
and Friday, February 28th for Beaver Round Up**

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Mayor
Alice Ruby

Manager
Tod Larson



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Gregg Marxmiller

MEMORANDUM

Date: January 30, 2020
To: Tod Larson, City Manager
From: Cynthia Rogers, Planning Director
Subject: Monthly Staff Report

Planning Commission

The next Planning Commission meeting is set for February 12, at 5:30 pm.

Permitting

- Burial Permits – One burial permit has been processed.

Capital Projects

Please see the attached FY19 Capital Improvement Project Priorities Progress Update.

Dillingham Downtown Streets Rehabilitation

Project No.: Z571800000

JJC Enterprises, Inc. was awarded the contract for this project. We expect the contractor will begin mobilization, with potential demolition of Dillingham Hotel, sometime in the spring.

Harbor Lease Lots

Planning is working towards standardization of rates and contracts for existing and planned harbor lease lots. An analysis is being conducted to ensure City rates align with the going market rates.

Project Management

Pending Council determinations at the February meeting, final arrangements will be made on construction support services for the City's upcoming projects slated for completion over the summer. Project stakeholder register, communication plan, and master schedule are under development. Project team meetings will commence following contract approval to move forward.

Waterfront Strategic Plan

McDowell Group and PND Engineers, Inc. visited Dillingham on December 2-3 to discuss the Dillingham Waterfront Strategic Plan Draft Report. A second trip to Dillingham on Tuesday, February 11, has been planned as follows:

- 2:00 pm – Open House at City Hall, Council Chambers
- 4:00 pm – Port Advisory Committee Meeting at City Hall, Council Chambers
- 6:00 pm – Presentation at the Curyung Tribal Council meeting, Curyung Tribal Hall

Additional stakeholder outreach is expected before finalization of the report.



**FY19 Capital Improvement Project Priorities
Progress Update January 2020**

Special Project – Bingman Clean-Up **\$300,000 (estimate)*

Major debris removal has been completed at the Bingman site. To address the clean-up of hazardous substances at the site, a Phase II Environmental Site Assessment will be sought. A Brownfields Assessment Grant application was submitted in December in support of funding for the next phase of the project, which will include a site revitalization plan. The City anticipates full completion of all project phases within 5 years, to include assessment, clean-up, planning, development, and/or reuse of the site.

Construction: \$300,000 (estimate)

- Funding established by Council as the insurance settlement from fire.

Project Timeline:

- TBD – Pending Funding Identification

Special Project – Wastewater Treatment Relocation Study **\$211,071 (estimate)*

In March 2019, CRW Engineering was awarded a one year contract for Engineering Services, AM 2019-01. In April, the Denali Commission awarded the City of Dillingham \$171,900 for Wastewater Treatment Lagoon Erosion Mitigation Study. A fee proposal to prepare the Wastewater Treatment Relocation Study was submitted by CRW Engineering in May for \$211,071. The difference of \$39,171 has been appropriated in the FY20 budget. The City hosted an Open House on October 22, 2019 and received feedback from the public. A draft report is posted to our website we will continue accepting comment until the final report is completed. Approximately 75% of budget has been expended as of December 31, 2019. CRW is continuing to review and refine the final report, including draft cost estimates, cultural resources report, and sheet pile assessment from Herrera. Team members met with HMS to review cost estimate assumptions. Further research of winter trail impacts, ROW and maintenance requirements is ongoing.

Project Timeline:

- Early July – Site Visit
- Mid-July – Trip Report
- October 22 – Draft Report & Public Meeting
- February – Final Report

Special Project – Wells Fargo/VEEP Outdoor Lighting*\$50,000 (estimate)**

The City was awarded a \$50,000 grant under the Wells Fargo Outdoor Lighting Retrofit/Village Energy Efficiency Program. The City pledged another \$15,000 in-kind to support the project, which will consist primarily of personnel related costs. The grant provides funding for the replacement/retrofit of exterior lighting to LED technology. We have been assigned an AEA project manager and have started our project scoping. The grant will enable us to replace 8 street lights and 49 other exterior lights. With a month of electrical expenses for the City averaging over \$20,000, we believe this award will provide significant cost savings with conversion to LED technology. LED model selections have been made and submitted for AEA approval and purchasing. Field verification of existing fixtures and their wattage is pending, as is determination of appropriate mountings, accessories and options for LED fixtures selected. This information is also required for the RFP. The first quarterly grant report was submitted on January 20.

Project Timeline:

- October-December 2019 – Project Scoping
- February-March 2020 – Project Solicitation & Award
- April-July 2020 – Project Start/Completion
- September-November 2020 – Project Close-Out

#1 – Wastewater System Upgrades, Aeration**\$739,891 (estimate)**

As part of completion of the ADEC SRF Loan Application, Planning will be submitting documentation for the NEPA, SHPO, and Financial Capacity Assessment components required. A recommendation to bring CRW on for construction support of the project is pending approval.

Design: \$89,891 (estimate)

- Bristol Engineering has been contracted to complete the design for this project.
- ANTHC funding has been used for the design expenses.

Construction: \$650,000 (estimate)

- City to develop RFP.
- ADEC SRF Loan Questionnaire submitted August 31, 2018; AK Clean Water Fund, Point Source Project Priority, Q3 prioritized #3.
- ADEC SRF Loan Application for \$650,000 submitted on 1/29/2020.
- SFY20 Q2 Project Priority List indicates a potential subsidy of \$335,000.
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.

Project Timeline:

- January 22, 65% Design
- March 22, 95% Design & ADEC review & permission to construct
- April 10, DEC approval to construct received
- May 3, 100% Design
- TBD RFP Release, RFP scoring, evaluation, and recommendation for contract
- TBD, Construction begins; Project close out

#2 – Public Safety Server Room Fire Protection**\$67,000 (estimate)**

Proceeding with completion of air sealing. Scheduling for system certification visit will follow.

Construction: \$67,000 (estimate)

- RFP awarded to Wolverine Supply, Inc.
- E-911 Grant funding will be used for this project.

Project Timeline:

- December, 2018 Installation of Clean Agent System
- August, 2019 Air Sealing of Server Room
- TBD, GNW Fire Services air sealing and system certification; project close out

#3 – Landfill Groundwater Monitoring Wells \$349,373 (estimate)

An NTP has been issued to the contractor on January 8, 2020 to begin work, with the improved ground conditions, and substantial completion date of February 14, 2020.

Design: \$23,202 (estimate)

- Bristol Engineering has been contracted to complete the design for this project.
- City funding will be used for the design costs.
- Cost overrun of \$5,404.00 due to project delay (originally \$17,798)

Construction: \$161,928 (estimate)

- ADEC SRF Loan Questionnaire submitted August 31, 2018; AK Clean Water Fund, Non-Point Source Project Priority, Q3 prioritized #2.
- ADEC SRF Loan Application submitted March 12, 2019 for \$331,575.
- ADEC SRF Loan Re-Application submitted October 10, 2019 for \$366,897.03 (to reflect cost overrun).
- ADEC SRF Loan agreement in the amount of \$367,000 was signed on December 18, 2019, with a subsidy amount of \$137,610, and repayment amount of \$229,390 (1.5%, 20 year term).
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.
- RFP was developed by Bristol Engineering.
- Denali Drilling was only bidder for the project.
- Cost overrun of \$29,918.03 due to project delay (originally \$132,010).

Additional Project Costs: \$218,542 (estimate)

- Bristol Engineering has been contracted for these services at \$199,565.
 - o Administration, \$298.00
 - o Construction Oversight, Sampling and Reporting, \$199,267.00
- Cost Overruns due to project delay:
 - o Bristol Engineering (additional sampling for spring), \$18,977.00

Project Timeline:

- October, 2018, Project Manual/Permit Set
- November, 2018, ADEC review and approval to construct
- January, RFP Release
- February, RFP scoring, evaluation, and recommendation for contract
- March, Contract awarded
- April, On-site evaluation determined construction should be delayed until fall
- January 2020, Construction NTP issued
- April 1, 2020, Project close out

#4 – Water System Improvements, Downtown Streets Support \$3.68M (estimate)

A contract has been signed and the performance bond has been received. A recommendation to bring CRW on for construction support of the project is pending approval.

Design: \$224,715 (estimate)

- CRW Engineering Group LLC has been contracted to complete the design for this project. Additionally, CRW is expected to handle ROW, easement, ADEC permitting, temporary construction permits, and construction administration for the City.
- City funding will be used for 30% of the design costs; MMG 28308 will be used for 70% of the design costs.

Construction, Phase I (DOT Project Footprint & Downtown Core): \$1,987,249 (estimate)

- CRW to develop RFP.
- ADEC SRF Loan Questionnaire submitted November 30, 2018; AK Clean Water Fund, Point Source Project Priority, Q3 prioritized #17.
- MMG 28308 will provide 70% up to approximately \$1.4M total cost, with 30% matching.
- ADEC SRF Loan Application for \$600,000 submitted 4/10/19, was approved on 8/27/19.
- Funding alternative is USDA Water and Waste Disposal Loan and Grant Program.
- Expected URSA billing (DOT Project Footprint) is estimated at \$364,515. This number may change based on project actuals.
- Apparent Low Bidder (Downtown Core): JJC Enterprises, \$1,622,734.

Construction, Phase II: TBD

Construction, Phase III: TBD

Project Timeline:

- January 9, 75% Design (All Phases)
- February 11, 100% Design for Phase I (DOT Footprint)
- February 27, 100% Design (All Phases)
- TBD, ADEC review and approval to construct
- August, RFP Release; RFP scoring, evaluation, and recommendation for contract
- September, Contract awarded; Construction begins TBD
- May 2020, Phase I Project close out

#5 – Lake Road Fire Hall Renovation

\$589,200 (estimate)

LCG Lantech's has been contracted on a NTE \$18,295.42 agreement for additional project scoping (heating system and flooring changes), including updated design drawings, specifications, and engineers cost estimate. Once design updates are complete, an RFP will be released.

Design:

- LCG Lantech Inc. and RSA Engineering, Inc. have provided 100% design and specifications for this project.

Construction: \$560,000.00 (estimate)

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by Bristol Engineering.

Additional Project Costs: \$29,200 (estimate)

- LCG Lantech, Inc. will be contracted for these services.
- City personnel may handle some tasks, others will be assigned to LCG Lantech via Task Orders, on an as needed basis.
- Permitting, Bid Assistance, and Construction Administration, \$12,000, T&M, NTE fee.
- Project Inspection, Contract Administration, \$17,200, T&M, NTE fee.

Project Timeline:

- March-June, Fire Marshall Plan Review Bureau Review
- TBD, RFP Release
- TBD, RFP scoring, evaluation, and recommendation for contract
- TBD, Permitting finalized; Contract awarded
- TBD, Construction begins
- TBD, Project close out

#6 – Harbor Float Replacement

\$5.2M (estimate)

Design:

- PND Engineers, Inc. has provided 75% design for this project.

Construction: \$5.2M (estimate)

- The City is currently exploring funding options through federal appropriations.
- Funding alternatives are AKDOT&PF Harbor Facility Grant Program and USDA Public Works and Economic Development Facilities Program (Grants).
- City to develop RFP.

Project Timeline:

- TBD pending funding

#7 – D Street & Seward Street Rehabilitation Project

\$3.11M (estimate)

A contract has been signed and the performance bond has been received. A recommendation to bring PND and EMC on for construction support of the project is pending approval.

Design: \$154,329 (estimate)

- PND Engineering, Inc. has been contracted to complete the design for this project.

Construction: \$2.96M (estimate)

- City of Dillingham, GO Bond
- Funding alternative is USDA Community Facilities Loan and Grant Program.
- RFP to be developed by PND.
- Apparent Low Bidder: JJC Enterprises, \$2,494,737

Project Timeline:

- February 22, 65% design
- April 30, 95% design, specifications and cost estimate
- June, RFP Release, bid deadline August 15
- August, RFP scoring, evaluation, and recommendation for contract
- September, Permitting finalized; Contract awarded
- April 2020, Construction NTP issued
- August 2020, Substantial completion
- September 2020, Project close out

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Bill Rodawalt
Kaleb Westfall
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 29, 2020
To: Tod Larson, City Manager
From: Jean Barrett, Port Director
Subject: Monthly Staff Report

Greetings from the Port Department, I have pretty much turned the reins of the Public Works Department over to Luke and have taken up residence back at the harbor office once again. This does not mean I am completely out of the picture as I have helped with quite a few projects that needed attention and will continue as long as needed.

Public Works

- We have spent many hours over a few different days compiling and verifying the Cities vehicle list. There have been many deletions and some additions. This list will help the City better understand what we have, what we need, and the vehicles we can and should get rid of via a mayor's sale. I might add this is a far overdue project. Lastly the next time we update this list I suggest we do so in the dead of summer on a nice 65 degree day with a slight breeze and not when it is -16 below and a solid 15 mph north wind.
- I still intend to work with the planning department on the gravel roads project. I am targeting February to start evaluating and putting grades on all of our gravel roads. I anticipate this continuing into the spring as the ice and snow melt away and we can get a clearer view of our true condition.

Dock

- I have been giving time to the tariff when I am able. I am trying to make some changes and additions but am afraid that time is running short to do all that I would like, I will continue plugging away and come up with what I can.
- I have been kicking the idea around to upgrade our Hyster 800 to a new Hyster 1050, there are several reasons for my thoughts:
 - First, and foremost it is a safety issue. As you may remember the incident we had with the 800 while trying to carry a fully loaded 40' container of fish. This along with the tophandler put the weight at the "max" for the 800.

- The fishing industry in Dillingham has gone completely to the 40' containers filled with frozen fish, the days of the 20' containers with canned salmon are gone as far as Dillingham is concerned.
- A new 1050 will allow us to load and unload the 40' containers more efficiently, allowing us to cut down the time spent "working" the barges.

Harbor

- We haven't heard anything from DC and our Senators about any money for a new float system even though we are told there is money available. I am drafting a letter to be sent to them on behalf of the City asking them to help us. As I have said in the past our float system is in disrepair and in need of replacement. I plan on asking for money in my FY21 budget for total replacement of the 6 float arm floats that connect the arms to the docks. I believe we can get this done for somewhere in the ballpark of \$12,000 a float (6 x \$12,000 = \$72,000).
- I am planning a trip to Juneau next month with the AAHPA board to lobby our representatives to work to keep the Harbor Grant program alive and away from the Governors axe. The Alaska Association of Harbormasters and Port Administrators (AAHPA) is paying for the airfare and I will find money within my budget for the hotel. I have wanted to make this trip in the past as I am on the board of directors of the AAHPA. This is the first year I have been able to make the connection work.
- Although Dillingham hasn't taken advantage of this program yet we would hate to see it go away before we have the chance, our sticking point on this program is the 50% match needed to be eligible to receive money.

That is all from an icy harbor

Jean

Mayor
Alice Ruby

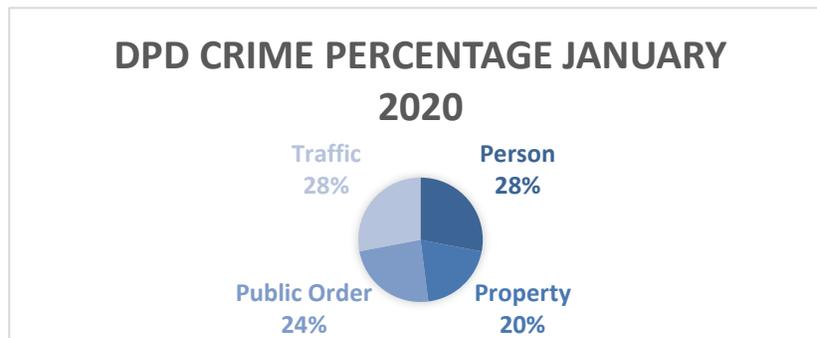
Manager
Tod Larson



Dillingham City Council
Chris Napoli
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Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: 1-24-2020
To: City Manager Tod Larson
From: Chief Daniel Pasquariello
Subject: Public Safety report FEBRUARY 2020



This reporting period we fought crime, cold weather, and staffing changes.

We have greatly increased our interaction and information sharing with the AST Anchorage Airport Interdiction Team (AAIT) to help slow the flow of drugs entering the community.

We worked with the FBI on a couple of sex cases. One case, which DPD had charged in State court, was then indicted by a Federal grand jury. The FBI came to Dillingham and we assisted them with the arrest of the suspect on the federal warrant.

We recovered a dog that had been stolen four months ago and returned it to its grateful owner.

We had a "riot" in the jail when six inmates threatened COs, threw furniture, food, water, wet toilet paper, and other items throughout the jail to protest being transported to Anchorage on Christmas Eve. Two corrections officers, two police officers, and a State trooper managed to safely get them dressed, shackled, and transported to the State airplane.

Dillingham Police Activity 2020	Jan	Feb	March	April	May	June	July	August	Sept	October	Nov	Dec	Division
Total Calls Dispatched	244												Dispatch
Dispatched to DPD	185												
Dispatched to Animal Control	15												
Dispatched to Fire/EMS	15												
Dispatched to AST	29												
Calls handled by DPD patrol	185												Patrol
Arrests by DPD (felony)	2												
Arrests by DPD (misdemeanor)	14												
T-47s by DPD	8												
Citations issued by DPD	26												
Incident reports by DPD	25												
Inmates held at jail	32												Corrections
Title 47s held at jail	8												
Animal impounds	7												Animal Control
Animals surrendered to shelter	*												
Animals returned to owners	6												
Animals adopted out	*												
Animals sent to other rescue groups	*												
Rabies/parvo shots	5												
Euthanasias	2												
Citations issued	*												
Driver's license/IDs issued	170												DMV
Titles/registrations	44												
Boat registrations	*												
CDLs	2												
Road tests	4												
Written tests	9												

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
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Gregg Marxmiller

MEMORANDUM

Date: January 29, 2020
To: Tod Larson, City Manager
From: Luke Moody, Public Works Director
Subject: Monthly Staff Report

Safety

All employees within the Public Works Department receive a safety class at the beginning of their work week. A sign in sheet is documented to include those that have attended, date, and topics discussed. The end of each class is an open discussion that allows all employees the opportunity to add input. The purpose of this class is to establish safety as the number one priority, a refresher of policies already in place, and specific guidance moving forward.

Safe Driving	January 6, 2020
Hoist and Boom	January 13, 2020
Snow Removal Safety Refresher	January 20, 2020
First Aid Equipment	January 27, 2020

Projected Training

Water Specialist Course/Recertification
Commercial Drivers License Course
Confined Space Training/Recertification
Grader Training-awaiting weather
Internal Cross Training as appropriate
Online Ethics Training
Time Management – internal department class

Building and Grounds

Building and Grounds have been busy with cold temperatures and have successfully completed work orders in a timely manner.

- Working in coordination with Planning for VEEP Grant, exterior lighting.
- Personnel have been very busy with boiler checks, preventive maintenance and contingency plans.

- Buildings and Grounds handles manual snow removal, as needed, for city hall, library and the senior center.
- Installation of new well pump at the landfill, using a better brand pump and elevating one foot from bottom of the well.
- Conducting work place safety assessments utilizing OSHA guidelines. Once completed they will move forward to the next phase of corrective action.

City Garage

The City Garage has a Fleet Mechanic position open. The single mechanic has been doing his best to keep up with all fleet vehicles, heavy equipment, record keeping, work orders, ordering replacement parts, and communicating with vendors for repairs.

- Priority continues to be police, fire, ambulance, and snow removal equipment.
- One position is open for fleet mechanic.
- Department request for hire of heavy equipment mechanic.
- Scheduled interval services continue to take place on all city fleet vehicles.
- Complete inventory has been done on oil filters, air filters, and fluids.
- Garage reorganization is taking place on a daily basis and we will be moving forward with inventory. A property book will be established with accountability procedures. This task is still in process.

Landfill

Landfill continues to operate during scheduled hours.

- The bulldozer is at the City Garage for annual service and repair of the track master link. We are coordinating with NC Machinery for repairs on CAT equipment as a consolidated effort. This is time consuming because the shop has a lot of parts and we are careful not to double order. Continue to work on this task so that it can be executed efficiently.
- Bobcat was repaired and is operational, compactor is still under maintenance, and loader is doing its job.
- Denali Well Drilling is on site to close old monitoring wells and install new monitoring wells.
- We have placed an order for additional boxes for bulbs.
- Building and Grounds replaced well pump.
- The incinerator is fully operational and utilized.
- Public Works has received WIFI quotes and continues to move forward with new payment system in coordination with the Finance Department.
- Landfill permit has been completed and we have been authorized to use cell 3. At this time, we are working to close out current cell. We have an internal benchmark we are trying to reach before we begin in cell 3.
- New effort to minimize the number of refrigerated units in queue. We have been very successful in completing this project. We are moving forward weekly.
- New effort to reduce burnables in queue at wood yard. This has moved forward although other priorities have taken precedence.
- Our excavator got stuck in assisting Denali; we are working on recovery.

Water/Waste Water

Our focus is daily maintenance, preventive maintenance, personal protective equipment, and further training.

- Confined space training is scheduled and will include other department personnel.
- Confined space gas detector has been returned calibrated and is in working order.
- Both Chris and Billy are registered for small treated/lagoon training/certification courses February 4-7, 2020.
- All water supply testing results as within range. Our personnel have set a goal to be awarded the best tasting water in Alaska and work daily to achieve that. The water treatment plant looks exceptional.
- A comprehensive preventive maintenance plan has been published and continues to be a working document

Streets

Operators have been busy with snow removal and working with the mechanics to ensure equipment is operating sufficiently.

- We are working to reschedule grader training after thaw, this will include dirt and gravel training.
- Signs were installed to notify residents of snow removal route and no parking.
- CDL training has been scheduled.
- Snow removal has been taking place to relieve collection points.
- Department is working with Planning to implement the Gravel Road Management System. This will include snow removal routes, prioritized.

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Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Bill Rodawalt
Kaleb Westfall
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 6, 2020
To: Tod Larson, City Manager
From: Ida Noonkesser, Director
Subject: Monthly Staff Report

During the months of October and November, the Senior Center served 610 congregate meals to 85 individuals, 252 home delivered meals to 16 individuals, gave 603 assisted rides to 24 individuals and 323 unassisted rides to 43 individuals.

We had four renters in October and November.

In the month of November, Page O'Connell held a Prize Bingo for the elders. Mary Hansen donated wrapped gifts for the bingo and it was a fun event for everyone that attended. In November, Kelsa Brandenburg held another Prize Bingo, using the left over prizes from the first bingo.

Our next Advisory Board Meeting is scheduled for January 15, 2020 at 1pm.

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Bill Rodawalt
Kaleb Westfall
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 24, 2020
To: Tod Larson, City Manager
From: Ida Noonkesser, Director
Subject: Monthly Staff Report

During the month of December, the Senior Center served 290 congregate meals to 35 individuals, 98 home delivered meals to 8 individuals, gave 107 assisted rides to 14 individuals and 164 unassisted rides to 20 individuals.

We had one renter in the month of December.

December is always a very slow time of year with the holidays, so I was able to take a bit of time off with family. The Center continued to operate while I was off.

We will be losing Val Luckhust, who has been our driver for many years at the end of January. Val will be retiring after many years of service to the community. He has been a very important part of what we do at the Senior Center and will be very hard to replace.

Our next Advisory Board Meeting is scheduled for February 12, 2020 at 1pm.

1. CALL TO ORDER

The Finance and Budget Committee met on Wednesday, October 30, 2019, in the City Council Chambers, Dillingham, AK. Andy Anderson called the meeting to order at 5:30 p.m.

2. ROLL CALL

Committee members present and establishing a quorum (a quorum being four):

Andy Anderson Tod Larson
Alice Ruby Anita Fuller

Curt Armstrong – Absent Aksel Buholm – Absent

3. APPROVAL OF MINUTES

- a. Minutes of October 21, 2019

MOTION: Alice Ruby moved and Anita Fuller seconded the motion to approve the minutes of October 21, 2019.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF AGENDA

MOTION: Alice Ruby moved and Anita Fuller seconded the motion to approve the agenda.

VOTE: The motion passed unanimously by voice vote.

5. STAFF REPORTS

- The FY19 audit is going well.

6. UNFINISHED BUSINESS

- a. FY2020 Budget Revision

- Ordinance 2019-06 Budget Revision No, 1 was reviewed.
- The bottom line with all changes reflects a net increase of \$45,670.
- Consistency at the landfill was identified as an issue needing to be addressed.
- The city's IT needs were evaluated.

- b. Medical Insurance / HRA Review

- HRA plan was reviewed from 2014; year the city first joined.
- Management costs, and participant payouts were examined to determine total cost trends.
- The Committee will recommend that council to renew plan with no changes, and revisit options again next year.

7. NEW BUSINESS

- a. Allocation of Investment Income

- Investment income allocation will be done quarterly.
- Three funds were evaluated to see if they are obsolete. It is recommended the funds be dissolved and be rolled over into the general fund.
- An investment allocation plan will be explored.

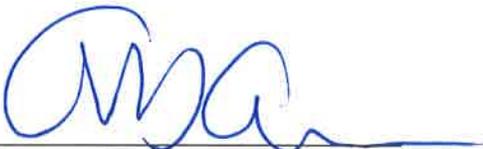
- b. DMC 4.30.050 C
 - Procurement code has a limitation of \$500 requirement for the requisition process. Business policy was changed to \$1,000. Municipal Code was never updated to reflect the current policy. Code takes priority over policy.
 - A procurement policy review is recommended.
 - Code Review Committee to look at amending the one item until a complete policy review can be done.

8. PUBLIC/COMMITTEE COMMENT(S)

Alice Ruby: stated Bryce Edgmon will hold a local meeting next week.

9. ADJOURNMENT

The meeting adjourned at 7:48 p.m.



Andy Anderson, Chair

ATTEST:



Lori Goodell, City Clerk

Approved: Jan 20, 2020



Dillingham Complete Count Committee (Census 2020)
Summary Report of activities Jan. 2020

DeeDee Bennis and Marilyn Rosene, Co-Chairs

Late November 2019. Marilyn and DeeDee met to go over the remaining business/agencies to get February mailings out for Census 2020.

Late November. both did a KDLG radio interview and recording for January broadcast.

Jan. 6, 2020 Media Specialists

DeeDee assisted with **Berett Wilber, Alaska Counts** for recording and videotaping for Social Media advertising. Berett and three others from Peak3, LLC traveled to Dillingham. The specialists were **Peak3, LLC: Zak Melms**, owner/director of production; **Brice Habeger**, Director/content and **Gene Boyda**, set up crew

They all arrived for one day (taping outside in **-22** brrrrr cold). Mayor Alice Ruby was notified and informed us that they were looking for a diverse group that might include students, elders, vendors, veterans, etc. **Alaska Counts** is doing a 60 sec video so each person will just have 5-10 seconds. Both Alice and DeeDee made contact with individuals in Dillingham. The following individuals were recorded: Youth: Reece Bennis, Rocinda Nielsen and Elsie Goodwin. Nick Wahl, Heather Savo (and 2 daughters); Ina and John Bouker, plus DeeDee. (Thank you to Gregg Marxmiller, SAFE for all his help with getting youth to participate.) The video should be done by end of January. Berett Wilber with Alaska Counts is going to share radio ads on the <https://alaskacounts.org> web page. We will be able to use these.

Need to do:

- **Select and record PSA** for KDLG to start in January. The PSA requirement is between 30 sec. – 1 min. It will be broadcast daily at: **7:19 am; 7:42 am ; and 12 noon.**
- **Select a flyer** for the Dillingham School mail out. DeeDee spoke with Philip Hulett, and Rachel Tilden. The trimester ends Feb. 22. The flyer is due to the School District one week prior – the week of Feb. 10, 2020
- **Apply** for Alaska Count Mini Grant
- **Prepare** ½ page census information for handouts to faith communities/churches
- **Other**

Next Complete Counts Committee Meeting (We will have refreshments)

Date: Jan. 28, 2020, City Hall at

Time: 11:00 a.m. – 1:00 p.m. Bring your lunch if you wish!

Thank you!

Please contact DeeDee or Marilyn if you have any questions.

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CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2020-01

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING SECTION 4.30.050 C PURCHASE ORDERS, TO ADJUST THE NOT TO EXCEED VALUE

WHEREAS, the City of Dillingham (City) has identified a need to adjust the not to exceed value in the purchase order process; and

BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

Section 1. Classification. This is a code ordinance.

Section 2. Amendment of Subsection 4.30.050(C). Subsection 4.30.050(C) of the Dillingham Municipal Code is hereby amended as follows with new language underlined and **emboldened** and deleted text displayed in strike out font.

4.30.050 Purchase orders.

C. In the absence of the city manager, a person designated in writing by him/her, is hereby authorized to sign purchase orders for supplies which do not exceed ~~five hundred~~ **\$1,000** dollars in value, in conformance with control procedures to be established by the city manager for that purpose.

Section 4. Effective Date. This ordinance is effective upon adoption.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on February 6, 2020.

SEAL:

Alice Ruby, Mayor

ATTEST:

Lori Goodell, City Clerk

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CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2020-03

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE BANK SIGNATURE CARD FOR WELLS FARGO CHECKING ACCOUNT DUE TO A CHANGE IN COUNCIL MEMBERS

WHEREAS, Kaleb Westfall was appointed to the City Council at a Regular City Council Meeting held January 16, 2020; and

WHEREAS, the signature cards for the City’s checking accounts at Wells Fargo Bank will need to reflect the change in personnel;

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.

Tod Larson	City Manager
Alice Ruby	Mayor
Chris Napoli	Council Member
Bill Rodawalt	Council Member
Kaleb Westfall	Council Member
Neil C. Armstrong	Council Member
Andy Anderson	Council Member
Gregory Marxmiller	Council Member

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on February 6, 2020.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

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CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2020-04

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, Kaleb Westfall was appointed to the City Council at a Regular City Council Meeting held January 16, 2020, 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 personnel;

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..

Tod Larson	City Manager
Alice Ruby	Mayor
Chris Napoli	Council Member
Bill Rodawalt	Council Member
Kaleb Westfall	Council Member
Neil C. Armstrong	Council Member
Andy Anderson	Council Member
Gregory Marxmiller	Council Member
Anita Fuller	Finance Director

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on February 6, 2020.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

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CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2020-05

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL TO CLOSE THREE OBSOLETE SPECIAL FUNDS

WHEREAS, Accounting Practices allow for the establishment of a separate fund for revenues and expenses that need to be tracked separately; and

WHEREAS, the City had created three special funds; Nushagak Fish Tax (NFT), Fisheries Infrastructure, and Borough Studies; and

WHEREAS, these special funds are now antiquated, and

WHEREAS, the City Auditors at Altman Rogers have recommended the city close these obsolete funds, and

WHEREAS, these special funds were created by resolution according to DMC 4.04.030 and now will be closed.

NOW THEREFORE BE IT RESOLVED THAT the Dillingham City Council authorizes the closure of:

Fund Name	Balance
Nushagak Fish Tax	\$306,758
Fisheries Infrastructure	\$ 68,580
Borough Studies	\$ 38,052
	<hr/>
	\$410,390

BE IT FURTHER RESOLVED that the balance will be transferred to the general fund.

PASSED and ADOPTED by the Dillingham City Council on February 6, 2020.

Alice Ruby, Mayor

[SEAL]

ATTEST:

Lori Goodell, City Clerk

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CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2013-67

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING THE ESTABLISHMENT OF A NUSHAGAK FISH TAX FUND

WHEREAS, the City generates revenue from the Nushagak Fish Tax (NFT); and

WHEREAS, it is the desire to be able to forward fund the NFT revenue into the General Fund to support City wide services; and

WHEREAS, prudent Accounting Practices allows for the establishment of a separate fund for revenues and expenses that need to be tracked separately; and

WHEREAS, setting up the a separate fund for the NFT was discussed with auditors and they were in concurrence with its establishment; and

WEHEREAS, DMC 4.04.030 specifies that new funds may be created as needed by resolution;

NOW THEREFORE BE IT RESOLVED THAT that the Dillingham City Council by this resolution approves the establishment of a Nushagak Fish Tax Fund.

PASSED and ADOPTED by the Dillingham City Council on November 7th 14, 2013.



SEAL:

ATTEST:

Alice Ruby

Alice Ruby, Mayor

Janice Williams

Janice Williams, City Clerk

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CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2010-85

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING THE ESTABLISHMENT OF A REGIONAL FISHERIES IMPROVEMENT FUND EFFECTIVE WITH THE IMPLEMENTATION OF A LOCAL RAW FISH SALES/SEVERANCE TAX.

WHEREAS, Resolution No. 2010-10, adopted February 11, 2010, authorized the City Mayor to submit a petition to the Alaska Local Boundary Commission (LBC) for annexation of commercial fishing waters to the City of Dillingham using the local voter approval process; and,

WHEREAS, the petition was accepted for review by the Local Boundary Commission on July 1, 2010; and,

WHEREAS, the territory contemplated for annexation is generally described as the Nushagak Commercial Salmon District, and the Wood River Sockeye Salmon Special Harvest Area; and,

WHEREAS, if the LBC approves the petition, Dillingham will hold a local election to ask Dillingham voters if they agree to annex in commercial waters and levy a 2.5% local raw fish sales/severance tax; and,

WHEREAS, this annexation and its accompanying local raw fish sales/severance tax will provide revenue to the City of Dillingham to help pay for services and infrastructure that the region's commercial fishermen and fleet use while in town and will help make the community more financially sustainable; and,

WHEREAS, the City of Dillingham recognizes the need for, and benefit of, improved fisheries infrastructure, for both the increased value to the harvester and for decreasing forgone harvest; and,

WHEREAS, the City recognizes that although the City of Dillingham bears a majority of the costs incurred by the fishery, it is a regional resource, and that it would be both right and beneficial to dedicate a percentage of the revenues to improving fishery infrastructure in the Municipal boundaries; and,

WHEREAS, the City recognizes the specific contribution of regional fishers and that fisher's success is now directly tied to the success of the City of Dillingham; and,

WHEREAS, DMC Chapter 4.04, Fiscal Policies, Section 4.04.030, Funds Designated, allows that additional funds may be created as needed by resolution; and,

WHEREAS, Dillingham City Council has determined that there is a need to establish the Regional Fisheries Improvement Fund to provide funds for small capital projects and leverage large capital projects that improve the fisheries in the annexed area by

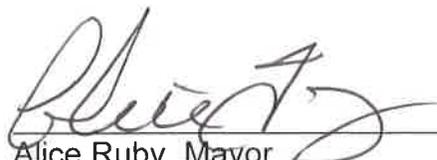
increasing the value of the fisheries through higher quality or increased marketing, or the reduction of foregone harvest;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council approves the establishment of the Regional Fisheries Improvement Fund effective with the implementation of a local raw fish and severance tax.

BE IT FURTHER RESOLVED that the City Council will establish a process for seeking advice and including the neighboring communities of Aleknagik, Clarks Point, Ekuk, Ekwok, Koliganek, Manokotak, New Stuyahok, and Portage Creek in the decisions for implementation of the Regional Fisheries Improvement Fund.

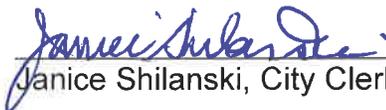
PASSED and ADOPTED by the Dillingham City Council on October 7, 2010.

SEAL:



Alice Ruby, Mayor

ATTEST:



Janice Shilanski, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2020-06

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO WAIVE THE PURCHASING REQUIREMENTS TO AWARD A CONTRACT TO EMC ENGINEERING, LLC FOR THE DILLINGHAM STREETS REHABILITATION PROJECT

WHEREAS, the City of Dillingham has prioritized through the CIP process the rehabilitation of downtown streets to improve access and resident quality of life; and

WHEREAS, the Emergency Road Repairs project was completed in 2018, on Seward, D, Main and 2nd streets, pulverizing the existing roadway material and compacting it as a temporary measure in anticipation of the Dillingham Streets Rehabilitation project; and

WHEREAS, the City of Dillingham contracted with PND Engineers, Inc. on October 5, 2018 for geotechnical, survey, and design services, as approved through AM 2018-09 and subsequently received final design and specifications, as well as bid assistance leading to the award of the contract for construction set to begin in spring 2020; and

WHEREAS, the City of Dillingham has recommended contracting with PND Engineers, Inc. for construction support services that excludes daily on-site inspections and materials testing; and

WHEREAS, the City of Dillingham wishes to engage EMC Engineering, LLC to provide daily on-site inspection, documentation, and material testing, reviewed and supervised by EMC Lab Manager; and

WHEREAS, the City of Dillingham understands that EMC Engineering, LLC will be engaged for these services on related DOT&PF Downtown Streets Rehabilitation and City 2019 Water System Improvement projects; and

WHEREAS, the City of Dillingham believes efficiencies will be gained by utilizing EMC Engineering, LLC to provide these services and streamline communication and coordination between projects and with the selected contractor during the construction phase of these projects; and

WHEREAS, the public interest would best be served by waiving the purchasing restriction procedures and is requesting a waiver based on the criteria outlined in DMC 4.30.130, Exemptions B. 4, The services are of a professional nature requiring specialized knowledge and judgment; and

WHEREAS, the attached proposal from EMC Engineering, LLC reflects an estimated total for the contract of \$142,635.00.

NOW, THEREFORE, BE IT RESOLVED:

- 1) That the Dillingham City Council waives the purchasing restrictions as stated above to contract for inspection, documentation, and material testing services in an amount not to exceed \$142,635.00;
- 2) That the attached proposal will be used to guide the scope of work.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on February 6, 2020.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk



Dillingham Streets Rehabilitation Inspection & Testing Proposal
 Dillingham, Alaska
 For: City of Dillingham, Cynthia Rogers
 Prepared by: Kent Hamilton, PE
 Date: 12/10/2019

	Unit	Quantity	Rates	Total Cost
Laboratory Testing-Unclassified Excavation				
ASTM D1557	EACH	1	\$350.00	\$350.00
ASTM D422	EACH	2	\$130.00	\$260.00
ASTM D4318	EACH	2	\$85.00	\$170.00
	EACH	2	\$15.00	\$30.00
Laboratory Testing-Select Material, Type A				
ASTM D1557	EACH	1	\$350.00	\$350.00
ASTM D422	EACH	2	\$130.00	\$260.00
ASTM D4318	EACH	2	\$85.00	\$170.00
	EACH	2	\$15.00	\$30.00
Laboratory Testing-D1				
ASTM C131	EACH	1	\$145.00	\$145.00
ASTM 3113	EACH	1	\$125.00	\$125.00
ASTM D5821	EACH	1	\$95.00	\$95.00
ASTM D4318	EACH	1	\$85.00	\$85.00
ASTM C88	EACH	1	\$300.00	\$300.00
ASTM 312	EACH	1	\$600.00	\$600.00
ASTM D1557	EACH	1	\$350.00	\$350.00
ASTM D422	EACH	1	\$130.00	\$130.00
Laboratory Testing-ATB, HMA				
D6307, D5444	EACH	2	\$225.00	\$450.00
	SET	2	\$300.00	\$600.00
D2726	EACH	1	\$330.00	\$330.00
	EACH	9	\$45.00	\$405.00
Laboratory Testing-Concrete				
C39	EACH	40	\$30.00	\$1,200.00
Inspector/Technician				
	DAY	120	\$1,115.00	\$133,800.00
	HOUR	12	\$70.00	\$840.00
	HOUR	8	\$70.00	\$560.00
Other				
	HOUR	10	\$100.00	\$1,000.00
			at cost +10%	
			at cost +10%	
			Estimated Total	\$142,635.00

If "out of scope" items occur, notification will be issued prior to billing.
 The above cost represents EMC's best estimate based on the As-Advised Construction Documents and Assumptions outlined by client, with anticipated workload input from Chris Meng, JJC Enterprises
 Assumptions: Scope emails full time inspection and material testing. 20 total weeks, 6 days a week, 10 hours a day. Estimate of Quantities from plan sheets C1&D1. Local Transportation/Lodging provided by client.
 Quantities/Units: assuming this is a stand alone project with no overlap with other concurrent projects in Dillingham.
 Day Rate includes work performed Monday through Saturday for up to a 10 hour work shift. Testing/Inspection required outside of the normal 10 hour work shift will be subject to an overtime rate of \$120/Hour.
 Quantities provided are estimates only, subject to change depending on conditions encountered and requested changes in services requested by client.
 Contractor/Client to provide secure storage for nuclear densometer during project duration.
 Reimbursable expenses such as freight shall be the cost of expenses incurred plus 10%.
 Taxes as applicable
 Proposal valid for 30 days.

City of Dillingham
Fiscal Note

Agenda Date: February 6, 2020

EMC Engineering, LLC Construction Support for Dillingham Streets Rehabilitation for daily on-site inspection, documentation, and material testing

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED:	\$142,635	FUNDING SOURCE	
		City of Dillingham	
FROM ACCOUNT		Project	
7131 8530 30 33 3021 0	Streets Project	Streets Rehabilitation Project funded by GO Bond	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date:	1/30/2020

EXPENDITURES

OPERATING	FY20	FY21	FY22	FY23
7131 8530 30 33 3021 0	\$ 42,790.50	\$ 99,844.50		
	-	-		
TOTAL OPERATING	\$ 42,790.50	\$ 99,844.50	\$ -	\$ -

CAPITAL	\$ -			
---------	------	--	--	--

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

FUNDING

General & Special Rev. Funds				
State/Federal Funds				
Capital Project				
Go Bond	42,790.50	99,844.50		
TOTAL FUNDING	\$ 42,790.50	\$ 99,844.50	\$ -	\$ -

POSITIONS

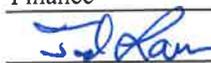
Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary) Resolution 2020-06

PREPARED BY: Anita Fuller

January 30, 2020

DEPARTMENT: Finance

APPROVED BY: 

1/30/2020

City of Dillingham Information Memorandum

Agenda of: February 6, 2020

Attachment to:

Ordinance No. _____ / Resolution No. 2020-06

Subject:

Waive purchasing requirements and award a contract to EMC Engineering, LLC for the Dillingham Streets Rehabilitation Project.

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The City of Dillingham concluded the award of contract for the Dillingham Streets Rehabilitation project at the end of August, 2019. Proposals were sought for Construction Support, including daily inspection and materials testing. The City received proposals from PND Engineers, Inc., CRW Engineering Group, LLC, and EMC Engineering, LLC. PND Engineers, Inc. was the design engineer on the project.

CRW's proposal, including inspection and materials testing, amounted to \$350,530. PND's proposal, excluding daily inspection and materials testing, amounted to \$79,893. EMC's proposal, including only daily inspection and materials testing, amounted to \$142,635.

By selecting PND and EMC for overall construction support, over the CRW proposal, the City can reduce the overall cost for these services by \$128,002. In addition, the public interest would best be served by utilizing EMC, as this firm will be engaged for these services on related DOT&PF Downtown Streets Rehabilitation and City 2019 Water System Improvement projects. By using the same source for the daily inspection and materials testing, the City can streamline communication and coordination between projects and with the selected contractor during the construction phase of these projects.

Based on cost savings and increased efficiencies that are in the best interest of the public, the City has requested that the Council consider waiving the purchasing restriction procedures based on the criteria outlined in DMC 4.30.130, Exemptions B. 4, The services are of a professional nature requiring specialized knowledge and judgment; and B. 2, The services or articles can be procured at a lower cost without competitive bidding.

Summary Statement continued:

Chapter 4.30 CONTRACT AND PURCHASE PROCEDURES

4.30.120 Negotiation for professional services.

If the city council finds, as provided under Section 4.30.130 that it is not in the public interest to follow the procurement procedures as established herein for the contracting of professional services, the city council may, following approval of a resolution stating such, proceed to negotiate with a selected supplier or suppliers for subject services.

Nothing in this chapter shall prohibit the city council from determining, after initiating the competitive proposal process, that it is in the best interest of the public to waive the procedure and negotiate a contract/purchase. (Ord. 86-10 § 1, 1986.)

4.30.130 Exemptions.

A. Restrictions and provisions of this chapter shall not apply:

1. To the purchase of a patented article;
2. To the placement of insurance coverage;
3. To supplies, materials, equipment or contractual services which can only be furnished by a single dealer, or which have a uniform published price;
4. To supplies, materials, equipment or contractual services purchased from another governmental unit at a price determined to be below that obtainable from private dealers, including war surplus;
5. To contractual services purchased from a public utility corporation at a price or rate fixed by state or other government authority;
6. To professional services retained on a continuing as opposed to a project basis, i.e., accounting, appraisal, legal and civil engineering services.

B. Restrictions and provision of this chapter may be waived where the city council determines that the public interest would best be served by waiving the procedures herein established. Such determination must be made in the form of a resolution adopted prior to the proposed action. The waiver may be based upon, but is not limited to, the following findings of public interest:

1. An emergency exists where the delays required for compliance with this section would jeopardize the public health, safety or welfare;
2. The services or articles can be procured at a lower cost without competitive bidding;
3. The services or articles are budget items which were approved by the city council when the budget was adopted;
4. The services are of a professional nature requiring specialized knowledge and judgment;
5. The purchase involves used heavy equipment. (Ord. 86-10 § 1, 1986.)

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

From: **Sarah Andrew** <sarah.andrew@alaska.edu>
Date: Thu, Jan 30, 2020 at 12:49 PM
Subject: BBC LAB Representative
To: Sonja Marx <librarian@dillinghamak.us>

Hi Sonja,
Deven Lisac has been appointed to replace Sandra Long as the UAF BB Campus Representative, Seat G, on the Library Advisory Board. Thank you.

Sarah

Sarah R. Andrew
Campus Director
UAF Bristol Bay Campus
PO Box 1070, Dillingham, AK 99576
907-842-5109/1800-478-5109

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Interest in Port Advisory Committee

Inbox



Mike Rogers

Thu, Jan 16, 9:31 AM (8 days ago)

to me

Dear Ms. Goodall

Please accept this email as interest in serving on the City of Dillingham's Port Advisory Committee. I am currently employed at the Kakanak Hospital as the department manager of the Projects Department. I have been a resident of Dillingham for two and 1/2 years. I have over twenty years of experience in the construction industry and have served previously on the long-range planning and economic development commission in Sitka, Alaska and was chair of the Sitka Community Hospital Board. I would enjoy an opportunity to meet with you to discuss my qualifications for this position. Thank you for your consideration.

Sincerely,

Michael Rogers
(509) 280-0319

Gabe Dunham
Box 1148
Dillingham, AK 99576
(907) 830-4487



Mayor Alice Ruby
Dillingham City Hall
Box 889
Dillingham, AK 99576

Dear Mayor Ruby,

I am writing to express interest in serving on the Port Committee for the City of Dillingham. I believe I am a good fit for this committee and I would enjoy the opportunity to serve the community.

In my current role as the Alaska Sea Grant Marine Advisory Program (MAP) agent, I work closely with the commercial fishing industry in Bristol Bay. In this capacity I deliver business workshops, technical training classes, and other resources to the region based on the needs of the industry. I also own a commercial fishing business that operates out of Dillingham in the summer. My connection with the community and region in these capacities helps me understand local needs and would make me a useful addition to the committee.

I have had the pleasure of living in Dillingham for the past 5 years. During this time, I've had a glimpse of the importance of coastal infrastructure to the Dillingham economy; and would like the chance to apply myself for the betterment of the community by serving on the Port Committee. I welcome questions, and appreciate your time and consideration.

Sincerely,
Gabe Dunham

City of Dillingham Action Memorandum

Agenda of: February 6, 2020

Action Memorandum No. 2020-01

Subject:

Authorize Task Order No. 4 to CRW Engineering for construction support for the Water Improvements project.

City Manager: Recommend Approval

Signature: *Tod Larsen*

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

CRW Fee Proposal
Task Order No. 4

Summary Statement:

In March of 2019, CRW Engineering was awarded a one-year contract for Engineering Services, AM 2019-01. A fee proposal to provide construction support for the Water Improvements project was submitted by CRW Engineering in June 2019, in the amount of \$224,205. The City believes CRW's proposal for construction support offers the best value for the needed services. CRW completed the design engineering work in support of this project. The attached proposal outlines the scope of work, contract fee proposal, and contract assumptions.

Action Memorandum No. 2020-01

Summary Statement continued:

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

Mayor

ATTEST:

[SEAL]

City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

TASK ORDER 4

Engineering Services Task Order No. 4 as approved by Action Memorandum No. 2020-01

PROJECT NAME: City of Dillingham, Water Improvements, Construction Support

This Task Order pertains to a fee proposal provided to the City of Dillingham ("OWNER") and CRW Engineering Group, LLC dated June 18, 2019, as part of our contract for Engineering Services ("the AGREEMENT") 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

The City of Dillingham is seeking construction support services for our 2019 Water System Improvements project. CRW was the design engineer on the project.

The City requested and received a fee proposal from CRW Engineering to provide this assistance, which shall consist of, but not limited to:

- CRW Senior Engineer to oversee the project, office support, and site visits;
- Full time on-site daily inspection, materials testing, and reporting;
- Coordinate and submit all state required submittals;
- Issue design and contract verification/clarification/interpretations;
- Prepare and coordinate change orders;
- Review and process applications for payment;
- Coordinate substantial completion activities and pre-final inspection punch list;
- Coordinate final notice of acceptability of work activities;
- Coordinate and complete project record drawings;
- Project completion documents and close out activities;

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY CONSULTANT

This scope of work is included in the attached proposal, dated June 18, 2019.

PART 3.0 OWNER'S RESPONSIBILITIES

1. City of Dillingham will review and comment on submittals, as well as provide any additional information needed to complete the task.
2. City of Dillingham will organize and attend project meetings and maintain a communication plan and stakeholder list throughout the project.
3. City of Dillingham will provide a single point of contact for project management decisions.
4. City of Dillingham will provide timely response to request for information, payment, and other project requirements.

PART 4.0 PAYMENT TO CONSULTANT

Payment shall be on a time and materials basis, with a not-to-exceed amount of \$224,205.00.

This Task Order is executed this 7th day of February, 2020.

City of Dillingham
"OWNER"

By: Tod Larson

CRW Engineering Group, LLC
"CONSULTANT"

By: Pete Bellezza, P.E.

Signature: _____
Title: City Manager

Signature: _____
Title: Project Manager



June 18, 2019

City of Dillingham
P.O. Box 889
Dillingham, Alaska 99576

Attn: Cynthia Rogers, Planning Director

Re: Dillingham 2019 Water System Improvements
Construction Management Services

Dear Ms. Rogers,

The City of Dillingham has requested a proposal to provide Construction Management Services for the 2019 Water System Improvements project. This project includes construction of 2,208 feet of new and replacement water mains, gate valves, and water services on:

- Kakanak Road/Kenny Wren Road
- Main Street
- D Street

The Construction Management Services effort will be led by Mike Leguineche, P.E. who provided construction support on three recent City of Dillingham projects (Lift Station Improvements, Lagoon and Dock Lift Station Improvements, 2017 Water System Improvements). He will be assisted by a CRW Engineering Staff Engineer who will serve as the on-site Resident Project Representative.

It is anticipated that the project will bid in June, 2019 with a bid award in July. Construction will begin in August and run until it is completed, or until winter conditions require a seasonal shutdown. If necessary, construction will resume in late spring/early summer 2020 after the ground has thawed.

SCOPE OF SERVICES

CRW Engineering proposes to provide the following Construction Management Services under this scope of work.

- 1) Provide CRW Engineering Senior Engineer to manage construction project and provide office support. Senior Engineer will visit construction site at least every two weeks during active construction.
- 2) Provide full time on-site construction inspection to observe and document the progress of the Contractor's execution of the Work. It is assumed onsite construction duration will be 12 weeks.
- 3) Coordinate and submit the ADOL Notice of Work on behalf of the City of Dillingham.
- 4) Coordinate and submit the APDES Notice of Intent (NOI) application for excavation dewatering on behalf of the City of Dillingham. Submit APDES Notice of Termination (NOT) at project completion.
- 5) Schedule, lead, and document the Pre-Construction Conference in Dillingham prior to commencement of Work.

- 6) Receive, log, and review material submittals and other data which the Contractor is required to submit. Compile comments and transmit back to Contractor.
- 7) Receive, log, and review all design clarification/verification requests (DCVR). Prepare responses to the DCVRs and transmit back to Contractor.
- 8) Issue clarifications and interpretations of the Contract Documents as necessary for the completion of the Contractor's work.
- 9) Document daily inspection of the project on standard inspection report forms. Daily inspection report forms will include photos representative of the work underway at the time of inspection.
- 10) Prepare change orders and work change directives as required during construction. All change orders for either contract cost or contract time will be approved by the City of Dillingham.
- 11) Provide, coordinate, and schedule materials technicians to conduct both on-site and laboratory testing as necessary to assure that work is in conformance with the Contract Documents. This will include soils testing, trench compaction testing, testing of asphalt pavement, and bacteriological testing for new water mains.
- 12) Process the Contractor's Applications for Payment based on observations of the Work and determine the amounts the Contractor is to be paid. Completed Applications for Payment will be forwarded to City of Dillingham for final approval and payment.
- 13) Substantial Completion: After notice from the Contractor that the Work is ready for its intended use, schedule substantial completion inspection and review the Project to determine if the Work is substantially complete. Generate and issue the pre-final inspection punch list. After confirming completion of the punch list items, prepare a certificate of Substantial Completion.
- 14) Final Notice of Acceptability of the Work: Conduct a final review of the Project to determine if the completed Work of the Contractor is acceptable for final payment to the Contractor.
- 15) Coordinate and complete Record Drawings based on Contractor annotated red lines. Project Record Drawings of the constructed improvements will be signed and sealed by a Professional Engineer licensed in the State of Alaska.
- 16) Prepare and submit to ADEC the request for Approval To Operate the water improvements constructed by this project.
- 17) Project Completion Documents: Project files will be organized and maintained throughout the construction phase of the project including: correspondence, inspection reports, testing reports, submittal reviews, design clarification/verification responses, permits, quantity calculations, pay requests, red-line drawings, change order documentation, and other documents related to the completion of the work. All files will be provided to City of Dillingham at completion of project.

FEE

CRW proposes to complete the proposed services on a time and expenses basis in accordance with the attached Fee Proposal. The estimated cost for the work is \$224,205.

Assumptions made in preparing this proposal include:

- 1) All work will be on a time and materials basis in accordance with CRW Engineering's 2019 General Engineering Services contract.
- 2) Reimbursable expenses include 10% markup.

June 18, 2019
2019 Water System Improvements CMS
Proposed Scope & Fee

- 3) City of Dillingham will provide housing, a vehicle, and an office for the Resident Project Representative.

We look forward to assisting the City of Dillingham with this project. If you have any questions or comments regarding this proposal, please don't hesitate to contact me.

Sincerely,
CRW Engineering Group, LLC

A handwritten signature in cursive script that reads "Pete Bellezza".

Pete Bellezza, P.E.
Principal/Civil Engineer
Phone: (907) 646-5640 / email: pbellezza@crweng.com

**Dillingham 2019 Water System Improvements
 Construction Management Services
 CONTRACT FEE PROPOSAL**

City of Dillingham, Alaska

**BASIC SERVICES
 Revised 6/18/2019**

Task & Subtask Description	Name, Rate & Projected Hours CRW Engineering Group, LLC					Cost \$				
	Pete Bellezza, P.E. Senior Principal	Mike Leguineche, P.E. Senior Civil Engineer	Staff Engineer II	Technician III	Administrative Support	Total CRW Labor	Sub Contractor Costs	Expenses	Total Subtask	Total Task
Construction Management Services										
Construction Project Management	16	120				\$24,800		\$500	\$25,300	
Senior Engineer Construction Site Visit (5 each)		50				\$9,000		\$4,000	\$13,000	
Misc Applications: Notice of Work, NOI, NOT		8	12			\$3,060		\$60	\$3,120	
Submittals Review		12	30			\$6,210		\$120	\$6,330	
Design Clarification/Verification Requests	4	40				\$8,000		\$160	\$8,160	
Process Change Orders	4	40				\$8,000		\$160	\$8,160	
Process Applications for Payment		16				\$2,880		\$60	\$2,940	
Pre-Construction Conference		10	10			\$3,150		\$1,600	\$4,750	
On-site Construction Inspection (12 weeks)			720			\$97,200		\$9,240	\$106,440	
Construction Materials Testing		12				\$2,160	\$25,265	\$40	\$27,465	
Substantial Completion Inspection		10				\$1,800		\$800	\$2,600	
Final Completion Inspection		10	10			\$3,150		\$1,600	\$4,750	
Record Drawings	2	2	4	40		\$6,300		\$130	\$6,430	
ADEC Approval To Operate	2	2	4			\$1,300		\$30	\$1,330	
Project Completion	2	8	10		2	\$3,360		\$70	\$3,430	
Total Task:	30	340	800	40	2	\$180,370	\$25,265	\$18,570	\$224,205	\$224,205
TOTAL BASIC SERVICES:	30	340	800	40	2	\$180,370	\$25,265	\$18,570	\$224,205	\$224,205

Notes and Assumptions:

- 1) All work will be on a time and materials basis in accordance with CRW Engineering's 2019 General Engineering Services contract.
- 2) Reimbursable expenses include 10% markup.
- 3) City of Dillingham will provide housing, a vehicle, and an office for the Resident Project Representative.

City of Dillingham
Fiscal Note

Agenda Date: February 6, 2020

CRW Engineering Water System Improvements construction support

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$224,205		FUNDING SOURCE City of Dillingham	
FROM ACCOUNT 4424 8530 30 61 3022 0 Water Imp Construction- 4450 8530 30 61 3022 0 Engineering		Project Water improvement	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date:	1/30/2020

EXPENDITURES

OPERATING	FY20	FY21	FY22	FY23
4424 8530 30 61 3022 0	\$ 94,166.00	\$ 62,777.00		
4450 8530 30 61 3022 0	40,356.00	26,906.00		
	-	-		
TOTAL OPERATING	\$ 134,522.00	\$ 89,683.00	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

MMG 28308 (70%)	\$ 94,166.00	\$ 62,777.00		
ADEC SRF Loan (30%)	40,356.00	26,906.00		
Capital Project				
Other				
TOTAL FUNDING	\$ 134,522.00	\$ 89,683.00	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

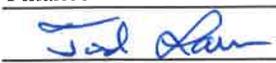
Analysis: (Attach a separate page if necessary)

2020-01

PREPARED BY: Anita Fuller

January 30, 2020

DEPARTMENT: Finance

APPROVED BY: 

1/30/2020

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City of Dillingham Action Memorandum Agenda of: February 6, 2020

Action Memorandum No. 2020-02

Subject:

Authorize Task Order No. 5 to CRW Engineering for construction support for the Wastewater System Upgrades, Aeration project.

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

CRW Fee Proposal
Task Order No. 5

Summary Statement:

In March of 2019, CRW Engineering was awarded a one-year contract for Engineering Services, AM 2019-01. A fee proposal to provide construction support for the Wastewater System Upgrades, Aeration project was submitted by CRW Engineering in August 2019, in the amount of \$102,550. The City believes CRW's proposal for construction support offers the best value for the needed services. CRW will assign Steven Hebnes, P.E. to the project, who has extensive experience with wastewater facilities in rural communities. Local resident Dagen Nelson will provide daily on-site inspections and document construction progress in support of this project. The attached proposal outlines the scope of work, contract fee proposal, and contract assumptions.

Action Memorandum No. 2020-02

Summary Statement continued:

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

Mayor

ATTEST:

[SEAL]

City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

TASK ORDER 5

Engineering Services Task Order No. 5 as approved by Action Memorandum No. 2020-02

PROJECT NAME: City of Dillingham, Wastewater System Upgrades, Aeration, Construction Support

This Task Order pertains to a fee proposal provided to the City of Dillingham ("OWNER") and CRW Engineering Group, LLC dated August 19, 2019, as part of our contract for Engineering Services ("the AGREEMENT") 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

The City of Dillingham is seeking construction support services for our Wastewater System Upgrades, Aeration project. CRW was the design engineer on the project.

The City requested and received a fee proposal from CRW Engineering to provide this assistance, which shall consist of, but not limited to:

- CRW Senior Engineer to oversee the project, office support, and site visits;
- On-site inspection and reporting of progress of work, materials and laboratory testing;
- Coordinate and submit all state required submittals;
- Issue design and contract verification/clarification/interpretations;
- Prepare and coordinate change orders;
- Review and process applications for payment;
- Coordinate substantial completion activities and pre-final inspection punch list;
- Coordinate final notice of acceptability of work activities;
- Coordinate and oversee completion of project record drawings by design engineer;
- Project completion documents and close out activities;

PART 2.0 SCOPE OF SERVICES TO BE PERFORMED BY CONSULTANT

This scope of work is included in the attached proposal, dated August 19, 2019.

PART 3.0 OWNER'S RESPONSIBILITIES

1. City of Dillingham will review and comment on submittals, as well as provide any additional information needed to complete the task.
2. City of Dillingham will organize and attend project meetings and maintain a communication plan and stakeholder list throughout the project.
3. City of Dillingham will provide a single point of contact for project management decisions.
4. City of Dillingham will provide timely response to request for information, payment, and other project requirements.

PART 4.0 PAYMENT TO CONSULTANT

Payment shall be on a time and materials basis, with a not-to-exceed amount of \$102,550.00.

This Task Order is executed this 7th day of February, 2020.

City of Dillingham
"OWNER"

By: Tod Larson

CRW Engineering Group, LLC
"CONSULTANT"

By: Pete Bellezza, P.E.

Signature: _____
Title: City Manager

Signature: _____
Title: Project Manager



August 19, 2019

City of Dillingham
P.O. Box 889
Dillingham, Alaska 99576

Attn: Cynthia Rogers, Planning Director

Re: Aerated Lagoon Facility Improvements
Construction Management Services

Dear Ms. Rogers,

The City of Dillingham has requested a proposal to provide Construction Management Services for the Aerated Lagoon Facility Improvements project. This project includes replacement of aeration and baffle equipment in the existing lagoons, replacement of the aeration manifold at the Blower Building, construction of a new pre-treatment pond for hauled wastewater, and construction of a gravity sewer line from the new pre-treatment pond to the existing lagoons.

The Construction Management Services effort will be led by Steven Hebnes, P.E. who has extensive experience with wastewater facilities in rural communities. He will be assisted by local resident Dagen Nelson who will provide daily on-site inspections and document construction progress.

It is anticipated that the construction will be completed in December 2019. Construction is estimated to last approximately 12 weeks.

SCOPE OF SERVICES

CRW Engineering proposes to provide the following Construction Management Services under this scope of work.

- 1) Provide CRW Engineering Senior Engineer to manage construction project and provide office support. Senior Engineer will visit construction site at least every two weeks during active construction.
- 2) Provide on-site construction inspection as necessary to observe and document the progress of the Contractor's execution of the Work. It is assumed onsite construction duration will be 12 weeks, and daily inspections will require a minimum of 4 hours effort.
- 3) Coordinate and submit the ADOL Notice of Work on behalf of the City of Dillingham.
- 4) Coordinate and submit the APDES Notice of Intent (NOI) application for excavation dewatering on behalf of the City of Dillingham. Submit APDES Notice of Termination (NOT) at project completion.
- 5) Schedule, lead, and document the Pre-Construction Conference in Dillingham prior to commencement of Work.
- 6) Receive, log, and review material submittals and other data which the Contractor is required to submit. Compile comments and transmit back to Contractor. It is assumed that the original design engineers will be available to review submittals as necessary.

- 7) Receive, log, and review all design clarification/verification requests (DCVR). Prepare responses to the DCVRs and transmit back to Contractor. It is assumed that the original design engineers will be available to resolve DCVRs as necessary.
- 8) Issue clarifications and interpretations of the Contract Documents as necessary for the completion of the Contractor's work.
- 9) Document daily inspection of the project on standard inspection report forms. Daily inspection report forms will include photos representative of the work underway at the time of inspection.
- 10) Prepare change orders and work change directives as required during construction. All change orders for either contract cost or contract time will be approved by the City of Dillingham.
- 11) Provide, coordinate, and schedule materials technicians to conduct on-site and laboratory testing as necessary to assure that work is in conformance with the Contract Documents. This will include soils testing, compaction testing, and testing of structural concrete.
- 12) Process the Contractor's Applications for Payment based on observations of the Work and determine the amounts the Contractor is to be paid. Completed Applications for Payment will be forwarded to City of Dillingham for final approval and payment.
- 13) Substantial Completion: After notice from the Contractor that the Work is ready for its intended use, schedule substantial completion inspection and review the Project to determine if the Work is substantially complete. Generate and issue the pre-final inspection punch list. After confirming completion of the punch list items, prepare a certificate of Substantial Completion.
- 14) Final Notice of Acceptability of the Work: Conduct a final review of the Project to determine if the completed Work of the Contractor is acceptable for final payment to the Contractor.
- 15) Coordinate development of Record Drawings based on Contractor annotated red lines. It is assumed that the original design engineers will draft the record drawings.
- 16) Prepare and submit to ADEC the request for Approval To Operate the lagoon improvements constructed by this project.
- 17) Project Completion Documents: Project files will be organized and maintained throughout the construction phase of the project including: correspondence, inspection reports, testing reports, submittal reviews, design clarification/verification responses, permits, quantity calculations, pay requests, red-line drawings, change order documentation, and other documents related to the completion of the work. All files will be provided to City of Dillingham at completion of project.

FEE

CRW proposes to complete the proposed services on a time and expenses basis in accordance with the attached Fee Proposal. The estimated cost for the work is \$102,550.

Assumptions made in preparing this proposal include:

- 1) All work will be on a time and materials basis in accordance with CRW Engineering's 2019 General Engineering Services contract.
- 2) Onsite construction duration will be 12 weeks.
- 3) The original design engineers will be available to review submittals as necessary.
- 4) The original design engineers will be available to resolve DCVRs as necessary.
- 5) The original design engineers will draft the record drawings based on redlines provided by Contractor.

August 19, 2019
Aerated Lagoon Facility Improvements CMS
Proposed Scope & Fee

- 6) Inspection will be coordinated with other City projects to reduce the cost of construction management services.

We look forward to assisting the City of Dillingham with this project. If you have any questions or comments regarding this proposal, please don't hesitate to contact me.

Sincerely,
CRW Engineering Group, LLC

A handwritten signature in cursive script that reads "Pete Bellezza".

Pete Bellezza, P.E.
Principal/Civil Engineer
Phone: (907) 646-5640 / email: pbellezza@crweng.com

**Aerated Lagoon Facility Improvements
 Construction Management Services
 CONTRACT FEE PROPOSAL**

City of Dillingham, Alaska

BASIC SERVICES
 Revised 8/19/2019

Task & Subtask Description	Name, Rate & Projected Hours CRW Engineering Group, LLC							Cost \$			
	Pete Bellezza, P.E. Senior Principal	Steven Hebnes, P.E. Senior Civil Engineer	Senior Mechanical Engineer	Senior Electrical Engineer	Staff Engineer II	Technician I	Administrative Support	Total CRW Labor	Expenses	Total Subtask	Total Task
Construction Management Services											
Construction Project Management	4	120	4	4	12			\$25,460	\$510	\$25,970	
Civil Engineer Construction Site Visit (4 each)		50						\$9,000	\$3,200	\$12,200	
Mechanical Engineer Construction Site Visit (1 each)			10					\$1,800	\$800	\$2,600	
Electrical Engineer Construction Site Visit (1 each)				10				\$1,800	\$800	\$2,600	
Submittals Review		20	4	4	20			\$7,740	\$150	\$7,890	
Design Clarification/Verification Requests		12	8	8				\$5,040	\$100	\$5,140	
Process Change Orders	4	14	4	4				\$4,760	\$100	\$4,860	
Process Applications for Payment		16						\$2,880	\$60	\$2,940	
Pre-Construction Conference	2	10						\$2,200	\$800	\$3,000	
On-site Construction Inspection (12 weeks)						300		\$27,000		\$27,000	
Substantial Completion Inspection	2	10						\$2,200	\$800	\$3,000	
Final Completion Inspection		10						\$1,800	\$800	\$2,600	
ADEC Approval To Operate		4			4			\$1,260	\$30	\$1,290	
Project Completion		4			4		2	\$1,430	\$30	\$1,460	
Total Task:	12	270	30	30	40	300	2	\$94,370	\$8,180	\$102,550	\$102,550
TOTAL BASIC SERVICES:	12	270	30	30	40	300	2	\$94,370	\$8,180	\$102,550	\$102,550

Notes and Assumptions:

- 1) All work will be on a time and materials basis in accordance with CRW Engineering's 2019 General Engineering Services contract.
- 2) Onsite construction duration will be 12 weeks.
- 3) The original design engineers will be available to review submittals as necessary.
- 4) The original design engineers will be available to resolve DCVRs as necessary.
- 5) The original design engineers will draft the record drawings based on redlines provided by Contractor.
- 6) Inspection will be coordinated with other City projects to reduce the cost of construction management services.

City of Dillingham
Fiscal Note

Agenda Date: February 6, 2020

CRW Engineering construction support for Wastewater System Upgrades, Aeration Project

ORIGINATOR: Finance Director

FISCAL ACTION (TO BE COMPLETED BY FINANCE)		FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
AMOUNT REQUESTED: \$102,550		FUNDING SOURCE City of Dillingham	
FROM ACCOUNT 3009 8530 30 62 4510 0 Wastewater Lagoon Aeration		Project Wastewater lagoon aeration	
TO ACCOUNT:	VERIFIED BY: Anita Fuller	Date:	1/30/2020

EXPENDITURES

OPERATING	FY20	FY21	FY22	FY23
3009 8530 30 62 4510 0	\$ -	\$ 102,550.00		
	-	-		
TOTAL OPERATING	\$ -	\$ 102,550.00	\$ -	\$ -

CAPITAL	\$ -			
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REVENUE	-			
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FUNDING

General & Special Rev. Funds				
State/Federal Funds				
Capital Project				
ANTHC grant funding		102,550.00		
TOTAL FUNDING	\$ -	\$ 102,550.00	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				

Analysis: (Attach a separate page if necessary) AM 2020-02

PREPARED BY: Anita Fuller

January 30, 2020

DEPARTMENT: Finance

APPROVED BY: *Ted Law* Page 89 of 107

1/30/2020

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Action Memorandum No. 2020-03

Subject:

Authorize Addendum No. 4 to PND Engineers, Inc. for construction support for the Dillingham Streets Rehabilitation project.

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

PND Fee Proposal
Addendum No. 4

Summary Statement:

On October 5, 2018, The City of Dillingham and PND Engineers, Inc., entered into a contract for D and Seward Streets Rehabilitation: Geotechnical, Survey, and Design Services, approved through AM 2018-09. A fee proposal to provide construction support for the Dillingham Streets Rehabilitation (formerly D and Seward Streets Rehabilitation) project was submitted by PND Engineers, Inc. in September, 2019, in the amount of \$79,893.00. The City believes PND's proposal for construction support offers the best value for the needed services. PND will dedicate a senior engineer to the project, who will travel to Dillingham for periodic inspections. The City intends to contract daily on-site inspections and materials testing separately from this addendum with PND, to EMC Engineering, LLC. The attached proposal outlines the PND Addendum No. 4 scope of services, contract fee proposal, and contract assumptions.

Action Memorandum No. 2020-03

Summary Statement continued:

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

Mayor

ATTEST:

[SEAL]

City Clerk

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

**CONTRACT for D and Seward Streets Rehabilitation:
Geotechnical, Survey, Design Services**

Addendum No. 4

Contractor Name: PND Engineers, Inc. (PND)

As a continuation of the D and Seward Streets Rehabilitation project, PND has submitted a fee proposal for construction support, as quoted in the attached document. Addendum no. 4 to the original contract dated October 5, 2018, provides for PND to complete the scope of services in the contract using the assumptions, schedule, and deliverables listed as outlined in the attached proposal for a not to exceed amount of \$79,893.00. This addendum will not be binding until it has been properly signed by both parties. Upon execution, this addendum shall supplement the original contract agreement between the parties.

PART 1.0 PROJECT DESCRIPTION

The City of Dillingham is seeking construction support services for our Dillingham Streets Rehabilitation project. PND was the design engineer on the project and additionally provided bidding services.

The City requested and received a fee proposal from PND to provide construction support assistance, which shall consist of, but not limited to:

- PND Senior Engineer to oversee the project, office support, and site visits;
- Periodic on-site inspections and reporting of progress of work;
- Coordinate and submit all state required submittals;
- Issue design and contract verification/clarification/interpretations;
- Review proposed change orders for conformance to project requirements;
- Coordinate substantial completion activities and pre-final inspection punch list;
- Coordinate final notice of acceptability of work activities;
- Coordinate and complete project record drawings;
- Project completion documents and close out activities.

PART 2.0 SCOPE OF SERVICES

This scope of services is included in the attached proposal, dated September 9, 2019.

PART 3.0 OWNER'S RESPONSIBILITIES

1. City of Dillingham will review and comment on submittals, as well as provide any additional information needed to complete work described in the addenda.
2. City of Dillingham will organize and attend project meetings and maintain a communication plan and stakeholder list throughout the project.
3. City of Dillingham will provide a single point of contact for project management decisions.
4. City of Dillingham will provide timely response to requests for information, payment, and other project requirements.

PART 4.0 PAYMENT TO CONSULTANT

Payment shall be on a time and materials basis, with a not-to-exceed amount of \$79,893.00. The City agrees to add this amount to the overall project cost, now adjusted to \$244,212.50.

Company: PND Engineers, Inc. (PND)

Date: _____

By: _____
Paul Kendall, P.E.

Title: _____
Principal

City of Dillingham

By: _____
Tod Larson, City Manager

Date: _____



September 9, 2019

PND 181157

Ms. Cynthia Rogers
Planning Director
City of Dillingham, Planning Department
141 Main Street
Dillingham, AK 99576

Re: Dillingham Streets Rehabilitation Project (#2019-05)
Engineering Services Fee Proposal: Construction Support

Dear Ms. Roger:

PND Engineers, Inc. (PND) appreciates the opportunity to provide this proposal for continuation of engineering services to the City of Dillingham (City) for the Dillingham Streets Rehabilitation project. PND's initial proposal for engineering services for this project was separated into three phases. PND has successfully completed the Design and Bid Phases. Construction bids have been received, and the City is in the process of awarding a contract to the apparent low bidder. This proposal encompasses Construction Support, which includes; technical construction administration, submittal review, periodic construction inspection, as-built drawings, and project closeout.

Construction Support - Scope of Services

The scope of services anticipated under this proposal include construction support for the *Dillingham Streets Rehabilitation Projects* as presented in the *June 2019 "Issued for Bid" Drawings*. We understand that construction of the project will begin as early as Fall of 2019 with a winter shutdown before recommencing in the Spring of 2020 and will finish by the substantial completion date of September 30, 2020. A summary of the proposed services to be provided under this scope of work include the following:

Task 3.1 – Construction Administration **\$39,055 Time and Materials (Estimated)**
PND will provide technical construction administration by responding to Requests For Information (RFIs), attend and organize project meetings, reviewing pay requests, and coordinating with the City (and/or their on-site inspector) and the Contractor to ensure any changes to the design meet project requirements.

Task 3.2 – Submittal and Shop Drawing Review **\$12,950 Time and Materials (Estimated)**
PND will review all submittals and shop drawings to ensure conformance with the project requirements.

Task 3.3 – Periodic Construction Inspection **\$21,508 Time and Materials (Estimated)**
PND will provide periodic onsite inspection as necessary throughout the duration of construction. We currently anticipate providing four overnight trips to support the project. Periodic inspections anticipated include the pre-construction walkthrough, substantial completion, and two others as needed during construction.

Please note the periodic inspections are not intended to replace daily on-site inspection and material testing. PND recommends the City provides daily oversight to ensure the project is completed per the contract documents. Depending on the contractor's schedule and ability to combine multiple projects, this could require a full-time effort. PND is happy to provide daily inspection services if the City desires, but those services are beyond the scope of this proposal.

Task 3.4 –Closeout and As-Built Drawings \$6,380 Time and Materials (Estimated)

PND will update the design drawings to reflect any changes made during construction and provide revised As-Built Drawings to the City. PND will also provide a comprehensive package of reviewed submittal, shop drawings, and other project records.

PND proposes to perform this work on a **Time and Materials** basis for a total of **\$79,893**. The services listed above identify the full project scope as understood at this time and typical for this type of project. These services are dependent on the Contractor's schedule and workplan, which may differ from our assumptions. If additional scope and tasks are required at a future date, they can be performed on a T&M basis.

Project Schedule

Services will commence immediately upon receiving formal authorization to proceed and continue until construction and project closeout are completed.

PND appreciates the opportunity to assist the City of Dillingham on this important community project. Please let us know if we have perceived your needs appropriately for or if you desire any changes to our work plan. Feel free to contact us anytime if you have further questions. PND looks forward to working with you towards successful completion of the Dillingham Streets Rehabilitation project.

Sincerely,
PND Engineers, Inc.



Paul Kendall, P.E.
Principal

Attachment:
Fee Proposal

TASK	PND Base Wage Rate		Senior Eng. VII	Senior Eng. VI	Senior Eng. IV	Senior Eng. III	Staff Eng. IV	Technician V	Technician IV	CAD Designer VI	Subtotal PND Labor	Subs.	Expense.	Total
			\$190.00	\$175.00	\$150.00	\$140.00	\$110.00	\$115.00	\$95.00	\$115.00				
3.1 - Construction Administration														
Project Management and Coordination			20			40					\$9,100			\$9,100
Respond to RFIs and Technical Questions			16			20	40			5	\$10,575			\$10,575
Project Meetings, Agendas, & Notes			24			40					\$9,800			\$9,800
Coordination with City/Inspector/Contractor			10			20	30				\$7,850			\$7,850
Review Pay Requests			2			2	10				\$1,730			\$1,730
Subtotal Hrs			72		0	122	80	0	0	5				279
Subtotal \$			\$0	\$12,600	\$0	\$17,080	\$8,800	\$0	\$0	\$575	\$39,055	\$0	\$0	\$39,055
3.2 Submittal and Shop Drawing Review														
Submittal Review						16	40				\$8,740			\$8,740
Shop Drawing Review						10	16				\$4,210			\$4,210
Subtotal Hrs			0		0	26	56	0	0	0	\$12,950	\$0	\$0	100
Subtotal \$			\$0	\$3,150	\$0	\$3,640	\$6,160	\$0	\$0	\$0	\$12,950	\$0	\$0	\$12,950
3.3 - Periodic Construction Inspection														
Periodic Inspection (Assumes 4ea 2-day trips)						48					\$15,120		\$5,478	\$20,598
Field Prep						4					\$910			\$910
Subtotal Hrs			0		0	52	0	0	0	0	\$16,030	\$0	\$5,478	\$21,508
Subtotal \$			\$0	\$8,750	\$0	\$7,280	\$0	\$0	\$0	\$0	\$16,030	\$0	\$5,478	\$21,508
3.4 As-Built Drawings														
Asbuilt Drawing Development						6	8	8		10	\$3,610			\$3,610
Project Closeout						6	8				\$2,770			\$2,770
Subtotal Hrs			0		0	12	8	8	0	10	\$6,380	\$0	\$0	\$6,380
Subtotal \$			\$0	\$1,750	\$0	\$1,680	\$880	\$920	\$0	\$1,150	\$6,380	\$0	\$0	\$6,380
Total Design Hours			0	150	0	212	144	8	0	15	\$74,415	\$0	\$5,478	\$79,893
Total Design \$			\$0	\$26,250	\$0	\$29,680	\$15,840	\$920	\$0	\$1,725	\$74,415	\$0	\$5,478	\$79,893

PND Direct Labor	\$74,415
Subconsultants	\$0
Expenses	\$5,478
Total Cost	\$79,893

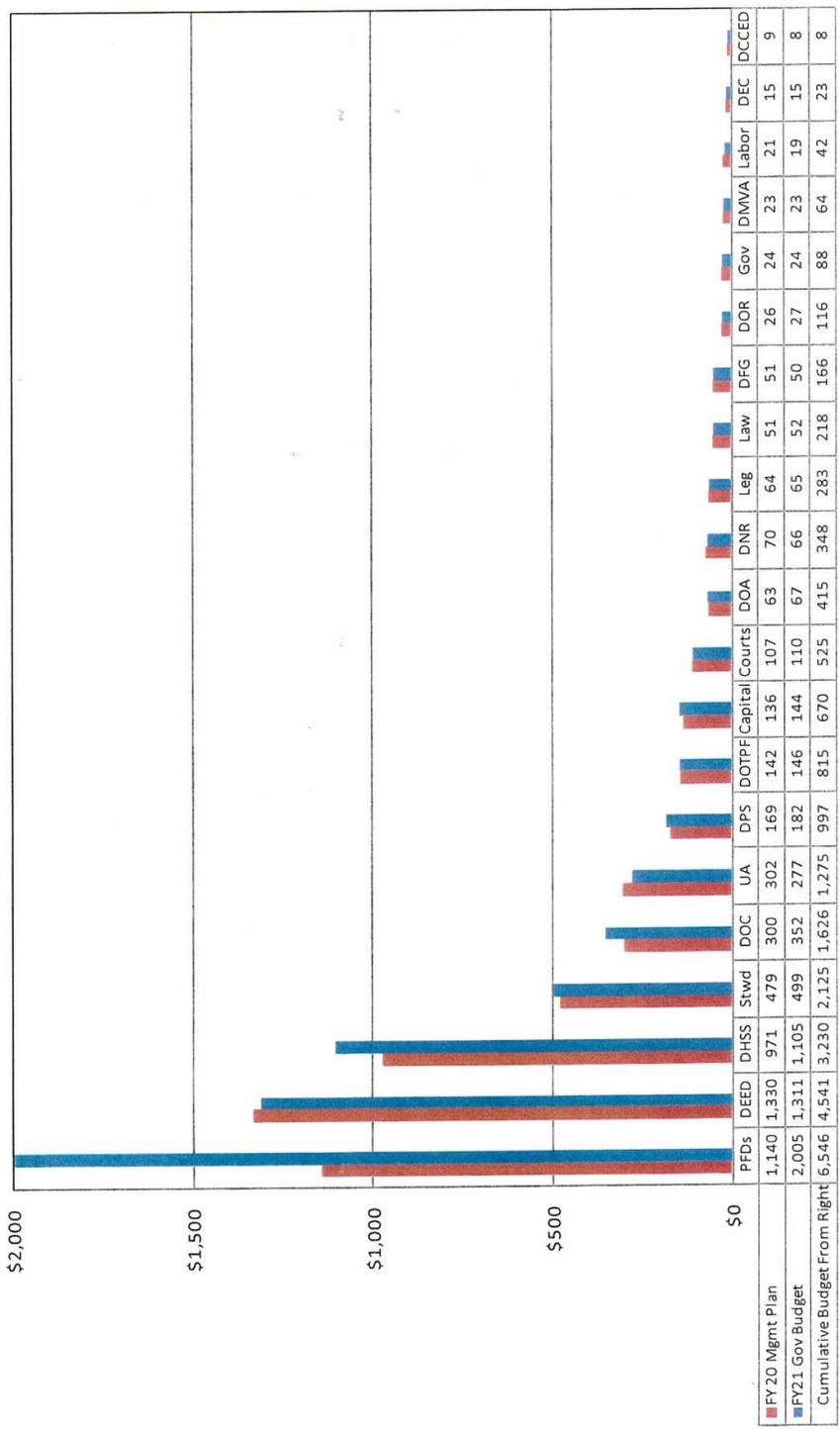


TASK

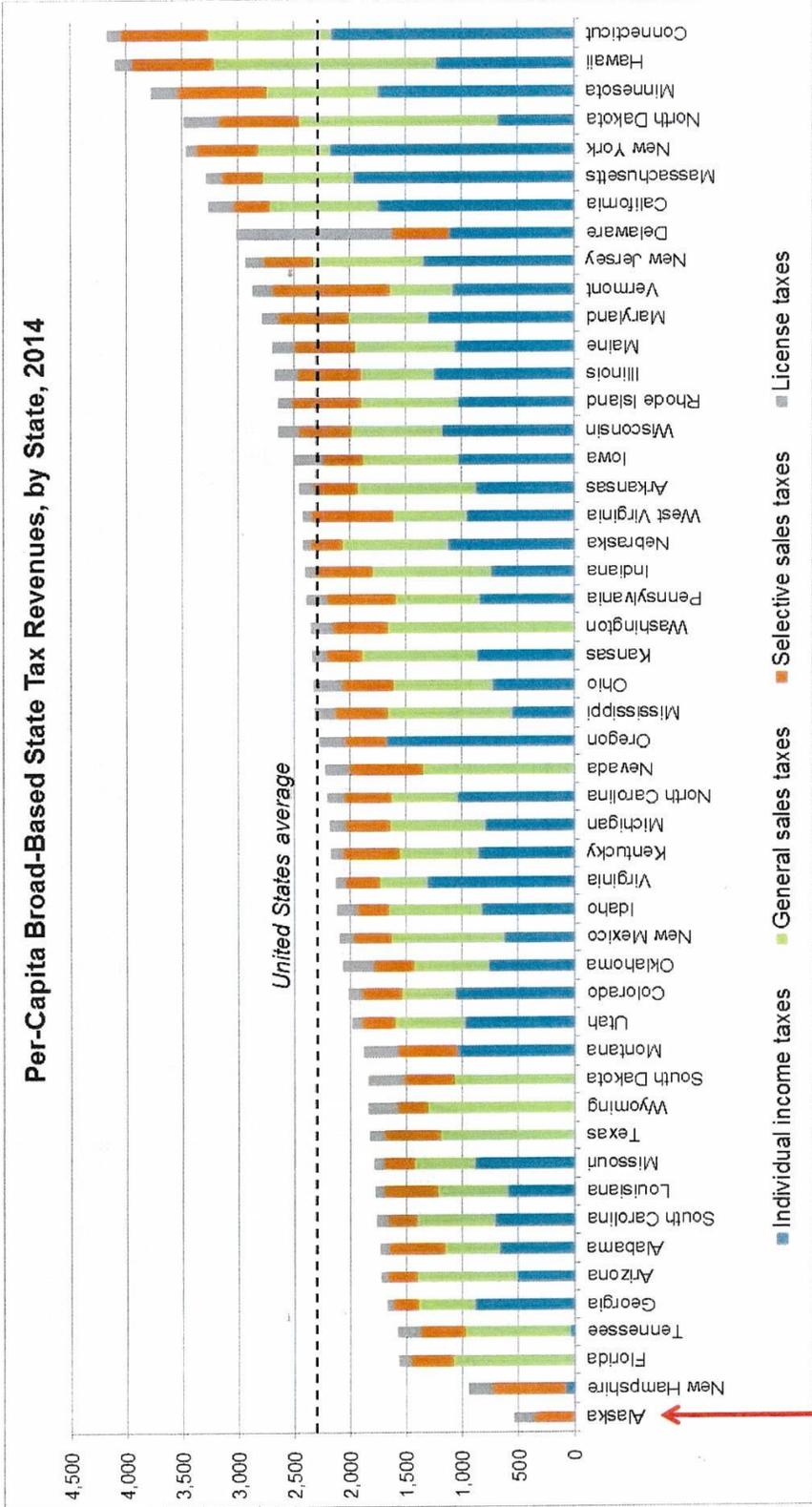
3.3 - Periodic Construction Inspection						
Per Diem (Local meals and incidentals)		8	man days @	\$85	\$676	
Vehicle Rental		8		\$125	\$1,000	
Lodging		4		\$275	\$1,100	
Airfare		4		\$550	\$2,200	
Misc. Expenses				\$500	\$500	
Subtotal Expenses					\$5,478	
						<i>Markup</i>
						5%
Total Expenses						\$5,752

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Spending--Unrestricted General Funds Only FY20 to FY21 Budget (\$ Millions)



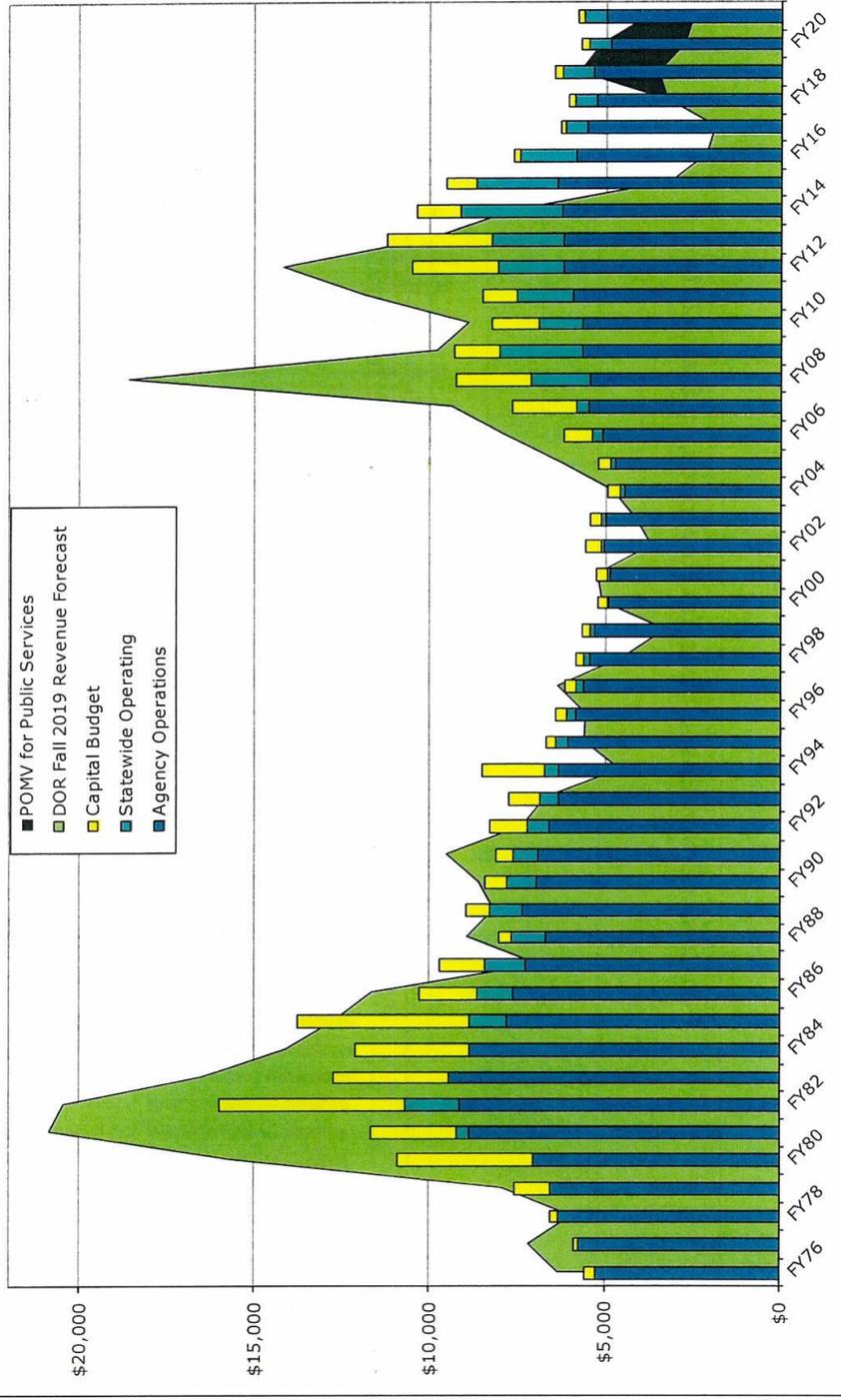
Alaskans pay lower broad-based state taxes than residents of any other state.



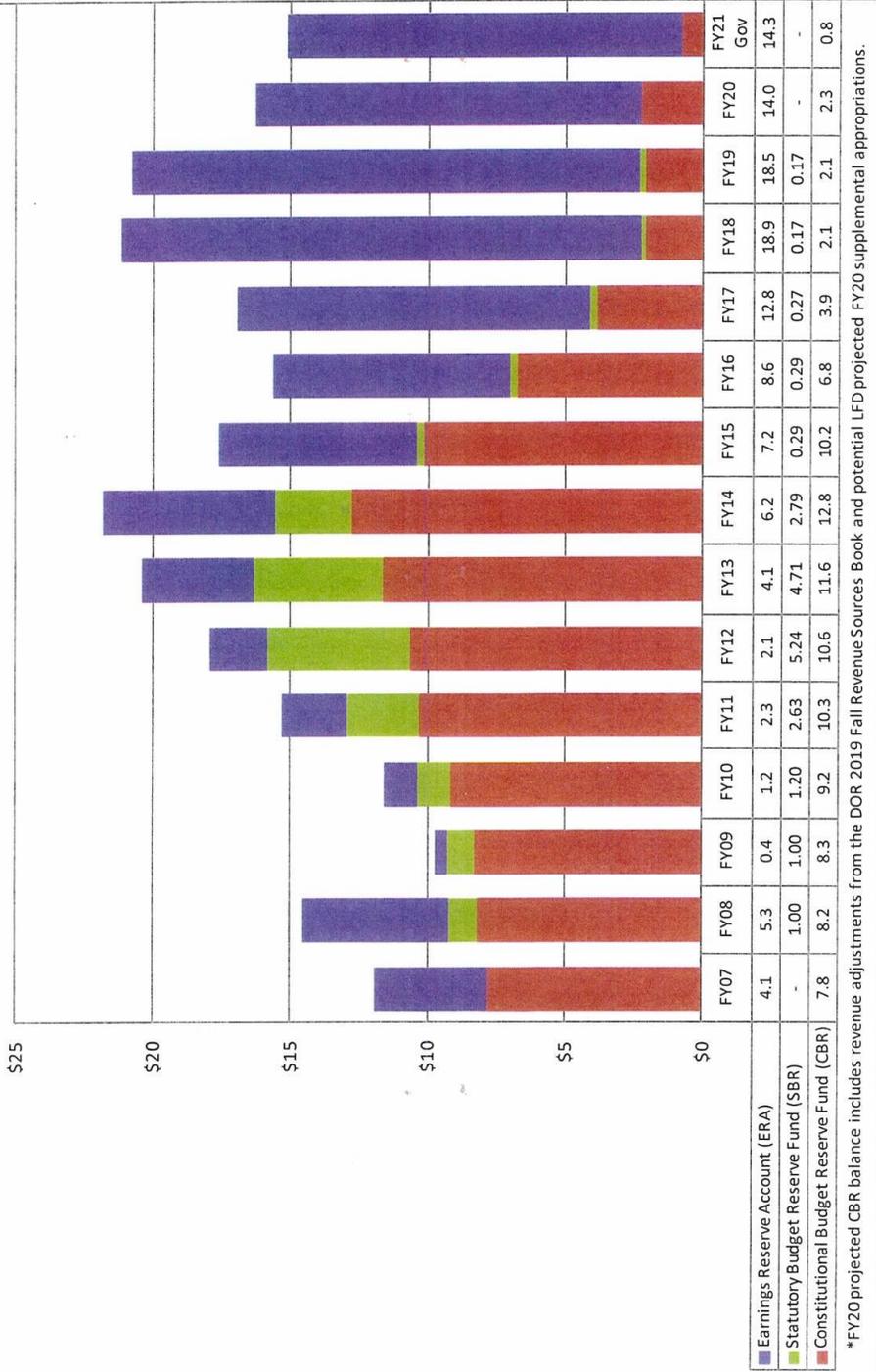
Alaska

Real Per Capita Unrestricted General Fund Revenue/Budget History

(2018 dollars Per Person)



End-of-Year Reserves Balances w/ ERA (\$billions)



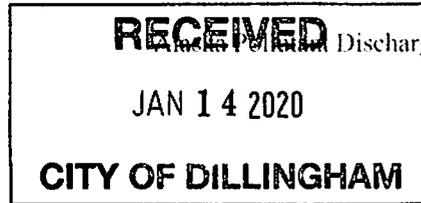


THE STATE
of **ALASKA**
GOVERNOR MIKE DUNLEAVY

Department of Environmental Conservation

DIVISION OF WATER
Pollutant Discharge Elimination System Program

PO Box 11800
Juneau, Alaska 99811-1800
Main: 907.465.5180
Fax: 907.465.5070



January 9, 2020

Subject: Early notification of wastewater discharge general permit for Mechanical Placer Miners

Dear Local and Tribal Government Leaders:

The Alaska Department of Environmental Conservation (DEC) proposes to reissue an Alaska Pollutant Discharge Elimination System (APDES) general permit (AKG370000) for Mechanical Placer Miners. This permit would regulate wastewater discharges into fresh water statewide with certain limitations.

Background information

The Mechanical Placer Miners General Permit (AKG370000) will expire on July 31, 2020. DEC has started development of a new permit with reissuance scheduled for fall 2020.

Description of discharge

The general permit would authorize and set conditions on the discharge of process water, dewatering water, and drainage waters from open-cut mines and mechanical dredges that process gold placer ores and rely on beneficiation processes based on gravity separation. Pollutants regulated under the permit include turbidity, settleable solids, and arsenic.

General Permit additional information

Any operator that meets the eligibility requirements of the general permit will be authorized to discharge after filing a Notice of Intent (NOI) with DEC so long as all conditions of the permit are met. The public has an opportunity to comment and provide information for this general permit; however, public notice will not be issued for individual NOIs submitted by qualified facilities. The general permit will expire approximately five years after the effective date.

Opportunities for tribal and local government participation in this permitting decision

DEC recognizes rural Alaska has unique needs and considerations with regard to wastewater discharges and strives to issue permits that reflect a full understanding of local conditions. This letter is intended as an **early notice** to assist you in determining whether your community may be affected and inform you of the opportunity to provide traditional, cultural, or other local information that DEC should consider as part of this permit reissuance. DEC would like to know how your area and resources may be affected by this permitting action.

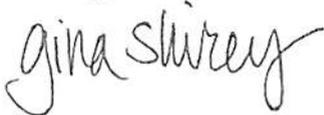
Next steps

After the permit is drafted, there will be a **10 day applicant review period** of the preliminary draft permit. Following the applicant review period, there will be a **30 day public review and comment period**. I will provide a copy of the public notice for the permit by mail or e-mail at the start of the public comment period. After the public review and comment period, there will be a **5 day applicant review period** of the final draft permit before the permit is issued.

If requested, I can also provide notice of the preliminary draft and proposed final applicant review periods. Due to the short timeframes for those reviews, notices are sent by email or fax. Please provide an e-mail address or fax number if you would like to receive notices for the preliminary draft and proposed final applicant review periods.

If you would like more information or would like to provide DEC with information about this permit, please do not hesitate to contact me at (907) 465-5272 or at gina.shirey@alaska.gov. For technical questions about the permit, you may also directly contact the permit writer, Nick Dallman, at (907) 451-2142 or at nicholas.dallman@alaska.gov.

Sincerely,



Gina Shirey
Local and Tribal Government Coordinator

cc: Potentially Affected Local Governments
Potentially Affected Federally-recognized Indian Tribes



Resolution 20-1

A RESOLUTION OF THE SOUTHWEST ALASKA MUNICIPAL CONFERENCE (SWAMC) URGING NMFS TO NARROW THE SCOPE AND AREA FOR DESIGNATION AS CRITICAL HABITAT FOR HUMPBACK WHALES IN ALASKA.

WHEREAS; On October 9, the National Marine Fisheries Service published a proposed rule (84 FR 54354) to designate critical habitat (CH) for three distinct population segments (DPS) of humpback whales under the Endangered Species Act (ESA), and

WHEREAS; The proposed critical habitat designations for the Mexico DPS and the Western North Pacific DPS include almost all the navigable waters of the SWAMC region, including Kodiak Island, the Aleutians East Borough, Bristol Bay, and the Aleutian Islands, and

WHEREAS; The matter compelling the CH designation is primarily a crab pot gear entanglement and ship strike issue, and the pot gear fisheries in our region are prosecuted in the late fall and winter months, when the whales are not in Alaska, and

WHEREAS; SWAMC’s numerous coastal communities depend on the salmon, herring and pot cod/crab fisheries for jobs, small business stability, school funding and virtually all municipal services through fish taxes, and may have project development opportunities which could be significantly reduced by an arbitrary and overreaching designation, and

WHEREAS; Of great concern is the inability to attribute the original source of the entangled gear as whales may carry entangled gear for weeks or even months, and the whales who spend some of their spring/summer migration in our region have migrated or traveled from Canada, International waters, the lower 48, Hawaii, or Mexico.

NOW THEREFORE BE IT RESOLVED; The Southwest Alaska Municipal Conference Board of Directors requests that NMFS narrow the scope and area of the proposed CH designation for Humpback Whales and not finalize the rule until migration tracks and whale presence of the three DPS units in our region is gathered using satellite and other sophisticated tracking methods for a thorough analysis of the proposed designation. We request that NMFS carefully consider the impact of a “one size fits all” approach and make the most responsible and reasonable decision possible.

PASSED AND APPROVED By the Board of Directors of SWAMC on this ____ day of January 2020

SWAMC Board President