

Dillingham City School District

FY 2017 2nd Proposed Budget

Location 015 Middle/High School

Account Code	Description	Comments	FY 2016 Final	FY 2017 Proposed
<u>Regular Instruction</u>				
100.015.100.. 315	Certificated Teacher	20.00 - 18.0 FTE	\$ 1,237,347	\$ 1,061,035
100.015.100.. 320	Non-Certificated Specialist		30,940	-
100.015.100.. 329	Substitutes		40,000	40,000
100.015.100.. 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		459,680	464,914
100.015.100.. 366	TRS On-behalf			
100.015.100.. 367	PERS On-behalf			
100.015.100.. 440	Other Purchased Services		4,000	4,000
100.015.100.. 443	Equipment Repair		5,000	5,000
100.015.100.. 450	Supplies, Materials & Media	General Teaching	36,000	36,000
100.015.100.. 451	Supplies, Materials & Media	Paper, toner, etc.	<u>10,000</u>	<u>10,000</u>
Total 100	Regular Instruction		<u>1,822,967</u>	<u>1,620,949</u>
<u>Vocational Instruction</u>				
100.015.160.. 315	Certificated Teacher	1.0 FTE	75,981	77,601
100.015.160.. 329	Substitutes		1,500	1,500
100.015.160.. 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		31,160	38,989
100.015.160.. 366	TRS On-behalf			
100.015.160.. 440	Other Purchased Service	Rental of Cyl Tanks	3,500	3,500
100.015.160.. 443	Equipment Repair		500	500
100.015.160.. 450	Supplies, Materials & M	<i>Construction Lab</i>	<u>24,373</u>	<u>20,000</u>
Total 160	Vocational Instruction		<u>137,014</u>	<u>142,090</u>

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2016 Final</u>	<u>FY 2017 Proposed</u>
<u>Bilingual/Bicultural</u>				
100.015.150..	322	Non-Cert Specialist .72 FTE Classified Type M	41,919	26,493
100.015.150..	329	Substitutes	500	500
100.015.150..	360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)	19,279	33,821
100.015.150..	366	TRS On-behalf		
100.015.150..	450	Supplies, Materials & Media	<u>1,500</u>	<u>1,500</u>
Total	150	Bilingual/Bicultural	<u>63,198</u>	<u>62,314</u>
<u>Special Education</u>				
100.015.200..	315	Certificated Teacher 3.0 FTE Special Education	180,355	211,540
100.015.200..	323	Classroom Aides 5.00 FTE Aides	140,618	106,094
100.015.200..	329	Substitutes	10,125	10,125
100.015.200..	360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)	196,670	144,865
100.015.200..	366	TRS On-behalf		
100.015.200..	367	PERS On-behalf		
100.015.200..	450	Supplies, Materials & M Office Supplies	<u>4,000</u>	<u>4,000</u>
Total	200	Special Education	<u>531,768</u>	<u>476,624</u>
<u>Guidance</u>				
100.015.320..	315	Certificated Specialist 1.0 FTE Counselor	83,857	64,650
100.015.320..	316	Extra Duty Power School Scheduling	1,800	1,800
100.015.320..	322	Non-Cert Specialist .28 FTE Guidance	-	10,303
100.015.320..	360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)	13,191	50,105
100.015.320..	366	TRS On-behalf	-	-
100.015.320..	450	Supplies, Materials & Media	<u>1,500</u>	<u>1,500</u>
Total	320	Guidance	<u>100,348</u>	<u>128,358</u>

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2016 Final</u>	<u>FY 2017 Proposed</u>
<u>Library Services</u>				
100.015.352..	323 Classroom Aide	.50 FTE Library Aide	13,209	11,292
100.015.352..	360 Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		1,238	3,742
100.015.352..	440 Other Purchased Service	City of Dillingham Library Ag	<u>5,000</u>	<u>5,000</u>
Total	352	Library Services	<u>19,447</u>	<u>20,034</u>
<u>School Administration</u>				
100.015.400..	313 Certificated Principal	1.0 FTE Principal	101,440	101,440
100.015.400..	360 Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		21,336	27,638
100.015.400..	380 Housing Allowance		3,000	-
100.015.400..	366 TRS On-behalf			
100.015.400..	420 Staff Travel	1 Annual Conference	3,000	3,000
100.015.400..	433 Communications	Basic Service & Long Distan	11,500	11,500
100.015.400..	450 Supplies, Materials & Media		2,000	5,000
100.015.400..	491 Other Expenses	ACSA Dues	<u>1,000</u>	<u>1,000</u>
Total	400	School Administration	<u>143,276</u>	<u>149,578</u>
<u>School Administration Support</u>				
100.015.450..	324 Support Staff	1.0 FTE Secretary	36,421	35,183
100.015.450..	329 Substitutes		3,750	3,750
100.015.450..	360 Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		19,804	22,718
100.015.450..	367 PERS On-behalf			
100.015.450..	450 Supplies, Materials & M	Office Supplies	<u>2,500</u>	<u>2,500</u>
Total	450	School Administration Support	<u>62,475</u>	<u>64,151</u>
Total	015	Middle/High School	<u>\$ 2,880,493</u>	<u>\$ 2,664,098</u>



**Alternative
High School**

Alternative Program

FY 2017 2nd Proposed Budget Summary

Location 005

Functions 100, 200, 400, 450

	<u>FY 2016 Final</u>	<u>FY 2017 Proposed</u>	<u>Change Increase (Decrease)</u>
<u>Location 005 Alternative Program</u>			
100 Regular Instruction	\$ 282,273	\$ 272,725	\$ (9,548)
200 Special Education Instruction	44,041	47,547	\$ 3,506
400 School Administration	23,601	23,601	\$ -
450 School Administration Support	<u>20,698</u>	<u>27,373</u>	<u>\$ 6,675</u>
TOTAL	<u>\$ 370,613</u>	<u>\$ 371,246</u>	<u>\$ 633</u>

2.0 FTE Certificated Teachers
2.0 FTE Classified Positions

Dillingham City School District

FY 2017 2nd Proposed Budget

Location 005 Alternative Program

Account Code	Description	Comments	FY 2016 Final	FY 2017 Proposed
<u>Regular Instruction</u>				
100.005.100 315	Certificated Teacher	2.0 FTE Teachers	\$ 153,365	\$ 156,605
100.005.100 323	Classroom Aides	.5 FTE Instructional Aide	29,396	15,249
100.005.100 329	Substitutes		10,440	10,000
100.005.100 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		75,472	82,371
100.005.100 366	TRS On-behalf			
100.005.100 367	PERS On-behalf			
100.005.100 440	Other Purchased Services	Copier Maintenance Agrmt	5,100	-
100.005.100 450	Supplies, Materials & Medi	Classroom Supplies	7,000	7,000
100.005.100 451	Supplies, Materials & Medi	Paper, Toner, etc.	<u>1,500</u>	<u>1,500</u>
Total 100	Regular Instruction		<u>282,273</u>	<u>272,725</u>
<u>Special Education Instruction</u>				
100.005.200 323	Classroom Aides	1.0 FTE	27,146	27,301
100.005.200 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		16,895	20,246
100.005.200 367	PERS On-behalf			
Total 200	Special Education Instruction		<u>44,041</u>	<u>47,547</u>
<u>School Administration</u>				
100.005.400 316	Extra Duty Pay		17,820	17,820
100.005.400 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		5,781	5,781
100.005.400 366	TRS On-behalf			
Total 400	School Administration		<u>23,601</u>	<u>23,601</u>

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2016 Final</u>	<u>FY 2017 Proposed</u>
School Administration Support				
100.005.450 324	Support Staff	0.5 FTE	13,320	15,249
100.005.450 329	Substitutes		1,500	1,000
100.005.450 360	Benefits (ESC, W/C, FICA, HEALTH, TRS, PERS)		5,378	10,624
100.005.450 367	PERS On-behalf			
100.005.450 450	Supplies, Material, & Media		<u>500</u>	<u>500</u>
Total 450	School Administration Support		<u>20,698</u>	<u>27,373</u>
Total 005	Alternative Program		<u>\$ 370,612</u>	<u>\$ 371,246</u>



Transportation

FY 2017 2nd Proposed Budget Summary

Location 099

Function 760



	<u>FY 2016 Final</u>	<u>FY 2017 Proposed</u>	<u>Change</u>
<u>Location 099 District-Wide</u>			
Function 760 Pupil Transportation	\$ 602,165	\$ 614,814	\$ 12,649
TOTAL	<u>\$ 602,165</u>	<u>\$ 614,814</u>	<u>\$ 12,649</u>

.50 FTE Driver
.20 FTE Bus Aide

Transportation



Budget Code:

205.099.760..XXX Transportation

The budget consists of:

- > Salary and benefits for a .50 Driver
- > Salary and benefits for a .20 Bus Aide
- > Contracted Regular/Sped Transportation Services (5 Yr Contract 13-17)
- > Repair and Maintenance of Sped Bus
- > Fuel for Sped Bus

Dillingham City School District

FY 2017 2nd Proposed Budget

Transportation

Location 099

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2016 Final</u>	<u>FY 2017 Proposed</u>
<u>Transportation</u>				
205.099.760. 325	Maintenance/Custodial	.5 FTE Driver	20,415	20,415
205.099.760. 325	Aide	.2 FTE Bus Aide	6,800	6,800
205.099.760. 360	Benefit (ESC, W/C, FICA, HEALTH, TRS, PERS)		10,497	10,497
205.099.760. 367	PERS On-behalf			
205.099.760. 440	Other Purchased Services	Contracted Transportation	557,453	568,602
205.099.760. 443	Equipment Repair	Sped Bus Maintenance	3,000	3,000
205.099.760. 465	Gasoline	Fuel for Special Ed Bus	<u>4,000</u>	<u>5,500</u>
Total 760 Transportation			<u>602,165</u>	<u>614,814</u>



Food Service

FY 2017 2nd Proposed Budget Summary

**Location 099
Function 790**

	<u>FY 2016 Final</u>	<u>FY 2017 Proposed</u>	<u>Change</u>
<u>Location 099 District-Wide</u>			
Function 790 Food Service	\$ 347,664	\$ 366,749	\$ 19,085
TOTAL	<u>\$ 347,664</u>	<u>\$ 366,749</u>	<u>\$ 19,085</u>

1 Classified Food Manager/Cook
2 Classified Cooks
.20 Classified Support Staff

Food Service



Budget Code:

255.099.790..XXX Food Service

The budget consists of:

- > Salary and Benefit for a Food Manager/Cook
- > Salary and Benefits for 2 Cook's and .20 Support Staff
- > Travel for Required Workshops/Training in Anchorage
- > Stipends for HS Students as Lunchroom Helper
- > Food & Supplies
- > Equipment under \$5000

Dillingham City School District

FY 2017 2nd Proposed Budget

Food Service

Location 099

<u>Account Code</u>	<u>Description</u>	<u>Comments</u>	<u>FY 2016 Final</u>	<u>FY 2017 Proposed</u>
<u>Food Service</u>				
255.099.790. 321	Non-Cert Manager	Manager/Cook	37,474	42,867
255.099.790. 324	Cook	2.0 FTE Cook; .20 Support S	70,170	65,731
255.099.790. 329	Substitutes		4,000	4,000
255.099.790. 360	Benefit (ESC, W/C, FICA, HEALTH, TRS, PERS)		47,060	65,191
255.099.790. 367	PERS On-behalf			
255.099.790. 420	Travel	Required Annual Conferen	4,050	4,050
255.099.790. 450	Supplies	Paper products	12,000	12,000
255.099.790. 459	Food		166,260	166,260
255.099.790. 478	Inventoried Equipmen Under \$5,000		5,000	5,000
255.099.790. 485	Stipends	Stipends for HS Students	<u>1,650</u>	<u>1,650</u>
Total 790 Food Service			<u>347,664</u>	<u>366,749</u>

Dillingham City School District Enrollment History

Dillingham Elementary	Total																
	PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	K-5	PK-5	Total
2016-2017	0	26	34	37	45	32	29	0	0	0	0	0	0	0	0	203	203
2015-2016	7	34	37	45	32	30	35	0	0	0	0	0	0	0	0	213	220
2014-2015	6	39	44	32	28	35	32	0	0	0	0	0	0	0	0	210	216
2013-2014	38	45	33	31	40	31	40	0	0	0	0	0	0	0	0	220	258
2012-2013	56	37	33	39	32	40	24	0	0	0	0	0	0	0	0	205	261
2011-2012	11	35	35	36	38	28	49	0	0	0	0	0	0	0	0	221	232
2010-2011	9	38	36	36	30	43	40	0	0	0	0	0	0	0	0	223	232
2009-2010	3	35	34	28	42	35	35	0	0	0	0	0	0	0	0	209	212
2008-2009	5	33	31	41	46	40	29	0	0	0	0	0	0	0	0	220	225
2007-2008	8	31	43	42	43	32	37	0	0	0	0	0	0	0	0	228	236
2006-2007	8	46	44	39	35	39	39	0	0	0	0	0	0	0	0	242	250
2005-2006	7	50	39	41	41	46	37	0	0	0	0	0	0	0	0	254	261

Dillingham MS/HS	Total															
	PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	6-12	6-12
2016-2017	0	0	0	0	0	0	0	35	28	37	17	40	38	47	242	242
2015-2016	0	0	0	0	0	0	28	38	38	17	39	34	41	39	41	236
2014-2015	0	0	0	0	0	0	41	19	44	29	41	31	31	48	253	253
2013-2014	0	0	0	0	0	0	20	49	32	43	37	38	38	57	276	276
2012-2013	0	0	0	0	0	0	47	34	39	36	34	34	34	49	273	273
2011-2012	0	0	0	0	0	0	38	41	29	32	35	31	31	55	261	261
2010-2011	0	0	0	0	0	0	41	28	33	62	32	42	42	20	258	258
2009-2010	0	0	0	0	0	0	27	31	37	51	42	34	44	44	266	266
2008-2009	0	0	0	0	0	0	33	37	38	49	41	37	47	282	282	
2007-2008	0	0	0	0	0	0	36	38	27	51	50	35	39	39	276	276
2006-2007	0	0	0	0	0	0	38	35	38	46	49	43	45	294	294	
2005-2006	0	0	0	0	0	0	30	37	41	54	50	50	28	290	290	

TOTALS	Total															
	PK	KG	1	2	3	4	5	6	7	8	9	10	11	12	KG-12	PK-12
2016-2017	0	26	34	37	45	32	29	35	28	37	17	40	38	47	445	445
2015-2016	7	34	37	45	32	30	35	28	38	17	39	34	39	41	449	456
2014-2015	6	39	44	32	28	35	32	41	19	44	29	41	31	48	463	469
2013-2014	38	45	33	31	40	31	40	20	49	32	43	37	38	57	496	534
2012-2013	56	37	33	39	32	40	24	47	34	39	36	34	34	49	478	534
2011-2012	11	35	35	36	38	28	49	38	41	29	32	35	31	55	482	493
2010-2011	9	38	36	36	30	43	40	41	28	33	62	32	42	20	481	490
2009-2010	3	35	34	28	42	35	35	27	31	37	51	42	34	44	475	478
2008-2009	5	33	31	41	46	40	29	33	37	38	49	41	37	47	502	507
2007-2008	8	31	43	42	43	32	37	36	38	27	51	50	35	39	504	512
2006-2007	8	46	44	39	35	39	39	38	35	38	46	49	43	45	536	544
2005-2006	7	50	39	41	41	46	37	30	37	41	54	50	50	28	544	551

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-19

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING A REQUEST FOR PROPOSAL FOR WATER SYSTEM DESIGN AND TESTING

WHEREAS, the City of Dillingham has a Municipal Matching Grant (MMG) 28308 for Water System Improvements; and

WHEREAS, the MMG has a 30% match requirement; and

WHEREAS, Michael Foster & Associates updated the City's Water System Master Plan in September 2015; and

WHEREAS, the Master Plan included adding additional wells, adding circulating loops, installing hydrants, upsizing mains in core areas, and replacing AC pipes; and

WHEREAS, the first phase of these projects will be to hire an engineering firm that will design the required repairs to wells, controls and testing to provide adequate water for the City.

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council authorizes the City Manager to continue to advertise an RFP to hire an engineering firm to design the repairs to wells, controls and testing in order to provide adequate water for the City.

PASSED and ADOPTED by the Dillingham City Council on April 7, 2016.

Alice Ruby, Mayor

ATTEST: [SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: April 7, 2016

Attachment to:

Ordinance No. _____ / Resolution No. 2016-19

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING A REQUEST FOR PROPOSAL FOR WATER SYSTEM DESIGN AND TESTING

City Manager: Recommend Approval

Signature: Rose Loren

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- None

Summary Statement:

The City is starting the first phase of improving the City's water system as proposed in the updated Water System Master Plan.

The first phase is to hire an engineering firm that will design and test our current system and develop an improvement plan.

Currently the City has one well that provides the majority of the City's water. A second well does not provide adequate water supply when needed. The project will explore whether we can use this well periodically to build our capacity. There is also a capped well very close to the Water Treatment Plant that we would like to explore if it can be a deeper well for a larger water reservoir.

The RFP will also review the controls within the treatment facility to determine if they are adequate for using the wells interchangeably.

Attachment to:
Ordinance No. _____ / Resolution No. 2016-19 _____

Summary Statement continued:

Route to	Department Head	Date
X	Finance Director	
X	Public Works Director	
X	City Clerk	

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-20

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL CONCURRING WITH THE MARIJUANA ADVISORY COMMITTEE'S (MAC) RECOMMENDATION NOT TO BAN OR LIMIT MARIJUANA FACILITIES IN DILLINGHAM

WHEREAS, the City of Dillingham's Marijuana Advisory Committee (MAC) held their first meeting on February 24, 2016, for an overview on personal marijuana use, marijuana commerce, board regulations, federal law and municipal regulation; and

WHEREAS, the MAC reconvened on March 16, 2016, to begin discussions in order to be able to provide a recommendation to the City Council on whether or not to ban or limit marijuana facilities in Dillingham; and

WHEREAS, at the March 16 meeting the MAC reviewed where the 500' buffer lines fell within the City from school, churches and day care centers; and

WHEREAS, they discussed whether to ban retail stores, commercial grow facilities, commercial manufacturing facilities and testing facilities; and

WHEREAS, the MAC unanimously recommended not to ban any commercial marijuana retail stores or facilities; and

WHEREAS, they also discussed whether to limit commercial marijuana such as the type of products sold, type of products manufactured, number of any particular facility and the location of any facility; and

WHEREAS, the MAC unanimously recommended not to limit any commercial marijuana products, manufacturing, the number and locations; and

WHEREAS, the MAC understands that State law determines through the licensing requirements, the details of marijuana sales, facilities and locations; and

WHEREAS, the MAC understands that it is the individual's responsibility to understand and prepare their licensing applications according to the State requirements; and

WHEREAS, the MAC will continue to work on other regulations as it pertains to marijuana sales in Dillingham and these recommendations are the "big picture" recommendations to the Council in the event that someone in Dillingham is interested in pursuing a license with the State of Alaska;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council concurs with the Marijuana Advisory Committee's recommendation to not ban or limit marijuana sales, facilities or locations within the City of Dillingham; and

BE IT FURTHER RESOLVED that the Dillingham City Council understands that when the Marijuana Advisory Committee's final recommendations are made that the proposed legislation be reviewed beforehand by the Code Review Committee for a recommendation to the Council for approval.

PASSED and ADOPTED by the Dillingham City Council on April 7, 2016.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

Attachment to:

Ordinance No. _____ / Resolution No. 2016-20

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL CONCURRING WITH THE MARIJUANA ADVISORY COMMITTEE'S (MAC) RECOMMENDATION NOT TO BAN OR LIMIT MARIJUANA FACILITIES IN DILLINGHAM

City Manager: Recommend Approval

Signature: *Janice Williams*
Acting City Mgr

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- Buffer Map

Summary Statement:

The MAC has held two meetings since its formation. The first meeting was a presentation on the Marijuana State law presented by Atty. Brooks Chandler. The second meeting the committee looked at whether to ban or limit marijuana facilities.

The MAC unanimously chose to recommend not to ban or limit Marijuana facilities. They wanted this recommendation to go to the Council in case someone interested in applying for a license would know the City's position on banning and/or limiting marijuana sales or facilities.

They further discussed writing to the State of Alaska to reduce the 500' buffer zone as Sitka is proposing and also to ask the State to lessen the restrictions on testing facilities. However, they are not prepared to make a recommendation without further research.

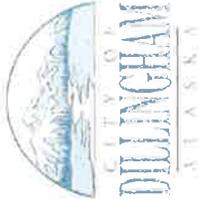
In discussions with Attorney Chandler, he stated that the recommendation to not ban or limit will not affect our code. MAC will continue to look at the various details to marijuana sales and bring forth recommendations as they work through the process. An ordinance will be considered for Council adoption after being reviewed by the Code Review Committee.

Attachment to:
Ordinance No. _____ / Resolution No. 2016-20

Summary Statement continued:

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

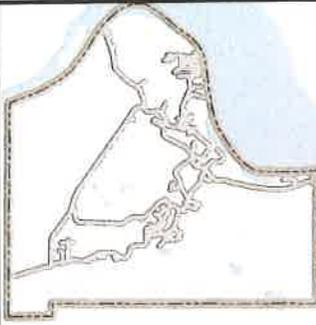
Dillingham Marijuana Buffer Map



City of Dillingham
 Planning and GIS
 Box 889 Dillingham, AK 99576
 www.ci.dillingham.ak.us
 (907)842-3785



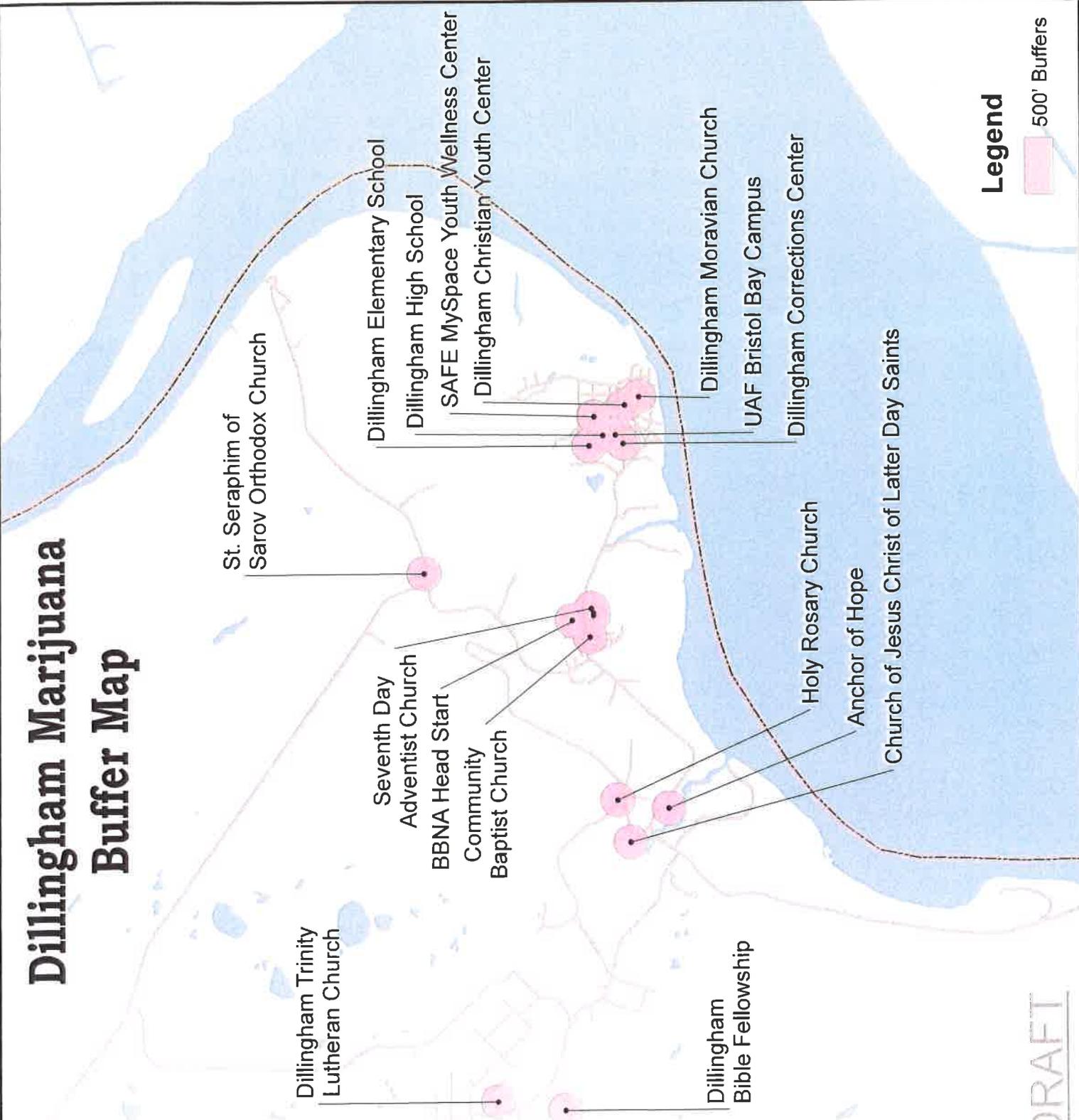
0 2,500 5,000 Feet
 0 0.45 0.9 Miles



The information contained on this map is not intended for official or legal use. The City of Dillingham assumes no responsibility for errors or omissions of any information presented here in, nor any responsibility for the use or misuse of this map.

Spatial Reference:
 State Plane Zone 6, NAD 83
Data Sources:
 Alaska DNR, Digitalglobe, and City of Dillingham Planning Department
Produced By:
 Alaska Map Company, LLC
 www.akmapco.com

Date: 3/1/2016



Legend

500' Buffers

DRAFT

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-21

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING A LONG TERM PERMIT FOR DELTA WESTERN INC. TO INSTALL MONITORING WELLS ON CITY PROPERTY

WHEREAS, according to Dillingham Municipal Code 12.08.010 an encroachment is considered as any object above ground or below belonging to a private owner other than the municipality which has been or caused to be constructed or located within streets, public rights of way, or other property dedicated to a public use; and

WHEREAS, Delta Western Inc. wishes to install monitoring wells to meet Alaska Dept. of Environmental Conservation's request as the result of an incident involving a tank truck that occurred in 2012; and

WHEREAS, the only potential for well locations are east of the Delta Western Tank Farm, on City property; and

WHEREAS, the proposed encroachment was reviewed by the City's Public Works Director with no opposition or further requirements; and

WHEREAS, DMC 12.08 requires City Council and Planning Commission approval for any object belonging to a private owner other than the municipality that is placed in streets, public rights-of-way, or other property dedicated to a public use for longer than one year; and

WHEREAS, the application for the encroachment permit was filed with the City on March 15, 2016, and was approved by the Planning Commission at their March 23, 2016 meeting;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council approves the long term encroachment to install monitoring wells on City of Dillingham property with the following conditions:

1. That at least 48 hours' notice be given to the City of Dillingham administration prior to beginning construction;
2. That at some future date, the wells may be removed if necessary for City purposes;
3. That Delta Western work with City staff to ensure that the wells are located and accessed in convenience with both parties.

PASSED and ADOPTED by the Dillingham City Council April 7, 2016.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: April 7, 2014

Attachment to:

Ordinance No. _____ / Resolution No. 2016-21

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTNIG A GRANT UNDER THE TERMS OF THE BBEDC COMMUNITY BLOCK GRANT PROGRAM

City Manager: Recommend Approval

Signature: Rose Roera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- PC Resolution No. 2016-01

Summary Statement:

Delta Western wishes to install monitoring wells to meet AkDEC's request to monitor an area that was affected by a tank truck incident in 2012. The only potential for well locations are on city owned property.

This long term encroachment application was reviewed by Public Works and recommended for approval by the Planning Commission, March 23, 2016.

Attachment to:
Ordinance No. _____ / Resolution No. 2016-21

Summary Statement continued:

Route to	Department Head	Date
	Finance Director	
X	Public Works Director	
X	City Clerk	

RESOLUTION 2016-01
A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION

Supporting a long term encroachment permit for Delta Western Inc. to install monitoring wells on City property.

WHEREAS, Delta Western Inc. (DWI) was contacted by the Alaska Department of Environmental Conservation (ADEC) requesting DWI conduct further assessment to delineate the extent of impacted soil encountered during a 2012 tank truck loading rack expansion; and

WHEREAS, the only potential for well locations are East of the Delta Western Tank Farm, on City of Dillingham property; and

WHEREAS, the Port Director and Public Works Director are in communications with Delta Western regarding well locations; and

WHEREAS, the wells be sampled twice a year for approximately 1-6 years; and

WHEREAS, DWI will be responsible for maintain the wells and well vaults;

WHEREAS, per Dillingham Municipal Code 12.08.030, the city may issue a long term encroachment permit and may make limitations and conditions on that permit; and

WHEREAS, per DMC 12.08.030, the city may remove permitted encroachments if deemed necessary; and

WHEREAS, the Dillingham Planning Commission is required to make a recommendation to the city council for long term encroachments and for excavation and construction in city rights-of-way and city property per DMC 12.08.020 (C) and DMC 12.08.070;

THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Dillingham, Alaska, recommends the City Council approve a long term encroachment permit for Delta Western Incorporated to install monitoring wells on City of Dillingham property, with the following conditions:

- That at least 48 hours' notice be given to the City of Dillingham administration prior to beginning construction.
- That at some future date, the wells may be removed if necessary for City purposes.
- That Delta Western, Inc. work with City staff to ensure that the wells are located and accessed in convenience with both parties.

APPROVED AND ADOPTED THIS 23rd DAY OF March, 2016.

Julianne E. Baltar, Presiding Officer

Courtenay Carly, Recorder



Encroachment Permit Application
 City of Dillingham
 PO Box 889, Dillingham, Alaska 99576

PERMIT NO. 2016-06

Date complete application received: 03 / 19 / 16 Fee Paid \$: 75
 Applicant Name: Delta Western, Inc. (DWI)
 Phone Number: (206) 357-1722 Dillingham number: (907) 842-5441
 Owner's Name: Ms. Bev Niemann, Environmental Manager
 Mailing Address: P.O. Box 79018
 City, State, Zip Code: Seattle, Washington 98119
 Phone Number: (206) 357-1722 Fax: (206) 213-0103
 Email: bevn@deltawestern.com
 Physical Location Description: Map is attached.
Please provide an 8.5x11 or larger map of the proposed encroachment.



Basis for encroachment permit request: The ADEC has requested DWI conduct further assessment to delineate the extent of impacted soil encountered during a 2012 tank truck loading rack expansion. The only potential for boring/well locations are east of the tank farm on City of Dillingham property.

Other special conditions: The monitoring wells will be flush mounted to the ground surface and need to be in a location convenient to all parties and in a safe area where the wells can be accessed when needed. The wells will be sampled twice a year for approximately 1-6 years. DWI will be responsible for maintaining the wells and well vaults. A Geologist and DWI representative will be onsite in March 2016 and can review the potential locations with the City representative and likely conduct the drilling in late April.

Short Term Permit Long Term Permit Period requested: from 04 / 15 / 16 to 04 / 15 / 21

You must include the \$75.00 non-refundable fee with your application to be processed and submit an as-built once the project is completed.

Information included in this permit application is, to the best of my knowledge, true and complete. I acknowledge and will comply with the requirements set forth by this encroachment permit. I acknowledge that this permit does not grant approval to any other federal, state, or city permits that may be required.

Applicant's signature: BW Niemann Date: MARCH 7, 2016
 Landowner's signature: _____ Date: _____

To Be Completed By City:

City Manager	Date
Planning Director	Date
Public Works Director	Date
Action Taken by City: <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Incomplete, return to applicant	

PLN0005

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-22

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ADVERTISE A REQUEST FOR PROPOSAL FOR REPLACING EQUIPMENT IN LIFT STATIONS

WHEREAS, the City's has been working for the past three years on improvements to the City's sewer system funded by grants; and

WHEREAS, one of the projects is to replace pumps, railing and control panels in as many lift stations as possible; and

WHEREAS, this replacement will make most of the equipment in the lift stations the same type and interchangeable; and

WHEREAS, the City awarded a contract to CRW Engineering at their March 3, 2016, Council Meeting to draft the RFP documents; and

WHEREAS, the City will be advertising the project with a deadline of April 29 and award the contract at the May 5, 2016 council meeting;

NOW, THEREFORE, BE IT RESOLVED that Dillingham City Council authorizes the City Manager to advertise the RFP for a company to replace the aging equipment in the Dillingham Lift Stations.

PASSED and ADOPTED by the Dillingham City Council on April 7, 2016.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: April 7, 2016

Attachment to:

Ordinance No. _____ / Resolution No. 2016-22

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ADVERTISE A REQUEST FOR PROPOSAL FOR REPLACING EQUIPMENT IN LIFT STATIONS

City Manager: Recommend Approval

Signature: Rose Doera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The City awarded a contract to CRW Engineering for preparing the bid documents for an RFP to replace the pumps, railings and electrical panels in the dock lift station. This replacement will address major deficiencies in our lift stations and provide us with equipment that is interchangeable for some of them.

The City is currently replacing the Dock Lift Station which will be finished this spring.

This project is identified in the City's Water Treatment Plant Facility Plan that was completed by CH2M Hill.

This project will be paid by the State Municipal Matching Grant and matched by a grant with ANTHC.

Attachment to:
Ordinance No. _____ / Resolution No. 2016-22

Summary Statement continued:

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-23

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING CHANGES TO THE PERSONNEL REGULATION

WHEREAS, the City of Dillingham's Personnel Regulations needs some revisions to bring the policy more in line with current practice; and

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

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

WHEREAS, both unions have been notified of these revisions;

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

1. 5.20. HOLIDAYS – change Columbus Day to Indigenous Peoples Day;
2. 5.30. PERSONAL LEAVE – add the following paragraph after the first paragraph: Probationary employees accrue personal leave during the initial 90 day probationary period or any extension of the probationary period. Newly hired employees may not take personal leave during the probationary period, including any extensions of the probationary period.
3. 5.44. SICK LEAVE DONATIONS – add at the end of the paragraph: Sick leave donations are limited to forty (40) hours per event, per person. Sick leave donations cannot be made by or received by an employee who has tendered a resignation of employment or who has been notified he/she is being laid off or discharged for cause.
4. 7.12 VERBAL WARNING – last sentence in this section changed to: This note will be placed in the employee's central personnel file.
5. 7.50 OFFENSES WHICH MAY CAUSE DISCIPLINARY ACTION – under the Serious Offenses and Minor Infractions sections change the sentences before the bullets to:
Examples of serious offenses would include, but not be limited to:
Examples of minor infractions would include, but not be limited to:

Also, add at the end of the entire section:

The examples noted above for critical, serious, and minor offenses are illustrative and not all inclusive.

PASSED and ADOPTED by the Dillingham City Council on April 7, 2016.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: April 7, 2016

Attachment to:

Ordinance No. _____ / Resolution No. 2016-23

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING CHANGES TO THE PERSONNEL REGULATION

City Manager: Recommend Approval

Signature: Rose Avera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Personnel Regulation sections showing additions and deletions.

Summary Statement:

A few sections in the Personnel Regulations are in need of revisions to bring them in line with practices and for further clarification. Since we are in the process of negotiating with the Local 71 and PSEA unions, this would be an opportune time to get the revisions complete.

Attached is the sections that we are requesting revised showing deletions with a strike through and additions in red. The resolution summarizes the proposed changes.

The change in the name of Columbus Day holiday to Indigenous Peoples Day has been requested by some staff and residents. This change follows other communities in the State as well as the State of Alaska.

Attachment to:
Ordinance No. _____ / Resolution No. 2016-23

Summary Statement continued:

Route to	Department Head	Date
X	Finance Director	
X	Police Chief	
X	City Clerk	

PROPOSED REVISION TO PERSONNEL REGULATION 5.20

5.20. HOLIDAYS All employees in a regular full-time position shall be entitled to paid holidays as designated below. Holidays are paid on a prorated basis for regular part-time employees (except those whose wages are paid by grants that do not allow for such leave or benefits).

Holidays recognized by the City are:

1. New Year's Day, January 1;
2. Washington's Birthday, Third Monday in February;
3. Beaver Round-Up Day, Friday of Beaver Round-Up;
4. Seward's Day, Last Monday in March;
5. Memorial Day, Last Monday in May;
6. Independence Day, July 4th;
7. Labor Day, First Monday in September;
8. ~~Columbus~~ Indigenous Peoples Day, Second Monday in October;
9. Veteran's Day, November 11;
10. Thanksgiving, Fourth Thursday in November;
11. Friday after Thanksgiving;
12. Christmas, December 25;
13. Birthday; to be taken within one week of birthday. (Res. No. 2012-11, 3/2012)

If a holiday falls on a Sunday, the following Monday shall be the legal holiday. If a holiday falls on a Saturday, the preceding Friday shall be a legal holiday. Employees who are on approved, paid leave shall be paid for holidays which occur during their leave.

The City shall observe all holidays so proclaimed by special proclamation of the President of the United States or the Governor of the State of Alaska which are observed by the State of Alaska.

PROPOSED REVISION TO PERSONNEL REGULATION 5.30

5.30. PERSONAL LEAVE Regular full-time and regular part-time employees (excepting those employees whose salaries are funded by grants that do not allow for such leave benefits) may be entitled to Personal Leave. When accrual dates that do not coincide with the commencement or end of the day period, the accrual shall be computed on a pro rated basis. Temporary employees do not accrue leave. Regular part-time employees accrue personal leave time as a percentage of time actually worked based on a full time equivalent. (Res. No. 2012-11, 3/2012)

Probationary employees accrue personal leave during the initial 90 day probationary period or any extension of the probationary period. Newly hired employees may not take personal leave during the probationary period, including any extensions of the probationary period.

Employees on probation for disciplinary reasons may not take personal leave.

PROPOSED REVISION TO PERSONNEL REGULATION 5.44

5.44. SICK LEAVE DONATION Employees may, upon the approval of the City Manager, donate all or a portion of their accumulated leave to another employee who is facing a medical emergency or other extreme hardship conditions. Sick leave donations are limited to forty (40) hours per event, per person. Sick leave donations cannot be made by or received by an employee who has tendered a resignation of employment or who has been notified he/she is being laid off or discharged for cause.

PROPOSED REVISION TO PERSONNEL REGULATION 7.12

7.12. VERBAL WARNING The first level of discipline is the verbal warning. These are given for initial minor infractions of the rules of conduct. The supervisor or other manager is to clearly state the perceived infraction, listen to the employee's response and then jointly decide how to correct the deficiency. The supervisor should make a written note of the warning. This ~~note will not be placed in the employee's file unless further action is necessary~~ central personnel file.

PROPOSED REVISION TO PERSONNEL REGULATION 7.50

7.50. OFFENSES WHICH MAY CAUSE DISCIPLINARY ACTION

There are three types of offenses which cause disciplinary action: critical, serious, and minor.

Critical offenses are major violations of City rules or employee conduct which may necessitate immediate dismissal. If the incident is in need of investigation, disciplinary suspension should be used while awaiting the results. If no extenuating circumstances were found to substantiate the employee's action, the employee will be terminated immediately.

Examples of critical offenses would include, but not be limited to:

- ◆ intentional falsification of information such as lying on an employment application, time sheet, police report, etc.;
- ◆ theft of any employee's personal or real property;
- ◆ conviction of a felony or any crime involving moral turpitude;
- ◆ unauthorized possession of firearms or other weapons on City property;
- ◆ willful theft, destruction, unauthorized use, or damage to City property, information, or other assets;
- ◆ physical assault or threat of assault of an employee or member of the public during work hours;
- ◆ using or distributing intoxicating beverages or nonrestrictive drugs on the job;
- ◆ gross acts of insubordination;
- ◆ offensive racial or sexual comments on actions;
- ◆ audio recording of a fellow employee without their consent, etc.

Serious offenses are violations of rules of conduct or the City's policies or procedures which do not justify immediate discharge but are serious enough that a written reprimand would be the least appropriate method of documenting the incidents.

The following are eExamples of serious offenses would include but not be limited to:

- ◆ arriving on the job under the influence of intoxicating beverages or drugs;
- ◆ failure to follow orders of supervisor or department head, unwillingness to perform the assigned job, or other such acts of insubordination;
- ◆ being habitually absent or tardy;
- ◆ gambling, sleeping, or other inappropriate behavior on the job;
- ◆ continually being wasteful of material, property, work time, or other resources;
- ◆ being absent from work without permission or failing to report to supervisor before leaving the work place;
- ◆ inability to get along with fellow employees so that work being performed is hindered or below required or expected standards;
- ◆ any act of sexual harassment;
- ◆ exhibiting attitudes or subversive behavior which hinders employee performance;
- ◆ doing non-City work during assigned work hours;
- ◆ committing three or more minor infractions (see below) within a six month period;

- ◆ failure to use safety equipment and/or failure to comply with safety precautions;
- ◆ failure to report an on-the-job accident;
- ◆ breach of confidence or professional ethics;
- ◆ more than two unexcused absences in a one month period;
- ◆ use of City assets or property without proper authorization;
- ◆ unauthorized disclosures to media;
- ◆ intentionally deceiving supervisor, citizen, or fellow employee, etc.

Minor infractions are normally small or insignificant breaches of policy or procedure that in and of themselves can be simply corrected without serious disciplinary measures.

~~The following are e~~ Examples of minor infractions would include but not be limited to:

- ◆ continual unexcused tardiness;
- ◆ taking excessive break time;
- ◆ occasional carelessness and minor inefficiencies;
- ◆ failure to properly record attendance;
- ◆ minor damage to City property;
- ◆ frequent excused absences;
- ◆ use of inappropriate or abusive language;
- ◆ minor interference with another employee in the performance of his/her work;
- ◆ other minor infractions which may come to the attention of the employee's supervisor, department head, or the City Manager; etc.

The examples noted above for critical, serious, and minor offenses are illustrative and not all inclusive.

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2016-24

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTING A GRANT UNDER THE TERMS OF THE BBEDC COMMUNITY BLOCK GRANT PROGRAM

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

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

WHEREAS, the City of Dillingham has elected to receive \$50,000 for the purpose of the following project: designing, planning and permitting of a Fish Disposal Site; and

WHEREAS, the City of Dillingham affirms that the project listed above meet one or more of the economic criteria for the CBG including:

- The project will lead to economic growth that is sustainable by and within the community or region.
- The project will contribute to the reduction of poverty.
- The project will contribute to employment and/or long term income generating opportunities for the residents and that the number of short-term and long term jobs that will be created and/or retained can be demonstrated.
- The project will provide economic and social benefits for residents.

WHEREAS, the description of and budget for the project to be accomplished is attached to this resolution; and

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

NOW, THEREFORE, BE IT RESOLVED that the City of Dillingham approves and authorizes the submittal of the attached grant packet for participation in the BBEDC CBG program.

PASSED and ADOPTED by the Dillingham City Council on April 7, 2016.

Alice Ruby, Mayor

ATTEST: [SEAL]

Janice Williams, City Clerk

Attachment to:

Ordinance No. _____ / Resolution No. 2016-24

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTNIG A GRANT UNDER THE TERMS OF THE BBEDC COMMUNITY BLOCK GRANT PROGRAM

City Manager: Recommend Approval

Signature: Rose Doera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

At the March 22, 2016, Curyung Tribal Council meeting the Council passed a motion to support a \$50,000 BBEDC Community Block Grant to be applied for by the City of Dillingham. The grant will be used to plan, design and permit a fish grinder system to be located at the Dillingham Boat Harbor.

The grinder will replace the fish bin that is located at the Landfill every summer. It will be housed in a 12 X 12 building and fish waste will be deposited into a grinding system and disposed of into the Nushagak Bay. The estimated cost of building such a system is \$250,000.

The project will provide the residents of Dillingham a clean and safe method of disposing of fish waste. We have received numerous complaints about the fish bin at the landfill from citizens and staff, because of the smell, messiness of disposing of the waste and the attraction of bears. Fish and Game has also stated that this disposal system was not adequate and tried to work with us to limit bear activities.

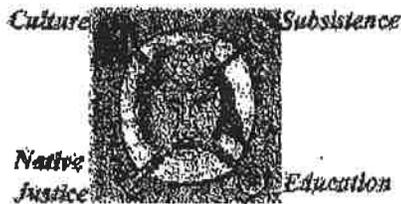
The City Manager was also approached by a local person who would like to put in a small fish processing business at the harbor that would give people a place to cut their fish and then freeze it until they are ready for shipment. A fish grinding system would enhance this business as disposal of fish processed in the harbor has been a deterrent to fishers.

Curyung Tribal has indicated that once the plan, design and permitting is complete to present it to them and they may consider supporting the City to apply to BBEDC for the construction of the system.

Attachment to:
Ordinance No. _____ / Resolution No. 2016-24

Summary Statement continued:

Route to	Department Head	Date
X	Finance Director	
X	Public Works Director	
X	City Clerk	



Curyung Tribal Council
PO Box 216 • 531 D Street
Dillingham, Alaska 99576
Phone: (907) 842-2384
Fax: (907) 842-4510

**Curyung Tribal Council
 Resolution 2016-09**

A RESOLUTION OF THE CURYUNG TRIBAL COUNCIL SUPPORTING THE CITY OF DILLINGHAM 2016 COMMUNITY BLOCK GRANT APPLICATION FOR A FISH GRINDER SYSTEM

- WHEREAS:** Curyung Tribal Council is the federally recognized Alaska Native tribe serving its tribal members and the community of Dillingham; and
- WHEREAS:** Curyung Tribal Council, acting as the duly recognized governing body pursuant to the Constitution of Curyung, has the authority of establishing relationships and entering into contracts for the benefit and well being of the Tribe; and
- WHEREAS:** the City of Dillingham's is pursuing the design and building of a commercial fish grinding system that will be located at the harbor; and
- WHEREAS:** is to put the fish grinder in a 12 X 12 building with the grinder located within a concrete chute attached to a hose that will push the fish guts into the Nushagak Bay; and
- WHEREAS:** the fish grinder will address a huge issue that the City has for disposing of the subsistence fish guts; and
- WHEREAS:** the system will replace the fish bin that is located in the summer at the landfill for fish gut disposal; and
- WHEREAS:** the total project will cost approximately \$250,000 with about \$50,000 for the design and DEC permitting; and
- WHEREAS:** the Curyung Tribal Council supports the design component of the project.

NOW, THEREFORE, BE IT RESOLVED that the Curyung Tribal Council supports the City of Dillingham's application's for \$50,000 for the design and permitting of the Fish Grinder.

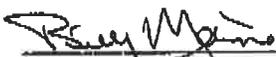
CERTIFICATION:

This resolution was duly considered and adopted by the Curyung Tribal Council in Dillingham, Alaska on March 22, 2016 at which a quorum of Council members were in attendance.

For <u>6</u>	Against <u>1</u>	Abstain <u>0</u>
Present <u>0</u>	Absent <u>0</u>	


Thomas Tilden, 1st Chief

ATTEST:


Billy Maines, Chief

City of Dillingham Action Memorandum

Agenda of: April 7, 2016

Action Memorandum No. 2016-04

Subject:

Accept the 2016 City of Dillingham Strategic Plan

City Manager: Recommend Approval

Signature: Rose Koera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Draft Strategic Plan & Notes from the meeting

Summary Statement:

The City Council and some City department heads met on February 2, 2016 with facilitator Melody Nibeck with State of Alaska, Community and Regional Affairs. The agenda consisted of:

1. Introductions and comments from Mayor & Manager.
2. Where are we now?
3. What is our vision?
4. What are our obstacles & resources?
5. What are our strategies/goals?
6. Review purpose, values and vision working from 2013 Strategic Plan
7. City-State relationship

The attached documents are the product of the meeting and are recommended for adoption.

Action Memorandum No. 2016-04

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	

Notes from Strategic Planning Session –February 2, 2016

1. Introductions

2. Where are we now?

What is going well?

- Solid staff – (stability with senior management);
- Greater communication between departments;
- Committed, engaged Council;
- Council has confidence in staff;
- Moving forward and resolving issues on many fronts (administratively and capital projects);
- Stability resulting in less turnover of staff, re-evaluation of code issues, and provision of processes to follow;
- Relationship with school is very good;
- Moving in good direction – for example, updating fees so services can sustain themselves;
- Resolving issues – for example, working hard to change the public's negative view of the Finance Department by working on timing and resolution of other issues;
- Positive attitude in the City staff;
- Building and maintaining City buildings – for example, they look better, less run down and decrepit;
- Support of Council helps when departments are criticized by public;
- Committee process aids in accomplishing things;
- Longevity of staff is a critical piece to our success;
- Work atmosphere changed by stability of department heads and management, allowing for better retention of employees;
- Good committee process helping to get things done.

What is not going well?

- Never enough money;
- Unable to forecast available funding makes planning harder;
- Infrastructure aging faster than we can repair, in “emergency mode”;
- Not enough employees in some departments, cannot find qualified applicants – for example, heavy equipment operators;
- Relationship with neighboring communities not where it needs to be;
- More public involvement would be good, vacancies on our committees;
- The public feels no one listens to their concerns – for example, pot holes in front of Post Office;
- Need to improve communication;
- Unrealistic expectations held by the public of the problems the City is responsible to address;
- Understanding of the role the City has in addressing the social issues facing Dillingham;
- Negative public perception – even when the City does something good;

- Not enough employees in some departments – for example, Public Works, Public Safety, etc.

3. **What is our vision?**

- More proactive rather than reactive;
- Safe and growing community;
- Good working relationships with local entities;
- City work towards regional borough, increase access to regional infrastructure;
- Ways to combat high cost of living;
- Fiscal sustainability and accountability;
- Maintain positive perception by City Staff and Council;
- Retain qualified personnel with competitive wages;
- Invest in staff;
- Community that takes pride in the City and works together to sustain it;
- Maintain small town feel;
- Completion of projects that have been in progress for a long time;
- Better relationships with neighbors;
- Place where everyone is proud to work.

Review / Revise our Vision Statement (2013)

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

Themes:

- *Fiscal sustainability
- *Communication with our constituents
- *Maintaining our Infrastructure
- Adequate funding
- Fiscal accountability

4. **What are our obstacles & resources?**

Obstacles

- *Money constraints
- *Human resource constraints
- *Perception
- Demand is greater than resources can supply
- Equipment is old and antiquated, costs incurred to maintain, but also can't afford new

Resources

- *Staff & Council members
- Location, resource rich environment as hunting/fishing destination
- School systems
- Regional entities as partners

- State and federal agencies as partners

5. What are our strategies/goals?

By tomorrow –

- Decrease spending and increase accountability for what we have.
- * Planned fiscal restraint
 - Use the “Need or a Want” test
 - Review financial processes and procedures for efficiencies
 - Inventory system, review of equipment facility replacement list (annually)
 - Energy efficient buildings
 - Formal inventory of buildings and other infrastructure
 - Expand use of GIS functions
 - Cultivate partnerships, propose and advocate for services together

2017 –

- Financial sustainability
- Increase amount in general fund
- Fish tax in place
- Finish annexation and begin looking at borough development
- Utilize GSA purchasing more
- Utilize USDA grant and loan programs
- Greater education and understanding of the need for taxes so we can do away with a “foreclosure list”

2021 –

- Fiscal sustainability
- Creation of additional revenue source

6. Review of purpose, and values wording from 2013 Strategic Plan

- All in agreement with existing wording

7. City – State Relationship

Worst case scenario – “\$0” State Funding

- Close doors of non-essential services
- Reduce the work week
- Offer leave without pay
- Services and staff be absorbed by “federal grant-funded agency”

How can we continue this conversation?

- Identify Essential vs. Non-Essential Services – Create a mechanism to do so.
 - Get public feedback
 - Provide a “State of the City” report
 - Continue discussion in Finance Committee

CITY OF DILLINGHAM STRATEGIC PLAN

FEBRUARY 2016

Vision

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

Purpose

Support and strengthen the community of Dillingham

Values

Fiscal Responsibility – Opportunity – Respect – Environment – Healthy Transparency

SHORT-TERM GOAL & STRATEGIES (TODAY)

Goal Statement:

To decrease spending and increase accountability for what we have through planned fiscal restraint as we work towards financial sustainability.

Strategies:

Staff/Council Structure

- Review financial processes and procedures for efficiencies
- Review of equipment facility replacement list.
- Expand use of GIS functions.
- Provide a "State of the City" address/report to public.

Fiscal Structure

- Create a mechanism to identify essential and non-essential services.
- Continue to monitor city-state financial relationship and discuss in Finance Committee.
- Look at scenarios for a reduction in state funding – for example, prepare for a 5 to 10 percent reduction.

Capital Infrastructure

- Pursue energy efficient solutions for buildings.
- Continue to perform formal inventory of city buildings and other infrastructure.

Partnerships

- Encourage partnerships, propose and advocate for services and funding for projects together.

NEAR-TERM GOAL & STRATEGIES (2017)

Goal Statement:

To continue working towards financial sustainability.

Strategies:

Staff/Council Structure

- Finalize annexation.
- Work on borough feasibility.

Fiscal Structure

- Fish tax in place.
- Increase general fund balance.
- Utilize GSA purchasing more.
- Utilize USDA grant and loan programs.
- Support greater education and understanding of the need for taxes in general and to decrease "foreclosure list".

Partnerships

- Encourage partnerships, propose and advocate for services and funding for projects together.

LONG-TERM GOAL & STRATEGIES (2021)

Goal Statement:

Financial sustainability.

Strategies:

Fiscal Structure

- Explore additional revenue source(s)

Partnerships

- Encourage partnerships, propose and advocate for services and funding for projects together.

City of Dillingham Action Memorandum Agenda of: _____

Action Memorandum No. _____

Subject:

City Manager: Recommend Approval

Signature: _____

Fiscal Note:	Yes	No	Funds Available:	Yes	No
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Other Attachments:

Summary Statement:

Action Memorandum No. _____

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	

Action Memorandum No. 2016-06

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	Public Works Director	
X	City Clerk	



Public Notice

Application for Marijuana Establishment License

License Number: 10227

License Status: Initiated

License Type: Limited Marijuana Cultivation Facility

Doing Business As: J & R GREEN FARM

Business License Number: 1034223

Email Address: weldingpipesteel@hotmail.com

Latitude, Longitude: 59.040000, -158.553000

Physical Address: 3944 Bea Av.
po. box 998
Dillingham, AK 99576
UNITED STATES

Owner #1

Note: No affiliates entered for this license.

Owner Type: Individual

Name: RAY N KASE JR

Date of Birth: 09/05/1960

Phone Number: 9078431487

Email Address: weldingpipesteel@hotmail.com

Mailing Address: 3944 Bea Av.
PO box 998
Dillingham, AK 99576
UNITED STATES

Interested persons should submit written comment or objection to their local government, the applicant, and to the Alcohol & Marijuana Control Office at 550 W 7th Ave, Suite 1600, Anchorage, AK 99501 or to marijuana.licensing@alaska.gov not later than 30 days after this notice of application.

POSTING DATE MARCH 21 - 2016