



Alice Ruby, **Mayor**

Council Members

- Tracy Hightower (Seat A) • Chris Maines (Seat B) • Misty Savo (Seat C)
- Curt Armstrong (Seat D) • Andy Anderson (Seat E) • Paul Liedberg (Seat F)

DILLINGHAM CITY COUNCIL
MEETING AGENDA- Rescheduled from April 6 to April 13
David B. Carlson Council Chambers

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

WORKSHOP-SQUAW CREEK ROAD	6:30 P.M	APRIL-6-13, 2017
REGULAR MEETING	7:00 P.M.	APRIL-6 13, 2017

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- a. Regular Council Meeting, March 2, 2017 page 5
- b. Special Council Meeting, March 7, 2017 page 9

4. APPROVAL OF CONSENT AGENDA

- a. ~~Proclamation—Alaska Legal Services Corporation Day 2017~~page 13

APPROVAL OF AGENDA

5. STAFF REPORTS

- a. City Manager and Staff Reportspage 17
- b. Standing Committee Reportspage 55

6. PUBLIC HEARINGS

- a. *PLACEHOLDER for May 4 Council Meeting. Adopt Ordinance No. 2017-03, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code to Add Two New Offenses, To Add a Fine for Two Existing Offenses, and to Replace the Language for an Existing Offense* page 73
- b. *PLACEHOLDER for May 4 Council Meeting. Adopt Ordinance No. 2017-04, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2017 City of Dillingham Budget* page 79

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

(Additional language is shown in **bold** lettering and underlined. Deleted language is shown as ~~strikethrough~~.)

8. ORDINANCES AND RESOLUTIONS

- a. *PLACEHOLDER for May 4 Council Meeting. Adopt Ordinance No. 2017-03, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code to Add Two New Offenses, To Add a Fine for Two Existing Offenses, and to Replace the Language for an Existing Offense page 73*
- b. *PLACEHOLDER for May 4 Council Meeting. Adopt Ordinance No. 2017-04, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2017 City of Dillingham Budget page 79*
- c. Introduce Ordinance No. 2017-05 **(SUB-1)** , An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property to the State of Alaska for the Dillingham Downtown Streets Rehabilitation Project (*City Clerk Note: A substitute ordinance will be a laydown at the April 13 meeting.*) page 93
- d. ~~Adopt Resolution No. 2017-09, A Resolution of the Dillingham City Council Approving a LTE Permit for Nushagak Cooperative to Convert the Power Source at the HUD Lift Station from Overhead to Underground page 113~~
- e. Adopt Resolution No. 2017-10, A Resolution of the Dillingham City Council Approving an Increase in Harbor Feespage 119
- f. Adopt Resolution No. 2017-11, A Resolution of the Dillingham City Council Supporting Charlene Lopez’s BBEDC Arctic Tern Grant Application for the NBC Basketball Camp..... page 123
- g. Adopt Resolution No. 2017-12, A Resolution of the Dillingham City Council Approving Emergency Maintenance on Squaw Creek Road..... page 131
- h. Adopt Resolution No. 2017-13 **(AM)**, A Resolution of the Dillingham City Council Authorizing the City Manager to **Waive the Purchasing Restrictions to** Advertise a Request for Proposal for Auditing Services for FY2017, FY2018, and FY2019 (*City Clerk Note: The amended Resolution is attached to the April 13 agenda.*)page 137
- i. Adopt Resolution No. 2017-14, A Resolution of the Dillingham City Council Approving Advertising an RFP for Senior Center Building Remodelpage 141
- j. Adopt Resolution No. 2017-15, A Resolution of the Dillingham City Council Supporting Passage of SB 100 Authorizing Municipal Liens page 145
- k. **Adopt Resolution No. 2017-16, A Resolution of the Dillingham City Council to Waive the Purchasing Restrictions to Advertise a Request for Proposal for the Install of a Coiling Door for the Firehall** (*City Clerk Note: Resolution 2017-16 is attached to revised April 13 agenda.*)
- l. **Adopt Resolution No. 2017-17, A Resolution of the Dillingham City Council to Waive the Purchasing Restrictions to Purchase a New** Ambulance (*City Clerk Note: This item will be a laydown at the April 13 meeting.*)

(Additional language is shown in **bold** lettering and underlined. Deleted language is shown as ~~strike through~~.)

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments
 - 1) Senior Advisory Commission, 1 Seat Open
- b. Annexation Update
- c. Interim Task Force Borough Feasibility Study Update

10. NEW BUSINESS

- a. Action Memorandum No. 2017-03, Authorize City Manager to Execute a Contract to Purchase an Additional 2,500 Cubic Yards of Gravel from Snag Point Trucking and Snow Removalpage 147
- b. Action Memorandum No. 2017-04, Authorize the City Manager to Collaborate with Nushagak Cooperative for a Community Clean-Up, May 5, 6, and 7page 151
- c. Schedule a Board of Equalization Organizational Meeting for May 3 at 5:30 PM
- d. Schedule a Regular Meeting of the BOE for May 17 at 5:30 PM

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

12. COUNCIL COMMENTS

13. MAYOR’S COMMENTS

14. EXECUTIVE SESSION

- a. Legal Matter – Update from Public Safety Department
- b. Personnel Matter – City Manager Recruitment

15. ADJOURNMENT

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2017-13 (AM)

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO WAIVE THE PURCHASING RESTRICTIONS TO ADVERTISE A REQUEST FOR PROPOSAL FOR AUDITING SERVICES FOR FY2017, FY2018 AND FY2019

WHEREAS, audits of the financial statements of the City of Dillingham are required by state and federal agencies, and for banking and bonding services; and

WHEREAS, the City's current auditing contract with Altman, Rogers & Co. CPAs will end with the FY16 audit; and

WHEREAS, we will be advertising the RFP and award a contract at the May Council meeting, which will provide the winning auditing firm time to schedule their services for the upcoming audit year; and

WHEREAS, Dillingham Municipal Code (DMC) 4.30.130, Exemptions, Section B., allows exemptions to the purchasing restrictions if the City Council determines that the public interest would be best served by waiving the procedures, and that such determination must be made in the form of a resolution adopted prior to the proposed action;

NOW, THEREFORE, BE IT RESOLVED that Dillingham City Council authorizes the City Manager to reduce advertisement period for this RFP from 30 days to 27 days in order to award the contract at the May Council meeting;

BE IT FURTHER RESOLVED that Dillingham City Council authorizes the City Manager to advertise the RFP for the City's auditing services for three years (FY17, FY18, and FY19).

PASSED and ADOPTED by the Dillingham City Council on April ____, 2017.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

(Additional language is shown as underlined.)

CITY OF DILLINGHAM, ALASKA

RESOLUTION 2017-16

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO WAIVE THE PURCHASING RESTRICTIONS TO ADVERTISE FOR A REQUEST FOR PROPOSAL TO INSTALL A NEW COILING DOOR AT THE DOWNTOWN FIRE HALL

WHEREAS, the Dillingham Volunteer Fire Department is in the process of purchasing a new ambulance that will arrive in late June or early July 2017; and

WHEREAS given the current dimensions of the Downtown Fire Hall, the new ambulance will not fit inside the garage doors that are currently installed; and

WHEREAS, the City has purchased a coiling door that will accommodate the new ambulance to be parked inside the Downtown Fire Hall; and

WHEREAS, the City went out to bid for installation of the coiling door in 2016, but only received one bid as it was the end of the construction season; and

WHEREAS, the City is looking to again advertise for a RFP to have the coiling door installed prior to arrival of the new ambulance; and

WHEREAS, Dillingham Municipal Code (DMC) 4.30.130, Exemptions, Section B., allows exemptions to the purchasing restrictions if the City Council determines that the public interest would be best served by waiving the procedures, and that such determination must be made in the form of a resolution adopted prior to the proposed action;

NOW, THEREFORE, BE IT RESOLVED that Dillingham City Council authorizes the City Manager to advertise for the RFP with a reduced advertisement period (from 30 days to 21 days) in order to award the contract at the May Council meeting.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on April ____, 2017.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk