



Alice Ruby, **Mayor**

Council Members

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

DILLINGHAM CITY COUNCIL
David B. Carlson Council Chambers

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

WORKSHOP; CIP UPDATE	6:00 P.M.	JUNE 7, 2018
WORKSHOP; FY2019 BUDGET	6:30 P.M.	JUNE 7, 2018
REGULAR MEETING	7:00 P.M.	JUNE 7, 2018

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - a. Regular Council Meeting, May 10, 2018 page 3
 - b. BOE Meeting, May 17, 2018 page 9
- 4. APPROVAL OF CONSENT AGENDA**
APPROVAL OF AGENDA
- 5. STAFF REPORTS**
 - a. City Manager and Staff Reports page 17
 - b. Standing Committee Reports
- 6. PUBLIC HEARINGS**
 - a. Ordinance No. 2018-04, An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY 2019 City of Dillingham Budget (*Introduced May10, 2018*)
- 7. CITIZEN'S DISCUSSION (Prior Notice or Agenda Items)**
- 8. ORDINANCES AND RESOLUTIONS**
 - a. Adopt Ordinance No. 2018-04, An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY 2019 City of Dillingham Budget (*Introduced May 10, 2018*) page 35
 - b. Adopt Resolution No. 2018-07, A Resolution of the Dillingham City Council Establishing the Rate of Levy of Tax, the Date Taxes are Due, and the Delinquent Date for Calendar Year 2018, and Accepting the Certification of the Tax Roll page 41
 - c. Adopt Resolution No. 2018-08, A Resolution of the Dillingham City Council Authorizing the City Manager to Identify Funding and Issue RFP's per the FY2019 Legislative Priority List. page 47

9. UNFINISHED BUSINESS

a. Citizen Committee Appointments

- 1) Senior Advisory Commission, 2 Seats Open page 51
- 2) Library Advisory Board, 1 Seat Open

b. Progress Report

- 1) Dave Carlson House Property
- 2) Territorial School

10. NEW BUSINESS

- a. Adopt Action Memorandum 2018-, Approve the City Manager's appointment of Anita Fuller to the position of Finance Director page 53

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

12. COUNCIL COMMENTS

13. MAYOR'S COMMENTS

14. EXECUTIVE SESSION

- a. Personnel Matter
- b. Attorney Update on Pending Litigation

15. ADJOURNMENT

1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, May 10, 2018, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:16 p.m. This was preceded by a Workshop, DSCD Superintendent Szymoniak presented the FY19 School Budget to the City Council.

2. ROLL CALL

Mayor Ruby was present.

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

Tracy Hightower	Curt Armstrong	Andy Anderson	Chris Maines
Paul Liedberg	Aksel Buholm		

Staff in attendance:

Tod Larson	Lori Goodell	Dan Pasquariello	Anita Fuller
Leaca Young			

3. APPROVAL OF MINUTES

- a. Regular Council Meeting, April 5, 2018
- b. BOE Organizational Meeting, April 26, 2018

MOTION: Chris Maines moved and Aksel Buholm seconded the motion to approve the minutes of April 5, 2018, and April 26, 2018.

Minor typographical errors were corrected.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

- a. Adopt Resolution 2018-05, A Resolution of the Dillingham City Council Expressing Thanks and Commendation to Ms. Sophie Woods

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to approve the consent agenda.

VOTE: The motion passed unanimously by voice vote.

APPROVAL OF AGENDA

MOTION: Andy Anderson moved to approve the agenda and Paul Liedberg seconded the motion.

VOTE: The motion to approve the agenda passed unanimously by voice vote.

5. STAFF REPORTS

- a. City Manager and Staff Reports

City Manager reported on the following items:

- CIP graph was developed from the current CIP list and follows the same order of priority. Identify funding options and bring to the June 7th meeting. BBEDC has grant writing help with funding search

available. DEC and USDA are also possible funding options. Seven projects have been identified as high need. Risk assessment to be made in conjunction with the priority level.

- A pad has been put in at the landfill for fish waste this season with an electrified fence. This is done to increase safety by reducing bear activity not only at the landfill but for the surrounding area residence. Hours will be specified, including access for a few hours on regular closed days, and closure at night. Public will be notified of the new fish waste method.
- Neil Barten, wildlife biologist for Alaska Dept. of Fish and Game, spoke in favor of the fish waste efforts. He noted the past method encouraged bear activity, and safety was a concern with the site being so near to trees and brush, with unlimited hours. The new procedure is cleaner and will be less attractive to bears, the hours are reasonable.

Discussion:

- Dumpster location is not necessarily user friendly. A ramp would be helpful. Hours of operation can be adjusted if needed.
- Council is in favor of moving forward and implementing the Fish Waste plan.
- Appreciation for the ice machine repairs were expressed.
- DEC grant extension has been received. This grant is limited to water infrastructure projects. Representative Edgmon and his staff were instrumental in helping to secure the extension. Engineering plan for project will go forward; goal is to have action ready for the June 21st council meeting.

b. Standing Committee Reports

Chris Maines, Code Review Committee:
Nothing to report

Paul Liedberg, Finance and Budget Committee:
FY2019 Budget was worked on

6. PUBLIC HEARINGS

- a. Ordinance No. 2017-10(Sub-2), An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Title 4 – Revenue and Finance by the Addition of a new Chapter 4.24 Imposing an Excise Tax on Cigarettes and Tobacco Products (*Introduced April 5, 2018*)

Gina Carpenter thanked council for work on tobacco tax ordinance. She stated this will have a positive impact and improve health and wellbeing. The philosophy of go big, go fast with health being the primary goal has proven effective. A big tax with recurrent and repeated increases will deter the youth from using tobacco products. She also indicated the POD plan will be shared as an attachment to the Emergency Operations Plan that the city is currently working on.

- b. Ordinance No. 2018-02, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2018 City of Dillingham Budget (*Introduced April 5, 2018*)

There were no comments.

- c. Ordinance No. 2018-03, An Ordinance of the Dillingham City Council Amending Title 4.20.050, Sales Tax Exemptions to Adjust the Tax Cap (*Introduced April 5, 2018*)

JD Palin thanked council for revising tax cap, noting the decrease will help L&N remain competitive.

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

- a. Neil Barten, Fish Waste at Landfill

Spoke during staff reports

b. Leaca Young, Executive Assistant, reported on her recent recruitment trip. Many contacts were made from Seward to Fairbanks. Dillingham job advertisements are now being pushed out to more contacts and has an extended outreach.

8. ORDINANCES AND RESOLUTIONS

- a. Adopt Ordinance No. 2017-10(Sub-2), An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Title 4 – Revenue and Finance by the Addition of a new Chapter 4.24 Imposing an Excise Tax on Cigarettes and Tobacco Products *(Introduced April 5, 2018)*

MOTION: Chris Maines moved and Andy Anderson seconded the motion to adopt Ordinance 2017-10(Sub-2).

Discussion:

- Concern was voiced about 4.24.170 inspections, stating three years is too long, and records are not always kept locally.
- A roll call vote was requested.
- Three years is a good idea to maintain records for the possibility of an audit.
- Fixes to the ordinance, if needed, can happen at a later date.

VOTE: The motion to adopt Ordinance 2017-10(Sub-2) passed by majority roll call vote, five in favor with Tracy Hightower opposing.

- b. Adopt Ordinance No. 2018-02, An Ordinance of the Dillingham City Council Amending the Budget by Adopting Budget Amendment No. 1 and Appropriating Funds for the FY2018 City of Dillingham Budget *(Introduced April 5, 2018)*

MOTION: Paul Liedberg moved and Chris Maines seconded the motion to adopt Ordinance 2018-02.

VOTE: The motion passed unanimously by voice vote.

- c. Adopt Ordinance No. 2018-03, An Ordinance of the Dillingham City Council Amending Title 4.20.050, Sales Tax Exemptions to Adjust the Tax Cap *(Introduced April 5, 2018)*

MOTION: Tracy Hightower moved and Chris Maines seconded the motion to adopt Ordinance 2018-03.

VOTE: The motion passed unanimously by voice vote.

- d. Introduce Ordinance No. 2018-04, An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY 2019 City of Dillingham Budget

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to introduce Ordinance 2018-04.

A workshop will be held prior to the June 7th meeting.

VOTE: The motion passed unanimously by voice vote.

- e. Adopt Resolution No. 2018-06; A Resolution of the Dillingham City Council Establishing the Level of Funding for the Dillingham City School District for the Fiscal Year Ending June 30, 2019

MOTION: Andy Anderson moved and Paul Liedberg seconded the motion to adopt Resolution 2018-06.

Discussion:

- DCSD was thanked for coming and giving the budget presentation.
- City has tight budget, with deep cuts being made, school contribution is above state requirements, and may need to be reassessed in the future.
- School district administration seems excessive.
- A roll call vote was requested.

VOTE: The motion passed by majority roll call vote, five in favor with Aksel Buholm opposing.

9. UNFINISHED BUSINESS

a. Citizen Committee Appointments

- 1) Senior Advisory Commission, 2 Seats Open
- 2) Library Advisory Board, 1 Seat Open

There were no letters of interest.

b. Progress Report

- 1) Dave Carlson House Property
- 2) Territorial School

There are no updates at this time.

10. NEW BUSINESS

- ### a. Action Memorandum 2018-03, Authorize Contract with Carmen Jackson as a Consultant to the City Finance Department

MOTION: Chris Maines moved and Andy Anderson seconded the motion to authorize a contract with Carmen Jackson.

VOTE: The motion passed unanimously by voice vote.

- ### b. Action Memorandum 2018-04, Approve salary for the Planning Director

Action on this item is delayed and will be considered after executive session

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

Gina Carpenter spoke regarding the terrible condition of the road in front of the post office. She stated it is scary and inquired if there was an "in-kind" that could help with funding; a creative community fix.

Russell Nelson stated the school works hard to spend every dollar efficiently. It is important to maintain the buildings so the condition does not deteriorate to avoid the need for a bond to fix the schools.

Donivan Andregg thanked the council for being progressive with the tobacco tax. He noted most tobacco users start as youth not adults.

Patty Buholm commented that short and handicapped people will have difficulty utilizing the fish waste bin.

12. COUNCIL COMMENTS

Chris Maines:

- Requested a Territorial School Committee meeting; he has some ideas to share.
- Noted he will be out of state on June 7th, there will be a three hour time difference but he may be available by phone.

Aksel Buholm:

- Thanked Chief of Police for his involvement with activities at the school.
- Thanked City Manager and City Clerk for work.

Paul Liedberg:

- Thanked City Manager and staff for hard work.
- Stated outreach for recruitment is a great move, noting the challenges of vacancies.
- Commented on budgeting struggles, recognizing funding needs for critical infrastructure.

Andy Anderson

- Spoke in support of city staff, noting how shorthanded they have been.

13. MAYOR'S COMMENTS

Mayor Ruby:

- Requested council be polled for a meeting time after fishing season is over, with a target of August. A joint School Board/City Council meeting agenda and time will be worked on.
- A School Facility Committee meeting will be scheduled.
- Reminded about the Memorial Day Service, noting she is unclear about any underlying obligations with the dignitaries coming in.
- Asked if savings from public works vacancies could be used to help fund road repairs.

Discussion:

- City Manager will 'MC' the event, public works will straighten up the area and do some dirt work to level the area, as well as bring in a podium. It has not been verified if the Lieutenant Governor will attend; Mayors from surrounding communities will be present.
- Heavy equipment is currently in working order, there is only one operator at this time. Weather conditions have hindered road repairs.
- A moment of silence was observed for all those lost since the last meeting.

14. EXECUTIVE SESSION

a. Personnel Matter

MOTION: Chris Maines moved and Aksel Buholm seconded the motion to enter into executive session to discuss Personnel Matter. [8:32 p.m.]

VOTE: The motion passed unanimously by voice vote.

MOTION: Chris Maines moved and Andy Anderson seconded the motion to exit executive session. [9:14 p.m.]

VOTE: The motion passed unanimously by voice vote.

Action Memorandum 2018-04, Approve salary for the Planning Director

MOTION: Chris Maines moved and Aksel Buholm seconded the motion to approve salary for the Planning Director.

VOTE: The motion passed unanimously by voice vote.

14. ADJOURNMENT

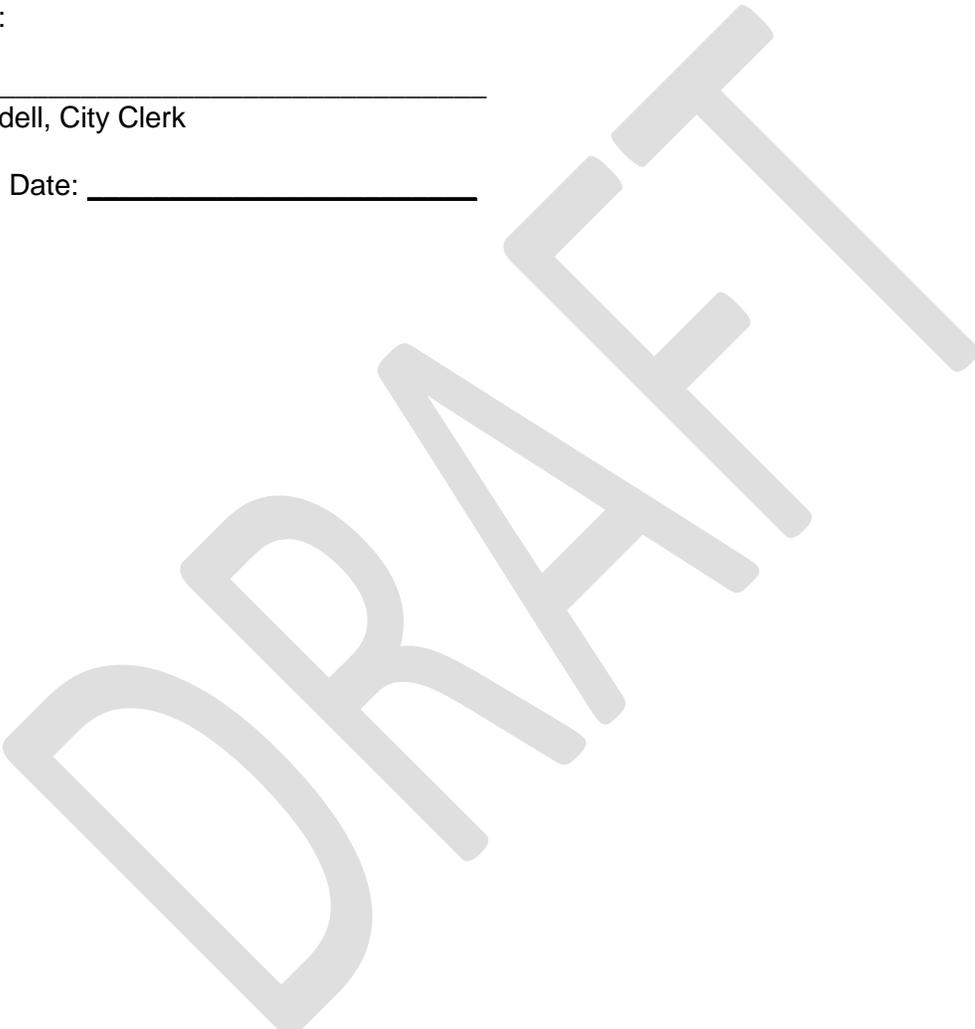
Mayor Ruby adjourned the meeting at 9:18 p.m.

Mayor Alice Ruby
[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____



1. CALL TO ORDER

An organizational meeting of the Board of Equalization was held on Thursday, May 17, 2018, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 5:33 p.m.

2. ROLL CALL

Mayor Alice Ruby was present.

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

Curt Armstrong
Chris Maines
Andy Anderson

Staff in attendance:

Lori Goodell, City Clerk

Guests:

Ryan and Chelsea Ayars
Nick Bajwa, Attorney representing Vitus Energy – attended via teleconference
Charles Cacciola, City Attorney – attended via teleconference
James Canary, City Assessor, Alaska Assessment Services
Joan Junge – attended via teleconference

3. APPROVE THE AGENDA

MOTION: Chris Maines moved and Andy Anderson seconded motion to approve the agenda.

VOTE: The motion to approve the agenda passed by unanimous voice vote.

4. ASSESSOR'S COMMENTS

Jim Canary explained the difference between improved and unimproved property and how that impacts valuations. He noted there were sixty-one real property appeals submitted, fifty-four of them had been settled, with seven unresolved. He noted it had been an uneventful appeal period.

Alice Ruby outlined the process the Board of Equalization (BOE) would utilize; appellants would be heard first, followed by the City Assessor, and the appellant would have an opportunity to address the BOE after Assessor comments.

5. DETERMINE NO. OUTSTANDING APPEALS

a. Late-Filed Appeals

1) Faith Christian Community, account 101501

Alice Ruby explained the role of the Board was to determine if the property owner was unable to comply and file a timely appeal.

Discussion: based on the letter sent in from the appellant there is no compelling reason they were unable to file timely.

MOTION: Andy Anderson moved and Chris Maines seconded the motion that the Board hear Faith Christian Community's late file appeal and ask for a no vote; the appellant has not proven they were unable to comply with the deadline.

Discussion: A yes vote would mean the appeal would be heard, a no vote means the appeal will not be heard.

VOTE: The motion to accept the late filed appeal failed by unanimous voice vote.

6. APPEALS FOR CONSIDERATION

a. Personal Property

1) Settled Appeals

Alice Ruby referred to the report listing settled appeals. The assessor had reached a written agreement with the appellants on Appeal Nos:

- | | | | | | | |
|---------|---------|---------|---------|---------|---------|---------|
| PP18-01 | PP18-02 | PP18-04 | PP18-05 | PP18-06 | PP18-07 | PP18-09 |
| PP18-10 | PP18-11 | PP18-12 | PP18-13 | | | |

City Attorney Cacciola advised it is fine to approve all settled appeals in one motion as long as there are no objections or need to single out any certain appeal.

MOTION: Chris Maines moved and Curt Armstrong seconded the motion to accept the settled appeals for personal property as listed by Mayor Ruby.

VOTE: The motion passed unanimously by voice vote.

2) Appeals Not Settled

a) PP18-03, Daniel and Brenda Farren, FV Fish Trap

Appellant presentation: The appellant did not attend the hearing.

Assessor presentation: Jim Canary stated the appellant, Daniel and Brenda Farren, sent a note stating they sold fishing vessel, Fish Trap, to Abe Sullivan of Kodiak. The City is searching for a way to contact the new owner. Recommendation is to leave the valuation at \$106,390; update ownership and send out a new assessment notice.

Discussion: the board verified the recommendation is to approve the appeal, and update the record to reflect the change in ownership. The fishing vessel is still located in Dillingham. The hearing was closed and the Board deliberated on the matter.

MOTION: Chris Maines moved and Curt Armstrong seconded the motion for the Board to grant the appeal, keep the assessment at \$106,390, as determined by the assessor.

VOTE: The motion to uphold the assessor’s determination passed unanimously by voice vote.

b. Real Property

1) Settled Appeals

Alice Ruby referred to the report listing settled appeals. The assessor had reached a written agreement with the appellants on Appeal Nos:

RP18-01	RP18-02	RP18-04	RP18-05	RP18-06	RP18-07	RP18-08
RP18-09	RP18-10	RP18-10	RP18-11	RP18-11	RP18-12	RP18-13
RP18-14	RP18-15	RP18-16	RP18-19	RP18-20	RP18-21	RP18-22
RP18-23	RP18-24	RP18-25	RP18-26	RP18-27	RP18-28	RP18-29
RP18-30	RP18-31	RP18-32	RP18-33	RP18-34	RP18-35	RP18-36
RP18-37	RP18-38	RP18-39	RP18-40	RP18-41	RP18-42	RP18-43
RP18-46	RP18-47	RP18-48	RP18-49	RP18-50	RP18-51	RP18-52
RP18-53	RP18-54	RP18-55	RP18-56	RP18-57	RP18-58	RP18-61

Curt Armstrong notified the BOE of a conflict with a personal financial interest on RP-10(2), and RP-11(2).

MOTION: Chris Maines moved and Andy Anderson seconded the motion to accept settled appeals as listed by Mayor Ruby, excluding RP18-10(2) and RP18-11(2).

VOTE: The motion passed unanimously by voice vote.

MOTION: Chris Maines moved and Andy Anderson seconded the motion to accept settled appeals RP18-10(2) and RP18-11(2).

VOTE: The motion passed unanimously by voice vote with Curt Armstrong abstaining.

- 2) Appeals Not Settled
 - a) RP18-17, Bernie B L1, Ryan and Chelsea Ayars

MOTION: Chris Maines moved and Curt Armstrong seconded the motion to hear RP18-17.

Appellant presentation: Chelsea Ayars noted historical increase to property values followed rate of inflation, with no increase between tax year 2016 and 2017. This year land value increased by 33%, and improvements by 59%. Reported document that assessor saw with sale price does not break down what was included in this owner financed sale, stating there is more at play than just the price. Seller told the assessor the document filing was in error. Comparisons were provided in the appeal and they are asking their property values be based on those comparisons. The neighborhood has not improved, increased or changed to justify such a large increase in value. Appellant inquired about ethics of the assessment as the assessor stated the city instructed him on how to perform the assessments, specifically with valuation of container vans.

Assessor presentation: Jim Canary informed the BOE that all properties in this area were revalued with most going up in value to current market value. Comparisons provided by appellant were from 2017, not the current tax year.

Valuations in Dillingham are being brought up to current market value. Last year Snag Point into town were done; nothing else changed. This year middle of town to the hospital, out Wood River Road, Waskey Road, and Aleknagik Road down to Nerka was addressed. Average pricing on Waskey Road is .50¢ per square foot, this lot is valued at .37¢ per square foot. Value on Bernie B L2 is at .74¢, higher than the average but the lot has 8 units and a large developed area. Seasonal flooding happens on L1, an adjustment has been made from \$37,000 to \$27,800. Recommendation is to grant the appeal and adjust the value to \$27,800.

Appellant rebuttal: comparisons were taken from other apartment complexes in Dillingham. This year values were not available, comparisons were from prior year.

Discussion: the motion to hear appeal RP18-17 was withdrawn.

MOTION: Chris Maines moved and Curt Armstrong seconded the motion to grant the appeal and ask for a yes vote to adjust the assessed value of RP18-17, Bernie B L1, to \$27,800 as determined by the assessor.

VOTE: The motion to uphold the assessor's determination passed unanimously.

b) RP18-18, Bernie B L2, Ryan and Chelsea Ayars

Appellant presentation: Chelsea Ayars stated she had presented everything during RP18-17

MOTION: Chris Maines moved and Andy Anderson seconded the motion to grant the appeal and ask for a yes vote to adjust the assessed value of RP18-18, Bernie B L2, to \$523,000 as determined by the assessor.

Assessor presentation: Jim Canary noted Alaska is a non-disclosure state, what is paid for a property does not have to be stated. Research was done to try and determine the sales price, the deed of trust was filed at \$710,000 and then revised. Owners gave a list of deficiencies needed before they can command strong rents. Original valuation was at \$742,200, taking everything into consideration value has been adjusted to \$523,000.

QUESTION was called.

VOTE: The motion to uphold the assessor's determination passed unanimously.

c) RP18-60, Neqleq B3 L8, Joan Junge

Appellant presentation: Joan Junge value has increased significantly in the last four years. Property next door is burnt out, it is occupied but has no heat, water, or sewer. Her current tenants have requested double locks as they fear there is drug activity next door.

Assessor presentation: Jim Canary stated this property was appealed in 2017 and an inspection was done at that time. The owner was notified there was nothing that could be done except increase the property value. A market analysis showed the value of the property is higher than the original assessed value. The 2018 valuation was increased based on site valuation and market analysis to \$371,700. In 2017 an inspection was made next door at the burnt house, which is just a shell. A lot across the street did sell for assessed value, confirming there is currently no negative market reaction. Assessor recommendation is to keep the assessment at \$371,700.

Appellant rebuttal: she would have had a buyer interested, except for the burnt out house next door with drug activity.

MOTION: Chris Maines moved and Andy Anderson seconded the motion to grant the appeal and ask for a yes vote to keep the assessment at \$371,700 as determined by the assessor's comments.

Discussion: City Council is aware of the issues. This meeting is the BOE and not the proper forum to discuss this property next door.

VOTE: The motion to uphold the assessor's determination passed unanimously.

d) RP18-03, USS 5688 B700 L5, Herman Shade

Appellant presentation: The appellant did not attend the hearing.

Assessor presentation: This is a new building at the airport. Assessment notice was sent to Herman Shade. Property belongs to Eric Shade who has been contacted about this appeal. In 2017 construction was started with the frame being completed. Anticipated construction to be at 100%, a site visit confirmed construction was still in progress. Also, the runway was thought to be paved but was found to be gravel during inspection. Assessor recommendation is for a reduction from \$89,000 to \$72,700.

MOTION: Chris Maines moved and Andy Anderson seconded the motion to grant the appeal and ask for a yes vote to adjust the assessment to \$72,700 as determined by the assessor's comments.

VOTE: The motion to uphold the assessor's determination passed unanimously.

e) RP18-44, USS 155 L 1N Possessory Interest, Vitus Energy

Appellant presentation: Nick Bajwa, Attorney for Vitus Energy, appellant has a fuel storage agreement (exhibit 3) with Nushagak Electric and Telephone Cooperative Inc. (NETC), the local utility provider. Exhibit 4, Corporation Warranty Deed, demonstrates ownership of the property. Exhibit 6, Certificate of Consolidation, shows Nushagak's Cooperative status, which is the key piece. Alaska Statute 10.25.540, taxation of cooperatives, cooperatives pay to the state *instead of* state and local ad valorem. Alaska Statute 10.25.570 provides refunds back to municipality where cooperatives are located.

An exempt property leasing to a non-exempt property as discussed with them by the city assessor is not a correct analogy:

-
- The city does not receive any taxes from an exempt property; leasing to a non-exempt entity it would be proper to collect taxes. Taxes are being paid on this property. If Vitus Energy is taxed it will be double collection of taxes.
 - Vitus Energy does not have a leasehold interest in the property, rather they have a fuel services agreement paying for storage on an as needed basis.

The city does not have the authority to tax a property owned by a cooperative.

Assessor presentation: Jim Canary turned the floor over to Charles Cacciola, the City Attorney. There is no dispute that any interest held by Nushagak Cooperative is not subject to property tax. The question before the board is if Vitus has a taxable real property interest. A formal lease is not required to have a taxable interest. Alaska statute describes real property as including all possessory rights and privileges pertinent to the property which can include any exclusive use or right to property. Under the storage agreement Vitus has exclusive use at the property for the purpose of storing petroleum products.

Discussion: Actual use of property; Vitus dispenses fuel into their trucks at that site, there is a rack for that purpose. If this is the only location for storage of fuel in the community they would be using the site on a daily basis. They have a use interest in the storage tanks which is not a leasehold interest but does create a taxable interest; i.e. federal lands are not taxable, someone with grazing rights on federal lands is taxable. Oil is not cows but it shows exclusive use of property, not available to the general public, but restricted to certain people constitutes a taxable interest. The fuel is pumped from the city dock through the pipeline creating a wharfage or handling charge. The assessed value was derived using a formula based on a cost approach value for the two large tanks. It is a depreciated cost based on value.

Appellant rebuttal: the discussion of possessory interest distracts from underlying issue, there is no dispute the Cooperative is the owner of the land and under the statute it is very clear they cannot be part of the ad valorem taxation process. It is irrelevant if they lease the property to a non-cooperative entity. The fuel storage agreement is not a possessory interest in the property. Vitus does not have the right to go in and run the facility which is still being done by NETC making the situation very clear. It is only a storage agreement. Vitus is bringing the appeal because they are being assessed on property the cooperative owns.

MOTION: Chris Maines moved and Andy Anderson seconded the motion to grant the appeal and ask for a yes vote to keep the assessed value at \$639,400 as determined by the assessor.

VOTE: The motion to uphold the assessor's determination passed unanimously.

Clarification: the board's decision was granting the appeal and determining the value. The submitted appeal is not to contest valuation rather to determine if there is a taxable interest. The intention of the board was to support the assessor's recommendation that the property is taxable and the assessment approved by the BOE.

The original MOTION is withdrawn.

MOTION: Chris Maines moved and Andy Anderson seconded the motion, having heard the appeal affirm the assessment at \$639,400 as determined by the assessor.

VOTE: The motion to uphold the assessor’s determination passed unanimously.

f) RP18-59, USS 5688 B500A L6C, Starflight Inc.

Appellant presentation: The appellant did not attend the hearing.

Assessor presentation: Jim Canary report the increase in land value reflects current market value. The paved side of the runway is figured at \$2.00 a square foot. This is also a possessory interest property. State of Alaska owns the land, people have lease or exclusive right to occupy the property. All attempts to contact Starflight Inc. have been unsuccessful. Assessor recommendation is to uphold the original assessed value of \$517,100.

MOTION: Chris Maines moved and Curt Armstrong seconded the motion to deny the appeal and keep the assessed value at \$517,100 as determined by the assessor.

VOTE: The motion to uphold the assessor’s determination passed unanimously.

g) RP18-45, Nerka VII B9 L4, William and Deborah Tennyson

Appellant presentation: The appellant did not attend the hearing.

Assessor presentation: Jim Canary states there was a property inspection done in May 2017 and May of 2018 as well. A house is being constructed and is now about 95% complete. Assessor recommendation is to keep the original assessed value of \$128,700.

Discussion: the building was not appealed, only the land value. The valuation is not split out, rather based on overall market value.

MOTION: Chris Maines moved and Andy Anderson seconded the motion to deny the appeal and uphold the assessed value of \$128,700 as determined by the assessor.

VOTE: The motion to uphold the assessor’s determination passed unanimously.

7. CITIZEN DISCUSSION (Prior Notice or Agenda Items)

Aksel Buholm: stated he is an Alaskan Native with an allotment and inquired if any board members had a vested interest in Dillingham or the region in a native allotment.

Discussion: verified if Mr. Buholm was asking members to disclose personal information. All members that chose to reply responded they did not have a native allotment.

8. COMMITTEE COMMENTS

Chris Maines:

- Stated this has been the toughest BOE in three years.
- He thanked the assessor.

Andy Anderson:

- Requested the BOE Handbook be updated.

Curt Armstrong:

- Commented this was the first BOE he had been a member of.

Alice Ruby:

- Noted she appreciates the having the handbook but agrees it is time for an update.
- Stated she appreciates citizen participation, however the BOE is limited to what issues they can address.
- The Council is aware of the issues Ms. Junge presented but has no authority to tell private citizens what they can do with their property. The police have been advised of the situation she referred to. A past site inspection found that there are no health issues.

9. ADJOURNMENT

Mayor Ruby adjourned the meeting at 7:04 p.m.

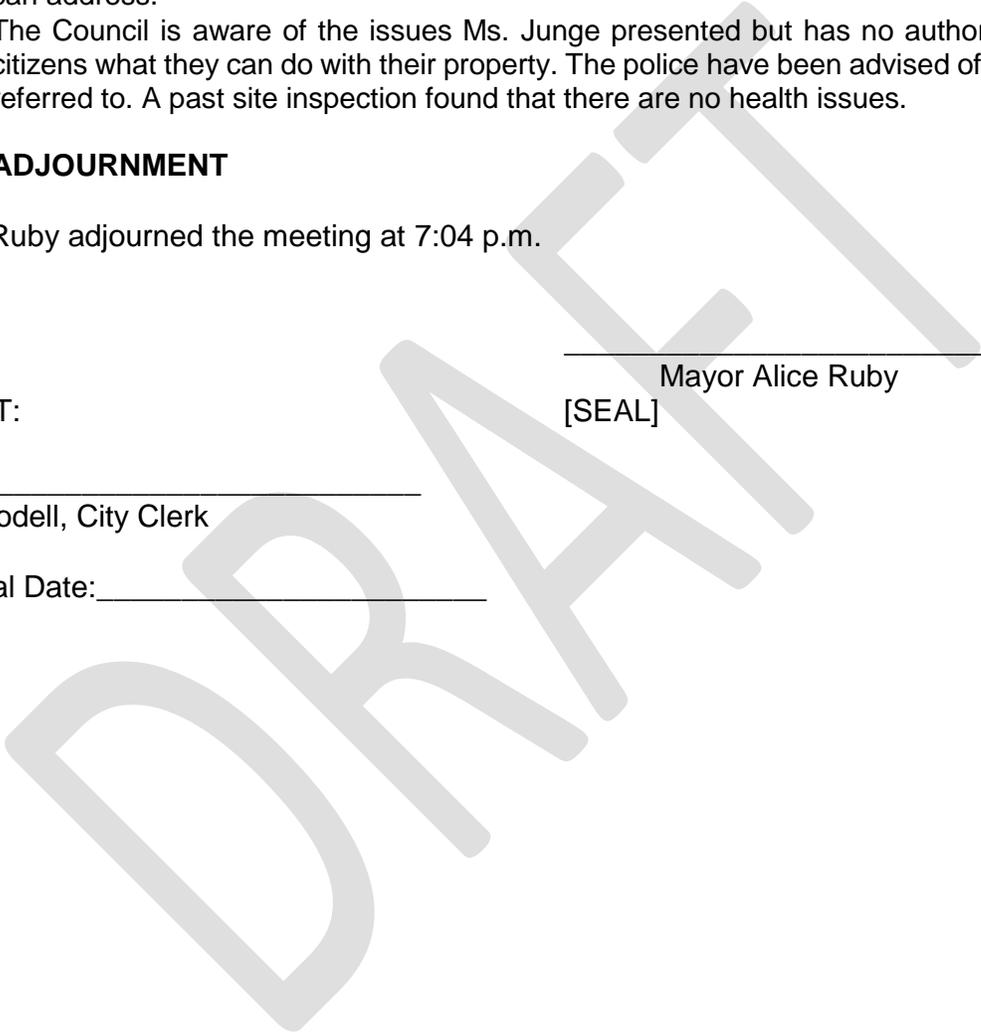
Mayor Alice Ruby

[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____



Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Tracy Hightower
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Paul Liedberg

MEMORANDUM

Date: June 1, 2018
To: Mayor and City Council
From: Tod Larson
Subject: June 2018 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:	Cynthia Rogers—Planning Director Caleb Larson—Water Wastewater II Amy Raine—Harbor Assistant Danny Miller—Harbor Assistant Brooks Stevenson—Harbor Assistant Ivan Sam—Water Wastewater
Resignations:	Caleb Larson—Water Wastewater II Robert Blue—Water Wastewater II Amy Raine—Harbor Assistant
Transfers:	Albie Savo—Heavy Equipment Operator
Position Vacancies:	Police Officer Water Wastewater Finance Director
Seasonal:	Darren Napoli—Landfill Operator BBEDC Lotus Becker—Library Aide BBEDC Nicole Ito—Library Assistant BBEDC

Memorial Day Observance – We assisted Terry Rogers with an exceptional program that he put together to honor former Dillingham City Officer Tony Jones, Bristol Bay Borough Village Public Safety Officer Ronald Zimin, Manokotak's Village Public Safety Officer Thomas Madole, and the people who died while serving in the country's armed forces.

Acting City Manager – As a reminder, I will be out of the office June 9-23. The Acting City Manager during that time is Lori Goodell, City Clerk.

Training – We conducted our “The Employment Relationship” discussion on May 15th. The June session is on June 26th and the topic is “Human Resource and Employment Law”.

CIP Updates – Workshop scheduled.

Fish Waste Solution – Councilman Liedberg and our Public Works Director have been working diligently on this project. KDLG did a story on the project and we have posted the new hours on all usual locations including social media. Public safety has been the key factor in the change.

School Facility Committee Meeting – Participated in a committee meeting regarding DCSD maintenance requirements. The Committee voted to support DCSDs request to use the \$100,000 the City provides to support moving the School Shop’s dust collection system to the exterior of the building as a safety issue that needs addressing.

Upcoming Events.

- Mill rate decision due June 14th.
- Independence Day July 4th.

Requested Decisions.

- N/A.

Respectfully Submitted,
Tod Larson

City of Dillingham
House District 37 / Senate District S

~ 5/25/18 ~

30th Alaska State Legislature ~ 2nd Session
MAY 2018 – LEGISLATIVE REPORT

Cliff Stone / City Lobbyist

~ Extended session finally ends on Day 117... well after midnight ~



With the 121-day deadline looming for the constitutionally mandated end of session, the Legislature finally took care of the people’s business and adjourned on May 13th. No special sessions are anticipated this year unless the state’s fiscal situation changes.

The hallmark legislation passed out this year is **SB 26**. For the first time in our state’s history, a portion of the earnings reserves of the Alaska Permanent Fund will be structured to pay for government services. This framework is commonly referred to as the Percent of Market Value (POMV) draw. You’ll hear that term quite a bit in the news and for years to come. The touted deficit of \$2.4 billion dollars this year has now been reduced to about \$700 million due to the fiscal mechanisms in the bill. The remainder of the deficit will be backfilled by the Constitutional Budget Reserve (CBR), others savings accounts, and hopefully increased oil revenues of late. This year’s PFD remains unchanged at \$1,600. There is no provision in this bill to specify the annual dividend amount going forward other than what’s already in statute.

Another critical bill and high on the Governor’s must have list was **HB 331** which establishes bond devices to pay about \$900 million in unpaid oil exploration tax credits to oil companies. Passage of this bill played a vital role in getting support from the House Minority for their three/quarter vote to utilize funds from the CBR account for the FY19 operating budget.

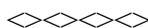
While the bill to increase a school district’s Base Student Allocation (BSA) by \$100 failed to pass, the legislature added \$20 million in one time K-12 funding for FY19. They added another \$6 million for pre-K programs. They also added another \$30 million for FY20 within **HB 287** that was linked to the passage of the favorable version of **SB 26**. This in effect is an equivalent increase of the BSA by \$117.



BALLOT INITIATIVES

On the last day of the session this year, the legislature passed out **HB 44**. This bill strengthens the conflict of interest rules and makes it so lawmakers will not receive per diem after 121 days in a legislative session unless an operating budget has passed. It also further limits gifts by lobbyists to legislators and employees. It appears that this legislation is enough in similarity to the “Good Governance” proposed ballot measure. If that’s the case, then the measure will not show up on the ballot this year.

On the other proposed ballot measure, the Alaska Supreme Court heard oral arguments on April 26th regarding the constitutionality of the Salmon Initiative. The jury is still out, but I will report to you when their decision is posted.



BILLS ON THE MOVE

<http://www.akleg.gov>

Passed Legislation – Awaiting Transmittal to the Governor

Most of the legislation below was noted in my last report, but had not yet passed out of conference committee or had a floor vote. These bills can be found at the website above for a more detailed explanation. I've since added other legislation that may have an impact on your community or school districts. There could be others that I haven't flagged that may be of interest as well.

See the entire list *Awaiting Transmittal* at: http://www.akleg.gov/basis/Bill/AwaitActions/30#tab5_4

Once a law is signed, if there is an effective date clause, then the intent of the legislation is not recognized until that date is met. In addition, it also takes the affected departments time to write regulations concerning a bill to ensure the intent is carried out.

HB 47 – Municipal PERS Contributions/Interest

HB 135 – School Construction Grant Program

HB 212 – School Construction: REAA/Small Muni Fund

HB 213 – Public Schools Trust Fund; Education Raffle (SB 78 rolled into this bill)

HB 260 – Fish & Game Licenses; Electronic Form

HB 267 – Release Hunting/Fishing Records to Muni's

HB 285 – FY19 Mental Health Budget

HB 286 – FY19 Operating Budget (Coupled with HB 321 below)

(Distribution of \$30 million to Alaska communities in FY19 and FY20) (See additional \$4 million added to SB 142 below)

HB 306 – PERS/TRS Distribution options

HB 312 – Crimes/Criminal Procedures; Controlled Substances; Bail (aka Public Safety Action Plan)
(SB 149 rolled into this bill)

HB 331 – Issue Bonds Oil/Gas Exploration Tax Credits (aka Alaska Economic Recovery Plan)

HB 333 – Muni's may adopt ordinance prohibiting cell phone use driving in school zones

HJR 29 – Reauthorize Secure Rural Schools Act

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SB 15 – E-Cigarettes Tobacco/Nicotine and minors; Sales

SB 26 – Permanent Fund Restructure

SB 63 – Regulation of Smoking

SB 104 – Education: Curriculum; Marijuana; Records (Authorizes \$19.5 million to school districts)

SB 142 – FY19 Capital Budget (Another \$4 million was added for the Community Assistance Fund)

SB 148 – Background Checks for Police and Training

SB 158 – Oil/Hazardous Substance Cleanup and Reimbursement for homeowners

SB 185 – Reemployment of Retired Teachers and Administrators

SB 216 – School Funding for Consolidated Schools

Signed by the Governor – *Chapter in the Session Laws of Alaska (SLA)*

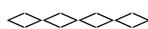
HB 236 – Extends the Alaska Senior Benefits Payment program to June 30, 2022 [*Chapter 8 SLA 18*]

HB 287 – K-12 Education/Student Transportation Budget [*Chapter 6 SLA 18*]

(Same level of funding for FY20 plus a one-time additional \$30 million appropriation)

HB 321 – FY18 Supplemental Budget [*Chapter 2 SLA 18*]

(Provides for a distribution of \$30 million to communities in FY19/coupled with HB 286 above)



GOVERNOR'S CORNER

<http://gov.alaska.gov>

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

First Lady Donna Walker named thirteen Volunteer of the Year Honorees earlier in May. For a complete list and a short bio of the recipients, go to the above website and look under Newsroom: press releases.

U.S. & Alaska Flags were flown at half-staff May 14-May 19th in honor of Peace Officers Memorial Day.



WEBSITES OF INTEREST

2018 **Legislators contact information** <http://akleg.gov/docs/pdf/Legislator-Contact-List-2018.pdf>

2018 2nd **Session Staff contact list** http://akleg.gov/docs/pdf/session_phone_list.pdf

2018 2nd **Session Interim Staff contact list** <http://akleg.gov/docs/pdf/InterimPhoneList.pdf>

Legislative Publications List <http://akleg.gov/publications.php>

Legislative Finance Division <http://www.legfin.akleg.gov>

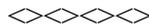
View specifics for the Capital and Operating Budgets.

Alaska Tax Division – Spring 2018 Revenue Sources Book

<http://www.tax.alaska.gov/programs/documentviewer/viewer.aspx?1423r>

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 ~

Have a blessed Memorial Day – remember our veteran's and families who have given all!

~ Cliff

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Tracy Hightower
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Paul Liedberg

MEMORANDUM

Date: May 30, 2018
To: Tod Larson, City Manager
From: Lori Goodell, City Clerk
Subject: Monthly Staff Report

COUNCIL WORKSHOP

There are two workshops scheduled prior to the June 7th council meeting. One to discuss the CIP list, priorities, status, funding, and potential timing. The second to present the FY2109 city budget.

ONE ORDINANCE IS UP FOR ADOPTION JUNE 7, 2018:

Ordinance No. 2018-04, An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY 2019 City of Dillingham Budget (*Introduced May10, 2018*)

BOARD OF EQUALIZATION

The Board met May 17 for the regular Board of Equalization Hearing. The meeting began at 5:30 p.m. and ended at 7:00 p.m. A total of 61 real property appeals, 12 personal property appeals, and one late file appeal were received. Jim Canary, City Assessor, resolved 54 real property, and 11 personal property appeals prior to the BOE Hearing. This included settling the 2016 KNIK personal property late filed appeal that went to court as recommended by the City Attorney.

Four appellants participated; one couple in person, for two appeals; two via teleconference. One appeal is complex, involving a possessory interest and there is a high probability this appeal will be taken to court. The State Assessor has been made aware of this particular case.

DISTRAINT

There was considerable public interest in the May 9th auction of the seized fishing vessel. However, the vessel owner paid the debt owed several days before the scheduled auction, and no sale took place.

ELECTIONS

The State of Alaska, Division of Elections has a training scheduled in the council chambers June 11th. Election workers from surrounding communities will be attending. I am looking forward to this training opportunity.

PILT

The state regulations for the PILT program have been changed. With those changes come a number of requirements that have been removed from the application process. It is no longer necessary for an eligible city to submit a budget, an audit (or Certified Financial Statement), or a resolution to apply for the program. All that is necessary is to send the application form with correct and current information to the Division.

STANDING ITEM(S):

Liquor & Marijuana License Renewals/Transfers/New Licenses.

I have received a notice of a limited marijuana cultivation facility. This application was hand delivered by the applicant. I have not received the official notice from the State of Alaska. This makes three pending applications with the state; two retail locations and one cultivation. I have included the latest application in this month's council packet.

Commission/Board Seats Vacant. The following seats are open:

- Senior Advisory Commission (seven members and one council member)
Seats open – 2. One letters of interest on file.
- Library Advisory Board (seven members)
Seats open – 1. No letters of interest on file.

Helpful Tips

Withdrawing a Motion:

The motion to Rescind (or withdraw) is used to cancel a motion altogether. Before a motion has been stated by the chair, permission is unnecessary for the maker of the motion to withdraw it or modify it. Once a motion has been made, seconded, and stated by the chair, it belongs to the body as a whole. Permission from the members is required to withdraw it or modify it.

Executive Session

This information is now in binder so it will be accessible for general reference.

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Tracy Hightower
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Paul Liedberg

MEMORANDUM

Date: May 29, 2018
To: Tod Larson, City Manager
From: Anita Fuller, Acting Finance Director
Subject: Monthly Staff Report

The City of Dillingham Finance Department would like to welcome Chloe Nanalook to our team. Chloe is already making a great impact to our office with her customer skills. Carmen Jackson has sent to our office one of her staff to work for us for a week. Cheryl Bartlett was able to assist with grant reporting and assisting with several financial reports.

Payroll had two regular payrolls averaging 53 employees and one supplemental payroll. Payables had two payables check runs for a total of 67 payables checks sent to vendors. There were 73 Business License approvals/denial responses sent out. Several of the denials were resolved by the date of this memorandum.

We have sent out 38 accounts receivable invoices and 233 utility statements. The Denied City Service list has been maintained and reflects those who had received letters and have still not paid on their account. The 2012-2017 Foreclosure list has been started and is in the review process and will be presented to the next Finance and Budget committee meeting. The bingo hall has been rented out one time in May. 806 cash receipts have been created.

Our office has begun the process of cleaning up our filing and have moved most of our non payroll files to prepare for purging.

Mayor
Alice Ruby

Manager
Tod Larson



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MEMORANDUM

Date: 5/28/18
To: Tod Larson, City Manager
From: Braden Tinker, Fire Coordinator
Subject: Monthly Staff Report

EMS Calls- 10

- Abdominal Pain-1
- Breathing Problem-1
- Medical Transports-1
- Seizure-2
- Sick-1
- Stroke-1
- Unconscious-1
- Unknown-2

Fire Calls -1, .5 hours

Fire call at a HUD home, cigarette smoldering in the breeze way. No visible flame.

Projects Completed

- Hose testing completed

On-Going Projects

- Hydrant testing
- Pump Testing

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
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Chris Maines
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Andy Anderson
Paul Liedberg

Date: May 2018
To: Tod Larson, City Manager
From: Cynthia Rogers, Planning Director
Subject: MONTHLY REPORT - PLANNING DEPARTMENT

Planning Commission

The Planning Commission last met on Wednesday, March 28th. One public hearing was held for the McGill #2 Subdivision preliminary plat which was reviewed by the Commission. The plat was approved by Planning Commission Resolution 2018-03. Unfinished Business items on Cemetery Work and a Comprehensive Plan Workshop were moved to Discussion items for the next Planning Commission meeting, anticipated in August.

Permitting

- Land Use Permits – No new applications were submitted.
- Encroachment Permits – No new applications were submitted.
- Burial Permits – No burial permits were issued this month.
- AKG573004 – The Discharge Monitoring Report (DMR) for discharge of the Dillingham Lagoon during the month of April 2018 was submitted on May 15, 2018.

Capital Projects

In preparation for the June 7, 2018 Council meeting, executive summaries for capital improvement and project funding needs set out in Resolution No. 2017-46 for the FY2019 State Legislative Request have been generated.

ITB 2017-10 Dillingham Lagoon and Dock Lift Station Improvements - Elite Mechanical and JJC Enterprises (subcontractor). Major project outcomes include rerouting the force main from HUD into the lagoon as well as installation of a new effluent manhole and flowmeter. These improvements are addressing infrastructure deficiencies which led to our Notice of Violation at the Dillingham lagoon. The project total is \$1,144,523.54 and the project is behind schedule.

ITB 2017-12 Dillingham Water Systems Improvements – This project was for necessary improvements to upgrade the Dillingham domestic water system by connecting our new wells to the water treatment plant and updating the electronic systems that regulate water production. CRW Engineering, who provided construction management assistance through the contract closeout, submitted a substantial completion report on March 28. Well site inspections occurred in May, indicating the need to address several deficiencies. CRW will produce a corrective action plan for the Contractor to implement. Inspections will be ongoing. This project total is \$765,934 and was expected to be completed in March 2018.

ITB 2017-13 Landfill Cell 3, Phase 1 – This project will expand Landfill Cell 3 in a phased approach which will allow the City to begin expanding the cell in order to meet landfill needs at a cost that is manageable at this time. Future expansions will be phased in when funds are available. Bristol Engineering is our engineer of record for this project while JJC Enterprises is constructing Phase 1A of the Landfill Cell 3 expansion. This project total is \$214,205 and began on March 19, 2018.

Requests for Proposal

RFP 2018-01 and -02 have been generated for FY19 Aggregate and Heavy Equipment respectively, with bids due on Thursday, June 21.

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Tracy Hightower
Chris Maines
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Andy Anderson
Paul Liedberg

MEMORANDUM

Date: May 31, 2018
To: City Manager Tod Larson
From: Chief Dan Pasquariello
Subject: Public Safety June 2018 council report

Reporting period 4-27-18 to 5-26-18

Police:

- ❖ 309 Calls for service
- ❖ 12 Persons arrested
- ❖ 20 Title 47/Protective custody
- ❖ 24 Citations issued
- ❖ 42 Incident reports

Approximately 1 out of 10 calls for police service require an incident report to be completed by officers. A partial breakdown of our incident reports is as follows:

Assault/Disorderly Conduct	11
Criminal mischiefs	5
Thefts	4
Violation release/probation conditions	4
Traffic offenses	4
Vehicle accidents	4
DUI	2
Suicide threats	2
Trespass	1
Burglary	1
Drug offense	1
Sex offense	1

We have hired 2 new police officers and they are currently being field trained.

Corrections:

- ❖ 26 Total Inmates
- ❖ 20 Title 47/Protective custody

Our 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.

Dispatch:

- ❖ 337 Calls for service
- ❖ 88% Dispatched to Dillingham Police
- ❖ 3% Dispatched to Alaska State Troopers
- ❖ 4% Dispatched to EMS/Fire
- ❖ 5% Dispatched to Animal Control

The first week in June vendor TecPro will be in Dillingham to downsize our community camera system. The project is being funded by our asset forfeiture account.

Animal Control:

- ❖ 6 Animals impounded (*dogs*)
- ❖ 3 animals returned to owners
- ❖ 1 dog bite
- ❖ 3 dog/puppies surrendered to shelter
- ❖ 3 dogs sent to Anchorage
- ❖ 2 compassionate euthanasia
- ❖ 1 citations written
- ❖ 51 Rabies/parvo shots given

May 18-20 we held a spay and neuter clinic with Alaska Rural Veterinary Outreach, and local volunteers. A total of 36 animals were spayed or neutered, and 30 animal wellness checks were performed.

DMV:

- ❖ 114 Registrations/Titles
- ❖ 26 Boat registrations
- ❖ 96 Driver's License/IDs
- ❖ 2 CDLs
- ❖ 9 Road tests
- ❖ 31 Written tests

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
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MEMORANDUM

Date: May 29, 2018
To: Tod Larson / City Manager
From: Jean Barrett Public Works, Port Director
Subject: May Monthly report

As you would figure May has been a whirlwind; we have had our first barge at the Dock. The dredging is almost done in the harbor. We have had a heck of a time with the roads with the frost going out and the rain adding to the problems. We have new bodies in new positions and some positions empty again.

Port

Things are starting to hop at the dock, we have had a couple of barges already and are anticipating several more within the next week. Dean and his crew are doing a great job of keeping up on things as they come along. We anticipate a great summer again.

The Harbor is starting to take shape, I have two assistants in place; they are knocking out my punch list. I will also have a BBEDC intern onsite starting the first week of June.

The Dredge crew are more than halfway done with the dredging; they are getting quicker every year and should be done early in June.

The Ice machine has been keeping up with the halibut fleet so far. There is a small problem with the overflow trough overflowing into the freezer, it will be checked out when the ice machine tech gets into town. We have leveled the machine again, the second time in 4 years... this tells me that the harbor side of the machine is continuing to sluff towards the harbor due to the failure of the inadequate seawall.

We have half of the float arm floats painted and the South end of the harbor is in place. We have some work to do to make it ready for the fleet. We should have the East side in by 6-1-18.

We have some more interest in lease lots in the harbor to help with value added salmon sales. I hope everything works out and we can continue to help grow the sales of Bristol Bay Salmon.

Our 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.

Public Works

Things are busy at Public Works as I mentioned before, there is a lot of issues with the equipment and the mechanics are trying to keep up. The roads are in tough shape this year and we have received a lot of complaints but slowly we are taking care of them.

The Landfill is getting busy as you can imagine, we are trying to keep the equipment together and have hired a company that is new to Dillingham to do some work on the landfill machines. Both the Cat D5 dozer and the Cat 960 loader have some issues and we are trying to get them fixed for the summer rush. We are ordering a thumb for the excavator so we can do some work at the metal collection as well as down at the old Bingman property which contains a lot of metal.

We have a person coming to town on 5-30-18 to do water sampling at the landfill wells and help us with some planning for new wells that we need to do sometime next year.

The Streets crew is busy with trying to keep up with the poor condition of all of our roads. The combination of the frost going out and the rain penetrating from above we have had some large muddy holes in some of our subdivisions. We heard a large amount of complaints from residents who don't understand the process of fixing the roads. The fact of the matter is that we have graded the compaction out of the gravel. We need to cut 12-18 inches of gravel off of the roads and completely rebuild the roads up so we can regain the compaction, right now we are grading mud!

This is a very trying time for the operators as they take a lot of abuse from the residents. They do take a lot of pride in their work, and some people are relentless.

The Shop guys are working hard and doing more with their limited abilities than most could. The fact is that the machinery has been neglected for many years by past mechanics and now everything seems to be coming to a head. I hope we can become good friends with Statewide Machinery Inc., who we have working on the machinery at the landfill, so we can get our problems fixed and our winter equipment in top shape to be ready for the snow.

Building and grounds has a punch list to work on this summer to help clean up some things around town. Currently they are building stairs and a platform to access the ice machine more safely. We have a couple of windows and doors to replace and some fencing to straighten out along with the mowing and clean up that is associated with the increased facility users in the summer months.

The Public Works and Port Crews played a part in cleaning up, grading and organizing the area of the Memorial Day celebration in the middle of town. I would like to thank everyone who helped make the day for so many people and for my friend Anthony Tony Jones. These type of get-togethers are so good for the community, it brings us together and makes us stronger, Thanks

Jean Barrett

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2018-04

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AND APPROPRIATING FUNDS FOR THE FY 2019 CITY OF DILLINGHAM BUDGET

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY19 to the City Council in accordance with Title 4 of the Dillingham Municipal Code pursuant to A.S. 20.20.500(3); and

WHEREAS, duly advertised public workshops were held and the City Council reviewed the budget amendment recommendations presented; and

WHEREAS, the City Council has set the rate of levy of property tax for the City of Dillingham for FY 2019 budget at 13 mills; and

WHEREAS, the budget presented, reviewed and changed is in accordance with sound and efficient municipal management principles. The City Council should have the power to transfer appropriated monies from one General Government Fund or Special Revenue Fund to another and from one Capital Project to another by resolution and the City Manager should have the power to transfer funds from one line item object to another object code within a fund and within a Capital Improvement Project; and

WHEREAS, additional FY 2019 funds are available for appropriation by ordinance;

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

1. The FY 2019 Operating Budget and Capital Improvement Budget as recommended by the City Manager is hereby adopted for the City of Dillingham.
2. The amounts set forth in the budget by the City Council for the respective departments and/or funds shall be, and hereby are, appropriated for the fiscal year ending June 30, 2019.
3. The City Council shall have the power to transfer approved and appropriated General Fund or Special Revenue Fund monies from one to another and from one Capital Project to another by resolution.
4. The City Manager shall have the power to transfer funds from one line item object code to another within a fund and within a Capital Improvement Project.

BE IT ENACTED BY THE COUNCIL OF THE CITY OF DILLINGHAM that:

Section 1. Classification. This ordinance is a non-code ordinance.

Section 2. Severability. If any portion of this ordinance or any application thereof to any person or circumstances is held invalid, the remainder of the ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Appropriation summary. The total appropriation from the Treasury in Section 4 was a total of \$11,913,863.

Section 4. Appropriations.

A. General Fund Government Operations

City Council	\$ 45,324
City Clerk	117,128
Administration	262,395
Finance	626,783
Legal	100,000
Insurance	165,000
Non-Departmental	89,420
Planning	143,022
PS Administration	150,521
PS Dispatch	511,399
PS Patrol	872,361
PS Corrections	646,925
PS DMV	44,621
PS Animal Control Officer	104,576
PS Fire Department	267,013
PS IT Support	-0-
PW Administration	215,879
PW Buildings & Grounds	322,380
PW Shop	302,084
PW Streets	442,071
Library	113,012
Meeting Hall	2,500
Foreclosures	4,000
IT	131,468
City School District	1,300,000
Transfer Subsidy for Operations	1,153,631
Transfer to Equipment/Capital	
Reserves Fund	-0-
Total General Fund Appropriations:	\$ 8,133,513

Special Revenue & Other Funds Appropriations

Nushagak Fish Tax	\$ -0-
Water	288,646
Waste Water	268,868

Landfill	868,824
Port-Dock	585,462
Port-Harbor	184,753
E-911	57,739
Senior Center	317,788
Debt Service	1,063,450
Library Grants	80,492
Equipment Replacement/Reserve	-0-
Ambulance Replacement Fund	58,678
Mary Carlson Estate	5,650
Capital Project (Planning) Fund	<u>-0-</u>
Total Special Revenue & Other Funds Appropriations	<u>\$ 3,780,350</u>

Total Appropriations **\$ 11,913,863**

Section 5. Revenues

General Fund

Taxes

Sales Taxes	\$ 2,550,000
Alcohol Sales Taxes	290,000
Transient Lodging Sales Taxes	85,000
Real Property Taxes	2,100,000
Personal Property Taxes	530,000
Penalty and Interest on Property Taxes	50,000
Penalty and Interest on Sales Taxes	20,000
Gaming Sales Tax	65,000
Tobacco Excise Tax	120,000
Payment in Lieu Taxes (PILT)	450,000

Other Revenues

Jail Contract Revenue	567,000
Revenue Sharing	130,000
Shared Fisheries	20,000
Raw Fish Tax	300,000
Revenues from State of Alaska	238,486
Administrative Overhead	223,249
Charges for Current Services	60,000
Lease and Rental Income	45,000

Investment Income	10,000
Other Revenues	94,100
Transfer from E-911	51,139
Transfer from Carlson Estate	<u>4,000</u>

Total General Fund Revenues **\$ 8,002,974**

Special Revenue & Other Funds Revenues

Nushagak Fish Tax	\$ -0-
Water	197,495
Waste Water	358,795

Landfill	231,456
Port – Dock	768,075
Port – Harbor	155,180
E-911	82,750
Senior Center	180,560
Library Grants	80,492
Debt Service	744,415
Mary Carlson Estate Permanent Fund	<u>1,000</u>
Total Special Revenue Funds & Other Funds Revenues	<u>\$ 2,800,218</u>
TOTAL REVENUES	<u>\$ 10,803,192</u>

Section 6. Transfers

Transfers from General Fund to Other Funds

Water	\$ -0-
Waste Water	-0-
Landfill	637,368
Senior Center	137,228
Ambulance Reserve	60,000
Equipment Replacement	-0-
Capital Project (Planning)	-0-
Debt Service	<u>319,035</u>
Total General Fund Transfers	\$ 1,153,631

Transfer from Dock Fund to Harbor Fund \$ 33,573

Total Revenues and Transfers	\$ 11,990,396
Total Appropriations	<u>\$ 11,913,863</u>
Net Increase (Decrease) to Fund Balances	\$ 76,533

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

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on June 7, 2018.

SEAL

Alice Ruby, Mayor

ATTEST:

Lori Goodell, City Clerk

City of Dillingham Information Memorandum

Agenda of: June 7, 2018

Attachment to:

Ordinance No. 2018-04 / Resolution No. _____

Subject:

Adopting the Budget and Appropriating Funds for the FY2019 City of Dillingham Budget

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The budget ordinance was vetted through the Finance and Budget Committee at their March 27, April 2, April 9, April 23, and April 30 meetings.

This ordinance was introduced at the April 10, 2018 Council Meeting. A workshop will be held prior to the June 7, 2018 City Council Meeting.

An advertisement for a Public Hearing on Ordinance No. 2018-04 was placed in the May 31, 2018, edition of the Bristol Bay Times as required to be advertised in a local newspaper five days in advance of the public hearing, which is scheduled for June 7, 2018.

Attachment to: 2018-04 / Resolution No. _____
Ordinance No. _____

Summary Statement continued:

A workshop was held on June 7, 2018 to review the FY19 Budget.

Route to	Department Head	Date
X	Finance Director	
X	City Clerk	

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2018-07

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ESTABLISHING THE RATE OF LEVY OF TAX, THE DATE TAXES ARE DUE, AND THE DELINQUENT DATES FOR CALENDAR YEAR 2018, AND ACCEPTING THE CERTIFICATION OF THE TAX ROLL

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

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

WHEREAS, the assessed valuation of real and personal property in the City of Dillingham is \$199,969,679 for calendar year 2018, according to the certified tax assessment roll (copy attached); and

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

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

1. Rate of Levy. The rate of levy on each dollar of taxable property as of January 1, 2018 in the City of Dillingham is hereby fixed at 13 mills.
2. Date Taxes Due and Delinquent. The first payment of property taxes is due to be paid in person or postmarked on or before the first business day in November. Should the first one-half of the total amount due not be paid on or before the payment due date, the entire amount of taxes owed shall immediately become due and payable. The second payment and final payment of property taxes is due to be paid in person or postmarked on or before the first business day in December. A penalty of ten percent (10%) of the total taxes due shall be assessed if the second installment is not paid on time and a penalty has not been previously added. Interest of six percent (6%) per annum shall accrue on all delinquent property taxes beginning the first business day in December 2018 and continue until paid in full.
3. Certification of the Tax Roll. The tax roll for 2018 has been signed and certified by the City Manager that it is complete and reflects the changes approved by the Board of Equalization at their May 17, 2018 meeting.

PASSED and ADOPTED by the Dillingham City Council on June 7, 2018.

ATTEST: _____
 Alice Ruby, Mayor
 [SEAL]

Lori Goodell, City Clerk

City of Dillingham Information Memorandum Agenda of: June 7, 2018
 Attachment to:
 Ordinance No. _____ / Resolution No. 2018-07

Subject:

Establishing the rate of levy of tax, the date taxes are due and the delinquent date for 2018, and accepting the certification of the tax roll

City Manager: Recommend Approval

Signature: 

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

Fiscal Note: Yes No Funds Available: Yes No

Other Attachments:

- Certification of 2018 Tax Roll
- Supporting Spreadsheet - 2018 Assessed Values

Summary Statement:

The rate of levy, the date of equalization of the tax, and the date when the taxes shall become delinquent must be fixed before June 15 of each year per DMC 4.15.020. All adjustments to property values that were approved by the Board of Equalization at their May 17, 2018 meeting have been included in the certification of the tax roll.

Ordinance No. _____ / Resolution No. 2018-07

Summary Statement continued:



Alice Ruby, **Mayor**

Council Members

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

CERTIFICATION OF 2018 TAX ROLL

I, Tod Larson, City Manager for the City of Dillingham, hereby certify that the 2018 tax roll is complete and reflects the changes approved by the Board of Equalization at their May 17, 2018 regular meeting.

	<u>2017</u>
Real Property Assessment Values*	\$176,418,750
Less Exemptions:	
Senior Citizen/Disabled Veteran Exemption	(\$10,675,100)
HUD 85% Exemption	(\$6,366,500)
Total Exemptions	(\$17,041,600)
Subtotal Real Property Values	\$159,377,150
 Personal Property Assessment	
Subtotal Business/Personal Property	<u>\$40,592,529</u>
 Total All	 \$199,969,679

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

Tod Larson, City Manager

Subscribed and sworn before me on this first day of June, 2018.

Notary Public in and for the State of Alaska

My commission expires:



2018 ASSESSED PROPERTY VALUES - REVISED 6/1/18

Locally Taxed Property	Locally Taxable Value	Mill Rate	Tax Assessed	Fees		Total Tax	Compare w/ Prior Year	Difference
				Force File	Late			
Real Property w/o Exemptions								
Real Property	\$ 176,418,750	0.013	\$ 2,293,444	N/A	N/A	\$ 2,293,444	\$ 2,149,915	\$ 143,528
Escaped Real Property (Prior Years)	\$ -	0.013	\$ -			\$ -	\$ 1,457	\$ (1,457)
Subtotal Real Property	\$ 176,418,750	0.013	\$ 2,293,444			\$ 2,293,444	\$ 2,151,373	\$ 142,071
Real Property Exemptions								
Senior Exemptions	\$ (10,525,100)	0.013	\$ (136,826)			\$ (136,826)	\$ (136,547)	\$ (280)
Disabled Veterans Exemptions	\$ (150,000)	0.013	\$ (1,950)			\$ (1,950)	\$ (1,950)	\$ -
Subtotal Senior/Disabled Exemptions	\$ (10,675,100)	0.013	\$ (138,776)			\$ (138,776)	\$ (138,497)	\$ (280)
HUD 85% Exemptions	\$ (6,366,500)	0.013	\$ (82,765)			\$ (82,765)	\$ (82,916)	\$ 151
Subtotal HUD 85% Exemptions	\$ (6,366,500)	0.013	\$ (82,765)			\$ (82,765)	\$ (82,916)	\$ 151
Total Real Property Exemptions	\$ (17,041,600)	0.013	\$ (221,541)			\$ (221,541)	\$ (221,413)	\$ (128)
Net Taxable Real Property	\$ 159,377,150	0.013	\$ 2,071,903			\$ 2,071,903	\$ 1,929,960	\$ 141,943
Personal Property	\$ 40,592,529	0.013	\$ 527,703	\$ 9,700	\$ 350	\$ 537,753	\$ 539,752	\$ (1,999)
Escaped Personal Property (Prior Years)	\$ -	0.013	\$ -	\$ -	\$ -	\$ -	\$ 85,741	\$ (85,741)
Net Taxable Personal Property	\$ 40,592,529	0.013	\$ 527,703	\$ 9,700	\$ 350	\$ 537,753	\$ 625,493	\$ (87,740)
Total Combined Property Value	\$ 199,969,679	0.013	\$ 2,599,606	\$ 9,700	\$ 350	\$ 2,609,656	\$ 2,555,453	\$ 54,203
Amounts Assessed on Real Property Exemptions								
Senior Exemption (Amount over \$150,000)	5,719,300	0.013	74,351					
Disabled Veteran Exemption (Amt over \$150k)	26,000	0.013	338					
HUD 85% Exemption (Amount Taxable)	585,195	0.013	7,608					
BBHA two Apt Complexes/ PILT 15% est funded	538,305	0.013	6,998					
Total Tax Assessed on Real Prop Exemptions	6,868,800	0.013	89,294					

Notes:

- 1) Information Available from March 2018 Valuations and includes May 17, 2018 Adjustments from BOE Hearing/Organizational Meeting
- 2) Includes escaped property from prior years that has been assessed in the current year

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2018-08

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING THE CITY MANAGER TO IDENTIFY FUNDING AND ISSUE RFP'S PER THE FY2019 LEGISLATIVE PRIORITIES LIST

WHEREAS, the Dillingham City Council approved the 2018-2023 capital improvement plan and adopted the FY19 legislative priority list in Resolution 2017-46; and

WHEREAS, it is the intent of the Dillingham City Council to provide the City Manager authority to identify potential funding sources and enable the City to move forward on capital improvement projects timely; and

WHEREAS, grant funding will always be explored. As grant opportunities have become more limited additional funding sources, including loan opportunities, will be pursued; and

WHEREAS, the City will begin the RFP process once funds are available for design and/or construction based on the needs of the CIP project; and

WHEREAS, contract awards will be brought to Council at future council meetings;

NOW, THEREFORE, BE IT RESOLVED the Dillingham City Council, having reviewed the FY19 CIP List, project executive summaries, and CIP funding options authorize the City Manager to proceed with identifying funding and proceed with RFP's on projects based on the risk profile.

BE IT FURTHER RESOLVED that:

1. The following capital improvement projects and project funding needs are identified with the highest priority in this process.

Wastewater System Upgrades - Aeration	\$1,200,000
Landfill Groundwater Monitoring Wells	\$230,000
Water System Improvements – Downtown Streets Support	\$ 240,000
Lake Road Fire Hall Renovation	\$560,000
D Street & Seward Street Rehabilitation Project	\$1,000,000

PASSED and ADOPTED by the Dillingham City Council on June 7, 2018.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

City of Dillingham Information Memorandum

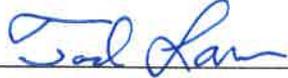
Agenda of: June 7, 2018

Attachment to:

Ordinance No. _____ / Resolution No. 2018-08

Subject:

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The City is working on identifying funding sources for critical projects outlined on the 2018-2023 capital improvement plan. Most of the listed projects are time sensitive as well as having a high risk assessment.

The June 7th workshop provided executive summaries for each project as well as document identifying potential funding sources.

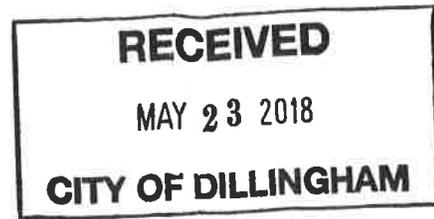
This resolution allows the city manager to move forward on these important projects as funding is identified and RFP's are warranted.

Attachment to:
Ordinance No. _____ / Resolution No. 2018-08 _____

Summary Statement continued:

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

Alice Ruby, Mayor
City of Dillingham
Dillingham, Ak 99576



RE: Sr. Citizens Advisory Committee
Seat B

Honorable Mayor:

I would like to continue my interest and service to the Sr. Adv. Committee. I have enjoyed working with others on the Committee and to be of service for our elder community.

Thank you for your positive consideration of appointing me to Seat B, Sr. Adv. Committee.

Sincerely

A handwritten signature in cursive script that reads "Flossie Andersen".

Flossie Andersen

Cc: Ida Noonkesser, Director, Senior Center.

City of Dillingham Action Memorandum

Agenda of: June 7, 2018

Action Memorandum No. 2018-05

Subject:

Approve the City Manager's appointment of Anita Fuller to the position of Finance Director

City Manager: Recommend Approval

Signature: 

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Letter of Interest
Contingent Offer of Employment Letter (handout at the June 7, 2018 meeting)

Summary Statement:

The Finance Department has been working with Acting Finance Director Anita Fuller since April 26, 2018.

The finance director position has been advertised since the end of April. In that time there have been two applications received.

The City Manager has offered Anita Fuller an appointment to the position of Finance Director contingent upon the approval of the appointment by the City Council (DMC 2.30.020 A).

Ms. Fuller has been employed with the City since 2006 and has successfully served in the capacity of Finance Director during several transitions.

Anita brings twelve years of experience in municipal finance, and as a long time Dillingham resident is vested in the community, with the potential for longevity.

Action Memorandum No. 2018-05

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	

May 3, 2018

To: Tod Larson, City Manager and City Council

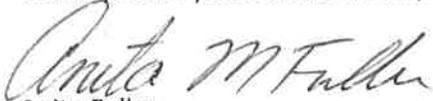
It is with deliberation and confidence I would like to submit my letter of intent to apply for the Finance Director position for the City of Dillingham. My Bachelor's Degree in Business Administration and twelve years of experience working in the Finance Department gives me a unique and beneficial perspective that will lend itself well for the City.

My employment began as the Payroll, Payables and Utility Technician. Over the years I have been able to work all positions from Accounting Technician I to Assistant Finance Director. As the Assistant Finance Director I have been responsible for training every position in the Department and also working with the four permanent and two interim Finance Directors that have worked for the City in the past twelve years. These years have provided many opportunities to work with customers and many agencies that are intricately involved with the City. I have been responsible for tasks such as internal controls, property tax assistance, emergency preparedness, technology support, human resources, reconciliations, grant reporting and much more.

Dillingham has been my home for the past twelve years. I have children who have attend both private and public school. I am a home owner, actively involved with my church and working with a program for girls. My husband has been an educator in this community for sixteen years. This is my home and where I want to invest my time to make improvements. We have no plans to leave Dillingham.

It is my desire to create a work environment that encourages career development, teamwork and a place that staff will want to work long term. I am encouraged by the current environment that is being developed by Administration and I want to be a part of that team. I am a quick learner and capable of learning what is needed to get a job done well.

Thank you for your consideration,



Anita Fuller

Assistant Finance Director

FY 2019 PAYMENT IN LIEU OF TAXES ~ APPLICATION
 CFDA 15.226

NAME OF MUNICIPALITY CITY OF DILLINGHAM	VENDOR NUMBER CID84836	TAX ID NUMBER 90-0030674
CONTACT NAME Tod Larson	CONTACT EMAIL ADDRESS manager@dillingham.ak.us	
MAILING ADDRESS PO Box 889	CONTACT PHONE NUMBER (907) 842-5148	
CITY, STATE, ZIP CODE DILLINGHAM, AK 99576	FAX NUMBER (907) 842-2060	

Eligibility requirements Per 3 AAC 152.100:

To be eligible to receive a distribution under the payment in lieu of taxes in the unorganized borough program a city must

1. Be located within the circumference of the boundaries of a federally designated area in the unorganized borough;
2. Be incorporated as a city under AS 29.04.010 - 29.04.020 before July 1 of the state fiscal year in which the distribution is requested;

Submit application no later than June 1, 2018

CERTIFICATION:

As the highest ranking official, I certify the City of Dillingham understands
(Name of Municipality)
 the requirements for receiving the Payment in Lieu of Taxes (PILT) funding and agrees to comply with all laws and regulations governing the PILT program.

Tod Larson
 Signature (Highest Ranking Official)

5/10/18
 Date

Tod Larson, City Manager
 Printed Name and Title

E-mail
caa@alaska.gov
Subject Line: "Municipality Name, FY19 PILT"

Or

Mail
State of Alaska DCCED
Payment In Lieu of Taxes
PO Box 110809 Juneau AK 99811



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

Department of Natural Resources

COMMISSIONER'S OFFICE

550 W. 7th #1400
Anchorage, AK 99501
Main: 907.269.8431
Fax: 907.269.8918

May 2, 2018

Re: Solicitation of Interest for Service on the Bristol Bay Advisory Group

Dear Alaskan,

The Alaska Department of Natural Resources (DNR) appreciates your interest in serving on the Bristol Bay Advisory Group (BBAG). DNR seeks a broad range of perspectives and applicants with direct knowledge of and/or reliance on the region's natural resources who are willing to work cooperatively to identify resource management issues and potential solutions. If you are interested in appointment to the BBAG, please review the following information and submit a resume, cover letter, and application as described below.

Your cover letter should 1.) identify the organizations or interest(s) that you would represent on the advisory group, 2.) describe your knowledge and experience related to natural resources in the Bristol Bay region, 3.) and discuss your experience working with diverse stakeholders to achieve consensus.

In selecting members for the BBAG, we seek people who are knowledgeable about the region and who can:

- 1.) Present and review information in a respectful manner;
- 2.) Listen to and understand other points of view;
- 3.) If representing formal entities or stakeholder groups, keep these organizations or groups briefed on the process; and
- 4.) Strive for consensus in making recommendations.

Please complete the following application and submit it along with a resume and a cover letter to:

By mail:

Attention: Bristol Bay Advisory Group Recruitment
Office of the Commissioner
Alaska Department of Natural Resources
550 West 7th Avenue, Suite 1400
Anchorage, AK 99501

By e-mail:

dnr.commissioner@alaska.gov

Please direct questions regarding the application process and the BBAG to dnr.commissioner@alaska.gov.

Continue to the next page for the BBAG application.

Alaska Department of Natural Resources'
Bristol Bay Advisory Group Application
(Please use as many lines needed to answer accurately and completely.)

Name *(First, M.I., Last)*

Home/Message Phone: **Business Phone:** **Cell Phone:**

Permanent Mailing Address *(Street #, City, State/Zip):*

Permanent Residence Address *(Street #, City, State/Zip):*

Email Address:

Education/training/experience you would bring to this board:

Amount of time you are willing to spend on board business per month:

Occupation:

Employer/Location:

Volunteer experience:

Current Organizational Affiliations:

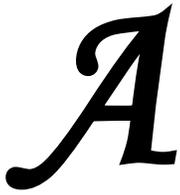
Are you a resident of the Bristol Bay region? Y/N

If no, how much time in a year do you spend in the region?

If no, how much time in a year do groups that you would represent as a member of the BBAG spend in the region?

How do you use the natural resources in Bristol Bay?

**Have you been convicted of a misdemeanor within the past five years or a felony within the past ten years?
Y/N**



Alice Ruby
P.O. Box 121
Dillingham, Alaska 99576
(907) 842-5272

May 17, 2018

Office of the Commissioner
Alaska Department of Natural Resources
550 West 7th Avenue, Suite 1400
Anchorage, AK 99501

Dear Commissioner:

With this letter I am submitting my application for a position on the Bristol Bay Advisory Group. I currently serve as the Mayor of the City of Dillingham and feel that I can represent our community and our residents.

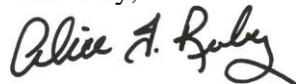
I have been actively involved with local and regional organizations for most of my working career, including involvement with the former Coastal Resource Service Area Board in a seat appropriated for the area surrounding the community of Dillingham. I am familiar with the Bristol Bay Area Plan and the history of its original development.

As the Mayor of the City of Dillingham, I have been active in our efforts to govern and plan for our community. I am experienced in dealing with the public on issues that are sometimes controversial and, in fact, have led meetings with sometimes very emotional citizen groups in attendance. I believe strongly in assuring that citizens are informed and have an opportunity to participate; especially as a part of seeking a consensus.

Please do not hesitate to contact me if further information is desired. You are welcome to contact me at either my home or work place at any time.

Thank you in advance.

Sincerely,



Alice Ruby

Alaska Department of Natural Resources'
Bristol Bay Advisory Group Application
(Please use as many lines needed to answer accurately and completely.)

Name: Alice J Ruby

Home/Message Phone: (907) 842-5272 **Business Phone:** (work)(907) 842-4370
Cell Phone: (907) 843-1306

Permanent Mailing Address): (personal) P.O. Box 121, Dillingham, Alaska, 99576

Permanent Residence Address: (personal) 1818 Aleknagik Lake Road, Dillingham, Alaska, 99576

Email Address: (personal) kajrubnt@nushtel.com (Mayor) alice.ruby@dillinghamak.us

Education/training/experience you would bring to this board:

- Bachelor's Degree, Western Washington University, Urban and Regional Planning
- 20 years' experience as Land Manager then Director of Operations with Choggiung Ltd., the village corporation for Dillingham, Ekuk and Portage Creek. Actively involved in the development of the ANCSA 14© plans for Dillingham and other surrounding communities and the commercial recreational lease program on the Nushagak River.
- Chairwoman of the Bristol Bay Coastal Resource Service Area Board. Actively participated in the development of the Bristol Bay CRSA Plan and the Nushagak/Mulchatna Recreation Management Plan (Area Meriting Special Attention designation).
- Actively involved in the formation of the Nushagak/Mulchatna Land Trust now the Bristol Bay Heritage Land Trust
- Advisory committee member, Bristol Bay Heritage Land Trust
- City Council member, City of Dillingham since 2000 to 2006
- Mayor, City of Dillingham 2006 to current

Amount of time you are willing to spend on board business per month: 10 hours average but can arrange to spend the time that is needed.

Occupation:

Director, Economic Development and Brokerage, Bristol Bay Economic Development Corporation
Mayor, City of Dillingham – not a paid position. City of Dillingham has a manager form of government and elected officials do not receive compensation.

Employer/Location:

BBEDC – Dillingham, Alaska
City of Dillingham – Dillingham, Alaska

Volunteer experience: served on numerous boards, committees and commissions in a volunteer capacity. Served as Dillingham Rescue Squad Director (volunteer ambulance service) and Fire Chief for numerous years. Volunteer with local groups to assist with community events and support local organizations including school events, landscaping public places, community clean up, events to raise funds and support my community.

Current Organizational Affiliations:

Mayor of the City of Dillingham and associated responsibilities as Chair of City committees
Board Member of Southwest Alaska Municipal Conference
Member of the Advisory Committee for Sea Grant Alaska Marine Advisory Program

Are you a resident of the Bristol Bay region? Yes

If no, how much time in a year do you spend in the region?

If no, how much time in a year do groups that you would represent as a member of the BBAG spend in the region?

How do you use the natural resources in Bristol Bay? Participate in harvesting local resources for personal use, especially fish and berries. Also boating, camping, some wildlife viewing. Gardening and outdoor recreation with family members. Several members of my family are commercial fishers and I provide onshore support however I am not a commercial fisher.

Have you been convicted of a misdemeanor within the past five years or a felony within the past ten years?

No

Resume

Alice J. Ruby

P.O. Box 121, Dillingham, Alaska 99576, 907-842-5272 hm, 907-842-4370 wk

Educational Background

Graduate Dillingham City Schools 1972, Valedictorian

Participated in Dillingham City Schools foreign studies program in 1972 which included 2 months travel through Japan

Attended University of Alaska Fairbanks 1972-74

Graduate Western Washington University, Bellingham Washington, 1982

Bachelor of Science Degree in Urban and Regional Planning

Employment Highlights

Department of Community and Regional Affairs, 1976, 1977, Division of Community Planning, Clerk, Larry Kimball, Supervisor. Administrative support position.

Department of Transportation and Public Facilities, 1978, 1979, Division of Facilities Procurement and Planning, Clerk, Larry Kimball/Kit Duke, Supervisor. Administrative Support position.

Bristol Bay Native Association, Summer 1980, CETA Summer Youth Coordinator, Deborah Tennyson, Supervisor. Develop and manage a summer youth program.

Choggiung Limited, 1982 to 2003, progressive promotions from Land Planner to Land Manager to Director of Operations, Judi Nelson/Tim Troll/Karl Potts, Supervisors. Duties included policy development, land development, management and oversight of all lands owned by Choggiung Ltd. The Director of Operations duties also included oversight of the Bristol Inn as well as all commercial lease operations owned by the corporation.

Bristol Bay Economic Development Corporation, 2003 to 2004 Grant Manager, Bryce Edgmon, Chief of Operations, Supervisor. Duties included research, write and manage grants to fund existing and future desired programs.

Bristol Bay Economic Development Corporation 2004 to present, Director of Economic Development Program and Permit Brokerage, Chris Napoli, Chief Administrative Officer, Supervisor. Develop and manage programs that contribute to the economic development of BBEDC communities including the community grants program, technical assistance program, interest rate assistance and the Bristol Bay Permit Brokerage.

Other Interests and Civic Activities

Current Mayor and previous Council member, City of Dillingham

Board Member, Southwest Alaska Municipal Conference. During my tenure

I also held the position of President for three separate terms.

Member, Sea Grant Alaska Marine Advisory Program Advisory Committee

Advisory Member to Nushagak/Mulchatna Wood/Tikchik Land Trust Board of Directors

Previously, member of the UAF Cooperative Extension Service Advisory Committee

Previously, Board Member and Chairwoman of Bristol Bay Coastal Resource Service Area Board

Past Member of Dillingham Volunteer Fire Department & Rescue Squad. During my tenure

I held the following positions: EMT I/II, Firefighter, Rescue Squad Director, Fire Chief

Previous member of Southwest Alaska Regional Artisans and Producers Cooperative

Past Board member of Western Alaska/Nushagak Classic Sled Dog Association

Past member of Alaska Coastal Policy Council

Past member of Dillingham Planning Commission

Past Board member of SAFE
Past member, UAF Cooperative Extension Service Advisory Committee

References

H. Robin Samuelsen, CEO
P.O. Box 412
Dillingham, Alaska 99576
(907) 842-5335
sockeye1@nushtel.net

Representative Bryce Edgmon
P.O. Box 84
Dillingham, Alaska 99576
(907) 842-1729
Rep.Bryce.Edgmon@akleg.gov



Alaska Marijuana Control Board

Form MJ-08: Local Government Notice Affidavit

What is this form?

A local government notice affidavit is required for all marijuana establishment license applications with a proposed premises that is located within a local government, per 3 AAC 306.025(b)(3). As soon as practical after initiating a marijuana establishment license application, an applicant must give notice of the application to the public by submitting a copy of the application to each local government and any community council in the area of the proposed licensed premises. For an establishment located inside the boundaries of city that is within a borough, both the city and the borough must be notified.

This form must be completed and submitted to AMCO's main office before any new or transfer license application will be considered complete.

Section 1 - Establishment Information

Enter information for the business seeking to be licensed, as identified on the license application.

Licensee:	RAY D KASE JR	License Number:	17948
License Type:	LIMITED MARIJUANA CULTIVATION FACILITY		
Doing Business As:	J & R Green Farm		
Premises Address:	3944 BEA AVE, P.O. BOX 998		
City:	Dillingham	State:	AK
		ZIP:	99576

Section 2 - Certification

I certify that I have met the local government notice requirement set forth under 3 AAC 306.025(b)(3) by submitting a copy of my application to the following local government (LG) official(s) and community council (if applicable):

Local Government(s): CITY OF DILLINGHAM Date Submitted: MAY 9 2018

Name/Title of LG Official 1: _____ Name/Title of LG Official 2: _____

Community Council: _____ Date Submitted: _____
(Municipality of Anchorage and Matanuska-Susitna Borough only)

I declare under penalty of unsworn falsification that this form, including all accompanying schedules and statements, is true, correct, and complete.

Signature of licensee

Notary Public in and for the State of Alaska

Printed name of licensee

My commission expires: _____

Subscribed and sworn to before me this _____ day of _____, 20____.