



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 – FY17 Audit Report	6:00 P.M.	MARCH 8, 2018
WORKSHOP – Quarterly Review of the Financial Statements	6:30 P.M.	MARCH 8, 2018
REGULAR MEETING	7:15 P.M.	MARCH 8, 2018

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES

- a. Regular Council Meeting, February 1, 2018page 3

4. APPROVAL OF CONSENT AGENDA

APPROVAL OF AGENDA

5. STAFF REPORTS

- a. City Manager and Staff Reports.....page 9
- b. Standing Committee Reports (*minutes in packet*).....page 33

6. PUBLIC HEARINGS

- a. Ordinance No. 2018-01, An Ordinance of the Dillingham City Council Amending Title 4.15.200 Foreclosure List, Timeframe to Present the Foreclosure List to Council (*Introduced February 1, 2018*)page 37

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

- a. Nushagak Hydro Project Feasibility Presentation – Bob Himschoot

8. ORDINANCES AND RESOLUTIONS

- a. Adopt Ordinance No. 2018-01, An Ordinance of the Dillingham City Council Amending Title 4.15.200 Foreclosure List, Timeframe to Present the Foreclosure List to Council (*Introduced February 1, 2018*).....page 37

- b. Adopt Resolution No. 2018-04, A Resolution of the Dillingham City Council Accepting the Year End Audit for the Fiscal Year Ending June 30, 2017.....page 41

9. UNFINISHED BUSINESS

- a. Ordinance No. 2017-10 (SUB-1), An Ordinance of the Dillingham City Council Amending 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 (*Tabled February 1, 2018*)
- b. Citizen Committee Appointments
- c. Progress Report
 - 1) Dave Carlson House Property
 - 2) Territorial School

10. NEW BUSINESS

- a. Schedule a Board of Equalization Organizational Meeting for April 26 at 5:30 PM
- b. Schedule a Regular Meeting of the BOE for May 17 at 5:30 PM

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

12. COUNCIL COMMENTS

13. MAYOR'S COMMENTS

14. ADJOURNMENT

1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on February 1, 2018 at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:00 p.m.

2. ROLL CALL

Mayor Ruby was present.

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

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

Staff in attendance:

Tod Larson	Lori Goodell	Dan Pasquariello
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3. APPROVAL OF MINUTES

- a. Regular Council Meeting, January 4, 2018

MOTION: Chris Maines moved and Aksel Buholm seconded the motion to approve the minutes of January 4, 2018.

VOTE: The motion passed as amended unanimously by voice vote.

4. APPROVAL OF CONSENT AGENDA

There was no consent agenda.

APPROVAL OF AGENDA

MOTION: Paul Liedberg moved to approve the agenda and Chris Maines seconded the motion.

Susan Isaacs will be added to Citizens Discussion as item 7.b.

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:

- Confirmed that the State MMG grant funding deadline is coming up, the balance is approximately 1 million after all current payments are made. The request to the State to use this funding for the streets project is contingent upon ADOT completing a bid by April 15. ADOT isn't looking at this project until next year;
- The ISO rating for Dillingham has gone from a 6/9 to a 5/5X. Insurance companies utilize this rating when determining rates. Excellent job to the Fire Department for their dedicated work.

Discussion:

- City Manager can inquire with Rep. Edgmon's office regarding a possible extension on the MMG grant;
- Current status of the camera system is being evaluated. Repairs required to bring the entire systems back up is not cost effective. The system will be downgraded; funding is being explored to make several locations viable;
- Mid-year budget is being looked at by the Finance Director and Department Heads, adjusted budget will be going to the Finance & Budget Committee for review before going to Council;
- Proposals are being acquired to assess the direction to go with the ice machine;
- Minimal staffing and reduced budget at the Senior Center can be addressed during the FY19 budget meetings.

b. Standing Committee Reports

Chris Maines, Code Review Committee:

- After an attorney review Ordinance 2018-01 was amended to delete section 3 and is now recommended to Council for consideration;
- The committee discussed several items regarding code that have come to their attention; Animal code as it pertains to vicious animals , and when sales tax is applied (requested by the Finance Director 4.20.020 for review);
- The committee has reduced the long list of items they have been working on and is considering reducing the meeting schedule to quarterly / and as needed.

The City Council had no objections to adding the two issues to the Code Review Committee to do list and revising the meeting schedule.

Paul Liedberg, Finance and Budget Committee:

- Three items were discussed at the 1/22/18 meeting; Ordinance 2017-10 changes, Oct. and Nov. financials, and preliminary schedule for the FY19 budget season.

6. PUBLIC HEARINGS

- a. Ordinance No. 2017-10 (SUB1), An Ordinance of the Dillingham City Council Amending 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

Feedback from the City Attorney suggests this ordinance needs more attention. Council will not be adopting this ordinance tonight. There was no other discussion.

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

- a. JD Palin – \$5,000 Sales Tax Cap

Mr. Palin is asking Council to retract the recent increase in the tax cap noting the following:

- Major competition comes from Anchorage and the market is already tight;
- Increased sales tax cap will take L&M Supplies out of the competitive market, leading to loss of sales and decreased business;
- If they cannot meet minimum orders they will lose partnerships with dealerships, which will put local business relationships, inventory and parts, at risk as well;
- A forecasted decrease of 40% will lead to layoff of 5-7 employees;
- Asks the City to consider ways to help business grow, not put sales at risk.

- b. Susan Isaacs – Chamber of Commerce project requests

- The Chamber of Commerce is defunct and accounts have been closed;
- There is a small amount of money that can be used for projects;

- A list of three proposals has been recommended: Find a new home for the Wooden Bear, Fire Hall Mural Restoration, and Welcome to Dillingham sign repainting;
- The Arts Council or others can be partners on these projects;
- Assistance with funding and physical work will be needed. Also, is looking for approval and a location from the City to relocate the wooden bear;
- Would like to have these projects completed this summer.

Gordon Issacs

- Tax on large ticket items gets, pretty big and is a regressive tax driving business out of town resulting in less tax overall. Would like to see the old tax cap reinstated;
- Susan is looking for permission from the city to move forward on the projects.

8. ORDINANCES AND RESOLUTIONS

- a. Adopt Ordinance No. 2017-10 (SUB1), An Ordinance of the Dillingham City Council Amending 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

MOTION: Paul Liedberg moved and Andy Anderson seconded the motion to adopt Ordinance 2017-10.

Discussion:

Attorney review was received today with two additional versions of this ordinance for consideration. There has not been time for an evaluation or comparison to the existing Ordinance. Staff will analyze and get a report to the Finance and Budget Committee.

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to table Ordinance 2017-10 until the March 1, 2018 council meeting.

VOTE: The motion to table Ordinance 2017-10 passed unanimously by voice vote.

- b. Introduce Ordinance No. 2018-01, An Ordinance of the Dillingham City Council Amending Title 4.15.200 Foreclosure List, Timeframe to Present the Foreclosure List to Council

MOTION: Chris Maines moved and Paul Liedberg seconded the motion to introduce Ordinance 2018-01.

VOTE: The motion passed unanimously by voice vote.

- c. Adopt Resolution 2018-02, A Resolution of the Dillingham City Council Adopting the State of Alaska Local Government Model General Administrative Records Retention Schedule

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

General Index for the Records Retention was included in the packet, the full list is available for council review. Adopting a standardized schedule is important to records management. This schedule has been vetted by the state.

VOTE: The motion passed unanimously by voice vote.

- d. Adopt Resolution 2018-03, A Resolution of the Dillingham City Council Expressing Support for Preferred Routes for a Manokotak – Dillingham Road

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

Feasibility study is available if council would like a digital copy. Bristol Engineers has it available through their website as well. Dillingham residents preferred route 4 shown on the survey in the study. This is also on the Curyung Tribal Council long range transportation plan.

VOTE: The motion passed as amended unanimously by voice vote.

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments

- 1) Senior Advisory Commission, 1 Seat Open

One letters of interest was received from John Heyano for Seat A. Mayor Ruby recommended that Mr. Heyano be appointed to the Senior Advisory Commission.

MOTION: Chris Maines moved and Tracy Hightower seconded the motion to concur with the Mayors recommendation.

VOTE: The motion to appoint John Heyano to the Senior Advisory Commission passed unanimously by voice vote.

- b. Progress Report

- 1) Dave Carlson House Property
2) Territorial School

There are no updates at this time.

10. NEW BUSINESS

No was no new business

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

There was no discussion

12. COUNCIL COMMENTS

Paul Liedberg:

- Appreciate JD's comments, noting there was not much input when council was considering this ordinance with the tax cap. Might be appropriate for Code Committee to put on their agenda to have another discussion about this new information. Concerned about regressive part, and potential loss of revenue.
- It is a balancing act between collecting and spending;
- Thanks to staff.

Discussion

- Add this item to the Code Review Committee agenda; just tax cap, not the entire section;
- There was very little involvement on this issue during the recent discussion on Ordinance 2017-08;
- Research included numerous communities as comparisons and all seem to be doing the same structure. Is there a happy medium that can be found?

Aksel Buholm:

- What options are available regarding the tax cap? Can a petition be done and the issue be on the ballot if nothing happens with council?
- Knows there is a slim margin of markup, and that the market is competitive;
- The potential for job losses is concerning;
- Would like the committee to reverse this.

Tracy Hightower:

- Has issues with Ordinance 2017-10 (SUB 1), raising a tax cuts into profit margins and has a negative impact on local businesses;
- Questions the wording about persons bringing tobacco products into the city must turn in sales tax return, will create a black market;
- City lost a former employee on January 9th. Asks that his sister and her family is kept in your prayers.

13. MAYOR'S COMMENTS

Mayor Ruby:

- Reminder that there will be council training on February 15, can spend a few minutes at the end of training discussing priorities;
- SWAMC conference is March 1-2. There is not much available in the council budget for travel, but the city could help with registrations if anyone will be in Anchorage. March 1st is a council meeting, Mayor has attended by phone in the past. Council can be polled to see if moving the regular meeting to March 8th is an option;
- Gary Peters worked for the city in several positions and left many with good memories. He volunteered his time and started the youth nights years ago. Contributed a lot to the community;
- Chamber of Commerce request – will ask Todd to take this to the department heads for suggestions and recommendations, they can help with implementing a plan. Not for the city to take over the projects but to support the projects. City doesn't have the resources to take over, identify other organizations that can partner with the Chamber to make these projects happen. Council has no objections to these projects;
- A moment of silence was observed for all those lost since the last meeting.

15. ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:18 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: February 27, 2018
To: Mayor and City Council
From: Tod Larson
Subject: March 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:	Cameron Malstrom – Receivables Tech Susan (Suzi) Newman – Cashier
Resignations:	Hope Jackson – PW Assistant Stephanie Koutchak – Dispatch
Transfers:	Jacob Neilson – Landfill from Cashier Andrea Naylor – Dispatch from Corrections
Position Vacancies:	Police Officer X2 Corrections Officer PW Office Assistant

Training – The Ethics and Code of Conduct course in our Professional Development series had to be rescheduled to April 3rd as I was out of town unexpectedly on February 20th. The March session is on March 20th and the topic is Leadership.

ISO Upgrade – This was a great news story for our City. The Insurance Services Office (ISO) rating for Dillingham was improved from a 6/9 to a 5/5X rating. The ISO rating is a comprehensive evaluation about the City of Dillingham's Fire Department and infrastructure relating to the ability to respond to fires. It looks at things like fire hydrant pressure and capacity, the type of equipment the fire department has, the training records of the volunteers, and the number of volunteers in the department, etc. The lower the number, the better we are situated. Our rating is effective February 1, 2018. The great thing about this (beyond our excellent fire department) is that the improved rating may bring the cost of home insurance down. I say may because each insurance company is different, but I highly recommend that all citizens contact your insurance

company and tell them that Dillingham's ISO rating improved to 5/5X on February 1, 2018 and ask them if it will bring your insurance premium down. Having said this - we really need volunteers. This is one of the areas in the evaluation that we could do much better. (Beyond a rating, is the ability to take care of a fire emergency in your home when you need them.) Thank you to our Fire Department!

Ice Machine – We received an estimate to replace our current ice machine of approximately \$700,000. The Public Works director is working with a Seattle specialist to schedule the visit to look at our machine. We are at the mercy of his schedule. We made a conscious decision to bring in an expert in this industry to assess our system and give us a quality review.

Budget – The Finance and Budget Committee met on February 26th and set the budget preparation calendar for FY19. I'm reviewing all department budgets from March 7-9 with the Department Head and delivering the completed product to the Finance Officer as the draft FY19 budget ready to be presented to the Finance and Budget Committee on March 19th.

Wage Study – Much of the basic data has been collected and now we will be pouring over the data and assembling it into a plan to present to the City Council in the future. Conducting the study is a complex and time consuming project.

Critical Projects – The city staff is working diligently towards a solution for the wastewater lagoon aeration. The samples are coming back out of compliance and we are having to complete violation reports. The engineers feel confident that the samples will come back within the acceptable range if we are able to replace the poor aeration system with a new system to introduce enough dissolved oxygen to treat the wastewater correctly. Secondly, we are working on a solution for the test wells for the landfill. Both of these projects are critical and we are pressured to come up with a solution in order to meet State Regulatory Guidance.

AMLJIA Dock Discussion – I'm conducted an investigation in order to determine exactly what occurred and determine the road ahead. This is a dated issue that began four years ago and has not been resolved yet. I'll provide the council with a copy of the investigation with recommendations once I've completed it.

Upcoming Events.

- SWAMC Conference March 1-2 in Anchorage.
- City Manager/Department Head Budget Review Meetings March 7-9.
- The First Budget Session for FY19 begins on March 19th with one scheduled approximately every week through May.
- Beaver Round-Up March 21st – 25th.
- BBEDC Career Fairs March 27th-28th.

Respectfully Submitted,
Tod Larson

City of Dillingham

House District 37 / Senate District S

~ 2/22/18 ~

30th Alaska State Legislature ~ 2nd Session

FEBRUARY 2018 – LEGISLATIVE REPORT

Cliff Stone / City Lobbyist

~ U.S. Senator Lisa Murkowski addresses the Legislature ~



The senior senator from Alaska gave a rousing speech before a joint session of the Alaska Legislature today. U.S. Senator Lisa Murkowski spoke optimistically about several topics that have been in the news lately. She briefly touched on the opening of ANWR and the 1002 area that was part of the tax reforms to come out of Congress. She noted it would still be ten years or more before we realize any benefit, but it's a step in the right direction.

She touched on new investments for our military including the deployment of new cutters for the Coast Guard. She highlighted the land exchange that will finally get a road from King Cove to health facilities in nearby Cold Bay. The subjects of mining, tourism, renewable energy, and health care all received attention in her talk.

She discussed the nationwide opioid addiction epidemic that has swept the country as well as the most recent and horrific act of violence and murder on school grounds in Florida. She asserted that people will need to come together and confront this issue in a multifaceted way that addresses guns, mental health, and security needs of the schools. She emphasized that there is no simple fix for these acts and for the plague of opioid abuse.

To watch her speech, go to <http://www.360north.org> or you can query www.youtube.com for a link to her remarks. Next Monday – Feb. 26th, Senator Dan Sullivan is scheduled to provide his address before the Legislature.

The House Finance operating budget subcommittee process has been in full swing these last few weeks with over 20 meetings this last week alone. These subcommittees are closing out their review process and will be making recommendations to the full House Finance Committee in the form of narratives, proposed amendments, and financial reports. All of these will be posted on BASIS under the Legislative Finance website in the near future.

The FY18 Supplement Budgets (HB 321 and SB 168 respectively) was read across on Jan. 31st. As in every year, a “fast track” supplemental is developed for those items that need to be funded as soon as possible as they are time sensitive. The other supplemental items are then typically rolled into the Capital budget bill.

The supplemental can include various items such as additional funding to address certain department shortfalls, accepting new grants, legal obligations, and a regular item that is seen almost every year is higher than anticipated wildfire expenses.

While on the subject of finances, I couldn't let the fact that former State Senator Al Adams was honored this past week. He had passed away in 2012 at the age of 70. Earlier in 2017, the Legislature unanimously voted to dedicate the House Finance Room in his honor. Not only was he a champion for the people of rural Alaska, he was a driving force behind the creation of the Power Cost Equalization Program to stabilize energy costs, thus providing economic assistance to rural areas. He was a true gentleman and one of the nicest individuals I've had the pleasure to know in my lifetime.



LEGISLATIVE APPOINTMENTS

Since my last report in January, none of the names previously listed were selected to fill the seat left vacant in House District 40 after the resignation of Dean Westlake. John Lincoln of Kotzebue was sworn into office on Jan. 31st after being appointed and subsequently confirmed by House Democrats. Rep. Lincoln is a vice president for the NANA Corp. and sits on the tribal council for the Native Village of Kotzebue. He's also a pilot and has worked as an EMT for the Kotzebue Volunteer Fire Department.

After two failed attempts at filling the Senate District E, another name has come forward for consideration by Senate Republicans. The governor has now appointed Mike Shower of Wasilla. He rose to the rank of Lt. Colonel in the U.S. Air Force and now flies for FedEx. After one previous appointment was rejected by the Senate R's and another appointee withdrew his name from consideration, it is hopeful the citizens of the Valley get full representation with this selection. *Late update 2/22: Mr. Shower was confirmed and will be sworn into office by the time you receive this report.*

Another seat that became open since the last report is House District 38. Zach Fansler's resignation became effective Feb. 12nd. Since that time, three names have been provided to the governor for his consideration by Democrats from that district. As you've probably seen in the news, they are Yvonne L. Jackson, Raymond "Thor" Williams, and Tiffany Zulkosky. Two of the candidates are former mayors of Bethel. All three of them have been very active in their communities through work and other organizations. *Late update 2/22: Ms. Zulkosky was appointed to fill this seat. House Democrats will still have to confirm her, but it is anticipated she will be approved and sworn into office.*

All of these newly appointed legislators are expected to serve out the terms of their office. The two House members as well as the Senate member will have the option to run for their seats this summer in the primaries and if successful, also run in the fall general elections.



BALLOT INITIATIVES

I indicated in my last report, that I would provide more information on the two initiatives that are slated for the ballot this year. For this subject, I'll focus on the "Stand for Salmon" initiative, which was declared invalid by the state, but the Alaska Superior Court ruled in favor of the initiative. The decision is under appeal. I'll try and provide objective news so folks can make up their own mind if they're so interested.

I'll paraphrase from an article that appeared in the Anchorage Daily News of Feb. 11, 2018. The new law would mandate that nearly all waters in the state would be considered habitat for the spawning, rearing, or migration of any fish that spends a portion of its life in both fresh and salt water.

As stated, many of these waters are non-fish bearing. The article went on to say that the vague, overly broad wording of this proposed initiative will open the door for various legal interpretations, as such – lawsuits and extended battles in court.

I'll try and keep my eyes and ears open for any ruling by the court and report when suitable.

Again, if the Legislature fails to finish their work on time and go a week past the set deadline, the measures will appear on the general election ballot in November instead of the Primary election cycle.

BRISTOL BAY WATERSHED

I've copied the entire press release below from EPA's Region 10 in regards to the Bristol Bay Watershed. Undoubtedly you have seen portions of this story, but wanted to repeat it here because of its importance to your region.



EPA Administrator Scott Pruitt Suspends Withdrawal of Proposed Determination in Bristol Bay Watershed, Will Solicit Additional Comments

01/26/2018 – News Releases from Region 10 Contact Information: press@epa.gov

WASHINGTON (January 26, 2018) – Today, U.S. Environmental Protection Agency (EPA) Administrator Scott Pruitt is following through on his promise to restore the rule of law and process to the previous Administration's action to restrict mining in Bristol Bay, Alaska.

As a result of Administrator Pruitt's actions last summer, proponents of mining in the region were allowed to apply for a permit with the U.S. Army Corps of Engineers. Today, after hearing directly from stakeholders and the people of Alaska, EPA is suspending its process to withdraw those proposed restrictions, leaving them in place while the Agency receives more information on the potential mine's impact on the region's world-class fisheries and natural resources.

"We have restored process, reviewed comments, and heard from a variety of stakeholders on whether to withdraw the proposed restrictions in the Bristol Bay watershed," Administrator Scott Pruitt said. "Based on that review, it is my judgment at this time that any mining projects in the region likely pose a risk to the abundant natural resources that exist there. Until we know the full extent of that risk, those natural resources and world-class fisheries deserve the utmost protection. Today's action allows EPA to get the information needed to determine what specific impacts the proposed mining project will have on those critical resources."

This decision neither deters nor derails the application process of Pebble Limited Partnership's proposed project. The project proponents continue to enjoy the protection of due process and the right to proceed. However, their permit application must clear a high bar, because EPA believes the risk to Bristol Bay may be unacceptable. EPA intends to solicit additional public comment on the impact of the mining application on the existing proposed determination to better inform that analysis.

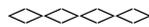
Background

In 2014, the Obama Administration issued what was widely considered a preemptive veto of the Pebble Limited Partnership mining project. This effectively brought the mine's application process and, more importantly, due process to a halt. Litigation resulted and continued into this Administration.

In May of 2017, Administrator Pruitt took the first step to rescind this due process denial and allow the Pebble mine proponents to proceed and progress through the process. EPA received over one million comments from interested stakeholders. Administrator Pruitt's action allowed the litigation to be resolved and the proponent's application was allowed to finally move forward. That application is proceeding through the Army Corps' permitting process.

Today's action is important for several reasons. First, EPA has serious concerns about the impacts of mining activity in the Bristol Bay Watershed. From public comments to community meetings, stakeholders stressed the importance of balancing a singular mine venture with the risk to one of the world's largest commercial fisheries. Second, for EPA not to express an environmental position at this stage would be disingenuous.

This action demonstrates the Agency's commitment to both the rule of law and process, and upholding the EPA's core mission of environmental stewardship. For more information and to read a copy of today's announcement in a pre-publication Federal Register Notice, visit: <https://www.epa.gov/bristolbay>.



NEW BILLS

<http://www.akleg.gov>

I've listed the bills below that have been introduced since the last report and could potentially have an impact on Dillingham. I will monitor these bills and any future bills introduced. Note: The bills listed are legislation introduced for the second session. I'll be tracking any older legislation as well if it pertains and seems to have movement. There could also be other legislation that pertains, but depending on the bill sponsor, I've purposely left it off this list because there is a high likelihood it will not go anywhere.

Please bring to my attention any other House or Senate legislation that you want me to keep track of. The bill descriptions below are very concise and may not convey the full intent of the legislation. I encourage you to review all new legislation as it's introduced.

****New legislation or legislation that has risen to a level of importance since the January report****

Budget/Fiscal Bills / FY19

SB 130 / Meyer – Voter Approval for New Taxes

SB 131 / Stevens – Education Funding; Separate Introduction and Deadline for Passage

*HB 213 / Parish – Public Schools Trust Fund (Currently worth approximately \$670 million)

HB 281 / SB 139 – Employment Tax

HB 282 / SB 140 – Alaska Economic Recovery Act

HB 283 / SB 141 – Biennial Budget *SB 141 State Affairs hearing

HB 284 / SB 142 – Capital Budget

HB 285 / SB 143 – Mental Health Budget

HB 286 / SB 144 – Operating Budget

HB 287 / Seaton – Education & Student Transportation (*Fund education early to prevent layoffs*)

*Passed House 2/7 - CBR vote failed, Scheduled Senate Finance 2/23

SB 131 / Stevens – Early Education Funding *Senate Finance hearing

SJR 9 / Stedman – Constitutional Amendment: Permanent Fund; Approval; Dividend

SJR 10 / Begich – Constitutional Amendment: Permanent Fund; POMV; Dividend

***HB 321/SB 168 – FY18 Supplemental Budget**

Community Assistance (CA) – Instead of the \$20 million for distribution in the FY19 Governor’s budget, this Supplemental transfers \$30 million from the PCE Fund to the CA Fund, which will then provide a distribution of \$30 million to Alaska communities in FY19. This is the same as this past year, so communities can count on the same amount as they received in FY18. I’ve bolded the above as these funds are vital to Dillingham as they are to the rest of Alaska.

- *HB 331/SB 176 – Issue Bonds for purchasing cashable Oil and Gas Exploration Tax Credits
- *HB 369 / LeDoux – Limit Budget Reserve Fund
- *SB 183 & SB 196 – Appropriation Limit and PF Distribution Limit

General Municipal Issues

- HB 256 / Eastman – PFD/Other Contributions to Agencies and Municipalities
- HB 267 / Edgmon – Release Hunting/Fishing Records to Municipalities
 - *HB 267 Passed C&RA, Resources hearing
- HB 271 / Claman – Municipal Regulation of Smoking in Certain Places
- *HB 294/SB 149 – Doubles Surcharges on Violations of Municipal Ordinances
- *HB 300 / Wool – Prohibits State/Muni Enforcement of Federal Marijuana Law if inconsistent State Law
- *HB 333 / Birch – Provides Muni may adopt Ordinance prohibiting cell phone use driving School Zones

Employee/Retirement Issues

- SB 148 / Governor – Background Checks for Police and Training
- *HB 236 / Kawasaki – Extends the Alaska Senior Benefits Payment program to June 30, 2022
Passed House 2/7, pending Senate Finance

Resources Issues

- HB 188 / Kreiss-Tomkins – Commercial Fisheries Entry Permits; Loans; Trusts
 - *Heard Fisheries on 1/25, 1/30, 2/20 – heard and held
- HB 260 / Saddler – Fish & Game Licenses; Electronic Form
- HB 263 / Knopp – Transportation Services for Hunters
- *HB 288 / Tarr – Oil and Gas Production Tax (Increases the minimum production tax from 4% to 7%.

Go to the website above and type in the appropriate bill number for more details on any legislation.



GOVERNOR'S CORNER

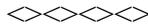
<http://gov.alaska.gov>

The governor’s office post press releases and other items of interest at the website above.

Although Judge Roy Madsen passed away late last year, the governor ordered all state flags to be flown at half-staff in late January. Not only was he a commercial fisherman out in Bristol Bay, he served in the U.S. Navy during WWII. While he had a varied career on the bench, he worked on the passage of the Alaska Native Claims Settlement Act, served on the Board of Regents for the University of Alaska, and helped establish a community college in Kodiak. He was a humble man and very interesting to talk with.

The 2019 Alaska Teacher of the Year Nomination period is now open. Any interested citizen may make nominations for Alaska Teacher of the Year. Deadline for nominations are due by April 2, 2018. If you have questions, they can be directed towards Cecilia Miller at AlaskaTOY@alaska.gov or call (907) 465-8703. As a side note, the 1995 Alaska Teacher of the Year was Elaine Griffin who taught in a small rural village school on Kodiak Island. She went on to become the National Teacher of the Year highlighted by a Rose Garden ceremony at the White House. I only mention this, as I was the person who nominated her for the local Kodiak award. You can make a difference – so consider nominating someone worthy!

First Lady Donna Walker has announced that nominations have opened for the 2018 First Lady's Volunteer of the Year Awards. Nominations are ongoing and will be accepted until close of business on March 5, 2018. They may be submitted online at <https://gov.alaska.gov/governor-home/meet-donna-walker/first-lady-volunteer-awards/> Recipients will be announced in late May after review by the First Lady and her executive committee.



COMMITTEE HEARINGS

Official committee work started up again on the first day of session. Go to the Legislature's homepage – <http://akleg.gov/index.php> 'Click' on *Daily Schedule* at the top of the page.

Live on the Web

Most committee hearings can be seen and heard on Gavel Alaska. It is broadcast on both local access TV and on the Internet. You can also access online archives from the following website:
www.360north.org

Live streams of the governor's speeches can be viewed at:

<http://gov.alaska.gov/Walker/multimedia/livestream.html>

Archives of past videos can be accessed from this site.

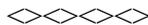
Streaming Video

Most committee hearings are also teleconference and available for viewing on the following website:

<http://alaskalegislature.tv>

Testifying

If you can't attend a hearing in person or at your local LIO you can participate by using the following numbers. It is always a good idea to check the committee schedule however to ascertain if they are accepting public testimony. In addition, please be advised that the toll-free number can only be used if you have had prior approval to call in from the appropriate committee chair. The toll-free number will be distributed at that time. In Juneau: (907) 463-5009.



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 House & Senate Committees <http://akleg.gov/docs/pdf/commlist.pdf>

2018 House and Senate Finance Sub-committee Members

HOUSE (2017) – <http://akleg.gov/docs/pdf/HFINSubcmte.pdf> (2018 pending)

SENATE (2018) – <http://akleg.gov/docs/pdf/SFINSubcmte.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.

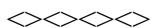
FY 2019 Governor's Budget – Key Elements <https://gov.alaska.gov/newsroom/2018/01/governor-walker-officially-unveils-bills-that-underpin-budget-plan>

FY 2019 Governor's-OMB Budget Proposal

<https://www.omb.alaska.gov/html/budget-report/fy2019-budget/proposed.html>

Alaska Tax Division – Fall 2017 Revenue Sources Book

<http://tax.alaska.gov/programs/documentviewer/viewer.aspx?1398r>



IMPORTANT DATES

Senator Dan Sullivan (Feb. 26, 2018 at 11:00 AM) Annual Address to the Alaska State Legislature.

Energy Council Meetings (March 15-18, 2018) in Washington, D.C.

Alaska Permanent Fund Dividend – Filing Deadline: March 31, 2018



~ End Report ~

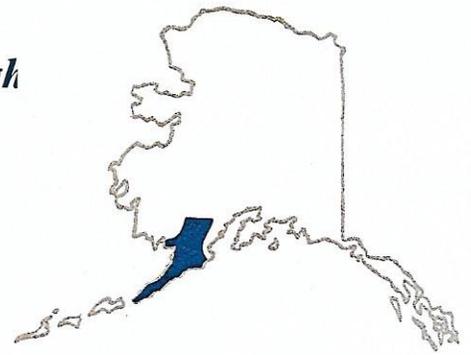
Be kind and take care of your family and friends! My heart is in tears over yet another mass school shooting.
~ Cliff



Lake and Peninsula Borough

P.O. Box 495
King Salmon, Alaska 99613

Telephone: (907) 246-3421
Fax: (907) 246-6602



2/5/18

Alice Ruby, Mayor
PO Box 1464
Dillingham, AK 99576

RECEIVED FEB 08 2018

Dear Mayor Ruby

The Lake and Peninsula Borough currently has bill in the Legislature, HB-267:

"An Act requiring the release of certain records relating to big game hunters, guided hunts, and guided sport fishing activities to municipalities for verification of taxes payable; and providing for an effective date." (<http://www.akleg.gov/basis/Bill/Detail/30?Root=hb267>)

Our borough imposes a use tax of \$3 per person, per day on professional guides operating within the borough's boarders. Without access to these records, the borough cannot know if guides are reporting honestly or even reporting at all. We estimate that between lost revenue and administrative costs of enforcement of the borough's tax code to be costing the borough in the range of \$50,000-\$100,000 a year. Current State Statute every governmental entity EXCEPT municipalities to access these records. Our bill is to put municipalities on the same level as all other governmental entities regarding these records.

As State revenue sharing has declined it has become more important than ever for municipalities to look to other sources of funding so important projects and services may continue for their citizens. We are reaching out to municipal leaders such as yourselves to ask for your support of HB-267. A letter or email expressing your support for this legislation to Speaker Edgmon's Legislative Aide, will help immeasurable and would be greatly appreciated.

Tim Clark
Office of Rep. Bryce Edgmon
Speaker of the House
Capitol Room 208
Juneau, AK 99801
Timothy.Clark@akleg.gov

Thank you, and please, if you have any questions or concerns, please don't hesitate to contact me.

Susan Edwards
Finance Officer

finance@lakandpen.com

Mayor
Alice Ruby

Manager
Tod Larson



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

MEMORANDUM

Date: February 23, 2018
To: Tod Larson, City Manager
From: Lori Goodell, City Clerk
Subject: Monthly Staff Report

TRAINING

The Elected Officials Training scheduled for 2/15 was postponed. It has been rescheduled for March 29th, 9am to 1pm.

WEBSITE

I had a one hour training with the host company that supports our website. I am working toward being more proficient and knowledgeable about how the site works and what all the capabilities are. GovOffice also offers online training that I will be taking as time permits.

CODE COMMITTEE

The Code Committee has been tasked with doing an update to Title 7.07. I have done some research among several other Alaska communities to assess what they have in code and to determine what might work the best here in Dillingham. I have put together a preliminary Ordinance that will go to Public Safety and then to Code Committee for review.

DISTRAINT

There is one fishing vessel ready for seizure. I am waiting for the chief to return to take this next step. I am also trying to find a phone number so can attempt to actually talk to the owner prior to seizure of an asset.

STANDING ITEM(S):

Liquor & Marijuana License Renewals/Transfers/New Licenses.

I just received a renewal for Willow Tree Inn. This renewal is for 2018-2019. I have the internal check going to Finance, Public Safety, and Planning. Then it will go to the Code Committee for review before coming to Council.

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

- Senior Advisory Commission – all seats are currently filled.
Three seats will expire in April. I have sent out letters to the incumbents as well as begun advertising on the website.

Records Retention Schedule

City Council adopted the State of Alaska Local Government Schedule. This will allow the records retention schedule to be updated and go through a legal review without any cost to the city, as well as standardizing the process. Again, the goal is to start back on this project late spring.

Helpful Tips

Motions

The motion to *Lay on the Table* enables the council to lay the pending question aside temporarily when something else of immediate urgency has arisen or when something else needs to be addressed before consideration of the pending question is resumed. Tabled items stay on the table until taken off or until the end of the next regular meeting.

The motion to *Postpone to a Certain Time* (or *Postpone Definitely*, or *Postpone*) is the motion by which action on a pending question can be put off, within limits, to a definite day, meeting, or hour, or until after a certain event. Postponed items are generally placed on the next meeting agenda under unfinished business.

Postpone Indefinitely is a motion when council declines to take a position on the main question. Its adoption kills the main motion (for the duration of the session) and avoids a direct vote on the question.

Motion	Debatable	Purpose
Lay on the table	No	Temporarily set aside
Postpone	Yes	Put off to specific time
Postpone indefinitely	Yes	Kill

City of Dillingham
 Revenues and Expenditures As of
 Unaudited Figures

December 31, 2017

December 31, 2016

	UnAudited			
	December 31, 2017	December 31, 2016		
	Budget - FY18	MTD	YTD	Percent
			YTD	YTD
				INC/(DEC)
REVENUES:				
<u>General Fund Revenues</u>				
General Sales Tax	\$ 2,700,000	\$ 227,368	\$ 1,274,457	\$ 1,292,514
Alcohol Sales Tax	300,000	21,024	143,154	140,439
Transient Lodging Sales Tax	85,000	5,615	45,692	43,884
Gaming Sales Tax	70,000	1,751	24,263	44,259
Total Sales Tax	3,155,000	255,759	1,487,566	1,521,096
Real Property Tax	1,900,000	(1,850)	1,915,285	1,702,044
Personal Property Tax	620,000	(260)	585,821	572,790
Total Property Taxes	2,520,000	(2,110)	2,501,106	2,274,834
Telephone Gross Receipts State Tax	70,000	-	-	-
Raw Fish Tax	300,000	-	398,350	167,849
Shared Fisheries	32,325	-	-	-
Revenue Sharing	106,192	-	132,686	132,833
Payment in Lieu of Taxes (PILT)	445,000	-	450,803	446,018
State Jail Contract	527,000	-	269,734	263,426
Admin Overhead	444,307	71,508	138,162	229,600
PERS on Behalf	109,226	8,580	56,387	63,104
Other Revenues	385,707	48,235	198,432	187,263
Total	2,419,757	128,323	1,644,554	1,490,093
Total General Fund Revenues	\$ 8,094,757	\$ 381,971	\$ 5,633,227	\$ 5,286,023
Special Revenue Funds Revenues & Transfers	2,983,138		1,750,091	1,561,423
Total Special Revenue Funds Revenues & Transfers	\$ 11,077,895		\$ 7,383,318	\$ 6,847,446
<u>Special Revenue Funds Revenues & Transfers</u>				
Water	192,694	17,159	114,274	113,572
Sewer	347,000	31,158	195,158	163,788
Landfill	1,047,233	108,718	336,192	399,455
Dock	734,926	1,030	773,037	557,657
Dock Insurance Payment	236,252	78,373	127,197	90,685
Boat Harbor	-	-	18,900	18,900
Asset Forfeiture Fund	87,000	5,704	34,243	38,314
E-911 Service	57,636	5,775	36,089	42,533
Library Grants	126,459	812	64,175	61,533
Senior Center (Grant)	153,938	33,728	50,827	93,886
Senior Center (Non-Grant)	-	-	-	-
Total Special Revenue Funds Revenues & Transfers	\$ 2,983,138	\$ 282,458	\$ 1,750,091	\$ 1,561,423
Fisheries Infrastructure	-	-	-	-
Borough Study Fund	-	-	-	-
Mary Carlson Estate Permanent Fund Revenue	3,500	-	(369)	194
Ambulance Reserve Capital Project Fund Revenue	60,500	-	-	-
Equipment Replacement Capital Project Fund	-	-	-	-
School Bond Project	-	-	54	54
Public Safety Planning	-	-	-	-
Debt Service Fund Revenue	1,146,150	210,575	210,575	271,171
Landfill Closure Fund	-	-	-	-
Total Capital Project Revenues & Transfers	\$ 1,210,150	\$ 210,575	\$ 210,259	\$ 271,365
Total Revenues & Transfers	\$ 12,288,045	\$ 875,004	\$ 7,593,577	\$ 7,118,811
				\$ 474,766

City of Dillingham
 Revenues and Expenditures As of December 31, 2017
 Unaudited Figures

	December 31, 2017			December 31, 2016	
	Budget - FY18	MTD	YTD	Actual	INC/(DEC)
EXPENDITURES:					
General Fund Expenditures					
City Council	\$ 43,000	\$ 2,584	\$ 28,923	\$ 37,543	\$ (8,620)
City Clerk	132,268	12,502	60,801	61,236	(435)
Administration	272,383	29,973	148,855	142,471	6,384
Finance	602,838	73,962	283,345	254,629	28,716
Legal	90,000	11,633	35,739	48,302	(12,563)
Insurance	125,000	38,896	79,792	100,702	(20,910)
Non-Departmental	167,971	7,352	87,961	103,777	(15,816)
Planning	145,555	9,915	45,133	53,808	(8,675)
Foreclosures	4,000	-	2,707	4,986	(2,279)
Meeting Hall above Fire Station	3,100	241	1,112	1,278	(166)
Public Safety Administration	153,690	18,510	74,413	78,342	(3,929)
Dispatch	473,070	65,454	261,022	228,477	32,545
Patrol	794,440	70,396	312,114	339,974	(27,860)
Corrections	628,995	73,644	294,617	285,751	8,866
DMV	42,614	5,085	21,225	19,258	1,967
Animal Control Officer	93,650	13,565	50,801	42,570	8,231
PS IT	-	-	-	-	-
Fire	240,223	20,340	95,192	103,262	(8,070)
Public Works Administration	168,665	21,430	89,884	79,793	10,091
Building and Grounds	313,926	23,990	128,211	151,523	(23,312)
Shop	316,902	19,168	142,251	110,666	31,585
Street	372,754	42,619	279,782	258,913	20,869
Library	100,700	10,973	49,985	44,095	5,890
City School	1,300,000	325,000	975,000	975,000	-
Transfers to Other Funds	1,547,510	325,943	450,274	546,125	(95,851)
Total General Fund Expenditures	\$ 8,133,254	\$ 1,223,175	\$ 3,999,138	\$ 4,072,481	\$ (73,343)
Special Revenue Funds Expenditures					
Nushagak Fish Tax	-	-	-	-	-
Water	224,775	71,669	127,992	87,722	40,270
Sewer	295,731	21,994	196,773	198,245	(1,472)
Landfill	1,047,233	48,277	339,366	402,829	(63,463)
Dock	675,459	133,250	771,551	439,216	332,335
Dock (ATD Damages)	-	-	-	-	-
Boat Harbor	232,252	33,336	127,386	91,747	35,639
Asset Forfeiture Fund	-	-	-	-	-
E-911 Service	47,307	-	-	-	-
Library Grants	57,636	6,323	40,840	41,546	(706)
Senior Center (Grant)	126,459	16,605	71,695	67,286	4,409
Senior Center (Non-Grant)	153,938	14,358	53,072	69,403	(16,331)
Total Special Revenue Fund Expenditures	\$ 2,860,790	\$ 345,813	\$ 1,728,676	\$ 1,397,994	\$ 330,682
Total General Fund Expenditures	\$ 10,994,044	\$ 1,568,988	\$ 5,727,814	\$ 5,470,475	
Fisheries Infrastructure Fund	-	-	-	-	-
Borough Study	-	-	662	19,037	(18,375)
Mary Carlson Estate Permanent Fund	5,800	257	\$ 6,745	1,270	5,475
Ambulance Reserve Capital Project Fund	10,000	-	64,546	7,859	56,687
Equipment Replacement Capital Project Fund	135,000	-	-	-	-
School Bond Project	-	-	-	-	-

Public Safety Planning	-	-	-	-	-	-
Debt Service Fund	1,146,150	-	-	\$ 210,575	271,171	(60,596)
Landfill Closure Fund	-	-	-	-	-	-
Total Capital Project Funds Expenditures	\$ 1,296,950	\$ 257	\$ 282,527		\$ 299,337	\$ (16,810)
Total All Expenditures	\$ 12,290,994	\$ 1,569,245	\$ 6,010,341		\$ 5,769,812	\$ 240,529
Revenues Over (Under) Expenditures	\$ (2,949)	\$ (694,241)	\$ 1,583,236		\$ 1,348,999	\$ 234,237

#DIV/0!

18%

-

271,171

(60,596)

-

-

1,146,150

-

-

-

-

-

-

-

City of Dillingham
 Revenues and Expenditures As of December 31, 2017
 Preliminary Figures - Unaudited

	Fund Bal. 6/30/2017 UnAudited	FY'18 Revenues	FY'18 Expenditures	Add or (-) Fund Bal	Fund Bal. 12/31/2017 Unaudited
General Fund	\$ 3,610,462	\$ 5,633,227	\$ 3,999,138	\$ 1,634,088	\$ 5,244,550
Nushagak Fish Tax	301,838	-	-	-	301,838
Fisheries Infrastructure Fund	67,480	-	-	-	67,480
Borough Study	37,442	-	-	-	37,442
Water & Sewer	(194,241)	309,432	324,765	(15,333)	(209,574)
Landfill	(188,733)	336,192	339,366	(3,175)	(191,908)
Dock	701,964	773,037	771,551	1,485	703,449
Boat Harbor	78,429	127,197	127,386	(189)	78,240
Asset Forfeitures Fund	11,026	18,900	-	18,900	29,926
E-911 Service	249,903	34,243	0	34,243	284,146
Library Grants (Books, Erate, etc.)	6,213	36,089	40,840	(4,751)	1,462
Senior Center	(38,710)	115,002	124,767	(9,765)	(48,475)
Mary Carlson Estate Permanent Fund	344,550	(369)	662	(1,031)	343,519
Ambulance Reserve Capital Project Fund	664,934	-	6,745	(6,745)	658,189
Equipment Replacement Capital Project Fund	88,890	-	64,546	(64,546)	24,344
School Bond Project Capital Project Fund	315	54	-	54	369
Public Safety Planning	28,885	-	-	-	28,885
Debt Service	-	210,575	210,575	-	-
Landfill Closure Fund	172,044	-	-	-	172,044
Other	2,693	-	-	-	2,693
Total	\$ 5,945,383	\$ 7,593,577	\$ 6,010,341	\$ 1,583,236	\$ 7,528,619

Mayor
Alice Ruby

Manager
Tod Larson



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

MEMORANDUM

Date: February 26, 2018
To: Tod Larson, City Manager
From: Braden Tinker, Fire Coordinator
Subject: Department Head Report

Summarization of EMS Responses – 16 Calls; 43.8 Total Man Hours

- 2 Breathing Problem
- 1 Cardiac Arrest
- 0 Medical Transport
- 1 Pain
- 1 Other
- 0 Stroke
- 0 Psychiatric
- 1 Traumatic Injury
- 0 Unknown
- 5 Fall Victim
- 1 Chest Pain
- 1 Overdose
- 2 Seizure
- 1 Sick Pierson
-

Summarization of Fire Responses 2 –Call; 3.2 Total Man Hour

Youth Rec Center- Stack Fire
BBAHC Mental Health BLDG. – False Alarm

PROJECTS COMPLETED

Medicaid, Medicare Application for Ambulance service mailed in.
Expanded Scope getting finalized with Dr. Stout

ON-GOING PROJECTS:

- EMT 2 Class In-Progress.
- AURORA Elite update and switch over will not happen until June of this year.
- Inventories of all equipment and updating the Department wish list.
- New member packet revision.

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Tracy Hightower
Chris Maines
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Paul Liedberg

MEMORANDUM

Date: February 26, 2018
To: Tod Larson, City Manager
From: Sonja Marx, Librarian
Subject: February Monthly Report

Both the Librarian, Sonja Marx, and the Assistant Librarian, Tona Hanson, will be able to attend the AkLA conference at the Dena'ina Center in downtown Anchorage from March 8-11, 2018. This year's theme is "Bridging the Gaps". Pre-conference workshops will begin on Thursday. This will be Tona's first time to attend an Alaska Library Association Conference. Since it's in Anchorage this year, there will be many more speakers and vendors attending, proving to be an exciting time for her. So much knowledge and training for staff is always gained by attending these conferences which thankfully are completely paid for with grant funds.

The Friends of the Library had a meeting on Saturday, February 3rd in which the Librarian was not able to attend as she was on vacation. Their meeting was very productive as they welcomed Tyler Bishop to their board. Elections were held with Board seats as follows: Susie Jenkins Brito, President; Tyler Bishop, Vice President; Rachel Bobbit, Treasurer; Shannon Clouse, Secretary; and Theresa Leitz, Member at Large. Under New Business, they set goals for 2018 and made purchases.

February is "Love Your Library Month". FOL provided a gift basket for a lucky patron who enters the drawing when they check out a book during the month. They also showed the movie "Wonder" on February 17th at the Elementary School.

Library Stat report for January 22nd – February 24th, 2018:

Patron Visits: 2,829 Computer Use: 772 Wireless Use: 203
Story Hour: 25 Other Visits (including Students): 290 Museum Use: 9
Movies Shown: 4 AWE Station Use: 52 Volunteer hours logged: 0

The Library will be closed Monday, March 26th for Seward's Day

Next LAB meeting Tuesday, February 27th at 5:30 pm at the Library

Mayor
Alice Ruby

Manager
Tod Larson



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

MONTHLY REPORT - PLANNING DEPARTMENT February 2018

To: Tod Larson, City Manager
From: Courtenay Carty, Planning Director

Planning Commission

The Planning Commission met on Thursday, February 15th. Two public hearings were held for the BBAHC Subdivision and Ekuk-Dillingham Subdivision final plat packages which were reviewed by the Commission. Both plats were approved by Planning Commission Resolutions 2018-01 and 2018-02 respectively.

Elections were held with the results that Gregg Marxmiller will remain as Chair and William Corbett as Deputy Chair.

Permitting

- Land Use Permits – No new applications were submitted.
- Encroachment Permits – No new applications were submitted.
- Burial Permits – One burial permit was issued this month.
- AKG573004 – The Discharge Monitoring Report (DMR) for discharge of the Dillingham Lagoon during the month of January 2018 was submitted to DEC on February 14, 2018.
- AQ1487MSS01 –Minor Air Quality Permit Facility Operating Report for incinerator emissions at the Dillingham Landfill for the period of July 1 to Dec. 31, 2017 was submitted to DEC on January 15, 2018.

Capital Projects

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. Premier Electric is wrapping up their work while CRW Engineering is providing construction management assistance through the contract closeout. This project total is \$765,934 and will 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 expand 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 will begin on March 19, 2018.

Mayor
Alice Ruby

Manager
Tod Larson



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

MEMORANDUM

Date: February 27, 2018
To: City Manager Tod Larson
From: Sergeant Rodney Etheridge
Subject: **February 2018 Council Report** (*reporting period 1/23/18 to 2/26/18*)

POLICE:

- ❖ 300 Calls for service
- ❖ 49 Incident reports
- ❖ 18 Persons arrested
- ❖ 25 Title 47/Protective custody
- ❖ 32 Citations issued

All of our current officers are APSC Certified and each have been with us for at least two years.

The Chief of Police and Sergeant were both absent for one week this month and a patrol officer was placed in charge of the Public Safety Department in their absence; the department was managed well in the absence of the supervisors.

We are currently seeking two police officers to complete our staff.

CORRECTIONS:

- ❖ 30 Total Inmates
- ❖ 24 Title 47/Protective custody

One corrections officer returned to regular duty after completing the corrections academy in Palmer. Corrections is currently seeking one officer to complete their staff.

DISPATCH:

- ❖ 377 Calls for service 1/23/2018 – 2/26/2018
- ❖ 84% Dispatched to Dillingham Police
- ❖ 5% Dispatched to Alaska State Troopers
- ❖ 6% Dispatched to EMS/Dillingham Fire
- ❖ 5% Dispatched to Dillingham Animal Control
- ❖ 125 E-911 calls received

One dispatcher resigned this month, and the position has been filled by a transfer from Corrections.

Our records management system has malfunctioned and we have been using paper documentation since February 21. We look forward to implementing our new RMS.

ANIMAL CONTROL:

- ❖ 07 Citations written
- ❖ 10 Animal Impounds. All Dogs
- ❖ 04 Animals returned to owners all Dogs
- ❖ 01 Dog Euthanized. Dog Bite Case 18-016
- ❖ 02 Owner Surrendered Dogs
- ❖ 02 Dogs sent to Wild Wood Correctional Facility
- ❖ 02 Puppies sent to Juneau Alaska
- ❖ 01 Compassionate Euthanasia. Dog
- ❖ 08 Rabies shots given
- ❖ 03 Parvo shots given

The Animal Control Department is running smoothly.

DMV:

- ❖ 03 – Commercial D/L
- ❖ 53 – Driver License
- ❖ 42 – Identification Card
- ❖ 01 – HC Permits (No Fee)
- ❖ 03 – Miscellaneous Fee
- ❖ 28 – Vehicle Registration
- ❖ 17 – Title / Lien
- ❖ 00 – Boat Registration
- ❖ 13 – Road Test

Running smoothly.

Mayor
Alice Ruby

Manager
Tod Larson



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

MEMORANDUM

Date: February 28, 2018
To: Tod Larson, City manager
From: Jean Barrett, Port / Public works Director
Subject: Feb Monthly report

Port

Obviously not much going on at the Port this time of year, more ice in the harbor and more snow piling up on the dock, hard to believe that summer is just around the corner. Some of the things I have been able to accomplish for the port are below.

- I have been doing some research on converting our high mast lights, which are 1000 watt multi vapor bulbs, into lower cost LED's. Unfortunately to make this happen it will be fairly expensive, it will be something I will continue to look at in the future.
- Our lobbyist in Juneau was able to take our plans for a new float system along with a short narrative to Sen. Lisa Murkowski when she made a trip into the Capitol City earlier this month. We are hoping for funding to show we have a shovel ready project in the chance that money will come available from the Water Resource Development Act (WRDA). This project came in at 5.3 Million dollars with all the bells and whistles but could be trimmed down if the total amount is not available.
- I have been in contact with Northstar, who is the manufacturer of our ice machine to get a quote on a new one. I was put into contact with Integrated Marine Systems and received a quote of \$592 thousand dollars, this in addition to a fee for placement, footings and site prep and set up it brought the price up to near the \$700 thousand range. Plan B is to find someone who can come to Dillingham to troubleshoot and possibly fix our existing ice machine. I will continue to update as information comes to me.
- After 9 years of service to the Dillingham small Boat Harbor my assistant and right hand has decided to move onto new adventures. Virginia Bobbitt has been working for me since she was a 17 year old HS graduate thru a BBEDC intern position. She has worked her way up into a full time / seasonal position with the city, and has decided to try her hand out on the water as a commercial fisher

“person”. I would like to thank her for her dedication, hard work and drive, Virginia will be a hard person to replace.

Public Works

Streets

- The two man crew that is the streets maintenance crew has been extremely busy keeping the roads clear of snow and when it rains they are busy sanding. Most of this work happens very early in the morning and most of it is taken for granted since when Dillingham wakes up these dedicated employees have been there and moved on to other things. There has been more snow this year than it looks like and at times the biggest issue is “where to put the snow”. There have been several upset citizens calling in to voice their displeasure with the berms left in their driveways.

Water Waste water

- Our two man crew has had a busy month. They have had two separate trainings since my last report, one was a continuing education class and the other was a pump class. I appreciate the effort these two employees put into their jobs.
- The good news this month is that all three wells; the high school, courthouse and the new park well are all online and producing water. The new sample stations and control boards are all installed as well as the control and monitoring equipment in the water treatment plant. We will have a close out on this project with CRW engineers in the near future, I will address this on my March report

Shop

- Things are getting done in the shop as fast as can be expected, we have a new person in place to assist in getting things done. This time of year cold equipment tends to break and it is imperative we get our snow moving equipment fixed and back on the roads. We have been able to do this and I appreciate the two young men I have working the shop. Not much exciting here, work, work, work.

Buildings and Grounds

- The B&G crew traveled to SAVEC in King Salmon this month to attend a boiler maintenance training. They both came back with good, positive comments about the class. I was told the comment from the instructor was, “these two were the shining stars of the training. All buildings are in good shape and the burners are all getting serviced, something that WILL be done before September every year in preparation for winter.

Landfill

- We have been working on the next step of cell 3, we hope to start work when things thaw and dry up. We have had people cutting wood out of the proposed future site of cell 4. We will be excavating material out of this site for the cell 3.
- I will be putting out an RFP in the near future to move the metal / car pile into the back part of the property and hopefully cap it and begin anew with that material being separated like it should have been in the first place.

Jean

Mayor
Alice Ruby

Manager
Tod Larson



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

MEMORANDUM

Date: February 17, 2018
To: Tod Larson, City Manager
From: Ida Noonkesser
Subject: Monthly Staff Report

During the month of January, the Senior Center served 389 congregate meals to 43 individuals, 563 home delivered meals to 33 individuals, gave 461 assisted rides to 27 individuals and 247 unassisted rides to 31 individuals.

We had one new renter in the month of January.

I did a survey of all of our elders about our services and how we can improve them. Twenty-one elders filled out the questionnaire. I use them every year in my end of year grant reports, but they also help me know what we are doing well and what we need to work on.

Our February Advisory Board meeting was cancelled.

Our next Advisory Board meeting will be March 14, 2018

1. CALL TO ORDER

The Code Review Committee met on Thursday, January 11, 2018, in the City Council Chambers, Dillingham, AK. Council Member Chris Maines chaired the meeting and called the meeting to order at 5:30 p.m.

2. ROLL CALL

Committee Members present:

Chris Maines	Mayor Alice Ruby	Tracy Hightower
Aksel Buholm	Lori Goodell	

Tod Larson was excused

3. APPROVAL OF MINUTES

- a. Minutes of December 14, 2017

MOTION: Alice Ruby moved and Tracy Hightower seconded the motion to approve the minutes of December 14, 2017.

VOTE: The motion passed unanimously by voice vote.

4. APPROVAL OF AGENDA

Animal Control Officer Dan Boyd was recognized and will address the committee under item 7, public comments.

MOTION: Alice Ruby moved and Lori Goodell seconded the motion to approve the agenda.

VOTE: The motion passed unanimously by voice vote.

5. UNFINISHED BUSINESS

- a. Code Committee's To Do List

- Items completed have been removed from the list;
- Two items have been requested to be added; review and update Title 7 animals to address the recommendations made in the 2008 Supreme Court case; and Title 4.20.020 1(a) to review when sales tax are applied: at time of purchase or when there is a change in ownership.

- b. Impose Excise Tax on Cultivation of Marijuana

- The committee looked at information regarding a proposed marijuana retail store. The City Planner is addressing the regulation associated with the location.

6. NEW BUSINESS

- a. Ordinance 2018-01, Amend the Timeline for Providing Notice to the Council

This ordinance was updated after a review by the attorney. State statute requires notification of penalty and interest as separate items so this section was deleted from the proposed ordinance. The current proposed ordinance is written to only amend the timeline for notice to council.

MOTION: Alice Ruby moved and Tracy Hightower seconded the motion to recommend Ordinance 2018-01 to the Council.

VOTE: The motion passed unanimously by voice vote.

7. PUBLIC COMMENT/COMMITTEE COMMENTS

Animal Control Officer Dan Boyd:

- There has been a recent increase in dog bite incidents;
- The current code still follows a harsh 'one bite' method;
- Proposing code be revised to mirror the tiered system used by Anchorage, which has more definitions and an outlined process to determine provocation

Discussion:

- The committee will recommend this item to the council for consideration as a new item on the to do list in the February meeting;
- Staff could then draft proposed changes to existing code for review.

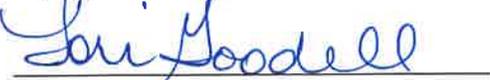
8. ADJOURNMENT

The meeting adjourned at 5:56 p.m.



Chris Maines, Chair

ATTEST:



Lori Goodell, City Clerk

Approval Date: 2/8/2018

1. CALL TO ORDER

The Finance and Budget Committee met on Monday, January 22, 2018, in the City Council Chambers, Dillingham, AK. Curt Armstrong chaired the meeting and called the meeting to order at 5:32 p.m.

2. ROLL CALL

Committee Members present:

Andy Anderson Tod Larson Curt Armstrong
Navin Bissram Paul Liedberg (attending via teleconference)

Mayor Ruby was excused

3. APPROVAL OF MINUTES

- a. Minutes of December 18, 2017

MOTION: Andy Anderson moved and Paul Liedberg seconded the motion to approve the minutes of December 18, 2017.

VOTE: The motion passed unanimously.

4. APPROVAL OF AGENDA

MOTION: Tod Larson moved to approve the agenda.

A revised draft of FY17 financial audit will be provided to committee members.

VOTE: The motion passed unanimously.

5. STAFF REPORTS

There was no report given.

6. UNFINISHED BUSINESS

- a. Ordinance 2017-10 (SUB 1), Review Excise Tax on Tobacco Products

Discussion:

- This version with the most recent changes has not been reviewed by the attorney, staff will forward it for review;
- Changes after introduction to council have not been substantive; deleted or changed definitions: direct buyer has been removed, retailer and distributor have been updated, wholesale price has been changed;
- Date of implementation has been changed;
- Person has been defined in the definition section;

- 4.24.030 taxes on wholesale price other tobacco products, consider raising to 75% as requested by tobacco cessation representative. Currently the ordinance is written at 45% which mirrors Bethel. The committee feels comfortable putting this ordinance forward at the 45%, stating it could be looked at again at a later date;
- This ordinance wording was updated to mirror the current sales tax code.

The recommendation is the committee accept the changes made and forward this ordinance to the City Council.

7. NEW BUSINESS

- a. Review Financial Report 10/31/2017

October financial report was not reviewed as November report is more current.

- b. Review Financial Report 11/30/2017

Navin Bissram reviewed the November financial statement.

- c. FY19 Proposed Finance & Budget Meeting Schedule

It's still early in the budget season, no action is needed at this time. This schedule is for consideration in planning only. The Committee can discuss and finalize the schedule in the February meeting.

Dept. reports included in this agenda. Timing of financial reports was discussed with city manager to get information more timely to committee members. The committee can receive this amount of information on a regular basis.

8. PUBLIC/COMMITTEE COMMENT(S)

The property tax statements with the 90 day past due notice will be addressed by updating the computer system with the corrected due date. The Finance Director is not in favor of changing the due date to Nov. as this would have a negative impact on cash flow into the revenue stream. List as an agenda item in February to follow up.

9. ADJOURNMENT

The meeting adjourned at 6:30 p.m.



Paul Leidberg, Chair

ATTEST:



Lori Goodell, City Clerk

Approved: 2/26/2018

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2018-01

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING TITLE 4.15.200 FORECLOSURE LIST, TIMEFRAME TO PRESENT THE FORECLOSE LIST TO COUNCIL

WHEREAS, the existing timeframe isn't in line with the collection process making it difficult to get a current and true list to Council;

NOW, THEREFORE, BE IT ENACTED by the Dillingham City Council:

Section 1. Classification. This is a code ordinance.

Section 2. Amendment of Section 4.15.200. Section 4.15.200 A of the Dillingham Municipal Code is hereby amended as follows with new language underlined and **emboldened** and deleted text displayed in strike out font.

A. The clerk shall, after taxes have become delinquent and due, prior to ~~December~~ **January** 31st of each year, make up a roll of all property then subject to foreclosure and present the list to the city council. The city council shall direct that the city:

Section 4. Effective Date. This ordinance is effective as of the date of passage.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on March 1, 2018.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

City of Dillingham Information Memorandum

Agenda of: March 8, 2018

Attachment to:

Ordinance No. 2018-01

/ Resolution No. _____

Subject:

An ordinance of the Dillingham City Council amending Title 4.15.200 Foreclosure List, Timeframe to Present the Foreclosure List to Council

City Manager: Recommend Approval

Signature: _____



Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

This ordinance was introduced at the February 1, 2018 Council Meeting.

This code change has been vetted through the Code Review Committee and is being recommended for adoption.

An advertisement for a Public Hearing on Ordinance No. 2018-01 is scheduled to be in the March 1, 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 March 8, 2018.

This ordinance adjusts the timeline to get a foreclosure list compiled. This timing was recommended by the collections committee and gives more time for the second property tax payment to come in and be applied, but still allow the information to be generated in time for the denied services list.

Attachment to: 2018-01 / Resolution No. _____
Ordinance No. _____

Summary Statement continued:

Route to	Department Head	Date
	Finance Director	
X	City Clerk	

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2018-04

**A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ACCEPTING THE YEAR END
AUDIT FOR THE FISCAL YEAR ENDING JUNE 30, 2017**

WHEREAS, the Dillingham Municipal Code Section 4.04.050 calls for an “Independent Annual Audit”; and

WHEREAS, the City Council appointed Altman, Rogers and Co. to audit the FY2017 financial statements; and

WHEREAS, Altman, Rogers and Co. audited the financial statements for the fiscal year ending June 30, 2017, and rendered the opinion that the financial statements present fairly, in all material respects, the respective financial position, changes in financial position, and respective budgetary comparison of the City of Dillingham; and

WHEREAS, Steve Wadleigh of Altman, Rogers and Co. reviewed the Basic Financial Statements, Supplementary Information and Single Audit Reports at a Workshop Meeting of the City Council held on March 8, 2018, attending by way of teleconference; and

WHEREAS, the City Council intends to formally accept the FY2017 audited financial statements by this action;

NOW, THEREFORE, BE IT RESOLVED by the Dillingham City Council that the work of Altman, Rogers and Co., and the audited financial statements for the fiscal year ending June 30, 2017 be accepted.

PASSED and ADOPTED by the Dillingham City Council on March 8, 2018.

Alice Ruby, Mayor

ATTEST:

[SEAL]

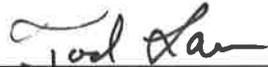
Lori Goodell, City Clerk

City of Dillingham Information Memorandum Agenda of: March 8, 2018
 Attachment to:
Ordinance No. _____ / **Resolution No.** 2018-04

Subject:

A Resolution of the Dillingham City Council accepting the year end audit for the fiscal year ending June 30, 2017

City Manager: Recommend Approval

Signature: 

Route to	Department Head	Signature	Date
X	Finance Director		
X	City Clerk		

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- None

Summary Statement:

At their March 8, 2018 Workshop meeting, Steve Wadleigh of Altman, Rogers, & Co. presented the FY17 audit.



Ordinance No. _____ / Resolution No. 2018-04

Summary Statement continued:

