



Alice Ruby, **Mayor**

Council Members

- Holly Johnson (Seat A) • Chris Maines (Seat B) • Misty Savo (Seat C)
- Curt Armstrong (Seat D) • Tracy Hightower (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 TO REVIEW FY16 PROPOSED BUDGET	6:00 P.M.	JUNE 4, 2015
REGULAR MEETING	7:00 P.M.	JUNE 4, 2015

I. CALL TO ORDER

II. ROLL CALL

III. APPROVAL OF MINUTES

- A. Regular Council Meeting, May 14, 2015page 5
- B. Board of Equalization Organizational Meeting, April 23, 2015 page 15
- C. Board of Equalization Regular Meeting, May 28, 2015 page 19

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- B. Resolution No. 2015-33, A Resolution of the Dillingham City Council Expressing Thanks and a Commendation to Jody Seitz, City Planner page 25

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VI. PUBLIC HEARINGS

- A. Adopt Ordinance No. 2015-08, An Ordinance of the Dillingham City Council Amending Title 8 of the Dillingham Municipal Code to Prohibit Disposal of Hazardous Materials in the City Owned Solid Waste Disposal Facility and Establishing a Penalty for Any Violationpage 59

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

VIII. ORDINANCES AND RESOLUTIONS

- A. Adopt Ordinance No. 2015-08, An Ordinance of the Dillingham City Council Amending Title 8 of the Dillingham Municipal Code to Prohibit Disposal of Hazardous Materials in the City Owned Solid Waste Disposal Facility and Establishing a Penalty for Any Violationpage 59
- B. Adopt Resolution No. 2015-34, 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 2014, and Accepting the Certification of the Tax Roll (*Clerk Note: This will be a laydown at the meeting.*)page 67
- C. Introduce Ordinance No. 2015-09, An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY2016 City of Dillingham Budgetpage 71
- D. Introduce Ordinance No. 2015-10, An Ordinance of the Dillingham City Council Amending Chapter 15.04 of the Dillingham Municipal Code to Allow for a Review of Permit Applications by a Registered Professional Engineer at the Cost of the Applicant, and to Establish Criteria for Issuing Floodplain Development Permits for Functionally Dependent Uses and Modify Variance Standards.....page 87
- E. Introduce Ordinance No. 2015-11, An Ordinance of the Dillingham City Council Retaining Certain Tax Foreclosed Property for Public Use page 101
- F. Adopt Resolution No. 2015-35, A Resolution of the Dillingham City Council Authorizing Foreclosure Proceedings on Delinquent Properties for the Years 2009-2014 page 105
- G. Adopt Resolution No. 2015-36, A Resolution of the Dillingham City Council Approving a Long Term Encroachment Permit for Installation of Conduit at 237 Main Street page 111
- H. Adopt Resolution No. 2015-37.SBP, A Resolution of the Dillingham City Council Approving the Use of the Remaining School Bond Funds page 117
- I. Adopt Resolution No. 2015-38, A Resolution of the Dillingham City Council Expressing Support for and Authorizing a Contribution to Complete a Feasibility Study of a Manokotak-Dillingham Roadpage 121

IX. UNFINISHED BUSINESS

- A. Citizen Committee Appointments
 - 1. Planning Commission, 2 Seats Openpage 147
 - 2. Library Advisory Board, 2 Seats Open
- B. Annexation Update

C. Interim Task Force Borough Feasibility Study Update

X. NEW BUSINESS

A. Action Memorandum No. 2015-08, Contract with JJC Enterprises, Inc. for Equipment Rentalpage 149

B. Action Memorandum No. 2015-09, Contract with JJC Enterprises and Aleknagik Enterprises for Gravel Supplied and Delivered to the City for FY16page 151

C. Action Memorandum No. 2015-10, Contract with State of Alaska Dept. of Corrections for the Regional and Community Jail for FY16page 155

D. Action Memorandum No. 2015-11, Contract Amendment No. 2 Extending a Contract with Consulting Alaska for Lobbying Servicespage 157

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

XII. COUNCIL COMMENTS

XIII. MAYOR’S COMMENTS

XIV. EXECUTIVE SESSION

A. Legal Matter – City of Dillingham vs. Jim Bingman

B. Personnel Matter – Manager’s Contract

XV. ADJOURNMENT

I. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, May 14, 2015, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 7:02 p.m. The meeting was preceded by a workshop to present the quarterly financial statements.

II. ROLL CALL

Mayor Alice Ruby was present.

Council Members present and establishing a quorum (a quorum being four):
Holly Johnson Paul Liedberg Chris Maines
Tracy Hightower

Council Members absent:
Curt Armstrong – excused Misty Savo - excused

Staff in attendance:
Rose Loera Janice Williams Rodney Etheridge (Sergeant at Arms)
Jody Seitz

III. APPROVAL OF MINUTES

A. Minutes of April 2, 2015, Regular Council Meeting

MOTION: Chris Maines moved and Holly Johnson seconded the motion to approve the minutes of April 2, 2015.

VOTE: The motion passed unanimously by voice vote.

IV. APPROVAL OF CONSENT AGENDA

APPROVAL OF AGENDA

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to approve the revised agenda dated May 14, 2015.

VOTE: The motion passed unanimously by voice vote.

V. STAFF REPORTS

A. City Manager's Report

City Manager Loera reported on the following (these items were in addition to the Manager's report in the packet):

- Vacancies – advertising for a planning director;

- Incinerator – Penn Ram has been very attentive in helping to troubleshoot problems as they arise;
- Plan to develop a new cell at the landfill, but may require another design; still in discussion with DEC;
- DEC is asking that a hydrological study be done at the landfill; this was not budgeted;
- Amended Annexation Petition was filed with the Local Boundary Commission May 11;
- Lobbyist contract due to expire in June, recommended extending the contract for another three years; there was no objection to bringing back a contract to the next meeting;
- Recognized members of the American Legion Post in the audience; with Council permission would give them permission to fix up the memorial site.
- New Employee Intranet created by staff is in service;
- Gravel at the harbor was purchased from Knik Construction at half the cost for gravel;
- Working to rectify the plat for the conveyance of state property for H. Samuelsen Center, because the Kenny Wren Road was not clearly defined;
- Asked to assign to the Code Committee to include a time frame to comment when a Notice of Intent to Award is issued; there was no objection.
- Repairs on the Dock lift station will be put out for bid;
- Thanked Jody for all her hard work for the City, noting her last day was May 22;
- Open House at the landfill more likely to be held in the fall to allow time to address some safety issues such as lack of railings, to perform a three-day 24/7 continual burn, and to work out any problems.

B. Standing Committee Reports

Finance and Budget Committee: Paul Liedberg reported on their activities of which a copy of the draft minutes of the April 22 meeting are included in the packet.

Code Review Committee: Chris Maines reported on their activities of which a copy of the draft minutes of the May 6 meeting are included in the packet.

Carlson House Advisory Committee: Holly Johnson reported on recent activities:

- Conducted a walk-through of the Carlson property;
- Will be brainstorming options for the house and property;
- Looking to move a tool shed and its contents belonging to the Carlson property that was located on ADF&G property and must be moved.

School Facility Committee: Mayor Ruby reported on their activities of which a copy of the draft minutes are included in the packet.

Board of Equalization Organizational Meeting: Mayor Ruby noted the draft minutes of the BOE meeting of April 23 were in the packet.

VI. PUBLIC HEARINGS

Mayor Ruby opened the public hearing on Ordinance No. 2015-04, 2015-05, 2015-06, and 2015-07 (SUB-1). She noted a substitute ordinance was being proposed for 2015-04, of which a copy was on the table.

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- A. Adopt Ordinance No. 2015-04, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Title 8 – Health and Welfare by the Addition of a New Chapter Providing Regulation of Marijuana in the City of Dillingham, Alaska
 - B. Adopt Ordinance No. 2015-05, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 8.10, Prohibition of Smoking in Public Places, Section 8.10.010 Definitions
 - C. Adopt Ordinance No. 2015-06, An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property by Lease
 - D. Adopt Ordinance No. 2015-07 (SUB-1), An Ordinance of the Dillingham City Council Amending Title 8, Health and Safety, of the Dillingham Municipal Code to Prohibit Improper Deposit of Fish Waste

There being no public comments, the public hearing closed.

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

Don Myers, Post Commander for the newly chartered local American Legion Post, noted their role was to help the community, and their main goal was to help the veterans out. He commented there were a lot of programs that could be put in place, and they were looking to work on the fixing up the veterans' memorial.

Dave Bouker commented Holly Johnson served as the Post's Second-in-Command.

Kent Winship reported the Post was planning to rebuild the memorial that was falling apart, but it would be a similar design. The group was interested in having the City install a LED light so they could post the flag, keep it lit, keep the property from being a sleep off area, and ward off potential vandalism.

- A. David McNease – Introduce his Service Dog

David McNease, recent resident, introduced himself accompanied by his service dog. He noted he had served in the army for over 20 years some of it in combat-related deployments. His service dog accompanied him for a post-traumatic stress disorder disability. He distributed copies of the American Disabilities Act of 2010. He noted under the Act state and local business governments, businesses and non-profit organizations that serve the public generally must allow service animals to accompany people with disabilities where the public is allowed to go with few exceptions. He noted staff could ask two questions only: 1) Is the dog a service animal required because of a disability, and 2) What work or task has the dog been trained to perform. Any other questions about his disability were against the law nor could he be asked for proof of documentation for himself or the service dog. He noted a person with a disability could not be asked to remove his service dog from the premises. He commented in the City he had been discriminated against eleven times. He cited Alaska State laws 12.55.35 and 12.55.135, a Class B misdemeanor, for violation of the Act.

MOTION: Chris Maines moved and Paul Liedberg seconded the motion to authorize the city to write a letter to the American Legion Post granting permission to fix up the veteran's memorial.

Mayor Ruby suggested including other information in the letter such as permitting requirements for construction, notifying the manager beforehand of any new construction, and indemnifying the City against any liability resulting from an accident or injury which may occur on the premises.

VOTE: The motion passed unanimously by voice vote.

VIII. ORDINANCES AND RESOLUTIONS

- A. Adopt Ordinance No. 2015-04, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Title 8 – Health and Welfare by the Addition of a New Chapter Providing Regulation of Marijuana in the City of Dillingham, Alaska

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to amend Ordinance No. 2015-04 by substituting Ordinance No. 2015-04 (SUB-1).

Discussion:

- Suggested creating a separate committee outside of the City Council which was being designated as the local regulatory authority that would include members of the public.

Mayor Ruby recommended taking this up under Council discussion, and could define the role of the committee.

VOTE: The motion to substitute Ordinance No. 2015-04 (SUB-1) passed unanimously by voice vote.

- B. Adopt Ordinance No. 2015-05, An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 8.10, Prohibition of Smoking in Public Places, Section 8.10.010 Definitions

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Ordinance No. 2015-05.

VOTE: The motion to adopt Ordinance No. 2015-05 passed unanimously by voice vote.

- C. Adopt Ordinance No. 2015-06, An Ordinance of the Dillingham City Council Authorizing the Disposal of Municipal Property by Lease

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Ordinance No. 2015-06.

VOTE: The motion to adopt Ordinance No. 2015-06 passed unanimously by voice vote.

- D. Adopt Ordinance No. 2015-07(SUB-1), An Ordinance of the Dillingham City Council Amending Title 8, Health and Safety , of the Dillingham Municipal Code to Prohibit Improper Deposit of Fish Waste

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Ordinance No. 2015-07 (SUB-1).

VOTE: The motion to adopt Ordinance No. 2015-07 (SUB-1) passed unanimously by voice vote.

- E. Introduce Ordinance No. 2015-08, An Ordinance of the Dillingham City Council Amending Title 8 of the Dillingham Municipal Code to Prohibit Disposal of Hazardous Materials in the City Owned Solid Waste Disposal Facility and Establishing a Penalty for Any Violation

MOTION: Tracy Hightower moved and Holly Johnson seconded the motion to introduce Ordinance No. 2015-08.

VOTE: The motion to introduce Ordinance No. 2015-08 passed unanimously by voice vote.

- F. Adopt Resolution No. 2015-24, A Resolution of the Dillingham City Council to Correct the City's Minimum Contribution Amount for the FY16 DCSD Funding Allocation and Repealing Resolution No. 2015-23 (AM)

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to adopt Resolution No. 2015-24.

Discussion:

- Recommended before next year's presentation to clarify the 1% sales tax that is allocated to the school contribution.

VOTE: The motion to adopt Resolution No. 2015-24 passed unanimously by voice vote.

- G. Adopt Resolution No. 2015-25, A Resolution of the Dillingham City Council Approving a Task Order with Barb Sheinberg to Further Work on the Annexation Petition

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to adopt Resolution No. 2015-25.

Mayor Ruby commented Barb Sheinberg had done other work for the City and her greatest value was her familiarity with the area, which probably helped to reduce the cost of the study.

VOTE: The motion to adopt Resolution No. 2015-25 passed unanimously by voice vote.

- H. Adopt Resolution No. 2015-26, A Resolution of the Dillingham City Council Approving Task Order No. 1 with Michael L. Foster and Associates for Preliminary Engineering on the Water Project identified as Water System Improvements

MOTION: Chris Maines moved and Holly Johnson seconded the motion to adopt Resolution No. 2015-26.

Manager Loera reported DEC was looking for the City to start using the \$2.1 Million grant and phase-in projects from its master plan, otherwise it could risk having the state reappropriating the money elsewhere. The grant could only be used for water projects.

VOTE: The motion to adopt Resolution No. 2015-26 passed unanimously by voice vote.

- I. Adopt Resolution No. 2015-27, A Resolution of the Dillingham City Council Approving the Designation of the Facility and Equipment Purchase or Maintenance Fund

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to adopt Resolution No. 2015-27.

VOTE: The motion to adopt Resolution No. 2015-27 passed unanimously by voice vote.

- J. Adopt Resolution No. 2015-28, A Resolution of the Dillingham City Council Amending the Investment Account Signature Authority Forms for City Investment Accounts Due to a Change in Personnel

MOTION: Chris Maines moved and Holly Johnson seconded the motion to adopt Resolution No. 2015-28.

VOTE: The motion to adopt Resolution No. 2015-28 passed unanimously by voice vote.

- K. Adopt Resolution No. 2015-29 (AM), A Resolution of the Dillingham City Council Approving the Purchase of Rip Rap from ~~Horizon~~ **Amanka Lake** Construction

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to Resolution 2015-29 (AM).

VOTE: The motion to adopt Resolution No. 2015-29 (AM) passed unanimously by voice vote.

- L. Adopt Resolution No. 2015-30, A Resolution of the Dillingham City Council Approving Incremental Increases in the Rates for Container Vans

MOTION: Holly Johnson moved and Chris Maines seconded the motion to adopt Resolution No. 2015-30.

VOTE: The motion to adopt Resolution No. 2015-30 passed unanimously by voice vote.

- M. Adopt Resolution No. 2015-31, A Resolution of the Dillingham City Council Adopting Participation in the AMLJIA Loss Control Incentive Program for the City of Dillingham

MOTION: Holly Johnson moved and Tracy Hightower seconded the motion to adopt Resolution No. 2015-31.

VOTE: The motion to adopt Resolution No. 2015-31 passed unanimously by voice vote.

IX. UNFINISHED BUSINESS

A. Citizen Committee Appointments

1. Planning Commission, 2 Seats Open

There were no letters of interest.

2. Senior Advisory Commission, 4 Seats Open

MOTION: Holly Johnson moved and Chris Maines seconded the motion to concur with the Mayor's recommendation to appoint Maryanne Dickey, Johanna Bouker, Flossie Andersen, and Jackie Russell to the Senior Advisory Commission.

VOTE: The motion passed unanimously by voice vote.

B. Annexation Update

There was nothing else to report.

C. Interim Task Force Borough Feasibility Study Update

Mayor Ruby reported Ralph Andersen had noted there was not enough response to their letter to warrant an adequate working group. He suggested that they wait on the results of the grant.

X. NEW BUSINESS

A. Action Memorandum No. 2015-06, Contract with Carmen Jackson as Acting Finance Director

MOTION: Chris Maines moved and Paul Liedberg seconded the motion to adopt Action Memorandum No. 2015-06.

VOTE: The motion to adopt AM No. 2015-06 passed unanimously by voice vote.

B. Action Memorandum No. 2015-07, Contract with Dillingham Chiropractic for the Lease of the Harbor Office Building

MOTION: Chris Maines moved and Holly Johnson seconded the motion to adopt Action Memorandum No. 2015-07.

VOTE: The motion to adopt AM No. 2015-07 passed unanimously by voice vote.

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

There was no citizen's discussion.

XII. COUNCIL COMMENTS

Tracy Hightower:

- Suggested the committee also advise the Council on the City's ordinances, permits, and business licenses related to marijuana; and
- Recommended holding more neighborhood meetings with more Council present to hear what the public had to say.

Discussion ensued to seek models used by other cities, come up with a strategy to pull in many interests with more committee meetings to get more input. This will be added to the August agenda.

Paul Liedberg:

- Thanked Jody Seitz for her many years of service to the City and KDLG, and wished her good luck on her new venture.

Chris Maines:

- Thanked Jody Seitz for her contributions, especially the GIS maps that he used regularly; and
- Suggested the council add service animals to Title 7, Animal code.

Holly Johnson:

- Wished Jody Seitz good luck; and
- Noted her concern with the complaint about discrimination against the service animal, and to see if it might have occurred with a city employee; and
- Thanked the Council for approving a letter to the American Legion Post.

XIII. MAYOR'S COMMENTS

Mayor Ruby:

- Noted Manokotak was researching building a road to Dillingham, which was supported by various entities; they were looking to fund a feasibility study with a possible contribution from the City;
- Thanked Jody and wished her well; appreciated her service to the community; and
- Asked for a moment of silence for those lost recently, especially for Bobby Andrew.

XIV. EXECUTIVE SESSION

- A. Legal Matter – City of Dillingham vs. Jim Bingman
- B. Personnel Matter – Discuss City Manager Contract

MOTION: Paul Liedberg moved and Holly Johnson seconded the motion to enter into executive session to discuss Legal Matter – City of Dillingham vs. Jim Bingman and Personnel Matter to discuss City Manager’s Contract [8:38 p.m.].

VOTE: The motion to enter into executive session passed unanimously by voice vote.

Mayor Ruby invited Manager Loera and Janice Williams into the executive session for the first item.

MOTION: Holly Johnson moved and Chris Maines seconded the motion to come out of executive session [9:39 p.m.].

VOTE: The motion to come out of executive session passed unanimously by voice vote.

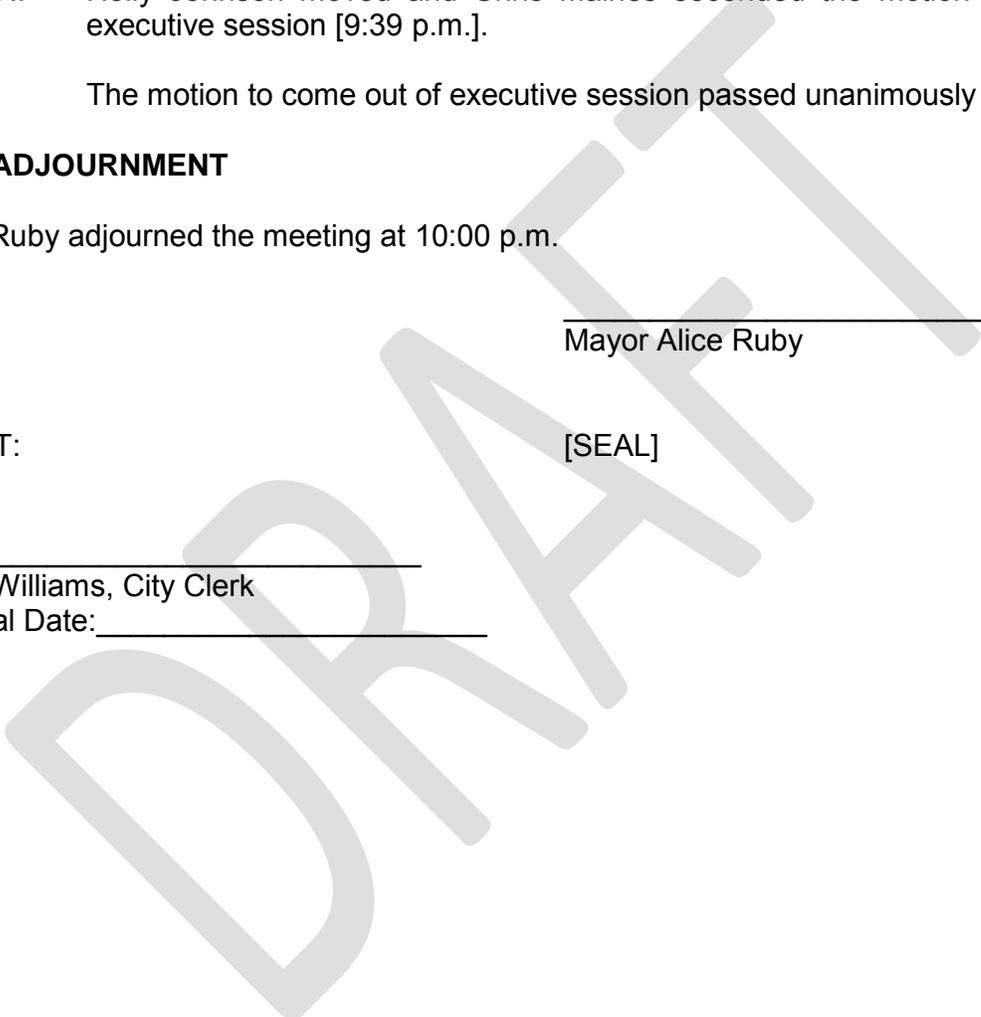
XV. ADJOURNMENT

Mayor Ruby adjourned the meeting at 10:00 p.m.

Mayor Alice Ruby

ATTEST: [SEAL]

Janice Williams, City Clerk
Approval Date: _____



I. CALL TO ORDER

An organizational meeting of the Board of Equalization was held on Thursday, April 23, 2015, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 5:30 p.m.

II. ROLL CALL

Mayor Alice Ruby was present.

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

Holly Johnson
Chris Maines
Paul Liedberg

Staff in attendance:

Carol Shade, Finance Director
Janice Williams, City Clerk

Guest:

Don (Marty) McGee, Alaska Assessment Assistance

III. APPROVE THE AGENDA

MOTION: Paul Liedberg moved and Holly Johnson seconded motion to approve the agenda as presented.

VOTE: The motion passed unanimously by voice vote.

IV. ASSESSOR'S COMMENTS

Mr. McGee praised how well the BOE process went last year. He noted since the current board had previous experience on the BOE board, he would entertain any questions instead of making it an education session, and referred to the BOE handbook. The purpose of tonight's meeting was to inform the committee which appeals had been settled. He noted a majority of the appeals had been discussed with the appellant, however, he had yet to formalize the agreement in writing with the appellant in time for the meeting.

V. APPEALS FOR CONSIDERATION

A. Personal Property - Refer to Attached List

1. Settled Appeals

MOTION: Chris Maines moved and Holly Johnson seconded the motion to accept the settled appeals, P-15-01, Dillingham Refuse, and P-15-04, Alaska West Supply.

Mr. McGee reported he was working on some instructions to help clarify for the taxpayer some of the fields on the property assessment form that seemed to be causing some confusion.

VOTE: The motion passed unanimously by voice vote.

2. Outstanding Appeals

There were three outstanding appeals. Mr. McGee noted he had an agreement with the individual appellants to close their appeal, but had not gone through the formality of getting it in writing and having them sign off it.

He noted there was some misunderstanding regarding the depreciation of personal property. Unlike the IRS which allowed depreciating more than 100% of the original installed cost of an asset, for personal property taxes the value of the asset is held at 20% of the original installed cost until it is taken out of service.

3. Late-Filed Appeals

There was one late filed appeal, Canon Financial Services. The city clerk will send a letter requesting a written response why they were unable to comply with the requirement to timely file an appeal.

B. Real Property – Refer to the Attached List

After the original statements went out March 16, it was found that the City had mistakenly entered a wrong property value on some 30+ statements. The statements were reissued with an April 8 date and a request to file an appeal by May 8. Any appeals filed will be brought forward to the May 21 BOE hearing date.

1. Settled Appeals

There were no settled appeals.

2. Outstanding Appeals

The assessor reported of the thirteen appeals filed, he had an agreement with eleven, but was not able to exchange information with two of the property owners. The eleven appeals were not formalized in time for the meeting.

3. Late-Filed Appeals

There were no late filed real property appeals.

C. Schedule Hearing for Outstanding Appeals

The assessor will be in town for the May 21 hearing assuming there are any outstanding appeals.

VI. CITIZEN DISCUSSION (Prior Notice or Agenda Items)

There was no citizen discussion.

VII. MAYOR/COUNCIL COMMENTS

Paul Liedberg:

- Thanked Mr. McGee in advance for helping with the instructions to complete the personal property assessment form.

VIII. ADJOURNMENT

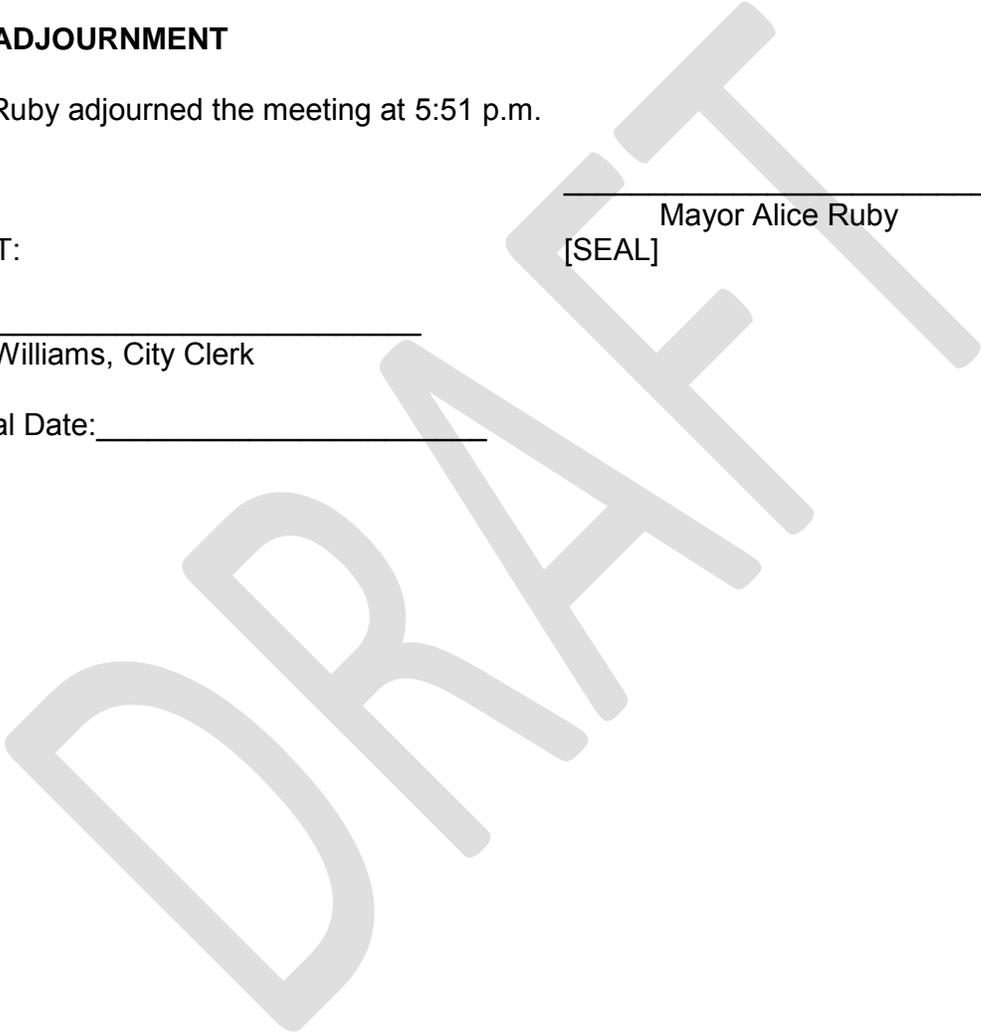
Mayor Ruby adjourned the meeting at 5:51 p.m.

 Mayor Alice Ruby
 [SEAL]

ATTEST:

 Janice Williams, City Clerk

Approval Date: _____



I. CALL TO ORDER

A meeting of the Board of Equalization was held on Thursday, May 28, 2015, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Alice Ruby called the meeting to order at 5:35 p.m.

II. ROLL CALL

Mayor Alice Ruby was present.

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

Holly Johnson
Chris Maines
Paul Liedberg

Staff in attendance:

Janice Williams, City Clerk

Guest:

Don (Marty) McGee, Alaska Assessment Assistance

III. APPROVE THE AGENDA

MOTION: Chris Maines moved and Holly Johnson seconded motion to approve the agenda as presented.

VOTE: The motion passed unanimously by voice vote.

IV. ASSESSOR'S COMMENTS

Don McGee reported that finance staff had found some additional errors in the property assessment statements, and about fifteen property owners would be receiving a corrected statement. He noted the owner would have 30 days to appeal the adjusted value, so the City may need to hold another BOE meeting. It was noted that none of the owners who received a corrected statement from a first batch of corrections [about 37] that went out April 8 had appealed by the deadline of May 8.

V. APPEALS FOR CONSIDERATION

A. Personal Property - Refer to Attached List

1. Appeals Not Settled

Hearing on Case No. P-15-05; Appellant: Geneva Bright, F/V N3.

Appellant presentation; the Appellants' exhibit was included in the board meeting packet. The appellant was not available for the hearing. In her written appeal, Geneva Bright reported the value was excessive, and felt the boat was worth \$10,000 or less, because the engine was not dependable.

Assessor McGee provided the assessor's presentation. His appeal response was included in the board meeting packet. He explained the fishing boat had an aluminum hull, that the appellant had not provided any specific information about the engine, and his reassessed value of \$42,000 was in the bottom end of the range of value for a boat of that type.

MOTION: Chris Maines moved and Holly Johnson seconded the motion to concur with the assessor's findings [adjust the property value from \$68,960 to \$42,000] for the reasons provided by the assessor.

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

2. Settled Appeals

Clerk's Note: Assessor McGee provided a review of the assessor's exhibits containing the appeal forms and assessor's report. The assessor had reached a written agreement of valuation with the appellants on Case Nos. P-15-02, P-15-03, and P-15-06.

MOTION: Holly Johnson moved and Chris Maines seconded the motion to accept the settled appeals.

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

B. Real Property – Refer to the Attached List

1. Appeals Not Settled

Hearing on Case No. R-15-05; Appellant: Estate of Annie J. Nelson c/o Nick Johnson

Appellant presentation; the Appellants' exhibit was included in the board meeting packet. The appellant was not available for the hearing. In his written appeal, Nick Johnson reported the house was unlivable, three wells had arsenic. He felt the value was excessive, and requested a value of \$32,000 for both the house and property.

Assessor McGee provided the assessor's presentation. His appeal response was included in the board meeting packet. He had assessed that the house was in very poor condition and not currently inhabitable, and gave a value of \$1,000 for the house, since there was still a building and there is some value in the structure.

MOTION: Paul Liedberg moved and Chris Maines seconded the motion to concur with the assessor's findings [adjust the property value from \$49,600 to \$33,300] for the reasons provided by the assessor.

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

2. Settled Appeals

Clerk's Note: Assessor McGee provided a review of the assessor's exhibits containing the appeal forms and assessor's report. The assessor had reached a written agreement of valuation

with the appellants on Case Nos. R-15-01, R-15-02, R-15-03, R-15-04, R-15-06, R-15-07, R-15-08, R-15-09, R-15-10, R-15-11, R-15-12, and R-15-13.

MOTION: Holly Johnson moved and Paul Liedberg seconded the motion to accept the settled appeals.

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

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

There was no citizen’s discussion.

VII. MAYOR/COUNCIL COMMENTS

It was requested that the City Manager provide a report at the next Council meeting on the cause of the errors that required additional assessment notices be sent out.

VIII. ADJOURNMENT

Mayor Ruby adjourned the meeting at 5:55 p.m.

Mayor Alice Ruby

ATTEST:

[SEAL]

Janice Williams, City Clerk

Approval Date: _____

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2015-32

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL EXPRESSING THANKS AND A COMMENDATION TO CAROL SHADE

WHEREAS, Carol Shade was elected to fill the remainder of a three year seat on the Council, from October 2008 to October 2010, then was reelected in October 2010 to a three year seat; and

WHEREAS, Carol Shade served as Finance Director from January 17, 2011, until April 30, 2015; and

WHEREAS, Carol came on board at a time when the position of Finance Director had been either vacant or occupied by a short term incumbent or interim appointee for over a year and the City Manager's position was in transition; and

WHEREAS, Carol quickly fell into the role of Finance Director and assisted the City in making forward progress over the next four years including: implementing new accounting software; participating in the negotiation of two union contracts and implementing the contracts; prioritizing the collections process vastly decreasing debt owed the City; streamlining the budget process; and reevaluating positions and job responsibilities in the finance department; and

WHEREAS, Carol Shade has been an avid volunteer for the Friends of the Library and Bike/Walk to Work, and was elected to the Nushagak Cooperative Board of Directors, a position she still holds; and

WHEREAS, the Council wishes to recognize Carol's contribution to the community and citizens of the City of Dillingham;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council offers this commendation to Carol Shade with sincere thanks for sharing her time and talent with the citizens of Dillingham and making it a better place to live.

PASSED and ADOPTED by the Dillingham City Council on June 4, 2015.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2015-33

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL EXPRESSING THANKS AND A COMMENDATION TO JODY SEITZ

WHEREAS, Jody Seitz was hired by the City of Dillingham, first at the School District's KDLG Radio Station from May 2001 to March 2007, and then as the City's Planning Director from March 2007 to May 2015; and

WHEREAS, Jody Seitz's involvement as the City's Planning Director helped the City accomplish some major capital projects including: pavement of Wood River Road, of which she was instrumental in assisting the State in acquiring easements from residents along the road; working on grants to extend the bulkhead at the boat harbor; helping with easements and other jobs for the upcoming Downtown Streets Project; construction of the new water treatment plant; and coordinating with several partners to pave the parking lot at the Bristol Bay Campus; and

WHEREAS, Jody Seitz served as staff for the City of Dillingham Planning Commission and worked with them on a number of planning issues as well as vastly improving the City's annual exercise of updating its Capital Improvement Projects list, and updating the City's 2010 Comprehensive Plan, the result of obtaining input from a multitude of sources at numerous public meetings and workshops; and

WHEREAS, Jody Seitz implemented a GIS mapping system, making it possible to locate resident and commercial establishments via a street numbering system, and making the maps available online at the City's website; and

WHEREAS, Jody was also the inspiration behind the annual Bike/Walk to Work event that was held for a number of years, and is also known for her compassion in taking in abandoned animals and volunteering at the animal shelter; and

WHEREAS, after leaving KDLG's employment, Jody Seitz served on the Friends of KDLG Board of Directors from 2008 to current; and

WHEREAS, the Council wishes to recognize Jody's contribution to the community and citizens of the City of Dillingham;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council offers this commendation to Jody Seitz with sincere thanks for her dedication to her job as Planning Director and as an active community member involved in assuring that Dillingham is a great place to live.

PASSED and ADOPTED by the Dillingham City Council on June 4, 2015.

ATTEST:

Alice Ruby, Mayor
[SEAL]

Janice Williams, City Clerk

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: May 29, 2015
To: Mayor and City Council
From: Rose Loera, City Manager
Subject: May Report

Vacancies – Corrections Officer, (1) Senior Police Officer, Dispatcher, Fire Department Assistant, Finance Director and Planning Director.

Carmen Jackson has been here since May 26 as Acting Finance Director. Starting to advertise for the planning director position.

Contracts/Agreements Signed – DMV Agreement signed and submitted.

We received a letter, attached, from Department of Corrections indicating our funding will be \$526,851 which is about 80% or \$114,449 less than our contract amount in 2015. There is an Action Memorandum No. 2015-10 in the packet recommending that we accept the contract.

Grants – Dept. of Forestry 2015 Volunteer Firefighter Assistance grant in the amount of \$8,932. These funds will be used for portable tanks, nozzles and air pack bottles.

Landfill – Incinerator has been operating very well after we located a loose electrical wire. We are still working out the building issues with G & S Management. Our engineer Michael Foster is taking the lead on the negotiations with this contract.

The Bristol Bay Campus is wanting to use property at the Landfill for a pilot compost project. They received a grant last year and are now ready to develop the project this summer. We need to identify the area that they could use. I'm telling them that the City will not have any involvement with the project nor are we interested in owning it.

Annexation Petition – petition dropped off to the LBC on 5/18. They have 30 days to review unless the Chair of LBC gives them additional time. June 18th would be the 30 day mark.

Request for Proposals (RFPs) –

Foreclosed Property – Right now the City owns two residential properties that we are receiving rent on. We currently have two foreclosure listings that have been filed with the court system. Within the next few years we could find ourselves owning many more pieces of residential as

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

well as multi-unit properties. I would like to recommend that we put this on the Finance and Budget Committee agenda to develop some guidelines as to how we want to deal with both commercial and residential properties.

Real & Personal Property Review – staff has completed a thorough review of our Real Property tax rolls and have found a number of discrepancies. They have sent the information to our assessor for review. If these discrepancies are accurate we will be sending out new assessments for them. Staff is also reviewing the Personal Property tax rolls and will follow the same process as the Real Property review.

In talking with staff the real property discrepancies began when the assessor was working from a 2013 tax roll for 2015. He should have been working with the 2014 tax roll for 2015. The process is for staff to export the tax information from Accufund accounting software into an excel spreadsheet that is sent to him. We're not sure if we sent him the information or if he just started working from the 2013 spreadsheet. When we realized there was a problem Carol started the review and when she left Anita decided to review again so that she could be familiar with the roll.

We are still in the process of reviewing Personal Property and are also finding discrepancies. How the discrepancies were created are hard to pin down. One may be that not all the pages of an assessment was received by the assessor and he worked off what he received which may have been incomplete.

These discrepancies has raised the flag that we need a better system in finance that includes checks and balances before anything is sent out to the customer. I will be working with finance in developing a new process for next year.

Out of the Office – June 10 – 17 (daughter graduates from college☺)

Attachment: Letter from Dept. of Corrections

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*



May 26, 2015

To All Regional and Community Jail Contract Holders:

As you are aware the Department of Corrections received 33.25% less funding to support the Regional and Community Jail Program for FY 2016. The Department’s goal in distributing the received allocation is to provide some level of funding for all communities with existing contracts. In order to accomplish this, it has been determined that it is in best interest of the state to renegotiate all Regional and Community Jail Program contracts. This will enable the state to enter into new contacts based on available funding.

It has been challenging to arrive at an equitable distribution of the available FY 2016 funds to ensure some level of funding for each community. Taking into consideration historical funding levels and bed utilization, the FY 16 appropriation of \$7 million was allocated in the following manner:

Regional and Community Jail contracts that realized bed utilization of 70% or more in FY 2013 or FY 2014, will receive 80% of their FY 2015 contract amount and those with a bed utilization of less than 70% will receive 55% of their FY 2015 contracts. This resulted in the following allocations.

<u>Regional & Community Jails</u>	<u>Proposed FY 16 Funding Level</u>
Bristol Bay Borough	\$285,739
City of Cordova	\$135,303
City of Craig	\$322,724
City of Dillingham	\$526,851
Haines Borough	\$215,954
City of Homer	\$424,080
City of Kodiak	\$991,552
City of Kotzebue	\$982,050
North Slope Borough	\$1,032,870
City of Petersburg	\$173,626
City of Seward	\$368,952
City of Sitka	\$391,194
City of Unalaska	\$431,207
City of Valdez	\$354,749
City of Wrangell	\$325,274

In addition, given the fiscal situation of the state, efforts to maintain and minimize transports are also a priority and the DOC will work diligently with the Departments of Public Safety, Law, and the Alaska Court System to reduce the transports associated with some cases. There will also be a coordinated effort to establish video hearings and electronic monitoring in various communities.

Other conditions of the contract will include the requirement that the DOC provide training for ACOMS and Time Accounting to communities so that updated information can be maintained and entered directly into the system by each community.

Please review, sign and return the attached letter of interest no later than June 1, 2015 if you are interested in continuing to participate in the Regional & Community Jails program.

Sincerely,

A handwritten signature in black ink that reads "Remond Henderson". The signature is written in a cursive, flowing style.

Remond Henderson
Deputy Commissioner

cc: Gary Folger, Commissioner
Department of Public Safety

Ronald F Taylor, Commissioner
Department of Corrections

Carrie Belden, Director of Probation & Parole
Department of Corrections

April Wilkerson, Director of Administrative Services
Department of Corrections



**LETTER OF INTEREST
REGIONAL & COMMUNITY JAILS PROGRAM
FY2016 Contracts**

REGIONAL & COMMUNITY JAIL NAME: _____

AMOUNT OF FY2016 FUNDS: _____

The following is a breakdown of the FY2016 contract allocations based on the funding received under HB72 to support the Regional & Community Jails Program.

Bristol Bay Borough	\$285,739
City of Cordova	\$135,303
City of Craig	\$322,724
City of Dillingham	\$526,851
Haines Borough	\$215,954
City of Homer	\$424,080
City of Kodiak	\$991,552
City of Kotzebue	\$982,050
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City of Seward	\$368,952
City of Sitka	\$391,194
City of Unalaska	\$431,207
City of Valdez	\$354,749
City of Wrangell	\$325,274

Please sign below and return the original copy to:

Alaska Department of Corrections
Attn: April Wilkerson, Director
Administrative Services
P.O. Box 112000
Juneau, Alaska 99811-2000

Upon receipt of the signed copy of this document the Department of Corrections will initiate and distribute amended FY2016 contracts for implementation.

Name and Title: _____

Date: _____

City of Dillingham
House District 37 / Senate District S

~ 5/28/15 ~

29th Alaska State Legislature ~ 2nd Special Session

MAY 2015 – LEGISLATIVE REPORT

Cliff Stone and Ian Fisk / City Lobbyist's

~ *Legislature still on second base – Extra innings drag on and on* ~



As a recap, the first session was extended by the Legislature and finally adjourned on April 27th with very little action taken and no fully funded operating budget for FY16. That was a total of 8 days.

The governor issued a special proclamation calling the Legislature into a special session on the next day – April 28th. The call was specifically to consider bills on the following subjects.

- HB 44 / Sexual Abuse/Assault Prevention Programs, also known as Erin's Law
- HB 148 / Medicaid Assistance Coverage; including expansion and reform
- Operating budgets for Fiscal Year 2015 and Fiscal Year 2016

This session dragged on with little or no action until the Legislature adjourned itself on May 21st. The total number of days for this session was 24.

The Legislature then called themselves back into a 2nd special session on the same day – May 21st and are still continuing as of this date. This session does not include consideration of Medicaid expansion. Again, no real action has been taken by either body for over a month.



HB 176 / REPEAL NON-UNION PUBLIC EMPLOYEE COST OF LIVING INCREASES

Although this bill is not part of the call on special session, it has been discussed in the behind closed door negotiations since it has still not been transmitted to the governor as of this date. Many folks think the governor will veto this bill. That is my read as well.



OPERATING BUDGETS

HB 72 / FY16 Operating Budget

http://www.akleg.gov/basis/get_complete_bill.asp?session=29&bill=HB72

This bill passed out of both bodies on April 27th, but the CBRF section failed in the House. A 3/4 vote is necessary to draw money from the Constitutional Budget Reserve. The bill was transmitted anyway to the governor on May 12th. The bill was signed into law on May 18th (Chapter 23 SLA 15). However, there was a partial veto and reductions by the governor.

The line item vetoes were extraordinary in light of the fact that the Legislature underfunded the FY16 budget by nearly \$3 billion. In the event that legislative action is not forthcoming during the special session, the vetoes do ensure continued operations of critical state functions, including prisons, work by State Troopers, the Alaska Psychiatric Institute, and other such facilities.

The current unfunded status could potentially jeopardize the state’s credit ratings and it creates uncertainty for school districts planning for the upcoming year, and undermines the state’s ability to honor its contracts.

If the Legislature does not act before June 1, 2015 – layoff notices for personnel not directly responsible for health, life, and safety functions will be sent to affected employees. If the Legislature still does nothing by July 1st, most government functions not mentioned above will likely have to cease!

HB 73 / FY16 Mental Health Budget

http://www.akleg.gov/basis/get_bill.asp?bill=HB%20%2073&session=29

This bill passed the Legislature on April 27th and transmitted to the governor on May 12th. He signed it into law on May 18th (Chapter 24 SLA 15).



CAPITAL BUDGET

SB 26 / FY16 Capital Budget

This bill finally passed the Legislature on April 27th. It is still awaiting transmittal to the governor. Note there was no discretionary funding allowed under this budget by any of the 60 legislators.



COMMITTEE HEARINGS

As long as the Legislature is in special session, the committee hearing process continues. *During the interim, some legislative work may continue in the form of any task force that was formed or other informational type meetings. Go to the Legislature’s homepage – <http://www.legis.state.ak.us>*



IMPORTANT DATES / DEADLINES

Governor’s Deadlines once a bill has been transmitted

Fifteen days, Sundays excluded, to act on a bill if the Legislature is in session.
If the Legislature has adjourned, the Governor has twenty days, excluding Sundays.



GOVERNOR'S CORNER <http://gov.alaska.gov>

The governor’s office will continue to post press releases and other items of interest at the website above. Of note is HB 123 / Creation of the Marijuana Control Board. See the following press release for details. <http://gov.alaska.gov/Walker/press-room/full-press-release.html?pr=7165>

Governor Walker appointed Robert Mumford of Anchorage to the Board of Fish.



WEBSITES OF INTEREST

2015 List of legislators and quick contact information <http://akleg.gov/docs/pdf/whoswho2015.pdf>

2015 **1st Session** Legislator/Staff Contact List http://akleg.gov/docs/pdf/session_phone_list.pdf

2015 **2nd Interim** Legislator/Staff Contact List (Not yet updated)

2015 House & Senate Standing and Special Committees <http://akleg.gov/docs/pdf/commlist.pdf>

2015 House / Senate Finance Sub-committee Members

<http://akleg.gov/docs/pdf/HFINSubcmte.pdf>

<http://akleg.gov/docs/pdf/SFINSubcmte.pdf>

The full Legislative Publications List is at: <http://akleg.gov/publications.php>

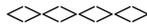
Legislative Finance Website: <http://www.legfin.akleg.gov>

This link provides options to view specifics for the Capital and Operating Budgets.



COMING NEXT MONTH

A wrap up of the **2nd** Special Session. Could there be more special sessions on the way? Standby!



I trust everyone had a good Memorial Day. God bless our troops, our loved ones who gave the ultimate sacrifice and those who did return, but with multiple physical and mental disabilities.

~ Cliff

~ End Report ~

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: May 26, 2015
To: Rose Loera, City Manager
From: Janice Williams, City Clerk
Subject: Monthly Staff Report

Public Hearing on Ordinance No. 2015-08 for June 4 Council Meeting

- Ordinance No. 2015-08, An Ordinance of the Dillingham City Council Amending Title 8 of the Dillingham Municipal Code to Prohibit Disposal of Hazardous Materials in the City Owned Solid Waste Disposal Facility and Establishing a Penalty for Any Violation

Three ordinances will be up for a public hearing and adoption June 18:

- Ordinance No. 2015-09, An Ordinance of the Dillingham City Council Adopting the Budget and Appropriating Funds for the FY2016 City of Dillingham Budget
- Ordinance No. 2015-10, An Ordinance of the Dillingham City Council Amending Chapter 15.04 of the Dillingham Municipal Code to Allow for a Review of Permit Applications by a Registered Professional Engineer at the Cost of the Applicant, and to Establish Criteria for Issuing Floodplain Development Permits for Functionally Dependent Uses and Modify Variance Standards
- Ordinance No. 2015-11, An Ordinance of the Dillingham City Council Retaining Certain Tax Foreclosed Property for Public Use

June 18 Council Packet

I will be attending certification training the week of June 7 returning to Dillingham June 13. Bernadette Packa will serve as Acting City Clerk in my absence. I will plan to have staff email and post the agenda by June 12. The packet could be ready to distribute at the same time, otherwise it will be distributed Monday, June 15, at the latest.

STANDING ITEM(S):

Liquor License Renewals/Transfers/New Licenses.

Indicate any licenses due to expire. No activity pending.

Commission/Board Seats Vacant.

Planning Commission

There are two seats open. One letter of interest has been filed and is included in the packet.

Agenda Outline

The use of roman numerals in an agenda outline is becoming less and less popular, replaced by a simpler format. I am recommending we make the change. I've already gotten used to the idea. 😊

Our Dillingham Municipal Code only dictates the order of business, which coincidentally is listed in numerical order with subsections starting with a, b, etc.. Below is a sample of the proposed format:

Current Agenda Format	Proposed Agenda Format
I. CALL TO ORDER	1. CALL TO ORDER
A.	a.
B.	b.
II. ROLL CALL	2. ROLL CALL

Out of the Office: June 2-June 13 (attending certification training)
June 22-June 26 – Personal Leave

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: May 26, 2015
To: Rose Loera, City Manager
From: Stephanie McCumber, Fire Coordinator
Subject: May 2015 Department Head Report

Summarization of EMS Responses – 12 Calls; 60.5 Total Man Hours

- Total of Ambulance Transports
 - 3 Traumatic Injuries
 - 1 Poison
 - 3 Chest Pains
 - 1 Seizure
 - 2 Sick Persons
 - 2 Cardiac Arrests

Summarization of Fire Responses – 2 Calls; 7 Total Man Hours

- 2 Tundra fires

PROJECTS COMPLETED

- Fire training was held this month for the new State DOT ARFF apparatus. The representative from Rosenbauer was here to give a demonstration and go over all the new features of their new truck.

ON-GOING PROJECTS

- Southern Region EMS will be releasing the Mini-Grant money soon. With this money, we will be ordering new Drug Boxes, Intubations kits, and a new set of Laryngoscope blades.
- We received a notice of award from the Department of Forestry for the Volunteer Assistance Grant for \$8,931.60. We are looking at our options for what we would like to purchase.
- We are also working with the Department of Forestry on a Memorandum of Understanding for our Department apparatus to fill their airtanker in case of a nearby wildland fire.
- The Fire Coordinator has been working with the City Planner to complete the Hazard Mitigation Plan for the City when she leaves.

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: May 27, 2015
To: Rose Loera, City Manager
From: Sonja Marx, Librarian
Subject: May Monthly Report

The Library Advisory Board met here May 26th. Please see the attached agenda from the meeting. LAB seats C and D will be open as Dianna Swaim and Annette Stelling are moving away from Dillingham. We thank them for their service over the years.

School came to a close May 20th making that our School Librarian's last day. However, we have her help for the summer. Nicole Ito was rehired as the Seasonal Librarian Assistant through BBEDC. She started May 26th working 30 hours a week. BBEDC is also providing two other positions (Library Clerk, 18+ years of age and the Library Aide Youth Internship, ages 14-17) which close June 5th at 5 pm with interviews the week of June 8th and a start date of June 15th for both positions.

The Friends of the Library are having a book sale Saturday, June 6th here at the library. Also as a fundraiser, the FOL showed the movie "American Sniper" and provided a Nacho Bar at the Willow Tree on May 23rd at 7pm.

Library Stat report for April 27th - May 23rd, 2015:

Patron Visits: 2,073 Computer Use: 377 Wireless Use: 190
Story Hour: 38 Other Visits (including students): 309 Museum Use: 48
Videoconferencing: 0 AWE Station Use: 17 Volunteer hours logged: 16.25

Next Library Advisory Board meeting, Tuesday, Sep. 8th at 5:30 pm in the Library.

The Library was closed for a week, May 16th - 22nd, due to a power outage on May 14th. The server had to be shipped to Anchorage in order to replace the hard drive that was destroyed. This drive connected us to the internet and accessed us to our Alexandria software that enables us to check materials in and out to patrons. Staff continued to work in the library as they received materials from patrons; however, the library was not open to the public to use the computers or check out items. We are now open again, just in time for the summer crowd!

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MEETING AGENDA (minutes)
5:30 P.M. / DILLINGHAM PUBLIC LIBRARY

- I. CALL TO ORDER** (started around 5:35 pm)
- II. ROLL CALL**
(Present: Erika Schneider, Amy Ruby, Conor Downey, Annette Stelling, Sonja Marx, Dagen Nelson. Absent: Sarah Andrew, Dianna Swaim, Erica Tweet)
- III. APPROVAL OF AGENDA** (approved)
- IV. BUILDING REPORT**
 - A. Dagen Nelson (reported on work done on the library inside and out over the year with discussion on future siding, windows, boiler, funding, etc.)
- V. APPROVAL OF MINUTES**
 - A. Meeting minutes from April 7, 2015 (minutes approved)
- VI. UNFINISHED BUSINESS**
 - A. OWL funding (no new update)
 - B. Summer Reading Program finalized soon (dates, times, workers)
 - C. Three BBEDC positions for the summer
 - 1. Seasonal Librarian Assistant (Nicole Ito rehired & started 5/26)
 - 2. Library Clerk 18+ years of age (extended closing date to June 5th)
 - 3. Library Aide Youth Internship ages 14-17 (extended closing date, 6/5)
- VII. NEW BUSINESS**
 - A. Server update (purchased in 2011 through an Interlibrary Cooperation Grant from the state; drive failed after recent power outage; library closed for a week to send server to Anchorage for repair).
 - B. Dianna Swaim resigning (Seat C needs to be filled; expires 9/30/17)
 - C. Annette Stelling resigning (Seat D needs to be filled; expires 9/30/16)
 - D. Next meeting date and time (Tuesday, Sep. 8th at 5:30 pm)
- VIII. PUBLIC COMMENT/COMMITTEE COMMENTS**
- IX. ADJOURNMENT** (ended around 7pm)

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: May 22, 2015
To: Rose Loera, City Manager
From: Jody Seitz, Planning Director
Subject: May Report

Archive project: The digitizing and archiving of records has gotten off to a great start. Christopher is doing an excellent job of winnowing out the chaff and systematically creating our searchable record.

FY17Capital Improvement Plan: Planning Commission approved. I have created a shortcut to the file and folder that holds all the CIP information.

GIS: over a four day period Gary Greenberg and I cleaned up legal descriptions and found no-subdivision subdivisions and lots created by deed. Then with Finance staff, Anita's and Accufund's help we tied the tax database to the GIS database using the parcel id. Now more information is available over the City's interactive web map, and the number of taxable parcels has increased by something like 100 parcels. There will still be some errors and there will always be changes because people change their lots, subdivide and sell. If the Alaska Map Company is retained again next fiscal year Gary can continue to make changes to the database as they are needed.

Ordinances: Floodplain revisions are being recommended by the commission to the Council at its June meeting. Title 18 and Title 15 Building Codes both have drafts from the attorneys for the Planning Commission to review. Also –Title 17 minimum acreage has been worked on by the Planning Commission but there has been no resolution. It still needs more public review and discussion.

Pending plats:

ASLS 2005-51 (land grant for the Harvey Samuelson Community Center): Despite extensive reviews by ADNR and ADOT, access is missing to the state parcels in the survey. City Manager Loera and I discussed possible solutions with Nushagak. Have hired John O'Connor to get the full measurements and drawings needed. City Manager will follow up on this.

Crystal Subdivision: Subdivider requested a one year extension on his subdivision plat.

Dental Annex Subdivision: approved and ready for signing here.

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Seven Ds (formerly Clark, formerly DLB) Subdivision: on the way to the Recorder's Office.

Edra Garage: on its way to the Recorder's Office.

L&M Subdivision: Attny Patrick Munson is preparing the sewerline easement for recording. Then the plat can be signed administratively and recorded.

Pacer Subdivision: on its way to the Recorder's Office.

Port Land Exchange: Attny Patrick Munson has the material for creating the land exchange agreement amongst all parties. Then the Planning Commission can take up the preliminary plat.

Permitting:

Encroachment Permits: Nushagak wishes to install conduit in Main Street prior to the Downtown Streets project. If approved by the Council the permit is signed, a permit form is generated, and the two are scanned and copied.

Floodplain Management: Lease lot owner Ben McDowell in harbor is submitting a LOMR-F before starting his building. Once the City receives evidence that he has submitted this to FEMA we could issue his land use permit.

Land Use Permits: One driveway permit outstanding. Lack of driveway standards in Title 18 complicates actions for compliance.

Planning Commission training: Had a successful floodplain training with Ken Hudson who is working with DCRA at the present. BBNA staff were the main attendees.

Streets: ADOT and KNIK are having a time of it with all the rain. No other news.

Transit: ADOT will install pipes for 3 bus stops: at the hockey rink area, at the Delta Western parking lot across from AC and by City Hall. The City has to buy and install the bus stop signs.

The Planning Commission's next meeting is _____ ?.

Good luck and best wishes to all!

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Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: May 26, 2015
To: Rose Loera / City Manager
From: Jean Barrett / Port Director
Subject: May Monthly report

Today is the day after Memorial Day and is traditionally the day that things start to hop around the harbor. Tradition has once again shown to be true as there seem to be many more people moving than just last Friday. Ready or not, summer is going to happen!

DOCK

- ✚ Things are in full swing. We have had the first two AML barges of the season in and the next two coming this weekend. Alaska Logistics has also made a couple of trips along with Knik Construction to drop off materials and freight.
- ✚ The crushed gravel spread early in the spring has worked out well and held up to the heavy forklift traffic.
- ✚ New lighting is in the process of going up. I checked them out the other morning and they light up the area very well. All twelve should be installed before the end of June.
- ✚ Eric Suttles attended a training session in King Salmon at SAVEC for Rigging and Signaling during the first week of May, paid for by BBEDC.
- ✚ We have some budget issues that I have been working on with Manager Loera, one of which was equipment maintenance. We have had several issues this year. The Hyster 1050 had Solenoid issues, which was fixed with a new solenoid. The Hyster 800 has a leaky hub seal on one of the front duals. We are in the process of getting that fixed. We replaced the hydraulic pump on the Manitowok crane, and bought a rebuild kit. We now have a replacement pump on the shelf, just in case.

HARBOR

- ✚ I have had a busy May at the harbor also. The herring fishing boats returned from the herring grounds. The halibut boats are starting to bring fish back in and

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they need ice. A substantial amount of time has been spent getting the ice machine ready and keeping it running this month.

- ✚ The replacement of the condensing unit for the ice container is completed and working fine.
- ✚ Ice Machine. We have had some issues with the ice-making unit cooling unevenly. I think it is doing this because the machine has a bit of a list to the starboard side causing the freon to gather and cool that side of the drum more than the other side.

The small portion of the bulkhead that holds the ground back on the harbor side of the machine has broken a previous patch. This has allowed the sheet pile to lean outward which allows the ground behind it to slough allowing the ice machine to lean also. I found out that this portion of metal sheet pile is short and not driven into the ground to a depth needed to hold it from doing what it is doing. It would take an excavator to move the existing gravel and to pull the sheets back to or near the original placement, and tied back with some sort of an anchor refilled with gravel and rip rap on the outside to keep it from failing again.

Manager Loera asked that I contact Curyung Tribe to allow the City to apply to BBEDC for \$25,000 for an annual Community Block Grant. Dorothy Larson directed me to write a letter asking for the money and detailing why it was needed. In the letter I included what the City has spent on the ice machine over the past five years, which shows we have lost money every year. I outlined a couple of things that I would like to see done to the machine other than just paying for the electric bill. The Tribe agreed to give us the money, a total of \$20,833.00 for our use and they would retain \$4,167.00 to administer the money.

- ✚ The Dredge is in the water and making headway. I anticipate them being finished around the 10th of June.
- ✚ I have been busy moving my office to the vacated National Guard building. I hope to be completely out of the old office by the end of this week so cleanup and repairs can take place.

That is all from the second best view in town.

[Port of Dillingham Advisory Committee Meeting. No date scheduled.](#)

*Our Vision. By 2015 to have an infrastructure that supports a sustainable, diversified and growing economy. * We will take a leadership role and partner with others to achieve economic development and other common goals. * We will develop a high quality City workforce to serve the community. * We will promote excellence in education.*

Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Neil Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: May 26, 2015
To: City Manager Rose Loera
From: Chief Dan Pasquariello
Subject: **June 2015 Council Report** (*reporting period 4-27-15 to 5-26-15*)

POLICE:

- ❖ 404 Calls for service
- ❖ 41 Incident reports
- ❖ 18 Persons arrested
- ❖ 11 Title 47/Protective custody
- ❖ 43 Citations issued

The division was very busy this month.

We have one vacant officer position. We had prepared a recruitment packet detailing the benefits of the job as well as positive aspects of the Dillingham region. We sent these packets to the police Academy in Fairbanks where numerous not yet employed recruits were training. We have not received any applicants.

CORRECTIONS:

- ❖ 33 Total Inmates
- ❖ 11 Title 47/Protective custody

We have hired a new corrections officer that is currently in training. There is still one vacant position.

DISPATCH:

- ❖ 525 Calls for service
- ❖ 77% Dispatched to Dillingham Police
- ❖ 16% Dispatched to Alaska State Troopers
- ❖ 4% Dispatched to EMS/Fire
- ❖ 3% Dispatched to Animal Control
- ❖ 107 911 calls received

We have filled one of our vacant dispatcher positions with a transfer from the corrections division. This person is currently being trained. We are in the process of hiring a former dispatcher to get the division up to full strength.

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ANIMAL CONTROL:

- ❖ 3 Animals impounded
- ❖ 2 Dogs returned to owners
- ❖ 21 Rabies vaccines given
- ❖ 3 Citations issued
- ❖ 3 compassionate euthanasia

Alaska Rural Veterinary clinic hosted a Spay and Neuter clinic at the animal shelter. A total of 38 animals were either spayed or neutered. An additional 15 animals were seen for other reasons. We would like to thank the Harbormaster for allowing us to use the port side of the building for the clinic.

DMV:

- ❖ 90 Registrations/Titles
- ❖ 107 Driver's License/IDs
- ❖ 7 CDLs
- ❖ 7 Road tests

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Mayor
Alice Ruby

Manager
Rose Loera



Dillingham City Council
Holly Johnson
Chris Maines
Misty Savo
Curt Armstrong
Tracy Hightower
Paul Liedberg

MEMORANDUM

Date: May 29, 2015
To: Rose Loera, City Manager
From: Francisco Garcia, Public Works Director
Cc: Dillingham City Council
Subject: May Staff Report

Street Dept.

- Grading roads
- Filling pot holes around town
- Emptying class bins from the bars and harbor
- Looking for an heavy equipment operator
- Maintaining Lupine Road

Water/Sewer Dept.

- Conducted monthly water and sewer sampling
- Keeping lift stations, sewer treatment and water treatment plant cleaned
- Completing monthly DMR reports and turning them in to D.E.C.
- Working on HUD liftstation, pump stops working
- Working all main water for operation
- Flushed fire hydrants

Shop Dept.

- Keeping up with equipment and vehicle maintenance
- Repaired hub seal on 1050 Hyster
- Both mechanics certified for removal of Freon
- Completed fabrication of blower motor at sewer lagoon

Buildings & Grounds Dept.

- Keeping up on maintenance on city buildings
- Emptying trash from parks around town
- Finished and tested generator at DPD also repaired water treatment generator

Landfill Dept.

- Operating the incinerator on their own and burning trash
- Collected all trash bags for community clean up
- Keeping transfer station clean
- Operator received his RALO certification

I. CALL TO ORDER

The Carlson House Advisory Committee met on Wednesday, May 6, 2015, in the Council Chambers, Dillingham, AK. Chair Holly Johnson called the meeting to order at 12:17 p.m.

II. ROLL CALL

Committee Members present:

Holly Johnson

Rose Loera

Keggie Tubbs

Absent: Rae Belle Whitcomb

III. APPROVAL OF AGENDA

MOTION: Keggie Tubbs moved and Rose Loera seconded the motion to approve the agenda with the addition of item D. Tool Shed under New Business.

VOTE: The motion passed unanimously.

IV. NEW BUSINESS

A. What is the role of the committee?

1. Resolution No. 2010-45, Establishment of the Carlson House Advisory Committee

Discussion:

- Ask Mayor if the staggered seats will be assigned as addressed in the resolution;
- Commented the City has the authority to make recommendations on the property;
- Noted the properties will continue to deteriorate if nothing is done; and
- Commented should seek public input for uses of the property, and what is in the best interest of the City.

B. Mary Carlson Estate Fund

There is \$388,000 in the estate fund.

C. What do we want our goals to be?

Goal for the next agenda is to discuss what to do with the buildings on the property, items in the building, the property and the funding.

1. Notes from September 1, 2009 Meeting with Carlson House Committee
2. Structural Condition Inspection

The report dated November 24, 2009 was prepared by Ben Oien, Oien Associates, Inc., for the City of Dillingham. It was an assessment of the structural condition of the building and the feasibility of any repair needed, and to recommend whether or not it could be occupied by a caretaker for the winter.

D. Tool Shed

State of Alaska Fish and Game is asking the City to move the Carlson House tool shed from their property, because they are looking to build on it this spring. Questioned where is it going and what to do with the tools inside?

MOTION: Keggie Tubbs moved and Rose Loera seconded the motion to recommend to the Council that an immediate need is to move the tool shed to an appropriate spot identified by the administration using the estate funds.

VOTE: The motion passed unanimously by voice vote.

V. PUBLIC COMMENT/COMMITTEE COMMENTS

The next meeting is scheduled for Wednesday, May 27, at noon. The committee can decide on a schedule for regular meetings.

Ted Krieg:

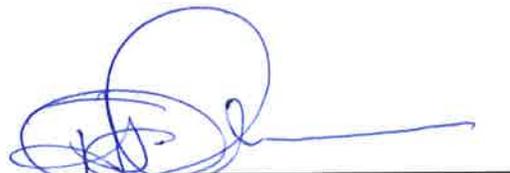
- Had walked away from the Sept. 1, 2009 meeting with the understanding the foundation was going to be fixed, but this was before the inspection report was done;
- Was not in favor of seeing the house demolished, because it was one of only a few historical buildings in the City that hadn't received a lot of changes; and
- Look into possibly displaying some of the tools that have historical value.

Discussion:

- Check to see if there are "no trespassing" signs on the Carlson House property.

VI. ADJOURNMENT

The meeting adjourned at 1:09 p.m.



Holly Johnson, Chair

ATTEST:



Janice Williams, City Clerk
Approval Date: 5/27/15

1. CALL TO ORDER

The Finance and Budget Committee met on Monday, May 11, 2015, in the City Council Chambers, Dillingham, AK. Paul Liedberg, Chair, called the meeting to order at 5:31 p.m.

2. ROLL CALL

Committee Members present:

Paul Liedberg	Mayor Alice Ruby	Rose Loera
Tracy Hightower	Anita Fuller	

Committee Members absent: Curt Armstrong – excused

Other Staff present: Carol Shade

3. APPROVAL OF MINUTES

- a. Minutes of February 23, 2015
- b. Minutes of April 22, 2015

MOTION: Tracy Hightower moved and Alice Ruby seconded the motion to approve the minutes of February 23 and April 22 minutes with amendments.

VOTE: The motion passed unanimously by general consent.

*(Clerk Note: Edited the minutes of April 22 to strike Holly Johnson approved the agenda to read Holly Johnson’s motion to approve the agenda and added language on page 3, Ambulance Replacement Fund, putting a cap on the fund **designated for ambulance and fire equipment replacement** and the excess could go to operations.*

4. APPROVAL OF AGENDA

The agenda was approved as presented.

5. STAFF REPORTS

- a. Review Quarterly Financial Statements

Manager Loera reviewed the financial statements ending March 31, 2015.

Manager Loera reported a customer had informed the City that they did not receive a property assessment statement for 2013 and 2014, but did in 2012. Staff attributed the problem to the new software installed several years ago. Staff was in the process of reviewing all of the property assessments for the last couple of years to see if there might be other problems.

Questioned if the city should back bill since it was their mistake, but felt whatever action was taken that it be consistently applied.

Follow-up:

- Add this to the agenda, and see what comes out of the review being conducted by staff.

6. UNFINISHED BUSINESS

- a. Fiscal Policy Development
 - 1) Review Internal Controls (*Placeholder*)

Manager Loera reported she was planning to have the new finance director works on this project.

- b. Lake Road Fire Station
 - 1) Status of State’s Fire Truck

There was nothing to report.

- 2) Fire Chief to Consult with Project Manager on Est. Cost to Build

There was nothing to report, however, Manager Loera noted for information only the property on the left side of the fire station might be available for purchase, small triangular section.

- c. Rate Review
 - 1) Schedule When Rates will be Reviewed

The schedule was not ready for presentation.

Follow-up:

- Retain as a placeholder. May identify a rate for an upcoming review before a formal schedule is put in place.
- 2) Review Process for Filing a Resolution to Amend Motor Vehicle Registration Tax (MVRT)

Manager Loera reported the committee would need to decide where it wanted its rates to be. The committee would have some time to work on it.

Follow-up:

- Compare the City’s MVRT rates with other communities, and decide whether or not to propose a change in the rates; and

- Review the handout in which state law would allow the city to pass an ordinance adopting a permanent registration for non-commercial trailers and vehicles eight years or older.

3) City's Portion of MVRT

Follow-up:

- Items 2 and 3 will remain on the agenda.

d. FY16 Budget Review

Staff reviewed three scenarios presented with the current draft of the FY16 budget. The scenarios affected the senior center and public safety department.

MOTION: Alice Ruby moved and Tracy Hightower seconded the motion to recommend the FY16 Budget with scenario 3 [from nine patrol officers to eight with an amended salary schedule, a reduced corrections budget, and cutting \$100,000 from the senior center department with a full-time director/cook, and a $\frac{3}{4}$ time driver].

VOTE: The motion passed unanimously by voice vote.

Discussion ensued over the tool shed and contents that was part of the Carlson House Property and located on ADF&G property. ADF&G was asking the City to move it. Manager to ask staff if they are interested in relocating the shed for their department use.

e. Ambulance Fund – Resolution

The resolution was not ready for presentation, but Manager Loera reported the Fire Dept. Executive Committee was in favor of putting a cap on the fund designated for ambulance and fire equipment replacement and the excess could go to fire dept. operations.

7. NEW BUSINESS

a. U.S. Army Corps – Resolution No. 2015-XX

Corp had set aside funding toward a \$20M erosion project, but then changed the formula for the City's share of the cost to 35%. The Corp informed the City they had three options: 1) sign a cost share project cooperation agreement for construction and the City would need to work with state and other agencies to obtain local financing required for the local share; 2) if not able to get financing, try to lobby congressional delegation to get 100% federal funding; or 3) do nothing, and the City would lose the funding set aside by the Corp so they could use it for other projects.

Follow-up:

- Recommended contacting Senator Murkowski for funding possibilities.
- Bring this item back to the June Finance and Budget Committee meeting, and possibly get it on the second June Council meeting.

8. PUBLIC/COMMITTEE COMMENT(S)

Mayor Ruby:

- Manokotak is working to acquire funding for an engineering study for a road design from Manokotak to Dillingham; she may be approaching the Council for a contribution; and
- Received a visit from Alaska Industrial Export Authority, talked about some city projects, public safety building, could be a funding source, in the form of a bond, if the City wanted to leverage money.

9. ADJOURNMENT

The meeting adjourned at 7:00 p.m.

Paul Liedberg, Chair

ATTEST:

Janice Williams, City Clerk

DRAFT

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2015-08

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING TITLE 8 OF THE DILLINGHAM MUNICIPAL CODE TO PROHIBIT DISPOSAL OF HAZARDOUS MATERIALS IN THE CITY OWNED SOLID WASTE DISPOSAL FACILITY AND ESTABLISHING A PENALTY FOR ANY VIOLATION

WHEREAS, the State of Alaska Department of Environmental Conservation prohibits the city from accepting hazardous materials at its solid waste disposal facility; and

WHEREAS, the city cannot properly dispose of such materials and risks violating its own permits if it does so; and

WHEREAS, the city is therefore required to expressly prohibit any and all persons from disposing of hazardous waste at the city’s solid waste disposal facility;

BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

Section 1. Classification. This is a code ordinance.

Section 2. Amendment of Section 8.04.020. Section 8.04.020 of the Dillingham Municipal Code is hereby amended as follows with new language underlined and **emboldened**.

REFUSE COLLECTION AND DISPOSAL

Sections:

- 8.04.010 Authority and applicability.
- 8.04.020 Definitions.
- 8.04.030 Containers—Requirements.
- 8.04.040 Containers—Location.
- 8.04.050 Disposal requirements.
- 8.04.052 Prohibited Waste**
- 8.04.060 Collection and transportation requirements.
- 8.04.070 Collection intervals.
- 8.04.080 Specification—Collection vehicle bodies.
- 8.04.090 Provision of other services—Denied services list.
- 8.04.095 Violations—Penalties.
- 8.04.096 *Repealed.*
- 8.04.100 Fees.
- 8.04.110 Regulations.

8.04.020 Definitions.

The following definitions apply throughout this chapter:

“Garbage” means all putrescible solid wastes, including vegetable matter, animal feces, and carcasses of small animals.

“Hazardous waste” means any substances or materials that, by reason of their toxic, caustic, corrosive, abrasive, or otherwise injurious properties, may be detrimental or deleterious to the health of any person handling or otherwise coming into contact with such substances or materials. This includes those materials or substances which have been so designated by the State Department of Environmental Conservation and/or the Environmental Protection Agency.

“Person” means any individual, firm, governmental unit, organization, partnership, corporation, company or other entity.

“Putrescible waste” means material that can decompose and cause obnoxious odors.

“Refuse” means any putrescible or nonputrescible solid waste, except human excreta.

“Rubbish” means nonputrescible solid wastes.

“Secured load” means a load of refuse which has been secured and covered in the vehicle in a manner that will prevent any part of the refuse from leaving the vehicle while the vehicle is moving.

Section 3. Amendment of Chapter 8.04. Chapter 8.04 of the Dillingham Municipal Code is hereby amended by the addition of a new section 8.04.052 to read as follows :

8.04.052 Hazardous Wastes Prohibited

A. No person shall dispose of hazardous wastes at the city-owned solid waste disposal facility or mix hazardous and non-hazardous materials together for disposal. It is a violation of this section for any person to place or leave hazardous waste in any refuse that the person knows or reasonably should know or expect will be collected, transported to, or ultimately disposed of in the solid waste disposal facility.

B. In addition to all hazardous waste as that term is defined herein, and notwithstanding any limitation or law to the contrary, the following materials are included within the term “hazardous waste” for the purpose of this section and are expressly prohibited from being disposed of at the city-owned solid waste disposal facility.

1. Gasoline, diesel fuel, anti-freeze, benzene, naphtha, fuel oil;
2. Any automotive fluid which remains inside a vehicle that is taken to the solid waste facility for disposal; and
3. Mineral spirits, commercial solvents, or any flammable or explosive liquid;
4. Acids, corrosives, solvents, liquid wastes, oily wastes, grease paint;
5. Sewage, explosives, drilling mud, radioactive wastes; and
6. Unsterilized (infectious) medical wastes.

C. Any person who violates this section commits a minor offense. In addition to any penalty imposed for the violation, the person may be required to fully remove any hazardous waste the person caused to be deposited in the solid waste disposal facility, and to fully remediate any damage caused thereby regardless of whether the person intended to dispose of the hazardous waste in the facility.

Section 4. Amendment of Section 1.20.040. Section 1.20.040 of the Dillingham Municipal Code is hereby amended to include the following provision in the fine schedule. New language is underlined and **emboldened**.

Code Section	Offense	Penalty/Fine
<u>8.04.055.A</u>	<u>Disposal of hazardous material in city landfill</u>	<u>300.00</u>

Section 5. Copies to the Alaska Court System. The City Clerk is responsible for submitting the ordinance to the Alaska Court System for inclusion in the Uniform Minor Offense Table.

Section 6. Effective Date. This ordinance is effective upon passage.

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

Alice Ruby, Mayor

[SEAL]

ATTEST:

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: June 4, 2015

Attachment to: 2015-08
Ordinance No. / Resolution No.

Subject:

An Ordinance of the Dillingham City Council Amending Title 8, Health and Safety, of the Dillingham Municipal Code to Prohibit Disposal of Hazardous Materials in the City-Owned Solid Waste Disposal Facility and Establishing a Penalty for any Violation

City Manager: Recommend Approval

Signature: Rose Roera

Route to	Department Head	Signature	Date
	Finance Director		
X	Public Works	<i>Frank Jones</i>	5/28/15
X	City Clerk	<i>Janet Williams</i>	5/22/15

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- An advertisement for a Public Hearing on Ordinance No. 2015-08 is scheduled to appear in the May 28 edition of the Bristol Bay Times as required to be advertised in a local newspaper five days in advance of the public hearing.

Summary Statement:

The State of Alaska Department of Environmental Conservation prohibits the City from accepting hazardous materials at the landfill, since the City cannot properly dispose of such materials.

The City is in the process of establishing a medical waste standard operating procedure before any medical waste can be disposed of at the Dillingham Landfill. This request came from AKDEC in the City's Landfill Inspection checklist, dated September 9, 2012.

This ordinance was introduced at the May 14 Regular Council meeting and is up for adoption at the June 4, 2015 Council Meeting.



Ordinance No. 2015-08 / Resolution No.

Summary Statement continued:



CITY OF
DILLINGHAM
ALASKA

PUBLIC NOTICE

Public Hearing on Ordinance No. 2015-08

Page 65 of 69

The City Of Dillingham will hold a Public Hearing on Thursday, June 4, 2015, at 7:00 P.M. in the City Council Chambers for the purpose of taking comment from the public on the following ordinance:

- Ordinance No. 2015-08, An ordinance of the Dillingham City Council amending Title 8 of the Dillingham Municipal Code to prohibit disposal of hazardous materials in the city owned solid waste disposal facility and establishing a penalty for any violation

If you have any questions, please contact the City Clerk's office at 842-5212 or email cityclerk@dillinghamak.us.

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2015-34

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ESTABLISHING THE RATE OF LEVY OF TAX, THE DATE TAXES ARE DUE, AND THE DELINQUENT DATE FOR 2015, 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 \$_____ for calendar year 2015, 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, 2015 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 2015 and continue until paid in full.
3. **Certification of the Tax Roll.** The tax roll for 2015 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 April 23, and May 28, 2015 meetings.

PASSED and ADOPTED by the Dillingham City Council on June 4, 2015.

ATTEST:

Alice Ruby, Mayor
[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: June 4, 2015

Attachment to:

Ordinance No. _____ / Resolution No. 2015-34

Subject:

Establishing the rate of levy of tax, the date taxes are due and the delinquent date for 2015, 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 2015 Tax Roll
- Supporting Spreadsheet - 2015 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 April 23 and May 28, 2015 meetings have been included in the certification of the tax roll.

Ordinance No. _____ / Resolution No. 2015-34

Summary Statement continued:

DRAFT

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2015-09

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING THE BUDGET AND APPROPRIATING FUNDS FOR THE FY 2016 CITY OF DILLINGHAM BUDGET

WHEREAS, the City Council has approved the Operating Budget and Capital Improvement Budget for FY 16 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 2016 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 2016 funds are available for appropriation by ordinance;

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

1. The FY 2016 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, 2016.
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 \$12,194,620.

Section 4. Appropriations.

A. General Fund Government Operations

City Council	\$ 74,350
City Clerk	138,638
Administration	321,478
Finance	633,685
Legal	109,000
Insurance	122,082
Non-Departmental	187,675
Planning	141,331
PS Administration	177,277
PS Dispatch	495,228
PS Patrol	892,426
PS Corrections	600,800
PS DMV	54,810
PS Animal Control Officer	106,881
PS Fire Department	297,591
PS IT Support	14,000
PW Administration	203,921
PW Buildings & Grounds	348,178
PW Shop	398,006
PW Streets	502,817
Library	129,265
Meeting Hall	3,000
Foreclosures	15,000
City School District	1,300,000
Transfer Subsidy for Operations	973,201
Transfer to Equipment/Capital Reserves Fund	70,000
Total General Fund Appropriations:	\$ 8,310,640

Special Revenue & Other Funds Appropriations

Nushagak Fish Tax	\$ -0-
Water	218,252
Waste Water	268,183
Landfill	602,344

Port-Dock	583,153
Port-Harbor	244,864
E-911	53,071
Senior Center	340,058
Debt Service	1,179,590
Library Grants	108,685
Equipment Replacement/Reserve	-0-
Ambulance Replacement Fund	259,000
Mary Carlson Estate	6,780
Capital Project (Planning) Fund	<u>20,000</u>
Total Special Revenue & Other Funds Appropriations	<u>\$ 3,883,980</u>

Total Appropriations \$ 12,194,620

Section 5. Revenues

General Fund

Taxes

Sales Taxes	\$ 2,700,000
Alcohol Sales Taxes	300,000
Transient Lodging Sales Taxes	85,000
Real Property Taxes	1,600,000
Personal Property Taxes	550,000
Penalty and Interest on Property Taxes	60,000
Penalty and Interest on Sales Taxes	16,000
Gaming Sales Tax	75,000
Payment in Lieu Taxes (PILT)	420,000

Other Revenues

Jail Contract Revenue	508,000
Revenue Sharing	198,898
Shared Fisheries	20,000
Raw Fish Tax	300,000
Revenues from State of Alaska	631,183
Administrative Overhead	377,214
Charges for Current Services	55,000
Licenses Fees Fines and Permits	21,600
Lease and Rental Income	30,000

Investment Income	30,000
Other Revenues	92,600
Transfer from E-911	44,571
Transfer from Nushagak Fish Tax	-0-

Total General Fund Revenues \$ 8,115,066

Special Revenue & Other Funds Revenues

Nushagak Fish Tax	\$ -0-
Water	186,496
Waste Water	313,166
Landfill	164,418

Port – Dock	564,559
Port – Harbor	150,160
E-911	76,760
Senior Center	219,160
Library Grants	108,685
Debt Service	825,713
Mary Carlson Estate Permanent Fund	<u>3,000</u>
Total Special Revenue Funds & Other Funds Revenues	<u>\$ 2,612,117</u>
TOTAL REVENUES	<u>\$ 10,727,183</u>

Section 6. Transfers

Transfers from General Fund to Other Funds

Water	\$ -0-
Waste Water	-0-
Landfill	437,926
Senior Center	120,898
Ambulance Reserve	60,500
Equipment Replacement	50,000
Capital Project (Planning)	20,000
Debt Service	<u>353,877</u>
Total General Fund Transfers	\$ 1,043,201
Transfer from Dock Fund to Harbor Fund	<u>\$ 94,704</u>
Total Revenues and Transfers	\$ 11,865,088
Total Appropriations	\$ 12,194,620
Net Increase (Decrease) to Fund Balances	\$ (329,532)

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

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on

SEAL

Alice Ruby, Mayor

ATTEST:

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: June 4, 2015

Attachment to: 2015-09
Ordinance No. _____ / Resolution No. _____

Subject:

Adopting the Budget and Appropriating Funds for the FY16 City of Dillingham budget

City Manager: Recommend Approval

Signature: Rose Acera

Route to	Department Head	Signature	Date
X	Finance Director	<i>Anita M Fuller</i>	<i>5/28/15</i>
X	City Clerk	<i>J Williams</i>	<i>5/26/15</i>

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- FY 2016 Budget worksheets

Summary Statement:

The FY 2016 Budget was presented during a budget workshop held prior to the June 4, 2015 Regular Council meeting.

This ordinance was vetted through the Finance and Budget Committee and is being recommended for adoption.

Ordinance No. 2015-09 / Resolution No. _____

Summary Statement continued:

CITY OF DILLINGHAM
 FY 2016 Revenues
 Finance Budget Meeting April 14, 2015

ACCOUNT NAME	FY2016 Manager Recommendation	FY2016 Council Approve	FY 2015 as Amended	Variance Inc/(Dec)	Actual FY15 as of 2/28/15	Percent at 2/28/15	3 yr Average	Actual FY 2014	Actual FY 2013	Actual FY 2012
GENERAL FUND REVENUES										
6% SALES TAX	2,700,000	2,700,000	2,700,000	-	1,556,077	58%	2,662,156	2,717,734	2,713,102	2,555,633
PENALTY/INTEREST (Sales Tax)	16,000	16,000	16,000	-	16,420	103%	22,382	22,882	19,213	25,052
10% ALCOHOL SALES TAX	300,000	300,000	300,000	-	169,697	57%	301,111	309,371	346,744	247,219
10% TRANSIENT LODGING TAX	85,000	85,000	85,000	-	51,981	61%	91,006	85,929	84,771	102,317
REAL PROPERTY TAX	1,600,000	1,600,000	1,500,000	100,000	1,659,498	111%	1,536,133	1,563,927	1,490,085	1,554,387
PILT - BBHA	2,000	2,000	3,500	(1,500)	1,485	42%	4,108	3,352	3,251	5,720
PERSONAL PROPERTY TAX	550,000	550,000	500,000	50,000	562,721	113%	510,160	524,511	521,464	484,505
PENALTY AND INTEREST (Property Tax)	60,000	60,000	57,000	3,000	55,831	98%	62,122	62,605	80,390	43,370
6% GAMING TAX	75,000	75,000	78,000	(3,000)	63,437	81%	77,516	49,509	79,532	103,508
BUSINESS LICENSE	14,000	14,000	13,800	200	13,150	95%	14,844	13,600	13,450	17,482
BUSINESS LICENSE PENALTY	1,000	1,000	1,000	-	-	0%	1,600	300	1,500	3,000
RENTAL INCOME - REAL PROP.	26,000	26,000	26,000	-	16,719	64%	33,770	40,216	26,500	34,595
RENTAL INCOME (Rooms)	4,000	4,000	3,000	1,000	2,800	93%	11,755	28,065	5,200	2,000
INVESTMENT INCOME	20,000	30,000	30,000	-	10,100	34%	31,530	37,645	21,234	35,712
EQUIPMENT SALES	10,000	3,000	10,000	(7,000)	-	-	20,863	4,059	3,012	55,518
FORECLOSED PROPERTIES	20,000	20,000	20,000	-	-	-	124,635	35,906	-	338,000
MISCELLANEOUS REVENUE	12,000	12,000	20,562	(8,562)	1,400	7%	11,497	1,084	20,721	12,686
REVENUE SHARING	198,898	198,898	210,165	(11,267)	210,165	100%	264,605	210,963	300,237	282,614
RAW FISH TAX (State)	300,000	300,000	407,654	(107,654)	407,654	100%	354,170	276,513	339,410	446,588
PAYMENT IN LIEU OF TAXES	420,000	420,000	446,844	(26,844)	446,844	100%	424,836	422,987	429,642	421,879
SHARED FISHERIES BUSINESS	30,000	20,000	30,000	(10,000)	18,357	61%	36,411	28,769	32,207	48,256
TELEPHONE Gross Receipts Tax (3%)	75,000	75,000	75,000	-	-	0%	75,751	77,393	73,328	76,532
MOTOR VEHICLE TAX	27,000	27,000	27,000	-	22,238	82%	27,256	28,376	27,031	26,361
PERS ON BEHALF	302,490	486,183	294,526	191,657	339,770	115%	306,186	318,206	321,501	278,850
LIQUOR LICENSE	1,500	1,500	6,800	(5,300)	4,900	72%	4,300	4,600	6,800	1,500
LAND USE PERMITS	900	900	900	-	900	100%	953	850	1,260	750
DOCUMENT COPIES	200	200	253	(53)	253	100%	77	70	149	13
PLATTING FEES	700	700	555	165	555	100%	722	450	931	784
RESEARCH REVENUE	-	-	-	-	-	0.00%	-	-	-	-
SOA TROOPER CONTRACT	20,000	-	20,000	(20,000)	10,000	50%	3,333	20,000	(20,000)	10,000
REPORTS TO PUBLIC	200	200	200	-	10	5%	78	45	180	10
TRANSFER IN FROM E911	42,200	44,571	42,200	2,371	-	-	14,857	42,200	2,371	-
COURT DEPOSITS	20,000	20,000	12,000	8,000	20,275	160%	4,306	8,611	3,613	695
DDP-MISCELLANEOUS/DONATIONS	-	-	3,500	(3,500)	-	0%	465	75	75	1,245
JAIL CONTRACT	600,000	508,000	641,300	(133,300)	493,923	77%	534,045	641,300	480,417	480,417
COMMISSARY REVENUE	6,500	6,500	12,000	(5,500)	4,374	36%	4,476	4,707	4,348	4,374
FINGERPRINTS, ETC	1,000	1,000	1,000	-	615	62%	651	645	694	615
TITLE 47 USER FEES	12,000	12,000	12,000	-	11,631	97%	10,458	11,880	6,332	13,162
DOG LICENSE & FEES	2,000	2,000	3,000	(1,000)	682	23%	2,362	2,784	2,174	2,129
ACO - DONATIONS	200	200	200	-	-	0%	186	360	198	-
DMV COMMISSION REVENUE	43,000	43,000	50,000	(7,000)	24,378	49%	41,323	37,532	40,466	45,972
AMBULANCE FEES	55,000	55,000	55,000	-	42,969	78%	45,352	48,980	34,988	52,088
FIRE DEPT - DONATIONS	500	500	500	-	265	53%	1,042	838	2,288	-

CITY OF DILLINGHAM
FY 2016 Revenues
Finance Budget Meeting April 14, 2015

ACCOUNT NAME	FY2016	FY2016	FY 2015	Variance	Actual	Percent	3 yr Average	Actual	Actual	Actual
	Manager Recommendation	Council Approve	as Amended (10,000)	Inc/(Dec) (10,000)	FY15 at 2/28/15 at 2/28/15			FY 2014	FY 2013	FY 2012
EMPG Grant	-	-	-	-			-	-	-	-
JOINT LIBRARY AGREEMENT	8,000	8,000	8,000	-		0%	2,667	8,000	-	-
LIBRARY FINES & FEES	4,500	4,500	4,000	500	3,903	98%	4,500	5,380	4,348	3,771
TRANSFER IN FROM CARLSON ESTATE	-	-	-	4,000			-	-	-	-
INSURANCE CLAIM	-	-	-	-			29,577	-	59,224	29,506
ADMINISTRATIVE OVERHEAD	414,904	377,214	375,029	2,185	304,397	55%	381,979	420,179	436,797	288,962
TXFR IN FROM NUSHAGAK FISH TAX	-	-	-	-	-		440,681.50	400,920	400,920	79,523
TOTAL GENERAL FUND	\$ 8,081,692	\$ 8,115,066	\$ 8,113,468	\$ 1,598	\$ 6,450,347	80%	\$ 8,534,795	\$ 8,524,308	\$ 8,422,097	\$ 8,217,300

CITY OF DILLINGHAM
 FY 2016 Revenues
 Finance Budget Meeting April 14, 2015

ACCOUNT NAME	FY2016 Manager Recommendation	FY2016 Council Approve	FY 2015 as Amended	Variance Inc/(Dec)	Actual FY15 at 2/28/15	Percent at 2/28/15	3-yr Average	Actual FY 2014	Actual FY 2013	Actual FY 2012
NUSHAGAK FISH TAX	-	-	-	-	13,727		666,071	403,709	848,910	79,523
TOTAL NUSHAGAK FISH TAX	-	-	-	-	13,727		666,071	403,709	848,910	79,523
SPECIAL REVENUE FUNDS								(60,886)		
WATER & SEWER SPECIAL REVENUE FUND										
WATER HOOKUP FEE	2,000	2,500	2,000	500	2,511	126%	1,106.03	189	2,989	140
CONSUMER SALES, RESIDENT	72,082	75,000	72,082	2,918	46,130	64%	77,762.04	65,121	63,779	104,387
CONSUMER SALES, COMMERCIAL	97,841	95,000	97,841	(2,841)	52,927	54%	72,662.30	90,053	88,842	39,091
PENALTY AND INTEREST	9,000	2,500	9,000	(6,500)	2,562	28%	7,729.53	4,251	5,516	13,421
MISCELLANEOUS REVENUE	5,000		5,000	(5,000)	-	-	916.31	-	-	2,749
STATE PERS ON BEHALF	7,561	11,496	7,561	3,935	6,964	92%	10,667.40	18,071	-	13,931
CONTRIB FROM GEN. FUND	21,928	-	21,928	(21,928)	34,999	160%	17,121.43	22,071	29,293	-
TOTAL WATER	215,412	186,496	215,412	(28,916)	146,093	68%	187,965	199,756	190,419	173,719
SEWER CONNECT FEE	100		100	(100)	692	692%	429.88	468	732	90
CONSUMER SALES, RESIDENT	146,479	145,584	146,479	(895)	90,214	62%	207,461.87	181,516	226,081	214,789
CONSUMER SALES, COMMERCIAL	97,840	134,086	97,840	36,246	83,379	85%	22,605.71	67,817	-	-
WASTEWATER DUMPING	5,000	10,000	5,000	5,000	8,786	176%	5,841.24	4,816	5,977	6,730
PENALTY AND INTEREST	9,000	12,000	9,000	3,000	8,462	94%	6,220.75	10,381	8,281	-
MISCELLANEOUS REVENUE	-	-	-	-	14,121	-	-	-	-	-
STATE PERS ON BEHALF	7,926	11,496	7,926	3,570	8,359	-	3,151.46	9,454	-	-
CONTRIB FROM GEN. FUND	17,897		17,897	(17,897)	-	-	16,434.24	-	49,303	-
TOTAL WASTEWATER	284,142	313,166	284,142	29,024	213,320	75%	261,715	273,985	289,642	221,519
LANDFILL SPECIAL REVENUE FUND										
LANDFILL FEES	165,000	140,000	165,000	(25,000)	81,104	49%	133,612.44	131,957	132,640	136,240
BBEDC Funding								7,785	-	-
STATE PERS ON BEHALF	14,106	24,418	14,106	10,312	12,667	90%	9,696.33	16,887	-	12,202
CONTRIB FROM GEN. FUND	333,677	437,926	333,677	104,249	93,615	28%	268,386.46	283,767	242,572	278,820
TOTAL LANDFILL	512,783	602,344	512,783	89,561	187,386	37%	414,290	440,396	375,213	427,262
DOCK SPECIAL REVENUE FUND										
PENALTY AND INTEREST	2,000	-	2,000	(2,000)	-	-	-	-	-	-
DOCKING	60,000	70,000	60,000	10,000	40,525	68%	50,347.00	58,026	58,026	34,989
WHARFAGE AND HANDLING	350,000	400,000	350,000	50,000	371,203	106%	405,643.00	359,112	423,965	433,852
LABOR INCOME	2,500	3,500	3,500	-	2,191	63%	2,315.50	2,540	1,999	2,408
INTEREST INCOME	3,000	500	500	-	-	0%	2,229.67	6,689	-	-
EQUIPMENT RENTAL	40,000	30,000	30,000	-	14,784	49%	42,239.52	49,857	54,487	22,375
MISCELLANEOUS REVENUE	1,000	1,500	1,000	500	5,747	575%	890.33	991	750	930
FUEL FLOWAGE FEE	30,000	30,000	24,000	6,000	14,894	62%	42,637.55	68,450	31,394	28,069
STATE PERS ON BEHALF	19,327	29,059	19,327	9,732	22,089	114%	13,022.67	23,897	-	15,171
TOTAL DOCK	507,827	564,559	490,327	74,232	471,432	96%	559,325	569,562	570,620	537,794
HARBOR SPECIAL REVENUE FUND										

CITY OF DILLINGHAM
FY 2016 Revenues
Finance Budget Meeting April 14, 2015

ACCOUNT NAME	FY2016	FY2016	FY2016	FY2015	Variance	Actual	Percent	3 yr Average	Actual	Actual	Actual
	Manager Recommendation	Council Approve	as Amended	Inc/(Dec)	FY15 at 2/28/15	FY15 at 2/28/15 at 2/28/15	#DIV/0!		FY 2014	FY 2013	FY 2012
HARBOR LEASE LOTS	18,000	24,000	18,000	-	13,992	78%		6,618	12,151	7,703	
BUILDING RENT	-	9,600	-	-	-			-	-	-	-
BOAT HARBOR FEES	100,000	100,000	95,000	5,000	16,541	17%		109,811	128,210	101,095	100,127
MISCELLANEOUS REVENUE	500	100	500	-	65	13%		801	70	27	2,306
HARBOR DOCKING & MOORAGE	3,500	1,500	3,500	-	-			1,243	140	3,590	-
HARBOR WHARFAGE & HANDLING	4,500	1,500	4,500	-	100	2%		3,504	86	426	10,000
CONTRI FROM DOCK FUND	20,800	73,504	86,816	(66,016)	-			73,976	32,563	86,770	102,595
STATE PERS ON BEHALF	7,863	11,460	7,863	-	5,799	74%		6,962	7,669	7,177	6,041
BATHHOUSE REVENUE	1,000	1,000	1,500	(500)	884	59%		1,048	1,126	843	1,175
ICE MACHINE REVENUE	7,000	1,000	7,000	-	1,128	16%		4,005	10,441	924	650
BBEDC Interns	0		-	-	-			2,272	6,815	-	-
CONTRI FROM DOCK FUND	86,816	21,200	86,816	-	60,169	69%		-	-	-	-
TOTAL HARBOR	249,979	244,864	311,495	(61,516)	98,678	32%		210,240	199,271	208,556	222,894
SENIOR CENTER SPECIAL REVENUE FUND											
NTS GRANT	134,100	134,000	134,100	(100)	105,561	79%		134,640	134,100	134,100	135,719
NSIP GRANT	4,000	4,000	4,000	-	3,588	90%		4,720	4,927	5,198	4,034
ROOM RENTAL	8,000	4,400	8,000	(3,600)	3,189	40%		5,183	5,987	6,062	3,500
SENIOR APARTMENT RENT	9,600	9,600	9,600	-	6,400	67%		6,081	12,100	6,142	0
OFFICE RENTAL	14,400	14,400	10,800	3,600	9,810	91%		4,000	12,000	0	1,000
DONATIONS/CONTRIBUTIONS	250	3,000	250	2,750	-	0%		333	0	0	0
RIDES & DONATIONS	3,000	7,000	3,000	4,000	2,574	86%		3,961	3,865	3,018	5,000
CONGREGATE MEALS	6,500	6,500	6,500	-	4,608	71%		5,923	6,750	7,019	4,000
HOME DELIVERED MEALS	150	150	150	-	-	0%		218	100	153	400
GUEST MEALS	1,500	3,200	3,200	-	1,266	40%		2,228	1,641	3,544	1,500
FUNDRAISING	6,500	2,250	6,500	(4,250)	131	2%		1,284	3,143	460	250
ALUMINUM RECYCLE	2,400	2,400	2,400	-	2,201	92%		2,216	4,147	2,500	2,500
MISCELLANEOUS REVENUE	100	2,000	2,000	-	17	1%		1,356	273	2,542	1,255
STATE PERS ON BEHALF	13,988	26,260	13,988	12,272	12,486	89%		6,263	3,910	0	14,879
TRANS. IN FR. GENERAL FUNDS	222,827	120,898	222,827	(101,929)	106,169	48%		128,097	384,291	0	398,076
WATER DAMAGE REPAIR	-	-	-	-	-			207,205	223,540	0	0
TOTAL SENIOR CENTER	427,315	340,058	427,315	(87,257)	258,100	60%		374,880	416,482	552,528	572,113
DEBT SERVICE FUND											
TRANS. IN FROM GEN. FUND	351,602	353,877	351,602	2,275	88,479	25%		319,658	353,041	352,581	253,352
TRANS. IN FR SCH. BD FUND INT	-	-	-	-	-			-	0	0	0
SOA BOND REIMBURSEMENT	824,488	825,713	824,488	1,225	207,786	25%		823,182	823,049	822,009	824,488
7th Year Payment = \$1,177,840.00; State Reimburses 70%											
CONTRIB. FR SCHOOL DISTRICT	-	-	-	-	-			-	0	0	100,000
TOTAL DEBT SERVICE	1,176,090	1,179,590	1,176,090	3,500	296,265	25%		1,176,173	1,176,090	1,174,590	1,177,840
EQUIPMENT REPLACEMENT CAPITAL PROJECT FUND											
PUBLIC SAFETY PLANNING	20,000	20,000	20,000	-	20,000	100%		13,333	20,000	20,000	0
CONTRIB. FROM GEN. FUND	50,000	50,000	50,000	-	50,000	100%		33,333	0	0	100,000
CONTRIB. FROM NUSH FISH TAX	-	-	-	-	-			-	0	0	0
CONTRIB. FROM DOCK FUND	65,000	-	65,000	(65,000)	65,000	100%		-	0	0	0
SURPLUS EQUIP SALES	0	0	-	-	-			-	0	0	0
AMBULANCE RESERVE CAPITAL PROJECT FUND											

CITY OF DILLINGHAM
 FY 2016 Revenues
 Finance Budget Meeting April 14, 2015

ACCOUNT NAME	FY2016 Manager Recommendation	FY2016 Council Approve	FY 2015 as Amended	Variance Inc/(Dec)	Actual FY15 at 2/28/15	Percent	3 Yr Average	Actual FY 2014	Actual FY 2013	Actual FY 2012
INTEREST INCOME										
CONTRIB. FROM GEN. FUND	50,000	60,500	50,000	10,500			38,560	33,056	36,722	45,903
E911 SPECIAL REVENUE FUND										
INTEREST INCOME	100	760	760	-			195	584	-	-
E911 REVENUE	76,000	76,000	76,000	-	52,550	69%	68,403	75,365	70,263	59,580
TRANSFER TO GENERAL FUND						0%				
TOTAL E911	76,100	76,760	76,760	-	52,550	68%	68,597	75,949	70,263	59,580
ASSET FORFEITURES SPECIAL REVENUE FUNDS										
INTEREST INCOME	-	-	-	-	-		17	52	0	0
ASSET FORFEITURES-FEDERAL	-	-	-	-	-		-	0	0	0
ASSET FORFEITURES-LOCAL	-	-	-	-	-		-	0	0	0
AHSO - IMPAIRED DRIVING EQUIP	-	-	-	-	-		-	-	-	-
TOTAL ASSET FORFEITURES	-	-	-	-	-		-	52	0	0
TOTAL SPECIAL REVENUE FUNDS	\$ 3,634,648	\$ 3,638,337	\$ 3,679,324	\$ (35,872)	\$ 1,858,724	43%	\$ 3,338,414	\$ 3,404,547	\$ 3,488,553	\$ 3,538,625
MARY CARLSON ESTATE PERMANENT FUND										
INVESTMENT INCOME	4,596	3,000	4,596	(1,596)	743	16%	1,612	3,643	(237)	1,430
CONTRIBUTIONS	-	-	-	-	-		-	-	-	-
LIBRARY GRANTS										
IMLS NATIVE LIB. GRANT	7,000	7,000	7,000	-	-	0%	4,474	7,000	6,421	-
CONTINUING ED GRANT REVENUE	1,000	1,000	1,000	-	-	0%	1,667	2,000	1,000	2,000
LIBRARY GRANT PLA	7,000	7,000	6,600	400	6,650	101%	6,583	6,600	6,500	6,650
ALASKA STATE LIBRARY - OWL TECH										
ALASKA STATE LIBRARY - OWL	58,692	93,685	58,692	34,993	32,366	46%	13,560	36,680	2,000	2,000
TOTAL LIBRARY GRANTS	73,692	108,685	73,292	35,393	39,016	53%	26,284	60,032	15,921	10,650
BOROUGH FUND	0						12,426	-	24,853	-
FISHERIES INFRASTRUCTURE FUND	0						23,211	-	46,422	-
TOTAL ALL OTHER FUNDS	\$ 78,288	\$ 111,685	\$ 77,888	\$ 33,797	\$ 68,142	87%	\$ 63,533	\$ 63,675	\$ 86,959	\$ 12,080
TOTAL ALL REVENUES	\$ 11,794,628	\$ 11,865,088	\$ 11,870,680	\$ (477)	\$ 8,390,940	71%	\$ 12,602,814	\$ 12,396,239	\$ 12,846,518	\$ 11,847,528

City of Dillingham
FY16 Draft Budget Review Summary
Ordinance 2015-09 June 4, 2015

	FY14 Actuals	FY15 Budget Approved as Amended	FY15 @ 12/31/14 YTD Actuals	FY16 Dept Req	FY16 City Mgr Rec	FY16 Council Approve
General Fund Appropriations						
Department						
City Council	\$ 58,473	\$ 86,864	\$ 37,334	\$ 74,450	\$ 74,350	74,350
City Clerk	129,634	130,310	65,775	134,412	138,638	138,638
Administration	293,568	309,809	150,038	312,024	321,478	321,478
Finance	593,399	644,503	294,937	633,930	636,185	633,685
Legal	73,997	77,000	30,103	81,000	109,000	109,000
Insurance	116,035	110,618	110,636	122,082	122,082	122,082
Non-Departmental	217,471	213,400	111,278	184,175	187,675	187,675
Planning	158,762	152,563	64,663	156,817	141,331	141,331
PS Administration	167,403	178,356	98,390	184,444	177,277	177,277
PS Dispatch	425,585	468,894	225,211	487,602	495,228	495,228
PS Patrol	754,235	846,289	402,699	965,322	933,711	892,426
PS Corrections	686,430	692,590	338,275	664,611	605,800	600,800
PS DMV	121,402	134,171	71,799	54,325	54,810	54,810
PS Animal Control Officer	119,642	113,326	50,369	118,331	106,881	106,881
PS IT Support	13,494	21,700	5,657	14,000	14,000	14,000
Fire Department	231,069	294,448	124,070	305,477	297,591	297,591
PW Administration	168,470	209,401	94,661	214,915	209,821	203,921
PW Buildings & Grounds	307,029	300,046	136,327	333,140	364,178	348,178
PW Shop	158,637	162,018	91,155	189,802	429,251	398,006
PW Streets	603,283	659,803	236,922	646,296	502,817	502,817
Library	120,983	138,797	58,522	141,689	129,765	129,265
Meeting Hall	3,960	3,575	1,370	3,000	3,000	3,000
Foreclosures	42,353	10,000	12,850	15,000	15,000	15,000
City School District	1,300,000	1,300,000	650,000	1,300,000	1,300,000	1,300,000
Transfer Subsidy for Operations	1,049,361	1,000,914	388,655	1,298,019	1,281,319	973,201
Transfer to Equipment/Capital Reserves	490,000	70,000	-	70,000	70,000	70,000
Total General Fund Appropriations:	\$ 8,404,675	\$ 8,329,395	\$ 3,851,696	\$ 8,704,863	\$ 8,721,188	\$ 8,310,640
Total General Fund Revenue:	\$ 8,464,922	\$ 8,113,468	\$ 5,713,050	\$ 8,081,692	\$ 8,262,981	\$ 8,115,066
Net General Fund:	\$ 60,247	\$ (215,927)	\$ 1,861,354	\$ (623,171)	\$ (458,207)	\$ (195,574)

City of Dillingham
FY16 Draft Budget Review Summary
Ordinance 2015-09 June 4, 2015

	FY14 Actuals	FY15 Budget Approved as Amended	FY15 @ 12/31/14 YTD Actuals	FY16 Dept Req	FY16 City Migr Rec	FY16 Council Approve
Special Revenue Funds not dependent on General Fund						
Dock Expenses	938,934	640,513	290,402	698,233	693,058	583,153
Dock Revenues	537,794	709,603	392,262	495,500	564,559	564,559
Decrease/Increase to Fund Balance	(401,140)	69,090	101,860	(202,733)	(128,499)	(18,594)
Boat Harbor Expenses	222,894	250,979	116,992	286,217	274,299	244,864
Boat Harbor Revenues	120,299	175,426	55,239	127,781	150,160	150,160
Transfer from Dock Fund	(102,595)	(75,553)	(61,753)	(158,436)	(124,139)	(94,704)
	-	-	-	-	-	-
E-911 Expenses	87,657	42,200	54,909	44,571	53,071	53,071
E-911 Revenues	70,263	76,760	45,824	76,760	76,760	76,760
	(17,394)	34,560	(9,085)	32,189	23,689	23,689
Asset Forfeitures Expenses	28,185	-	-	-	-	-
Asset Forfeitures Revenues	-	800	800	-	-	-
Decrease/Increase to Fund Balance	(28,185)	800	800	0	0	0
Overall Budget Surplus/(Deficit):	(549,314)	28,897	31,822	(328,980)	(228,949)	(89,609)
Special Revenue Funds dependent on General Fund						
Water Expenses	180,060	215,412	112,392	214,772	220,222	218,252
Water Revenue	177,700	180,368	133,808	181,705	185,496	186,496
Due to/(from) General Fund	(2,360)	(35,044)	21,416	(33,067)	(34,726)	(31,756)
Waste Water Expenses	265,868	284,242	181,421	302,294	298,925	268,183
Waste Water Revenues	217,628	235,700	179,197	258,705	262,496	313,166
Due to/(from) General Fund	(48,240)	(48,542)	(2,224)	(43,589)	(36,429)	44,983
Landfill Expenses	427,262	515,766	213,979	768,886	761,493	602,344
Landfill Revenues	148,442	156,071	165,337	156,165	164,418	164,418
Due to/(from) General Fund	(278,820)	(359,695)	(48,642)	(612,721)	(597,075)	(437,926)

City of Dillingham
FY16 Draft Budget Review Summary
Ordinance 2015-09 June 4, 2015

	FY14 Actuals	FY15 Budget Approved as Amended	FY15 @ 12/31/14 YTD Actuals	FY16 Dept Req	FY16 City Mgr Rec	FY16 Council Approve
Senior Center Expenses (Operations)	824,784	469,969	294,364	419,763	421,731	340,058
Senior Center Revenues (Grants)	139,753			138,000	138,000	138,000
Senior Center Revenues (Operations)	432,360	192,464	286,455	81,160	81,160	81,160
Due to/(from) General Fund	(252,671)	(277,505)	(7,909)	(200,603)	(202,571)	(120,898)
Debt Service Expenses	1,176,840	1,176,090	1,177,840	1,176,090	1,176,090	1,179,590
Debt Service Revenues	923,591	824,488	296,265	825,713	825,713	825,713
Due to/(from) General Fund	(253,249)	(351,602)	(881,575)	(350,377)	(350,377)	(353,877)
Equipment Replacement Fund Expenses	956,757	103,425	0			
Equipment Replacement Fund Txfr in	836,862	115,000	115,000	50,000	50,000	50,000
Due to/(from) General Fund	(119,895)	11,575	115,000	(50,000)	(50,000)	(50,000)
Public Safety Facility Planning Exp		20,000	2,558	20,000	20,000	20,000
Public Safety Facility Planning Txfr in		20,000	0	20,000	20,000	20,000
Due to/(from) General Fund		0	2,558	-	-	-
Ambulance Reserve Fund Expenses	395	269,000	0	259,000	259,000	259,000
Ambulance Reserve Fund Revenues	0	0	0	0	0	0
Contribution from General Fund	77,747	50,000	0	60,500	60,500	60,500
Inc(Dec) to Ambulance Fund Balance	77,353	(219,000)	0	(198,500)	(198,500)	(198,500)
Total Transfers from General Fund	\$ (877,883)	\$ (1,010,813)	\$ (803,934)	\$ (1,294,201)	\$ (1,280,523)	\$ (1,043,201)
Restricted & Capital Project Funds						
Carlson House Expenses	5,181	4,596	3,387	6,804	6,804	6,780
Carlson House Revenues	3,643	4,596	54	3,000	3,000	3,000
Increase/(Decrease) Fund Balance	(1,538)	0	(3,333)	(3,804)	(3,804)	(3,780)
Library Grant Funded Expenses	60,032	73,692	62,228	73,692	108,685	108,685
Library Grant Funded Revenues	60,032	73,692	62,228	73,692	108,685	108,685
Nushagak Fish Tax Funds						

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2015-10

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING CHAPTER 15.04 OF THE DILLINGHAM MUNICIPAL CODE TO ALLOW FOR REVIEW OF PERMIT APPLICATIONS BY A REGISTERED PROFESSIONAL ENGINEER AT THE COST OF THE APPLICANT, AND TO ESTABLISH CRITERIA FOR ISSUING FLOODPLAIN DEVELOPMENT PERMITS FOR FUNCTIONALLY DEPENDENT USES AND MODIFY VARIANCE STANDARDS

BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

Section 1. Amendment of Section 15.04.020. Section 15.04.020 of the Dillingham Municipal Code is hereby amended to read as follows (additions are underlined and deletions are shown as ~~strikethrough~~):

15.04.020 Definitions.

As used in this chapter, the following words have the meanings ascribed to them in this section:

- A. "Area of Special Flood Hazard" means the land in the flood plain within the community subject to a 1 percent or greater chance of flooding in any given year, as identified in the Flood Insurance Rate Map.
- B. Base Flood or "One Hundred Year Flood" means a flood that has a 1% chance of being equaled or exceeded in a given year.
- A. ~~C.~~ Federal Insurance Administration" (FIA) of the Federal Emergency Management Agency (FEMA) is responsible for administration of the National Flood Insurance Program.
- B. ~~D.~~ "Fill" means nonload bearing material susceptible to wash or erosion such as dredge spoils, debris, sand or dirt.
- E. "Flood" means a general and temporary condition of partial or complete inundation of normally dry land areas from 1) overflow of inland or tidal waters; 2) unusual and rapid accumulation or runoff of surface waters from any source; 3) mudflow; 4) collapse or subsidence of land along the shore of a body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, that result in overflow of inland or tidal waters.
- ~~G.~~ "Flood hazard area" includes all area within the corporate limits subject to the one-hundred-year flood as delineated on the flood insurance rate map for the city published by the Federal Insurance Administration.

~~D. F.~~ “Flood insurance rate map” (FIRM) means the map of the city issued by the Federal Insurance Administration which delineates the area subject to the one-hundred-year flood and the risk premium zones applicable to the community.

~~G.~~ Flood plain or flood-prone area means any land area susceptible to being inundated by water from any source.

~~H.~~ “Functionally dependent use” means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, ship building and ship repair facilities, fuel storage facilities, and seafood processing facilities but does not include long term storage facilities.

~~I.~~ “Lowest floor” means the lowest enclosed area (including basement).

~~J.~~ “Manufactured home” means a structure, transportable in one or more sections, which is built on a permanent chassis and is designed for use with or without a permanent foundation when connected to the required utilities. For flood plain management purposes, the term “manufactured home” also includes park trailers, travel trailers, and other similar vehicles placed on a site for greater than one hundred eighty consecutive days. For insurance purposes, the term “manufactured home” does not include park trailers, travel trailers, and other similar vehicles.

~~E. K.~~ “Mean lower low water” means the elevation datum (0.00 feet) referenced on the flood insurance rate maps. MLLE is 10.0 feet below the National Geodetic Vertical Datum of 1929 (NGVD) in Dillingham.

~~F.~~ “One-hundred-year flood” means a flood of a magnitude which can be expected to occur on the average of once every one hundred years. It is possible for this size flood to occur during any year. The odds are one to one hundred that this size flood will occur during a given year; there is a one percent chance that a flood of this magnitude will occur each year. Statistical analysis of available streamflow or coastal storm records, or analysis of rainfall and runoff characteristics of the watershed, or coastal topography and depth of the one-hundred-year flood. Also referred to as the base flood or regulatory flood.

~~L.~~ “Special Flood Hazard Area (SFHA)” means areas subject to the Base Flood. The SFHA includes A and V zones.

~~G. M.~~ “Structure” means a walled and roofed building including a gas or liquid storage tank, that is principally above ground and which is used for residential, business, agricultural or religious purposes, or which is occupied by a private, nonprofit organization, or which is owned by a state or local government or any agency thereof; the term includes mobile homes and other modular units.

~~H N.~~ “Substantially improved” means any remodeling, repair, reconstruction or improvement of a structure, the cost of which equals or exceeds fifty percent of the fair market value of the property either as such value exists before the improvement is started or if the property has been damaged and is being restored, as such value existed before the damage occurred.

~~K O.~~ “Variances” are grants of relief from the requirements of this ordinance which permits construction in a manner that would otherwise be prohibited by this ordinance.

Section 2. Amendment of Section 15.04.030. Section 15.04.030 of the Dillingham Municipal Code is hereby amended to read as follows (additions are underlined and deletions are shown as ~~strikethrough~~):

15.04.030 Floodplain permit—Required.

No party shall make any changes to improved or unimproved real estate, including mine, dredge, fill, grade, pave, excavate, construct, construct an addition to, substantially improve or relocate a structure within areas of the city within a special flood hazard area without first securing from the city planning department, a floodplain permit for each structure. It is not the intent of this chapter to require a floodplain permit outside of flood hazard areas.

Section 3. Amendment of Section 15.04.031(B). Section 15.04.031(B) of the Dillingham Municipal Code is hereby amended to read as follows (additions are underlined and deletions are shown as ~~strikethrough~~):

B. The areas of special flood hazard identified by the Federal Insurance Administration are a scientific and engineering report entitled, "The Flood Insurance Study for the City of Dillingham, Alaska," dated September 30, 1982, with accompanying Flood Insurance Rate Maps, is hereby adopted by reference and declared to be a part of this ordinance. The Flood Insurance Study is on file at City Hall.

Section 4. Amendment of Section 15.04.040(B). Section 15.04.040(B) of the Dillingham Municipal Code is hereby amended to read as follows (additions are underlined and emboldened and deletions are shown as ~~strikethrough~~):

- B. Information Required. The information furnished in the application shall include, but is not limited to:
1. The name and address of the owner of the tract;
 2. A legal description of the tract;
 3. Statement of the following elevations:
 - a. The ground elevation after site preparation,
 - b. Projected lowest floor elevation, (including basement) in relation to mean low water of all structures,
 - c. Elevation in relation to mean lower low water to which any non-residential structure has been dry-floodproofed.
 4. Certification by a registered professional engineer, architect, surveyor or city permit official that the proposed floodproofing methods for any nonresidential structure meet the flood proofing criteria in this chapter;
 5. Information which demonstrates that the structure will be adequately protected against flood damage and that the structure or site preparation will not adversely affect flood elevations or velocities. The required protective measures are set forth in Section 15.04.050

Section 5. Amendment of Section 15.04.040(C). Section 15.04.040(C), of the Dillingham Municipal Code, is hereby amended to read as follows (additions are underlined and emboldened and deletions are shown as ~~strikethrough~~):

C. Evaluation. Following the filing of the application, the planning department shall review the submittal, request any additional information deemed necessary, and evaluate the application based upon the provisions of this chapter. The department may retain the services of a professional engineer licensed in Alaska to assist in the review of the submittal. The cost shall be commercially reasonable and an estimate shall be provided to the applicant and reviewed with the applicant at their request. The costs of the engineering services shall be paid for by the permit applicant.

Section 6. Amendment of Chapter 15.04. Chapter 15.04 of the Dillingham Municipal Code is hereby amended by the addition of a new Section 15.04.055 to read as follows:

15.04.055 Functionally Dependent Uses.

A. The Planning Director may grant a floodplain permit for a structure that has a functionally dependent use and is located in the coastal high hazard area (zones V1-V30) as designated in the most recent Flood Insurance Rate Map only upon determining that the following conditions have been met:

1. Any new or substantially improved structure shall be designed (or modified) and anchored to prevent flotation, collapse or lateral movement of the structure.
2. Construction materials and utility equipment that are resistant to flood damage and construction practices and methods that will minimize flood damages shall be utilized.
3. A failure to grant the permit would result in exceptional hardship to the applicant.
4. Granting the permit will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public.
5. The requirements of Section 15.04.064(A)(2-5) will be met.

B. In deciding whether to grant a floodplain permit for a proposed functionally dependent use the planning director shall consider:

1. the danger that materials may be swept onto other lands to the injury of others;
2. the danger to life and property due to flooding or erosion damage;
3. the susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
4. the importance of the services provided by the proposed facility to the community;
5. the compatibility of the proposed use with existing and anticipated development;

6. the relationship of the proposed use to the Comprehensive Plan and Flood Plain Management Program for that area;
7. the safety of access to the property in times of flood for ordinary and emergency vehicles;
8. the expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site; and
9. the cost of providing governmental services to the facility during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets, and bridges; and
10. whether granting the permit would result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing local laws and ordinances.

C. Upon consideration of the factors of subsection (B) of this section, the planning director may attach such conditions to the granting of permits for functionally dependent uses as the director deems necessary to further the purposes of this ordinance.

Section 7. Amendment of Section 15.04.061. Section 15.04.061 of the Dillingham Municipal Code is hereby amended to read as follows (additions are underlined and deletions are show as ~~strikethrough~~):

15.04.061 Residential structures.

The lowest floor of new construction or substantial improvement shall be located at or above the ~~one-hundred-year flood level~~ base flood elevation. All manufactured homes to be placed or substantially improved shall be elevated on a permanent foundation such that the lowest floor of the manufactured home is at or above the base flood elevation and shall be securely anchored to an adequately anchored foundation system in accordance with the provisions of Section 15.04.050(A)(2).

Section 8. Amendment of Section 15.04.062(A). Section 15.04.062(A) of the Dillingham Municipal Code is hereby amended to read as follows (additions are underlined and deletions are shown as ~~strikethrough~~):

A. The lowest floor of new construction or substantial improvement shall be located at or above the one-hundred-year flood level or is dry-floodproofed to that level.

Section 9. Amendment of Section 15.04.064(A)(1). Section 15.04.064(A)(1) of the Dillingham Municipal Code is hereby amended to read as follows (additions are underlined and deletions are shown as ~~strikethrough~~):

15.04.64 Coastal high hazard areas.

A. Within coastal high hazard areas (V zones) the city shall:

1. Require that all new construction other than functionally dependent uses within zones V1-V30 on the FIRM be located landward of the reach of mean high tide, ~~or that waterdependent structures that require an over-water location shall petition for a variance~~

Section 10. Repeal of Section 15.04.064(B). Section 15.04.064(B), of the Dillingham Municipal Code, is hereby repealed in its entirety.

~~B. Gravel or rock with armor rock or other substantial material such as sheet piling, or concrete bulkhead in front shall be considered suitable for structural support.~~

Section 11. Amendment of Section 15.04.065 A. Section 15.04.065 A, of the Dillingham Municipal Code, is hereby amended to read as follows (additions are underlined and deletions are shown as ~~strikethrough~~):

A. In floodprone areas not covered by the Dillingham flood insurance study and maps, all structures shall be set back from the tidal waterfront sufficiently to avoid possible damage from wave runoff flooding; to protect shoreline resources from unnecessary degradation, and maintain public access and scenic values. All new or expanded shoreline development which does not require a water edge or water surface location shall be set back twenty-five feet from the ordinary high water mark, provided that, on erosional or otherwise geologically unstable bluffs or banks exceeding ten feet in height or on banks sloping more than thirty percent, any setback shall be measured from bank rim to top of such slope respectively. These setbacks apply to primary structures and accessory buildings. These setbacks do not apply to shoreline-dependent development that requires an over-water or water-edge location (e.g., seafood processing) or to outdoor decks or patios. Water-dependent structures that require an over-water or water-edge location shall be elevated at least two feet above the ordinary high tide or at or above base flood elevation, whichever is the higher.

Section 12. Amendment of Section 15.04.100. Section 15.04.100 of the Dillingham Municipal Code is hereby amended to read as follows (additions are underlined and deletions are shown as ~~strikethrough~~):

15.04.100 Variances.

A. Variances may be issued by the planning commission for the reconstruction, rehabilitation or restoration of structures listed on the National Register of Historic Places or a State Inventory of Historic Places, without regard to the procedures set forth in this section. ~~Procedures for the granting of variances by the city are as follows:~~

B. Standards for the granting of variances by the city are as follows:

~~1. Variances shall not be issued by the city within any designated regulatory floodway if any increase in flood levels during the base flood discharge would result.~~

2.1. Variances may be issued by the city for new construction and substantial improvements to be erected on a lot of one-half acre or less in size contiguous to and surrounded by lots with existing structures constructed below the base flood level.

3.2. Variances shall only be issued by the city upon:

- a. A showing of good and sufficient cause,
 - b. A determination that failure to grant the variance would result in exceptional hardship to the applicant,
 - c. A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, create nuisances, cause fraud on or victimization of the public, or conflict with existing ordinances, and
4. ~~d. Variances shall only be issued upon~~ A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.

C. In passing upon variance applications, the planning commission shall consider all technical evaluations, all relevant factors, standards specified in other sections of this ordinance, and:

- ~~a.~~ 1. the danger that materials may be swept onto other lands to the injury of others;
- ~~b.~~ 2. the danger to life and property due to flooding or erosion damage;
- ~~c.~~ 3. the susceptibility of the proposed facility and its contents to flood damage and the effect of such damage on the individual owner;
- ~~d.~~ 4. the importance of the services provided by the proposed facility to the community;
- ~~e.~~ 5. the necessity to the facility of a waterfront location, where applicable;
- ~~f.~~ 6. the availability of alternative locations for the proposed use which are not subject to flooding or erosion damage;
- ~~g.~~ 7. the compatibility of the proposed use with existing and anticipated development;
- ~~h.~~ 8. the relationship of the proposed use to the Comprehensive Plan and Flood Plain Management Program for that area;
- ~~i.~~ 9. the safety of access to the property in times of flood for ordinary and emergency vehicles;
- ~~j.~~ 10. the expected heights, velocity, duration, rate of rise, and sediment transport of the flood waters and the effects of wave action, if applicable, expected at the site; and
- ~~k.~~ 11. the cost of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, and streets, and bridges.

5 D. Upon consideration of the factors of subsection ~~(A)(4)~~ C of this section and the purposes of this ordinance, the planning commission may attach such conditions to the granting of variances as it deems necessary to further the purposes of this ordinance.

~~6. Variances may be issued to accommodate the needs of functionally dependent uses. A "functionally dependent use" means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long term storage or related manufacturing facilities.~~

7 E. Variances may be issued for nonresidential buildings to allow a lesser degree of floodproofing than watertight or dry floodproofing, where the economic activity and resulting benefit to the community outweighs the damage potential.

~~8. Any applicant to whom a variance is granted shall be given written notice that the structure will be permitted to be built with a lowest floor elevation below the base flood elevation and that the cost of flood insurance will be commensurate with the increased risk resulting from the reduced lowest floor elevation.~~

~~9. Variances may be issued for nonresidential new construction and substantial improvements and for other development necessary for the conduct of a functionally dependent use provided that the criteria for variance are met, and the structure or other development is protected by methods that minimize flood damages during the base flood and create no additional threats to public safety.~~

E. 10. The city shall notify the applicant in writing over the signature of the planning director that:

- a. 1. The issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as twenty-five dollars for one hundred dollars of insurance coverage, and
- b. 2. Such construction below the base flood level increases risks to life and property. Such notification shall be maintained with a record of all variance actions as required in paragraph G A6 of this section, and

G. 14. The planning department shall:

- a. 1. Maintain a record of all variance actions, including justification for their issuance, and
- b. 2. Report such variances issued in its annual report submitted to the Federal Insurance Administrator.

Section 13. Effective Date. This ordinance is effective upon adoption.

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

Alice Ruby, Mayor

[SEAL]

ATTEST:

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: June 4, 2015

Attachment to: 2015-10
Ordinance No. _____ / Resolution No. _____

Subject:

Title 15 Floodplain Management Changes to remove requirement for Variance for shoreline dependent structures

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
	Finance Director		
X	Public Works	<i>Tammy Francis</i>	5/28/15
	Port Director		
X	Planning Director	<i>Goddy Sizy</i>	
X	City Clerk	<i>J. Williams</i>	5/22/15

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- PC Resolution No. 2015-06

Summary Statement:

These changes to the floodplain ordinance were required by FEMA as part of the Community Assistance Visit of 2011.

The changes allow normal shoreline dependent structures to proceed in accordance with FEMA floodplain regulations, but without putting them through the requirement for a Variance.

Ordinance No. 2015-10 / Resolution No.

Summary Statement continued:

RESOLUTION 2015-06
A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION

Recommending changes to Title 15 Floodplain Management to the City Council

WHEREAS, the City of Dillingham participates in the National Flood Insurance Program;
and,

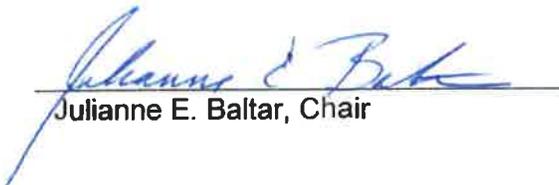
WHEREAS, the State of Alaska Floodplain Coordinator conducted a Community Assistance Visit and recommended revising Title 15 of the Dillingham Municipal Code to remove the requirement for a variance to build shoreline dependent uses in the V zone of the floodplain; and

WHEREAS, via Resolutions 2014-12 and 2014-21 the Dillingham Planning Commission made recommendations for changes to the ordinance; and

WHEREAS, FEMA also reviewed the existing Title 15 in full and made additional suggested changes which are required by the Federal Code of Regulations;

THEREFORE, BE IT RESOLVED that the Planning Commission recommends the attached revised ordinance to the Dillingham City Council for its approval.

ADOPTED by the Dillingham Planning Commission May 13, 2015.



Julianne E. Baltar, Chair



Jody Seitz, Recorder

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2015-11

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL RETAINING CERTAIN TAX FORECLOSED PROPERTY FOR PUBLIC USE

WHEREAS, in 2006-2011 Real Property Tax Foreclosure, 3DI-13-00107 CI, the court issued its Judgment and Decree of Foreclosure or Real Property Tax Liens, foreclosing on fourteen parcels of real property and those properties have not been redeemed; and

WHEREAS, the redemption period expires upon the later of June 7, 2015 or thirty days from June 11, 2015, first publication of the notice of expiration of the redemption period, which is July 11, 2015; and

WHEREAS, the City of Dillingham may retain tax foreclosed property for a public purpose or sell the property; and

WHEREAS, USS 3643 BP1 L2 is a parcel of land adjacent to the City's harbor; and

WHEREAS, USS 3643 BP1 L2 is necessary for expansion of the harbor and to support harbor operations;

NOW, THEREFORE, BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

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

Section 2. Property Retained for a Public Purpose. The following real property is necessary for a public purpose and will be retained by the City:

Former Owner	Legal Description	Address or Common Description
James Bingman Sr.	USS 3643 BP1 L2	1001 Kakanak Rd., harbor lot

Section 3. Effective Date. This ordinance shall be effective upon expiration of the statutory and code redemption applicable to properties subject to the court's Judgment and Decree in 3DI-13-00107 CI.

PASSED and ADOPTED by a duly constituted quorum of the Dillingham City Council on

_____.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: June 4, 2015

Attachment to: 2015-11
Ordinance No. _____ / Resolution No. _____

Subject:

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL RETAINING CERTAIN TAX FORECLOSED PROPERTY FOR PUBLIC USE

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
	Finance Director		
	Public Works		
	Port Director		
	Planning Director		
X	City Clerk	<i>Williamis</i>	<i>5/27/15</i>

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The recent lawsuit against James Bingman Sr. to collect unpaid sales taxes and utilities resulted in a judgment in the amount of \$292,691 plus interest. In a separate lawsuit, the City obtained a judgment of foreclosure against each of Mr. Bingman's real properties based on his failure to pay real property taxes. The approx. amount in real property taxes for all Bingman's properties is \$21,790 plus interest and penalties. The total judgments do not include charges and taxes accrued since the sales tax lawsuit. The property tax lawsuit will conclude in June 2015 when the City will be entitled to a Clerk's Deed to the properties. The City must decide whether to keep any of the properties for a public purpose or sell any or all of them.

This ordinance is being introduced at the June 4 Regular Council meeting and is up for a public hearing and adoption June 18, 2015.

Ordinance No. 2015-11 / Resolution No.

Summary Statement continued:

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2015-35

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AUTHORIZING FORECLOSURE PROCEEDINGS ON DELINQUENT PROPERTY TAXES FOR THE YEARS 2009 - 2014

WHEREAS, AS 29.45.320-330 allows the City of Dillingham to collect unpaid real property taxes through in rem foreclosure proceedings against all real property for which the property tax has not been paid in full; and

WHEREAS, the City's Finance Department has prepared a foreclosure list identifying properties for which the tax has not been paid in accordance with AS 29.45.330;

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

1. The City Attorney is hereby authorized to file a foreclosure action against all property identified in the foreclosure list.
2. The City Clerk is hereby directed to certify and publish the foreclosure list and provide notice of the commencement of the foreclosure action in accordance with AS 29.45.330 and DMC Chapter 4.15.

PASSED and ADOPTED by the Dillingham City Council on June 4, 2015.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum Agenda of: June 4, 2015
 Attachment to:
Ordinance No. _____ / **Resolution No.** 2015-35

Subject:

Authorizing foreclosure proceedings on delinquent properties for the years 2009-2014

City Manager: Recommend Approval

Signature: Rose Loren

Route to	Department Head	Signature	Date
X	Finance Director	<i>Anita M Fuller</i>	5/28/15
	Public Works Director		
	Planning Director		
X	City Clerk	<i>J Williams</i>	5/28/15

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- Foreclosure List covering calendar years 2009-2014

Summary Statement:

Standard Operating Procedure for Foreclosure Process:

- Prior to December 31 mail a Collections Notice to each delinquent property owner notifying taxes are delinquent and subject to other collection means available to the City.
- Present a resolution to the City Council directing the city to present a petition for judgment and a certified copy of the foreclosure list for the previous year's delinquent taxes in Superior Court.
- Within 10 days after filing lawsuit: City Clerk has newspaper begin publication for 4 consecutive weeks the notice of foreclosure and list (this is usually timed and communicated between City Clerk and newspaper and Clerk and attorney before filing suit due to strict time lines).
- Within 10 days after the first publication, send a Notice of Foreclosure Proceedings to the owner of record. 30 days after last date of publication: Attorney requests Court to issue Judgment of Foreclosure (requires affidavit and updated foreclosure list from City Clerk and original affidavit of publication of notice of foreclosures).
- Record Judgment with District Recorder: Attorney usually does this. Period begins on the date the court issues.
- Judge signs Judgment and Decree of Foreclosure: One-year redemption

Summary Statement continued:

Annually the City Council shall direct that the City present a petition for judgment and a certified copy of the foreclosure list for the previous year's delinquent taxes in the Superior Court for judgment. Moving through the foreclosure steps can be a very lengthy process. During that time, property owners are encouraged to work with the City to make payment arrangements through a repayment plan if they are financially unable to pay off the debt in a lump sum. The repayment plan allows the owner to pay off their account over a reasonable period of time.

FAQs regarding the foreclosure proceedings:

Q. If the property owner defaults on their repayment plan, can the City add the name to an existing foreclosure list that is already going through the court process?

A. No.

Q. What other option is available to the City besides foreclosing on a property? If someone has a \$100 debt on their real property account and it is comprised of penalty and interest only, can the City use small claims court instead?

A. That is allowed under AS 29.45.300 and DMC 4.20.200. The City could file a lawsuit to collect a debt owed for real property taxes in any amount. However, in all but small claims cases it would cost the City far more to do so than it does to foreclose. If the matter could be handled through small claims then the City could do it relatively cheaply. That would be the only time it makes sense.

Q. Once the City adds someone's name to the foreclosure list and it makes its way through the two year foreclosure process, can the City ask the court to eliminate the name if the owner pays the balance in full or enters into a repayment plan? (This assumes they have not been in default on a repayment plan within the last two years.) A concern is this will show up on their credit record or some financial record if they are applying for a bank loan, for example.

A. The City cannot eliminate the name entirely – i.e., there will be a record that the foreclosure process occurred—but every property that is paid off gets issued a certificate of redemption which is filed in the same place as the foreclosure action, so there is always a record indicating that the person paid off their taxes. This is standard and happens in every instance regardless of whether the debt is paid off through a payment plan or lump sum at any time during the foreclosure process or even after the process is complete in those cases where the former owner retains the right to pay off the old debt and does so. I do not know the exact credit implications, but a person's name doesn't appear on the foreclosure list unless they did not pay their taxes on time, so it is not inappropriate for their credit history to reflect that. The foreclosure list says they fell behind, and the certificate of redemption says they paid it off, so the record is pretty clear as to what happened in these cases.

Name	Legal Description	2009	2010	2011	2012	2013	2014	Penalty	Interest	Interest	Total
Alumn Fab/Evalt	Ahklun View Estates N. L2						2,678.22	252.28	82.65	82.65	3,013.15
Ball, Gerald	USS 4980 L 16						1,167.40	116.74	29.49	29.49	1,313.63
Bingman Sr, James	Fairview L 23B						215.80	21.58	5.45	5.45	242.83
Bingman Sr, James	Fairview L 2B						2,637.70	263.77	66.60	66.60	2,968.07
Bingman Sr, James	Fairview L2C						218.01	21.84	5.51	5.51	245.36
Bingman Sr, James	Fairview L 12D						3,359.20	335.92	84.82	84.82	3,779.94
Bingman Sr, James	Fairview L23A						5,367.70	536.77	135.54	135.54	6,040.01
Bingman Sr, James	Fairview L23C						145.60	14.56	3.68	3.68	163.84
Bingman Sr, James	Fairview 23E						97.50	9.75	2.46	2.46	109.71
Bingman Sr, James	Fairview L23F						97.50	9.75	2.46	2.46	109.71
Bingman Sr, James	Fairview L23G						97.50	9.75	2.46	2.46	109.71
Bingman Sr, James	Fairview L 24A						526.50	52.65	13.30	13.30	592.45
Bingman Sr, James	Fairview L 24B						3,495.70	349.57	88.27	88.27	3,933.54
Bingman Sr, James	Fairview L 24C						608.40	60.84	15.36	15.36	684.60
Bingman Sr, James	Fairview L 24E						218.40	21.84	5.51	2,205.51	2,445.75
Bingman Sr, James	USS 3643 P1 L2						2,841.80	284.18	71.76	71.76	3,197.74
Crow, Ena	Braswell Ltr G						902.70	74.91	36.51	36.51	1,014.12
Elston, Charles	USS 2732 B3 L5						728.00	72.80	18.38	18.38	819.18
Gauthier, Karen	Gauthier I Lot 1						277.55	27.76	7.01	7.01	312.32
Gauthier, Karen	Gauthier I Lot 2						481.65	48.17	12.16	12.16	541.98
Gray, Frank	Plane View L2						890.50	89.05	22.48	22.48	1,002.03
Kase, Ray	Sampson Estates II L 20						1,610.70	161.07	40.66	40.66	1,812.43
King, Scott	Highbush L4						1,562.60	156.26	147.26	39.45	1,758.31
Libby, John & Cynthia	USS 2732 B2 L6						63.70	6.37	1.60	1.60	71.67
Libby, John & Cynthia	USS 2732 B7 L1						145.60	14.56	3.68	3.68	163.84
Libby, John & Cynthia	USS 2732 B7 L2						1,935.70	193.57	48.48	48.88	2,178.15
Libby, John & Cynthia	USS 2732 B7 L6						81.90	8.19	2.07	2.07	92.16
Libby, John & Cynthia	USS 2932 B7 L7						1,751.10	175.11	44.22	44.22	1,970.43
Libby, John & Cynthia	USS 2732 B2 L5						85.80	8.58	2.17	2.17	96.55
Maines, William & Patricia	Wood River L8						3,321.50	332.15	83.87	83.87	3,737.52
Moran, Trustee Helen	USS 2732 B2 L11						63.70	6.37	1.60	1.60	71.67
Moran, Trustee Helen	USS 2732 B3 L6						115.70	11.57	2.92	2.92	130.19
Moran, Trustee Helen	USS 2732 B6 L3						76.70	7.67	1.94	1.94	86.31
Moran, Trustee Helen	USS 2732 B6 L4						89.70	8.97	2.27	2.27	100.94
Moran, Trustee Helen	USS 2732 B6 L5						61.10	6.11	1.55	1.55	68.76
Moran, Trustee Helen	USS 2732 B6 L1A						22.10	2.21	0.55	0.55	24.86
Moran, Trustee Helen	USS 2732 B6 L2A						87.10	8.71	2.20	2.20	98.01
Moran, Trustee Helen	USS 2732 B25 L8						187.20	18.72	4.73	4.73	210.65

Name	Legal Description	2009	2010	2011	2012	2013	2014	Penalty	Interest	Interest	Total
Moran, Trustee Helen	USS 2732 B2 L1						191.10	19.11	4.83	4.83	215.04
Moran, Trustee Helen	USS 2732 B2 L10						63.70	6.37	1.60	1.60	71.67
Nielsen, Robert	Snag Point B1 L4					714.50	1,019.20	166.75	110.42	114.23	2,014.68
Pirillo, Elizabeth	Fireweed L1						1,084.00	108.40	27.37	27.37	1,219.77
Sampson, Eileen	Snag Point B2 L23				121.98	993.20	998.40	199.16	113.11	113.11	2,425.85
Savo, Jack A Sr.	USS 2732 B11 L3						1,547.00	154.70	39.06	39.06	1,740.76
Sergie, Annie	Snag Point B11 L22						237.15	-	-	-	237.15
Paradise Alaska Investments, LLC	USS 2732 B19 L8						604.73	46.96	16.61	16.61	668.30
Sorensen, Lawrence	Cedar L4						164.28	16.43	4.15	4.15	184.86
Straley, Andrew	Nerka VII B6 L3						262.60	26.26	61.10	6.63	295.49
Straub, Kris	USS 2732 B3 L4						110.50	11.05	2.79	2.79	124.34
Sylvester, Richard	Tundra View Estates L1					880.38	1,946.10	349.44	103.08	4.08	3,180.00
Tilden, Anuska	Cedar L5					2,657.15	2,947.10	549.25	333.60	334.73	6,488.23
Willow Tree	USS 3040 L2						1,825.20		46.09	46.09	1,871.29
Wren, Clara	Tucker Point L3					309.40	315.90	62.53	35.36	35.36	723.19
Wren, Clara	USS 2732 B7 L8					623.05	4,202.90	482.60	161.26	161.26	5,469.81
Wren, Clara	USS 2732 B7 L9					107.25	218.40	32.57	15.01	15.01	373.23
Wren, John	Shannon L 2						618.80	61.88	15.63	15.63	696.31
Wren, John	Tucker Point L2						583.70	58.37	14.74	14.74	656.81
Wren, John	Shannon L1						189.80	18.98	4.79	4.79	213.57
Yeager, Robert	Snag Point B2 L12						910.92	91.09	23.00	23.00	1,025.01

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2015-36

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING A LONG TERM ENCROACHMENT PERMIT FOR INSTALLATION OF CONDUIT AT 237 MAIN STREET

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

WHEREAS, Nushagak Cooperative wishes to install a conduit in the street at approximately 237 Main Street West to accommodate utilities in advance of the Downtown Streets project (ADOT project # 57180); and

WHEREAS, there are no objections to the installation from Public Works; and

WHEREAS, it is in the public interest to allow this installation; and

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

WHEREAS, per Resolution 2015-11 the Dillingham Planning Commission recommends approval of this long term encroachment; and

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council approves the long term encroachment at 237 Main Street with the following conditions:

- That one form of location information be provided after the installation, whether an as-built or GPS coordinates;
- That the road be returned to its original condition and compaction,
- That prior to working in the street, at least 48 hours' notice be given to the City of Dillingham administration.

PASSED and ADOPTED by the Dillingham City Council June 4, 2015.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum Agenda of: June 4, 2015
 Attachment to:
 Ordinance No. _____ / Resolution No. 2015-36

Subject:

A Long Term Encroachment permit for Nushagak Cooperatives to install conduit in the street at 237 Main Street for utilities in advance of the ADOT Downtown Streets project

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
	Finance Director		
X	Public Works Director	<i>Francis Lewis</i>	5/28/15
X	Planning Director	<i>Jody Sutz</i>	
X	City Clerk	<i>J. Williams</i>	5/22/15

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Photo of area of installation. No City funds required.

Summary Statement:

Nushagak Cooperatives wishes to install this conduit ahead of the Downtown Streets project in order to be able to make adjustments to the power poles and utilities required by the project and as required to realign the Port fence.

Ordinance No. _____ / Resolution No. 2015-36

Summary Statement continued:

RESOLUTION 2015-11
A RESOLUTION OF THE DILLINGHAM PLANNING COMMISSION

Recommending approval of a Long Term Encroachment Permit for Nushagak
Cooperatives to install conduit across Main Street

WHEREAS, Nushagak Cooperative wishes to install conduit across Main Street as per the attached map; and

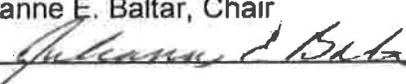
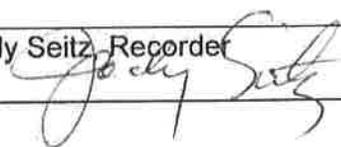
WHEREAS, there is no objection to the installation as proposed; and

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

THEREFORE, BE IT RESOLVED that the Planning Commission of the City of Dillingham, Alaska, recommends the City Council approve Long Term Encroachment permit 2015-02 to install conduit across Main Street at approximately 300 Main Street, across to the Port entrance, with the following conditions:

- That one form of location information be provided after the installation, whether an as-built or GPS coordinates;
- That the road be returned to its original condition and compaction,
- That prior to working in the street, at least 48 hours' notice be given to the City of Dillingham administration.

ADOPTED by the Dillingham Planning Commission May 13, 2015.

Julianne E. Baltar, Chair 	Jody Seitz, Recorder 
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Three runs of four inch schedule 40
PVC buried @ 48" below grade

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2015-37.SBP

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING THE USE OF THE REMAINING SCHOOL BOND FUNDS

WHEREAS, the City has \$64,825 remaining in the School Bond Capital Project Fund; and

WHEREAS, the City will be requesting approval from the State to spend this pot of funding so that we can close out the bond; and

WHEREAS, the Dillingham City School District (DCSD) has identified two projects that they would like to complete this summer with these funds:

1. Resurface the School Parking Lot - \$40,000
2. Sewer Line Repair - \$20,000

WHEREAS, the cost associated with these projects are estimates and any remaining funds after the projects are complete will be spent in areas that they further identify as needed with administrative costs charged for the City's time on the grant;

NOW, THEREFORE, BE IT RESOLVED that Dillingham City Council authorizes the expenditure of \$64,825 of the School Bond Capital Project Fund for the projects that the DCDS identified and to close the fund once approval is given by the State.

PASSED and ADOPTED by the Dillingham City Council on June 4, 2015.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: June 4, 2015

Attachment to:

Ordinance No. _____ / Resolution No. 2015-37.SBP

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL APPROVING THE USE OF THE REMAINING SCHOOL BOND FUNDS

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
X	Finance Director	<i>Christa M. Fuller</i>	<i>5/29/15</i>
X	City Clerk	<i>JW Williams</i>	<i>5/29/15</i>

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The City has \$64,825 remaining in the School Bond Capital Project Fund. We are recommending that we spend this fund completely down so that we don't have the expense of another audit that the State will require in a few years.

The DCSD has prioritized two projects - Resurface the School Parking Lot and Sewer Line Repair. Both of these projects together are estimated at \$60,000 but could be higher. We are asking the State for approval to spend this fund down with projects such as this as well as the City getting some reimbursement for administrative costs.

Ordinance No. _____ / Resolution No. 2015-37.SBP

Summary Statement continued:

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2015-38

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL EXPRESSING SUPPORT FOR AND AUTHORIZING A CONTRIBUTION TO COMPLETE A FEASIBILITY STUDY OF A MANOKOTAK-DILLINGHAM ROAD

WHEREAS, Manokotak expressed an interest in exploring a road between Manokotak and Dillingham; and

WHEREAS, there was interest in such a project many years ago but it was not pursued; and

WHEREAS, a thorough and comprehensive feasibility study is the logical first step in gauging the benefits and possibility of a road; and

WHEREAS, the governing and Native corporation entities in Manokotak and Clarks Point as well as the Bristol Bay Native Corporation (BBNC), Nushagak Cooperative, Choggiung Ltd, Curyung Tribal Council and others have indicated an interest in and/or support for pursuing a feasibility study; and

WHEREAS, BBNC coordinated with Bristol Engineers and estimate that the cost of the feasibility study will be approximately \$126,000.00; and

WHEREAS, the existence of a road between Dillingham and Manokotak could have a significant positive impact on our communities; and

WHEREAS, residents of Manokotak contribute significantly to the economy in the community of Dillingham; and

WHEREAS, it is beneficial for the City of Dillingham to be actively engaged in the development of the feasibility study;

NOW, THEREFORE, BE IT RESOLVED that the Dillingham City Council supports the completion of the feasibility study on the Manokotak-Dillingham road and authorizes a contribution of \$10,000.00 from the City Council Donations line item.

PASSED and ADOPTED by the Dillingham City Council on June 4, 2015.

ATTEST:

Alice Ruby, Mayor
[SEAL]

Janice Williams, City Clerk

City of Dillingham Information Memorandum

Agenda of: June 4, 2015

Attachment to:

Ordinance No. _____ / Resolution No. 2015-38

Subject:

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL EXPRESSING SUPPORT FOR AND AUTHORIZING A CONTRIBUTION TO COMPLETE A FEASIBILITY STUDY OF A MANOKOTAK-DILLINGHAM ROAD

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
	Finance Director		
	Public Works Director		
	Planning Director		
X	City Clerk	<u>Williams</u>	<u>5/29/15</u>

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- Letter from BEES dated April 17, 2015

Summary Statement:

At the May 14, 2015 Regular Council Meeting, Mayor Ruby informed the Council that Manokotak was researching building a road to Dillingham, which was supported by various entities. They were looking to fund a feasibility study and might be looking to the City to help fund a feasibility study.

Ordinance No. _____ / Resolution No. 2015-38

Summary Statement continued:

City of Dillingham
Fiscal Note

Agenda Date: June 4, 2015

Request: _____

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
AMOUNT REQUESTED: <p style="text-align: center;">\$10,000</p>	FUNDING SOURCE
FROM ACCOUNT <p style="text-align: center;">1000 7190 10 11 \$10,000</p>	Project <p style="text-align: center;">Contribution for Manokotak/Dillingham Road Study</p>
TO ACCOUNT:	VERIFIED BY: <u>Rose Loera</u> Date: <u>5/29/2015</u>

EXPENDITURES

OPERATING	FY 15			
Personnel				
Fringe Benefits				
Computer Support				
Equipment				
Land/Buildings				
Miscellaneous	10,000.00			
TOTAL OPERATING	\$ 10,000.00	\$ -	\$ -	\$ -

CAPITAL				
---------	--	--	--	--

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

FUNDING

General Fund	\$10,000			
State/Federal Funds				
Other				
TOTAL FUNDING	\$ 10,000.00	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Resolution 2015-38

PREPARED BY: Rose Loera

May 29, 2015

DEPARTMENT: Finance Department

APPROVED BY: _____

Bristol



111 W. 16th Avenue, Third Floor
Anchorage, AK 99501-5169
phone (907) 563-0013
fax (907) 563-6713
www.bristol-companies.com

April 17, 2015

Francisca Demoski
Land Manager
Bristol Bay Native Corporation
111 W. 16th Ave, Suite 400
Anchorage, Alaska 99501

Subject: Dillingham to Manokotak Road Corridor Feasibility Study

Dear Ms. Demoski;

Bristol Engineering Services Corporation (Bristol) appreciates the opportunity to assist you with the development of a feasibility study for a new road corridor connecting the communities of Dillingham and Manokotak, Alaska. The feasibility study is a planning document that can be used to guide the project stakeholders through the decision making process for the development of a road corridor between the communities. The study will touch on project features such as; site selection, engineering considerations, environmental considerations, economic considerations, cultural impacts, and project cost estimates.

We understand that there are many stakeholders involved beyond the Bristol Bay Native Corporation (BBNC). These stakeholders include, but are not limited to, the following;

- Community of Dillingham
- City of Dillingham
- Choggiung Limited
- Nushagak Cooperative
- Community of Manokotak
- City of Manokotak
- Manokotak Natives Limited
- Saguyak, Inc.

Bristol has prepared this scope of services based on a meeting that occurred in the BBNC boardroom with some project stakeholders on 3/3/2015, subsequent meetings with BBNC, and a meeting with the Community of Manokotak in 4/13/2015.

Bristol is writing this proposal to clarify our scope, schedule, and the proposed fee for these tasks.

SCOPE OF SERVICES

Bristol will provide all the labor, materials, and supplies necessary to perform the following tasks:

PROJECT MANAGEMENT AND COORDINATION

This task provides overall project management services for Bristol and stakeholder coordination services for the life of the project. Bristol will work with BBNC and all other stakeholders to accommodate the needs when scheduling meetings and information gathering activities.

PUBLIC MEETINGS

The success of this project is dependent on open communication and constructive ideas from the stakeholders. In order to maximize stakeholder involvement Bristol will facilitate multiple public meetings throughout the communities, at different stages of the project. The following is an outline of anticipated public meetings for the project. Bristol will group meetings together, when possible, as a cost savings measure.

Meeting 1

Project Kickoff meeting in Dillingham with Tribal Leaders and major Stakeholder representatives. This will occur shortly after Notice to Proceed (NTP), which we anticipate at the end of April, or beginning of May 2015.

Meetings 2-4

These meetings will be open to the public, one each held in Clarks Point, Dillingham, and Manokotak. This will be the first “brainstorming” meeting that will provide direction for the development of the Draft Feasibility Report. Topics in these meetings will be similar to those listed in the ‘Background & Data Collection’ portion of this scope of services.

Meetings 5-7

These meetings will be open to the public, one each held in Clarks Point, Dillingham, and Manokotak. This meeting will be to review the Draft Feasibility Report and to ensure that the stakeholder’s ideas and comments were clearly identified in the reporting. Comments from these meetings will be incorporated in the Final Draft Report.

Meeting 8

This will be the final project meeting, in Dillingham, with Tribal Leaders and major Stakeholder representatives. The purpose will be to review the Final Draft Feasibility Report and address final comments, as needed.

BACKGROUND & DATA COLLECTION

To facilitate the report development Bristol feels that the items below are important major topics that will be included as part of the reporting. Additional topics may be added as the study progresses, as determined by the project stakeholders.

Historical Data Collection

Bristol understands that there may have been previous work done by the Alaska Department of Transportation & Public Facilities (ADOT), or another organization, on a northern route

from Snake Lake to Manokotak. Bristol will research any historical data that may be available about this project and any other sources of information relevant to this report.

Site Selection & Engineering Considerations

As part of this study, Bristol will include up to five (5) unique routes from Dillingham to Manokotak. These routes will be determined through the public meeting process. Each route will be evaluated individually for engineering challenges & solutions, environmental considerations, economic considerations, and project cost estimates.

Environmental Considerations

Bristol will provide a precursory Environmental and Archeological review for each of the routes included as part of the site selection process. This review will identify any permitting needs that will be required as part of the project and identify areas of concern that may be associated with a proposed route. For instance, if the community requests a route through the Togiak National Wildlife Refuge, Bristol will identify the process for making such a route occur. In addition to the environmental review, Bristol will also have an Archeologist review and report on all the proposed routes. This is necessary since all routes are anticipated to traverse wetlands, which will, through a federal nexus, require archeological clearances prior to obtaining any permits.

Economic Considerations

An important part of any feasibility study is understanding the economic impacts that the road may have on the community and future development. Bristol has enlisted the assistance of Northern Economics to provide their expertise in this field. This portion of the work will evaluate many economical aspects of the road including, but not limited to, cost of living impacts, quality of life impacts, regional travel patterns, subsistence users, community support, and future development of area resources.

Cultural Impacts

Bristol and Northern Economics, through the public meeting process, will facilitate discussions on the cultural impacts that a road may have between the communities. These comments and concerns will be incorporated into the feasibility study along with potential recommended solutions provided by the community.

Project Cost Estimates

Bristol will provide AACE Class 5 Project Estimates for each of the routes selected by the communities. These cost estimates will include anticipated cost including; design, permitting, survey & right of way, construction cost, and annual maintenance considerations.

SCHEDULE

We anticipate this project will occur over approximately 1 year. This length of time is to allow for breaks between public meetings to allow for the generation of new ideas and also to work around the busy subsistence lifestyles of the project stakeholders.

FEE PROPOSAL

We propose to furnish the above-described services on a time and expense (T&E) basis. At this time we recommend budgeting **\$126,162** for this effort. We will keep you apprised when we come to 80 percent expenditure of this amount so that we can further discuss our scope of work and any necessary revisions to the budget. Bristol has provided an itemized fee as part of this proposal and it is included as Attachment A. Fee proposals from key subconsultants for archeology and the economist services are included for your review.

Any work completed as part of this project, beyond the scope of services outlined in this proposal, will be invoiced on a time and expense basis using rates listed in our current Schedule of Fees, see Attachment B.

If you agree with the proposal please sign the Terms and Conditions included as Attachment C

If you have any questions please feel free to contact me.

Very Respectfully Yours,



Isaac Pearson, P.E.
Civil Engineer

cc. John Bles, P.E. BESC GM

Attachments:

- Attachment A -- Fee Proposal
- Attachment B -- Bristol Schedule of Charges
- Attachment C -- Terms and Conditions

Attachment A
Fee Proposal

Price per Task Summary

FIRM: Bristol Engineering Services Corp. PROJECT TITLE: Dillingham to Manokotak Road Feasibility Study

Date: 17-Apr-2015
 Fee type: Time & Expense

Task	Description	Labor	Expenses	Subs	Total Price
1	Project Management & Coordination	\$3,330	\$0	\$0	\$3,330
2	Public Meetings	\$14,112	\$15,202	\$0	\$29,314
3	Background & Data Collection	\$18,580	\$0	\$61,776	\$80,356
4	Report Development	\$12,502	\$660	\$0	\$13,162

Total Fee = \$126,162

Isaac Pearson

Prepared by: Isaac Pearson, PE

John G. Bles

Reviewed by: John Bles, PE

April 17, 2015

Isaac Pearson, PE
Civil Engineer
Bristol Engineering Service Corporation
111 W. 16th Avenue, Third Floor
Anchorage, AK 99501-5109

Dear Isaac:

Thank you for meeting with us at our offices on April 15th, 2015 to discuss the economic and community benefits of a road between Dillingham and Manokotak. In our 33-year history, Northern Economics, Inc. has conducted a number of these studies including our most recent study which we submitted just two months ago analyzing the benefits of a road between Kake and Petersburg. Other new roads we've studied include the road from Manley to Tanana (under construction) and the road from Kotzebue to Cape Blossom (construction potentially starting this summer).

In conducting these studies, we've found that the questions our clients are most interested in vary depending on the project, but generally are some variation of the following:

- Will the road reduce the cost of living in the newly connected community?
- Will the road result in increased quality of life?
- How will the road change local and regional travel patterns?
- How will the road affect subsistence users?
- Is/Are the community/communities involved supportive of the road? How can their concerns be addressed?

Proposed Services

We present the following ideas as general concepts of what our work might entail knowing that our specific scope might change as the project develops. We see the basic tasks in this project including:

Task 1. Kickoff Meeting

We believe that the best way to start the project will be with a kickoff meeting where we will review the scope of work, budget, and schedule with you to make sure that the project team is in alignment. In addition, we think that the kickoff meeting for this project will be a good place to start building the outline for the report we will eventually submit to you. We expect to submit this outline before the project advances significantly.

Task 2. Attend Community Meetings

You have asked to plan for eight community/project meetings at 16 hours per meeting. We will attend these meetings, some of which may include single overnight trips and some of which may be completed in one day.

Task 3. Conduct Key Informant Interviews

We will conduct up to twenty key informant interviews. Interviewees will be leaders of community organizations including business groups, hospitals, school districts, and service providers. Our interviews will be split between both communities.

Task 4. Collect Data on Travel and Commodities Flows

We will collect available data on air passenger travel and commodity flows including estimated fuel usage in Manokotak. Some of these data will come from public sources such as the U.S. Bureau of Transportation Statistics, while key informant interviews will provide some of the more granular data such as fuel flows and local gravel usage.

Task 5. Analyze Expected Changes Under “With Road” Conditions

In Task 5 will analyze the expected changes under “with road” conditions. Under the current budget, we will use the data collected in Task 5 to estimate cost savings of converting from passenger flights to road transport. We will also look at how the existence of the road might change freight and fuel deliveries.

Task 6. Prepare a Draft Report

We will prepare a draft report for your review. We can also provide a presentation at this time.

Task 7. Finalize the Draft Report

We will prepare a final report that we will complete within 10 work days of receiving comments on the draft report.

Key Staff

The key staff we will assign to this project are:

Jonathan King, Principal, Project Director

In addition to his role as Northern Economics Vice President, Jonathan also leads much of the company’s transportation work. For this project he will take the role of Project Director ensuring client satisfaction and a high level of work quality. Jonathan’s recent transportation projects include the Kake Access Project, the Road from Manley to Tanana, and acting as the project lead for the analysis of social and economic benefits and costs of the Kotzebue to Cape Blossom Road project. His other recent transportation projects include the Western Alaska Access Planning Study, the Western Alaska Transportation Plan, the Interior Alaska Transportation Plan, and a series of economic studies conducted for the Alaska Aviation System Plan. Jonathan holds a Master of Science from the University of Rhode Island in Environmental and Natural Resource Economics.

Michelle Humphrey, Project Manager and Lead Analyst

Michelle Humphrey will serve as the project’s manager and lead analyst. Her recent relevant work includes the Kake Access Project, a ferry tariff policy and fare structure development project for the

Alaska Marine Highway System, and the Road from Manley to Tanana. She also recently completed a user benefits analysis of alternatives for the Southeast Alaska Transportation Plan. Michelle has a B.S. in Business Administration from Northern Arizona University, and is currently pursuing her Master of Science in Global Supply Chain Management and Logistics at the University of Alaska Anchorage.

Budget

In our meeting you mentioned a starting budget of \$40,000. We believe that this is a reasonable budget for doing a basic, but thorough, screening analysis of the questions outlined above. If the client wants to move into addressing some of the issues in a more quantitative and rigorous manner, we would have to discuss moving the budget upwards. For example, if we want to survey the populations in Dillingham and Manokotak to see how frequently they travel by air between the two communities so that we can quantify travel savings, or if we want to see how travel patterns may change, then we'll have to discuss a budget that can support a survey effort. Table 1 shows our proposed budget by task. As we discussed, we assume that you will be covering one staff member's flight costs for attending community meetings. The travel costs we include are for incidental travel costs during the meetings.

Table 1. Proposed Budget

Project Phase	Hours	Labor Cost (\$)
Task 1. Kickoff Meeting	12.00	1,360.00
Task 2. Attend Community Meetings	128.00	11,520.00
Task 3. Conduct Key Informant Interviews	40.00	5,000.00
Task 4. Collect Data on Travel and Commodities Flows	56.00	6,480.00
Task 5. Analyze Expected Changes Under With Road Conditions	52.00	5,480.00
Task 6. Prepare a Draft Report	64.00	7,400.00
Task 7. Finalize the Draft Report	24.00	2,580.00
Total Labor	378.00	39,820.00
Total Travel Cost		180.00
Total Project Cost		40,000.00

Schedule

We understand that this project will take place over the next year and that we will develop a more formal schedule with you as your schedule develops.

We hope that this letter provides you with the information that you need and that it outlines a project which will successfully address the questions you've identified as important to the Bristol Bay Native Corporation. We are flexible to meet your needs, so please feel free to provide us with comments or questions at your convenience.

Sincerely,

Jonathan R. King
Vice President

Pearson, Isaac

From: Robert Meinhardt <robert.meinhardt@truenorthsds.com>
Sent: Thursday, April 16, 2015 5:16 PM
To: Pearson, Isaac
Subject: Re: DLG-KMO Feasibility Study -- Archeological Desktop
Attachments: TNSDS_DLG_KMO_Cost Cultural Resources Support.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Isaac,

I was able to turn around a cost estimate relatively quickly because we just submitted a very similar estimate for a project in Barrow. Please note this is simply for the data gathering and synthesis with assessment and recommendations compiled in a desktop report. It does not include ongoing consultation with the agency, such as meetings over defining APEs, site visits, and a development of a memorandum of agreement/understanding. Please let me know if you have any questions.

Thanks,

Rob

On Apr 16, 2015, at 2:44 PM, "Pearson, Isaac" <ipearson@bristol-companies.com> wrote:

Rob,

As discussed on the phone can you provide me with a Time and Materials Fee estimate to provide a desktop review of up to 5 different alignments going from Dillingham to Manokotak within the highlighted area. If you can get that to me by noon tomorrow 4/17/2015 I would appreciate it.

Thanks.

Isaac Pearson, P.E.

Civil Engineer
Bristol Engineering Services Corporation
111 W. 16th Avenue, Third Floor
Anchorage, AK 99501-5109
Phone : (907) 743-9313
Mobile : (907) 351-1545
FAX : (907) 563-6713
ipearson@bristol-companies.com
<http://www.bristol-companies.com/>

<KMO-DLG-Feasability Study Map.pdf>

COST ESTIMATE PER TASK

FIRM: TNSDS		PROJECT TITLE: Dillingham to Manakotak Feasibility Study			
TASK DESCRIPTION:		Cultural Resource Desk	Survey Report	<input type="checkbox"/>	4/16/15
METHOD OF PAYMENT:		FP	FPPE	T&E <input checked="" type="checkbox"/>	
SUB-TASK DESCRIPTION	LABOR HOURS PER JOB CLASSIFICATION				TOTAL
	Sr. Principal	Cultural Resource Project Coordinator	Project Lead Archaeologist	Archaeological Technician	
Task 1: Agency Coordination/Client Meetings	8	0	0	0	8.0
Task 2a: Literature and Archival Review (previous background Information and AHRs updated site search)	0	40	0	0	40.0
Task 2b: Data Synthesis/Maps/Illustrations/Tables		10			10.0
Task 2b: Cultural Resources Desktop Survey Report Preparation	40	80	0	0	120.0
TOTAL LABOR HOURS	48	130	0	0	178
LABOR RATES (\$/HR)	\$120/hour	\$80/hour	\$100/hour	\$40/hour	
LABOR COSTS (\$)	\$5,760	\$10,400			\$16,160

EXPENSES				PRICE	Assumptions: - Cost estimate is limited to a desktop report and excludes field survey and/or field monitoring and development of agreement documents - Report to serve as a cultural resource needs assessment for up to five proposed routes - Report is limited to archival/literature review and therefore will only report on previous cultural resource investigations and recorded sites. No new sites will be identified in this study. Report will address permitting needs and
SUB-TASK NO.	ITEM(S)	QTY.			

	TOTAL COST:	\$16,160
--	--------------------	-----------------

Attachment B
Schedule of Charges

2014-2015 Schedule of Charges

<u>Labor Category</u>	<u>Hourly Rate</u>
Senior Civil Engineer	\$150 - \$185
Senior Mechanical Engineer	\$160 - \$195
Project Engineer/Senior Env. Specialist	\$105 - \$145
Senior Autocad Designer/GIS Operator	\$95 - \$130
Staff Engineer/Staff Env. Specialist	\$80 - \$100
Staff Autocad Designer	\$80 - \$95
Clerical/Technical Editor	\$55 - \$70

Update	Schedule of Charges and employee bill out rates will be updated at the end of June on an annual basis.
Travel time	Travel time will be charged as regular hourly rates for actual time involved. For fieldwork other than Anchorage sites, standby time for labor (up to eight hours per day per employee) will be charged when work is delayed or prevented, due to conditions beyond Bristol Engineering Services Corporation's control.
Outside Services	Travel expenses, printing, photographic work, rentals, mileage, subsistence, subcontractors, special delivery, and similar services will be billed at cost plus 10%.
Equipment Rentals	Equipment owned by Bristol Engineering Services Corporation will be rented according to a standard rate schedule, available on request.
Litigation Support	Expert testimony and preparation for testimony, depositions, hearings, mediation, and trials are at 200% of the above rates.
Contract Employees	Contract employees may be used from time-to-time, and will be billed at the regular schedule rates.
Terms	Bills are payable upon presentation, and are past due 30 days from the invoice date.

Attachment C
Terms and Conditions

Proposal Terms and Conditions

This agreement dated _____ day of _____, 2015, by and between Bristol Engineering Services Corporation (BRISTOL), and Bristol Bay Native Corporation (CLIENT).

Bristol agrees to perform services as set forth in this proposal subject to the terms and conditions stated herein.

PAYMENT

Invoices will be submitted monthly for services performed and expenses incurred during the previous month or upon completion of the Services or in portions thereof. Payment will be due upon receipt, interest will be added to the outstanding balance within 30 days of invoice date at the rate of one and one-half (1.5%) per month (18 percent per annum) or at the maximum rate allowed by law, whichever is less.

INSURANCE

Bristol will procure and maintain the following types and amounts of insurance for the duration of the Project: workers' compensation insurance as required by law, \$500,000 of employer's liability insurance, commercial general liability insurance of \$1,000,000 combined single limit for bodily injury and property damage, automobile liability insurance of \$1,000,000 combined single limit for bodily injury and property damage covering all vehicles, including hired cars, owned and non-owned vehicles, and professional liability insurance in the amount of \$1,000,000.

INDEMNIFICATION

Each party agrees to indemnify the other party, its present and future officers, directors, clients, agents, employees, successors and assigns from any and all liability, loss or damage, including, without limitation liability loss or damage arising from bodily injury illness and death, property damage or any other source and reasonable attorneys' fees and investigative discovery cost to the extent that it is caused by or arises out of the negligence or willful misconduct of the indemnifying party or a breach of this Agreement by the indemnifying party.

CHANGES

Client may at any time by written order of Client's authorized representative, make changes in, additions to, and deletions from the services to be performed under this Agreement, and Bristol shall promptly proceed with the performance as so changed. Client and Bristol shall attempt in good faith to reach agreement in writing as to any increase or decrease of the Agreement price or time resulting from such change or extra work and, if agreement is not possible, then the amount of additional time or change in compensation shall be determined as provided in the Disputes clause of this Agreement.

CONFIDENTIALITY

Client shall treat as confidential and not disclose to third parties, except as is necessary for the performance of the Work, or use for its own benefit, any of Bristol's developments, reports, calculations, designs, confidential information, and the like may be acquired in connection with the services provided herein. All proposals, reports, calculations, designs, estimates, and/or other documents shall remain Bristol's property and Bristol shall retain the rights to these materials. Any and all confidential, proprietary information, materials, data, reports, designs or recommendations provided under or resulting from this Agreement are intended for the purposes of this Agreement; and shall not be disclosed unless expressly agreed to and or authorized in writing by Bristol.

DISPUTES

All disputes shall be decided by arbitration. The arbitrator shall be appointed by mutual consent of the parties, or in the event the parties are unable to agree within ten (10) days of demand for arbitration, then the Superior Court of the State of Alaska shall appoint an arbitrator. The arbitration shall be governed in accordance with the Arbitration Rules of the American Arbitration Association then in effect. The award rendered by the arbitrators shall be final, and judgment may be entered upon and in accordance with applicable law in any court having jurisdiction thereof. It shall not interfere with the progress and performance of work required to be performed. This Agreement to arbitrate shall be specifically enforceable under the prevailing arbitration law.

TERMINATION, TAKEOVER, SUSPENSION

Except as provided herein, upon the occurrence of any of the following events, either party shall be entitled to terminate this Agreement prior to the end of the term then in effect, and except as to liabilities or claims that shall have accrued or arisen prior to the date of such termination, all obligations hereunder shall cease:

Either party may terminate this Agreement without cause and without further obligation with thirty-days of the commencement date.

Proposal: DLG to KMO Road Feasibility Study
BESC Proposal No: P32160009

The filing by the other party in any court pursuant to any statute of the United States or any state of a petition in bankruptcy or insolvency or for reorganization or for the appointment of a receiver or trustee of all or a substantial portion of such party's property or the making by such party of an assignment for or petition for an agreement for the benefit of creditor or the filing of a petition in bankruptcy against such party that is not discharged within ninety-days thereafter or the consent to sufferance of the application of any statute that obviates, restricts or suspends the rights of creditors generally.

Failure of a party to cure a material breach of agreement within thirty days following delivery of a notice from the non-breaching party setting forth the details of such alleged breach, or if such breach is of a nature that it cannot be cured within such thirty-day period, the breaching party has not within such thirty-day period commenced and at all times thereafter diligently proceeded with all acts required to cure such default. This Section shall not apply to any breach of agreement due to Client's failure to pay Bristol.

The failure of the Client to pay Bristol hereunder within three business days after Client's receipt of written demand for such payment.

In the event the work is terminated prior to Project completion, then an equitable settlement for work performed under this Agreement prior to such termination will be made as provided in the Disputes clause of this Agreement.

ENTIRE AGREEMENT AND ACCEPTANCE OF TERMS

This Agreement represents the entire and integrated agreement between the parties hereto and, unless specifically referenced herein, supersedes all prior negotiations, representations, or agreements, either written or oral. Client and Bristol agree that all terms and conditions were mutually negotiated and agreed to. By signing this Agreement, acceptance of supplies, reports, data, or Work acknowledged and performed under requirements indicated herein, Client agrees to comply with all the terms and conditions and all documents that this Agreement incorporates by reference or attachment. Bristol hereby objects to any terms and conditions contained in any acknowledgement of this Agreement that are different from or in addition to those mentioned in this document, unless mutually agreed to in writing. All rights and obligations shall survive final performance of this Agreement.

LAW AND VENUE

This Agreement shall be considered to have been made in and shall be interpreted under the laws of the State of Alaska. The location for any arbitration or venue for any lawsuit arising out of this Agreement or the work hereunder shall be Anchorage, Alaska.

This Agreement represents the final understanding of the parties hereto and Bristol assumes no responsibility for any understanding or representations made by any of its officers, agents or others prior to the execution of this Agreement, unless such understanding or representations by Bristol are expressly stated in this Agreement.

This Agreement is entered into as of the date first written above.

BRISTOL:
Bristol Engineering Services Corp.

CLIENT:
Bristol Bay Native Corporation

BY

BY

PRINT NAME

PRINT NAME

PRINT TITLE

PRINT TITLE

Janice Williams

From: Bradford C. Archer
Sent: Friday, May 15, 2015 10:03 AM
To: 'cityclerk@dillinghamak.us'
Cc: Dlg City Planner; William J. Corbett
Subject: Planning Commission vacancy

Greetings;

I have been asked by Jody Seitz and William Corbett if I would be interested in serving on the Dillingham Planning Commission and filling one of the vacant positions on the Board. My reply to both of them was that I would wait until my business before the Commission was completed prior to further consideration. Now that my business is completed, I am hereby submitting my statement of interest for the appointment.

I am the facilities engineer for BBAHC hospital, I have 30 years of construction and construction-related experience. I have a degree in Construction Engineering, and MBA and a Master's degree in Project Management. I was awarded an Excellence in Engineering Award by the American Consulting Engineering Council (ACEC) in 2005. I believe with my experience and education I would be a good fit to serve on the Commission and be of service to the City of Dillingham.

Please contact me for further information regarding this vacancy appointment.

Bradford C. Archer, MBA, CSI
Projects Engineer

BBAHC
6000 Kanakanak Rd.
Dillingham, AK 99576

Office: 907-842-9221
Cell: 907-843-1361

City of Dillingham Action Memorandum

Agenda of: June 4, 2015

Action Memorandum No. 2015-08

Subject:

Contract with JJC Enterprises, Inc. for Equipment Rental

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
	Finance Director		
X	Public Works Director	<i>Travis L. Farris</i>	5/29/15
X	City Clerk	<i>J. Williams</i>	5/28/15

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- None

Summary Statement:

RFP 2015-06 for Equipment Rental with operator was advertised for 30 days. We had two contractors bid on the proposal. The Equipment Rental will be for one year.

The RFP listed 11 pieces of equipment that the City may have a need to rent for projects. JJC Enterprises bid on all but two of the pieces of equipment. Bennett Enterprises, LLC bid on 4 pieces of equipment. JJC Enterprises had a lower bid on all the equipment.

The bids were reviewed by the Public Works Director and City Manager and both recommend contracting to JJC Enterprises, Inc. at the rate that they listed for each individual equipment. The contract will identify the various rates that they bid on for the equipment rental.

Action Memorandum No. 2015-08

Summary Statement continued:

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

Mayor

ATTEST:

[SEAL]

City Clerk

City of Dillingham Action Memorandum

Agenda of: June 4, 2015

Action Memorandum No. 2015-09

Subject:

Contract with JJC Enterprises and Aleknagik Enterprises for Gravel Supplied and Delivered to the City for FY 2016

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
	Finance Director		
X	Public Works Director	<i>[Signature]</i>	5/29/15
X	City Clerk	<i>[Signature]</i>	5/28/15

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The City has the need for gravel for Landfill Cell cover, for streets and for projects at the Wastewater Treatment Plant Plant (WWTP). We advertised RFP 2015-07 for 30 days. The RFP asked for a price for gravel delivered to the Landfill, City Shop and to the WWTP. We received three bids. The lowest bid came from Aleknagik Enterprises for gravel delivered to the City Shop and to the WWTP @ \$14.75 cyd. JJC Enterprises, Inc. came in the lowest for delivery to the landfill @ \$13.00 cyd.

Recommend a contract to Aleknagik Enterprises @ \$14.75 cyd for approximately 3,000 cyds delivered to the City Shop and the WWTP. Also contract with JJC Enterprises, Inc. @ \$13.00 cyd for approximately 2,000 cyds delivered to the Landfill.

The amount of gravel is just an estimate of what we may need for FY 16.

Action Memorandum No. 2015-09

Summary Statement continued:

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

Mayor

ATTEST:

[SEAL]

City Clerk

City of Dillingham
Fiscal Note

Agenda Date: June 4, 2015

Request:

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
AMOUNT REQUESTED: <p style="text-align: center;">\$77,000</p>	FUNDING SOURCE
FROM ACCOUNT	Project
2200 7395 30 81 \$26,000	Contract for Gravel Delivered to the
1000 7395 30 33 \$17,000	City
3213 7395 30 62 \$34,000	
TO ACCOUNT:	VERIFIED BY: Rose Loera Date: 5/29/2015

EXPENDITURES

OPERATING	FY 16			
Personnel				
Fringe Benefits				
Computer Support				
Equipment				
Land/Buildings				
Miscellaneous	77,000.00			
TOTAL OPERATING	\$ 77,000.00	\$ -	\$ -	\$ -

CAPITAL				
---------	--	--	--	--

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

FUNDING

General Fund	\$43,000			
State/Federal Funds	\$34,000			
Other				
TOTAL FUNDING	\$ 77,000.00	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Action Memorandum 2015-09

PREPARED BY: Rose Loera

May 29, 2015

DEPARTMENT: Finance Department

APPROVED BY: _____

City of Dillingham Action Memorandum

Agenda of: June 4, 2015

Action Memorandum No. 2015-10

Subject:

Contract with State of Alaska Department of Corrections for the Regional and Community Jail for FY 2016

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
X	Finance Director	Anita M Fuller	5/28/15
X	Chief of Police		
X	City Clerk	J Williams	5/28/15

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- None

Summary Statement:

The Department of Corrections (DOC) informed the City in a letter dated May 26, 2015, that the City's funding to operate the jail would be \$526,851. This is a reduction of about \$114,000 from the current FY 2015 amount where the City received \$641,000, sufficient to cover the jail's operations.

During the FY 2016 budget process the Finance & Budget Committee discussed the jail contract in length. It was the committee's opinion that operating the regional jail was important to the community and region. The City would need approximately \$132,000 if the jail was used only to house those arrested by our police officers.

The amount offered by the State DOC is within the range that the City could subsidize a regional jail.

Summary Statement continued:

The letter that was sent from DOC indicated that they would be reducing transports associated with some cases as well as establishing video hearings and electronic monitoring in various communities. A sample of a new contract has not been provided. DOC is asking that we submit a letter of interest at the \$526,851 amount. Staff is not interested in doing any additional services on the Regional & Community Jail contracts other than what we were required in the past.

We are recommending that you authorize the City Manager to submit the letter of interest to DOC and once the contract is received make sure that we aren't required to do more than what we have in the past.

The deadline for the letter of interest is June 1, 2015, but they were informed via e-mail that we would submit a letter of interest by June 5, 2015.

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

Mayor

ATTEST:

[SEAL]

City Clerk

City of Dillingham Action Memorandum

Agenda of: June 4, 2015

Action Memorandum No. 2015-11

Subject:

Contract Amendment No. 2 extending a contract with Consulting Alaska for lobbying services

City Manager: Recommend Approval

Signature: Rose Doera

Route to	Department Head	Signature	Date
	Finance Director		
X	City Clerk	<i>J. Williams</i>	<i>5/29/15</i>

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

Summary Statement:

The City continues to have a need to monitor legislative, administrative and regulatory actions of the States especially those that could impact our community. The City also submits annual requests for funding assistance to the Governor and Legislature for key infrastructure project and actively promotes these projects.

the City has been contracting with Consulting Alaska since May 2012 and have been satisfied with their services. The current Contract Amendment # 1 expires on June 30, 2015 and includes an option for an extension based upon a satisfactory review by the Mayor and City Council.

We are recommending an extension of the contract through June 30, 2017, an additional two years, for an amount not to exceed \$37,000/per year that includes any travel expenses to Dillingham on a reimbursable basis not to exceed \$1,000.

Action Memorandum No. 2015-11

Summary Statement continued:

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

Mayor

ATTEST:

[SEAL]

City Clerk

City of Dillingham
Fiscal Note

Agenda Date: June 4, 2015

Request: _____

ORIGINATOR: Rose Loera

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
AMOUNT REQUESTED: <p style="text-align: center;">\$74,000</p>	FUNDING SOURCE
FROM ACCOUNT <p style="text-align: center;">1000 7025 10 11</p> <p style="text-align: right;">\$ 74,000.00</p>	Project <p style="text-align: center;">Lobbyist Contract 2 year Extension</p>
TO ACCOUNT:	VERIFIED BY: <u>Rose Loera</u> Date: <u>5/29/2015</u>

EXPENDITURES

OPERATING	FY 16	FY 17		
Personnel				
Fringe Benefits				
Computer Support				
Equipment				
Land/Buildings				
Miscellaneous	\$37,000	\$37,000		
TOTAL OPERATING	\$ 37,000.00	\$ 37,000.00	\$ -	\$ -

CAPITAL				
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REVENUE				
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FUNDING

General Fund				
State/Federal Funds				
Other				
TOTAL FUNDING	\$ -	\$ -	\$ -	\$ -

POSITIONS

Full-Time				
Part-Time				
Temporary				

ANALYSIS: (Attach a separate page if necessary)

See Attached Action Memorandum 2015-10

PREPARED BY: Rose Loera

May 29, 2015

DEPARTMENT: Finance Department

APPROVED BY: _____