



Alice Ruby, **Mayor**

Council Members

- Chris Napoli (Seat A) • Chris Maines (Seat B) • Aksel Buholm (Seat C)
- Curt Armstrong (Seat D) • Andy Anderson (Seat E) • Gregg Marxmiller (Seat F)

DILLINGHAM CITY COUNCIL
David B. Carlson Council Chambers

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

REGULAR MEETING	7:00 P.M.	JANUARY 10, 2018
------------------------	------------------	-------------------------

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES**
 - a. Regular Council Meeting, December 6, 2018 page 3
 - b. Special Council Meeting, December 20, 2018 page 7
- 4. APPROVAL OF CONSENT AGENDA**
 - a. Approve Resolution 2019-01, A Resolution of the Dillingham City Council Adopting an alternative Allocation Method for the FY19 Shared Fisheries Business Tax Program and Certifying that this Allocation Method Fairly Represents the Distribution of Significant Effects of Fisheries Business Activity in FMA 5: Bristol Bay Area page 9
- APPROVAL OF AGENDA**
- 5. STAFF REPORTS**
 - a. City Manager and Staff Reports page 15
 - b. Standing Committee Reports page 39
- 6. PUBLIC HEARINGS**
 - a. Ordinance 2018-07, An Ordinance of the Dillingham City Council Amending Title 7, Animals, by Adding Classification and Regulation to Section 7.40 Care and Control of Animals (*Introduced December 6, 2018*)..... page 45
 - b. Ordinance 2018-08; An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 15.08, Updating the Adoption of Building Codes (*Introduced December 6, 2018*)..... page 65
- 7. CITIZEN’S DISCUSSION (Prior Notice or Agenda Items)**
- 8. ORDINANCES AND RESOLUTIONS**
 - a. Adopt Ordinance 2018-07, An Ordinance of the Dillingham City Council Amending Title 7, Animals, by Adding Classification and Regulation to Section 7.40 Care and Control of Animals page 45

- b. Adopt Ordinance 2018-08; An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 15.08, Updating the Adoption of Building Codes page 65
- c. Introduce Ordinance 2019-01, An Ordinance of the Dillingham City Council Authorizing the City to Issue General Obligation Bonds in the Principal Amount Not to Exceed \$4,053,941 to Finance the Construction of Roads, and for the Construction of an Addition to the Lake Road Fire Hall; and Submit the Question of the Issuance of Such Bonds to the Qualified Voters of the City of Dillingham, at the Election to be Held in the Municipality on March 26, 2019 page 71
- d. Approve Resolution 2019-02, A Resolution of the Dillingham City Council Approving the Amendment of the 2018-2023 Capital Improvement Plan and the FY2020 Legislative Priorities List page 75
- e. Resolution 2019-03, A Resolution of the Dillingham City Council Authorizing the City Manager to Advertise For An RFP For General Engineering Service Contract page 81

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments
 - 1) Planning Commission – 2 seats open (*1 letter of interest*) page 85
- b. Progress Report
 - 1) Dave Carlson House Property
 - 2) Territorial School

10. NEW BUSINESS

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

12. COUNCIL COMMENTS

13. MAYOR’S COMMENTS

14. ADJOURNMENT

1. CALL TO ORDER

A regular meeting of the Dillingham City Council was held on Thursday, December 6, 2018, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 7:05 p.m. The meeting was preceded by a workshop at 6:00 p.m. to discuss D Street and Seward Street Rehabilitation Project.

2. ROLL CALL

Mayor Ruby was present.

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

Andy Anderson	Chris Maines	Aksel Buholm – attended via teleconference
Curt Armstrong	Gregg Marxmiller	

Chris Napoli – excused

Staff in attendance:

Tod Larson	Lori Goodell	Dan Pasquariello	Anita Fuller
------------	--------------	------------------	--------------

3. APPROVAL OF MINUTES

a. Regular Council Meeting, November 1, 2018

MOTION: Chris Maines moved and Andy Anderson seconded the motion to adopt the minutes of November 1, 2018.

VOTE: The motion passed unanimously by roll call vote.

4. APPROVAL OF CONSENT AGENDA

APPROVAL OF AGENDA

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

VOTE: The motion passed unanimously by roll call vote.

5. STAFF REPORTS

a. City Manager and Staff Reports

The following items were reported on:

- Union negotiations have begun.
- Insurance claim for the harbor fire has been settled. A check will be received; this money could be used to cleanup.
- Funds requested for grading will not be needed at this time.
- The City Attorney is drafting documents to address the non-compliance regarding work done at the dock lift station.
- The landfill metal pile clean up continues.
- There will be an internal review of the requirements for a limited marijuana cultivation license.

b. Standing Committee Reports

Code Review Committee:

Chris Maines reported that the Committee finalized work on Title 7 and have recommended Ordinance 2018-07 for introduction.

Finance and Budget Committee:

There was no report given.

6. PUBLIC HEARINGS

There was no public hearing.

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

Eileen Samson spoke regarding the foreclosure list and DMC 4.15.365 Repayment Plan.

8. ORDINANCES AND RESOLUTIONS

- a. Introduce Ordinance 2018-07, An Ordinance of the Dillingham City Council Amending Title 7, Animals, by Adding Classification and Regulation to Section 7.40 Care and Control of Animals

MOTION: Andy Anderson moved and Gregg Marxmiller seconded the motion to introduce Ordinance 2018-07.

VOTE: The motion passed by unanimous roll call vote.

- b. Introduce Ordinance 2018-08; An Ordinance of the Dillingham City Council Amending Dillingham Municipal Code Chapter 15.08, Updating the Adoption of Building Codes

MOTION: Andy Anderson moved and Chris Maines seconded the motion to introduce Ordinance 2018-08.

The 2018 building codes referenced in the ordinance are available for review in the planning office.

VOTE: The motion passed by unanimous roll call vote.

9. UNFINISHED BUSINESS

- a. Citizen Committee Appointments

There were no appointments.

- b. Progress Report
 - 1) Dave Carlson House Property
 - 2) Territorial School

There were no progress reports.

10. NEW BUSINESS

- a. Approve Action Memorandum 2018-11, Authorize City Manager to enter into a new contract with Premera Blue Cross Blue Shield of Alaska and Navia for an HRA

MOTION: Chris Maines moved and Andy Anderson seconded the motion to approve Action Memorandum 2018-11.

- The contract reflects a 6.5% increase, with an effective date of January 1st.
- A review of comparisons will be done prior to next years renewal.

VOTE: The motion passed by unanimous roll call vote.

b. GO Bond Strategy for Seward Street and D Street Rehabilitation Project
This item will be the focus of a special meeting.

- c. Schedule Special Council Meeting December 20, 2018

MOTION: Chris Maines moved and Gregg Marxmiller seconded the motion to schedule a special council meeting on December 20, 2018 at 6:00 pm. The agenda will include;
CIP Projects
Funding Strategy
Review Finance & Budget recommendation, DMC 4.15.365.
Executive Session, Union Contract

QUESTION called, no objection.

VOTE: The motion passed by unanimous roll call vote.

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

There was no citizen discussion.

12. COUNCIL COMMENTS

Chris Maines:

- Inquired if the owner of the new pallet fence Wood River Road obtained a use permit.
- Spoke regarding taxation of personal vessels v commercials vessels; requested this issue be reviewed by the code committee.

Gregg Marxmiller:

- Stated that next Thursday is the joint School Board/City Council workshop – 12/13 to begin at 6:00 pm.
- Thanked public safety for making the community safe.

Andy Anderson:

- Spoke regarding the condition of the roads.

Aksel Buholm:

- Wished everyone a Merry Christmas.

13. MAYOR'S COMMENTS

MOTION: Andy Anderson moved and Chris Maines seconded the motion to move the next regular meeting to January 10, 2019.

VOTE: The motion passed by unanimous roll call vote.

Alice Ruby:

- Noted there was no update at AML regarding the Wayfarer court decision.
- Staff was commended for the work done on the audit.
- Stated the MOU Committee is trying to get a meeting scheduled.
- Requested staff prepare a report for Finance & Budget Committee regarding the repayment plan found in DMC.
- Commented on the community efforts associated with the Board of Fish meeting.
- A moment of silence was observed for all those lost since the last meeting.

14. ADJOURNMENT

Mayor Ruby adjourned the meeting at 8:08 p.m.

Mayor Alice Ruby
[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____

1. CALL TO ORDER

A special meeting of the Dillingham City Council was held on Thursday, December 20, 2018, at the Dillingham City Council Chambers, Dillingham, Alaska. Mayor Ruby called the meeting to order at 6:00 p.m.

2. ROLL CALL

Mayor Ruby was present.

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

Andy Anderson	Gregg Marxmiller	Aksel Buholm via telephone
Curt Armstrong	Chris Napoli	

Chris Maines excused

Staff in attendance:

Tod Larson	Lori Goodell	Jean Barrett
------------	--------------	--------------

3. APPROVAL OF AGENDA

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

VOTE: The motion passed unanimously by roll call vote.

4. SPECIAL BUSINESS

a. Current Capital Projects Review

- Current CIP projects were reviewed.
- A timeline for a general obligation bond and construction season considered.
- Revenue sources were commented on. Other funding opportunities will continue to be explored.
- ADEC loans are being pursued for several projects, which are not contingent to the general obligation bond proposition.

MOTION: Chris Napoli moved and Andy Anderson seconded the motion to direct the City Manager to move forward with a general obligation bond application.

An application will be submitted with a not to exceed amount which can be adjusted, or refused if the proposition does not pass.

QUESTION called with no objection

VOTE: The motion passed unanimously by roll call vote.

b. Current Capital Projects Funding Strategy

This was covered under agenda item 4.a.

c. Finance & Budget Recommendation regarding DMC 4.15.365 and DMC 4.20.265

A citizen request was made to waive the code requirements; the Committee recommends that DMC code is adhered to.

MOTION: Chris Napoli moved and Andy Anderson seconded the motion to support the Finance & Budget Committee recommendation to not grant a waiver of code.

VOTE: The motion passed unanimously by voice vote.

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

There was no citizen discussion.

6. COUNCIL COMMENTS

Aksel Buholm:

- Wished everyone a Merry Christmas.

Chris Napoli:

- Thanked all parties involved with the CIP presentation, stating he appreciated the timelines.

7. MAYOR'S COMMENTS

Alice Ruby:

- Noted there will need to be an outreach campaign for the GO Bond election. The Public Outreach Committee will be reactivated.
- Wished all a Merry Christmas and safe holiday

8. EXECUTIVE SESSION

a. Local 71 Union Contract Negotiation Update

MOTION: Chris Napoli moved and Andy Anderson seconded the motion to enter into executive session to discuss local 71 union contract. (7:13 pm)

City Manager and City Clerk were invited to stay.

VOTE: The motion passed by unanimous roll call vote.

MOTION: Chris Napoli moved and Andy Anderson seconded the motion to exit executive session. (7:41 pm)

VOTE: The motion passed by unanimous roll call vote.

9. ADJOURNMENT

Mayor Ruby adjourned the meeting at 7:41 p.m.

Mayor Alice Ruby
[SEAL]

ATTEST:

Lori Goodell, City Clerk

Approval Date: _____

CITY OF DILLINGHAM, ALASKA

RESOLUTION NO. 2019-01

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL ADOPTING AN ALTERNATIVE ALLOCATION METHOD FOR THE FY19 SHARED FISHERIES BUSINESS TAX PROGRAM AND CERTIFYING THAT THIS ALLOCATION METHOD FAIRLY REPRESENTS THE DISTRIBUTION OF SIGNIFICANT EFFECTS OF FISHERIES BUSINESS ACTIVITY IN FMA 5: BRISTOL BAY AREA

WHEREAS, AS 29.60.450 requires that for a municipality to participate in the FY 19 Shared Fisheries Business Tax Program, the municipality must demonstrate to the Department of Commerce, Community, and Economic Development that the municipality suffered significant effects during calendar year 2017 from fisheries business activities; and,

WHEREAS, 3 AAC 134.060 provides for the allocation of available program funding to eligible municipalities located within fisheries management areas specified by the Department of Commerce, Community, and Economic Development; and,

WHEREAS, 3 AAC 134.070 provides for the use, at the discretion of the Department of Commerce, Community, and Economic Development, of alternative allocation methods which may be used within fisheries management areas if all eligible municipalities within the area agree to use the method, and the method incorporates some measure of the relative significant effect of fisheries business activity on the respective municipalities in the area; and,

WHEREAS, The Dillingham City Council proposes to use an alternative allocation method for allocation of FY19 funding available within the FMA 5: Bristol Bay Area in agreement with all other municipalities in this area participating in the FY19 Shared Fisheries Business Tax Program;

NOW THEREFORE BE IT RESOLVED THAT: The Dillingham City Council certifies that the following alternative allocation method fairly represents the distribution of significant effects during 2017 of fisheries business activity in FMA 5: Bristol Bay Area:

- **All municipalities share equally 40% of allocation; all share remaining 60% on a per capita basis.**
- **Lake & Peninsula Borough population is reduced by the population of the Cities of Newhalen, Nondalton, Pilot Point & Egegik**

PASSED and APPROVED by a duty constituted quorum of the Dillingham City Council this 10th day of January 2019.

Alice Ruby, Mayor

ATTEST:

[SEAL]

Lori Goodell, City Clerk

City of Dillingham Information Memorandum

Agenda of: January 10, 2019

Attachment to:

Ordinance No. _____ / Resolution No. 2019-01

Subject:

A resolution of the Dillingham City Council adopting an Alternative Allocation Method for FY19 Shared Fisheries Business Tax Program and certifying that this allocation fairly represents the distribution of significant effects of fisheries business activity in FMA:5 Bristol Bay

City Manager: Recommend Approval

Signature: *Jari Goodell*

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

DCCED Letter

Summary Statement:

This is a routine annual resolution.

The Department's Shared Fisheries Business Tax Program was created in 1990 to help municipalities impacted by the effects of the rapidly expanding offshore fish processing industry. A previously existing fish tax sharing program (commonly referred to as the Raw Fish Tax Program), administered by the Department of Revenue, shares back to municipalities half of the state fisheries business tax collected from fish processors operating inside municipal boundaries. The Department's program extends tax sharing to include a sharing of fish taxes collected outside of municipal boundaries, primarily from floating processors. Applications are scheduled to be mailed to each eligible applicant by November 15 of each year and must be returned by February 15. Shared Fisheries Business Tax payments are issued in March of each fiscal year.

Under provisions of the Shared Fisheries Business Tax Program, the tax is levied against fishery resources processed or landed two years before. Dillingham falls under the Bristol Bay Area FMA 5, which calculates the funding under the Alternative Allocation Method in which all municipalities share equally 40% of the calculated allocation and the remaining 60% is shared on a per capital basis.

Attachment to:
Ordinance No. _____ / Resolution No. 2019-01

Summary Statement continued:

Route to	Department Head	Date
X	Finance Director	
X	City Clerk	



THE STATE
of **ALASKA**
GOVERNOR BILL WALKER

**Department of Commerce, Community,
and Economic Development**

DIVISION OF COMMUNITY AND REGIONAL AFFAIRS

455 3rd Avenue, Suite 140
Fairbanks, Alaska 99701-4737
Main: 907.451.2718
Programs fax: 907.451.2742

November 15, 2019

Dear Municipal Official:

The Department of Commerce, Community, and Economic Development is pleased to announce availability of the **FY 2019 Shared Fisheries Business Tax Program**. The purpose of the program is to allocate a share of state fish tax collected outside municipal boundaries with municipalities affected by fishing industry activities. Municipalities around the state will share approximately \$1.6 million based on 2017 fisheries activity as reported by fish processors on their fish tax returns. Details of how the program works are included in the application under *Program Description*.

Historically, your municipality along with the other communities in your fisheries management area (FMA) has filed using the Alternative Method found on the last four pages of this application. A breakdown is included that details the communities in your FMA, in addition to the anticipated payment based on the agreed upon allocation method for your FMA. If this agreement is still in place with your FMA, you will only need to have your Council/Assembly pass the enclosed alternative method sample resolution in order to participate in the program.

If your FMA intends to change the alternative method of allocation, the new proposal must be submitted to our office no later than **January 15, 2019**. If an agreement cannot be made with all communities in your FMA, you will need to file using the standard method and claim your significant effects. Instructions on both of these methods are detailed in the application packet.

**DEADLINE FOR SUBMISSION OF COMPLETED APPLICATION IS
FEBRUARY 15, 2019.**

Applications can be scanned and emailed to caa@alaska.gov with the subject line **“Municipality Name, FY19, SFBT”** If you have any questions about the program or require assistance in completing the application, please contact me at kimberly.phillips@alaska.gov or call (907) 451-2718.

Sincerely,

A handwritten signature in blue ink that reads "Kimberly Phillips".

Kimberly Phillips
Grants Administrator II

Enclosures

City of Dillingham

House District 37 / Senate District S

~ 12/23/18 ~

30th Alaska State Legislature ~ 2nd Interim

DECEMBER 2018 – LEGISLATIVE REPORT

Cliff Stone / City Lobbyist

~ House Organization still in turmoil as no one has a Majority ~



On December 20th, a superior court judge ruled that the Alaska Division of Elections had properly recounted votes in the District 1 state House race in Fairbanks, giving Republican Bart LeBon a one-vote lead. The Alaska Supreme Court named a special master to prepare a report on the recount appeal by Democrat Kathryn Dodge. The Court will hear arguments in the case on January 4, 2019. As reported, the case goes far beyond this race as the House struggles to organize a majority ahead of the first session of the 31st Alaska State Legislature, which starts on January 15, 2019.

Currently the Republicans hold a 23-17 advantage, but two of those members have indicated that they will not be part of any R-led group. Those Republican's, Gabrielle LeDoux and Louise Stutes were part of the Democratic coalition that was formed for the last legislature. Under normal circumstances, that would provide a 21-19 lead. However, Rep. Gary Knopp representing the Kenai/Soldotna area declared earlier this month that he would not join any Republican-led Majority. That stalemate has kept any organization from forming. His argument has been that this fragile majority is unsustainable and will collapse during the session. He said that he is hoping to force a compromise for a coalition that will provide stability and allow the House to conduct business in a timely and orderly fashion.

Wrapped around all of this was the fact that former legislator Nancy Dahlstrom, who had won a House seat this year in the general elections running as a Republican, decided to accept a job offer as the new commissioner for the Dept. of Corrections. Since then, Governor Dunleavy has named Sharon Jackson from the Eagle River community to fill that vacant seat. She was among three candidates submitted for consideration. According to her candidate profile, she served in the U.S. Army between 1982 and 1985 and worked as a constituent relations director for U.S. Senator Dan Sullivan of Alaska. Her selection must be approved by House Republicans before taking effect. She's expected to take the oath of office along with her colleagues at the beginning of the legislative session.



FISCAL YEAR 2020 BUDGET ANALYSIS

I want to thank Homer Rep. Paul Seaton for the research and his objective analysis below for the FY20 budget. Over the years, he is a member of the Alaska Legislature who has painstakingly reported on details of not only the budgets, but also critical thinking on so many other topics that are important to Alaskans. Since he was not reelected, a voice of reason has been lost to this body. Thank you to Paul for his service to this state and to his steadfast hand. I wish him and his family well. Here below is his breakdown of the budget.

As is traditional, outgoing-Governor Walker provided a draft FY20 budget prior to leaving office, which Governor Dunleavy amended on Dec. 14. A first draft of that amended budget is now available. You can view that on the [OMB webpage](#). Gov. Dunleavy has until mid-February to make additional changes, which is common for an incoming governor.

When the Legislature passed the FY19 budget last session, it included the use of the Constitutional Budget Reserve (CBR) to cover an estimated \$700 million deficit. That budget was based on the Spring Forecast of \$63 p/barrel. The balance point for the budget is when oil sells at \$71 per barrel. At one point after the legislative session ended, the price of oil hit \$80, but now is about \$55. The average price to date is \$72.46 and the daily production is 40,746 barrels less than the estimated FY19 average of 526,600 barrels per day.

Governor Dunleavy's FY20 budget is \$12.2 billion (which includes \$7.75 billion in General Funds), compared to Walker's budget of \$11.5 billion. The increase is entirely due to funding the 2019 permanent fund dividend at the historic statutory formula. Here are some of my other thoughts on this Dec. 15 - FY20 budget:

- No changes to regular budget items as proposed by Gov. Walker, including the full education foundation formula at \$1.17 billion.
- The budget shows a \$1.6 billion deficit, which is covered by a statewide unallocated reduction of \$1.6 billion General Funds across all departments.
- The unallocated reduction makes the budget look "balanced," so there is no need for a withdrawal from the Constitutional Budget Reserve.
- The budget is based on an oil price forecast of \$64 per barrel, compared to \$75 used by Gov. Walker. This change results in \$737 million less revenue available.
- The budget includes the "Percent of Market Value" draw calculation of 5.25% from the Permanent Fund based on SB 26 passed this past session.
- The budget includes a full PFD in 2019 using the existing statutory calculation. This would require a \$1.9 billion appropriation (from the POMV 5.25% draw), for an estimated \$3,000 PFD in 2019.
- These changes would leave only \$990 million available for government services from the POMV draw, compared to Gov. Walkers budget of \$1.76 billion for government services from the POMV draw.
- The budget does not include a "back PFD payment" for prior years that had a reduced PFD.

The Governor must submit amendments to the budget by the 30th day of session, February 13th. It is anticipated there will be many amendments. There were no details of the "unallocated cuts across all departments" to cover the \$1.6 billion deficit.

However, for perspective the 5% Education cut proposed by the Senate in 2017 would have reduced the Education budget by \$69 million, or less than 1/20th of Gov. Dunleavy's proposed FY20 unallocated cut.

Even if they are able to achieve the dramatic unallocated cuts, any further downturn in revenue, combined with the necessity of paying a full PFD in 2019, could result in ad hoc draws from the Earnings Reserve Account. This would reduce the real value of the fund itself, which would result in significantly reduced future PFDs, or no future PFD.



MARIJUANA UPDATE

On December 12th, the Alaska's Marijuana Control Board approved new regulations allowing on-site marijuana use in retail cannabis stores by a 3-2 vote. The regulations still need to be reviewed by the state Department of Law and then be signed by Lt. Gov. Kevin Meyer before taking effect. I believe on-site use of marijuana in Alaska would be the first allowed in the nation.

The rules passed by the board allow freestanding cannabis shops with endorsements for on-site consumption to sell marijuana products to customers who can then use those products on-site. Marijuana concentrates are excluded from what's allowed to be used in those shops.

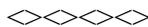
The area where customers can consume has to be separated from the rest of the premises, the rules say. People also won't be allowed to go into a store's consumption area and use marijuana products they didn't buy from that store.

It's not immediately clear how these rules, if eventually put in place, might conflict with a ban on indoor public smoking former Gov. Bill Walker signed earlier this year. **In addition, the rules say local governments can choose not to allow endorsements for on-site consumption at cannabis stores in their communities.**

On another related note, Cannabidiol oil or as it's commonly referred to as CBD has been springing up all over Alaska in various forms. CBD is different from the chemical tetrahydrocannabinol or THC, the compound in cannabis that gets you high.

In Alaska, the Division of Agriculture under the Dept. of Natural Resources (DNR) oversees all industrial hemp products, including CBD. The state Department of Environmental Conservation, through its environmental health division, also carries out enforcement around the product. Industrial hemp was finally carved out of the definition of marijuana this year in the state legislature, although a pilot program to regulate this material has yet to be created. According to the division, until those regs are created, that umbrella doesn't exist.

I'll also note that the president has just signed the 2018 national farm bill that delists hemp as a controlled substance, thus classifying it as an agricultural commodity and making it federally legal. At the same time, the Food and Drug Administration (FDA) has declared that CBD is still a drug ingredient and therefore illegal to add to food or health products without approval from that agency. Confusing?!!



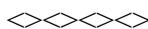
GOVERNOR'S CORNER

<http://gov.alaska.gov>

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

Governor Dunleavy was sworn into office on December 3rd becoming Alaska's 12th governor since statehood. One of his first acts was to appoint Doug Vincent-Lang as the acting commissioner for the Dept. of Fish and Game. The post is "acting" because it is typical for the joint Boards of Fish and Game to nominate people for this position and so when they do, the governor will select someone to lead this department forward.

In another selection, the governor announced that Colonel Torrence Saxe will serve as the new commissioner for the Dept. of Military & Veterans Affairs. This means that he is also now the new adjutant general for the Alaska National Guard.



WEBSITES OF INTEREST

Updates for the 2019 Legislative contacts will be published in the January Legislative Report.

Online Public Notices for Alaska <https://aws.state.ak.us/OnlinePublicNotices/default.aspx>

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

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

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

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

View specifics for the Capital and Operating Budgets.

Alaska Tax Division – Fall 2018 Revenue Sources Book

<http://www.tax.alaska.gov/programs/documentviewer/viewer.aspx?1493r>

Congressional Delegation websites (Current phone numbers will be listed on these sites)

<http://murkowski.senate.gov/public> www.sullivan.senate.gov <http://donyoung.house.gov>



~ End Report ~

Wishing all of you a joyous Christmas and holiday season filled with peace and love into the New Year!

~ Cliff

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: December 28, 2018
To: Tod Larson, City Manager
From: Lori Goodell, City Clerk
Subject: Monthly Staff Report

CIP Funding:

As you know Council approved applying for the General Obligation Bond. As a result I have been talking with the State Local Government Specialist and researching the requirements associated with getting the bond issue ready for a special election.

AAMC Committee:

At the November AAMC annual conference I joined the AAMC Education Committee. I attended my first teleconference on December 20th. A recap of the 2018 conference was discussed as well as a review of participant survey results. Preliminary planning for the 2019 annual conference has started.

Foreclosure:

Many property owners have contacted the finance department regarding payment of taxes as a result of publishing the foreclosure list. An updated foreclosure list will be submitted to the City Attorney as soon as it becomes available from finance.

Property Taxes:

The 2019 property tax season has started. Taxation is based on property owned as of Jan. 1 each year. Personal and Business assessment returns are due February 1st. Public Notice will be going out to remind the public of the requirement and the deadline date.

AMCO:

There has been some comment regarding state taxes collected on marijuana cultivation being shared with local communities. I inquired with the State Alcohol & Marijuana Control Office to verify if this is the case. The response from the state is; "the state does not share the marijuana excise tax revenue. AMCO does share half the application fee."

STANDING ITEM(S):

Liquor & Marijuana License Renewals/Transfers/New Licenses.

There are no marijuana license renewals in process.

The State has notified the City regarding a liquor license renewal for the Windmill Grille. This item will be on the next Code Review Committee meeting agenda.

Commission/Board Seats Vacant.

Two seats on the Planning Commission expired in December. I have received one letter of interest to date.

The Senior Advisory Commission has been unable to conduct a meeting the last few months due to lack of a quorum. The Senior Center Director is making inquiries regarding attendance.

Advertising to fill commission seats will begin this month.

Helpful Tips:

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

If a second is required and not received, the motion dies and the group can proceed to the next agenda item.

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: 01/03/2019
To: Tod Larson, City Manager
From: Anita Fuller, Finance Director
Subject: Monthly Staff Report (12/01/18 to 12/31/18)

The Finance department was able to hire Ashlyn Luckhurst to assist in the month of December to work on projects as needed. This allowed staff to work on other tasks that needed attention. We were able to clean up a couple of accounts that had errors that caused lingering issues. There are a large amount of credits on customer accounts. Ashlyn was able to create a database that will be used to send out letters in January to notify customers of the credits.

There have been 187 business license fees received for 2019 business license renewals. The Certificate of authority to collect sales tax has been updated in AccuFund to improve efficiency in printing the document. There have been 5 promissory note agreements made. Two taxpayers have paid the balances on the foreclosure list.

The Premera BCBS insurance renewal was signed and will go in effect on January 1, 2019. The bond payment of \$881,075.00 due in December was paid at the end of November as per the schedule. The annual Municipal Debt report was finalized and submitted.

AccuFund software renewal has been made. Accufund has upgraded the software to v6.01. This will change is necessary to be able to process the 2018 tax documents for payroll and payables. This also caused a large change in the interface and will require some training for the staff, training will be scheduled for 2019. The upgrade will go in effect on 01/04/19.

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: 12/14/2018
To: Tod Larson, City Manager
From: Anita Fuller, Finance Director
Subject: Review of 11/2018 Financial Report

As the fifth monthly report the percentages that are within normal range are about 42%. This report will identify any percentage that is below 32% or above 52%.

Total Revenue & Transfers is showing as being 67% when in actuality we have collected 60%. Our accounting practice is to recognize the revenue when it is invoiced. Our Revenue & Expense reports used for this report will always show the revenue higher than what is actually received.

(a) Transient Lodging continues to be higher than budgeted. This could be a seasonal norm due to summer activity.

(b) Tobacco tax also continues to be higher than projected. Next year should be budgeted higher.

(c) & (d) 2018 Real Property tax and Personal Property tax are invoiced on July 1, 2018. This causes the revenue to be recognized in July of 2018. At this time there is still a balance of \$ 319,900.07 in uncollected 2018 Real Property (15%) and \$92,544.05 (18%) in uncollected 2018 Personal Property. 2018 Real property received is \$1,743,866 (83%) and 2018 Personal property received is \$415,813 (78%).

(e) Telephone sale and Shared Fisheries are received later in the fiscal year.

(f) Raw Fish tax came in 48% higher than budgeted.

(g) Revenue sharing is received at the beginning of the year. There is expected a smaller final payment at the end of the fiscal year.

(h) PILT is received all at once and did come in \$9,481 more than budgeted.

(i) Jail contract is expected within the next month

(j) PERS on behalf is going to be corrected in the next quarter

(l) This is a accumulation of all other revenue of the general fund that impacts all departments. This is the first month that this has been behind. With a look into this account, there seems to be an error on how rental income is being recorded. This will be answered next month.

Total Special Funds Revenue and Transfer are showing as being 56%. There are unpaid invoices that will reduce the overall revenue to about 44% received. Invoice for Water \$28,895.91, Sewer \$39,009.48, Landfill \$19,327.82.00, Sales Tax \$98,682.58, Dock \$256,148.71 and Harbor of \$320. (This does not reflect all open invoices only those invoiced starting July 1, 2018.

(m) Water Revenue is only higher by 1%.

(n) Sewer revenue is higher than budgeted and can be adjusted next year. With uncollected revenue removed this is about 56%.New reports are still being developed to provide a more detail break down.

(o) Normal Dock activity will reflect high revenue due to seasonal activity as well as invoicing. Once uncollected revenue is removed we have collected 60% of the budget.

(p) Revenue for the Library is low in grant revenue which will be received later in the year.

(q) Revenue for the Senior Center grant is low due to a delay in the NTS grant report.

(r) Revenue for the Senior Center is lower than expected in rental income.

(s) Interest earned on the Mary Carlson Estate fund has been higher than expected with the budget.

(t) Finance is in the process of getting the Debt Service Fund Revenue from the bond payment sent in last month.

Total General Fund Expenditures are close to the 33% projection mark which reflects spending that is still less than our revenue.

(u) Legal is low at 8% due to union negotiations having just started.

(v) Foreclosure costs have been higher due to an unexpected number of foreclosed properties. There will be an offsetting increase in revenue since most costs are charged to the property owner.

(w) IT budgets is low at 22% due to the computer purchase payment being made in December.

(x) Public Works Administration expenditures continue to be low primarily due to the job sharing of the Director with the Harbor department.

(y) Buildings and Grounds has experienced two open positions for a period of time that has reduced the wages expended and the work being done. This will reflect a slightly lower than normal spending of the budget.

(z) The street budget is at 92% mainly due to the recent streets project. There has been 100% of the budgeted amount of sand and gravel spent in preparation for the winter road work and there has been the streets work done by Quality Asphalt for the expense of \$195K A budget revision will be done by end of quarter to reflect the City Councils approval of the project.

(aa) Transfers to other funds will be done by the next quarterly report.

Total Special Revenue Fund Expenditures are within normal range at 52%.

(bb) Water expenses are due to the matching 30% to the 28308 MMG grant that has City Council approval and waiting the quarterly budget revision.

(cc) Landfill has already spent \$185,784.07 towards landfill expansion. This pushes the landfill budget towards 53% spent for the year.

(dd) E-911 services has not had any expenses. Work in Dispatch will start in December which will use these funds.

(ee) The library has an IMLS grant that funds are spent in July. This impacts the budget with a high spending at the beginning of the year; however, further investigation is going to be made to review the reason for 83% reflected in this report.

(ff) Senior Center Non-Grant general expenditures are lower than anticipated for this time of year as the large barge food order has not been made yet and the cook was hired end of September.

(gg) All listed Capital Project Funds have not had much activity for the year to date. This section is going to be redone to reflect the current CIP.

City of Dillingham
Revenues and Expenditures As of November 30, 2018
Unaudited Figures

	UnAudited					
	November 30, 2018		November 30, 2017			
	Budget - FY19	MTD	YTD	Percent	YTD	INC/(DEC)
REVENUES:						
General Fund Revenues						
General Sales Tax	\$ 2,550,000	\$ 212,997	\$ 1,237,507	49%	\$ 906,245	\$ 331,262
Alcohol Sales Tax	290,000	23,854	105,623	36%	92,331	13,292
Transient Lodging Sales Tax	85,000	7,309	46,795	55% a	37,231	9,564
Gaming Sales Tax	65,000	8,955	31,924	49%	19,261	12,663
Tobacco Tax	120,000	29,781	90,315	75% b	2,500	87,815
Total Sales Tax	3,110,000	282,896	1,512,163	49%	1,057,567	454,596
Real Property Tax	2,100,000	(3,359)	2,063,766	98% c	1,917,135	146,632
Personal Property Tax	530,000	-	508,357	96% d	586,081	(77,724)
Total Property Taxes	2,630,000	(3,359)	2,572,123	98%	2,503,216	68,907
Telephone Gross Receipts State Tax	65,000	-	-	0% e	-	-
Raw Fish Tax	300,000	443,905	443,905	148% f	398,350	45,555
Shared Fisheries	20,000	-	-	0% e	-	-
Revenue Sharing	130,000	-	119,903	92% g	132,686	(12,783)
Payment in Lieu of Taxes (PILT)	450,000	-	459,841	102% h	450,803	9,037
State Jail Contract	567,000	-	-	0% i	269,734	(269,734)
Admin Overhead	223,249	-	65,143	29% j	66,655	(1,512)
PERS on Behalf	100,486	12,881	71,100	71% k	47,806	23,294
Other Revenues	403,239	25,529	107,517	27% l	123,806	(16,289)
Total	2,258,974	482,314	1,267,408	56%	1,489,840	(222,432)
Total	\$ 7,998,974	\$ 761,852	\$ 5,351,694	67%	\$ 5,050,623	\$ 301,071
Total Special Revenue Funds Revenues & Transfers	2,937,505	1,637,912	1,637,912	56%	1,404,329	\$ 6,454,953
Total	\$ 2,937,505	\$ 287,396	\$ 1,637,912	56%	\$ 1,404,329	\$ 233,582
Special Revenue Funds Revenues & Transfers						
Water	197,495	19,200	105,331	53% m	97,115	8,217
Sewer	358,795	33,724	239,248	67% n	164,000	75,248
Landfill	943,357	10,245	381,380	40%	227,493	153,887
Dock	768,075	219,884	717,229	93% o	772,007	(54,778)
Harbor	188,753	1,747	66,540	35%	47,209	19,331
Asset Forfeiture Fund	-	-	-	0%	-	-
E-911 Service	82,750	5,658	37,047	45%	28,539	8,508
Library Grants	80,492	(5,437)	24,436	30% p	24,538	(102)
Senior Center (Grant)	126,459	-	31,000	25% q	30,614	386
Senior Center (Non-Grant)	191,329	2,375	35,700	19% r	12,815	22,885
Total	\$ 2,937,505	\$ 287,396	\$ 1,637,912	56%	\$ 1,404,329	\$ 233,582
Fisheries Infrastructure	-	-	-	-	-	-
Borough Study Fund	-	-	-	-	-	-
Mary Carlson Estate Permanent Fund Revenue	1,000	-	952	95% s	1,200	(248)
Ambulance Reserve Capital Project Fund Revenue	60,000	-	-	-	-	-
Equipment Replacement Capital Project Fund	-	-	-	-	-	-
School Bond Project	-	-	-	-	-	-
Public Safety Planning	-	-	-	-	-	-
Debt Service Fund Revenue	-	-	-	-	-	-
Landfill Closure Fund	1,063,450	-	8,021	1% t	-	8,021
Total	\$ 1,124,450	\$ -	\$ 8,973	1%	\$ 1,200	\$ 7,773
Total Revenues & Transfers	\$ 12,060,929	\$ 1,049,248	\$ 6,998,579	58%	\$ 6,456,153	\$ 542,426

City of Dillingham
Revenues and Expenditures As of November 30, 2018
Unaudited Figures

	November 30, 2018			November 30, 2017		
	Budget - FY19	MTD	YTD	Percent	YTD	INC/(DEC)
EXPENDITURES:						
General Fund Expenditures						
City Council	\$ 45,324	\$ 2,500	\$ 17,096	38%	\$ 26,352	\$ (9,256)
City Clerk	117,128	8,369	45,608	39%	48,321	(2,713)
Administration	262,395	19,772	97,923	37%	118,973	(21,049)
Finance	626,783	42,146	265,850	42%	209,979	55,871
Legal	100,000	1,624	7,999	8% u	24,106	(16,106)
Insurance	165,000	-	45,472	28%	39,896	5,576
Non-Departmental	99,420	5,151	39,768	40%	80,968	(41,201)
Planning	143,022	6,378	50,325	35%	35,230	15,095
Foreclosures	4,000	5,091	5,311	133% v	2,707	2,604
IT	131,468	7,463	29,130	22% w	-	29,130
Meeting Hall above Fire Station	2,500	290	979	39%	871	108
Public Safety Administration	150,521	11,179	55,581	37%	56,056	(475)
Dispatch	511,399	39,141	199,387	39%	195,569	3,819
Patrol	872,361	59,552	298,796	34%	241,884	56,912
Corrections	646,925	48,354	234,555	36%	225,793	8,762
DMV	44,621	3,297	16,484	37%	16,327	157
Animal Control Officer	104,576	7,693	38,499	37%	37,761	738
Fire	267,013	18,934	95,964	36%	75,171	20,793
Public Works Administration	215,879	11,633	52,277	24% x	68,656	(16,379)
Building and Grounds	322,380	12,253	84,671	26% y	108,078	(23,407)
Shop	302,084	38,333	157,753	52%	131,500	26,254
Street	422,071	65,595	386,583	92% z	237,635	148,948
Library	109,012	7,636	43,188	40%	39,279	3,909
City School	1,300,000	-	650,000	50%	650,000	-
Transfers to Other Funds	1,153,631	-	274,136	24% aa	124,331	149,805
Total	\$ 8,119,513	\$ 422,382	\$ 3,193,335	39%	\$ 2,795,441	\$ 397,894
Special Revenue Funds Expenditures						
Nushagak Fish Tax	-	-	-	-	-	-
Water	288,646	17,025	106,071	37%	58,029	48,042
Sewer	268,868	41,666	336,130	125% bb	177,348	158,782
Landfill	868,824	51,025	459,330	53% cc	292,875	166,455
Dock	585,462	31,941	225,445	39%	638,793	(413,348)
Dock (ATD Damages)	-	-	-	-	-	-
Boat Harbor	184,753	5,506	71,482	39%	70,059	1,422
Asset Forfeiture Fund	-	10,903	10,903	-	-	10,903
E-911 Service	57,739	-	-	0% dd	-	-
Library Grants	80,492	(3,309)	67,155	83% ee	68,283	(1,128)
Senior Center (Grant)	126,459	10,543	53,811	43%	38,628	15,183
Senior Center (Non-Grant)	191,329	10,237	49,538	26% ff	30,429	19,108
Total	\$ 2,652,572	\$ 175,536	\$ 1,379,863	52%	\$ 1,374,445	\$ 5,418
Total	10,772,085	597,918	4,573,198	42%	4,169,886	

	November 30, 2018			November 30, 2017		
	Budget - FY19	MTD	YTD	Percent	YTD	INC/(DEC)
Capital Project Funds Expenditures						
Fisheries Infrastructure Fund	-	-	-	-	-	-
Borough Study	-	-	-	-	-	-
Mary Carlson Estate Permanent Fund	5,650	49	446	8% gg \$	405	41
Ambulance Reserve Capital Project Fund	58,678	-	-	0% gg \$	6,745	(6,745)
Equipment Replacement Capital Project Fund	-	-	-	0%	5,659	(5,659)
School Bond Project	-	-	-	\$	-	-
Public Safety Planning	-	-	-	\$	-	-
Debt Service Fund	1,063,450	-	-	0% gg \$	64,546	(64,546)
Landfill Closure Fund	-	-	-	-	-	-
Total	\$ 1,127,778	\$ 49	\$ 446	0%	\$ 77,354	\$ (76,909)
Total All Expenditures	\$ 11,899,863	\$ 597,967	\$ 4,573,644	38%	\$ 4,247,240	\$ 326,404
Revenues Over (Under) Expenditures	\$ 161,066	\$ 451,281	\$ 2,424,936		\$ 2,208,913	\$ 216,023

City of Dillingham
 Revenues and Expenditures As of November 30, 2018
 Preliminary Figures - Unaudited

	<u>Fund Bal.</u> <u>6/30/2018</u>	<u>FY'19</u> <u>Revenues</u>	<u>FY'19</u> <u>Expenditures</u>	<u>Add or (-)</u> <u>Fund Bal</u>	<u>Fund Bal.</u> <u>11/30/2018</u>
	<u>UnAudited</u>				<u>Unaudited</u>
General Fund	\$ 969,180	\$ 5,351,694	\$ 3,193,335	\$ 2,158,359	\$ 3,127,539
Nushagak Fish Tax	(227)	-	-	-	(227)
Fisheries Infrastructure Fund	(51)	-	-	-	(51)
Borough Study	(28)	-	-	-	(28)
Water & Sewer	(32,434)	344,580	442,200	(97,621)	(130,055)
Landfill	(74,535)	381,380	459,330	(77,949)	(152,484)
Dock	(60,292)	717,229	225,445	491,784	431,492
Boat Harbor	9,520	66,540	71,482	(4,942)	4,578
Asset Forfeitures Fund	(8,040)	-	10,903	(10,903)	(18,943)
E-911 Service	(26,005)	37,047	0	37,047	11,042
Library Grants (Books, Erate, etc.)	(100,402)	24,436	67,155	(42,719)	(143,121)
Senior Center	(37,310)	66,700	103,348	(36,648)	(73,958)
Mary Carlson Estate Permanent Fund	48,730	952	446	507	49,237
Ambulance Reserve Capital Project Fund	225,683	-	-	-	225,683
Equipment Replacement Capital Project Fund	22,299	-	-	-	22,299
School Bond Project Capital Project Fund	(315)	-	-	-	(315)
Public Safety Planning	(28,885)	-	-	-	(28,885)
Debt Service	-	8,021	-	8,021	8,021
Landfill Closure Fund	-	-	-	-	-
Other	-	-	-	-	-
Total	<u>\$ 906,891</u>	<u>\$ 6,998,579</u>	<u>\$ 4,573,644</u>	<u>\$ 2,424,936</u>	<u>\$ 3,331,827</u>

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: 1/4/19
To: Tod Larson, City Manager
From: Braden Tinker (Fire Coordinator)
Subject: Monthly Staff Report

EMS Calls- 14

- Breathing Problem-1
- Cardiac Arrest-1
- Medical Transports-8
- Sick-2
- Unknown-2

Fire Calls-1 .5 man hours

Alarm at the Senior Center, was a smoke detector in a residence going off from cooking.

Projects Completed

- State of Alaska ground ambulance service re certification. Submitted to Carin Marter.
- Southern Region EMS Council yearly ambulance run survey.

On-Going Projects

- State of Alaska Fire Department Registration
- New member certifications, 4 new members just finished a CPR course. Next step will be an ETT class.
- Communication (portable VHF`s) troubleshooting. We have a communications problem now (dead spots) throughout Dillingham. We are trying to figure this out now.
- New turnout gear received, all fits and the members like the new style.

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 2, 2019
To: Tod Larson, City Manager
From: Sonja Marx, Librarian
Subject: Monthly Staff Report for December

For the last two weeks of this school year (2018), the Dillingham City School District has been without its school librarian for the middle/high school. The City of Dillingham library employees have helped cover this vacant 20-hour-a-week position while applications were received, interviews held, and finally a hire secured. The new school librarian will begin when school starts in January, 2019. We really appreciated the school coming forward with a sub several of the days; a sub was desperately needed for one of the morning classes that come regularly from the school. Tona Hanson was well prepared & trained to be our school sub, as well as working her regular library shift.

The Dillingham Public Library also benefited with some volunteer help during the Christmas break while students were not in school. Two American Heritage Girls have helped us with the transition of moving our audio visual collection to the new packaging system we now have in place. Shayla Fuller and Madison Davenport, along with the parental supervision of Erin Davenport, are volunteering at the library to earn their Star Awards. Thanks, girls, for helping us during a busy time while we've been short staffed.

On Friday, November 30th, the library and other city offices closed early (4 pm) because of icy conditions. City offices were also closed Friday, December 28th due to weather conditions...but we were open again on Saturday the 29th...and it was busy! The library was packed with visitors seeing the museum, patrons using the internet on our computers / WiFi on their devices, and families checking out books and audio visuals for their reading and viewing pleasures during the holidays. Story time continued through December with thematic readings for the Christmas holidays. Our decorations and displays remain in place into January for Russian Orthodox Christmas and New Years.

We are looking forward to another New Year at the Dillingham Public Library as we continue to meet the needs of the community using the resources we are given wisely and productively. We have appreciated the support from our Friends of the Library Board as they provided another Junior Library Guild book subscription for us this year, as well

as purchasing eighteen books for the 2019 Mock Caldecott Books. The Bristol Bay Campus has also ordered and received thousands of dollars of books and audio visuals for the Dillingham Public Library through our Consortium Library Agreement. We look forward to getting those processed and on the shelves soon. We are excited to have new materials for the library from these outside funding sources. It really feels like Christmas here at the library with wonderful gifts to share with others in our community.

Library Stat report for November 26th - December 29th, 2018:

Patron Visits: 1,542 Computer Use: 354 Wireless Use: 144
Story Hour: 11 Other Visits (including Students): 129 Museum Use: 38
Movies Shown: 3 AWE Station Use: 13 Volunteer Hours Logged: 10

The next Library Advisory Board meeting is scheduled for Tuesday, January 29, 2019 at 5:30 pm

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 7, 2019
To: Tod Larson, City Manager
From: Jean Barrett / Port / Public works Director
Subject: Monthly Staff Report

2019 is upon us and we have had the first barge of the year already! Yep! Vitus fuels made a trip into the all tide dock and delivered fuel to their tanks on the 2nd of January. I have lived in Dillingham all my life and have NEVER seen a vessel dock in January!

Port

Things are for the most part quiet at the port other than the fuel barge making a visit on January 2nd 2019... not sure if we need to call this the first barge of the 2019 season or the last of the 2018 season. I am working on some adjustments to the tariff for the 2019 season, it's a little late due to all of the barge companies having already set their rates for next year. I will look at it that I am ahead of the game for next year.

I hope to continue dialog with Senator Murkowski's office on money from the WIRDA bill my fingers continue to stay crossed that this is going to happen it would be amazing if we could get the money for our harbor floats.

Public Works

Streets

It is business as usual at Public works Streets department. We have had some snow so have been working long hours to keep everything clear and the snow moved so ALL roads are passable and safe! We will start moving snow piles next week to get it moved out of the town site and dump it over the dock... never know what Mother Nature has up her sleeve.

Water / Waste Water

Things are ok in this department, we have had a few issues with alarms and some late night call outs. We are hoping they can be worked out as time goes by without too much disturbance to our day to day work load.

Building and grounds

B&G had a couple of very long days during the last cold snap. The boiler at the downtown fire station stopped working and would no longer pick up the fuel from the fuel tank. We had to feed it from a 5 gallon pail overnight in order to bring the building up to temperature, and install an auxiliary tank in place for the rest of the winter until we can work out the issues in the spring.

The Police department lost a couple of gallons of heating fluid out a vent on Christmas night, the B&G crew cleaned it up on the 26th. We hope we discovered the cause of the overfill and it does not happen again.

The B&G crew has started a couple of housekeeping projects at the shop to clean up some old inventory and also renovate the break room and bathroom at the shop, both projects are way overdue.

The door locks at the DPD continue to be an issue. We have one mortise lock in the downstairs bathroom that needed parts to be ordered. I thought that I had the correct hardware to make the fix happen but it turns out it was not. I hope to have the correct parts in this week.

Shop

Things continue to be a fire fight at the shop. We seem to never get ahead enough to make time for the little things we want to get done to improve the way we operate. We will continue to forge ahead and hopefully time will come to us!

The mechanics have been working hard to keep everything going as winter punches us in the gut. I am more than pleased with who we have and their abilities at this time!

Landfill

We are in winter mode at the landfill. We aren't currently moving any metal due to the snow and weather BUT we have made a significant dent in the metal pile, and hope to cap it all of next summer and start anew!

We continue to work on the refrigerant pile and hope to have it cleaned up prior to next summer. We are also working on the florescent light bulb container. We purchased boxes and have started to repackage the old bulbs and stack them uniformly in the container van. We hope the Tribe can pay to have them shipped out next summer.

That is all for the month of December from the Port and Public works department

Jean

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Greg Marxmiller

MEMORANDUM

Date: January 2, 2019
To: City Manager Tod Larson
From: Chief Dan Pasquariello
Subject: Public Safety January 2019 council report

Reporting period 12-01-18 to 1-02-19

Dispatch:

❖ 385 Calls for service dispatched

Corrections:

❖ 31 Total Inmates held at jail
❖ 17 Title 47 Protective custodies

Patrol:

❖ 18 Persons arrested by DPD
❖ 17 Title 47/Protective custody by DPD
❖ 18 Citations issued by DPD
❖ 31 Incident reports by DPD

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

Violation release/probation conditions	7
Thefts	4
DUI	4
Vehicle accidents	4
Assault/Disorderly Conduct	3
Criminal mischiefs	2
Traffic offenses	1
Suicide threat	1
Drug offense	1
Sex offense	1
Arson	1
Trespass	1
Death investigation	1

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

Animal Control:

- ❖ 2 Dogs impounded
- ❖ 5 Dogs returned to owners
- ❖ 1 Dog sent to Wildwood Correctional center
- ❖ 2 Compassionate euthanasia
- ❖ 13 Rabies/parvo shots given

DMV:

- ❖ 48 Registrations/Titles
- ❖ 1 Boat registrations
- ❖ 57 Driver's License/IDs
- ❖ 7 CDLs
- ❖ 7 Road tests
- ❖ 17 Written tests

We are fully staffed. We have a new dispatcher, Bryan Nanalook. He is currently being trained. We have a new corrections officer, Hayse Casteel. Hayes has worked corrections previously, has already attended the Municipal Corrections Academy, and is working on his own. We have a new police officer, Trevor Farnsworth. He has attended the Fairbanks Police Academy, and was a classmate of Officer Newman and Officer Thomas. He is currently being FTO'd.

We are now on-line using the State ARMS system as our records management system. This project was several months in the making. We, along with the State, are excited about this as it will allow us to share information more efficiently and effectively.

We now have a gas fire suppression system in our computer server room. This project has been on Dillingham CIP list for years, mainly due to lack of funding for the \$75,000 plus project. The project was mostly funded with a sun-setting 911 grant, as well as funds from our 911 surcharge account. The City Manager and City Planner were vital to the completion of this project.

DMV Agent Pullon received training in the issuance of REAL ID driver's licenses offered by the State beginning in January. A Real ID allows persons to travel between States. Alaska was waived of this requirement for years, but now must comply with the federal law. In addition to the training our DMV received a new computer and camera system from the State.

ACO Boyd was able get rid of numerous buckets of used syringes that had been stored at the shelter for years to a lack of disposal site. Kananak House, which supervises rabies vaccinations in the region, took the used syringes from the shelter for disposal.

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

Mayor
Alice Ruby

Manager
Tod Larson



Dillingham City Council
Chris Napoli
Chris Maines
Aksel Buholm
Curt Armstrong
Andy Anderson
Gregg Marxmiller

MEMORANDUM

Date: January 2, 2019
To: Tod Larson, City Manager
From: Ida Noonkesser, Director
Subject: Monthly Staff Report

During the month of November, the Senior Center served 534 congregate meals to 55 individuals, 377 home delivered meals to 29 individuals, gave 270 assisted rides to 22 individuals and 220 unassisted rides to 24 individuals.

We had four new renters in the month of November.

We continue to have Bingo for the Elders in our community. They look forward to bi-weekly Bingo before they have lunch. The Dillingham community has donated items to give as Bingo prizes. Bristol Alliance Fuels donated very nice prizes including brand new Carhartt Coats. It is wonderful to see our Elders having fun. Every week we have different volunteers including; Braden, Nikki, Nadia, Amelia, Officer Newman, Dan Boyd, Chief Pasquariello, Elizabeth, and myself.

Advisory Board meeting has been postponed until further notice.



1. CALL TO ORDER

The Finance and Budget Committee met on Monday, August 13, 2018, in the City Council Chambers, Dillingham, AK. Paul Liedberg called the meeting to order at 5:30 p.m.

2. ROLL CALL

Committee Members present:

Andy Anderson	Tod Larson	Mayor Ruby
Anita Fuller	Paul Liedberg	Curt Armstrong

3. APPROVAL OF MINUTES

- a. Minutes of June 18, 2018

MOTION: Andy Anderson moved and Alice Ruby seconded the motion to approve the minutes of June 18, 2018.

VOTE: The motion passed unanimously.

4. APPROVAL OF AGENDA

MOTION: Andy Anderson moved and Alice Ruby seconded the motion to approve the agenda.

VOTE: The motion passed unanimously.

5. STAFF REPORTS

- a. June Financial Report

Discussion: The June financial report was reviewed. Sales tax revenue is being evaluated. Billing for utilities are being reviewed for accuracy. Dock invoices for FY18 are still coming in. Property taxes are applied to the year paid and alters the report when collected. Due to reporting periods sales tax collected in June do not show on this report. Dock expenses will be researched and reported on in September. Sr. Center grant typo and the non-departmental insurance line item will be corrected. A short bulleted description of expense line items that are 20% or more off budget were requested.

6. UNFINISHED BUSINESS

- a. Proposed List of Foreclosures Y2012-2017

Discussion: The list excludes those that have an active/current promissory note agreement.

7. NEW BUSINESS

- a. Marijuana Excise Tax

Gordon Isaacs

- Has applied for a retail marijuana sales license with the State of Alaska;
- Excise tax vs sales tax; does not like per ounce excise tax. Excise tax does not take into account the valuation difference of various products. Sales tax is already in place and is a proper and easy way to tax. Favors a 10% rate of sales tax like alcohol, cigarettes and bed tax;
- Requested increased efforts from public safety regarding the illegal trade of marijuana;
- Proposed an exemption for those with a medical marijuana card, doesn't see the increased reporting as a difficulty;

Discussion:

- An excise tax can be established and modified by council, sales tax requires going to a vote and cannot be adjusted without another vote;
- Excise tax is imposed on product as it comes in, sales tax imposed when product is sold;
- Marijuana regulations have a timeline for destruction of product making excise tax harder on a business;
- Recommends treating other related products at the established 6% sales tax rate;
- The state currently has in place an excise tax on cultivation. Growers must then sell only to licensed retailers. Each plant is identified, entered into the state computer system, tested, and tracked thru to the end use, or destruction;
- The black market side has no oversight and no taxation, this is a concern to legal business;
- The committee from 2015 recommended staying with the 6% tax that is already in place;
- Marijuana rarely leads to aggressive behavior like alcohol can;
- Is there a high enough tax rate to deter use? What social issues if any should be addressed? How much tax is appropriate to offset city costs such as public safety?
- Prescription card for marijuana by code is already exempted from sales tax, more research might be needed for medical card use.

Ray Case

- As a grower pays \$50 an ounce to the state in excise tax. He stated the state sends 25% of excise tax to the municipality;
- His preference is for a sales tax and at the current rate of 6% as the margins are pretty hard;
- Businesses just starting out overtaxed are more likely to fail;
- An excise tax is already paid to the state so he would be paying two excise taxes;
- Stated he would move his inventory to Anchorage before he pays a tax on it.

Discussion:

- How does a grower estimate the value of their property/inventory for taxing purposes?
- Identify what direction the committee wants to go, excise vs sales tax, identify any additional issues needing research;
- Excise tax could be researched to see if it can be structured for value, and can be implemented and reviewed for effectiveness;
- The tobacco excise tax assigns different rate of tax to various items, a marijuana excise tax could as well;
- There is a 6% sales tax already in place, this will stand while the committee does research and determines which way is best for the City to undertake;
- Excise tax is applied between wholesale and retail and raises the price of the product;
- Medical card is issued by the state and states the reason the card was issued, but is not a prescription. Currently the State of Alaska does not differentiate between recreational and medical marijuana;

Follow-up

- Research other communities that have a policy in place to help understand what works best.
- Contact the hospital to determine the qualifications for a medical marijuana card, and clarify the difference between prescription card and medical card.

8. PUBLIC/COMMITTEE COMMENT(S)

- A published list of business in Dillingham was requested. This could be one way to identify businesses that should be licensed;
- Property owner building a residence that is landlocked; not having a road is requesting the city to provide access, it has an undeveloped ROW. A surveyor has done minimal marking for boundaries. Brush work, laying fabric and a crude path of road mix could be done to achieve minimal access. The area has three lots that are not accessible. The city has other instances of this situation; city stance has been the owner needs to bring the road up to standard and then the city may accept and maintain the road. Permission to build a road or driveway on city property could be one solution. Committee position is to not spend any more time or money on this project, and see what compromise can be sought with the landowner;
- The recent storm took 20 feet of bank away exposing more of the outfall pipe, creating an emergency situation for repairs to this area. A local contractor has been contacted for a quote. Council will be kept informed of the situation. The boat harbor also sustained small damage during the storm. Kanakanak beach is currently inaccessible to do debris.

9. ADJOURNMENT

The meeting adjourned at 7:39 p.m.



Andy Anderson, Chair

ATTEST:



Lori Goodell, City Clerk

Approved: 12/17/2018

1. CALL TO ORDER

The Finance and Budget Committee met on Monday, September 17, 2018, in the City Council Chambers, Dillingham, AK. Paul Liedberg called the meeting to order at 5:30 p.m.

2. ROLL CALL

Committee Members present:

Andy Anderson	Tod Larson	Mayor Ruby
Paul Liedberg	Curt Armstrong	Anita Fuller via phone

3. APPROVAL OF MINUTES

There were no minutes

4. APPROVAL OF AGENDA

MOTION: Alice Ruby moved and Andy Anderson seconded the motion to approve the agenda.

VOTE: The motion passed unanimously.

5. STAFF REPORTS

No report was given.

6. UNFINISHED BUSINESS**a. Marijuana Tax**

Information from different municipalities was researched. Difference between sales tax methods and excise tax were looked at. Medical marijuana was also investigated.

Discussion:

- AK statutes and administrative code were consulted regarding regulations of medical marijuana. A brief application with a doctor signature is required to confirm a debilitating medical condition.
- There doesn't seem to be a need for a medical marijuana card in AK as cannabis is legal other than if a community chooses to allow a tax exemption for medical use. Over the counter drugs are taxable; medical prescriptions are not. The committee feels no further work is necessary on the medical marijuana issue.
- The purpose of taxing marijuana – increased revenue for the city. Some consider marijuana tax to be part of the "sin tax" items, i.e. alcohol and cigarettes.
- Anchorage has experience increased administrative costs and public safety costs to administer the marijuana issues.
- Jedidiah Smith of the AK AMCO is available to answer question at a future meeting.
- Other AK communities utilizing excise taxation seem to be applying more toward the cultivation of marijuana; sales tax is being used for retail sales. Both taxes could be established.
- An excise tax allows council flexibility to adjust code. Sales tax seems to be a simpler solution, easier to monitor. The revenue generated is an open question, the going rate in the state is currently \$20 a gram. The state imposes a \$50 per gram excise tax, Dillingham could utilize what the state is collecting and impose a % based on the state report.
- To avoid double taxation, Council could exempt marijuana from sales tax and impose an excise tax. Another option would be to add marijuana to the alcohol tax at 10%. Taxation

that is too high could lead to businesses not being able to make it as well as driving customers to purchase on the black market.

- A cultivation facility would be subject to property tax, inventory tax, and business license fees.
- The city can collect the current 6% retail sales and watch how the local industry grows and adjust in the future. Revisit this issue in a year, assess what sales have been and invite public input.

Follow-up:

Clerk to research time needed for a proposition to appear on the October ballot and have for the next committee meeting.

7. NEW BUSINESS

There was no new business.

8. PUBLIC/COMMITTEE COMMENT(S)

Diane Wetter: cultivation on private property, would be subject state license requirements and to taxation if it was sold for retail purposes.

Alice Ruby: thanked Paul for his role as chair of the committee, commenting he has done a great job especially with some difficult issues.

Tod Larson: stated he has enjoyed working with Paul for the short time he has been in Dillingham.

Paul Liedberg: commented he has enjoyed his time in public service, thanking everyone for their support.

9. ADJOURNMENT

The meeting adjourned at 6:29 p.m.

Andy Anderson, Chair

ATTEST:

Lori Goodell, City Clerk

Approved: 12/17/2018

CITY OF DILLINGHAM, ALASKA

ORDINANCE NO. 2018-07

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING TITLE 7, ANIMALS, BY ADDING CLASSIFICATION AND REGULATION TO SECTION 7.40 CARE AND CONTROL OF ANIMALS

WHEREAS, the City of Dillingham (City), though established practice, classifies aggressive animal behaviors for public safety purposes; and

WHEREAS, Title 7 – Animals of the code should be amended to reflect the City’s aggressive animal classification practices, and

WHEREAS, re-writing Title 7 to provide clearer instruction to the community and enforcement officers is desirable;

BE IT ENACTED BY THE DILLINGHAM CITY COUNCIL:

Section 1. Classification. This is a code ordinance.

Section 2. Repeal and Re-Enactment of Title 7. That Dillingham Municipal Code Title 7 Animals is hereby repealed in its entirety, and replaced with a new Title 7 Animals, to read as follows:

**Title 7
ANIMALS**

Chapters:

- 7.10 Administration of Animal Control**
- 7.20 Registration and Ownership of Animals**
- 7.30 Impound, Protective Custody, and Quarantine**
- 7.40 Care and Control of Animals**

**Chapter 7.10
Administration of Animal Control**

Sections:

- 7.10.010 Purpose.
- 7.10.020 Definitions.
- 7.10.030 Animal control center.
- 7.10.040 Animal control officers and agents.
- 7.10.050 Fees.

7.10.010 Purpose.

The purpose of this title is to promote public health and safety and to encourage responsible pet ownership and the humane care of animals.

7.10.020 Definitions.

As used in this title:

“Abandoned animal” means an animal:

1. surrendered under DMC 7.20.030,
2. that has not been reclaimed from quarantine, impounded, or protective custody for a period of ten days or more after the animal could be lawfully released to its keeper,
3. in protective custody for ten days or more that cannot be lawfully released to its keeper, or
4. that has been impounded 3 or more times in a 60-day period.

“Adoption eligible” means an abandoned animal that has been evaluated for health and temperament by the animal control officer or the police chief and determined to be suitable for adoption. An animal that has been classified for level 3 or level 4 aggressive behavior is not adoption eligible.

“Animal” means all members of the phylum chordata.

“Animal control agent” is the person acting on or in behalf of the animal control officer enforcing the provisions of this title and shall include all city police officers.

“Animal control center” is any area, temporary or permanent, designated by the animal control officer for the holding of animals. A center can be publicly or privately owned and operated.

“Animal control officer” is the person designated by the city manager as having the responsibility of enforcing the provisions of this title.

“At large” means not under restraint or not controlled.

“Bite” means the animal, by using its teeth, breaks the skin of a human being or animal.

“Cat” means felis catus.

“Chronic animal noise” means repeated vocalization by an animal or animals for more than thirty consecutive minutes. Daytime noise generated by a licensed kennel in its reasonable and customary manner of operation only during feeding and loading/unloading times is excused to a maximum of thirty consecutive minutes.

“Control” in relation to an animal, means to simultaneously monitor, direct, and restrict an animal’s movements and activities so as to prevent violations of this title. Specific types of control are defined as follows:

1. “Control by leash” means to control an animal by a securely attached leash, chain, or an item physically capable of restraining the animal. The item must be in the secure possession of a person physically and mentally capable of monitoring, directing, and restricting the animal’s movements and activities.
2. “Control by harness” means to control an animal by a harness or other similar device attached directly or indirectly to a person or object.
3. “Control by command” means to control an animal by visual and/or audible commands to which the animal responds promptly and accurately. A person must be present, monitor the animal, and be physically and mentally capable of directing animal movements and activities by visual and/or audible commands.

4. "Control by collar" means to control an animal by electronic collar with or without handheld remote and having all parts of the device working and visible at time of training or activation.

5. "Control by barrier" means to control an animal on property under the possession of an animal's keeper by means of a physical barrier such as a fence or wall that is sufficient to prevent the animal from passing beyond the barrier.

"Dog" means *canis familiaris*.

"Domestic animal" means dogs.

"Feral" means not domesticated or cultivated; or having escaped from domestication and become wild.

"Humane care" means providing the animal with, though not limited to, the following:

1. sufficient wholesome and nutritious food at least once daily which will keep the animal in healthy physical condition;
2. sufficient daily quantities of fresh water which meet the hydration requirements for the animal;
3. adequate shelter which provides adequate air and ventilation and which prevents the animal from being exposed to inclement or adverse weather conditions, overheating from sunlight, unsanitary conditions and dirty, wet and uncomfortable conditions which may endanger the health or welfare of the animal;
4. veterinary care when needed to treat the animal for sickness or disease or to prevent suffering of the animal;
5. sufficient exercise as needed by the animal; and
6. protection from acts of animal cruelty.

"Impound" or "impoundment" means city custody and confinement of an animal in a veterinarian's office or hospital, in the animal control center, or at other locations approved by the city manager or animal control officer for violation of this title. Impound does not include quarantine or protective custody.

"Keeper" includes any person, group of persons, partnership, firm, trust or corporation harboring, keeping, causing or permitting an animal to be harbored or kept, having an animal in possession or custody, permitting an animal to remain on or about premises or having legal title to an animal. Keeper includes any adult member of a family or group or persons sharing a residential unit where another member of the family or group has an interest in, has control, custody or possession of an animal which is kept in or on the premises of the shared residential unit. A licensed veterinarian treating an animal or any person in custody of an animal for the purpose of protective custody or impound under this title is not a keeper of the animal.

"Protective custody" means an animal seized and placed in the custody of a veterinarian licensed under AS 08.98, the city, or a responsible public or private custodian who has previously volunteered to accept animals seized under this title and to provide shelter, care, and necessary medical attention based on a determination that such custody is reasonably necessary for the humane care of the animal. Protective custody is intended to provide humane care to an animal, not as a sanction for violation of this title.

"Provoked" means to incite or stimulate to action; to anger, enrage, exasperate, or vex.

“Quarantine” is the strict confinement upon the private premises of the animal’s keeper, in a veterinarian’s office or hospital, in the animal control center, or at other locations approved by the city manager, under restraint by leash, chain, closed cage, or paddock.

“Restraint” or “restrain” means to confine or control an animal.

“Sterilized” or “sterile” means neutered, spayed, or rendered incapable of reproduction.

“Stray” is an animal without a known keeper or without a keeper who can be determined with reasonable effort.

“Unprovoked” means not caused by anything done or said.

“Unweaned animal” means an animal younger than six weeks old, separated from the care of its mother, and/or an animal still dependent on its mother’s milk.

“Wolf” means canis lupis.

“Wolf dog” means the offspring of a wolf or wolf hybrid. For the purposes of this title, wolf dogs and wolf hybrids shall be synonymous.

“Wolf hybrid” is a hybrid the species canis lupis and canis familiaris.

7.10.030 Animal control center.

- A. The city shall maintain an animal control center under the direction of the city manager or the city manager’s designee.
- B. The animal control center may keep animals which city assumes custody of under this title.
- C. The city may contract with a private person or entity to perform the functions of the animal control center.

7.10.040 Animal control officers and agents.

A person designated by the city manager as animal control officer, under the supervision of the police chief, shall be responsible for domestic animal registration, rabies vaccinations, investigation of animal bites, animal-related complaints, maintaining the animal control program, health and safety clinics, and the animal control center, enforcement and issuance of citations, and the destruction and disposal of vicious or unwanted animals. Police officers also have the authority to enforce this title.

7.10.050 Fees.

Registration Valid for the expiration of the rabies vaccination. Fees reflect per year and are available for advanced purchase up to three years.	
a. Unsterilized animal*	\$10.00
b. Sterilized animal*	\$5.00
c. Duplicate	\$1.00
Adoption Plus registration fee above	\$35.00
Impound per day, commencing 24 hours after the time of impoundment	\$25.00

Pick-up	
a. Unregistered animal*	\$50.00
b. Registered animal*	\$35.00
Plus impound fee per day	
Kennel permit new, extended, or re-issued (three-year period)	\$25.00
Surrender of animal	\$25.00
Euthanize	\$50.00

Chapter 7.20 Registration and Ownership of Animals

Sections:

- 7.20.010 Domestic Animal Registration.
- 7.20.020 Kennel Permit.
- 7.20.030 Surrender of unwanted animals.
- 7.20.040 Sale and transfer of animals.
- 7.20.050 Wolf hybrids prohibited.

7.20.010. Domestic animal registration.

- A. Within thirty days of entry into the city, all domestic animals twelve weeks of age or older are required to be registered by individual registration or as part of a kennel permit. It is unlawful to keep a domestic animal without complying with this subsection.
- B. Domestic animals twelve weeks of age or older shall receive a city domestic animal registration tag only upon scheduling an appointment to rabies vaccinate at twelve weeks of age from a State of Alaska Department of Health and Social Services approved vaccinator.
- C. A domestic animal's keeper shall provide proof of rabies vaccination by a valid rabies immunization tag and/or a valid rabies certificate for the registration of a domestic animal.
- D. A domestic animal registration tag shall be issued for individually registered domestic animals for a period that shall expire in conjunction with the expiration date of the rabies vaccination.
- E. An individually registered domestic animal shall bear a city domestic animal registration tag securely fastened to its collar, chain collar, or harness at all times or the keeper must be able to produce a copy of the written registration or tag within twenty-four hours except:
1. while confined on the keeper's premises, or
 2. while in competition, in training, or while hunting.
- F. It shall be unlawful for a kennel permittee to fail to produce documentation of domestic animal registration or immunization upon request of the animal control officer or agent.
- G. If the keeper of a domestic animal changes, the new keeper shall, within fifteen days, have the current registration transferred to the new keeper's name. It is unlawful to keep a domestic animal without complying with this subsection.
- H. It shall be unlawful to use, or allow the use of, any domestic animal registration tag for an animal other than the animal for which the registration tag was issued.
- I. Except as otherwise provided in this section, the keeper of a domestic animal shall comply with the animal rabies vaccination requirements governed by the Centers for Disease Control and Prevention as described within 7 AAC 27.020(b). It is unlawful to keep a domestic animal without complying with this subsection.
- J. Notwithstanding any other ordinance, registration of cats is not required but is encouraged.

7.20.020 Kennel permit.

- A. A kennel permit is required to keep four or more domestic animals in the city. There is no limitation to the number of years that any individual may hold a kennel permit.
- B. All domestic animals registered within the kennel permit must comply with DMC 7.20.010.

C. Kennel permits will be issued by the city manager or designee upon determination that the kennel will not create a public nuisance or threat to public safety and that the applicant will provide humane care to each kept animal.

D. The kennel permit shall be issued for a period of thirty-six months from the date the permit was granted upon the condition that under any change of three or more animals the keeper shall update the registered permit.

E. Failure by the keeper to maintain an orderly, humane, and sanitary kennel or the permittee's violation of this title may result in suspension or revocation of the kennel permit following an informal hearing on the animal control officer's intent to suspend or revoke the permit.

F. An appeal of a denial, suspension, or revocation of a kennel permit must be made in writing and received by the city manager's office within 30 days of the date the applicant or permittee is informed of the decision or mailed a written decision.

G. A decision regarding a kennel permit may be appealed to the city council. The city council will, after public hearing, make a finding as to whether a permit may or may not be properly issued.

7.20.030 Surrender of unwanted animals.

A. The keeper of an unwanted animal may surrender the animal for immediate adoption by bringing the animal to the animal control center and upon payment applicable fees; provided, that:

1. The animal is more than 12 weeks old; and
2. The keeper provides an affidavit that the animal is not aggressive and has not harmed a person or another animal prior to being surrendered.

B. Acceptance of unwanted animals is at the discretion of animal control officer or agent and upon space being available at the shelter.

C. The animal control officer may waive the fees described in 7.10.050 if the officer determines that the waiver of such fee is reasonably necessary to ensure the humane care of an animal.

7.20.040 Sale and transfer of animals.

It is unlawful to purchase, sell, or give away any animal known, or should reasonably be known, to be unweaned, diseased, injured or otherwise physically defective without first disclosing to the buyer or recipient the nature of the disease, injury or defect.

7.20.050 Wolf hybrids prohibited.

It is unlawful to own, possess, keep, maintain, harbor, transport, sell or advertise for sale any wolf hybrid within city boundaries except as provided under 5 AAC 92.030 and any wolf hybrid that bites a human shall be immediately euthanized and its head submitted for rabies testing.

Chapter 7.30 Impound, Protective Custody, and Quarantine

Sections:

- 7.30.010 Seizure of animals for protective custody.
- 7.30.020 Impound.
- 7.30.030 Notice of impound or protective custody.
- 7.30.040 Release of animal to keeper.
- 7.30.050 Adoption.
- 7.30.060 Euthanasia.
- 7.30.070 Rabies control.
- 7.30.080 Conditions of quarantine
- 7.30.090 Interference in official duties.

7.30.010 Seizure of animals for protective custody.

A. The animal control officer or agent may place into protective custody any animal upon a veterinarian's determination that it is in the immediate best interest of the animal that it be placed into protective custody or, if the officer or agent is not able to communicate with a veterinarian, upon the officer's determination that it is in the immediate best interest of the animal that it be placed into protective custody.

B. An animal control agent with cause to believe that an animal is not receiving humane care may temporarily seize the animal for inspection by a veterinarian. If a veterinarian is not available to inspect the animal, the agent may communicate, by any available mean, to a veterinarian the agent's observations of the animal and its environment and the veterinarian may make a determination based upon this information. If a veterinarian determines that protective custody is not in the best interest of the animal, it shall be returned to its keeper without charge unless continued city custody of the animal is otherwise authorized by this title.

7.30.020 Impound.

A. An animal control agent may impound any at large or stray animal.

B. Upon a written witness statement or the animal control officer's observation, an animal control officer or agent may impound an animal that acts in a manner described in DMC 7.40.060.A.

C. A person who owns or is in lawful possession of property upon which there is an animal that acts in a manner described in DMC 7.40.060.A, or who observes an animal on public property or a public thoroughfare acting in a manner described in DMC 7.40.060.A, may seize the animal and hold it pending transfer to an animal control officer or agent for impound; provided no animal may be held in such private custody for more than twenty-four hours. A person who takes an animal into custody under this subsection shall:

1. Immediately call the animal control officer or agent to request a pickup of the animal, and
2. File a written witness statement with the animal control officer or agent, describing the incident.

7.30.030 Notice of impound or protective custody.

A. An animal control agent who impounds or takes protective custody of an animal other than a stray shall notify the animal's keeper of the action in writing and of the keeper's right to have the animal released. Notification may be delivered in person, posted at the keeper's residence, or mailed to the keeper.