

APPENDIX A
Select Files for Review

CreationDate	Operation	UserId	AuditData.SourceFileName	Comments
1/11/2025 13:30	FileDownloaded	michael.bennett	COD HMP List of Critical Facilities.pdf	Hazard mitigation plan by building, not sensitive
1/11/2025 13:31	FileDownloaded	michael.bennett	Dillingham Building Inventory highlights for 12-11-17 visit.xlsx	building inventory by AHFC, not sensitive
1/11/2025 13:32	FileDownloaded	michael.bennett	City Hall.pdf	Building review, electric usage, other building status information
1/11/2025 13:33	FileDownloaded	michael.bennett	Lift Station 1.pdf	Building review, electric usage, other building status information
1/11/2025 14:14	FileAccessed	michael.bennett	2024 08 14 Late Appeal 103462-001.pdf	heard at BOE on 6/04/24
1/11/2025 14:28	FileDownloaded	kaleb.westfall@c	FIN006 Check Request-Manager Departure travel.pdf	Check request form, no sensitive information. Travel
1/11/2025 14:28	FileAccessed	kaleb.westfall@c	Top Level Folder Permissions.xlsx	Access structure for files
1/11/2025 14:35	FileModified	kaleb.westfall@c	FY17 Administration Budgets Manager 03.03.16.xlsx	FY 17 budget shee, no sensitive data
1/11/2025 14:35	FileAccessed	michael.bennett	Requisition Form - Courtenay.xlsx	Blank Requisition form, and a completed form for office supplies for the planning department, should have been excel but provided in PDF
1/11/2025 14:42	FileDownloaded	kaleb.westfall@c	CLK301 Information Memorandum.pdf	Blank form
1/11/2025 14:47	FileDownloaded	kaleb.westfall@c	Nushagak CPNI Establishment of Account.pdf	Contains password information
1/11/2025 14:47	FileDownloaded	kaleb.westfall@c	Signatory Authority_Unsigned- Updated 4.29.24.pdf	Grant signatory pages - no sensitive info. No signatures, just info
1/11/2025 14:49	FileDownloaded	kaleb.westfall@c	ADM102 Purchase Agreement-Revised.pdf	Blank form
1/11/2025 14:54	FileDownloaded	kaleb.westfall@c	ADM102 Purchase Agreement.pdf	Blank purchase agreement form
1/11/2025 14:57	FileDownloaded	kaleb.westfall@c	Signatory Authority_Unsigned.pdf	Grant signatory pages - no sensitive info. No signatures, just info
1/11/2025 15:01	FileAccessed	kaleb.westfall@c	Competitive Sealed Bid Hyster.doc	Bid request
1/11/2025 15:05	FileModified	kaleb.westfall@c	Cost Breakdown 01-12-24.xlsx	List of door replacement costs, no sensitive information
1/11/2025 15:08	FileModified	kaleb.westfall@c	City Buildings' Safety Issues 02.09.2017.xlsx	List of building issues related to city owned buildings, no sensitive data
1/11/2025 15:09	FileAccessed	kaleb.westfall@c	Dagens BG Hit Lists 01-15-2024.docx	a list of smaller maintenance items in city buildings
1/11/2025 15:14	FileDownloaded	kaleb.westfall@c	Peter-3M Construction.pdf	Potential Contract information, not sensitive info. Has EIN
1/11/2025 15:15	FileDownloaded	kaleb.westfall@c	FEMA_f_053_elevationcertificate_jan13.pdf	Blank FEMA Elevation Form
1/11/2025 15:22	FileDownloaded	kaleb.westfall@c	FY24 Proposed wages.pdf	spreadsheet with wage calculations. No identifying information

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1/11/2025 15:23	FileAccessed	michael.bennett	Q2 Reclassing W. Wilson Wages JE.xlsx	Appears to be an accounting of how a retro reclass for an employee is split across accounts. Grants maybe?
1/11/2025 15:44	FileAccessed	michael.bennett	HRM250 Exit Survey.pdf	Blank exit eval form
1/11/2025 15:45	FileModified	kaleb.westfall@c	Draft Contract Log.xlsx	Appears to be a template for tracking contracts, no sensitive information
1/11/2025 15:45	FileDownloaded	kaleb.westfall@c	Dillingham` 425` WCPolicy` 1718.pdf	Insurance policy for Workers Comp, no employee information
1/11/2025 15:47	FileAccessed	michael.bennett	MemberCopy` Crime` 1718.pdf	APEI Member coverage for Crime coverage - insurance policy provisions
1/11/2025 19:10	FileAccessed	michael.bennett	FIN005 Employee Leave Request 20130805.xlsx	Blank leave request form
1/11/2025 19:50	FileAccessed	michael.bennett	MAC address usage log 2022.xlsx	Data usage analysis, no sensitive information
1/11/2025 20:26	FileAccessed	michael.bennett	PP 24 07 Escaped Tax-Joshua Green.pdf	heard at BOE on 6/04/24
1/11/2025 20:28	FileAccessed	michael.bennett	PP 24 13 Escaped Taxes-David Kalugin.pdf	heard at BOE on 6/04/24
1/11/2025 20:28	FileAccessed	michael.bennett	PP 24 04 Escaped Tax-Kalugin.pdf	heard at BOE on 6/04/24
1/11/2025 20:29	FileAccessed	michael.bennett	PP 24 13 Escaped Taxes - Kalugin 2.pdf	heard at BOE on 6/04/24
1/11/2025 20:39	FileAccessed	michael.bennett	HRM102 Reference Check.pdf	Blank Reference check form
1/11/2025 20:49	FileAccessed	michael.bennett	Tax ID Numbers.docx	Includes bank account and routing numbers for COD account
1/11/2025 21:17	FileAccessed	michael.bennett	M. Swift Review by Scott Runzo.pdf	Letter of reference for M Swift.
1/11/2025 21:22	FileAccessed	michael.bennett	LIB002 Access Card Catalog.pdf	Instructions for Card Catalog acces
1/13/2025 19:53	FileAccessed	michael.bennett	FIN005 Employee Leave Request.xlsx	Leave request from an employee (Bond) seeking leave to attend to a family medical issue.
1/16/2025 18:49	FileAccessed	michael.bennett	RP 24 03 2024 Assessment Apeal-Christopher Maines.pdf	heard at BOE on 6/04/24
1/16/2025 19:19	FileAccessed	michael.bennett	ADM101 RFP - Except Over \$20K Competitive Bid Process V1.docx	Blank bid request forms
1/16/2025 19:19	FileAccessed	michael.bennett	ADM101 RFP - Except Over \$30K Competitive Bid Process V2.docx	Blank bid request forms
1/20/2025 3:10	FileAccessed	michael.bennett	Rules of Use _ Login.gov.pdf	Printed from login.gov website. Instructions only, no sensitive info
1/20/2025 3:22	FileAccessed	michael.bennett	Copy of COD - Activer O365 Users 8-24-23.xlsx	User conversion file. Note that it says to ignore council members
1/20/2025 4:11	FileAccessed	michael.bennett	Google Users.xlsx	list of email addresses for City employees. Perhaps part of the conversation process?

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1/21/2025 23:44	FileAccessed	michael.bennett	90 Day Self Eval 10.25.16.pdf	Self eval, should be part of the employee's confidential personnel file
1/22/2025 0:16	FileModified	kaleb.westfall@c	2024 GMC Sierra-Port-Dock.xlsx	List of costs, no sensitive information
1/22/2025 0:17	FileDownloaded	kaleb.westfall@c	fy22_city_of_dillingham_assessment_of_city_s ervices.pdf	public report
1/22/2025 0:18	FileDownloaded	kaleb.westfall@c	2024 PIDP Grant Application.pdf	Port Infrastructure Grant Application, no sensitive information
1/22/2025 0:23	FileDownloaded	kaleb.westfall@c	GHG Social Justice Example .pdf	Reference document from a Norfolk project
1/22/2025 0:24	FileDownloaded	kaleb.westfall@c	Bob's Plow.pdf	Invoice for plowblade, labor costs no sensitive data
1/22/2025 0:25	FileDownloaded	kaleb.westfall@c	Alaska Safety-Dock Truck.pdf	Invoice for work on emergency equipment, no sensitive data
1/22/2025 0:28	FileDownloaded	kaleb.westfall@c	MARAD Title VI Pre-Award Review Checklist 2024.pdf	As described, information but nothing added to it
1/22/2025 0:29	FileModified	kaleb.westfall@c	Grant List.xlsx	Grant tracking, no sensitive information
1/22/2025 1:06	FileAccessed	michael.bennett	F-3 (1).pdf	Form from Alaska police standards council, not filled out
1/29/2025 16:23	FileAccessed	michael.bennett	2024 08 20 Late Appeal 101592-001.pdf	heard at BOE on 6/04/24
2/2/2025 22:42	FileDownloaded	kaleb.westfall@c	Submitted Application_Water System Improvements.PFAS Contamination Priority 1.pdf	Request for funding water extension to avoid PFAS contaminated wells. Not sensitive
2/3/2025 0:32	FileAccessed	michael.bennett	DMV.pdf	CW Report? If so, nothing sensitive
2/4/2025 0:43	FileAccessed	michael.bennett	RP 24 01 2024 Real Property Assessment - Lloyd&Jean OConnor.pdf	heard at BOE on 6/04/24
2/4/2025 0:44	FileAccessed	michael.bennett	RP 24 02 2024 Real Property Assessment - Deborah & William Tennyson.pdf	heard at BOE on 6/04/24
2/4/2025 14:44	FileDownloaded	michael.bennett	PR 3 signed.pdf	SOA Grant progress report Snag point project. Not sensitive
2/4/2025 14:46	FileDownloaded	michael.bennett	CHANGE ORDER No. 4.pdf	Change order for Elite on a project with attached invoices, not sensitive