

Mayor
Alice Ruby

Acting Manager
Jack Savo Jr



Dillingham City Council
Triston Chaney
Jean Barrett
Steven Carriere
Curt Armstrong
Kaleb Westfall
Kevin McCambly

MEMORANDUM

Date: 10/22/2025

To: Jack Savo, Acting City Manager

From: Anita Foran, Finance Director

Subject: Council Report 11/06/2025

Acknowledgements and Recognitions:

September Statistics: As of date of report.

Cash Receipts: \$1,733,990.15

All Payments: \$845,382.34 (includes \$309,382.34 for 2 payrolls & 1 Supplement).

Council Considerations/Recommendations:

- Review of Property tax in DMC.

4.15.030 (Creation of an exemption for tribal use of fee simple property has been moved to Code Committee)

Department Accomplishment and Opportunities:

Questica:

Ongoing.

Audit Update:

FY25 Audit – Testwork conducted October 13, 2025. Questions pending answers. Final week scheduled for the week of December 1, 2025.

Department staffing:

Account Technician II – Receivables position continues to be advertised.

Property Tax:

Assessors have provided a quote for online property tax return filing for \$10,000 for personal/business property.

Collections:

Ongoing.

Grants:

Fourth quarter reports were finalized in July and August. Some reporting was completed in September, due to some adjustments in project narratives.

Budget:

FY26 Budget amendment 1 is introduced and ready for adoption at the November 6, 2025 council meeting.

FY27-FY28 creation will begin after the first FY26 budget amendment adoption.

Internal Controls:

- Review of the document is ongoing.
- Payables review is first to be reviewed in full detail.

Other News:

- Working with other departments to determine all contracts that need to go out for the bidding process.
- GCI lease has been presented to GCI and have received their response. Negotiations have begun.
- Attached is a report of all payables for fiscal year 2025 in alphabetical order with the sum paid out for the year as requested by council in the October Council Meeting.
- Progress has been made with our merchant services to provide credit card payments at the landfill.

Upcoming Calendar Items:

- 15th of each month utility payments due; last day of month utility bills sent.
- November 1, 2025 Real Property and Personal Property tax payments are due. If the first half is paid by November 1, 2025 then the second half payment can be made on December 1, 2025. If at least the first half payment is not made by November 1, 2025 then a penalty is applied to the remaining balance of all taxes due.
- November 15 will mail out renewal notices for Business Licenses and Personal/Business property tax returns.

Revenue and Expense Report – August 2025:

- Target percentage for July activity is 16%. Explanations provided in this report are for those items above 37%. These are unaudited items and will have adjustments as the audit work is completed.
- Fund balance is an increase of \$2,362,707. This increase is due property tax invoices going out on 07/01/2025. Payments of property tax are 19% for real property and 30% for personal property.
- All other reporting at this time is as expected based on revenue receiving history.

Special Revenues & Other Funds Revenue

- All revenues are on target at an average of 14%.
- Harbor revenue is at 37% due to seasonal activity which is as expected.

Transfers

- Landfill transfers are at a lower rate
- Senior Center transfer is at 37%. A review is being conducted to determine why so high. No grant revenue has been received which will contribute to the change.
- Overall revenue at 33% due to revenue from property taxes.

General Fund Expenditures

- General fund expenditures are at 15% average as expected.

Special Revenues & Other Funds Expenditures

- Average expenditures are at 14% as expected.

Grant and Bond Revenues/Expenditures

- BBEDC Training has been reported in October and available expenses have been invoiced for reimbursement.

Capital Project Revenues/Expenditures

- None at this time.

City of Dilligham Payables Summary FY25

07/01/2024-06/30/2025

Payee Name	Sum of Payment Or Debit
A.T. Publishing & Print	3,702.45
AAA Fence Inc	360.00
AAMC	750.00
Abigail I. Flynn	786.00
AccuFund, Inc.	9,393.75
Advanced Building Cleaners LLC	54,150.00
Aetna Inc.	104.88
Aetta Architects, PC	27,000.00
Aflac	396.12
Aflac Worldwide Headquarters	5,143.32
Agnew & Beck Consulting, LLC	19,768.75
Airgas USA, LLC	794.92
AK Dept Of Labor	1,020.00
AK Dept. of Public Safety	708.72
AK Division of Motor Vehicles	30.00
Alaska Airlines Inc	259.09
Alaska Airlines, Inc	844.31
Alaska Airlines, Inc.	625.45
Alaska Ammo	3,094.36
Alaska Central Express	3,796.98
Alaska Court System	43.30
Alaska Dept of Labor & Workforce Development	14,274.21
Alaska Garden and Pet Supply	1,225.50
Alaska Hydraulics	1,213.78
Alaska Industrial Hardware, Inc.	1,649.99
Alaska Library Network	1,997.50
Alaska Marine Lines	35,488.23
Alaska Marine Lines Inc	75,787.76
Alaska Municipal League	3,134.53
Alaska Net & Supply	866.12
Alaska Police Standards Council	50.00
Alaska Power Comm	35,151.46
Alaska Rubber And Supply	1,446.78
Alaska Rural Water Association	523.75
Alaska Safety	66,720.00
Alaska Specialty Equipment, LLC	1,525.00
Alaska Water Labratories LLC.	3,854.75
Alaska West Supply	1,592.71
Albertsons Safeway	7,681.09
ALLDATA LLC	1,500.00
Altman, Rogers & Co. APC	75,813.21

Alyeska Tire Distribution Center	22,547.67
Amazon Capital Services, Inc	41,639.75
Anchorage Daily News	10,836.73
Anchorage Marriot Downtown	3,969.00
Anders J Johnson	714.00
Andrew Anderson	210.00
Anita Fuller	100.00
Anita M Fuller	268.00
Anthony I Reynolds	1,020.00
Apex Industries Inc	1,200.00
Appraisal Co Of Alaska	18,000.00
Appraisal Company Of Alaska, LLC	25,000.00
ArchiveSocial	8,585.40
Arctic Lifting Solutions, LLC	3,154.59
Arctic Office Products	16,498.49
Arctic Refrigeration & Air Conditioning Inc	26,049.94
Baker & Taylor	499.99
Bank of New York Mellon Trust Company	1,335,000.00
Basil S Tilden	5,500.00
BBAHC	6,527.00
BBAHC-Department Of Environmental Health	1,150.00
Beacon Occupational Health & Safety	135.00
Beacon Occupational Health & Safety Svcs	482.00
Ben Glosser	546.63
Benyamin K Wishnek	50.00
Big Dipper	4,612.50
Big Rays Army Navy	4,505.17
Bigfoot LGM Inc	79,583.92
Blue360 Media	222.95
Blumer & Associates	32,333.31
Boone County	2,000.00
Braley-Gray and Associates	4,075.07
Brandie M Olson	720.00
Braun NW	239.83
Brian Walsh	50.00
Bristol Alliance Fuels, LLC	366,867.40
Bristol Bay Housing Authority	21,286.10
Bristol Environmental Remediation Services LLC	65,496.08
Brittney Kissinger	80.00
BSI, Inc	544.75
Budget Rent-a-Car	5,574.01
Buford Woodworking	3,700.00
C/O United States Postal Services	564.00
Cade J Woods	160.00

Cameron S Malstrom	400.19
Carmen Jackson CPA LLC	1,335.00
Carole R McMurray	210.00
CDI	23,968.27
Central Plumbing & Heating, Inc.	1,938.39
Chicago One Stop, Inc	2,922.00
Child Support Services Division CSSD	11,358.19
Christopher R Tucker	500.00
Christopher W Maines	2,535.00
City of Dillingham	54,845.38
CivicPlus, LLC	5,241.50
Coaching Systems, LLC	128.00
Companion Corporation	1,562.00
Computer Works NFP Solutions	500.00
Construction Machinery	24,712.14
Craig Taylor Equipment	117,194.43
CRW Engineering Group, Inc	123,684.00
Curtis Tools	2,830.33
Dan & Marjorie Dunaway	210.00
Daniel Decker Jr	348.00
Daniel E Decker	464.00
Daniel J Miller	676.00
Delta Backhaul Company, LLC	967.50
DEPARTMENT OF NATURAL RESOURCES	50.00
Dillingham City School District	1,700,962.00
Dillingham Waste Management LLC	17,963.00
Division of Retirement & Benefits - FICA	110.09
Dominion Voting Systems, Inc.	1,893.45
Eagle Safety Solutions	13,617.22
Earl P Robinson	224.74
Edge Survey and Design, LLC	12,990.00
Equipment Blades	2,863.90
Eric Moen	40.00
ESRI	1,164.28
Euna Solutions Inc	21,498.75
Everts Air Cargo	19,280.12
Evidence Control Systems Inc	12,507.00
Express Evaluations	2,000.00
FBI-LEEDA Inc	795.00
First American Title Insurance Company	3,000.00
Ford Motor Credit Complany LLC	9,749.44
Galls - Quartermaster	971.68
Galls-Quartermaster	6,509.34
Gary Pullon	760.64

GCI Communications Corp	36,552.87
GCR Tire & Service	911.44
General Code LLC	2,709.00
Glacier Chain Supply	16,849.55
Gloria Thorson	30.00
Grainger	35,382.67
Greatland Auto Parts LLC dba NAPA	57,573.96
Hardin, Kevin	500.00
HID Global Corporation	2,759.00
HUB International Northwest LLC	708,117.72
Hunter Nivills	9.99
International Assoc of Maritime & Port Executives	7,450.00
International Institute of Municipal Clerks	185.00
Intoximeters Inc	2,053.00
Iron Hill	12,923.75
Jacob J Sleik	23.60
Jacob Stanford	11,983.84
James Bingman Sr	3,634.43
James M Chillemi	9.54
Janet Dieckgrafe	80.00
Jenice T Cox	200.00
Jerry Robinson	40.00
JIREH K-9	4,500.00
JJC Enterprises, Inc.	105,705.90
Jon E Sorensen	1,747.93
K&B Repair	530.00
Kaleb M Westfall	1,799.00
Keller Supply Anchorage	942.15
Kelly M Evans	40.10
Kendall Ford of Anchorage	4,839.90
Kyle Johnson	133.74
L & M Supplies	43,181.00
Laticia Swift	696.00
LEPS-PSS, PLLC (DBA PSPS)	480.00
Lithia Motors Support Services	1,836.28
LMJ Consulting	219,538.59
Luke T Stanford	2,413.56
Lummi Fishery Supply Inc.	324.45
Lustre-Cal Corp	1,431.33
Maddison N Swift	856.00
Malcolm Wright	320.00
Matthew Bender & Co., Inc.	261.43
Michael Bennett	567.00
Michael Lekanoff Jr.	297.83

Michael Yingst	1,500.00
Mission Square	17,700.00
Motorola Solutions Inc.	88,196.02
Munson, Cacciola & Severin, LLP	218,399.02
NAC Cargo Operations	8,913.74
NANA Management Services, LLC	2,297.50
Navia Benefit Solutions Client Pay	28,116.93
NC Machinery - Anchorage	65,533.18
NC Machinery HQ	3,008.74
Nelco	303.00
Neqleq Variety	911.69
Nevills Hunter	179.42
Nick Schollmeier	480.00
Norman & Bernice Heyano	350.00
Northwest Equipment Sales Inc	621.63
NuEra Heat	3,617.40
Nushagak Classic Western Alaska Dog Sled Race	500.00
Nushagak Electric Coop.	224,850.63
Nushagak Telephone Coop	60,811.71
Panny, Connie	40.00
Pape Kenworth Alaska	609.12
Pape Material Handling, Inc.	96,528.70
Patrick L Backford	26.60
Penguin Management, Inc.	1,152.00
Pennram Diversified Manufacturing Corporation	106,051.96
Phillip Baumgartner	1,176.50
Pioneer Door Inc.	188,823.84
Pioneer Publishing, INC	630.00
PIP Alaska	1,256.08
Pitney Bowes, Inc.	12,342.91
PND Engineers, Inc.	1,501.00
Pocket Press, Inc	219.78
Premera M and B Group Premiums	1,317,390.87
Print Works	1,140.00
Professional Growth Systems	6,659.01
Prothman Company	15,914.53
PSEA Local 803	16,085.00
Public Employees Local 71	8,601.57
Radwell International LLC	23,831.55
Replacement Glass	296.40
Roseanne McDonald	40.00
Sarah Bailey	80.00
Scott A Runzo	6,624.53
SeaWestern Inc	87,460.40

Shannon & Wilson Inc	6,905.00
Sherina M Tilden	989.65
Sign Solutions, USA LLC	752.82
Silver Bay Seafoods	15,968.00
Snag Point Trucking & Snow Removal	58,590.00
SOA DEC Dept of Revenue	51,460.99
SOA Department of Environmental Conservation- Food Safety & Sanitation	490.00
SOA Department of Labor and Workforce Development	10.40
SOA-DOT & Public Facilities	22,881.56
Sonja Marx	8.83
Southwest Alaska Surveying, LLC	800.00
Spenard Builders Supply	8,439.83
Staples	7,425.80
State of Alaska	9,502.60
State of Alaska DEC	8,134.79
State of Alaska Div Of Ret & Benefits	1,340,060.16
State of Alaska, Office of LT. Governor	120.00
Stelling Enterprises	376.90
Sterling J Bailey	28.00
Steve Carriere	799.00
Stusser Electric	200.20
Surveyors Exchange Co, Inc.	660.00
Swank Movie Licensing USA	333.00
Swickard of Anchorage II	143,523.00
Systems Design	4,861.54
Tabitha M Nielsen	10.00
Tanner J Nickels	6,303.44
Taylor Fire Protection Services, LLC	9,400.53
Telspan Worldwide Conference	241.51
The Bristol Inn	1,365.00
The Hotel Captain Cook	2,439.00
The Northwest Company (International) Inc. dba Alaska Commercial Company	8,145.42
The Printer	156.80
The Reserve Component	18,000.00
Theodore Krieg	600.00
Three+One Company, LLC	10,875.00
Tom Eveslage	1,175.00
Total Reclaim, Inc.	1,406.30
Totem Equipment	5,762.86
Tracy K O'Malley	1,593.37
Trailer Craft, Inc.	10,591.92
Travis, Jonathan	40.00
TruckPro, LLC	986.04
Udelhoven Oilfield System Service, Inc	2,410,442.35

ULINE	336.40
Univ of AK-Fairbanks Attn:Jolie Phillips	100.00
Unum	25,476.20
USA Blue Book	5,478.11
Vitavik Manor Apartments	43,200.00
Vitus Terminals LLC	22,817.79
Walter Campbell	20,400.00
Warehouse Mountain Services	492.04
Warning Lights of Alaska	4,275.00
Wells Fargo Equipment Finance	133,195.84
Wells Fargo Payroll Tax Remittance	1,317,831.62
WF Bank Expressone Remittance	163,250.19
WF Banks Account Analysis	156.88
William D Bousley Jr.	1,227.69
William H Forman Jr.	8.99
William Mehlhoff	671.52
Yukon Equipment, Inc.	22,047.88
Grand Total	14,641,066.29

City of Dillingham

Unaudited Revenues and Expenditures As of August 31, 2025

Data Collected on:

10/17/2025

		<u>08/31/25</u>		<u>08/31/24</u>			
	<u>Budget - FY26</u>	<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>	Uncollected	% Adj
General Fund Revenues							
General Sales Tax	\$ 3,400,000	\$ 631,640	19%	\$ 662,498	\$ (30,858)	(725.64)	19%
General Sales Tax - Remote	450,000	49,235	11%	45,206			
Alcohol Sales Tax	280,000	59,989	21%	60,473	(484)		21%
Transient Lodging Sales Tax	125,000	20,927	17%	27,020	(6,092)	-	17%
Gaming Sales Tax	15,000	-	0%	3,199	(3,199)		0%
Tobacco Excise Tax	280,000	49,040	18%	54,111	(5,072)		18%
Marijuana Excise Tax	90,000	28,352	32%	10,770	-		32%
Business License	17,000	400	2%	300	-		2%
Penalty & Interest - Sales Tax	17,000	4,235	25%	867	3,368	-	25%
Total Sales Tax	4,674,000	843,818	18%	864,444	(42,336)		18%
Real Property Tax	2,600,000	2,751,540	106%	2,574,193	177,347	(2,269,390.78)	19%
Personal Property Tax	700,000	755,738	108%	1,150,081	(394,342)	(544,122.41)	30%
Penalty & Interest - Property Tax	130,000	40,403	31%	39,361	1,042		31%
Total Property Taxes	3,430,000	3,547,681	103%	3,763,635	(215,954)		21%
Telephone Gross Receipts State Tax	70,000	-	0%	-	-		0%
Shared Fisheries	150,000	-	0%	-	-		0%
Raw Fish Tax	20,000	-	0%	-	-		0%
Community Sharing	75,396	-	0%	-	-		0%
Payment in Lieu of Taxes (PILT)	540,000	-	0%	-	-		0%
State Jail Contract	670,000	-	0%	-	-		0%
Motor Vehicle Tax	25,000	-	0%	-	-		0%
Ambulance Fees	60,000	10,955	18%	882	10,073		18%
Lease & Rental Income	35,000	1,860	5%	1,840	20		5%
Admin Overhead	202,405	30,508	15%	18,887	11,621		15%
PERS on Behalf	285,399	38,460	13%	26,772	11,688		13%
PERS Forfeiture Fund	25,000	-	0%	26,796	(26,796)		0%
Other Revenues	306,400	60,101	20%	70,839	(10,739)	(5,888.48)	18%
Total	2,464,600	141,883	6%	146,016	(4,132)		6%
Total	\$ 10,568,600	\$ 4,533,383	43%	\$ 4,774,095	\$ (262,422)		16%
Special Revenue & Other Funds Revenue							
Water	232,800	41,078	18%	41,857	(779)	(4,732.74)	16%
Sewer	463,300	72,119	16%	68,794	3,325	(6,389.20)	14%
Landfill	331,100	92,563	28%	116,834	(24,271)	(3,597.00)	27%
Port - Dock	746,600	105,833	14%	329,840	(224,007)	(7,848.08)	13%
Port - Harbor	158,780	58,527	37%	69,275	(10,748)	-	37%
Asset Forfeiture Fund	500	58	12%	75	(17)		0%
E-911 Service	67,000	9,758	15%	9,978	(220)		15%
Public Safety Reward	-	-	0%	-	-		

City of Dillingham

Unaudited Revenues and Expenditures As of August 31, 2025

Data Collected on:

10/17/2025

		<u>08/31/25</u>		<u>08/31/24</u>		
	<u>Budget - FY26</u>	<u>YTD</u>	<u>Percent</u>	<u>YTD</u>	<u>INC/(DEC)</u>	
Senior Center (Non-Grant)	39,200	6,227	16%	2,542	3,685	16%
Senior Center (Grant)	76,000	-	0%	-	-	0%
Library (Grants)	38,578	-	0%	-	-	0%
Debt Service - Bond Investments	70,000	16,466	24%	19,483	(3,017)	24%
Debt Service - SOA Revenue	745,000	-	0%	-	-	0%
Debt Services - Streets Refund	-	-	-	-	-	-
Mary Carlson Estate	21,000	3,124	15%	3,691	(568)	15%
Ambulance Rental	-	-	0%	2,400	(2,400)	-
Total	\$ 2,989,858	\$ 405,752	14%	\$ 664,771	\$ (259,018)	13%
Transfers						
<i>From General Fund to Other Funds</i>						
Water	-	-	-	-	-	-
Landfill	544,400	-	0%	238,886	(238,886)	-
Senior Center	186,361	68,469	37%	43,092	25,377	-
Ambulance Reserve	50,000	8,764	18%	794	7,970	-
Equipment Replacement	-	2,805	0%	42,595	(39,790)	-
Capital Projects (Fund 7140)	-	-	0%	-	-	-
Landfill Closure (Fund 7150)	25,000	4,166	17%	-	4,166	-
Debt Service SRF Loans	51,011	-	0%	-	-	-
Debt Service Streets Bond	166,000	-	0%	-	-	-
Debt Service Firehall Bond	47,000	-	0%	-	-	-
Debt Service School Bond	319,750	-	0%	-	-	-
<i>From Dock Fund to Harbor Funds</i>						
Port - Harbor	314,630	24,702	8%	-	24,702	-
Port - Harbor - Ice Machine	3,200	255	8%	762	(507)	-
Port - Harbor - Bathhouse	11,720	2,111	18%	3,624	(1,513)	-
<i>From Department to Department</i>						
Transfer from E911 to Dispatch	67,000	5,652	8%	9,978	-	-
Transfer from Carlson Estate to Library	4,000	670	17%	670	-	-
Transfer from Wastewater to Water	-	17,192	0%	-	-	-
Total	\$ 1,790,072	\$ 134,785	8%	\$ 340,400	\$ (218,481)	
Total Revenues & Transfers	\$ 15,348,530	\$ 5,073,920	33%	\$ 5,779,266	\$ (739,921)	

	<u>Budget - FY26</u>	<u>08/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>08/31/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
EXPENDITURES:					
General Fund Expenditures					
City Council	\$ 121,550	\$ 23,948	20%	\$ 4,258	\$ 19,690
City Clerk	308,100	51,792	17%	36,770	15,021
Administration	651,050	115,290	18%	61,651	53,639
Finance	1,547,940	228,492	15%	167,932	60,560
Legal	100,000	22,282	22%	7,966	14,316
Insurance	375,000	56,074	15%	65,714	(9,640)
Planning	336,000	34,461	10%	28,002	6,459
Foreclosures	20,000	1,617	8%	4,215	(2,599)
IT	372,500	40,383	11%	75,480	(35,096)
Public Safety Administration	448,850	56,288	13%	32,258	24,030
Dispatch	842,850	136,948	16%	118,512	18,436
Patrol	1,566,000	217,163	14%	128,252	88,910
Corrections	780,945	153,311	20%	131,858	21,453
DMV	92,150	15,387	17%	11,919	3,468
Animal Control Officer	73,600	22,126	30%	16,470	5,656
K-9 Unit	2,000	0	0%	0	-
Fire	561,800	110,116	20%	133,881	(23,765)
Fire Department Donation	10,000	0	0%	0	-
Public Works Administration	504,400	66,990	13%	56,610	10,380
Building and Grounds	986,800	179,580	18%	66,263	113,316
Shop	606,600	41,886	7%	53,349	(11,463)
Street	698,400	63,272	9%	25,635	37,637
Library	184,195	34,541	19%	31,509	3,033
Grandma's House	90,900	1,401	2%	3,806	
City School	1,702,000	425,087	25%	425,277	(190)
Transfers to Other Funds	1,364,522	80,038	6%	325,366	(245,329)
Total	\$ 14,348,152	\$ 2,178,472	15%	\$ 2,012,953	\$ 167,923

	<u>Budget - FY26</u>	<u>08/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>08/31/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
<u>Special Revenue Funds Expenditures</u>					
Water	509,800	58,270	11%	29,750	28,519
Sewer	518,500	58,661	11%	28,205	30,456
Landfill	886,800	77,818	9%	173,509	(95,692)
Port - Dock	1,104,596	105,833	10%	94,744	11,090
Port - Harbor	488,330	116,841	24%	69,710	47,131
Asset Forfeiture Fund	25,000	-	0%	-	-
E-911 Service	67,000	5,652	8%	83,029	(77,378)
Public Safety Reward	-	-	0%	-	-
Senior Center (Non-Grant)	225,561	74,695	33%	49,578	25,118
Senior Center (Grant)	76,000	1,510	2%	8,664	(7,154)
Library (Grants)	38,578	4,741	12%	3,698	1,043
Mary Carlson Estate	6,255	961	15%	1,180	(219)
Ambulance Reserve Fund	15,000	-	0%	-	-
Debt Service SRF Loans	51,011	-	0%	-	-
Debt Service School Bond	1,064,750	-	0%	-	-
Debt Service Firehall Bond	47,000	-	0%	-	-
Debt Service Streets Bond	236,000	-	0%	-	-
Equipment Replacement	-	2,805	0%	171,823	(169,018)
Total	\$ 5,360,181	\$ 507,787	9%	\$ 713,890	\$ (206,104)
	\$ 19,708,333	\$ 2,686,258	14%	\$ 2,726,843	\$ (38,181)
Net Increase (Decrease) to Fund Balances	\$ (4,359,803)	\$ 2,387,662		\$ 3,052,422	\$ (701,740)

	<u>Budget - FY26</u>	<u>08/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>08/31/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
Grant & Bond Revenues					
SOA-Landfill Firebreak	-	-		-	-
EPA Snagpoint Erosion Grant	-	-		-	-
COVID - CARES & ARPA & LGLR	-	-		1,752,195	(1,752,195)
SRF Loan - Lagoon Aeration	-	-		-	-
SRF Loan - Landfill	200,000	-		-	-
AHSO	-	-		-	-
Southern Region EMS	-	-		-	-
SOA-DOH Grants	-	-		-	-
Curyung-Ice Machine	-	-		-	-
Snagpoint Funding	3,209,387	-	0%	-	-
BBEDC Intern Program	73,400	-	0%	-	-
BBEDC Training Reimb	-	-		-	-
BBNC Training Reimb	-	-		-	-
Total	\$ 3,482,787	\$ -	0%	\$ 1,752,195	\$ (1,752,195)
Grant & Bond Expenditures					
SOA-Landfill Firebreak	-	-		-	-
EPA Snagpoint Erosion Grant	-	-		-	-
COVID - CARES & ARPA & LGLR	-	-		1,715,842	(1,715,842)
SRF Loan - Lagoon Aeration	-	-		288,324	(288,324)
SRF Loan - Landfill	200,000	-		-	-
AHSO	-	-		-	-
Southern Region EMS	-	-		-	-
SOA-DOH Grants	-	-		41	(41)
Curyung-Ice Machine	-	-	0%	-	-
Snagpoint Erosion	3,209,387	-	0%	-	-
BBEDC Intern Program	73,400	24,955	34%	13,834	11,121
BBEDC Training Reimb	-	-		1,201	(1,201)
BBNC Training Reimb	-	-		-	-
Total	\$ 3,482,787	\$ 24,955	1%	\$ 2,019,241	\$ (1,994,286)
	\$ -	\$ (24,955)		\$ (267,046)	\$ (3,746,480)

City of Dillingham
Unaudited Revenues and Expenditures As of August 31, 2025

Data Collected on:
10/17/2025

	<u>Budget - FY26</u>	<u>08/31/25</u> <u>YTD</u>	<u>Percent</u>	<u>08/31/24</u> <u>YTD</u>	<u>INC/(DEC)</u>
Capital Project Funds Revenues					
Harbor Mayor Sale Revenue	-	-		-	-
Total	\$ -	\$ -		\$ -	\$ -
Capital Project Funds Expenditures					
Public Safety Building	-	-		-	-
Water Improvements	-	-		-	-
WasteWater Improvements	-	-		-	-
Snagpoint Erosion	-	-		-	-
Sewer Lagoon Aeration	-	-		-	-
Other Lift Station	-	-		-	-
Fire Dept Water Damage Repair	-	-		-	-
Landfill Closure (7150)	-	-	0	-	-
Landfill Shop Fire	-	-		-	-
Landfill Groundwater Well	-	-		-	-
Harbor cleanup	-	-		-	-
Total	\$ -	\$ -	0%	\$ -	\$ -
	\$ -	\$ -		\$ -	\$ -

	Budget	Actual
General Fund Revenue	\$ 10,568,600	\$ 4,533,383
Special Fund Revenue	\$ 2,989,858	\$ 405,752
Transfers In	\$ 1,790,072	\$ 134,785
Grant and Bond Revenue	\$ 3,482,787	\$ -
CIP Revenue	\$ -	\$ -
	\$ 18,831,317	\$ 5,073,920
General Fund Expenditures	\$ 14,348,152	\$ 2,178,472
Special Fund Expenditures	\$ 5,360,181	\$ 507,787
Grant and Bond Expenditures	\$ 3,482,787	\$ 24,955
CIP Expenditures	\$ -	\$ -
	\$ 23,191,120	\$ 2,711,213
Net Increase (Decrease) to Fund Bal	\$ (4,359,803)	\$ 2,362,707

Mayor
Alice Ruby

Acting City Manager
Jack Savo Jr.



Dillingham City Council

Curt Armstrong
Jean Barrett
Steven Carriere
Triston Chaney
Kevin McCambly
Kaleb Westfall

MEMORANDUM

Date: 10/21/2025
To: Jack Savo Jr., Acting City Manager
From: Tracy O'Malley, Chief of Police
Subject: Monthly Report: October 2025

Patrol:

Officer Chris Van Cor began working with the department earlier this month.

Chief O'Malley and Sgt. Nickels participated in an interview process at the Child Advocacy Center for their accreditation process.

Dispatch:

We had a total of 101 calls for service from September 21, 2025 to October 20, 2025.

2.97% DUI (3)

26.73% EMS Calls (27)

1.06% Animal Calls (8)

7.92% Agency Assist (7)

1.98% Damage to Property (2)

.99% Vehicle Accidents (1)

17.82% Welfare Checks (18)

1.98% Reckless Driving (2)

26.73% Disturbances (27)

5.94% Traffic Stops (6)

City of Dillingham

Page 1 of 2

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.

3.96% Assault DV/Non DV (4)

.99% Trespass warnings

DMV:

05 – Commercial D/L

35 – Driver License

13 – Identification Cards

03 – HC Permits (No Fee)

05 – Miscellaneous Fees

54 – Vehicle Registration

19 – Title / Lien

01 – Boat Registration

08 – Road Test

00 – License Services

12 – AK Written Test

Corrections:

Thirty-four inmates were held in the jail during the last month.

Animal Control:

Four dogs were taken into the pound this month. ACO Romie is continuing to train for euthanasia licensure.

The City is seeking volunteers for the pound. This would include caring for animals and assisting during the next animal clinic in November.

The next animal clinic will take place November 14th-19th.

Mayor
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Kaleb Westfall

MEMORANDUM

Date: 10/16/2025

To: Jack Savo Jr., Acting City Manager

From: Daniel Miller, Port Director

Subject: Monthly Report: October 2025

Upcoming Events:

- 10/16-10/17: PIDP grant Bingman property preliminary site visit with MARAD and PND Engineers
- 10/20-10/24: AAHPA Conference in Juneau
- 10/28: Meeting with PND to discuss Harbor project
- 11/13: Meeting with MARAD/PND to discuss existing conditions, scope, schedule, and budget as well as next steps for the engineering and construction of Harbor Improvements Project
- Winterize and shut down Dock facilities

Projects – Progress and Public Impacts:

- Replace compressor for cold storage in icehouse
- Develop a plan for improved Kanakanak Beach Access maintenance
- Work with PND Engineering to acquire all necessary permits for PIDP Grant
- Work with Nushagak Coop. to restore harbor lights and extend primary power
- Work with PW Director and Planning Director to improve security and efficiency at Dock facilities
- Develop plan for more efficient/effective enforcement
- Working with PW Director and CRW to restore Dock lighting
- Exploring options for Harbor breakwater
- Working with Finance Director to request reimbursement for Ice machine expenses
- Publish revised Terminal Tariff and inform public of changes

Completed Projects:

- Pulled remaining docks at Harbor and stored for winter
- 9/24: Conducted September Port Committee meeting
 - Terminal Tariff revisions review and recommendation to Council
 - Update to the repair of harbor lights

- Follow up to Dock Coast Guard facility inspection
 - Discussion about possible Port security cameras
- Sut down and winterized ice machine
- Shut down Harbor for Winter season
- Finalized and received council approval for Terminal Tariff revisions
- Requested new PFDs through Kids Don't Float
- Met with representative from Alaska Clean Harbors to discuss our Harbor
- PND site survey for Harbor Improvements Project

Public Feedback:

- Repair cold storage for ice machine
- Restore harbor lights
- Repair/Replace docks

Mayor
Alice Ruby

Acting City Manager
Jack Savo, Jr.



Dillingham City Council
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MEMORANDUM

Date: October 29, 2025
To: Jack Savo, Jr., Acting City Manager
From: Phil Baumgartner, Public Works Director
Subject: Monthly report

Public Works is working diligently to address known and new maintenance issues as they arise. Preparations for winter have been underway and largely accomplished.

We've hired a Public Works Foreman with a starting date of November 17th. A temporary Heavy Equipment Operator recently signed on as a full-time regular employee. Our remaining Water/Wastewater Operator I position has also been filled. Two Heavy Equipment Operator positions in Public Works remain open.

Efforts toward ensuring all personnel have access to and are utilizing online communications, document access and training have been productive. Work has begun on review of document retention and disposal to enable better access to pertinent information and better position us to structure and document our preventive and unscheduled maintenance.

Repairs were made to the incinerator. Additional repairs are identified and necessary to bring it online. A report and invoice for work done along with a proposal for this identified work is forthcoming for evaluation of next steps.

There have been several meetings regarding existing, upcoming and potential future projects. Negotiations on the Airport Waterline Extension agreement for design & engineering look close to completion. Evaluating potential areas for improvement of existing infrastructure is ever present in our work.

Four Public Works employees are currently attending Heavy Equipment Operator training hosted in Dillingham by Bristol Bay Native Corporation and Bristol Bay Economic Development Corporation. Need for Department of Transportation signage requirement training was identified and is being researched. Asset management training, data collection and recording is underway by the Office Assistant on Director both with our

Asset Essentials software program and an Alaska Municipal League's online learning program.

Accomplishments:

Work on the roofing, chimneys and flashing on the incinerator building continues.

We met with engineers at CRW to review status on open work items and review variables to establish a plan. Thus far efforts to find an individual at BBAHC to discuss providing human waste disposal services.

Winterization of fire hydrants continues. The leak of many years from the water supply to the South Harbor was dug up and repaired. A storm drain was found damaged and temporary repairs were made. We are researching the system to establish full repair options. We're seeing steady progress on identifying and recording all water distribution systems and assets in preparation for conducting a rate study.

Repairs to a section of the drainage ditch on Emperor Way was made as preventive maintenance with the end of preventing or minimizing tundra draining overflowing the road. The repair was successful in reducing the water level and accessing a buried culvert. Other sections are planned for similar drainage work.

Annual servicing of heating systems identified the need for and installation of a new boiler at the water treatment plant. A proposal for designing repairs for the City Hall heating system is under review. Planning for the public safety building is holding for the incoming Foreman. His history with the heating system software is expected to help ensure efforts are in the City's best interests.

Research into identifying vehicle and equipment replacement schedules has resumed. Alternatives ranging from type to source have been found and are being explored.

Upcoming Activities/Events:

Asset Management training, Snag Point Erosion RFP, year-to-date budget review, research of water/wastewater tracking systems, outfitting equipment for snow removal & sanding, improve drainage at Widgeon & Emperor

Respectfully,

Phil Baumgartner

Phil Baumgartner
Public Works Director

Mayor

Alice Ruby
Triston Chaney
Jean Barrett
Kaleb Westfall
Steven Carriere
Curt Armstrong
Kevin McCambly



MEMORANDUM

Date: October 16th, 2025

To: Jack Savo, Acting City Manager

From: Scott Runzo, Fire Department Coordinator

Subject: Fire/EMS Report

Acknowledgements and Recognitions

- For members serving on the volunteer fire department and showing up for emergencies
-

Fire Board Members

- **Fire Chief:** Koolie Heyano
- **Assistant Fire Chief:** Kevin Hardin
- **Medical Squad Director:** JJ Larsen
- **Member at-large:** Kim Larsen

Department Accomplishments & Upcoming Activities

- Fire training has started, and we had our first Fire training with good results
- We have received funding for new battery-operated extrication equipment. The value of this funding is 30 thousand and is critical to operations
- We had elections for new officers. During this process we have revised the board structure to have less positions for greater efficiency
- EMS has sent the final comprehensive Memorandum of Understanding (MOU) with BBAHC to the city manager to finalize it with the lawyer.

- The CWPP is in the final stages of completion and should be ready before Christmas
 - E-19 and old ARFF tanker/engine has been repaired and is back in service. This vessel is crucial for large fires and supplying water.
-

Projects – Progress, Public Engagement & Preparations

- EMS Prevention is developing a prevention calendar for the upcoming year.
 - EMS will be conducting a rate comparison study to evaluate and revise the ambulance fee structure
 - A new ambulance is in the spec process in preparation for replacing the A-2 at the downtown station.
 - Training is being planned for confined space entry and rescue.
 - This fall, we will collaborate with local schools to introduce new prevention programs for elementary and middle school students.
 - EMS and Fire are partnering with community members to host a **Wilderness Survival Program** in October. We already have **20 participants registered**.
-

Public Feedback

- Lots of interest and for the upcoming wilderness survival training in October
-

Mayor
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Jack Savo Jr.



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MEMORANDUM TO COUNCIL

To: Mayor and City Council Members
From: Christopher Maines, Planning Director
Through: Jack Savo Jr., Acting City Manager
Date: October 23, 2025
Re: November Report

PLANNING COMMISSION: The Planning Commission postponed the regularly scheduled meeting for the month of September. The items for the next agenda will involve the Comprehensive Plan update. Agnew::Beck will begin their work in the month of November; I am to have the Comprehensive Plan finished by Spring of 2026. Additional items will involve Parking Lot Standards, Condemnable Properties, and continue our discussion on Road Maintenance and City Ownership. As always, I encourage Council members to attend our Planning Commission meetings.

PLANNING DEPARTMENT:

EPA Landfill Appropriation:

The City of Dillingham's 4.72-million-dollar project officially started on October 1st, 2025. However, due to the government shutdown, our contract has not arrived, and we have been unable to begin the work. I am optimistic that when the government reopens we will still be able to meet the timelines provided to the EPA. If anything changes I will notify Acting City Manager Jack Savo Jr.

AHFC Rural Professional Home Grant:

I submitted an application to the Alaska Housing Finance Corporation through the Rural Professional Home Grant. The ceiling of the grant award is \$700,000 dollars. If successful, we will be notified in January of 2026, with funds becoming available in Spring of 2026. This is only one of several opportunities I have been monitoring and will continue to find ways to help the current housing crisis within Dillingham.

Harbor Lights and Harbor South End:

We have been in communication with Nushagak Electric on behalf of the City of Dillingham. We were quoted \$15,234 dollars to complete the work and extend through the lease lots on the South End of the Harbor. Payment has been processed and should be dispersed to Nushagak Electric by October 24th, 2025. We do not have a scheduled date for work to begin, but I will continue providing updates to Acting City Manager Jack Savo Jr.

Snag Point Erosion Appropriation:

I have been working with Acting City Manager Jack Savo Jr. on this project. I have completed a scope of work and budget for review by FEMA. After the government shutdown ends, I am hopeful it will be accepted, and we can begin working on this project. With the Chris Hladick now being under contract, he can provide some additional expertise on a project of this size. We are currently meeting with FEMA bi-weekly and will update the Council on developments as things proceed.

Planning Department Fees and Services:

I will be working on the fees and services for the Planning Department. We have not updated them for many years. Additionally, over the last 18 months I have noticed that there are areas in which the city offers services, and it has not been capturing revenues. One example is in document acquisition and research within the Planning Department. On average I provide documents and research services 2-3 times per week and if we include this as a fee, it will help with funding the department. I will be working with the Finance Director on this matter.

Updates/News:

The Bristol Bay Area Health Corporation through AARP has secured a grant for picnic tables and benches. They have donated them to the City of Dillingham and the Curyung Tribal Council. The benches and tables will be distributed around Dillingham. There will be a formal unveiling in November. Dates will be provided to the City Council when finalized.

Mayor
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Acting Manager
Jack Savo Jr.



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MEMORANDUM

Date: October 24 for the period beginning September 25, 2025
To: Jack Savo Jr., Acting City Manager
From: Abigail Flynn, Acting City Clerk
Subject: Monthly Report for October

Recognition:

Thank you to all the election workers, who together, worked over 100 hours training for, setting up for and serving the public at the October 7th election and also at the Canvassing committee meeting.

Peter Andrew (all day, in person translator)
Carole McMurray
Janet Dieckgrafe

Cynthia Tripp Johnson
Dan Dunaway
Curt Armstrong
Marilyn Rosene

Rose Fisher
Patricia Walsh
<u>On call Translators:</u>
Lisa Ilutsik
Sheila Roehl

Thank you to Nelda and Sonja at the Senior Center for catering lunch for the election workers.

Thank you to all the voters who came out to vote and to John Montooth for bringing the High School Civics classes to hold a practice election to give the election workers practical training exercise the day before the election.

Thank you to Bristol Bay Diner and Aem's Thai Cuisine and all the volunteer Senior Center Van drivers for making sure the seniors were fed while a staff member was out. Thank you to everyone who donated moose and Ptarmigan to the senior Center.

City Clerk Department Accomplishment and Opportunities Since the Last Report:

- *5 Travel Authorizations for Council and Clerk training in December completed.*
 - *20 requisitions written, 20 quotes collected, more than half the travel and training budgets are now committed.*
 - *5 check requests completed*
 - *Four scholarships found and applied for, two for staff, two for council members. If awarded, this will save the council's budget \$ 2,774.*
 - *Two agreements of reimbursement made to share the cost for December travel with Choggiung, one for staff, one for Council.*
 - *Next step, after approval from Finance, bookings will be made.*
- *Preparing for November Code Committee Meeting*

- *Foreclosure Update: to date, no one on either list has paid off their complete debt and fee so there are no certificate of redemption yet. The time for the end of the redemption period is near.*
- *Public Notices made, published and posted for Ordinances 2025-02 & 03 and RFP 2025-03.*
- *4 records requests completed.*
- *Both sets of Lobbyists reached out about government shutdown impacts for Dillingham. I believe both of these contracts are up soon as the resolutions awarding them were signed in October last year but the contracts were not signed until January 2025.*
- *Continued to provide oversight to the library and senior center, with help from the Acting Manager. It has not been possible to hand over this task. I have continued to meet with staff, recruited 7 new volunteers to drive the van and made arrangements with Bristol Bay Diner for meal preparations for seniors while the cook was away. I am pleased to report that Moose and Ptarmigan have been donated to the senior center since we began asking for donations of subsistence foods. Subsistence foods are much appreciated by the seniors of our community.*
- *Audited the Minutes and Resolutions Record books from current date back to 2021 and compared to the website and caught up on signatures for unsigned minutes and resolutions that had passed but never been signed. I also imported old committee minutes to the city website from the time period before I was hired. There is still more work to be done as some older records have not yet been uploaded. There are still a handful of old unsigned minutes that committees will have to consider for signature and then we will be caught up as far back as 2021.*
- *Election tasks to date completed. This represents six pages of single-spaced checklists for tasks that began in June this year. There are only two more tasks left to do on that list and they can't be done until 30 days post-election.*
- *More work was done on the website update. We are currently looking at a January 2026 launch date for the new website if all goes according to plan.*

Upcoming Meetings in the Council Chambers & Important Dates: Nov. & Dec.

- TBD_____Special Meeting on the Cosgrove Report with workshop before.
- TBD_____Public Outreach Committee meeting
- TBD_____MOU
- November 6, 7:00 PM, **Regular Council Meeting** (With workshops before on Budget amendment 1 and ISO)
- November 12: **Planning Commission 5:30 PM**
- November 13: **Code Review Committee, 5:30 PM** (December meeting will need to be rescheduled due to AML)
- November 17: **Finance and Budget, 5:30 PM**
- December 4: **Regular Council Meeting with workshop on Housing and ISO 5:30, 6:40 and 7:00 PM**
- December 10: **Planning Commission 5:30 PM**
- December 15: **Finance and Budget 5:30 PM**
- **AML December 8-13**
- **Observed City Holidays: November 11th, November 27-28, December 25**

Senior Center

Accomplishments and Opportunities for Sep. 14th - Oct. 19th, 2025

Accomplishments

- Days opened when meals were served: 23, with 391 meals served during that time.
- Days the van ran: 23, with 222 people given rides and 359 home-delivered meals.
- The Senior Center was rented out 9 times during this period.
- Volunteers have been helping in the dining room and with home deliveries. The Community Services Coordinator began driving the senior center van September 29th after the Senior Center Van Driver resigned. This has added four plus hours a day to the duties of the Librarian/Community Services Coordinator position in order to deliver the meals in the morning and then provide ride services in the afternoon, along with collecting the suggested donations for the meals in the dining room daily. Qualified volunteer van drivers are needed to continue to provide this service for the seniors.
- Thankfully, at the time of preparing this report, four individuals have met the requirements to drive the van, learned the route of home deliveries starting in HUD and continuing on to Woodriver, Airport, Kanakanak and Lake Road. They have also provided ride services to the seniors each afternoon to run errands in town such as the PO, Bank, AC, Laundromat, BBNA, Food Bank, Hospital, and Bigfoot. There is a suggested \$3 donation for rides and a suggested \$4 donation for meals for seniors.

Staffing Updates

- Fred McCormick, the Senior Center Van Driver, resigned. This position changed from a full-time to a part-time position on October 1st.
- With the cook taking a week off from October 20-24, the home deliveries will be made by the Bayside Diner Monday – Thursday, and a volunteer cook will make the meals on Friday for the elders in the dining room and for the home deliveries.

News

- A BIG “thank-you” to all the volunteers who have served and continue to volunteer their time and resources for the elders in our community through the senior center.

Grant Reporting

- Quarterly grant reporting is in progress for the various grants.

Needs:

- The senior center continues to need subsistence food donations. More items were donated during this reporting period.
- There is a need for members to form a Senior Advisory Board for the senior center.

Library

Accomplishments and Opportunities for Sep.14th- Oct. 19th, 2025

<i>Library Stats for September 14 – October 19, 2025</i>	
673 Patron count	41 Desktop computer usage
597 Wi-Fi session count	143 Museum visitors
1 AWE station usage	1 Volunteer hours
	29 Storytime attendees
680 items were checked out from September 1 st - October 19 th , 2025	
The library was closed on Monday, October 13 th for Indigenous Peoples Day.	

Staffing

- Three part-time employees continue to keep the library open 25 hours a week, including during the day on Saturdays and until 6 pm on Friday evenings.

Grant Reporting

- Continuing to complete the reports on various grants that have closed.
- Always pursuing new grants to help continue funding the library.
- The LINKED grant librarians held a book fair at the library on Saturday, October 18th for ages 0-18 seeking book requests for their next book distribution this semester.

Library Advisory Board News

- Still looking for someone to fill the open seat for the LAB; a letter of interest can be submitted to the mayor to be on this board.

FOL updates

- The FOL board and the librarian met at the library on Tuesday, September 30th.
- See the attached agenda from the meeting, seeking to fill a seat on their board.

Needs

- Volunteers are welcome to help at the library. Application forms are available at the front desk; a background check is required.

Sincerely,

Sonja Marx

Acting Librarian/ Community Services Coordinator

City of Dillingham

Page 2 of 2

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