

MEMORANDUM

Date: August 7, 2025

To: Dillingham City Council

From: Daniel E. Decker Sr., City Manager

Subject: City Manager Monthly Report – June & July 2025

Upcoming Events

August 6, 2025: Port Advisory Committee meeting.

August 14, 2025: Monthly status meeting with PND Engineering and MARAD (PIDP Project).

Fall 2025: Public engagement meetings for the 2025 Comprehensive Plan Update.

Major Departmental Highlights and Projects

Public Works

- - Personnel changes: Onboarding, discharges, and absences due to fishing season.
- - Fire hydrant inspections and servicing completed.
- - Repairs underway: Waste oil systems, hydrants, lift stations, incinerator scheduling, road maintenance, siding, and garage door upgrades.
- - Accomplishments:
 - Streamlined procurement and work order processes.
 - Senior Center roof treatment completed.
 - Repaired well controls; initiated lift station tracking system upgrades.
 - Positive results from DEC landfill inspection.
 - Airport waterline extension RFP published.

Port

- - Cold storage compressor replacement underway.
- - Harbor dredging completed May 30.
- - New Terminal Tariff finalization in progress.

- - Lease agreements executed with AML and local vendors.
- - Harbor pedestal crane repaired.

Planning

- - Comprehensive Plan Update nearing completion; Council adoption anticipated winter 2025.
- - EPA Landfill Appropriation NEPA review started June 5, 2025.
- - EPA Brownfields Inventory Grant site assessments underway.
- - Housing Initiatives: AHFC Rural Professional Housing Grant pre-application submitted.
- - Community Action Plan submitted to AWAI, under CDC review (potential federal funding unlock).

Finance

- - Finance report for August prepared; expenditures and revenue on track.
- - Coordinated with Planning and Public Works for grant compliance and procurement tracking.

Public Feedback and Concerns

- - Requests to repair cold storage at harbor.
- - Harbor lighting restoration prioritized with Nushagak Coop.
- - Increased public concern over bear interactions near landfill; PSA issued.

Looking Ahead

- - Continued focus on grant acquisition and compliance (PIDP, EPA, AHFC).
- - Preparing city operations and infrastructure for fall season maintenance.
- - Continued negotiation with labor unions for workforce stability.

Environmental Incident – Fuel Sheen Report (Scandavian Beach)

On July 22, 2025, the City received reports and photographic evidence of fuel sheening along the shoreline at Scandavian Beach, as well as visible fuel residue near the Dillingham Boat Harbor boat ramp and parking area. These reports were promptly communicated to the Alaska Department of Environmental Conservation (ADEC) and other relevant agencies.

ADEC Environmental Program Specialist Howard Minor conducted an on-site inspection on July 25–26, 2025. During his visit, Mr. Minor inspected Scandavian Beach, the harbor culvert, and the fuel dock area, meeting with representatives from the Curyung Tribal

Council, BBNA, Bristol Alliance Fuels, the Dillingham Port Director, and the Dillingham Public Works Director.

While secondhand reports indicated a fishing tender may have listed near the beach and potentially released fuel, ADEC found no active discharge from the vessel during the site inspection. The investigation determined that the likely release source had already been removed and that the City's jurisdiction does not extend to Scandinavian Beach, which is owned by the Curyung Tribal Council.

Crucially, ADEC concluded that 'the impact to the shoreline is no longer present.' Weather conditions likely contributed to dispersing the fuel, and organic sheen (non-petroleum) was also observed in some areas. The final site evaluation confirmed the shoreline was no longer affected.

Mayor
Alice Ruby

Manager
Daniel Decker



Dillingham City Council
Bertram Luckhurst
Michael Bennett
Steven Carriere
Curt Armstrong
Kaleb Westfall
Kevin McCambly

MEMORANDUM

Date: 07/29/2025

To: Daniel Decker, City Manager

From: Anita Fuller, Finance Director

Subject: Council Report 08/07/2025

Acknowledgements and Recognitions:

May Statistics: As of date of report.

Cash Receipts: \$1,129,302.70

All Payments: \$1,156,059.42 (includes \$469,810.89 for 2 payrolls & 2 supplement payrolls).

June Statistics: As of date of report.

Cash Receipts: \$790,801.10

All Payments: \$1,284,457.79 (includes \$345,668.71 for 2 payrolls & 1 supplement payroll).

Council Considerations/Recommendations:

- In the June council meetings, concern was mentioned that the budget did not include any capital improvement projects. Although there is no budget from the General Fund for Capital Improvements, there is grant funding for the Harbor. There are also grants being developed for the Landfill and Snagpoint Erosion that will be added once agreements are signed.

Department Accomplishment and Opportunities:

Contract Updates:

- Questica: Working with IT support staff to get connections working for a daily upload. Training of staff to use Questica will begin in August.
- Three+One: All permissions have been acquired. Report being drafted for council on recommendations on how to invest and manage funds.

Audit Update:

FY25 Audit – Testwork scheduled for the week of October 13, 2025. Final week scheduled for the week of December 1, 2025. The engagement letter has been signed and testwork data is being provided to the auditors.

Department staffing:

Training is ongoing for all staff.

Property Tax:

Real and personal property tax invoices dated 07/01/2025 were mailed out.

Invoice questions and concerns are being handled as they arrive.

Collections:

A foreclosure 2018-2022 has been finalized and waiting for period of redemption to end.

A foreclosure 2020-2024 has been filed with the court, period of redemption has begun.

Past due utility collections are ongoing.

Five promissory notes were started in April – July 2025.

Grants:

FY26-28 NTS Grant application was awarded significantly lower than applied for the amount of \$44,486.00. Reduction was due to the Senior Citizens of Kodiak rural status being changed from remote status. This changed the funding formula to the whole region (which Dillingham belongs to). In addition, funding for seniors has experienced funding cuts for the entire state.

4th quarter reports were finalized in July for:

- PFAS
- Snagpoint Erosion

RFP 2025-02 Airport Waterline extension proposals due 07/31/2025.

Budget:

FY26 Budget is finalized and imported in AccuFund.

Internal Controls:

- Review ongoing.

Other News:

- GCI Contract draft has been reviewed by staff and attorney's ready for council approval to begin negotiations.

Upcoming Calendar Items:

- 15th of each month utility payments due; last day of month utility bills sent.
- November 1, 2025 Property tax payments due, if the first half is paid on November 1, 2025 the second half can be paid on December 1, 2025.

Mayor
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City Manager
Daniel Decker Sr.



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MEMORANDUM

Date: July 25, 2025
To: Daniel Decker Sr., City Manager
From: Christopher Maines, Planning Director
Subject: June and July 2025 Monthly Report

Upcoming Planning Commission Activity:

The Planning Department, in collaboration with the Planning Commission, has nearly completed the work on the 2025 Comprehensive Plan Update, representing one of the most significant planning undertakings for our community. The project timeline includes public engagement meetings scheduled for fall 2025, with the goal of presenting a finalized plan to the City Council for adoption before winter 2025.

Key Planning Issues Identified for Review For Fiscal Year 2026:

Property Management and Code Enforcement:

- Abandoned Property policies and procedures
- Property condemnation policies and procedures
- Setback requirements standardization and clarification

Infrastructure and Right-of-Way Management:

- Classification and documentation of Dillingham-owned roads versus dedicated public use roads
- Clarification of dedicated right-of-way designations
- Road maintenance and responsibility matrices

Development Standards and Procedures:

- Comprehensive review and modernization of subdivision standards
- Streamlining of platting procedures for new plats and replats
- Development of efficient approval processes

Future Growth Management:

- Creation of defined zoning areas to support strategic community expansion
- Establishment of clear development guidelines for different community zones

Collaborative Process: These policy areas will require joint coordination with the Code Committee, as the review process may result in proposed language changes to existing municipal codes. Regular joint meetings will be scheduled to ensure comprehensive review and community input integration.

Planning Department Activity:

Dillingham Community Action Plan

The Dillingham Community Action Plan has been successfully submitted to the Alaska Wellness Association Initiative (AWAI) and has received formal acceptance. The plan is now being forwarded to the Centers for Disease Control and Prevention (CDC) for final review and approval. This achievement represents a significant milestone for our community, as CDC acceptance will unlock new federal funding streams for future projects. Many transportation grants now require an approved community action plan as a prerequisite for funding consideration, positioning our community advantageously for future grant opportunities.

Acknowledgments: Special recognition is extended to Conor Downey and the Bristol Bay Area Health Corporation (BBAHC) for their exceptional dedication and collaborative efforts throughout this process. The Planning Department looks forward to continued partnership on future initiatives that promote health and safety for our citizens.

EPA Landfill Appropriation - NEPA Process

Key Milestone: NEPA Process initiated on June 5, 2025

During the reporting period, the Department successfully launched the National Environmental Policy Act (NEPA) review process for the landfill appropriation project with the Environmental Protection Agency (EPA). Despite experiencing staffing transitions with our grants specialist replacement and turnover within the EPA Region 10 offices over the summer months, project momentum has been maintained. The Public Works Director and I conducted a comprehensive meeting with our newly assigned grants specialist, who provided reassurance that all project documentation remains in order and that no negative comments have been received during the initial review phase. Based on current projections, we anticipate receiving the grant agreement within the next 60 days.

EPA Brownfields Inventory Grant

Following the successful award of the Brownfields Inventory Grant through the EPA, the Planning Department participated in the project kick-off meeting alongside CaSander Johnson from Bristol Bay Native Association (BBNA). This collaborative approach ensures comprehensive coverage and expertise throughout the project implementation.

Project Objectives:

- Identify and systematically catalogue sites with potential for Brownfields designation
- Conduct preliminary assessments of identified locations
- Develop strategic plans for seeking remediation funding
- Position sites for future beneficial public use

Regular updates on project status and milestones will be provided to the council as work progresses through the coming months.

Rural Professional Housing Grant Application

The Planning Department has successfully submitted the City of Dillingham's pre-application to the Alaska Housing Finance Corporation (AHFC) for the Rural Professional Housing Grant program. This competitive annual funding initiative is specifically designed to create affordable rental housing for essential rural professionals, including teachers and healthcare workers who are critical to our community's well-being and economic stability.

Program Overview:

- Purpose: Create affordable rental housing for essential rural professionals
- Target Recipients: Teachers, healthcare workers, and other critical service providers
- Eligible Applicants: School districts, local governments, regional health corporations, housing authorities, and nonprofit organizations

Additional Housing Funding Opportunities

The Department continues to actively monitor AHFC's funding cycles, particularly the upcoming round of the Last Frontier Housing Program, which represents another potential avenue for securing resources to develop affordable housing within our community. This proactive approach ensures the City remains positioned to capitalize on available funding opportunities as they become available.

Next Steps: Regular updates on application status and additional funding opportunities will be provided to the Council as information becomes available, and decisions are rendered.

Looking Ahead

The Planning Department remains committed to advancing these critical environmental and community development initiatives while simultaneously undertaking the comprehensive planning process. Upcoming priorities include:

Ongoing Environmental Projects:

- Monitoring the EPA grant agreement timeline for the landfill appropriation project
- Tracking CDC review progress for the Community Action Plan
- Coordinating ongoing Brownfields inventory activities with BBNA partners
- Exploring additional grant opportunities that may become available through newly established funding streams

Comprehensive Plan and Policy Development:

- Coordinating with the Planning Commission on comprehensive plan update activities
- Scheduling and conducting joint meetings with the Code Committee
- Organizing fall public engagement meetings for community input
- Developing draft policy language for identified planning issues
- Preparing final comprehensive plan document for Council consideration



MEMORANDUM

DATE: 7/26/25
TO: City Manager
FROM: Chief of Police
SUBJECT: Police Department Report for June and July of 2025

STAFF REPORT

The Dillingham Police Department:

Patrol:

Officer Wyatt Oviatt began working with the department in May of 2025.

Sgt. Nickels and K-9 Jey completed the national K-9 certification program with the North American Police Work Dog Association in July. Sgt. Nickels is now a nationally certified K-9 handler and Jey is a nationally certified K-9.

Corrections:

During the month of June corrections held 48 people in the correctional facility

During the month of July corrections held 37 people in the correctional facility.

Dispatch:

Dispatch received 176 calls for service in June and 181 calls for service in July.

DMV:

June 2025

04- Commercial D/L

90 – Driver License

57 – Identification Cards

01 – HC Permits (No Fee)

03– Miscellaneous Fees

64 – Vehicle Registration

54 – Title / Lien

70 – Boat Registration

08-Road Test

01-License Services

16-AK Written Test

July 2025

00 – Commercial D/L

89 – Driver License

39 – Identification Cards

03 – HC Permits (No Fee)

06 – Miscellaneous Fees

61 – Vehicle Registration

34 – Title / Lien

17 – Boat Registration

13 – Road Test

Customer Assist:

02 – License Services

13 – AK Written Test

Monthly Report for June 2025

Dillingham Communications:

This Month we came online with our IT Specialist. It is nice to have a local person to work with as opposed to a voice on the phone. Of 176 total incidents between April. 20, 2025 and May 20, 2025, we had:

2.84% 911 Hang-ups (5)	11.93% Welfare Checks (21)
24.43% EMS Calls (43)	2.84% Burn Permits (5)
4.54% Animal Calls (8)	32.39% Disturbances (57)
3.97% Agency Assist (7)	8.52% Traffic Stops (15)
2.72% Serving Court Docs (4)	2.84% Assault (5)
2.84% Suspicious Circumstances (5)	0.57% DUI Calls (1)

Summertime is here with cannery workers and fishermen; 4-wheelers and pick-up trucks. With the influx of people comes an increase in the use of City services. You will find lines a DMV, a full jail, EMS & police responding to calls and yes, a busy dispatch. Please be watchful of pedestrians, emergency vehicles, elders and children at play. When you call 911, talk slowly; where is the emergency; who is calling; any injuries, any weapons involved; and stay on the phone to update Dispatch as the scene changes. Be considerate of others and have a safe and prosperous summertime.

Respectfully submitted,

--John Marx

DEPARTMENT OF CORRECTIONS

Contract Jails Coordinator- Justin Francois

1300 E. 4th Avenue

Anchorage, AK 99501

Month: JUNE 2025

Facility Reporting: Dillingham Jail

Total Number of Man-Days Served: 136.5

Total Number of Persons: 40 10-80 AND 08 T-47

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND ACCURATE ACCOUNTING OF THE SERVICES RENDERED.

Certifying Officer: W. FORMAN

(Print Name)

WILLIAM FORMAN

(Signature)

Title: Corrections Supervisor

Note: This form must accompany the Monthly Booking Report

Monthly Report for JUNE 2025

Dillingham Corrections:

As of JUNE 1, 2025st through JUNE 24, 2025 there were 40 inmates held in the Dillingham Jail Facility. We held 8 Individuals under the Alaska Statutes T-47 protective custody. 0 Juveniles.

City of Dillingham
Monthly Administrative Report

Department/Program: Corrections	By: Sgt. W. FORMAN	Date: 06/24/2025
Operations: Jail is operational with 5 current staff. Commissary Sales for the month of March: \$607.00 Fingerprints done for the month of March: \$0		
Staffing: Staffing at this time; there are currently 5 officers,		
Projects: <ul style="list-style-type: none"> • • Waiting on the new door to cell #5 to arrive. • Sink in cell 5 has no hot water waiting on parts to repair. • 		
Facility Needs: <ul style="list-style-type: none"> • Currently the city maintenance is working on minor maintenance issues that arise. 		
Tools & Equipment Needs: New cameras for cells that have privacy masking software. New cameras need to be able to integrate with current system.		

List of Attachments:

STATS:

Monthly Activity Report

Dillingham Dept. of Public Safety

For the period of May 22, 2025, to June 24, 2025

Division of Motor Vehicle

- ❖ 04 – Commercial D/L
- ❖ 90 – Driver License
- ❖ 57 – Identification Cards
- ❖ 01 – HC Permits (No Fee)
- ❖ 03 – Miscellaneous Fees
- ❖ 64 – Vehicle Registration
- ❖ 54 – Title / Lien
- ❖ 70 – Boat Registration
- ❖ 08 – Road Test

Customer Assist:

- ❖ 01 – License Services
- ❖ 16 – AK Written Test

- The BBEDC intern from last year did not apply this year.
- The Seasonal internship has been advertised.
- Since the new computer installation, the credit card reader has not worked, credit card has to be manually entered.

Monthly Report for July 2025

Dillingham Communications:

For the Months of June/ July the dynamics and make-up of Dillingham change.

There are groups of cannery workers in various parts of town. Some are hanging by the stores while others draw on the Library Internet. Of 181 total incidents between June 20, 2025 and July 20, 2025, we had:

14.48% REDDI Reports (8)	47.06% Welfare Checks (26)
77.83% EMS Calls (43)	18.1% Assist Public (10)
9.05% Animal Calls (5)	83.26% Disturbances (46)
14.48% Agency Assist (8)	16.29% Traffic Stops (9)
5.43% Fire Calls (3)	3.62% Assault DV/Non DV (2)
5.43% Vehicle Accidents (3)	10.86% Patrol Requests (6)

It is good to see old friends, to renew those good connections. As the boats are put away for another winter, we hope the berries are getting plump. The adventure continues as we look forward to seeing you again next year.

Please be watchful of pedestrians, emergency vehicles, elders and children at play. When you call 911, talk slowly; where is the emergency; who is calling; any injuries, any weapons involved; and stay on the phone to update Dispatch as the scene changes.

Respectfully submitted,

--John Marx

DEPARTMENT OF CORRECTIONS
Contract Jails Coordinator- Justin Francois
1300 E. 4th Avenue
Anchorage, AK 99501

Month: JULY 2025

Facility Reporting: Dillingham Jail

Total Number of Man-Days Served: 100

Total Number of Persons: 24 10-80 AND 17 T-47

I HEREBY CERTIFY THAT THE FOREGOING IS A TRUE AND ACCURATE ACCOUNTING OF THE SERVICES RENDERED.

Certifying Officer: SGT. W. FORMAN

(Print Name)

SGT. WILLIAM FORMAN

(Signature)

Title: Correctional Supervisor

Note: This form must accompany the Monthly Booking Report

Monthly Report

JULY 2025

Dillingham Corrections:

As of JULY 1st , 2025 there were 24 inmates held in the Dillingham Jail Facility. We held 17 individuals under the Alaska Statutes T-47 protective custody. 0 Juveniles.

Finance Signature  Date 7-21-25

Monthly Activity Report

Dillingham Dept. of Public Safety

For the period of June 24, 2025, to July 24, 2025

Division of Motor Vehicle

- ❖ 00 – Commercial D/L
- ❖ 89 – Driver License
- ❖ 39 – Identification Cards
- ❖ 03 – HC Permits (No Fee)
- ❖ 06 – Miscellaneous Fees
- ❖ 61 – Vehicle Registration
- ❖ 34 – Title / Lien
- ❖ 17 – Boat Registration
- ❖ 13 – Road Test

Customer Assist:

- ❖ 02 – License Services
- ❖ 13 – AK Written Test

- Since the new computer installation, the credit card reader has not worked, credit card must be manually entered.

Mayor
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City Manager
Dan Decker



Dillingham City Council

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Steven Carriere

MEMORANDUM

Date: 7/23/2025
To: Dan Decker, City Manager
From: Daniel Miller, Port Director
Subject: Monthly Report: June-July 2025

Upcoming Events:

- 8/6/2025: Port Advisory Committee meeting
- 8/14/2025: Monthly Status Meeting with PND and MARAD

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
- Finalize New Terminal Tariff
- Repair 1050 Hyster in order to lease to AML

Completed Projects:

- Executed short-term lease agreements for food court area
- Executed lease agreement with AML for 2025 season
- Deployed harbor docks
- Harbor dredging completed approx. May 30
- Received approval from MARAD to move forward with PIDP Project
- Received draft tariff from IAMPE, awaiting correspondence with legal council
- Repaired Harbor pedestal crane
- Worked with Public Works to improve safety at harbor

Public Feedback:

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

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MEMORANDUM

Date: July 24, 2025
To: Daniel Decker, City Manager
From: Scott Runzo, Fire Department Coordinator
Subject: Fire/EMS Report

Acknowledgements and Recognitions:

- I would like to highlight the work of our summer EMTs. This year we have an all-local team, and they have been busy this summer and doing a great job. Calls have tripled for the month of June and July.

Members on board:

- Fire Chief – Koolie Heyano
- Assistant Fire Chief -Kevin Hardin
- Fire at large – John Taylor
- Medical squad director -Clint Reigh
- Assistant medical director -Brandi Olson
- Medical at large -Malcolm Wright

Department Accomplishment on-going/upcoming activities:

- The major event of the summer other than responding to Emergencies was the harbor day hosted by the Fire department and the city. We served 800 hot dogs, gave out life jackets, had activities for the kids and had the fire truck and ambulance out for the public to experience.
- Fire and EMS participated in a multi-agency drill with DOT, state trooper, hospital and DLG PD. It was good training for the department.
- September is training month for fire personnel, and we will be sending several members to the fire conference in Sitka.

Projects – Progress, public actions and preparations:

- ISO update is in progress, and I hope to have it completed by September 2025.
- EMS prevention is producing a prevention calendar for the upcoming year.
- EMS and Fire has been working with the hospital on a MOU for ambulance operations
- EMS is working on a rate comparison study for our ambulance fee structure

Public Feedback and calls:

- We are still handing out a lot of smoke detectors and the public is very appreciative.
- We will be receiving Co2 detectors soon for the city to hand out.

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MEMORANDUM

Date: July 28, 2025
To: City Manager
From: Phil Baumgartner, Public Works Director
Subject: Monthly report

June and July saw personnel onboarding, discharge and absences for fishing, inspection and servicing fire hydrants, engineer, consultant & regulatory site visits, improvements to operational and administrative processes & procedures, and opportunities for review and planning of workloads.

Underway:

- Repair & update waste oil systems, scheduling incinerator repair, bear fence upgrade, hydrant & lift station repairs, road maintenance, Union negotiations, grounds keeping, siding and garage door repairs

Accomplishments

- Streamlined procurement, receiving and work order processing, paint & repair doors of PW “red barn,” reorganizing of PW buildings, finish Senior Center roof treatment
- Repaired well controls, began installing replacement Lift station tracking/reporting systems, inspections of cranes & fire suppression systems
- Site visits: Geotechnical survey of PW for septic design, lock system upgrade & landfill engineers, ANTHC Project Manager status & assist options, DEC annual landfill inspection (positive findings), Alaska Rural Water Association
- RFP for Airport waterline extension published
- LF – Upgrade review continues, fence improvements, set bins for garbage separation, increased human/bear interaction – PSA issued, daily cover improving

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MEMORANDUM

Date: July 23rd, 2025 for the period from May 22 to July 23, 2025
To: Daniel Decker, City Manager
From: Abigail Flynn, Acting City Clerk
Subject: Monthly Report for June and July

Acknowledgements and Recognitions: Thank you to our legal team for assisting in the foreclosure filing. Thank you to all who volunteered at Harbor Day/ Blessing of the Fleet.

City Clerk Department Accomplishment and Opportunities Since the Last Report:

- *Affidavit of Foreclosure signed and Motion filed with the court on July 8th.*
- *Seven election tasks completed, ahead of schedule, with more to do this week.*
- *3 records requests completed, ahead of the 10 day window.*
- *Coordinated with Dianne Blumer for a September workshop with the council.*
- *Transferred knowledge of duties and responsibilities to the new Deputy Manager and Acting Librarian/Community Services Coordinator for those areas.*
- *Harbor Day/ Blessing of the Fleet was a resounding success on June 14th.*
- *The Records Specialist is preparing for destruction of obsolete records.*

Upcoming Meetings in the Council Chambers & Important Dates: August-October

- August 7, September 4, October 2, **Regular City Council Meetings, 7 PM**
- August 5th: **Port Advisory Committee, 6 PM**
- August 13, September 10, October 8: **Planning Commission, 5:30 PM**
- August 18, September 15, October 20: **Finance and Budget, 5:30 PM**
- August 14, September 11: **Code Review Committee, 5:30 PM**
- Maybe September 17: **School Facility Committee** (Time/ alt. date TBD)
- September 24, 10 AM: **MOU**
- October 9 (Time and date to be confirmed later) **Canvassing Committee**
- October 16, 5:30 PM, **Special Council Meeting** to Certify the Election

Important Election Dates

- August 12-September 2: **Filing period for declaration of candidacy for the municipal election** for seats **A & B on the City Council** and **Seat A for the School Board**. See the Acting Clerk to declare candidacy.
- September 3 - 1 PM on October 6: **Filing period for Write-in candidates.**
- September 7: **Voter Registration Deadline** for this municipal election.
- September 22- October 22: **Absentee Voting** in Person and by Personal Representative, Absentee Voting by mail begins September 27.
- October 7, 8 AM-8 PM: **Municipal Election (also absentee voting by Personal R.)**

Library

Accomplishment and Opportunities for May 22-July 21, 2025:

Accomplishments

<i>Library Stats for May 22-July 21</i>			
1,579	Patron count	95	Desktop computer usage
2,681	Wi-Fi Session Count	211	Museum visitors
14	AWE station usage	47	Volunteer hours
4016	Items checked out to date in 2025	149	Summer reading program attendees

LAB: sending out an email in early August to board members to see when they can next meet. An open seat still needs to be filled.

FOL: had a fun Adult Spelling Bee; a framed picture of the winners, as well as the trophy, are on display at the library. The Book and Plant sale in June at the Animal Control Shelter was a huge success with many books and helpers to make it happen. Some proceeds were donated to the city in memory of Jenice Cox as well as books purchased for the library with a sticker with her picture placed in the books in memory of Jenice.

No Movie Matinees for the summer on Saturdays.

Grants update:

- Inter-Library Loans are back! Funded for at least another year. Patrons have already been making use of this valuable service.
- Continuation of the LINKED grant (for younger children) for another 5 years has been approved but haven't heard of the details yet from the school district.
- July 1st started our internet service with Microcom using our current Starlink equipment. The monthly rates have increased, however, using the e-rate funds.
- PLA final grant report is due September 1st.
- IMLS grant awarded; details have been sent to Curyung to proceed as they had submitted it on our behalf.
- The library was provided two BBEDC youth interns this summer.
- The current LINKED grant provided a Summer Reading Program specialist to run this annual program for 8 weeks in June and July. We've had great attendance and participation.

Senior Center

Accomplishment and Opportunities May 22-July 20, 2025:

Days open when meals were served:

- 32 with Lunch 32 days
- 575 meals served during that time.

Rentals:

- 3 room rentals for 4 different days

Van:

- People given rides: 358
- in use on 30 days
- Meals delivered: 450 delivered.

Staffing Update

- The Senior Center Director resigned, and the newly created position of Librarian/Community Services Coordinator was filled in an acting capacity by the Librarian until the position can be advertised and interviews held in the fall.
- Background check completed on one staff member
- Drivers were borrowed from the Clerk Department during the van driver's absence.

Grant Reporting

- NTS Grant application completed and awarded.
- NCIS & NTS Grant reporting in progress
- Biannual Progress report and performance measures due 07/30/2025

Senior Center Needs:

This month we learned that the largest grant that the senior center relies on to fund services, the NTS Grant, will be funded at a much lower rate this year than it has been in the past. We are seeking creative ways to continue services with less grant funding. Donations are very important to the continued services of the senior center, and we encourage generosity on behalf of our valued seniors.