

Mayor
Alice Ruby

Acting City Manager
Jack Savo Jr.



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

MEMORANDUM

Date: 09/25/2025

To: Dillingham City Council

From: Jack Savo Jr., Acting City Manager

Subject: City Manager Monthly Report September 2025

Upcoming Events:

TBD _____ Special Meeting on the Cosgrove Report
TBD _____ Public Outreach Committee Meeting
October 2, 5:30-7:00pm, Workshop on Terminal Tariff Update
October 2, 7:00pm Regular Council Meeting
October 7, Election Day
October 8, 5:30pm Planning Commission Meeting
Canvassing Committee Meeting (Time and Date TBD)
October 16, 5:30pm Workshop with City Assessors (assessments/property tax)
October 16, 7:00pm Special Council Meeting
October 20, 5:30pm Finance and Budget Committee
November 6, 7:00pm Regular Council Meeting (workshop prior TBD)
November 12, 5:30pm Planning Commission Meeting
November 13, 5:30pm Code Review Committee
November 17, 5:30pm Finance and Budget Committee

RFP 2025-02 Airport Waterline Extension Update:

Updated RFP Schedule

-August 29,2025	Bid Opening
-September 02,2025	Shortlist Notification
-September 05,2025	Interviews
-September 10,2025	Scoring/Selection (am) Intent to Award/Fee Proposal (pm)
-September 17,2025	Fee Negotiations Meeting 1 (contract discussion)
-September 19,2025	Fee Negotiations Meeting 2 (signed agreement)
-October 16,2025	Council Approval (change from October 2)
-October 17,2025	Notice to Proceed (change from October 3)

Senior Center – Library:

- 303 served August 18-September 14, 2025, this included both in person dining and home delivered meals
- Out of 19 service days available during this time home meal delivery occurred everyday
- Volunteers helped the last week of August. Local food vendors provided 2 days of congregate meals in the dining room along with 5 days of home delivery.
- Special thanks to Bailey's of Bristol Bay and Aem Robinson for their dedication to the community of Dillingham
- Moose donations received during this time
- FY 26 Budget implementations go into effect September 29, 2025. This will reduce the hours open for the Senior Center. Hours are now 8:00am – 2:00pm. Senior Shuttle services will be available 10:00am – 2:00pm except when van driver is delivering home meals.
- Library had 626 patrons during this time period
- 451 items checked out in the month of August with 251 items checked out September 1-19.
- 70 Museum visitors during this time
- Library hours reduced to 25 hours a week starting September 29
- Library Advisory Board set new hours as follows
 - Closed Sunday and Monday
 - Open Tuesday – Thursday 12:00pm – 4:00pm
 - Open Friday 10:00am – 6:00pm (story time at 10:30)
 - Open Saturday 10:00am – 3:00pm

Volunteer program being developed and worked through with a goal of increasing hours of Senior Center and Library, both services that are very important to our community.

Public Safety:

- PSEA Public Safety Employees Association:
 - Negotiations are underway
 - Management goal is to obtain what is in the best interest of the City of Dillingham.
- Public Outreach has been a focus during this time with Chief O'Malley and Officers attending public events
- Animal Control Officer is in process of completing online training required for euthanasia licensure. Upon completion he will attend the practical training in Anchorage. This is a much-needed service to the citizens of Dillingham.

Harbor Light Project:

- This is in progress, additional time needed to get material quotes and equipment costs estimates as accurately as possible. We will have a recommendation when this is completed.

School Facility Committee:

-Meeting held September 4, 2025 at 3:00pm

-Present at the meeting where the following

- Andrew Berkowski (DCSD Facility Director)
- Chris Aguirre (Interim Superintendent)
- Alice Ruby (Mayor)
- Jack Savo Jr (Acting City Manager)
- Steve Carriere (City Council)
- Phill Baumgartner (Public Works Director)
- Heather Savo (School Board President)
- Kevin McCambly (School Board, City Council)
- Travis Roenfanz (community member, plant manager Silver Bay)

-Items discussed DCSD building and grounds maintenance priorities, cooperation between the City of Dillingham and the School District, Legislative priorities, funding sources.

-Public Works Director and DCSD Facility Director to do a walkthrough of Buildings and Grounds to determine and maintenance priority list.

-City of Dillingham will work with DCSD to help accomplish tasks where possible, we want to help provide the safest and most reliable services to our students.

City Manager Search:

-RFP Developed and draft presented at September 4 Regular City council meeting. RFP Discussion will occur during Unfinished Business section of October 2 agenda.

Department Accomplishments:

-All Departments have been busy with various tasks to help accomplish the City's mission, motivation is high, and communication lines are open.

-We have been working towards a more cooperative environment in our City

-Individual Department reports follow this, please read through and see the last months accomplishments.