

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



Dillingham City Council
Tristan Chaney
Tracey Hightower
Steven Carriere
Curt Armstrong
Kaleb Westfall
Kevin McCambly

MEMORANDUM

Date:07/30/2026

To: Dillingham City Council

From: Jack Savo Jr., City Manager

Subject: City Manager Monthly Report June - July 2026

City of Dillingham

“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.”

Ordinances and Resolutions for council consideration

- Adopt Ordinance 2026-07

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL AMENDING DILLINGHAM MUNICIPAL CODE SECTION 4.16.010 TO CLARIFY DEFINITION OF PHYSICAL PRESENCE FOR BUSINESS LICENSE REQUIREMENTS.

-Adopt Ordinance 2026-02 “amended”

AN ORDINANCE OF THE CITY OF DILLINGHAM, ALASKA, AMENDING DILLINGHAM MUNICIPAL CODE SECTION 1.16.010, DEFINITIONS, TO ADD A DEFINITION FOR “NEWSPAPER OF GENERAL CIRCULATION”, “PUBLIC NOTICE” AND “PUBLISHED” OR “PUBLICATION”.

-Adopt Ordinance 2026-05

AN ORDINANCE OF THE CITY OF DILLINGHAM, ALASKA, AMENDING DILLINGHAM MUNICIPAL CODE SECTIONS 2.08.020 AND 2.12.050 TO REMOVE DUPLICATIVE PUBLICATION DEFINITIONS AND TO CROSS-REFERENCE DMC 1.16.01

-Introduce Ordinance 2026-10

AN ORDINANCE OF THE DILLINGHAM CITY COUNCIL ADOPTING EXHIBIT A, AMENDING CHAPTER 3.50 OF THE DILLINGHAM MUNICIPAL CODE TO MODERNIZE MUNICIPAL ELECTION PROCEDURES, REMOVE OBSOLETE REQUIREMENTS, UPDATE TERMINOLOGY, IMPROVE ACCESSIBILITY, AUTHORIZE ADMINISTRATIVE ELECTION FORMS, AND MAKE RELATED NONSUBSTANTIVE REVISIONS.

-Introduce Ordinance 2026-11

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF DILLINGHAM, ALASKA, ADOPTING THE 2036 DILLINGHAM COMPREHENSIVE PLAN UPDATE AS THE OFFICIAL COMPREHENSIVE PLAN OF THE CITY OF DILLINGHAM PURSUANT TO AS 29.40.030 AND DMC 18.04.020(B), SUPERSEDING THE 2010 DILLINGHAM COMPREHENSIVE PLAN, AND ESTABLISHING AN IMPLEMENTATION FRAMEWORK.

-Resolution 2026-26 Amend Bank Signature Card

A RESOLUTION OF THE DILLINGHAM CITY COUNCIL AMENDING THE BANK SIGNATURE CARD AND INVESTMENT ACCOUNTS SIGNATURE AUTHORITY FORMS DUE TO A CHANGE IN CITY COUNCIL MEMBERSHIP

-Resolution 2026-27 Adopt CIP

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DILLINGHAM, ALASKA, ADOPTING THE SIX-YEAR CAPITAL IMPROVEMENT PLAN FOR FISCAL YEARS 2026 THROUGH 2032; DIRECTING THE CITY MANAGER TO INCORPORATE THE PLAN INTO THE ANNUAL BUDGET PROCESS; AND PROVIDING FOR RELATED MATTERS

-Resolution 2026-28 RFQ 2026-01 Award

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DILLINGHAM, ALASKA, AUTHORIZING THE CITY MANAGER TO EXECUTE A PROFESSIONAL SERVICES AGREEMENT WITH AETTA ARCHITECTS FOR ARCHITECTURAL AND ENGINEERING SERVICES FOR THE DOWNTOWN FIRE HALL REPLACEMENT PROJECT (PHASES 2 AND 3)

-We received notification that the Presidents FY27 budget does not include funding in the USACE budget for dredging of the Dillingham Small Boar Harbor. We are in the process of contacting our leaders at the State and National level to determine next steps to ensure this money is put back into FY27 USACE budget. The Presidents budget is only a proposal; with Congress ultimately authorizing and appropriating funds. We will keep close track of this and report any updates as they are recieved.

-FEMA Snag Point Erosion, notification received from FEMA on June 23, 2026, that our request for a full 24-month extension was approved. We are waiting to receive final authorization from FEMA to proceed.

-EPA Landfill Improvement Project is transitioning from the planning phase to the implementation phase. Following Resolution 2026-09, equipment procurement has started through Sourcewell, Penram International is scheduled to complete restoration of the incinerator to complete operational status late August 2026. Public education is going to be a key foundation in the successful operation of the incinerator once online. We are working on an outreach plan that will help the community understand the importance of sorting trash to help with efficient and sustainable operation of the incinerator.

-SOA PFAS Airport Waterline Extension is nearing 35% design. RESPEC had boots on the ground this summer conducting surveying and boring operations. This is an exciting step as it shows tangible progress towards reaching the 35% design phase and eventual project completion.

-PIDP Harbor Improvement Project, 35% design received, awaiting approval of Title VI compliance submissions, and awaiting results from environmental assessment. If everything remains on schedule we will see boots on the groundwork next spring pertaining to the upland development of the project. With potential float work in the fall.

-City of Dillingham has clear and accurate title to Gramma's house. We have received the water damage settlement from our insurance company. Will work closely with PW's department to develop a solid work plan that will get the building back to pre-incident condition. Amount of damage awarded was \$104,405.13 less \$5,000 deductible, net amount \$99,405.13

-Tribal Exemption for fee-simple property (DMC 4.15.030) is with Code Committee. Worked closely with Curyung Tribe representative Keggie Tubbs to develop language pertaining to tribal fee simple exemption. Language was presented at the Code Committee meeting April 13, 2026. This recommended code change will be brought back to the Code Committee on August 13, 2026, with anticipated introduction to the City Council September 3, 2026.

-The city is currently helping the school with parking lot maintenance, snow removal, and advisory on facility maintenance. Work continues on a MOU for FY27 by the Superintendent and the City Manager. This MOU will be a baseline for the continued cooperative effort to take care of our School and our City as a team. Once ready for consideration I will bring it before the City Council. Work on the MOU continues as the school is ramping up to start its school year. I will meet one more time with Superintendent and bring a MOU to consider at the September meeting.

City Clerk:

- A new foreclosure list will be brought to the council once vetted by the Finance and Budget Committee.
- Three public records requests received 3 completed
- Open Committee Positions
 - Library Advisory, 1
 - Friends of the Landfill, 1
 - Senior Advisory Committee, All
- We are still in the process of determining next steps forward with the City's website. Meeting was held with our current provider Civic Plus and the City Manager. We are hoping to have a recommendation for the September meeting.
- Election chair training completed June 11, this is fully funded by the State and is of zero cost to the City.
- Blessing of the Fleet/Harbor Day occurred on June 20, 2026

Senior Center – Library:

"It is difficult to find the words to express our gratitude to the many community members, local businesses, tribal organizations, and volunteers who stepped forward to support the Senior Center during this challenging time. Whether through donations of food, fuel, supplies, financial support, or countless hours of volunteer service, your generosity has reminded us what makes Dillingham such a special place. Opening our freezer and pantry to find them well stocked with the supplies needed to prepare meals for our elders fills our hearts with joy and hope for the future. Thank you for standing beside us when we needed our community the most."

Rebecca Duke, Community Services Coordinator/Librarian

- Senior Center May 10, 2026 – July 15, 2026
 - Open 40 days, closed 9 days. Closed days include holidays, 444/ staffing shortages, and water days.
 - Days opened when meals were served: 40, Total meals served 876; 354 congregate and 522 home delivered. This equals an average of 27 meals per day.
 - Days the van ran: 40, with 444 rides provided and 522 meals delivered. This equals an average of 11 rides per day. This helps seniors with shopping trips, appointments, and rides to take care of multiple other tasks.
- 6 rental for events
- Library May 10, 2026 – July 15, 2026
 - 635 Patron count 20 desktop computer usages
 - 1354 Wi-Fi sessions
 - 841 total items checked during this reporting period.
- The library was open every scheduled day during this reporting period.

HR report:

Total Employees: 54

- 42 full time
- 1 part-time
- 2 Seasonal
- 2 Temp/part time
- 4 Temp/full time
- 3 on call

Positions Open:

- Police Officer – Lateral Rotational
- Police Officer – Resident
- Landfill Supervisor
- Heavy Equipment Operator (2)
- Fleet Mechanic
- Water/Wastewater Operator I
- Water/Wastewater Operator II
- Public Works Foreman
- Assistant Librarian
- Corrections Officer
- Animal Control Specialist Part Time (2)

-Continue development of PSA's for community outreach

-Monitoring employee performance review program to help ensure timeliness of employee reviews.

Public Safety:

-Public Outreach continues to be the focus with Chief O'Malley and Officers attending public events.

-Meeting held with Dillingham VPSO and his chain of command to talk through expectations.

- PSEA Public Safety Employees Association negotiations continue we are currently waiting on PSEA officials to complete a final review and signatures on their end. Once that is done it will be taken to the City Council for consideration.

-June 10 – July 10, 2026

-Dispatch received a total of 200 calls during this last reporting period the breakdown is included in the Public Safety report following.

-Jail held 18 inmates during this reporting period

Fire Department:

"Fire and EMS continue to focus on prevention, training, and recruitment to maintain service levels and community safety as we move into the summer season."

-Total Fire Calls to date in 2026 = 14

-Total EMS calls to date in 2026 = 135

-Fire is partnering with BBNA to distribute and install smoke/CO combination detectors.

-Harbor Day was a very successful event this year, with the largest turnout we have seen. More than 12 vendors participated, including personal crafters, the hospital, AST, and several other local organizations. We hope to expand the event next year with more opportunities for community members.

-Fire /EMS Board Members

- Fire Chief: Koolie Heyano
- Assistant Fire Chief: Kevin Hardin
- Medical Squad Director: JJ Larson
- Member at Large: Kim Larson

Planning:

“The full 24-month extension approval is an exceptional result that preserves the City's federal investment and opens the path toward construction. The persistence of staff, partners, and the sustained engagement with FEMA's evolving requirements made this outcome possible.”

Chris Maine, Planning Director

-We received notification from FEMA on June 23, 2026, that our request for a full 24-month extension was approved. We are waiting to receive final authorization from FEMA to proceed. As required by FEMA we submitted an RFP to them for approval in March of 2026, this RFP was approved by FEMA. Once we receive final authorization to proceed, we will send out the RFP for engineering and design services.

-Below is the list of the top projects from the latest Capital Improvement Program. The CIP is reviewed annually, and new projects may be submitted for review and inclusion.

-1 Downtown Fire Hall Replacement. Estimated	\$14,018,000
-2 Water System Improvements. Phase IV PFAS	\$10,000,000
-3 Wastewater System Upgrades. Improvements beyond the Harbor	\$8,649,519
-4 Harbor Revetments and Breakwater/Emergency Bank Stabilization	\$1,659,000
-5 New Landfill Trash or Ash Cell	\$ 6,500,000
-6 Snag Point Erosion/Sewer Lagoon Bank Stabilization	\$4,800,000
-7 Replace one well at the Landfill for Ground Water Monitoring	\$89,500
-8 Repair Landfill Shop	\$1,300,000

-Ordinance 2026-11 2036 Comprehensive Plan Adoption

-Resolution 2026-27 Capital Improvement Plan Approval

Public Works:

-Some employee changes to note:

- June 26,2026 Public Works Director resigned.
 - COD Personnel Regulations 2025, 11.00 Resignations
- June 27,2026 Public Works Foreman appointed Interim Director
 - COD Personnel Regulations 2025, 3.80 Temporary Appointments
- July 29,2026 Public Works Foreman promoted to Public Works Director
 - COD Personnel Regulations 2025, 3.50 Intra-Departmental Promotions
- Water/Wastewater Operator position vacated July 28, 2026. Moved out of state.
- HE Operator and B&G Assistant did not return to work after the salmon fishing season.

-This creates great challenges for the department heading into the fall season, our hope is that we can fill some of the vacant positions prior to the winter season.

-Caterpillar 160 grader arrived, has been entered in PW maintenance program Brightly, once final inspection and data entry in complete on warranty unit will be ready to deploy.

-Lagoon main incoming drain has failed; we have an approved “temporary repair installed and will be working towards a repair that will get us through the winter season. Onsite evaluation has been made by engineering firm CRW as well as ARWA. We will come up with a repair prior to freeze up.

-PW’s assisted Harbor with float installation, ramp repairs, and water line break.

Finance:

-April Statistics: as of date of report.

Cash Receipts: \$1,297,364.69

All Payments: \$1,139,849.38 (includes \$ 298,948.77 for 2 payrolls & 1 Supplement)

-May Statistics: as of date of report.

Cash Receipts: \$629,147.09

All Payments: \$1,022,715.01 (includes \$ 399,594.62 for 3 payrolls & 2 Supplement)

-June Statistics: as of date of report.

Cash Receipts: \$863,456.10

All Payments: \$1,053,871.44 (includes \$ 311,947.29 for 2 payrolls & 1 Supplement)

-FY27 Budget has been approved and implemented effective 07/01/2026.

-FY28-FY29 creation began with the FY27 Budget.

Harbor/Port:

-Harbor lights project is still set to be completed summer 2026, this will increase the safety of the area for all.

-Port Committee meeting held 07/30/2026

-254 fishing vessel harbor stickers sold so far this season (most since 2019)

-200 40ft seafood containers exported so far this season (2025 total 371)

-AML lease of small office building is up November 2026 with no renewal option; Port Director will start discussions now with AML. AML declined to proceed with lease of 307 W. Main Street, Port Warehouse in May 2026.

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