

Mayor
Alice Ruby

Manager
Kimberly Johnson



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

MEMORANDUM

Date: December 21, 2023

To: Patty Buholm, Planning
Kimberly Johnson, City Manager
12-DC—343 Snag Point Sewer Line Emergency Relocation grant file

From: Anita Fuller, Finance Director

Subject: Receipt of \$15,000 bond on project

Patty Buholm, Planner, has been working on closing the easement issue to received bond funds back to the city.

Recent e-mail correspondence

04/20/2022 11:11 AM

Alan Backford <abackford@bbna.com>

Good morning Patty – this is a pending sewer line easement for the buried pipe that was installed. The Bond is for the expired Revocable Use Permit to help insure that the city would perform requirements stated in the Permit regarding culverts and gravel fill. It is my opinion that the Bond can be released, if Ms. Kallstrom agrees, as one culvert for the gravel pad was installed, and the fill and other culvert may not be needed.

An easement is needed as there is no easement for the sewer pipe that was installed. I emailed you a draft Right-of-Way Application, and draft Grant of Easement. I think the Application is correctly completed and can be submitted by the city to us. I will prepare the Grant of Easement when all of the paperwork has been done. The Application has a list of Required Supporting Documents. Of these, the city only needs to furnish the survey, and bond unless the landowner waives it. I think the city has insurance and we'll need a copy.

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I am mailing you some correspondence with the city, documents, and the draft survey plat today so that you will know what has been done so far to process this pending easement. Please let me know if you have any questions. Alan, BBNA LMS

From: Director, Planning & Grants Management <planner@dillinghamak.us>
Sent: Tuesday, April 19, 2022 3:28 PM
To: Alan Backford <abackford@bbna.com>
Cc: Mark Lynch <manager@dillinghamak.us>
Subject: Water Line Easement for B. Kalstrom

Good Afternoon Alan,

Thanks for taking my call last week in regards to the Water Line Easement that needs to be completed for Mrs. Kalstrom. This email was just a follow up on our conversation that the City of Dillingham has to complete a ROW application and potentially could be refunded the \$15,000.00 dollar bond that was set aside for this property water line easement, correct?

I do believe this is a process that will have to go through the Planning commission for final approval, and the public process of notification will have to be completed in order to satisfy the Dillingham Municipal Code 17.33.010. I also understand that your explanation of this ROW is not completed, it could be a violation of personal property and considered as trespassing. Thank you for explaining all of this for me and agreeing to help me with this easement from the owners perspective, as this will be my first easement for ROW for public purposes. I did previously receive the ROW in a separate email, however was not sure if this is the one that you would like me to move forward with, can you please advise?

Patty Buholm
Planning Director
PO Box 889
Dillingham, AK 99576
Office Phone: (907) 842-3785
Fax: (907) 842-2060

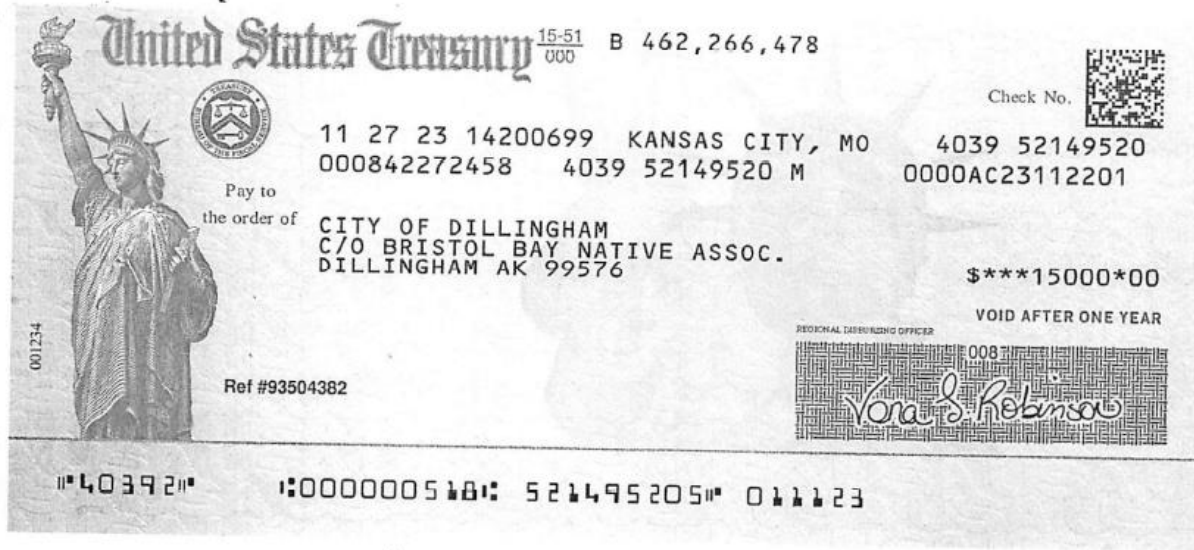
Original detail of the expense paid:

The \$15,000 was paid from the grant 12-DC-343. Performance period of the grant is 07/0/2011 to 06/30/2016. Grant was closed 12/31/2013. Grant file retention is a minimum of six years. Funding was to be used towards Snag Point Sewer Line Emergency Relocation. The objective of this project is to permanently reroute the city's force main sewer line from the beach below Snag Point to upland city streets leading to the wastewater lagoon. Project may include but not limited to Engineering and design;

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construction and operation; all necessary materials and shipment; Labor; and Other costs associated with relocating the Sewer Line. Grant award was \$1,800,000. \$15,000 was paid to Department of the Interior – BIA with check number 0056136 dated 08/10/2012, to the account code of 3452 8615 30 62 4500 1. The was reported to the granting agency on report no. 5 for the period 07/01/2012-09/30/2012 dated 10/30/2012.

Copy of check received from BIA through United States Treasury:



How to process funds received

Due to the funds originating from FY2022 Designated Legislative Grants funds, I contacted State of Alaska Department of Commerce, Community, and Economic Development Division of Community and Regional Affairs to assist with understanding what we should do with the funds received. I received a call back from Pauletta Bourne who informed me that since their grant files have been discarded following the 6 year retention schedule, she has nothing further to go on. The City of Dillingham has been advised to receive the funds in the wastewater fund and to spend the money on a project that would meet the requirements of the original grant. The \$15,000 will be coded to 2100 4790 30 62 4500 1, Miscellaneous Revenue. Funds must be spent on itmes related to the original forcemain project and can be coded to 2100 XXXX 30 62 4500 1 for tracking purposes.

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