

Mayor
Alice Ruby

City Manager
Jack Savo Jr.



Dillingham City Council
Triston Chaney
Vacant Seat B
Steven Carriere
Curt Armstrong
Kaleb Westfall
Kevin McCambly

MEMORANDUM

Date: June 4th for the period beginning April 22nd, 2026
To: Jack Savo Jr., City Manager
From: Abigail Flynn, City Clerk
Subject: Monthly Report for May

City Clerk Department Accomplishment and Opportunities Since the Last Report:

- **New Water Dispenser in Council Chambers**
 - A water dispenser has been installed in the Council Chambers. Use of the dispenser is expected to reduce expenditures associated with purchasing bottled water for meetings.
- **Codification**
 - A new Code supplement is ready. Council members, please leave your code books in the Council Chambers for the summer break so that updates can be made to the binders.
- **Foreclosure Update:**
 - Foreclosure is complete for the years 2018-2022
 - The City has been conveyed the rights, title and interest for the four properties that remained on the list.
 - A new foreclosure list for 2025 will be brought to the council after approval to do so is given by the Finance and Budget Committee.
 - The other active foreclosure list has an expected end to the period of redemption in July 2026. Staff are working on preparing for the notifications that will be sent via certified mail and via the newspaper.
- **CMC Certification Progress update**
 - I recently returned from the International Institute of Municipal Clerks (IIMC) Annual Conference in Reno, Nevada, where I completed numerous professional development courses and seminars including some on Parliamentary procedures.
 - I became a member of the International Institute of Municipal Clerks (IIMC) on April 29, 2025. Under the IIMC certification rules, members are not eligible to apply for certification until they have maintained membership for a full two years. As a result, I would not be eligible to apply for certification until at least the end of April 2027.
 - To date, I have completed 36 of the required 60 educational points and may already qualify for 36 of the required 50 experience points. If I submit

- transcripts for my Bachelor of Science and Bachelor of Education degrees, I could receive an additional 20 points. However, IIMC recommends reserving those transcripts for use toward the Master Municipal Clerk (MMC) designation instead.
- It is possible to earn up to 25 educational points by attending the IIMC Annual Conference. If I attend the conference scheduled for May 7–12 next year, I should be able to meet the educational point requirement.
 - The greater challenge is obtaining the required experience points. I receive four experience points per year for serving as City Clerk and need a total of 50 points before I am eligible to submit my certification application. I may also earn one additional point per year for each committee on which I serve through the Alaska Association of Municipal Clerks (AAMC). I am currently serving on two committees.
 - At the current rate, it will take approximately four years to accumulate the necessary experience points. There are, however, opportunities to accelerate this. I can earn up to 14 experience points through in person training in at AAMC in Anchorage in December 2027 if I also complete the Athenian Academy and don't use those points towards educational credits.
 - Another option is an in-person training course in Tacoma with the Northwest Clerks Institute scheduled for next June. I attempted to register for this year's course in December; however, the class had already reached capacity. The cost is likely \$850 for registration and \$350 for lodging plus the cost of travel.
 - A third option is the Region IX Conference in Seattle scheduled for March 22–26, with registration estimated at approximately \$700 plus lodging and travel expenses.
 - In order to meet the certification requirements by the end of June 2027, I would likely need to attend at least two of these additional training opportunities. Registration for the Region IX Conference would need to occur in November, and additional budgeted funds or scholarship assistance may be necessary to cover training and travel costs if the goal is to prioritize certification within the first two years.
 - Alternatively, additional time may need to be allowed for completion of the experience point requirements with the existing yearly amount budgeted for travel and training, as it is not realistically possible to obtain all required experience points within two years of hire without budgeting more for those things.
- **Personnel:**
 - A new Records Specialist has been hired.
 - We are waiting to see if BBEDC will choose to grant a Seasonal worker to the clerk department.

- **Assessment Notices & Appeals:**
 - The Board of Equalization met and all hearings have concluded. The only part of the Assessors summary that the BOE has not seen is this:
 - For the late appeal that was accepted, here is the summary of the update for Harold Samuelsen: Land: \$20,100
Buildings: \$24,500
Total: \$44,600
 - See settlement summaries in previous BOE packet. I reviewed each tax appeal settlement against the final tax roll. One minor mathematical discrepancy was identified in the settlement summaries; however, the final assessed values and tax roll were correct and no changes were required.

- **Public Records Requests:**
 - Six records requests came in.
 - Three, the records were provided the same day they were requested.
 - Two of them had associated fees that needed to be paid before the records could be provided. To date those fees have not been paid.
 - One request arrived the day this report was written and that response is in the works. (Update, due to working on the budget, finance staff were unable to comply with the request within the first ten days. An extension was requested.)

- **Website Update:**
 - Workshops were held with department heads to provide support as they made their edits. This process is nearing its completion.
 - At the last council meeting council asked who authorized the conversion to the new website. That was the previous acting manager. Staff were not asked to evaluate alternative options before the vendor was chosen and staff were directed to proceed with the migration.
 - Staff have since learned that an alternative option existed through CivicPlus, the City's current website provider. CivicPlus has advised that the City's current website and Agenda and Meeting Management products remain supported through June 2027 and that migration to their newer platform would be provided at no implementation cost beyond the annual subscription fees.
 - CivicPlus has also advised that they would migrate existing website content as part of the implementation process. By comparison, the Revize migration included only a portion of the existing website content, requiring staff to manually recreate and upload a substantial amount of information.
 - Staff have identified operational differences between the platforms. The current CivicPlus system includes integrated tools for agendas, packets, minutes, ordinances, resolutions, and amendments as well as sealed bids and RFPs. The Revize platform does not include the same integrated functionality, which may result in additional staff time being required to maintain records and meeting information.
 - Staff continue to evaluate available options and costs associated with the City's website services. Either platform would allow the City to host meeting videos and provide enhanced public access to information.

- **Records Retention and Destruction:**
 - Training is underway to convert public files to a format that can be linked to the new website regardless of the platform ultimately selected.
- **Elections:**
 - Election Chair training in Anchorage is planned for mid-June. There is no cost to the City of Dillingham for this training. I will be attending.
 - The job of recruiting workers for the Primary and General elections has begun. Volunteers are still needed, especially for translators.
- **Procurement / RFQ:**
 - Statements of qualifications for the new fire hall were reviewed. This is an entirely grant funded project.
- **Events:**
 - Blessing of the Fleet/ Harbor Day is scheduled for June 20;
 - Ongoing coordination efforts for Harbor Day- see flyer.
- **Committee Open Positions:**
 - Library Advisory Committee, 1
 - Friends of the Landfill, 1
 - Senior Advisory committee, all of them
- **General Operations:**
 - This reporting period has been heavily focused on revisions to the website, training a new employee and attending Clerk Training myself.
 - A Staff work plan for next year is being written.

Requests for the Council:

- Please Fill the Empty Council Seat before July 5th to meet State requirements for filling a vacant seat.
- Please return your code binders to the council chambers during the June 18th meeting so that they can be updated and ready for August meetings.
- Adopt Ordinance 2026-07:Business License

Information:

At the Clerk's Conference in Reno Tisha Gieser and Emilia Sanchez of Jurassic Parliament presented the following information:

HIERARCHY OF RULES

1. *U.S. Constitution*
2. *Federal Laws & Regulations*
3. *State Laws & Regulations*
4. *Local Laws, Charter or Code (Agency)*
5. *Adopted Bylaws (may be in State or Local Law, or Rules)*
6. *Rules of Procedure: Special Rules (Board, Council Rules)*
7. *Rules of Procedure: Adopted Parliamentary Authority (Robert's)*

8. Common Parliamentary Law

9. Customs

Jurassic Parliament, p. 6

What this means is that Rules higher on the list always trump rules lower on the list. In the question of if motions can be made during council comments, the following from our code would apply over and above any of Roberts Rules:

DMC 2.09.080 Order of business. D. states the following:

No matters other than those on the agenda or consent calendar shall be finally acted upon by the city council, except that emergency matters or matters of an urgent need presented by the mayor or any council member or the city manager, with any explanation of the emergency or urgency stated in open council meeting may, with the consent of the council majority present, be considered and acted upon by the council; provided, that the requirements of Sections [2.09.040](#) and [2.12.060](#) are met.

So someone could try to make a motion in open council meeting for something not on the agenda but it could only be acted on by the council in an emergency or if urgent need is presented and at least four council members agree to consider it.

- *Please see the Public Notice of Upcoming Meetings at the end of the packet.*

Senior Center Accomplishments and Opportunities for April 16, 2026 – May 10, 2026

Days Open	16
Days Closed	0
Meals Served	437
Congregate Meals	211
Home Delivery Meals	226
Rides Provided	268
Rentals for Events	2

Acknowledgements

- Volunteer van drivers Erica Tweet and Nate Carlow have made it possible for the Community Center Coordinator to provide lunch coverage for the Library's solo employee during this period. Their continued support of the Senior Center and broader community operations has been greatly appreciated and extremely helpful.
- The BBAHC Injury Prevention Program, led by Fallon Gleason and Jared Miller, will host its final BINGOcize session on May 14. The program has been very well received, and participating elders have already expressed interest in having the activity return in the fall. Participants enjoyed learning exercises that can be done while seated and socializing with others. The sessions regularly filled the Senior Center with laughter and positive energy. Thank you to Fallon and Jared for bringing this engaging and enjoyable activity to our elders.
- A special thank you to Anecia, Anuska, Mary, Bobbin, and the many others who stepped up to help while our Kitchen Manager's vacation was unexpectedly extended due to weather. For six days, operations required coverage across Director, Kitchen Manager, and Van Driver responsibilities, and their support made it possible to continue services without interruption. It was the countless small tasks and acts of assistance that kept everything running smoothly. I am incredibly grateful for everyone's patience, support, and willingness to help during that time. Qu yana.
- Thank you to the two renters we had this period. They spent a lot of time cleaning the Senior Center and getting everything back where it needed to be. We are short staffed and this is a huge help when renters go above and beyond to clean.

Staffing Update

- We continue to operate with just two staff members at the Senior Center and are looking for volunteer van drivers to assist May 26th – 28th while the Director/Van Driver is out of town.

Accomplishments

- We survived six days with only one staff member and a LOT of help from our elders.

Grant Reporting

- The Continuation Report for our NTS grant will be filed by the deadline.
- BBEDC is now assessing round two of the grant applications. The applications for the Senior Center are a part of this round.

Needs

- Part-time driver to stabilize transportation services
- Ongoing volunteer recruitment
- Find community members who will serve on the Senior Center Advisory Commission and Friends of the Senior Center
- Community members come to the senior center and do activities with the elders.

Library Accomplishments and Opportunities for April 16, 2026 to May 10, 2026

Patron Visits – Total 436

Tue	Wed	Thu	Fri	Sat	
12 PM – 4:00 PM	12 PM – 4:00 PM	12 PM – 4:00 PM	10 AM – 6:00 PM	10 AM – 3 PM	Total
88	69	47	115	117	436

Computer and WiFi

	Mon	Tue	Wed	Thu	Fri	Sat	Sun	Total
WhoFi*	53	50	57	59	56	53	13	341
Desktop Usage	-	2	2	6	3	3	-	16
AWE Station	-	1	-	-	1	1	-	3

Items Checked out – Total 142

Item	Tue	Wed	Thu	Fri	Sat	Total
Battle of the Books	-	1	-	-	1	2
DVD	18	8	14	28	34	102
Graphic Novel	-	-	-	-	2	2
Holiday	-	-	-	-	-	-
Inter Library Loan			-		-	
New Books	-	1	7	1	11	20
Physical Games	-	-	-	3	1	4
Standard Item	11	33	19	38	61	162
Total	29	43	40	70	110	292

Acknowledgements

- Thank you to LeeAnn Andrews for her help organizing the moving of items out of the museum office for repairs. She has organized the team and helped keep order while allowing us to keep operations going at the library.
- Shout out to the Buildings and Grounds crew who have been doing an amazing job repairing various issues inside the Museum Office space. The workers have been very patient with this project and careful to perform as much work as possible outside library hours. Thank You

Staffing Changes

- Sonja Marx returned to work the first week of May. Library hours have not been extended yet. Once new routines are established we will be extending hours.

- BBEDC Summer Intern and Seasonal Worker positions have been advertised. We are excited to see who the applicants are this year. There is lots to do over the summer and we will need all the help we can get.

Library Advisory Board News

- Work is complete on the Five-Year Plan for the library. The LAB needs to approve it and submit it. Their next meeting is scheduled for September.
- The LAB has developed a weeding policy or guidelines that can be used to determine what needs to be weeded from the library.

Friends of the Library Update

- The Friends of the Library (FOL) continue to purchase books for the library in memory of Jenice Cox.

Accomplishments

- Organizing efforts continue in the storage closet, with a focus on reducing overall volume.
- More clean up is taking place around the computer stations. The intent is to modify the layout with assistance from IT to allow for a more open computer area.
- The inventory continues. We hit a tiny snag and had to modify our approach. The goal is to get a complete inventory of what is in the library and then continue working on weeding books as new books are put into circulation.

Needs

- The Library Advisory Board (LAB) continues to seek a candidate to fill one remaining open seat.
- We are seeking community members interested in helping host small, grass roots events at the library. These events are intended to be low- or no-cost, creative, and community-driven. We welcome individuals who enjoy thinking outside the box and want to share their skills, hobbies, or ideas with others in an accessible and engaging way.

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MEMORANDUM

Date: 5/21/26
To: Jack Savo Jr., City Manager
From: Tracy O'Malley, Chief of Police
Subject: Monthly Report: May 2026

Patrol:

Chief O'Malley and Sgt. Nickels attended a supervisory training. Officers attended two career day events organized by BBEDC. Officers attended the "Mug up" at the high school.

Dispatch:

We had a total of 174 calls between April 13, 2026 and May 13, 2026.

Burn Permits: 4
Agency Assist: 4
Suspicious Vehicle: 4
Vehicle Accidents: 3
Welfare Checks: 34
EMS: 35
Theft: 1
Civil Standby: 0
Motorist Assist: 1
Premises Check: 11
Disturbances: 29
Traffic Stops: 4
Assault (DV and Non DV): 14
Trespass: 11
Fire: 0
Animal Call: 4
Warrant Arrest: 0
Paper service: 6
Robbery 1

DMV:

11 – Commercial D/L

57 – Driver License

32 – Identification Cards

00 – HC Permits (No Fee)

02– Miscellaneous Fees

70 – Vehicle Registration

24 – Title / Lien

08 – Boat Registration

06 – Road Test

Customer Assist:

01 – License Services

17 – AK Written Test

Corrections:

Twenty-Three inmates were held in the jail during the last month.

Animal Control:

Five dogs were taken into the shelter this month. Four dogs were returned to their owners. One dog was transported and one cat was transported.

We have one volunteer at the animal shelter. The City is continuing to seek volunteers for the animal shelter.

Mayor
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Triston Chaney
Seat B
Kaleb Westfall
Steven Carriere
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MEMORANDUM

Date: May 2026
To: Jack Savo,
From: Scott Runzo, Fire Department Coordinator
Subject: Fire/EMS Report

Acknowledgements and Recognitions:

Fire/EMS Board Members

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

Department Accomplishments:

- Fire crews responded to two fire incidents this month and performed effectively on both responses. The city has seen a higher-than-normal number of chimney- and stove-related calls this year; prevention messaging will be a focus as we approach the fall season.
- Fire and EMS crews participated in training provided by the Bristol Bay Community Forum, focusing on community resources and strengthening local connections.
- Fire and EMS participated in public outreach at the high school to introduce students to opportunities in emergency services. As a result, additional students and staff have begun participating in the department.
- The RFQ for Phase 3 and 4 infrastructure and design for the new fire hall was posted and closed on May 1st, 2026. Six submissions were received and are currently under review.

- EMS prevention staff finalized fire safety materials for middle and high school students and will begin instruction during the next school year. Additional curriculum has been developed for a more in-depth course planned for fall 2026.
 - Fire and Public Works collaborated to complete the fire and life safety inspections required for insurance compliance. All inspection documentation has been submitted to the Safety Committee.
 - The department banquet will be held on May 30, 2026, in the Nushagak Board Room. Tokens of appreciation will be presented to volunteers.
-

Projects – Progress, Public Engagement & Preparations

- Volunteers have responded positively to the new stipend program and have expressed appreciation for the support it provides.
- Automated External Defibrillators (AEDs) for City buildings have been quoted, with purchases planned in the coming months.
- EMS has posted two summer positions for EMTs and drivers, with start dates in June.
- A three-day confined space rescue course is available for interested volunteers.
- Fire and EMS are developing a recruitment plan to address recent volunteer losses due to deaths, medical issues, and relocations. Additional volunteers are needed to distribute workload demands and sustain service levels.
- Fire staff continue to distribute free smoke detectors and provided nearly 40 units at community events last month.
- Staff initiated volunteer spotlights, which have received positive feedback from the community.

Public Feedback:

“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.”

PLANNING DEPARTMENT UPDATE

City of Dillingham

Prepared by: Christopher Maines, Planning Director
Date: May 27, 2026
Submitted to: Jack Savo Jr., City Manager | Mayor Alice Ruby | City Council

Capital Improvement Plan

The Draft Capital Improvement Plan has been completed and approved by the Planning Commission. The CIP will be submitted to the City Council in either June or August depending on meeting scheduling and availability. The Commission's scoring process across all 31 projects was thorough and deliberate, and the final document reflects a well-prioritized framework for guiding the City's capital investment decisions over the planning horizon.

Approval of the CIP by the Planning Commission marks a significant milestone. Staff will confirm the submission timeline with the City Manager's office and ensure Council members have adequate time to review the document in advance of the scheduled meeting.

Dillingham 2036 Comprehensive Plan

The Draft 2036 Comprehensive Plan has been completed and will be formally presented to the City Council at the June 4, 2026 meeting. Agnew::Beck, the project's consulting firm, has been invited to attend and present the plan. Members of the Planning Commission have also been extended an invitation to participate, which reflects the depth of work and deliberation the Commission invested throughout the development process.

As a reminder, Alaska Statute Title 29, Chapter 40 mandates that first-class cities adopt a comprehensive plan for systematic development. This plan — developed by the Planning Commission and adopted by the City Council — must outline goals and recommendations for land use, transportation, and community facilities to guide economic and social growth. The 2036 Comprehensive Plan fulfills this statutory obligation and positions Dillingham with a current, community-supported planning foundation for the decade ahead.

The June 4 Council meeting will be an important public milestone for the City's long-range planning program. Having both the consultant and Planning Commission members present will allow the Council to engage directly with those who shaped the document.

Planning Commission — Ongoing Work

The Planning Commission has begun preliminary discussions around proposed ordinance language changes to Chapter 5.30 of the Municipal Code. These are early-stage deliberations and no formal recommendations have been made at this time. The Commission has also been tasked with reviewing recently acquired parcels resulting from the City's most recent foreclosure proceedings, and similarly, no formal recommendation has been reached on those properties.

In support of both workstreams, the Planning Department will be reaching out to the Department of Commerce, Community, and Economic Development (DCRA) to arrange a training session covering relevant subjects. Once a date is confirmed, I will extend invitations to members of the City Council to participate. These are areas where shared understanding between the Commission and the Council will be valuable as deliberations mature.

Both Chapter 5.30 ordinance review and the disposition of foreclosed parcels involve meaningful policy questions around land use and community development. Early engagement with DCRA and joint training between the Commission and Council will help ensure a well-informed path forward.

Snag Point Erosion Control Project

The Snag Point Erosion Control Project has cleared its first round of approvals, which is a meaningful step forward given the complexity of the federal environment surrounding this grant. FEMA has issued updated guidelines governing the extension process, and the Planning Department has been thoroughly engaged in absorbing and applying those changes to ensure the City's position remains strong.

Based on all current indications, the City is on track to be granted the full 24-month extension. Once the extension is officially awarded, staff will return to the Council with a full briefing on next steps and the revised project timeline.

The combination of FEMA's first-round approval and the positive signals regarding the full extension reflects the strength of the City's case and the persistence of staff and partners — including the Bristol Bay Area Health Corporation — in advancing this project through a challenging federal administrative period.

Airport Waterline Extension Project

Field work on the Airport Waterline Extension Project is now underway. RESPEC and its subcontractor Shannon & Wilson are currently conducting subsurface boring activities in Dillingham. The Planning Department has been coordinating closely with Nushagak Electric, the Alaska Department of Transportation, and Shannon & Wilson to facilitate these activities and manage any operational impacts during the field investigation period.

Boring activities are expected to be completed within the next few weeks. A 35% design package is anticipated by the end of June, which will represent a key technical milestone and position the project well for the next phase of design and funding pursuit.

Active field work is a visible and tangible sign of project progress. The coordination effort among multiple agencies and contractors reflects the complexity of delivering infrastructure in Dillingham's environment, and the 35% design milestone at the end of June will open the door to the next round of funding conversations.

Community Events & Parks and Recreation

On a positive note, the Planning Department has been active this spring issuing event permits for a variety of community activities. Upcoming permitted events include a summer-long softball league sponsored by the Bristol Bay Area Health Corporation, several marathon events, a march and parade, and a range of youth-focused activities. It speaks to the vitality of Dillingham that a community of our size has so many organizations investing time and energy into programming for families and youth.

These events also underscore the importance of the facilities and public spaces where they are held. I will continue to advocate for reestablishing the Parks and Recreation Commission and its associated functions so that the City has a dedicated body to help facilitate, improve, and maintain the areas that support this level of community activity. The energy our community brings to these events deserves infrastructure and organization to match.

Reestablishing the Parks and Recreation Commission would provide the City with the governance structure needed to better support community events, manage public recreational spaces, and coordinate with the organizations driving programming for Dillingham's families and youth.

Respectfully submitted,

Christopher Maines

Planning Director, City of Dillingham

May 27, 2026

Mayor
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Jack Savo, Jr.



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MEMORANDUM

Date: May 22, 2026
To: Jack Savo, Jr., City Manager
From: Phil Baumgartner, Public Works Director
Subject: Monthly report

There has been progress on the Airport Waterline Extension project. Meetings between City of Dillingham, Respec and Alaska Department of Transportation to discuss and work a plan to address permit and route considerations. Land surveyors have been marking the route. Geotechnical survey work will begin Tuesday, May 26, 2026, to evaluate soil conditions along the selected route.

In the last few weeks there have been complaints regarding aesthetics, taste & smell of City water. Management and Public Works coordinated with the State of Alaska Department of Environmental Conservation, Division of Environmental Health - Drinking Water Program (DEC) to confirm compliance with all regulatory requirements. Through an extra, voluntary round of testing, we identified high but within approved levels of naturally occurring iron and manganese. Common effects of the presence of these are, black to brown color; odor; black staining; bitter metallic taste.

These are non-health threatening Secondary Maximum Contaminant Levels (SMCLs). "Secondary standards are set to give public water systems some guidance on removing these chemicals to levels that are below what most people will find to be noticeable." (United States EPA – Safe Drinking Water Act, Secondary Drinking Water Standards; <https://www.epa.gov/sdwa/secondary-drinking-water-standards-guidance- nuisance-chemicals#what-are-secondary>).

The City's water is safe to drink. Per the DEC, no further action is required. However, to provide quality service to our residents, and in agreement with DEC, research into potential mitigation measures is underway.

Results of Vitavik Apartment's water testing came in. Testing found Arsenic levels to be above permissible limits, the water is not potable and is unsafe for consumption though

usable for other purposes. Iron and Manganese also exceed SMCLs. Management is reviewing these results and evaluating options for next steps.

We have seen on the Landfill Upgrade project. Information needed on the loader, excavator and waste handler received and submitted for agency approval. To comply with Build America, Buy America (BABA) requirements, a D6 waste handler has been substituted as the D7 no longer meets requirements. A design services proposal to assess and refine the Landfill Upgrade scope of work is under review.

The Streets department has been busy sweeping roads and sidewalks, grading and resurfacing the dock, assisting at the Landfill, and grading roads and School parking lots when conditions allow.

A walk through of Grandma's House established a baseline understanding of repairs needed for the water damage and throughout the facility. With the insurance claim ending, we are looking toward scope and cost estimates.

Accomplishments:

Landfill improvement quotes for equipment and design submitted, Airport waterline surveying, Lock & Doors report reviewed – response pending, City Hall HVAC – bid packet in progress, Energy Audits funding awarded. Document retention and disposal are ongoing. Vehicle and equipment retention/replacement scheduling suspended.

Upcoming Activities/Events:

Asset Management training, FY27 budgeting, Airport waterline geotechnical survey, Snag Point Erosion RFP, research of water/wastewater metering systems, research water treatment systems, Landfill improvement planning & purchasing, coordination and procurement, assessments for spring barge order.

Respectfully,

Phil Baumgartner

Phil Baumgartner
Public Works Director

Mayor
Alice Ruby

City Manager
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Kevin McCambly
Kaleb Westfall

MEMORANDUM

Date: 05/19/26
To: Jack Savo Jr., City Manager
From: Daniel Miller, Port Director
Subject: Monthly Report: May 2026

Upcoming Events:

- 5/19: Begin Harbor pre-dredge survey, 2-3 day duration
- 5/25: Begin Harbor dredging (tentative), approx. 2 week duration
- 6/8: Begin Harbor post-dredge survey (tentative), 2-3 day duration
- 6/11: Monthly meeting with MARAD and PND

Projects – Progress and Public Impacts:

- Replace parts in Link Belt crane
- Worked with Finance Director on Port budget for FY27-29
- Working with LMJ to get credit card machine, harbor computer, printer operational
- Title VI compliance for PIDP Grant
- Work with PND Engineering to acquire all necessary permits for PIDP Grant
 - Current estimated project closeout: Spring 2028
- Work with Nushagak Coop. and Public Works 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
- Work with PW Director and CRW to restore Dock lighting
- Exploring options for Harbor breakwater
- Develop a plan for improved Kanakanak Beach Access maintenance

Completed Projects:

- 4/27: Harbor Day planning
- 5/14: Monthly Meeting w/ MARAD and PND
 - Expecting draft grant agreement this Fall
 - 35% design submittal expected by end of May
 - Section 404b permit application in progress

- Section 106 letters to stakeholders sent out
 - Consultation for environmental impacts is under way
- Returned skiff to Harbor
 - Picked up from Dock warehouse
 - Parked in Harbor yard
 - Aired up trailer tires
 - Filled fuel tank
 - Tested batteries
 - Tested motor
- Got Bobcat ready for season
 - Aired up tires
 - Charged battery
 - Test drove to pick up harbor skiff from Dock office
- 5/18: Conducted interview for Harbor Assistant
- Sold first Harbor Stickers of 2026 season

Public Feedback:

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