



SPECIAL FINANCE AND BUDGET COMMITTEE MEETING

Wednesday, January 21, 2026 at 5:30 PM

MINUTES

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.

MEETING INFORMATION SPECIAL FINANCE & BUDGET COMMITTEE MEETING

CITY HALL COUNCIL CHAMBERS

141 Main Street, Dillingham, AK 99576 (907) 842-5212

Zoom call-in instructions used for all public meetings:

Zoom call-in: 1-719-359-4580, Meeting ID: 920 - 483 - 0473, Passcode: 99576

Phone access is more stable than video access. If the Zoom meeting freezes or drops, video access will be limited.

CALL TO ORDER

- Chair Curt Armstrong called the Special Finance & Budget Committee meeting to order at 5:34 p.m.

ROLL CALL

Present:

- Curt Armstrong, Council Member, Chair
- Alice Ruby, Mayor
- Kaleb Westfall, Council Member
- Anita Foran, Finance Director (via Zoom)
- Jack Savo Jr., Acting City Manager

Absent:

- Steve Carriere, Council Member (excused)
- Jean Barrett, Council Member (absent at roll call and had intended to attend by Zoom)

Quorum established

APPROVAL OF MINUTES

1. Finance and Budget Minutes from:

11/17/2026

- Correction acknowledged regarding an error noted in the minutes approved at the prior meeting.
- Motion to approve the November 17, 2025 minutes as corrected. – Moved: Jack Savo Jr. – Seconded: Anita Foran • Motion passed with no objections.

02/29/2024

- No corrections noted. • Motion to approve the February 29, 2024 minutes. – Moved: Alice Ruby – Seconded: Jack Savo Jr.
- Motion passed with no objections.
- Minutes approved

APPROVAL OF AGENDA

- Motion to approve the agenda as presented. – Moved: Alice Ruby – Seconded: Kaleb Westfall
- Motion passed with no objections.

STAFF REPORTS

1. Finance and Budget Staff Report - Finance Director Anita Foran
 - Provided an overview of departmental activities, including year-end closeout for calendar year 2025.
 - Reported potential audit delays of approximately one week due to account balancing issues currently under review, including coordination with accounting software vendor. No determinations have been made and additional details will be provided following auditor review.
 - Announced that the Accounting Technician position has been filled and training is underway.
 - Reported progress on property tax assessments, with notices scheduled for March 15, 2026.
 - Provided updates on foreclosure activities, including remaining properties and redemption status.
 - Reviewed internal controls, payroll, payables cleanup, and contract review efforts.
 - Provided updates on GCI lease negotiations, including completion of a property assessment to support fair market value.
 - Noted business license renewals and applicable late fees, and personal property tax return deadlines.
2. Financial Report
 - Reviewed unaudited revenue and expenditure reports for October and November 2025.
 - Explained differences between original budget figures and Budget Amendment 1.
 - Reported a temporary negative fund balance of approximately \$123,000 due to annual bond payment timing. And the reimbursement from the State is expected and will adjust fund balance once received.
 - Discussed higher-than-anticipated gaming sales tax revenues and potential future budget revisions.
 - Reviewed expenditure trends, including timing-related variances in debt service and capital-related accounts.
3. Balance Sheet
 - Reviewed current cash and investment balances, receivables, and interfund balances.
 - Discussed outstanding real and personal property tax receivables and plans for potential write-offs of uncollectible amounts.
 - Clarified interfund receivables related to bond financing and investment accounting.
 - Discussed use of investments to support three-month reserve requirements.
4. Fund Balance Evaluation
 - Reviewed projected fund balance impacts for FY2026.
 - Noted a minor correction needed related to a formula update and jail healthcare reimbursement.
5. June 2025 Revenue and Expense Report (FY2025 Review)
 - Reviewed line items that exceeded budgeted amounts, including legal services and foreclosure costs.
 - Discussed the absence of a mid-year budget amendment in FY2025 and impacts on reported variances.

- Committee discussed budget amendment practices, internal flexibility within departments, and public transparency.
- Consensus to focus on completing the annual audit rather than initiating a separate audit of payables.

NEW BUSINESS

- None

OLD BUSINESS

1. Fish Tax
 - Discussed potential next steps related to fish tax considerations.
 - Alice reported outreach to Mary Swain (Bristol Bay Borough) regarding the Borough’s processing tax experience; Ms. Swain expressed willingness to participate in a future meeting.
 - Committee discussed possible future presentations from subject-matter experts, including annexation consultants and DCRA representatives, to review tax and annexation options.

PUBLIC/COMMITTEE COMMENT(S)

- None

ADJOURNMENT

- Chair Armstrong adjourned the meeting at 7:10 p.m.

ATTEST

Abigail Flynn, City Clerk

Approval Date