



FINANCE AND BUDGET COMMITTEE

Thursday, March 26, 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

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

- Meeting called to order at 5:32 PM

ROLL CALL

Present:

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

Absent:

- Jean Barrett (excuses absence)
- Quorum established

APPROVAL OF MINUTES

February 20, 2026 Finance & Budget Committee Minutes

Motion: Carriere moved to approve the February 20, 2026 minutes

Second: Ruby

Issues Discussed:

- None

Vote:

- No objection
- Result: Motion carried

APPROVAL OF AGENDA

Motion: Carriere moved to approve the agenda

Second: Ruby

Discussed:

- Inclusion of discussion regarding Budget Amendment No. 2 workshop

Vote:

- No objection
- Result: Motion carried

STAFF REPORTS

Staff Report – Finance Director

Discussed:

- Guest speaker Mike Abbot from Three+One provided that:
 - CashVest investment performance and scoring improvements have done well
 - Interest revenue increase and investment yield performance have improved
 - Sweep account implementation is the next goal
 - Internal controls and fraud prevention measures are good
- Transitioning from check payments to ACH payments is a good protective measure
- Reserve requirement (three months operating expenses)
- Liquidity management and investment structure
- Supplemental payroll requirements and processes
- Business license compliance and revenue
- Audit status and timeline (April 27 completion target)
- Staffing vacancies (Assistant Finance Director, Revenue Cycle Manager)
- Property tax assessment notices and appeals timeline
- Tax collection and foreclosure process
- Grant applications and funding status
- Budget amendment preparation and timing
- Multi-year budget planning (FY27–FY29)
- Internal control implementation delays due to staffing
- Landfill credit card payment implementation
- Insurance application (AWRPA/APRA)
- Janitorial services RFP

Direction / Follow-Up:

- Staff to:
 - Complete sweep account setup
 - Finalize audit documentation
 - Continue grant applications and reporting
 - Prepare Budget Amendment No. 2 for presentation
 - Continue internal control implementation as staffing allows

Financial Report – February 2026

Discussed:

- Fund balance status and projected drawdown
- Revenue performance vs. target benchmarks
- Sales tax, property tax, and penalty revenue trends
- Seasonal revenue impacts (dock, harbor, rentals)
- Grant and bond revenue timing delays
- Transfers between funds and budget balancing
- Capital project and equipment replacement timing
- Debt service payments
- Expenditure trends (below projections in multiple departments)
- Impact of vacancies on expenditures
- Grant-funded project timing and reporting

Direction / Follow-Up:

- Staff to:
 - Incorporate adjustments into budget amendment
 - Monitor seasonal revenue changes
 - Continue tracking grant and bond reimbursements

UNFINISHED BUSINESS

Fish Tax (DMC 4.21)

Motion: Carriere moved to direct staff to obtain a legal opinion regarding implementation and interpretation of DMC 4.21 (raw fish tax) and report back to the Finance & Budget Committee

Second: Ruby (*confirmed from discussion flow; second occurred though not clearly restated in notes — included based on transcript sequence*)

Discussed:

- Existing municipal code authority for raw fish tax
- Legal interpretation of “point of sale”
- Applicability of tax to tender deliveries
- Impact of annexation removal on code applicability
- Comparison with other municipalities and boroughs
- Potential revenue generation
- Timing of implementation (FY26 vs FY27 or later)
- Industry notification and fairness considerations
- Legal risk and likelihood of challenge
- Need for formal written legal opinion
- Budget implications and revenue timing delays
- Coordination with budget planning

Vote:

- No objection
- Result: Motion carried

Direction / Follow-Up:

- Acting City Manager to:
 - Request formal written legal opinion
 - Address definitions and enforceability
 - Report back to Finance & Budget Committee
- Committee to:
 - Review findings prior to Council consideration
- Potential:
 - Special meeting if information is received early

NEW BUSINESS

Budget Amendment No. 2

Discussed:

- Incomplete draft and need for further review
- Timing for packet preparation and publication
- Need for workshop prior to Council action

Action:

- No formal motion

Direction / Follow-Up:

- Staff to:
 - Finalize budget amendment materials
 - Distribute completed packet
- Committee Action:

- Workshop scheduled for April 6, 2026

PUBLIC / COMMITTEE COMMENTS

Discussed:

- Need for new and diversified revenue sources
- Economic development and business attraction
- Reducing burden on existing taxpayers
- Fisheries-related economic opportunities
- Infrastructure and housing development
- Long-term revenue planning strategies

Direction / Follow-Up:

- Ongoing discussion:
 - Economic development strategies
 - Revenue diversification options
- Staff and Council:
 - Continue exploring new revenue opportunities

ADJOURNMENT

- Meeting adjourned at 7:03 PM

ATTEST

Abigail Flynn, City Clerk

Approval Date



FINANCE AND BUDGET COMMITTEE

April 6, 2026 at 5:30 PM

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CALL TO ORDER

- Workshop called to order at 5:30 PM by Chair Curt Armstrong

ROLL CALL

Present:

- Curt Armstrong, Chair
- Alice Ruby
- Steve Carriere
- Anita Foran, Finance Director
- Jack Savo Jr., City Manager

Absent:

- Jean Barrett
- Kaleb Westfall

WORKSHOP TOPIC

Budget Amendment No. 2

Issues Discussed:

- Review and development of Budget Amendment No. 2
- Revenue and expenditure adjustments
- Departmental budget considerations
- Timing and preparation for Council action

Direction / Follow-Up:

- Staff to continue preparation and refinement of Budget Amendment No. 2
- Item to be brought forward for Council consideration

ADJOURNMENT

- Workshop adjourned at 7:37 PM

ATTEST

Abigail Flynn, City Clerk

Approval Date



FINANCE AND BUDGET COMMITTEE

April 9, 2026 at 5:30 PM

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April 9, 2026 – 5:29 PM

City Hall Council Chambers

CALL TO ORDER

- Workshop called to order at 5:29 PM by Chair Curt Armstrong

ROLL CALL

Present:

- Curt Armstrong, Chair
- Alice Ruby
- Steve Carriere
- Jean Barrett
- Anita Foran, Finance Director
- Jack Savo Jr., City Manager

Absent:

- Kaleb Westfall

WORKSHOP TOPIC

Budget Amendment No. 2

Discussed:

- Continued review and development of Budget Amendment No. 2
- Revenue and expenditure adjustments
- Departmental budget considerations
- Timing and preparation for Council action

Direction / Follow-Up:

- Staff to continue refinement of Budget Amendment No. 2
- Item to be brought forward for Council consideration

ADJOURNMENT

- Workshop adjourned at 7:19 PM

ATTEST

Abigail Flynn, City Clerk

Approval Date