



FINANCE AND BUDGET COMMITTEE

Monday, May 29, 2023 at 5:30 PM

MINUTES

In compliance with the Americans with Disabilities Act, individuals needing special accommodations / during this meeting should notify the City of Dillingham at 907-842-5212 at least three working days before the meeting.

MEETING INFORMATION

CALL TO ORDER

Chair Curt Armstrong called the meeting to order at 5:40 p.m.

ROLL CALL

Members Present (Quorum established):

Curt Armstrong
Alice Ruby

Perry Abrams
Anita Fuller

Excused: Aksel Buholm

Staff Present: Lori Goodell

APPROVAL OF MINUTES

Motion: Perry Abrams moved to approve the minutes of April 17, 2023; seconded by Alice Ruby.

Vote: Motion passed by unanimous consent.

APPROVAL OF AGENDA

Motion: Anita Fuller moved to approve the agenda; seconded by Alice Ruby.

Vote: Motion passed by unanimous consent.

STAFF REPORTS

Finance & Budget Update presented by Finance Director Anita Fuller:

- Staffing: Assistant Finance Director (Purchasing & Disbursement) began on site effective 5/19. Training underway for Anthony Reynolds on wage deductions. One finance position remains open.
- Grant Reporting: FY23 NTS reporting in progress; FY24 NTS application in progress. ARPA grant reporting completed but login transfer issues remain unresolved. Linked grant and jail contract quarterly reports submitted.
- Audit: FY22 audit rescheduled for November 27, 2023; FY23 audit scheduled for January 2024.
- Insurance: API insurance renewal completed April 21; general insurance proposal expected by end of May.

- Software: Property tax software in development; Questica budget software kickoff scheduled June 14. Property tax invoices scheduled for July 1 distribution.
- Additional Notes: Council report FAQs provided for reference.

NEW BUSINESS

Seafood Processor Excise Tax Update

- Staff and committee members met with Peter Pan representatives to address concerns with the proposed excise tax.
- Key discussion points included mirroring Bristol Bay sales tax while maintaining excise tax flexibility, annual filing, avoiding double taxation of fish, draft exemptions or credits, and reducing the proposed rate.
- Committee discussion emphasized comparing Borough's tax ordinance, avoiding loopholes, and considering impacts on dock revenues.
- Noted Peter Pan's purchase of the vessel Gordon Jensen, which may shift processing away from local facilities.

2. FY24 Budget

- Finance Director presented Revision #3 of the FY24 budget packet, including narratives and spreadsheets.
- Highlights:
 - General Fund revenues: \$10,326,939
 - Appropriations: \$23,637,516
 - Projected negative fund balance impact: -\$4,648,000 (General Fund, Wastewater, and Dock funds affected)
- Adjustments: compliance officer duties assigned to Deputy City Manager, dispatch wage updates, landfill equipment additions, harbor support transfers, and harbor float replacement project funding.
- Senior Center budget balanced with \$290,429 city transfer.
- Equipment Replacement Fund: \$600,000 allocation includes three new patrol vehicles and a fire command truck; discussion on long-term replacement schedule.
- Capital Improvement section incomplete due to technical delays; further work required before ordinance finalization.
- Committee discussed vehicle sizes, harbor fee adjustments, replacement planning, and wage scale increases (10% vs. 5%) with recruitment/retention considerations.
- Next Steps: Draft ordinance to be circulated by May 30; additional committee meeting scheduled May 31 at 4:30 p.m.; Council workshops to be held prior to June 1 and June 15 meetings.

PUBLIC/COMMITTEE COMMENT(S)

General discussion on budget process and upcoming workshops.

ADJOURNMENT

Chair Armstrong adjourned the meeting at 7:19 p.m.

ATTEST

Abigail Flynn, Acting City Clerk

Date of Approval

[SEAL]



FINANCE AND BUDGET COMMITTEE

Monday, October 23, 2023 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

This meeting will also be available at the following online location:

<https://us02web.zoom.us/j/83223633340?pwd=czBpd2czN2JjOU45NUhiazNzQW9EQT09>

Meeting ID: 827 8420 7489 passcode: 076982

or dial (346) 248-7799; or (669) 900-6833

CALL TO ORDER

Chair Curt Armstrong called the meeting to order at 5:30 p.m.

ROLL CALL

Members Present (Quorum established):

- Curt Armstrong
- Alice Ruby
- Anita Fuller
- Kimberly Johnson

Excused:

- Aksel Buholm

APPROVAL OF MINUTES

Previous meeting minutes were not available. No action taken.

APPROVAL OF AGENDA

Motion: Kimberly Johnson moved to approve the agenda; seconded by Anita Fuller.

Vote: Motion passed by unanimous consent.

STAFF REPORTS

Finance and Budget Memo

- FY22 & FY23 Audit: Updates provided.
- Staffing: Updates on hires and training; Account Tech II attended AML tax training; Finance Director attended RUBA training.
- AML sales tax guidance: AML is updating guidance to clarify that if a federally recognized

tribe sells a product to generate revenue, sales tax would be assessed. Noted this aligns with Dillingham Municipal Code and is not opposed by the City.

- Grants: NTS and NSIP FY23 grant reporting completed and approved by the granting agency.

- Insurance: Broker notified that Heritage Select is ending; City will evaluate other insurance plans.

- Contracts: LMJ contract renewed for another year.

August 2023 Revenue and Expense Report

- August 2023 Revenue and Expense Report: Overview of report layout and sections. At this point in the fiscal year, 16% of the budget is expected; revenues are exceeding expenditures.

UNFINISHED BUSINESS

Fish Tax

- ADF&G season summary received. Dock Supervisor reported 444 containers of fish moved over the dock.

- Conversation with Peter Pan remains planned; additional figures from Travis are needed. Discussion with OBI not yet complete.

NEW BUSINESS

No new business.

PUBLIC/COMMITTEE COMMENT(S)

None.

ADJOURNMENT

Hearing no further business, the meeting was adjourned.

(Clerk's note: There is no recording for this meeting.)

ATTEST

Abigail Flynn, Acting City Clerk

Date of Approval

[SEAL]