

Mayor
Alice Ruby

Manager
Robert Mawson



Dillingham City Council
Kimberly Johnson
Michael Bennett
Aksel Buholm
Curt Armstrong
Kaleb Westfall
Perry Abrams

MEMORANDUM

Date: May 22, 2023
To: Lori Goodell, Acting City Manager
From: Anita Fuller, Finance Director
Subject: Monthly Report – May 2023

Acknowledgements and Recognitions:

Statistics: As of date of report.

Cash Receipts: \$402,359

All Payments: \$304,542 (includes \$194,129 for 2 payrolls) two more payable runs scheduled

Department Accomplishment and Opportunities:

Accomplishments

- Denied Service list to be posted 05/25/2023
- Foreclosure list to clerk for publication 05/25/2023

Staffing changes

- Assistant Finance Director – Position became open 12/14/2022. AFD, Revenue Cycle Manager position is still open. Jon Sorensen AFD, Purchasing and Disbursements started 05/19/2023 on site.
- Anthony Reynolds completed training for Deductions from Wages.

Grant Reporting

- FY23 NTS grant reporting is in progress. FY24 NTS Grant application in progress.
- ARPA reporting in progress.
- LINKED grant quarter invoice completed.
- Jail contract submitted by 05/24/2023.

Budget

- FY23 Budget revision: 4/7/2023 – Completed budget revision.
- FY24 Budget workshops: 4/11/2023 – Initial overview completed. Remaining workshops are 05/23/2023, 05/29/2023 and 05/31/2023

Projects – Progress and Public Impacts:

Audit

- FY22 Audit final work postponed to November 27, 2023.

Projects

- APEI insurance renewal completed 04/21/2023.
- Development of software to manage personal property tax assessments. On hold.

Upcoming Calendar Items:

- 15th of each month utility payments due; last day of month utility bills sent.
- 07/01/2023 property tax invoices

Public Feedback:

- How does a person or entity get off of the denied service list? Once the Denied Service List is posted the person or entity listed needs to make a payment in full to the Finance department at City Hall. The Finance department will produce a 'Denied City Services Delinquency is Cured' form and city services will be restored.
- How does a property owner get removed from the foreclosure list? When the foreclosure list is posted with the court then payment in full must be made of the outstanding property tax and foreclosure fees. Contact the finance department for the current balance due. When full payment is made the city will file for a certificate of redemption with the court to show the debt has been resolved.

Revenue and Expense Report:

- Due Finance & Budget being held on 05/29/2023, report is delayed until next regular council meeting.