



## FINANCE AND BUDGET COMMITTEE

Monday, March 22, 2021 at 6:30 PM

### MINUTES

#### CALL TO ORDER

The Finance and Budget Committee met on Monday, March 22, 2021, via Zoom video conference call. Andy Anderson called the meeting to order at 6:30 p.m.

#### ROLL CALL

Committee members present and establishing a quorum (a quorum being four):

Curt Armstrong

Gregg Brelsford

Andy Anderson

Bill Rodawalt

Anita Fuller

Alice Ruby

#### APPROVAL OF MINUTES

1. Adopt Minutes of February 22, 2021, Regular Finance & Budget Committee Meeting

MOTION: Alice Ruby moved and Bill Rodawalt seconded the motion to approve the minutes of February 22, 2021.

VOTING Yea: Alice Ruby, Andy Anderson, Curt Armstrong, Anita Fuller, Gregg Brelsford, Bill Rodawalt

#### APPROVAL OF AGENDA

MOTION: Alice Ruby moved and Curt Armstrong seconded the motion to approve the agenda.

Item 3. FY21 Budget Revision will be moved to the last new business item.

VOTING Yea: Alice Ruby, Andy Anderson, Curt Armstrong, Anita Fuller, Gregg Brelsford, Bill Rodawalt

#### STAFF REPORTS

2. Staff Report

- Audit status, completion proposed next week. State of Alaska has been contacted regarding an extension date.
- Health insurance review opportunity AML AMHT plan, provides different opportunities for health insurance. Research other options with broker to determine if this will be beneficial.
- Property tax assessment notices were mailed March 15. Personal property tax force file fee, option for extended file date being offered.
- Revenue and Expense report reviewed.

#### NEW BUSINESS

3. DCSD FY22 Budget

- State tax levy requirement of 2.65 mils confirmed.
- It was clarified the tax roll referred to is the last certified roll, not the current tax year being worked on. Total obligation for FY22 \$445,413.
- Sales tax city obligation 1%, projected obligation for FY22 \$500,000.

- DCSD increased request based on fund balance transfer, which takes from reserves. Lower attendance, needed salary increases, impact aid and reduced funding has impacted revenues. Cost and expenditures continue to increase, funding has been flat from state and local government.

MOTION: Alice Ruby moved and Anita Fuller seconded the motion to recommend to the council we approve the school appropriation at 1.3 million with the intent to look at that number as we prepare the FY22 budget to consider whether it can be increased.

VOTING Yea: Alice Ruby, Andy Anderson, Curt Armstrong, Anita Fuller, Gregg Brelsford, Bill Rodawalt

4. AML Sales, Alcohol and Lodging Tax collection services

- AML online sales tax program has been successful showing increased revenue.
- AML services have increased and offer to manage all sales tax at 2.5% of collected sales tax. The service includes management of business licenses, and online payment option.
- Consider workshop to delve into the numbers. Invite AML to present program.

5. AML Online Alcohol Tax

- Additional service offered by AML to existing online services, just need to alert AML we wish to add this to the online services.
- We are currently not collecting this tax.

MOTION: Alice Ruby moved and Gregg Brelsford seconded the motion to direct staff to move forward to work with AML on the alcohol tax.

VOTING Yea: Alice Ruby, Andy Anderson, Curt Armstrong, Anita Fuller, Gregg Brelsford, Bill Rodawalt

6. Proposed Investment Procedure

- Formalized process on how to handle investments. Improve how reporting to council cash and investment balances.
- Indicate investment maturity dates, market conditions, and liquidation timing, for reinvestment consideration.
- Current investment accounts reviewed. Scope and range of city cash.
- Who decides what / where to invest? A narrative on the process with a flow chart was recommended.

7. FY21 Budget Revision

- Spreadsheet layout updated, shows budget as adopted, current financials, comparison to FY20, and proposed revisions.
- Shared fisheries tax process to be reviewed for clarification.
- FY21 revenue and expenses reviewed.

A Finance & Budget Committee meeting will be scheduled for Friday, March 26<sup>th</sup> at 1:00 p.m. to finalize the FY21 Budget Revision.

**PUBLIC/COMMITTEE COMMENT(S)**

Alice: Thank you. Stated Anchorage is working toward next round of COVID money. Hoping we have more information regarding potential funding.

Gregg: Noted the great job done by Anita presenting so much information.

Andy: Thanks to Anita.

Bill: Thanked Anita for being helpful.

**ADJOURNMENT**

The meeting adjourned at 8:43 p.m.

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Andy Anderson, Chair

ATTEST:

\_\_\_\_\_  
Lori Goodell, City Clerk

Approved: \_\_\_\_\_