



FINANCE AND BUDGET COMMITTEE

Monday, November 17, 2025 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>

M 92;

passcode: 602042

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

CALL TO ORDER

Chair Armstrong called the meeting to order at 5:30 PM.

ROLL CALL

- Committee Members Present:

Curt Armstrong, Chair

Jean Barrett, Council Member

Alice Ruby, Mayor

Jack Savo Jr., Acting City Manager

Steve Carriere, Council Member

Anita Foran, Finance Director

- A quorum was present. Kaleb Westfall, Council Member (absent)

APPROVAL OF MINUTES

1. Minutes from:

- Motion: Approve minutes from 10/20/2025 and 02/29/2024.
- 02.29/2024 minutes not available/ approval deferred. (Clerk's note-an error made at the meeting was corrected here. The 02.29.2024 minutes had not been included in the packet and therefore could not be considered for approval as they were not available for review.)
- Moved by: Mayor Alice Ruby
- Seconded by: Council Member Carriere
- Discussion: None

- Action: Motion approved unanimously.

APPROVAL OF AGENDA

- Motion: Approve the agenda.
- Moved by: Anita
- Seconded by: (Not identified in transcript but it was seconded by either Jack or Steve.)
- Discussion: None; fund balance evaluation added under Staff Report.

STAFF REPORTS

2. Finance and Budget Staff Report
 - Revenue & Expense Report (Quarter Ending 9/30/2025):
 - Target benchmark: 25% for Q1.
 - General Fund revenues at 52%.
 - Property Tax: 100% recognized at the start of the year; 25% of real property and 40% of personal property collected.
 - Business Licenses: 2% due to renewals occurring in January.
 - State revenues: PERS forfeiture funds first used in October; PILT fully received.
 - Harbor revenues: 59%, consistent with seasonal patterns.
 - Senior Center: Revenues lower than budget due to grant shortfalls and staffing changes.
 - Landfill transfers: Low because gravel, fuel, and major equipment purchases are still pending.
 - Expenditures:
 - General expenditures at 21%.
 - K9 Unit, Fire Department Donations, and Asset Forfeiture showing no activity.
 - Grandma's House: At 3% pending direction on facility use.
 - Audit Update:
 - Next on-site auditor visit scheduled for December 1.
 - Collections staff position remains vacant.
 - Foreclosures:

- Eight properties advancing to advertisement.
- Notice methods include certified mail, Bristol Bay Times, website postings, Facebook, KDLG, and sandwich-board posting at landfill.
- Concerns discussed regarding newspaper reach and public awareness.
- Grants:
 - Fourth-quarter reports complete.
 - Grant master list being finalized for next Council meeting.
- Budget Amendment #2 (FY26):
 - In progress; includes capital match for Snag Point project.
- Internal Controls:
 - Review in progress but delayed due to audit workload.
- Credit Card Machine at Landfill:
 - In testing phase; staff training required.
 - Merchant fee of \$1.50 per transaction, charged to customers.
- Fund Balance Evaluation:
 - FY25 unaudited ending fund balance: approx. \$11M.
 - Current FY26 projection: approx. \$13.2M (early-year tax recognition).
 - If FY26 budget executed at 100%, projected fund balance approx. \$6.6M.
 - Committee discussed historic fund balance trends, deferred maintenance, and long-term sustainability.

3. Financial Report
a. 09/2025

OLD BUSINESS

4. Fish Tax

Historical Documents

Committee reviewed historical documents and restarted discussion on options for a fish processing tax.

Key points:

- Prior efforts attempted to mirror Bristol Bay Borough's tax through an excise tax, which must not resemble a sales tax to avoid legal challenge.
- Processors previously objected to excise rates that exceeded borough-equivalent rates.
- Committee members discussed:
 - Bringing processors to the table early to avoid surprises.
 - Ensuring taxes remain comparable to surrounding communities.
 - Potential reconsideration of annexation as a long-term strategy for revenue.
 - Possible presentations from former Bristol Bay Borough officials involved in their tax adoption (e.g., Mary Swain, Dan O'Hara).
- Need for simple, consistent structure for tax calculation.

No motion; discussion only.

NEW BUSINESS

5. Ask if committee members would like to change the January and Feb meeting dates due to holidays (MLK Jr is Jan 19 and Feb 16th is also a holiday.)
 - Regular meeting dates fall on holidays (MLK Day – Jan 19; President's Day – Feb 16).
 - Committee discussed alternatives: Tuesday or Wednesday meetings.
 - Consensus: Move meetings to January 20 and February 17, pending confirmation of no conflicts.
 - Additional discussion noted conflicts with Nushagak Cooperative meetings; Wednesday may be preferable.
 - Final dates to be confirmed at next meeting.

PUBLIC/COMMITTEE COMMENT(S)

Committee members discussed:

- Importance of economic sustainability.
- Concerns about declining local commerce, freight incentives from processors, and impacts on sales tax revenues.
- Need to balance new revenue sources with business retention

ADJOURNMENT at 6:50 PM

ATTEST:

Abigail Flynn, City Clerk

Date Approved:

[SEAL]