



## FINANCE AND BUDGET COMMITTEE

Monday, October 20, 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

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 at 5:30 PM

#### ROLL CALL by the Clerk

Members Present:

- Alice Ruby, Mayor
- Kaleb Westfall, Council Member
- Steve Carriere, Council Member
- Anita Fuller, Finance Director
- Jack Savo Jr., Acting City Manager
- Curt Armstrong, Council Member, Chair

Quorum established.

#### APPROVAL OF MINUTES

##### 1. Minutes

MOTION: To approve the September 22, 2025, minutes with correction to the spelling of Jack Savo's name; and the September 29, 2025, minutes as presented.

MOVED: Kaleb Westfall

SECONDED: Steve Carriere

VOTE: Motion carried unanimously.

## **APPROVAL OF AGENDA**

MOTION: To approve the agenda as presented.

MOVED: Kaleb Westfall

SECONDED: Steve Carriere

VOTE: Motion carried unanimously.

## **STAFF REPORTS**

### 1. Finance & Budget Staff Report – Anita Fuller

- Report introduced potential code updates for property tax exemptions related to tribal ownership of fee simple land.
- Under current code, fee simple properties— even when owned by a tribal entity—remain taxable.
- Historically, the City has granted exemptions without clear legal authority.
- Proposed action would create a formal exemption in DMC 4.15.030 to clarify when tribal-owned properties may qualify.
- Recommendation: Seek legal review before any code change.
- Committee consensus: Proceed to Code Committee for further review and drafting.

### 2. Personal Property Tax Return Requirements

- Discussion on DMC 4.15.080 regarding the \$10,000 personal property threshold.
- Proposal to require all property owners to submit personal property returns, regardless of value, to ensure equity.
- Consensus: Maintain current system and \$10,000 threshold.

### 3. Audit Update

- First audit week completed; final audit scheduled for December 1, 2025.
- Receivables position remains open and is being advertised.

### 4. Online Property Tax Return Software

- Proposal to adopt assessor-provided software for electronic filing.
- Estimated cost: \$10,000; benefits include streamlined data and improved accessibility.
- Committee supported exploring the software, pending fund availability.

### 5. Financial Reports

- Reviewed FY25 payables and August 2025 financials.
- General fund revenues at 43%, expenditures at 15%.
- Harbor revenues high due to seasonal activity.
- Senior Center expenses elevated and under review.
- Capital projects fund shows no current projects; Snag Point Erosion project (\$3.2M grant, \$500K City match) forthcoming.

## **NEW BUSINESS**

1. Fish Tax Update  
- Deferred to November meeting due to audit workload.
  
2. Request to Code Committee – Settled Appeals  
MOTION: Recommend forwarding the Settled Appeals Code Amendment to the Code Committee.  
MOVED: Steve Carriere  
SECONDED: Alice Ruby  
VOTE: Motion carried unanimously.

**PUBLIC/COMMITTEE COMMENT(S)**

- Discussion on enabling credit card payments at the landfill; review in progress with current merchant services.
- Online payments in coordination with Wells Fargo ongoing.
- Question raised regarding GCI easement payment timeline.
- Committee commended staff for diligence during audit season.

**ADJOURNMENT at 7:06 pm**

**ATTEST:**

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Abigail Flynn, Acting City Clerk  
[SEAL]

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Date Approved: