



## FINANCE AND BUDGET COMMITTEE

Thursday, March 26, 2026 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

- Meeting called to order at 5:32 PM

#### ROLL CALL

Present:

- Curt Armstrong, Chair
- Alice Ruby, Mayor
- Kaleb Westfall
- Steve Carriere
- Anita Foran, Finance Director
- Jack Savo Jr., City Manager (via Zoom)

Absent:

- Jean Barrett (excuses absence)
- Quorum established

#### APPROVAL OF MINUTES

February 20, 2026 Finance & Budget Committee Minutes

**Motion:** Carriere moved to approve the February 20, 2026 minutes

**Second:** Ruby

**Issues Discussed:**

- None

Vote:

- No objection
- Result: Motion carried

#### APPROVAL OF AGENDA

**Motion:** Carriere moved to approve the agenda

**Second:** Ruby

## Discussed:

- Inclusion of discussion regarding Budget Amendment No. 2 workshop

## Vote:

- No objection
- Result: Motion carried

**STAFF REPORTS**

## Staff Report – Finance Director

## Discussed:

- Guest speaker Mike Abbot from Three+One provided that:
  - CashVest investment performance and scoring improvements have done well
  - Interest revenue increase and investment yield performance have improved
  - Sweep account implementation is the next goal
  - Internal controls and fraud prevention measures are good
- Transitioning from check payments to ACH payments is a good protective measure
- Reserve requirement (three months operating expenses)
- Liquidity management and investment structure
- Supplemental payroll requirements and processes
- Business license compliance and revenue
- Audit status and timeline (April 27 completion target)
- Staffing vacancies (Assistant Finance Director, Revenue Cycle Manager)
- Property tax assessment notices and appeals timeline
- Tax collection and foreclosure process
- Grant applications and funding status
- Budget amendment preparation and timing
- Multi-year budget planning (FY27–FY29)
- Internal control implementation delays due to staffing
- Landfill credit card payment implementation
- Insurance application (AWRPA/APRA)
- Janitorial services RFP

## Direction / Follow-Up:

- Staff to:
  - Complete sweep account setup
  - Finalize audit documentation
  - Continue grant applications and reporting
  - Prepare Budget Amendment No. 2 for presentation
  - Continue internal control implementation as staffing allows

## Financial Report – February 2026

## Discussed:

- Fund balance status and projected drawdown
- Revenue performance vs. target benchmarks
- Sales tax, property tax, and penalty revenue trends
- Seasonal revenue impacts (dock, harbor, rentals)
- Grant and bond revenue timing delays
- Transfers between funds and budget balancing
- Capital project and equipment replacement timing
- Debt service payments
- Expenditure trends (below projections in multiple departments)
- Impact of vacancies on expenditures
- Grant-funded project timing and reporting

## Direction / Follow-Up:

- Staff to:
  - Incorporate adjustments into budget amendment
  - Monitor seasonal revenue changes
  - Continue tracking grant and bond reimbursements

**UNFINISHED BUSINESS**

## Fish Tax (DMC 4.21)

Motion: Carriere moved to direct staff to obtain a legal opinion regarding implementation and interpretation of DMC 4.21 (raw fish tax) and report back to the Finance & Budget Committee

Second: Ruby (*confirmed from discussion flow; second occurred though not clearly restated in notes — included based on transcript sequence*)

## Discussed:

- Existing municipal code authority for raw fish tax
- Legal interpretation of “point of sale”
- Applicability of tax to tender deliveries
- Impact of annexation removal on code applicability
- Comparison with other municipalities and boroughs
- Potential revenue generation
- Timing of implementation (FY26 vs FY27 or later)
- Industry notification and fairness considerations
- Legal risk and likelihood of challenge
- Need for formal written legal opinion
- Budget implications and revenue timing delays
- Coordination with budget planning

## Vote:

- No objection
- Result: Motion carried

## Direction / Follow-Up:

- Acting City Manager to:
  - Request formal written legal opinion
  - Address definitions and enforceability
  - Report back to Finance & Budget Committee
- Committee to:
  - Review findings prior to Council consideration
- Potential:
  - Special meeting if information is received early

**NEW BUSINESS**

## Budget Amendment No. 2

## Discussed:

- Incomplete draft and need for further review
- Timing for packet preparation and publication
- Need for workshop prior to Council action

## Action:

- No formal motion

## Direction / Follow-Up:

- Staff to:
  - Finalize budget amendment materials
  - Distribute completed packet
- Committee Action:

- Workshop scheduled for April 6, 2026

**PUBLIC / COMMITTEE COMMENTS**

Discussed:

- Need for new and diversified revenue sources
- Economic development and business attraction
- Reducing burden on existing taxpayers
- Fisheries-related economic opportunities
- Infrastructure and housing development
- Long-term revenue planning strategies


Direction / Follow-Up:

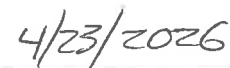
- Ongoing discussion:
  - Economic development strategies
  - Revenue diversification options
- Staff and Council:
  - Continue exploring new revenue opportunities

**ADJOURNMENT**

- Meeting adjourned at 7:03 PM

ATTEST

  
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Abigail Flynn, City Clerk

  
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Approval Date