



## FINANCE AND BUDGET COMMITTEE

Monday, February 27, 2023 at 5:30 PM

### CALL TO ORDER

The Finance and Budget Committee met on Monday, February 27, 2023, in the City Council Chambers, Dillingham, AK, and via Zoom video conference call. Mayor Alice Ruby called the meeting to order at 5:30 p.m.

### ROLL CALL

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

Alice Ruby	Lori Goodell	Perry Abrams
Anita Fuller	Curt Armstrong	Aksel Buholm

### APPROVAL OF MINUTES

1. Minutes of January 16, 2023, Finance & Budget Committee

MOTION: Lori Goodell moved, and Perry Abrams seconded the motion to approve the minutes of January 16, 2023.

VOTING: the motion passed by unanimous consent.

### APPROVAL OF AGENDA

MOTION: Anita Fuller moved, and Perry Abrams seconded the motion to approve the agenda

VOTING: the motion passed by unanimous consent.

### STAFF REPORTS

2. January Financial Report
  - Overall, the budget is doing well.
  - Most business licenses have been completed.
  - Marijuana excise tax at 88%. This is above expectations.
  - FY22 Audit scheduled in May thus will incur a late finding.
    - The FY22 audit will have a late file finding.
    - Contact Carmen Jackson's Accounting Firm to assist further with audit.
    - Explore additional options to expediate FY22 Audit
  - Revenue is showing higher, overall percentage, 204%
  - Working with AML for online sales taxes reports, reduce staff time and bring into compliance with contract.
3. Staffing Report
  - Senior Center awarded \$91,000 from Nutrition, Transportation, and Support Services Grant, less than what originally budgeted for.
  - Dock expenses are high, due to equipment repairs.
  - Interest expressed in the two Assistant Finance Director positions.
  - Letters will go out to businesses with 2022 business license but have not renewed.

- Notifying businesses of change in tax forms, 1% discount removed in code.
- Recommended to look for outside additional assistance.
- Budgeting workshops for FY23 revision and FY24 budget session to begin in April.

**COMMITTEE BUSINESS**

4. FY24 DCSD Budget Overview

- School representatives present: Amy Brower, superintendent, and Phil Hulett, business manager.
- Draft budget for FY24 presented.
- Joint school board and City Council meeting to be scheduled.
- Final DCSD Budget expected end of March.
- Further investigation of current in-kind City donations

5. Questica Software Purchase

- Current Accounting software is Accufund.
- Integrates with Accufund.
- Questica will easily produce revenue and expense reports, eliminating creation in Excel, which is labor intensive and has potential for errors.
- Provides flexible data viewing options for public.
- Estimated integration 6 months to avoid negative impact to Finance Department.
- Benefits: GFOA compliance, public transparency, and decrease staff time.
- Researched Tyler Technologies, Caselle, and ClearGov
- Assists with timely reporting to State of Alaska.
- 5-year contract includes software trainings
- Create timeline with Carmen Jackson’s Accounting Firm to present to City Council meeting March 2<sup>nd</sup> to assist with onboarding.

**PUBLIC/COMMITTEE COMMENT(S)**

Citizen Present: Susan Isaac

- Noted Anita Fuller does a great job for the city.
- Commented new computer program seems affordable.
- Encourage Finance Committee to give school \$1.1 million, instead of 1.3 million, noting other needs City has.


*Committee Comments:*

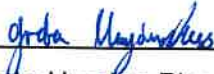
- Requested Fish Tax be placed on next Finance and Budget Committee agenda.
- Commented Chris Hladick offered on-site meetings and discussions.
- Thanked Anita Fuller for generating report.

**ADJOURNMENT**

The meeting adjourned at 7:15 p.m.

ATTEST:

  
 Curt Armstrong, Council Member, Chair

  
 Greta Hayden-Pless, Acting City Clerk

Approval Date: March 20, 2023