

1991-92 Budget



RESOLUTION NO. 1247-R

A RESOLUTION ADOPTING THE 1991/92 BUDGET FOR THE CITY OF PETERSBURG AND SETTING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 1991 AND ENDING JUNE 30, 1992.

WHEREAS, Chapter XI of the Petersburg Municipal Code provides procedures and provisions for the adoption of a budget and the setting of appropriations; and

WHEREAS, the City Manager has presented a preliminary 1991/92 budget to the City Council; and

WHEREAS, the City Council has revised this preliminary budget and set appropriations levels.

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PETERSBURG, ALASKA AS FOLLOWS:

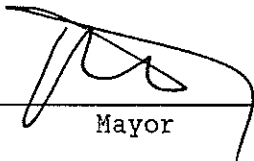
Section 1. This resolution shall be cited as "Budget and Appropriations Resolution No. 1247-R.

Section 2. The preliminary budget submitted by the City Manager and revised by the City Council is hereby adopted for the next fiscal year starting July 1, 1991 and ending June 30, 1992.

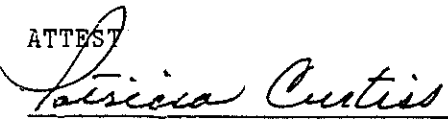
Section 3. The following appropriations are hereby made for each fund:

General Fund	4,235,186
Sales Tax Fund	2,419,711
Debt Service Fund	1,172,960
Hospital Trust Fund	40,000
School Construction Fund	0
Facilities Construction	270,000
Electric Utility Fund	3,209,466
Water Utility Fund	2,295,204
Wastewater Utility Fund	612,507
Sanitation Utility Fund	538,387
Harbor & Port Enterprise Fund	525,905
Harbor & Port Replacement Reserve Trust	0
Motor Pool Fund	966,019
Elderly Housing Fund	233,489
Building Maintenance Fund	282,209
School Reserve Fund	818,850
Streets/Roads Reserve Fund	0

PASSED and APPROVED by the City Council of the City of Petersburg, Alaska this 17 day of June, 1991.



Mayor

ATTEST


City Clerk

RESOLUTION NO. 1245-R

A RESOLUTION TO ESTABLISH THE LEVY AND RATE OF THE GENERAL PROPERTY TAX IN THE CITY OF PETERSBURG, ALASKA FOR THE FISCAL YEAR ENDING JUNE 30, 1992.

WHEREAS, the Petersburg Municipal Code provides that there shall be assessed, levied and collected a general tax for municipal purposes within the incorporated limits of the City; and

WHEREAS, the Assessor has delivered a statement of the total assessed valuation of all real and personal property within the City; and

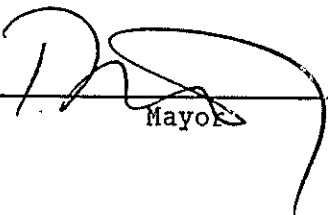
WHEREAS, the Council shall thereafter, but before June 15, fix by resolution the rate of tax levy and designate the number of mills upon each dollar of value of assessed taxable real and personal property that shall be levied, and shall levy said tax in accordance therewith; and

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PETERSBURG, ALASKA AS FOLLOWS:

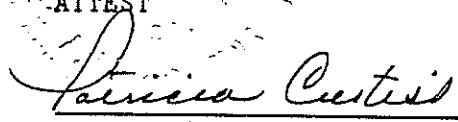
Section 1. The assessed value of real and personal property for the City of Petersburg for municipal purposes for the fiscal year ending June 30, 1992 shall be \$138,831,200.

Section 2. The tax rate shall be 10 (ten) mills upon each dollar of value of assessed taxable real and personal property within the city limits.

PASSED and APPROVED by the City Council of the City of Petersburg, Alaska this 27 day of June, 1991.



Mayor

ATTEST


City Clerk



CITY OF PETERSBURG

P.O. BOX 329 • PETERSBURG, ALASKA 99833

TELEPHONE (907) 772-4511

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April 17, 1991

Mayor Coon, City Council, Citizens of Petersburg,

This the transmittal letter for the 1991-92 Petersburg Budget.

The budget is based on assumptions that determine both expenditures and revenue predictions. Using actual levels of revenues and expenditures from the past, we made estimates of the amount of money needed for the continued operation of the city, and estimates of revenues based on past experience and our best information on legislative activity.

School funding appears today to have strong support in both the House and Senate, as does school debt retirement and revenue sharing. The revenue estimates from the State sources are based on the most conservative proposals being considered in Juneau.

The Council has expressed a desire to maintain a strong budget reserve, and the budget is designed to meet that goal while still maintaining a level of service similar to the previous years. Very little reserve is carried in the sales tax fund because it is not an operational fund in need of a reserve. Most of the "unused" sales tax revenue is shown as a transfer to the general fund, where it forms a part of the unrestricted reserve.

It is important to note that the previous year's budget figures are those adopted by the Council in the supplemental budget. That budget increased the cash reserves from \$397,932 to \$1,111,257. The new figure recognizes the increased revenues that came in over the original budget estimates. We typically underestimate the revenues to avoid being caught short if questionable revenues do not materialize. To compare the present \$1.1 million cash reserve with the new budget figure of \$1.298 million does not take into account the understated estimate of the fish tax revenues, and some State revenues in the budget being presented. In other words, it is likely that a supplemental budget in 1992 will show another increase in revenues, but the budget is based on the more "conservative" estimate of revenues.

Other assumptions used in developing the budget:

-The contribution to the school will remain at last year's level of \$882,704 (additional appropriations would come from the reserve or from an increase in the tax rate).

-Fish tax revenue will be lower than the actual amount received last year.

-Property taxes will be set a 10 mills throughout the city.

-No change in personal property tax revenues are projected for the

budget.

-A parks and recreation director will be hired.

-The school will continue to supply utilities to the swimming pool and to the new gymnasium.

-Estimates of insurance premiums are accurate.

-Capital projects (streets and utilities) will be force account projects.

We have changed some of the budget format as was recommended by the ad hoc committee. Each fund is prefaced by a summary. In addition, a separate "Budget Summary" is presented with the charts requested by the committee. Many of these simply restate the same information in different forms. Hopefully, you will find some of them useful. In addition, we have prepared some graphs to indicate trends, as recommended by the committee. These are useful in seeing trends.

Some trends that I felt were noteworthy:

1. The general fund operations and maintenance budget follows the Anchorage cost of living very closely.
2. General fund revenue peaked in 86/87, and in 4 of the last 5 years, did not fall below the cost of living.
3. Sales tax revenues show a steady increase, out pacing the cost of living, indicating good economic activity in Petersburg.
4. Property tax revenue and the assessed value of property has increased at a rate faster than the cost of living.
5. The general fund balance (asset value) bottomed out in 1989 and continues to increase for each year since.

GENERAL FUND

In an effort to keep spending down and maintain a reserve, many operational items have been reduced or eliminated. Capital projects are reduced. Payroll costs will increase due to the negotiated pay increase, but the biggest increase comes from the increased costs of benefits. Two positions are to be eliminated, one engineering technician will be laid off due to lack of projects, and the utility billing clerk's duties will be combined with the electric utility's office staff duties. This is an experiment, and if it works, we will save one full time position.

The O&M portion of the general fund is shown on Exhibit I,

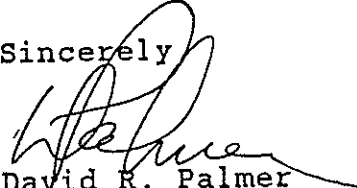
indicating an increase of about 2% over the current (supplemental) budget.

Some positions have been moved. A half time clerk was moved from the city manager's department to the sales tax fund, to represent how her time is spent. All engineering personnel are shown in the engineering budget instead of having them located within specific project budgets. A half time position was moved from public works to building maintenance to provide time to set up and administer the building maintenance program. All capital projects were separated from operations and maintenance so uniform comparisons can be made from one year to the next.

This budget maintains existing services at the present tax rate and continues to provide a substantial cash reserve, but there is a large transfer from the sales tax fund. When the sales tax was increased from 5% to 6%, the Council said that they preferred an increase in sales tax to an increase in property tax. In keeping with this philosophy, sales tax revenues are used to supplement the general fund reserve. As stated above, when all revenues are finally in, it is likely that revenues will be sufficient to provide the same level of reserve as in the prior budget without the sales tax support.

Many maintenance items, such as the replacement of equipment that is getting old, but has not failed, has been put off in order to keep the general fund budget as low as possible. Costs of operation continue to increase, and coupled with increased personnel costs, and increased demands for school funding, it is just a matter of time before the Council is faced with the decision of whether to reduce personnel or increase taxes. With the present budget, you have sufficient funds for continued operation and an adequate reserve.

Sincerely



David R. Palmer
City Manager

1991/92 BUDGET
CITY OF PETERSBURG

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GENERAL FUND
FY 1991/92 Budget Summary

Beginning Cash Reserve	1111257
Charges for Services	400400
Other Revenues	<u>3982788</u>
TOTAL REVENUES	5494445
<hr/>	
O & M Expense	3848386
Capital Expenditures	<u>386800</u>
TOTAL EXPENSES	4235186
<hr/>	
Ending Cash Reserve	1184259
Rock Quarry Reserve	75000
ENDING CASH RESERVE	<u>1259259</u>

Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date (12/31/90)	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
<u>GENERAL FUND 001</u>						
<u>REVENUES</u>						
<u>BEGINNING FUND BALANCE</u>	1142005	1246971	0	1111257	1111257	1111257
<u>TAXES</u>						
31100 10 Area #1	1014427	1053224	1053208	1089945	1089945	1089945
31100 20 Area #2	224877	234695	251996	287425	287425	287425
31100 30 Area #3	4167	4611	4610	8754	8754	10942
31100 40 Sr.Citz./D.Vet. tax not reimbursed	-74190	-85000	0	-86250	-86250	-86250
31100 80 Motor Vehicle Registration	32250	20000	8406	30000	30000	30000
31100 90 Penalty & Interest	4439	5500	19252	8000	8000	8000
<u>TAXES SUBTOTAL</u>	<u>1205970</u>	<u>1233030</u>	<u>1337472</u>	<u>1337874</u>	<u>1337874</u>	<u>1340062</u>
<u>LICENSES & PERMITS</u>						
32200 10 Building Permits	5894	5000	1753	5000	5000	5000
32200 20 Solicitors/Itinerant Merchants	0	200	150	200	200	200
32200 30 Animal Licenses	2391	1500	62	1000	1000	1000
<u>LICENSES SUBTOTAL</u>	<u>8285</u>	<u>6700</u>	<u>1965</u>	<u>6200</u>	<u>6200</u>	<u>6200</u>
<u>FEDERAL GRANTS FOR OPERATING EXPENSES</u>						
33200 02 Federal/Library Grant-LSCA-T4	3550	0	0	0	0	0
<u>FEDERAL GRANTS SUBTOTAL</u>	<u>3550</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>STATE SHARED REVENUE</u>						
33400 01 Municipal Assistance	291221	273750	0	283521	283521	283521
33400 02 Games of Skill & Chance	492	500	0	500	500	500
33400 03 Raw Fish Tax	1021755	800000	0	850000	850000	850000
33400 04 Liquor Licenses	9800	12000	0	10000	10000	10000
33400 05 State Revenue Sharing	242865	228295	256679	265712	265712	265712
<u>STATE SHARED REVENUE SUBTOTAL</u>	<u>1566133</u>	<u>1314545</u>	<u>256679</u>	<u>1409733</u>	<u>1409733</u>	<u>1409733</u>
<u>STATE GRANTS FOR OPERATING EXPENSES</u>						
33500 01 State Aid for Roads	15511	14580	14920	17325	17325	17325
33500 02 State Aid for Hospitals	127670	120000	122810	132825	132825	132825
33500 03 State Aid for Health Care Fac.	12256	11520	11790	13860	13860	13860
33500 04 Day Care Assistance	49741	58300	18135	50000	50000	50000
33500 05 Library Grant	10000	10000	10500	9000	9000	9000
33500 06 Juvenile Services Grant	7861	9000	2250	6000	6000	6000
33500 08 Cstl Mgmt Prog Grant	0	900	900	1000	1000	1000

STATE GRANTS FOR OPERATING EXPENSES SUBTOTAL		223039	224300	181305	230010	230010	230010
STATE GRANTS FOR CAPITAL OUTLAYS							
33610	Local Service Roads	0	0	0	0	0	0
STATE GRANTS FOR CAPITAL OUTLAYS SUBTOTAL		0	0	0	0	0	0
STATE CHARGES FOR SERVICES							
33800 10	Jail Contract	163980	170000	73500	170000	170000	170000
33800 20	State Road Maintenance	15814	15000	27925	20000	20000	20000
33800 21	Extreme Cold Weather Grant	17546	0	0	0	0	0
33800 90	Other Charges for Services-H.C. Janitor	2220	2000	0	2000	2000	2000
STATE CHARGES FOR SERVICES SUBTOTAL		199560	187000	101425	192000	192000	192000
STATE REVENUES SUBTOTAL		1988732	1725845	539409	1831743	1831743	1831743
CHARGES FOR SERVICES							
34100 30	Fees for Survey, Appraisal & Filing	9798	5000	0	3000	3000	3000
34100 90	Miscellaneous Administration Charges	1878	1500	1121	2000	2000	2000
34200 10	Police Services	9385	5000	6750	6000	6000	6000
34200 20	Fire Dept. Charges	4661	3000	1108	2500	2500	2500
34200 50	Emergency Management Assistance	7500	5000	2500	5000	5000	5000
34200 60	Ambulance Fees	3324	8000	3227	6000	6000	6000
34200 80	Federal Seizure/Forfeiture	0	5000	3076	0	0	0
34200 90	Other Public Safety Charges	3681	4000	1367	1500	1500	1500
34300 10	Contract Work	0	19450	0	13000	13000	13000
34300 20	Crushed Rock Sales	60287	5000	3575	75000	75000	75000
34300 30	Tent City Charges	3720	6500	3428	6500	6500	6500
34300 80	Cemetery	675	1500	800	2000	2000	2000
34400 90	Other Public Works Charges	2011	2000	2100	1000	1000	1000
34700 20	Library Sales	2054	2400	1001	2000	2000	2000
34700 30	Recreational Activity Fees	25015	25350	11023	50000	50000	50000
34700 40	Swimming Pool Fees	16879	17500	10006	20000	20000	20000
CHARGES FOR SERVICES SUBTOTAL		150868	116200	51082	195500	195500	195500
FINES & FORFEITS							
35000 10	Court Fines/Forfeitures	7597	9000	2592	4000	4000	4000
35000 20	Library Fines	1643	1500	615	1200	1200	1200
35000 40	Animal Impounds	2277	2000	685	1500	1500	1500
FINES & FORFEITS SUBTOTAL		11517	12500	3892	6700	6700	6700
MISCELLANEOUS REVENUES							
36000 10	Interest Earnings	69187	66000	37870	60000	60000	60000

36000 20	Rents & Royalties	0	100	0	100	100	100
36000 30	Leases of Land	6606	8000	5988	10000	10000	10000
36000 50	Library Donations	1055	2000	1365	1000	1000	1000
36000 51	A/R Service Charge	291	0	539	1000	1000	1000
36000 80	Misc. Memorial Donations				100	100	100
36000 81	Hospital Donations	3180	0	10000	0	0	0
36000 82	Pt. Fred Brdwlk Donations	0	3180	3180	0	0	0
36000 90	Other Miscellaneous	2832	4000	1396	3000	3000	3000
MISCELLANEOUS REVENUES SUBTOTAL		83151	83280	60338	75200	75200	75200
PROCEEDS OF GENERAL FIXED ASSETS							
39500 10	Sales of Land/Buildings	67679	80000	143597	75000	75000	75000
39500 20	Cemetery Sales	2200	1500	2200	5000	5000	5000
395.30	Compensation/Loss of Fixed Assets	0	0	0	0	0	0
PROCEEDS OF GENERAL FIXED ASSETS SUBTOTAL		69879	81500	145797	80000	80000	80000
GENERAL FUND OVERHEAD CHARGES							
37400 02	Sales Tax Fund	66600	71400	35700	0	0	0
37400 11	Electric Fund	129999	86466	43233	84097	84097	84097
37400 12	Water Fund	13560	14688	7344	15048	15048	15048
37400 13	Sewer Fund	12360	17172	8586	17484	17484	17484
37400 14	Sanitation Fund	12180	12768	6384	12960	12960	12960
37400 15	Harbor Fund	10020	10956	5478	16248	16248	16248
37400 16	Port Fund	1560	1500	750	2532	2532	2532
37400 17	Elderly Housing Fund	5551	4428	2214	4621	4621	4621
37400 21	Sanitation/PW	30000	30000	15000	5000	5000	5000
37400 23	Engineering Services	0	0	0	67000	67000	67000
GENERAL FUND OVERHEAD CHARGES SUBTOTAL		281830	249378	124689	224990	224990	224990
GENERAL FUND REVENUES SUBTOTAL		3803782	3508433	2264644	3758207	3758207	3760395
OTHER INTERFUND TRANSFERS							
39710 02	Sales Tax	265000	554000	0	612793	612793	612793
39710 05	Elementary School Repairs	3009	14950	12221	0	0	0
38710 54	Sanitation/Equip Bldg Storage	0	17250	0	10000	10000	10000
INTERGOVERNMENTAL TRANSFERS SUBTOTAL		268009	586200	12221	622793	622793	622793
CURRENT REVENUES & TRANSFERS TOTAL		4071791	4094633	2276865	4381000	4381000	4383188
GENERAL FUND REVENUES TOTAL		5213796	5341604	2276865	5492257	5492257	5494445

CITY COUNCIL

The City Council is the governing body of the City of Petersburg, a home rule, first class municipality in the State of Alaska. The City Council has all the powers and duties established by the Charter of the City of Petersburg.

D.A Coon, Mayor

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date (12/31/90)	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
<u>GENERAL FUND - 001</u>							
<u>EXPENDITURES</u>							
<u>CITY COUNCIL</u>							
<u>511 10 10 00</u>		<u>SALARIES & WAGES</u>					
511 10 11 00	Regular Pay	21625	22500	9437	22500	22500	22500
<u>SALARIES & WAGES SUBTOTAL</u>		<u>21625</u>	<u>22500</u>	<u>9437</u>	<u>22500</u>	<u>22500</u>	<u>22500</u>
<u>511 10 20 00</u>		<u>PERSONNEL BENEFITS</u>					
511 10 21 00	Pension	2638	3177	1285	4,021	4,021	4,021
511 10 22 00	Medicare	2	0	0	326	326	326
511 10 23 00	Health Insurance	29	0	0	0	0	0
511 10 26	Unemployment Comp	1	600	0	225	225	225
<u>PERSONEL BENEFITS SUBTOTAL</u>		<u>2670</u>	<u>3777</u>	<u>1285</u>	<u>4572</u>	<u>4572</u>	<u>4572</u>
<u>511 10 30 00</u>		<u>SUPPLIES</u>					
511 10 32 00	Operating Supplies	113	500	72	1000	1000	1000
<u>SUPPLIES SUBTOTAL</u>		<u>113</u>	<u>500</u>	<u>72</u>	<u>1000</u>	<u>1000</u>	<u>1000</u>
<u>511 10 40 00</u>		<u>OTHER SERVICES & CHARGES</u>					
511 10 41 00	Professional Services	48	0	0	0	0	0
511 10 43 00	Travel & Training	7050	6000	5308	7000	7000	7000
511 10 44 00	Advertising & Printing	6469	5500	4758	8000	8000	8000
511 10 49 00	Miscellaneous	10425	16000	4085	8664	8664	8664
<u>OTHER SERVICES & CHARGES SUBTOTAL</u>		<u>23944</u>	<u>27500</u>	<u>14151</u>	<u>23664</u>	<u>23664</u>	<u>23664</u>
<u>OPERATION & MAINTENANCE SUBTOTAL</u>		<u>48352</u>	<u>54277</u>	<u>24945</u>	<u>51736</u>	<u>51736</u>	<u>51736</u>
<u>511 10 60 00</u>		<u>CAPITAL OUTLAYS</u>					
511 10 61 00	Machinery & Equipment	0	0	0	0	0	0
<u>CAPITAL OUTLAYS SUBTOTAL</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>CITY COUNCIL TOTAL</u>		<u>48352</u>	<u>54277</u>	<u>24945</u>	<u>51736</u>	<u>51736</u>	<u>51736</u>

1991/92

City Council Narrative

511 10 11 00 City Council Pay: Mayor \$4500; Councilmembers \$3000/each.

511 10 21 00 City Council Pension (PERS); 17.87% or Social Security 7.65%

511 10 22 00 Medicare 1.45%

511 10 23 Health Insurance

511 10 26 00 City Council Unemployment Compensation: 1% of gross wage

511 10 32 00 Operating Supplies Coffee supplies, light bulbs, Legal publications & supplements

511 10 44 00 Advertising & Printing Codification of Ordinances; Code Book Covers; Legal advertisements; publications, printing

511 10 43 00 Travel & Training Alaska Municipal League and Southeast Conference;

511 10 49 00 Miscellaneous Election expenses; AML dues; Mayor's Assoc.; S.E.Conf.; Chamber of Commerce dues

511 10 64 00 Machinery & Equipment: Sound system for city council chambers

CITY MANAGER'S OFFICE

The purpose of the City Manager's Office is to centralize the administration of the City and to provide for the professional management of all city resources. The City Manager's Office provides staff support to the policy making legislative body, the City Council.

The City Manager's Office is responsible for the efficient and effective implementation of all city policies, programs and priorities. The City Manager's Office is responsible for developing and implementing the annual operating budget and capital improvement program. The City Manager supervises twelve department heads and provides direction, support and "room" to implement policies, programs and projects directed by the City Council.

Dave Palmer, City Manager

Account	Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
<u>GENERAL FUND - 001</u>							
<u>EXPENDITURES</u>							
<u>CITY MANAGER</u>							
512 10 10 00			SALARIES & WAGES				
512 10 11 00	Regular Pay	128594	131500	66153	117654	117654	117654
512 10 12 00	Overtime Pay	0	0	0	0	0	0
SALARIES & WAGES SUBTOTAL		128594	131500	66153	117654	117654	117654
512 10 20 00			PERSONNEL BENEFITS				
512 10 21 00	Pension	16534	18600	8242	21025	21025	21025
512 10 22 00	Medicare	1024	1851	521	1706	1706	1706
512 10 23 00	Health Insurance	6827	8000	3843	7072	7072	7072
512 10 24 00	Life Insurance	30	44	15	45	45	45
512 10 25 00	Workers Compensation	695	1010	0	1177	1177	1177
512 10 26 00	Unemployment Compensation	639	1600	836	1600	1600	1600
512 10 27 00	FICA	0	0	0	0	0	0
PERSONNEL BENEFITS SUBTOTAL		25749	31105	13457	32624	32624	32624
512 10 30 00			SUPPLIES				
512 10 31 00	Office Supplies	3230	2200	780	1500	1500	1500
512 10 32 00	Operating Supplies	538	600	408	600	600	600
512 10 34 00	Small Tools & Equipment	1510	600	385	600	600	600
SUPPLIES SUBTOTAL		5278	3400	1573	2700	2700	2700
512 10 40 00			OTHER SERVICES & CHARGES				
512 10 41 00	Professional Services	10000	5000	385	3000	3000	3000
512 10 42 00	Communications	5493	4250	2094	4250	4250	4250
512 10 43 00	Travel & Training	7818	7195	3709	6000	6000	6000
512 10 44 00	Advertising & Printing	1560	1000	216	500	500	500
512 10 45 00	Rentals & Leases	1310	1500	600	1500	1500	1500
512 10 48 00	Repairs & Maintenance	0	1000	0	1000	1000	1000
512 10 49 00	Miscellaneous	1629	2000	933	2000	2000	2000
OTHER SERVICES & CHARGES SUBTOTAL		27810	21945	7937	18250	18250	18250
OPERATIONS & MAINTENANCE SUBTOTAL		187431	187950	89120	171228	171228	171228
512 10 60 00			CAPITAL OUTLAYS				
512 10 64 00	Machinery & Equipment	0	1000	300	0	0	0
CAPITAL OUTLAYS SUBTOTAL		0	1000	300	0	0	0
CITY MANAGER TOTAL		187431	188950	89420	171228	171228	171228

FY 1991/92

Account Code

NARRATIVE DETAIL

512 00 00 00

City Manager's Office

FTE

512 10 11 00

Regular Pay

City Manager 1 68,958

City Clerk 1 48,696

TOTAL \$ 117,654

Total FTE: 2

*.5 Accounts Payable Position moved to Sales Tax Fund

512 10 12 00

Overtime Pay x.f.

512 10 21 00

Pension PERS @ 17.87 of gross wage

512 10 22 00

Medicare @ 1.45 of gross wage

512 10

Social Security

512 10 23 00

Medical Insurance \$5,568/employee annually

512 10 24 00

Life Insurance \$15.12/employee

512 10 25 00

Workers Compensation 1%

512 10 26 00

Unemployment Compensation .66%/ 1.4% of gross wage

512 10 31 00

Office Supplies Letterhead & envelopes; pens; hanging file folders and file folders; computer ribbons, & disks; scotch tape & staples; copy paper.

512 10 32 00

Operating Supplies Paper towels, toilet paper, soap, cleaning & sanitation supplies

512 10 34 00

Small Tools & Equipment Computer software/enhancements; calculator; recording equipment

512 10 41 00

Professional Services Surveys, appraisals, consultant, mapping, pass through for real property sales fees (surveys, appraisals, advertising)

512 10 42 00

Communications Telephone & express mail

512 10 43 00

Travel & Training Manager: AML & AMMA, Legislative; Clerk/Dep. Clk: AML & AAMC;

512 10 44 00

Advertising & Printing Legal advertisements, position advertisements

512 10 45 00

Rentals & Leases Car allowance, postage meter lease

512 10 48 00

Repairs & Maintenance Maintenance agreement for computer equipment; copier repair & computer repair

512 10 49 00

Miscellaneous Dues for Manager: AMMA & ICMA; Clerk: Alaska Assoc. of Muni. Subscriptions

512 10 64 00

Machinery & Equipment: One fire-proof file cabinet for original deeds, leases, contracts etc. (Safe can no longer accomodate all these records); Replace 7 year old computer/Clks office

CITY ATTORNEY

According to City Charter Section 6.7, the City Attorney "shall act as the legal advisor of and be responsible to the City Council". Charter Section 6.7 also indicates that the City Attorney will advise the City Manager and the City Clerk concerning legal problems affecting the City, and shall perform such other duties as may be prescribed by the Council and the Mayor. The City Attorney's Office handles civil litigation and administrative proceedings on behalf of the City. Upon request, the Attorney assists in the drafting of ordinances, contracts, leases, and other legal documents and assists in contract negotiations and enforcement. The Attorney also provides legal advice relating to City Code and Charter interpretation and enforcement and prepares legal opinions as requested. The Attorney is available for legal consultation to the City Council, Manager, Clerk and Department Heads, pursuant to the direction of the Council or Manager.

City Attorney

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date (12/31/90)	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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GENERAL FUND - 001

EXPENDITURES

CITY ATTORNEY

<u>513 10 40 00</u>		<u>OTHER SERVICES & CHARGES</u>					
<u>513 10 41 00</u>	<u>Professional Services</u>	<u>23211</u>	<u>45000</u>	<u>8746</u>	<u>30000</u>	<u>30000</u>	<u>30000</u>
<u>OTHER SERVICES & CHARGES TOTAL</u>		<u>23211</u>	<u>45000</u>	<u>8746</u>	<u>30000</u>	<u>30000</u>	<u>30000</u>
<u>CITY ATTORNEY TOTAL</u>		<u>23211</u>	<u>45000</u>	<u>8746</u>	<u>30000</u>	<u>30000</u>	<u>30000</u>

1991/92

City Attorney Narrative

513 10 41 00 Professional Services The law firm of _____ provides general legal services to the City. They review all appropriate ordinances, codes, statutes, contracts, claims, exposures and relationships that expose the city to legal action. They also handle all litigation where there is no insurance coverage.

The law firm of Davis Wright & Jones provides specific legal services in the field of employment law such as chief negotiator or advisor during negotiations, contract interpretations, representation in arbitration and grievances and overall guidance in equitable, legal pay plan revisions.

CITY FINANCE DEPARTMENT

The Finance Department is responsible for the City of Petersburg's fiscal affairs. The duties of collecting and receiving revenue and other money for the City; the custody, safekeeping, deposit and disbursement of money; and, the maintaining of a general accounting system for the City are also functions of the Finance Department. The department provides financial data for management at all levels, generates revenues through billing and collection of accounts receivable, local taxes and utility charges. The department is charged with maintaining the City's financial operations within the limits prescribed by law and in accordance with guidelines established by generally accepted accounting principles.

Jodell Jones, Treasurer

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget	Current Year To Date 12/31/90	Budget Year Requested	Budget Year Recommended	Budget Year Approved
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GENERAL FUND - 001

EXPENDITURES

CITY FINANCE

514 10 10 00		SALARIES & WAGES					
514 10 11 00	Regular Pay	166054	174010	86979	158780	158780	158780
514 10 12 00	Overtime Pay	9883	6385	231	5000	5000	5000
SALARIES & WAGES SUBTOTAL		175937	180395	87210	163780	163780	163780
514 10 20 00		PERSONNEL BENEFITS					
514 10 21 00	Pension	20997	25472	12337	29267	29267	29267
514 10 22 00	Medicare	554	800	340	2375	2375	2375
514 10 23 00	Health Insurance	12637	18000	7381	10525	10525	10525
514 10 24 00	Life Insurance	65	83	33	60	60	60
514 10 25 00	Workers Compensation	911	1300	861	1081	1081	1081
514 10 26 00	Unemployment Insurance	873	2600	1206	1638	1638	1638
514 10 27 00	FICA	0	0	0	300	300	300
PERSONNEL BENEFITS SUBTOTAL		36037	48255	22158	45246	45246	45246
514 10 30 00		SUPPLIES					
514 10 31 00	Office Supplies	8209	10500	7153	10500	10500	10500
514 10 32 00	Operating Supplies	534	500	296	600	600	600
514 10 34 00	Small Tools & Equipment	6106	5000	1722	2500	2500	2500
SUPPLIES SUBTOTAL		14849	16000	9171	13600	13600	13600
514 10 40 00		OTHER SERVICES & CHARGES					
514 10 41 00	Professional Services	394	1000	522	800	800	800
514 10 41 02	Appraisal & Tax Assess. Services	17507	20000	18105	25000	25000	25000
514 10 41 03	Accounting & Auditing Services	60082	60000	55116	38000	38000	38000
514 10 42 00	Communications	13189	15500	6601	15000	15000	15000
514 10 43 00	Travel & Training	7649	1800	628	1000	1000	1000
514 10 44 00	Advertising & Printing	981	1500	352	1000	1000	1000
514 10 45 00	Rentals & Leases	226	750	234	400	400	400
514 10 48 00	Repairs & Maintenance	7433	7000	2409	10450	10450	10450
514 10 49 00	Miscellaneous	672	500	150	500	500	500
OTHER SERVICES & CHARGES SUBTOTAL		108133	108050	84117	92150	92150	92150

1991/92

Account Code

NARRATIVE DETAIL

514 00 00 00
514 10 11 00

Finance Office

Regular Pay

	<u>FTE</u>		
City Treasurer	1	48,963	
Data Proce. Super.	1	34,737	
Accountant	1	34,212	
A/C Pay. Clerk	.5	15,584	(.5 in Sales Tax Fund)
Clerk/Cashier	1	24,952	
Total		<u>\$158,780</u>	

Total FTE: 4.5

Transferred one (1) FTE (Full Time Employee) Accounts Receivable Clerk to Electric Utility Department

514 10 12 00

Overtime Experience Factor

514 10 21 00

Pension PERS @ 17.87% of gross wage

514 10 22 00

Medicare 1.45% for all employees

514 10 23 00

Aetna \$5568/annual per employee

514 10 24 00

Life Insurance Fidelity \$15 premium per employees

514 10 25 00

Workers Compensation .66% of gross wage

514 10 26 00

Unemployment Compensation 1.0% of gross wage

514 10 27 00

FICA Tax 7.65% for employees not covered by PERS

514 10 31 00

Office Supplies Stationary, forms, pens pencils, etc.

514 10 32 00

Operating Supplies Paper towels, toilet paper, soap, cleaning & sanitation supplies

514 10 33 00

Maintenance Supplies Paint, Light bulbs

514 10 34 00

Small Tools & Equipment Computer programs & updates -1500; Replace adding machine, work station, desk chair & other misc. items - 1,000.

514 10 41 00

Professional Services Surveys & title searches

514 10 41 03

Accounting & Auditing Services Annual audit of City funds (includes single audits)- 25,000 plus 13,000 for school audit

514 10 41 02

Appraisal & Tax Assessment Services Year 2 of 2 year cycle, includes in-house map work

514 10 42 00

Communications Telephone & Mail

514 10 43 00

Travel & Training Municipal Finance Officers Association - \$1,000

514 10 44 00

Advertising & Printing Legal notices & ads

514 10 45 00

Rentals & Leases Pitney Bowes postage meter & car/Motor Pool

514 10 48 00

Repairs & Maintenance Maintenance agreements: MCM-\$6000; IBM-\$3300; Printers-\$550; Repairs: Xerox-\$600

514 10 49 00

Miscellaneous Dues, subscriptions, court costs & bank fees

OPERATION & MAINTENANCE SUBTOTAL	334956	352700	202656	314776	314776	314776
514 10 60 00	CAPITAL OUTLAYS					
514 10 64 00 Machinery & Equipment	2414	12200	6420	5450	5450	5450
CAPITAL OUTLAYS SUBTOTAL	2414	12200	6420	5450	5450	5450
CITY FINANCE TOTAL	337370	364900	209076	320226	320226	320226

514 10 64 00

Machinery & Equipment CWS Fixed asset report & update training-\$5450;

CITY POLICE DEPARTMENT

This Department constitutes an organization whose very existence is justified solely on the basis of community service. Although departmental regulations provide a working pattern, our official activity must not be confined within the limited orbit described by them. Actually, that portion of police service dealing with real criminals is only a small part of our overall responsibility. The greater percentage of our time and energy is expended on noncriminal service functions and dealing with law abiding citizens of the community. We should consider it our duty and privilege, not only to protect our citizens from the criminal but also to protect and defend the rights guaranteed under our structure of government. It may be said that matters of civil law are not a basic police responsibility and within reasonable limits, we should attempt to avoid becoming entangled in them. However, many situations can best be served only when we assist in such matters. Our broad philosophy must embrace wholehearted determination to protect and support individual rights while at all times providing for the security of persons and property in the community. In meeting this objective, it is our duty to operate as a public service organization.

The mission of this department is to serve and protect persons and property in the City of Petersburg, Alaska. The responsibilities associated with this mission are many. They include enforcement of city ordinances, federal and state law, protecting property and personal safety and, generally assisting citizens in urgent situations. In joining this department, employees make its responsibilities their own. They are expected to carry out these responsibilities diligently and courteously and to take pride in the services they provide. A major objective in the coming year will be to maintain the existing level of service while reducing expenditures to under the appropriation level.

Bob Oszman, Chief of Police

Description	Prior Year Actual FY 89/90	Current Year Budget FY 90/91	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
<u>GENERAL FUND - 001</u>						
<u>EXPENDITURES</u>						
<u>POLICE DEPARTMENT</u>						
521 10 10 00	<u>SALARIES & WAGES</u>					
521 10 11 00 Regular Pay	221543	279515	138650	282873	282873	282873
521 10 12 00 Overtime Pay	37333	30000	15734	31200	31200	31200
521 10 17 00 Shift Differential	3954	6040	2797	6040	6040	6040
SALARIES & WAGES SUBTOTAL	262830	315555	157181	320113	320113	320113
521 10 20 00	<u>PERSONNEL BENEFITS</u>					
521 10 21 00 Pension	35828	43198	25471	57204	57204	57204
521 10 22 00 Medicare	2577	4436	1606	4642	4642	4642
521 10 23 00 Health Insurance	26244	38051	18884	32400	32400	32400
521 10 24 00 Life Insurance	101	105	63	142	142	142
521 10 25 00 Workers Compensation	16803	15602	11397	8228	8228	8228
521 10 26 00 Unemployment Compensation	1509	1529	2462	3201	3201	3201
521 10 27 00 FICA				100	100	100
PERSONNEL BENEFITS SUBTOTAL	83062	102921	59883	105917	105917	105917
521 10 30 00	<u>SUPPLIES</u>					
521 10 31 00 Office Supplies	2226	4000	2957	4000	4000	4000
521 10 32 00 Operating Supplies	14078	18000	6910	18000	18000	17437
521 10 33 00 Maintenance Supplies	1134	1500	417	1500	1500	1500
521 10 34 00 Small Tools & Equipment	9211	10800	6064	10000	10000	8500
521 10 34 01 Design Rev Exp	0	5000	0	0	0	0
SUPPLIES SUBTOTAL	26649	39300	16348	33500	33500	31437
521 10 40 00	<u>OTHER SERVICES & CHARGES</u>					
521 10 41 00 Professional Services	1265	2000	867	2000	2000	2000
521 10 42 00 Communications	4351	4600	1870	4600	4600	4600

1991/1992

ACCOUNT CODE NARRATIVE DETAIL
521 00 00 00 Police Department
521 10 10 00 Regular Pay

	<u>FTE</u>			<u>FTE</u>	
Chief of Police	1	55,681	Chief Clerk	1	33,082
Captain of Police	1	43,628	Clk Dis II	1	26,176
Sgt. of Police	1	41,402	Clk Dis II	1	26,176
Police Officer	1	36,618	Clk Dis II	1	26,176
Police Officer	1	36,618	PT Clk Dis II	.75	20,940
Police Officer	1	36,618	PT Clk Dis II	.45	10,470
P.T. Officer	.25	9,000	Jail Guard	.85	22,110
Student Janitor*	.25	2,700			

TOTAL 426,936

Total FTE: 12.55

The parking attendant position previously budgeted for 2 months during the summer has been eliminated. The part-time police officer positions has been reduced from 6 months to 3 months.

Police Dept. does not use contract janitorial service.

521 10 12 00 Experience factor. This includes end of shift work, court time, training, special investigations, mandated safety meetings, holidays worked, emergency callouts and shift coverage. (\$31,200)

521 10 17 00 Shift Differential paid at the rate of \$.35 per hour for swing shift (1600 to 0000) and \$.50 per hour for graveyard (0000 to 0800)

521 10 21 00 Pension PERS at 17.87% of gross wage

521 10 22 00 Medicare 1.45 %

521 10 23 00 Medical Insurance \$5568 annual per employee

521 10 24 99 Life Insurance \$15.12 per employee

521 10 25 00 Workers Compensation at 4.4% of gross wage for officers and .66% of gross wage for dispatchers

521 10 26 00 Unemployment Compensation 1% of gross wage

521 10 31 00 Office Supplies: stationery, forms, pens, pencils, blank computer disks, cassette tapes, video VHS tapes, video 3/4" tapes, copier supplies for police department; includes \$100 for Civil Defense office supplies. (\$4000)

521 10 32 00 Operating supplies: Animal food, cleaning supplies, uniform clothing allowances for officers and jail guard (\$3600), reserve officer uniforms, ammunition, batteries, photography supplies, photo development, fingerprint supplies, chemicals for destruction of animals; includes \$300 for Civil Defense Supplies. (\$18000)

521 10 33 00 Maintenance Supplies: building materials and supplies, paints and painting supplies, plumbing supplies, electrical supplies, light bulbs. Janitorial duties are done within the department. (\$1500)

521 10 34 00 Small Tools and Equipment: Syntax computer program update (\$2000), replace DWI/Interview video camera gun repair and cleaning equipment (\$800), surveillance equipment, weapons, and misc. other equipment used in police department operations. (\$10000)

521 10 41 00 Professional Services: polygraph exams, medical exams and hospital services related to investigations, and exams as required by Alaska Police Standards Council for new hires (\$2000)

521 10 42 00 Communications: postage, telephone; includes \$100 for Civil Defense postage and telephone calls (\$4,600)

521 10 43 00	Travel & Training	9185	8213	3622	7000	7000	7000
521 10 44 00	Advertising & Printing	1270	2000	286	2000	2000	2000
521 10 45 00	Rentals & Leases	2428	3800	1053	3800	3800	3392
521 10 45 01	Vehicle Replacement	10470	8053	2552	3762	3762	3762
521 10 47 00	Utilities	8346	8000	3891	4000	4000	4000
521 10 48 00	Repairs & Maintenance	11112	10000	3657	8000	8000	8000
521 10 49 00	Miscellaneous	3899	6000	1499	6000	6000	6000
521 10 49 20	Motor Pool O/M	14530	16297	10755	12000	12000	12000
OTHER SERVICES & CHARGES TOTAL		66856	68963	30052	53162	53162	52754

OPERATIONS & MAINTENANCE SUBTOTAL		439397	526739	263464	512692	512692	510221
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521 10 60 00	CAPITAL OUTLAYS						
521 10 62 18	Police Dept. Remodel	0	0	0	0	0	0
521 10 64 01	Other Equipment	0	0	0	0	0	0
521 10 64 02	Computer Equipment	0	0	0	0	0	0
521 10 64 51	Office Equipment		0		0	0	0

CAPITAL OUTLAYS SUBTOTAL		0	0	0	0	0	0
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POLICE DEPARTMENT SUBTOTAL		439397	526739	263464	512692	512692	510221
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JAIL		SALARIES					
523 10 10 00							
523 10 11 00	Regular Pay	110605	150605	34800	144062	144062	144062
523 10 12 00	Overtime Pay	18639	0	1995	4000	4000	4000
SALARIES & WAGES SUBTOTAL		129244	150605	36795	148062	148062	148062

521 10 43 00 Travel and Training: travel expenses, per diem, training seminars (1) IACP annual meeting (\$1550), unknown amount of travel related to investigations (\$3000), (2) SEANET areawide meetings (\$675), Reid Interrogation School (\$1645) Additional (\$800) is budgeted for tuition expenses and (\$330) is budgeted for in house training films and programs. Some types of police training and certification is mandated and failure to maintain funds can have an adverse effect on our operation and liabilities. (\$8000)

521 10 44 00 Advertising and Printing: auction ads, snow removal, 4th of July, Halloween, Parking Enforcement, Police Department personnel ads, animal control, dog licensing (\$2000)

521 10 45 00 Rentals and Leases: car allowance (\$1200), DDC 4 & 8 (\$1200), film rentals (\$992) (\$3800)

521 10 45 01 Vehicle Replacement: police vehicles-3 (\$3762)

521 10 47 00 Utilities (electric): police department, dog pound, jail, waste disposal. (\$8000)

521 10 48 00 Repairs and Maintenance: Syntax programs support (\$1700) Computer maintenances (\$500), Copier Service and repair (\$1500), console, vehicle radio and portable service agreement (\$2880); repairs to other misc. police equipment and building and office supply equipment including but not limited to typewriters, Intoximeter, video equipment, surveillance equipment and other equipment used in police department investigations (\$10000)

521 10 49 00 Miscellaneous: Undercover drug operations, dues, subscriptions and memberships (1) IACP, (2) Alaska Chiefs of Police Assn., (6) Alaska Peace Officers Assn., (1) National Academy FBI, (1) Association Public Communications Officer membership, magazine subscriptions relating to law enforcement, dispatching, emergency medical services and computers; includes (200) for Civil Defense related publications. This account has been reduced over past years which hampers drug investigations as buy money, operational expenses i.e. rent, utilities, for undercover confidential informants when working in cooperation with SEANET is obtained from this account. \$6,000)

521 10 49 20 Motor Pool Operations/Maintenance (\$12000)

521 10 64 01 Other Equipment: two replacement portable radios (\$3000)

521 10 64 02 Computer Equipment: purchase 386 SX computers (\$6000)

521 10 64 51 Office Equipment:

523 00 00 00 JAIL

523 10 10 00 Salaries and Wages: Police officer and dispatcher salaries and benefits figured on percentage of time spent on jail upkeep, grocery shopping, paperwork, cooking and serving meals to prisoners, monitoring visits, showers, yard time, escorting prisoners to doctors and dentists for medical attention, picking up and escorting prisoners arriving and departing from and to other institutions. (\$148,062)

523 10 20 00		PERSONNEL BENEFITS					
523 10 21 00	Pension	17887	21265	6271	26459	26459	26459
523 10 22 00	Medicare	1293	2183	464	2147	2147	2147
523 10 23 00	Health Insurance	13102	32598	5447	16400	16400	16400
523 10 24 00	Life Insurance	50	100	17	70	70	70
523 10 25 00	Workers Compensation	8142	2248	1548	4570	4570	4570
523 10 26 00	Unemployment Compensation	755	753	596	1480	1480	1480
PERSONNEL BENEFITS TOTAL		33087	59147	12795	46556	46556	46556
523 10 30 00		SUPPLIES					
523 10 31 00	Office Supplies	1144	350	683	350	350	350
523 10 32 00	Operating Supplies	22573	20000	7210	20000	20000	20000
523 10 33 00	Maintenance Supplies	1405	1000	553	1000	1000	1000
513 10 34 00	Small Tools & Equipment	2686	1700	17	1700	1700	1700
SUPPLIES SUBTOTAL		27808	23050	8463	23050	23050	23050
523 10 40 00		OTHER SERVICES & CHARGES					
523 10 41 00	Professional Services	1504	2500	1419	2500	2500	2500
523 10 42 00	Communications	1819	1275	352	1275	1275	1275
523 10 43 00	Travel & Training	0	0	0	0	0	0
523 10 46 00	Insurance - Law Enforcement	10754	10754	0	25000	25000	25000
523 10 47 00	Utilities	8346	8000	3891	4000	4000	4000
523 10 48 00	Repairs & Maintenance	417	3500	0	3500	3500	3500
523 10 49 00	Miscellaneous	802	700	354	700	700	700
523 10 49 02	Non Secure Juvenile Care	5383	4000	810	4000	4000	4000
523 10 49 03	Work Center Commissary	0	2000	334	2000	2000	2000
OTHER SERVICES & CHARGES SUBTOTAL		29025	32729	7160	42975	42975	42975
OPERATIONS & MAINTENANCE SUBTOTAL		219164	265531	65213	260643	260643	260643
523 10 60 00		CAPITAL OUTLAYS					
CAPITAL OUTLAYS SUBTOTAL		0	0	0	0	0	0
JAIL SUBTOTAL		219164	265531	65213	260643	260643	260643
POLICE DEPARTMENT SUBTOTAL		439397	526739	263464	512692	512692	510221
PUBLIC SAFETY TOTAL		658561	792270	328677	773335	773335	770864

523 10 31 00 Office Supplies forms, stationery, pens, pencils, etc. (\$350)
 523 10 32 00 Operating Supplies: jail groceries and institutional supplies, clothing, misc. operating supplies, prisoner medications. (\$20,000)
 523 10 33 00 Maintenance Supplies Building material and supplies, paints and painting supplies, plumbing supplies, electrical tools and other repair and maintenance supplies (\$1000)
 523 10 34 00 Small Tools and Equipment: appliances for kitchen and laundry of jail. (\$1700)
 523 10 41 00 Professional Services: medical, dental, psychiatric, and hospital services. Some costs are reimbursed by state above contract (\$2500)
 523 10 42 00 Communications: postage, telephone (mail and phone costs related to jail). (\$1275)
 523 10 43 00 Travel and Training meetings and training related to jail operations. No money budgeted; if there are any small contract jail meetings we will be unable to attend. (\$0)
 523 10 46 00 Insurance % related to jail (\$25,000) \$2 million
 523 10 47 00 Utilities: water, electricity and heat related to jail operations. (\$8,000)
 523 10 48 00 Repairs and Maintenance: contractual work to electricians, plumbers, contractors to repair and maintain facility and appliances. (\$3500)
 523 10 49 00 Miscellaneous general overhead expenses, other contractual services (t.v.) (\$700)
 523 10 49 02 Non-Secure facility expenses for emergency shelter for juveniles in need of aid who have not committed serious crimes. The amount budgeted is for training of attendants, attendant wages, games, magazines, sweatshirts and pants, toiletry items. The amount budgeted for above is under the grant amount. (\$4000)
 523 10 49 03 Work Center Commissary Funds: This money is being budgeted to allow funds for work performed by prisoners within department confines to earn money for commissary items including cigarettes, candy bars, pop, etc. as provided for in Jail Manual within state guidelines for sentenced prisoners. Hourly amount varies from .50 to .65 cents per hour. (\$2000)

CITY FIRE DEPARTMENT

The purpose of this department is to protect the lives and property of our residents and visitors from destructive losses due to fire and other catastrophic events, both minor and major. The department provides fire ground training to its' members, fire prevention information to the community's residents, and life safety inspections of the community's facilities and buildings to facilitate a fire safe environment. The department also provides emergency medical services to our residents and visitors. Training for this service is provided by the department for its members. The department also provides a variety of emergency medical training for the general public. The Chief is responsible for maintaining the abilities and equipment of the department at levels commensurate with the inherent hazards and risks found in the city and for developing and implementing the annual operational budget. The Chief provides direction and support to sixty five department members.

Norm Fredricksen, Fire Chief

Account Code	Description	Prior Year Actual (FY 88/89)	Current Year Budget FY 90/91	Current Year To Date	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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GENERAL FUND 001

EXPENDITURES

FIRE DEPARTMENT

		SALARIES & WAGES					
525 10 10 00							
525 10 11 00	Regular Pay	85916	87204	39900	88982	88982	88982
525 10 12 00	Overtime Pay	3816	3816	14241	8100	8100	1500
SALARIES & WAGES SUBTOTAL		89732	91020	54141	97082	97082	90482

		PERSONNEL BENEFITS					
525 10 20 00							
525 10 21 00	Pension	10866	10917	6446	14475	14475	14475
525 10 22 00	Medicare	872	1177	0	0	0	0
525 10 23 00	Health Insurance	9056	10866	4042	7112	7112	7112
525 10 24 00	Life Insurance	31	31	14	31	31	31
525 10 25 00	Workers Compensation	17436	23744	16350	10202	10202	10202
525 10 26 00	Unemployment Compensation	201	405	666	810	810	810
525 10 27 00	Vol. Pension		10500				
PERSONNEL BENEFITS SUBTOTAL		38462	57640	23544	32630	32630	32630

		SUPPLIES					
525 10 30 00							
525 10 31 00	Office Supplies	400	700	337	700	700	700
525 10 32 00	Operating Supplies	15425	14825	5952	14500	14500	14500
525 10 33 00	Maintenance Supplies	3165	3305	1156	3305	3305	3305
525 10 34 00	Small Tools & Equipment	30000	32866	18380	10000	10000	10000
SUPPLIES TOTAL		48990	51696	25825	28505	28505	28505

		OTHER SERVICES & CHARGES					
525 10 40 00							
525 10 41 00	Professional Services	3422	2660	857	1350	1350	1350
525 10 42 00	Communications	2000	1800	598	1400	1400	1400
525 10 43 00	Travel & Training	15035	19580	7684	15000	15000	15000
525 10 44 00	Advertising & Printing	250	0	0	200	200	200
525 10 45 00	Rentals & Leases	2072	1200	700	1200	1200	1200

FY 1991/92

Account Code

NARRATIVE DETAIL

525 10 00 00

Fire Department

525 10 11 00

Regular Pay

	<u>FTE</u>	
Fire Chief (Vol)	.09	\$ 6180
Assist. Chief	1	44378
Firefighter/EMT	1	36620
Assist. Chief (Vol)	.06	1804

Total \$ 88982
Total FTE: 2.15

525 10 12 00

Overtime Pay Experience factor

525 10 21 00

Pension PERS @ .1787 of gross wage

525 10 22 00

Medicare 1.45 % x.o. (turn-over factor)

525 10 23 00

Medical Insurance \$5,568.48 per employee

525 10 24 00

Life Insurance \$15.12 per employee

525 10 25 00

Workers Compensation 5.07% of gross wage + volunteer coverage (40 firemen & 22 EMT's)

525 10 26 00

Unemployment Compensation 1% of gross wage

525 10 31 00

Office Supplies Stationary, writing materials, tape etc.

525 10 32 00

Operating supplies Monthly fire dinners, coffee, cleaning supplies, chemicals for firefighting, film and development, copy machine supplies, fuel oil for Scow Bay station, defib pads, misc. bandaging/splinting/replacement, CPR supplies, blankets/towels/sheets, 0-2 masks, air ways, clothing allowance, anti-freeze for harbor.

525 10 33 00

Maintenance Supplies Air-pak maintenance, batteries, spray paint, nuts & bolts, brushes, light bulbs, light fixturers, pager & radio batteries, portable suction batteries, annie maint.

525 10 34 00

Small Tools & equipment—6-30 min. air tanks, 1 piercing nozzle, 1 USCG applicator, 6-plastic nozzles, 6-plastic end caps, 8 sets protective clothing, 4 motorola pagers, 2 extension cord reels, 12 coupling adaptors, 6 blue lights, 1 knox box encoder, 4 knox box decoders, 2 hand lights, 6 helmets, 4 boots.

525 10 41 00

Professional Services Hepatitis vaccination, breathing air testing.

525 10 42 00

Communications Phones, Phone calls, charges for fire siren & harbor fire phones, postage.

525 10 43 00

Travel & Training 1- Fire & Arson trng. Juneau, Chief - Mid year Conference - Anch., 6- Firefighters Conference - Anch., 8 - EMS Symposium - Sitka, 4 - unscheduled trng. Juneau, SCBA training slides, EMT recert class, Defib training materials.

525 10 44 00

Advertising and Printing Auctions, Public safety training.

525 10 45 00

Rentals & Leases Chief's vehicle.

525 10 45 01	Vehicle Replacement	105456	133044	77609	131508	0	0
525 10 47 00	Utilities	1600	1600	1302	1700	1700	1700
525 10 48 00	Repairs & Maintenance	4450	3620	365	3100	3100	3100
525 10 49 00	Miscellaneous	1400	1500	1427	2010	2010	2010
525 10 49 20	Motor Pool Charges	20000	18000	28300	20000	20000	20000
OTHER SERVICES & CHARGES SUBTOTAL		155685	183004	118842	177468	45960	45960
OPERATIONS & MAINTENANCE SUBTOTAL		332869	383360	222352	335685	204177	197577
525 10 60 00		CAPITAL OUTLAYS					
525 10 62 00	Buildings	0	0	0	0	0	0
525 10 62 01	New Fire Station	0	0	0	0	0	0
525 10 64 01	Other Equipment				12000	12000	12000
CAPITAL OUTLAYS SUBTOTAL		0	0	0	12000	12000	12000
FIRE DEPARTMENT TOTAL		332869	383360	222352	347685	216177	209577

525 10 45 01 Vehicle Replacement
525 10 47 00 Utilities Both stations.
525 10 48 00 Repairs & Maintenance Office equipment, radio & pager repairs, hydro-static test air tanks/extinguishers, ENS
training aid repair computer maintenance, tank truck modification.
525 10 49 00 Miscellaneous Dues to ASFA, ASFC and NEPA and subscriptions - Jems, Fire Command, Fire Engineering, Fire Chief &
Fire House
525 10 49 20 Motor Pool Charges
525 10 60 00 Capital Outlays
525 10 62 00 Buildings
525 10 62 01 New Fire Station: Waiting for Capital Projects Funding
525 10 64 01 Other Equipment: Defibrillator

CITY PUBLIC WORKS DEPARTMENT

The Public Works Department is responsible for all construction, maintenance, repairs and operation of municipal Public Works projects, including public buildings, streets, water & sewer system. The Public Works Department is presently planning and coordinating street upgrades for paving and installation of sidewalks. The Public Works Department is responsible for controlling snow and ice removal, traffic signs, storm drain maintenance and street cleaning for public safety. It is also responsible for the maintenance of the cemetery, grounds, quarry & rock crushing and streets. The Public Works administration is responsible for billing, inventory control, purchasing and receiving, record keeping and map updates. At present, the Public Works Superintendent supervises fourteen employees; two office personnel, four sanitation workers, four full time street maintenance personnel, three temporary street maintenance personnel, three motor pool personnel and one groundskeeper.

Eli Lucas, Public Works Superintendent

Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
<u>GENERAL FUND - 001</u>						
<u>EXPENDITURES</u>						
<u>PUBLIC WORKS OPERATIONS OFFICE</u>						
531 10 10 00	<u>SALARIES & WAGES</u>					
531 10 11 00 Regular Pay	85206	85302	39127	68770	68770	68770
531 10 12 00 Overtime Pay	215	1594	249	500	500	500
SALARIES & WAGES SUBTOTAL	85421	86896	39376	69270	69270	69270
531 10 20 00	<u>PERSONNEL BENEFITS</u>					
531 10 21 00 Pension	10701	13850	5208	12379	12379	12379
531 10 22 00 Medicare	22	0	0	1004	1004	1004
531 10 23 00 Health Benefits	7259	10321	3490	7072	7072	7072
531 10 24 00 Life Insurance	27	37	13	35	35	35
531 10 25 00 Workers Compensation	4642	5487	3772	4000	4000	4000
531 10 26 00 Unemployment Compensation	425	455	484	693	693	693
531 10 27 00 FICA	0	0	0	0	0	0
PERSONNEL BENEFITS SUBTOTAL	23076	30150	12967	25183	25183	25183
531 10 30 00	<u>SUPPLIES</u>					
531 10 31 00 Office Supplies	1743	2000	679	1300	1300	1300
531 10 32 00 Operating Supplies	2172	2000	694	2000	2000	2000
531 10 32 01 Safety Supplies/Classes	2351	500	327	500	500	500
531 10 33 00 Maintenance Supplies	401	200	3	500	500	500
531 10 34 00 Small Tools & Equipment	1713	1500	1005	1500	1500	1500
SUPPLIES SUBTOTAL	8380	6200	2708	5800	5800	5800
531 10 40 00	<u>OTHER SERVICES & CHARGES</u>					
531 10 41 00 Professional Services	4354	3500	1772	3600	3600	3600
531 10 42 00 Communications	2899	2500	859	2500	2500	2500
531 10 43 00 Travel & Training	4046	2000	39	1000	1000	1000
531 10 44 00 Advertising & Printing	332	500	65	500	500	500
531 10 45 00 Rentals & Leases	0	0	0	0	0	0
531 10 45 01 Vehicle Replacement	1283	1247	623	1366	1366	1366
531 10 47 00 Utilities	2685	2500	848	2500	2500	2500

1991/92

ACCOUNT CODE

NARRATIVE DETAIL

531	Public Works - Operations	<u>FTE</u>		
531 10 11 00	Regular Pay	Superintendent	1	56,181
		Secretary	.5	12,589 (.5 in Building Maintenance)
		TOTAL		68,770

Total FTE: 1.5

531 10 12 00	Overtime Pay /Secretary Time
531 10 21 00	PERS 17.87%
531 10 22 00	Medicare 1.45% of gross wage
531 10 23 00	Medical Insurance \$5568 per employee annually
531 10 24 00	Life Insurance \$15.12 per employee annually
531 10 25 00	Workers Compensation 7.2% for Superintendent; .66% for Secretary:
531 10 26 00	Unemployment Compensation 1% of Gross Wages
531 10 27 00	FICA - for temporary/part-time employees not covered by PERS
531 10 31 00	Office Supplies: Stationary forms, invoices, receipt book, recycled paper, toner, and other general office supplies & equipment supplies.
531 10 32 00	Operating Supplies: Public Works Administration: Keys, film, safety supplies, coffee, other gen. operating supplies.
531 10 32 01	Safety Supplies and class materials bought: programs, rental and purchase of tapes.
531 10 33 00	Maintenance: Public Works Administration: Building materials, electrical supplies, paint and painting supplies, other repair and maintenance supplies.
531 10 34 00	Small tools & Equipment: Office equipment, hardcard and program.
531 10 41 00	Professional Services: Engineering, surveying, consulting services & Janitorial Services for P.W. Office.
531 10 42 00	Communications: Telephone/computer line & mail.
531 10 43 00	Travel & Training: Public Works Conference has training on equipment and new products and new methods used in public works field, per diem, air fare, Conference cost. Also for in-house training.
531 10 44 00	Advertising & Printing: Public Notices, Time cards, crew day cards, Bid advertisement & labor ads.
531 10 45 00	Rentals & leases: Leasing of any equipment or vehicle.
531 10 45 01	Vehicle Replacement: Scheduled replacement of vehicle.
531 10 47 00	Utilities for Public Works

531 10 48 00	Repairs & Maintenance	1132	2500	244	1000	1000	1000
531 10 49 00	Miscellaneous	317	300	170	150	150	150
531 10 49 20	Motor Pool Charges	2624	2800	2396	3000	3000	3000
OTHER SERVICES & CHARGES SUBTOTAL		19672	17847	7016	15616	15616	15616
OPERATIONS & MAINTENANCE SUBTOTAL		136549	141093	62067	115869	115869	115869
CAPITAL OUTLAYS							
531 10 64 01	Mapping Updates	0	2500	0	5000	5000	5000
531 10 64 02	Machinery & Equipment	0	0	0	0	0	0
CAPITAL OUTLAYS SUBTOTAL		0	2500	0	5000	5000	5000
P/W OPERATIONS SUBTOTAL		136549	143593	62067	120869	120869	120869
PUBLIC WORKS/STREETS				SALARIES			
534 10 10 00							
534 10 11 00	Regular Pay	152258	183436	79030	203664	203664	203664
534 10 12 00	Overtime Pay	20384	17226	15863	18340	18340	18340
SALARIES & WAGES SUBTOTAL		172642	200662	94893	222004	222004	222004
534 10 20 00							
PERSONNEL BENEFITS							
534 10 21 00	Pension	20985	27770	11161	37408	37408	37408
534 10 22 00	Medicare	1769	1429	601	3097	3097	3097
534 10 23 00	Health Insurance	14568	20344	6503	19505	19505	19505
534 10 24 00	Life Insurance	64	85	25	85	85	85
534 10 25 00	Workers Compensation	15975	20270	13228	15025	15025	15025
534 10 26 00	Unemployment Compensation	1017	984	1139	2124	2124	2124
534 10 27 00	FICA	0	0	0	100	100	100
PERSONNEL BENEFITS SUBTOTAL		54378	70882	32657	77344	77344	77344

531 10 48 00 Repairs & Maintenance: Small contract charges, cleaning and maintenance of office machines,
 maintenance agreements.
 531 10 49 00 Miscellaneous: Any emergency items not covered above.
 531 10 49 20 Motor Pool Charges: Repairs, operation and parts charges for vehicle.

CAPITAL OUTLAYS

531 10 63 01 Mapping Updates: Utility upgrades or mapping equipment.

STREETS	Regular Pay	Foreman	FTE	\$	
534 10 00 00		Foreman	1	39842	
534 10 11 00		Heavy Eq Op	1	38948	
		2 Utility Worker	2	68120	
		Cemetery/Grounds	.50	19587	
		Laborer	1	24700	
		Temp Laborer	.17	3991	
		PW/E Secretary	.33	8476	(.33 in Engineering; .33 in Sanitation)
		Construction Temps	7.99	-0-	(wages included in capital construction projects)
		Total		203664	

Total FTE: 5.83
 Temp: 8.16

534 10 12 00	Overtime Pay	10% of gross wages
534 10 21 00	Pension	PERS at 17.87%
534 10 22 00	Medicare	1.45% of Gross wage
534 10 23 00	Medical Insurance	\$5568 per employee State GHCL Plan I
534 10 24 00	Life Insurance	\$15.12 per employee annual
534 10 25 00	Workers Comp	7.2% of Gross Wages for Crew, 5.5% for Grounds Keeper.
534 10 26 00	Unemployment Insurance	1% of Gross Wages
534 10 27 00	FICA	- for temporary/part-time employees not covered by PERS

534 10 30 00		SUPPLIES					
534 10 31 00	Office Supplies	0	0	0	0	0	0
534 10 32 00	Operating Supplies (Grounds Keeper)	3585	9500	6015	9500	9500	9500
534 10 32 01	Safety Supplies (Street Crew)	227	2500	1426	2000	2000	2000
534 10 33 00	Maintenance Supplies	32470	35500	14141	37500	37500	33500
534 10 34 00	Small Tools & Equipment	7089	4400	3821	4000	4000	4000
SUPPLIES SUBTOTAL		43371	51900	25403	53000	53000	49000

534 10 40 00		OTHER SERVICES & CHARGES					
534 10 41 00	Professional Services	240	1000	0	0	0	0
534 10 42 00	Communications	64	100	12	500	500	500
534 10 43 00	Travel & Training	2721	1500	65	1500	1500	1500
534 10 44 00	Advertising & Printing	346	750	11	750	750	750
534 10 45 00	Rentals & Leases	1925	0	0	1500	1500	1500
534 10 45 01	Vehicle Replacement	181149	146675	72337	148076	148076	124294
534 10 47 00	Utilities	4403	5000	2457	7000	7000	7000
534 10 47 01	Utilities/Street Lighting	53121	63000	27497	30500	30500	30500
534 10 47 02	Utilities/Main St. G-Cans	2196	2400	1324	3200	3200	3200
534 10 48 00	Repairs & Maintenance	5	0	0	0	0	0
534 10 48 01	Facilities Repair/Improvements	0	20000	4341	10000	10000	10000
534 10 49 00	Miscellaneous	95	0	0	0	0	0
534 10 49 20	Motor Pool Charges	262181	175000	99714	180000	180000	180000
OTHER SERVICES & CHARGES SUBTOTAL		508446	415425	207758	383026	383026	359244

OPERATIONS & MAINTENANCE SUBTOTAL		778837	738869	360711	735374	735374	707592
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53410 6000		CAPITAL OUTLAYS					
53410 6101	Quarry Shot Rock Blasting	49082	108778	108777	0	0	0
53410 6102	Right-Of-Way Acquisition	799	0	0	0	0	0
53410 6103	Culvert Repair				0	0	0
53410 6500	Construction Projects	0	0	0	0	0	0
53410 6531	Cemetery Expansion	0	0	0	25000	25000	25000
53410 6502	Lumber Street	20477	25000	178	97350	97350	97350

534 10 32 00 Operating Supplies(Grounds Keeper): Cemetery/Grounds operating supplies, plants, soil, seeds, and materials for new section at cemetery.

534 10 32 01 Safety Supplies (Crew): Physicals for Equipment Operators, Safety Gear, Rain Gear, Coveralls, Gloves, Ear Plugs, Goggles and other safety gear as required for job.

534 10 33 00 Maintenance Supplies: Street Sanding \$10,000, Traffic Paint \$2000, Miscellaneous Materials \$2000 Calcium \$10,000, Traffic Safety Materials \$4500, Lumber and Culvert \$5000

534 10 34 00 Small Tools & Equipment: Replacement and purchase of small tools; Chain Saws, Drills & Cutoff saw

534 10 41 00 Professional Services: Contracted Snow Removal.

534 10 42 00 Communications: Repair radios and battery replacement

534 10 43 00 Travel & Training: Public Works Conference for the Northwest States training on equipment on products for city maintenance. All training expenses, per diem, and tuition.

534 10 44 00 Advertising & Printing: Public Notices: street closure announcements & snow removal announcements

534 10 45 00 Rentals & Leases: Rental of equipment

534 10 45 01 Vehicle Replacement: Scheduled replacement of various Public Works Equipment/vehicles.

534 10 47 00 Utilities: Electricity bill for Public Works Garage.

534 10 47 01 Utilities: This is the remaining balance that is not picked-up by State DOT for Streets Lighting and Cemetery Electricity

534 10 47 02 Utilities: Main Street Refuse collection.

534 10 48 00 Repairs & Maintenance: Labor & Supplies furnished by specialized personnel;

534 10 48 01 Facilities Repair / Improvements: Repairs to facilities

534 10 49 00 Miscellaneous: Any emergency items not covered above

534 10 49 20 Motor Pool Charges: Direct cost for labor and parts for Public Works Equipment.

CAPITAL OUTLAYS

534 10 61 02 Right of way acquisition necessary for projects/related surveying services

534 10 61 03 Culvert Repair at Public Works compound

534 10 65 00 Construction Projects

534 10 65 31 Cemetery Expansion: Need to expand cemetery due lack of space, cost includes survey work, equipment, labor and materials.

534 10 65 02 Lumber Street; Replacement of water & sewer lines, new installation of curbs gutters, storm drainage & sidewalks between Nordic Dr. & Pearl F. St.; includes four temporary laborers for three months

53410 6507	Sing Lee Alley Bridge Redecking	0	35000	7680	0	0	0
53410 6508	Frederick Pt. Boardwalk	22765	5785	5782	0	0	0
53410 6510	Rock Crusher Base Repairs	11744	3122	3120	0	0	0
53410 6511	Surf St Engineering	192	4000	0	4000	4000	4000
53410 6512	2nd St Hst to City Shop Engineering	0	0	0	0	0	0
53410 65	Dolphin St 5th to Excel St Engineering	400	4000	76	0	0	0
53410 6206	Open Storage Building 24'X 100'	0	0	0	0	0	0
53410 6515	Dolphin Street	0	0	0	133665	133665	133665
53410 6519	3rd & 5th - Excel to Dolphin	0	0	0	71335	71335	71335
53410 6520	Frederick Pt. Blvd. Eng/Sur				20000	20000	20000
CAPITAL OUTLAYS SUBTOTAL		105459	185685	125613	351350	351350	351350
P/W STREETS SUBTOTAL		884296	924554	486324	1086724	1086724	1058942
P/W OPERATIONS SUBTOTAL		136549	143593	62067	120869	120869	120869
PUBLIC WORKS TOTAL		1020845	1068147	548391	1207593	1207593	1179811

534 10 65 07	Sing Lee Alley Bridge Redecking: Replacement of decking, bullrail and railing
534 10 65 08	Frederick Pt. Boardwalk
534 10 65 10	Rock Crusher Base Repairs
534 10 65 11	Surf Street Engineering/Surveying - South Nordic to Odin Street
534 10 65 12	Second Street Engineering/Surveying - Haugen Drive to Public Works
534 10 65	Dolphin Street engineering
534 10 62 06	Open Storage: for Covering Calcium, Quick Salt, Storing Equipment, & Tool Storage Shed.
534 10 65 15	Dolphin Street - Rebuild street, sidewalks. 80% reimbursement from DOE in 1994 (\$115,200 = 80%) Cost includes labor and materials; equipment rental and rock not included; includes four temporary laborers for two months
534 10 65 19	3rd & 5th - Excel to Dolphin: Excavate to hardpan, backfill and install sidewalks; includes four temporary laborers for one month
53410 65 20	Frederick Point Boulevard engineering and surveying. Preparation for development.

ENGINEERING DEPARTMENT

The Engineering Department is responsible for planning, design, coordination, and construction relating to the implementation of the city's capital improvement program. The scope of the department's activities includes, but is not limited to: schools, hospitals, and other municipal buildings; street improvements, site development, parking lot improvements, utilities (sewer & water), Parks & Receptions facilities, Harbor & Port expansion & improvements. The department provides staff engineering assistance to the City Manager and other operating department & organizational units of the city to obtain the most effective degree of unified action in the achievement of City Government objectives. The role of the department is further defined by Chapter 3.28 of the Petersburg Municipal Code.

City Engineer

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget	Current Year To Date 12/31/90	Budget Year Requested	Budget Year Recommended	Budget Year Approved
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ENGINEERING

		SALARIES & WAGES					
536 60 10 00							
536 60 11 00	Regular Pay	23000	21371	12646	94426	94426	94426
536 60 12 00	Overtime Pay	0	0	66	0	0	0
SALARIES & WAGES SUBTOTAL		23000	21371	12712	94426	94426	94426

1991/92

Account Code

NARRATIVE DETAIL

536 60 00 00

ENGINEERING

536 60 11 00

Regular Pay

The budget format for this department has been changed this year to try to more clearly show employee costs and also projects that help to fund the department.

<u>Payroll Only</u>		<u>Total Dept. Budget</u>	
City Engineer	\$56,650	Payroll	\$94,426
Engr/Tech II	29,380	Benefits	34,304
PW Secretary (1/3)	8,396	Supplies	3,300
		Other	8,200
<u>Total</u>	<u>\$94,426</u>	<u>Total</u>	<u>\$140,230</u>

Project Revenue

<u>Project Name</u>	<u>Project Number</u>	<u>Dollar Amount</u>
Reservoir	402 50220 6572	\$40,000
Mun. Bldg. Elev.	303 57250 4101	12,000
Swim. Pool	001 57420 6210	12,000
Harbor	405 53540 6317	5,000
MSW	404 50420 6002	10,000
Util. Mapping	001 53410 4801	5,000
Cemetary Des.	001 53410 6531	3,000
Lumber St.Des/Ins	001 53410 6502	7,000
Surf. St. Des.	001 53410 6511	2,500
Zoning Mapping	001 53810 1100	1,500
Dolphin St. Ins.	001 53410 6515	6,000
<u>Total</u>		<u>\$104,000</u>

Portion of Engineering Budget not covered by projects = \$140,230-104,000 = \$36,230.
This can be compared to last years Budget of \$42,922.

536 60 20 00		PERSONNEL BENEFITS					
536 60 21 00	Pension	1651	2629	1212	16874	16874	16874
536 60 22 00	Medicare	106	270	71	1369	1369	1369
536 60 23 00	Health Insurance	1287	2623	764	6458	6458	6458
536 60 24 00	Life Insurance	7	15	4	35	35	35
536 60 25 00	Workers Compensation	1800	970	668	7082	7082	7082
536 60 26 00	Unemployment Compensa	69	94	117	944	944	944
PERSONNEL BENEFITS SUBTOTAL		4920	6601	2836	32762	32762	32762
536 60 30 00		SUPPLIES					
536 60 31	Office Supplies	1225	1500	859	1500	1500	1500
536 60 32	Operating Supplies	73	0	0	100	100	100
536 60 33	Maint. Supplies	0	0	26	100	100	100
536 60 34	Sm. Tools & Equip.	1808	1500	51	1600	1600	1600
SUPPLIES SUBTOTAL		3106	3000	936	3300	3300	3300
536 60 40 00		OTHER SERVICES & CHARGES					
536 60 41 00	Professional Services	1061	1500	397	1200	1200	1200
536 60 42 00	Communications	1324	1200	472	1000	1000	1000
536 60 43 00	Travel & Training	1026	1500	0	2000	2000	2000
536 60 45 00	Rentals & Leases	1597	1600	900	2000	2000	2000
536 60 45 01	Vehicle Replacement	0	2250	2000	0	0	0
536 60 47 00	Utilities	730	700	223	800	800	800
536 60 48 00	Repairs & Maintenance	370	400	194	300	300	300
536 60 49 00	Miscellaneous	186	400	52	400	400	400
536 60 49 01	Reimbursable Expenses	383	400	52	500	500	500
536 60 49 20	Motor Pool O & M	0	2000	1461	0	0	0
OTHER SERVICES & CHARGES SUBTOTAL		6677	11950	5751	8200	8200	8200
ENGINEERING TOTAL		37703	42922	22235	138688	138688	138688

COMMUNITY DEVELOPMENT - BUILDING ADMINISTRATION

The Community Development portion of this department provides staff support to the Planning Commission of the City which performs the areawide functions of planning, platting and zoning for the City. Staff functions include preparation from time to time of plans for systematic development of the city as a place of residence and business; to investigate and prepare the Commission's recommendations on a capital improvements program; to investigate and recommend to the Council for adoption by ordinance, such published codes of technical regulations as relate to the functions of planning and zoning. Further staff functions for the Planning Commission include preparation of Zoning amendments and recommendations from the Commission to the Council; development of subdivision control ordinances for presentation to the Council; notifying parties concerned in regards to public hearings held by the commission for requests of variances; special use permits and conditional use permits. Staff functions also include preparation of the City Overall Economic Development Plan with the assistance of the Planning Commission; maintenance of the official zoning maps of the City; and, the numerous subdivision plats which have been filed on the Petersburg recording district; the preparation of census districts and populations estimation studies which are used in calculating various amounts of revenue sharing monies.

The Building Administration office is responsible for implementing and enforcing the Uniform Codes pertaining to construction as specified in Chapter 17 of the Municipal Ordinances. The "Building Official" reviews all plans for construction in regards to Fire and Life Safety violations. The Building Official coordinates reviews of plans from other local and State agencies. The Building Official's office conducts various construction inspections during all phases of a project and completes inspection reports and issues correction notices if applicable. With the addition of a building maintenance specialist position, the City now has a person on staff to maintain the 25 buildings housing various city functions. This maintenance person also will do inspections on various construction projects throughout the town when the department head is unable to do so.

Roger Krieger, Community Development Director

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget	Current Year To Date 12/31/90	Budget Year Requested	Budget Year Recommended	Budget Year Approved
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GENERAL FUND - 001

EXPENDITURES

COMMUNITY DEVELOPMENT - BUILDING ADMINISTRATION AND MAINTENANCE

538 10 10 00							
	<u>SALARIES & WAGES</u>						
538 10 11 00	Regular Pay	85188	83467	42295	97270	97270	97270
538 10 12 00	Overtime Pay	973	1000	526	1000	1000	1000
	<u>SALARIES & WAGES SUBTOTAL</u>	<u>86161</u>	<u>84467</u>	<u>42821</u>	<u>98270</u>	<u>98270</u>	<u>98270</u>
538 10 20 00							
	<u>PERSONNEL BENEFITS</u>						
538 10 21 00	Pension	11921	11920	6042	17561	17561	17561
538 10 22 00	Medicare	87	100	0	1425	1425	1425
538 10 23 00	Health Insurance	8699	10886	4754	10635	10635	10635
538 10 24 00	Life Insurance	31	30	14	30	30	30
538 10 25 00	Workers Compensation	7007	9449	6439	7370	7370	7370
538 10 26 00	Unemployment Compensation	469	592	582	983	983	983
	<u>PERSONNEL BENEFITS SUBTOTAL</u>	<u>28214</u>	<u>32977</u>	<u>17831</u>	<u>38004</u>	<u>38004</u>	<u>38004</u>
538 10 30 00							
	<u>SUPPLIES</u>						
538 10 31 00	Office Supplies	863	600	284	750	750	750
538 10 32 00	Operating Supplies	313	1000	164	800	800	800
538 10 34 00	Small Tools & Equipment	2390	1500	173	600	600	600
	<u>SUPPLIES SUBTOTAL</u>	<u>3566</u>	<u>3100</u>	<u>621</u>	<u>2150</u>	<u>2150</u>	<u>2150</u>
538 10 40 00							
	<u>OTHER SERVICES & CHARGES</u>						
538 10 41 00	Professional Services	1169	19389	5516	2000	2000	2000
538 10 42 00	Communications	469	600	275	550	550	550
538 10 43 00	Travel & Training	3192	2800	1737	2800	2800	0
538 10 43 01	Coastal Management	0	900	0	0	0	0
538 10 44 00	Advertising & Printing	417	300	156	2500	2500	2500
538 10 45 00	Rentals & Leases	0	0	0	0	0	0

1991/1992

COMMUNITY DEVELOPMENT - BUILDING ADMINISTRATION
NARRATIVE DETAIL

Account Code

538 00 00 00 Community Development Director - Building Maintenance Specialist
538 10 10 00 Salaries and Wages

		<u>FTE</u>	
538 10 11 00	Regular Pay		
	Director	1	\$46180
	Maintenance Specialist	1	38501
	Bldg Main Secretarial	.50	<u>12589</u>
	Total		97270
	Total FTE: 2.5		

538 10 12 00 Overtime Pay \$1,000 based on 1.25%.

538 10 20 00 Personnel benefits

538 10 21 00 Pension PERS @ 17.87% of gross wage

538 10 22 00 Medicare - Employer contribution of 1.45% of gross wage for any temporary employees hired

538 10 23 00 Health Insurance - Aetna, \$5568 annual per employee

538 10 24 00 Life Insurance - Transamerica Life, \$15.12 annual per employee

538 10 25 00 Workers Compensation - Director, Maintenance Specialist 7.5% of gross wage

538 10 26 00 Unemployment Compensation - 1% of gross wage

538 10 30 00 Supplies

538 10 31 00 Office Supplies: Stationary, writing materials, drawing aids, file folders, film, cassette tapes, blue line reproducing paper and miscellaneous materials.

538 10 32 00 Operating Supplies: Paper towels, coffee cups, miscellaneous carpenter supplies, batteries, film.

538 10 34 00 Small tools and Equipment: IBM Computer and monitor, miscellaneous small tools.

538 10 40 00 Other services & charges

538 10 41 00 Professional services: Plan reviews, attorney fees, project engineering, janitorial services. (1990/91 budget included survey of Twin Creek properties \$_____)

538 10 42 00 Communications: Telephone & mail.

538 10 43 00 Travel & training: Travel expenses, per diem, seminar and test expenses for building official to attend Colorado Educational Institute. Travel expense, per diem for Economic Development Comm. Chairman and staff to attend Southeast Conference. Travel expense, per diem for staff participation in Central Southeast Area Planning Committee.

538 10 44 00 Advertising & printing: Legal aids, public notices, building-electrical-plumbing permits, code requirement handouts, zoning maps update and printing.

538 10 45 00 Rentals & leases:

538 10 45 01 Vehicle Replacement: replacement rate for 1987 Chevrolet S-10 Blazer, \$1,148.07, replacement rate for 1968 Ford Van, \$2,386.95.

538 10 47 00 Building Utilities: Electrical, water and sewer charges for one-half of upstairs office space.

538 10 45 01	Vehicle Replacement	2595	3042	1521	3535	3535	3535
538 10 47 00	Building Utilities	602	500	353	500	500	500
538 10 48 00	Repairs and Maintenance	370	1000	574	1000	1000	1000
538 10 49 00	Miscellaneous	188	250	0	250	250	250
538 10 49 20	Motor Pool O/M	4530	5500	4501	5000	5000	5000
OTHER SERVICES & CHARGES SUBTOTAL		13532	34281	14633	18135	18135	15335
OPERATIONS & MAINTENANCE SUBTOTAL		131473	154825	75906	156559	156559	153759
COMMUNITY DEVELOPMENT -							
BUILDING ADMINISTRATION & MAINTENANCE		131473	154825	75906	156559	156559	153759

538 10 48 00

Repairs and maintenance: Computer hardware maintenance, blue line (map copying machine) maintenance.

538 10 49 00

Miscellaneous: I.C.B.O. Dues, Subscriptions, (Zoning Bulletin, Construction magazines, Trade Publications)

538 10 49 20

Motor Pool O & M: Actual shop costs per hour, costs of gas and oil, insurance, parts and freight.

HUMAN AND COMMUNITY SERVICES

This department basically consists of various agencies including the Petersburg General Hospital and other social service related agencies which address community needs. There is no formal department head as most funds are passed through from the State or city to the service agencies. The agencies generally have their own directors and boards to oversee expenditures.

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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GENERAL FUND 001

EXPENDITURES

<u>HUMAN & COMMUNITY SERVICES</u>		<u>OTHER SERVICES & CHARGES</u>					
560 10 40 00							
560 10 49 31	Professional Services-Day Care	7283	8600	4430	7500	7500	7500
560 10 49 32	Day Care Subsidies	45115	52200	19305	45000	45000	45000
560 10 49 33	Petersburg Pre-School		0		0	0	0
560 10 49 34	Petersburg Youth Center	10200	10200	10200	10200	10200	10200
560 10 49 35	Public Health Nurse	19287	18548	2800	19955	19955	19955
560 10 49 36	Community Mental Health	8427	8040	1049	8620	8620	8620
560 10 49 37	Alcoholism & Drug Abuse	9085	13840	13840	14580	14580	14580
560 10 49 39	Public Radio/KFSK	2500	0	0	0	0	0
560 10 49 43	Sr. Cit. Nutrition Program	0	0	0	2000	2000	2000
59710 59	Petersburg General Hospital	127670	120000	122810	132825	132825	132825
59710 57	Elderly Housing Fund	4000	4000	0	4000	4000	4000
	HUMAN & COMMUNITY SERVICES TOTAL	233567	235428	174434	244680	244680	244680

1991/92

Account Code

Narrative Detail

560 10 40 00

HUMAN & COMMUNITY SERVICES

560 10 49 31

Day Care Program Administrator - 10% of State Grant plus \$2500 local contribution

560 10 49 32

State Day Care Program Grant - pass through to providers

560 10 49 33

Petersburg Preschool - local contribution

560 10 49 34

Youth Program - local contribution \$10,200 ('91/92 request for \$15,000)

560 10 49 35

Public Health Nurse - \$15,375 local contribution for lease and educational materials; \$6,580 State share

560 10 49 36

Community Mental Health - travel & training - \$4,580 State share and local contribution of \$4040

560 10 49 37

Alcoholism & Drug Abuse - \$4,580 State share; request is for \$10,000 local contribution for '92.

560 10 49 39

Public Radio/KFSK - local contribution

560 10 49 41

Mt. View Manor Food Services - \$2,000 request

597 10 30 00

Petersburg General Hospital Operating Grant - Pass through from State Revenue Sharing

597 10 57 00

Petersburg Elderly Housing - \$4,000 local contribution - Operating Grant

CITY LIBRARY DEPARTMENT

The purpose of the public library is to acquire, organize and disseminate information in order to serve as a source of reliable information for the community, meeting recreational and informational library needs; providing an opportunity for all people to educate themselves throughout their lives; cooperating with libraries in the state and region to provide quality library services to all Alaskans as efficiently as possible; providing a place where enquiring minds may encounter diverse ideas, essential to a society that depends for its survival on free competition in ideas; and, promote an enlightened citizenry.

Joyce Jenkins, Librarian

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
LIBRARY							
572 10 10 00		SALARIES & WAGES					
572 10 11 00	Regular Pay	71071	76689	39858	77700	77700	77700
572 10 12 00	Overtime Pay	0	0	0	0	0	0
SALARIES & WAGES SUBTOTAL		71071	76689	39858	77700	77700	77700
572 10 20 00		PERSONNEL BENEFITS					
572 10 21 00	Pension	7627	10132	4346	11243	11243	11243
572 10 22 00	Medicare	472	1099	286	1267	1267	1267
572 10 23 00	Health Insurance	4748	10866	2781	6850	6850	6850
572 10 24 00	Life Insurance	24	61	12	60	60	60
572 10 25 00	Workers Compensation	379	544	364	741	741	741
572 10 26 00	Unemployment Compensation	352	378	509	777	777	777
572 10 27 00	Social Security	0	0	0	1158	1158	1158
PERSONNEL BENEFITS SUBTOTAL		13602	23080	8298	22096	22096	22096
572 10 30 00		SUPPLIES					
572 10 31 00	Office Supplies	4790	2500	382	2500	2500	2500
572 10 32	Operating Supplies	108	150	0	100	100	100
572 10 32 11	Books	27242	25686	10171	25000	25000	12000
572 10 32 12	Periodicals	6297	6000	2702	6000	6000	6000
572 10 32 13	A/V Materials	2534	1800	126	1000	1000	1000
572 10 34 00	Small Tools & Equipment	16	1300	6	1000	1000	1000
SUPPLIES SUBTOTAL		40987	37436	13387	35600	35600	22600
572 10 40 00		OTHER SERVICES & CHARGES					
572 10 41 00	Professional Services						
572 10 41 11	WLN Network	2397	2400	262	2400	2400	2400
572 10 42 00	Communications	2611	2100	300	2100	2100	2100
572 10 43 00	Travel & Training	2351	2300	0	2300	2300	2300
572 10 44 00	Advertising & Printing	445	300	0	300	300	300
572 10 48 00	Repairs & Maintenance	3402	4820	4636	5200	5200	5200
572 10 49 00	Miscellaneous	850	1000	326	500	500	500
OTHER SERVICES & CHARGES SUBTOTAL		12056	12920	5524	12800	12800	12800
OPERATIONS & MAINTENANCE SUBTOTAL		137716	150125	67067	148196	148196	135196
572 10 60 00		CAPITAL OUTLAYS					
572 10 64 00	Machinery & Equipment	0	5750	1123	0	0	0
572 10 64 01	Shelving & Furniture	4537	0	0	0	0	0
CAPITAL OUTLAYS SUBTOTAL		4537	5750	1123	0	0	0
LIBRARY TOTAL		142253	155875	68190	148196	148196	135196

1991/92

Account Code

NARRATIVE DETAIL

	LIBRARY		FTE	
572 10 10				
572 10 11	Regular pay	Librarian	1	43,077
		Library Technician	.83	19,487
		Library Clerks	.62	11,601
		Library Page	.30	3,535
572 10 17		Swing shift		946
		TOTAL		77,699
		Total FTE:	2.75	
572 10 21	<u>Pension</u> PERS 17.97% of gross wage			
572 10 22	<u>Medicare</u> 1.45% of gross wage			
572 10 23	<u>Medical Insurance</u> \$5,568 /employee annually			
572 10 24	<u>Life Insurance</u> \$15.12 /employee			
572 10 25	<u>Workers Compensation</u> .66% of gross wage			
572 10 26	<u>Unemployment</u> 1% of gross wage			
572 10 27	<u>Social security</u> 7.65% of gross for nonPERS employees			
572 10 31	<u>Office Supplies</u> Paper, computer supplies, library cards, book jackets & labels, etc.			
572 10 32 11	<u>Books</u> The basic information resource of the library. This includes \$8,000 from the Alaska State Library Public Library Assistance grant.			
572 10 32 12	<u>Periodicals</u> Magazines and newspapers and the CD-ROM index to magazines			
572 10 32 13	<u>Audiovisual materials</u> Cassette tapes and videos. Includes \$1,000 State Library Public Library Assistance grant funds.			
572 10 34	<u>Small tools</u> Computer maintenance tools, small equipment items like cassette players, microform readers, etc.			
572 10 41 11	<u>Western Library Network</u> Membership and fees for the Northwest's bibliographic database and our subscription to their records in CD-ROM format. Used daily for interlibrary loan and to download cataloging records to our local automated catalog.			
572 10 42	<u>Communications</u> Postage, telephone, and a modem line to allow off- site repairs and upgrades to our automated system			
572 10 43	<u>Travel & Training</u> Cataloging training for the library technician, attendance at the Alaska Lib. Assn. Conference and Southeast public librarians' meeting. Memberships in the Alaska Lib. Assn. PNLA, ALA, and American Library Trustee Association which provide training materials for board and staff.			
572 10 44	<u>Advertising & Printing</u> Mailings, ads, and other public relations costs			
572 10 48	<u>Repairs & Maintenance</u> Maintenance on copier (\$770). \$1500 software maintenance on LIS system. \$2400 hardware maintenance. \$150 parts for other equipment such as fiche readers, recorders, etc.			
572 10 49	<u>Miscellaneous</u> Programming, prizes, interlibrary loan fees, etc.			
572 10 64	<u>Machinery & Equipment</u> Printer and printer fonts, static protection or shielding from radio waves as necessary to solve the frequent computer freeze ups and problems in the library office.			
572 10 64 01	<u>Furniture</u> Replace old marked up table we got from the school, replace worn out furniture in the children's section			

CITY PARKS & RECREATION DEPARTMENT

The purpose of this department is to provide quality recreational programs and activities that are responsive to the needs of the community on a year-round basis. The Parks and Recreation Director reports directly to the City Manager and provides staff support to the Parks and Recreation Advisory Board and the City Council. The Parks and Recreation Office is responsible for the content, quality, and effective implementation of the various leisure oriented classes and activities offered throughout the year. The Parks and Recreation Office is also responsible for developing and implementing the annual operating budget and capital improvements related to the swimming pool, community gymnasium, parks and playground facilities. The Parks and Recreation Director supervises one full time, eight permanent part-time, and twenty-five seasonal and contract employees. A major objective in the coming year will be to provide quality programs which are self-supporting; to repair and maintain existing facilities to increase safety and life expectancy; and to develop a maintenance management system for all parks and recreation facilities.

Parks & Recreation

Description	Prior Year	Current Year	Current Year	Budget Year	Budget Year	Budget Year
	Actual (FY 89/90)	Budget FY 90/91	To Date 12/31/90	Requested FY 91/92	Recommended	Approved
<u>GENERAL FUND 001</u>						
<u>EXPENDITURES</u>						
PARKS & RECREATION						
574 10 10 00	SALARIES & WAGES					
574 10 11 00 Regular Pay	86896	92558	47549	109400	109400	72400
574 10 12 00 Overtime Pay	1081	0	1388	0	0	0
SALARIES & WAGES SUBTOTAL	87977	92558	48937	109400	109400	72400
574 10 20 00	PERSONNEL BENEFITS					
574 10 21 00 Pension	7047	10162	5948	19549	19549	16549
574 10 22 00 Medicare	1370	1342	766	1586	1586	1586
574 10 23 00 Health Insurance	10388	11229	5539	15312	15312	10312
574 10 24 00 Life Insurance	39	61	16	45	45	45
574 10 25 00 Workers Compensation*	3686	4324	3237	6017	6017	6017
574 10 26 00 Unemployment Compensation	488	463	657	1094	1094	1094
574 10 27 00 FICA	0	0	0	1630	1630	1630
PERSONNEL BENEFITS SUBTOTAL	23018	27581	16163	45233	45233	37233
574 10 30 00	SUPPLIES					
574 10 31 00 Office Supplies	1009	1000	355	1000	1000	1000
574 10 32 00 Operating Supplies	1081	2500	135	2500	2500	2500
574 10 32 03 Children's Recreation Programs	18354	16500	7411	16500	16500	16500
574 10 32 04 Adult Recreation Programs	1108	0	0	0	0	0
574 10 33 00 Maintenance	1206	4300	2418	4300	4300	4300
574 10 34 00 Small Tools & Equipment	3685	5500	892	5500	5500	5500
SUPPLIES SUBTOTAL	26443	29800	11211	29800	29800	29800
574 10 40 00	OTHER SERVICES & CHARGES					
574 10 41 00 Professional Services				30000	30000	30000
574 10 42 00 Communications	1244	1800	431	1800	1800	1800
574 10 43 00 Travel & Training	2226	2500	1279	2500	2500	2500
574 10 44 00 Advertising & Printing	1588	1550	419	1550	1550	1550
574 10 45 00 Rentals & Leases	1100	1200	500	1200	1200	1200
574 10 45 01 Vehicle Replacement	729	639	319	639	639	639
574 10 47 00 Utilities	2054	3425	1767	3500	3500	3500
574 10 47 01 Utilities/Gym	0	0	0	35000	35000	35000

1991/92

Account Code	NARRATIVE DETAIL			
574 00 00 00	Parks and Recreation			
574 10 11 00	Director	<u>FTE</u> 1	\$ 37,908	
	Facilities Maintenance	.75	22,642	
	Facilities Coordinator/Pool Manager	.50	14,170	
	Facility Attendants	.95	17,477	38 hours per week (part-time positions)
	Recreational Leader	.11	2,400	20 hours per week for 12 weeks, summers only
	Laborer (Marine Park)	.05	1,412	100 hours annually - Groundskeeper - Public Works Interfund Transfer.
	Activities Coordinator	.50	13,390	20 hours per week
	TOTAL		\$109,399	
	Total FTE:	3.86		
574 10 21 00	Pension: PERS @ 17.87% of gross wage			
574 10 22 00	Medicare: 1.45%			
574 10	Social Security 7.65%			
574 10 23 00	AETNA: \$5,568 covered employee			
574 10 24 00	Life Insurance \$15.12 covered employee			
574 10 25 00	Worker's Comp: 5.5% for all except clerical @ .66%			
574 10 26 00	Unemployment Comp: 1% of gross wages			
574 10 31 00	Office Supplies: Stationary, forms, pens, pencils, etc			
574 10 32 00	Operating Supplies: Paper Towels, toilet paper, soap, clean/sanitation, field chalk, poster bd. etc.			
574 10 32 03	Special Recreation: Funds for classroom instructors, supplies, Little Norway costs, special events expenses, classroom supplies.			
574 10 32 04	Adult Sports			
574 10 33 00	Maintenance Supplies: Paint, lightbulbs, trees, shrubs, bedding plants, landscaping materials			
574 10 34 00	Small Tools & Equipment: Office equip, software, picnic tables, park benches, desk, chairs, files,			
574 10 41 00	Contract janitorial service			
574 10 42 00	Communications: Telephone and mail			
574 10 43 00	Travel and Training: Travel expenses, per diem, training seminars for pool training for facility coordinator APRA Conference			
574 10 44 00	Advertising and Printing: Legal ads, job ads, quarterly activity schedules, flyers			
574 10 45 00	Rentals and Leases: Car Allowance			
574 10 45 01	Vehicle Replacement: Vehicle replacement rate only Replace Dept. Pick-up schedule 1995			
574 10 47 00	Utilities: Garbage Collection, electricity, etc., includes garbage for community center			
574 10 47 01	Water, sewer, garbage, electricity, fuel, replacement/major maintenance, minor maintenance, 20% operation			

574

574 10 48 00	Repairs & Maintenance	1829	2000	337	1500	1500	1500
574 10 49 00	Miscellaneous	4015	350	344	350	350	350
574 10 49 20	Motor Pool	3104	3500	1939	3500	3500	3500
OTHER SERVICES & CHARGES SUBTOTAL		17889	16964	7335	81539	81539	81539
OPERATIONS & MAINTENANCE SUBTOTAL		155327	166903	83646	265972	265972	220972
574 10 60 00		CAPITAL OUTLAYS					
574 10 63 00	Eagles Roost Park	23938	500	500	0	0	0
574 10 64 00	Machinery & Equip	4144	0	0	0	0	0
574 10 63 60	Gym Divider Curtain	10676	0	0	0	0	0
574 10 65 00	Boardwalk Federal Grant Share	0	0	0	0	0	0
CAPITAL OUTLAYS SUBTOTAL		38758	500	500	0	0	0
PARKS & RECREATION SUBTOTAL		194085	167403	84146	265972	265972	220972
574 20 10 00		SWIMMING POOL SALARIES & WAGES					
574 20 11 00	Regular Pay	38301	43965	20641	36881	36881	36881
574 20 12 00	Overtime	1105	0	417	0	0	0
SALARIES & WAGES SUBTOTAL		39406	43965	21058	36881	36881	36881
574 20 20 00		PERSONNEL BENEFITS					
574 20 21 00	Pension	3121	4137	1504	6591	6591	6591
574 20 22 00	Medicare	604	638	323	535	535	535
574 20 23 00	Health Insurance	3472	3892	1870	4176	4176	4176
574 20 24 00	Life Insurance	14	35	6	30	30	30
574 20 25 00	Workers Compensation*	1499	2379	1584	2028	2028	2028
574 20 26 00	Unemployment Compensation	215	221	266	369	369	369
574 20 27 00	FICA		0		1160	1160	1160
PERSONNEL BENEFITS SUBTOTAL		8925	11302	5553	14889	14889	14889
574 20 30 00		SUPPLIES					
574 20 32 00	Operating Supplies	5916	6200	2242	6200	6200	6200
574 20 33 00	Maintenance	2859	5000	2405	5000	5000	5000
574 20 34 00	Small Tools & Equipment	4280	5500	931	5500	5500	5500
SUPPLIES SUBTOTAL		13055	16700	5578	16700	16700	16700

574 20 40 00		OTHER SERVICES & CHARGES					
574 20 41 00	Professional Services	0	0	0	0	0	0
574 20 42 00	Communications	427	480	160	480	480	480
574 20 43 00	Travel & Training	522	850	170	850	850	850
574 20 44 00	Advertising & Printing	262	325	105	325	325	325
574 20 46 00	Insurance		200				
574 20 48 00	Repairs & Maintenance	1710	2000	0	1000	1000	1000
574 20 49 00	Miscellaneous	7	100	16	100	100	100
OTHER SERVICES & CHARGES SUBTOTAL		2928	3955	451	2755	2755	2755
OPERATIONS & MAINTENANCE SUBTOTAL		64314	75922	32640	71225	71225	71225
574 20 60 00		CAPITAL OUTLAYS					
574 20 63 01	Piping to Drain	0	0	0	0	0	0
574 20 64 01	Pool Vacuum	0	0	0	3000	3000	3000
CAPITAL OUTLAYS SUBTOTAL		0	0	0	3000	3000	3000
SWIMMING POOL SUBTOTAL		64314	75922	32640	74225	74225	74225
PARKS & RECREATION SUBTOTAL		194085	167403	84146	265972	265972	220972
PARKS & RECREATION TOTAL		258399	243325	116786	340197	340197	295197

574 20 41 00 Professional Services
574 20 42 00 Communications: Telephone and mail
574 20 43 00 Travel & Training: Travel Expenses, per diem, training seminars required for certification
574 20 44 00 Advertising and Printing: Passes, miscellaneous forms, quarterly flyers
574 20 48 00 Repairs & Maintenance: Miscellaneous electrical, plumbing, welding repairs by outside contractor
574 20 49 00 Miscellaneous: American Red Cross dues, forms
Capital Projects
574 20 Pool vacuum (\$3,000)

CITY NON DEPARTMENTAL

This department is used to fund those items required for general fund services that generally do not fall in one of the traditional departmental categories.

Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
<u>GENERAL FUND 001</u>						
<u>EXPENDITURES</u>						
<u>NON-DEPARTMENTAL</u>						
<u>SUPPLIES</u>						
576 10 30 00						
576 10 31 00 Office Supplies	0	1000	510	1000	1000	1000
576 10 32 00 Operating Supplies	10341	8000	2931	8000	8000	8000
SUPPLIES SUBTOTAL	10341	9000	3441	9000	9000	9000
<u>OTHER SERVICES & CHARGES</u>						
576 10 40 00						
576 10 41 00 Professional Services	23064	30000	10460	30000	30000	30000
576 10 45 00 Rentals & Leases	3682	3912	3708	4000	4000	4000
576 10 46 01 Liability Insurance	77563	86000	85608	40532	40532	40532
576 10 46 00 Property Insurance	36470	38000	37386	41206	41206	41206
576 10 46 04 Public Officials	0	500	427	10306	10306	10306
576 10 46 05 Bonds	1991	1500	1684	1200	1200	1200
576 10 46 06 Insurance Brokers Fee	19389	20000	18000	22000	22000	22000
576 10 47 00 Utilities	12428	12000	5922	12000	12000	12000
576 10 48 00 Repairs & Maintenance	3352	4000	863	3000	3000	3000
576 10 49 00 Miscellaneous	7770	0	682	1000	1000	1000
576 10 49 12 Tent City	3240	5000	1699	5000	5000	5000
576 10 49 14 Museum O & M Grant	34500	27000	20000	20000	20000	20000
OTHER SERVICES & CHARGES SUBTOTAL	223449	227912	186439	190244	190244	190244
<u>CAPITAL OUTLAYS</u>						
576 10 60 00						
576 10 19 01 Proactive safety/actuation	0	0	500	5000	5000	5000
576 10 64 00 Machinery & Equipment	32929	11500	2933	0	0	0
576 10 6508 Frederick Pt. Boardwalk	0	0	0	5000	5000	5000
CAPITAL OUTLAYS SUBTOTAL	32929	11500	3433	10000	10000	10000
<u>INTERFUND TRANSFERS</u>						
58710 59 Hospital O & M Grant-Res. Eqty.	0	10000	10000	0	0	0
58710 59 01 Harbor/Port Trust	0	204150	120000	160000	160000	160000
59710 55 Harbor/Port-Refuse	5000	5000	5000	5000	5000	5000
59710 57 Elderly Housing	4000	4000	0	0	0	0
59710 58 Motor Pool Fuel Storage Tank	41000	0	0	0	0	0
58710 52 Water Fund/Raw Fish Tax				160000	160000	160000
INTERFUND TRANSFERS TOTAL	50000	223150	135000	325000	325000	325000
NON-DEPARTMENTAL TOTAL	316719	471562	328313	534244	534244	534244

FY 1991/92

ACCOUNT CODE
NON-DEPARTMENTAL

NARRATIVE DETAIL

576 10 31 00	Office Supplies
576 10 32 00	Operating Supplies: Heating Oil for City Building
576 10 41 00	Municipal Building Janitorial Contract
576 10 45 00	Rentals & Leases - Leases for parking lots from First Bank & Hammers; park from PFI
576 10 46 02	Insurance Liability: Includes general liability [.5489 of premium - \$29,090]; non-owned aircraft [\$2,290]; emergency services (ambulance malpractice excess liability) [\$5,412] (\$14,000 of premium in motor pool for emergency vehicles); and volunteer firemen's accident [\$3,740].
76 10 46 03	Insurance Property: Includes scheduled equipment (computer hardware, software, valuable papers, impound lot) [\$4,804]; boilers [\$2,642]; property [.5582 of premium - \$33,760].
576 10 46 04	Public Officials Liability [\$10,306]
576 10 46 05	Bonds (finance director, fidelity, employee blanket) [\$1,200]
576 10 46 06	Insurance Brokers Fee: Management services for insurance program
576 10 47 00	Utilities: For City Building (Electrical, Water, Sewer, & Garbage)
576 10 48 00	Repair and Maintenance: Contract repair, copier maintenance
576 10 49 00	Miscellaneous:
576 10 49 12	Tent City O & M Advertising, utilities, wood, contract oversight
576 10 49 14	Museum O&M Grant: Museum grant - FY 92/92 request for \$35,908
576 10 61 00	Muni. Bldg. Roof Repair
576 10 64 00	Machinery & Equipment: Mail machine and scale
597 10 55	Harbor & Port Transfer to cover excess refuse collection from non-harbor users
587 10 59 01	20% of Raw Fish Tax Revenues to Harbor/Port Trust Fund
587 10 52	20% of Raw Fish Tax Revenues to Water Fund/capital improvements

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 1990/91	Current Year To Date 12/31/90	Budget Year Requested FY 1991/92	Budget Year Recommended	Budget Year Approved
GENERAL FUND TOTALS							
511	City Council	48393	54277	24945	51736	51736	51736
512	City Manager	187431	188950	89420	171228	171228	171228
513	City Attorney	23211	45000	8746	30000	30000	30000
514	Finance	337370	364900	209076	320226	320226	320226
521/523	Police Dept/Jail	732623	811886	387899	770864	770864	770864
525	Fire Department	315910	369060	222352	341085	209577	209577
531/534	Public Works Oper/Streets	1084061	1068147	536980	1179811	1179811	1179811
536	City Engineer	37703	42922	22235	138668	138668	138668
538	Community Dev./Build. Admin.	218837	178045	86995	156559	156559	153759
560	Human & Community Services	233567	235428	174524	244680	244680	244680
572	Library	141753	155875	68190	148196	148196	135196
574	Parks & Rec/Pool	284648	243325	117668	340197	340197	295197
576	Non-Departmental	326317	471562	451123	534244	534244	534244
GENERAL FUND EXPENDITURES TOTAL		3971824	4229377	2400153	4427494	4295986	4235186
GENERAL FUND APPROPRIATION		3971824	4229377		4427494	4295986	4235186
GENERAL FUND RESERVE		1241971	1111257		989763	1121271	1184259
Rock Quarry Reserve		0	0		75000	75000	75000
GENERAL FUND TOTAL		5213796	5340634		5492257	5492257	5494445

SALES TAX FUND

The Municipal Code states that sales tax monies shall be used first for the payment of annual principal and interest retirement of school bonds and other uses and amounts as determined by the City Council. Other uses shall be:

1. Amounts agreed with the federal government regarding public works;
2. To operate, construct, maintain and repair schools and school facilities, to pay principal and interest on general obligation bonds for school purposes;
3. To plan, design and construct any permanent public works and to pay incidental expenses in connection with such improvements;
4. To pay principal and interest on any general obligation bonds of the City;
5. To provide for general government operations.

The tax shall be collected by the City Treasurer, along with any penalties and interest from late tax payments. The Municipal Code provides the City with the ability of filing a tax lien against all real and personal property as a means of recovering unpaid sales tax. Also a sales tax inspector may be appointed by the Council to provide the City with audits of local merchants to insure compliance with the sales tax ordinance for collection and remittance of sales tax monies. The Municipal Code also states that sales tax monies shall be kept in a separate fund and withdrawn only for the purposes mentioned above.

FY 1991/92 Budget Summary

Beginning Cash Reserve	684792
Charges for Services	2039500
Other Revenues	<u>1198052</u>
TOTAL REVENUES	3922344
<hr/>	
O & M Expense	347912
Capital Expenditures (Transfers to Other Funds)	<u>2071799</u>
TOTAL EXPENSES	2419711
<hr/>	
Ending Cash Recerve	1372633
Municipal Bldg Reserve	<u>130000</u>
TOTAL ENDING CASH RESERVE	1502633

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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SALES TAX - FUND 101

REVENUES

<u>BEGINNING CASH RESERVE</u>		0	754581	0	498792	498792	554792
<u>Municipal Building Reserve</u>					130000	130000	130000

313 00 00 00		<u>RETAIL SALES TAXES</u>					
313 00 10 00	Local 6% Sales Tax	1806627	1730000	1069669	2000000	2000000	2000000
313 00 30 00	Transient Occupancy Tax	19371	20000	16177	25000	25000	25000
311 00 90 00	A/R Penalties (Retail & TRT)	18700	8500	7023	14500	14500	14500
<u>RETAIL SALES TAXES SUBTOTAL</u>		<u>1844698</u>	<u>1758500</u>	<u>1092869</u>	<u>2039500</u>	<u>2039500</u>	<u>2039500</u>

360 00 00 00		<u>MISCELLANEOUS REVENUES</u>					
360 00 10 00	Interest Earnings	53762	35000	30550	50000	50000	50000
<u>MISCELLANEOUS REVENUES SUBTOTAL</u>		<u>53762</u>	<u>35000</u>	<u>30550</u>	<u>50000</u>	<u>50000</u>	<u>50000</u>

398 00 00 00		<u>LONG TERM DEBT PROCEEDS</u>					
398 10 00 00	Comm/School Gym Bond Proceeds	1919000	0	0	0	0	0
398 11 00 00	1968 School G.O. Bonds*	89877	92700	0	0	0	0
398 12 00 00	1975 School G.O. Bonds*	261662	288400	0	274928	274928	274928
398 13 00 00	1983 School G.O. Bonds*	278884	296287	57755	280802	280802	280802
398 14 00 00	Local Construction Reimbursement*	0	212345	0	379848	379848	379848
398 15 00 00	1989 Sch/Comm Gym G.O. Bonds*	0	205926	139933	212474	212474	212474
<u>LONG TERM DEBT PROCEEDS SUBTOTAL</u>		<u>2549423</u>	<u>1095658</u>	<u>197688</u>	<u>1148052</u>	<u>1148052</u>	<u>1148052</u>

<u>CURRENT REVENUES</u>		<u>4447883</u>	<u>2889158</u>	<u>1321107</u>	<u>3237552</u>	<u>3237552</u>	<u>3237552</u>
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<u>REVENUES TOTAL</u>		<u>4447883</u>	<u>3643739</u>	<u>1321107</u>	<u>3866344</u>	<u>3866344</u>	<u>3922344</u>
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Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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SALES TAX - FUND 101

EXPENDITURES

Salaries & Wages							
513 20 1100	Regular Pay				15584	15584	15584
513 20 1200	Overtime Pay				0	0	0
Salaries & Wages Total					15584	15584	15584
Personnel Benefits							
513 20 2100	Pension				2785	2785	2785
513 20 2200	Medicare				0	0	0
513 20 2300	Health Insurance				1144	1144	1144
513 20 2400	Life Insurance				6	6	6
513 20 2500	Workers Comp				103	103	103
513 20 2600	Unemployment Compensation				156	156	156
Personnel Benefits Total					4194	4194	4194
Supplies							
513 20 3100	Office Supplies				500	500	500
513 20 3200	Operating Supplies				500	500	500
513 20 3400	Small Tools & Equipment				0	0	0
Supplies Total					1000	1000	1000
Other Services & Charges							
513 20 49	Miscellaneous	16540	1000	270	600	600	600
513 20 4103	Sales Tax Audits	0	0	0	6000	6000	6000
513 20 4921	Petersburg Public Schools	692336	882704	441345	297534	297534	297534
513 20 4928	Other Trans Rm Tax Recip.	3983	4250	0	5000	5000	5000
513 20 4929	Chamber of Commerce	15955	15750	11644	18000	18000	18000
OTHER SERVICES & CHARGES SUBTOTAL		728814	903704	453259	327134	327134	327134

1991/92

Account Code

Narrative Detail

51310 11 00

Sales Tax administration - wages

Sales Tax Clerk	<u>FTE</u> .50	\$15,584
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Total Payroll		\$15,584
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Total FTE: .50

51310 21 00

Pension - PERS @ 17.87%

51310 22 00

Medicare @ 1.45%

51310 23 00

Health Insurance @ \$5568 full coverage

51310 24 00

Life Insurance @ \$15

51310 25 00

Worker's Comp @ .66%

51310 26 00

Unemployment Insurance @ 1%

51310 27 00

FICA @ 7.65%

51310 31 00

Office Supplies - forms

51310 32 00

Operating Supplies - court fees, publication of required notices

513 20 49

Miscellaneous

513 20 40 01

Sales Tax Audits

513 20 4921

Local contribution to School District

513 20 4928

Visitor related grant to approved agency

513 20 4929

Chamber of Commerce Grant from Transient Room Tax Receipts

587 00 00 00		INTERFUND TRANSFERS OUT					
597 10 01	General Fund - Op	265000	554000	0	612793	612793	612793
597 10 03	Debt Service Fund - Op	1069073	1053622	496221	1026797	1026797	1026797
587 10 05	Facilities Construction	1910145	300000	0	0	0	0
587 10 40	Res Eq Tr Schl Const	0	40000	0	0	0	0
587 10 52	Water Utility Fund	103850	0	0	0	0	0
587 10 53	Sewer Utility Fund	30000	0	0	180000	180000	180000
587 10 58	Motor Pool	0	100000	25000	0	0	0
597 10 56	Op Tr Psbg Public Schools	0	86221	0	0	0	0
59710 5801	Building Maintenance Fund	0			252209	252209	252209
INTERFUND TRANSFERS SUBTOTAL		3378068	2133843	521221	2071799	2071799	2071799
SALES TAX FUND EXPENDITURES TOTAL		4106882	3108947	974480	2419711	2419711	2419711
SALES TAX APPROPRIATION			3108947		2419711	2419711	2419711
RESERVE FOR MUNI BLDG			130000		130000	130000	130000
SALES TAX RESERVE			404792		1316633	1316633	1372633
SALES TAX TOTAL		4447887	3643739	1321107	3866344	3866344	3922344

597 10 01	General fund operations
597 10 03	Debt Service payments on General Obligation bonds
587 10 05	Facilities Construction - Community gymnasium
587 10 40	School Construction - Thermal barrier at elementary school
587 10 52	Water Utility Fund -
597 10 53	Sewer Utility Fund - capital projects
59810 58	Motor Pool - rock crusher
59710 56	Operating Transfer to Pshg Public Schools - playground reimbursement
59710 58 01	Building Maintenance Fund - maintenance projects

DEBT SERVICE FUND

This fund is used to account for the accumulation of resources for, and the payment of general long-term debt principal and interest. Monies collected in the sales tax fund are transferred to this account for the payment of general obligation bond principal and interest payments.

FY 1991/92 Budget Summary

Beginning Cash Reserve	76250
Charges for Services	<u>1177960</u>
Other Revenues	
TOTAL REVENUES	1254210
<hr/>	
O & M Expense	<u>1172960</u>
Capital Expenditures	
TOTAL EXPENSES	1172960
<hr/>	
ENDING CASH RESERVE	81250

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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DEBT SERVICE - FUND 201

REVENUES

BEGINNING FUND BALANCE			75741		76250	76250	76250
360 00 00		MISCELLANEOUS REVENUES					
360 00 10	Interest Earnings	6027	5500	2005	5000	5000	5000
382 00 80	Accrued Interest Sold	0	0	0			
MISCELLANEOUS SUBTOTAL		6027	5500	2005	5000	5000	5000
397 00 00 00		OPERATING TRANSFERS IN					
397 10 02 00	Sales Tax Fund	1069073	1053621	496221	1026797	1026797	1026797
397 10 34	Sanitary Utility	79802	143718	54358	146163	146163	146163
OPERATING TRANSFERS IN SUBTOTAL		1148875	1197339	550579	1172960	1172960	1172960
TOTAL CURRENT REVENUES		1154902	1202839	552584	1177960	1177960	1177960
TOTAL DEBT SERVICE FUND		1154902	1279089	552584	1254210	1254210	1254210

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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DEBT SERVICE - FUND 201

EXPENDITURES

519 60 00 00							
	<u>LONG TERM DEBT SERVICE</u>						
519 62 00 00							
	<u>1975 GENERAL OBLIGATION BOND</u>						
519 62 71 00	Principal	170000	185000	185000	200000	200000	200000
519 62 72 00	Interest	115200	101000	54200	85600	85600	85600
1975 G. O. BONDS	SUBTOTAL	285200	286000	239200	285600	285600	285600
519 63 00 00							
	<u>1983 GENERAL OBLIGATION BONDS</u>						
519 63 71 00	Principal	185000	185000	0	185000	185000	185000
519 63 72 00	Interest	163170	144208	72103	127003	127003	127003
1983 G.O. BONDS	SUBTOTAL	348170	329208	72103	312003	312003	312003
519 64 00 00							
	<u>1984/86 UTILITY GENERAL OBLIGATIONS BONDS</u>						
519 64 71 00	Principal	76000	77000	77000	78000	78000	78000
519 64 72 00	Interest	98471	89671	47046	81751	81751	81751
1984 UTILITY G.O. BONDS	SUBTOTAL	174471	166671	124046	159751	159751	159751
519 65 00 00							
	<u>1989 INCINERATOR GO BOND</u>						
519 65 71 00	Principal	30000	35000	0	40000	40000	40000
519 65 72 00	Interest	120149	108718	54358	106163	106163	106163
1989 INCINERATOR GO BOND	SUBTOTAL	150149	143718	54358	146163	146163	146163
519 66 00 00							
	<u>1989 COMM/SCH GYM GO BOND</u>						
519 66 71 00	Principal	79000	150000	0	160000	160000	160000
519 66 72 00	Interest	117535	121742	60871	109443	109443	109443
1989 COMM/SCH GO BONDS	SUBTOTAL	196535	271742	60871	269443	269443	269443
DEBT SERVICE EXPENDITURES TOTAL		1154525	1197339	550578	1172960	1172960	1172960
DEBT SERVICE APPROPRIATION		1154525	1197339	550580	1172960	1172960	1172960
DEBT SERVICE ENDING CASH RESERVE		0	81241	61500	81250	81250	81250
DEBT SERVICE TOTAL		1154525	1278580	612080	1254210	1254210	1254210

HOSPITAL TRUST FUND #621

The purpose of the Hospital Trust Fund is to establish a self insurance reserve (SIR) account for the purpose of self insuring the hospital for liability. The Hospital Trust is also set up to complete any remaining capital projects the City Council & Hospital Board deem part of the original scope of the Hospital Construction Project. Authority for the Fund was established by Ordinance #595 of the City of Petersburg adopted April 20, 1987.

FY 1991/92 Budget Summary

Beginning Cash Reserve		648073
Charges for Services	-0-	
Other Revenues	90000	
TOTAL REVENUES		738073
<hr/>		
O & M Expense	40000	
Capital Expenditures	-0-	
TOTAL EXPENSES		40000
<hr/>		
ENDING CASH RESERVE		698073

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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HOSPITAL TRUST FUND # 621

REVENUES

	Beginning Fund Balance (SIR)	548073	598073	598073	648073	648073	648073
36000 10	Interest Earnings	47916	45000	13763	40000	40000	40000
38710 59	Hospital SIR Contribution	50000	50000	25000	50000	50000	50000
	CURRENT REVENUES	97016	95000	38763	90000	90000	90000
	HOSPITAL TRUST FUND TOTAL	645089	693073	636836	738073	738073	738073

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
<u>HOSPITAL TRUST FUND</u>							
<u>EXPENDITURES</u>							
59710 59	Hospital O & M Grant	47916	45000	13763	40000	40000	40000
HOSPITAL EXPENDITURES TOTAL		47916	45000	13763	40000	40000	40000
Ending Fund Balance:							
Hospital SIR			648073	13763			
Hospital Principal			0				
			648073	13763	40000	40000	40000
HOSPITAL TRUST TOTAL EXPENDITURES			693073	13763	40000	40000	40000
HOSPITAL TRUST APPROPRIATIONS			45000	13763	40000	40000	40000
HOSPITAL TRUST RESERVE			648073	623073	698073	698073	698073
HOSPITAL TRUST TOTAL			693073	636836	738073	738073	738073

1991/92

Narrative Detail

Hospital O & M Grant: This is an annual operational and maintenance grant for the Hospital. It is based on the new interest that accumulate annually in this fund.

Hospital SIR: Self Insurance Reserve for claims against the Hospital.

Hospital Principal: Original grant fund for capital construction of Hospital facilities.

SCHOOL CONSTRUCTION FUND

The School Construction Fund was established in accordance with State of Alaska Department of Education grant agreements. The fund has had both grant funds, bond funds, and remaining interest in it. The purpose of the fund is to provide a construction fund for school capital projects.

FY 1991/92 Budget Summary

Beginning Cash Reserve	-0-
Charges for Services	-0-
Other Revenues	-0-
TOTAL REVENUES	-0-
<hr/> <hr/>	
O & M Expense	-0-
Capital Expenditures	-0-
TOTAL EXPENSES	-0-
<hr/> <hr/>	
ENDING CASH RESERVE	-0-

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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SCHOOL CONSTRUCTION FUND #302

REVENUES

BEGINNING CASH RESERVE			97938		0	0	0
33600 04 Leg. Grant Ele. Sch. Sprinkler					0	0	0
33600 05 DOE Grant #13-90 Elem Sprinkler	13859	207625	93374		0	0	0
36000 10 Interest Income	4164	15000	5090		0	0	0
38710 02 Sales Tax Transfer	0	40000	0		0	0	0
SCHOOL CONSTRUCTION FUND TOTAL	18023	360563	0		0	0	0

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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SCHOOL CONSTRUCTION FUND #302

EXPENDITURES

57140 11	Regular Pay	1442	0	6184	0	0	0
57140 12	Overtime Pay	0	0	643	0	0	0
57140 2100	Psbg Public Schools Pension	758	0	1254	0	0	0
57140 2200	Psbg Public Schools Medicare	62	0	47	0	0	0
57140 2300	Psbg Public Schools Health Insur	444	0	700	0	0	0
57140 2400	Psbg Public Schools Life Insura	2	0	3	0	0	0
57140 2600	Psbg Public Schools Unempl Expe	32	0	120	0	0	0
57140 4105	School/Comm Gym Other Legal				0	0	0
57140 6004	Shop Roof				0	0	0
57140 6007	Psbg Public Schools Elem Sprklr	11118	343000	230312	0	0	0
57140 6401	Gym/Other Equip				0	0	0
57140 6009	Thermal Barrier	0	0	468	0	0	0
58735 35	Res. Equity Trans. Fac. Constr. Fd.				0	0	0
58735 52	Res. Equity Trans. Water Fund				0	0	0
SCHOOL CONSTRUCTION EXPENDITURES TOTAL		13858	343000	239731	0	0	0
TOTAL SCHOOL CONSTRUCTION APPROPRIATIONS					0	0	0
TOTAL SCHOOL CONSTRUCTION ENDING CASH RESERVE					0	0	0
TOTAL SCHOOL CONSTRUCTION					0	0	0

1991/92

Narrative Detail

571 50 60 07 **Elementary School Sprinkler System & Fire Alarm**

FACILITIES CONSTRUCTION FUND

The purpose of the Facilities Construction Fund is to create a fund for the purpose of segregating funds for facilities construction from the general operational funds of the city.

FY 1991/92 Budget Summary

Beginning Cash Reserve	97466
Charges for Services	
Other Revenues	180000
TOTAL REVENUES	277466
<hr/>	
O & M Expense	-0-
Capital Expenditures	270000
TOTAL EXPENSES	270000
<hr/>	
ENDING CASH RESERVE	7466

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
<u>FACILITIES CONSTRUCTION FUND #303</u>							
<u>REVENUES</u>							
<u>BEGINNING FUND BALANCE</u>		398584	398584	398584	50000	50000	50000
		42989	44166	44166	47466	47466	47466
33000 00	INTERGOVERNMENTAL REVENUES						
33600 00	State Grants for Capital Projects 1988						
33600 01	Gymnasium ""Jobs Bill" 1988	0		0			
33600 02	Library/Council Chambers "Capital	789	15000	0	180000	180000	180000
33600 03	Leg. Grant for Comm/Sch Gym	224741	0	230258			
<u>INTERGOVERNMENTAL REVENUES SUBTOTAL</u>		225530	15000	230258	180000	180000	180000
36000 00	MISCELLANEOUS REVENUES						
36000 10	Interest Earned	36782	3000	13751	0	0	0
36000 11	School/Community Gymnasium	129545	75000	51023	0	0	0
36000 12	Library/Council Chambers Rehab.	3165	3300	1500	0	0	0
36000 90	Miscellaneous Revenues	1250	1000	0	0	0	0
<u>MISCELLANEOUS REVENUES SUBTOTAL</u>		170742	82300	66274	0	0	0
38700 00	INTERFUND TRANSFERS						
38710 01	General Fund	0			0	0	0
38710 02	Sales Tax (Gym Bond Issue)	1910145	300000	0	0	0	0
38710 32	Transfer from School Construction	0	0	0	0	0	0
<u>INTERFUND TRANSFERS SUBTOTAL</u>		1910145	300000	0	0	0	0
<u>TOTAL CURRENT REVENUES</u>		2306417	397300	296532	180000	180000	180000
<u>TOTAL FACILITIES CONSTRUCTION FUND</u>		2747990	840050	739282	277466	277466	277466

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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FACILITIES CONSTRUCTION FUND #303

EXPENDITURES

571 00	SCHOOL/COMMUNITY GYMNASIUM						
571 50 10 00	Salaries and Wages	1036	15000	3265			
571 50 11 00	Regular Pay						
571 50 20 00	Personnel Benefits						
571 50 21 00	Pension	3834		1860			
571 50 22 00	Medicare	473		181			
571 50 23 00	Health Insurance	2578		1004			
571 50 24 00	Life Insurance	1093		347			
571 50 25 00	Workers Comp	0		0			
571 50 26 00	Unemployment Comp	193		173			
571 50 40 00	Other Services & Charges						
571 50 41 00	Professional Services	957					
571 50 41 01	Architectual Design	191033	72983	15023			
571 50 41 04	Inspection	2206	40000	8976			
571 50 41 05	Other Legal Services	156					
571 50 42 00	Communications						
571 50 49 00	Miscellaneous						
571 50 62 01	Phase I Construction Gym	69651	104000	1188			
571 50 62 02	Phase II Gym Demolition	146645					
571 50 62 03	Phase II New Gym Design	162					
571 50 62 20	Community/School Gym Con	398739	2010000	1003445	50000	50000	50000
571 50 62 21	Contingency	8567	125500	158			
571 50 62 22	Satellite dish relocation	9798	25000	7614			
571 50 64 00	Equipment	0	25000	0			
	SCHOOL/COMMUNITY GYMNASIUM SUBTOTAL	837121	2417483	1043234	50000	50000	50000
572 00	LIBRARY/COUNCIL CHAMBERS REHAB						
57250 11	Regular Pay	711	0	513			
572 50 2100	Pension	63	0	85			
572 50 2200	Medicare	11	0	9			
572 50 2300	Health Insurance	0	0	60			
572 50 2400	Life Insurance	0	0	1			
572 50 2600	Unemployment	4	0	10			
572 50 41 01	Architectual Design	0	15000	976	13000	13000	13000
572 50 41 04	Inspection				12000	12000	12000
572 50 6220	Construction Contract				175000	175000	175000
572 50 6221	Contingency				20000	20000	20000
	LIBRARY/COUNCIL CHAMBERS REHAB SUBTOTAL	789	15000	1654	220000	220000	220000

573 00	MUNICIPAL BUILDING SPRINKLERS					
57350 6204	Muni. Bldg. Sprinkler Sy	124	0	0	0	0
MUNICIPAL BUILDING SPRINKLERS SUBTOTAL		140130	0	0	0	0
FACILITIES CONSTRUCTION EXPENDITURES		978040	2432483	1044888	270000	270000
TOTAL FACILITIES CONSTRUCTION ENDING CASH R		688873	47466	1458664	7466	7466
FACILITIES CONSTRUCTION EXPENDITURES TOTALS			2479949		277466	277466

ELECTRICAL UTILITY FUND #401

The purpose of the Electrical Utility is to provide reliable electric service to the community. It is the department's responsibility to operate and maintain existing facilities and construct capital work projects in a manner that will keep the electrical rates for the City's customers at a reasonable rate. The capital projects that are planned for the Electrical Department will increase continuity of service and update deteriorating distribution facilities. The Electrical Superintendent supervises 10 employees at present.

ELECTRIC UTILITY 91/92 BUDGET SUMMARY

Beginning Fund Balance		1,200,000
Sales of Electricity	2,887,811	
Contract Work	35,000	
Other Revenues	95,500	
	-----	-----
TOTAL REVENUES	3,018,311	4,218,311
=====		
Power Purchase Expenses	1,406,030	
Debt Service	126,521	
Other O & M Expenditures	1,149,415	

TOTAL O&M EXPENSES	2,681,966	2,681,966
Capital Expenditures		527,500

TOTAL EXPENSES		3,209,466
=====		
ENDING FUND BALANCE		1,008,845

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	CURRENT YEAR	91/92	91/92	91/92
				TO DATE	BUDGET YEAR REQUESTED	BUDGET YEAR RECOMMENDED	BUDGET YEAR APPROVED
ELECTRIC - FUND 401							
	BEGINNING FUND BALANCE	1,800,000	1,600,000	1,800,000	1,200,000	1,200,000	1,200,000
34400 0000							
34411 1000	Residential Sales	953,350	900,000	484,182	950,000	950,000	950,000
34411 2000	Small Commercial Sales	435,088	400,000	229,008	435,000	435,000	435,000
34411 3000	Large Commercial Sales	1,232,168	1,050,000	659,234	1,250,000	1,250,000	1,250,000
34411 4000	Local Street Lighting	62,961	41,121	31,480	37,422	37,422	37,422
34411 5000	Fuel Adjustment Charges	0	0	0	0	0	0
34411 6000	Type Adjustment Charges	52,415	214,615	58,830	117,539	117,539	117,539
34411 7000	State Street Lighting	17,850	20,000	9,069	17,850	17,850	17,850
34411 8000	Harbor Sales	82,672	60,000	49,436	80,000	80,000	80,000
34412 1000	Forfeited Discounts	0	0	0	0	0	0
34412 4000	Rent From Electric Property	12,624	10,000	12,656	10,000	10,000	10,000
34412 5000	Other Electric Revenue	8,946	5,000	2,899	2,500	2,500	2,500
34413 1000	Contract Work	23,242	70,000	6,993	35,000	35,000	35,000
32200 1000	Building Permits	0	0	0	2,500	2,500	2,500
340	CHARGES FOR SERVICES SUBTOTAL	2,881,316	2,770,736	1,543,787	2,937,811	2,937,811	2,937,811
MISCELLANEOUS REVENUES							
360							
36010 0000	Interest Earnings	185,887	75,000	78,106	75,000	75,000	75,000
36051 0000	A/Rec'd Penalties	6,495	4,000	3,617	4,000	4,000	4,000
36900 81	Miscellaneous	67	1,500	3,003	1,500	1,500	1,500
360	MISCELLANEOUS REVENUES SUBTOTAL	192,449	80,500	84,726	80,500	80,500	80,500
387							
38710 5500	Harbor Electrical Upgrad	13,500	13,500	0	0	0	0
	TOTAL INTERFUND TRANSFERS	13,500	13,500	0	0	0	0
	CURRENT REVENUES	3,087,265	2,864,736	1,628,513	3,018,311	3,018,311	3,018,311
	ELECTRIC FUND REVENUES TOTAL	4,887,265	4,464,736	3,428,513	4,218,311	4,218,311	4,218,311

Beginning Fund Balance was \$2,310,984 before supplemental 91 budget, estimated at \$1,200,000 beginning 92 budget

34400 0000
34411 1000 Residential Sales of 9,773,660 KWH @ .0972, service charges and block rate average.
34411 2000 Small Commercial Sales 4,850,000KWH @ .0897, service charges and block rate average.
34411 3000 Large Commercial Sales 12,729,125 KWH @ .0982, service charges and block rate average
34411 4000 Local Street Lighting, general fund support for City Street Lights.
34411 5000 Fuel Adjustment Charges
34411 6000 Tyee adjustment-Ord. 14.16.730 cost of wholesale power purchases above \$.0584/KWH.
34411 7000 State Street Lighting per Dot/pf contract.
34411 8000 Harbor Sales of 570,200KWH @.1327, service charges and block rate average.
34412 1000 Forfeited Discounts
34412 4000 Rent From Electric Property- General Telephone and Cablevision pole rentals
34412 5000 Other Electric Revenue- Connect and Re-Connect Fees
32211 1000 Electrical Permit fees.
~~34413 1000 Contract Work, Solid Waste power line- \$35,000.~~
340 CHARGES FOR SERVICES SUBTOTAL

360
36010 0000 Interest Income from Investments
36050 0000 A/Rec'd Penalties
~~36090 0000 Other Miscellaneous Revenue- cashier over and shortages, misc.~~
360 MISCELLANEOUS REVENUES SUBTOTAL

CURRENT REVENUES

ELECTRIC FUND REVENUES TOTAL

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50110 10	Administration						
50110 11	Administration Regular Pay	90565	125500	45135	103250	103250	103250
50110 12	Overtime pay	1357	1500	1460	2000	2000	2000
50110 13	Holidays	20003	0	12817	20412	20412	20412
50110 14	Vacation	42509	47779	26333	50458	50458	50458
50110 15	Sick Leave	16139	0	10182	23328	23328	23328
50110 17	Shift differential	167	100	0	100	100	100
50110 10	ADMIN. SALARIES SUBTOTAL	170740	174879	95927	199548	199548	199548
50110 20	Personnel benefits	-49811					
50110 2100	Pension	31363	75059	15590	56030	56030	56030
50110 2200	Medicare	395	7708	135	7248	7248	7248
50110 2300	Health insurance	16942	59763	8209	12772	12772	12772
50110 2400	Life insurance	66	165	29	72	72	72
50110 2500	Workers comp.	18351	24615	16948	28517	28517	28517
50110 2600	Unemployment comp.	1248	2658	1536	2936	2936	2936
50110 20	PERSONNEL BENEFITS SUBTOTAL	18554	169968	42447	107575	107575	107575
50110 30	Supplies						
50110 31	Office supplies	2281	750	24	500	500	500
50110 32	Operating supplies	374	500	77	500	500	500
50110 33	Maintenance supplies	198	250	0	250	250	250
50110 34	Small tools & equip.	3031	3000	22	2500	2500	2500
50110 35	Inventory	3084	0	14153	0	0	0
50110 30	SUPPLIES SUBTOTAL	8968	4500	14276	3750	3750	3750
50110 40	Other Services & Charges						
50110 41	Professional services	34429	40000	1911	40000	40000	40000
50110 42	Communications	3196	4000	1912	4000	4000	4000
50110 43	Travel & training	8896	10000	2039	10000	10000	10000
50110 44	Printing & advertising	1719	1500	210	1000	1000	1000
50110 4501	Vehicle Replacement	3284	32073	19030	41256	41256	41256
50110 4502	Equip/work orders	-28329	0	0	0	0	0
50110 46	Insurance, Property	11956	12000	12604	20000	20000	20000
50110 4601	Insurance, Liability	73068	65000	60556	75000	75000	75000
50110 47	Utilities	1193	4000	887	3000	3000	3000
50110 48	Repair & Maintenance	3463	5000	14	3500	3500	3500
50110 49	Miscellaneous	15	2500	0	0	0	0
50110 4910	Overhead Charges	130000	80751	43233	81791	81791	81791
50110 4920	Motor Pool Operations & Maintenance	23885	20000	20336	30000	30000	30000
50110 40	OTHER SERVICES & CHARGES SUBTOTAL	266775	276824	162732	309547	309547	309547

ACCOUNT #	NARRATIVE DETAIL
50110	ELECTRIC UTILITY
50110 11	Regular pay, Supt., Supt. Secretary, Office Manager.
50110 12	Overtime for the PMP&L Administration.
50110 13	Holiday Pay for PMP&L employees
50110 14	Vacation pay for PMP&L employees
50110 15	Sick Leave Pay for PMP&L employees
50110 17	Shift Differential - per IBEW agreement art. 11.8.
50110 2100	Pension, PERS @ 17.87% of gross wages.
50110 2200	Medicare, .0145% of gross wages for employees.
50110 2300	Health Insurance.
50110 2400	Life Insurance, Transamerica Insurance Co. \$15.12/yr. per employee.
50110 2500	Workers Compensation; 6.6% of gross wages of all employees, except clerical use .66%.
50110 2600	Unemployment Compensation, rate is 1% on gross wages per employee.
50110 31	Office Supplies, stationary, pens, pencils, forms, copy paper, computer disks, file folders, printer ribbons, etc.
50110 32	Operating Supplies, cleaning supplies, towels, soap, sanitation supplies, film.
50110 33	Maintenance Supplies, light bulbs, paint, copier developer, rug cleaner.
50110 34	Small Tools & Equipment, software, calculator, file cabinets, drafting supplies, administrative equipment.
50110 35	Inventory shows actual expenditures for replacement into inventory.
50110 41	Professional Services, audit, surveyors and engineering services, attorney fees, bid specs.
50110 42	Communication, telephone and mailing expenses.
50110 43	Travel & Training, U.B. & Supt NWPPA, Lineman School, Supt State Mgrs, Ruralite safety program, see addendum for travel.
50110 44	Printing & Advertising, legal advertising, public service ads.
50110 4501	Vehicle replacement cost (submitted by motor pool).
50110 46	Property Insurance and AML JIA insurance costs for the Electric Utility.
50110 4601	Liability Insurance cost for the Electric Utility, including Crystal Lake dam.
50110 47	Utilities, water, sewer and garbage costs (shows anticipated increase.)
50110 48	Maintenance & service contracts with Radix, OTC, Xerox.
50110 49	Miscellaneous Expenses.
50110 4910	Overhead charges, 89/90 operating revenues of(2,881,316 less power purchase cost of 1,245,494)*5%
50110 4920	Motor pool O&M, actual costs of insurance, gas, oil, parts, freight,(submitted by motor pool), increased by Supt.

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50110 60	Capital outlays						
50110 64	Machinery & Equipment						
50110 6403	Poles, towers & fixtures	5686	10000	3130	7500	7500	7500
50110 6404	Overhead conductors & devices	366	10000	1012	7500	7500	7500
50110 6405	Underground conduit	3032	5000	342	3500	3500	3500
50110 6406	Underground conductors & devices	1963	15000	886	2500	2500	2500
50110 6407	Line Transformers	2056	20000	7583	20000	20000	20000
50110 6408	Services	25023	10000	4821	10000	10000	10000
50110 6409	Meters	6150	5000	204	15000	15000	15000
50110 6412	Street lighting & signal system	68	2000	0	1000	1000	1000
50110 6451	Office furniture and equipment	10618	20000	726	2000	2000	2000
50110 6453	Stores equipment	0	2500	73	0	0	0
50110 6454	Tools, shop & garage equipment	1232	13500	9211	10000	10000	10000
50110 6455	Laboratory equipment	582	3500	998	3500	3500	3500
50110 6457	Communication equipment	2484	2500	0	15000	15000	15000
50110 64	MACHINERY & EQUIPMENT SUBTOTAL	59260	119000	28986	97500	97500	97500
50110 65	Work in progress						
50110 6503	Mitkof Highway 4160 Conversion	21167	0	0	0	0	0
50110 6549	Blind Slough Substation	126571	50000	42067	0	0	0
50110 6558	24.9KV line rebuild	84647	200000	35911	0	0	0
50110 6562	Automatic Load Control	0	25000	40072	10000	10000	10000
50110 6564	Generation, Distribution Facilities	90178	550000	660907	150000	150000	150000
50110 6565	Upgrade Harbor Facilities	23450	60000	0	0	0	0
50110 6566	Crystal Lake Spillway Repair	20715	0	0	0	0	0
50110 6568	Upgrade Elem. School Boilers	33368	0	0	0	0	0
50110 6570	Elec. Line Rebuild To Solid Waste Facility	0	35000	0	35000	35000	35000
50110 6571	Water Treatment Electrical Line Rebuild	0	35000	0	35000	35000	35000
50110 6573	Phase II 24.9 KV Line Rebuild	0	0	0	200000	200000	200000
50110 6575	Point Fredrick Extension	0	0	0	0	0	0
50110 65	WORK IN PROGRESS	400096	955000	778957	430000	430000	430000
50110 60	TOTAL CAPITAL EXPENDITURES	459356	1074000	807943	527500	527500	527500

ACCOUNT

NARRATIVE DETAIL

50110 60 Capital outlays

50110 6403 Poles, towers and fixtures, anchors, guys, guards, plates, brackets, guy wire, x-arms for blanket work order services.
50110 6404 Overhead conductors and devices, circuit breakers, insulators, arresters for blanket work order services.
50110 6405 Underground conduit, concrete, iron pipe, excavation, lighting systems, vaults for blanket work order services.
50110 6406 Underground conductors and devices, armored conductors, submarine cable, switches, 24.9 cable for Indian St. rebuild.
50110 6407 Line Transformers, fuse holders, lighting arresters, capacitors.
50110 6408 Services, brackets, cables, and wire, conduit insulators, conduit, etc. for services (secondary).
50110 6409 Meters, watt-hour meters, limiting devices, instrument transformers, switches.
50110 6412 Street lighting and signal system, cable vaults, lamp equipment, foundations, etc.
50110 6451 Office furniture and equipment, local area network for computer, desk, chairs, tables.
50110 6453 Stores Equipment, pallet jack, shelving for material storage, roto bin.
50110 6454 Shop and garage tools and equipment, chargers, air compressor, all tools signed out by employees.
50110 6455 Laboratory Equipment, meter testing equipment, voltage & frequency recorder, pentameter #835110.
50110 6457 Communication Equipment, repeater for scada, solar panels, cables, radios for vehicles.

50110 6503 Mitkof Highway Distribution System, cable from Crystal Lake Hatchery entrance to Blind Slough Hydro- COMPLETED.
50110 6549 Blind Slough Substation Rebuild, rebuild and upgrade substation to increase power generation from Crystal Lake Hydro. COMPLETED
50110 6558 24.9KV Line Rebuild, upgrade power lines, taps, service, transformer, to 24.9KV COMPLETED
50110 6562 Automatic Load Control, to tie Scada systems together with Hydro, Diesel and Petersburg (APA) Sub.
50110 6564 Generation, Distribution Facilities, demolish Swainson Bldg, construct garage at City Shop.
50110 6565 Upgrade Middle Harbor Electrical Distribution System (contract work revenue). COMPLETED
50110 6566 Stabilize Crystal Lake Dam Spillway per 5 year FERC Inspection- COMPLETED.
50110 6568 Upgrade "E" Street Electrical System to accommodate the boilers at the School- CANCELLED (No payback w/in 2 years).
50110 6570 Rebuild Power line to facilitate new solid waste facility (contract work revenue).
50110 6571 Rebuild Power line to the City water treatment plant (contract work revenue).
50110 6573 Phase II, 24.9KV Line Rebuild.

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50110 70	Debt Service						
50110 71	Principal	119836	126602	0	83150	83150	83150
50110 72	Interest	53952	50368	24813	42871	42871	42871
50110 73	Service Charges	532	500	253	500	500	500
50110 70	DEBT SERVICE SUBTOTAL	174320	177470	25066	126521	126521	126521
50120	Customer Accounts expense						
50120 11	Regular pay	7466	8500	4091	8500	8500	8500
50120 12	Overtime pay	0	200	35	200	200	200
50120 2100	Customer Accts. Pension	1126	0	666	1519	1519	1519
50120 2200	Customer Accts. Medicare	115	0	71	123	123	123
50120 2300	Customer Health Insurance	1393	0	801	1566	1566	1566
50120 2400	Customer Accts. Life Insurance	9	0	4	8	8	8
50120 2600	Customer Accts. Unempl. Expense	41	0	67	85	85	85
50120 30	Supplies	98	100	37	100	100	100
50120 40	Other services & charges	0	20000	0	0	0	0
50120 49	Uncollectible accounts	4719	10000	0	10000	10000	10000
50120	CUSTOMER ACCOUNT EXPENSE SUBTOTAL	14967	38800	5772	22101	22101	22101
50130	Hydraulic Power Production						
50131	Hydro operating expense						
50131 11	Reg. pay/ operation	860	1500	2059	5000	5000	5000
50131 12	Overtime pay/ operation	1023	750	0	750	750	750
50131 2100	Hydro Operating Pension Exp.	191	0	312	894	394	894
50131 2200	Hydro Operating Medicare Exp.	0	0	1	2	2	2
50131 2300	Hydro Operating Health Insurance Exp.	128	0	42	84	84	84
50131 2400	Hydro Operating Life Insurance exp.	1	0	1	2	2	2
50131 2600	Hydro Operating Unempl. Expense	7	0	26	58	58	58
50131 30	Hydro Supplies	1326	500	522	1000	1000	1000
50131 40	Other services & charges	7836	7500	4850	8000	8000	8000
50131	HYDRO OPERATING EXPENSE SUBTOTAL	11372	10250	7813	15789	15789	15789

ACCOUNT

NARRATIVE DETAIL

50110 71 Principal on PMP&L bonds and long term notes payable (1 note @ \$1,178,000- final 2005).
50110 72 Interest on PMP&L bonds and long term notes payable (1 note @ \$1,178,000- final 2005).
50110 73 Bank service charges.

50120 11 Meter reading, labor needed for meter reading.
50120 12 Meter reading overtime required to read meters.
50120 2100 Payroll burden for pension
50120 2200 Payroll burden for medicare
50120 2300 Payroll burden for Health Insurance
50120 2400 Payroll burden for insurance
50120 2600 Payroll burden for Unemployment compensation
50120 30 Meter reading supplies, Radix batteries.
50120 40 PMP&L portion of Utility Billing System
50120 49 Uncollectible accounts, electric bills not collected.

50130 Blind Slough Hydro Operations.
50131 11 Regular pay labor for the operation of Blind Slough Hydro Unit.
50131 12 Overtime needed to operate the Blind Slough Hydro Unit.
50131 2100 Payroll burden for pension
50131 2200 Payroll burden for medicare
50131 2300 Payroll burden for Health Insurance
50131 2400 Payroll burden for insurance
50131 2600 Payroll burden for Unemployment compensation
50131 30 Hydraulic oil, turbine oil, sorbent, rags and distilled water for batteries.
50131 40 Annual land & admin. charges for Federal Project 201, FERC licensing workshop, Temsco transport of FERC inspector to dam.

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50132	Hydro maintenance expense						
50132 11	Reg. pay/ maintenance	21914	60000	6968	25000	25000	25000
50132 12	Overtime pay/ maintenance	1191	500	496	500	500	500
50132 2100	Hydro Maintenance Pension Exp.	3916	0	1144	4468	4468	4468
50132 2200	Hydro Maintenance Medicare Exp.	50	0	11	35	35	35
50132 2300	Hydro Maintenance Health Insurance Exp.	2091	0	469	2000	2000	2000
50132 2400	Hydro Maintenance Life Insurance exp.	8	0	2	7	7	7
50132 2600	Hydro Maintenance Unempl. Expense	156	0	82	255	255	255
50132 30	Supplies/ maintenance	5459	25000	983	5000	5000	5000
50132 40	Other services & charges/ maint.	2279	2500	1208	2500	2500	2500
50132	HYDRO MAINT. EXPENSE SUBTOTAL	37064	88000	11363	39765	39765	39765
50130	TOTAL HYDRAULIC POWER PRODUCTION	48436	98250	19176	55554	55554	55554
50140	Diesel Power Production						
50141	Diesel operating expense						
50141 11	Reg. pay/ operation	5689	3500	1410	15000	15000	15000
50141 12	Overtime pay/ operation	11966	2550	761	3000	3000	3000
50141 2100	Diesel Operation Pension Exp.	870	0	169	2681	2681	2681
50141 2200	Diesel Operation Medicare Exp.	0	0	0	30	30	30
50141 2300	Diesel Operation Health Insurance Exp.	399	0	99	1700	1700	1700
50141 2400	Diesel Operation Life Insurance exp.	1	0	0	5	5	5
50141 2600	Diesel Operation Unempl. Expense	32	0	17	180	180	180
50141 30	Diesel Supplies/ operation	4486	500	65	500	500	500
50141 3501	Diesel Fuel	72251	10000	5872	50000	50000	50000
50141 40	Other services & charges	31	500	0	500	500	500
50141	DIESEL OPERATING EXPENSE SUBTOTAL	95725	17050	8393	73596	73596	73596
50142	Diesel maintenance						
50142 11	Reg. pay/ maintenance	5078	3500	2121	5000	5000	5000
50142 12	Overtime pay/ maintenance	668	500	362	500	500	500
50142 2100	Diesel Maintenance Pension Exp.	1137	0	356	894	894	894
50142 2200	Diesel Maintenance Medicare Exp.	0	0	1	10	10	10
50142 2300	Diesel Maintenance Health Insurance Exp.	545	0	267	550	550	550
50142 2400	Diesel Maintenance Life Insurance exp.	2	0	1	3	3	3
50142 2600	Diesel Maintenance Unempl. Expense	42	0	36	55	55	55
50142 30	Supplies/ maintenance	1512	3500	530	1500	1500	1500
50142 40	Other services & charges	283	1000	0	500	500	500
50142	DIESEL MAINT. SUBTOTAL	9267	8500	3674	9012	9012	9012
50140	TOTAL DIESEL POWER PRODUCTION	104992	25550	12067	82607	82607	82607

ACCOUNT #	NARRATIVE DETAIL
50132 11	Reg. pay labor to replace conduit & power cable to Blind Slough Dam site, hydro maint., dam face clearing, mastic, ROW clearing.
50132 12	Overtime pay labor for Blind Slough Hydro maintenance.
50132 2100	Payroll burden for pension
50132 2200	Payroll burden for medicare
50132 2300	Payroll burden for Health Insurance
50132 2400	Payroll burden for life insurance
50132 2600	Payroll burden for Unemployment compensation
50132 30	Maint. supplies used at Blind Slough Hydro site, paint, dielectric cleaner, brushes, clips, oxygen, acetylene, nitrogen.
50132 40	Repair bearing housing gate, dam handrail, Temsco flights to dam for maint. of dam site.
50130	Blind Slough Hydro total expenses:
50140	Downtown Diesel Plant:
50141 11	Operator regular pay for the operation of the diesel plant, training of diesel operators.
50141 12	Operator overtime pay for the operation of the diesel plant.
50141 2100	Payroll burden for pension
50141 2200	Payroll burden for medicare
50141 2300	Payroll burden for Health Insurance
50141 2400	Payroll burden for insurance
50141 2600	Payroll burden for Unemployment compensation
50141 30	Operation supplies for plant, grease, lube oil, cleaning rags, log books.
50141 3501	Diesel plant fuel for operation calculated at \$1.50/Gal.
50141 40	Thermal heaters for diesels.
50142 11	Regular pay needed for the maintenance of diesel plant.
50142 12	Overtime pay for diesel plant maintenance.
50142 2100	Payroll burden for pension
50142 2200	Payroll burden for medicare
50142 2300	Payroll burden for Health Insurance
50142 2400	Payroll burden for insurance
50142 2600	Payroll burden for Unemployment compensation
50142 30	Materials used in the maintenance of diesel plant, paint, brushes, generator cleaner, rags.
50142 40	Repair voltage regulators, relays, magnetic starters & thermal heaters for superior.
50140	Total diesel costs, operation and maintenance.

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50150	Type power purchase						
50150 2100	Type power purchase pension exp	0	0	263	500	500	500
50150 2200	Type power purchase medicare exp	0	0	6	15	15	15
50150 2300	Type power purchase Health Insurance exp	0	0	207	450	450	450
50150 2400	Type power purchase Life Insurance exp	0	0	1	5	5	5
50150 2600	Type power purchase Unempl. Exp	0	0	29	60	60	60
50150 5101	Transmission line & plant	729871	719446	360261	834650	834650	834650
50150 5102	Wrangell/TBPC net billable Expense	478337	525354	144922	525350	525350	525350
50150 5103	TBPC Expenses - Psg. Share	19669	25295	6388	25000	25000	25000
50150 5104	Petersburg net billable expenses	17617	15200	5737	20000	20000	20000
50150	POWER PURCHASE TOTAL	1245494	1285295	517308	1406030	1406030	1406030
50172	Line & Station Operation						
50172 11	Regular pay	48401	50000	25107	60000	60000	60000
50172 12	Overtime pay	4926	7500	4068	7500	7500	7500
50172 2100	Line/Station Operation pension exp	7284	0	4406	10722	10722	10722
50172 2200	Line/Station medicare exp	247	0	127	255	255	255
50172 2300	Line/Station Operation Health Insurance ex	3667	0	2114	4200	4200	4200
50172 2400	Line/Station Operation Life Insu. exp	14	0	9	18	18	18
50172 2600	Line/Station Operation Unempl. Exp	275	0	439	675	675	675
50172 30	Supplies	10472	10000	5368	10000	10000	10000
50172 40	Other services & charges	5006	6500	681	5000	5000	5000
50172	LINE & STATION OPERATION SUBTOTAL	80292	74000	42319	98370	98370	98370
50173	Street Lighting Maintenance						
50173 11	Regular pay	1358	2500	9189	2500	2500	2500
50173 12	Overtime pay	0	200	0	200	200	200
50173 2100	Street Lighting Maint. pension exp	206	0	1458	447	447	447
50173 2200	Street Lighting Maint. medicare exp	3	0	39	9	9	9
50173 2300	Street Lighting Maint. Health Insurance ex	99	0	642	135	135	135
50173 2400	Street Lighting Maint Life Insu. exp	1	0	3	1	1	1
50173 2600	Street Lighting Maint. Unempl. Exp	8	0	160	27	27	27
50173 30	Supplies	2970	1000	307	2500	2500	2500
50173 40	Other services & charges	279	0	0	100	100	100
50173	STREET LIGHTING	4924	3700	11798	5919	5919	5919

ACCOUNT

NARRATIVE DETAIL

50150 2100 Payroll burden for pension
50150 2200 Payroll burden for medicare
50150 2300 Payroll burden for Health insurance
50150 2400 Payroll burden for insurance
50150 2600 Payroll burden for Unemployment compensation
50150 5101 Estimated 20,000,000KWH at \$.068 less estimated Petersburg share of Tye operating and maintenance costs of \$525,350.
50150 5102 Petersburg's share of TBPA O & M of Tye that are net billable expenses from purchased power costs.
50150 5103 Petersburg's share of TBPA expenses that are not reimbursable from purchased power, includes TBPC travel, meetings.
50150 5104 PMP&L expenditures that are net billable, PMC travel & per diem, operation Psg Sub, line patrol.

50172 11 Regular pay labor involved in the distribution lines and station operation.
50172 12 Overtime involved in the distribution lines and station.
50172 2100 Payroll burden for pension
50172 2200 Payroll burden for medicare
50172 2300 Payroll burden for Health insurance
50172 2400 Payroll burden for insurance
50172 2600 Payroll burden for Unemployment compensation
50172 30 Zep & Chemsearch supplies for general plant.
50172 40 Certificate of Fitness fees, volt meter calibration, boom truck insulation testing, raingear.

50173 11 Regular pay labor involved with the maintenance of street lighting.
50173 12 Overtime involved with the maintenance of street lighting.
50173 2100 Payroll burden for pension
50173 2200 Payroll burden for medicare
50173 2300 Payroll burden for Health insurance
50173 2400 Payroll burden for insurance
50173 2600 Payroll burden for Unemployment compensation
50173 30 Lamps, wire, fuses, photo cells, lens, etc.

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50174	Meters Maintenance						
50174 11	Regular pay/ operation	20203	25000	9911	25000	25000	25000
50174 12	Overtime/ operation	566	500	97	500	500	500
50174 2100	Meter Maint. pension exp	3228	0	1701	4468	4468	4468
50174 2200	Meter Maint. medicare exp	14	0	6	18	18	18
50174 2300	Meter Maint. Health Insurance exp	1659	0	1191	3550	3550	3550
50174 2400	Meter Maint Life Insu. exp	6	0	3	9	9	9
50174 2600	Meter Maint. Unempl. Exp	120	0	169	255	255	255
50174 30	Supplies	3353	500	105	500	500	500
50174 40	Other Services & Charges	415	0	0	100	100	100
50174	METERS	29564	26000	13183	34400	34400	34400
50175	Customer Installations						
50175 11	Regular pay/ operation	11485	15000	11348	15000	15000	15000
50175 12	Overtime/ operation	1270	2000	2767	2000	2000	2000
50175 2100	Customer Instal Pension exp	1653	0	2079	2681	2681	2681
50175 2200	Customer Instal. Medicare exp	26	0	30	32	32	32
50175 2300	Customer Instal. Health Insurance exp	1113	0	1382	1403	1403	1403
50175 2400	Customer Instal. Life Insu. exp	4	0	4	6	6	6
50175 2600	Customer Instal. Unempl. Exp	67	0	219	170	170	170
50175 30	Supplies	4081	3000	9210	3000	3000	3000
50175 40	Other Services & Charges	2286	1500	5485	1500	1500	1500
50175	CUSTOMER INSTALLATIONS	21985	21500	32524	25792	25792	25792
50176	Structure & Equipment Maintenance						
50176 11	Regular pay/ maintenance	65982	45000	30612	60000	60000	60000
50176 12	Overtime	0	500	266	500	500	500
50176 2100	Struct/Equip. Pension exp	11764	0	5488	10722	10722	10722
50176 2200	Struct/Equip. Medicare exp	137	0	68	175	175	175
50176 2300	Struct/Equip. Health Insurance exp	5283	0	3049	6100	6100	6100
50176 2400	Struct/Equip. Life Insu. exp	21	0	9	18	18	18
50176 2600	Struct/Equip Unempl. Exp	437	0	584	605	605	605
50176 30	Supplies	5571	5000	1921	5000	5000	5000
50176 40	Other Services & Charges	51	31000	114	250	250	250
50176	STRUCTURE & EQUIPMENT MAINTENANCE	89246	81500	42111	83370	83370	83370

ACCOUNT #	NARRATIVE DETAIL
50174 11	Regular pay for meter testing checks, line orders.
50174 12	Overtime pay for line orders and meter testing
50174 2100	Payroll burden for pension
50174 2200	Payroll burden for medicare
50174 2300	Payroll burden for Health insurance
50174 2400	Payroll burden for life insurance
50174 2600	Payroll burden for Unemployment compensation
50174 30	Fuses, connectors, tape, meter seals, meter boots & sealing rings.
50174 40	Meter tests performed by others, repair meter elements.
50175 11	Labor involved in PMP&L operations to be charged to customers, electrical inspector labor.
50175 12	Overtime labor involved in PMP&L operations to be charged to customers, electrical inspector labor.
50175 2100	Payroll burden for pension
50175 2200	Payroll burden for medicare
50175 2300	Payroll burden for Health insurance
50175 2400	Payroll burden for insurance
50175 2600	Payroll burden for Unemployment compensation
50175 30	Supplies, rock, anchors, wire, insulators, guys, anchors slugs, poles, x-arms, charged to others.
50175 40	Other services & charges, cranes, specialized equipment needed.
50176 11	Labor involved with the maintenance of PMP&L equipment and structures.
50176 12	Overtime labor involved with the maintenance of PMP&L equipment and structures.
50176 2100	Payroll burden for pension
50176 2200	Payroll burden for medicare
50176 2300	Payroll burden for Health insurance
50176 2400	Payroll burden for insurance
50176 2600	Payroll burden for Unemployment compensation
50176 30	Oil, grease, paint, batteries, oxygen, lumber for repairs.
50176 40	Cylinder demurrage, outside welders & equipment.

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50177	Line Maintenance						
50177 11	Regular pay/ maintenance	11558	20000	3300	15000	15000	15000
50177 12	Overtime	108	500	0	500	500	500
50177 2100	Line Maint. Pension exp	1489	0	533	2681	2681	2681
50177 2200	Line Maint. Medicare exp	65	0	14	44	44	44
50177 2300	Line Maint. Health Insurance exp	657	0	322	953	953	953
50177 2400	Line Maint. Life Insu. exp	3	0	1	3	3	3
50177 2600	Line Maint. Unempl. Exp	69	0	55	155	155	155
50177 30	Supplies	3077	2000	803	2000	2000	2000
50177 40	Other Services & Charges	232	500	0	250	250	250
50177	LINE MAINTENANCE	17258	23000	5028	21586	21586	21586
50178	Transformer Maintenance						
50178 11	Regular pay/ maintenance	1142	1000	1161	3000	3000	3000
50178 12	Overtime	0	250	71	250	250	250
50178 2100	Transformer Maint. Pension exp	185	0	223	536	536	536
50178 2200	Transformer Maint. Medicare exp	4	0	4	11	11	11
50178 2300	Transformer Maint. Health Insurance exp	148	0	192	394	394	394
50178 2400	Transformer Maint. Life Insu. exp	1	0	1	3	3	3
50178 2600	Transformer Maint. Unempl. Exp	7	0	18	33	33	33
50178 30	Supplies	0	250	641	1000	1000	1000
50178 40	Other Services & Charges	370	100	0	100	100	100
50178	TRANSFORMER MAINTENANCE	1857	1600	2311	5327	5327	5327
50179	Miscellaneous Distribution Expense						
50179 11	Regular pay/ maintenance	5251	5000	4592	7500	7500	7500
50179 12	Overtime	133	250	0	250	250	250
50179 2100	Distribution Pension exp	930	0	841	1340	1340	1340
50179 2200	Distribution Medicare exp	19	0	13	25	25	25
50179 2300	Distribution Health Insurance exp	801	0	718	1436	1436	1436
50179 2400	Distribution Life Insu. exp	3	0	2	4	4	4
50179 2600	Distribution Unempl. Exp	35	0	91	78	78	78
50179 30	Supplies	153	250	40	250	250	250
50179 40	Other Services & Charges	0	0	0	0	0	0
50179	MISCELLANEOUS DISTRIBUTION EXPENSE	7325	5500	6297	10883	10883	10883

ACCOUNT

NARRATIVE DETAIL

50177 11 Regular labor involved in the maintenance of distribution lines.
50177 12 Overtime labor involved in the maintenance of distribution lines.
50177 2100 Payroll burden for pension
50177 2200 Payroll burden for medicare
50177 2300 Payroll burden for Health insurance
50177 2400 Payroll burden for insurance
50177 2600 Payroll burden for Unemployment compensation
50177 30 Supplies, insulators, anchors, guys, bolts, wire, poles, x-arms used in line maintenance.
50177 40 Other services & charges, clearing power line right of way.

50178 11 Labor involved with distribution transformers.
50178 12 Overtime labor involved with distribution transformers.
50178 2100 Payroll burden for pension
50178 2200 Payroll burden for medicare
50178 2300 Payroll burden for Health insurance
50178 2400 Payroll burden for insurance
50178 2600 Payroll burden for Unemployment compensation
50178 30 Supplies, paint, oil, numbers, fuses, wire, etc.
50178 40 Other services & charges, transformer oil testing.

50179 11 Labor involved with miscellaneous plant distribution, Christmas lights, Chamber of Commerce, etc.
50179 12 Overtime labor involved with miscellaneous plant distribution, Christmas lights.
50179 2100 Payroll burden for pension
50179 2200 Payroll burden for medicare
50179 2300 Payroll burden for Health insurance
50179 2400 Payroll burden for insurance
50179 2600 Payroll burden for Unemployment compensation
50179 30 Miscellaneous supplies not chargeable to other accounts.
50179 40 Other services & charges.

ACCOUNT #	DESCRIPTION	89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50180	Underground Maintenance						
50180 11	Regular pay/ maintenance	253	500	449	1000	1000	1000
50180 12	Overtime	0	100	395	250	250	250
50180 2100	Underground Maint. Pension exp	48	0	91	179	179	179
50180 2200	Underground Maint. Medicare exp	0	0	87	144	144	144
50180 2300	Underground Maint. Health Insurance exp	0	0	1	3	3	3
50180 2400	Underground Maint. Life Insu. exp	0	0	0	1	1	1
50180 2600	Underground Maint. Unempl. Exp	2	0	11	13	13	13
50180 30	Supplies	62	500	1150	1500	1500	1500
50180 40	Other Services & Charges	0	0	32061	0	0	0
50180	UNDERGROUND MAINTENANCE	365	1100	34245	3089	3089	3089
58710	Inter Fund Transfer						
58710 58	Transfer to Motor Pool For New Vehicles		150000	0	80000	80000	80000
58710	INTER FUND TRANSFER				80000	80000	80000
50100 00	ELECTRIC FUND EXPENDITURES TOTAL	2765418	3713436	1892530	3209466	3209466	3209466
	ELECTRIC FUND APPROPRIATIONS	2719274	3713436	1894644	3209466	3209466	3209466
	ELECTRIC FUND RESERVE	271927	371344	189464	320947	320947	320947
	ELECTRIC CONSTRUCTION RESERVE	1733384	379956	1236544	687898	687898	687898
	ELECTRIC FUND TOTAL	4724585	4464736	3320652	4218311	4218311	4218311

ACCOUNT

NARRATIVE DETAIL

50180 11 Labor involved with the maintenance of underground facilities.
50180 12 Overtime labor involved with the maintenance of underground facilities.
50180 2100 Payroll burden for pension
50180 2200 Payroll burden for medicare
50180 2300 Payroll burden for Health insurance
50180 2400 Payroll burden for insurance
50180 2600 Payroll burden for Unemployment compensation
50180 30 Supplies, underground splices, connectors, pvc, etc.
50180 40 Other services & charges, backhoes, trucks, etc. owned by others.

58710 58 Transfer to Motor Pool for New Boom Truck, authorized by City council 03/04/91.

Total Budgeted Electric Utility Expenses.

Electric Reserve Fund is 10% of Total Electric Appropriations, used for emergency operation and maintenance of Electrical Utility.
Construction Reserve Fund = Total Reserves less Electric Reserve Fund, used for new Construction and depreciated assets.

ELECTRIC UTILITY RECAP		89/90 ACTUAL	90/91 BUDGET	90/91 CURRENT YEAR TO DATE	91/92 BUDGET YEAR REQUESTED	91/92 BUDGET YEAR RECOMMENDED	91/92 BUDGET YEAR APPROVED
50110 10	ADMINISTRATION SUBTOTAL (50110_10+10_20+10_30+10_40+50120)	480004	664971	321154	642521	642521	642521
50110 60	CAPITAL OUTLAY SUBTOTAL (50110_64+50110_65)	459356	1074000	807943	527500	527500	527500
50110 70	DEBT SUBTOTAL	174320	177470	25066	126521	126521	126521
50130	HYDRO EXPENSE SUBTOTAL (50131+50132)	48436	98250	19176	55554	55554	55554
50140	DIESEL EXPENSE SUBTOTAL (50141+50142)	104992	25550	12067	82607	82607	82607
50150	POWER PURCHASE SUBTOTAL	1245494	1285295	517308	1406030	1406030	1406030
50170	DISTRIBUTION EXPENSE SUBTOTAL (50172+73+74+75+76+77+78+79+50180)	252816	237900	189816	288734	288734	288734
58710	INTERFUND TRANSFERS		150000		80000	80000	80000
	TOTAL UTILITY EXPENSES	2765418	3713436	1892530	3209466	3209466	3209466
	ELECTRIC UTILITY RESERVE	276542	371344	189253	320947	320947	320947
	ELECTRIC CONSTRUCTION RESERVE	1682635	379956	1238869	687898	687898	687898
	ELECTRIC UTILITY	4724595	4464736	3320652	4218311	4218311	4218311

1991/92 BUDGET

CLASSIFICATION	BASE WAGE	OVERTIME	TOTAL	PERS	WORK. C	ESC	AETNA	LIFE	MEDICARE	TOTAL WAGES
ELECTRICIAN/OPERATOR	55,539	5,554	61,092	10,917	4,032	611	4,735	15	886	82,289
MECHANIC	51,509	5,151	56,660	10,125	3,740	567	3,341	15	822	75,269
LINE FOREMAN	57,649	5,765	63,414	11,332	4,185	634	4,735	15	920	85,235
LINEMAN	53,236	5,324	58,560	10,465	3,865	586	3,341	15	849	77,680
LINEMAN/OPERATOR	55,539	5,554	61,092	10,917	4,032	611	3,341	15	886	80,895
LINEMAN	48,268	4,827	53,095	9,488	3,504	531	4,735	15	770	72,139
GROUNDMAN	32,875	3,288	36,163	6,462	2,387	362	2,335	15	524	48,248
OFFICE MANAGER	49,824	4,982	54,807	9,794	362	548	3,728	15	795	70,048
METER READER	26,053	1,303	27,356	4,888	1,805	274	2,335	15	397	37,070
SUPT. SECRETARY	26,437	2,644	29,080	5,197	192	291	2,335	15	422	37,532
SUPT.	62,518	0	62,518	11,172	413	625	2,335	15	907	77,985
TOTALS	519,448	44,390	563,838	100,758	28,517	5,638	37,296	165	8,176	744,388
CALENDAR YEAR 1990 TOTAL	494,704	32,519	527,223	71,808	24,412	2,636	36,551	165	1,031	663,825

WATER/WASTEWATER UTILITY

The Petersburg water and wastewater utility is committed to providing quality water supply and wastewater disposal services to all municipal residents at reasonable rates, consistent with: a demonstrated public need; community health and safety standards; regulatory requirements; and sound management practices.

The utility is committed to the organization mission statement which is to provide its customers with economy and continuity of services and, in the case of water, that the services be of high quality, in quantities sufficient to meet the needs of an expanding service demand and with adequate wastewater support to sufficiently accommodate the disposal for the demand.

FY 1991/92 Budget Summary

<u>Wastewater</u>		<u>Water</u>	
Beginning Cash Reserve -Capital	0	Beginning Cash Reserve	108520
Beginning Cash Reserve - EPA	130000	Charges for Services	391359
Charges for Services	447500	Other Revenues	<u>1922050</u>
Other Revenues	<u>180000</u>		
TOTAL REVENUES	757500	TOTAL REVENUES	2421929
<hr/>			
O & M Expense	432507	O & M Expense	337204
Capital Expenditures	180000	Capital Expenditures	1958000
TOTAL EXPENSES	612507	TOTAL EXPENSES	2295204
<hr/>			
ENDING CASH RESERVE	14993	ENDING CASH RESERVE - Capital	54443
EPA Reserve	<u>130000</u>	O & M	72282

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
<u>SEWER - FUND 403</u>							
<u>REVENUES</u>							
<u>BEGINNING CASH RESERVE</u>		0		0	0	0	0
	Operating Capital EPA		2967 994900				
					130000	130000	130000
<u>344 00 00 00</u>		<u>UTILITY SERVICES</u>					
34411	Sewer Charges	344740	352990	176745	447000	447000	447000
34412	Other Operating Revenue	4979	500	1200	500	500	500
34413	Contract Work	0	0	0	0	0	0
<u>UTILITY SERVICES SUBTOTAL</u>		<u>349719</u>	<u>353490</u>	<u>177945</u>	<u>447500</u>	<u>447500</u>	<u>447500</u>
<u>360 00 00 00</u>		<u>MISCELLANEOUS REVENUES</u>					
360 10 00 00	Interest Earnings-O & M	93135	2500	24694	0	0	0
360 10 00 01	Interest Earnings-Capital	0	35000	0	0	0	0
360 90 00 00	Misc Revenues	628	0	73	0	0	0
<u>MISCELLANEOUS REVENUES SUBTOTAL</u>		<u>93763</u>	<u>37500</u>	<u>24767</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>387 00 00 00</u>		<u>INTERFUND TRANSFERS</u>					
387 10 02 00	Sales Tax Fund Transfer	30000	0	0	180000	180000	180000
387 24 00 00	Bond Improvement Fund	0	0	0	0	0	0
<u>INTERFUND TRANSFERS SUBTOTAL</u>		<u>30000</u>	<u>0</u>	<u>0</u>	<u>180000</u>	<u>180000</u>	<u>180000</u>
<u>CURRENT REVENUES</u>		<u>473482</u>	<u>390990</u>	<u>202712</u>	<u>627500</u>	<u>627500</u>	<u>627500</u>
<u>SEWER REVENUES TOTAL</u>		<u>473482</u>	<u>1388857</u>	<u>202712</u>	<u>757500</u>	<u>757500</u>	<u>757500</u>

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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SEWER - FUND 403

EXPENDITURES

		Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
		SALARIES & WAGES					
503 20 10 00							
503 20 11 00	Regular Pay	68211	94315	40073	104187	104187	104187
503 20 11 01	Regular Pay/PW Direct Billing	5928	6055	8875	17000	17000	17000
503 20 12 00	Overtime Pay	4746	4483	3509	3662	3662	3662
SALARIES & WAGES SUBTOTAL		78885	104853	52457	124849	124849	124849
		PERSONNEL BENEFITS					
503 20 20 00							
503 20 21 00	Pension	13735	13613	10245	18500	18500	18500
503 20 22 00	Medicare	1108	1397	867	1564	1564	1564
503 20 23 00	Health Insurance	10900	13851	7318	10128	10128	10128
503 20 24 00	Life Insurance	43	48	24	31	31	31
503 20 25 00	Workers Compensation	3941	4716	3247	5177	5177	5177
503 20 26 00	Unemployment Compensation	553	482	994	1078	1078	1078
PERSONNEL BENEFITS SUBTOTAL		30280	34107	22695	36478	36478	36478
		SUPPLIES					
503 20 30 00							
503 20 31 00	Office Supplies	175	200	71	300	300	300
503 20 32 00	Operating Supplies	6340	5000	475	3000	3000	3000
50320 3201	Safety Supplies	47	5000	4646	2500	2500	2500
50320 3202	Operating Supplies-Plant	22550	20300	10718	30000	30000	30000
503 20 33 00	Maintenance Supplies	12781	8000	1808	5000	5000	5000
503 20 33 01	Maintenance Supplies-Plant	3238	17000	8258	15000	15000	15000
503 20 34 00	Small Tools & Equipment	983	3500	1089	2500	2500	2500
503 20 35 00	Inventory	1633	0	3041	0	0	0
SUPPLIES SUBTOTAL		47747	59000	30106	58300	58300	58300
		OTHER SERVICES & CHARGES					
503 20 40 00							
503 20 41 00	Professional Services	9864	2500	1295	8000	8000	8000
503 20 41 05	Other Legal Services	1790	0	0	0	0	0
503 20 42 00	Communications	835	1500	572	1500	1500	1500
503 20 43 00	Travel & Training	1159	2300	285	2075	2075	2075
503 20 45 00	Rentals & Leases	450	750	200	500	500	500
503 20 45 01	Vehicle Replacement	23181	27624	13855	25187	25187	25187
503 20 46 00	Insurance - Property	6050	6303	6378	6834	6834	6834

1991/92

ACCOUNT CODE

NARRATIVE DETAIL

		<u>FTE</u>	
503 20 11 00	SEWER UTILITY		
	Regular Pay		
	Superintendent	.5	\$ 23,391
	Utility Worker	2	76,898
	Temp Laborer	.40	7,560
	Total		107,849
		Total FTE: 2.5	
		Temp: .40	
503 20 11 01	Regular Pay - Public Works Direct Billing		\$ 17,000
503 20 12 00	Overtime Pay at 5% of Gross Wages		
503 20 21 00	Pension: PERS at 17.87% of Gross Wage		
503 20 22 00	Medicare: 1.45% of gross wage		
503 20 23 00	Medical Insurance: \$5,568 annually per employee		
503 20 24 00	Life Insurance: \$15.12 annually per employee		
503 20 25 00	Workers Compensation: 4.8% of Gross Wages		
503 20 26 00	Unemployment Compensation: 1% of Gross Wages		
503 20 31 00	Office Supplies: Stationary forms, invoices, pens, pencils, paper and other general office supplies.		
503 20 32 00	Public Works Operating Supplies: Sewer cleaning materials, chemicals, pigs, small equipment replacement parts and concrete.		
503 20 32 01	Safety Supplies: Sewer manhole purge blower, warning lights.		
503 20 32 02	Operating Supplies - Plant: Electrical relays, cleaning supplies, chemicals		
503 20 33 00	Public Works Maintenance Supplies: PVC Pipe, ductile iron pipe, PVC & DI fittings, manholes.		
503 20 33 01	Maintenance Supplies - Plant: Pump station replacement parts, pump rebuilds.		
503 20 34 00	Small Tools & Equipment: Hand tools, and new diaphragm pump		
503 20 41 00	Professional Services: Lab Testing and 301 (H) Waiver monitoring contract with URS (NPDES Requirement)		
503 20 42 00	Communication: Telephone, mail		
503 20 43 00	Travel and Training: Travel expenses, per diem, training seminars, correspondence courses, certification fees.		
503 20 45 00	Rentals & Leases: Rental or lease of vehicles and/or equipment		
503 20 45 01	Vehicle & Generator Replacement Costs (Vehicle #79A)		
503 20 46 00	Insurance - Property: Based on property values		

503 20 46 01	Insurance - Liability	1826	1456	1365	752	752	752
503 20 46 05	Insurance - FHA Bonds				282	282	282
503 20 47 00	Utilities	63599	66000	32461	68000	68000	68000
503 20 48 00	Repairs & Maintenance	7032	10000	6660	25000	25000	25000
503 20 49 00	Miscellaneous	0	2950	2457	1000	1000	1000
503 20 49 10	General Fund Overhead	12360	17172	8586	18000	18000	18000
503 20 49 20	Motor Pool Charges	4415	7000	4943	9000	9000	9000
503 20 49 49	Bad Debt Account	3094	1000	0	1000	1000	1000
OTHER SERVICES & CHARGES SUBTOTAL		135655	146555	79057	167130	167130	167130
OPERATION & MAINTENANCE SUBTOTAL		292567	344515	184315	386757	386757	386757
503 20 60 00		CAPITAL OUTLAYS					
503 20 64 00	Machinery & Equipment	1777	15000	0			
503 20 65 01	301 H Waiver Requirements	45618	19000	6221	0	0	0
503 20 65 02	Lumber Street Rehab *	25260	43000	0	23000	23000	23000
503 20 65 17	1st Balder St to Nordic *	8594	0	0	0	0	0
503 20 65 20	Video Inspection System	31020	3000	2735	0	0	0
503 20 65 22	Alarm System	43276	3300	3300	7000	7000	7000
503 20 65 24	1987 Sewer	638	0	0	0	0	0
503 20 65 25	Wastewater Facilities	32992	0	0	0	0	0
503 20 65 26	Lab & Testing Equipment	5413	2000	994	0	0	0
503 20 65 30	Scow Bay Sewer Phase V	148757	835000	618426	0	0	0
503 20 65 10	Manhole Rehabilitation and I & I	0	10000	0	105000	105000	105000
503 20 65 03	Excel Street Sewer Upgrade 4th to 7th	0	55500	0	0	0	0
503 20 65 32	Hst to Ira II - 4th to 5th	0	0	0	45000	45000	45000
CAPITAL OUTLAYS SUBTOTAL		343345	985800	631676	180000	180000	180000
503 20 70 00		DEBT SERVICE					
503 20 71 00	Principal	0	15000	15000	15000	15000	15000
503 20 72 00	Interest	32000	34000	31500	30750	30750	30750
DEBT SERVICE SUBTOTAL		32000	49000	46500	45750	45750	45750
587 10 58		INTERFUND TRANSFERS					
Motor Pool - pickup		28000	10000	0	0	0	0
INTERFUND TRANSFERS		28000	10000	0	0	0	0
SEWER FUND EXPENDITURES TOTAL		695912	1389315	862491	612507	612507	612507
SEWER FUND APPROPRIATION		695912	1379315	327362	612507	612507	612507
SEWER FUND RESERVE		600266	0	0	14993	14993	14993
EPA RESERVE					130000	130000	130000
SEWER FUND TOTAL		1296178	1379315	327362	757500	757500	757500

503 20 46 01	Insurance - Liability
503 20 47 00	Utilities: Electricity, water, sewer
503 20 48 00	Repairs & Maintenance: \$10,400 in Building Maintenance for various maintenance projects; \$15,000 for plant and pump station electrical and mechanical repair
503 20 49 00	Miscellaneous: Dues, subscriptions, utility membership.
503 20 49 10	General Fund Overhead: financial support services & customer service
503 20 49 20	Motor Pool Charges: Repairs, operation and parts charges for vehicles.
503 20 65 04	Treatment Plant Litigation
503 20 65 16	Lumber Street Rehab: Miscellaneous materials and manholes for installing new services.
503 20 65 20	Video Inspection System: This is a tool to help inspect our sewer systems to find infiltration and will help cut our pumping and treatment cost.
503 20 65 22	Alarms for sewer collection system: high water, fault indicators, pump station failure in two new Scow Bay Pump Stations.
503 20 65 24	1987 Sewer Extension
503 20 65 25	Scow Bay Sewer Phase IV: Hungerford Hill to Mitkof Mill including Scow Bay Loop Road
503 20 65 26	Wastewater Facilities: final design and construction; land acquisition
503 20 65 30	Lab & Testing Equipment
503 20 65 10	Scow Bay Sewer Phase V: Hungerford Hill to Mitkof Lumber
503 20 65 03	Manhole Rehabilitation: Replacement of five manholes on Ira II St. and Kisenon St. to stop I& into system.
503 20 65 32	Excel Street Sewer Upgrade: Cost of sewer upgrade for 650' from 4th & E St. to 7th & E St. From 6" Cement 3' sections to 8" SD35 PVC bedded to hardpan
503 20 71 00	Hst to Ira II - 4th to 5th: Replacement cost for sewer upgrade, bedded to hardpan, installing 3 new manholes & 450 ft. of 8" SDR35 PVC pipe w/6" services.
503 20 72 00	Debt Service Payment - Principle
	Debt Service Payment - Interest

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
<u>WATER - FUND 402</u>							
<u>REVENUES</u>							
<u>BEGINNING CASH FUND BALANCE</u>							
	Operational Reserve	17973	15068		0	0	0
	Capital Reserve	0	93520	0	108520	108520	108520
33200 03	Federal Grant - EDA			0	700000	700000	700000
33600 07	State Grant - DOA #4/91-903	0	275000	146600	458000	458000	458000
33600 08	State Grant - DOA # /92-	0			600000	600000	600000
		0	0	0	1758000	1758000	1758000
344 20 00 00							
<u>UTILITY SERVICES</u>							
34411	Sales of Water	294130	312400	156118	390559	390559	390559
34412 30	Other Operating Revenue	6866	1000	600	800	800	800
34413	Contract Work	0	0	0	0	0	0
	<u>UTILITY SERVICES SUBTOTAL</u>	<u>300996</u>	<u>313400</u>	<u>156718</u>	<u>391359</u>	<u>391359</u>	<u>391359</u>
360 00 00 00							
<u>MISCELLANEOUS</u>							
360 10 00 00	Interest Earnings	9133	18500	9859	4000	4000	4000
360 90 00 00	Misc Revenues	997	0	764	50	50	50
	<u>MISCELLANEOUS SUBTOTAL</u>	<u>10130</u>	<u>18500</u>	<u>10623</u>	<u>4050</u>	<u>4050</u>	<u>4050</u>
387 00 00 00							
<u>INTERFUND TRANSFERS</u>							
387 01 00 00	General Fund / Raw Fish Tax		0	0	160000	160000	160000
387 02 00 00	Sales Tax Fund	103850			0	0	0
	<u>INTERFUND TRANSFERS SUBTOTAL</u>	<u>103850</u>	<u>0</u>	<u>0</u>	<u>160000</u>	<u>160000</u>	<u>160000</u>
	<u>CURRENT REVENUES</u>	<u>414976</u>	<u>331900</u>	<u>167341</u>	<u>2313409</u>	<u>2313409</u>	<u>2313409</u>
	<u>WATER REVENUES TOTAL</u>	<u>432949</u>	<u>715488</u>	<u>313941</u>	<u>2421929</u>	<u>2421929</u>	<u>2421929</u>

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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WATER - FUND 402

EXPENDITURES

		SALARIES & WAGES					
502 20 10 00							
502 20 11 00	Regular Pay	47913	58085	24742	67819	67819	67819
502 20 11 01	Regular Pay	16756	5708	7317	17000	17000	17000
502 20 12 00	Overtime Pay	3204	2435	2705	1843	1843	1843
SALARIES & WAGES SUBTOTAL		67873	66228	34764	86662	86662	86662

		PERSONNEL BENEFITS					
502 20 20 00							
502 20 21 00	Pension	11449	8413	5765	11676	11676	11676
502 20 22 00	Medicare	304	442	120	1010	1010	1010
502 20 23 00	Health Insurance	5966	8238	3772	5010	5010	5010
502 20 24 00	Life Insurance	27	31	14	31	31	31
502 20 25 00	Workers Compensation	2470	2904	2000	3344	3344	3344
502 20 26 00	Unemployment Compensation	465	590	576	697	697	697
PERSONNEL BENEFITS SUBTOTAL		20681	20618	12247	21768	21768	21768

		SUPPLIES					
502 20 30 00							
502 20 31 00	Office Supplies	143	250	72	300	300	300
502 20 32 00	Operating Supplies	6603	2000	774	2000	2000	2000
502 20 32 01	Safety Supplies	811	0	0	4000	4000	4000
502 20 32 02	Operating Supplies - Plant	60640	62000	49192	70000	70000	70000
502 20 33 00	Maintenance Supplies	13247	8000	3771	8000	8000	8000
502 20 33 01	Maintenance Supplies - Plant	10239	10000	239	20000	20000	20000
502 20 34 00	Small Tools & Equipment	2987	2500	0	2500	2500	2500
502 20 35 00	Inventory	3736	0	7933	0	0	0
SUPPLIES SUBTOTAL		98406	84750	61981	106800	106800	106800

		OTHER SERVICES & CHARGES					
502 20 40 00							
502 20 41 00	Professional Services	10030	2700	2598	6000	6000	6000
502 20 42 00	Communications	1285	1500	342	1500	1500	1500
502 20 43 00	Travel & Training	979	2300	1574	2075	2075	2075
502 20 44 00	Advertising & Printing	287	500	0	1000	1000	1000
502 20 45 00	Rentals & Leases	650	600	100	1200	1200	1200
502 20 45 01	Vehicle Replacement	3582	6713	3381	6018	6018	6018
502 20 46 00	Insurance - Property	3229	3227	3404	3647	3647	3647

1991/92

ACCOUNT CODE

NARRATIVE DETAIL

	<u>WATER UTILITY</u>	<u>FTE</u>	
502 20 11 00	Superintendent	.5	\$ 23,391
	Utility Worker	1	38,711
	Temp Laborer	.25	7,560
	Total		\$ 69,662
	Total FTE: 1.5		
	Temp: .25		
502 20 11 01	Public Works Direct Billing		17,000
502 20 12 00	Overtime Pay at 5% of Gross Wages		
502 20 21 00	Pension: PERS at 17.87% of Gross Wage		
502 20 22 00	Medicare: 1.45% of gross wage		
502 20 23 00	Medical Insurance: \$5568.48 annual per employee		
502 20 24 00	Life Insurance: \$15.12 annual per employee		
502 20 25 00	Workers Compensation: 4.8% of Gross Wages		
502 20 26 00	Unemployment Compensation: 1% of Gross Wages		
502 20 31 00	Office Supplies: Stationary forms, invoices, local purchase orders, pens, pencils		
502 20 32 00	Operating Supplies: Keys, film, safety supplies, row markers, cleaning supplies		
502 20 32 01	Safety Supplies: Chlorine Leak Monitor.		
502 20 32 02	Operating Supplies - Plant: Chemicals, office supplies, cleaning supplies		
502 20 33 00	Maintenance Supplies: Main waterline Pipe, valves, shoring materials, building repair to water materials storage shed, paint and paint supplies for hydrants, new hydrants		
502 20 33 01	Maintenance Supplies - Plant: Replacement parts, plant maintenance, meters, relays, paint & paint supplies.		
503 20 34 00	Small Tools & Equipment: Hand tools, office furniture, computer software, office equipment small power tools		
502 20 41 00	Professional Services: Lab Testing		
502 20 42 00	Communications: Telephone, mail		
502 20 43 00	Travel & Training: Travel expenses, per diem, training seminars, correspondence courses, certification fees		
502 20 45 00	Rentals & Leases: Rental or lease of any vehicle or equipment		
502 20 45 01	Vehicle & Generator Replacement Cost (Vehicle #78A)		
502 20 46 00	Insurance - Property: Based on values of property		

502 20 46 01	Insurance - Liability	1826	1456	1365	752	752	752
502 20 46 05	Insurance - FHA Bond				282	282	282
502 20 47 00	Utilities	10029	10000	3455	10000	10000	10000
502 20 48 00	Repairs & Maintenance	2179	10000	2353	18000	18000	18000
502 20 49 00	Miscellaneous	285	500	0	1000	1000	1000
502 20 49 10	General Fund Overhead	13560	14688	7344	15000	15000	15000
502 20 49 20	Motor Pool Charges	3331	6500	4318	8000	8000	8000
502 20 49 49	Bad Debt	2684	1000	0	1000	1000	1000
OTHER SERVICES & CHARGES SUBTOTAL		53936	61684	30234	75474	75474	75474
OPERATION & MAINTENANCE SUBTOTAL		240896	233280	139226	290704	290704	290704
502 20 60 00	CAPITAL OUTLAYS						
502 20 64 00	Machinery & Equipment		14500		0	0	0
502 20 64 11	Line Extension- S. Nordic		4000		160000	160000	160000
502 20 64 56	Continous Monitoring Equipment	0	0	0	25000	25000	25000
502 20 65 02	Lumber St. Upgrade	30627	24000	0	15000	15000	15000
502 20 65 17	1st Balder to Nordic	8897	0	0	0	0	0
502 20 65 18	Hydrant Replacement	9191	0	0	0	0	0
	Backhoe (Used)	0	25000	24500	0	0	0
502 20 65 22	Alarm Systems - Dam & Plant	0	3300	3300	0	0	0
50220 65 72	Water Reservoir		275000		1758000	1758000	1758000
CAPITAL OUTLAYS SUBTOTAL		48715	345800	27800	1958000	1958000	1958000
502 20 70 00	DEBT SERVICE						
502 20 71 00	Principle	0	15000	15000	15000	15000	15000
502 20 72 00	Interest	34750	31500	34000	31500	31500	31500
DEBT SERVICE SUBTOTAL		34750	46500	49000	46500	46500	46500
WATER FUND EXPENDITURES TOTAL		324361	625580	216026	2295204	2295204	2295204
WATER FUND APPROPRIATION		324361	625580	216026	2295204	2295204	2295204
WATER FUND RESERVE CAPITAL		93520	108520		54443	54443	54443
WATER FUND RESERVE OPERATIONS		15068	-18612		72282	72282	72282
WATER FUND TOTAL		432949	715488		2421929	2421929	2421929

502 20 46 01	Insurance - Liability: Based on 1986 budget figures
502 20 47 00	Utilities: Electricity
502 20 48 00	Repairs & Maintenance: Maintenance agreements, work done by outside contractor & Building Maintenance Specialist
502 20 49 00	Miscellaneous: Dues, subscriptions
502 20 49 10	General Fund Overhead: 5% billing & customer service
502 20 49 20	Motor Pool: Vehicle operation & maintenance costs (parts, labor & insurance)
502 20 64	Plant Equipment
502 20 64 56	Continuous Monitoring Equipment to comply with EPA Surface Water Treatment regulations.
502 20 65 14	Lumber St.: Cost of miscellaneous materials for installing new services.
502 20 65 18	Hydrant Replacement: Cost to replace seven hydrants through town, to improved fire service and the City's ISO rating.
502 20 65 23	High Pressure Pumps Replacement.
58710.58	Backhoe (Used)
502 20 65 22	Alarm Systems - Dam & Plant
502 20 65 6411	Replacement of 2" plastic water line on the beach under the Island Air Dock with new jacketed PVC system to service customers at end of dock

SANITATION UTILITY

The purpose of the sanitation utility department is to provide a reliable service to the community. The sanitation utility is responsible for collecting and disposing of refuse, and to provide a safe and effective disposal site for community use. Personnel consists of two collectors, one landfill operator, a part-time laborer, and a part time clerical position. The operation capacity consists of two 16 yard packers, one pick-up truck and a customer list of approximately 1500. The landfill site handles approximately 10,200 cubic yards annually.

FY 1991/92 Budget Summary

Beginning Cash Reserve		12956	Beginning Bond Reserve	1267130
Charges for Services	418140			
Other Revenues	<u>83528</u>			
Total Current Revenues	501668			
TOTAL REVENUES		514624	BOND RESERVE	1267130
<hr/>				
O & M Expense	325724			
Capital Expenditures	66500			
Debt Payment (Interest)	<u>106163</u>		Principal Payment	<u>40000</u>
TOTAL EXPENSES	498387		TOTAL EXPENSES	40000
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ENDING CASH RESERVE	16237		BOND RESERVE	1227130

Account Code	Description	Prior Year Actual (FY 88/89)	Current Year Budget	Current Year To Date 12/31/89	Budget Year Requested	Budget Year Recommended	Budget Year Approved
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SANITARY UTILITY - FUND 404

REVENUES

BEGINNING FUND BALANCE

Operations			6305		12956	12956	12956
Bond Reserve			1302130		1267130	1267130	1267130

STATE GRANTS FOR CAPITAL OUTLAYS

336.00 04	DEC Grant for Incinerator 1988	0	0	20148	7500	7500	7500
336.00 02	DEC Grant for Incinerator 1989	0	0	0	0	0	0
336.00 06	Hazard Materials	0	12000	0	0	0	0
STATE GRANTS FOR CAPITAL PROJECTS SUBTOTAL		0	12000	20148	7500	7500	7500

UTILITY SERVICES

344 00 00 00							
34300 90	Other Public Works Charges	0	0	574	0	0	0
344 41 00 00	Refuse Collection Charges	221116	332180	148706	372890	372890	372890
344 42 00 00	Landfill Charges	30808	85675	24619	45250	45250	45250
UTILITY SERVICES SUBTOTAL		251924	417855	173899	418140	418140	418140

MISCELLANEOUS REVENUES

360 00 00 00							
360 10 00 00	Interest Earnings/Bond	114107	95000	48559	76028	76028	76028
MISCELLANEOUS REVENUES SUBTOTAL		114107	95000	48559	76028	76028	76028

INTERFUND TRANSFERS

387 00 00 00							
387 00 00 00	Federal Revenue Sharing	0	0	0	0	0	0
27312	Sales Tax Fund	0	0	0			
38710 58	Resid Eqty Tr. - Motor Pool	0	20165	20165			
INTERFUND TRANSFERS SUBTOTAL		0	20165	20165	0	0	0

SANITARY UTILITY CURRENT REVENUES TOTAL		366031	545020	262771	501668	501668	501668
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SANITARY UTILITY REVENUES TOTAL			1853455		1781754	1781754	1781754
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Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested	Budget Year Recommended	Budget Year Approved
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SANITATION UTILITY - FUND 404

EXPENDITURES

504 20 10 00		SALARIES & WAGES					
504 20 11 00	Regular Pay	85795	102300	40043	99666	99666	99666
504 20 11 01	Regular Pay	5531	46217	9838	10000	10000	10000
504 20 12 00	Overtime Pay	13298	6610	7581	7426	7426	7426
SALARIES & WAGES SUBTOTAL		104624	155127	57462	117092	117092	117092
504 20 20 00		PERSONNEL BENEFITS					
504 20 21 00	Pension	15914	21914	8661	18991	18991	18991
504 20 22 00	Medicare	300	2212	180	1790	1790	1790
504 20 23 00	Health Insurance	12363	18132	7870	13191	13191	13191
504 20 24 00	Life Insurance	46	60	22	50	50	50
504 20 25 00	Workers Compensation	8581	15357	10468	9969	9969	9969
504 20 26 00	Unemployment Compensation	649	775	923	1237	1237	1237
PERSONNEL BENEFITS SUBTOTAL		37853	58450	28124	45228	45228	45228
504 20 30 00		SUPPLIES					
504 20 31 00	Office Supplies	98	154	154	500	500	500
504 20 32 00	Operating Supplies	17543	6893	6457	17500	17500	17500
504 20 32 01	Safety Supplies/Classes	1695	900	364	500	500	500
504 20 33 00	Maintenance Supplies	17173	16410	6241	10000	10000	10000
504 20 33 01	Landfill Cover Material	5443	33590	13590	45000	45000	45000
504 20 34 00	Small Tools & Equipment	479	500	5	250	250	250
SUPPLIES SUBTOTAL		42431	58447	26811	73750	73750	73750
504 20 40 00		OTHER SERVICES & CHARGES					
504 20 41 00	Professional Services	0	565	565	0	0	0
504 20 42 00	Communications	1280	550	208	500	500	500
504 20 43 00	Travel & Training	2518	7025	5793	3000	3000	3000
504 20 44 00	Advertising & Printing	317	1850	988	1850	1850	1850
504 20 45 00	Rentals & Leases	0	0	0	0	0	0
504 20 45 01	Vehicle Replacement	11437	11500	9658	40244	40244	40244
504 20 46 01	Liability Insurance	0	0	0	0	0	0
504 20 47 00	Utilities	1589	1000	401	1000	1000	1000
504 20 48 00	Repairs & Maintenance	0	0	0	0	0	0

1991/92

ACCOUNT CODE

NARRATIVE DETAIL

REFUSE COLLECTION/LANDFILL

504 20 11 00

Regular Pay

FTE

Utility Workers	2	64,742
Laborer	1	26,448
Secretary (1/3 Time)	.33	8,476
		<u>\$99,666</u>

Total

Total FTE: 3.33

504 20 11 01

Regular Pay - PW Direct Billing

10,000

504 20 12 00

Overtime Pay: 5% of Gross Wage

504 20 21 00

Pension: 17.87% of Gross Wage

504 20 22 00

Medicare: 1.45% of Gross Wage

504 20 23 00

Medical Insurance: \$5568 annually per employee

504 20 24 00

Life Insurance: \$15.12 annually per employee

504 20 25 00

Workers Compensation: 8.9% of Gross Wage for crew & .66% for secretary.

504 20 26 00

Unemployment Compensation: 1% of Gross Wage

504 20 31 00

Office Supplies: Receipt books, invoices, and other office supplies.

504 20 32 00

Operating Supplies: Replacement of dumpsters/containers:

6 - 3 Yd Dumpsters = \$5,000.00

12- 1 1/2 Yd Dumpsters = \$5,000.00

50 - 60 Gallon Containers = \$5,000.00 + Freight.

504 20 32 01

Safety Supplies/Classes: Mandatory safety supplies, classes and materials.

504 20 33 00

Maintenance Supplies: Public Works Charges for maintenance of landfill and cost for other general maintenance supplies

504 20 33 01

Landfill Cover: Cost for cover material for Landfill.

504 20 34 00

Small Tools & Equipment: Small hand tools for clean-up and dumpster repair.

504 20 41 00

Professional Services: Survey, inspections.

504 20 42 00

Communications: Phone service at landfill

505 20 43 00

Travel & Training: HazMat Training for Operator of Landfill required by the state.

505 20 44 00

Advertising & Printing: Public Notices on Recycling and Schedule Changes

504 20 45 00

Rentals & Leases: Rental/lease of equipment

504 20 45 01

Vehicle Replacement

504 20 47 00

Utilities: Utility charges for Landfill Shack

504 20 48 00

Repairs & Maintenance: Direct billing by other departments, ie Motor Pool, Power & Light

504 20 49 00	Miscellaneous	53	115	113	100	100	100
504 20 49 10	General Fund Overhead	12180	12768	6384	12960	12960	12960
504 20 49 11	Public Works Overhead	30000	30000	15000	5000	5000	5000
504 20 49 16	Recycling Expense	0	760	0	0	0	0
504 20 49 20	Motor Pool Charges	29433	29700	36042	25000	25000	25000
OTHER SERVICES & CHARGES SUBTOTAL		88807	95833	75152	89654	89654	89654
OPERATION & MAINTENANCE SUBTOTAL		273715	367857	187549	325724	325724	325724
504 20 60 00		CAPITAL OUTLAYS					
504 20 60 01	Landfill Improvements	483	0	0	6500	6500	6500
504 20 60 02	Solid Waste Study	1934	28894	1292	15000	15000	15000
504 20 60 03	Hazardous Material Building	0	4000	0	0	0	0
504 20 60 05	Incinerator Consultant/Engineering	68191	0	0	0	0	0
504 20 60 06	Incinerator Construction	1884	0	0	0	0	0
504 20 60	Spring Hazardous Waste Clean-Up	0	13500	0	0	0	0
504 20 64 00	Machinery & Equipment	1777	15400	412	0	0	0
CAPITAL OUTLAYS TOTAL		74269	61794	1704	21500	21500	21500
		INTERFUND TRANSFERS					
59710 03	Debt Service Fund	0	143718	0	146163	146163	146163
58710 58	Interfund Transfer - To Motor Pool	0	0	0	35000	35000	35000
58710 01	Interfund Transfer - To General Fun	0	0	0	10000	10000	10000
INTERFUND TRANSFERS TOTAL		0	143718	0	191163	191163	191163
SANITATION UTILITY EXPENDITURES TOTAL		347984	573369	189253	538387	538387	538387
SANITATION UTILITY APPROPRIATION			552857		538387	538387	538387
SANITATION UTILITY RESERVE			26906		16237	16237	16237
SANITATION UTILITY INCINERATOR BOND RESERVE			1212845		1227130	1227130	1227130
SANITATION UTILITY TOTAL			1792608		1781754	1781754	1781754

504 20 49 00
504 20 49 10
504 20 49 11
504 20 49 20

Miscellaneous: Emergency items not otherwise budgeted.
General Fund Overhead
Public Works Overhead
Motor Pool: Vehicle repair & maintenance, direct costs for parts, labor, gas, oil, &
vehicle insurance.

504 20 60 00
504 20 60 01
504 20 60 06

CAPITAL OUTLAYS
Landfill Improvements: Signs on recycling, HazMat Information, Additional Fencing
Waste Management Program

59710 03
58710 58
58710 01

Debt Service - Incinerator/solid waste disposal bond issue debt
Transfer to Motor Pool for purchase of new sanitation collection vehicle
Transfer to General Fund - contribution towards construction of covered parking area for equipment

HARBOR & PORT ENTERPRISE FUND

The purpose of the Harbor & Port Department is to administer to the needs and requirements of the Petersburg Boat Harbors and Port Facility. The staff is responsible for operations and maintenance of all harbor and port facilities. The department operates under the laws, agreements, ordinances and guidelines provided by the City's lease agreement with the State, the State's Statement of Policy governing boat harbors operated by municipalities, and the Harbor and Port Advisory Board's recommendations. The major responsibilities include: assignment and regulation of moorage space, harbor security, departmental finances and bookkeeping, maintenance and repairs of facilities, policing and safety, acquisition of upland leases, wharfage operations, tour ship accommodations and providing storage space for marine related materials.

FY 1991/92 Budget Summary

Beginning Cash Reserve		227,610
Charges for Services	402,000	
Other Revenues	<u>35,400</u>	
TOTAL REVENUES	437,400	665,010
<hr/>		
O & M Expense	367,405	
Capital Expenditures		<u>158,500</u>
TOTAL EXPENSES		525,905
<hr/>		
ENDING CASH RESERVE		139,105

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 1991/92)	Budget Year Recommended	Budget Year Approved
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HARBOR & PORT ENTERPRISE FUND

REVENUES

HARBOR BEGINNING BALANCE		0	204199		174797	174797	174797
340 00 00 00		<u>CHARGES FOR SERVICES</u>					
345 00 00 00 Harbor							
345 10 00 00	Moorage Fees	225992	234000	114802	245000	245000	245000
345 20 00 00	Transient Fees	66368	71000	38335	72000	72000	72000
345 30 00 00	Grid Use Fees	9817	8000	3452	8000	8000	8000
345 40 00 00	Live Aboard Fees	5080	5000	4080	6000	6000	6000
345 50 00 00	Float Side Fees	4508	3500	1831	4000	4000	4000
345 60 00 00	Launching Fees		4200	5275	5000	5000	5000
345 90 00 00	Miscellaneous Charges	13185	3000	356	3000	3000	3000
CHARGES FOR SERVICES SUBTOTAL		324950	328700	168131	343000	343000	343000
360 00 00 00		<u>MISCELLANEOUS REVENUES</u>					
360 10 00 00	Interest Earnings	16653	20000	8636	20000	20000	20000
360 20 00 00	Chamber of Commerce Rental	1801	2400	1001	2400	2400	2400
360 51 00 00	A/R Service Charge	0	0	8	0	0	0
360 90 00 00	Miscellaneous	4396	5000	4074	8000	8000	8000
MISCELLANEOUS REVENUES SUBTOTAL		22850	27400	13719	30400	30400	30400
397 00		<u>INTERFUND TRANSFERS</u>					
397 1001	General Fund	5000	5000	5000	5000	5000	5000
INTERFUND TRANSFERS SUBTOTAL		5000	5000	5000	5000	5000	5000
HARBOR REVENUES TOTAL		352800	361100	186850	378400	378400	378400
PORT BEGINNING BALANCE		0	41418		52813	52813	52813
355 00 00 00 Port		<u>CHARGES FOR SERVICES - PORT</u>					
355 10 00 00	Moorage Fees	727	1500	0	1500	1500	1500
355 20 00 00	Leases	41113	48000	26381	48000	48000	48000
355 60 00 00	Wharfage Fees	0	500	0	500	500	500
355 90 00 00	Storage Charges	8832	9000	4780	9000	9000	9000
CHARGES FOR SERVICES SUBTOTAL		50672	59000	31161	59000	59000	59000

PORT REVENUES TOTAL	50672	59000	31161	59000	59000	59000
PORT & HARBOR CURRENT REVENUES	403472	420100	218011	437400	437400	437400
HARBOR REVENUES TOTAL	352800	565299		553197	553197	553197
PORT REVENUES TOTAL	50672	100418		111813	111813	111813
PORT & HARBOR REVENUES TOTAL	403472	665717		665010	665010	665010

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget	Current Year To Date 12/31/90	Budget Year Requested	Budget Year Recommended	Budget Year Approved
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HARBOR & PORT ENTERPRISE FUND

EXPENDITURES

535 40 00 00 Harbor		SALARIES & WAGES					
535 40 11 00	Regular Pay	124964	143087	73439	156552	156552	156552
535 40 12 00	Overtime Pay	2206	2000	3614	2000	2000	2000
535 40 17 00	Shift Differential	1792	1500	1044	2500	2500	2500
SALARIES & WAGES SUBTOTAL		128962	146587	78097	161052	161052	161052
535 40 20 00		PERSONNEL BENEFITS					
535 40 21 00	Pension	12497	13087	9535	28780	28780	28780
535 40 22 00	Medicare	477	250	370	2335	2335	2335
535 40 23 00	Health Insurance	9844	24448	8324	14000	14000	14000
535 40 24 00	Life Insurance	43	100	30	100	100	100
535 40 25 00	Workers Compensation	11487	15324	10552	15783	15783	15783
535 40 26 00	Unemployment Compensation	656	3000	1044	1611	1611	1611
535 40 27 00	Social Security	0	0	0	1000	1000	1000
PERSONNEL BENEFITS SUBTOTAL		35004	56209	29855	63609	63609	63609
535 40 30 00		SUPPLIES					
535 40 31 00	Office Supplies	1778	1500	116	1500	1500	1500
535 40 32 00	Operating Supplies	4007	3500	1216	4000	4000	4000
535 40 33 0	Maintenance Supplies	2399	1800	402	1800	1800	1800
535 40 34 00	Small Tools & Equipment	6432	8200	4235	10000	10000	10000
SUPPLIES SUBTOTAL		14616	15000	5969	17300	17300	17300
535 40 40 00		OTHER SERVICES & CHARGES					
535 40 41 00	Professional Services	449	1000	175	1000	1000	1000
535 40 42 00	Communications	770	700	633	1500	1500	1500
535 40 43 00	Travel & Training	2359	3000	1219	3000	3000	3000
535 40 44 00	Advertising & Printing	327	400	0	400	400	400
535 40 45 00	Rentals & Leases	0	300	0	300	300	300
535 40 45 01	Vehicle Replacement	1656	1750	719	4100	4100	4100
535 40 46 00	Insurance - Property	1494	1500	1575	1687	1687	1687
535 40 46 01	Insurance - Liability	1653	1400	1240	683	683	683
535 40 47 00	Utilities	17428	19000	9099	20000	20000	20000
535 40 47 00	Utilities - Garbage	23483	30000	19592	30000	30000	30000

1991/92

Account Code

Narrative

535 40 00 00

BOAT HARBORS

535 40 11 00

REGULAR PAY

	<u>FTE</u>	
Harbormaster	1	37500
Asst Harbormaster	1	33696
Harbor Officers	2	50252
Part Time	1.5	27706
Temp Laborer	.25	7398
Total		\$156552

Total FTE: 5.5

Temp: .25

535 40 12 00

OVERTIME PAY x.f.

535 40 17 00

SHIFT DIFFERENTIAL compensation for swing and graveyard shifts

535 40 21 00

PENSION PERS @ 17.87 of gross wage

535 40 22 00

MEDICARE 1.45% of gross wages

535 40 23 00

HEALTH INSURANCE \$5568 annually per employee

535 40 24 00

LIFE INSURANCE \$15.12 annually per employee

535 40 25 00

WORKERS COMPENSATION 9.8% of gross wage per employee

535 40 26 00

UNEMPLOYMENT COMPENSATION .5% of gross wages per employee

535 40 27 00

SOCIAL SECURITY 7.65% (temporary and seasonal employees)

535 40 31 00

OFFICE SUPPLIES stationary, pens, pencils, forms, etc

535 40 32 00

OPERATING SUPPLIES paper towels, T.P., cleaning and sanitation supplies, heating fuel, gasoline, etc

535 40 33 00

MAINTENANCE SUPPLIES paint, light bulbs, nails, wood, plumbing parts, etc

535 40 34 00

SMALL TOOLS & EQUIPMENT hand & power tools, snowblower, outboard, radios, software

535 40 41 00

PROFESSIONAL SERVICES consultant studies, janitorial, grounds maintenance, Harbor Marketing Program

535 40 42 00

COMMUNICATIONS telephone & post office fees

535 40 43 00

TRAVEL & TRAINING travel expenses, per diem, training seminars, harbor conferences

535 40 44 00

ADVERTISING & PRINTING legal ads, job ads

535 40 45 00

RENTALS & LEASES Equipment rental/lease

535 40 45 01

VEHICLE REPLACEMENT Vehicle # 104

535 40 46 00

INSURANCE PROPERTY Based on actual property valuation per department

535 40 46 01

INSURANCE LIABILITY Based on latest quote spread per exposure

535 40 47 00

UTILITIES water, elec, garbage & harbor lighting

535 40 48 00	Repairs & Maintenance	8283	14000	705	21500	21500	21500
535 40 49 00	Miscellaneous	190	200	0	200	200	200
535 40 49 10	General Fund Overhead	10020	10956	5478	10956	10956	10956
535 40 49 20	Motor Pool Charges	2786	2500	2121	3000	3000	3000
535 40 49 49	Bad Debt	46	0	0			
OTHER SERVICES & CHARGES SUBTOTAL		70944	86706	42556	98326	98326	98326
OPERATIONS & MAINTENANCE SUBTOTAL		249526	304502	156477	340287	340287	340287
535 40 60 00		CAPITAL OUTLAYS					
535 40 63 14	Out Building - South Harbor	128		0			
535 40 63 15	Fish Cleaning	6442		0			
535 40 64 01	Equipment Repair	6000	36500	2863	0	0	0
535 40 63 16	Electrical Upgrade - North Harbor	0	10000	0	13500	13500	13500
535 40 62 24	Harbor Building Insulation	0	3000	0	0	0	0
535 40 63 17	Stall Addition-North Harbor	0	3000	1848	85000	85000	85000
CAPITAL OUTLAYS SUBTOTAL		12570	52500	4711	98500	98500	98500
		RESIDUAL EQUITY TRANSFER OUT					
587 10 51	Electric Fund	13500	13500	0	0	0	0
587 10 58	Motor Pool	0	0	0	0	0	0
587 10 59 01	Replacement Reserve Trust Fund	20000	20000	20000	20000	20000	20000
RESIDUAL EQUITY TRANSFER OUT SUBTOTAL		33500	33500	20000	20000	20000	20000
HARBOR EXPENDITURES SUBTOTAL		295596	390502	181188	458787	458787	458787
535 50 10 00 Port		SALARIES & WAGES					
535 50 11 00	Regular Pay	11341	11500	4378	12420	12420	12420
SALARIES & WAGES SUBTOTAL		11341	11500	4378	12420	12420	12420
535 50 20 00		PERSONNEL BENEFITS					
535 50 21 00	Pension	1767	1559	659	1600	1600	1600
535 50 22 00	Medicare	0	160	0	160	160	160
535 50 23 00	Health Insurance	1480	1358	176	200	200	200
535 50 24 00	Life Insurance	5	4	1	5	5	5
535 50 25 00	Workers Compensation	991	1089	750	1200	1200	1200
535 50 26 00	Unemployment Compensation	65	550	45	550	550	550
PERSONNEL BENEFITS SUBTOTAL		4308	4720	1631	3715	3715	3715

535 40 48 00 REPAIR & MAINTENANCE contract work/dock repair
535 40 49 00 MISCELLANEOUS dues, subscriptions, technical publications
535 40 49 10 GENERAL FUND OVERHEAD: 5% revenues gen. administration
535 40 49 20 MOTOR POOL CHARGES: Repairs & maintenance of vehicle, gas & oil, insurance

535 40 63 02 CAPITAL IMPROVEMENT
535 40 64 01 Fire valves S.H. Corroded valves must be replaced or repaired.
535 40 63 16 Electrical upgrade North Harbor
535 40 64 01 Comp system upgrade Computer program/billing/hardware upgrade.
535 40 64 01 Second crane We need a second crane for crane dock in S.H.
535 40 62 21 Office insulation Sprayed foam to stop creasote fumes.
535 40 63 17 Expansion N.H. Additional 22 new tie up spots. (stalls)
587 10 51 00 ELECTRIC FUND Middle Harbor etc. upgrade
587 10 59 01 REPLACEMENT RESERVE TRUST FUND

535 50 00 00 PORT FACILITY
535 50 11 00 REGULAR PAY 25% of Harbormaster wages
535 50 21 00 PENSION PERS @ 017.87% of regular pay
535 50 22 00 MEDICARE 1.45% of gross wages
535 50 23 00 HEALTH INSURANCE @ 25% of \$5568 annually per employee
535 50 24 00 LIFE INSURANCE 25% of \$15.12
535 50 25 00 WORKERS COMPENSATION 9.8% per employee
535 50 26 00 UNEMPLOYMENT COMPENSATION .5% of regular pay

535 50 40 00		OTHER SERVICES & CHARGES					
535 50 32 00	Operating Supplies	0	0	13	1000	1000	1000
535 50 34 00	Small Tools & Equip.	0	0	0	1500	1500	1500
535 50 41 00	Professional Services	344	4000	0	1500	1500	1500
535 50 43 00	Travel and Training	0	2000	0	2000	2000	2000
535 50 44 00	Advertising and Printing	520	500	0	500	500	500
535 50 45 00	Rentals & Leases	0	200	0	200	200	200
535 50 45 01	Vehicle Replacement	0	0	0	0	0	0
535 50 46 00	Insurance - Property	118	125	124	133	133	133
535 50 46 01	Insurance - Liability	1083	860	817	450	450	450
535 50 47 00	Utilities	635	600	316	600	600	600
535 50 48 00	Repairs & Maintenance	0	1500	675	1500	1500	1500
535 50 49 00	Miscellaneous	0	100	0	100	100	100
535 50 49 10	General Fund Overhead	1560	1500	750	1500	1500	1500
OTHER SERVICES & CHARGES SUBTOTAL		4260	11385	2695	10983	10983	10983
OPERATIONS & MAINTENANCE SUBTOTAL		19909	27605	8704	27118	27118	27118
535 50 60 00		CAPITAL OUTLAYS					
535 50 60 03	Corps Permit for Port Developemen	0	0	0	0	0	0
535 50 61 05	Site Development	0	0	0	20000	20000	20000
CAPITAL OUTLAYS SUBTOTAL		0	0	0	20000	20000	20000
		RESIDUAL EQUITY TRANSFERS OUT					
587 10 59 02	Replacement Reserve Trust	20000	20000	20000	20000	20000	20000
RESIDUAL EQUITY TRANSFER OUT SUBTOTAL		20000	20000	20000	20000	20000	20000
PORT EXPENDITURES SUBTOTAL		39909	47605	28704	67118	67118	67118
PORT & HARBOR EXPENDITURES TOTAL		335505	438107	209892	525905	525905	525905
HARBOR & PORT APPROPRIATIONS		335505	438107	209892	525905	525905	525905
HARBOR ENDING BALANCE			174797		70580	70580	94410
PORT ENDING BALANCE			52813		62993	62993	44695
HARBOR & PORT TOTAL		403472	665717		665010	665010	665010

535 50 41 00	<u>PROFESSIONAL SERVICES</u> consultants, studies, Port Marketing Program
535 50 43 00	<u>TRAVEL & TRAINING</u> port leases and promotion
535 50 44 00	<u>ADVERTISING & PRINTING</u> promoting and leases
535 50 45 00	<u>RENTALS & LEASES</u> equipment lease/rental
535 50 46 00	<u>INSURANCE PROPERTY</u> Based on actual property valuation per department
535 50 46 01	<u>INSURANCE LIABILITY</u> Based on latest quote spread per exposure
535 50 47 00	<u>UTILITIES</u> electricity, water
535 50 48 00	<u>REPAIR & MAINTENANCE</u> all repairs to port (contract)
535 50 49 00	<u>MISCELLANEOUS</u> misc
535 50 49 10	<u>OVERHEAD CHARGES</u> 5% to general administration
535 50 49 30	<u>INSURANCE TRUST FUND</u> 1% SIR assessment
535 50 60 03	Corps of Engineers Permit for dredging
535 50 61 05	Site Development - Port RV staging area/labor & materials
535 50 71 00	<u>DEBT SERVICE</u> Principle payment
535 50 72 00	<u>DEBT SERVICE</u> Interest payment
587.10.59.02	<u>REPLACEMENT RESERVE TRUST FUND</u>
587 10 59 02	<u>REPLACEMENT RESERVE TRUST FUND</u>

HARBOR & PORT REPLACEMENT RESERVE

The purpose of the Harbor & Port Replacement Reserve Trust Fund is to accumulate reserve funds to finance the scheduled Replacement of Harbor & Port facilities. Authority for this fund is City of Petersburg's Ordinance No. 596 adopted April 20, 1987.

FY 1991/92 Budget Summary

Beginning Cash Reserve	575000
Charges for Services	
Other Revenues	<u>229000</u>
TOTAL REVENUES	804000
<hr/>	
O & M Expense	-0-
Capital Expenditures	-0-
TOTAL EXPENSES	-0-
<hr/>	
ENDING CASH RESERVE	804000

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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HARBOR & PORT REPLACEMENT RESERVE TRUST - FUND 622

REVENUES

BEGINNING FUND BALANCE		232449	284550	296083	575000	575000	575000
360 00 10	Interest Income	23634	24000	9104	29000	29000	29000
38710 55	Transfer from Harbor	20000	20000	20000	20000	20000	20000
38710 56	Transfer from Port	20000	20000	20000	20000	20000	20000
38710 01	Transfer from General Fund	0	204150	120000	160000	160000	160000
HARBOR & PORT REPLACEMENT RESERVE REVENU		296083	552700	465187	804000	804000	804000

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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HARBOR & PORT REPLACEMENT RESERVE TRUST

EXPENDITURES

597.10.55	Harbor Replacement	0	0	0	0	0	0
597.10.56	Port Replacement	0	0	0	0	0	0
<u>HARBOR & PORT REPLACEMENT RESERVE EXPENDITURES TOTAL</u>		0	0	0	0	0	0
<u>HARBOR & PORT ENDING FUND BALANCE</u>		296083	552700	465187	804000	804000	804000
<u>HARBOR & PORT REPLACEMENT RESERVE APPROPRIATION</u>		0	0	0	0	0	0
<u>HARBOR & PORT REPLACEMENT RESERVE</u>		296083	552700	465187	804000	804000	804000
<u>HARBOR & PORT TOTAL</u>		296083	552700	465187	804000	804000	804000

1991/92

Narrative Detail

Harbor & Port Replacement Reserve Expenditures

Currently there are no replacement expenditures budgeted. The Harbor & Port Advisory Board will be developing a long range replacement schedule for all Harbor & Port Facilities in the coming year. Estimated costs for replacement of facilities will be reviewed annually by the City Council and the Harbor & Port Advisory Board.

MOTOR POOL DEPARTMENT

The purpose of the motor pool department is to purchase vehicles and parts, operating supplies and to continuously maintain all vehicles. The Public Works Superintendent supervises 1-foreman, 1-heavy equipment mechanic and 1-light equipment mechanic, also the public works clerk typist keeps all records of work done, parts purchased and all operating supplies used. This department consists of at least 60 pieces of rolling stock with an estimated value of \$1,100,100.00

FY 1991/92 Budget Summary

Beginning Cash Reserve	1385362
Charges for Services	857923
Other Revenues	<u>213122</u>
TOTAL REVENUES	2456407
<hr/> <hr/>	
O & M Expense	431732
Capital Expenditures	<u>534287</u>
TOTAL EXPENSES	966019
<hr/> <hr/>	
ENDING CASH RESERVE	1490388

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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MOTOR POOL - FUND 501

REVENUES

BEGINNING CASH RESERVE		0	-63396		0	0	0
BEGINNING REPLACEMENT RESERVE		912797	1238106		1385362	1385362	1385362
360 00 00 00							
360 10 00 00	Interest Earned	92257	82000	54766	83122	83122	83122
360 20 00 00	Rents & Royalties	0	0	0	0	0	0
360 90 00 00	Miscellaneous	0	500	20	0	0	0
	MISCELLANEOUS REVENUES SUBTOTAL	92257	82500	54786	83122	83122	83122
373 00 00 00							
3730061	Operation & Maintenance	407273	463541	221988	431732	431732	431732
3730062	Replacement	381003	362136	191187	411191	411191	411191
3730063	Fuel Surcharge	0	15000	7490	15000	15000	15000
	MOTOR POOL CHARGES SUBTOTAL	788276	840677	420665	857923	857923	857923
38702	Sales Tax	0	100000	25000	0	0	0
38751	Electric	0	0	0	80000	80000	80000
38752	Water Fund	0	25000	24250	0	0	0
38753	Sewer Fund	28000	10000	10808	0	0	0
38754	Sanitation Fund	0	0	0	35000	35000	35000
38755	Harbor Fund	19978	0	0	0	0	0
	TRANSFERS SUBTOTAL	47978	135000	60058	115000	115000	115000
395 00 00 00							
395 40 00 00	Equipment Sales	2150	10000	0	15000	15000	15000
	PROCEEDS OF GENERAL FIXED ASSETS SUBTOTAL	2150	10000	0	15000	15000	15000
	CURRENT REVENUES	930661	1068177	535509	1071045	1071045	1071045
	O & M REVENUES TOTAL	499530	561041	284264	431732	431732	431732
	REPLACEMENT REVENUES TOTAL	431131	507136	251245	639313	639313	639313
	REVENUES TOTAL	1843458	2242887	535509	2456407	2456407	2456407

Description	Prior Year Actual (FY 89/90)	Current Year Budget	Current Year To Date 12/31/90	Budget Year Requested	Budget Year Recommended	Budget Year Approved
MOTOR POOL - FUND 501 EXPENDITURES						
535 60 10 00	SALARIES & WAGES					
535 60 11 00 Regular Pay	94223	113518	46040	116698	116698	116698
535 60 12 00 Overtime Pay	8630	5601	3584	5835	5835	5835
SALARIES & WAGES SUBTOTAL	102853	119119	49624	122533	122533	122533
535 60 20 00	PERSONNEL BENEFITS					
535 60 21 00 Pension	16764	16820	6069	21897	21897	21897
535 60 22 00 Medicare	690	603	280	1777	1777	1777
535 60 23 00 Health Insurance	10513	13029	5299	10412	10412	10412
535 60 24 00 Life Insurance	41	45	20	45	45	45
535 60 25 00 Workers Compensation	9678	11793	7952	8548	8548	8548
535 60 26 00 Unemployment Compensation	637	596	799	1225	1225	1225
PERSONNEL BENEFITS SUBTOTAL	38323	42886	20419	43904	43904	43904
535 60 30 00	SUPPLIES					
535 60 31 00 Office Supplies	1045	1000	207	500	500	500
535 60 32 00 Operating Supplies	17874	11500	6162	8000	8000	8000
535 60 32 01 Safety Supplies	0	750	29	1000	1000	1000
535 60 33 00 Maintenance Supplies	3679	3500	2396	5000	5000	5000
535 60 34 00 Small Tools & Equipment	9510	4300	3447	4500	4500	4500
535 60 35 00 Parts & Fuel Charge Out	157185	180000	76154	191295	191295	191295
SUPPLIES SUBTOTAL	189293	201050	88395	210295	210295	210295
535 60 40 00	OTHER SERVICES & CHARGES					
535 60 41 00 Professional Services	5730	0	0	0	0	0
535 60 42 00 Communications	987	1500	364	1000	1000	1000
535 60 43 00 Travel & Training	264	2500	1398	2500	2500	2500
535 60 45 00 Rentals/Leases	0	0	0	0	0	0
535 60 45 01 Vehicle Replacement	2496	2474	1237	2500	2500	2500
535 60 46 00 Insurance	53718	60000	54512	35000	35000	35000
535 60 47 00 Building Utilities	8081	6300	3760	7800	7800	7800
535 60 48 00 Repairs & Maintenance	11208	0	0	0	0	0
535 60 48 01 Building Repair	0	1500	766	0	0	0
535 60 49 00 Miscellaneous	5	0	0	0	0	0
535 60 49 20 Motor Pool O & M	3485	3500	2484	6200	6200	6200

1990/91

ACCOUNT CODE

NARRATIVE DETAIL

		<u>FTE</u>	
535 60 11 00	Regular Pay	Motor Pool Foremen	1 40300
		Equipment Mechanic	1 38698
		Equipment Mechanic	1 37700
		TOTAL	116698

Total FTE: 3

535 60 12 00 Overtime Pay: 5% of Gross Wage
535 60 21 00 Pension: 17.87% of Gross Wage
535 60 22 00 Medicare: 1.45% of Gross Wage
535 60 23 00 Medical Insurance: \$5569 annually per employee
535 60 24 00 Life Insurance: \$15.12 annually per employee
535 60 25 00 Workers Compensation: 3.9% of Gross Wage for Foreman & 8.6% for mechanics.
535 60 26 00 Unemployment Compensation: .5% of Gross Wage

535 60 31 00 Office Supplies: Motor Pool invoices, Work Orders & other general office supplies
535 60 32 00 Operating Supplies: oxygen, lights, paper products, soaps, other general shop cleaning/operating supplies.
535 60 32 01 Safety Supplies: Welding goggles/helmets, protective aprons, coveralls and other required safety gear.
535 60 33 00 Maintenance Supplies/Shop Inventory: Parts and materials for Shop inventory (Equipment Cleaners, Bolts, Washers, Nuts, Iron Materials, Batteries & Supplies, O-Rings, Paints
535 60 34 00 Small tools & Equipment: Hand tool replacement, One Hundred Ton Puller \$1,870., Hydraulic Floor Jack \$797., 20" Dayton Drill Press \$840., Two Racketing Chain Pullers \$540 + Freight.
535 60 35 00* Parts & Fuel Charge Out: All costs such as, vehicle registration, gasoline, freight charges, oil and grease, labor charges, parts and materials for equipment maintenance are billed to the department which uses that item.

535 60 43 00 Travel & Training: Mechanic training seminars and maintenance schooling:
Vehicle Maintenance Management Conference by the University of Washington
Equipment Management System by the US Department of Transportation - Anchorage or Fairbanks.
Training materials and VCR tapes.

535 60 45 00 Rentals & Leases: Rental of equipment needed for jobs.
535 60 45 01 Vehicle Replacement: Scheduled replacement for Shop Truck.
535 60 46 00* Insurance: Vehicles insurance for the motor pool fleet including \$14,000 for liability & collision for emergency vehicles.
535 60 48 00 Repairs & Maintenance: Labor and supplies furnished by outside contractor, furnace repair electrical rewiring and equipment specialist.

535 60 49 00 Miscellaneous: Any emergency items not covered above.
535 60 49 20 Motor Pool Operation & Maintenance Cost: for Shop Truck.

* Direct Cost To Other Departments

OTHER SERVICES & CHARGES SUBTOTAL						85974	7774	64521	55000	55000
OPERATIONS AND MAINTENANCE SUBTOTAL						416443	440829	222959	431732	431732
CAPITAL OUTLAYS										
535 60 64 00	Machinery & Equipment	0	0	0	0					
535 60 64 01	Other Machinery	0	0	0	0					
535 60 64 25	Used D-7 Cat for (Public Works)	57365	0	0	0					
535 60 64 26	Used Trac/Lowboy (Public Works)	42380	0	0	0					
535 60 64 27	Replacement of Unit #5 (Fire Dept.)	30055	110000	19486	0					
535 60 64 28	Fuel Storage Replacement (Motor Pool)	50901	16000	13090	0					
535 60 64 29	Replace Vehicle #93 (Power & Light)	0	13000	12996	0					
535 60 64 30	Replace Vehicle #99 (Power & Light)	0	0	993	0					94000
535 60 64 31	Replace Vehicle #102 (Power & Light)	0	0	40	0					136787
535 60 64 32	Replace Patrol Vehicle #97 (Police)	0	15000	49	0					0
535 60 64 33	Replacement of #101 (P Wks Const)	0	26815	26813	0					0
535 60 64 34	Replace Patrol Blazer #105 (Police)	0	19000	49	0					25000
535 60 64 35	Replace Wash Truck #91 (St Cleaning)	0	60920	60917	0					0
535 60 64 36	Purchase Used Backhoe (Water Dept)	0	25000	24225	0					0
535 60 64 37	Purchase New S-10 Pickup (Sewer Dept)	0	10810	10808	0					0
535 60 64 38	Rebuild Crusher (Public Works)	0	100000	20964	0					0
535 60 64 39	Replace Garbage Truck #89 (Sanitation)	0	0	0	0					120000
535 60 64 40	Replace Snow Plow Truck #2 (Public Works)	0	0	0	0					60000
535 60 64 41	Replace Sander #41 (Public Works)	0	0	0	0					16000
535 60 64 42	Replace Maintenance Van #107 (Building)	0	0	0	0					17500
535 60 64 43	Replace Backhoe #29A (Public Works)	0	0	0	0					65000
CAPITAL OUTLAYS SUBTOTAL						180701	396545	190430	534287	534287
397 10 00	INTERFUND TRANSFERS									
397 10 01	Transfer to GF for Fuel Storage Tank	0	0	0	0					0
587 10 54	Sanitation	0	20165	0	0					0
INTERFUND TRANSFERS TOTAL						0	20165	0	0	0
MOTOR POOL EXPENDITURES TOTAL						597144	857539	413389	966019	966019
MOTOR POOL APPROPRIATION						857539	966019	966019	966019	966019
MOTOR POOL RESERVE (Operations)						0	0	0	0	0
MOTOR POOL ACCUMULATED DEPRECIATION						1385348	1490388	1490388	1490388	1490388
MOTOR POOL TOTAL						2242887	2456407	2456407	2456407	2456407

CAPITAL OUTLAYS

535 60 64 00	Machinery & Equipment:
535 60 64 01	Other Machinery: Jack Hammer For Air Compressor.
535 60 64 30	Replacement of 1982 Aerial Manlift, Unit #99 Power and Light Department
535 60 64 31	Replacement of 1984 Ford Digger-Derrick, Unit #102 Power and Light Department
535 60 64 34	Replacement of 1985 Blazer, Unit #105, Police Department
535 60 64 38	Rebuild of rock crusher at city quarry
535 60 64 39	Replacement of #89 1986 International Garbage Truck with a Lodal Evo Mag 20
535 60 64 40	Replacement of #2 1973 International 5yard plow Truck
535 60 64 41	Replacement of #41 1980 Hiway 5yard Sander
535 60 64 42	Replacement of #107 1968 Ford Van
535 60 64 43	Replacement of #29A 1974 Case 580 Backhoe
584.10.01	Replacement Reserve: Investment of replacement revenues, interest earned on this investment, equipment sales, less purchase of new equipment.

ELDERLY HOUSING FUND

The purpose of the Elderly Housing Fund is for the operation and maintenance of Mountain View Manor. The facility is a twenty-four unit apartment complex and senior center with all common areas; landscaping and maintenance of grounds and parking area. The manager is responsible for complying with all City, Farmers Home Administration and HUD policies and regulations. The manager is also responsible for collecting rents and security deposits, billing HUD for rent subsidies and operating within the income budget.

FY 1991/92 Budget Summary

Beginning Cash Reserve	304,414
Charges for Services	219,961
Other Revenues	23,000
TOTAL REVENUES	547,375
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O & M Expense	233,242
Capital Expenditures	-0-
TOTAL EXPENSES	233,489
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ENDING CASH RESERVE	314,133

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
<u>ELDERLY HOUSING - FUND 407</u>							
<u>REVENUES</u>							
	<u>BEGINNING CASH RESERVE</u>	<u>27620</u>	<u>36021</u>	<u>88576</u>	<u>88136</u>	<u>88136</u>	<u>88136</u>
	Capital Reserve			200000	216278	216278	216278
332 00 00 00							
					<u>FEDERAL GRANTS FOR OPERATING EXPENSES</u>		
332 01 00 00	Elderly Housing Rent Subsidies	104470	135308	59569	127536	127536	127536
	<u>FEDERAL GRANTS FOR OPERATING EXPENSES</u>	<u>104470</u>	<u>135308</u>	<u>59569</u>	<u>127536</u>	<u>127536</u>	<u>127536</u>
360 00 00 00							
					<u>MISCELLANEOUS REVENUES</u>		
360 10 00 00	Interest Earnings	22271	19500	7047	15000	15000	15000
360 20 00 00	Rents & Royalties	86700	78316	41125	92425	92425	92425
360 90 00 00	Miscellaneous Revenues	4942	4700	1788	4000	4000	4000
	<u>MISCELLANEOUS REVENUES</u>	<u>113913</u>	<u>102516</u>	<u>49960</u>	<u>111425</u>	<u>111425</u>	<u>111425</u>
					<u>OPERATING TRANSFERS</u>		
39710 01	General Fund	4000	4000	0	4000	4000	4000
	<u>OPERATING TRANSFERS</u>	<u>4000</u>	<u>4000</u>	<u>0</u>	<u>4000</u>	<u>4000</u>	<u>4000</u>
	<u>CURRENT REVENUES</u>	<u>222383</u>	<u>241824</u>	<u>109529</u>	<u>242961</u>	<u>242961</u>	<u>242961</u>
	<u>REVENUES TOTAL</u>	<u>250003</u>	<u>277845</u>	<u>398105</u>	<u>547375</u>	<u>547375</u>	<u>547375</u>

Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
<u>ELDERLY HOUSING - FUND 407</u>						
<u>EXPENDITURES</u>						
SALARIES & WAGES						
550 40 10 00						
550 40 11 00 Regular Pay	44852	31045	16187	45229	45229	45229
550 40 12 00 Overtime Pay	0	0	0	0	0	0
SALARIES & WAGES SUBTOTAL	44852	31045	16187	45229	45229	45229
BENEFITS						
550 40 20 00						
550 40 21 00 Pension	5525	4383	2204	8082	8082	8082
550 40 22 00 Medicare	604	450	234	656	656	656
550 40 23 00 Health Insurance	1952	5433	1143	2339	2339	2339
550 40 24 00 Life Insurance	10	16	5	16	16	16
550 40 25 00 Workers Compensation	250	2579	1775	2714	2714	2714
550 40 26 00 Unemployment Compensation	208	155	216	452	452	452
PERSONNEL BENEFITS SUBTOTAL	8549	13016	5577	14259	14259	14259
SUPPLIES						
550 40 30 00						
550 40 31 00 Office Supplies	68	250	77	250	250	250
550 40 32 00 Operating Supplies	11595	15000	7410	15000	15000	15000
550 40 33 00 Maintenance Supplies	1195	1500	796	1500	1500	1500
550 40 34 00 Small Tools & Equipment	115	1200	57	1200	1200	1200
SUPPLIES SUBTOTAL	12973	17950	8340	17950	17950	17950
OTHER SERVICES & CHARGES						
550 40 40 00						
550 40 42 00 Communications	1355	1300	440	1300	1300	1300
550 40 43 00 Travel & Training	0	1000	0	1000	1000	1000
550 40 44 00 Advertising & Printing	80	150	125	150	150	150
550 40 45 00 Vehicle Expenses	0	500	0	500	500	500
550 40 46 00 Property Insurance	2596	2235	2187	913	913	913
550 40 46 01 Liability Insurance				736	736	736
550 40 47 00 Utilities	22549	22800	11301	22800	22800	22800
550 40 48 00 Repairs & Maintenance	2843	7500	1104	7500	7500	7500
550 40 49 00 Miscellaneous	269	1000	0	1000	1000	1000
550 40 49 10 General Fund Overhead	5551	4428	2214	4621	4621	4621
OTHER SERVICES & CHARGES SUBTOTAL	35243	40913	17371	40520	40520	40520
OPERATIONS & MAINTENANCE SUBTOTAL	101617	102924	47475	117958	117958	117958

1991/92

ACCOUNT CODE NARRATIVE

SENIOR CITIZENS

555 00 00 00

555 40 11 00 Regular Pay Elderly Housing Supervisor 44,019.66

555 40 21 00

Pension PERS @ 17.87 of gross wage

555 40 22 00

Medicare @ 1.45 of gross wage

555 40 23 00

Medical Insurance \$5,568/employee annually

555 40 24 00

Life Insurance \$15.12/employee

555 40 25 00

Workers Compensation 8.31%

555 40 26 00

Unemployment Compensation 1% of gross wage

550 40 31 00

Office Supplies: Stationary, forms, pens, pencils

550 40 32 00

Operating Supplies: Heating fuel, propane, vehicle gas, maintenance & insurance, cleaning supplies, grounds maintenance supplies, light bulbs, paper products, painting supplies.

550 40 33 00

Maintenance Supplies: Boiler parts, equipment repair, appliance repair.

550 40 34 00

Small Tools & Equipment: Small hand tools, gardening tools, Equipment Replacement: refrigerators, stoves etc.

550 40 42 00

Communications: Telephone, cablevision, publications, postage.

550 40 43 00

Travel & Training:

550 40 44 00

Advertising & Printing: Advertisement for vacancies.

550 40 45 00

Vehicle expenses

550 40 46 00

Insurance: Property & liability insurance.

550 40 47 00

Utilities: Electricity, water, sewer, garbage.

550 40 48 00

Repairs & Maintenance: Contract repairs, Electrical upgrade for heat tape electrical connections

550 40 49 00

Miscellaneous: Boiler, fire, elevator, food service inspections

550 40 49 10

General Fund Overhead - 5% of revenues

550 40 60 00		CAPITAL OUTLAYS				
550 40 62 00	Replacement Equipment		0			
550 40 62 05	Electrical Upgrade	0	1200	938	0	0
550 40 64 00	Machinery & Equipment	0	0	0	0	0
550 40 64 01	Vehicle	0	0	0	0	0
550 40 64	Carports	0	0	0	0	0
CAPITAL OUTLAYS SUBTOTAL		0	1200	938	0	0
550 40 70 00		DEBT SERVICE				
550 40 71 00	Principal	0	3185	1459	3475	3475
550 40 72 00	Interest	112365	112099	56183	111809	111809
DEBT SERVICE SUBTOTAL		112365	115284	57642	115284	115284
SENIOR CITIZENS EXPENDITURES TOTAL		213982	219408	106055	233242	233242
SENIOR CITIZENS APPROPRIATION			219408		233242	233242
SENIOR CITIZENS ENDING CASH RESERVE			58437		82855	82855
SENIOR CITIZENS CAPITAL RESERVE					231278	231278
SENIOR CITIZENS TOTAL			277845		547375	547375

550 40 62 00	
550 40 62 01	Electrical upgrades
550 40 64 00	Copier necessary for HUD agreement
550 40 64	Carports for tenants
550 40 71 00	Principal: Farmers Home Administration Debt Retirement
550 40 72 00	Interest: Farmers Home Administration Debt Retirement

BUILDING MAINTENANCE FUND

FY 1991/92 Budget Summary

Beginning Cash Reserve	-0-
Charges for Services	30000
Other Revenues	<u>252209</u>
TOTAL REVENUES	282209
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O & M Expense	282209
Capital Expenditures	-0-
TOTAL EXPENSES	282209
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Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/89	Budget Year Requested	Budget Year Recommended	Budget Year Approved
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FUND #503 BUILDING MAINTENANCE FUND

REVENUES

<u>BEGINNING FUND BALANCE</u>		0	0	0	0	0	0
37200 10	Building Maintenance Charges				30000	30000	30000
<u>Building Maintenance Charges Total</u>					<u>30000</u>	<u>30000</u>	<u>30000</u>
					<u>TRANSFERS IN</u>		
39710 02	Sales Tax				252209	252209	252209
<u>TRANSFERS IN TOTAL</u>					<u>252209</u>	<u>252209</u>	<u>252209</u>
<u>Building Maintenance Fund Revenues Total</u>					<u>282209</u>	<u>282209</u>	<u>282209</u>
<u>REVENUES TOTAL</u>					<u>282209</u>	<u>282209</u>	<u>282209</u>

Account Code	Description	Prior Year Actual (FY 89/90)	Current Yea Budget (FY 90/91)	Current Yea To Date 12/31/89	Budget Year Requested (FY 91/92)	Budget Year Recommended	Budget Year Approved
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Fund #503 BUILDING MAINTENANCE FUND

EXPENDITURES

CAPITAL OUTLAYS

53810 62 07	Petersburg General Hospital	0	0	0	1100	1100	1100
53810 62 08	Water Utility	0	0	0	8000	8000	8000
53810 62 09	Wastewater Utility	0	0	0	10400	10400	10400
53810 62 11	Public Works	1004	300	36	1500	1500	1500
53810 62 12	Clausen Museum	1394	0	0	5700	5700	5700
53810 62 13	Parks & Recreation	13555	2200	2045	2500	2500	2500
53810 62 14	Administration	57918	0	103	8080	8080	8080
53810 62 15	Library	1109	0	69	3450	3450	3450
53810 62 16	Finance	2932	1150	178	0	0	0
53810 62 17	Miscellaneous/Building Main.	138	3500	116	1000	1000	1000
53810 62 18	Police Department	607	1500	24	1000	1000	1000
53810 62 19	Fire Department	3092	0	50	600	600	600
53810 62 23	Petersburg School District	5574	14950	8567	10500	10500	10500
53810 62 25	Elderly Housing Maintenance	0	0	0	4379	4379	4379
53810 64 00	Bldg Maintenance Computer Program				14000	14000	14000
57420 62 10	Pool Renovations	0	140000	882	210000	210000	210000
Capital Projects Total		87323	163600	12070	282209	282209	282209

Building Maintenance Service Fund
1991/92

Account #	Narrative
53810 62 07	Install cabinet with doors and shelving in Nurses Station, demolish wall, (24"x48") at old nurses station, build half-wall in long term care utility room. (\$1,100)
53810 62 23	Install padding on south gym wall, replace studs and panel along east wall of gymnasium. (\$10,500)
53810 62 08	Replace three personnel doors, remove old chimney and repair roof, install loading pad at SW end of treatment plant, replace window and install awning over window and rear exit doorway. (\$8,000)
53810 62 09	Paint interior of treatment plant, apply masonry sealer to exterior of WWTP plant, construct carport on SE corner of building for equipment. (\$10,400)
538 10 60 00	Building Maintenance Projects
538 10 62 11	Public Works: Paint shop building ceiling, install openable window in shop office, replace broken window in lunch room, build shelving in office and work room, build roof over outside tire storage bin. Public Works: Paint shop building ceiling, install openable window in shop office, replace broken window in lunch room, build shelving in office and work room, build roof over outside tire storage bin.
538 10 62 12	Clausen Museum: Install vapor barrier under building, replace rotten skirting, install foundation vents, replace other rotten portions of foundation system.
538 10 62 13	Parks and Recreation: Replace roofing at little league field dugouts, build roof over exhaust outlet at pool, build wood walkway across ditch at ballfield between parking lot and play area, install dedicated circuit for office computer. Parks and Recreation: Replace roofing at little league field dugouts, build roof over exhaust outlet at pool, build wood walkway across ditch at ballfield between parking lot and play area, install dedicated circuit for office computer.
538 10 62 14	Administration: Clean and repair snow damaged trim along marque, repair roof in council chambers, replace water damaged ceiling tiles, replace window shades in council chambers with vertical blinds, install vertical blinds in conference room, clean and overhaul boiler, install air cleaner in conference room, paint exterior of building, replace council chamber lights. Administration: Clean and repair snow damaged trim along marque, repair roof in council chambers, replace water damaged ceiling tiles, replace window shades in council chambers with vertical blinds, install vertical blinds in conference room, clean and overhaul boiler, install air cleaner in conference room, paint exterior of building, replace council chamber lights.
538 10 62 15	Library: Paint interior of library, repair and paint entrance doors, install two openable windows in south facing wall, construct bin shelving for children's area.
538 10 62 16	Finance:
538 10 62 17	Miscellaneous Building Expense: Non-anticipated costs for necessary or emergency maintenance items.
538 10 62 18	Police Department: Install window in west wall of training room, replace unit heater in cell block area. Police Department: Install window in west wall of training room, replace unit heater in cell block area.
538 10 62 19	Fire Department: Replace two light fixtures, re-insulate water pipe from will into the building, and repair threshold of northwest personnel door at Scow Bay substation.
53810 62 10	Pool Renovations: Mechanical renovations, pool liner & locker room renovations (DEC) (\$210,000) (Vern Aiken); Replace roof (\$140,000); Locker room and facility renovations (\$95,000). Pool Renovations: Mechanical renovations, pool liner & locker room renovations (DEC) (\$210,000) (Vern Aiken); Replace roof (\$140,000); Locker room and facility renovations (\$95,000).
53910 64 00	Building Maintenance Computer Program

SCHOOL RESERVE FUND
FY 1991/92 Budget Summary

Beginning Cash Reserve	-0-
Timber Receipts Revenue	795000
Other Revenues	<u>23850</u>
TOTAL REVENUES	818850
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O & M Expense	818850
Capital Expenditures	-0-
TOTAL EXPENSES	818850
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Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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SCHOOL RESERVE FUND - FUND 624

REVENUES

<u>BEGINNING FUND BALANCE</u>							
33500 10	Timber Receipts Revenue				795000	795000	795000
360 00 10	Interest Income				23850	23850	23850
<u>RESERVE REVENUES</u>					<u>818850</u>	<u>818850</u>	<u>818850</u>

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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SCHOOL RESERVE FUND - 624

EXPENDITURES

51320 4921	Operations	0	0	0	818850		
	Maintenance	0	0	0	0		
RESERVE EXPENDITURES TOTAL		0	0	0	818850		
ENDING FUND BALANCE						0	
RESERVE APPROPRIATION		0	0	0	818850		
SCHOOL RESERVE						0	
SCHOOL RESERVE TOTAL					818850		

1991/92

Narrative Detail

Reserve Expenditures: School district operations

STREETS & ROAD RESERVE FUND

FY 1991/92 Budget Summary

Beginning Cash Reserve	-0-
Timber Receipts Revenue	48000
Other Revenues	<u>1440</u>
TOTAL REVENUES	49440
<hr/> <hr/>	
O & M Expense	-0-
Capital Expenditures	-0-
TOTAL EXPENSES	49440
<hr/> <hr/>	
ENDING CASH RESERVE	49440

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget (FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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STREETS & ROADS RESERVE FUND - FUND 625

REVENUES

<u>BEGINNING FUND BALANCE</u>							
3350010	Timber Receipts Revenue				48000	48000	48000
360 00 10	Interest Income				1440	1440	1440
<u>RESERVE REVENUES</u>					<u>49440</u>	<u>49440</u>	<u>49440</u>

Account Code	Description	Prior Year Actual (FY 89/90)	Current Year Budget FY 90/91)	Current Year To Date 12/31/90	Budget Year Requested FY 91/92	Budget Year Recommended	Budget Year Approved
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STREETS & ROADS RESERVE FUND - 625

EXPENDITURES

	Operations	0	0	0	0	0	0
	Maintenance	0	0	0	0	0	0
RESERVE EXPENDITURES TOTAL		0	0	0	0	0	0
ENDING FUND BALANCE					49440	49440	49440
RESERVE APPROPRIATION		0	0	0	0	0	0
HARBOR & PORT REPLACEMENT RESERVE					49440	49440	49440
HARBOR & PORT TOTAL					49440	49440	49440

1991/92

Narrative Detail

Reserve Expenditures