

City of Petersburg, Alaska 1999 Annual Budget

as submitted by Linda Snow, City Manager
on May 4, 1998

and adopted by the Petersburg City Council
on June 1, 1998 by Resolution No. 1537-R

Mayor

Jeffrey R. Meucci

Councilors

Dave Israelson

Richard Duvall

John Johnson

Sheila McFadden

Marc Martinsen

Paul Anderson

INDEX FOR FY 98/99 BUDGET
City of Petersburg Annual Budget FY 1998/99

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CITY OF PETERSBURG

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MISSION STATEMENT: *The City of Petersburg, through active citizen participation, seeks to improve the quality of life for all of its citizens, respond to their needs and concerns in the most open, appropriate and fiscally responsible manner possible, and to balance their many diverse interests by finding common goals with which to define and direct the means to achieve them.*

May 4, 1998

Mayor, City Councilors, and Citizens of Petersburg:

In accordance with Alaska Statutes and the Home Rule Charter, I am pleased to present the consolidated operating and capital budget for Fiscal Year 1999. The contents of this document are intended to reflect the overall mission of the City of Petersburg as set forth by the City Council through its goals, objectives, and directives. The budget document is essentially a financial operations plan in outline form which incorporates an estimate of proposed expenditures and the means of financing them.

The budget process has been unusual this year in several respects: from its late beginning, to the first phase of its transition to the Finance Department and, finally, to the distressing realization that the substantial budget gap in the General Fund was definitely not due to computer glitches. Beyond budget cutting, one of three additional measures taken to close the budget gap has been used several times in the past, specifically the elimination of vehicle replacement contribution expenses from the General Fund to the Motor Pool Internal Service Fund. Secondly, this budget includes an interfund transfer of the unrestricted Motor Pool fund balance to the General Fund. Thirdly, this budget projects a substantial increase in interest earnings to the General Fund from adjustments made to past accounting practices.

It is critical to realize, however, that these easy Band-Aids do not constitute a long-term, effective strategy to resolve the longstanding and continuing budget gap due. As we know, the budget gap is due to declining State revenues and unfunded State mandates. As demonstrated in the *Ten-Year History of Local & State Revenues* graph included in this document, sales tax revenue is currently flat, and however temporary that may be, it is most certainly related to adverse economic impacts within our two primary industries—fishing and timber. Yet, the graph clearly shows that the solution cannot and should not rest on any increases in funding from outside sources. Thus, we have legitimate economic uncertainties and concerns to be considered in developing an effective, long-term strategy for closing the budget gap. The situation, of course, is not at all uncommon in the field of government finance and nearly always reduces to a decision between these two strategies: (1) Reduce the size, and therefore the current services, of

general government operations; or (2), authorize the tax revenue to reasonably finance them. Neither of these decisions is without costs and consequences. A decision must be made nonetheless, and I strongly recommend that, in the first six months of FY99, the City Council offer many different forums and opportunities to seek out, deliberate, and to make known the public and political will with respect to this critical turning point in the future of Petersburg.

There have been a few changes in the budget document that should be noted. First, terminology has once again changed to more closely conform to the generally accepted accounting principles (GAAP) for state and local governments as described in Governmental Accounting, Auditing, and Financial Reporting (GAAFR). You will see that the term "cash reserves" no longer exists, but the new term "unrestricted fund balance" is used throughout where applicable. Secondly, there are the following changes in fund structure: (a) The Geographic Information System (GIS) accounting has been moved out of the Internal Service Fund into the General Fund as part of Community Development, since it is no longer a project requiring contributions from other Funds, but rather a part of general government operations. (b) Accounting for the city's insurance has been moved to the Self-Insured Reserve Internal Service Fund. (c) Sales tax expenditures have been consolidated appropriately into the Finance Department. (d) Property tax revenues and expenditures have been incorporated into the Special Revenue Funds as a new School Operations account. (e) The old School Reserve account for National Forest Receipts is now a new School Capital Reserve account.

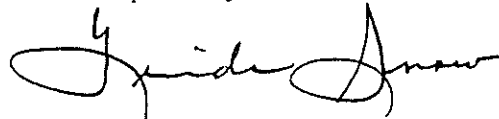
Despite the impending cost increases known and projected in February, my initial direction to General Fund department heads was to submit budgets at the same expenditure level as budgeted in the current year and not to include subsequent revisions. The majority of department heads then met for budget input and discussions with their respective employees and their advisory boards as appropriate. The management budget team, consisting of City Clerk Patty Curtiss, Finance Director Bruce Hutchins, and myself all worked individually with department heads as the budget unfolded. We assisted them as needed and both solicited and provided information. We also worked very closely with one another to begin transitioning the budget organization and input tasks to the Finance Director as smoothly as possible. In meeting with each department head to detail and revise their budget numbers, I based my recommendations on many different, and often conflicting, considerations, e.g., city council directives, goals, and objectives, actual expenditure history, impact on existing levels of service, contractual and other legal obligations, statutory and regulatory requirements, risk management, certification and training requirements, etc. I have attempted to balance these and other considerations in the most functional manner possible under current circumstances, but with an eye to the future as well.

To summarize briefly, the end result is that General Fund current revenues and expenditures are balanced, but there is no surplus operating revenue for capital projects. There is an overall decrease of 1.88% in general fund expenditures, including 3% wage increases, when comparing apples with apples—that is, when we account for the deletion of both school and capital projects funding from both the FY98 and FY99 budgets. The other Funds, are summarized in several self-explanatory graphs following this message. They show, by percentage, the revenues and expenditures of the consolidated budget both by Fund and by Fund Type.

As is fitting and proper in democracies, citizens turn towards our elected officials for leadership, guidance, and direction. The unpaid work of mayors, city councilors, board officials, commissioners, and advisory board members can be a relatively thankless job—particularly when there are difficult decisions to be made. It is time consuming work for those who apply themselves, and there are not many rewards. I wish to express a great deal of appreciation and respect for each one of them, past and present, for keeping our democracy intact through their willingness to serve and for all the good work they have done in the best interests of the community. Every single line item in this budget, whether large or small or seemingly insignificant, is touched and transformed by a city employee into public services. They are on the front lines, very public, and subject to criticism, justified or not, more than most. They are also citizens and taxpayers and, therefore, uniquely positioned to see, know, and understand whom they work for. I thank each and every one of them who understand and honor this very basic tenet of public sector work. As for department heads, in good times and bad times, it is genuinely a pleasure to work so closely with a group of folks who are so smart, dedicated, loyal, hard-working, and who can take all that I dish out and still maintain (each in his or her own special way) a high degree of professionalism and sense of humor.

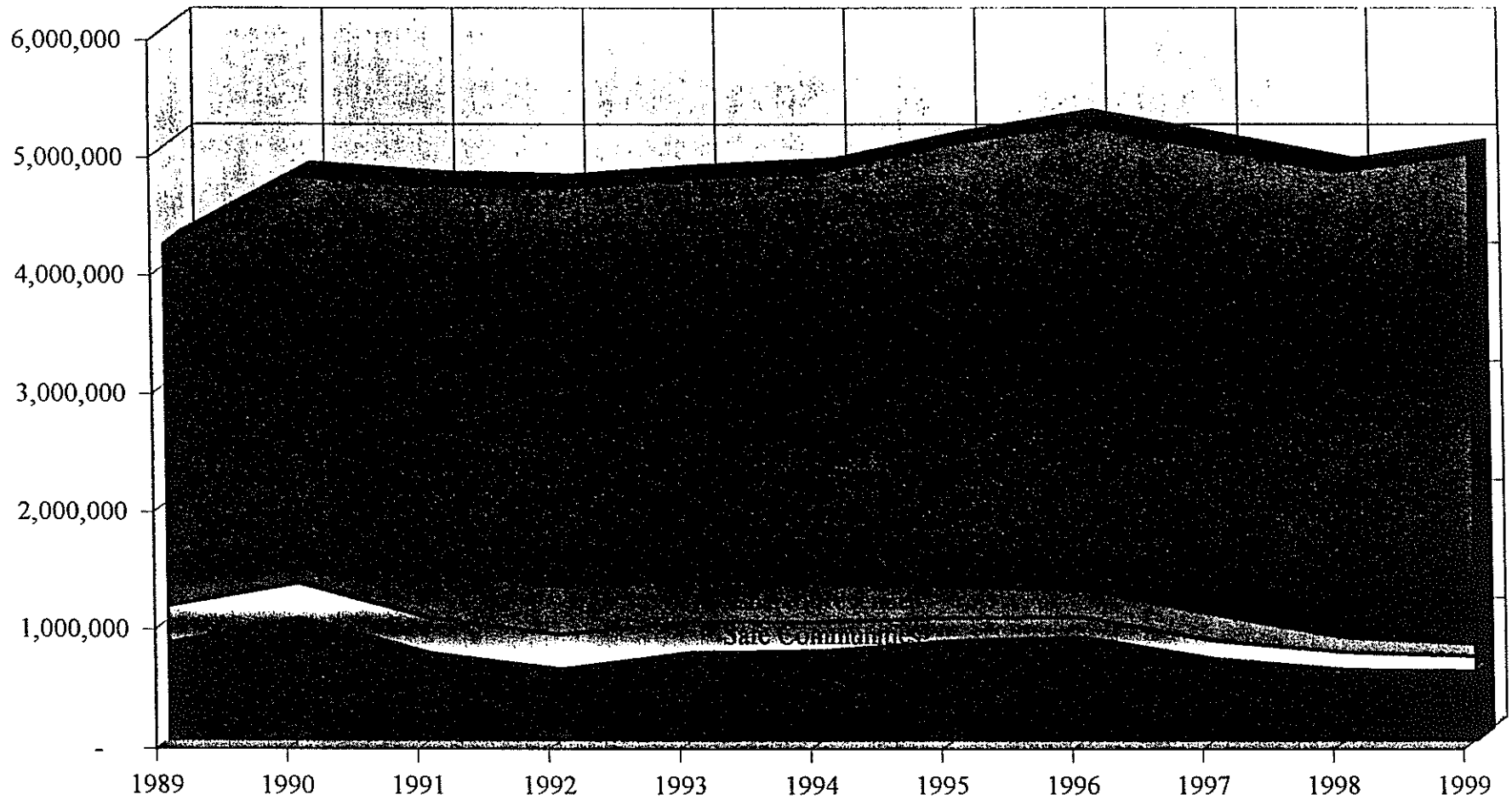
Lastly, but most importantly, the citizens of Petersburg continue to demonstrate a strong belief in the good future of this community. I am unceasingly amazed and gratified at the tireless efforts, active participation, creativity and true genius in this community. My deepest appreciation goes to you.

Respectfully submitted,

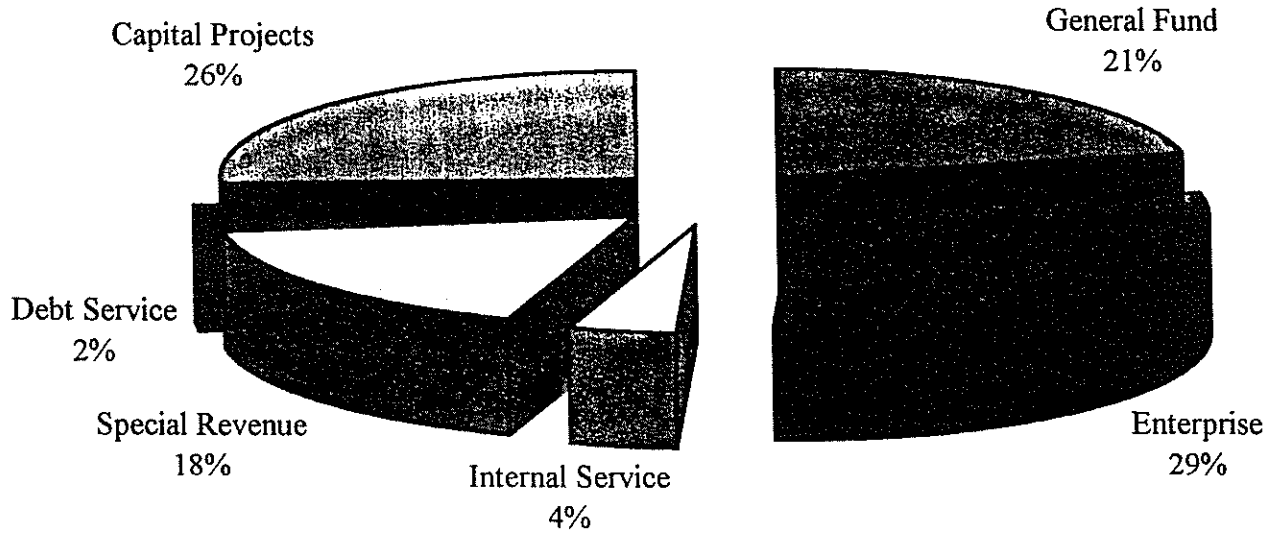
A handwritten signature in black ink, appearing to read "Linda L. Snow". The signature is fluid and cursive, with a large initial "L" and "S".

Linda L. Snow
City Manager

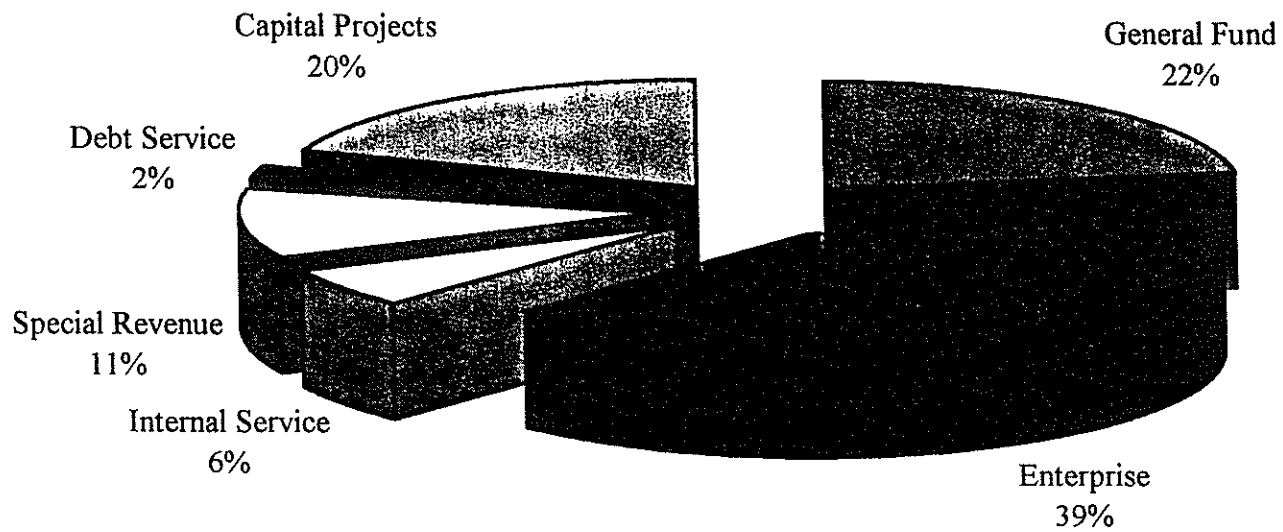
Ten Year History Local & State Revenues



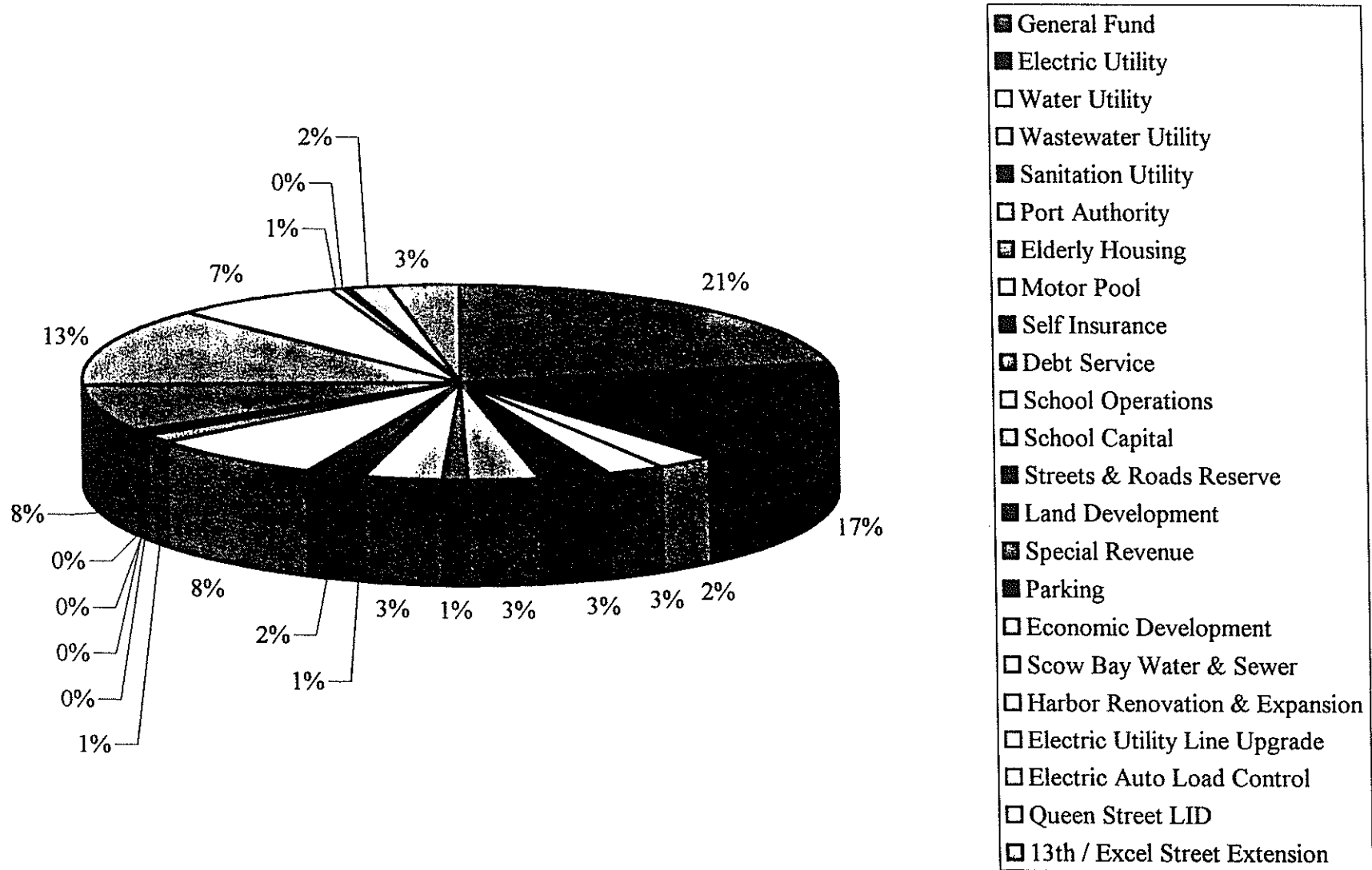
Revenues by Fund Type 1999 Budget



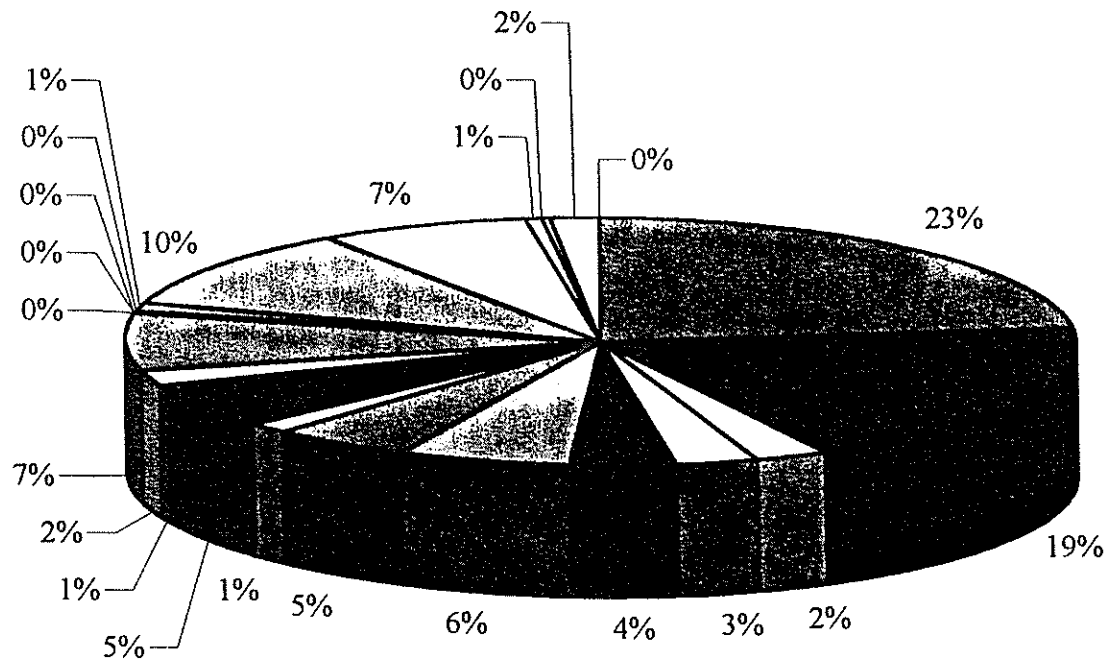
Expenditures by Fund Type 1999 Budget



1999 Revenues by Fund

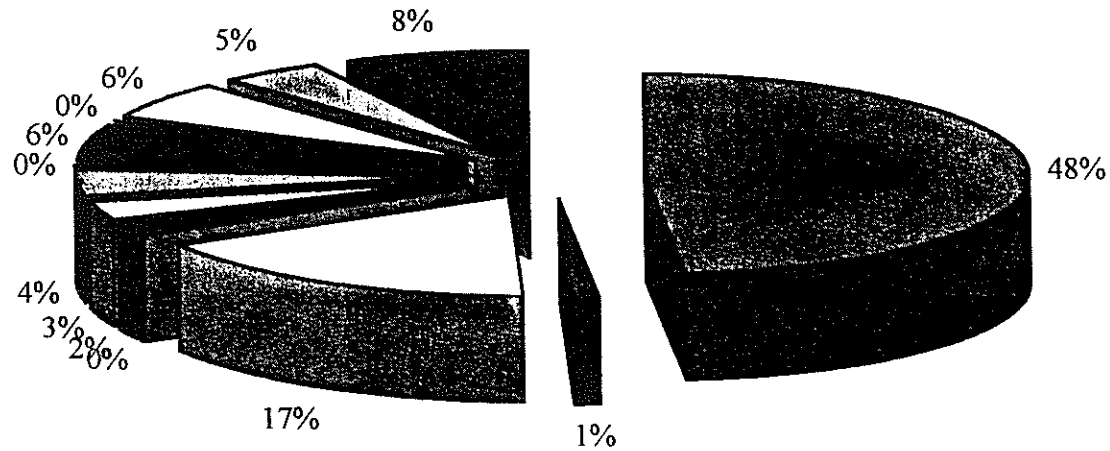


1999 Expense Budget by Fund



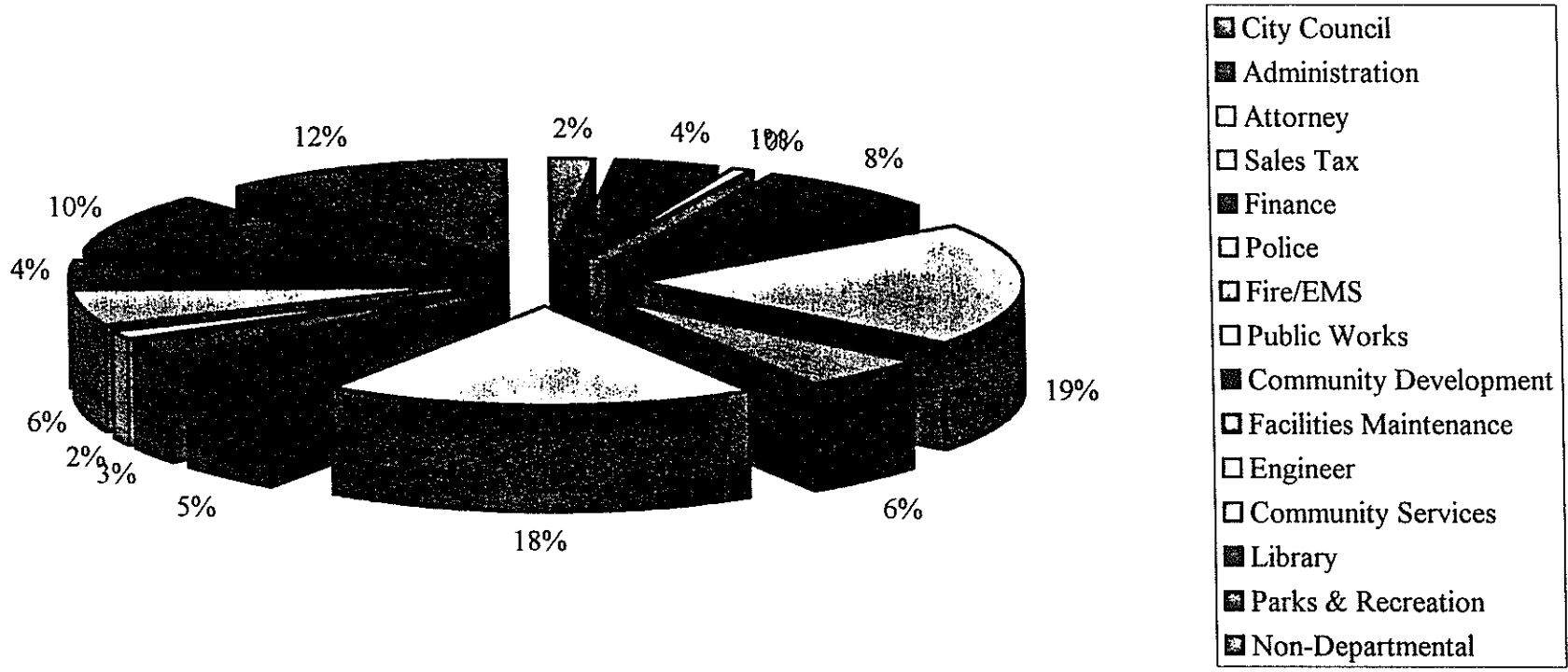
- General Fund
- Electric Utility
- Water Utility
- Wastewater Utility
- Sanitation Utility
- Port Authority
- Port Authority Trust
- Elderly Housing
- Motor Pool
- Self Insurance
- Debt Service
- School Operations
- School Capital
- Land Development
- Special Revenue
- Parking
- Economic Development
- Scow Bay Water & Sewer
- Harbor renovation & Expansion
- Electric Utility Line Upgrade
- Electric Auto Load Control
- Queen Street LID
- 13th / Excel Street Extension

1999 General Fund Revenues



- Sales Taxes
- Misc Taxes
- State Shared Revenue
- Licenses & Permits
- State Grants for Operating Expenses
- State Charges for Services
- Charges for Services
- Fines & Forfeits
- Miscellaneous Revenues
- Proceeds of General Fixed Assets
- General Fund Overhead
- Local Bond Reimbursement
- Interfund Transfers

1999 General Fund Expenditures



SUMMARY OF GENERAL FUND CURRENT YEAR REVENUES

	Actual FY94/95	FY95/96 Prior Year Actual	FY 96/97 Actual Budget	FY 97/98 Adopted Budget	FY 98/99 Adopted Budget
CURRENT REVENUES	\$ 7,205,590	\$ 7,391,283	\$ 6,540,169	\$ 5,662,391	\$ 4,890,629
CURRENT EXPENDITURES	\$ 6,733,569	\$ 7,025,956	\$ 7,005,103	\$ 5,458,313	\$ 4,872,870
NET GAIN OR LOSS	\$ 472,021	\$ 365,327	\$ (464,934)	\$ 204,078	\$ 17,759
BEGINNING UNDESIGNATED FUND BALANCE	\$ 2,993,168	\$ 1,374,402	\$ 3,084,550	\$ 2,757,225	\$ 2,961,303
Less Capital Appropriations			\$ (464,934)	\$ -	\$ -
O&M Increase/Decrease		\$ 1,710,148	\$ 137,609	\$ 204,078	\$ 17,759
ENDING UNDESIGNATED FUND BALANCE	\$ 1,374,402	\$ 3,084,550	\$ 2,757,225	\$ 2,961,303	\$ 2,979,062

Summary of General Fund Revenues Expenditures

	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Requested FY 98/99	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Revenues							
Property Tax - Miscellaneous	43,481	41,201	68,133	60,875	58,375	58,375	58,375
Sales Taxes	2,282,150	2,488,510	2,351,891	2,440,000	2,360,000	2,363,000	2,363,000
Licenses & Permits	14,972	14,049	16,195	13,750	13,750	13,750	13,750
Federal Grants	8,429	28,667	32,336	25,000	-	-	-
State Shared Revenue	1,196,349	1,181,531	982,312	879,580	844,552	826,210	826,210
State Grants for Operating Expenses	112,462	580,982	96,672	89,300	82,603	76,407	76,407
State Charges for Services	180,748	163,223	163,223	159,000	159,000	159,000	159,000
Charges for Services	274,231	325,172	241,107	177,600	196,700	196,700	196,700
Fines & Forfeits	28,732	18,801	19,454	22,800	19,200	19,200	19,200
Miscellaneous Revenues	181,974	186,227	225,235	154,300	274,650	283,858	283,858
Proceeds of General Fixed Assets	3,496	10,550	3,100	4,000	4,000	4,000	4,000
General Fund Overhead	308,196	193,204	179,366	280,908	256,975	290,719	290,719
Local Bond Reimbursement	715,096	695,198	676,263	651,150	220,806	220,806	220,806
Interfund Transfers	505,367	63,597	14,367	5,550	3,600	378,604	378,604
Revenues Total	5,855,683	5,990,912	5,069,654	4,963,813	4,494,211	4,890,629	4,890,629

Expenditures							
City Council	86,486	107,081	86,453	68,897	81,046	80,631	100,631
Administration	185,413	203,180	208,486	196,735	204,020	207,220	207,220
Attorney	36,876	28,407	43,696	45,000	45,000	45,000	45,000
Sales Tax	1,359,620	1,186,905	1,059,565	1,191,386	-	-	-
Finance	290,369	301,175	331,660	360,864	411,636	388,086	391,086
Police	879,649	949,197	975,827	936,988	1,006,698	985,283	985,283
Fire/EMS	267,412	292,418	331,044	259,898	449,230	268,468	268,468
Public Works	866,592	983,983	1,082,417	812,459	1,141,416	904,031	904,031
Community Development	261,395	246,894	278,408	163,667	197,046	223,619	223,619
Facilities Maintenance	186,051	81,737	119,775	190,632	326,452	136,409	136,409
Engineer	10,748	47,204	76,041	84,101	72,826	73,330	73,330
Community Services	256,753	270,163	277,201	261,535	279,348	279,348	280,848
Library	149,597	156,376	196,106	168,181	179,819	174,319	174,319
Parks & Recreation	348,517	411,228	433,856	424,517	502,131	474,641	474,641
Non-Departmental	1,560,058	1,143,841	1,685,038	3,293,715	665,224	607,985	607,985
Expenditures Total	6,745,536	6,409,789	7,185,571	8,458,575	5,561,892	4,848,371	4,872,871

General Fund 001 FY 98/99

REVENUES

Account #	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Requested FY 98/99	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Miscellaneous Revenues								
31100 50	Federal PILOT		-	13,875	13,875	13,875	13,875	13,875
31100 80	Motor Vehicle Registration	36,483	34,429	45,247	37,000	34,500	34,500	34,500
31100 90	Penalty & Interest	6,998	6,772	9,011	10,000	10,000	10,000	10,000
Miscellaneous Subtotal		43,481	41,201	68,133	60,875	58,375	58,375	58,375
Sales Tax								
31300 10	Local 6% Sales Tax	2,237,092	2,427,120	2,311,943	2,400,000	2,310,000	2,313,000	2,313,000
31300 30	Transient Occupancy Tax	27,510	25,967	29,919	30,000	40,000	40,000	40,000
31300 90	Penalty & Interest	17,548	35,423	10,029	10,000	10,000	10,000	10,000
Subtotal		2,282,150	2,488,510	2,351,891	2,440,000	2,360,000	2,363,000	2,363,000
Licenses & Permits								
32200 10	Building Permits	12,994	12,024	14,253	12,000	12,000	12,000	12,000
32200 20	Solicitors/Itinerant Merchants	375	30	225	200	200	200	200
32200 30	Animal Licenses	1,603	1,745	1,717	1,500	1,500	1,500	1,500
32200 90	Building Permit Penalty	-	250	-	50	50	50	50
Subtotal		14,972	14,049	16,195	13,750	13,750	13,750	13,750
Federal Grants								
33200 05	USDA Economic Recovery Grant	8,429	4,071	-	-	-	-	-
33200 06	Cops Fast Federal Grant	-	24,596	28,353	25,000	-	-	-
33200 08	USDA FS Special Services Agreement	-	0	3,983	0	0	0	0
Subtotal		8,429	28,667	32,336	25,000	-	-	-
State Shared Revenue								
33400 01	Safe Communities	188,564	168,146	148,200	139,310	128,862	119,197	119,197
33400 02	Games of Skill & Chance	600	346	179	400	200	200	200
33400 03	Fisheries Business Tax	826,209	854,109	685,500	600,000	585,000	585,000	585,000
33400 0301	Resource Landing Tax	9,137	8,792	8,082	7,500	7,500	7,500	7,500
33400 04	Liquor Licenses	7,300	10,400	7,300	7,300	7,300	7,300	7,300
33400 05	State Revenue Sharing	164,539	139,738	133,051	125,070	115,690	107,013	107,013

General Fund 001 FY 98/99

REVENUES

Account #	Description	Prior	Prior	Prior	Current	Budget Year	Budget Year	Budget Year
		Year Actual FY 94/95	Year Actual FY 95/96	Year Actual FY 96/97	Year Budget FY 97/98	Requested FY 98/99	Recommended FY 98/99	Approved FY 98/99
Subtotal		1,196,349	1,181,531	982,312	879,580	844,552	826,210	826,210
State Grants for Operating Expenses								
33500 01	State Aid for Roads	10,539	9,898	9,035	8,500	7,863	7,273	7,273
33500 02	State Aid for Hospitals	85,822	80,604	73,574	69,160	63,973	59,175	59,175
33500 03	State Aid for Health Care	8,239	7,738	7,063	6,640	6,142	5,681	5,681
33500 05	Library Grant	7,862	6,890	7,000	5,000	4,625	4,278	4,278
33600 14	Wrangell Avenue		475,852					
Subtotal		112,462	580,982	96,672	89,300	82,603	76,407	76,407
State Charges for Services								
33800 10	Jail Contract	177,600	163,223	163,223	159,000	159,000	159,000	159,000
33800 22	DNR Greens Camp Reimburse	3,148			-			
Subtotal		180,748	163,223	163,223	159,000	159,000	159,000	159,000
Charges for Services								
34100 30	Fees for Survey & Appraisal	5,349	3,993	5,750	-	1,000	1,000	1,000
34100 90	Miscellaneous Administration	1,673	3,401	1,178	1,000	2,500	2,500	2,500
34200 10	Police Services	16,224	17,686	14,760	14,000	14,000	14,000	14,000
34200 50	Emergency Management Assist	9,500	2,000	12,000	8,000	8,000	8,000	8,000
34200 60	Ambulance Fees	8,050	14,297	10,040	12,000	8,000	10,000	10,000
34200 80	Drug Seizure/Forfeiture			5,090	-	5,000	5,000	5,000
34200 90	Other Public Safety Charges	682	460	1,275	500	500	500	500
34300 10	Contract Work	12,945	33,375	1,003	2,500	-	-	-
34300 20	Crushed Rock Sales	82,612	100,590	34,685	-	10,000	10,000	10,000
34300 80	Cemetery	4,214	6,658	4,524	5,000	5,000	5,000	5,000
34300 90	Other Public Works Charges	98		817	-			
34700 20	Library Sales	2,813	2,605	3,091	2,600	2,000	2,000	2,000
34700 30	Recreational Activity Fees	23,333	31,158	44,513	25,000	36,000	34,000	34,000
34700 40	Swimming Pool Fees	19,457	20,221	22,509	22,000	22,500	22,500	22,500
34700 50	Community Gym Revenues	49,816	53,867	45,224	45,000	45,200	45,200	45,200
34700 60	Tent City Charges	37,465	34,861	34,648	40,000	37,000	37,000	37,000

General Fund 001 FY 98/99

REVENUES

Account #	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Requested FY 98/99	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Subtotal		274,231	325,172	241,107	177,600	196,700	196,700	196,700
Fines & Forfeits								
35000 10	Court Fines/forfeitures	24,692	14,018	15,105	17,000	15,000	15,000	15,000
35000 20	Library Fines	1,960	1,533	1,292	2,000	1,200	1,200	1,200
35000 40	Animal/Vehicle Impounds	2,080	3,250	3,057	3,800	3,000	3,000	3,000
Subtotal		28,732	18,801	19,454	22,800	19,200	19,200	19,200
Miscellaneous Revenues								
36000 10	Interest Earnings	166,510	167,219	208,890	140,000	260,000	269,000	269,000
36000 20	Rents & Royalties	120	-	180	500	500	500	500
36000 30	Leases of Land	12,031	13,107	13,107	13,000	13,000	13,208	13,208
36000 50	Library Donations	520	1,013	2,316	-	500	500	500
36000 51	A/R Services Charges	88	702	169	300	150	150	150
36000 60	Parks & Rec Donations	2,225	2,919	71	-	-	-	-
36000 90	Other Miscellaneous	480	1,267	502	500	500	500	500
Subtotal		181,974	186,227	225,235	154,300	274,650	283,858	283,858
Proceeds of General Fixed Assets								
39500 20	Cemetery Sales	2,900	10,550	3,100	4,000	4,000	4,000	4,000
39500 40	Equipment Sales	596	-	-	-	-	-	-
Subtotal		3,496	10,550	3,100	4,000	4,000	4,000	4,000
General Fund Overhead								
37400 02	Sales Tax Fund	109,092	-	-	-	-	-	-
37400 11	Electric Fund	96,624	89,316	84,780	126,780	114,558	134,276	134,276
37400 12	Water Fund	19,512	19,200	21,768	32,844	29,400	31,356	31,356
37400 13	Sewer Fund	23,124	22,668	24,408	36,312	32,503	36,060	36,060
37400 14	Sanitation Fund	20,400	26,580	6,132	42,456	38,002	42,291	42,291
37400 15	Harbor Fund	19,524	20,000	21,540	29,376	29,376	33,032	33,032
37400 16	Port Fund	4,692	5,000	5,150	7,044	7,044	7,044	7,044
37400 17	Elderly Housing Fund	5,220	5,436	5,580	6,096	6,092	6,660	6,660

**General Fund 001 FY 98/99
REVENUES**

Account #	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Requested FY 98/99	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
37400 21	Sanitation/Public Works	5,004	-	5,004	-	-	-	-
37400 22	Motor Pool/Public Works	5,004	5,004	5,004	-	-	-	-
Subtotal		308,196	193,204	179,366	280,908	256,975	290,719	290,719
Current Revenues Subtotal		4,635,220	5,232,117	4,379,024	4,307,113	4,269,805	4,291,219	4,291,219
Interfund Transfers								
39710 02	Sales Tax	466,067	-	-	-	-	-	-
39710 51	Electric Fund	3,300						
39710 52	Water Fund		823		-		2,000	2,000
39710 53	Sewer Fund	10,000	2,669		500		8,500	8,500
39710 55	Harbor/Port Fund	5,000						
39710 57	Elderly Housing		15,105		5,050	3,600	3,600	3,600
39710	Motor Pool						364,504	364,504
39710 5905	Timber Receipts Streets & Roads	21,000	45,000	14,367				
Subtotal		505,367	63,597	14,367	5,550	3,600	378,604	378,604
State Bond Reimbursements								
39800 12	1975 School GO Bond Reimbursement	257,906	262,827	259,188	266,760			
39800 13	1983 School GO Bond Reimbursement	230,439	216,448	199,966	173,995			
39800 14	Local Construction Reimbursement	15,315	155		-			
39800 15	1989 GO Bond Reimbursement	211,436	215,768	217,109	210,395	220,806	220,806	220,806
Subtotal		715,096	695,198	676,263	651,150	220,806	220,806	220,806
Current Revenues & Transfers Total		5,855,683	5,990,912	5,069,654	4,963,813	4,494,211	4,890,629	4,890,629

General Fund - 001 City Council Expenditures

Program Description

The City Council is elected by the citizens of Petersburg to establish ordinances and policies under the laws of the State of Alaska and the Charter of the City of Petersburg. The City Council is charged with balancing desires of the city's residents.

Goals

To provide financial security and economic stability for the City of Petersburg which is planned and directed, independent and sustainable, and which maintains and improves the quality of life.

To provide comprehensive planning which is continuous and flexible, includes community involvement and dialogue, and which utilizes several approaches.

To accept, assist, and plan for a limited type of tourism with respect to the development of public conveniences, cooperation with the Chamber of Commerce and the support of off-season tourism.

To support and plan for continued slow and steady population growth in terms of land use, affordable housing, and employment opportunities.

To support the maintenance and development of community infrastructure such as safe water and wastewater facilities, harbor expansion, street paving, traffic flow and parking.

To encourage, assist and support quality of life improvements such as community beautification, the creative arts, historical and cultural preservation and downtown renewal projects such as Sing Lee Alley improvements.

001 - General Fund City Council Expenditures

Expenditures	Prior Year Actual FY 95/96	Current Year Budget FY 96/97	Current Year Budget 97/98	Approved Budget FY 98/99
Salaries & Wages	19,063	19,063	22,500	22,500
Employee Benefits	2,631	2,679	4,697	3,431
Supplies	471	191	700	700
Services & Charges	84,916	64,520	41,000	74,000
Total Expenditures	107,081	86,453	68,897	100,631

Capital Outlays

Significant Budget Changes

Includes funding for DC lobbyist

001 - General Fund City Council Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
511 10 11 00	Salaries	16,687	19,063	19,063	22,500	22,500	22,500
	Subtotal	16,687	19,063	19,063	22,500	22,500	22,500
Personnel Benefits							
511 10 21 00	PERS	2,409	2,458	2,274	3,722	2,508	2,508
511 10 22 00	Medicare		147	276	700	326	326
511 10 26 00	ESD		26	13	225	225	225
511 10 27 00	FICA			116	50	372	372
	Subtotal	2,409	2,631	2,679	4,697	3,431	3,431
Supplies							
511 10 31 00	Office Supplies	150	420	163	500	500	500
511 10 32 00	Operating Supplies		51	28	200	200	200
	Subtotal	150	471	191	700	700	700
Services & Charges							
511 10 41 00	Professional Services	30,774	42,869	20,676		20,000	20,000
511 10 4108	Contractor Services			220			
511 10 42	Communication			547		2,000	2,000
511 10 43 00	Travel & Training	10,612	7,616	16,661	10,000	10,000	30,000
511 10 44 00	Advertising	6,424	6,729	4,643	6,000	6,000	6,000
511 10 48	Repairs & Maintenance			225			
511 10 49 00	Miscellaneous	19,430	27,702	13,001	15,000	6,000	6,000
511 10 49 08	Election Expenses			8,547	10,000	10,000	10,000
	Subtotal	67,240	84,916	64,520	41,000	54,000	74,000
	Operations & Maintenance Subtotal	86,486	107,081	86,453	68,897	80,631	100,631
Capital Outlays							
511 10 64 00	Machinery & Equipment		-				
	Subtotal		-				
	City Council Total	86,486	107,081	86,453	68,897	80,631	100,631

001 - General Fund City Council Expenditures

Account #	Description	Narrative
511 10 11 00	Salaries & Wages	Mayor - Per PMC \$187.50 for each regular meeting Councilors Per PMC \$125.00 for each regular meeting
511 10 21 00	PERS	Public Employees Retirement System
511 10 23 00	AETNA	Health insurance contribution
511 10 26 00	ESD	Unemployment Insurance
511 10 31 00	Office Supplies	General office supplies
511 10 32 00	Operating Supplies	Light bulbs, coffee supplies,
511 10 41 00	Professional Services	One-half cost of DC Lobbyist
511 10 43 00	Travel & Training	AML, SEC, Mayor's Confer. and Juneau lobbying delegation
511 10 44 00	Advertising & Printing	Ordinance codification, advertising, printing.
511 10 49 00	Miscellaneous	Dues: AML - \$3820; SEC - \$2014; Mayor's - \$100. Misc expenses \$5000
511 10 49 08	Election Expenses	Supplies, legal advertisements, judges
511 10 64 00	Machinery & Equipment	

001 - General Fund Administration

Program Description
The City Manager is the chief administrative officer and head of the administrative branch of city government. The Manager is responsible for government administration under the ordinances and polices established by the City Council.
Goals
To further organizational unity. To create and implement a performance based management and budgeting system. To enhance attention and careful responsiveness to the public.
Objectives
Facilitate identification and integration of Council and departmental goals, objectives and strategies. Improve budget production, administration, accountability and evaluation. Recommend staffing and resource requirements to achieve goals and objectives. Strengthen the adequate exchange of information, expectations and commitment. Create and implement an integrated performance based management system.

001 - General Fund Administration Expenses

Expenditures	Prior Year Actual FY 95/96	Current Year Budget FY 96/97	Year To Date 12/31/96	Proposed Budget FY 97/98
Salaries & Wages	140,859	148,607	146,271	147,908
Employee Benefits	30,569	30,564	34,564	36,612
Supplies	5,227	5,755	4,900	6,300
Services & Charges	20,924	18,470	11,000	16,400
Capital Outlay	5,601	5,090	-	-
Total Expenditures	203,180	208,486	196,735	207,220

Capital Outlays

Significant Budget Changes

001 - General Fund Administration Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
51210 11	Regular Pay	133,681	140,532	148,115	145,871	147,908	147,908
51210 12	Overtime	199	327	492	400	-	-
Subtotal		133,880	140,859	148,607	146,271	147,908	147,908
Personnel Benefits							
51210 21	PERS	17,048	20,861	20,518	19,922	22,349	22,349
51210 22	Medicare	1,035	1,066	1,181	2,121	2,145	2,145
51210 23	Aetna	7,344	6,442	7,250	10,009	9,675	9,675
51210 24	Life Insurance	29	26	23	46	46	46
51210 25	Workers Compensation	1,066	777	577	848	799	799
51210 26	ESD	1,341	1,397	874	1,463	1,479	1,479
51210 27	FICA	1,839		141	155	120	120
Subtotal		29,702	30,569	30,564	34,564	36,612	36,612
Supplies							
51210 31	Office Supplies	1,036	3,715	3,122	2,500	3,500	3,500
51210 32	Operating Supplies	98	258	1,560	1,600	1,600	1,600
51210 34	Small Tools/Equipment	657	1,254	1,073	800	1,200	1,200
Subtotal		1,791	5,227	5,755	4,900	6,300	6,300
Services & Charges							
51210 41	Professional Services	5,655	8,462	3,108	500		
51210 42	Communications	4,205	3,899	6,757	4,000	6,000	6,000
51210 43	Travel & Training	2,767	5,434	4,375	4,000	5,500	5,500
51210 44	Advertising/Printing	86	285	671	400	500	500
51210 45	Rentals/Leases	1,200	1,200	1,200	1,200	1,200	1,200
51210 48	Repairs/Maintenance	633	38	601	200	200	200
51210 49	Miscellaneous	3,782	1,606	1,758	700	3,000	3,000
51210 4925	New Hire Search	829					
Subtotal		19,157	20,924	18,470	11,000	16,400	16,400

001 - General Fund Administration Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
	Operations & Maintenance Subtotal	184,530	197,579	203,396	196,735	207,220	207,220
	Capital Outlays						
512 10 64	Machinery & Equipment	883	5,601	5,090	-	-	-
	Subtotal	883	5,601	5,090	-	-	-
	Administration Total	185,413	203,180	208,486	196,735	207,220	207,220

001 - General Fund Administration Expenses

Account #	Description	Narrative
51210 11	Salaries & Wages Manager City Clerk Deputy Clerk	\$76,000 \$59,512 \$10,396 - 1/4 time charged to Admin Dept.; 3/4 to Finance \$145,908
51210 12	Overtime	\$2,000 for temporary employee to cover vacation leave.
51210 21	PERS	Public Employees Retirement System
51210 22	Medicare	Federal Medicare
51210 23	AETNA	Health Insurance
51210 24	Life Insurance	Employer and employee contribution
51210 25	Workers Compensation	Workers Compensation Insurance
51210 26	ESD	Unemployment Insurance
51210 27	FICA	Social Security - employees not covered by Public Employees Retirement System
51210 31	Office Supplies	Office, paper and computer supplies.
51210 32	Operating Supplies	Recording tapes, maintenance supplies
51210 34	Small Tools/Equipment	Paper shredder, replace tape recorder
51210 41	Professional Services	
51210 42	Communications	Telephone, postage, fax
51210 43	Travel & Training	AML, SEC, AAMC (Municipal Clerks) AMMA (Municipal Managers) and personnel law seminar
51210 44	Advertising & Printing	Legal advertisements
51210 45	Rentals/Leases	Car allowance
51210 48	Repairs/Maintenance	Office machine repairs and maintenance
51210 49	Miscellaneous	Professional and civic organization dues, unanticipated expenses
51210 49 25		
51210 64	Machinery & Equipment	

001 - General Fund City Attorney Expenses

Program Description
The City Attorney acts as the legal advisor to the City Council, the City Manager, and the City Clerk. The City Attorney represents the city in civil litigation and administrative proceedings. The City Attorney is responsible for preparing contract documents and ordinance review.
Goals
To provide professional legal services to the City of Petersburg and prosecute and defend the city's interests in all court actions.
Objectives
To provide expert legal counseling to the city in a timely manner. To prosecute actions and defend the city.

001 - General Fund City Attorney Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/9.98
Professional Services	28,407	43,696	45,000	45,000
Total Expenditures	28,407	43,696	45,000	45,000

Significant Budget Changes

001 - General Fund City Attorney Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Services							
51310 4100	Professional Services	35,664	25,158	43,580	40,000	40,000	40,000
51310 4105	Other Legal Services	1,212		116	5,000	5,000	5,000
51310 4149	Miscellaneous		3,249				
Subtotal		36,876	28,407	43,696	45,000	45,000	45,000
Expenditures Total		36,876	28,407	43,696	45,000	45,000	45,000

001 - General Fund City Attorney Narrative

Account #	Description	Narrative
51310 4100	Professional Services	Dillon & Findley provides general counsel to the city
51310 4105	Other Legal Services	Legal counsel relating to personnel matters and union negotiations on an as-needed basis.
51310 4139	Miscellaneous	

001 - General Fund
Finance Department Expenses

Program Description
This department is responsible for recording and accounting for all the financial transactions of the city, including budget, payroll/personnel, accounts payable and receivable, sales, transient room tax and property tax.
Goals
To insure that all financial transactions are processed and recorded in a timely manner consistent with generally accepted accounting principles and sound financial management. To continually monitor and evaluate the condition of all funds and account groups and insure that available cash is invested consistent with the City's investment policies.
Objectives
To achieve the highest rate of return on invested funds while limiting risk and maintaining liquidity. To process utility, accounts receivable and tax payments promptly and deposit on a daily basis. To review and monitor the budget on a monthly basis and notify the department and city manager when problems appear.

001 - General Fund
Finance Department Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget 97/98	Approved Budget FY 98/99
Salaries & Wages	168,774	174,477	172,655	193,754
Employee Benefits	37,467	37,438	38,819	47,279
Supplies	7,985	7,954	5,600	7,963
Services & Charges	76,501	111,790	116,825	118,625
Capital Outlays	10,448	-	-	23,465
Total Expenditures	301,175	331,660	333,899	391,086

Significant Budget Changes

Sales Tax has been included as part fo the Finance Dept

Capital Projects

001 - General Fund
Finance Department Expenses

Account Number	Description	Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
		Actual FY 94/95	Actual FY 95/96	Actual FY 96/97	Budget FY 97/98	Recommended FY 98/99	Approved FY 98/99
Salaries & Wages							
51410 11	Regular Pay	161,697	167,892	172,575	172,655	193,754	193,754
51410 12	Overtime Pay	226	882	1,902	-	-	-
Subtotal		161,923	168,774	174,477	172,655	193,754	193,754
Personnel Benefits							
51410 2100	PERS	26,874	23,301	23,899	23,516	29,276	29,276
51410 2200	Medicare	405	370	415	450	2,809	2,809
51410 2300	Aetna	10,964	10,762	11,137	12,060	12,060	12,060
51410 2400	Life Insurance	48	47	39	65	72	72
51410 2500	Workers Comp.	800	672	705	1,001	1,124	1,124
51410 2600	ESD	1,626	1,670	1,026	1,727	1,938	1,938
51410 2700	FICA		645	217	-	-	-
Subtotal		40,717	37,467	37,438	38,819	47,279	47,279
Supplies							
51410 31	Office Supplies	5,285	6,129	6,813	5,000	5,963	5,963
51410 32	Operating	197	288	595	200	250	250
51410 33	Maintenance	1	6	-	-	250	250
51410 34	Small Tools & Equip.	1,611	1,562	546	400	1,500	1,500
Subtotal		7,094	7,985	7,954	5,600	7,963	7,963
Services & Charges							
51410 41	Professional Services	225	2,824	-	-	1,500	1,500
51410 4102	Tax Assessor	18,988	20,725	19,725	33,000	27,000	27,000
51410 4103	Acctg/Auditing	28,312	20,678	27,900	25,000	27,000	27,000
51410 4110	Invest. Manage. Service		-	31,258	28,000	28,000	28,000
51410 42	Communications	14,602	18,345	17,388	16,000	16,000	16,000

001 - General Fund
Finance Department Expenses

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
51410 43	Travel & Training	1,259	1,321	1,811	1,800	3,100	3,100
51410 44	Advertising & Printing	555	1,035	682	800	800	800
51410 45	Rentals/Leases	628	312	624	625	625	625
51410 48	Repairs & Maintenance	11,076	10,459	11,506	11,000	11,000	14000
51320 49	Miscellaneous	726	802	896	600	600	600
51320 4910	Overhead Charges					-	
Subtotal		76,371	76,501	111,790	116,825	115,625	118,625
Operations & Maintenance Subtotal		286,105	290,727	331,660	333,899	364,621	367,621
Capital Outlays							
51410 64	Machinery & Equipment	4,264	10,448	-	-	23,465	23,465
Subtotal		4,264	10,448	-	-	23,465	23,465
Finance Total		290,369	301,175	331,660	360,864	388,086	391,086

001 - General Fund Police Department Administration Expenses

Program Description				
To form a partnership with the community to protect life and property and establish a safe and secure environment for the citizens of Petersburg.				
Goals				
To provide a higher degree of overall public safety to the community by maintaining current levels of service while increasing training and targeting illegal drug activity through youth education programs such as D.A.R.E., and aggressive drug enforcement.				
Objectives				
<ul style="list-style-type: none"> - To maintain high level of drug enforcement through dedicating manpower to focus on this problem and to continue to network with other Alaska law enforcement agencies in targeting drug - To increase D.A.R.E. officer presence in the schools - To increase level of training for improved service, risk management, and a more cost effective approach to training in the future. - To actively pursue community involvement in law enforcement through community oriented Policing. 				
Performance Indicators	FY 96	FY 97	FY 98	FY 99
Drug enforcement manpower hours	833	1008 *	1300**	2000****
Contacts with other agencies	100	100	500	500
Training hours conducted	426.5	460***	420***	460
Community programs implemented	1	2	2	2
<p>* Includes one Officer dedicated primarily (66% of time) to Drug Inv for last half of fiscal year.</p> <p>** Includes one Officer dedicated primarily (66% of time) to Drug Inv for entire fiscal year.</p> <p>*** Does not include 422 hrs of Academy training for uncertified new hire.</p> <p>**** Includes one officer dedicated to drug enforcement activities.</p>				

001 - General Fund Police Department Administration Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/88	Approved Budget FY 98/99
Salaries & Wages	435,355	443,915	475,278	487,581
Employee Benefits	123,602	123,709	148,899	169,448
Supplies	34,544	36,352	18,900	19,200
Services & Charges	94,790	106,628	76,310	81,816
Capital Outlays	19,166	29,440	3,000	3,000
Total Expenditures	707,457	740,044	722,387	761,045

Significant Budget Changes

None

Capital Outlays

Voice Mail System

001 - General Fund Police Department Administration Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
52110 11	Salaries	371,424	386,859	400,252	432,974	444,258	444,258
52110 12	Overtime	33,811	39,824	37,155	33,991	35,010	35,010
52110 17	Shift Differential	7,520	8,672	6,508	8,313	8,313	8,313
	Subtotal	412,755	435,355	443,915	475,278	487,581	487,581
Personnel Benefits							
52110 2100	PERS	59,567	58,699	56,659	64,733	73,673	73,673
52110 2200	Medicare	4,945	5,248	5,387	6,892	7,070	7,070
52110 2300	Aetna	35,505	36,025	37,129	47,728	56,502	56,502
52110 2400	Life Insurance	105	98	93	174	174	174
52110 2500	Workers Comp	20,817	16,803	20,530	24,619	25,257	25,257
52110 2600	ESD	4,108	4,383	2,593	4,753	4,876	4,876
52110 2700	FICA	2,847	2,346	1,318	-	1,896	1,896
	Subtotal	127,894	123,602	123,709	148,899	169,448	169,448
Supplies							
52110 3100	Office Supplies	2,037	1,682	2,714	1,700	2,000	2,000
52110 3200	Operating Supplies	12,774	27,108	18,931	13,500	13,500	13,500
52110 3300	Maintenance	440	249	856	700	700	700
52110 3400	Small Tools/Equip	13,855	5,505	7,834	3,000	3,000	3,000
52110 3401	Seizure/Forfeit			6,017			
	Subtotal	29,106	34,544	36,352	18,900	19,200	19,200
Services & Charges							
52110 41	Professional Services	2,200	2,311	1,027	500	1,500	1,500
52110 42	Communications	5,195	5,744	7,423	8,000	10,000	10,000
52110 4201	Comm/FEMA	2,935	-	-	-	-	-
52110 43	Travel and Training	17,308	18,672	19,332	16,000	16,000	16,000
52110 4301	Travel Grant	191	59	-	-	-	-
52110 44	Advertising/Printing	2,368	1,529	1,830	500	500	500

001 - General Fund Police Department Administration Expenses

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
52110 45	Rentals/Leases	1,275	1,200	1,250	1,200	1,200	1,200
52110 4501	Vehicle Replacement	5,580	17,000	18,600	-	-	-
52110 47	Utilities	5,273	4,168	2,976	4,000	4,000	4,000
52110 48	Repairs/Maintenance	7,753	8,307	13,905	8,000	8,000	8,000
52110 49	Misc.	5,038	13,722	6,375	7,500	12,500	12,500
52110 4906	DARE Program	1,433	(197)	359	2,500	2,500	2,500
52110 4907	State Surcharge		500	1,250	1,000	1,000	1,000
52110 4920	Motorpool Charges	23,670	21,775	27,231	27,110	24,616	24,616
52110 4925	New Hire Search	1,967		5,070			
Subtotal		82,186	94,790	106,628	76,310	81,816	81,816
Operations & Maintenance Subtotal		651,941	688,291	710,604	719,387	758,045	758,045
Capital Outlays							
52110 6218	Police Remodel		8,945	-	-		
52110 64	Machinery/Equipment		10,221	29,440	3,000	3,000	3,000
52110 6401	Other Equipment	10,056					
Subtotal		10,056	19,166	29,440	3,000	3,000	3,000
Police Dept Admin Total		661,997	707,457	740,044	722,387	761,045	761,045

001 - General Fund Police Department Administration Expenses

Account #		Narrative
52110 11	Salaries and Wages	
	Chief	\$61,170.00
	Captain	\$49,878.00
	Sergeant	\$46,738.00
	Officer	\$43,534.00
	Officer	\$42,994.00
	Officer	\$42,994.00
	Officer	\$42,994.00
	Officer	\$42,994.00
	Chief Clk/Dis.	\$39,478.00
	Clk/Dis. Corr. II	\$32,947.00
	Clk/Dis. Corr. II	\$32,947.00
	Clk/Dis. Corr. II	\$31,886.00
	Clk/Dis. Corr. I P.T.	\$27,724.00
	Clk/Dis. Corr. I P.T.	\$21,563.00
	Corr./Cov. AL & SL Disp.	\$0.00
	Parking/MP5	\$24,377.00
	TOTAL	\$584,218.00
		25% of \$584,218 less Parking MP5 (\$139,960) is shown in Jail Budget
52110 12	OVERTIME	Off. 8.5%/Dis. 7%
52110 17	SHIFT DIFFERENTIAL	Union Negotiated for swing and graveyard hours
52110 21	PERS	Public Employees Retirement System; 75% Police Admin split
52110 22	Medicare	Federal Medicare
52110 23	AETNA	Health Insurance
52110 24	Life Insurance	Employer and employee contribution
52110 25	Worker's Compensation	Worker's Compensation Insurance
52110 26	ESD	Unemployment Insurance
52110 27	FICA	Social Security - only when not covered by PERS
52110 31	Office Supplies	Officer, paper and computer supplies
52110 32	Operating Supplies	Quartermaster, batteries, film, photo development, training supplies, etc.
52110 33	Maintenance Supplies	Building materials, paints & supplies, plumbing supplies, electrical supplies
52110 34	Small Tools/Equipment	Police radios/cameras/cassette recorders and other misc. police equip. replacement

001 - General Fund Police Department Administration Expenses

Account #		Narrative
52110 34 01	Designated Renov. Exp.	
52110 41 00	Professional Services	Polygraph , medical exams, hospital services related to investigations
52110 42 00	Communications	Telephone, fax, cell phone, pager, modem, 911 line charges
52110 42 01	FEMA Communications	Grant
52110 43 00	Travel and Training	Travel and training expenses including per diem and fees for schools
52110 44 00	Advertising/Printing	Auction ads, other public notices
52110 45 00	Rentals and Leases	Vehicle Allowance
52110 45 01	Vehicle Replacement	Police Vehicles, #54, #96, #86
52110 47 00	Utilities	Police department, dog pound
52110 48 00	Repairs/Maintenance	Office and police equipment which needs maintenance/repairs
52110 49 00	Miscellaneous	Drug operations, dues, memberships, publications
52110 49 06	DARE Program	Supplies for classes
52110 49 06	State Surcharge	State traffic ticket surcharge is collected and forwarded to Police Standards Council
52110 49 20	Motor Pool O/M	Motor Pool Operations/Maintenance
52110 64	Machinery & Equipment	Voice Mail System

001 - General Fund Police Department - Jail Expenses

Program Description					
To provide a secure, safe facility for the incarceration of prisoners.					
Goals					
To address liability and efficiency concerns of current facility through on-going review and consideration of cost effective improvements while investigating potential for outside funding (grants) for improvement or replacement of current facility.					
To improve efficiency and service, and limit potential liabilities through increased in-service training of officers and dispatchers.					
Objectives					
To substantially increase level of in-service jail training for all jail personnel.					
To conduct regular review of facility in areas of safety, service and efficiency and initiate or recommend cost effective improvements when needed, with consideration for budgetary constraints.					
To investigate outside funding assistance programs for improvements or replacement of existing facility and to keep administration abreast of developments.					
Performance Indicators	1994	1995	1996	1997	1998
*Total Occupancy Days	533	679	665	670.5	670
*Based on calendar year, not fiscal year.					
1) Facility reviews conducted with check list				1	4
2) Training hours conducted				40	40

001 - General Fund Police Department - Jail Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	164,238	168,822	147,864	152,733
Employee Benefits	47,162	46,961	46,437	49,905
Supplies	12,047	11,619	13,500	13,500
Services & Charges	5,414	6,201	5,600	6,900
Capital Outlays	12,879	2,180	1,200	1,200
Total Expenditures	241,740	235,783	214,601	224,238

Significant Budget Changes

None

Capital Outlays

Monitoring Equipment

001 - General Fund Police Department - Jail Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
52310 11	Salaries	142,507	149,090	153,307	135,909	140,529	140,529
52310 12	Overtime	11,248	14,314	12,977	9,268	9,516	9,516
52310 17	Jail Shift Differential	133	834	2,537	2,687	2,688	2,688
Subtotal		153,888	164,238	168,822	147,864	152,733	152,733
Personnel Benefits							
52310 2100	Jail PERS	23,095	22,342	22,110	20,139	22,164	22,164
52310 2200	Jail Medicare	1,943	2,004	2,086	2,144	2,199	2,199
52310 2300	Jail Health Insurance	14,680	14,628	14,855	14,963	17,118	17,118
52310 2400	Jail Life Insurance	42	39	35	53	53	53
52310 2500	Jail Worker's Comp	6,734	5,763	6,466	7,659	6,855	6,855
52310 2600	Jail Unemployment	1,572	1,637	981	1,479	1,516	1,516
52310 2700	Jail FICA	949	749	427	-	-	-
Subtotal		49,015	47,162	46,961	46,437	49,905	49,905
Supplies							
52310 31	Office Supplies	100	87	350	300	300	300
52310 32	Operating Supplies	8,783	11,066	9,961	12,000	12,000	12,000
52310 33	Jail Maintenance	117	124	62	400	400	400
52310 34	Jail Small Tools/Equip	482	770	1,247	800	800	800
Subtotal		9,482	12,047	11,619	13,500	13,500	13,500
Services & Charges							
52310 41	Professional Services	496	-	28	500	500	500
52310 42	Jail Communications	2,163	1,239	1,993	1,800	2,300	2,300
52310 43	Jail Travel/Training	1,511	1,982	933	500	800	800
52310 44	Advertising & Printing	-	234	-	-	-	-
52310 47	Jail Utilities	573	1,273	2,679	2,000	2,500	2,500
52310 48	Jail Repair/Maint.	342	417	185	500	500	500
52310 49	Jail Miscellaneous	182	269	383	300	300	300
Subtotal		5,267	5,414	6,201	5,600	6,900	6,900

001 - General Fund Police Department - Jail Expenses

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
	Operations & Maintenance Subtotal	217,652	228,861	233,603	213,401	223,038	223,038
	Capital Outlays						
52310 6401	Equipment	-	12,879	2,180	1,200	1,200	1,200
	Subtotal	-	12,879	2,180	1,200	1,200	1,200
	Police Dept Jail Total	217,652	241,740	235,783	214,601	224,238	224,238
	Police Dept. Admin. Total	661,997	707,457	740,044	722,387	761,045	761,045
	Police Total	879,649	949,197	975,827	936,988	985,283	985,283

001 - General Fund Police Department - Jail Expenses

Account #	Description	Narrative
52310 11	Salaries & Wages	25% of Police
52310 12	Overtime	25% of Police
52310 17	Shift Differential	25% of Police
52310 21	PERS	Public Employees Retirement system
52310 22	Medicare	Federal Medicare
523 10 23	AETNA	Health Insurance
523 10 24	Life Insurance	Employer and Employee contribution
523 10 25	Worker's Compensation	Worker's Compensation Insurance
523 10 26	ESD	Unemployment Insurance
523 10 27	FICA	When not covered by PERS
523 10 31	Office Supplies	Office, paper and computer supplies
523 10 32	Operating Supplies	Jail food, toiletry items, laundry supplies
523 10 33	Maintenance Supplies	Maintenance supplies for jail
523 10 34	Small Tools/Equipment	Replace dryer/coffee maker
523 10 41	Professional Services	Medical, dental, psychiatry services not covered by contract
523 10 42	Communications	Jail telephone and fax
523 10 43	Travel and Training	Related to Jail Operations
523 10 47	Utilities	Jail/Based on actual
523 10 48	Repairs/Maintenance	Related to Jail Facility and equipment
523 10 49	Miscellaneous	Publications, Writing Supplies
52310 6401	Capital Outlay	Upgrade monitoring system, cameras

001 - General Fund Fire Department Expenses

Program Description

The Fire Department is charged with the protection of lives and property from destructive losses due to fire and other catastrophic events. The department is charged with the provision of pre-hospital emergency medical care and transport. The department provides it's members with the necessary training to do the job effectively and safely. The Fire Department is active in fire prevention and life safety programs within the community.

Goals

Provide the community with well-trained, professional emergency service personnel.
Work accident free .
Respond to all emergency aid requests.
Maintain an adequate number of volunteer emergency service providers.

Objectives

- Teach 1 EMT-1 Class
- Teach 1 EMT-1 Recertification Class
- Teach 1 Firefighter 1 class
- Teach 18 EMS CME classes
- Teach 36 Fire drills
- Teach "learn Not To Burn" at the Elementary school
- Review all building permits within the city for compliance with fire code

001 - General Fund Fire Department Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	103,918	98,643	111,420	114,827
Employee Benefits	38,157	35,099	40,432	44,134
Supplies	34,853	42,056	25,200	39,630
Services & Charges	114,855	155,246	82,846	69,877
Capital Outlays	635	0	0	-
Total Expenditures	292,418	331,044	259,898	268,468

Significant Budget Changes

Capital Outlays

001 - General Fund Fire Department Expenses

Account Number	Description	Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Salaries & Wages							
001 52510 11	Salaries	83,368	101,121	96,258	102,071	105,304	105,304
001 52510 12	Overtime	1,287	2,797	2,385	9,349	9,523	9,523
	Subtotal	84,655	103,918	98,643	111,420	114,827	114,827
Personnel Benefits							
001 52510 21	PERS	15,235	14,286	12,915	15,175	17,350	17,350
001 52510 22	Medicare		-	6	1,356	1,665	1,665
001 52510 23	Aetna	7,813	7,814	7,976	7,368	8,373	8,373
001 52510 24	Life Insurance	23	20	19	30	30	30
001 52510 25	Workmans comp.	16,593	15,067	13,607	15,568	15,567	15,567
001 52510 26	ESD	914	970	553	935	1,148	1,148
52510 27	FICA			23			
	Personnel Benefits Total	40,578	38,157	35,099	40,432	44,134	44,134
Supplies							
001 52510 31	Office Supplies	519	110	935	700	800	800
001 52510 32	Operating Supplies	10,678	14,199	10,680	11,520	12,500	12,500
001 52510 33	Maint. Supplies	1,876	2,300	2,924	2,980	2,830	2,830
001 52510 34	Small Tools	23,429	18,244	27,517	10,000	23,500	23,500
	Subtotal	36,502	34,853	42,056	25,200	39,630	39,630
Services & Charges							
001 52510 41	Professional Service	306	1,545	105	1,000	500	500
001 52510 42	Communications	2,484	2,702	2,687	2,000	2,400	2,400
001 52510 43	Travel & Training	22,126	22,373	25,546	19,176	26,320	26,320

001 - General Fund Fire Department Expenses

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
001 52510 44	Advertising	102	-	90	50		
001 52510 45	Rentals & leases	1,200	1,200	1,200	1,200	1200	1200
001 52510 4501	Vehicle replacement	49,999	60,000	86,472	-	-	-
001 52510 47	Utilities	8,281	8,856	7,789	8,000	8,000	8,000
001 52510 48	Repairs & Maint.	1,495	1,701	2,031	2,535	1,500	1,500
001 52510 49	Miscellaneous	3,222	2,426	2,071	2,340	2,400	2,400
001 52510 4920	Motor pool Charges	16,462	14,052	27,255	46,545	27,557	27,557
Subtotal		105,677	114,855	155,246	82,846	69,877	69,877
Operations & Maintenance Subtotal		267,412	291,783	331,044	259,898	268,468	268,468
Capital Outlays						-	-
001 52510 64	Machinery & Equip	-	635	-	-	-	-
Subtotal		-	635	-	-	-	-
Fire Department Total		267,412	292,418	331,044	259,898	268,468	268,468

001 - General Fund Fire Department Expenses

Account #	Description	Narrative
001 52510 11	Salaries & Wages	Fire Marshal/EMT-D \$51,085 EMS Coord/Firefighter \$44,034 Chief \$6,365; Assist Chiefs \$1,909 each
	Total	\$105,304
001 52510 21	PERS	Public Employees Retirement System contribution
001 52510 22	Medicare	Medicare contribution - 1.45% of gross wages
001 52510 23	AETNA	Health insurance contribution
001 52510 24	Life Insurance	Life insurance contribution - \$15.12/employee
001 52510 25	Workmans Comp.	8.13% of gross wages plus contribution for volunteer firemen
001 52510 26	ESD	State unemployment contribution - 1% of gross wages
001 52510 31	Office Supplies	Paper, pens, copying expenses
001 52510 32	Operating Supplies	Dinners, coffee, chemicals, heating fuel Scowbay, cleaning supplies, foam, EMS medical
001 52510 33	Maintenance Supplies	Radio-pager & Annie batteries, defib maint., paint, nuts & bolts
001 52510 34	Small Tools & Equipment	Bunkers, EMS Equipment, Handheld radios, Voice amplifiers, Pak Alert distress alarms
001 52510 41	Professional Services	Hepatitis vaccine, breathing air testing.
001 52510 42	Communications	Postage & phone, ambulance cell phone (based on actual)
001 52510 43	Travel & Training	Fire & EMS conferences, EMT-II class, fire investigation trng., text books, EMT Symposium Firefighter training, Officer training, and In-house training materials
001 52510 44	Advertising & Printing	Training, auctions, RFP's.
001 52510 45	Rentals & leases	Chiefs car.
001 52510 4501	Vehicle replacement	All rolling stock.
001 52510 47	Utilities	Main station, Scowbay station and float sheds.
001 52510 48	Repairs & Maintenance	Repairs & maintenance
001 52510 49	Miscellaneous	Organizational dues and magazine subscriptions
001 52510 4920	Motor pool charges	Motor pool labor.
001 52510 64	Machinery/Equipment	

001 - General Fund
Public Works - Administration Expenses

Program Description
The Public Works Department is responsible for the overall supervision and administration of the Water, Wastewater and Sanitation enterprise funds, the Motor Pool Internal Service Fund, and the general fund street maintenance division.
Goals
To contribute to the general health, welfare and safety of the City by ensuring a safe and practical program for the efficient repair and maintenance of City streets and roadways, water distribution system, wastewater collection system, the collection and disposal of solid waste and acquisition, disposal, and maintenance of the city equipment fleet.
Objectives
Utilize personnel and equipment as productively and effectively as possible. Provide forward-looking management which reflects the policies and long term objectives of the City. Respond to inquiries, questions, complaints, and request for information from the public or other agencies in a timely, courteous, effective manner.

001 - General Fund
Public Works Administration Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	93,089	96,743	26,899	27,627
Employee Benefits	27,375	31,573	7,697	9,660
Supplies	3,824	4,250	3,300	1,800
Services & Charges	23,256	33,769	13,800	11,763
Total Expenditures	147,544	166,336	51,696	50,850

Significant Budget Changes

Capital Outlays

001 - General Fund
Public Works Administration Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
53110 11	Regular Pay	89,392	92,923	95,253	26,339	27,114	27,114
53100 12	Overtime Pay	814	166	1,490	560	513	513
	Subtotal	90,206	93,089	96,743	26,899	27,627	27,627
Personnel Benefits							
53110 21	Pension	12,062	11,845	13,534	3,664	4,175	4,175
53110 22	Medicare	329	462	1,403	390	401	401
53110 23	Health Insurance	9,606	8,942	7,368	1,783	2,870	2,870
53100 24	Life Insurance	27	23	30	30	9	9
53110 25	Workers Compensation	6,731	4,061	8,270	1,561	1,929	1,929
53110 26	Unemployment Expense	899	973	967	269	276	276
53110 27	FICA	799	1,069				
	Subtotal	30,453	27,375	31,573	7,697	9,660	9,660
Supplies							
53110 31	Office Supplies	1,189	2,144	1,500	1,250	1,250	1,250
53100 32	Operating Supplies	1,516	1,130	1,000	1,000	250	250
53110 3201	Safety Supplies	119	196	300	300	100	100
53110 33	Maintenance Supplies	163	-	250	250	100	100
53110 34	Small Tools	1,236	354	1,200	500	100	100
	Subtotal	4,223	3,824	4,250	3,300	1,800	1,800
Services & Charges							
53110 41	Professional Services	1,126	3,258	4,500	4,500	1,000	1,000
53110 42	Communications	2,591	2,949	2,800	2,800	3,000	3,000

001 - General Fund
Public Works Administration Expenses

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
53110 4202	Communication Equipment	4,000	-	5,000	-	-	-
53110 43	Travel & Training	1,619	3,559	2,000	500	500	500
53110 44	Adver/Printing	73	89	300	150	50	50
53110 4501	Vehicle Repl	1,500	2,100	4,979	-	-	-
53110 47	Utilities	1,884	1,789	2,000	2,000	1,000	1,000
53110 48	Repair & Maintenance	1,264	466	1,500	1,000	500	500
53110 49	Miscellaneous	486	127	300	150	650	650
53110 4920	Motor Pool	3,797	4,943	6,190	2,700	3,563	3,563
53110 64	Machine & Equipment	-	3,976	4,200	-	-	-
53110 6401	Other Equipment	-	-	-	-	1,500	1,500
	Subtotal	18,340	23,256	33,769	13,800	11,763	11,763
	Operations & Maintenance Subtotal	143,222	147,544	166,336	51,696	50,850	50,850
	Public Works Admin Total	143,222	147,544	166,336	51,696	50,850	50,850

001 - General Fund
Public Works Administration Narrative

Account #	Description	Narrative
531 10 11	Salaries & Wages	.25 Public Works Director @ \$16,950 (.25 Sanitation, .25 Water, .25 Wastewater) .33 Secretary @ \$10,264 \$27,114
531 10 12	Overtime	<.1% of Gross Wages
531 10 21	PERS	Public Employee Retirement System contribution
531 10 22	Medicare	1.45% of Gross Wage
531 10 23	Health Insurance	@ actual per Employee
531 10 24	Life Insurance	\$15.12 per Employee
531 10 25	Workers Compensation	11.1% of gross wage for Superintendent/.54% of gross wage for Secretary
531 10 26	Unemployment Insurance	1% of Gross Wages
531 10 27	FICA	None
531 10 31	Office Supplies	General Office Supplies
531 10 32	Operating Supplies	Keys, Film, other general operating supplies
531 10 3201	Safety Supplies	Class Material (Programs, Rental, Purchase of Tapes)
531 10 33	Maintenance Supplies	Paint and Painting Supplies, Other Maintenance Materials
531 10 34	Small Tools	Office Equipment/Software
531 10 41	Professional Services	Janitorial Services for 1/2 P.W. Office
531 10 42	Communications	Telephone & Computer Line, Postage
531 10 4202	Communications Equipment	None
531 10 43	Travel & Training	Employee Training
531 10 44	Advertising	Public Notices, Bid Advertisement, Labor Ads
531 10 4501	Vehicle Replacement	Replacement Cost for Administration Vehicle
531 10 47	Utilities	Public Works Office
531 10 48	Repairs & Maintenance	Maintenance Agreements, Cleaning /Maintenance of Office Machines
531 10 49	Miscellaneous	Subscriptions, Public Works Assoc. Dues, Unanticipated Expenses
531 10 4920	Motor Pool Charges	Repair and Part Charges for Vehicle
531 10 64	Machinery & Equipment	None
531 10 6401	Other Equipment	Desk & Chairs for Directors Office

001 - General Fund
Public Works - Streets Expenses

Program Description				
<p>The Street Maintenance Division of the Public Works Department is responsible for the repair and maintenance of existing City streets and roadways including snow removal, ice control and grading.</p> <p>The Division is also responsible for the repair and maintenance of water and wastewater transmission and service lines; fire hydrant maintenance, repair and installation; and performing storm water drainage maintenance. The Street Division personnel and equipment are also required to respond to and assist in emergency situations.</p>				
Goals				
To perform quality services for the citizens of Petersburg.				
Objectives				
<p>To maintain streets and roadways at the highest level possible with existing personnel and available funding.</p> <p>To provide a safe and adequate water distribution and wastewater collection system.</p>				
Performance Indicators	FY 96	FY 97	FY 98	FY99
Street Maintenance	5187	3655	3235	4000
Water Distribution System	747	235	1200	1000
Wastewater Collection System	810	264	600	1000
Capital Projects	71	1012	0	800
Groundskeeping/Cemetery	1532	1063	1100	1500
Reflects average based on history of hours				

001 - General Fund
Public Works Streets Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	281,261	289,206	262,679	276,254
Employee Benefits	70,466	76,593	84,584	108,630
Supplies	143,860	119,329	68,500	155,028
Services & Charges	307,011	430,953	345,000	275,769
Capital Outlays	33,841	-	-	37,500
Interfund Transfers	-	-	-	
Total Expenditures	836,439	916,081	760,763	853,181

Significant Budget Changes

Capital Outlays

001 - General Fund
Public Works Streets Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
53410 11	Regular Pay	199,011	219,690	252,441	247,679	262,564	262,564
53410 1101	Reg Pay - Temps	6,679	21,328	-	0		
53410 12	Overtime Pay	32,018	40,243	36,664	15,000	13,690	13,690
53410 17	Shift Differential			101			
Subtotal		237,708	281,261	289,206	262,679	276,254	276,254
Personnel Benefits							
53410 21	Pension	33,683	33,064	35,539	35,777	41,742	41,742
53410 22	Medicare	1,763	2,271	2,445	3,809	4,006	4,006
53410 23	Health Insurance	14,081	15,147	18,539	20,194	30,269	30,269
53410 24	Life Insurance	54	53	58	106	111	111
53410 25	Workers' Comp	28,379	14,037	16,400	22,072	28,754	28,754
53410 26	Unemployment Exp	2,316	2,745	1,726	2,627	2,763	2,763
53410 27	FICA	1,459	3,149	1,886	0	986	986
Subtotal		81,735	70,466	76,593	84,584	108,630	108,630
Supplies							
53410 32	Operating Supplies	6,945	2,195	824	1,000	100	100
53410 3201	Safety Supplies	2,270	15,498	6,105	4,000	3,500	3,500
53410 3205	Grounds Supplies		5,628	6,784	5,000	7,000	7,000
53410 33	Maint. Supplies	39,705	41,868	94,911	56,000	35,048	35,048
53410 3303	Parking Maintenance	344	457	6,564	500	1,280	1,280
53410 34	Small Tools	10,125	14,198	4,141	2,000	8,600	8,600
53410 36	Street Materials		64,016	-	0	99,500	99,500
Subtotal		59,389	143,860	119,329	68,500	155,028	155,028
Services & Charges							
53410 41	Professional Services	8,787	6,184	3,855	2,000	1,000	1,000
53410 42	Communication	379	420	11	100	500	500
53410 43	Travel & Training	1,950	248	70	0	1,500	1,500

001 - General Fund
Public Works Streets Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
53410 44	Advertising & Printing	850	1,362	583	500	500	500
53410 4501	Vehicle Repl	77,000	90,936	139,680	0	0	0
53410 47	Utilities	5,506	5,308	5,439	5,500	4,200	4,200
53410 4701	Utilities-St Light	30,688	30,780	30,810	31,000	31,000	31,000
53410 4702	Utilities-Garbage	3,780	2,871	8,844	4,000	8,000	8,000
53410 48	Repairs & Maintenance		-	3,633	1,000	3,650	3,650
53410 4801	Building Repair	2,404	8,184	37	1,000	0	0
53410 4804	Permit Expense	1,576	1,824	1,494	1,000	1,000	1,000
53410 49	Miscellaneous	632	383	-	100	500	500
53410 4920	Motor Pool Charges	210,986	158,511	236,449	298,800	223,919	223,919
53410 2925	New Hire Search			48	0	0	0
Subtotal		344,538	307,011	430,953	345,000	275,769	275,769
Operations & Maintenance Subtotal		723,370	802,598	916,081	760,763	815,681	815,681
Capital Outlays							
53410 6401	Other Equipment		33,841		0	12,500	12,500
53410	Cemetery Expansion	-	-	-	0	25,000	25,000
Subtotal		-	33,841	-	-	37,500	37,500
Public Works Streets Total		723,370	836,439	916,081	760,763	853,181	853,181
Public Works Admin		143,222	147,544	166,336	51,696	50,850	50,850
Public Works Total		866,592	983,983	1,082,417	812,459	904,031	904,031

001 - General Fund
Public Works Streets Narrative

Account #	Description	Narrative
534 10 11	Regular Pay	Foreman - \$49,629 Heavy Equipment Operator x 2 - \$90,564 Utility Worker x 2 - \$82,098 Groundskeeper - \$24,211 Assistant Groundskeeper - \$4,208 .33 Secretary - \$11,854 Total - \$262,564
534 10 1101	Temporary Labor	None
534 10 12	Overtime	5% of Employees Salary
534 10 21	PERS	Public Employees Retirement System contribution
534 10 22	Medicare	1.45% of Gross Wage
534 10 23	Health Insurance	@ actual per Employee
534 10 24	Life Insurance	\$15.12 per Employee
534 10 25	Workers Comp	11.1% of Gross Wage for Public Works/6.68% of Gross Wages for Cemetery Workers and .54% of Gross Wage for Secretary.
534 10 26	Unemployment Expens	1% of Gross Wages
534 10 27	FICA	Social Security
534 10 32	Operating Supplies	Paper Produces, Soap, Coffee, Other General Operating Supplies
534 10 3201	Safety Supplies	Safety Gear, Rain Gear, Jackets, Coveralls, Gloves, Ear Plugs, Goggles, First Aid Kits
534 10 3205	Grounds Supplies	Landscaping/Cemetery Supplies - Operating Supplies, Plants, Soil, Seeds
534 10 33	Maintenance Supplies	Culvert, Calcium, Paint, Lumber, Batteries, Street Signs, Cement, Tarps
534 10 3303	Parking Maintenance	Signage, paint, safety materials
534 10 34	Small Tools/Equipment	Cut off saw, portable generator, chain saw, compactor
534 10 36	Street Materials	Crushed Rock, Lignosite, snow gate for Dolphin Street.
534 10 41	Professional Services	Legal, surveyors, janitorial

001 - General Fund
Public Works Streets Narrative

Account #	Description	Narrative
534 10 42	Communications	Telephone and pagers
534 10 43	Travel & Training	Certifications and conferences
534 10 44	Advertising & Printing	Public Notices
534 10 4501	Vehicle Replacement	Replacement Cost for Public Works Street Equipment
534 10 47	Utilities	Electric for Public Works Garage
534 10 4701	Utilities	Street Lights/Cemetery Electricity
534 10 4702	Utilities	Main Street Refuse Collection
534 10 48	Repairs/Maintenance	Snowgates
534 10 4801	Building Repair	Facilities Repair/Improvement,
534 10 4804	Permit Expense	Move Permits, State Permits, CDL
534 10 49	Miscellaneous	Miscellaneous, dues & subscriptions
534 10 4920	Motor Pool Charges	Direct Cost for Insurance, Fuel, Labor, Parts for Public Works Equipment
534 10 6401	Other Equipment	Portable Hardtop Chapel with sidewalls, replacement parts for parkway benches & tables
534 10	Cemetery Expansion	One-half development of new section at the Petersburg Memorial Cemetery
59710 5908	Interfund Transfers	Geographic Information Systems - proportional contribution for Copy Machine.

001 - General Fund
Community Development Expenditures

Program Description
The Community Development Department is responsible for community development, city planning, zoning regulation, and building code enforcement for the city. The department also provides staff support to the Planning and Zoning Commission and assists in the review of the Comprehensive Plan and the preparation of Petersburg Municipal Code changes. Other staff functions involve public hearings for zoning amendments, variances, conditional use permits, special use permits, along with subdivision platting, city mapping, preparing the annual Overall Economic Development Plan, and assistance to other city departments with state and federal regulations and permitting requirements.
Goals
To promote the safe and orderly development of the city in conformance with the Uniform Building Code and Municipal Code regulations governing building and land use development. To provide assistance to city departments and the public in understanding and adapting to changing federal and state building and land use regulations.
Objectives
<ul style="list-style-type: none">- To serve the public as an informational resource to promote community development.- To assist the community in obtaining necessary local, state and federal permits.- To assist city departments by recording changes in development, land ownership and platting.- To update and maintain the urban base maps and city zoning maps.- To assist the Planning and Zoning Commission in reviewing and updating the Comprehensive Plan.- To process requests for subdivisions, special use permits, conditional use permits, variances, zoning amendments, COE 404 permit reviews, ACMP consistency reviews, and other P&Z business.- To review and approve all building projects within the city for conformance with the Uniform Building Code, Uniform Plumbing Code, the Uniform Mechanical Code and the Zoning Ordinance.

001 - General Fund
Community Development Expenditures

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	163,136	180,568	116,339	120,850
Employee Benefits	48,762	49,426	31,678	38,579
Supplies	7,798	4,378	3,000	14,900
Services & Charges	26,698	39,191	12,650	45,290
Capital Outlay	500	4,845	-	4,000
Total Expenditures	246,894	278,408	163,667	223,619

Significant Budget Changes

GIS Fund was terminated; expenses incorporated into Community Development - \$18,000.
Borough Petition Consultant - \$30,000

Capital Outlays

One third cost of purchase of large sheet copy machine.

001 - General Fund
Community Development Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
53660 11 00	Regular Wages	151,576	157,896	177,138	115,839	119,850	119,850
53660 12 00	Overtime	4,072	5,240	3,430	500	1,000	1,000
Subtotal		155,648	163,136	180,568	116,339	120,850	120,850
Personnel Benefits							
53660 21 00	PERS	25,866	24,043	23,384	15,845	18,260	18,260
53660 22 00	Medicare	1,275	1,265	1,490	1,687	1,752	1,752
53660 23 00	Aetna Health	15,956	15,757	16,938	10,217	14,697	14,697
53660 24 00	Life Insurance	49	42	41	37	38	38
53660 25 00	Workers Compensation	7,856	5,978	5,907	2,728	2,624	2,624
53660 26 00	ESD (Unemployment)	1,607	1,619	1,083	1,163	1,208	1,208
53660 27 00	FICA	125	58	583	-	-	-
Subtotal		52,734	48,762	49,426	31,678	38,579	38,579
Supplies							
53660 31 00	Office Supplies	1,013	2,288	1,608	800	1,500	1,500
53660 32 00	Operating Supplies	568	943	813	600	1,500	1,500
53660 32 01	Safety Supplies	101	104	49	100	100	100
53660 33 00	Maintenance Supplies					300	300
53660 34 00	Small Tools and Equipment	8,362	4,463	1,908	1,500	11,500	11,500
Subtotal		10,044	7,798	4,378	3,000	14,900	14,900
Services & Charges							
53660 41 00	Professional Services	(184)	1,047	6,365	750	30,750	30,750
53660 42 00	Communications	2,786	2,930	2,716	2,600	3,560	3,560
53660 43 00	Travel & Training	3,653	7,408	3,852	2,000	4,200	4,200
53660 4301	Travel Grant		1,200	-	-	-	-
53660 43 03	Travel / P&Z Commission		2,220	1,132	-	-	-

001 - General Fund
Community Development Expenditures

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
53660 44 00	Advertising & Printing	475	1,871	578	600	600	600
53660 45 00	Rentals and Leases	900	550	350	500	600	600
53660 45 01	Vehicle Replacement	2,856	4,212	15,552	2,000	-	-
53660 47 00	Utilities	997	1,935	2,019	1,000	1,500	1,500
53660 48 00	Repairs and Maintenance	286	238	560	400	400	400
53660 49 00	Miscellaneous	924	888	1,577	500	620	620
53660 49 01	Reimbursable Expenses			-	-		
53660 49 20	Motor Pool O & M	2,192	2,199	4,490	2,300	3,060	3,060
Subtotal		14,885	26,698	39,191	12,650	45,290	45,290
Operations and Maintenance Subtotal		233,311	246,394	273,563	163,667	219,619	219,619
Capital Outlays							
53660 64 00	Machinery & Equipment	28,084	500	4,845		4,000	4,000
Subtotal		28,084	500	4,845	-	4,000	4,000
Community Development Total		261,395	246,894	278,408	163,667	223,619	223,619

001 - General Fund
Community Development Narrative

Account #	Description	Narrative
53660 11 00	Salaries & Wages	
	Director	\$56,071
	Engineering Technician	\$45,804
	Secretary	\$17,975 - 1/2 time to Community Development 1/2 to Engineering \$119,850
53660 12 00	Overtime	\$1000 for overtime
53660 21 00	PERS	Public Employees Retirement System
53660 22 00	Medicare	Federal Medicare
53660 23 00	Aetna Health	Health Insurance
53660 24 00	Life Insurance	Life Insurance
53660 25 00	Workers Compensation	Workers Compensation
53660 26 00	ESD (Unemployment)	Unemployment Insurance
53660 27 00	FICA	Social Security - only when not covered by PERS
53660 31 00	Office Supplies	Office, paper, and computer and blue print machine supplies; mapping supplies
53660 32 00	Operating Supplies	Supplies, recording tapes, film and operating supplies; mapping supplies
53660 32 01	Safety Equipment	Safety equipment
53660 33 00	Maintenance Supplies	Paint, light bulbs, etc.
53660 34 00	Small Tools and Equipment	Drafting and surveying equipment, small tools, digitizer and mapping equipment
53660 41 00	Professional Services	Janitorial services, borough petition consultant
53660 42 00	Communications	Telephone, postage and fax machine.
53660 43 00	Travel & Training	ICBO seminars, Alaska Planners conference, technical/professional training; Autocad and GIS mapping
53660 43 03	Travel _ P&Z Commission	Training for Planning and Zoning Commission members.
53660 44 00	Advertising & Printing	Newspaper notices, printing expenses.
53660 45 00	Rentals and Leasing	Engineering Technician - car allowance.
53660 45 01	Vehicle Replacement	
53660 47 00	Utilities	Utility charges for Community Development office.
53660 48 00	Repairs and Maintenance	Repairs and maintenance of office, surveying and mapping equipment.
53660 49 00	Miscellaneous	ICBO and APA dues, newspaper and publications, unanticipated expenses.
53660 4901	Reimbursable Expenses	Subdivision inspections.
53660 4920	Motor Pool O&M	Actual shop costs, gas/oil, insurance, parts and freight.
53660 64 00	Machinery & Equipment	1/3 cost for large sheet copy machine to replace blueline machine.
53660 6415	Machinery & Equipment	

001- General Fund
Facilities
Maintenance

Program Description

Facilities Maintenance is responsible for maintenance of the 25 buildings in various city departments. The department coordinates additions and alterations to existing buildings, along with construction of smaller city improvements. In addition, this division assists other non-departmental entities with the maintenance of their city-owned buildings.

Goals

- Provide building maintenance for city departments.
- Assist other non-departmental entities with maintenance of city-owned buildings.

Objectives

- Initiate a systematic program for the maintenance of city-owned buildings.
- Perform unscheduled emergency maintenance items.
- Complete budgetted maintenance requests for city departments.
- Perform unscheduled non-emergency maintenance items.

001 - General Fund
Facilities Maintenance Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Budget FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	-	-	44,950	47,804
Employee Benefits	750	24	15,928	17,585
Supplies	-	-	2,600	2,800
Services & Charges	-	-	24,039	9,474
Projects	80,987	119,751	103,115	58,746
Total Expenditure	81,737	119,775	190,632	136,409

Significant Budget Changes

001 - General Fund
Facilities Maintenance Expenses

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Salaries and Wages							
53810 11	Regular Pay	-	-	-	43,950	45,804	45,804
53810 12	Overtime Pay	-	-	-	1,000	2,000	2,000
	Subtotal	-	-	-	44,950	47,804	47,804
Personnel Benefits							
53810 2100	Pension	-	-	8	6,258	7,223	7,223
53810 2200	Medicare	100	100	2	667	693	693
53810 2300	Health Insurance	-	-	7	5,757	6,542	6,542
53810 2400	Life Insurance	-	-	-	15	15	15
53810 2500	Workers Compensation	-	-	-	2,771	2,634	2,634
53810 2600	Unemployment	150	150	1	460	478	478
53810 2700	FICA	500	500	6	-	-	-
	Subtotal	750	750	24	15,928	17,585	17,585
Supplies							
53810 3100	Office Supplies	-	-	-	400	400	400
53810 3200	Operating Supplies	-	-	-	1,000	1,000	1,000
53810 3201	Safety Supplies	-	-	-	200	200	200
53810 33 00	Maintenance Supplies	-	-	-	-	200	200
53810 34	Small Tools and Equip	-	-	-	1,000	1,000	1,000
	Subtotal	-	-	-	2,600	2,800	2,800
Services and Charges							
53810 4100	Professional Services	-	-	-	-	2,000	2,000
53810 4200	Communications	-	-	-	500	500	500
53810 4300	Travel and Training	-	-	-	1,000	1,000	1,000
53810 4500	Rentals and Leasing	-	-	-	500	500	500
53810 4501	Vehicle Replacement	-	-	-	8,259	-	-
53810 4700	Utilities	-	-	-	600	600	600
53810 4800	Repairs and Maintenance	-	-	-	200	200	200

001 - General Fund
Facilities Maintenance Expences

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
53810 4900	Miscellaneous	-			10,300	2,000	2,000
53810 4920	Motor Pool O&M	-			2,680	2,674	2,674
Subtotal		-			24,039	9,474	9,474
Operations and Maintenance Subtotal		750	750	24	87,517	77,663	77,663
Projects							
53810 6207	Petersburg Medical Center		-		3,000		
53810 6208	Water Utility	1,000	856	8,727	8,300	2,000	2,000
53810 6209	Wastewater Utility	12,950	2,669		500	8,500	8,500
53810 6211	Public Works	3,000	9,452	66,651	29,065	1,000	1,000
53810 6212	Clausen Museum	6,000	5,639	2,606	2,700	9,600	9,600
53810 6213	Parks & Recreation	32,720	22,590	8,477	14,500	13,100	13,100
53810 6214	Administration	1,000	6,515	1,849	1,000	1,500	1,500
53810 6215	Library	1,300	152	426	500	1,500	1,500
53810 6216	Finance	11,720	483	638	1,000	3,000	3,000
53810 6218	Police Department	6,200	8,802	4,688	5,375	7,100	7,100
53810 6219	Fire Department	78,111	7,410	4,974	8,825	2,846	2,846
53810 6225	Elderly Housing	27,700	15,102	8,661	16,000	3,600	3,600
53810 6226	Community Development	3,600	1,317	2,275	2,350	1,000	1,000
53810 6229	Engineering		-	9,779	10,000	1,000	1,000
53810	Municipal Building					3,000	3,000
Building Maintenance Project Subtotal		185,301	80,987	119,751	103,115	58,746	58,746
Building Maintenance Total		186,051	81,737	119,775	190,632	136,409	136,409

001- General Fund
Facilities Maintenance Narrative

Account #	Description	Narrative
53810 1100	Regular Pay	
	Maintenance Specialist	\$45,804
53810 1200	Overtime Pay	\$2000 for overtime
53810 2100	PERS	Public Employees Retirement System
53810 2200	Medicare	Federal Medicare
53810 2300	Atena Health	Health Insurance
53810 2400	Life Insurance	Life Insurance
53810 2500	Workers Compensation	Workmans Compensation
53810 2600	Unemployment	Unemployment Insurance
53810 2700	FICA	Social Security - only when not covered by PERS
53810 3100	Office Supplies	Office Supplies
53810 3200	Operating Supplies	Carpentry & Maintenance supplies
53810 3201	Safety Supplies	Safety Supplies
53810 3300	Maintenance Supplies	Custodial supplies
53810 3400	Small Tools & Equipment	Maintenance tools & equipment
53810 4100	Professional Services	Elevator, boiler and sprinkler inspections
53810 4200	Communications	Telephone & postage fees
53810 4300	Travel and Training	ICBO examination
53810 4400	Advertising and Printing	Advertising and Printing
53810 4500	Rentals and Leasing	Rentals and Leasing
53810 4501	Vehicle Replacement	Replacement contributions for Maintenance Van
53810 4700	Utilities	Utilities
53810 4800	Repairs and Maintenance	Repairs and Maintenance
53810 4900	Miscellaneous	ICBO dues & misc. expenses
53810 4920	Motor Pool O&M	Actual shop costs, gas/oil, insurance, parts.

001- General Fund
Facilities Maintenance Narrative

Account #	Description	Narrative
53810 6207	Petersburg Medical Center	
53810 6208	Water Utility	Repaint lab, replace countertop.
53810 6209	Wastewater Utility	Recoat asphalt roof, construct rain cover for fuel tank
53810 6211	Public Works	Emergency repairs and routine maintenance
53810 6212	Clausen Museum	Replace electric baseboard with monitor heaters
53810 6213	Parks & Recreation	Emergency repairs and routine maintenance; Repair gym wall, repair Sandy Beach Park Buildi
53810 6214	Administration	Emergency repairs and routine maintenance; Painting, install floor drains
53810 6215	Library	Emergency repairs and routine maintenance; Replace ceiling tiles
53810 6216	Finance	Emergency repairs and routine maintenance; Painting, replace ceiling tiles
53810 6218	Police Department	Repair prisoner shower, remodel bathroom, repaint offices.
53810 6219	Fire Department	Emergency repairs and routine maintenance; Painting, unit heater
53810 6225	Elderly Housing	Replace handrail and guardrail to meet code, replace exterior door.
53810 6226	Community Development	Emergency repairs and routine maintenance
53810 6227	Engineering	Emergency repairs and routine maintenance
53810	Municipal Building	Replace lock system

001 - General Fund
City Engineer

Program Description
The Engineering Department is responsible for all capital and special project management, including design and implementation of the City's capital improvement program. The department provides staff assistance to the City Manager and other operating departments and organizational units of the city to achieve the most efficient accomplishment of city government objectives.
Goals
Manage all capital and special improvement projects. Facilitate inter-departmental coordination and cooperation to insure effective project management. Provide engineering expertise, advice and recommendations as needed by city personnel, council, manager and the public. Assist in the development and recommendation of municipal code revisions for private sector infrastructure development.
Objectives
Inter-departmental coordination Construction inspection and administration of capital and special projects Act as the City's representative with contractors, developers, outside funding and regulatory agencies, and other governmental entities.

001 - General Fund
City Engineer Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget 97/98	Approved Budget FY 98/99
Salaries & Wages	20,811	32,950	47,151	42,472
Employee Benefits	3,935	4,893	13,050	11,968
Supplies	2,079	1,852	2,100	4,100
Services & Charges	17,346	22,729	17,800	10,790
Capital Outlays	3,033	13,617	4,000	4,000
Total Expenditures	47,204	76,041	84,101	73,330

Significant Budget Changes

Capital Outlays

001 - General Fund
City Engineer Expenses

Account Number	Description	Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
		Actual FY 94/95	Actual FY 95/96	Actual FY 96/97	Budget FY 97/98	Recommended FY 98/99	Approved FY 98/99
Salaries & Wages							
54010 11	Regular Pay	0	20,811	32,950	47,151	42,472	42,472
Subtotal		0	20,811	32,950	47,151	42,472	42,472
Personnel Benefits							
54010 2100	Pension	0	997	1,238	6,422	6,418	6,418
54010 2200	Medicare	0	312	455	684	616	616
54010 2300	Health Insurance	0	859	1,266	3,644	3,793	3,793
54010 2400	Life Insurance	0	3	3	14	12	12
54010 2500	Workers Comp	0	636	389	894	705	705
54010 2600	Unempl. Expense	0	212	275	472	425	425
54010 2700	FICA	0	916	1,267	921	-	-
Subtotal		0	3,935	4,893	13,050	11,968	11,968
Supplies							
54010 31	Office Supplies	0	723	391	500	1,000	1,000
54010 32	Operating Supplies	0	201	103	300	800	800
54010 33	Maintenance Supplies	0	-	-	300	300	300
54010 34	Small Tools/ Equipment	0	1,155	1,358	1,000	2,000	2,000
Subtotal		0	2,079	1,852	2,100	4,100	4,100
Services & Charges							
54010 41	Professional Services	0	-	-	-	2,000	2,000
54010 42	Communications	0	894	873	1,000	1,500	1,500
54010 43	Travel & Training	0	4,992	16,616	2,500	2,500	2,500
54010 44	Advertising & Printing	0	-	-	300	600	600
54010 45	Rentals & Leases	0	950	-	-	-	-
54010 4501	Vehicle Replacement	0	1,500	-	-	-	-
54010 48	Repairs & Maintenance	0	-	92	200	500	500
54010 49	Miscellaneous	0	1,198	-	300	300	300
54010 4920	Motor Pool O&M	0	7,812	1,485	3,500	3,390	3,390
54010 4925	Personnel Expenses	10,748	-	3,663	10,000	-	-

001 - General Fund
City Engineer Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Subtotal		10,748	17,346	22,729	17,800	10,790	10,790
Operations & Maintenance Subtotal		10,748	44,171	62,424	80,101	69,330	69,330
Capital Outlays							
54010 64	Machinery & Equipment	0	3,033	13,617	4,000	4,000	4,000
Subtotal		0	3,033	13,617	4,000	4,000	4,000
City Engineer Total		10,748	47,204	76,041	84,101	73,330	73,330

001 - General Fund
City Engineer Narrative

Account #	Description	Narrative
54010 11	Regular Pay	Engineer 35% of \$70,000; 10% Queen St.; 35% Scow Bay; 20% Harbor. Secretary \$17,972 .50 time to Engineering .50 to Community Development \$42,472
54010 2100	Pension	Public Employees Retirement System contribution
54010 2200	Medicare	1.45% of Gross Wage
54010 2300	Health Insurance	Annual Per Employee/figured actual
54010 2400	Life Insurance	\$15.11 Annual per employee
54010 2500	Workers Comp	2.48% of Gross Wage-Engineer, .54% Secretary
54010 2600	Unempl. Expense	1% of Gross Wage
54010 2700	FICA	Social Security at 6.2% of Gross Wage (Temporary/Seasonal Employees)
54010 31	Office Supplies	Letterhead & Envelopes, pens, hanging file folders/file folders, computer disks, pens/pencils, tape, staples and copy paper
54010 32	Operating Supplies	Paper towels, toilet paper, soap, cleaning & sanitation supplies
54010 33	Maintenance Supplies	Paint, light bulbs, electrical supplies and plumbing supplies
54010 34	Small Tools/ Equipment	Engineering/surveying equipment
54010 41	Professional Services	Miscellaneous Consulting Services, Janitorial Services
54010 42	Communications	Telephone & express mail, cell phone
54010 43	Travel & Training	Alaska certification, project management
54010 44	Advertising & Printing	Legal advertisements
54010 45	Rentals & Leases	
54010 48	Repairs & Maintenance	Small Equipment, Copier Maintenance Agreement
54010 49	Miscellaneous	Dues and subscriptions, unanticipated expences
54010 4925	Personnel expenses	New hire search/moving expenses
54010 64	Machinery & Equipment	1/3 cost for large sheet copy machine to replace blueline machine, office equipment

001 - General Fund
Community Services Expenditures

Program Description
The Community Services portion of the General Fund budget contributes funding for agencies which provide health, social and community services to the citizens of Petersburg.
Goals
The goal of the city in providing funding for these agencies is to create a healthy, creative and supportive living environment.

001 - General Fund
Community Service Expenditures

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget 97/98	Approved Budget FY 98/99
Grants	189,559	203,627	192,375	216,875
Interfund Transfers	80,604	73,574	69,160	63,973
Total Expenditures	270,163	277,201	261,535	280,848

Significant Budget Changes

Capital Outlays

001 - General Fund
Community Services Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Grants							
56010 4914	Clausen Museum Grant	32,200	37,200	40,000	30,000	40,000	40,000
56020 4928	Transient Room Tax Grant	5,600	8,000	5,900	6,000	6,000	6,000
56020 4929	Chamber of Commerce Grant	21,756	16,522	23,147	25,000	25,000	25,000
56010 4931	Day Care Admin Subsidy	3,000	5,962	4,134	4,500	3,000	4,500
56010 4934	Petersburg Youth Program	25,000	25,000	25,000	25,000	25,000	25,000
56010 4935	Public Health Nurse	15,375	15,375	15,600	15,375	16,375	16,375
56010 4936	Mental Health Services	40,000	50,000	50,000	50,000	50,000	50,000
56010 4937	Alcohol & Drug Abuse Services	25,000	25,000	25,000	25,000	35,000	35,000
56010 4939	Public Radio KFSK		3,500	3,500		3,500	3,500
56010 4943	Senior Citizens Nutrition Program	3,000	3,000	3,000	3,000	3,000	3,000
56010 4955	Local Day Care Grant			8,346	8,500	8,500	8,500
Subtotal		170,931	189,559	203,627	192,375	215,375	216,875
Interfund Transfers							
59710 59	Petersburg Medical Center	85,822	80,604	73,574	69,160	63,973	63,973
Subtotal		85,822	80,604	73,574	69,160	63,973	63,973
Community Services Total		256,753	270,163	277,201	261,535	279,348	280,848

001 - General Fund
Community Services Expenditures

Account #	Description	Narrative
56010 4914	Clausen Memorial Museum	Local operations grant
56020 4928	Transient Room Tax Grant	Tourism projects
56020 4929	Chamber of Commerce Grant	Operations grant
56010 4931	Day Care Administrative Subsidy	Local operations grant
56010 4934	Petersburg Youth Program	Local operations grant
56010 4935	Public Health Nurse	State pass through and local operations grant
56010 4936	Mental Health Services	State pass through and local operations grant
56010 4937	Alcohol & Drug Abuse Services	State pass through and local operations grant
56010 4939	Public Radio KFSK	Local operations grant
56010 4943	Senior Citizens Nutrition Program	Local operations grant
56010 4955	Local Day Care Grant	Local grant for day care services
59710 59	Petersburg Medical Center	State Revenue Sharing pass through

001 - General Fund
Library Expenses

Program Description			
The library acquires, organizes, and provides access to information and library materials.			
Goals			
To inform, enrich, and empower every citizen in the community by creating and promoting free and easy access to a vast array of ideas and information.			
Objectives			
Increase circulation to 34,500 items Provide program events to encourage reading, library use, and information literacy Add 1100 books, 45 videos, and 80 periodicals subscriptions by donation and purchase.			
Performance Indicators			
	Est. FY97	Projected FY98	Projected FY99
Total circulation	33,000	34,000	34,500
Annual attendance	27,000	27,000	29,000
New library cards issued	550	550	550
Registered borrowers	3,700	3,800	3,800
Programs offered	50	28	34
Program attendance	1,635	1,500	1,550

001 - General Fund
Library Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	90,531	96,524	97,309	100,767
Employee Benefits	20,461	19,936	23,472	25,752
Supplies	30,751	33,060	30,500	27,600
Services & Charges	12,639	16,871	14,900	15,200
Capital Outlays	1,994	29,715	2,000	5,000
Total Expenditures	156,376	196,106	168,181	174,319

Significant Budget Changes

None

001 - General Fund
Library Expenses

Account Number	Description	Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Salaries & Wages							
57210 11	Salaries	87,103	90,531	96,524	97,309	100,767	100,767
	Subtotal	87,103	90,531	96,524	97,309	100,767	100,767
Personnel Benefits							
57210 2100	PERS	11,886	11,983	11,232	13,253	15,226	15,226
57210 2200	Medicare	584	594	678	1,411	1,461	1,461
57210 2300	Aetna	6,093	5,964	6,088	7,194	6,225	6,225
57210 2400	Life Insurance	24	22	20	76	76	76
57210 2500	Workers Comp	418	375	392	564	544	544
57210 2600	Unemployment	871	898	565	973	1,008	1,008
57210 2700	FICA	912	625	961	-	1,212	1,212
	Subtotal	20,788	20,461	19,936	23,472	25,752	25,752
Supplies							
57210 31	Office Supplies	2,403	2,219	2,394	2,300	2,300	2,300
57210 32	Operating Supplies	105	133	39	100	100	100
57210 3211	Books	19,992	22,174	24,077	22,000	20,000	20,000
57210 3212	Periodicals	4,927	4,883	5,085	5,000	4,100	4,100
57210 3213	AV materials	497	1,342	1,452	900	900	900
57210 34	Small Tools & Equip.			13	200	200	200
	Subtotal	27,924	30,751	33,060	30,500	27,600	27,600
Services & Charges							
57210 41	Professional Services						
57210 4111	Western Library Network	1,746	2,043	4,977	2,000	2,300	2,300

001 - General Fund
Library Expenses

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
57210 42	Communications	2,068	2,425	3,528	3,000	4,500	4,500
57210 43	Travel & Training	657	1,355	900	1,000	500	500
57110 44	Advertising & Printing	88	209	132	150	150	150
57210 48	Repairs & Maintenance	5,968	5,800	6,174	8,000	7,000	7,000
57210 49	Miscellaneous	1,596	807	1,160	750	750	750
Subtotal		12,123	12,639	16,871	14,900	15,200	15,200
Operations & Maintenance Subtotal		147,938	154,382	166,391	166,181	169,319	169,319
Capital Outlays							
57210 64	Machinery & Equipment		1,994	29,715	1,000	1,000	1,000
57210 6401	Library Other Equipment	1,659	-	-	1,000	4,000	4,000
Subtotal		1,659	1,994	29,715	2,000	5,000	5,000
Library Total		149,597	156,376	196,106	168,181	174,319	174,319

001 - General Fund
Library Expenses

Account #	Description	Narrative										
57210 11	Salaries	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 150px;">Librarian</td> <td style="text-align: right;">\$51,575</td> </tr> <tr> <td>Technician</td> <td style="text-align: right;">29,657</td> </tr> <tr> <td>Clerks</td> <td style="text-align: right;">16,710</td> </tr> <tr> <td>Page</td> <td style="text-align: right;">2,825</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">100,767</td> </tr> </table>	Librarian	\$51,575	Technician	29,657	Clerks	16,710	Page	2,825	Total	100,767
Librarian	\$51,575											
Technician	29,657											
Clerks	16,710											
Page	2,825											
Total	100,767											
57210 2100	PERS	Public Employees Retirement System contribution										
57210 2200	Medicare	1.45% of gross wages										
57210 2300	Aetna	Health Insurance/actual per employee										
57210 2400	Life Insurance	\$15.12 city contribution										
57210 2500	Workers Comp	.54% of gross wages										
57210 2600	Unemployment	1% of gross wages										
57210 31	Office Supplies	Includes paper for public copier, office supplies										
57210 32	Operating Supplies	General operating supplies										
57210 3211	Books	The most used information resource										
57210 3212	Periodicals	Newspapers, magazines and CD-ROM periodical index										
57210 3213	AV materials	Videos, cassettes, books on tape										
57210 34	Small Tools & Equip.											
57210 4111	Western Library Network	CD ROM subscription to the WLN bibliographic utility-source of machine readable cataloging, interlibrary loan, and maintaining catalog records										
57210 42	Communications	Postage, telephone, and computer lines including internet & automation system connections to and from school district										
57210 48	Repairs & Maintenance	Copier, equipment, software and computer maintenance										
57210 49	Miscellaneous	Programming costs, prizes										
57210 43	Travel & Training	Alaska Library Assn. Conference, computer training										
57210 44	Advertising	Advertising open positions and programs										
57210 64	Machinery & Equipment	Estimated replacement or additions to computer hardware										
57210 6401	Other equipment	Steel Shelving										

001 - General Fund
Parks and Recreation - Administration Expenses

Program Description						
The Parks & Recreation Department is responsible for strategic and long range planning for the systematic development, maintenance, operations and administration of the city's parks, facilities, programs and services.						
Goals						
The goal of the department is to provide the community with safe and attractive park spaces and recreational facilities along with leisure activities to meet the the desired and expressed needs of the citizens.						
Objectives						
To implement the recommendations of the Parks & Recreation Advisory Board.						
To provide the broadest range of services to the community within budgetary limitations.						
To create a Revenue Policy which will guide and set a consistent framework for fees and charges.						
Performance Indicators						
	Actual FY 95-96	Actual 7/1-12/31/96	Actual FY 96/97	Projected FY97/98	Projected FY98/99	
Recovery rate	39%	36%	35%	34%	30%	
			(% expenses covered by revenue department wide)			
Community Gym						
Community use	31,960	14,050	30,731	27,000	36,000	
School District use	51,700	15,669	37,844	45,000	43,332	

001 - General Fund
Parks and Recreation - Administration Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	166,365	171,481	170,981	181,510
Employee Benefits	46,925	43,927	57,878	60,243
Supplies	48,667	50,759	32,350	42,150
Services & Charges	15,437	24,140	18,600	20,144
Capital Outlay	4,480	5,835	-	
Total Expenditures	281,874	300,167	279,809	304,047

Significant Budget Changes

Increase in Special Recreation for program development
which will be offset by revenues; increase in communications due to MOM networking.

Capital Outlay

001 - General Fund
Parks and Recreation - Administration Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
57410-11	Salaries	128,089	160,771	166,176	165,731	175,479	175,479
57410-12	Overtime	2,508	3,192	3,393	2,750	3,531	3,531
57410-17	Shift Differential	1,955	2,402	1,912	2,500	2,500	2,500
	Subtotal	132,552	166,365	171,481	170,981	181,510	181,510
Personnel Benefits							
57410-21	PERS	21,701	20,294	20,027	23,288	27,426	27,426
57410-22	Medicare	2,238	2,496	2,481	2,479	2,632	2,632
57410-23	Aetna	13,323	11,668	10,630	20,250	18,361	18,361
57410-24	Life Insurance	38	39	38	86	102	102
57410-25	Worker's Comp.	10,208	8,636	8,528	8,506	9,672	9,672
57410-26	ESD	1,531	1,708	1,011	1,710	1,815	1,815
57410-27	FICA	1,111	2,084	1,212	1,559	235	235
	Subtotal	50,150	46,925	43,927	57,878	60,243	60,243
Supplies							
57410-31	Office Supplies	1,099	1,253	2,199	1,100	1,500	1,500
57410-32	Operating Supplies	2,003	2,691	2,856	2,500	2,500	2,500
57410-3201	Safety Supplies	250	273	227	250	250	250
57410-3203	Special Recreation	14,265	26,248	29,566	14,000	24,000	24,000
57410-3220	Op. Supplies-Parks	982	2,160	1,883	1,500	1,500	1,500
57410-33	Maintenance Supplies	5,838	8,111	6,230	6,500	6,500	6,500
57410-3320	Maint. Supplies-Parks	1,194	1,407	2,416	2,000	2,000	2,000
57410-34	Sm Tools/Equipment	3,365	2,461	4,578	3,000	3,300	3,300
57410-3420	Sm Tools/Equip-Parks	1,802	4,064	804	1,500	600	600
	Subtotal	30,798	48,667	50,759	32,350	42,150	42,150

001 - General Fund
Parks and Recreation - Administration Expenses

Account Number	Description	Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Services & Charges							
57410-41	Professional Services		-	-		660	660
57410-42	Communications	1,505	1,285	1,551	1,500	3,552	3,552
57410-43	Travel & Training	2,001	4,262	3,451	2,000	3,000	3,000
57410-44	Advertising	317	639	628	600	800	800
57410-45	Rentals/Leases	1,200	1,200	1,214	1,200	1,200	1,200
57410-4501	Vehicle Replacement	1,544	2,100	3,192	-	-	-
57410-47	Utilities	2,665	2,310	2,800	3,500	3,000	3,000
57410-48	Repair & Maintenance	2,241	1,005	3,227	1,600	1,600	1,600
57410-49	Miscellaneous	274	370	583	350	500	500
57410-4904	Gun Range		-	-	-		
57410-4905	Haugen Rec. Area		-	3,426	-	3,000	3,000
57410-4920	Motor Pool	1,687	2,267	3,219	1,850	2,832	2,832
57410 4925	New Hire Search			849	6,000		
Subtotal		13,434	15,437	24,140	18,600	20,144	20,144
Operations & Maintenance Subtotal		226,934	277,394	290,307	279,809	304,047	304,047
Capital Outlays							
57410-64	Machinery & Equipment		4,480	5,835	-	-	-
Subtotal		-	4,480	5,835	-	-	-
Parks & Rec Admin Total		226,934	281,874	296,142	279,809	304,047	304,047

001 - General Fund
Parks and Recreation - Administration Expenses

Account #	Description	Narrative
57410-11	Salaries & Wages	
	Park & Rec. Director	\$48,000 1 FTE - Full-time administration of recreation, parks, pool and campground
	Facility Attendant - Gym	\$66,985 2.17FTE - three 29 hr/wk and one 20 hr/wk to staff and clean Comm.Gym
	Park & Facility Maint.	\$32,513 .75 FTE - repair and maintenance of gym, pool, and all park facilities
	Recreation Fac. Supervisor	\$19,990 .5 FTE - supervision of gym facility, staff, and programs
	Groundskeeper Assist.	\$4,208.165 FTE - Laborer position for groundskeeping, shared between Parks & Recreation, Public Works, and Harbor
	Laborer I	\$1,311 for 100 hours of temporary, part-time ballfield maint. assistance
	College Intern	\$2,472 for 480 hr. placement to coordinate program, initiate studies, assist Director
		\$175,479
57410-12	Overtime	call-out for maint and staff pay when gym facility is open on a holiday
57410-17	Shift Differential	contractual pay differential for evening shift
57410-21	PERS	Public Employees Retirement System contribution
57410-22	Medicare	Employer's contribution @ 1.45% of gross wage
57410-23	AETNA	\$545.15/mo. @ 100%, \$429.06/mo. @ PT 75%, \$268.74/mo. @ PT 50%
57410-24	Life Insurance	\$15.12/yr. per covered employee
57410-25	Worker's Comp.	6.68% of gross wage for all employees except Director @ 2.48%
57410-26	ESD	1% of gross wage for all employees
57410-27	FICA	6.2% for all probationary, temporary or less than 15hrs/wk employees
57410-31	Office Supplies	Copier toner, copy paper, pens, pencils, notebooks, etc.
57410-32	Operating Supplies	Cleaning supplies, paper towels, toilet paper, garbage bags, etc
57410-3201	Safety Supplies	Gloves, earplugs, goggles, MSDS supplies, etc.
57410-3203	Special Recreation	Funds for programs, special events, league expenses (offset by revenues)
57410-3220	Op. Supplies-Parks	Field chalk, garbage bags, TP, soap, cleaning supplies, etc.
57410-33	Maintenance Supplies	Filters, lightbulbs, floor refinishing, major/minor replacement
57410-3320	Maint. Supplies-Parks	Paint, lightbulbs, landscaping materials, equipment & facility maintenance
57410-34	Sm Tools/Equipment	Balls, nets, cleaning equipment, office needs, signage, etc.
57410-3420	Sm Tools/Equip-Parks	Picnic tables, benches, field liner, brooms, rakes, etc. equipment

001 - General Fund
Parks and Recreation - Administration Expenses

Account #	Description	Narrative
57410-41	Professional Services	Hepatitis B shots
57410-42	Communications	Telephone and mail, based on actual
57410-43	Travel & Training	Dir. & Rec. Supervisor travel to ARPA Conference, First Aid & CPR staff training
57410-44	Advertising & Printing	Legal ads, job ads, gym passes, program promotion
57410-45	Rentals/Leases	Director car allowance
57410-4501	Vehicle Replacement	Dept. Pick-up replacement rate only
57410-47	Utilities	Garbage collection, sewer, water, electricity for park facilities
57410-48	Repair & Maintenance	Contract repair, copier maintenance
57410-49	Miscellaneous	Dues, subscriptions (i.e. NRPA, ARPA dues)
57410-4920	Motor Pool	Vehicle O. & M.

001 - General Fund
Parks and Recreation - Pool Expenses

Program Description					
The Parks & Recreation Department is responsible for operations and maintenance of the Melvin Roundtree Memorial Swimming Pool. Programs and services include open swim, public school use, swim meets and competitions, classes, rentals and special events.					
Goals					
The goal of the division is to provide a safe and well-maintained facility for the health and enjoyment of the community and offer a wide variety of programs to meet as many of the needs of the community as possible.					
Objectives					
To begin process planning for swimming pool replacement. To increase the number of trained staff available for lifeguard positions and continue to support the importance of ongoing inservice training and independent safety audits.					
Performance Indicators					
	Actual FY 95-96	Actual 7/1-12/31/96	Actual FY 96/97	Projected FY 97-98	Projected FY98/99
Swimming Pool Participation					
Community use	13,423	7,575	14,008	13,500	13,000
Swim Club use	11,875	5,435	12,625	12,000	12,200
School use	36,387	13,965	30,916	37,000	32,000
TOTALS	61,685	26,975	57,549	62,500	57,200

001 - General Fund
Parks and Recreation - Pool Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	58,072	63,253	73,390	76,319
Employee Benefits	14,456	13,548	18,090	18,947
Supplies	11,522	10,203	8,700	8,850
Services & Charges	4,722	6,129	4,650	5,300
Capital Outlay	-	3,118	-	18,000
Total Expenditures	88,773	96,251	104,830	127,416

Significant Budget Changes

Capital Outlay

Swimming Pool Replacement Feasibility Study - \$10,000, Pool Vacuum Replacement - \$3,000

001 - General Fund
Parks and Recreation - Pool Expenses

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Salaries & Wages							
57420-11	Salaries	47,553	56,047	60,902	69,820	72,318	72,318
57420-12	Overtime	666	628	742	1,000	1,520	1,520
57420-17	Shift Differential	1,237	1,397	1,609	2,570	2,481	2,481
	Subtotal	49,456	58,072	63,253	73,390	76,319	76,319
Personnel Benefits							
57420-21	PERS	4,320	4,090	3,324	3,960	4,660	4,660
57420-22	Medicare	835	840	920	1,063	1,107	1,107
57420-23	Aetna	3,881	3,332	2,470	4,749	4,906	4,906
57420-24	Life Insurance	9	8	6	12	12	12
57420-25	Worker's Comp	4,395	3,755	4,021	4,831	4,680	4,680
57420-26	ESD	576	579	386	734	763	763
57420-27	FICA	1,924	1,852	2,421	2,741	2,819	2,819
	Subtotal	15,940	14,456	13,548	18,090	18,947	18,947
Supplies							
57420-31	Office Supplies	100	152	266	200	250	250
57420-32	Operating Supplies	3,919	4,550	3,656	3,500	3,600	3,600
57420-33	Maintenance Supplies	3,623	5,798	4,755	4,000	4,000	4,000
57420-34	Sm Tools/Equipment	864	1,022	1,526	1,000	1,000	1,000
	Subtotal	8,506	11,522	10,203	8,700	8,850	8,850
Services & Charges							
57420-41	Professional Services			864	1,000	1,000	1,000
57420-42	Communications	583	670	559	650	700	700
57420-43	Travel & Training	740	1,732	1,352	800	800	800
57420-44	Advertising & Printing	184	65	251	200	300	300

001 - General Fund
Parks and Recreation - Pool Expenses

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
57420-48	Repair & Maintenance	2,858	1,610	2,468	1,000	1,500	1,500
57420-49	Miscellaneous	750	645	634	1,000	1,000	1,000
Subtotal		5,115	4,722	6,129	4,650	5,300	5,300
Operations & Maintenance Subtotal		79,017	88,773	93,133	104,830	109,416	109,416
Capital Outlays							
57420-64	Machinery & Equipmen	-	-	3,118	-	3,000	3,000
	Swimming Pool Study					15,000	15,000
Subtotal		-	-	3,118	-	18,000	18,000
Parks & Rec Pool Total		79,017	88,773	96,251	104,830	127,416	127,416

001 - General Fund
Parks and Recreation - Pool Expenses

Account #	Description	Narrative
57420-11	Salaries & Wages	
	Lifeguard II	\$ 20,514 .87 FTE - up to five permanent, part-time (1809 hours annual total)
	Lifeguard I	\$13,294 .7 FTE - up to five permanent, part-time (1445 hours annual total)
	Cashier	\$9,213 .65 FTE - up to three permanent, part-time (1345 hours annual total)
	Recreation Fac. Supervisor	\$18,959 .5 FTE - supervision of pool facility, staff, and programs
	Park & Facility Maint.	\$10,338 .25 FTE - repair and maintenance of gym, pool, and all park facilities
		\$72,318
57420-12	Overtime	Call-out for maint. and staff pay when pool facility is open on a holiday
57420-13	Shift Differential	Contractual pay differential for evening shift
57420-21	PERS	Public Employees Retirement System contribution
57420-22	Medicare	Employer's contribution @ 1.45% of gross wage
57420-23	AETNA	\$545.15/mo. @ 100%, \$429.06/mo. @ 75%, \$268.74/mo. @ 50%
57420-24	Life Insurance	\$15.12/yr. per covered employee
57420-25	Worker's Comp	6.68% of gross wage
57420-26	ESD	1% of gross wage for all employees
57420-27	FICA	6.2% for all probationary, temporary or less than 15hrs/wk employees
57420-31	Office Supplies	Copier toner, copy paper, pens, pencils, notebooks, etc.
57420-32	Operating Supplies	Pool chemicals, test kits, gas chlorine, cleaning supplies, paper products
57420-33	Maintenance Supplies	Filters, light bulbs, major/minor replacement, chlorine regulators
57420-34	Sm tools/Equipment	Water test equipment, kickboards, safety signs
57420-41	Professional Services	Water sample tests at Psg. Medical Center (ADEC requirement)
57420-42	Communications	Telephone, chlorine leak auto-dialer, and mail
57420-43	Travel & Training	Lifeguard licensing, First Aid/CPR staff training
57420-44	Advertising & Printing	Legal ads, job ads, pool passes, program promotion
57420-48	Repair & Maintenance	Contract repair; sprinkler/fire inspection alarm system, based on actual
57420-49	Miscellaneous	Ellis & Assoc. annual client fee, two annual safety audits
57420 64	Capital Outlays	Replace pool vacuum, feasibility study

001 - General Fund
Parks and Recreation - Tent City Campground Expenses

Program Description
Tent City provides temporary camping facilities for transient workers during the months of May through September. Facilities include 50 tent pads, restrooms, showers, cooking grills and a pavilion. A Tent City Manager is hired to work during the six month operation.
Goals
To provide a safe and affordable resident camping facility for transient workers
Objectives
To continue to upgrade the facility by improving main shelter area, and repairing/replacing tent pads and boardwalk. To provide consistent management, enforcement of rules and regulations To recover 100% of operating expenses.
Performance Indicators
Operating expenses continue to balance with revenue.

001 - General Fund
Parks and Recreation - Tent City Campground Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Salaries & Wages	24,316	23,467	21,008	21,279
Employee Benefits	7,361	7,183	8,170	8,999
Supplies	2,830	1,945	2,350	2,550
Services & Charges	6,075	3,957	8,350	8,350
Capital Outlay	-	4,911	-	2,000
Total Expenditures	40,582	41,463	39,878	43,178

Significant Budget Changes

None

Capital Outlay

Materials and labor to repair and/or replace portions of original boardwalk
and to construct two chimneys for pavilion grills

001 - General Fund
Parks and Recreation - Tent City Campground Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
57430-11	Salaries	15,526	16,688	16,595	16,588	16,859	16,859
57430-12	Overtime	4,945	7,310	6,812	4,000	4,000	4,000
57430-17	Shift Differential	234	318	60	420	420	420
	Subtotal	20,705	24,316	23,467	21,008	21,279	21,279
Personnel Benefits							
57430-21	PERS	3,464	3,433	3,289	2,998	3,215	3,215
57430-22	Medicare	319	357	345	319	308	308
57430-23	Aetna	2,059	2,059	2,145	3,166	3,816	3,816
57430-24	Life Insurance	6	6	5	16	16	16
57430-25	Worker's Comp	1,185	1,152	1,227	1,451	1,421	1,421
57430-26	ESD	214	243	172	220	223	223
57430-27	FICA		111	-	-		
	Subtotal	7,247	7,361	7,183	8,170	8,999	8,999
Supplies							
57430-31	Office Supplies	135	92	100	100	100	100
57430-32	Operating Supplies	2,138	1,709	1,344	1,500	1,500	1,500
57430-33	Maintenance Supplies	859	732	405	500	700	700
57430-34	Sm Tools/Equipment	132	297	96	250	250	250
	Subtotal	3,264	2,830	1,945	2,350	2,550	2,550
Services & Charges							
57430-44	Advertising & Printing		-	-	-		
57430-45	Rentals/Leases	600	350	250	600	600	600

001 - General Fund
Parks and Recreation - Tent City Campground Expenses

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
57430-47	Utilities	5,269	5,725	3,707	7,500	7,500	7,500
57430-48	Repair & Maintenance	481	-	-	250	250	250
Subtotal		6,350	6,075	3,957	8,350	8,350	8,350
Operations & Maintenance Subtotal		37,566	40,582	36,552	39,878	41,178	41,178
Capital Outlays							
57430-6105	Site Development	5,000	-	4,911	-	2,000	2,000
Subtotal		5,000	-	4,911	-	2,000	2,000
Parks & Rec Tent City Total		42,566	40,582	41,463	39,878	43,178	43,178
Parks & Rec Admin Subtotal		226,934	281,874	296,142	279,809	304,047	304,047
Swimming Pool Subtotal		79,017	88,773	96,251	104,830	127,416	127,416
Tent City Campground Subtotal		42,566	40,582	41,463	39,878	43,178	43,178
PARKS & RECREATION TOTAL		348,517	411,228	433,856	424,517	474,641	474,641

001 - General Fund
Parks and Recreation - Tent City Campground Expenses

Account #	Description	Narrative
57430-11	Salaries & Wages Campground Manager	\$16,859 .5 FTE - 6 month, seasonal, full-time position
57430-12	Overtime	Seven day a week supervision of campground by manager requires overtime to check camp on "weekend" days
57430-17	Shift Differential	Contractual pay differential for evening shift
57430-21	PERS	Public Employees Retirement System contribution
57430-22	Medicare	Employer's contribution @ 1.45% of gross wage
57430-23	AETNA	\$545.15/month @ 100% (full-time) x 7 months
57430-24	Life Insurance	\$15.12/yr. per covered employee
57430-25	Worker's Comp	6.68% of gross wage
57430-26	ESD	1% of gross wage
57430-27	FICA	6.2% for temporary workers during manager leave
57430-31	Office Supplies	Receipt books, paper, pens, etc
57430-32	Operating Supplies	Toilet paper, cleaning supplies, firewood
57430-33	Maintenance Supplies	Light bulbs, paint, major/minor replacement
57430-34	Sm Tools/Equipment	Woodchopping tools, trash cans, rakes, brooms, etc
57430-44	Advertising & Printing	Job ads, notices, etc
57430-45	Rentals/Leases	Car allowance for manager
57430-47	Utilities	Electricity for lights and water heater, water, sewer, garbage
57430-48	Repair & Maintenance	Contract repair; electrical, plumbing etc.

001 - General Fund
Non-Departmental Expenses

Program Description

This budget provides funding for general, city-wide support functions which are not solely applicable to any specific department. The Non-Departmental budget also includes funding through inter-fund transfer for maintenance projects in various city departments and for general fund support for capital projects.

001 - General Fund
Non-Departmental Expenses

Expenditures	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Personnel	3,607	2,929	3,500	3,750
Supplies	7,854	8,760	8,000	8,500
Services and Charges	46,503	59,680	58,800	80,276
Interfund Transfers	220,777	1,613,668	797,592	515,459
Expenditures Subtotal	278,741	1,685,038	867,892	607,985
Capital Projects	865,100	-	2,425,823	
Total Expenditures	1,143,841	1,685,038	3,293,715	607,985

Significant Budget Changes

Capital Outlays

001 - General Fund
Non-Departmental Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Personnel							
57610 19 01	Safety/Incentive Program	3,631	3,401	2,727	3,500	3,500	3,500
Subtotal		3,631	3,401	2,727	3,500	3,500	3,500
Personnel Benefits							
57610 21	PERS	(27)	11	(6)	-	-	-
57610 27	FICA	-	195	208	-	250	250
Subtotal		(27)	206	202	-	250	250
Personnel Subtotal		3,604	3,607	2,929	3,500	3,750	3,750
Supplies							
57610 31	Office Supplies	2,095	200	800	700	700	700
57610 32	Operating Supplies	6,854	6,786	7,960	6,800	6,800	6,800
57610 34	Small Tools/Equipment	163	868	-	500	1,000	1,000
Subtotal		9,112	7,854	8,760	8,000	8,500	8,500
Services & Charges							
57610 41	Professional Services	16,286	17,397	25,385	25,000	25,000	25,000
57610 4107	Alcohol and Drug Testing	-	7,306	7,730	10,000	8,000	8,000
57610 42	Communications	205	239	340	300	300	300
57610 43	Travel & Training	-	785	-	500	8,500	8,500
57610 44	Advertising & Printing	206	108	225	-	-	-
57610 45	Rentals/Leases	208	280	3,680	500	9,976	9,976
57610 47	Utilities	13,982	16,845	18,292	18,000	18,000	18,000
57610 48	Repairs/Maintenance	844	3,332	3,897	4,000	5,000	5,000
57610 49	Miscellaneous	811	93	132	500	5,500	5,500
57610 4904	Target Range	989	118	-	-	-	-
Subtotal		33,531	46,503	59,680	58,800	80,276	80,276
Operations Subtotal		46,247	57,964	71,370	70,300	92,526	92,526

001 - General Fund
Non-Departmental Expenses

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Interfund Transfers/Operations							
59710 01	General Fund	300,718	-	-	-	-	-
59710 03	Debt Service	956,782	0	637,825	636,370	361,459	361,459
59710 06	Capital Construction			553,662			
59710 51	Electric Fund						
59710 54	Sanitation			94,244			
59710 55	Port Authority	5,000					
59710 57	Elderly Housing Fund	21,569	13,200	13,160			
59710 57	Senior Center	3,000	3,000	-			
59710 58	Motor Pool		15,087	31,025			
59710 58 01	Building Maintenance	120,632	63,026	106,370			
57610 59710 58 02	Computer Equipment					20,000	20,000
59710 59 08	Geographic Information Systems		2,350	47,624	27,222	-	-
59710	Insured Self Reserve	106,110	124,114	129,758	134,000	134,000	134,000
Subtotal		1,513,811	220,777	1,613,668	797,592	515,459	515,459
Interfund Transfers/Capital Projects							
58710 54	Sanitation Fund-Baler		220,000	-			
59710 06	Cap.Proj./Scow Bay Water		145,100				
59710 06	Cap. Proj./ Cabin Creek		500,000	-	2,295,823	-	-
59710 06	Cap. Proj./ Middle School Roof Repair			-	130,000	-	-
Subtotal		-	865,100	-	2,425,823	-	-
Transfers Subtotal		1,513,811	1,085,877	1,613,668	3,223,415	515,459	515,459
Non-Departmental Total		1,560,058	1,143,841	1,685,038	3,293,715	607,985	607,985

001 - General Fund Non-Departmental Expenses

Account #	Description	Narrative
57610 1901	Personnel	Safety/Incentive Program
57610 21	PERS	State Public Employees Retirement System
57610 27	FICA	Social Security Contribution
57610 31	Office Supplies	Main copier supplies
57610 32	Operating Supplies	Municipal building heating fuel
57610 34	Small Tools/Equipment	Overhead projector and document scanner
57610 41	Professional Services	Municipal building janitorial services
57610 4107	Drug Testing	Mandatory drug testing
57610 42	Communications	Emergency telephone in municipal building elevator
57610 43	Travel & Training	Local training and materials; city wide computer training
57610 44	Advertising & Printing	Unanticipated expenses
57610 45	Rentals/Leases	Lease of parking space/PFI; Lease/purchase new copier
57610 46	Insurance/Property	Includes computer hardware, software, valuable papers, impound lot, boilers
57610 4601	Insurance/Liability	General liability, ambulance malpractice, jail, volunteer firemen's accident
57610 4604	Errors/Omissions	Public officials liability
57610 4605	Bonds	Treasurer fidelity bond
57610 4606	Broker's Fee	Insurance management
57610 47	Utilities	Municipal building water, sewer, electric and refuse)
57610 48	Repairs/Maintenance	Main copier, MIS
57610 49	Miscellaneous	Unanticipated expenses and Christmas decorations
57610 4904	Target Range	Operations grant
59710 52	Water Fund	Cabin Creek Water Reservoir
59710 54	Sanitation Fund	Solid Waste Baler
59710 01	General Fund	Operations
59710 03	Debt Service	General Obligation bond payments
58710 52	Water Fund	Scow Bay Water Project
59710 57	Elderly Housing Fund	Building maintenance projects
59710 57	Senior Center	Operations
59710 58	Motor Pool	Sidewalk snow blower
59710 5801	Building Maintenance	Building maintenance projects
59710	Computer Equipment	MIS upgrade, Phase II
59610 5908	Geographic Information Systems	City wide mapping system
59710	Self Insured Reserve	Property, liability, errors & omissions insurance and bonds
59710	Reservice for Contingency	
59710 0608	Capital Projects	Scow Bay Water Project
58710 0672	Capital Projects	Cabin Creek Water Reservoir
58710 0631	Capital Projects	Middle School Roof Repair

401 - Enterprise Fund
Electric Utility

Program Description

The electric utility is responsible for the establishment of reliable electric service to the community at a reasonable rate.

The electric utility operates and maintains a hydro project at Blind Slough, diesel generation plant and a electrical distribution system.

The Electric Utility also by Ordinance is associated with TBPC, which operates & maintains the Tye Hydro project and the 4 dam pool PMC, which oversees the O&M budget of the 4 dam pool and sets the wholesale power rate.

Goals

To provide the safest, most cost-effective electrical service to our customers.

Complete the Divestiture negotiations between the State of Alaska and 4-Dam purchasers.

Investigate with TBPC other alternate sources of generation for the Petersburg/Wrangell area.

Implement 20-Yr. plan by Power Engineers Inc.

Objectives

Increase Diesel Generation

Continue to train employees to meet other agency's requirements.

Continue to work towards keeping the wholesale and retail power rate reasonable.

Decrease Tye O&M Costs.

Performance Indicators

Adjust retail rates for future diesel generation

Continue the 10 year process of the major relicensing Crystal Lake Dam Project FERC #201,

Employee quarterly safety training per Integrity Technical Services.

Stabilize Wholesale Rates

401 - Enterprise Fund
Electric Utility Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Charges for Services	3,732,334	3,755,056	3,558,324	3,751,133
Miscellaneous Revenues	222,956	249,488	87,500	190,000
Total Revenues	3,955,290	4,004,544	3,645,824	3,941,133
Expenditures				
Salaries & Wages	511,528	656,578	692,391	688,650
Employee Benefits	97,196	151,530	180,524	202,998
Supplies	190,401	107,590	929,800	396,376
Services & Charges	277,154	384,519	349,880	638,366
Power Purchase	1,841,170	1,943,649	1,158,000	1,773,196
Debt Service	26,532	24,116	66,000	66,000
Capital Outlays	214,094	165,007	142,000	206,000
Expenditures Subtotal	3,158,075	3,432,989	3,518,595	3,971,586
Interfund Transfers	69,368	182,574	62,257	107,257
Total Expenditures	3,227,443	3,615,563	3,580,852	4,078,843
Beginning Fund Balance	12,515,433	10,160,620	10,775,055	10,908,480
Net Income (Loss)	446,589	797,215	571,555	-142,710
Transfers in or (out)		69,368	182,574	
Ending Fund Balance	12,962,022	10,775,055	10,908,480	10,765,770
Ending Restricted	597,497		457,122	599,122
Ending Unrestricted	9,563,123	10,775,055	10,451,358	10,166,648

Significant Budget Changes

Anticipated diesel generation of 61 days in F/Y99 due to Tye Transmission Line Repair

401 - Enterprise Funds
Electric Utility Revenues

Account #	Description	Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
		Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Utility Services							
32200 04	Dept. of Energy	-	4,080		0	0	0
32200 11	Electrical Permits	910	2,859	2,178	1,000	1,000	1,000
34411 10	Residential Sales	1,113,490	1,205,427	1,230,443	1,200,000	1,200,000	1,200,000
34411 20	Commercial Sales	549,358	574,696	547,944	550,000	550,000	550,000
34411 30	Industrial Sales	1,398,300	1,573,628	1,565,493	1,500,000	1,550,000	1,550,000
34411 40	Local Street Lighting	38,583	38,583	38,583	38,500	38,500	38,500
34411 60	Type Adjustment Chgs	204,272	156,935	166,146	112,000	240,451	240,451
34411 70	State Street Lighting	17,008	17,000	17,000	17,850	17,850	17,850
34411 80	Harbor Sales	117,495	130,320	128,718	120,000	125,000	125,000
34412 30	Electrical Connect Fee	36,614	15,171	35,269	5,000	5,000	5,000
34412 40	Pole Rental	13,872	13,384	23,232	13,874	23,232	23,232
34412 50	Other Utility Revenues	50	251	50	100	100	100
Services Subtotal		3,489,952	3,732,334	3,755,056	3,558,324	3,751,133	3,751,133
Miscellaneous Revenue							
34413	Utility Contract Work	9,818	72,082	52,021	5,000	20,000	20,000
36600	Interest Earned	118,162	136,799	174,808	75,000	150,000	150,000
36000 51	A/R Service Chgs.		9,165	11,350	5,000	10,000	10,000
36000 90	Miscellaneous Rev.	2,606	4,910	11,309	2,500	10,000	10,000
Miscellaneous Revenue		130,586	222,956	249,488	87,500	190,000	190,000
Current Revenues Total		3,620,538	3,955,290	4,004,544	3,645,824	3,941,133	3,941,133

401 - Enterprise Fund
Electric Utility Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Salaries & Wages							
50110 11	Salaries	616,481	473,425	611,206	632,833	640,540	640,540
50110 12	Overtime	10,719	37,934	45,292	58,058	47,860	47,860
50110 17	Shift Differential		169	80	1,500	250	250
	Subtotal	627,200	511,528	656,578	692,391	688,650	688,650
Personnel Benefits							
50110 2100	PERS	100,185	88,781	87,039	90,480	104,017	104,017
50110 2200	Medicare	2,585	2,248	3,080	10,018	9,982	9,982
50110 2300	Aetna	34,483	35,630	39,045	39,213	54,181	54,181
50110 2400	Life Insurance	125	111	109	165	165	165
50110 2500	Workmans Comp.	26,255	16,507	14,916	19,034	19,229	19,229
50110 26	ESC	6,479	6,201	4,282	14,705	6,884	6,884
50110 27	FICA		909	3,059	6,909	8,540	8,540
	Credit		-53,191	0			
	Subtotal	170,112	97,196	151,530	180,524	202,998	202,998
Supplies							
50110 30	Office Supplies	7,528	7,273	6,834	8,000	7,250	7,250
50130,40	Power Production	26,500	142,974	66,584	854,500	310,812	310,812
50172-80	Power Distribution	16,295	40,155	34,172	67,300	78,314	78,314
	Subtotal	50,323	190,401	107,590	929,800	396,376	396,376
Services & Charges							
50110 41	Professional Services	40,725	58,114	109,821	90,000	150,000	150,000
50110 42	Communications	5,611	5,487	6,624	7,500	7,500	7,500
50110 43	Travel & Training	16,419	7,705	18,083	20,000	20,000	20,000
50110 44	Advertising & Printing	1,875	2,553	2,177	2,000	2,000	2,000
50110 45	Vehicle Replacement	27,564	27,492	78,780	0	129,062	129,062
50110 47	Utilities	2,438	2,808	4,272	5,000	5,000	5,000
50110 48	Repair & Maintenance	3,740	3,033	4,213	5,000	5,000	5,000

401 - Enterprise Fund
Electric Utility Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
50110 49	Miscellaneous	(516)	0	177	500	500	500
50110 4910	Overhead Charges	96,624	89,316	84,780	126,780	134,276	134,276
50110 4920	Motor Pool Charges-O&M	22,761	43,871	37,338	46,000	62,825	62,825
50120 40	Cust. Acct. Serv./Chgs.	6,984	7,463	7,114	16,000	11,000	11,000
50120 42	Diesel Maintenance					80,103	80,103
50130-40 40	Power Production Srv/Chgs	31,041	17,312	17,880	22,500	18,000	18,000
50172-80 40	Power Distribution Srv/Chg	4,995	12,001	13,260	8,600	63,100	13,100
Subtotal		260,261	277,154	384,519	349,880	688,366	638,366
Power Purchase Costs							
50150 5101	Power Purchase Cost	1,273,166	1,077,017	1,329,264	408,491	1,023,687	1,023,687
50150 5102	Wrangell/TBPC Net Billable	538,292	705,529	556,016	679,509	679,509	679,509
50150 5103	Non Billable TBPC Exp.	39,148	39,181	42,973	50,000	50,000	50,000
50150 5104	Psbg Net Billable Exp.	11,485	11,359	4,944	10,000	10,000	10,000
50150 5105	Divestiture Billable Expense		8,084	10,452	10,000	10,000	10,000
Subtotal		1,862,091	1,841,170	1,943,649	1,158,000	1,773,196	1,773,196
Debt Service							
50110 71	Principle		0	0	40,000	40,000	40,000
50110 72	Interest	29,374	26,532	24,116	26,000	26,000	26,000
Debt Subtotal		29,374	26,532	24,116	66,000	66,000	66,000
Operations & Maintenance Subtotal		2,999,361	2,943,981	3,267,982	3,376,595	3,815,586	3,765,586
Capital Outlays							
50110 6403	Poles, Towers, Fixtures	22,436	24,641	31,142	25,000	25,000	25,000
50110 64 04	OH Conductor, Devices	7,401	9,429	13,507	7,500	7,500	7,500
50110 6405	Urg. Conduit, Etc.	30,306	44,674	1,000	10,000	10,000	10,000
50110 6406	Urg. Conductor, Devices	10,300	32,316	5,142	10,000	10,000	10,000
50110 6407	Line Transformers	30,254	26,875	35,938	25,000	100,000	100,000
50110 6408	Services	26,984	31,108	33,947	30,000	30,000	30,000
50110 6409	Meters	31,569	14,629	20,188	5,000	5,000	5,000

401 - Enterprise Fund
Electric Utility Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
50110 6412	St. Lights & Signals		0	2,841	1,000	1,000	1,000
50110 6451	Office Furniture & Equip.	7,870	16,349	4,831	16,000	5,000	5,000
50110 6454	Tools, shop & Garage	3,959	9,414	1,139	5,000	5,000	5,000
50110 6455	Laboratory Equipment	2,935	3,001	13,420	5,000	5,000	5,000
50110 6457	Communication Equipment		1,658	1,912	2,500	2,500	2,500
Capital Outlays Subtotal		174,014	214,094	165,007	142,000	206,000	206,000
Interfund Transfers/Operations							
59710 58	Oper Trans-Out Motor Pool		3,343	0	0	0	0
59710 5908	Oper Trans-Out Gis Map Fd	3,300	10,432	116,396	13,278	0	0
59710	Self Insured Reserve	48,517	46,226	43,634	43,000	45,000	45,000
Interfund Transfers/Operations Subtotal		51,817	60,001	160,030	56,278	45,000	45,000
Interfund Transfers/Capital Projects							
50110 6543	Diesel Radiators	12,177	12,223	0	0	0	0
59710 0662	Auto Load Control		222	8,690	33,137	0	0
50110 6563	Cystal Lake Pump-Back		202,673	0	0	0	0
59710 0673	24.9KV Line Upgrade		187,842	60,678	149,437	0	0
59710	Street Light Installation	0	0	0	0	62,257	62,257
Interfund Transfers Capital Projects Subtotal		12,177	402,960	69,368	182,574	62,257	62,257
Interfund Transfers Total		63,994	462,961	229,398	238,852	107,257	107,257
Expenditures Total		3,237,369	3,621,036	3,662,387	3,757,447	4,128,843	4,078,843

401 - Electric Fund
Expense Narrative

Account #	Description	Narrative
50110 11	Salaries & Wages	
	Superintendent	75,130
	Line Foreman	67,600
	Lineman - 3	179,898
	Groundman/operator	40,664
	Electrician/operator	65,125
	Mechanic/operator	58,261
	Office mgr	59,176
	Meter Reader	34,882
	Supt.sec./Service represent.	40,040
	Temp. Labor, 2men/4 months	19,764
		640,540
50110 12	Overtime	PMP&L overtime budgeted 5% of admin.(2), 10% outside crews (4), 10% operators(4)
50110 17	Shift differential	Shift differential pay for operators during scheduled generation activities- 135 days
	Personnel Benefits	
50110 2100	PERS	Retirement fund contributions, 15.11% of gross wages
50110 2200	Medicare	Medicare Contribution, 1.45% of gross wages
50110 2300	AETNA	Health insurance contribution, per Personnel Officer
50110 2400	Life Insurance	Life insurance \$15.12 per employee
50110 2500	Workmans Comp.	Workmans compensation contribution, 3.55%, .54%-office employees
50110 2600	ESD	State unemployment contribution, 1% of gross wages
50110 2700	FICA	Social Security contribution, 6.2%
	Supplies	
50110 30	Office Supplies	Paper, pens, forms, copy paper, computer disks, cleaning supplies, batteries, backup tapes
50130,40	Power Production Supplies	Hydro, Diesel Plant supplies, Diesel Fuel -61 days, fan in valve house, railing at dam site.
50172-80	Power Distribution Supplies	Distribution Line & Plant O&M supplies, ladders, lumber. safety supplies, rain gear, nuts & bolts
	Services & Charges	
50110 41	Professional Services	Audit, surveyors and engineering services, attorney fees, ferc relicensing, relay and breaker main. contract 5 year dam inspections
50110 42	Communications	Communication, telephone and mailing expenses, alaskanet, cell phone charges.
50110 43	Travel & Training	Ruralite Services, Integrity Technical Service quarterly OSHA & Safety Meetings, computer training
50110 44	Advertising & Printing	Printing & Advertising, legal advertising, public service ads.
50110 45	Vehicle Replacement	Vehicle replacement cost (submitted by motor pool).
50110 46	Insurance-property	Property Insurance costs for the Electric Utility.
50110 4601	Insurance-liability	Liability Insurance cost for the Electric Utility, including Crystal Lake dam
50110 47	Utilities	Utilities, water, sewer and garbage costs for the electric utility..
50110 48	Repair & Maintenance	Maintenance & service contracts with Radix and Xerox.
50110 49	Miscellaneous	Miscellaneous Expenses, street decorations and supplies.
50110 4910	Overhead Charges	96/97 Electrical Sales of \$3,755,056 less 96/97 Power Purchase costs,

401 - Electric Fund
Expense Narrative

50110 4920	Motor Pool Charges-O&M	Motor pool O&M, costs of insurance, gas, oil, parts, freight, \$8000for arial lift inspections.
50120 40	Cust. Acct. Serv./Chgs.	Billing Program modifications by CWS, stopped customer billing, mom-radix interface
50120 42	Diesel Maintenance	Blind Slough Hydro-land fees, communication rentals, FERC inspections, dam survey, demurrage,
50130,40 40	Power Production Srv/Chgs	Overall Cat 398, replace turbocharger, heads on Superior generator
		Flights to Crystal Lake, pcb test on 139 transformers
		air quality permit fees, diesel engine emission fees, oil & anti-freeze sample tests, pcb test for transformers .
50172-80 40	Power Distribution Srv/Chg	Cert. of fitness, cdl renewals, technical assistance, \$50,000-Line Clearing Contract. \$7,614 st. light o&m,
	Power Purchase Costs	
50150 5101	Power Purchase Cost	Tyee purchase less net billable expenses, 25,047mwh purchased at \$.068- Tyee Net Billable exps.
50150 5102	Wrangell/TBPC Net Billable	Tyee net billable Thomas Bay Comm. O&M expenses, 1/2 OF TBPC budgeted o&m costs-1,359,018
50150 5103	Non Billable TBPC Exp.	Thomas Bay Commission non billable O&M expenses, shared with Wrangell.
50150 5104	Psbg Net Billable Exp.	PMP&L net billable expenses
50150 5105	Divestiture Billable Expense	Divestiture Expenses net billable, possible reimbursment when negotiations completed.
	Debt Service	
50110 71	Principle	Note payable to State of Alaska, final payment 2005.
50110 72	Interest	Interest payable on above note to Alaska
	Capital Outlays	
50110 6403	Poles, Towers, Fixtures	Poles, towers & fixtures, anchors, guys, guards, plates, brackets, guy wire.
50110 6404	OH Conductor, Devices	Overhead conductors and devices, circuit breakers, insulators.
50110 6405	Urg. Conduit, Etc.	Underground conduit, concrete, pvc conduit, excavation, vaults .
50110 6406	Urg. Conductor, Devices	Underground conductors & devices, submarine cable, switches, 24.9 cable .
50110 6407	Line Transformers	Line Transformers to replace transformer >2ppm pcb for shipment .
50110 6408	Services	Services, brackets, cables, and wire, conduit insulators, conduit, for service
50110 6409	Meters	Meters, watt-hour meters, limiting devices, instrument transformers, switches.
50110 6412	St. Lights & Signals	Street lighting and signal system, cable vaults, lamp equipment, foundations
50110 6451	Office Furniture & Equip.	Office furniture and equipment, mapping printer
50110 6454	Tools, shop & Garage	Shop and garage tools and equipment, chargers, air compressor, sand blaster,
50110 6455	Laboratory Equipment	Laboratory Equipment, 3 phase meter testing equipment, voltage & frequency recorder
50110 6457	Communication Equipment	Communication Equipment, cables, radios for vehicles, upstairs base radio.
	Interfund Transfers/Operations	
59710 58	Motor Pool	Funds transfered to General Fund for PMP&L vehicle replacement
59710 5908	Geographic Information System	City-wide mapping project
59710	Self Insured Reserve	Property and liability insurance
	Interfund Transfers/Capital Projects	
59710 01	Oper Trans-Out Cap Cons Fd	Funds transfered to Capital Construction Fund 301, 24.9 Line rebuild, Auto Load
301.62	Auto Load Control	Automate the distribution reclosers, psg. sub. reclosers with PMP&L scada system
59710	Street Lights	New lights cemetery to Beachcomber, 8th to airport on Haugan Dr.

402 Enterprise Fund
Water Utility Fund

Program Description		
<p>The purpose of the Water Fund is to provide accounting for costs associated with the collection, treatment and distribution of potable water to the community. The Water Utility operates and maintains the reservoir, dam, treatment plant and distribution system. The Water Department budgets for purchases meters and monitors water quality parameters</p>		
Goals		
<p>To provide both the residential and industrial community with an adequate supply of water which meets or exceeds water quality standards at rates which allow the utility to operate within acceptable financial parameters.</p>		
Objectives		
<p>Remove or abandon in place asbestos concrete pipelines Comply with State and Federal water quality requirements. Upgrade water main from 4th & Haugen to Ira II, 3rd & Haugen to Ira II Maintenance items include meter replacements and various service box replacement city wide, valve exercising and Hydrant Maintenance.</p>		
Performance Indicators		
	Actual FY 98	Projected FY 99
EPA/DEC Drinking Water Criteria met	Yes	Yes
Water Loss, %	28% Estimate	<10%
Staffed w/certified personnel	Yes	Yes
Asbestos/concrete pipe replaced or abandoned (ft.)	0	
Objectives met for previous fiscal year	No	

402 Enterprise Fund
Water Utility Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Charges for Services	496,100	477,136	520,488	511,000
Miscellaneous Revenues	64,663	39,746	8,250	11,600
Total Revenues	560,763	516,882	528,738	522,600
Expenditures				
Salaries & Wages	174,214	195,654	134,538	129,513
Employee Benefits	53,968	46,187	41,696	40,439
Supplies	192,768	96,089	105,350	104,450
Services & Charges	99,364	120,190	114,344	106,738
Capital Outlays	63,876	61,321	90,450	110,154
Expenditures Subtotal	584,192	519,441	486,378	491,294
Interfund Transfers	25,592	44,900	14,838	23,838
Total Expenditures	609,784	564,341	501,216	515,132

Beginning Fund Balance	6,334,733	1,583,349	1,478,549	924,244
Net Income (Loss)	(63,981)	(104,800)	(554,305)	7,468
Transfers in or (out)		-	-	-
Ending Fund Balance	6,270,752	1,478,549	924,244	966,604
Ending Restricted	763,305	75,242	75,500	75,500
Ending Unrestricted	820,044	1,403,307	848,744	1,042,104

Significant Budget Changes

402 Enterprise Fund
Water Utility Revenues

Account #	Description	Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
		Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Services							
34100 90	Miscellaneous Admin Charges	660	534	417	500	750	750
34300 90	Other Public Works Charges		32			250	250
34411 10	Residential Sales	206497	217,459	223432	219,988	240,000	240,000
34411 20	Commercial Sales	217187	278,075	253287	300,000	270,000	270,000
Services Subtotal		424,344	496,100	477,136	520,488	511,000	511,000
Miscellaneous							
34412 30	Other Operating Revenue	4464	3,675	8530	2,500	2,500	2,500
34413 10	Water Delivery	7055	5,293	3948	3,600	4,000	4,000
36000 10	Interest Earned	43448	55,488	27161	2,000	5,000	5,000
36000 51	A/R Service Chg		207	107	150	100	100
36000 90	Misc Revenues	29		0			
Miscellaneous Subtotal		54,996	64,663	39,746	8,250	11,600	11,600
Current Revenues Total		479,340	560,763	516,882	528,738	522,600	522,600

402 Enterprise Fund
Water Utility Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Salaries & Wages							
50220 11	Regular Pay	135,911	158,471	168,921	121,460	119,815	119,815
50220 1101	P.W. Maint. Pay	10,397	75	9,844	-		
50220 12	Overtime Pay	13,157	15,668	16,645	13,078	9,698	9,698
50220 1201	Overtime Pay		-	244	-		
Subtotal		159,465	174,214	195,654	134,538	129,513	129,513
Personnel Benefits							
50220 2100	Pension	24,745	27,942	23,672	18,324	19,569	19,569
50220 2200	Medicare	915	1,547	1,248	1,951	1,878	1,878
50220 2300	Health Insurance	11,819	13,946	14,537	14,689	13,388	13,388
50220 2400	Life Insurance	39	41	38	60	39	39
50220 2500	Workers' Comp	5,400	6,924	4,338	3,727	4,270	4,270
50220 2600	Unempl Expense	1,609	2,127	1,154	1,345	1,295	1,295
50220 27	FICA	441	1,442	1,200	1,600	0	0
Subtotal		44,968	53,968	46,187	41,696	40,439	40,439
Supplies							
50220 31	Office Supplies	1,114	1,049	1,308	1,000	500	500
50220 32	Operating Supplies	100	16	15	250	250	250
50220 3201	Safety Supplies	448	793	1,762	1,000	1,000	1,000
50220 3202	Supplies - Plant	83,478	78,373	70,532	84,600	90,000	90,000
50220 33	Maintenance Supplies	19,937	51,195	12,259	10,000	5,000	5,000
50220 3301	Maint. Supp. Plant	5,408	29,355	9,113	6,200	5,000	5,000
50220 34	Small Tools/Equipment	3,863	3,349	2,461	2,300	2,700	2,700
50220 35	Inventory	3,959	28,637	(1,361)	-	-	-
Subtotal		118,307	192,768	96,089	105,350	104,450	104,450
Services & Charges							
50220 41	Professional Services	38,886	7,289	4,055	7,000	5,000	5,000
50220 4105	Other Legal Services	38	-		-	-	-
50220 42	Communication	2,042	2,081	3,535	2,500	2,600	2,600
50220 43	Travel & Training	4,836	4,168	3,827	3,500	3,500	3,500
50220 44	Adver/Printing	805	519	1,119	250	100	100
50220 45	Rentals/Leases	2,422	2,340	2,161	1,500	150	150

402 Enterprise Fund
Water Utility Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
50220 4501	Vehicle Replacement	4,550	7,488	10,956	-	7,767	7,767
50220 47	Utilities	11,549	20,677	50,667	55,000	40,000	40,000
50220 48	Repairs & Maintenance	3,422	22,959	14,384	3,000	3,000	3,000
50220 49	Miscellaneous	616	2,237	1,197	1,000	1,500	1,500
50220 4910	Overhead Charges	19,512	19,200	21,768	32,844	31,356	31,356
50220 4918	Water Delivery	1,052	920	-	250	250	250
50220 4920	Motor Pool Charges	6,993	9,034	6,432	7,500	11,515	11,515
50220 4949	Bad Debt Account		453	89	-	-	-
Subtotal		96,723	99,364	120,190	114,344	106,738	106,738
Operations & Maintenance Subtotal		419,463	520,315	458,120	395,928	381,140	381,140
Capital Outlays							
50220 6318	Laterals	-	-	5,632	-	-	-
50220 64	Machinery & Equipment	16,244	13,965	17,413	14,000	15,000	15,000
50220 6401	Other Equipment		4,456	480	10,000	10,000	10,000
50220 6408	Services		4,663		-	-	-
50220 6409	Meters	8,899	6,063	9,796	8,950	10,000	10,000
50220 6413	Water Mains		2,305		-	17,654	17,654
50220 6456	Plant Equipment		3,425		5,000	5,000	5,000
50220 71	Principal		-		25,000	25,000	25,000
50220 72	Interest	30,000	29,000	28,000	27,500	27,500	27,500
Subtotal		55,143	63,876	61,321	90,450	110,154	110,154
Interfund Transfers/Operations							
59710 58	Motor Pool		9,671	12,500	-	17,000	17,000
59710 5801	Building Maintenance	63	823	8,727	-	2,000	2,000
59710 5908	Geographic Info Systems		10,432	19,040	10,000	-	-
59710	Self Insured Reserve	5,760	4,666	4,633	4,838	4,838	4,838
Subtotal		5,823	25,592	44,900	14,838	23,838	23,838
Interfund Transfers/Capital Projects							
59710 06	Capital Construction	-	-	441,538	-	-	-
Subtotal		-	-	441,538	-	-	-
Total Expenditures		480,429	609,784	1,005,879	501,216	515,132	515,132

402 Enterprise Fund
Water Utility Narrative

Account #	Description	Narrative
50220 11	Regular Pay	FTE
		Public Works Director .25 \$16,850
		Senior Operator 1 \$47,990
		Utility Worker 1 \$42,998
		Secretary .33 \$11,977
		Total \$119,815
50220 12	Overtime Pay	10% of Senior Operator & Utility Workers Salary & 5% of Secretary's Salary
50320 21	PERS	Public Employees Retirement System contribution
50320 22	Medicare	1.45% of Gross Wages
50320 23	Health Insurance	Annual per employee; figured actual
50320 24	Life Insurance	\$15.12 annual per employee
50320 25	Workers Compensation	2.33% of gross wages for maintenance personnel & .54% for secretary
50320 26	Unemployment Expense	1% of gross wages
50320 27	FICA	6.2% of gross wages for employees not eligible for PERS
50220 31	Office Supplies	Stationary, forms, invoices, local purchase orders, pens, pencils, paper, disks, computer/copier supplies and other general office supplies.
50220 32	Operating Supplies	Keys, Locks, Film and Cleaning & Supplies
50220 3201	Safety Supplies	Raingear, Gloves, Dustmask, Respirators, Coveralls, Safety Glasses, Ear Plugs and Boots
50220 3202	Supplies - Plant	Treatment Chemicals, Heating & Generator Fuel, Lab Supplies, glassware, Soaps & Paper Produ
50220 33	Maint. Supplies	Pipes, Valves
50220 3301	Maint. Supplies/plnt	Valves, Lightbulbs, PVC, Oils & Grease, Lightbulbs, Maintenance Kits & Painting Supplies
50220 34	Small Tools & Equip.	Drill Bits, Batteries, Sm Tools, Saw Blades, Electric Hand Tools, Jacks, U.B. Dictation Machine
50220 35	Inventory	Pipe & Materials
50220 41	Professional Services	Laboratory Services
50220 4105	Other Legal Services	Legal Services
50220 42	Communications	Telephone, Mail, & Courier Services
50220 43	Travel & Training	Conference Travel & Training Materials
50220 44	Advertising & Printing	Public Notices
50220 45	Rentals & Leases	Xerox Copier Lease

402 Enterprise Fund
Water Utility Narrative

Account #	Description	Narrative
50220 4501	Vehicle Replac.	Vehicle Replacement Charges
50220 46	Insurance - Prop	Property Insurance - Based on Value
50220 4601	Insurance - Liab.	Liability Insurance
50220 4605	Bonds	FHA Bonds
50220 47	Utilities	Electricity
50220 48	Repairs & Maint.	Work Performed by outside Contractor - Electrical/Mechanical
50220 49	Miscellaneous	Dues, Fees, Subscription & Books
50220 4910	Overhead Charges	Indirect costs
50220 4918	Water Delivery	Hose Replacement, Fittings, Pump Repair/Maintenance
50220 4920	Motor Pool Charges	Labor, Fuel, Lub Oil, Vehicle Repairs
50220 4949	Bad Debt Account	
50220 64	Machinery & Equipment	Replacement Motors, Radio, Chlorinator, Ferric Chloride Equipment, Rectifier & anodes, pH Monitors & Dam Gates
50220 6401	Other Equipment	Bentonite Feed System.
50220 6409	Meters	Utility Meters
50220 6413	Water Mains	Replace 3rd St. Main Haugen Dr. - Ira II Street, Replace 4th St. Main Haugen Dr. - Ira II Street old asbestos pipe
50220 6456	Plant Equipment	Genesis SCADA/Computer Programming, Upgrades, Replacement, and Maintenance.
50220 71	Principal	Debt Service Payment
50220 72	Interest	Debt Service Payment
59710 58	Motor Pool	Water and sludge hauling tank for multi-use vehicle
59710 5908	Geographic Information System	Geographic Information Systems - proportional contribution for Copy Machine.
59710	Self Insured Reserve	Property and liability insurance and required bond

403 Enterprise Fund
Wastewater Utility

Program Description		
<p>The purpose of the Wastewater Fund is to provide accounting for costs associated with collection, treatment and discharge of waste water for the community.</p> <p>The Wastewater Utility operates and maintains 15 pump stations, collection system, wastewater treatment facility and biosolids disposal site.</p>		
Goals		
<p>To provide the community with a safe, clean and reliable system for the collection and discharge of wastewater which meets State and Federal regulations at rates which allow the utility to operate within acceptable financial parameters.</p>		
Objectives		
<p>Continue to operate the treatment facility under 301(h) waiver rules Re-evaluate infiltration and prioritize high flows for elimination Investigate beneficial uses of wastewater biosolids Replace Wastewater collection Main on Galveston Street</p>		
Performance Indicators		
	Actual FY 98	Projected FY 99
Meet EPA/DEC regulations	Yes	Yes
Pass EPA annual inspection	Yes	Yes
Implement use of Argus Maintenance Software	Yes	Yes
Staffed w/certified Personnel	Yes	Yes

403 Enterprise Fund
Wastewater Utility Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Charges for Services	555,417	578,913	571,000	578,500
Miscellaneous Revenues	23,865	31,763	22,500	22,500
Total Revenues	579,282	610,676	593,500	601,000
Expenditures				
Salaries & Wages	160,169	157,111	130,000	135,273
Employee Benefits	44,753	39,492	41,030	44,150
Supplies	89,953	40,523	75,160	58,951
Services & Charges	151,893	154,418	138,862	183,191
Capital Outlays	92,202	50,816	57,000	99,053
Expenditures Subtotal	538,969	442,360	442,052	520,618
Interfund Transfers	20,884	33,920	21,750	62,750
Total Expenditures	559,853	476,280	463,802	583,368
Beginning Fund Balance	11,696,408	4,688,002	4,611,979	4,582,886
Net Income (Loss)	(150,525)	(76,023)	(29,093)	17,632
Transfers in or (out)	-	-	-	-
Ending Fund Balance	11,846,933	4,611,979	4,582,886	4,600,518
Ending Restricted	223,417	60,375	60,375	60,375
Ending Unrestricted	4,464,585	4,551,604	4,522,511	4,600,518

Significant Budget Changes

403 Enterprise Fund
Wastewater Utility Revenues

Account #	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/7	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Services							
32200 10	Building Permits	507	-	-	-	-	-
32200 12	Sewer Permits	-	2,230	1,641	500	500	500
33600 13	DOA Sewer Grant	-	-	15,312	-	-	-
34100 90	Miscellaneous Admin Charges	109	423	22	500	1,000	1,000
34411 10	Residential Sales	379,129	420,280	425,935	430,000	443,000	443,000
34411 20	Commercial Sales	104,226	132,484	136,003	140,000	134,000	134,000
Services Subtotal		483,971	555,417	578,913	571,000	578,500	578,500
Miscellaneous							
34412 30	Other Operating Revenue	4,778	3,836	6,750	3,500	4,500	4,500
36000 10	Interest Earned	18,896	20,029	25,013	19,000	18,000	18,000
36000 20	Rents & Royalties	110	-	0	-	0	0
Miscellaneous Subtotal		23,784	23,865	31,763	22,500	22,500	22,500
Current Revenues Total		507,755	579,282	610,676	593,500	601,000	601,000

403 Enterprise Fund
Wastewater Utility Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages							
50320 11	Regular Pay	125,725	146,541	137804	117,654	125,575	125,575
50320 1101	P.W. Maint. Pay	12,612	-	3567			
50320 12	Overtime	12,863	13,628	15541	12,346	9,698	9,698
50320 1201	P.W. Maint. Pay		-	199			
Subtotal		151,200	160,169	157,111	130,000	135,273	135,273
Personnel Benefits							
50320 2100	Pension	24,565	23,087	20355	17,706	19,569	19,569
50320 2200	Medicare	1,551	1,598	1558	1,885	1,961	1,961
50320 2300	Health Insurance	12,508	12,926	13293	15,930	15,313	15,313
50320 2400	Life Insurance	40	34	28	42	39	39
50320 2500	Workers Comp.	4,730	5,122	3000	3,850	5,558	5,558
50320 2600	Uempl Expense	1,550	1,623	931	1,300	1,353	1,353
50320 2700	FICA	305	363	327	317	357	357
Subtotal		45,249	44,753	39,492	41,030	44,150	44,150
Supplies							
50320 31	Office Supplies	1,093	1,073	1237	1,000	500	500
50320 32	Operating Supplies	200	-	15	100	100	100
50320 3201	Safety Supplies	1,442	2,014	658	1,500	1,500	1,500
50320 3202	Supplies - Plant	36,131	23,743	19740	29,850	26,351	26,351
50320 33	Maint. Supplies	33,251	33,315	7643	23,000	5,000	5,000
50320 3301	Maint. Supplies/plnt	8,224	18,537	12001	18,000	23,000	23,000
50320 34	Small Tools & Equip	3,955	4,441	1504	1,710	2,500	2,500
50320 35	Inventory	19,506	6,830	-2275	-	-	-
Subtotal		103,802	89,953	40,523	75,160	58,951	58,951
Services & Charges							
50320 41	Professional Services	38,494	7,708	11541	7,500	7,500	7,500
50320 4105	Other Legal Services	95	-	-	-	-	-

403 Enterprise Fund
Wastewater Utility Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
50320 4106	Health Officer		100	104	150	150	150
50320 42	Communications	1,940	2,291	3374	2,250	2,250	2,250
50320 43	Travel & Training	4,674	3,050	4630	3,500	3,500	3,500
50320 44	Advertising & Printing	342	-	167	100	100	100
50320 45	Rentals & Leases	1,144	1,139	1161	1,250	250	250
50320 4501	Vehicle Replac.	18,301	20,016	25653	-	34,809	34,809
50320 47	Utilities	74,474	71,581	70509	68,000	71,000	71,000
50320 48	Repairs & Maint.	3,126	5,240	3074	5,500	5,500	5,500
50320 49	Miscellaneous	1,204	3,467	530	1,000	1,000	1,000
50320 4910	Overhead Charges	23,124	22,668	24408	36,312	36,060	36,060
50320 4913	Haz Mat Notices	576	486	46	250	250	250
50320 4920	Motor Pool Charges	11,792	14,147	9221	13,050	20,822	20,822
	Subtotal	179,286	151,893	154,418	138,862	183,191	183,191
	Operations & Maintenance Subtotal	479,537	446,767	391,544	385,052	421,565	421,565
	Capital Outlays						
50320 6311	Sludge Handling		10,955			-	-
50320 6318	Laterals		13,479	16895		-	-
50320 64	Machinery & Equipment	9,565	3,992	6882	2,000	13,000	13,000
50320 6401	Other Equipment		16,907		9,000	16,790	16,790
50320 6408	Services		-	539	-	-	-
50320 6414	Sewer Lines		7,632			23,263	23,263
50320 6578	Harder Street		11,862			-	-
50320 6536	Public Restroom		-		-	-	-
50320 71	Principal		-		20,000	20,000	20,000
50320 72	Interest	28,125	27,375	26500	26,000	26,000	26,000
	Subtotal	37,690	92,202	50,816	57,000	99,053	99,053
	Interfund Transfers/Operations						
59710 5801	Building Maintenance	8,209	2,669			8,500	8,500
59710 5908	Geographic Info Systems		10,432	19040	10,000	-	-

403 Enterprise Fund
Wastewater Utility Expenditures

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
59710	Motor Pool	-	-	0	-	43,000	43,000
	Self Insured Reserve	7,620	7,783	11,546	11,250	11,250	11,250
Subtotal		15,829	20,884	30,586	21,250	62,750	62,750
Interfund Transfers/Capital Projects							
59710 01	General Fund	10,000	-		500	-	-
59710 06	Capital Construction			3,334		-	-
Subtotal		10,000	-	3,334	500	-	-
Interfund Transfers Total		25,829	20,884	33,920	21,750	62,750	62,750
Total		543,056	559,853	476,280	463,802	583,368	583,368

403 Enterprise Fund
Wastewater Utility Narrative

Account #	Description	Narrative
50320 11	Regular Pay	FTE
		Public Works Director .25 \$16,850
		Wastewater Op. Supervisor 1 \$47,454
		Utility Worker 1 \$43,534
		Secretary .33 \$11,977
		Vocational Education Student 1 \$5,760
		Total \$125,575
50320 12	Overtime Pay	10% of Operation Supervisor & Utility Worker Salary & 5% of Secretary's Salary
50320 21	PERS	Public Employees Retirement System contribution
50320 22	Medicare	1.45% of Gross Wages
50320 23	Health Insurance	Annual per employee; figured actual
50320 24	Life Insurance	\$15.12 annual per employee
50320 25	Workers Compensation	3.42% of gross wages for maintenance personnel & .54% for secretary
50320 26	Unemployment Expense	1% of gross wages
50320 27	FICA	6.2% of gross wages for employees not eligible for PERS
50320 31	Office Supplies	Stationary, forms, invoices, local purchase orders, pens, pencils, paper, disks, computer/copier supplies and other general office supplies.
50320 32	Operating Supplies	Sewer Cleaning Materials
50320 3201	Safety Supplies	Gloves, Coveralls, Raingear, Ear Plugs, Respirators, Boots, OSHA Reg. Compliance
50320 3202	Supplies - Plant	Treatment Chemicals, Fuel, Laboratory Supplies
50320 33	Maint. Supplies	Pipes & Fittings
50320 3301	Maint. Supplies/plnt	Paint, Filters, Grease, Oil, Bearings, Switches, Belts & Relays 4 pump station level controllers, doctor blades, conduit pump seals
50320 34	Small Tools & Equip	Hand Tools, Saw Blades, Handheld Radio, Drills, Chains & Slings
50320 35	Inventory	Pipe & Materials
50320 41	Professional Services	Laboratory Services
50320 4105	Other Legal Services	Legal Services
50320 4106	Health Officer	Health Officer Investigation & Expenses
50320 42	Communications	Telephone, Fax, Mail, & Courier Services

403 Enterprise Fund
Wastewater Utility Narrative

Account #	Description	Narrative
50320 43	Travel & Training	Conference Travel & Training Materials
50320 44	Advertising & Printing	Public Notices & Public Education Materials
50320 45	Rentals & Leases	Xerox Copier Lease
50320 4501	Vehicle Replac.	Vehicle Replacement Charges
50320 46	Insurance - Prop	Property Insurance - Based on Value
50320 4601	Insurance - Liab.	Liability Insurance
50320 4605	Bonds	FHA Bonds
50320 47	Utilities	Electricity & Water
50320 48	Repairs & Maint.	Work Performed by outside Contractor - Electrical/Mechanical
50320 49	Miscellaneous	Dues, Fees, Subscription & Books
50320 4910	Overhead Charges	Indirect costs
50320 4913	Haz Mat Cleanup	Hazardous Material Notices
50320 4920	Motor Pool Charges	Labor, Fuel, Lub Oil, Vehicle Repairs
50320 64	Machinery & Equipment	Safronics Drive/Omegapak Replacement
50320 6401	Other Equipment	Sample Refrigerator, Map Cabinet, Bookcase, TV/VCR, SCADA Upgrades & VocAlarm
50320 6414	Sewer Lines	Replace Galveston Street Main
50320 71	Principal	Debt Service Payment
50320 72	Interest	Debt Service Payment
	Building Maintenance	Building Maintenance - tar plant roof
	Geographic Information Sy	Geographic Information Systems - proportional contribution for Copy Machine.
	Motor Pool	Motor Pool Fund - Replacement of Generator at the Wastewater Plant
	Self Insured Reserve	Property and liability insurance and required bond

404 - Enterprise Fund
Sanitation Utility

Program Description
The Sanitation Utility is responsible for collection and disposal of solid waste for the community.
Goals
The goal of the department is to provide safe, reliable service in the collection of solid waste. Disposing of solid waste in a responsible and cost effective manner within the regulations set forth by the State and Federal government.
Objectives
Continue to provide collection services in the safest most cost effective manner possible Continue to work towards a recycling program which will be acceptable to the community and cost effective for the utility. Establish a more effective collection route and implement the Refuse Industry Computer Software program to it's full capacity.

404 - Enterprise Fund
Sanitation Utility Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Grants	543,273	-	-	
Charges for Services	659,493	668,889	709,000	701,350
Miscellaneous Revenue	29,854	5,874	6,500	3,500
Interfund Transfer	220,000	94,244	-	
Timber Sales	0	3000	-	
Total Revenues	1,452,620	772,007	715,500	704,850
Expenditures				
Salaries & Wages	152,713	196,641	180,686	188,063
Employee Benefits	47,895	46,792	71,622	72,114
Supplies	41,545	51,898	195,100	31,800
Services & Charges	172,403	237,850	136,531	346,335
Capital Outlays	1,631,548	160,556	28,000	5,120
Debt Service	137,740	72,768	143,758	143,758
Expenditures Subtotal	2,183,844	766,505	755,697	787,190
Interfund Transfers	7,862	31,673	38,500	10,850
Total Expenditures	2,191,706	798,178	794,197	798,040
Beginning Fund Balance	1,712,340	2,134,332	2,249,499	1,066,545
Net Income (Loss)	(5,775)	(731,224)	(763,505)	(93,190)
Transfers in or (out)		7,862	31,673	-
Ending Fund Balance	1,718,115	2,249,499	1,066,545	973,355
Ending Restricted	917,575	-	-	0
Ending Unrestricted	261,889	1,169,571	(3,203)	(96,393)

Significant Budget Changes

404 - Enterprise fund
Sanitation Utility Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
33600 0401	ADEC Grant		543,273	-	-	-	-
	Grants Subtotal	-	543,273	-	-	-	-
34100 90	Misc Admin	1,960	1,324	1,076	1,000	2,000	2,000
34300 90	Other PW Charges	31	1	3	-	-	-
34400 41	Refuse Collection	359,636	562,466	602,739	618,000	594,350	594,350
34400 42	Baler/Landfill Charges	119,201	95,702	65,071	90,000	95,000	95,000
34400 43	Recycling Revenue	-	-	-	-	10,000	10,000
	Services Subtotal	480,828	659,493	668,889	709,000	701,350	701,350
36000 10	Interest Earned	3,735	10,383	3,891	4,500	3,500	3,500
36000 11	Bond Interest	49,974	19,471	-	-	-	-
36000 90	Miscellaneous Revenues	-	-	1,983	2,000	-	-
	Miscellaneous Subtotal	53,709	29,854	5,874	6,500	3,500	3,500
	Interfund Transfer						
39710 01	General Fund	-	-	94,244	-	-	-
39710 02	Sales Tax Fund	-	220,000	-	-	-	-
	Interfund Transfer Subtotal	-	220,000	94,244	-	-	-
39500 11	Timber Sales	-	-	3,000	-	-	-
Total		534,537	1,452,620	772,007	715,500	704,850	704,850

404 Enterprise Fund
Sanitation Utility Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Salaries & Wages Refuse Collection							
50420 11	Regular Pay	132,851	134,700	172,602	174,686	179,910	179,910
50420 1101	PW Maint	10,810		2,438			
50420 12	Overtime	14,245	18,013	21,601	6,000	8,153	8,153
	Subtotal	157,906	152,713	196,641	180,686	188,063	188,063
Personnel Benefits							
50420 21	Pension	20,707	18,997	18,182	24,609	28,416	28,416
50420 22	Medicare	796	1,206	2,105	2,611	2,727	2,727
50420 23	Health Insurance	15,870	13,785	12,527	26,384	23,263	23,263
50420 24	Life Insurance	44	37	31	75	69	69
50420 25	Workers' Comp	13,344	10,128	8,086	14,636	15,758	15,758
50420 26	Unemployment	1,607	1,637	1,217	1,807	1,881	1,881
50420 27	FICA	1,992	2,105	4,644	1,500	-	-
	Subtotal	54,360	47,895	46,792	71,622	72,114	72,114
Supplies							
50420 31	Office Supplies	37	274	1,502	1,000	500	500
50420 32	Operating Supplies	596	15,893	27,518	25,000	10,000	10,000
50420 3201	Safety Supplies	1,597	1,983	1,241	1,500	800	800
50420 33	Maintenance Supplie	2,024	1,399	9,619	3,000	20,000	20,000
50420 3301	Cover Material	47,223	21,423	3,182	162,600	-	-
50420 34	Small Tools & Equip	2,017	573	8,836	2,000	500	500
	Subtotal	53,494	41,545	51,898	195,100	31,800	31,800
Services & Charges							
50420 41	Professional Service	2,033	14,334	12,859	5,000	2,000	2,000
50420 4105	Other Legal	75				-	-

404 Enterprise Fund
Sanitation Utility Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
50420 42	Communication	416	530	1,910	1,200	1,200	1,200
50420 4202	Communication Equi	1,000			450	-	-
50420 43	Travel & Training	6,245	6,108	3,814	2,500	2,500	2,500
50420 44	Advertising	1,426	1,669	6,059	600	1,000	1,000
50420 4501	Vehicle Replacement	23,000	24,000	49,032	-	28,420	28,420
50420 47	Utilities	1,959	2,295	22,507	15,000	15,000	15,000
50420 48	Repairs & Maint	926	268	19,480	500	500	500
50420 4801	Building Repair			6,869		-	-
50420 4802	In-House Repair			2,732		-	-
50420 49	Miscellaneous	126	1,977	272	350	500	500
50420 4910	Overhead Charge	20,400	26,580	6,132	42,456	42,291	42,291
50420 4911	PW Overhead Chg	5,004		5,004		-	-
50420 4913	HazMat Clean-up	15,693	18,169	43,905	20,000	20,000	20,000
50420 4916	Recycling Expense	2,193	2,806	2,306	1,000	7,140	7,140
50420 4917	Grd Water Monitor	4,374	13,899	3,092	2,500	2,000	2,000
50420 4919	Gas Monitor			1,016	1,000	1,000	1,000
50420 4920	Motorpool O&M	43,242	59,768	50,861	43,975	42,784	42,784
50421 4921	Bale Disposal	-	-	-	-	180,000	180,000
Subtotal		128,112	172,403	237,850	136,531	346,335	346,335
Operations Subtotal		393,872	414,556	533,181	583,939	638,312	638,312
Capital Outlays							
50420 6001	Landfill Improvements		8,377	68,883	25,000	-	-
50420 6006	Baler Facility		1,622,671	76,264		-	-
50420 64	Machinery/Equipmen	833	500	1,635	3,000	5,120	5,120
50420 6401	Other Equipment	46,660	-	13,774	-	-	-
Subtotal		47,493	1,631,548	160,556	28,000	5,120	5,120

404 Enterprise Fund
Sanitation Utility Expenditures

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Debt Service							
50420 71	Bond Payment	55,000	137,740		75,000	75,000	75,000
50420 72	Interest	81,500	-	72,768	68,758	68,758	68,758
Subtotal		136,500	137,740	72,768	143,758	143,758	143,758
Interfund Transfers							
59710 58	Motor Pool		-	31,673	30,000	-	-
59710 5907	Landfill Trust		-		8,500	8,500	8,500
59710 5908	GIS Mapping		7,862			-	-
	Self Insured Reserve	-	-	2,692	2,850	2,350	2,350
Subtotal		-	7,862	31,673	38,500	10,850	10,850
Sanitation Total		577,865	2,191,706	798,178	794,197	798,040	798,040

404 Enterprise Fund
Sanitation Fund Narrative

Account #	Description	Narrative
50420 11	Regular Pay	.25 Public Works Director - \$16,850 Sanitation Supervisor - \$43,298 Landfill Operator - \$37,213 Sanitation Driver x 2 \$72,285 .33 Secretary \$10,264 (.33 Public Works Adm .33 Motor Pool) \$179,910
	Overtime	5% of Employees Salary
50420 21	PERS	Public Employees Retirement System contribution
50420 22	Medicare	Medicare contribution
50420 23	AETNA	Health insurance contribution
50420 24	Life Insurance	Life insurance
50420 25	Workers' Comp	Worker's Compensation
50420 26	ESD	State unemployment contribution
50420 27	FICA	Social Security
50420 31	Office Supplies	Paper, pens, general office supplies
50420 32	Operating Supplies	Baler wire, Hydraulic Oil, Fuel, Cleaning & Paper Products
50420 3201	Safety Supplies	Safety Gear, Gloves, Earplugs, Dustmasks
50420 33	Maint Supplies	Dumpsters & Dumpster Parts, Baler Parts, Plumbing Supplies, Bearings/Springs
50420 3301	Cover Material	
50420 34	Small Tools & Equip	Small hand tools
50420 41	Professional Services	Consultant fees
50420 42	Communication	Telephone & postage
50420 4202	Communication Equipment	Telephone system
50420 43	Travel & Training	Required State & EPA training
50420 44	Advertising	Public notices & schedule changes
50420 4501	Vehicle Replacement	Vehicle replacment costs
50420 46	Property Insurance	Property insurance for baler facility
50420 4601	Liability Insurance	Liability Insurance for Sanitation Utility operations
50420 47	Utilities	Baler utility costs
50420 48	Repairs & Maintenance	Labor and supplies furnished by specialized personnel
50420 49	Miscellaneous	Miscellaneous expenses
50420 4910	Overhead Charge	6% of FY 94/95 operating revenues

404 Enterprise Fund
Sanitation Fund Narrative

Account #	Description	Narrative
50420 4913	Haz Mat Clean up	Hazardous materials disposal sponsored by DEC/SEC, Freon Removal, Haz Mat Drums
50420 4916	Recycling Expense	Recycables Shipping costs and Cost to purchase recycling bins for Baler Facility
50420 4917	Grd Water Monitor	DEC required ground water monitoring
50420 4919	Gas Monitor	DEC required gas monitoring
50420 4920	Motorpool O&M	Vehicle repairs, maintenance & insurance
50420 4921	Bale Disposal	Rabanco Contract
50420 6001	Landfill Improvments	Close out of old landfill per DEC requirements
50420 64	Machinery/Equipment	Pump, Hydraulic Jack, Radio, Fuel Tank & Drum Winch
59710 58	Motor Pool	
59710 5907	Landfill Trust	
59710 5908	GIS Mapping	Geographic Information Systems - proportional contribution for Copy Machine.
	Self Insured Reserve	Property and liability insurance

Enterprise Fund
#405 Port Authority

Program Description
The purpose of the Harbor and Port Fund is to provide accounting for costs associated with the operation of three small boat harbors and the port dock and storage facility. The Petersburg Harbor and Port Fund provides moorage facilities and amenities to commercial vessels and pleasure boats.
Goals
To provide safe, accessible moorage and facilities to the users of the facility. To promote profitable operations, planning and scheduling for seasonal use. To maintain current knowledge of Federal, State and Local regulations pertaining to harbor operations, the marine industry and commercial fishing.
Objectives
To upgrade existing facilities. To expand moorage and storage facilities To maintain fiscal responsibility and judgment in operating as an enterprise fund.
Performance Indicators
Secure funding for upgrades and expansion Drafting and monitoring annual budget Present plans/programs for City Council, Harbor Advisory Board and public review.

Enterprise Fund
#405 Port Authority Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Charges for Services	452,005	492,135	508,525	510,525
Miscellaneous Revenues	37,316	47,977	40,000	40,000
Interfund Transfers	956	-	-	
Port Revenues	108,412	109,574	101,100	105,375
Total Revenues	598,689	649,686	649,625	655,900
Expenditures				
Salaries & Wages	261,418	265,450	277,316	282,665
Employee Benefits	72,612	69,378	85,622	90,838
Supplies	15,513	17,611	18,500	18,500
Services & Charges	111,867	158,727	207,510	216,950
Capital Outlays	29,924	8,817	22,000	80,000
Expenditures Subtotal	491,334	519,983	610,948	688,953
Interfund Tranfers	10,161	22,355	19,056	502,700
Total Expenditures	501,495	542,338	630,004	1,191,653

Beginning Fund Balance	2,806,768	1,547,091	2,993,632	2,187,968
Net Income (Loss)	80,730	129,703	38,677	(35,753)
Transfers in or (out)		22,355	19,056	502,700
Ending Fund Balance	2,887,498	2,993,632	2,187,968	2,654,915
Ending Restricted	929,561	988,084	**184,716	500,000
Ending Unrestricted	617,530	698,640	575,621	542,568

Significant Budget Cha ** Port Trust transferred to a Trust Fund type

Enterprise Fund
#405 Port Authority Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Boat Harbors							
340 00 00 00	Services						
34100 30	Survey & Appraisal	85		4,900			
34500 10	Moorage Fees	289,937	309,601	332,146	349,025	349,025	349,025
34500 20	Transient Fees	72,294	67,012	72,592	96,000	96,000	96,000
34500 30	Grid Fees	9,037	8,520	8,484	8,500	8,500	8,500
34500 40	Live Aboard	8,844	11,475	12,594	12,000	12,000	12,000
34500 50	Floatside Fees	16,343	21,030	27,308	15,000	15,000	15,000
34500 60	Launch Fees	6,975	9,275	11,022	8,000	10,000	10,000
34500 90	Misc Charges	27,420	25,092	23,089	20,000	20,000	20,000
	Services Subtotal	430,935	452,005	492,135	508,525	510,525	510,525
360 00 00 00	Miscellaneous						
36000 10	Interest Earned	21,511	26,917	36,743	25,000	25,000	25,000
36000 1001	Interrest Earned			1,030			
36000 90	Other Misc	5,241	10,399	10,204	15,000	15,000	15,000
	Miscellaneous Subtotal	26,752	37,316	47,977	40,000	40,000	40,000
397 00	Interfund transfers						
39710 01	Oper Trans - Garbage	5,000					
397 10 5901	Oper Trans-Har/Trust	26,250	956				
	Interfund Transfers Subtotal	31,250	956				
	Boat Harbors Revenues Total	488,937	490,277	540,112	548,525	550,525	550,525
355 00	PORT						
35500 10	Port Moorage Fees				100	375	375
35500 20	Port Leases	83,136	90,562	87,273	85,000	85,000	85,000
35500 90	Storage Fees	19,671	17,850	22,301	16,000	20,000	20,000
	Subtotal	102,807	108,412	109,574	101,100	105,375	105,375
	Port Revenues Total	102,807	108,412	109,574	101,100	105,375	105,375
	Port and Harbor Revenues Total	591,744	598,689	649,686	649,625	655,900	655,900

Enterprise Fund
#405 Port Authority Expenditures

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
HARBOR							
Salaries & Wages							
53540 11	Regular Pay	196,538	216,166	220,755	227,461	231,772	231,772
53540 11	Temporary Pay				5,000	5,000	5,000
53540 1101	P. W. Maint		1,404				
53540 12	Overtime Pay	9,829	9,627	9,406	9,738	9,738	9,738
53540 17	Shift Differential	3,559	4,170	3,928	5,125	5,279	5,279
Subtotal		209,926	231,367	234,089	247,324	251,789	251,789
Personnel Benefits							
53540 2100	PERS	38,233	32,627	30,732	33,686	38,045	38,045
53540 2200	Medicare	1,627	1,680	1,712	3,586	3,651	3,651
53540 2300	Aetna	20,027	18,841	19,871	26,245	28,434	28,434
53540 2400	Life Insurance	62	51	48	70	76	76
53540 2500	Workman Comp	12,253	8,533	7,492	11,282	9,572	9,572
53540 2600	Unemp Ins	2,378	2,296	1,412	2,473	2,518	2,518
53540 2700	F I C A	129	647	611	600	500	500
Subtotal		74,709	64,675	61,878	77,942	82,796	82,796
Supplies							
53540 31	Office Supplies	1,674	2,265	1,979	3,000	3,000	3,000
53540 32	Operating Supplies	4,295	5,358	5,660	5,500	5,500	5,500
53540 33	Maintenance Supp	3,657	3,134	6,567	4,000	4,000	4,000
53540 34	Small Tool	4,105	4,756	3,405	5,000	5,000	5,000
Subtotal		13,731	15,513	17,611	17,500	17,500	17,500
Services & Charges							
53540 41	Professional Services	66	5	5,517	1,000	21,000	21,000
53540 4105	Other Legal	170					
53540 42	Communications	1,693	1,880	2,043	2,000	2,000	2,000
53540 43	Travel & Training		1,657	280	2,000	2,000	2,000
53540 44	Advertising & Printing	1,372	587	1,130	400	400	400

Enterprise Fund
#405 Port Authority Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
53540 45	Rentals/Leases		245	686	1,200	1,200	1,200
53540 4501	Vehicle Replacement	3,894	4,500	1,944	-	2,884	2,884
53540 47	Utilities	20,975	24,106	22,360	30,000	30,000	30,000
53540 4702	Utilities - Garbage	32,952	33,380	50,141	70,000	70,000	70,000
53540 48	Repair & Maint	29,534	17,002	21,407	30,000	30,000	30,000
53540 49	Misc	255	(606)	225	500	500	500
53540 4910	Overhead Charges	19,524	20,000	21,540	29,376	33,032	33,032
53540 4920	Motor Pool	4,186	3,447	6,462	8,190	8,190	8,190
Subtotal		114,621	106,203	133,735	174,666	201,206	201,206
Operations & Maintenance Subtotal		412,987	417,758	447,313	517,432	553,291	553,291
Capital Outlays							
53540 6312	Harbor Exp/Renovation		18,615				
53540 6314	Out buildings		-	2,400	5,500	10,000	10,000
53540 6400	Machinery & Equip			6,417	16,500	25,000	25,000
53540 6401	Other Equipment	8,228	11,309		-	40,000	40,000
Subtotal		8,228	29,924	8,817	22,000	75,000	75,000
Interfund Transfers/Operations							
59710 5908	GIS Map Fund	5,000	7,862				
59710 06	South Harbor Expansion			3,333	17,256		
59710 58	Motor Pool		-	17,443	-		
	Self Insured Reserve	2,344	2,299	1,579	1,800	1,800	1,800
Subtotal		7,344	10,161	22,355	19,056	1,800	1,800
Interfund Transfers/Capital Projects							
59710 5906	Capital Construction	-	-	-	-	500,000	500,000
Subtotal		-	-	-	-	500,000	500,000
Interfund Transfers Total		7,344	10,161	22,355	19,056	501,800	501,800
Harbor Total		428,559	457,843	478,485	558,488	1,130,091	1,130,091

Enterprise Fund
#405 Port Authority Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
PORT							
Salaries & Wages							
53550 11	Regular Pay	11,831	29,535	30,997	29,479	30,363	30,363
53550 12	Overtime Pay		516	364	513	513	513
Subtotal		11,831	30,051	31,361	29,992	30,876	30,876
Personnel Benefits							
53550 2100	PERS	2,276	4,244	4,176	4,085	4,454	4,454
53550 2200	Medicare		-		435	428	428
53550 2300	Aetna	1,308	2,162	2,164	1,500	1,500	1,500
53550 2400	Life Insurance	4	6	6	10	10	10
53550 2500	Workman Comp	1,487	1,231	969	1,350	1,350	1,350
53550 2600	Unemp Ins	143	294	185	300	300	300
Subtotal		5,218	7,937	7,500	7,680	8,042	8,042
Supplies							
53550 32	Operating Supplies	-	-	-	500	500	500
53550 34	Small Tool	-	-	-	500	500	500
Subtotal		-	-	-	1,000	1,000	1,000
Services & Charges							
53550 41	Professional Services	2,432	23	400	1,500	1,500	1,500
53550 43	Travel & Training		-	765	1,000	1,000	1,000
53550 44	Advertising & Printing	104	-		500	400	400
53550 45	Port rentals/leases		-		200	200	200
53550 47	Utilities	507	641	492	600	600	600
53550 48	Repair & Maint		-	18,185	22,000	5,000	5,000
53550 4910	Overhead Charges	4,692	5,000	5,150	7,044	7,044	7,044
Subtotal		7,735	5,664	24,992	32,844	15,744	15,744
Operations & Maintenance Subtotal		24,784	43,652	63,853	71,516	55,662	55,662

Enterprise Fund
#405 Port Authority Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Capital Outlays							
53550 6105	Site Development	8,168	-	-		5,000	5,000
	Subtotal	8,168	-	-	-	5,000	5,000
Interfund Transfers/Operations							
	Self Insured Reserve	631	558	745	900	900	900
	Interfund Transfers/Operations Subtotal	631	558	745	900	900	900
	Port Expenditure Total	33,583	44,210	64,598	72,416	61,562	61,562
	Port and Harbor Expenditures Total	462,142	502,053	543,083	630,904	1,191,653	1,191,653

Enterprise Funds
#405 Port Authority Narrative

Account #	Description	Narrative
BOAT HARBORS		
Salaries & Wages		
535 40 11 00	Harbormaster .75	\$45,793
	Office Manager .67	\$28,861
	Harbor Officers 3	\$114,026
	Part Time .5 x 2	\$33,884
	Grounds keeper .165	\$4,208
	Temporary .18	\$5,000
		\$231,772
535 40 12 00	Overtime	Budgeted \$9738
535 40 17 00	Shift Differential	Compensation for swing and graveyard shifts
Personnel Benefits		
535 40 21 00	PERS	Public Employees Retirement System contribution
535 40 22 00	Medicare	Medicare contribution, 1.45% of gross wages
535 40 23 00	AETNA	Health insurance contribution, FY96 + 10%
535 40 24 00	Life Insurance	Life insurance \$15.12 per employee
535 40 25 00	Workmans Comp.	Workmans Compensation contribution, 4.59% of gross wages
535 40 26 00	ESD	State unemployment contribution, 1% of gross wages
535 40 27 00	F.I.C.A.	Social Security Contribution Temp. Employees, 6.2% of gross
Supplies		
535 40 31 00	Office Supplies	Stationary, pens, paper, forms, etc.
535 40 32 00	Operating Supplies	Cleaning supplies, heating fuel, t.p., paper towels, gasoline, etc.
535 40 33 00	Maintenance Supplies	Wood, paint, nails, plumbing parts, nuts, bolts, repair parts, etc.
535 40 34 00	Small Tools	Tools, Snow Blowers, Outboards, Radios, Software, etc.
Services & Charges		
535 40 41 00	Professional Services	Consultant studies, janitorial, grounds maintenance, legal consul; one-half cost of DC lobbyist
535 40 42 00	Communications	Telephone, Computer networking, Post office fees
535 40 43 00	Travel & Training	Expenses for seminars, Harbormaster conferences, training.
535 40 44 00	Advertising & Printing	Legal advertising, employment ads, special print jobs, etc.
535 40 45 00	Rentals & Leases	Equipment rentals or leases; car allowance

Enterprise Funds
#405 Port Authority Narrative

Account #	Description	Narrative
535 40 45 01	Vehicle Replacement	
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, sewer, elect., garbage, Harbor lighting
535 40 48 00	Repair and Maintenance	Contract work/repair-small projects- South Harbor waterline & Float hardware; Renummer stalls
535 40 49 00	Miscellaneous	Dues, subscriptions, technical publications, etc.
535 40 49 10	General Fund Overhead	Indirect costs
535 40 49 20	Motor Pool Charges	Repairs & Maintenance of vehicle, gas, oil, insurance
Capital Outlays		
535 40 63 12	Expansion & Ren.	Costs for additions/renovations of facilities
535 40 63 14	Out buildings	Fire shed, shelters for waste oil dumpsters
53540 64 00	Machinery/Equipment	Mobile Fire Pump; other equipment
535 40 64 01	Other Equipment	Waste oil tanks; Retaining wall & cover for tanks
Transfers Out		
59710 5908	GIS Mapping	City wide mapping project
59710 5906	Capital Projects	South Harbor Expansion - Capital Matching Grant Contribution and Harbor Expansion Project
59710 58	Motor Pool	Roll on/off chassis
PORT FACILITY		
Regular Pay		
535 50 11 00	Harbormaster	.25 15,264
	Office Manager	.33 14,215
		\$29,479
Personnel Benefits		
535 50 21 00	PERS	Public Employees Retirement System contribution
535 50 22 00	Medicare	Medicare contribution, 1.45% of gross wages
535 50 23 00	AETNA	Health insurance contribution, F/Y96 + 10%
535 50 24 00	Life Insurance	Life insurance \$15.12 per employee
535 50 25 00	Workmans Comp.	Workmans Compensation contribution, 4.59% of gross wages
535 50 26 00	ESD	State unemployment contribution, 1% of gross wages

Enterprise Funds
#405 Port Authority Narrative

Account #	Description	Narrative
535 50 41 00	Professional Services	Consultants, studies, Port Marketing Program
535 50 43 00	Travel & Training	Seminars, classes, Harbormaster Conferences + related expens
53550 44	Advertising & Printing	Legal advertising, employment ads, special print jobs, etc.
53550 45	Port rentals/leases	Equipment rentals or leases
53550 46	Insurance Prop	Based on actual property valuation per department
53550 4601	Insurance Liab	Based on latest quote spread per exposure
53550 47	Utilities	Water, sewer, elect., garbage, Harbor lighting
53550 48	Repair & Maint	Contract work/repair-small projects
53550 4910	Overhead Charges	Indirect costs
53550 6105	Site Development	Top soil and grading of undeveloped areas

Enterprise Fund
Port Authority Trust

Program Description
The purpose of the Harbor and Port Trust Fund is to provide funding for expansion projects, land acquisition and major renovation.
Goals
To upgrade existing facilities. To construct new facilities.
Objectives
To provide facilities which address the present and future needs of the boating public. To procure additional lands for future facility development. To increase the fund balance through wise investments, grants, revenue sharing and Harbor Fund proceeds.
Performance Indicators
Securing funding from various sources. <u>Present short and long term plans/programs for City Council, Harbor Advisory Board and public.</u>

Enterprise Fund
Port Authority Trust Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Grants				
Charges for Services				
Miscellaneous Revenues	59,479	66,591	20,000	
Interfund Transfers				
Total Revenues	59,479	66,591	20,000	-
Expenditures				
Salaries & Wages				
Employee Benefits				
Services & Charges				
Interfund Transfers				
Capital Outlays	956	22,187	14,112	1,032,576
Total Expenditures	956	22,187	14,112	1,032,576

Beginning Fund Balance	929,561	988,084	1,032,488
Net Income (Loss)	58,523	44,404	5,888
Transfers in or (out)	-	-	-
Ending Fund Balance	988,084	1,032,488	1,038,376
Ending Restricted	-	-	0
Ending Unrestricted	988,084	1,032,488	1,038,376

Significant Budget Changes

Enterprise Fund
Port Authority Trust Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
PORT TRUST REVENUES							
36000 10	Interest Earned	43,339	59,479	66,591	20,000	-	-
36000 1001	Interest Earned			87			
	Miscellaneous Subtotal	43,339	59,479	66,591	20,000	-	-
	Current Revenues Total	43,339	59,479	66,591	20,000	-	-

Enterprise Fund
Port Authority Trust Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
FUND EXPENSES							
59710 06	Capital Construction		-	22,187	14,112	1,032,576	1,032,576
59710 55	Oper Trans-out	26,250	956		-		
	Subtotal	26,250	956	22,187	14,112	1,032,576	1,032,576
	Expenses Total	26,250	956	22,187	14,112	1,032,576	1,032,576

Enterprise Fund
Port Authority Trust Narrative

Account #	Description	Narrative
Replacement Reserve Fund		
587 10 59 01		Trust Fund used for expansion, land aquisition, etc.
360 10	Interest earned	Interest earned on fund principal
597 10 55	Oper trans-out	For South Harbor Expansion Project.

#407 Enterprise Fund
Elderly Housing

Program Description				
The Elderly Housing Department is responsible for the operation and maintenance of Mountain View Manor, a twenty-four unit, HUD subsidized, apartment complex and senior center.				
Goals				
Continue to provide a safe, clean and affordable living environment for the senior residents of the facility in compliance with City, State and HUD requirements.				
Act as Staff representative to Mountain View Food Service				
Continue working with Senior Housing Committee to acquire necessary information needed to complete application for additional housing funding				
Objectives				
To maintain and upgrade the facility to meet HUD and State requirements.				
(a) Activate ventilation system for building				
(b) Replace carpet in three apartments				
(c) Replace expansion joints				
Continue to modify grounds				
(a) Repair path in front of Manor i.e. better drainage and new gravel				
(b) Repair grounds in back of the Manor				
Work with MVFS Board to assure continuation of the Senior Food Program				
Work with SCHC to complete and submit funding application to Alaska Housing Finance Corp.				
Performance Indicators				
	95/96	96/97	97/98	Projected
Auto fill/shut of valves/expansion joints replace	0	1	2	15
Areas Painted (sq ft)	7922	3269	2975	
Carpet Replaced	5564	770	1872	1404
Quarterly reports to City Council		4	4	4

#407 Enterprise Fund
Elderly Housing Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Grants	136,810	143,138	144,500	144,500
Miscellaneous	138,463	145,498	138,000	138,500
Revenues Subtotal	275,273	288,636	282,500	283,000
Interfund Transfers	16,200	13,160	-	
Total Revenues	291,473	301,796	282,500	283,000
Expenditures				
Salaries & Wages	47,626	46,080	59,837	61,596
Employee Benefits	13,310	12,949	18,283	19,526
Supplies	19,156	14,889	16,700	17,200
Services & Charges	44,955	52,008	51,342	61,872
Capital Outlays		125,926		4,500
Debt Service	78,427	74,577	114,907	112,702
Expenditures Subtotal	203,474	326,429	261,069	277,396
Interfund Transfers	16,697	11,148	7,600	6,150
Total Expenditures	220,171	337,577	268,669	283,546
Beginning Fund Balance	1,128,158	1,161,032	1,193,839	1,244,631
Net Income (Loss)	33,851	32,807	50,792	21,431
Transfers in or (out)		-	-	7,600
Ending Fund Balance	1,162,009	1,193,839	1,244,631	1,273,662
Ending Restricted	55,683	55,067	58,247	40,000
Ending Unrestricted	7,029	40,452	88,064	117,095

Significant Budget Changes

Capital Outlays one-half cost of above-ground fuel tank

#407 Enterprise Fund
Elderly Housing Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Grants							
33200 01	Rent Subsidies	144,864	136,810	143,138	144,500	144,500	144,500
	Subtotal	144,864	136,810	143,138	144,500	144,500	144,500
Miscellaneous							
36000 10	Interest Earned	19,699	20,753	23,660	17,000	17,500	17,500
36000 20	Rents & Royalties	102,971	106,849	112,314	111,000	111,000	111,000
36000 86	Donations	114	639	342	400	400	400
36000 90	Miscellaneous	8,432	10,222	9,182	9,600	9,600	9,600
	Subtotal	131,216	138,463	145,498	138,000	138,500	138,500
Interfund Transfers							
39710 01	Gen Fund - Operating	3,000	3,000	13,160	-	-	-
39710 01	Gen Fund - Bldg Maint	21,569	13,200	-	-	-	-
	Subtotal	24,569	16,200	13,160	-	-	-
Current Revenues Total		300,649	291,473	301,796	282,500	283,000	283,000

#407 Enterprise Fund
Elderly Housing Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Salaries & Wages							
55040 11	Regular Pay	49,573	47,626	46,080	58,637	60,396	60,396
55040 12	Temporary Pay				1,200	1,200	1,200
	Subtotal	49,573	47,626	46,080	59,837	61,596	61,596
Personnel Benefits							
55040 21	Pers	5,626	6,542	6,268	7,986	9,126	9,126
55040 22	Medicare	821	688	670	868	893	893
55040 23	Aetna	3,224	2,580	2,634	5,196	4,837	4,837
55040 24	Life Insurance	12	8	8	30	30	30
55040 25	Workers Comp	3,568	2,772	3,011	3,530	3,950	3,950
55040 26	Unemployment Ins	566	475	270	598	616	616
55040 27	FICA	1,402	245	88	74	74	74
	Subtotal	15,219	13,310	12,949	18,283	19,526	19,526
Supplies							
55040 31	Office Supplies	477	531	383	500	500	500
55040 32	Operating Supplies	13,517	16,708	13,332	14,000	14,000	14,000
55040 33	Maintenance Supplies	324	1,597	681	1,500	2,000	2,000
55040 34	Small Tools/Equipment	361	320	493	700	700	700
	Subtotal	14,679	19,156	14,889	16,700	17,200	17,200
Services & Charges							
55040 41	Professional Services	400	-	465	500	900	900
55040 42	Communications	1,337	1,499	1,292	1,500	2,876	2,876
55040 43	Travel & Training	1,227	1,215	376	1,000	1,000	1,000
55040 44	Advertising & Printing	1,014	60	245	400	400	400
55040 4501	Vehicle Replacement		3,000	6,756	-	8,342	8,342

#407 Enterprise Fund
Elderly Housing Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
55040 47	Utilities	22,732	25,327	26,632	26,000	26,000	26,000
55040 48	Repair & Maintenance	3,680	5,847	7,118	13,000	11,900	11,900
55040 49	Miscellaneous	922	1,182	2,181	550	550	550
55040 4910	Overhead Charges	5,220	5,436	5,580	6,092	6,660	6,660
55040 4920	Motor Pool Charges-O&M	1,188	1,389	1,363	2,300	3,244	3,244
Subtotal		37,720	44,955	52,008	51,342	61,872	61,872
Operations & Maintenance Subtotal		117,191	125,047	125,926	146,162	160,194	160,194
Capital Outlays							
55040 6206	Storage Building	21,569					
55040 63	Other Improvements			1,500		4,500	4,500
55040 6305	Fencing	1,968					
55040 64	Machinery & Equip	1,102		2,009			
Subtotal		24,639		3,509		4,500	4,500
Debt Service							
55040 71	Principal				40,000	40,000	40,000
55040 72	Interest	78,883	77,161	73,381	73,641	71,402	71,402
55040 74	Bond Issue	553	1,266	1,196	1,266	1,300	1,300
Subtotal		79,436	78,427	74,577	114,907	112,702	112,702
Interfund Transfers							
59710 5801	Building Maintenance	29,105	15,105	8,661	5,050	3,600	3,600
59710	Self Insured Reserve	1,683	1,592	2,487	2,550	2,550	2,550
Subtotal		30,788	16,697	11,148	7,600	6,150	6,150
Expenditures Total		252,054	220,171	215,160	268,669	283,546	283,546

#407 Enterprise Fund
Elderly Housing Narrative

Account #	Description	Narrative
55040 11	Regular Pay	Manager \$46,150; Maintenance \$14,247
55040 12	Temporary Pay	Temporary \$1,200
55040 21	PERS	Public Employees Retirement System contribution
55040 22	Medicare	Federal Contribution
55040 23	Aetna	Health Insurance
55040 24	Life Insurance	Life Insurance
55040 25	Workers Comp	Workers Compensation Insurance
55040 26	Unemployment Ins	Unemployment Insurance
55040 27	FICA	Social Security for employees not covered by PERS
55040 31	Office Supplies	General office supplies
55040 32	Operating Supplies	Heating fuel, propane, janitorial supplies
55040 33	Maintenance Supplies	Machinery/appliance repair/parts, painting
55040 34	Small Tools/Equipment	Small tools and equipment
55040 41	Professional Services	Legal fees; RentRoll license increase
55040 42	Communications	Telecommunications, cablevision, postage, fire alarm phone line, networking costs
55040 43	Travel & Training	HUD training requirements
55040 44	Advertising & Printing	Advertisements for vacancies/newspaper ad
55040 4501	Vehicle Replacement	Motor pool replacement
55040 47	Utilities	Electricity, water, sewer & refuse
55040 48	Repair & Maintenance	Contracted repairs, boiler/ventilation system upgrade, inspections, carpet
55040 49	Miscellaneous	Unanticipated expenses, AHMI subscription
55040 4910	Gen Fund Overhead	Indirect costs
55040 4920	Motor Pool O & M	Motor pool operating & Maintenance, insurance, fuel
5504063	Other Improvements	Above ground fuel storage tank (.5 total cost)
55040 71	Principal	Bond issue principal payment
55040 72	Interest	Bond issue interest payment
55040 74	Bond Issue	Insurance expense
59710 5801	Interfund Transfers	Building maintenance- guard rails and doors
59710	Interfund Transfers	Self Insured Reserve - Property and Liability Insurance

501 Internal Service Fund
Motor Pool

Program Description				
The Motor Pool provides facilities, labor and support services for the maintenance, repair, replacement and disposal of city vehicles, motorized equipment, and miscellaneous portable and stationary equipment.				
Goals				
The goal of the department is to provide motor vehicles in excellent condition to ensure the safety of the operator and to achieve the optimum use of the vehicle with minimal vehicle downtime.				
Objectives				
* To provide information to user departments regarding the operation and maintenance of motor vehicles				
* Preventive Maintenance and safety inspections to ensure proper operation.				
* Implement the Computerized Fleet Analysis program to it's full capacity.				
Performance Indicators	FY 96	FY 97	FY 98 (3 qtrs)	FY99 Projected
Scheduled Repairs:	1620	1823	1295	2100
Non Scheduled Repairs:	699	482	148	100
Emergency Repairs:	16	16	0	0

501 Internal Service Fund
Motor Pool Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Replacement				218,674
Charges for Services	685,980	931,354	518,350	444,425
Miscellaneous Revenues	98,772	124,088	50,000	800
Equipment Sales	-49,691	3,825	0	25,000
Interfund Transfers	28,101	92,641	30,000	60,000
Total Revenues	763,162	1,151,908	598,350	748,899

Expenditures				
Salaries & Wages	144,502	152,101	151,442	154,410
Employee Benefits	41,912	40,058	44,947	50,705
Supplies	232,938	251,533	266,500	207,237
Services & Charges	60,326	95,496	57,450	43,226
Capital Outlays	174,741	365,358	61,000	233,500
Interfund Transfers Out				364,504
Total Expenditures	654,419	904,546	581,339	1,053,582

Beginning Fund Balance	3,417,844	3,501,245	3,806,519	3,806,519
Net Income (Loss)	21,786	305,274	17,011	(389,285)
Transfers in or (out)				
Ending Fund Balance	3,439,630	3,806,519	3,823,530	3,417,234
Ending Restricted	1,807,211	2,058,143	1,894,439	2,512,304
Ending Unrestricted	154,227	208,569	389,285	-

Significant Budget Changes

501 Internal Service Fund
Motor Pool Revenues

Account #	Description	Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
		Actual FY 94/95	Actual FY 95/96	Actual FY 96/97	Budget FY 97/98	Recommended FY 98/99	Approved FY 98/99
Miscellaneous							
36000 10	Interest Earned	80,935	98,706	124,065	50,000	0	0
34100 90	Misc Admin Charge	3.00	66	23		800	800
Subtotal		80,938	98,772	124,088	50,000	800	800
Motor Pool Charges							
37300 61	Equipment Rentals O&M	404,901	418,668	485,533	518,350	444,425	444,425
37300 62	Replacement Reserve Charges	218,489	267,312	445,821	0	218,674	218,674
Subtotal		623,390	685,980	931,354	518,350	663,099	663,099
Residual Equity Transfers In							
39710 01	General Fund		15,087	31,025		-	-
39710 51	Electric Fund		3,343			-	-
39710 52	Water Fund		9,671	12,500		17,000	17,000
39710 54	Sanitation			31,673	30,000	-	-
39710 55	Port Authority		-	17,443		-	-
39710	Wastewater Utility	-	-	-	-	43,000	43,000
Subtotal		-	28,101	92,641	30,000	60,000	60,000
Equipment Sales							
39500 40	Equipment Sales	-	(49,691)	3,825	-	25,000	25,000
Subtotal		-	(49,691)	3,825	-	25,000	25,000
Revenues Total		704,328	763,162	1,151,908	598,350	748,899	748,899

501 Internal Service Fund

Motor Pool Expenditures

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Salaries & Wages Motor Pool							
53560 11	Regular Pay	128,450	130,211	136,198	144,442	147,057	147,057
53560 12	Overtime	11,280	14,291	15,903	7,000	7,353	7,353
	Subtotal	139,730	144,502	152,101	151,442	154,410	154,410
Personnel Benefits							
53560 2100	Pension	22,858	21,614	20,674	20,626	23,331	23,331
53560 2200	Medicare	1,277	1,349	1,406	2,196	2,239	2,239
53560 2300	Health Insurance	10,095	10,671	11,123	12,295	16,632	16,632
53560 2400	Life Insurance	34	30	28	50	50	50
53560 2500	Workers' Comp	6,605	6,809	5,937	8,265	6,909	6,909
53560 2600	Unemployment	1,384	1,439	890	1,514	1,544	1,544
53560 2700	FICA	10	0		0	0	0
	Subtotal	42,263	41,912	40,058	44,947	50,705	50,705
Supplies							
53560 31	Office Supplies	515	398	258	250	250	250
53560 32	Operating Supplies	4,740	8,286	8,944	5,500	8,500	8,500
53560 3201	Safety Supplies	461	1,066	728	750	900	900
53560 33	Maint Supplies	5,067	4,761	8,337	5,000	4,800	4,800
53560 34	Small Tools & Equip	7,529	3,915	4,859	5,000	4,500	4,500
53560 35	Inventory	189,749	182,158	188,272	200,000	150,000	150,000
53560 3501	Fuel		32,354	40,135	50,000	38,287	38,287
	Subtotal	208,061	232,938	251,533	266,500	207,237	207,237
Services & Charges							
53560 41	Professional Services	15,756	436	632	400	250	250
53560 42	Communication	1,006	1,115	1,354	1,000	1,000	1,000
53560 4201	Communication Equip	1,500	0		0	0	0
53560 43	Travel & Training	1,719	564	2,547	2,000	2,000	2,000
53560 44	Advertising	76	0	187	0	150	150

501 Internal Service Fund
Motor Pool Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
53560 4501	Vehicle Replacement	2,700	3,468	4,224	0	7,390	7,390
53560 46	Insurance - Property	27,280					
53560 4601	Insurance-Liability		27,234	27,706	30,000	30,000	30,000
53560 47	Utilities	8,346	7,456	7,213	8,000	6,500	6,500
53560 48	Repairs & Maint	1,224	1,217	21,480	1,100	1,000	1,000
53560 4801	Building Repairs		2,733	6,449	3,000	1,000	1,000
53560 49	Miscellaneous	35	101	196	100	250	250
53560 4911	PW Overhead	5,004	5,004	5,004	0	0	0
53560 4920	Motorpool O&M	13,671	10,998	18,504	11,850	4,476	4,476
Subtotal		78,317	60,326	95,496	57,450	43,226	43,226
Capital Outlays							
53560 6401	Other Equipment		5,476			11,000	11,000
53560 6402	Computer Equipment		14,518		0		
53560 64	#9 Chevy Blazer	1,404				0	0
53560 64	#1 Chevy S10 P.U.		66,877		0	0	0
53560 64	#96 Ford Explorer		23,492		0	0	0
53560 64	#107 Lodal Gbg Trk		23,122		0	74,000	95,000
53560 64	#73 Street sweeper		41,256		0	127,500	127,500
53560 64	Gen 2 Generator		0	95,078	0	0	0
53560 64	#83 Pickup 4x4 (PW)		0		0	0	0
53560 64	#98 Dumptruck (PW)		0		0	0	0
53560 64	#87 Grader (PW)		0	159,770	0	0	0
53560 64	Multi-use Truck		0	73,894	0	0	0
53560 64	Sanitation			31,673	30,000	0	0
53560 64	Harbor Utility Trailer			4,943		0	0
53560 64	#105 Police Vehicle				31,000	0	0
Capital Outlays Subtotal		1,404	174,741	365,358	61,000	212,500	233,500
Interfund Transfer Out						364,504	364,504
Motor Pool Total		469,775	654,419	904,546	581,339	1,032,582	1,053,582

501 Internal Service Fund
Motor Pool Narrative

Account #	Description	Narrative
53560 10	Regular Pay	Motor Pool Foreman \$47,990 2-Mechanics \$88,802 .33 Secretary \$10,264 (.33 PW Admin .33 Sanitation) \$147,056
	Overtime	5% of Employees Salary
53560 2100	Pension	Public Employees Retirement System contribution
53560 2200	Medicare	Federal contribution
53560 2300	Health Insurance	Health insurance
53560 2400	Life Insurance	Life insurance
53560 2500	Workers' Comp	Worker's Compensation
53560 2600	Unemployment	Unemployment insurance
53560 2700	FICA	Social Security for employees not covered by PERS
53560 31	Office Supplies	General office supplies
53560 32	Operating Supplies	Paper products, cleaning supplies, heating fuel, general operating supplies
53560 3201	Safety Supplies	Coveralls, Goggles, Earplugs, Gloves, Flash Lights, Raingear
53560 33	Maint Supplies	Paint, nuts, bolts, general maintenance supplies
53560 34	Small Tools & Equip	Hand & power tools, software
53560 35	Inventory	Parts & material for equipment repairs, billed back to department users
53560 3501	Fuel	Gasoline & diesel
53560 41	Professional Services	Maintenance Agreements Consultant fees, janitorial
53560 42	Communication	Telephone & postage & Telephone Equipment
53560 4201	Communication Equip	
53560 43	Travel & Training	Travel expense, per diem, training seminars, Safety Meeting Materials & VCR Tape
53560 44	Advertising	Legal advertisement
53560 4501	Vehicle Replacement	Replacement cost for Motor Pool vehicle
53560 46	Insurance-Liability	Motor Pool Fleet Insurance
53560 47	Utilities	Electrical/Water/Sewer charges
53560 48	Repairs & Maint	Labor & supplies furnished by specialized personnel
53560 4801	Building Repairs	Improvements to Motor Pool facilities
53560 49	Miscellaneous	Miscellaneous expenses
53560 4911	PW Overhead	
53560 4920	Motorpool O&M	Vehicle repairs, maintenance & insurance

501 Internal Service Fund
Motor Pool Narrative

Account #	Description	Narrative
53560 6401	Other Equipment	Bridge Crane Upgrade for the Motor Pool Shop
53560 64	#9 Chevy Blazer	Replacement cost for P.W. Director's Vehicle
53560 64	#1 S10 Pickup	Replacement cost for P.W. Grounds Keeper's Vehicle
53560 64	#96 Ford Explorer	Replacement Cost for Police Department Vehicle
53560 64	#107 Lodal Garbage Trk	Replacement Cost for Residential Garbage Truck
53560 64	#73 Mobile sweeper	Replacement Cost for P.W. Street sweeper
53560 64	Gen 2 Generator	Replacement Cost for Wastewater Plant's Generator

502 Internal Service Fund
Self Insured Trust

Program Description

The purpose of the Self Insurance Reserve Fund is to account for the accumulation of resources transferred to the fund by various city departments to be retained for settling uninsured claims against the city including legal costs and claims adjusting.

#502 Internal Service Fund
Self Insured Trust Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Interfund Transfers	201,013	313,470	214,466	202,688
Miscellaneous Revenues	17,667	12,194	12,500	-
Total Revenues	218,680	325,664	226,966	202,688
Expenditures				
Insurance Premiums				202,688
Miscellaneous Expense				-
Total Expenditures	-	-	-	202,688

Beginning Fund Balance	284,325	301,993	324,985	324,985
Net Income (Loss)	17,668	22,992		
Transfers (in or out)				
Ending Fund Balance	301,993	324,985	324,985	324,985
Ending Restricted				
Ending Unrestricted	101,857	124,849	124,849	124,849

Significant Budget Changes

502 Internal Service Fund
Self Insured Trust Revenues

Account #	Description	Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year	Budget Year
		Actual	Actual	Actual	Budget	Requested	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 97/98	FY 97/98	FY 97/98
Interfund Transfers								
	General Fund	106,110	124,114	129,758	134,000	134,000	134,000	134,000
	Electric Fund	51,817	60,001	160,030	56,278	45,000	45,000	45,000
	Water Fund	5,760	4,666	4,633	4,838	4,838	4,838	4,838
	Wastewater Fund	7,620	7,783	11,546	11,250	11,250	11,250	11,250
	Sanitation Fund	-	-	2,692	2,850	2,350	2,350	2,350
	Harbor Fund	2,344	2,299	1,579	1,800	1,800	1,800	1,800
	Port Fund	631	558	745	900	900	900	900
	Elderly Housing	1,683	1,592	2,487	2,550	2,550	2,550	2,550
	Interfund Transfers Subtotal	175,965	201,013	313,470	214,466	202,688	202,688	202,688
Miscellaneous								
36000 10	Interest Earned	14,327	17,667	12,194	12,500			
	Miscellaneous Subtotal	14,327	17,667	12,194	12,500	-	-	-
	Current Revenues Total	190,292	218,680	325,664	226,966	202,688	202,688	202,688

#502 Internal Service Fund
Self Insured Trust Expenditures

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
	Liability					97,638	97,638
	Property					75,250	75,250
	Erros/Omissions					8,500	8,500
	Bonds					2,400	2,400
	Broker's Fee					18,900	18,900
Subtotal						202,688	202,688
Miscellaneous							
51920 41	Legal Expenses	-	-	35,186	-	-	-
51920 46	Settlement Expenses	-	-		-	-	-
Miscellaneous Subtotal						-	-
Expenses Total		-	-	35,186	-	202,688	202,688

502 Internal Service Fund
Self Insured Trust Narrative

Account #	Description	Narrative
	General Fund	Property - \$36,000; Liability - \$69,000; Errors & Omissions - \$8,500; Bonds - \$1,600; Broker's Fee - \$18,900.
	Electric Utility	Property - \$21,000; Liability - \$24,000.
	Water Utility	Property - \$3,600; Liability - \$838; Bonds - \$400.
	Wastewater Utility	Property - \$10,000; Liability - \$850; Bonds - \$400.
	Sanitation Utility	Property - \$1500; Liability - \$850.
	Harbor & Port	Property - \$1,350; Liability - \$1,350.
	Elderly Housing	Property - \$1,800; Liability - \$750.

#201 - Special Revenue Fund
Debt Service Fund

Program Description

The debt service fund is used to account for the accumulation of resources and payment of general obligation bond principal and interest from governmental resources and special assessment bond principal and interest from special assessments levies when the government is obligated in some manner for the payment.

#201 - Special Revenue Fund
Debt Service Fund Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Miscellaneous Revenues	5,400	4,145	3,800	-
Interfund Transfers	-	637,825	636,370	361,459
Total Revenues	5,400	641,970	640,170	361,459
Expenditures				
Long Term Debt	938,560	637,825	632,570	384,698
Total Expenditures	938,560	637,825	632,570	384,698
Beginning Fund Balance	69,582	74,982	79,127	86,727
Net Income (Loss)	5,400	4,145	7,600	384,698
Net Transfers In or (Out)				
Ending Fund Balance	74,982	79,127	86,727	86,727
Ending Designated	63,488	63,488	63,488	63,488
Ending Undesignated	11,494	15,639	23,239	23,239

Significant Budget Changes

Debt Service for 1988 GO Bond for the Incinerator/Baler was moved to the Sanitation Fund budget FY 96/97.

#201 - Special Revenue Fund
Debt Service Revenues

Account #	Description	Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year	Budget Year
		Actual	Actual	Actual	Budget	Requested	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99	FY 98/99
36000 10	Interest Earning	3,571	5,400	4,145	3,800	-	-	0
	Miscellaneous Subtotal	3,571	5,400	4,145	3,800	-	-	-
Interfund Transfers								
39710 01	Gen Fund/Non-Dept.	956,782	-	637,825	636,370	384,698	361,459	361,459
	Subtotal	956,782	-	637,825	636,370	384,698	361,459	361,459
Current Revenues Total		960,353	5,400	641,970	640,170	384,698	361,459	361,459

#201 - Special Revenue Fund
Debt Service Expenditures

Account Number	Description	Actual	Prior Year Actual	Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
1975 GO Bond							
51962 71	Principal	250,000	270,000		-		
51962 72	Interest	31,600	10,800		-		
Subtotal		281,600	280,800		-		
1983 GO Bond							
51963 71	Principal	185,000	185,000	185,000	185,000	-	-
51963 72	Interest	73,630	55,315	37,000	18,500	-	-
Subtotal		258,630	240,315	222,000	203,500	-	-
1984/86/93 Utility GO Bond							
51964 71	Principal	91,000	97,000	96,000	95,000	85,000	85,000
51964 72	Interest	49,415	42,097	35,355	29,875	23,690	23,690
Subtotal		140,415	139,097	131,355	124,875	108,690	108,690
1989 Community School GO Bond							
51966 71	Principal	2,000	215,000	235,000	250,000	250,000	250,000
51966 72	Interest	76,137	63,348	49,470	54,195	26,008	26,008
Subtotal		78,137	278,348	284,470	304,195	276,008	276,008
Total		758,782	938,560	637,825	632,570	384,698	384,698

#201 - Special Revenue Fund
Debt Service Fund Narrative

Account #	Description	Narrative
51962 71	Principal	✓ 1975 School Construction - High School Classrooms & Gymnasium Paid off August, 1995. FY '98 is the last year of re-imburement (2 yr. lag).
51962 72	Interest	
51963 71	Principal	✓ 1983 School Construction - Middle School/High School Pay off June 1998 with final re-imburement in FY '98.
51963 72	Interest	
51964 71	Principal	1984 Downtown utilities upgrade & sewer extension to cemetery Pay-off October 1, 2004
51964 72	Interest	
51966 71	Principal	1989 School/community gymnasium Pay-off July 1, 1999 with final re-imburement FY '00.
51966 72	Interest	

620 Special Revenue Fund
School Operations

Program Description

The purpose of the School Operations Fund is to account for the accumulation of funds received through the collection of property taxes. The proceeds of the property tax are used for the operation and maintenance of the school district.

620Special Revenue Fund
 School Operations
 Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Property taxes	1,400,371	1,467,075	1,434,187	1,722,187
Total Revenues	1,400,371	1,467,075	1,434,187	1,722,187
Expenditures				
Operations and Maintenance				1,578,602
Total Expenditures				1,578,602
Beginning Fund Balance				
Net Income (Loss)				1,722,187
Net Transfers In or (Out)				1,578,602
Ending Fund Balance				143,585
Ending Designated				
Ending Undesignated				

Significant Budget Changes

620 Special Revenue Fund
School Operations Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Property Tax Revenues							
31100 10	Area #1	1,146,466	1,204,234	1,270,583	1,247,520	1,493,919	1,493,919
31100 20	Area #2	335,837	341,266	350,927	334,970	380,999	380,999
31100 30	Area #3	7,798	7,798	10,398	11,697	12,646	12,646
3110040	Sr. Citizen/Disb. Vet.	(140,194)	(152,927)	(164,833)	(160,000)	(160,000)	(165,377)
Current Revenues Total		1,349,907	1,400,371	1,467,075	1,434,187	1,727,564	1,722,187

620 Special Revenue Fund
 School Operations Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
51320 4921	Opertions and Maintenance					1,790,286	1,578,602
	Operations Subtotal					1,790,286	1,578,602
	Current Expenditures Total					1,790,286	1,578,602

620 Special Revenue Fund
School Operations Narrative

Account #	Description	Narrative
51320 4921	Public Schools	Operations and maintenance

624 Special Revenue Fund
School Capital Reserve

Program Description

The purpose of the School Capital Reserve Fund is to account for the accumulation of funds received through the Federal Timber Receipts program. These funds are restricted to school district capital expenses.

624 Special Revenue Fund
School Capital Reserve Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
State Aid/Operating Reserve	687,679	549,263	250,000	320,000
Miscellaneous Revenues	34,117	38,165	12,500	
Total Revenues	721,796	587,428	262,500	320,000
Expenditures				
Major maintenance and capital expens	661,939	700,000	700,000	-
Total Expenditures	661,939	700,000	700,000	-
Beginning Fund Balance	671,496	731,353	618,781	181,281
Net Income (Loss)	59,857	(112,572)	(437,500)	320,000
Net Transfers In or (Out)	-	-	-	-
Ending Fund Balance	731,353	618,781	181,281	501,281
Ending Designated	658,586	507,850		501,281
Ending Undesignated	72,767	110,931	181,281	-

Significant Budget Changes

624 Special Revenue Fund
School Capital Reserve Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
33500 10	Timber Receipts Revenue	807,923	687,679	549,263	250,000	320,000	320,000
State Aid Operating Grants Subtotal		807,923	687,679	549,263	250,000	320,000	320,000
36000 10	Interest Earned	26,707	34,117	38,165	12,500	-	-
Miscellaneous Subtotal		26,707	34,117	38,165	12,500	-	-
Current Revenues Total		834,630	721,796	587,428	262,500	320,000	320,000

624 Special Revenue Fund
 School Capital Reserve Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
51330 4921	Capital Improvments Operations and Maintenance	250,000	661,939	700,000	700,000	- 57,130	0
Subtotal		250,000	661,939	700,000	700,000	57,130	0
Current Expenditures Total		250,000	661,939	700,000	700,000	57,130	-

624 Special Revenue Fund
School Capital Reserve Narrative

Account #	Description	Narrative
51330 4921	Public Schools	Major maintenance and capital construction Operations and maintenance

625 Special Revenue Fund
Streets and Roads Reserve

Program Description

The purpose of the Streets and Roads Reserve Fund is to account for the accumulation of funds received through the Federal Timber Receipts program. These funds are restricted to use for local streets and roads capital and maintenance projects.

625 Special Revenue Fund
 Streets and Roads Reserve
 Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Timber Receipts	37,583	32,246	12,000	80,000
Interest Earned	1,869	3,625	1,000	-
Total Revenues	39,452	35,871	13,000	80,000
Expenditures				
Capital Construction	45,000	14,367	-	-
Total Expenditures	45,000	14,367	-	-
Beginning Fund Balance	43,233	37,685	59,189	57,822
Net Income (Loss)	(5,548)	21,504	(1,367)	80,000
Net Transfers In or (Out)	-	-	-	-
Ending Fund Balance	37,685	59,189	57,822	137,822
Ending Designated	37,685	59,189	57,822	137,822
Ending Undesignated	-	-	-	-

Significant Budget Changes

625 Special Revenue Fund
 Streets and Roads Reserve Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
33500 10	Timber Receipts	43,408	37,583	32,246	12,000	80,000	80,000
36000 10	Interest Earned	2,250	1,869	3,625	1,000	-	-
Current Revenues Total		45,658	39,452	35,871	13,000	80,000	80,000

625 Special Revenue Fund
 Streets and Roads Reserve
 Expenditures

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
59710 01	General Fund		45,000	14,367	-	-	-
59710 06	Capital Projects	21,000	-		-	-	-
Expenditures Total		21,000	45,000	14,367	-	-	-

625 Special Revenue Fund
Streets and Roads Reserve Narrative

Account #	Description	Narrative
59710 06	Operating Transfer	Capital improvements for streets and roads

626 Special Fund
Land Development

Program Description
The Land Development Fund has been created to designate the use of revenues from the sale of city owned real property to further the development of property for future disposal.
Goals
To facilitate the disposal of undeveloped city-owned land by installing improvements such as road, water, sewer and electrical service.
Objectives
<ul style="list-style-type: none">- To assist the public in obtaining city-owned parcels for development.- To investigate obtaining transfer of state-owned tidelands to the city.- To enlarge the capacity of the approved waste soils disposal site.

626 Special Fund
Land Development Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual SY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Survey & Appraisal	3,706	3,706	5,000	5,000
Interest	11,051	11,051	5,000	-
Sale of Land	141,008	121,123	50,000	-
Total Revenues	155,765	135,880	60,000	5,000
Expenditures				
Services & Charges	6,675	9,296	11,000	16,000
Capital Outlays	-	37,390	-	-
Total Expenditures	6,675	46,686	11,000	16,000
Beginning Fund Balance	164,416	313,487	398,392	447,392
Net Income (Loss)	149,071	89,486	49,000	(294,708)
Net Transfers In or (Out)		(4,591)		
Ending Fund Balance	313,487	398,392	447,392	152,684
Ending Designated	129,200			
Ending Undesignated	184,287	398,392	447,392	152,684

Significant Budget Changes

- Enlarge the capacity of the permitted waste soils disposal site.

626 Special Fund
Land Development Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Services & Charges							
34100 30	Survey & Appriasal	800	3,706	8,562	5,000	5,000	5,000
Subtotal		800	3,706	3,706	5,000	5,000	5,000
Miscellaneous							
36000 10	Interest Earned	10,107	11,051	16,043	5,000	-	-
Subtotal		10,107	11,051	11,051	5,000	-	-
Sale of Land/Buildings							
39500 10	Sale of Land/Buildings	-	141,008	121,123	50,000	616,000	0
Subtotal		-	141,008	121,123	50,000	616,000	-
Current Revenues Total		10,907	155,765	135,880	60,000	621,000	5,000

626 Special Fund
Land Development Expenditures

Account		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Number	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Services & Charges							
53910 41	Professional Services	800	6,112	8,122	10,000	15,000	15,000
53910 43	Travel & Training		436	999	-		
53910 44	Advertising & Printing	49	127	175	1,000	1,000	1,000
Subtotal		849	6,675	9,296	11,000	16,000	16,000
Interfund Transfer to Capital Projects							
59710	13th & Excel						
Subtotal		-	-	-	-	-	-
Capital Outlays							
53910 6104	Land Acquisition Site Development			37,390	-		
Subtotal		-	-	37,390	-	-	-
Total		849	6,675	46,686	11,000	16,000	16,000

626 Special Fund
Land Development Narrative

Account #	Description	Narrative
53910 41	Professional Services	Surveying, appraisal, etc.
53910 43	Travel & Training	Travel related to land development and permitting.
53910 44	Advertising & Printing	Advertising and printing.
53910 6104	Land Acquisition	Land Acquisition -

#105 Special Revenue Fund

Program Description
Special revenue funds are used to account for specific revenues that are legally restricted to expenditure for particular purposes. They are used primarily to provide separate accounting for grant funds.
Goals
The goal in providing this separate accounting procedure is to clearly distinguish between funds necessary for operation and maintenance of city functions and funds received for specific purposes.

#105 Special Revenue Fund
Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
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Revenues

State Grants	36,924	132,838	55,820	67,000
Total Revenues	36,924	132,838	55,820	67,000

Expenditures

Grant Pass Through	38,877	132,370	55,820	67,000
Total Expenditures	38,877	132,370	55,820	67,000

Beginning Fund Balance				
Net Income (Loss)				
Net Transfers In or (Out)				
Ending Fund Balance				
Ending Designated				
Ending Undesignated				

Significant Budget Changes

#105 Special Revenue Fund
Revenues

Account #	Description	Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
33500 04	Day Care Assistance	10,936	17,067	20,788	26,350	40,000	40,000
33500 08	AK Coastal Management Grant	500	900	2,389	1,000	1,000	1,000
33500 09	Day Care Assistance TCC	1,907	1,426		-		
33500 11	DES Grant LEPC	2,506	2,818	1,852	10,000	5,000	5,000
33500 12	Day Care Assist. Block Grant	13,895	1,954		-		
33500 13	HMTUSA (ADES)	4,336					
33500 14	Pass III Day Care Grant (Federal)		12,759	11,238	11,770	21,000	21,000
33500 15	Day Care Administration		-	6,983	6,700		
33500 16	Compass Grant DHSS			89,588			
Grants Subtotal		34,080	36,924	132,838	55,820	67,000	67,000
Current Revenues Total		34,080	36,924	132,838	55,820	67,000	67,000

#105 Special Revenue Fund
Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
53660 4301	Ak Coastal Management Grant	582	1,200	2,388	1,000	1,000	1,000
56010 4931	Day Care Assistance Admin	3,481	5,962	6,506	6,700		
56010 4932	Day Care Subsidy	8,020	15,033	20,788	26,350	40,000	40,000
56010 4933	DES Grant LEPC	2,596	2,818	1,852	10,000	5,000	5,000
56010 4941	Day Care Assistance TCC Admin	729	376		-		
56010 4942	Day Care Assistance TCC	1,024	814		-		
56010 4951	Human Services Blk Grt Admin	1,596					
56010 4952	Human Services Blk Grt	13,808					
56010 4953	Human Services Pass III Grant Admin		1,297		-		
56010 4954	Human Services Pass III Grant		11,377	11,237	11,770	21,000	21,000
56010 4956	Human Services Compass Grant			89,599			
Grants Subtotal		31,836	38,877	132,370	55,820	67,000	67,000
Current Expenditures Total		31,836	38,877	132,370	55,820	67,000	67,000

#105 Special Revenue Fund
Narrative

Account #	Description	Narrative
53660 4301	Ak Coastal Management Grant	Travel expenses for annual meeting
56010 4931	Day Care Assistance Admin	Day care assistance pass through
56010 4932	Day Care Subsidy	Day care assistance pass through
56010 4933	DES Grant LEPC	Fire Dept. Local Emergency Planning Committee expenses
56010 4941	Day Care Assistance TCC Admin	Day care assistance pass through
56010 4942	Day Care Assistance TCC	Day care assistance pass through
56010 4953	Human Services ARA Grant Admin	Day care assistance pass through
56010 4954	Human Services ARA Grant	Day care assistance pass through

#627- Special Revenue Fund
Parking Fund

Program Description
This fund is comprised of funds from a State grant and from businesses which have paid to the fund amounts in lieu of providing the required parking spaces per PMC 19.64.120.
Goals
To provide parking for the downtown area.

#627- Special Revenue Fund
Parking Fund Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
Grants	6,264	55,520	-	
Miscellaneous Revenues	-	1,147	250	250
Total Revenues	6,264	56,667	250	250
Expenditures				
Wages & Benefits	-	1,261	-	
Land Acquisition	6,264	54,569	-	0
Total Expenditures	-	1,261	-	-
Beginning Fund Balance				
Net Income (Loss)	-	1,261	-	-
Net Transfers In or (Out)	-	-	-	-
Ending Fund Balance	6,264	55,406	250	250
Ending Designated				
Ending Undesignated				

Significant Budget Changes

Parking grant and funds received in lieu of parking spaces for core area development.
 FY 96/97 Cash Reserve reflects \$30,000 grant advance of \$150,000 grant received in 1994.
 FY 97/98 Cash Reserve reflects only Long Term Parking Trust
 Explore parking agreement with US Post Office

#627 - Special Revenue Fund
 Parking Fund Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account #	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
Grants							
33600 24	DOA Grant #8/94-012	-	6,264	55,520	-	-	-
Subtotal		-	6,264	55,520	-	-	-
Miscellaneous							
36000 10	Interest Earned	2,006		1,147	250	250	250
Subtotal		2,006		1,147	250	250	250
Current Revenues Total		2,006	6,264	56,667	250	250	250

#627 - Special Revenue Fund
 Parking Fund Expenditures

Account Number	Description	Prior Year Actual FY 94/95	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Budget Year Recommended FY 98/99	Budget Year Approved FY 98/99
Personnel Benefits							
Personnel Benefits				1,261			
Subtotal				1,261			
Capital Outlays							
53920 6104	Land Acquisition		6,264	54,569	-	81,095	-
Subtotal			6,264	54,569	-	81,095	-
Current Expenditures Total			6,264	54,569	-	81,095	-

#106 Petersburg Economic Fund

Program Description
Funding sources for the Southeast Alaska Economic Fund are provided by Congress by The Balanced Budget Down Payment Act II allocating \$1,532,036 to the City of Petersburg for four years beginning in FY 1996.

#106 Petersburg Economic Fund
Revenues and Expenditures

	Prior Year Actual FY 95/96	Prior Year Actual FY 96/97	Current Year Budget FY 97/98	Approved Budget FY 98/99
Revenues				
USDA	1,532,036	1,532,036	1,532,036	1,532,036
Interest Earned		137,589	200,000	250,000
Total Revenues	1,532,036	1,669,625	1,732,036	1,782,036
Expenditures				
Supplies		8		
Grants		334		250,000
Total Expenditures	-	334	-	250,000

Beginning Fund Balance	-	1,532,036	3,201,318	4,933,354
Net Income (Loss)		1,669,282	1,732,036	1,332,036
Transfers in or (out)				
Ending Fund Balance	1,532,036	3,201,318	4,933,354	6,265,390
Ending Designated		3,201,318	4,933,354	6,265,390
Ending Undesignated	1,532,036	-	-	

Significant Budget Changes

#106 Petersburg Economic Fund
Revenues

		Prior Year Actual	Prior Year Actual	Prior Year Actual	Current Year Budget	Budget Year Recommended	Budget Year Approved
Account	Description	FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
33200 07	USDA S.E. AK Economic		1,532,036	1,532,036	1,532,036	1,532,036	1,532,036
36000 10	Interest Earned			137,589	200,000	250,000	250,000
Subtotal			1,532,036	1,669,625	1,732,036	1,782,036	1,782,036
Current Revenues Total			1,532,036	1,669,625	1,732,036	1,782,036	1,782,036

#106 Petersburg Economic Fund
Expenditures

Account		Prior Year	Prior Year	Prior Year	Current Year	Budget Year	Budget Year
Number	Description	Actual	Actual	Actual	Budget	Recommended	Approved
		FY 94/95	FY 95/96	FY 96/97	FY 97/98	FY 98/99	FY 98/99
51210 31	Supplies			8			
51210 42	Grants			334		250,000	250,000
	Grants Subtotal		-	342		250,000	250,000
	Current Expenditures Total		-	342		250,000	250,000

#301 - 08 Capital Projects
Project Title: Scow Bay Water and Sewer

Program Description
Homes and businesses in the Scow Bay area are not supplied with public water services. Residents of the area rely on individual wells or small, unprotected surface sources of water. The Scow Bay water project will provide city water service to the area.
Goals
To extend the public water system to the Scow Bay Area.
Objectives
The water system extension will consist of 1) a new water main from the existing water storage tanks to a new 2 million gallon water storage tank on a hill near the water treatment plant, 2) the new water storage tank, 3) a new main from the existing tanks to the Mitkof Highway, 4) a new main along the Mitkof Highway from the existing city system at the State Ferry Terminal to the new main from the new water tank and south to mile 4 of the Mitkof Highway, 5) side lateral mains on King's Row, Cornelius road, Lyon's road, Hungerford Hill road, and Scow Bay Loop road. The water system will include fire hydrants along the mains, service connections to users and all required valves and fittings. The water system will be capable of providing adequate fire flows to the areas served in addition to normal daily consumption. The system is to provide a safe and dependable water supply in the Scow Bay area and to make the existing system in Petersburg more reliable. The new tank will provide additional storage. The new main along Mitkof Highway will supply the downtown Petersburg area from the new tank. In addition to water improvements, sewer will be extended from its existing terminus at Scow Bay Loop Road to Cramers Castle.

#301 - 08 Capital Projects
 Project Title: Scow Bay Water
 Revenues and Expenditures

	Prior Years	Current Year FY 97/98	Recommended Budget Year FY 98/99	Project Total
Revenues				
Grants	250,000		2,339,987	2,589,987
Loans	-	1,547,000	647,417	2,194,417
Interfund Transfers/Cash Reserves	185,106	15,681	-	200,787
Other Revenues				
Total Revenues	435,106	1,562,681	2,987,404	4,985,191
Expenditures				
Combined History	403,787			403,787
Project Development	31,319	104,306	2,183,804	2,319,429
Construction Phase 1A	-	2,097,104		2,097,104
Phase 1B Pipeline				-
Phase 2 Tanks & Site				-
Phase 3 Water Distribution				-
Phase 4 Main Line				-
Phase 5 Side Laterals				-
Total Expenditures	435,106	2,201,410	2,183,804	4,820,320

#301 - 08 Capital Projects
 Project Title: Scow Bay Water
 Revenues

Account #	Description	Prior Years Revenues Actual	Current Year Budget FY 97/98	Recommended Budget Year Revenues FY 98/99	Project Revenues Total
Grants					
33600 22 08	DOA 4/94-006 DEC Grant	250,000		1,536,387	1,786,387
Total		250,000	-	2,339,987	2,589,987
Loans					
33600 3208	DEC Loan #685031		1,547,000		1,547,000
39300 52 08	DEC Loan			647,417	647,417
Total		-	1,547,000	647,417	2,194,417
Interfund Transfers					
39710 01 08	General Fund/Cash Reserves Water Fund	176,419	15,681		192,100
Subtotal		8,687			8,687
		185,106	15,681	-	200,787
Current Revenues Total		435,106	1,562,681	2,987,404	4,985,191

#301 - 08 Capital Projects
Project Title: Scow Bay Water
Expenses

Account Number	Description	Prior Years Expenditures	Current Year Budget FY 97/98	Recommended	Project Expenditures Total
				Budget Year Expenditures FY 98/99	
50220 11 08	Salaries & Benefits	926	21,800	30,804	53,530
50220 31 08	Supplies		800		800
50220 34 08	Small Tools & Equipment		1,100		1,100
50220 41 08	Professional Services	29,446			29,446
50220 4101 08	Architects/Engineers	708	25,000	100,000	125,708
50220 4104 08	Inspection		50,000	50,000	100,000
50220 4108 08	Contractor/Phase 1A			2,000,000	2,000,000
50220 42 08	Communications	189	311		500
50220 43 08	Travel		2,846		2,846
50220 44 08	Printing & Advertising		500	1,500	2,000
50220 45 08	Rentals & Leases		500		500
50220 49 08	Miscellaneous	51	949		1,000
50220 4909 08	Contingency				-
50220 4804 08	Permitting		500	1,500	2,000
Project Development Subtotal		31,319	104,306	2,183,804	2,319,429
	Combined History	403,787			403,787
	Construction Phase 1A		2,097,104		2,097,104
					-
Expenditures Total		435,106	2,201,410	2,183,804	4,820,320

#301 - 12 Capital Projects
Project Title: Harbor Expansion and Renovation

Program Description - Harbor Expansion & Renovation
Expand and renovate the small boat harbors in the City of Petersburg.
Goals
To provide additional moorage space and accouterments for commercial vessels and recreational boats. To provide moorage space and access for tour ships.
Objectives
Complete final design. Prepare contract documents. Advertise and bid for construction Construction contract.

#301 - 12 Capital Projects:
 Project Title: Harbor Expansion and Renovation
 Revenues and Expenditures

	Prior Years	Current Year FY 97/98	Recommended Budget Year FY 98/99	Project Total
Revenues				
Grants	281,276	289,688	84,177	655,141
Interfund Transfers	93,749	446,632	1,531,938	2,072,319
Other Revenues				-
Total Revenues	375,025	736,320	1,616,115	2,727,460
Expenditures				
Combined History	233,129			233,129
Project Development Construction	141,896	273,226	1,531,938	1,947,060
Total Expenditures	375,025	273,226	1,531,938	2,180,189

#301 - 12 Capital Projects
 Project Title: Harbor Expansion and Renovation
 Revenues

Account #	Description	Prior Years Revenues	Current Year Budget FY 97/98	Recommended Budget Year Revenues FY 98/99	Project Revenues Total
Grants					
33600 26 12	Matching Grant '94	142,634	-	-	142,634
33600 27 12	Matching Grant '95	133,224		-	133,224
33600 28 12	Matching Grant '96	5,418	121,508		126,926
33600 29 12	Matching Grant '97		84,000		84,000
33600 31 12	Matching Grant '98		84,180		84,180
	Matching Grant '99			84,177	84,177
Subtotal		281,276	289,688	-	655,141
39710 5516	Unreserved RE/Port Authority			500,000	500,000
Interfund Transfers					
39710 5516	Port Authority	2,900			2,900
39710 5116	Electric Utility	41,456	229,800		271,256
39710 5901	Port/Harbor Trust/Match	49,393	63,632		113,025
39710 5901	Port/Harbor Trust		153,200	1,031,938	1,185,138
Subtotal		93,749	446,632	1,031,938	1,572,319
Current Revenues Total		375,025	736,320	1,531,938	2,727,460

#301 - 12 Capital Projects
Project Title: Harbor Expansion and Renovation
Expenditures

Account		Prior Years	Current Year	Recommended	Project
Number	Description	Expenditures	Budget	Budget Year	Expenditures
			FY 97/98	FY 98/99	Total
53520 11 12	Salaries & Benefits	2,288	20,635	18,023	40,946
53520 31 12	Supplies		700		700
53520 34 12	Small Tools & Equipment		300		300
53520 41 12	Professional Services	1,411			1,411
53520 4101 12	Architects/Engineers	90,222	249,891	100,000	440,113
53520 4104 12	Inspection	47,476		100,000	147,476
53520 4108 12	Contractor			1,298,415	1,298,415
53520 42 12	Communications		200		200
53520 43 12	Travel		1,000	4,000	5,000
53520 44 12	Printing & Advertising		200	1,500	1,700
53520 45 12	Rentals & Leases				-
53520 49 12	Miscellaneous		300		300
53520 4909 12	Contingency			10,000	10,000
53520 4804 12	Permitting	500			500
	Combined History	233,129			233,129
	Phase 1 - Dredging & Demolition				
Expenditures Total		375,025	273,226	1,531,938	2,180,189

#301 - 73 Capital Projects
Project Title: 24.9KV Line Upgrade

Program Description - 24.9KV Line Upgrade
Rebuild old existing delta system with new wye system. This project is a long-term project with an expected completion date in 1999/2000.
Goals
To relieve electrical harmonics from system. To decrease emergency outage time. To reduce operational and maintenance costs. To improve overall efficiency of system. To decrease power purchase cost and increase revenues by decreasing line losses.
Objectives
Remove 2400/4160 volt circuits from system. Install new 14,400/24940 volt wye system.

#301 - 73 Capital Projects
 Project Title: 24.9KV Line Upgrade
 Revenues and Expenditures

	Prior Years Revenues Actual	Current Year Budget FY 97/98	Recommended Budget Year FY 98/99	Project Total
Revenues				
Grants				
Interfund Transfers	984,810	213,590	124,829	1,323,229
Other Revenues				
Total Revenues	984,810	213,590	124,829	1,323,229
Expenditures				
Administration	41,078	-	-	41,078
Rentals & Leases	9,171	24,722	22,160	56,053
Materials	10,427	188,868	102,669	301,964
Combined History	924,134			924,134
Total Expenditures	984,810	213,590	124,829	1,323,229

#301 - 73 Capital Projects
 Project Title: 24.9KV Line Upgrade
 Revenues

		Recommended			
		Prior Years Revenues	Current Year Budget	Budget Year Revenues	Project Revenues
Account #	Description	Actual	FY 97/98	FY 98/99	Total
Interfund Transfers					
39710 51 73	Electric Utility	984,810	213,590	124,829	1,323,229
Subtotal		984,810	213,590	124,829	1,323,229
Revenues Total		984,810	213,590	124,829	1,323,229

#301 - 73 Capital Projects
Project Title: 24.9KV Line Upgrade
Expenditures

Account Number	Description	Prior Years	Current Year	Recommended	Project
		Expenditures	Budget	Budget Year	Expenditures
			FY 97/98	FY 98/99	Total
50110 11 73	Salaries & Benefits	40,792			40,792
50110 31 73	Supplies				-
50110 32	Operating Supplies	166			166
50110 33	Maintenance Supplies	120			120
50110 41 73	Professional Services				-
50110 4101 73	Architects/Engineers				-
50110 4104 73	Inspection				-
50110 4108 73	Contractor				-
50110 42 73	Communications				-
50110 43 73	Travel				-
50110 44 73	Printing & Advertising				-
50110 45 73	Rentals & Leases	7,319	24,722	22,160	54,201
50110 48	Repairs & Maintenance	1,852			1,852
50110 49 73	Miscellaneous				-
50110 4909 73	Contingency				-
50110 6404	OH Cond & Dev	1,555			1,555
50110 6405	Undergrd Conduit	8,872			8,872
50110 4804 73	Permitting				-
	Combined History	924,134	-		924,134
5011035 73	Materials		188,868	102,669	291,537
					-
Expenditures Total		984,810	213,590	124,829	1,323,229

#301 - 62 Capital Projects
Project Title: Auto Load Control

Program Description - Auto Load Control
Install automatic reclosures at specific locations within electrical system. Install automatic radio control to operate the reclosures with existing SCADA at power plant.
Goals
Reduce outage time during emergency outages for customers. Recover electrical sales faster during emergency conditions.
Objectives
Install reclosures as per the Power Engineering, Inc. and SSR coordination studies of Tye and local electrical system. Install the reclosures radio control into the present SCUD system.

#301 - 62 Capital Projects:
 Project Title: Auto Load Control
 Revenues and Expenditures

	Prior Years	Current Year FY 97/98	Recommended Budget Year FY 98/99	Project Total
Revenues				
Grants				
Interfund Transfers	104,045	158,352	53,958	316,355
Other Revenues				
Total Revenues	104,045	158,352	53,958	316,355
Expenditures				
Professional Services			24,000	24,000
Rentals & Leases		18,000		18,000
Materials	8689.79	140,352	29,958	179,000
Combined History	95,355			95,355
Total Expenditures	104,045	158,352	53,958	316,355

#301 - 62 Capital Projects
 Project Title: Auto Load Control
 Revenues

		Prior Years Revenues	Current Year Budget FY 97/98	Recommended Budget Year Revenues FY 98/99	Project Revenues Total
Account #	Description				
Interfund Transfers					
39710 51 62	Electric Utility	104,045	158,352	53,958	316,355
Subtotal					
Current Revenues Total		104,045	158,352	53,958	316,355

#301 62 Capital Projects
Project Title: Auto Load Control
Expenditures

Account Number	Description	Prior Years Expenditures	Current Year Budget FY 97/98	Recommended Budget Year Expenditures FY 98/99	Project Expenditures Total
50110 11 62	Salaries & Benefits				
50110 31 62	Supplies	8,690			8,690
50110 34 62	Small Tools & Equipment				-
50110 41 62	Professional Services			5,000	5,000
50110 4101 62	Architects/Engineers			19,000	19,000
50110 4104 62	Inspection				-
50110 4108 62	Contractor				-
50110 42 62	Communications				-
50110 43 62	Travel				-
50110 44 62	Printing & Advertising				-
50110 45 62	Rentals & Leases		18,000		18,000
50110 49 62	Miscellaneous				-
50110 4909 62	Contingency				-
50110 4804 62	Permitting				-
	Combined History	95,355			95,355
5011035 62	Materials		140,352	29,958	170,310
					-
Expenditures Total		104,045	158,352	53,958	316,355

#301 - 04 Capital Projects
Project Title: Queen Street Local Improvement District

Program Description - Queen Street Local Improvement District

The project will provide street, water, sewer, storm sewer, power and street lighting improvements on 440 feet of Queen Street and 200 feet of Odin Street.

#301 - 04 Capital Projects:
 Project Title: Queen Street Local Improvement District
 Revenues and Expenditures

	Prior Year	Current Year	Recommended Budget Year	Project Total
		Budget FY 97/98	FY 98/99	
Revenues				
Special Assessments	1472	20776	370,003	392,251
Total Revenues	1472	20,776	370,003	392,251
Expenditures				
Salaries & Benefits			9,503	
Engineering	1472	20,776	42,248	
Contractor			320,000	
Contingency			10,500	
Inspection Services			10,000	
Total Expenditures	1472	20,776	392,251	414,499

#301 - 04 Capital Projects
 Project Title: Queen Street Local Improvement District
 Revenues

		Prior Years Revenues	Current Year Budget	Recommended Budget Year Revenues	Project Revenues
Account #	Description	Actual	FY 97/98	FY 98/99	Total
Interfund Transfers					
	Special Assessments			358,380	358,380
39710 5906	Land Development	1,472	20,776	11,623	32,399
Subtotal		1,472	20,776	370,003	390,779
Revenues Total		1,472	20,776	370,003	390,779

#301 - 04 Capital Projects
Project Title: Queen Street Local Improvement District
Expenditures

Account Number	Description	Prior Years Expenditures	Current Year Budget FY 97/98	Recommended Budget Year Expenditures FY 98/99	Project Expenditures Total
53410 11	Salaries & Benefits			9,503	9,503
53410 31	Supplies				-
53410 34	Small Tools & Equipment				-
53410 41	Professional Services				-
53410 4101	Architects/Engineers	1,472	20,776	20,000	42,248
53410 4104	Inspection			10,000	10,000
53410 4108	Contractor			320,000	320,000
53410 42	Communications				-
53410 43	Travel				-
53410 44	Printing & Advertising			500	500
53410 45	Rentals & Leases				-
53410 49	Miscellaneous				-
53410 4909	Contingency			10,000	10,000
53410 4804	Permitting				-
	Combined History				-
	Materials				-
Expenditures Total		1,472	20,776	370,003	392,251

CITY OF PETERSBURG

EMPLOYEE FACT SHEET
JULY 1, 1998

1. **SOCIAL SECURITY** % of Gross Gross Wages Max. Deduct.

Social Security 6.20 \$68,400 \$4,240.80
Medicare 1.45 All Wages No Limit
City matches employee contribution.

2. **PERS CONTRIBUTIONS (State Retirement)**
Percentage of gross wages (not subject to Federal tax)
All employees after first six months of employment (except temporary hires or part-time employees working less than 15 hours p/wk) - 6.75%.
Police & Fire - 7.5% Employer - 15.11%

3. **INSURANCE - MEDICAL, DENTAL AND VISION - AETNA HEALTH**
City pays full premium coverage for employee and 50% of dependent premium coverage (except for temporary hires):
Employee Only - \$268.74 Employee and Spouse - \$429.06
Employee and Children - \$384.75 Employee and Family - \$545.15
The above figures represent the City's portion only.

4. **LIFE INSURANCE**
City provides \$5,000 policy to all full time employees (except temporary hires).

5. **DEFERRED COMPENSATION**
All employees (except temporary hires) are eligible to enroll in the voluntary retirement deferred compensation plan. Up to 25% of gross wages, not to exceed \$8,000 per year, can be deferred from income tax.

6. **PAY RANGES**
See the following Schedule.

7. **LONGEVITY PAY - A.P.E.A.** Contract effective 1/1/95
Beginning on January 1, 1997 and completion of ten (10) years of employment, A.P.E.A. employees will be paid an additional fifty cents (\$.50) per hour over the base wage.

I.B.E.W. Contract effective 1/1/95
Those employees hired prior to 1987 will continue to receive an additional \$1.50 per hour, plus any longevity (12 cents per hour for each year of continuous employment, prior to 1984) received by the employee.

8. **HOLIDAYS**

All Employees receive the following holidays:

<i>New Years Day</i>	<i>January 1</i>
<i>Washington's Birthday</i>	<i>Third Monday in February</i>
<i>Seward's Day</i>	<i>Last Monday in March</i>
<i>Memorial Day</i>	<i>Last Monday in May</i>
<i>Independence Day</i>	<i>July 4</i>
<i>Labor Day</i>	<i>First Monday in September</i>
<i>Alaska Day</i>	<i>October 18</i>
<i>Thanksgiving Day</i>	<i>Fourth Thursday in November</i>
<i>Christmas Day</i>	<i>December 25</i>

In addition to the above holidays, employees covered by the A.P.E.A. contract and Administrative staff receive Martin Luther King Day (third Monday in January) and Veteran's Day (November 11). Employees covered by the I.B.E.W. Contract receive three (3) floating holidays per calendar year.

9. **ANNUAL LEAVE**

Employees (except temporary hires) accrue leave hours per month.

<u>LENGTH OF CONTINUOUS SERVICE</u>	<u>VACATION ACCRUED ANNUALLY</u>
<i>Less than 2 years</i>	<i>12 days</i>
<i>3rd through 5th year</i>	<i>18 days</i>
<i>6th through 9th year</i>	<i>21 days</i>
<i>Beginning 10th year</i>	<i>30 days</i>

Employees working less than 40 hours per week accrue annual leave based on hours of work and length of continuous service.

10. **SICK LEAVE - A.P.E.A.**

Employees (except temporary hires) accrue sick leave at the rate of 8 hours per month. Employees working less than 40 hours per week accrue sick leave based on actual hours worked. No cap for sick leave.

I.B.E.W.

An employee covered by the I.B.E.W. contract may accrue sick leave up to a maximum of sixty (60) days. Upon termination, the employee shall be paid 50% of accrued but unused sick leave. Upon retirement, the employee shall be paid 100% of accrued, but unused sick leave.

CITY OF PETERSBURG

COMPARISON OF AUTHORIZED PERMANENT PERSONNEL
AS STATED IN ADOPTED ANNUAL BUDGETS

FISCAL YEAR	1989	1990	1991	1992	1993	1994	1995	1996	1997	1998	1999
<i>Administration</i>	2.5	2.5	2.5	2	2.25	2.25	2.25	2.25	2.25	2.25	2.25
<i>Finance</i>	5	5	5.5	4.5	4.25	4.25	4.25	4.25	4.25	4.25	4.25
<i>Police</i>	11.75	11.95	12.95	12.55	12.15	12.65	13.98	14.75	15	14.6	14.6
<i>Fire</i>	2	2	2	2	2	2	2	2	2	2	2
<i>Public Works</i>	7.33	8.33	8.33	7.33	11	7.75	7.75	6.63	7	7.17	7.17
<i>Engineering</i>	2.33	2.33	2.33	2.33	0	0	0	1	1	1	1
<i>Comm Develop</i>	2	2	2	2.5	4	3.66	3.66	3.66	3.91	2.67	2.67
<i>Library</i>	2.55	2.55	2.55	2.55	1.46	2.45	2.6	2.6	2.6	2.75	2.75
<i>Parks & Rec/Pool</i>	6.1	6.1	5.75	5.58	7.69	7.44	7.89	8.02	8.3	8.1	8.1
<i>Sales Tax</i>	0	0	0	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
<i>Electric</i>	10.25	11	11	11	12	12	11	11	11	11	11
<i>Water/Wastewater</i>	3	4	4	4	4	5	6	6.25	7	6.12	6.12
<i>Sanitation</i>	3.33	3.33	3.33	3.33	3.33	3.33	3.33	3.33	3.33	4.6	4.6
<i>Harbor</i>	4	5	4.5	5.5	5.5	5.5	5.47	5.6	5.62	6.42	6.42
<i>Motor Pool</i>	3	3	3	3	3	3	3	3	3	3	3
<i>Elderly Housing</i>	1	1	1	1	1	1	1	1.13	1.13	1.63	1.63
<i>Building Maintenance</i>										1	1
	66.14	70.09	70.74	69.67	74.13	72.78	74.68	75.97	77.89	79.06	79.06

**CITY OF PETERSBURG
ALL EMPLOYEES
WAGE SCHEDULES**

APEA EMPLOYEES - 4/1/98 - 3/31/01	0 - 6 mos	7 - 12 mos	13 - 60 mos
Job Classification	90%	95%	100%
Accountant & A/R Prop. Tax	17.35	18.32	19.28
Accounts Payable/Rec-Inv.	15.51	16.37	17.23
Assistant Grounds Keeper	13.11	13.84	14.56
Maintenance Asst. - P&CD	13.11	13.84	14.56
Captain of Police	21.02	22.19	23.36
Chief Clerk Dispatcher/Corr.	16.63	17.55	18.48
Fire Marshall/EMT-D	21.02	22.19	23.36
Clerk Disp I/Corr. Off.	13.33	14.07	14.81
Clerk Disp II/Corr. Off.	13.79	14.56	15.33
EMS Coor /Firefighter	18.60	19.64	20.67
Facility Attendent	10.21	10.77	11.34
Finance Clerk	13.33	14.07	14.81
Grounds Keeper	15.27	16.12	16.96
Harbor Office Manager	18.73	19.78	20.82
Harbor Security Officer I	13.66	14.42	15.18
Harbor Security Officer II	16.63	17.55	18.48
Heavy Equipment Operator	19.10	20.16	21.22
Jail Guard	13.33	14.07	14.81
Laborer - WAWastewater	13.11	13.84	14.56
Laborer I	13.11	13.84	14.56
Laborer II	15.03	15.86	16.70
Landfill Operator/Laborer	13.11	13.84	14.56
Library Clerk	10.71	11.30	11.90
Library Page	6.10	6.44	6.78
Library Tech I	13.33	14.07	14.81
Library Tech II	15.09	15.93	16.77
Lifeguard I	8.28	8.74	9.20
Lifeguard II	10.21	10.77	11.34
Maintenance Spec. - P&CD	19.36	20.43	21.51
Maintenance/Grndskpr - Mt. View	13.11	13.84	14.56
Motor Pool Foreman	20.30	21.43	22.56
Motor Pool Mechanic	19.10	20.16	21.22
Parking & Vehicle Reg Enforce	11.25	11.88	12.50
Parks & Facility Maintenance	17.43	18.40	19.36
Planning Development Tech.	19.36	20.43	21.51
Police Officer	18.60	19.64	20.67
Pool Cashier	6.16	6.51	6.85
Public Works Foreman	21.02	22.19	23.36
Recreation Facilities Supervisor	15.94	16.83	17.72
Recreation Leader	10.21	10.77	11.34
Sanitation Baler/Landfill Operator	15.64	16.51	17.38
Sanitation Driver/Baler Asst.	15.64	16.51	17.38
Sanitation Operations Supervisor	18.73	19.78	20.82
Secretary - Panning & Develop	13.33	14.07	14.81
Secretary - Public Works	13.33	14.07	14.81
Secretary - WAWastewater	13.33	14.07	14.81
Secretary II	15.09	15.93	16.77
Sergeant of Police	20.23	21.35	22.47
Tent City Campground Manager	14.79	15.61	16.43
Utility Worker	17.43	18.40	19.36

**CITY OF PETERSBURG
ALL EMPLOYEES
WAGE SCHEDULES**

APEA EMPLOYEES - 4/1/98 - 3/31/01	0 - 6 mos	7 - 12 mos	13 - 60 mos
Job Classification	90%	95%	100%
Utility Worker - WA/Wastewater	18.60	19.64	20.67
WA Dist. System Operator	15.03	15.86	16.70
Wastewater Operations Supervisor	20.30	21.43	22.56
Water Senior Operator	20.30	21.43	22.56
<i>*APEA Employees shall receive an additional .25 per hour above their base wage upon completion of five years of employment and .50 per hour above their base wage upon completion of ten years of employment.</i>			
IBEW EMPLOYEES - 1/1/98 - 3/31/01	Hired prior to 1/1/87	Hired after 1/1/87	
Job Classification			
Electrician	28.98	27.48	
Electrician/Operator	31.31	28.80	
Groundman	20.27	18.77	
Groundman/Operator	21.05	19.55	
Laborer	15.76	14.26	
Line Foreman	32.50	30.12	
Lineman	28.89	27.39	
Meter Reader	18.27	16.77	
Office Manager	28.45	26.16	
Powerhouse Mechanic	27.97	26.69	
Powerhouse Mechanic/Operator	29.32	28.01	
Powerhouse Operator	28.19	26.69	
Secretary I	14.96	13.46	
Utility Secretary/Customer Service Rep.	19.72	18.77	
<i>*PMPL Employees hired prior to January 1, 1987 shall continue to receive \$1.50 p/hr increase, plus \$.012 p/hr longevity granted to those employees prior to 1984.</i>			
Administrative Officers	7/1/98		
Job Classification	to 6/30/99		
City Manager	76,000.00		
Power & Light Superintendent	75,149.83		
Engineer	70,000.00		
Public Works Superintendent	67,410.41		
Harbormaster	62,888.71		
Police Chief	61,169.64		
City Clerk	59,511.34		
Finance Director	59,080.80		
Planning & Community Develop.	56,071.14		
Librarian	51,575.19		
Parks & Rec Director	49,440.00		
Mt. View Manor Manager	46,149.15		
Personnel Officer/Deputy Clerk	44,305.45		

RESOLUTION NO. 1536-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, 1999.

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 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 property that shall be levied, and shall levy said tax in accordance therewith; and

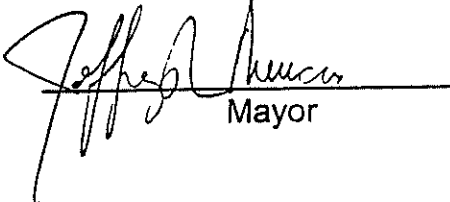
NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PETERSBURG, ALASKA AS FOLLOWS:

Section 1. The assessed value of real property for the City of Petersburg for municipal purposes for the fiscal year ending June 30, 1999 shall be \$ 188,756,445.

Section 2. The tax rate shall be ten (10) mills upon each dollar of value of assessed taxable real property for Areas I , II & III within the city limits.

PASSED and APPROVED by the City Council of the City of Petersburg, Alaska this 1st day of June, 1998.

ATTEST

City Clerk


Mayor

RESOLUTION NO. 1537-R

A RESOLUTION ADOPTING THE 1998/99 BUDGET FOR THE CITY OF PETERSBURG AND SETTING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 1998 AND ENDING JUNE 30, 1999.

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 1998/99 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:

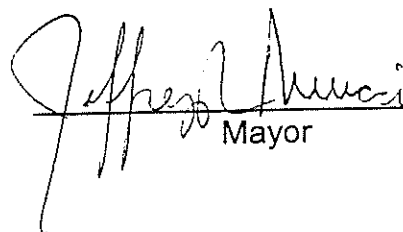
Section 1. This resolution shall be cited as "Budget and Appropriations Resolution No. 1537-R.

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, 1998 and ending June 30, 1999.

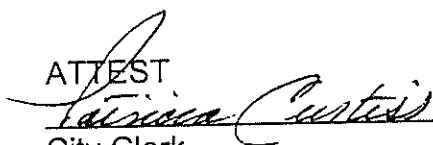
Section 3. The following appropriations are hereby made for each fund:

General Fund	\$ 4,865,371	Capital Projects	\$ 4,264,532
Enterprise Funds		Special Revenue Funds	
Electric Utility	\$ 4,078,843	Debt Service	\$ 361,459
Water Utility	\$ 515,132	School Operations	\$ 1,578,602
Wastewater Utility	\$ 583,368	School Capital Reserve	57,130
Sanitation Utility	\$ 795,690	Streets & Roads Reserve	-0-
Port Authority	\$ 1,191,653	Land Development	\$ 920,708
Port Authority Trust	\$ 1,032,576	Special Revenue Fund	\$ 67,000
Elderly Housing	\$ 283,546	Parking Fund	\$ 81,095
		Economic Fund	\$ 250,000
Internal Service Funds			
Motor Pool	\$1,053,582		
Self Insured Reserve	202,688		

PASSED and APPROVED by the City Council of the City of Petersburg, Alaska this 14 day of June, 1998.



Mayor

ATTEST


City Clerk