

CITY OF PETERSBURG, ALASKA



Adopted Budget
For
Fiscal Years 03/04



CITY OF PETERSBURG
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May 19, 2003

Mayor Ted Smith, Councilors, Citizens of Petersburg

In accordance with the City Charter and the Alaska Statutes, I am pleased to present the annual consolidated operating and capital budget for Fiscal Year 2004 and an outlook at the FY05 budget. The budget document is presented as a working document for projected financial operations. This budget projects the planned, estimated operating budgets for the General Fund, six Enterprise Funds, two Internal Service Funds, one Debt Service Fund, three Special Revenue Funds, two Trust Funds, and nineteen Capital Projects.

General Overview

This FY04 budget was definitely more of a challenge to balance than previous years. We started out anticipating a shortfall in revenues of approximately \$260K. This was balanced with cuts being made to Department requests. We also had to deal with an increase in health insurance of 18.1 %.

This is a status quo budget overall. There are no new general government services or cuts to existing services, with the exception of the permanent closure of Tent City. No special appropriation from reserves will be required to balance the budget as presented.

General Fund

Revenues in the General Fund continue to be projected at a reduced level. This year's budget includes a contribution to the schools, at the requested level, of \$1,882,207. Like last year, the General Fund budget is expecting to receive less revenue overall. In order to balance this budget several Department budgets were requested to make up the difference. Those Departments are the Police Department, Parks & Recreation, and Public Works. Some of the cuts were made to capital expenditures that have un-awarded grant requests associated with them. Should those grants be awarded we will bring them back to the City Council for the appropriate actions.

Enterprise Funds

The Electric Utility continues to be able to provide for its operation and maintenance through current rates. The Utility will begin to draw on its retained earnings as the Power Plant Relocation Project moves forward. The Utility will need to obtain grant funds to complete the project and maintain a sufficient amount of retained earnings in its reserves.

The Water Utility is in a steady, slow climb out of its deficit. The retained earnings are being drawn on this year and next, primarily due to a more conservative look at projected

revenues from sales of water and increases in workman's compensation. Growth in its retained earnings will continue to be slow as the Utility continues to replace old asbestos cement water lines with newer ductile iron mains. Once these lines have been replaced contributions to retained earnings will increase steadily as the utility continues to grow.

The Wastewater Utility is moving in the same direction as the Water Utility. It has the advantage of not having a lot of debt or urgent maintenance requirements.

The Sanitation Utility is inching its way out of its ever occurring deficit. Controlling expenditures will greatly assist in this endeavor. A major contributing factor is the two give away programs that occur every year, Clean-up Week and the Household Hazardous Waste Collection event. These two programs cost the utility over \$50,000 each year. These funds would really help draw the deficit down over time. The Utility Board will be working on ways to fund these two programs during coming year.

Harbor and Port Facilities will see an increase to their operating funds due to a scheduled increase in moorage space over the next two years and the increase in transient moorage. However, the Department is rapidly running out of retained earnings to the point that they will essentially be gone at the end of FY05. Only by careful planning and budgeting of these revenues, from increased moorage space, will the Department begin to increase the department's retained earnings in FY06.

Internal Service Funds

The Motor Pool internal service fund is used to project both motor pool departmental operations and citywide rolling stock replacement costs. The annual financial audit adjusts and reflects motor pool department operations on a cost-reimbursement basis, without a consistent profit or loss, which is appropriate for internal service funds. Motor Pool retained earnings reflect funds in reserve for citywide rolling stock replacements.

The self-insurance internal service fund has been dissolved as part of the plan to balance this year's budget. The fund had accumulated a balance of approximately \$285,000 over the years because the City charged the various funds the cost of insurance plus one percent. This accumulated balance was allocated to the various funds as a residual equity transfer. Under GASB 34, all internal service funds need to be at or close to zero at the end of each year.

Debt Service Fund

The Debt Service Fund contains new revenue and expense line items to account for the receipt of a small property tax increase sufficient to repay the debt service expense on the Swimming Pool Replacement bond proceeds of \$300,000 at 5.5% over twenty years. The school debt will be paid off in 2005.

Special Revenue Funds

The Special Revenue Fund contains the receipt and expense of National Forest Receipts. These funds are classified separately in the special revenue fund as (a) school timber receipts and (b) streets and roads timber receipts. While all of the school timber receipts are budgeted for transfer out to the General Fund, the streets and roads portion is budgeted to stay in the special revenue fund for accumulation until sufficient funds are built up for future street paving work.

Trust Funds

The Harbor and Port Facilities Trust Fund was created to accumulate resources needed for harbor and port development projects. The fund will be depleted by the end of FY04 as the South Harbor Expansion Project comes to a close.

The Economic Trust Fund is used to account for money from the Federal government for Southeast Alaska (economic) Disaster Assistance. This fund was established by Chapter 4.40 of the Petersburg Municipal code (PMC) to preserve the principle of the fund, use investment returns to increase the fund, and utilize fund earnings to "engender economic development and job creation within the City."

Capital Project Funds

Thanks to the lobbying efforts of the Mayor and City Council, our lobbyist in Juneau and Washington, D.C. we are aggressively pursuing our Capital Improvements Plan again this year. The ongoing projects in this FY04 Budget, although some are not receiving funding this year, are the Street Paving Project, Scow Bay Water Project - Phase V, the Petersburg Community Center, the Electrical Auto Control System, the 24.9 Electric rebuild, The Airport Sewer Improvements, the South Harbor Expansion Project - Phase IV, Power Plant Relocation, the Community Pool Replacement, the Public Safety Building, Mountain View Manor Expansion Project, the Water Treatment Plant Upgrade, and the Chatham Straits Dock Reconductoring Project.

There are many projects included in the Capital Improvements Plan, but due to funding limitations, they have not all been budgeted. Some of these include, but are not limited to; New Municipal Building, and Street Improvements (including utilities).

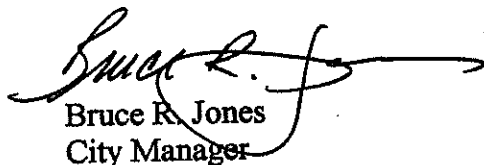
Conclusion

Developing a budget is time consuming and, at times, stressful and difficult. Our desire to provide all the services we can often exceeds anticipated funding. As mentioned previously in this message, the Department Heads submitted budgets they felt would meet the demand and still stay within projected funding. Despite this, I was still forced to modify some of them to fit the goal of balancing the budget without requesting additional appropriations from reserves. I would like to express my appreciation for the assistance of Jean Mack, Kathy O'Rear, Stacy Kittams and the entire Finance Department staff during this budget preparation. Department Heads also have my appreciation for their cooperative effort to make this budget balance.

At the time of writing this annual budget message it is undetermined what action the Alaska Legislature will take to obtain more revenues for the State budget. Currently there are Bills in both Houses that would implement a Statewide Sales Tax at 3 percent. There is also a Bill in the House that would reestablish a State Income Tax as an alternative to the sales tax initiative. We will have to meet the challenges that the Legislature levies upon us and deal with whatever the ramifications to our budget are.

We will present our future budget recommendations with the goal of limiting the effect on the citizens of Petersburg and our employees.

Respectfully,


Bruce R. Jones
City Manager

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CITY OF PETERSBURG BUDGET
FOR FISCAL YEARS
2004 - 2005

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	Prior Year Actual FY 01/02	Current Year Budget FY 02/03	Adopted Budget FY 03/04
Revenues			
Property Tax	2,092,866	2,106,480	2,214,298
Sales Taxes	2,358,961	2,339,000	2,332,000
Licenses & Permits	7,312	9,250	6,500
Federal Grants	51,641	57,000	51,214
State Shared Revenue	772,401	814,000	725,223
State Grants for Operating Expenses	169,862	56,000	7,200
State Charges for Services	171,223	178,523	159,000
Charges for Services	201,555	214,200	178,950
Fines & Forfeits	9,029	12,300	11,100
Miscellaneous Revenues	601,553	350,130	245,500
General Fund Overhead	352,810	358,580	405,488
Proceeds of General Fixed Assets	8,175	3,500	34,000
Interfund Transfers	728,339	696,000	700,000
Total Revenues	7,525,727	7,194,963	7,070,473
Expenditures			
City Council	108,340	127,896	134,479
Administration	249,284	259,235	272,668
Attorney	17,523	27,000	25,000
Information System	-	-	103,127
Finance	482,098	446,383	452,494
Police	968,377	1,121,081	1,098,216
Fire/EMS	430,739	488,357	449,614
Public Works	960,421	1,064,780	1,039,560
Community Development	186,717	184,529	189,137
Facilities Maintenance	252,940	190,916	208,948
Community Services	2,218,665	2,257,329	2,090,809
Library	170,206	191,504	220,483
Parks & Recreation	471,905	467,485	463,592
Non-Departmental	551,346	476,151	295,383
Total Expenditures	7,068,561	7,302,646	7,043,510
Net Revenue over Expenditures	457,166	(107,683)	26,963
	-	-	-



001 - General Fund
Revenues

Account Number	Description	Prior Year Actual FY 01/02	Current Year Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Property Tax					
41100 11	PROPERTY TAX	1,973,708	1,996,426	2,136,869	2,100,000
41100 31	Swimming Pool Debt (17)			(32,839)	(33,000)
41100 40	Sr. Citizen/Disb. Vet.	(168,916)	(168,946)	(183,732)	(185,000)
41100 50	Federal PILOT	237,690	235,000	250,000	250,000
41100 80	Motor Vehicle Registration	38,107	35,000	35,000	35,000
41100 90	Penalty & Interest	12,277	9,000	9,000	9,000
Subtotal		2,092,866	2,106,480	2,214,298	2,176,000
Sales Tax					
41300 10	Local 6% Sales Tax	2,312,188	2,290,000	2,290,000	2,290,000
41300 30	Transient Occupancy Tax	33,078	37,000	32,000	32,000
41300 90	Penalty & Interest	13,695	12,000	10,000	10,000
Subtotal		2,358,961	2,339,000	2,332,000	2,332,000
Licenses & Permits					
42200 10	Building Permits	6,512	7,500	5,500	5,500
42200 20	Solicitors/Itinerant Merchants		200	-	
42200 30	Animal Licenses	800	1,500	1,000	1,000
42200 90	Building Permit Penalty		50		
Subtotal		7,312	9,250	6,500	6,500
Federal Grants					
43200 07	SEACAD Grant	47,200	52,000	46,214	46,134
43200 08	USDA FS Special Services Agr	4,441	5,000	5,000	5,000
Subtotal		51,641	57,000	51,214	51,134
State Shared Revenue					
43400 01	Safe Communities Program	83,765	79,000		
43400 03	Fisheries Business Tax	606,897	650,000	623,000	600,000
43400 0301	Fisheries Tax	14,047	20,000	12,000	10,000
43400 04	Liquor Licenses	10,350	10,000	10,000	11,000
43400 05	State Revenue Sharing	57,342	55,000		
	State Fiscal Relief Program			80,223	
Subtotal		772,401	814,000	725,223	621,000
State Grants for Operating Expenses					
43500 01	State Aid for Roads	8,232	8,000		
43500 02	State Aid for Hospitals	38,187	38,000		
43500 03	State Aid for Health Care	3,665	3,000		
43600 37	School Roof	113,378			
43500 05	Library Grant	6,400	7,000	7,200	7,200
Subtotal		169,862	56,000	7,200	7,200
State Charges for Services					
43800 11	Jail - Building Improvements		11,500		
43800 10	Jail Contract	171,223	167,023	159,000	159,000

001 - General Fund
Revenues

Account Number	Description	Prior Year Actual FY 01/02	Current Year Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Subtotal		171,223	178,523	159,000	159,000
Charges for Services					
44100 30	Fees for Survey & Appraisal	2,105	3,000	1,500	1,500
44100 90	Miscellaneous Administration	498	2,500	500	500
	Federal Community Assistance	1,875			
44200 10	Police Services	16,615	14,000	19,000	19,000
44200 60	Ambulance Fees	13,280	15,000	15,000	15,000
44200 80	Drug Seizure/Forfeiture				
44200 90	Other Public Safety Charges	183	500	250	250
44200 91	Donation to PD				
44300 10	Contract Work	2,750		2,500	2,500
44300 20	Rock Sales	930	39,200	5,000	22,758
44300 80	Cemetery	11,286	6,000	4,000	4,000
44300 90	Other Public Works Charges	2,835	2,000	2,000	2,000
44700 20	Library Sales	912		1,200	1,200
44700 30	Recreational Activity Fees	36,031	40,000	40,000	36,000
44700 40	Swimming Pool Fees	43,989	39,000	40,000	4,400
44700 50	Community Gym Revenues	57,153	45,000	47,000	55,000
44700 60	Tent City Charges	7,681	8,000		
44700 80	Parks	2,351		1,000	
44412 4901	Reimburseable Expenses	1,081			
Subtotal		201,555	214,200	178,950	164,108
Fines & Forfeits					
45000 10	Court Fines/forfeitures	7,389	10,000	8,500	8,500
45000 20	Library Fines	989	1,300	1,800	1,000
45000 40	Animal/Vehicle Impounds	651	1,000	800	800
Subtotal		9,029	12,300	11,100	10,300
Miscellaneous Revenues					
46000 10	Interest Earnings	508,142	300,000	200,000	150,000
46000 20	Rents & Royalties	34	500	500	500
46000 30	Leases of Land	16,230	14,000	16,000	16,000
46000 31	Leases Romiad	33,683	34,000	26,000	26,000
46000 40	RV Staging Area Rents	188	55		
46000 50	Library Donations	6	500	1,000	1,000
46000 51	A/R Services Charges	21	75	500	
46000 60	Parks & Rec Donations	11,013	500	1,000	500
46000 90	Charges For Services	32,235	500	500	500
Subtotal		601,553	350,130	245,500	194,500
General Fund Overhead					
47400 11	Electric Fund	129,318	131,599	148,814	171,136
47400 12	Water Fund	62,017	63,110	71,366	82,071
47400 13	Sewer Fund	40,437	41,237	46,631	53,626
47400 14	Sanitation Fund	55,874	56,656	62,445	71,812

001 - General Fund
Revenues

Account Number	Description	Prior Year Actual FY 01/02	Current Year Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
47400 15	Harbor Fund	36,606	37,292	42,171	48,496
47400 16	Port Fund	9,295	9,323	10,543	12,124
47400 17	Elderly Housing Fund	9,263	9,323	6,082	6,995
47400 19	Assisted Living			6,082	6,995
47400 24	Economic Development Fund	10,000	10,040	11,354	13,057
Subtotal		352,810	358,580	405,488	466,312
Proceeds of General Fixed Assets					
49500 20	Cemetery Plot Sales	6,175	3,500	4,000	4,000
49500 40	Equipment Sales	2,000		30,000	33,500
Subtotal		8,175	3,500	34,000	37,500
Interfund Transfers					
	Water	4,800			
	School Construction	27,326			
49710 5904	Timber Receipts Schools	696,213	696,000	700,000	700,000
Subtotal		728,339	696,000	700,000	700,000
	Fund Balance Applied		-	-	
Revenues & Transfers Total		7,525,728	7,194,963	7,070,473	6,925,554

001 - General Fund
City Council

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, flexible, and participatory.
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 electrical power, safe water and wastewater facilities, harbor expansion, street paving, traffic flow and parking.

Account #	Description & Narrative
51110 11	Salaries: The Mayor is paid \$225.00 and each Councilor is paid \$150.00 for each regular meeting attended
51110 32	Operating Supplies: Dues to AML, SEC, Mayor's Conference, meeting packet material and meeting room supplies
51110 41	Professional Services: State Lobbyist \$25,000, plus expenses 50% of the cost of DC Lobbyist (\$25,200),
51110 43	Travel & Training: Mayor and Council travel expense to: AML, SEC, State Legislature meetings, Federal and State Lobbying
51110 44	Advertising & Printing: Ordinance codification, advertising, printing; vacancies in office announcements
51110 4908	Election Expenses: All costs associated with annual general election, including judges pay, advertising, ballot printing, etc.
51110 64	Equipment: For Council Room FY 04,: 50 stack chairs for visitors (to replace failing folding chairs) FY 05,: Replacement Conference Tables & Chairs; New Tape Recorder Funds to provide resurfacing of Council kiosk are budgeted in Facilities Maintenance

001 General Fund
City Council

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/5
Salaries & Wages					
51110 11	Salaries	19,313	27,000	27,000	27,000
51110 20	Benefits	2,206	3,796	3,779	3,779
Subtotal		21,519	30,796	30,779	30,779
Supplies					
51110 32	Operating Supplies	7,615	8,400	8,500	8,700
51110 34	Small Tools/Equip	-		4,000	5,500
Subtotal		7,615	8,400	12,500	14,200
Services & Charges					
51110 41	Professional Services	44,922	47,200	50,200	50,200
51110 42	Communication	-	500		
51110 43	Travel & Training	20,291	24,000	25,000	26,000
51110 44	Advertising	9,315	7,000	7,000	8,000
51110 4908	Election Expenses	4,678	10,000	9,000	9,000
Subtotal		79,206	88,700	91,200	93,200
City Council Total		108,340	127,896	134,479	138,179

001 - General Fund
Administrative Expenditures

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 in accordance with State Statutes, the Home Rule Charter, and the Municipal Code.

Goals

- To further organizational unity and integration.
- To create and implement a performance based management and budgeting system.
- To enhance attention and careful responsiveness to the public.
- To facilitate identification and achievement of departmental goals, objectives and strategies.
- To improve budget production, administration, accountability and evaluation.
- To recommend staffing and resource requirements to achieve goals and objectives.
- To strengthen the adequate exchange of information, expectations and commitment.

Account #	Description	Narrative
51210 32	Operating Supplies:	Dues, recording tapes, small equipment maintenance/repairs, general office supplies, dues, other expenses
51210 43	Travel & Training:	Professional Meetings & Training. FY 04 represents addional expenses as deputy clerk is receiving city clerk certification in WA; city clerk is attending international conference in BC.
51210 45	Rentals/Leases:	Car allowance

001 General Fund
Administration Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
51210 11	Regular Pay	174,841	174,758	177,757	177,757
51210 20	Benefits	51,797	60,077	68,011	68,011
Subtotal		226,638	234,835	245,768	245,768
Supplies					
51210 32	Operating Supplies	7,415	6,800	7,000	7,000
51210 34	Small Tools/Equipment	647	500	500	3,500
Subtotal		8,062	7,300	7,500	10,500
Services & Charges					
51210 41	Professional Services	333			
51210 42	Communications	6,073	6,000	6,200	6,500
51210 43	Travel & Training	6,891	8,000	12,000	8,000
51210 44	Advertising/Printing	77	200		
51210 45	Rentals/Leases	1,200	1,200	1,200	1,200
51210 48	Repairs/Maintenance	10	200		
Subtotal		14,584	15,600	19,400	15,700
Operations & Maintenance Subtotal		249,284	257,735	272,668	271,968
Capital Outlays					
51210 6402	Computer Equipment		1,500		
Subtotal		-	1,500	-	-
Administration Total		249,284	259,235	272,668	271,968

001 - General Fund
City Attorney Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Services & Charges					
51310 41	Professional Services	10,315	20,000	15,000	15,000
51310 4105	Attorney other legal services	7,208	7,000	10,000	10,000
Attorney Total		17,523	27,000	25,000	25,000

001 - General Fund
Information Systems

Program Description

It is the responsibility of the Information Services Department to provide and maintain computer technology to efficiently meet the information processing needs of the City. The top priority of this department is to insure the preservation, availability and integrity of the information contained on the City's computers and information systems.

Goals

Promote information sharing by enhancing public and staff access to documents.
Develop a training program for the use of computers and applications.
Improve email communications for Directors and Managers when traveling.

OBJECTIVES

Implement a document management system capable of serving up scanned and electronic documents.
Implement a schedule of classes in basic computer operations, Internet, and applications used by city employees.
Setup an AOL Account for traveling Directors and Managers.

Performance Indicators	FY03	FY04	FY05
Document Sharing System	25%	75%	100%
computer/Application Training Offered	1	3	3
improved Email Communications	50%	50%	100%

Account #	Description	Narrative
51310 10	Regular Pay	Information Services Manager
51310 32	Operating Supplies	RJ45 connectors, CAT5 Wire, Backup Tapes
51310 34	Small Tools/Equipment	Memory, Hard Drives, Tape backup drives
51310 41	Professional Services	On-site Tech Support, Vadim, Corbin Willits Systems
51310 42	Communications	Cell Phone, Internet Service, AOL city wide account, Phone
51110 43	Travel & Training	Training and materials
51310 64	Equipment	Server Upgrades, Software & Licenses, Antivirus, SMS Tech-Net, Help Desk/Inventory, Computer, SQL, Exchange, Switches, Fiber/Wireless

001 General Fund
Information Systems

Account Number	Description	PRIOR YEAR Actual FY 01/02	CURRENT Budget FY02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Personnel					
51350 10	Regular Pay			50,482	50,482
51350 20	Benefits			22,061	22,061
Personnel Subtotal		-	-	72,543	72,543
Supplies					
51350 32	Operating Supplies			1,800	1,800
51350 34	Small Tools/Equipment			1,500	1,500
Subtotal		-	-	3,300	3,300
Services & Charges					
51350 41	Professional Services			3,000	3,000
51350 42	Communications			3,934	4,327
51350 43	Travel & Training			3,000	3,000
Subtotal		-	-	9,934	10,327
51350 64	Equipment			17,350	8,000
Subtotal				17,350	8,000
Information Services Total				103,127	94,170

**001 General Fund
Finance Department Narrative**

Program Description

The finance department is responsible for recording and reporting the financial transactions of the city. This includes such activities as auditing, budgeting, accounts payable, accounts receivable, and tax administration.

Goals

To accomplish all financial transactions in a timely and efficient manner.
To review the city budget and report to city departments on the status of the budget.

Performance Measures (dollar volume and time spent completing tasks)

Cash Receipting/Customer Service – number of receipts, number of customers coming/calling city hall
Property Tax – number of parcels/pieces of property
Sales Tax/Transient Room Tax – number of businesses reporting
Financial Reporting – number of reports sent
Accounts payable/purchase orders – number checks, invoices, lines of entry, Purchase orders
Payroll – number of timesheets
Ambulance billing – number of patients/transport
Bank reconciliation – number of checks, transactions recorded
Grants/Projects – number of grants, number of reports filed

Appropriation Narrative

Small tools -- computer upgrades, new monitors, and equipment as needed
Tax assessor -- city has a new contract and reassessing city tax parcels
Accounting & Auditing – new contract with the financial auditors & sales Tax auditor
Rentals/Leases -- new lease on new copier for front office

001 - General Fund
Finance Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
51410 11	Regular Pay	215,084	220,228	219,442	220,000
51410 12	Overtime Pay	2,268	3,756		
51410 20	Benefits	58,060	75,899	84,552	71,000
Subtotal		275,412	299,883	303,994	291,000
Supplies					
51410 32	Operating	11,225	9,500	11,000	11,000
51410 34	Small Tools & Equip.	8,698	6,000	6,000	6,000
Subtotal		19,923	15,500	17,000	17,000
Services & Charges					
51410 41	Professional Services	20,667	15,000	20,000	20,000
51410 4102	Tax Assessor	18,400	35,000	45,000	45,000
51410 4103	Acctg/Auditing	38,316	40,000	40,000	40,000
51410 4110	Invest. Manage. Service	38,542	-		
51410 42	Communications	16,515	16,000	17,000	18,000
51410 43	Travel & Training	9,166	5,000	6,000	6,000
51410 44	Advertising & Printing	1,572	1,000	2,000	2,000
51410 45	Rentals/Leases	773	1,000	1,500	1,500
51410 48	Repairs & Maintenance	795	3,000	-	
51410 49	Miscellaneous	551	-		
51410 4925	New Hire Search	5,346	-	-	-
Subtotal		150,643	116,000	131,500	132,500
Operations & Maintenance Subtotal		445,978	431,383	452,494	440,500
Capital Outlays					
51410 64	Machinery & Equipment	36,120	15,000		
Subtotal		36,120	15,000	-	-
Finance Total		482,098	446,383	452,494	440,500

001 – General Fund
Police Department Administration

Program Description

Moving forward in a partnership with the community to protect life and property of the citizens of Petersburg.

Goals

To protect life and ensure public safety.

To reduce the number of serious motor vehicle accidents.

Objectives

Provide a law enforcement presence and response that preserves this community's security regarding the most violent of crimes.

Provide a level of traffic enforcement that deters vehicular offenses likely to result in serious accidents.

<u>Performance Indicators</u>	<u>Quantified FY03</u>	<u>Projected FY04</u>	<u>Projected FY05</u>
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Public Safety

Charges filed for crimes of:

Murder	0	0	0
Rape	2	2	2
Robbery	0	0	0
Assault (includes DV)	34	30	26
Domestic Violence	12	11	10

Traffic Safety

Number of traffic accidents

(excluding parking collisions)	59	68	63
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001 – General Fund
Police Department Administration

Account #	Description	Narrative
52110 11	Salaries and Wages	Salaries are 75% of total, 25% budgeted to jail (except drug officer & parking attendant)
52110 31	Office Supplies	Office, paper, and computer supplies
52110 32	Operating Supplies	Quartermaster, batteries, film, photo development, ammunition, etc.
52110 33	Maintenance Supplies	Building materials, paints & supplies, plumbing supplies, electrical supplies
52110 34	Small Tools/Equipment	Cameras, shredder, cassette duplicator, typewriter, desk
52110 4100	Professional Services	Medical exams, hospital services, Local Law Enforcement Block Grant Match, RMS service contract
52110 4200	Communications	Telephone, fax, cell phones, pagers, modem, 911 lines, radio repeater charges
52110 4300	Travel and Training	Travel and training expenses including per diem and fees for schools
52110 4400	Advertising/Printing	Auction ads, other public notices
52110 4500	Rentals and Leases	Vehicle Allowance
52110 4501	Vehicle Replacement	Motor pool
52110 4700	Utilities	Police Department
52110 4800	Repairs/Maintenance	Office and police equipment which needs maintenance/repairs
52110 4906	State Surcharge	State traffic ticket surcharge is collected and forwarded to the Alaska Police Standards Council
52110 4920	Motor Pool O/M	Motor Pool Operations/Maintenance
52110 64	Machinery & Equipment	Communications tower/antennas

001 General Fund
Police Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
52110 11	Salaries	445,484	474,565	476,287	477,779
52110 12	Overtime	48,795	40,901	41,859	42,010
52110 17	Shift Differential	6,799	8,063	8,277	8,306
52110 20	Benefits	145,631	183,039	206,447	233,677
Subtotal		646,709	706,568	732,870	761,772
Supplies					
52110 31	Office Supplies	2,728	1,950	2,500	2,500
52110 32	Operating Supplies	15,806	19,500	19,500	19,500
52110 33	Maintenance	276	600	600	600
52110 34	Small Tools/Equip	1,963	2,900	5,400	3,000
Subtotal		20,773	24,950	28,000	25,600
Services & Charges					
52110 41	Professional Services	3,906	4,000	11,000	11,000
52110 42	Communications	11,189	10,000	11,500	11,500
52110 43	Travel and Training	18,772	15,000	15,000	15,000
52110 44	Advertising/Printing	715	1,000	1,250	1,250
52110 45	Rentals/Leases	1,200	1,200	1,200	1,200
52110 4501	Vehicle Replacement	36,245	36,245	24,187	37,174
52110 47	Utilities	1,530	2,500	2,500	2,500
52110 48	Repairs/Maintenance	5,829	8,000	3,000	3,000
52110 4907	State Surcharge	580	1,000	750	750
52110 4920	Motorpool O&M Charges	18,743	15,046	28,445	29,034
52110 4925	New Hire Search	1,738			
Subtotal		100,447	93,991	98,832	112,408
Operations & Maintenance Subtotal		767,929	825,509	859,702	899,780
Capital Outlays					
52110 64	CRIS Window	-	51,500		
52110 64	Machinery/Equipment	1,960			
Subtotal		1,960	51,500	-	-
Police Dept Admin Total		769,889	877,009	859,702	899,780

001 – General Fund
Police Department – Jail Expenditures

Program Description

To provide a secure, safe facility for the incarceration of prisoners.

Goals

To enhance safety and efficiency of current facility.

To provide those performing jail duties with necessary skills.

Objectives

Conduct documented annual inspection/review of facility and operations in areas of safety, service, and efficiency and initiate or recommend cost effective improvements as needed.

<u>Performance Indicators</u>	<u>Fy03</u>	<u>Fy04</u>	<u>FY05</u>
Safety and Efficiency			
Operation/Facility Reviews	1	1	1
Jail Training			
Hours of training per employee	40	40	40

Account #	Description	Narrative
52310 11	Salaries & Wages	25% of Police (except drug officer & parking attendant)
52310 31	Office Supplies	Office, paper, and computer supplies
52310 32	Operating Supplies	Jail food, toiletry items, laundry supplies, bedding, clothing
52310 33	Maintenance Supplies	Maintenance supplies for jail
52310 34	Small Tools/Equipment	Replacement tools/equipment
52310 41	Professional Services	Medical, dental, psychiatry services not covered by contract
52310 42	Communications	Jail telephone and fax
52310 43	Travel and Training	Corrections Officer School (airfare only)
52310 47	Utilities	Jail/Based on actual
52310 48	Repairs/Maintenance	Related to Jail Facility and equipment
52310 6401	Capital Outlays	none

001 - General Fund
Jail Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
52310 11	Salaries	142,087	137,127	138,757	139,108
52310 12	Overtime	15,902	11,775	12,182	12,215
52310 17	Jail Shift Differential	2,239	2,688	2,451	2,458
52310 20	Benefits	48,940	52,759	60,044	64,865
Subtotal		209,168	204,349	213,434	218,646
Supplies					
52310 31	Office Supplies	250	400	580	580
52310 32	Operating Supplies	10,624	11,500	11,500	11,500
52310 33	Jail Maintenance	19	400	400	400
52310 34	Jail Small Tools/Equip	35	800	800	800
Subtotal		10,928	13,100	13,280	13,280
Services & Charges					
52310 41	Professional Services	1,679	1,000	1,000	1,000
52310 42	Jail Communications	1,850	2,300	2,300	2,300
52310 43	Jail Travel/Training	367	8,823	8,000	8,500
52310 44	Advertising & Printing				
52310 47	Jail Utilities	1,530	2,500	500	2,500
52310 48	Jail Repair/Maint.		500		500
Subtotal		5,426	15,123	11,800	14,800
Operations & Maintenance Subtotal		225,522	232,572	238,514	246,726
Capital Outlays					
52310 641	Jail - Building Improvement	-	11,500		
Subtotal		-	11,500	-	-
Police Dept Jail Total		225,522	244,072	238,514	246,726
Police Dept. Admin. Total		769,889	877,009	859,702	899,780
Police Total		995,411	1,121,081	1,098,216	1,146,506

General Fund
Volunteer Fire Department Expenditures

Program Description

The Volunteer Fire Department is charged with the protection of lives and property from destructive losses due to fire and other catastrophes. The Department is charged with the provision of pre-hospital emergency medical care and transport. The Department provides its members with the training and equipment necessary to do the job safely. The Fire Dept. is active in fire prevention and life safety programs within the community. In cooperation with the Alaska State Troopers, the PVFD Search and Rescue branch conducts searches for lost persons.

Goals

1. Respond to all requests for emergency aid.

Objectives

- Every resident who calls 9-1-1 for emergency medical aid receives a prompt response from at least two emergency medics with appropriate skills and equipment.
- Every resident who calls 9-1-1 to report a fire receives a prompt response from a fully-staffed engine company with appropriate skills and equipment.

Performance Measures	FY03	FY04	FY05
Ambulance Staffed w/qualified Personnel, % of calls	100	100	100
Fire Apparatus Staffed w/qualified Personnel, % of calls	100	100	100

2. Work accident-free.

Objectives

- The Fire Dept. conducts all operations (emergencies and drills) in accordance with the appropriate standards of the National Fire Protection Association.
- We take controlled risks only to save lives; we do not risk firefighters to save property.

Performance Measures	FY03	FY04	FY05
Number of emergency medics, OSHA reportable injuries on duty		0	0
Number of Firefighters, OSHA reportable injuries on duty		0	0

3. Recruit, train, and retain an adequate number of volunteer emergency service providers.

Objectives

- Teach one Emergency Trauma Technician (ETT) class each year.
- Teach one Emergency Medical Technician-I (EMT-I) class each year.
- Teach one Emergency Medical Technician-II class every two years.
- Teach one EMT-I recertification class each year.
- Teach one Firefighter-I class each year.
- Teach 24 EMS continuing medical education classes each year.
- Conduct 36 firefighting drills each year.
- Conduct 24 Search and Rescue (SAR) drills each year.

Performance Measures	FY03	FY04	FY05
Recruit and train new emergency medics		4	4
Recruit and train new firefighters		4	4
Retain trained emergency medics		75%	75%
Retain trained firefighters		75%	75%

4. Encourage fire prevention in the community.

Objectives

- Teach "Learn Not To Burn" at the elementary school each year.
- In cooperation with the Building Official, enforce the Fire and Building Codes.
- Develop an inspection program for commercial buildings.

Performance Measures	FY03	FY04	FY05
Inspect commercial buildings, number of inspections		10	10
Teach fire safety to elementary students, % of students		80	80

Account Number	Description	Narrative
52510	Regular pay & benefits for	Chief, EMS Coordinator, Fire Marshal, officers
52510 32	Supplies	Office, operating, & maintenance supplies
52510 34	Small Tools & Equipment	Personal protective clothing, EMS equipment, pagers, SAR tools, hose, radios, attack nozzles, etc.
52510 41	Professional Services	Hepatitis vaccine, test SCBA breathing air, maintain & service SCBA & radios, etc.
52510 42	Communications	Postage, phones, cell phone, satellite phone.
52510 43	Travel & Training	Fire & EMS conferences, fire investigation training, text books, fire officer classes, video & reference books.
52510 44	Advertising & Printing	Auctions, hiring.
52510 45	Rentals & Leasing	Chief's truck, rent for Scow Bay Fire Hall site.
52510 4501	Vehicle Replacement	Replace old vehicles when worn-out.
52510 47	Utilities	Electricity & oil for Main, Scow Bay, & harbor stations.
52510 4920	Motor Pool O&M	Motor Pool operations & maintenance for vehicles & small engines.
52510 64	Machinery & Equipment	High-value items.

001 - General Fund
Fire Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Personnel					
52510 11	Salaries	86,957	111,537	115,778	117,000
52510 12	Overtime	10,206	2,266	2,266	2,000
52510 20	Benefits	31,964	57,710	43,946	50,000
Personnel Subtotal		129,127	171,513	161,990	169,000
Supplies					
52510 32	Operating Supplies	21,266	36,580	36,000	36,000
52510 34	Small Tools	68,597	57,571	40,000	40,000
Subtotal		89,863	94,151	76,000	76,000
Services & Charges					
52510 41	Professional Services	284	7,385	8,000	8,000
52510 42	Communications	4,408	3,500	4,000	4,000
52510 43	Travel & Training	33,628	30,000	27,000	32,000
52510 44	Advertising		200	200	200
52510 45	Rentals & leases	16,543	16,363	16,500	1,200
52510 4501	Vehicle replacement	120,878	113,960	115,248	120,000
52510 47	Utilities	7,317	9,000	9,000	9,000
52510 48	Repairs & Maint.	696	1,900		
52510 4920	Motor pool Charges	27,995	35,385	31,676	40,000
52510 4925	New Hire Search				
52510 4957	EMA Expenses				
Subtotal		211,749	217,693	211,624	214,400
Operations & Maintenance Subtotal		430,739	483,357	449,614	459,400
Capital Outlays					
52510 64	Machinery & Equip	-	5,000		
Subtotal		-	5,000	-	-
Fire Department Total		430,739	488,357	449,614	459,400

001 – General Fund Public Works Administration and Streets division

Mission Statement

The Streets division's mission is to contribute to the general health, welfare and safety of the citizens of Petersburg by ensuring a safe and practical program for the efficient repair and maintenance of City streets and roadways, City cemetery, water distribution system and wastewater collection system.

Public Works administration manages the five separate divisions of the Public Works department in aspects of planning, budget oversight, departmental coordination, record keeping, purchasing and payroll. It is the common focus for all Public Works divisions to provide excellent customer service at the most economical cost.

Departmental Goals

- ✓ To provide the community with comprehensive street maintenance services that are efficient and effective. Services provided include: plowing snow, grading and resurfacing gravel roads, ditching, filling potholes, sidewalk repair and street cleaning.
- ✓ To support the water department in its efforts to locate and eliminate leaks from the water distribution system by providing the labor and equipment to repair all identified leaks.
- ✓ To support the wastewater department in its efforts to locate and eliminate Inflow and Infiltration into the wastewater collection system and also to schedule and perform sewer line cleaning activities.
- ✓ To maintain and improve upon the City cemetery and other parkland within the community for the enjoyment of all citizens and visitors.
- ✓ To provide labor and equipment for replacement of aging asbestos-cement water lines and improvements to aging wastewater collection lines as funding will allow. This includes the replacement of a manhole at Wrangell Ave and Middleton St. in FY 2004 and the Galveston Street water line in FY 2005.

Public Works Streets Statistics

	FY02	FY 03 (1/2)	FY 04	FY 05
Total miles of paved streets	2.52	2.86	3.20	3.54
Total miles of chip sealed streets	2.63	2.55	2.47	2.40
Total miles of gravel streets	4.56	4.35	4.08	3.82
Total miles of gravity sewer	12.9	14.2	14.6	14.6
Miles of water transmission/distribution line	23.9	26.0	27.4	27.4

Performance Measures

Objective: To distribute labor among all areas of responsibility of the department with a shift in focus to allow for increasing street maintenance activities.

Measures: Hours spent on street cleaning, ditching, pothole repair, road grading, sidewalk repairs, dust control and infrastructure improvements.

	02	Est. FY 03	Goal FY 04	Conceptual FY 05
Street cleaning	768	360	640	640
Ditching	~160	480	640	480
Pothole repair	158	80	200	360
Road grading	334	160	360	440
Sidewalk repair	~16	40	160	200
Dust control	~200	200	320	320
Water/sewer replacement	~800	1200	200	600

001 – General Fund Public Works Administration and Streets division

Objective: To provide labor and equipment for the repair of water leaks within the water distribution system as they are detected and pinpointed by the water department.

Measures: Hours spent repairing leaks. Number of leaks repaired. Miles of water line tested for leaks.

	FY 02 Actual	FY 03 1/2 year	Goal FY 04	Conceptual FY 05
Water repairs - hours	120	24	400	400
Number of leaks repaired	6	3	20	20
Water line tested - miles	0	0	13.0	13.0

Objective: To provide labor and equipment for the repair of sewer lines and the elimination of ground water and surface water entering the sewer collection system.

Measure: Number of sewer repairs. Hours spent repairing sewer lines. Hours spent cleaning sewer lines. Miles of sewer line cleaned.

	FY 02	FY 03 (1/2)	Goal FY 04	Conceptual FY 05
Sewer repairs - #	0	0	20	40
Sewer repairs - hours	0	0	400	600
Sewer cleaning -- hrs	~32	~16	640	640
Line cleaning - miles	.25	.25	6.0	8.0

Public Works Expenditure Narrative

Acct #	Description	Narrative
53410 32	Operating Supplies	Safety and operating supplies
53410 33	Maint. supplies	Paint, parking maint., culvert, sidewalk concrete
53410 34	Small Tools	Hand and power tools, grounds keeping tools
53410 36	Street Materials	Shot rock, crushed rock, dust control, sand
53410 4501	Vehicle replacement	Replacement fund contribution
53410 48	Repairs and maintenance	Expand parts sheds
53410 64	Machinery and Equipment	Trench compactor

001 - General Fund
Public Works - Streets Administration

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 43/05
Salaries & Wages					
53410 11	Regular Pay	300,020	279,764	313,771	313,771
53410 12	Overtime Pay	24,470	12,812	13,210	13,210
53410 20	Benefits	94,342	115,788	142,782	142,782
Subtotal		418,832	408,364	469,763	469,763
Supplies					
53409 31	Office Supplies	1,290	4,500	1,600	1,000
53410 32	Operating Supplies	3,790	6,450	9,610	8,510
53410 3205	Grounds Supplies	7,324	6,000	6,500	6,500
53410 33	Maint. Supplies	20,315	44,500	29,023	23,762
53410 34	Small Tools	4,771	5,000	6,180	4,000
53410 36	Street Materials	111,087	130,000	128,400	129,100
Subtotal		148,577	196,450	181,313	172,872
Services & Charges					
53410 41	Professional Services	7,848	3,200	2,500	2,500
53410 42	Communication	2,300	2,800	2,800	2,800
53410 43	Travel & Training	2,924	3,000	3,000	3,000
53410 44	Advertising & Printing	563	500	500	500
53410 4501	Vehicle Replacement	181,495	177,636	189,049	200,586
53410 47	Utilities	5,477	5,000	5,000	5,000
53410 4701	Utilities-St Light	29,779	28,000	30,000	30,000
53410 4702	Utilities-Garbage	9,488	8,500	8,500	8,500
53410 48	Repairs & Maintenance	2,443	1,500	5,000	1,500
53410 4804	Permit Expense	614	700	1,400	1,500
53410 4920	Motor Pool Charges	141,400	227,930	133,235	143,029
Subtotal		384,331	458,766	380,984	398,915
Operations & Maintenance Subtotal		951,740	1,063,580	1,032,060	1,041,550
Capital Outlays					
53410 6401	Other Equipment	8,681	1,200	7,500	-
Subtotal		8,681	1,200	7,500	-
Public Works Streets/Admin Total		960,421	1,064,780	1,039,560	1,041,550

001 General Fund
Community Development

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 and notifications for zoning amendments, variances, conditional use permits, special use permits, along with subdivision platting, city mapping, and providing assistance to other city departments for state and federal regulations and permitting requirements.

Goals

To promote the safe and orderly development of the city in conformance with the International 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

- 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 International Building Code, International Plumbing Code, Uniform Plumbing Code, the International Mechanical Code and the City of Petersburg Zoning Ordinance.

<u>PERFORMANCE INDICATORS</u>	<u>FY02/03</u>	<u>Projected FY03/04</u>	<u>Projected FY04/05</u>
<u>Community Development</u>			
Walk-in Inquiries	1000	1000	1000
Telephone Inquiries	2500	2500	2500
Building Permits issued	80	88	96
Inspections performed	250	250	250
Certificates of Occupancy	12	15	18
Planning and Zoning meetings	10	12	12
Public Hearings	10	10	10
Variance Considerations	10	10	10
ACMP/COE Reviews	2	6	6
Petersburg Economic Development			
Council meetings	25	20	15
USDA Resource Advisory Committee meetings	1	8	8
<u>Mapping</u>			
Walk-in Inquiries	1300	1300	1300
Telephone Inquiries	1300	1300	1300
Parcel ID's created	3000	500	100
Maps created/copied	1000	1000	1000
Utility inspections performed	96	150	150
Utility as-builts to mapping	200	200	200
COE permits prepared	5	7	9
Field Engineering/surveying	15	15	15

001 - General Fund
Community Development Expenditures

Account #	Description	Narrative
53660 1100	Salaries & Wages:	
53660 3100	Office Supplies	Office, paper, and computer and blue print machine supplies; mapping supplies
53660 3200	Operating Supplies	Supplies, recording tapes, film and operating supplies; mapping supplies
53660 3201	Safety Equipment	Safety equipment
53660 3300	Maintenance Supplies	Paint, light bulbs, etc.
53660 3400	Small Tools and Equip	Drafting and surveying equipment, small tools, digitizer and mapping equipment
53660 4100	Professional Services	Janitorial services, mapping system expenses
53660 4200	Communications	Telephone, postage and fax machine.
53660 4300	Travel & Training	ICBO seminars, Alaska Planners conference, technical/professional (Autocad and GIS) training;
53660 4303	Travel _ P&Z Commission	Training for Planning and Zoning Commission members.
53660 4400	Advertising & Printing	Newspaper notices, printing expenses.
53660 4500	Rentals and Leasing	Engineering Technician - car allowance.
53660 4700	Utilities	Utility charges for Community Development office.
53660 4800	Repairs and Maintenance	Repairs and maintenance of copy machine, office, and mapping equipment.

001 - General Fund
Community Development Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
53660 11	Regular Wages	116,433	114,345	116,147	116,147
53660 12	Overtime	702	1,387	1,213	1,213
53660 20	Benefits	36,746	41,871	45,208	45,208
Subtotal		153,881	157,603	162,568	162,568
Supplies					
53660 31	Office Supplies	1,198	1,000	1,000	1,000
53660 32	Operating Supplies	3,034	2,500	2,000	2,000
53660 3201	Safety Supplies		100	100	100
53660 33	Maintenance Supplies	8	300	300	300
53660 34	Small Tools and Equipment	758	3,000	6,000	6,000
Subtotal		4,998	6,900	9,400	9,400
Services & Charges					
53660 41	Professional Services	3,803	3,000	4,000	4,000
53660 42	Communications	1,437	2,000	2,000	2,000
53660 43	Travel & Training	4,587	4,000	4,000	4,000
53660 44	Advertising & Printing	865	500	1,500	1,500
53660 45	Rentals and Leases	50	100	100	100
53660 4501	Vehicle Replacement	3,369	2,260	2,260	2,260
53660 47	Utilities	2,023	2,000	2,000	2,000
53660 48	Repairs and Maintenance	284	800	300	300
53660 4920	Motor Pool O & M	4,102	1,866	1,009	1,023
Subtotal		20,520	16,526	17,169	17,183
Operations and Maintenance Subtotal		179,399	181,029	189,137	189,151
Capital Outlays					
53660 64	Machinery & Equipment	7,318	3,500		
Subtotal		7,318	3,500	-	-
Community Development Total		186,717	184,529	189,137	189,151

01 General Fund
Facilities Maintenance

Program Description

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

Goal

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

Objectives

- Perform unscheduled emergency maintenance items.
- Complete budgeted maintenance requests for city departments.
- Perform unscheduled and emergency maintenance items through improvements in the scheduling and preventative maintenance of city buildings.

<u>PERFORMANCE INDICATORS</u>	<u>FY 02/03</u>	<u>FY 03/04</u>	<u>FY04/05</u>
Walk-in inquiries	500	500	500
Phone inquiries	800	800	800
Hours dedicated for maintenance per year	3328	3328	3328
Scheduled Maintenance	1664	1800	2000
Unscheduled Maintenance	1164	1028	928
Emergency Maintenance	500	500	400

001 - General Fund
Facilities Maintenance

Account #	Description	Narrative
53810 1100	Salaries & Wages:	
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.
53810 6204	Municipal Building	Replace fire escape walkway, exhaust fan and general maintenance
53810 6208	Water Utility	Repair roof and general maintenance
53810 6209	Wastewater Utility	Fix pumpstation columns and general maintenance
53810 6211	Public Works	Remodel MP bathroom, replace flooring in MP office, lunchroom & PW offices, garage door openers and general maint.
53810 6212	Clausen Museum	Replace roof and general maintenance
53810 6213	Parks & Recreation	General maintenance
53810 6214	Administration	Window treatment and general maintenance
53810 6215	Library	Storage room shelving, light replacement and general maintenance
53810 6216	Finance	Recarpet finance offices and general maintenance
53810 6217	Miscellaneous	Unanticipated maintenance
53810 6218	Police Department	General maintenance
53810 6219	Fire Department	Remodel dayroom kitchen, carpet in office &, shelving & gen maint
53810 6226	Community Development	General maintenance.
53810 6231	Romiad Building	Replace roof

001 - General Fund
Facilities Maintenance Expenditures

Account Number	Description	Prior Year Actual FY01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries and Wages					
53810 11	Regular Pay	70,307	70,035	83,408	83,408
53810 12	Overtime Pay	1,155	1,751	1,764	1,764
53810 20	Benefits	27,683	30,362	38,421	38,421
Subtotal		99,145	102,148	123,593	123,593
Supplies					
53810 31	Office Supplies	433	500	500	500
53810 32	Operating Supplies	716	8,100	8,000	8,000
53810 3201	Safety Supplies	100	200	200	200
53810 33	Maintenance Supplies	42	200	300	300
53810 34	Small Tools and Equip	1,001	1,000	1,000	1,000
Subtotal		2,292	10,000	10,000	10,000
Services and Charges					
53810 41	Professional Services	2,569	2,500	3,000	3,000
53810 42	Communications	837	1,000	1,200	1,200
53810 43	Travel and Training	1,626	2,000	3,000	3,000
53810 45	Rentals and Leasing	60	200	200	200
53810 4501	Vehicle Replacement	3,313	3,313	5,241	5,241
53810 47	Utilities	158	400	400	400
53810 48	Repairs and Maintenance		200	200	200
53810 49	Miscellaneous	775	1,000	1,000	1,000
53810 4920	Motor Pool O&M	3,370	1,855	2,414	2,428
Subtotal		12,708	12,468	16,655	16,669
Operations and Maintenance Subtotal		114,145	124,616	150,248	150,262
Projects					
53810 6204	Municipal Building	6,643	6,500	3,500	2,500
53810 6208	Water Utility	6,383	3,200		
53810 6209	Wastewater Utility		3,000		
53810 6211	Public Works	2,088	-	8,000	6,000
53810 6212	Clausen Museum	7,667	8,500	3,500	3,500
53810 6213	Parks & Recreation	19,147	6,500	8,200	12,000
53810 6214	Administration	1,496	2,500	2,500	2,700
53810 6215	Library	1,750	2,600	10,000	10,000
53810 6216	Finance	330	5,000	5,000	5,000
53810 6217	Miscellaneous	12,841		4,000	
53810 6218	Police Department	6,307	3,500	6,000	6,000
53810 6219	Fire Department	71,064	16,500	4,000	5,000
53810 6226	Community Development	1,075	2,500	4,000	3,000
53810 6231	Romiad Building	2,004	6,000		3,000
Building Maintenance Project Subtotal		138,795	66,300	58,700	58,700
Building Maintenance Total		252,940	190,916	208,948	208,962

001 - General Fund
Community Services Expenditures

Program Description

The community Services portion of the General Fund budget contributes funding for agencies that 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.

Account Number	Description	Prior Year Actual FY01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Grants					
56010 4914	Clausen Museum O & M	40,000	40,000	40,000	40,000
56010 4928	Transient Room Tax Grants	9,550	10,000	9,000	8,000
56010 4929	Chamber of Commerce Grant (TRT)	29,914	28,000	25,000	24,000
56010 4934	Petersburg Youth Program	25,000	25,000	25,000	25,000
56010 4935	Public Health Nurse	16,598	18,800	18,800	18,800
56010 4936	Petersburg Mental Health Services	60,000	50,000	50,000	50,000
56010 4937	Alcohol & Drug Abuse Services	35,000	35,000	35,000	35,000
56010 4939	Public Radio KFSK	3,500	4,000	4,000	4,000
56010 4943	Senior Citizens Nutrition Program	8,000	3,000	10,000	10,000
56010 4931	Day Care Local Admin Subsidy	4,553	4,500	5,000	5,000
56010 4921	Petersburg Public School O & M	1,923,454	1,979,029	1,835,409	1,880,000
56010 59	Petersburg Medical Center	63,096	60,000	33,600	
Community Services Total		2,218,665	2,257,329	2,090,809	2,099,800

**001- General Fund
Library**

Program Description

Petersburg Public Library maintains 44 open hours per week. The library places special emphasis on serving local citizens by supporting lifelong learning and love of reading. We acquire, organize, and provide relevant library materials; insure access to other collections and information sources; serve our public with expert and caring assistance, and reach out to all members of our community.

Goals

- Provide outstanding collections & services for users of all ages and backgrounds
- Acquire appropriate technology to extend, expand, and enhance services
- Manage for excellence, serving customers to their satisfaction
- Enhance services by establishing close working relationships with other libraries and community organizations
- Encourage reading, library use, and information literacy through programs and publicity

Objectives

	Completion Date
Increase number of items loaned by 5%	<i>June 2004</i>
Move to web-based automated library management system with Statewide partners	<i>December 2003</i>
Add 1600 new items to the collection	<i>June 2004</i>
Add one new Internet terminal for public use	<i>January 2004</i>
Establish program planning and preliminary conceptual design for new library facility	<i>Spring 2004</i>

Performance Indicators	Actual FY01	Actual FY 02	Projected FY03	Proposed FY04
Items loaned	20,703	20,276	22,000	23,100
Items owned	30,073	30,963	30,000	30,000
Library visits	21200	19,184	20,500	21,525
Reference questions	1000	936	1,000	1,050
Per capita use	6.4	6.4	7	7.2
Active borrowers	2,695	2,304	2,400	2,520
Program attendance	1082	1,220	1,200	1,200
Items added	1,725	1,560	1,700	1,700
Internet use	na	3,900	4,000	4,000

APPROPRIATION NARRATIVE

11 Library material

Books, videos, CDs, books on tape

41 Professional services

SIRSI software, support & upgrades, OCLC cataloging records and interlibrary loan

64 Machinery and Equipment

SIRSI automated library management system, server, hub, firewall software

6402 Computer Equipment

Server and computer upgrades

001 - General Fund
Library Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
57210 11	Salaries	97,308	97,654	94,690	94,690
57210 12	Overtime Pay	-	1,087	1,087	1,087
57210 17	Shift Differential	634	-	675	675
57210 20	Benefits	23,657	27,513	25,789	25,789
Subtotal		121,599	126,254	122,241	122,241
Supplies					
57210 32	Operating Supplies	1,850	3,050	4,047	4,047
57210 3211	Library Materials	29,909	27,750	29,605	30,171
57210 3212	Periodicals	3,937	4,000	4,040	4,080
57210 34	Small Tools & Equip.		300	2,500	2,500
Subtotal		35,696	35,100	40,192	40,798
Services & Charges					
57210 41	Professional Services	4,900	8,000	2,500	9,700
57210 4111	OCLC	2,289	2,400		
57210 42	Communications	1,627	3,200	3,000	3,000
57210 43	Travel & Training	945	1,400	1,400	1,400
57110 44	Advertising & Printing	134	150	150	150
57210 48	Repairs & Maintenance	2,500	7,000	2,000	200
57210 49	Miscellaneous	516			
Subtotal		12,911	22,150	9,050	14,450
Operations & Maintenance Subtotal		170,206	183,504	171,483	177,489
Capital Outlays					
57210 64	Machinery & Equipment		4,000	39,000	
57210 6401	Library Other Equipment		4,000		
57210 6402	Computer Equipment			10,000	
Subtotal		-	8,000	49,000	-
Library Total		170,206	191,504	220,483	177,489

Parks & Recreation

Program Description

The Parks and 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. The department's mission statement is to *Provide safe, economical, well-maintained accessible facilities and a wide variety of quality programs for all ages.*

Performance Measures

Recreation division

		FY03	FY04	FY05
Gym	Attendance	57,000	59,000	60,000
Pool	Attendance	31,000	33,000	35,000
Programs	Number of programs	200	220	240
Events	Event features	6	7	8

Parks division

		FY03	FY04	FY05
Trails	Linear feet*	850/3700/2000	850/3700/5000	850/5000^/3700
Fields	Field uses	200	200	220
Playgrounds	Facilities	3	3	4^
Campgrounds	Facilities	2	1	1
Parks	Facilities/Plans	6/1	6/3	6/4

*Boardwalk/Gravel/Primitive

^Assumes grant funding

01 - General Fund

Parks and Recreation

Appropriation Narrative

- 57410 11 Regular pay and benefits
- 57410 31 General office supplies, new computer, 3 battery backups
- 57410 32 Operating, cleaning, restroom, safety, and program supplies
- 57410 33 Maintenance supplies
- 57410 34 Tools, exercise equipment, park amenities
- 57410 41 Program instructors, pool water analysis, Ellis audits
- 57410 42 Phone, fax, mail
- 57410 43 Conferences, CPO training, lifeguard licenses, first aid, CPR
- 57410 44 Vacancies, program advertisement
- 57410 45 Car allowance and copier lease
- 57410 4501 Van and maintenance vehicle replacement
- 57410 47 Park utilities, music subscriptions, baler fees

- 57410 4920 Motor Pool charges
- 57410 4948 Credit card charges



001 - General Fund
Parks and Recreation Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
57410 11	Salaries	243,810	245,304	244,642	259,134
57410 12	Overtime	3,523	5,116	4,853	5,117
57410 17	Shift Differential	2,930	3,000	3,000	3,000
57410 20	Benefits	66,407	85,930	94,216	98,733
Subtotal		316,670	339,350	346,711	365,984
Supplies					
57410 31	Office Supplies	1,592	2,500	4,010	2,800
57410 32	Operating Supplies	9,882	13,800	14,770	15,020
57410 33	Maintenance Supplies	16,051	13,900	9,125	10,050
57410 34	Sm Tools/Equipment	22,684	18,100	19,230	19,850
57410 3409	Ball Field Expansion	15,000	5,000		
Subtotal		65,209	53,300	47,135	47,720
Services & Charges					
57410 41	Professional Services	25,303	26,650	27,700	28,700
57410 42	Communications	2,771	2,700	2,590	2,640
57410 43	Travel & Training	9,160	4,500	5,000	6,000
57410-44	Advertising	700	1,500	1,700	2,200
57410 45	Rentals/Leases	5,942	5,040	4,880	5,480
57410 4501	Vehicle Replacement	11,187	7,956	11,291	11,057
57410 47	Utilities	7,955	10,000	5,420	9,420
57410 48	Repair & Maintenance	6,613	6,500	4,500	5,000
57410 4904	Target Range ET	793			
57410 4905	Haugen Rec. Area	2,336	3,000		
57410 4920	Motor Pool	5,900	6,989	6,390	6,416
57410 4925	New Hire Search	42			
57410 4948	Credit Card Fee	416		275	435
Subtotal		79,118	74,835	69,746	77,348
Operations & Maintenance Subtotal		460,997	467,485	463,592	491,052
Capital Outlays					
57410 6105	Site Development	10,908	-		
Subtotal		10,908	-	-	-
Parks & Rec Admin Total		471,905	467,485	463,592	491,052

001 – General Fund
Non-Departmental Expenditures

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 contains funding for inter-fund transfers for projects.

001 - General Fund
Non-Departmental Expenditures

Account Number	Description	PRIOR YEAR Actual FY 01/02	CURRENT Budget FY02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Personnel					
57610 11	Regular Pay	37,865	49,982		
57610 20	Benefits	11,167	19,315		
Personnel Subtotal		49,032	69,297	-	-
Supplies					
57610 31	Office Supplies	668	1,000		
57610 32	Operating Supplies	12,568	11,500		
57610 33	Maintenance & Supplies		1,000		
57610 34	Small Tools/Equipment	8,803	3,500		
Subtotal		22,039	17,000	-	-
Services & Charges					
57610 41	Professional Services	30,098	45,000	15,800	16,000
57610 4104	Inspection services	1,745			
57610 4107	Alcohol and Drug Testing	4,250	3,500	4,500	5,000
57610 42	Communications	636	2,000		
57610 43	Travel & Training	2,280	7,000		
57610 44	Advertising & Printing	731	1,500		
57610 45	Rentals/Leases	7,675	8,500	8,500	8,500
57610 4602	Liability Insurance			96,604	125,600
57610 4603	Property Insurance			19,396	25,200
57610 47	Utilities	21,605	23,000	24,000	25,000
57610 4701	Utilities Romiad Bldg	3,374	6,000	6,000	6,000
57610 48	Repairs/Maintenance	787	1,000		
57610 4925	New Hire	4,898	-		
57610 4949	Bad Debt Acct	18,937	-		
57610 6402	Mgt Info System Upgrade	20,612	15,000		
57610 19 01	Safety Incentive Program	3,543	5,000	5,000	5,000
Subtotal		121,171	117,500	179,800	216,300
Operations Subtotal		192,242	203,797	179,800	216,300
Interfund Transfers/Operations					
59710 03	Debt Service	93,343	82,338	75,583	71,873
59710 06	Capital Construction	123,118	-	40,000	35,000
59710 07	Insured Self	140,752	190,016		
59710 09	Special Revenue	1,891	-	-	-
Subtotal		359,104	272,354	115,583	106,873
Non-Departmental Total		551,346	476,151	295,383	323,173

ENTERPRISE

FUNDS

401 – Enterprise Fund Electric Utility

Program Description

The Superintendent is an administrative officer of the city and is responsible for the proper operation of the electric utility as required by state and federal code. Responsibilities include planning, directing, and coordinating the activities of the department; including all construction, operation, and maintenance relating to the generation and distribution of electricity.

Goals

- To provide reliable electric service at a reasonable cost.
- To increase the efficiency and production of the line crew.
- To develop and train supervised employees.
- To provide for the timely replacement of retiring employees.
- To relocate the existing power plant and facilities to the new site.
- To improve system performance through preventative maintenance and coordination.

Objectives

	FY04	FY05
Complete plant/facilities relocation planning phase	100%	
Complete plant/facilities relocation design phase	75%	100%
Secure funds for relocation	25%	100%
Implement apprenticeship program	100%	
Install remaining electronic recloser & make operational	100%	
Improve public image of department performance	50%	100%

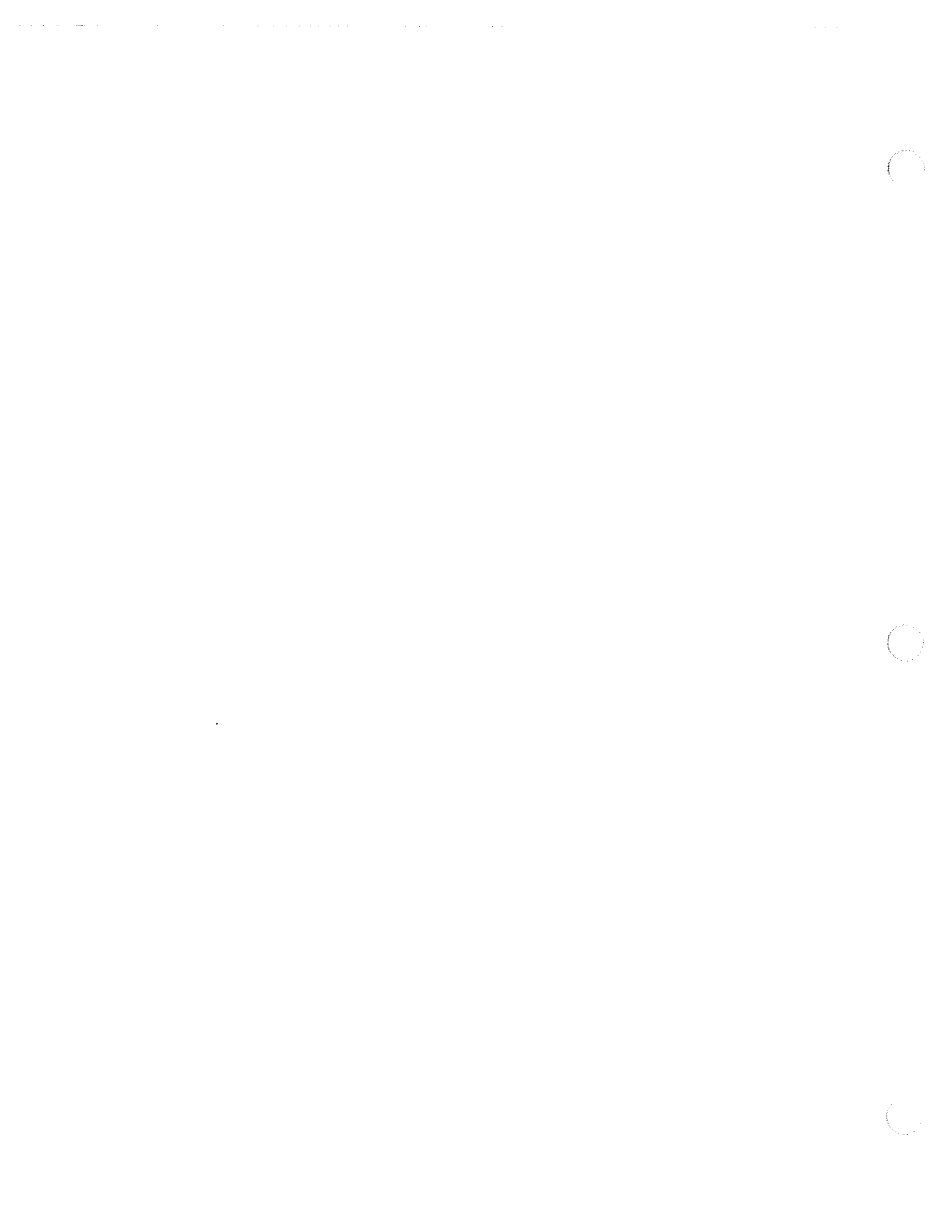
Account #	Description	Narrative
50110 11	Salaries & Wages:	
	Supplies	
50110 30	Office Supplies	Paper, pens, forms, copy paper, computer disks, cleaning supplies, batteries, bkup tapes
50131-42 30	Power Production Supplies	Hydro, Diesel Plant supplies, Diesel Fuel -25 days.
50172-80 30	Power Distribution Supplies	Dist.& Plant O&M supplies, lumber, safety supplies, rain gear, nuts & bolts.
	Services & Charges	
50110 41	Professional Services	Surveyor & engineering svcs, attorney fees, FERC relicensing, ARECA mbrship, SE Intertie mbrship dues.
50110 42	Communications	Communication, telephone and mailing expenses, internet, cell phone charges.
50110 43	Travel & Training	Integrity Technical Svc quarterly OSHA & Safety Meetings, training & classes, SE Conf. Intertie Mtgs.
50110 44	Advertising & Printing	Printing & Advertising, legal advertising, public service ads.
50110 45	Vehicle Replacement	Vehicle replacement cost (submitted by motor pool).
50110 47	Utilities	Utilities, water, sewer and garbage costs for the electric utility.
50110 48	Repair & Maintenance	Maintenance & service contracts with Radix and Canon.
50110 49	Community Service	Community Service, street decorations and supplies.
50110 4910	Overhead Charges	Budgeted FY03/04 Revenues less Power Purchases & Net Billable * 6.5%
50110 4920	Motor Pool Charges-O&M	Motor pool O&M, costs of insurance, gas, oil, parts, freight.
50120 40	Cust. Acct. Serv./Chgs.	Billing Program modifications by CWS, work management program.
50131-42 40	Power Production Srv/Chgs	Bl. Slough hydro land fees, FERC inspections, dam survey, demurrage, flights to Crystal Lake, air qual permit fees, diesel engine emission fees, oil & anti-freeze sample tests, overhaul 16 cyl, SPCC regs.
50172-80 40	Power Distribution Srv/Chg	Cert. of fitness, cdl renewals, technical assistance, pcb testing, transformer disposal.
	Power Purchase Costs	
50150 5101	Power Purchase Cost	Tyee purchase of 28,520,556kwh purchased at \$.04 debt service.
50150 5102	Wrangell/TBPC Net Billable	Tyee net billable TBPA O&M expenses: 28,520,556kwh at \$.028
50150 5103	Non Billable TBPC Exp.	TBPA 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.
	Debt Service	
50110 71	Principal	Note payable to State of Alaska, final payment 2005.
50110 72	Interest	Interest payable on above note to Alaska
	Capital Outlays	
50110 6402	Computer Equip & Software	Upgrade computers
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.
50110 6454	Tools, Shop & Garage	Shop, garage tools and equipment, chipper, trailer for backhoe, manlift.
50110 6455	Laboratory Equipment	Laboratory Equipment, test metering equipment.
50110 6457	Communication Equipment	Communication Equipment, cables, radios for vehicles, upstairs base radio.
	Interfund Transfers/Operations	
59710 58	Motor Pool	Funds transferred for PMP&L vehicle replacement
59710 07	Self Insured Reserve	Property and liability insurance cost for the electric utility
	Interfund Transfers/Capital Projects	
59710 5909	Street Lights	Install Street Lights- Haugen Drive to Airport
59710 5910	PMP&L Relocate	Relocate power plant to new site
59710 5961	Auto Load Control	Automate distribution reclosers into scada system, install sectionalizers, KPF switches.
59710 5963	24.9KV Line Rebuild	Upgrade PMP&L distribution lines to 24.9KV- Haugen Dr., airport
59710 5974	Crystal Lake Dam Retaining	Spillway stabilization per 5 year FERC inspection
59710 5977	Chatham Str Dock Reconduc	Reconductoring at Chatham Strait Dock to minimize electrocution of raptors.

401 - Enterprise Fund
Electric Utility Revenue

Account Number	Description	Prior Year Actual FY 01/02	Current Year Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Utility Services					
42200 11	Electrical Permits	359	500	500	500
44411 10	Residential Sales	1,284,113	1,200,000	1,200,000	1,212,000
44411 20	Commercial Sales	537,475	520,000	520,000	525,200
44411 30	Industrial Sales	1,578,037	1,515,000	1,515,000	1,530,150
44411 40	Local Street Lighting	38,583	38,500	38,500	38,500
44411 60	Type Adjustment Chgs	285,467	268,800	268,800	271,488
44411 70	State Street Lighting	34,850	17,850	17,850	17,850
44411 80	Harbor Sales	133,331	118,000	118,000	119,180
44412 30	Electrical Connect Fee	2,400	2,500	2,500	2,525
44412 40	Pole Rental	34,208	17,104	17,104	17,275
4441250 00	Reconnect Fees	435	100	100	100
Subtotal		3,929,258	3,698,354	3,698,354	3,734,768
Miscellaneous Revenue					
44413 00	Utility ContractWork	35,523	2,000	2,000	2,020
46000 10	Investment Income	157,633	35,000	35,000	35,000
46000 51	A/R Service Chgs	10,347	900	9,000	9,090
46000 90	Charges for service	6,508	2,000	2,000	2,000
46900 81	Cash Over/Short	(198)			
Subtotal		209,813	39,900	48,000	48,110
Revenues Total		4,139,071	3,738,254	3,746,354	3,782,878

401 - Enterprise Fund
Electric Utility Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
50110 11	Salaries	632,544	665,582	701,847	686,128
50110 12	Overtime	25,432	36,755	37,813	37,825
50110 17	Shift Differential	81	259	259	264
50110 20	Benefits	184,859	220,802	239,837	243,000
Subtotal		842,916	923,398	979,756	967,217
Supplies					
50110 31	Office Supplies	2,918	3,000	3,500	3,500
50110 32	Operating Supplies	1,507	1,700	2,000	2,500
50110 33	Maintenance Supplies	32	500	500	500
50110 34	Small Tools	1,878	4,000	4,000	4,000
50110 35	Inventory	27,535	35,000	35,000	35,000
50120 30	Customer Account Supplies	1,159	1,000	1,000	1,000
Subtotal		35,029	45,200	46,000	46,500
Services & Charges					
50110 41	Professional Services	153,250	276,000	276,000	320,000
50110 42	Communications	8,044	46,500	18,000	18,000
50110 43	Travel & Training	22,996	30,000	37,500	38,500
50110 44	Advertising & Printing	1,254	2,500	2,500	3,000
50110 4501	Vehicle Replacement	63,721	65,589	65,419	66,000
50110 4602	Liability Insurance			19,006	24,708
50110 4603	Property Insurance			31,734	41,254
50110 47	Utilities	3,307	5,000	5,000	5,500
50110 48	Repair & Maintenance	5,093	6,000	9,000	9,500
50110 49	Miscellaneous	159	500	5,000	5,000
50110 4910	Overhead Charges	129,318	117,452	148,814	171,136
50110 4920	Motor Pool Charges-O&M	38,524	52,188	52,188	52,500
50120 40	Cust. Acct. Serv./Chgs.	2,992	10,000	10,000	10,000
Subtotal		428,658	611,729	680,161	765,098
Power Purchase Costs:					
50150 5101	Power Purchase Cost	1,627,367	1,140,822	1,140,822	1,144,352
50150 5102	Wrangell/TBPC Net Billable	435,969	798,576	798,576	801,046
50150 5103	Non Billable TBPC Exp.	29,253	45,000	45,000	45,000
50150 5104	Psbg Net Billable Exp.	11,033	15,000	15,000	15,000
50150 5105	Divestiture Billable Expense	17,965	0	0	0
Subtotal Tyee Power Purchases		2,121,587	1,999,398	1,999,398	2,005,398
Other Power Production Costs					
50131-4230	Power Production	78,685	210,500	251,500	249,500
50131-4240	Power Production Srv/Chgs	16,919	90,500	111,500	120,500
Subtotal Other Power Costs		95,604	301,000	363,000	370,000
Subtotal Total Power Production		2,217,191	2,300,398	2,362,398	2,375,398
Distribution:					
50172-8030	Power Distribution	53,393	77,100	84,100	88,100
50172-8040	Power Distribution Srv/Chgs	4,925	83,100	85,600	15,600
Subtotal Total Distribution		58,318	160,200	169,700	103,700



401 - Enterprise Fund
Electric Utility Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Debt Service					
50110 71	Principal AK State ADI		65,731	65,731	69,017
50110 72	Interest AK State ADI	9,664	9,269	9,269	5,983
Subtotal		9,664	75,000	75,000	75,000
Operations & Maintenance Subtotal		3,591,776	4,115,925	4,313,015	4,332,913
Capital Outlays					
50110 6402	Computer Equipment	1,249	8,000	10,000	6,000
50110 6403	Poles, Towers, Fixtures	19,160	23,000	23,000	25,000
50110 6404	OH Conductor, Devices	4,533	7,500	7,500	9,000
50110 6405	Urg. Conduit, Etc.	681	8,000	8,000	10,000
50110 6406	Urg. Conductor, Devices	840	5,000	5,000	10,000
50110 6407	Line Transformers	3,855	18,000	18,000	20,000
50110 6408	Services	13,147	20,000	20,000	20,000
50110 6409	Meters	4,507	7,000	7,000	10,000
50110 6412	St. Lights & Signals	1,038	2,500	2,500	2,500
50110 6451	Office Furniture & Equip.	1,659	4,000	4,000	4,000
50110 6454	Tools, shop & Garage	5,840	26,500	39,000	27,000
50110 6455	Laboratory Equipment	-	4,000	5,000	5,000
50110 6457	Communication Equipment	1,487	35,500	22,000	22,000
Subtotal		57,996	169,000	171,000	170,500
Interfund Transfers/Operations					
59710 07	Self Insured Reserve	38,960	52,596		
Subtotal		38,960	52,596		
Interfund Transfers/Capital Projects					
		-	-	-	-
59710 5910	Power Plant Relocation	350,000	300,000	250,000	300,000
59710 5961	Auto Load Control	30,000	100,000	100,000	100,000
59710 5963	24.9KV Line Upgrade	50,000	50,000	125,000	175,000
59710 5974	Crystal Lk Dam Retaining Wall	100,000	-	-	-
59710 5977	Chatham Str Dock Reconductor	-	50,000	-	-
Subtotal		530,000	500,000	475,000	575,000
Interfund Transfers Total		568,960	552,596	475,000	575,000
Expenditures Total		4,218,732	4,837,521	4,959,015	5,078,413

**City of Petersburg
Water division**

Mission Statement

Petersburg Water Utility is committed to providing safe, aesthetically pleasing potable water in sufficient amounts year round to the citizens and businesses of Petersburg to utilize and enjoy. We strive to accomplish this at the lowest possible cost.

Departmental Goals

- ✓ To operate the water treatment plant and distribution system in the most efficient manner possible while meeting all regulations to supply safe drinking water to the community.
- ✓ To complete all laboratory testing as required with the ideals of quality assurance and quality control as a top priority.
- ✓ To complete all scheduled preventive maintenance tasks in order to decrease emergency breakdowns that increase costs and disrupt service.
- ✓ To locate leaks within the distribution system and prioritize repairs thereby decreasing the amount of water loss that the utility experiences and the costs incurred.
- ✓ To maintain a staff that is certified by the state and continues to educate themselves on the changing regulations and trends in the water treatment industry.

Water Dept. Statistics

	FY02	FY 03 (1/2)	FY 04	FY 05
Total gallons treated (millions of gallons)	389	225	400	425
Total # of lab tests completed	7800	3900	7900	8000
Training for certification - hours	~304	~208	300	300
Scheduled Maintenance tasks completed	~950	~400	1000	1000
Miles of water transmission/distribution line	23.9	26.0	27.4	27.4

Performance Measures

Objective: To perform all operational and water quality testing and report to ADEC that the City is complying with all applicable criteria of the Surface Water Treatment Rule.

Measures: Percentage of lab results within regulatory limitations. Percentage of monthly reporting deadlines met.

	FY 02	FY 03 (1/2)	Goal FY 04	Conceptual FY 05
% results in compliance	100%	100%	100%	100%
% Deadlines met	100%	100%	100%	100%

Objective: To complete all scheduled Preventative Maintenance tasks thoroughly and within deadlines every month thereby minimizing pump and equipment failures and eliminating emergency callouts of staff.

Measures: Number of equipment failures, number of emergency callouts and % of PM's completed per month (yearly average).

	FY 02 Actual	FY 03 1/2 year	Goal FY 04	Conceptual FY 05
Equipment failures	8**	2	0	0
Emergency callouts	10	5	0	0
PM's completed	100%	100%	100%	100%

**Estimated

Objective: To coordinate a leak detection survey in FY 04 (by an outside contractor) to identify and pinpoint leaks within the distribution system for the purposes of repair. The utility would like to purchase leak detection equipment in FY 05 in order to minimize professional service costs while setting up the utility for long range leak detection capability.

Measure: Total feet of distribution line tested by utility or contractor, number of leaks detected and repaired and percentage of water loss as recorded by staff.

	FY 02	FY 03 (1/2)	Goal FY 04	Conceptual FY 05
Leak tested - Miles	0	0	13.0	13.0
Leaks detected	~6	2	20	20
% water loss	28.9%	21.3%	10%	5%

Water Dept. Expenditure Narrative

Acct #	Description	Narrative
50220 32	Operating Supplies	Safety and operating supplies
50220 3202	Supplies - Plant	Chemicals, fuel, lab supplies
50220 33	Maint. supplies	Distribution system parts
50220 3301	Maint. supplies - Plant	Parts, maint. supplies
50220 34	Small Tools	Hand and power tools
50220 41	Professional services	Leak detection survey, contracted work
50220 4501	Vehicle replacement	Replacement fund contribution
50220 64	Machinery and Equipment	Leak detecting equipment - 05, flow meters
50220 6409	Meters	Water meters and inventory
50220 6413	Water mains	Galveston St. water line replacement in 05

402 - Enterprise Fund
Water Utility Revenue

Account Number	Description	Prior Year Actual FY 01/02	Current Year Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Services					
44411 10	Residential Sales	298,929	320,000	351,000	361,530
44411 20	Commercial Sales	290,620	340,000	303,000	312,000
44412 30	Other Operating Revenue	2,607	3,000	2,000	2,000
44413 10	Water Delivery	6,823	1,500	1,000	1,000
Services Subtotal		598,979	664,500	657,000	676,530
Miscellaneous					
44100 90	Miscellaneous Admin Charges		3,500	500	500
46000 10	Investment Income	3,539	750	500	500
46000 51	A/R Service Chg	72	150	150	150
46000 90	Misc Revenues		500	250	250
47400 24	Interfund Trans-Economic Fund	140,125	137,750	135,375	133,000
Miscellaneous Subtotal		143,736	142,650	136,775	134,400
Revenue Total		742,715	807,150	793,775	810,930

402 - Enterprise Fund
Water Utility Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
50220 11	Regular Pay	131,163	167,072	141,663	141,663
50220 12	Overtime Pay	12,726	5,619	5,831	5,831
50220 20	Benefits	46,530	54,136	60,267	60,267
Subtotal		190,419	226,827	207,761	207,761
Supplies					
50220 31	Office Supplies	855	1,000	1,950	1,000
50220 32	Operating Supplies	2,752	3,800	8,110	7,056
50220 3201	Safety Supplies	3,905	5,000		
50220 3202	Supplies - Plant	103,461	119,000	115,980	115,950
50220 33	Maintenance Supplies	357	2,000	2,000	2,000
50220 3301	Maint. Supp. Plant	9,096	10,600	18,330	18,465
50220 34	Small Tools/Equipment	4,165	6,000	7,916	2,374
50220 35	Inventory	(12,727)			
Subtotal		111,864	147,400	154,286	146,845
Services & Charges					
50220 41	Professional Services	10,705	11,800	21,400	6,300
50220 42	Communication	2,519	6,500	6,100	3,700
50220 43	Travel & Training	3,624	4,000	4,640	4,640
50220 44	Adver/Printing	1,300	1,300	1,050	250
50220 4501	Vehicle Replacement	22,129	23,533	23,533	23,533
50220 4602	Liability Insurance			4,073	5,295
50220 4603	Property Insurance			12,445	16,179
50220 47	Utilities	60,475	50,000	61,000	61,000
50220 48	Repairs & Maintenance	4,287	7,000	5,800	4,800
50220 4910	Overhead Charges	62,017	63,110	71,366	53,626
50220 4918	Water Delivery	855	1,500	2,540	600
50220 4920	Motor Pool Charges	10,264	13,128	9,512	9,726
50220 4948	ccredit Card Fees	487		1,000	1,000
50220 4949	Bad Debt Account	700			
Subtotal		179,362	181,871	224,459	190,648
Operations & Maintenance Subtotal		481,645	556,098	586,506	545,254
Capital Outlays					
50220 64	Machinery & Equipment		22,950	18,700	28,400
50220 6401	Other Equipment		14,000		
50220 6408	Services		-		
50220 6409	Meters		13,000	22,109	16,884
50220 6413	Water Mains		25,100		34,837
50220 6458	Feasability Study Wtr Trmnt F	28,328			
Subtotal		28,328	75,050	40,809	80,121
Debt Service					
50220 71	Principal 1974 GMAC		30,000	30,000	30,000
50220 72	Interest 1974 GMAC	5,500	21,000	19,500	18,000
50220 73	Principal Cabin Creek		95,000	95,000	95,000
50220 74	Interest Cabin Creek	4,516	42,750	40,375	38,000
Subtotal		10,016	188,750	184,875	181,000

402 - Enterprise Fund
Water Utility Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Interfund Transfers/Operations					
59710	Operating Transfer	159,495			
59710 5801	Building Maintenance				
59710 07	Self Insured Reserve	4,414	5,958		
Subtotal		163,909	5,958	-	-
Interfund Transfers/Capital Projects					
59710 6401	IT Department	-		2,043	
Subtotal		-	-	2,043	-
Total Expenditures		683,898	825,856	814,233	806,375
Budget Basis Income (Loss)		78,830	78,989	6,157	-
Less Depreciation		(158,694)	(158,694)	(158,694)	(158,694)
Add Debt Service Principal		23,750	30,000	30,000	30,000
Add Capital Outlays		28,328	75,050	40,809	80,121
Contribution To (From) Retained Earnings		(27,786)	25,345	(81,728)	(48,573)
Beginning Retained Earnings		1,036,443	1,008,657	1,034,002	952,274
Ending Retained Earnings		1,008,657	1,034,002	952,274	903,701

**City of Petersburg
Wastewater division**

Mission Statement

The Wastewater department's mission is to provide for the efficient collection, treatment and discharge of all wastewater produced by the citizens of Petersburg. The certified staff operates and maintains the City's treatment plant, 17 pump stations, collection system and sludge disposal area in compliance with all stipulations in its discharge permit while providing the community with cost effective service.

Departmental Goals

- ✓ To complete all water quality testing as required with the ideals of quality assurance and quality control as a top priority.
- ✓ To complete all scheduled preventive maintenance tasks in order to decrease emergency breakdowns that increase costs and disrupt service.
- ✓ To locate storm water inflow and infiltration points into the collection system using camera inspection equipment in order to eliminate these flows from the waste stream and the additional costs that they incur.

Wastewater Statistics

	FY 02	FY 03 (1/2 yr)	FY 04	FY 05
Total # of lab test completed	326	229	430	430
Total number of pumpstations	17	19	20	20
Miles of force mains	2.07	2.33	2.5	2.5
Miles of gravity mains	12.95	14.16	14.56	14.56
Total gallons treated (millions of gal)	215	110	225	230
Total biosolids removed (metric tons)	26.1	19.4	38	40
Scheduled maintenance tasks completed	~1800	~900	2000	2000

Performance Measures

Objective: To perform all water quality testing within established quality control criteria and report to USEPA that the City is complying with all discharge limitations in the NPDES permit in a punctual manner.

Measures: Number of water quality tests performed by staff. Number of QA/QC tests performed by staff. Percentage of monthly reporting deadlines met. Number of reported permit violations.

	FY 02	FY 03 (1/2)	Goal FY 04	Conceptual FY 05
Permit req. tests	254	127	254	254
QA/QC tests	-	24	48	48
% Deadlines met	100%	100%	100%	100%
Permit violations	0	0	0	0

Objective: To complete all scheduled Preventative Maintenance tasks thoroughly and within deadlines every month thereby minimizing pump and equipment failures and eliminating emergency callouts of staff.

Measures: Number of equipment failures, number of emergency callouts and % of PM's completed per month (yearly average).

	FY 02	FY 03 1/2 year	Goal FY 04	Conceptual FY 05
Equipment failures	30	20	5	0
Emergency callouts	20	17	5	0
PM's completed	100%	100%	100%	100%

Objective: To locate and eliminate Inflow and Infiltration points within the wastewater collection system using existing equipment and expanding to a more efficient inspection system in FY 05. Manhole survey will be concurrent with sewer line inspections.

Measures: Hours spent inspecting sewer lines. Number of collection system repairs. Number of manholes repaired/sealed.

	FY 02	FY 03 1/2 year	Goal FY 04	Conceptual FY 05
Hours of inspection	20	8	320	240
Sewer line repairs	0	0	20	40
Manholes repaired	0	0	10	25

Acct #	Description	Narrative
31	Office supplies	Paper, fax machine
32	Operating supplies	Safety & operating supplies, chemicals, lab supplies, fuel
33	Maintenance supplies	Pipe, fittings, sealing grout, filters, oil, pump seals, relays
34	Small tools	Hand tools, power tools, pipe locator
48	Repairs & Maintenance	Lab remodel, office flooring
4913	Hazmat event	HHW event
64	Machinery & Equipment	Mainline camera, manhole grout pump, truck crane
6414	Sewer line	Replace manhole at Wrangell Ave and Middleton St. - 04

403 - Enterprise Fund
Wastewater Utilitiy Revenue

Account Number	Description	Prior Year Actual FY 01/02	Current Year Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Services					
44411 10	Residential Sales	415,274	435,000	453,784	465,560
44411 20	Commercial Sales	133,801	140,000	144,130	145,000
44412 30	Other Operating Revenue	1,343	5,000	2,500	2,500
42200 12	Sewer Permits	312	250	750	750
44100 90	Miscellaneous Admin Charges		2,500	500	500
Services Subtotal		550,730	582,750	601,664	614,310
Miscellaneous					
46000 10	Investment Income	23,763	7,500	3,250	2,500
46000 90	Miscellaneous Revenues		500	250	250
Miscellaneous Subtotal		23,763	8,000	3,500	2,750
Revenue Total		574,493	590,750	605,164	617,060

403 - Enterprise Fund
Wastewater Utility Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
50320 11	Regular Pay	105,853	118,757	125,938	125,938
50320 12	Overtime	7,734	4,704	5,045	5,045
50320 20	Benefits	39,174	47,758	54,342	54,342
Subtotal		152,761	171,219	185,325	185,325
Supplies					
50320 31	Office Supplies	1,074	3,000	1,460	750
50320 32	Operating Supplies	1,054	1,500	38,620	41,626
50320 3201	Safety Supplies	3,433	7,300		
50320 3202	Supplies - Plant	18,010	32,000		
50320 33	Maint. Supplies	44	500	38,931	34,693
50320 3301	Maint. Supplies/plnt	16,976	25,907		
50320 34	Small Tools & Equip	3,315	2,300	5,808	6,268
50320 35	Inventory	(2,626)	-		
Subtotal		41,280	72,507	84,819	83,337
Services & Charges					
50320 41	Professional Services	5,251	7,500	4,750	3,900
50320 42	Communications	2,909	8,000	4,200	5,060
50320 43	Travel & Training	4,901	4,000	5,835	10,385
50320 44	Advertising & Printing	279	800	1,000	1,000
50320 4501	Vehicle Replac.	35,149	41,436	35,449	39,219
50320 4602	Liability Insurance			4,073	5,295
50320 4603	Property Insurance			13,319	17,315
50320 47	Utilities	75,311	70,000	70,000	70,000
50320 48	Repairs & Maint.	7,825	11,000	6,000	5,000
50320 4910	Overhead Charges	40,437	41,237	46,631	53,626
50320 4913	Haz Mat Notices		500	15,500	15,500
50320 4920	Motor Pool Charges	13,191	21,212	16,199	16,477
50320 4948	Credit Card Fees	487		750	1,000
50320 4949	Bad Debt Accts	920			
Subtotal		186,660	205,685	223,706	243,777
Operations & Maintenance Subtotal		380,701	449,411	493,850	512,439
Capital Outlays					
50320 64	Machinery & Equipment		500	16,000	15,000
50320 6401	Other Equipment		35,230		
50320 6414	Sewer Lines		27,100	5,000	5,000
Subtotal		-	62,830	21,000	20,000
Debt Service					
50320 71	Principal GMAC		25,000	25,000	25,000
50320 72	Interest GMAC	20,900	20,750	19,500	18,250
Subtotal		20,900	45,750	44,500	43,250

403 - Enterprise Fund
Wastewater Utility Expenditures

Interfund Transfers/Operations					
59710	Operating Transfer	25,322			
59710 07	Self Insured Reserve	10,347	13,968		
Subtotal		35,669	13,968	-	-
Total Expenditures		437,270	571,959	559,350	575,689
Budget Basis Income (Loss)		136,571	18,791	19,416	53,160
Less Depreciation		(176,019)	(176,019)	(176,019)	(176,019)
Add Debt Service Principal		-	25,000	25,000	25,000
Add Capital Outlays		-	62,830	21,000	20,000
Contribution To (From) Retained Earnings		(39,448)	(69,398)	(110,603)	(77,859)
Beginning Retained Earnings		4,458,164	4,418,716	4,349,318	4,238,715
Ending Retained Earnings		4,418,716	4,349,318	4,238,715	4,160,856

**City of Petersburg
Sanitation division**

Mission Statement

The City of Petersburg Sanitation Department is dedicated to the continuing health and safety of the residents and industry of Petersburg and to be a provider of outstanding customer service and high quality solid waste management at a minimal cost.

The City of Petersburg owns and operates a Class III landfill and is operated in accordance to the ADEC solid waste disposal permit. The sanitation department also collects solid waste from approximately 1300 residential and commercial customers.

Departmental Goals

- ✓ To comply with all stipulations as required in the City's landfill permit issued by ADEC.
- ✓ To complete all scheduled preventive maintenance tasks in order to decrease emergency breakdowns that increase costs and disrupt service.
- ✓ To maintain and expand an effective recycling program for the City and it's residents that allows for reduced service levels by citizens, diverts recyclable materials from landfills and reduces costs of bale disposal.
- ✓ To manage the yearly Household Hazardous Waste collection event in an effective manner so as to remove harmful substances from people's homes and protect the environment.

Sanitation Statistics

	2002	2003 ytd	Est. 2004	Est. 2005
Number of residential customers	1079	1098	1100	1100
Number of commercial customers	136	132	132	132
Weight of bales shipped (tons)	2426	404	2400	2400
Weight of recyclables shipped(tons)	101.3	0	222	240

Performance Measures

Objective: To complete all scheduled Preventative Maintenance tasks thoroughly and within deadlines every month thereby minimizing equipment failures and eliminating service disruptions to customers.

Measures: Number of equipment failures and % of PM's completed per month (yearly average).

	FY 02	FY 03 1/2 year	Goal FY 04	Goal FY 05
Equipment failures	10*	3	0	0
PM's completed	100%	100%	100%	100%

*Estimated

Objective: To perform all air quality monitoring and surface water testing as required by the Landfill permit and to report all results on time with no violations.

Measures: Number of permit required tests performed by staff. Percentage of monthly reporting deadlines met. Number of reported permit violations.

	FY 02	FY 03 (1/2)	Goal FY 04	Goal FY 05
Permit req. tests	6	3	6	6
% Deadlines met	100%	100%	100%	100%
Permit violations	0	0	0	0

Objective: To operate the recycling program efficiently and expand on the volumes of recyclable materials that the City diverts from being baled and landfilled. To start an effective scrap metal recycling program to include shipping crushed cars, loose scrap metal and white goods.

Measures: Weight of recycled materials shipped per year. Number of refrigerators with refrigerant reclaimed and recycled per year.

Commodity	2002 *	2003 ytd	Goal 2004*	Goal 2005*
Magazines	51830	**	65000	75000
Aluminum	5260	**	5500	6000
Plastic #1	3830	**	4500	5500
Plastic #2	5160	**	5500	6000
Tin Cans	13500	**	14000	16000
Cardboard	87845	**	100000	120000
Mixed Paper	9605	**	10000	10000
Junk Cars	20700	**	240000	240000
Refrigerators	203	**	200	200

* Totals based on calendar year

**No shipments have been made in calendar year 2003 to date

Objective: To manage the City's HHW collection event in an efficient manner and divert as much harmful chemicals from the environment as possible. To collect and ship waste oil sludge and antifreeze out of the community for recycling and/or disposal.

Measures: Number of drums of HHW, antifreeze and waste oil sludge shipped per year.

	FY 02 Actual	FY 03 1/2 year	Goal FY 04	Goal FY 05
Drums of HHW	0*	50	30	30
Drums of oil sludge	30	19	10	15
Drums of antifreeze	15	5	5	5

* HHW event was not conducted in FY 02

Acct #	Description	Narrative
50420 31	Office supplies	Computer cabinet, printer, cash drawer, paper products
50420 32	Operating supplies	Baling wire, propane, soap, cleaning supplies
50420 3201	Safety supplies	Safety equipment
50420 33	Maintenance supplies	Grinder pump, truck scale indicator, maint. supplies
50420 34	Small tools	Hand and power tools
50420 41	Professional Services	Surface water testing(DEC required)
50420 48	Repairs & Maintenance	Van staging apron slab
50420 4916	Recycling expense	Shipping expense of recycling program
50420 6401	Other equipment	Landfill gate & operator, 32 gallon container

404 - Enterprise Fund
Sanitation Utility Revenue

Account Number	Description	Prior Year Actual FY 01/02	Current Year Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Services					
44400 41	Refuse Collection	624,959	662,000	635,000	640,000
44400 42	Baler/Landfill Charges	156,691	210,000	185,000	185,000
44400 43	Recycling Revenue	920	3,000	7,100	8,500
42200 14	Salvage Permits			1,000	1,000
Services Subtotal		782,570	875,000	828,100	834,500
OTHER					
46000 51	A/R Service Charge		100		
Miscellaneous Subtotal		-	100	-	-
Total Revenue		782,570	875,100	828,100	834,500

404 - Enterprise Fund
Sanitation Utility Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
50420 11	Regular Pay	156,828	180,074	183,367	183,367
50420 12	Overtime	943	7,769	7,916	7,916
50420 20	Benefits	61,407	85,392	90,408	90,408
Subtotal		219,178	273,235	281,691	281,691
Supplies					
50420 31	Office Supplies	1,770	500	2,378	542
50420 32	Operating Supplies	13,867	12,750	15,388	15,788
50420 3201	Safety Supplies	6,546	4,300	4,779	4,695
50420 33	Maintenance Supplies	13,684	12,000	10,603	9,044
50420 34	Small Tools & Equip	2,195	4,050	2,593	4,380
Subtotal		38,062	33,600	35,741	34,449
Services & Charges					
50420 41	Professional Services	4,915	2,500	4,000	4,000
50420 42	Communication	2,475	2,200	2,200	2,300
50420 4202	Communication equipment		4,000		
50420 43	Travel & Training	3,026	3,500	4,000	4,000
50420 44	Advertising	628	500	500	500
50420 4501	Vehicle Replacement	46,880	44,498	46,581	46,763
50420 4602	Liability Insurance			1,358	1,765
50420 4603	Property Insurance			2,500	2,500
50420 47	Utilities	34,650	30,000	30,000	30,000
50420 48	Repairs & Maint	4,988	1,000	6,400	4,000
50420 4910	Overhead Charge	55,874	56,656	62,445	71,812
50420 4913	HazMat Event	2,576	3,000	1,500	1,500
50420 4916	Recycling Expense	11,259	4,000	8,000	12,000
50420 4917	Grd Water Monitor		2,000	1,600	1,700
50420 4919	Gas Monitor	1,645	-		
50420 4920	Motorpool O&M	34,791	41,558	40,898	41,340
50420 4948	Credit Card Fees	941	250	1,800	1,800
50420 4949	Bad Debt Accts	926			
50420 4958	Bale Disposal	198,481	212,000	205,000	210,000
Subtotal		404,055	407,662	418,782	435,980
Operations Subtotal		661,295	714,497	736,214	752,120
Capital Outlays					
50420 64	Machinery/Equipment	5,548			
50420 6401	Other Equipment	-	8,372	9,000	
Subtotal		5,548	8,372	9,000	-
Debt Service					
50420 71	Principal		95,000	100,000	110,000
50420 72	Interest	44,351	44,950	39,963	34,213
Subtotal		44,351	139,950	139,963	144,213

404 - Enterprise Fund
Sanitation Utility Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Interfund Transfers					
59710 07	Self Insured Reserve	2,080	3,169		
	59710 IT Depart Transfer			600	1,443
Subtotal		2,080	3,169	600	1,443
Sanitation Total Expenditures		713,274	865,988	885,777	897,776
	Budget Basis Income (Loss)	69,296	9,112	(57,677)	(63,276)
	Less Depreciation	(47,298)	(47,298)	(47,298)	(47,298)
	Add Debt Service Principal	80,000	95,000	100,000	110,000
	Add Capital Outlays	5,548	8,372	9,000	-
	Contribution To (From) Retained Earnings	36,980	65,186	4,025	(574)
	Beginning Retained Earnings	(335,424)	(317,887)	(252,701)	(248,676)
	Ending Retained Earnings	(317,887)	(252,701)	(248,676)	(249,250)

405 – Enterprise Fund
Harbor and Port Facilities

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, the port/dock and storage facilities. 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.
Preparation and review of annual budget.
Present plans/programs for City Council, Harbor Advisory Board and public reviews.

EXPENDNITURES NARRATIVE

Harbors

Professional Services
DC Lobbyist (\$25,200), Alaskan Lobbyist (\$15,000)

405 - Enterprise Fund
Harbor and Port Facilities Revenue

Account Number	Description	Prior Year	Current Year	Adopted	Conceptual
		Actual FY 01/02	Budget FY 02/03	Budget FY 03/04	Budget FY 04/05
	Boat Harbors				
44500 10	Moorage Fees	330,632	404,775	433,383	490,600
44500 20	Transient Fees	106,266	86,400	120,960	120,960
44500 30	Grid Fees	5,879	7,000	7,000	7,000
44500 40	Live Aboard	7,428	8,500	8,500	8,500
44500 50	Floatside Fees	20,914	16,000	16,000	16,000
44500 60	Launch Fees	9,242	10,000	10,000	10,000
44500 90	Misc Charges	17,403	24,000	24,000	24,000
44500 80	Tourship Moorage		12,000	14,000	14,000
Services Subtotal		497,764	568,675	633,843	691,060
	Non - Operating				
46000 10	Investment Income	50,666	35,000	30,000	20,000
46000 90	Miscellaneous	6,813	15,000	15,000	15,000
Miscellaneous Subtotal		57,479	50,000	45,000	35,000
	Interfund transfers				
49710 545	Oper Trans	82,128			
497 10 5901	Oper Trans-Har/Trust	-		124,354	126,000
Interfund Transfers Subtotal		82,128	-	124,354	126,000
Boat Harbors Revenues Total		637,371	618,675	803,197	852,060
	PORT				
45500 10	Port Moorage Fees	-	2,000	2,000	2,000
45500 20	Port Leases	81,749	102,000	102,000	102,000
45500 90	Storage Fees	22,832	25,000	25,000	25,000
Port Revenues Total		104,581	129,000	129,000	129,000
Port and Harbor Revenues Total		741,952	747,675	932,197	981,060

405 - Enterprise Fund
Harbor Facilities Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCPTUAL Budget FY 04/05
HARBOR					
Salaries & Wages					
53540 11	Regular Pay	314,481	287,952	296,590	296,590
53540 12	Overtime Pay	8,304	9,070	9,342	9,342
53540 17	Shift Differential	3,591	5,400	5,850	5,850
53540 20	Benefits	102,063	122,205	136,942	136,942
Subtotal		428,439	424,627	448,724	448,724
Supplies					
53540 31	Office Supplies	4,536	5,000	5,000	5,000
53540 32	Operating Supplies	4,409	6,000	6,000	6,000
53540 3205	Grounds Supplies		500	500	500
53540 33	Maintenance Supp	4,526	5,500	5,500	5,500
53540 3304	Safety Gear	1,296	1,500	1,200	1,200
53540 3305	Waste Oil Burner Repair & Maint	808	3,500	4,000	4,000
53540 34	Small Tool	2,746	4,000	3,500	3,500
Subtotal		18,321	26,000	25,700	25,700
Services & Charges					
53540 41	Professional Services	37,885	40,200	40,200	40,200
53540 42	Communications	2,069	4,000	4,000	4,000
53540 43	Travel & Training	1,661	3,000	2,000	2,000
53540 44	Advertising & Printing	754	400	1,200	1,200
53540 45	Rentals/Leases	1,200	1,200	1,200	1,200
53540 4501	Vehicle Replacement	3,864	7,970	8,500	8,500
53540 4602	Liabilty Insurance		1,169	2,095	3,025
53540 4603	Property Insurance		2,000	13,440	17,472
53540 47	Utilities	37,054	35,000	40,000	40,000
53540 4702	Utilities - Garbage	54,649	45,000	45,000	45,000
53540 4704	Water - Cruise Ships S.H.	404	500	500	500
53540 48	Repair & Maint	14,996	30,000	30,000	30,000
53540 49	Misc	590			
53540 4910	Overhead Charges	36,606	37,292	42,171	48,496
53540 4920	Motor Pool O & M	19,893	18,000	19,000	19,000
53540 4947	Other Cust Dep	2,053			
53540 4948	Harbor Credit Card Fee	1,933	3,500	3,500	3,500
53540 4949	Bad Debt Expense	18,003			
Subtotal		233,614	229,231	252,806	264,093
Operations & Maintenance Subtotal		680,374	679,858	727,230	738,517
Capital Outlays					
53540 64	Machinery & Equip	7,943	10,000	10,000	10,000
53540 6402	Computer Equipment		16,500	3,000	3,000
Subtotal		7,943	26,500	13,000	13,000
Debt Service					
53540 71	Principal		-	45,854	50,022
53540 72	Interest	82,128	-	78,500	75,978
Subtotal		82,128	-	124,354	126,000
Harbor Total		770,445	706,358	864,584	877,517

405 - Enterprise Fund
Port Facilities Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
PORT					
Salaries & Wages					
53550 11	Regular Pay	14,016	30,335	31,031	31,031
53550 12	Overtime Pay	75	329	329	329
53550	Benefits	6,102	11,658	12,916	12,916
Subtotal		20,193	42,322	44,276	44,276
Supplies					
53550 32	Operating Supplies		500	500	500
53550 34	Small Tool	185	500	500	500
Subtotal		185	1,000	1,000	1,000
Services & Charges					
53550 41	Professional Services		1,000	1,000	1,000
53550 43	Travel & Training	1,290	1,000	500	500
53550 44	Advertising & Printing	149	400	400	400
53550 45	Port rentals/leases		200	200	200
53550 4602	Liability Insurance			232	302
53550 4603	Property Insurance			1,493	1,941
53550 47	Utilities	882	600	800	-
53550 48	Repair & Maint	4,528	1,000	1,000	1,000
53550 4910	Overhead Charges	9,295	9,323	10,543	12,124
Subtotal		16,144	13,523	16,168	17,467
Operations & Maintenance Subtotal		36,522	56,845	61,444	62,743
Capital Outlays					
53550 6105	Site Development	-	-	-	-
Subtotal		-	-	-	-
Interfund Transfers/Operations					
59710 07	Self Insured Reserve		448		
Interfund Transfers/Operations Subtotal		-	448	-	-
Port Expenditure Total		36,522	57,293	61,444	62,743
Port and Harbor Expenditures Total		664,092	763,651	926,028	940,260
Budget Basis Income (Loss)		(27,692)	(15,976)	6,169	40,800
Beginning Retained Earnings		750,449	635,432		
Ending Retained Earnings		635,432			

**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 the City, State, HUD and AHFC requirements.

Act as staff representative to the Mountain View Food Service

Maintain an annual average of 95% occupancy.

Objectives

To maintain and upgrade the facility to meet HUD, AHFC and State requirements.

- (a) Maintain tenant files according to AHFC and HUD requirements
- (b) Paint exterior wood on building
- (c) Replace carpet in apartments as they become vacant

Work with MVFS Board to improve Senior Food Program and acquire necessary grants for program

Provide educational forums and resource material for services available to seniors

Advertise and market the Senior Housing Facility to maintain rate of occupancy.

PERFORMANCE INDICATORS

	02/03	03/04	04/05
Management Review by AHFC (deficiencies noted)			0
Areas Painted (sq. ft.)	1500	3800	3800
Carpets replaced (#apartments)	2	2	2
Number of forums and brochures made to			
Inform seniors of available services	3	4	4
Annual occupancy rate		95%	95%

407 Enterprise Fund
Elderly Housing Revenue

Account Number	Description	Prior Year	Current Year	Adopted	Conceptual
		Actual FY 01/02	Budget FY 02/03	Budget FY 03/04	Budget FY 04/05
Operating Revenues					
43200 01	Rent Subsidies	144,590	147,056	148,836	148,836
46000 20	Rents & Royalties	110,939	112,000	114,000	114,000
Subtotal		255,529	259,056	262,836	262,836
Miscellaneous					
46000 10	Investment Income	21,286	10,000	10,000	10,000
46000 86	Donations	425	500	500	500
46000 90	Charges for services	9,225	10,000	10,000	10,000
Subtotal		30,937	20,500	20,500	20,500
Interfund Transfers					
49710 01	Gen Fund - Operating	-	-	-	-
49710 01	Gen Fund - Bldg Maint	-	-	-	-
Subtotal		-	-	-	-
Revenues Total		286,466	279,556	283,336	283,336

407 - Enterprise Fund
Elderly Housing Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
55040 11	Regular Pay	70,210	61,029	46,358	46,358
55040 12	Overtime	513			
55040 20	Benefits	23,521	25,031	20,925	20,925
Subtotal		94,244	86,060	67,283	67,283
Supplies					
55040 32	Operating Supplies	19,007	19,100	20,000	20,000
55040 33	Maintenance Supplies	2,995	3,000	4,000	4,000
55040 34	Small Tools/Equipment	1,236	700	2,000	5,000
Subtotal		23,238	22,800	26,000	29,000
Services & Charges					
55040 41	Professional Services	1,400	1,400	1,700	2,000
55040 42	Communications	3,076	2,900	3,850	4,000
55040 43	Travel & Training	175	1,000	1,000	1,500
55040 44	Advertising & Printing	126	300	500	500
55040 4501	Vehicle Replacement	4,082	4,042	3,612	3,612
55040 4602	Liability Insurance			4,473	5,815
55040 4603	Property Insurance			12,440	16,172
55040 47	Utilities	31,620	26,800	28,000	29,000
55040 48	Repair & Maintenance	24,541	17,500	20,000	22,000
55040 4910	Overhead Charges	9,263	9,323	6,082	6,082
55040 4920	Motor Pool Charges-O&M	2,883	2,029	1,949	1,963
Subtotal		77,166	65,294	83,606	92,644
Operations & Maintenance Subtotal		194,648	174,154	176,889	188,927
Debt Service					
55040 71	Principal		50,000	35,000	35,000
55040 72	Interest	63,287	62,541	45,000	45,000
Subtotal		63,287	112,541	80,000	80,000
Interfund Transfers					
59710	Self Insured Reserve	2,276	3,073	0	0
Subtotal		2,276	3,073	-	-
Expenditures Total		260,211	289,768	256,889	268,927
Budget Basis Income (Loss)		(130,532)	(3,739)	(11,935)	31,661
Beginning Retained Earnings		220,246	220,246	216,507	204,572
Ending Retained Earnings		220,246	216,507	204,572	236,233

408 - Enterprise Fund Assisted Living

Program Description

The City of Petersburg Assisted Living facility will offer assisted living apartments as well as non subsidized independent apartments to the older adult population. The assisted living facility will serve 12 elderly persons in a level one care program to be licensed by the Division of Senior Services when it opens in October 2003.

Goals

To operate an assisted living home that will provide room, board and assistance with the activities of daily living with a 24-hour awake staff in accordance with the rules and regulations set by the State of Alaska.

Objectives

To provide a safe and comfortable environment in accordance with State of Alaska Statutes and regulations for Assisted Living Facilities.

Accommodate individual residents' needs and preferences and maximize residents' dignity, privacy, independence and safety.

Maintain resident files according to regulations set forth by Division of Senior Services.

Performance Indicators

	03/04	04/05
Develop and implement marketing plan to Ensure optimum rent-up	1	
Prepare application for and receive licensing Of the Assisted Living Facility	1	
Review and renewal of Assisted Living License		1

408 Enterprise Fund
Assisted Living

		Prior Year	Current Year	Adopted	Conceptual
Account		Actual	Budget	Budget	Budget
Number	Description	FY 01/02	FY 02/03	FY 03/04	FY 04/05
Operating Revenues					
43200 01	Rent Subsidies				
46000 20	Rents & Royalties			357,516	540,672
Subtotal		-	-	357,516	540,672
Miscellaneous					
46000 90	Charges for serices			3,600	6,000
Subtotal		-	-	3,600	6,000
Revenues Total		-	-	361,116	546,672

408 - Enterprise Fund
Assisted Living Expenditures

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages					
55050 11	Regular Pay			111,618	129,483
55050 20	Benefits			61,111	70,897
Subtotal		-	-	172,729	200,380
Supplies					
55050 32	Operating Supplies			46,882	66,360
55050 33	Maintenance Supplies			5,000	13,800
55050 34	Small Tools/Equipment			2,500	3,000
Subtotal		-	-	54,382	83,160
Services & Charges					
55050 41	Professional Services			1,100	1,100
55050 42	Communications			2,500	2,800
55050 43	Travel & Training			1,100	1,500
55050 44	Advertising & Printing			2,100	2,400
55050 4501	Vehicle Replacement				
55050 4602	Liability Insurance			7,500	9,750
55050 4603	Property Insurance			10,000	13,000
55050 47	Utilities			27,000	36,000
55050 48	Repair & Maintenance			5,000	7,000
55050 4910	Overhead Charges			6,082	6,995
55050 4920	Motor Pool Charges-O&M				
Subtotal		-	-	62,382	80,545
Operations & Maintenance Subtotal		-	-	289,493	364,085
Debt Service					
55050 71	Principal			82,000	85,000
55050 72	Interest			106,250	103,000
Subtotal		-	-	188,250	188,000
Expenditures Total		-	-	477,743	552,085
Budget Basis Income (Loss)				(11,935)	(5,413)
Beginning Retained Earnings				-	-
Ending Retained Earnings				-	-

INTERNAL SERVICE FUND - MOTOR POOL

SELF INSURANCE

DEBT SERVICE

**City of Petersburg
Motor Pool division**

Mission Statement

The Motor Pool's mission is to provide professional and competitive procurement, maintenance, repair and disposal of transportation and construction equipment in a manner that ensures safe and economical operations and also meets customer needs. The Motor Pool provides the facilities, labor and support services for the maintenance, repair replacement and disposal of city vehicles, motorized equipment and miscellaneous portable and stationary machinery. The Motor Pool is responsible for all permanent assignments to the fleet.

Objectives

The Motor Pool will be operated by 2 mechanics in the future. While this is a departure from recent practices, the smaller size of the fleet, the development of a strong replacement program and decreases in high maintenance activities, such as operation of the City rock crusher, have presented this opportunity to decrease overall costs to the City for Motor Pool services. It is the main objective of the Motor Pool to offer the same historical high level of service to user departments at a reduced cost to the City.

Motor Pool Statistics

	FY02	FY 03 (1/2)	Goal FY 04	Conceptual FY 05
Total number of units (rolling stock)	67	71	71	71
Total units replaced	5	5	7	9
Total units extended	3	5	4	0
Total Repair Orders completed	2367	1434	2200	2275
Labor Rate	\$50.00/hr	\$59.00/hr	\$59.00/hr	\$59.00/hr

Performance Measures

Goal: To keep all equipment operational and safe and to repair all equipment in an efficient and thorough manner using appropriate troubleshooting methods to eliminate repeat call repair orders.

Measure: Number of repeat call repair orders per year.

* repeat calls not tracked in FY 03

FY 03	Goal FY 04	Conceptual FY 05
*	0	0

Goal: To complete all scheduled Preventative Maintenance work orders thoroughly and within deadlines every month thereby minimizing unscheduled repairs that slow productivity for user departments.

Measure: Number of unscheduled repairs and % of PM's completed per month (yearly average).

	FY02 Actual	FY 03 1/2 year	Goal FY 04	Conceptual FY 05
Scheduled Repairs	2139	1210	2000	2100
Unscheduled Repairs	228	224	200	175
PM's completed	100%	100%	100%	100%

Goal: To maintain a high level of productivity in the motor pool to keep motor pool services efficient and labor rates as low as possible.

Measure: Percentage of billable time recorded by motor pool staff as determined by dividing total mechanic hours (minus vacation and sick leave) by hours charged directly to user departments.

	FY02 Actual	FY 03 1/2 Year	Goal FY 04	Conceptual FY 05
Total mechanic hours	5930	3701	4000	4000
Hours billed to depts	3974	2447	3000	3200
% Billable time	67%	66%	75%	80%

Motor Pool Account Narrative

Acct #	Description	Narrative
53560 31	Office Supplies	Paper, pens, etc.
53560 32	Operating Supplies	Heating fuel, cleaning supplies
53560 3201	Safety Supplies	Safety glasses, ear plugs, coveralls, boots
53560 33	Maint Supplies	Paint, brake cleaner, grease
53560 34	Small Tools & Equip	Hand tools, power tools
53560 35	Inventory	Parts for fleet repairs
53560 3501	Fuel	Gasoline and diesel for rolling stock
53560 41	Professional Services	Welding services, PMPL di-electric testing
53560 42	Communication	Phone, fax services
53560 43	Travel & Training	Waterous fire pump class, Altec training
53560 44	Advertising	Auction advertisement
53560 46	Insurance - Property	
53560 4601	Insurance-Liability	Fleet insurance
53560 47	Utilities	Shop utilities
53560 48	Repairs & Maint	04 -Paved shop apron, 05 - New side door for shop
53560 64-	Capital Outlays	Unit replacements for FY 04 and 05

501 - Internal Service Fund
Motor Pool

		Prior Year	CURRENT	Adopted	CONCEPTUAL
		Budget	Budget	Budget	Budget
Account	Description	FY 01/02	FY 02/03	FY 03/04	FY 04/05
Number					
Motor Pool Charges					
47300 61	Operation & Maintenance Charge	340,372	463,200	385,377	392,743
Subtotal		340,372	463,200	385,377	392,743
Miscellaneous					
47300 62	Replacement Reserve Charges	541,379	538,355	540,861	539,445
49500 40	Equipment Sales	7,208	17,000	30,000	33,500
Subtotal		548,587	555,355	570,861	572,945
Revenues Total		888,959	1,018,555	956,238	965,688

501 - Internal Service Fund
Motor Pool

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Salaries & Wages Motor Pool					
53560 11	Regular Pay	156,438	164,818	94,723	94,723
53560 12	Overtime	680	750	2,000	2,000
53560 20	Benefits	49,616	60,050	40,495	40,495
Subtotal		206,734	225,618	137,218	137,218
Materials & Supplies					
53560 31	Office Supplies	402	1,208	714	750
53560 32	Operating Supplies	9,685	11,229	11,319	11,000
53560 3201	Safety Supplies	1,256	2,172	1,822	1,700
53560 33	Maint Supplies	3,429	3,452	3,124	3,200
53560 34	Small Tools & Equip	1,434	2,000	2,700	2,000
53560 35	Inventory	89,143	95,000	90,000	90,000
53560 3501	Fuel	33,418	35,000	40,000	45,000
Subtotal		138,767	150,061	149,679	153,650
Services & Charges					
53560 41	Professional Services	1,175	1,000	18,200	18,200
53560 42	Communication	2,104	2,000	2,200	2,200
53560 43	Travel & Training	595	2,000	4,000	3,000
53560 44	Advertising	126	200	200	200
53560 46	Insurance - Property	1,500	2,100	2,730	3,550
53560 4601	Insurance-Liability	25,704	39,767	33,600	35,280
53560 47	Utilities	11,674	12,000	12,000	12,000
53560 48	Repairs & Maint		0	3,500	3,000
Subtotal		42,878	59,067	76,430	77,430
Motor Pool Charges					
53560 4501	Vehicle Replacement	2,414	2,414	2,414	2,414
53560 4920	Motorpool O&M	11,242	8,740	9,918	9,933
Subtotal		13,656	11,154	12,332	12,347
Capital Outlays					
53560 6401	Other Equipment	10	1,500		
Subtotal		10	1,500	-	-
PAGE TOTAL		402,045	447,400	375,659	380,645

501 - Internal Service Fund
Motor Pool

Account Number	Description	Prior Year	CURRENT	Adopted	CONCEPTUAL
		Actual FY 01/02	Budget FY 02/03	Budget FY 03/04	Budget FY 03/05
Capital Outlays					
53560 6421	4X4 Flatbed WW	-	33,000		
53560 6422	#9 4X4 Pickup PW	-	24,000		
53560 6423	#66 Utility Van PW	-	36,035		
53560 6424	#106 Forklift PW	-	35,732		
53560 6425	#GEN2 Generator WW	-	82,000		
53560 6426	#93 Ford Ranger PMP&L	-	27,140		
53560 6427	#12 track vehicle-W--PMP&L		25,000	27,140	
53560 6428	#93 PMPL			60,950	
53560 6429	FD10 FIRE			39,000	
53560 6430	#111 BLDG MAINT			30,553	
53560 6431	#11 P & R			46,000	
53560 6432	#54 PD			19,681	
53560 6433	#41 PW			97,972	
53560 6434	#64 PW			115,000	
53560 6435	#95 PW			36,862	
53560 6436	#104 ELDERLY			15,000	
53560 6437	FUEL SYSTEM				319,000
53560 6438	FD 4 FIRE				45,857
53560 6439	#96 PD				34,966
53560 6440	#110 ww				67,530
53560 6441	GEN 3 www				28,114
53560 6442	#13 PW				150,000
53560 6443	#30 PW				42,000
53560 6444	#114 PW				30,385
53560 6445	#22 SAN				29,263
53560 6446	#SAN BALER				
Capital Outlays Subtotal		-	262,907	488,158	747,115
Motor Pool Total		402,045	710,307	863,817	1,127,760
Budget Basis Income (Loss)		28,190	89,483	326,135	(162,072)
Less Depreciation		(307,480)	(307,480)	(307,480)	(307,480)
Add Capital Outlays		-	262,907	488,158	747,115
Contribution To (From) Retained Earnings		(279,290)	44,910	506,813	277,563
Beginning Retained Earnings		1,990,064	2,549,290	2,549,290	2,549,290
Ending Retained Earnings		1,710,774	2,594,200	3,056,103	2,826,853

502 - Internal Service Fund
Self Insurance

Program Description

THIS FUND IS CLOSED 2002/03

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Revenues					
Interfund Transfers					
49710 01	General Fund		190,016		
49710 51	Electric Fund		52,596		
49710 52	Water Fund		5,958		
49710 53	Wastewater Fund		13,968		
49710 54	Sanitation Fund		2,808		
49710 55	Harbor/Port Fund		3,169		
49710 57	Elderly Housing		3,073		
Interfund Transfers Subtotal		-	271,588	-	-
Miscellaneous					
46000 10	Investment Income				
Miscellaneous Subtotal			-	-	-
Revenues Total		-	271,588	-	-
Expenditures					
51920 41	Legal Expenses				
51920 462	Settlement Expenses				
51920 46	Property		94,021		
51920 460	Liability		107,229		
51920 460	Errors/Omissions		42,826		
51920 460	Bonds		3,212		
51920 460	Broker's Fee		24,300		
Expenses Total		-	271,588	-	-
Budget Basis Income (Loss)					
Beginning Retained Earnings					
Ending Retained Earnings					
			-	-	-

201 - 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.

1993 GO Bond, Series A first Issue, Refunding to refinance old School Bonds
Pay-off 2005

2000 GO BOND, Series D - SWIMMING POOL portion = \$300,000 principal
Pay-off 2021

Account Number	Description	Prior Year Actual FY 01/02	CURRENT Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Revenues					
41100 11	Property Tax		33,939		
41100 40	Senior exemption		(2,872)		
Subtotal		-	31,067	-	-
Interfund Transfers					
49710 01	Gen Fund/Non-Dept. Property Taxes	122,502	82,338	75,583 32,839	71,873 33,000
Subtotal		122,502	82,338	108,422	104,873
Revenues Total		122,502	113,405	108,422	104,873
Expenditures					
1993 GO Bond, Series A first Issue, Refunding					
51964 71	Principal	80,000	75,000	70,000	70,000
51964 72	Interest	13,343	9,351	5,583	1,873
Subtotal		93,343	84,351	75,583	71,873
2000 GO BOND, Series D - Pool portion = \$300,000 principal					
51967 71	Principal	8,335	9,169	9,169	10,002
51967 72	Interest	20,824	16,200	15,696	15,192
Subtotal		29,159	25,369	24,865	25,194
Expenses Total		122,502	109,720	100,448	97,067
Net Revenue over Expenses		0	3,685	7,974	7,806
Beginning Fund Balance		71,579	71,579	75,264	83,238
Projected Ending Fund Balance		71,579	75,264	83,238	91,044

CAPITAL PROJECTS

454 - Capital Project Fund
Street Paving

Program Description - Street Paving

This project is ongoing and will eventually result in surfacing or resurfacing approximately nineteen miles of gravel roads within the city.

Goals

To establish a maintenance and improvement program for City of Petersburg streets, which ensures community safety.

Objectives

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
46000 90	Misc Revenue				
49710	Xfer from Hospital Complex Proj				
49710	Xfer from Queen Street LID				
49710 63	Xfer From Cabin Creek Constructio				
49710 5905	Transfer from Street/Road Fund		102,000		
Revenues Total			102,000		
Expenditures					
53410 11	Salaries & Benefits				
53410 31	Supplies				
53410 34	Small Tools & Equipment				
53410 36	Materials				
53410 41	Professional Services	371			
53410 4101	Architects/Engineers				
53410 4104	Inspection				
53410 4108	Contractor		165,500		
53410 42	Communications				
53410 43	Travel				
53410 44	Printing & Advertising				
53410	Xfer to Gen Fund				
Expenditures Total		371	165,500		

461 - Capital Project Fund
Electric Auto Control System

Program Description - Electric Auto Control System

Install automatic reclosures at specific locations within the electrical system.
Install automatic radio control to operate the reclosures with existing SCADA at the 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 the Tyee and local electrical system.
Install the reclosures radio control into the present SCADA system.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Interfund Transfers					
49710 51	From Electric Utility	261,214	100,000	100,000	25,000
Revenues Total		261,214	100,000	100,000	25,000
Expenditures					
50110 11	Salaries & Benefits	19,547	10,000	10,000	2,500
50110 35	Materials/Inventory	79,184	80,000	80,000	20,000
50110 41	Professional Services	98,817	10,000	10,000	2,500
50110 42	Communication	1,527			
50110 49	Miscellaneous	765			
50110 6403	Poles, Twrs, Fixt	38,980			
50110 6404	OH Cond & dev	509			
50110 6457	Comm Equip	13			
50132 11	Salaries & Benefits	28			
50132 40	Other charges	1,360			
Expenditures Total		240,731	100,000	100,000	25,000

PROGRAM DESCRIPTION

Phase 5 of the Scow Bay Water Extension

Homes and businesses in the Scow Bay area are presently 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 services 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 tank to 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 4.5 of the Mitkof Highway
- (5) side lateral mains on Kings' Row, Cornelius Road, Lyons' 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 main along Mitkof Highway will supply the downtown Petersburg area from the new tank.

462 Capital Project Fund
Scow Bay Water Extension

Account Number	Description	PRIOR YEAR	ADOPTED	Adopted	CONCEPTUAL
		Actual FY 01/02	Budget FY 02/03	Budget FY 03/04	Budget FY 04/05
Revenues					
		-			
44100 30	Fees	2,297			
43600 35	DEC Grant #68525	878,594			
43600 48	DEC Grant # 68526	1,338,549			
43600 36	DEC Grant # 68527	-		651,035	
43600	DEC Grant	-			
49710	DOA FY99 Match	414,281			
Subtotal		2,633,721	-	651,035	-
Loans					
43600 39	DEC LOAN #685041	615,601	732,000	279,015	
Subtotal		615,601	732,000	279,015	-
Interfund Transfers					
49710 01	From General Fund	-			
49710 52	From Water Fund	-			
49710	Other	-			
		-	-	-	-
Revenues Total		3,249,322	732,000	930,050	-
Expenditures					
50220 11 08	Salaries & Benefits	13,689			
50220 31	Office Supplies	3,053			
50220 34	Small Tools & Equipm	-			
50220 41	Professional Services	179,672	40,000		
50220 4101	Architects/Engineers	241,237			
50220 4104	Inspection	88,664	160,000	90,000	
	Construction & Contra	2,721,125			
50220 4108	Contractor		2,313,000	838,000	
50220 42	Communications				
50220 43	Travel	628			
50220 44	Printing & Advertising	2,312			
50220 45	Rentals & Leases		1,000		
50220 4804	Permit	8,943			
50220 49	Miscellaneous	728			
50220 4909	Contingency	9,522	125,000	5,050	
50220 4804	Permitting				
Expenditures Total		3,269,572	2,639,000	933,050	-

463 - Capital Project fund
24.9 Electric Rebuild

Program Description - 24.9 Electric Rebuild

This project is ongoing and will result in the rebuilding of the old existing delta system with new wye system.

Goals

- To relieve electrical harmonics from the system.
- To decrease emergency outage time.
- To reduce operational and maintenance costs.
- To improve overall efficiency of the system.
- To decrease power purchase cost and increase revenues by decreasing line losses.

Objectives

- Remove 2400/4160 volt circuits from the system.
- Install new 14,400/24940 volt wye system.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Interfund Transfers					
49710 51	From Electric Utility	231,671	50,000	50,000	50000
Revenues Total		231,671	50,000	50,000	50,000
Expenditures					
50110 11	Salaries & Benefits	119,506	37,500	37,500	37500
50110 34	Small Tools & Equipment		2,500	2,500	2500
50110 35	Materials/Inventory	41,222	10,000	10,000	10000
50110 41	Professional Services	6,758			
50110 4804	Permitting				
	Other	14,185			
Expenditures Total		181,671	50,000	50,000	50,000

464 - Capital Project Fund
 Airport Sewer Improvement

Program Description - Airport Sewer Improvement

Construction of gravity sewer service to existing James A. Johnson Airport businesses and operations, as well as currently undeveloped airport lease lots.

Goals

To provide reliable wastewater disposal critical to public health and safety.
 To encourage commercial development.

Objectives

Construct a sanitary sewer to service properties and businesses at the James A. Johnson Airport.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Revenue					
43600 38	DEC GRANT			124,000	
43600	DEC Loan #685011		168,032	170,534	
	ADEC Grant		428,000	397,914	
Revenues Total		0	596,032	692,448	0
Expenditures					
50320 11	Salaries & Benefits				
50320 31	Supplies				
50320 34	Small Tools & Equipment				
50321 41	Professional Services		43,032		
50322 4101	Architects/Engineers			31,960	
50320 4104	Inspection				
50320 4108	Contractor		503,000	600,000	
50320 42	Communications				
50320 43	Travel				
50320 44	Printing & Advertising				
50320 45	Rentals & Leases				
50320 49	Miscellaneous				
50320 4909	Contingency		50,000		
50320 4804	Permitting				
Expenditures Total		0	596,032	631,960	0

Program Description - Harbor Expansion & Renovation

Phase 2 of the Harbor Expansion & Renovation

Expand and renovate the small boat harbors in the City of Petersburg.

Goals

To upgrade existing facilities, provide additional moorage space, additional parking, accommodations for tour ships, create commercial dock facilities, and vehicle access float.

Objectives

Phase 1. Boat Launch and Parking

Phase 2. Demolish Timber Dock & Dredge Float Area.

Phase 3. A, B, & C Float extensions without Utilities.

Phase 4. Install Utilities

465 Capital Project Fund
South Harbor Expansion

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Revenues					
43600 33	EDA GRANT	1,012,503		2,633,245	
43300	Federal Grnt/Capt Constr				
43600 50	Coop 00-050 ADF&G	71,966			
44100 90	Charges for services	1,800			
49710 5901	Port/Harbor Trust	3,000,000		1,946,370	
	ADOT Grant 68634			161,203	
Revenues Total		4,086,269	-	4,740,818	-
Expenditures					
53520 11	Salaries & Benefits		-		
53520 31	Supplies	353,599			
50220 34	Small Tools & Equipme	133,115	-		
53520 41	Professional Services				
53520 4101	Architects/Engineers		130,000		
53520 4104	Inspection	155,645	320,000	200,000	
53520 4108	Contractor	2,083,307	3,550,000	3,100,000	
53520 42	Communications				
53520 43	Travel				
53520 44	Printing & Advertising	1,926			
53520 45	Rentals & Leases				
53520 49	Charges other	53			
53520 4909	Contingency		-		
53520 4804	Permitting		-		
Expenditures Total		2,727,645	4,000,000	3,300,000	-

467 - Capital Project fund
Power Plant Relocation

Program Description - Power Plant Relocation

Relocate Power Plant from aging 1928 building to a structure providing for the future needs of the community

Goals

Relocate Power Plant from current congested downtown location, eliminating noise pollution.
Increase power generation capacity to meet current demand. Meet ADA and building code requirements

Objectives

Relocation of the Power Plant should be able to accommodate the following:

1. The existing downtown facility.
2. A material storage facility.
3. An equipment storage facility.
4. A new substation.
5. Increased firm diesel generation.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
Interfund Transfers					
49710 51	From Electric Utility	666,644	300,000	720,000	600,000
Revenues Total		666,644	300,000	720,000	600,000
Expenditures					
50110 11	Salaries & Benefits	310			
50110 31	Supplies	947			
50110 41	Professional Services	107,403			
50110 4101	Architects/Engineers	110,731	60,000	720,000	600,000
50110 4108	Contractor		210,000		
50110 61	Miscellaneous-Land Purchase	402,150			
50110 4804	Permitting	117	30,000		
50110 6406	Underground CDT	11,568			
Expenditures Total		633,226	300,000	720,000	600,000

471 - Capital Project Fund
Community Pool Replacement

Program Description - Community Swimming Pool

Replace Aging Swimming Pool Complex

Goals

Provide a facility for healthy recreation, broaden the school's physical education, and provide a training facility for competitive swim teams.

Objectives

To construct a facility designed with the technological advances of today to be safer, less costly to maintain and be built to meet the needs of the community for many years to come.
FY 04 intent will be to have bid ready documents by Jan 1, 2004.

Construction may begin as soon as the last amount of funding becomes available.

FY 05 Construction budget to be determined by the final Design.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
46000 10	Investment Earnings				
43600 26	State Matching Grants		1,300	116,420	
43600 51	State Legislative Grant Bond		192,000	81,435	
				300,000	
Revenues Total			193,300	497,855	
Expenditures					
57420 11	Salaries & Benefits				
57420 31	Supplies				
57420 34	Small Tools & Equipment				
57420 41	Professional Services				
57420 4101	Engineers/Design	129,469	200,191	313,000	
57420 4104	Inspection				
57420 4108	Contractor Services				
57420 42	Communications				
57420 43	Travel				
57420 44	Printing & Advertising				
57420 45	Rental/Leases				
57420 49	Miscellaneous				
57420 4909	Contingency				
57420 4804	Permitting				
57420 35	Materials				
Expenditures Total		129,469	200,191	313,000	

472 - Capital Project Fund
Public Safety Building

Program Description - Public Safety Building

Construction of a new Public Safety Building to replace the aging 1959 building, which will provide for the future needs of the community.

Goals

Construct a new Public Safety facility ensuring compliance with Building, OSHA, UBC, and ADA Requirements.

Objectives

To provide the Police and Fire Departments with additional space for protective and emergency services of personnel and equipment, adequate parking, and safety in employing emergency vehicles.
Funds appropriated in FY 03 will be used in schematic design, i.e. construction planning and floor plan definition.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
46000 83	Donation				
	Trnsfer From Gen Fund	40,000		29,240	
Revenues Total		40,000	-	29,240	-
Expenditures					
52410 11	Salaries & Benefits				
52410 31	Supplies				
52410 34	Small Tools & Equipment				
52410 41	Professional Services				
52410 4101	Architects/Engineers	6,043	39,720		
52410 4104	Inspection				
52410 4108	Contractor				
52410 42	Communications				
52410 43	Travel				
52410 44	Printing & Advertising				
52410 45	Rentals/ Leases				
52410 49	Miscellaneous				
52410 4909	Contingency				
52410 4804	Permitting				
52410 35	Materials				
Expenditures Total		-	39,720	-	-

473 - Capital Project Fund
Mountain View Manor Expansion

Program Description - Mountain View Manor Expansion

To Develop a 20-unit senior facility adjacent to the existing Mountain View Manor Facility.

Goals

Expand the senior housing facility to accommodate the demand for space, as well as, provide a senior assisted living facility for the community.

Objectives

To expand the existing senior citizen housing facility by adding 16 single bedroom units and 4 two-bedroom units. Ten of the single bedroom units are designed for assisted living, while the remainder of the units are for independent living.

PROJECT TO BE COMPLETED IN FY 04

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
46000 86	Donations	160			
43600 52	AHFC Grant				
43602	Construction Loan				
43602	Construction Loan from General Fund		2,500,000	2,290,000	
Revenues Total		160	2,500,000	2,290,000	-
Expenditures					
55040 11	Salaries & Benefits				
55040 31	Supplies				
55040 34	Small Tools & Equipment				
55040 35	Materials				
55040 41	Professional Services	50,524			
55040 4101	Architects/Engineers	207,679	200,000		
55040 4104	Construction Admin		125,000	20,000	
55040 4108	Construction Costs		245,000	2,270,000	
55040	Construction Loan Interest				
55040 5906	Property Costs				
55040	Other Project Costs				
55040 43	Travel	1,812			
55040 44	Printing & Advertising		2,500		
55040 45	Rentals/Leases				
55040 4804	Permitting		25,000		
55040 49	Miscellaneous	76			
55040 4909	Contingency		200,000		
Expenditures Total		260,092	797,500	2,290,000	-

476 - Capital Project Fund
Water Treatment Plant Upgrade

Program Description - Water Treatment Plant Upgrade
Improve filtration capacity and private modification to treated water storage.

Goals

To improve the Treatment Plant's filtration capacity to 4.0 MGO to meet current and future regulatory requirements. Treated water storage modification will provide the required chlorine

Objectives

In FY 04, a consultant will prepare final design and project documents based on results of the treatment plant evaluation recently completed.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
46000 83	Donation		-		
49710 52	Trnsfer From Water Fund				
	ADEC Water Loan		75,000		
	EPA Grant		1,745,000		
	ADEC Grant				
Revenues Total		-	1,820,000	-	-
Expenditures					
	Design Phase				
52410 11	Salaries & Benefits				
52410 31	Supplies				
52410 34	Small Tools & Equipment		250,000		
52410 41	Professional Services				
52410 4101	Architects/Engineers				
52410 4104	Inspection				
52410 4108	Contractor				
52410 42	Communications				
52410 43	Travel				
52410 44	Printing & Advertising				
52410 45	Rentals/ Leases				
52410 49	Miscellaneous				
52410 4909	Contingency				
52410 4804	Permitting				
52410 35	Materials				
Expenditures Total		-	250,000	-	-

480 - Capital Project Fund
Community Center

Program Description - Community Center

Develop and construct a City managed multi-user facility in downtown Petersburg.
To centrally locate City administration, finance, the Public Library and Clausen Memorial Museum with additional space to support other community organizations.

Goals

Construct a new Community Center

Objectives

Funds appropriated in FY 04 will be used for programming and conceptual design that will provide a visual representation of the planned facility to the community and project functions.

Funds appropriated in FY05 will be used for schematic design that will refine the building program and size requirements.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY04/05
46000 83	Donation				
	Transfer From Gen Fund			40,000	35,000
Revenues Total		-	-	40,000	35,000
Expenditures					
52410 11	Salaries & Benefits				
52410 31	Supplies				
52410 34	Small Tools & Equipment				
52410 41	Professional Services				
52410 4101	Architects/Engineers			40,000	35,000
52410 4104	Inspection				
52410 4108	Contractor				
52410 42	Communications				
52410 43	Travel				
52410 44	Printing & Advertising				
52410 45	Rentals/ Leases				
52410 49	Miscellaneous				
52410 4909	Contingency				
52410 4804	Permitting				
52410 35	Materials				
Expenditures Total		-	-	40,000	35,000

485 - Capital Project fund
Harbor Deferred Maintenance

Program Description - Harbor Deferred Maintenance

This fund will expand deferred state harbor maintenance funds to improve the Petersburg Harbor prior to transfer into City ownership.

Goals

Improve the condition of the South and Middle Harbor.

Objectives

FY 04 - South Harbor -- Replace water, bullrail ledgers, float hinge assemblies, modify pile hoop liners and install pile caps design replacement of middle

FY 05 - Middle Harbor -- Total replacement of middle harbor.

Account Number	Description	PRIOR YEAR Actual FY 01/02	ADOPTED Budget FY 02/03	Adopted Budget FY 03/04	CONCEPTUAL Budget FY 04/05
	Defferre Maintenance			1,122,500	2,262,500
Revenues Total		-	-	1,122,500	2,262,500
Expenditures					
52410 11	Salaries & Benefits				
52410 31	Supplies				
52410 34	Small Tools & Equipment				
52410 41	Professional Services			150,000	
52410 4101	Architects/Engineers			65,000	150,000
52410 4104	Inspection			887,500	2,125,000
52410 4108	Contractor				
52410 42	Communications				
52410 43	Travel			5,000	
52410 44	Printing & Advertising				
52410 45	Rentals/ Leases				
52410 49	Miscellaneous				
52410 4909	Contingency			15,000	
52410 4804	Permitting				
52410 35	Materials				
Expenditures Total		-	-	1,122,500	2,275,000

SPECIAL REVENUE

624 625 Special Revenue Fund
Timber Receipts

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 the local school district.

FUND 624 - SCHOOL TIMBER RECEIPTS

Account Number	Description	Prior Year Actual FY 01/02	Current Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Revenues					
43500 10	Timber Receipts	213,137	696,213	700,000	700,000
Revenues Total		213,137	696,213	700,000	700,000
Interfund Transfers					
59710 01	to General Fund	213,137	696,213	700,000	700,000
Expenditures Total		213,137	696,213	700,000	700,000
Net Revenue over Expenditures		0	0	0	0
Beginning Fund Balance		182,026	182,026	182,026	182,026
Projected Ending Fund Balance		182,026	182,026	182,026	182,026

FUND 625 - STREETS/ROADS TIMBER RECEIPTS

Account Number	Description	Prior Year Actual FY 01/02	Current Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Revenues					
43500 10	Timber Receipts	12,524	62,000	62,000	62,000
Revenues Total		12,524	62,000	62,000	62,000
Interfund Transfers					
59710 01	General Fund	-	-	-	62,000
59710 06	Capital Project Fund	-	-	62,000	62,000
Expenditures and Transfer Total		-	-	62,000	62,000
Net Revenue over Expenditures		12,524	62,000	-	-
Beginning Fund Balance		16,546	29,070	91,070	91,070
Projected Ending Fund Balance		29,070	91,070	91,070	91,070

105 - Special Revenue Fund
Miscellaneous Grants

Program Description

Special revenue funds are used to account for revenues restricted to particular expenditures. They are used primarily to provide separate accounting for grant funds

Goals

Separate accounting for grants clearly distinguishes these funds from operation and maintenance of city functions.

Account Number	Description	Prior Year Actual FY 01/02	Current Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
Revenues:					
43200	City Match to LLEBG	1,891			
43500 08	Local Law Enforcement Block Grant	34,149	16,000	12,000	11,000
43500 10	AK Coastal Management Grant		-	500	500
43500 11	Emergency Mgt Assistance Grant	5,625		8,000	8,000
	DES Grant LEPC	15,600	7,000	10,000	10,000
Subtotal		57,265	23,000	30,500	29,500
	Airport Security	49,953			
	Miscellaneous	2,358			
	Fire Prevention	7			
43500 14	Pass II & III Day Care Grant (DEED)	29,955	64,600	47,800	47,800
43500 15	Day Care Administration (DEED)	12,350	11,400	7,200	7,200
Day Care Subtotal		94,623	76,000	55,000	55,000
Revenues Total		151,888	99,000	85,500	84,500
Expenditures:					
	Airport Security	49,953			
	Underage Drinking	2,358			
	Fire Prevention	7		8,000	
52110 3405	Local Law Enforcement Block Grant	32,258	16,000	12,000	11,000
53660 4301	Community Development Travel Gran		-	500	500
56010 4933	DES Grant LEPC	15,600	7,000	10,000	10,000
56010 4934	Emergency Mgt Assistance Grant	5,625		8,000	8,000
Subtotal		105,801	23,000	38,500	29,500
56010 4931	Day Care Assistance Admin	11,401	11,400	7,200	7,200
56010 4954	Day Care Subsidy (Pass II & III)	29,955	64,600	47,800	47,800
Day Care Subtotal		41,356	76,000	55,000	55,000
Expenditures Total		147,156	99,000	93,500	84,500
Net Revenue over Expenditures		4,732	0	(8,000)	-
Beginning Fund Balance		6,097	10,829	10,829	2,829
Projected Ending Fund Balance		10,829	10,829	2,829	2,829

622 - Trust Fund
Harbor and Port Facilities

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 and construct new facilities.

Objectives

To provide facilities for the present and future needs of the boating public in Petersburg.

Account Number	Description	Prior Year Actual FY 01/02	Current Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
PORT TRUST REVENUES					
46000 10	Investment Income	224,789	170,000	20,000	
46000	Federal Disaster Relief				
Revenues Total		224,789	170,000	20,000	-
PORT TRUST EXPENSES					
Debt Service					
51967 71	Principal		45,854		
51967 72	Interest		81,022		
Subtotal - Debt Service			126,876		
59710 06	Capital Construction			1,574,583	
59710 55	Oper Trans-out	82,128		1,574,583	
Subtotal - Cap Outly & Transfers		82,128		1,574,583	
Expenses Total		82,128	126,876	1,574,583	-
Net Revenue over Expenditures		142,661	43,124	(1,554,583)	
Beginning Fund Balance		4,431,922	1,574,583	1,617,707	
Ending Fund Balance		1,574,583	1,617,707	63,124	

106 - Trust Fund
Economic Development

Program Description

provide a long-term source of funds to engender economic development and job creation within the city. The citizens of the City of Petersburg established this Fund in order to promote economic development and diversification.

GOALS

Utilize the funds to develop projects such as cold storage feasibility analysis, visitor/destination marketing study and implementation, seafood marketing and implementation, seafood testing lab feasibility and implementation, airfreight facilities and consolidation, small business loans, commercial/industrial site inventory/evaluation and wood products/value-added analysis.

Account Number	Description	Prior Year Actual FY 01/02	Current Budget FY 02/03	Adopted Budget FY 03/04	Conceptual Budget FY 04/05
REVENUE					
46000 1003	Unrealized loss on investmetns	(452,052)	(100,000)	(100,000)	(100,000)
46000 10	Investment Income		300,000	65,000	65,000
Revenues Total		(452,052)	200,000	(35,000)	(35,000)
EXPENSE					
51510 31	Office Supplies				
51510 41	Professional Services				
51510 4110	Investment Manager Fees	19,779			
51510 43	Travel & Training				
51510 44	Advertising & Printing				
51510 4910	Gen. Fund Administration	10,000	10,040	10,000	10,000
51510 4924	City Grants	8,666			
51510 4927	Economic Development	10,000	150,000	150,387	150,387
59710 52	Inter Fund Trans-Water Fund	140,125	137,750	135,675	133,000
Expenditures Total		188,571	297,790	296,062	293,387
Net Revenue over Expenditures		(640,623)	(97,790)	(331,062)	(328,387)
Beginning Fund Balance		6,670,768	6,030,145	5,932,355	5,601,293
Projected Ending Fund Balance		6,030,145	5,932,355	5,601,293	5,272,906

RESOLUTION # 1722

**Offered by: Anderson
Supported by: Sarff**

**A RESOLUTION ADOPTING THE 2003/04 BUDGET FOR THE CITY OF PETERSBURG
AND SETTING APPROPRIATIONS FOR THE FISCAL YEAR
BEGINNING JULY 1, 2003 AND ENDING JUNE 30, 2004.**

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 2003/04 budget to the City Council; and

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

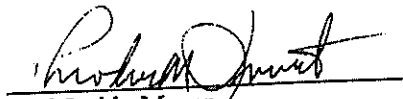
THEREFORE BE IT RESOLVED by the City Council of the City of Petersburg Alaska,

1. This resolution shall be cited as "Budget and Appropriations Resolution No. 1722.
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, 2003 and ending June 30, 2004.
3. The following appropriations are hereby made for each fund:


General Fund	\$7,043,510
Enterprise Funds:	
Electric Utility	\$4,959,015
Water Utility	\$814,233
Wastewater Utility	\$559,350
Sanitation Utility	\$885,777
Harbor and Port Facilities	\$926,028
Elderly Housing	\$256,889
Assisted Living	\$477,743
Internal Service Funds:	
Motor Pool	\$863,817
Self Insured Reserve	
Debt Service Fund	\$100,448
Special Revenue Funds:	
School Timber Receipts	\$700,000
Streets & Roads Timber Receipts	\$62,000
Special Revenue Fund	\$93,500
Trust Funds:	
Harbor & Port	\$1,574,583
Economic Fund	\$296,062
Capital Projects Fund	\$9,183,585
Capital Projects - Enterprise Funds	\$348,000

Passed and approved by the Petersburg City Council on June 16, 2003.

CITY OF PETERSBURG, ALASKA


Ted Smith, Mayor

AT TEST:


Kathy O'Rear, City Clerk

RESOLUTION # 1719

**Offered by: Anderson
Supported by: Sarff**

A RESOLUTION TO ESTABLISH THE RATE OF LEVY OF THE GENERAL PROPERTY TAX FOR THE FISCAL YEAR JULY 1, 2003 THROUGH JUNE 30, 2004

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 taxable valuation of all real property within the City; and

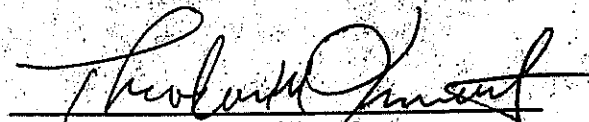
WHEREAS, the Council shall before June 15, fix by resolution the rate of tax levy and designate the number of mills upon each dollar of value of assessed taxable real property to be levied.

THEREFORE BE IT RESOLVED by the City Council of the City of Petersburg, Alaska:

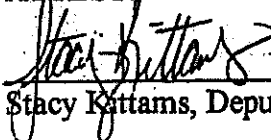
1. The assessed taxable value of real property for the City of Petersburg for municipal purposes for the calendar 2003 is \$209,930,854.00.
2. The tax rate for general operations shall be ten (10) mills upon each dollar of value of assessed taxable real property for all areas within the city limits.
3. The tax rate for debt retirement of General Obligation Bonds for constructing and equipping a new community swimming facility, as approved by the voters on October 26, 1999 shall be .17 mills upon each dollar of value of assessed taxable real property for all areas within the city limits.

Passed and approved by the Petersburg City Council on June 2, 2003.

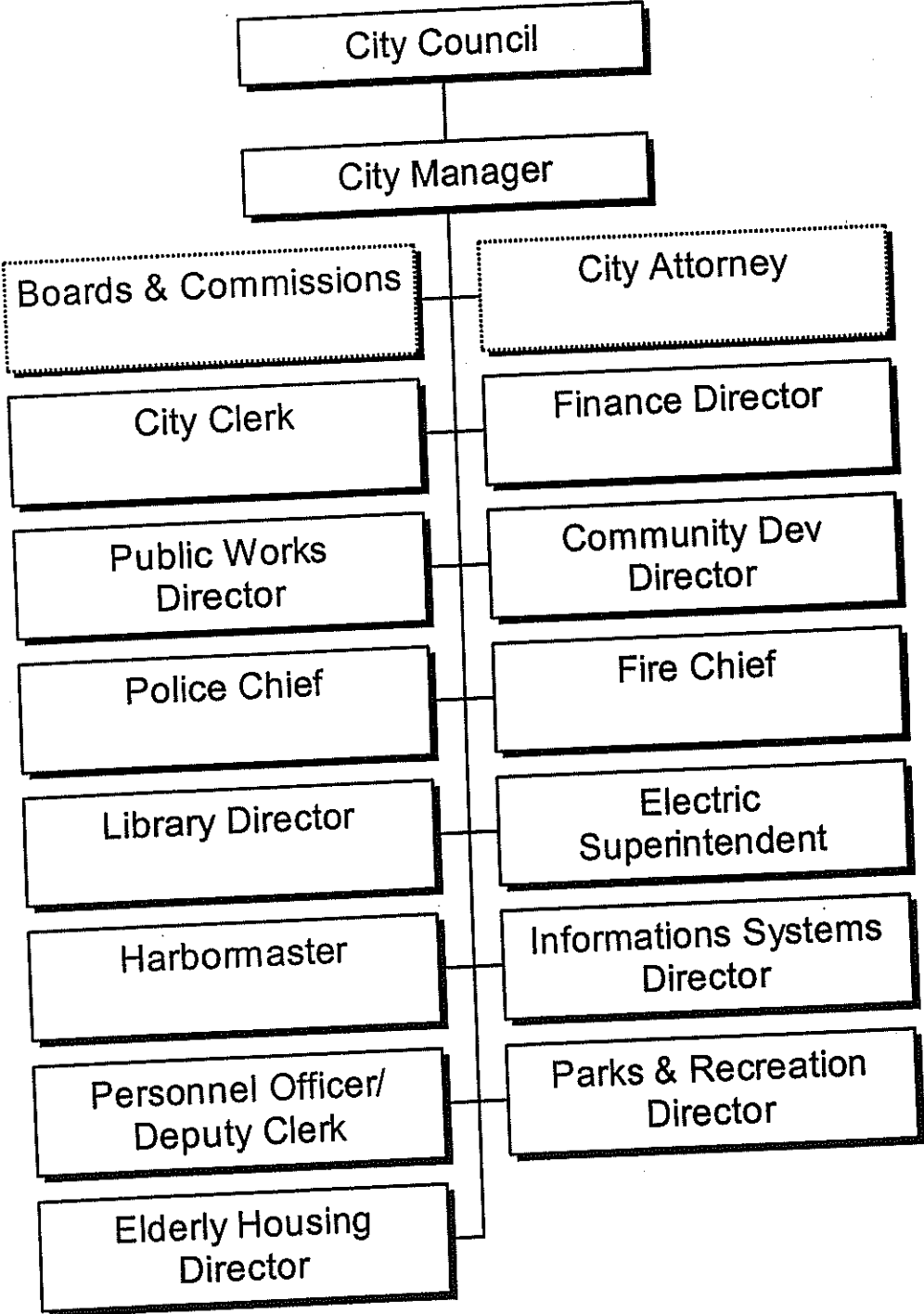
CITY OF PETERSBURG, ALASKA


Ted Smith, Mayor

ATTEST:


Stacy Kattams, Deputy City Clerk

City of Petersburg, Alaska Municipal Organizational Chart FY 2002/2003



CITY OF PETERSBURG
 LAST FIVE YEARS OF PERSONNEL
 PER ADOPTED ANNUAL BUDGETS

FISCAL YEAR	2001	2002	2003	2004	2005
General Fund					
Administration	2.25	3	3	3	3
Finance	4.95	5	5	4.75	4.75
Police	13.25	14	14.1	14.5	14.5
Fire	2	2	2	2	2
Public Works	5.75	7	6.6	6.9	6.9
Engineering	0	0	0	0	0
Community Development	2.25	2.25	2.25	2.25	2.25
Building Maintenance	1	1.5	1.6	2	2
Library	2.5	2.5	2.3	2.3	2.3
Parks & Recreation	7.7	7.7	8.9	7.2	7.2
Non Departmental		1	1	1	1
Enterprise Funds					
Electric	11	11	11	11	11
Water/Wastewater	5.5	6	6	5.75	5.75
Sanitation	4.75	4.5	4.5	4.5	4.5
Port & Harbor	6.5	5.92	7.4	7.4	7.4
Assisted Living				4.5	4.5
Elderly Housing	1.5	1.5	1.4	1	1
Internal Service Fund					
Motor Pool	3.75	3.5	3.5	2	2
Total FTE	74.65	78.37	80.55	82.05	82.05

**CITY OF PETERSBURG
ADMINISTRATIVE EMPLOYEES
2002 -2003 SALARIES**

Title		Salary
City Manager	\$	78,000
City Clerk	\$	59,880
Personnel Officer/Deputy	\$	42,870
Chief of Police	\$	66,820
Librarian	\$	51,500
Parks & Recreation Director	\$	50,000
Community Development Director	\$	61,250
Information System Manager	\$	52,000
Finance Director	\$	72,820
Public Works Director	\$	64,507
Power & Light Superintendent	\$	75,000
Harbormaster	\$	71,470
Mt. View Manor Director	\$	50,410

**COLLECTIVE BARGAINING AGREEMENT
BY AND BETWEEN
THE CITY OF PETERSBURG, ALASKA
AND
THE PETERSBURG MUNICIPAL EMPLOYEES ASSOCIATION
REPRESENTED BY
APEA/AFT**

PAY SCHEDULE

On April 1, 2002 Step C shall increase by 1% as follows.					
	Step A	Step B	Step C	Step D	Step E
	0 - 6 mos	7 - 12 mos	13 - 60 mos	61 - 120 mos	121+mos
	90%	95%	101%	\$ 0.25	\$ 0.50
Job classification					
Accountant & A/R Prop. Tax	\$ 17.87	\$ 18.87	\$ 19.86	\$ 20.11	\$ 20.36
Accounts Payable/Rec-Inv.	\$ 15.98	\$ 16.86	\$ 17.75	\$ 18.00	\$ 18.25
Assistant Grounds Keeper	\$ 13.50	\$ 14.25	\$ 15.00	\$ 15.25	\$ 15.50
Chief Clerk Dispatcher/Corr.	\$ 17.14	\$ 18.09	\$ 19.04	\$ 19.29	\$ 19.54
Clerk Disp/Corr Off.	\$ 14.21	\$ 15.00	\$ 15.79	\$ 16.04	\$ 16.29
Computer Technician	\$ 26.38	\$ 27.84	\$ 29.31	\$ 29.56	\$ 29.81
EMS Coord/Firefighter	\$ 19.16	\$ 20.23	\$ 21.29	\$ 21.54	\$ 21.79
Facility Attendent	\$ 10.51	\$ 11.10	\$ 11.68	\$ 11.93	\$ 12.18
Finance Clerk	\$ 13.73	\$ 14.50	\$ 15.26	\$ 15.51	\$ 15.76
Fire Marshall/EMT-D	\$ 21.66	\$ 22.87	\$ 24.07	\$ 24.32	\$ 24.57
Grounds Keeper	\$ 15.72	\$ 16.60	\$ 17.47	\$ 17.72	\$ 17.97
Harbor Office Clerk	\$ 16.21	\$ 17.11	\$ 18.01	\$ 18.26	\$ 18.51
Harbor Security Officer I	\$ 14.08	\$ 14.86	\$ 15.64	\$ 15.89	\$ 16.14
Harbor Security Officer II	\$ 17.14	\$ 18.09	\$ 19.04	\$ 19.29	\$ 19.54
Harbor Security Officer III	\$ 18.99	\$ 20.05	\$ 21.10	\$ 21.35	\$ 21.60
Maintenance/Harbor security II	\$ 17.14	\$ 18.09	\$ 19.04	\$ 19.29	\$ 19.54
Heavy Equipment Operator	\$ 19.67	\$ 20.77	\$ 21.86	\$ 22.11	\$ 22.36
Jail Guard	\$ 13.73	\$ 14.50	\$ 15.26	\$ 15.51	\$ 15.76
Laborer I	\$ 13.50	\$ 14.25	\$ 15.00	\$ 15.25	\$ 15.50
Laborer II	\$ 15.48	\$ 16.34	\$ 17.20	\$ 17.45	\$ 17.70
Library Clerk	\$ 11.03	\$ 11.65	\$ 12.26	\$ 12.51	\$ 12.76
Library Page	\$ 6.28	\$ 6.63	\$ 6.98	\$ 7.23	\$ 7.48
Library Tech I	\$ 13.73	\$ 14.50	\$ 15.26	\$ 15.51	\$ 15.76
Library Tech II	\$ 15.55	\$ 16.42	\$ 17.28	\$ 17.53	\$ 17.78
Lifeguard I	\$ 8.53	\$ 9.01	\$ 9.48	\$ 9.73	\$ 9.98
Lifeguard II	\$ 10.51	\$ 11.10	\$ 11.68	\$ 11.93	\$ 12.18
Maintenance Assistant	\$ 13.50	\$ 14.25	\$ 15.00	\$ 15.25	\$ 15.50
Maintenance Specialist	\$ 19.94	\$ 21.05	\$ 22.16	\$ 22.41	\$ 22.66
Maintenance/Groundskeeper	\$ 13.50	\$ 14.25	\$ 15.00	\$ 15.25	\$ 15.50
Motor Pool Foreman	\$ 20.92	\$ 22.08	\$ 23.24	\$ 23.49	\$ 23.74
Motor Pool Mechanic	\$ 19.67	\$ 20.77	\$ 21.86	\$ 22.11	\$ 22.36
Parking & Vehicle Reg Enforce	\$ 11.59	\$ 12.24	\$ 12.88	\$ 13.13	\$ 13.38
Parks & Facility Maintenance	\$ 17.95	\$ 18.94	\$ 19.94	\$ 20.19	\$ 20.44
Plant Operator I - WAWW	\$ 13.50	\$ 14.25	\$ 15.00	\$ 15.25	\$ 15.50
Plant Operator II - WAWW	\$ 15.48	\$ 16.34	\$ 17.20	\$ 17.45	\$ 17.70
Plant Operator III - WAWW	\$ 19.16	\$ 20.23	\$ 21.29	\$ 21.54	\$ 21.79
Plant Operator IV - WAWW	\$ 19.67	\$ 20.77	\$ 21.86	\$ 22.11	\$ 22.36
Planning Development Tech	\$ 19.94	\$ 21.05	\$ 22.16	\$ 22.41	\$ 22.66
Police Captain	\$ 21.66	\$ 22.87	\$ 24.07	\$ 24.32	\$ 24.57
Police Sergeant	\$ 20.84	\$ 21.99	\$ 23.15	\$ 23.40	\$ 23.65
Police Officer	\$ 19.16	\$ 20.23	\$ 21.29	\$ 21.54	\$ 21.79
Pool Cashier	\$ 6.35	\$ 6.71	\$ 7.06	\$ 7.31	\$ 7.56
Public Works Foreman	\$ 21.66	\$ 22.87	\$ 24.07	\$ 24.32	\$ 24.57
Recreation Facilities Supervisor	\$ 16.43	\$ 17.35	\$ 18.26	\$ 18.51	\$ 18.76
Recreation Leader	\$ 10.51	\$ 11.10	\$ 11.68	\$ 11.93	\$ 12.18
Sanitation Baler/Landfill Operator	\$ 16.11	\$ 17.01	\$ 17.90	\$ 18.15	\$ 18.40
Sanitation Driver/Baler Assistant	\$ 16.11	\$ 17.01	\$ 17.90	\$ 18.15	\$ 18.40
Sanitation Operations Supervisor	\$ 19.31	\$ 20.38	\$ 21.45	\$ 21.70	\$ 21.95
Secretary I	\$ 13.73	\$ 14.50	\$ 15.26	\$ 15.51	\$ 15.76
Secretary II	\$ 15.55	\$ 16.42	\$ 17.28	\$ 17.53	\$ 17.78
Tax/Payroll Clerk	\$ 16.93	\$ 17.87	\$ 18.81	\$ 19.06	\$ 19.31
Tent City Campground Manager	\$ 15.24	\$ 16.08	\$ 16.93	\$ 17.18	\$ 17.43
Utility Worker	\$ 17.95	\$ 18.94	\$ 19.94	\$ 20.19	\$ 20.44
Wastewater Operations Supervisor	\$ 20.92	\$ 22.08	\$ 23.24	\$ 23.49	\$ 23.74
Water Operations Supervisor	\$ 20.92	\$ 22.08	\$ 23.24	\$ 23.49	\$ 23.74

On April 1, 2003 Step C shall increase by 3% as follows.

	Step A	Step B	Step C	Step D	Step E
	0 - 6 mos	7 - 12 mos	13 - 60 mos	61 - 120 mos	121+mos
	90%	95%	101%	\$ 0.25	\$ 0.50
Job classification					
Accountant & A/R Prop. Tax	\$ 18.41	\$ 19.44	\$ 20.46	\$ 20.71	\$ 20.96
Accounts Payable/Rec-Inv.	\$ 16.45	\$ 17.37	\$ 18.28	\$ 18.53	\$ 18.78
Assistant Grounds Keeper	\$ 13.91	\$ 14.68	\$ 15.45	\$ 15.70	\$ 15.95
Chief Clerk Dispatcher/Corr.	\$ 17.65	\$ 18.63	\$ 19.61	\$ 19.86	\$ 20.11
Clerk Disp/Corr Off.	\$ 14.63	\$ 15.45	\$ 16.26	\$ 16.51	\$ 16.76
Computer Technician	\$ 27.17	\$ 28.68	\$ 30.19	\$ 30.44	\$ 30.69
EMS Coord/Firefighter	\$ 19.74	\$ 20.83	\$ 21.93	\$ 22.18	\$ 22.43
Facility Attendant	\$ 10.83	\$ 11.43	\$ 12.03	\$ 12.28	\$ 12.53
Finance Clerk	\$ 14.15	\$ 14.93	\$ 15.72	\$ 15.97	\$ 16.22
Fire Marshall/EMT-D	\$ 22.31	\$ 23.55	\$ 24.79	\$ 25.04	\$ 25.29
Grounds Keeper	\$ 16.19	\$ 17.09	\$ 17.99	\$ 18.24	\$ 18.49
Harbor Office Clerk	\$ 16.70	\$ 17.62	\$ 18.55	\$ 18.80	\$ 19.05
Harbor Security Officer I	\$ 14.50	\$ 15.30	\$ 16.11	\$ 16.36	\$ 16.61
Harbor Security Officer II	\$ 17.65	\$ 18.63	\$ 19.61	\$ 19.86	\$ 20.11
Harbor Security Officer III	\$ 19.56	\$ 20.64	\$ 21.73	\$ 21.98	\$ 22.23
Maintenance/Harbor security II	\$ 17.65	\$ 18.63	\$ 19.61	\$ 19.86	\$ 20.11
Heavy Equipment Operator	\$ 20.27	\$ 21.39	\$ 22.52	\$ 22.77	\$ 23.02
Jail Guard	\$ 14.15	\$ 14.93	\$ 15.72	\$ 15.97	\$ 16.22
Laborer I	\$ 13.91	\$ 14.68	\$ 15.45	\$ 15.70	\$ 15.95
Laborer II	\$ 15.95	\$ 16.83	\$ 17.72	\$ 17.97	\$ 18.22
Library Clerk	\$ 11.37	\$ 12.00	\$ 12.63	\$ 12.88	\$ 13.13
Library Page	\$ 6.47	\$ 6.83	\$ 7.19	\$ 7.44	\$ 7.69
Library Tech I	\$ 14.15	\$ 14.93	\$ 15.72	\$ 15.97	\$ 16.22
Library Tech II	\$ 16.02	\$ 16.91	\$ 17.80	\$ 18.05	\$ 18.30
Lifeguard I	\$ 8.78	\$ 9.27	\$ 9.76	\$ 10.01	\$ 10.26
Lifeguard II	\$ 10.83	\$ 11.43	\$ 12.03	\$ 12.28	\$ 12.53
Maintenance Assistant	\$ 13.91	\$ 14.68	\$ 15.45	\$ 15.70	\$ 15.95
Maintenance Specialist	\$ 20.54	\$ 21.68	\$ 22.82	\$ 23.07	\$ 23.32
Maintenance/Groundskeeper	\$ 13.91	\$ 14.68	\$ 15.45	\$ 15.70	\$ 15.95
Motor Pool Foreman	\$ 21.55	\$ 22.74	\$ 23.94	\$ 24.19	\$ 24.44
Motor Pool Mechanic	\$ 20.27	\$ 21.39	\$ 22.52	\$ 22.77	\$ 23.02
Parking & Vehicle Reg Enforce	\$ 11.94	\$ 12.61	\$ 13.27	\$ 13.52	\$ 13.77
Parks & Facility Maintenance	\$ 18.49	\$ 19.51	\$ 20.54	\$ 20.79	\$ 21.04
Plant Operator I - WA/WW	\$ 13.91	\$ 14.68	\$ 15.45	\$ 15.70	\$ 15.95
Plant Operator II - WA/WW	\$ 15.95	\$ 16.83	\$ 17.72	\$ 17.97	\$ 18.22
Plant Operator III - WA/WW	\$ 19.74	\$ 20.83	\$ 21.93	\$ 22.18	\$ 22.43
Plant Operator IV - WA/WW	\$ 20.27	\$ 21.39	\$ 22.52	\$ 22.77	\$ 23.02
Planning Development Tech	\$ 20.54	\$ 21.68	\$ 22.82	\$ 23.07	\$ 23.32
Police Captain	\$ 22.31	\$ 23.55	\$ 24.79	\$ 25.04	\$ 25.29
Police Sergeant	\$ 21.46	\$ 22.65	\$ 23.84	\$ 24.09	\$ 24.34
Police Officer	\$ 19.74	\$ 20.83	\$ 21.93	\$ 22.18	\$ 22.43
Pool Cashier	\$ 6.54	\$ 6.91	\$ 7.27	\$ 7.52	\$ 7.77
Public Works Foreman	\$ 22.31	\$ 23.55	\$ 24.79	\$ 25.04	\$ 25.29
Recreation Facilities Supervisor	\$ 16.93	\$ 17.87	\$ 18.81	\$ 19.06	\$ 19.31
Recreation Leader	\$ 10.83	\$ 11.43	\$ 12.03	\$ 12.28	\$ 12.53
Sanitation Baler/Landfill Operator	\$ 16.60	\$ 17.52	\$ 18.44	\$ 18.69	\$ 18.94
Sanitation Driver/Baler Assistant	\$ 16.60	\$ 17.52	\$ 18.44	\$ 18.69	\$ 18.94
Sanitation Operations Supervisor	\$ 19.88	\$ 20.99	\$ 22.09	\$ 22.34	\$ 22.59
Secretary I	\$ 14.15	\$ 14.93	\$ 15.72	\$ 15.97	\$ 16.22
Secretary II	\$ 16.02	\$ 16.91	\$ 17.80	\$ 18.05	\$ 18.30
Tax/Payroll Clerk	\$ 17.43	\$ 18.40	\$ 19.37	\$ 19.62	\$ 19.87
Tent City Campground Manager	\$ 15.70	\$ 16.57	\$ 17.44	\$ 17.69	\$ 17.94
Utility Worker	\$ 18.49	\$ 19.51	\$ 20.54	\$ 20.79	\$ 21.04
Wastewater Operations Supervisor	\$ 21.55	\$ 22.74	\$ 23.94	\$ 24.19	\$ 24.44
Water Operations Supervisor	\$ 21.55	\$ 22.74	\$ 23.94	\$ 24.19	\$ 24.44

IBEW

PAY SCHEDULE

City of Petersburg
IBEW Employee
2002 -2003 Wage Schedule

Job classification	2002	2003	
Customer Service Rep	\$ 19.70	\$ 19.89	
Electrician	\$ 30.30	\$ 30.60	
Electrician/Operator	\$ 31.80	\$ 32.10	
*Electrician/Operator	\$ 32.57	\$ 32.90	
Groundsman	\$ 19.70	\$ 19.89	
Groundsman/Operator	\$ 21.20	\$ 21.39	
Laborer	\$ 15.15	\$ 15.30	
Lead Lineman	\$ 31.82	\$ 32.13	
Lineman	\$ 30.30	\$ 30.60	
Lineman/Operator	\$ 31.80	\$ 32.10	
*Lineforeman	\$ 33.33	\$ 33.66	
Lineforeman	\$ 33.81	\$ 34.51	
Mechanic	\$ 58.79	\$ 29.07	
Mechanic/Operator	\$ 30.29	\$ 30.57	
Meter Reader	\$ 18.18	\$ 18.36	
Meter Reader/CAD	\$ 19.70	\$ 19.89	
Meter Reader/CAD/Operator	\$ 21.20	\$ 21.39	
Office Manager	\$ 28.79	\$ 29.07	
Powerhouse Operator	\$ 29.90	\$ 29.68	
Secretary I	\$ 15.15	\$ 15.30	

* Position currently filled with employee receiving longevity being phased out

\$1.50 per hour compensation for Operator training/experience

Shaded area currently unfilled position

RESOLUTION NO. 1745

**Offered by: Anderson
Supported by: Bracken**

**A RESOLUTION AMENDING THE CITY OF PETERSBURG ANNUAL BUDGET FOR
THE FISCAL YEAR ENDING JUNE 30, 2004**

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

Whereas, levels of appropriations were set by Resolution No. 1722 for the fiscal year beginning July 1, 2003 and ending June 30, 2004; and

Whereas, unanticipated expenditures arose over the course of the fiscal year.

Be it Resolved by the City Council of the City of Petersburg, Alaska as follows:

The levels of appropriations authorized by Resolution No. 1722 are hereby amended and additional appropriations are hereby adopted for the following funds.

Fund Name	Adopted Budget	Requested Change	Revised Budget	Reason
Capital Projects Fund				
Street Paving	\$ -0-	\$ 61,550	\$ 61,550	Final paving
Homeland Security	\$ -0-	\$ 75,000	\$ 75,000	New grant
Alaska Homeland Security	\$ -0-	\$ 50,000	\$ 50,000	New grant
RAC Projects	\$ -0-	\$ 25,000	\$ 25,000	New grant
Water Treatment Plant	\$ -0-	\$ 50,000	\$ 50,000	New project
Scow Bay Sewer	\$ -0-	\$ 15,000	\$ 15,000	End of project
School Deferred Maintenance	\$ -0-	\$ 20,000	\$ 20,000	New project
Land Development Fund	\$ -0-	\$ 5,000	\$ 5,000	Appraisals
General Fund				
City Council	\$ 134,479	\$ 40,000	\$ 174,479	Annexation costs
City Attorney	\$ 25,000	\$ 12,000	\$ 37,000	More fees
Library	\$ 220,483	\$ 45,468	\$ 265,951	New grant
Fire	\$ 449,614	\$ 5,000	\$ 454,614	New grant
Human Services	\$ 2,090,809	\$ (5,000)	\$ 2,085,809	Program discontinued
Enterprise Funds				
Sanitation	\$ 885,777	\$ 22,022	\$ 907,799	Additional expenditures
Elderly Housing	\$ 256,889	\$ 2,500	\$ 259,389	Additional expenditures

PASSED and APPROVED by the City Council of the City of Petersburg, Alaska on June 7, 2004.

Mayor, Ted Smith

ATTEST:

Kathy O'Rear, City Clerk

