PROGRESS

ANNUAL BUDGET

CITY OF PETERSBURG

FOR THE YEAR

1967

COMPILED AND SURMITTED BY

KESTER L. DOTTS

CITY MANAGER

1961 - 1966

ACHIEVEMENT

Lew M. Williams, Jr.

CITY COUNCIL

Ed Hagerman Ernest Inman Richard Kito Charles Pennypacker Wesley Randrup William Stedman

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APPOINTED OFFICIALS

Kester L. Dotts George L. Gucker City Manager City Attorney

STAFF

James G. Taylor Kenneth Welde Ralph Devenny Michael Olsen City Clerk
Supt. Public Works
Supt. Light & Power
Chief of Police

PROGRESC

PETERSBURG, ALASKA

SECTION 1

CITY MANAGER'S BUDGET MESSAGE AND RECOMMENDATION

BUDGET NOTES AND INFORMATION

1967

* C 0 M M U N I T Y C T Ι V I Т I E S

The Honorable Mayor & Members of City Council
City of Petersburg
Petersburg, Alaska
Re:Manager's Budget Message
Fiscal Year 1967

Gentlemen:

The 1967 budget proposal attempts to combine the "conservative-hold-the-line" approach of previous years with the continuation of the progress and improvement of the City. As is always the case in a progressive community, much must be done. The project list and demands for service will continue to grow as the City expands. The City's proposed expansion and work for 1967 has been programed in accord with the indicated needs and wishes of our residents and within the framework of fiscal responsibility.

It should be noted that these budget recommendations herein have been formulated for the fiscal year beginning September one, nineteen hundred and sixty-six and ending August thirty-one, nineteen hundred and sixty seven.

As required by Section 3 of Chapter Ten of the Municipal Charter of the City of Petersburg, the operating budget proposals for 1967 are herewith submitted for your consideration. The grand total of the City Manager's operating budget recommendation for 1967 General Fund is \$243,253.00, based on a 16 mill levy of assessed real property valuation of \$9,973,112. This one mill increase in tax levy is necessary if the City is to furnish the service that our residents demand.

The assessed real property valuation increased \$439,274.00 during the past year and from all indications, at the present time, this trend and rate should continue to increase during the next year.

The total of the General Fund budget, the Sales Tax budget and Utility budget for the fiscal year 1967 equals \$627,553, an increase of 4.36% over fiscal 1966. This can be considered a normal increase in budgets; however, the increase in revenues does not keep pace with demands for service by any means and therefore requires all City department supervisors to operate their respective departments in the most economical manner if we are to continue furnishing service and remain within our budgets.

The present national trend of finances and financing new projects is going to require very close supervision of all incoming finances as well as expenditures. Failure to do so could result in financial problems for the City which would be difficult to correct.

It has been a pleasure to serve the City Administration and residents of the City as manager during the past five years.

I recommend the adoption of the proposed budgets, the General Tax Levy of 16 Mills, an increase of one mill which I deem to be necessary for the coming year.

Respectfully submitted,

Kerten of Gotto

Kester L. Dotts, City Manager

Petersburg, Alaska

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BUDGET NOTES & EXPLANATION

General Fund

The 12-month estimate of expenditures for fiscal 1966 reflects approximately \$31,000 excess of the adopted budget. This excess has resulted from bond election projects work which has not yet been assessed to property owners and also rental on the air compressor and air track for quarry. The excess expenditures can somewhat be attributed to the increase in cost of materials and equipment. The rate of increase materials and equipment is something that appears to be impossible to anticipate under present world conditions and is something that is going to required continued close control during the coming year.

The estimated General Fund Revenues for 1966 are considerably above the adopted budget. When estimated revenues are deducted from the estimated expenditures, the \$31,000 figure then becomes approximately \$14,000.

Account No. 307: Municipal Building Electricity

This account has been increased to allow for the Water Department to be paid \$10.00 per month for water used by the Municipal Building. This monthly charge is to be paid on a yearly basis and should be paid each year on or about January 1.

Account No. 310: City Manager's Salary

\$6,000 per year of the manager's salary is to be paid out of Light & Power Department accounts no. 902 and 920. This leaves a balance of \$5,400 from General Fund Budget.

Account No. 310a: Manager's Secretary's Salary

\$350.00 per year of the secretary's salary is to be paid from Light & Power Account No. 902 to cover expense of preparing delinquent account notices and correspondence relating to such accounts.

Account No. 315: City Clerk's Salary

60% of Clerk's salary is paid from General Fund and 40% from Light and Power Fund.

Account No. 317: Clerk's Assistant's Salary

The entire salary of the Assistant City Clerk is paid from Light & Power Fund.

Account No. 385: Fire Department Hydrant & Water Supply

This account includes a charge of \$100 per month for each fire hydrant service and is to be paid by General Fund to Water Department Revenue Account. This should be paid on January 1 of each year.

Account No. 400: Salary of Superintendent of Public Works

The Light & Water Department shall pay \$1,000 of the Public Works Superintendent's salary for services of supervision and engineering Water Department projects.

The General Fund expenditures for each department are showing increases every year and will no doubt continue to follow this trend. For example: In 1962 the Public Works Department expenditure budget was established at approximately \$77,800 while 1967 recommended expenditures are \$122,800--an increase of \$45,000 or \$7.9%. Other departments are not reflecting this large an increase or an over-all picture due to the Public Works being the department where most service demands are reflected.

In the recommended General Fund Budget, as with the other budgets, there is no reserve fund or contingency expenditure sufficient to allow for any expenditures other than the absolute bare necessities. I have attempted to come up with a budget which would allow for funds for work on a Public Works Garage and storage area, but under present financial status this cannot be recommended unless funds from Sales Tax Revenues will allow for the work.

The recommended 1 mill increase will, I feel, simply pay for a few of the demands for increased services that we receive from our residents. For example, the dust control program we now have which the people demand is only one of the many added services we come into each year.

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LIGHT & POWER BUDGET

Estimated Revenues in the Light & Power Department show increases which I feel are very conservative for the coming year due to foreseeable construction program.

Estimated Expenditures in this Department are through necessity showing increases in most all accounts and mainly in diesel plant operations. As the demand increases it requires closer supervision of land Long and operations of the diesel units. The fluctuating demand requires an operator available in the diesel plant if we are to be able to maintain service without unnecessary outages.

I feel that all budgets are conservative in estimated revenues and expenditures and if department supervisors maintain close supervision of expenditures, the City operation for 1967 will continue on the basis of receiving the most value from each dollar of expenditure.

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GENERAL FUND REVENUE BUDGET - 1967

Acct. No.	Item	Budget 1967
10	Taxes: Real Estate Valuation \$9,973,112 @ 16 mills	\$ 159,593.00
	Boats	2,700.00
202	Penalty & Interest	200.00
204	Taxes Collected Not Assessed	0
209	Tax on Utilities	12,000.00
211	Building Permits	200.00
212	Dog Licenses	300.00
213	Commercial Drivers Licenses	25.00
230	City Magistrate's Court	900.00
235	Interest Earned	500.00
240	Sale of City Lots	1,200.00
241	Sale of Equipment	2,000.00
242	Sale of Cemetery Lots	1,000.00
249	Sale of Crushed Rock	4,500.00
250	Rental of Equipment	2,500.00
252	Other Rental Income	1,000.00
260 261	State Collected Business Licenses & Fish Tax	16,000.00
264	State Collected Liquor Lice ise	5,800.00
270	State Road Maintenance Contract	6,000. 0 0 350.00
272	Police Department Services Fire Department Services	25.00
273	City Clerk's Office Services	50.00
274	Public Works Service & Labor	1,500.00
275	Dog Pound	10.00
276	Cemetery Labor	750.00
297*	Portion of Salaries Paid by Utility	7,350.00
298	Sale of Tidelands	100.00
299	Unclassified Income	1,500.00
600	Garbage Collection	15,200.00
700	33334	20,200,00
		\$ 243,253.00

*City Manager \$6,000.
Secretary Salary 350.
Supt. of Public Works 1,000.
\$7,350.

Expense

Acct. No.	Item	1967 Budget
300	Mayor-Council	\$ 2,200.00 \$ 2,200.00
30 2 30 3 30 4 30 5 30 6 30 7 30 8 30 9	CITY HALL Payroll Janitor Supplies Fuel Repair & Maintenance Payroll Repair & Maintenance Material Electricity Insurance Contingency Council Chambers, Ventilation & Shades	3,000.00 100.00 2,800.00 500.00 1,000.00 1,350.00 1,175.00 200.00 1,200.00*
310 310A 311 312 313 314	CITY MANAGER Salary Fidelity Bond Secretary Salary Office Supplies & Expense Travel Expense Contingency	11,400.00 35.00 1,700.00 1,500.00** 1,300.00 700.00 \$16,635.00

*\$1,200.00 expenditure has been established for ventilation and blinds for Council Chambers

**Increase in Account No. 312 is established for purchase of desk and filing cabinets which will be required for resident inspection on hospital, school, and building work.

Account No. 300 increased 22.5% City Hall increased 31.3% City Manager's Office Expense increased 11.5%

Expense

Acct. No.	Item	1967 Budget
315 316 317 318 319 320 322 323 324 325 331	CITY CLERK & TREASURER Clerk Salary Treasurer Salary) Clerk Assistant Stationery, Printing & Supplies Postage & Express Publication of Legal Notices Fidelity Bond & Insurance on Office Equipment Repairs on Office Equipment Telephone & Telegraph License to be resold Contingercy	\$ 4,915.00 300.00 900.00 275.00 500.00 450.00 100.00 450.00 225.00 250.00 \$ 8,365.00

60% of City Clerk's and Treasurer's Salary is paid from General Fund with remaining 40% paid from Utility Fund Account No. 920.

City Clerk's assistant's salary is paid from Utility Fund Account 902.

Clerk's office expense increased 6.3%

Expense

Acct. No.	Item	1967 Budget
332 333	ASSESSOR'S OFFICE Assessor's Fees Assessor's Expenses	\$ 950.00 400.00 \$ 1,350.00
335 336 337	PROFESSIONAL SERVICES Outside Legal Fees and Expense City Magistrate's Fees Auditing Fees	1,500.00 525.00 1,125.00 \$ 3,150.00
340 341	- ELECTION EXPENSE Judges & Clerk's Salary Election Supplies & Expenses	300.00 150.00 \$ 450.00

Assessor's expense decreased 14.3%
Professional Services increased 17.%
Election Expense increased 80%
Election Expense should be charged to Project or Proposition
whenever Special Elections are held. This would not reflect
on Accounts No. 340 and 341, as it can be considered as a
direct project cost.

Expense

Acct.		1967
No.	Item	Budget
	PUBLIC SAFETY	
350	Payroll (chief)	\$10,080.00
351	Payroll (patrolmen)	
	No. 1)	16,750.00
	No. 2)	
351A	Overtime payments	1,000.00
352	Vehicle Operation & Maintenance	1,200.00
353	Insurance & Fidelity Bond	700.00
354	Signs	250.00
355	Supplies	400.00
356	Telephone & Telegraph	1,200.00
357	Uniforms	360.00
359	Contingency	800.00
370	Jail Payroll	100.00
371	Jail Food	75.00
372	Jail Fuel	0
373	Jail Bedding	0
375	Jail Contingency	75.00
379	Dog Pound	50.00
	: 10	\$ 33,040.00

Public Safety increased 13.5%

Expense

Acct. No.	Item	1967 Budget
380 382 383 384 385 386 387 388 389 390	FIRE PROTECTION Payroll (chief) Payroll (station equipment) Engines & trucks Station Equipment Hydrants & Water Supply Chemicals Pumps Alarm System Insurance Contingency (firemen's dinners) Truck Payment to Utility	\$ 1,200.00 100.00 450.00 50.00 1,000.00 500.00 0 500.00 650.00 900.00 0.

Fire Protection decreased 52%, due to no fire truck payments.

Expense

Acct.		1967
No.	Item	Budget
400 401	PUBLIC WORKS Salary Payroll, repair revenue, streets & walks	\$10,080.00 10,000.00
401.1	Payroll, rock quarry	7,500.00
402	Payroll, Maintenance of Streets, P.W.	4,000.00
403	Street Cleaning & Dust Control	1,000.00
404	Snow Clearing	1,200,00 m.P.
405	Equipment Operation & Maintenance	(22,043.01)
406	Float Repair	300.00
406.1	Airplane Float Repair	250.00
407	Payroll, Harbormaster	5,196.00 - 701:00
408	Repair & Renewal of Sewers	3,000.00
409	Pipe Thawing	250.00
409.1	Maintenance General Property	6,500.00
409.2	Contingency	1,500.00
410	Employees Insurance	6,000.00
413	Survey Expenses	250.00
414	Lumber & Piling	3,000.00
415	Sand & Gravel	300.00
416	Drain Tile & Culverts	2,500.00
417	Street Signs	250.00
418	Sewer Pipe & Materials	1,000.00
419	Float Maintenance Materials	100.00
4 20	Small Tools & Materials	2,000.00
4 21	Equipment Repair & Purchased Services	14,000.00 W.P.
422	Gasoline & Lubricants	5,000.00
4 23	Insurance on Buildings	TEOD OOF MYD.
4 24	Insurance on Equipment	1,500.00 M
4 25	Garage Facilities & Expense	5,500.00 - M.P
4 26	City Share of Assessments	0.
4 28	Harbormaster Supplies & Expense	100.00
4 29	Public Works Contingency	1,500.00
431	Quarry Supplies & Expense	7,000.00
432	Tidelands Expense	25.00
		\$122,850.50

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Police Cor

Expense

	Acet. No.	. Item	1967 Budget	
4 4	450 451 453 454 4'59	CONSERVATION OF HEALTH Payroll (health officer) Payroll (nurse) Supplies Pest & Rat Control Contingency	\$ \\ \text{-00.00} \\ \text{25.00} \\ \text{25.00} \\ \text{20.00} \\ \text{125.00} \\ \text{125.00} \end{array}	\$ 975.00
	470 471 473	LIBRARY Payroll, Librarian Books, Subscriptions, etc.) Miscellaneous Expense)	1,800.00	\$ 2,200.00
	480 481 485	CEMETERY Payroll (Caretaker) Supplies Unclassified	4,707.50 150.00 125.00	\$4,982.50
	490	SERVICE FROM UTILITIES Street Lighting	2,700.00	\$2,700.00

Health Officer Department increased 8.6% Library remains same Cemetery increased 17.6% Street Lighting increased 3.9%

Expense

Acct.	Item	1967 Budget	
500	FIXED ASSETS Fixed assets purchased from revenue	\$ 9,520.00 \$ 9	9,520.00
510 520 522	BOND RETIREMENT Bond Retirement (hospital) Bond Interest (Sales Tax Does not r Current Debt Budget) GF Budge		
530 532 535	MISCELLANEOUS Payments on Judgments Federal Insurance Contribution Contingency	0. 4,200.00 500.00 \$ 4	,700.00
610 616 619	MUNICIPAL GARBAGE Payroll Insurance Miscellaneous Expense	11,000.00 935.00 25.00 \$ 11	1,960.00
	Alaska State Housing (planning)	1,500.00	1,500.00
		\$24.	3,253.00
	Fixed Assets decreased 66.% Miscellaneous increased 10.6% Municipal Garbage increased 11.7%		

Summany

GENERAL FUND EXPENDITURE BUDGET

Reflecting School Expenditures

General Fund Expenditures

1967 \$243,253.00

School Budget (does not include purchase of any of PFT property)

81,803.54

\$325,056.54

1966 School Expenditures of \$69,341.00 = 7.27 mills of assessed valuation

1967 School Expenditures of \$81,803.54 = 8.2 mills of assessed valuation 8 1.6 mills

If voters approve the School Bond Election and a new sewer outfall, increase water service, street extension, and parking areas are required. The entire program should be included in the overall costs of the project as the General Fund Revenues are inadequate to allow for these expenditures.

Total of General Fund, Sales Tax, Utility Fund Budgets

General Fund \$ 243,253.00 Sales Tax 124,500.00 Utility Fund 259,800.00

\$ 627,553.00

A A N C E M N

PETERSBURG, ALASKA

SECTION 111

SALES TAX REVENUE

AND

EXPENDITURE BUDGET

Revenues

General Fund Interest

General Fund Principal

\$124.500.00 (increase of 3% over 1966 estimated Revenues)

SALES TAX EXPENDITURE BUDGET - 1967

School Appropriation Payroll & Repairs Insurance	\$ 81,303.54 0 500.00 \$81,803.54 (increase of 18% over 1966 Expenditures)
Purchase of PFI Property	4,500.00 (Bk Lot)
Bond Retirement Bond Interest Bond Reserve Capital Purchase Fund Contingency	10,500.00 3,597.92 3,500.00 18,000.00 2,598.54 38,196.46 \$124,500.00
1965 Bond Issue of \$171,500 @	General Obligation 106,500. \$171,500.
School Interest Payment School Principal Payment	\$ 2,195.83 6,500.00 \$ 8,695.83 Out of Tobacco Tax Fund

The amount of \$14,493.75 was paid on Bond Issue in 1966 with payment of \$14,097.92 to be made in 1967.

3,597.92

10,500.00

\$ 14,097.92 (See Below)

These payments will be made out of the Sales Tax Fund during the period of this Bond Issue. As projects are completed and assessed to property owners, revenues will be credited to the Sales Tax Fund for repayment of expenditures which will enable the City to make additional capital improvements as funds are accumulated.

The 3% estimated increase in Sales Tax Revenues will in all probability be exceeded during the coming year, providing all proposed construction projects planned materialize, as the 3% increase represents only \$120,000. additional Revenues coming into City businesses.

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PETERSBURG, ALASKA

SECTION IV

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UTILITY FUND REVENUE

AND

EXPENDITURE BUDGET

UTILITY FUND REVENUE BUDGET

Acct. No.	Item	1967 Budget	
419 440 442 490	Interest Income Residential Sales Commercial & Industrial Sales Street & Highway Lighting	\$ 121,500.00 105,750.00 2,700.00	\$229,950.00
454 465 914 914W 440W 146.1	RENT FROM PROPERTY Rent from Electric Property Other Electric Revenue Revenue from Electrical Merchandise Revenue from Water Merchandise Residential Water Sales Repayment Fire Dept. Con.	900.00 0. 6,500.00 350.00 22,100.00	\$ 29,850.00 \$259.800.00

UTILITY EXPENDITURE RUDGET

Acct. No.	Item		1966-67 Budget	
331 532 333 334-}	HYDRAULIC PRODUCTION Structures & Improvements (rood ways) Reservoirs, Dam, Waterways Water Wheels, Turbine & Generators Accessory Electric Equipment	-\$	500.00 100.00 100.00 250.00	950.00
346 350 351	INTERNAL COMBUSTION PRODUCTIONS Miscellaneous Power Plant Equipment Land & Land Rights Clearing Land & Right-of-Way		500.00 0 0	500.00
353 356 358	TRANSMISSION PLANT Station Equipment Overhead Conductors & Devices Underground Conductors & Devices		0 300.00 0	.300.00

UTILITY ENPENDITURE BUDGET

Acct.	Item	1966-67 Budget	
361 364 365 367 368 362 369 370 373	DISTRIBUTION PLANT Structure & Improvements Poles, Towers & Fixtures Overhead Conductors & Devices Underground Conductors & Devices Line Transformers Station Equipment Services Meters Street Lighting & Signal System	\$ 750.00 5,000.00 2,500.00 0 2,000.00 50.00 1,200.00 750.00	13,000.00
390 391 392 393 394 396 397 398	GENERAL PLANT Structures & Improvements Office Furniture & Equipment Transportation Equipment Stores Equipment Tools, Shop, Garage Equipment Equipment Purchase Communication Equipment Miscellaneous Equipment	500.00 1,000.00 1,000.00 250.00 250.00 0 500.00 1,000.00	4,500.00
530 531 532 535	HYDRAULIC POWER GENERATION Operation Supervision Labor Water for Power Operation Supplies & Expenses Maintenance of Hydraulic Plant	2,000.00 0 500.00 1,200.00	3,700.00

UTILITY EXPENDITURE BUDGET

Acct. No.	ltem	1966-67 Budget	
320W 325W4 325W5 325W7 325W10	WATER PLANT ACCOUNTS Land & Land Rights Distribution Mains & Accessories Services Hydrants Miscellaneous Equipment	\$ 100.00 1,200.00 200.00 500.00 100.00	2,100.00
705W 742W 743W 746W 751W 753W 755W 755W 758W 759W 750 .SW 798W	WATER OPERATION EXPENSE Maintenance Source of Supply Plant Purification Labor Purification Supplies & Expense Maintenance Purification Equipment Supervision & Engineering Operation of Transmission & Distribution Services on Customer's Premises Maintenance of Mains Maintenance Other Distribution Plant Special Services Insurance	100.00 50.00 1,000.00 50.00 1,000.00 0 750.00 7,500.00 250.00 150.00 1,150.00	12,000.00

#321 7,170 Bond #321 17,030 ExP.

UTILITY EXPENDITURE BUDGET

Acct. No.	Item	1966-67 Budget	
538 539 540 543	INTERNAL COMBUSTION ENGINE OPERATION Operation Supervision & Labor Fuel Operation Supplies & Expenses Maintenance Internal Combustion Plant	5 12,500.00 8,000.00 1,000.00 2,000.00	\$ 23,500.00
550 551 553	OTHER POWER SUPPLY Operation Supervision & Labor Operation Supplies & Expense Maintenance Transmission Plant	25.00 50.00 500.00	575.00
560 561 562 565 566 567 568 569 570	DISTRIBUTION EXPENSE Operation Supervision Expense Line & Station Labor Line & Station Supplies & Expense Street Lighting & Signal System Meter Expense Customers' Installation Expense Electric Distribution Expense Miscellaneous Distribution Expense Rents	9,000.00 5,000.00 750.00 1,800.00 750.00 250.00 100.00 500.00	
571 572 573 574 575 576	DISTRIBUTION MAINTENANCE Maintenance Structures & Equipment Maintenance of Lines Maintenance of Line Transformers Maintenance of Street Lighting & Signal System Maintenance of Meters Maintenance Miscellaneous Distribution Plant	400.00 12,000.00 50.00 50.00 400.00 4,500.00	18,750.00 17, 4 00.00

UTILITY EXPENDITURE BUDGET

Acet. No.	Item	1966-67 Budget
901 902 903 910 915	CUSTOMER ACCOUNTING Meter Reading Labor Accounting & Coll. Labor Supplies & Expenses Sales Expense Cost & Expense Electric Merchandising	\$ 2,000.00 8,000.00 600.00 100.00 1,000.00 \$ 11,700.00
9 20 9 21 9 23 9 24 9 25 9 26 9 28 9 30 9 31 9 33 9 35	ADMINISTRATION & GENERAL EXPENSES Administration & General Salaries Office Supplies, Expenses & Postage Outside Services Employed Property Insurance Injuries & Damages Employees Pensions & Benefits Regulatory Commission Expense Miscellaneous General Expense Rents Transportation Expense Maintenance of General Plant	15,100.00 1,000.00 1,000.00 2,500.00 1,000.00 2,500.00 250.00 1,000.00 600.00 4,000.00 1,000.00
427 221 408 431	BOND RETIREMENT Interest Principal Social Security for Employees Payment in Lieu of Taxes Contingency	49,425.00 43,000.00 2,000.00 12,000.00 14,450.00 \$ 120,875.00