

**CITY OF CRAIG
COUNCIL AGENDA
MAY 16, 2019
COUNCIL CHAMBERS 7:00 PM**

ROLL CALL

Mayor Tim O'Connor, Dave Creighton, Hannah Bazinet, Jim See, Julie McDonald, Mike Douville, Jan Trojan

BOARD OF EQUALIZATION

- 1) Consideration of Appeals on 2019 Property Tax Assessments

CONSENT AGENDA

Items listed below will be enacted by one motion. If separate discussion is desired on an item, that item may be removed and placed on the regular meeting agenda.

- 1) City Council Meeting Minutes of April 18, 2019
- 2) City Council Meeting Minutes of May 2, 2019

HEARING FROM THE PUBLIC

1. Open for public comment
2. Final Reading and Public Hearing of Ordinance 721, FY20 Operating Budget
3. Final Reading and Public Hearing of Ordinance 722, Utility Rate Increase
4. Resolution 19-08, Setting the 2019 Mill Levy
5. Resolution 19-09, Craig Aquatic Center Instruction Fees

READING OF CORRESPONDENCE

- 1) Southeast Senior Services Quarterly Report
- 2) Pending Changes to SB91
- 3) 2018 Consumer Confidence Report

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

- 1) Resolution 19-08, Setting the 2019 Mill Levy
- 2) Resolution 19-09, Craig Aquatic Center Instruction Fees
- 3) Ordinance 721, FY20 Operating Budget
- 4) Ordinance 722, Utility Rate Increase

UNFINISHED BUSINESS

NEW BUSINESS

- 1) Consider sale of leased property to Trojan and Son
- 2) Consider approval, city contribution to Craig City School District FY2020 Budget

ADJOURNMENT

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: May 7, 2019
RE: Board of Equalization

The council is scheduled to meet as the board of equalization on May 18. The purpose of the BOE is to resolve disagreements between the city's contract assessor and individual property owners regarding the assessed value of a given parcel in Craig, based on a written appeal from the property owner. The city received two appeals by the filing deadline.

Per 29.45.210 of Alaska Statutes, the appealing property owner bears the burden of proof to demonstrate an unequal value of a given property. Per the statute, the only grounds for adjustment of assessment are proof of unequal, excessive, improper, or under valuation based on facts that are stated in the written appeal or presented to the board at an appeal hearing.

The assessor usually is able to resolve appeals before the BOE meeting. As of today's date, some of the appeals remain unresolved. If the unresolved appeals are not addressed by the start of Thursday's meeting, the assessor and property owner will present their case to the BOE for resolution.

I will update the council when I get my next report from the assessor. In the meantime, contact me with any questions.

CITY OF CRAIG
COUNCIL MEETING
THURSDAY APRIL 18, 2019

ROLL CALL

Mayor Tim O'Connor called the meeting to order at 6:15 p.m. and the roll was taken. Present were Michael Douville, Hannah Bazinet, Jim See, Jan Trojan, Dave Creighton and Julie McDonald.

Staff present: Jon Bolling, City Administrator; Kassi Mackie, City Clerk; Joyce Mason, City Treasurer; Jessica Holloway, Aquatic Center Manager; Hans Hjort, Harbormaster; Chaundell Piburn, EMS Coordinator; Russel Dill, Public Works Director; RJ Ely, Police Chief; Victoria Merritt, Parks and Recreation Director; Doug Ward, Parks and Public Facilities Director

Audience present: Jeff Lundberg, Richard Trojan, Judith Murphy

EXECUTIVE SESSION

CONSENT AGENDA

City Council Meeting Minutes of March 7, 2019

Introduction and First Reading of Ordinance 720, Application to sell city property to Jeremiah and Josia Bigelow, Lots 3A and 4A Salmon Berry Subdivision

DOUVILLE/TROJAN

moved to approve the consent agenda.

MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

- Open for Public Comment
- Resolution 19-05, Naming the Tanner Crab Court Park in Honor of Richard Ensley

REPORTS FROM CITY OFFICIALS

Mayor/Fire Department- Mayor O'Connor reported beginning the ballpark bathroom construction and noted that Colaska covered half of the concrete cost for the foundation, Hamme Construction donated time and labor, Harlan Bouy donated pipes for the bathroom, and Tyler Rental donated equipment and labor.

Administrator- Jon provided a written report and reported

Treasurer- Joyce provided a written report.

Aquatic Manager- Jessica provided a report, and reported that the three full time positions at the pool are filled, but are

City Clerk- Kassi provided a written report. Jim commented that the navigation of the packet is very handy.

City Planner- Brian provided a written report.

EMS Coordinator- Chaundell provided a written report. Hannah asked whether or not there had been interest in the position. Chaundell reported no applicants thus far. Julie asked about potential housing for the EMS Coordinator, and Chaundell replied that there is no long-term solution as of yet in the current EMS building or the new construction.

Harbormaster- Hans provided a written report. Dock ladders are in and will be installed this week. There are 28 total spread between the sportfish dock, city dock and north and south cove docks. These ladders will be marked by flags. The parking lot will be repainted soon. Mike suggested moving the middle section of parking in North Cove out towards South Cove harbor. Hans has painting in the draft budget for FY20. Mike asked whether or not the pilings are worthwhile in South Cove. Hans explained that the pilings there all look sturdy and worth keeping in place.

Library- Angela provided a written report and was absent excused.

Police Chief- RJ provided a written report. Jim mentioned that RJ was congratulated by the US Postal Service Marshalls for his work on the drug issues on Prince of Wales Island.

Public Works- Russell provided a written report. Dave commented on the garbage dumpsters and the rings that have been ordered to prevent the wind damage. Russell explained that the rings should cut down on the traveling garbage cans and dumpsters.

Parks and Rec- Victoria provided a written report.

Parks and Public Facilities- Doug provided a written report.

READING OF CORRESPONDENCE

- **APCM February Report**
- **Liquor License Application Notice**
- **2019 Post Fieldwork Letter**
- **Craig Cannery Letter of Intent**
- **AP&T Electric Vehicle Incentive Program**
- **2019 Stream Habitat Academy**
- **2019 Forest Resource Academy**
- **Ralph Mackie Opposition**

Jim See is not in favor of an additional package store within Craig.

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

Resolution 19-05, Naming the Tanner Crab Court Park in Honor of Richard Ensley
CREIGHTON/MCDONALD moved to adopt Resolution 19-05

Julie would like to dedicate the park to Richard Ensley, because of his involvement with the residents of Tanner Crab and the community as a whole. Jim would like to set some

parameters for naming landmarks for people in the community, and believes that the administration should work at bringing something forward. Julie and Jim will work on criteria for a resolution setting parameter for naming landmarks after individuals.

MOTION CARRIED UNANIMOUSLY BY
ROLL CALL VOTE

UNFINISHED BUSINESS

Consider approval of lease to Taquan Air

DOUVILLE/TROJAN

moved to approve final terms of a lease with Taquan Air Inc. for city owned property at the Craig floatplane terminal building.
MOTION CARRIED UNANIMOUSLY

Consider approval of lease to Pacific Airways

TROJAN/CREIGHTON

moved to approve the final terms of a lease with Pacific Airways at the Craig Seaplane Terminal to Pacific Airways.
MOTION CARRIED UNANIMOUSLY

Consider approval of lease to Petro Marine

TROJAN/MCDONALD

moved to approve final terms of a lease of city owned property to Petro Marine Services.
MOTION CARRIED UNANIMOUSLY

NEW BUSINESS

Consider approval of sale of leased property to Trojan & Son

MCDONALD/CREIGHTON

moved to consider approval of the sale of city property to Richard Trojan for \$75,439.
MOTION CARRIED UNANIMOUSLY

Jan Trojan declared a conflict of interest and abstained from voting. Jon believes that it is the proper course to offer the property to Richard Trojan for purchase. Brian commented that it is zoned heavy industrial. Mike only hesitates because of the considerable amount of money the city has made leasing it, instead of selling the property. Tim asked if the land has any restrictions from the conveyance from Shaan Seet from the 14C3 process. Jim isn't sure what the incentive is to sell the property. Dave commented that the property is an investment piece that the city has, and looking at the money it makes by leasing. The improvements that were made to increase traffic have increased the value of the property, but Dave believes that the land is very valuable, and many people would move in at the 8% lease rate, and would increase the traffic and infrastructure down the road. Julie agrees, but feels badly about having a loyal tenant this long and deciding not to sell. When Richard has been a good tenant. Richard Trojan commented that the council

is working to make the most money as possible, however as a non-profit organization the city could be looking at what the best thing for the residents of Craig can do. Richard mentioned that lease payments annually are about \$6000, and approving a sale of land for a long-time resident and tenant is the right thing to do. Richard commented on his work within the city that brings in tax revenue, and the money that Richard has contributed to the city. Mike asked Jon for an opinion on this topic. Jon explained that while allowing Richard to purchase the property isn't the highest revenue-generating option for the city, the leases in the past have included the option to buy, and the right thing to do is to consider allowing the sale. Jim asked about discussing regulations prior to approving the sale of property, and whether or not this could be tabled until a later date.

SEE/MCDONALD

moved to postpone this item until the May 16th meeting.

Mike requested that Richard Trojan present a business plan to the council, so that the council can make the most informed decision for the community.

MOTION CARRIED UNANIMOUSLY

Consider approval of lease of Craig Child Care Center, Inc

MCDONALD/TROJAN

moved to approve the attached lease between the City of Craig and Craig Child Care Center, Inc.

Julie would like to see (at least) quarterly reports from the daycare center on financials. Jim would like to double check the insurance coverage.

TROJAN/DOUVILLE

moved to amend the motion to request that the Child Care Center provide quarterly financial reports.

MOTION CARRIED UNANIMOUSLY

CREIGHTON/DOUVILLE

moved to change insurance coverage to \$500,000 per occurrence.

MOTION CARRIED UNANIMOUSLY

MAIN MOTION CARRIED AS AMENDED UNANIMOUSLY

Consider bid award, Craig North Cove Harbor Lighting Project

DOUVILLE/BAZINET

moved to appropriate \$52,000 to fund the North Cove Harbor lighting replacement project and direct staff to draw the amount from city reserves.

MOTION CARRIED UNANIMOUSLY

Consider bid award, Craig Pool Basin Refinishing Project

Jon mentioned that the bids for this project came in much higher than even the architect had anticipated. While there is a need to replace half of the gutter, however it is not dire that it be replaced this year. The council made no recommendation. Jon will decline the bids.

Consider appointment of Harbor Advisory Committee members

Mayor O'Connor appointed Steven Peavey, Gail Slentz, Michael Kampnich, Pat Tyner and Doug Rhodes to the Harbor Advisory Committee.

Consider approval of the 2019 CEDS Committee Final Report

BAZINET/DOUVILLE

moved to approve the 2019 CEDS Committee final report.

Julie commented on the benefit of the report, and thanked Brian for his work on it.

MOTION CARRIED UNANIMOUSLY

Consider commercial rate for boat launch permit

CREIGHTON/BAZINET

moved to approve a \$250 commercial boat launch permit.

Dave wanted to comment that the commercial user does use the launch a lot, and commends Hans on putting this forward.

MOTION CARRIED UNANIMOUSLY

Consider appropriation for harbor repair work

MCDONALD/TROJAN

moved to appropriate \$15,200 from the Harbor Reserve

Mike commented that the galvanized steel isn't going to last long in the weather. Hans explained that the intent was to purchase some material that isn't as slick as the wood planks in place now. Mike commented that the galvanized steel will break down as well, with the marine life that grows here. Dave would be in favor of the steel grating for walking.

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

SEE/TROJAN

moved to adjourn at 8:35 p.m.

MOTION CARRIED UNANIMOUSLY

APPROVED _____

MAYOR TIMOTHY O'CONNOR

ATTEST _____
KASSI MACKIE, CITY CLERK

ROLL CALL

Mayor Tim O'Connor called the meeting to order at 6:15 p.m. and the roll was taken. Present were Michael Douville, Hannah Bazinet, Dave Creighton and Julie McDonald. Absent excused was Jan Trojan and Jim See.

Staff present: Jon Bolling, City Administrator; Kassi Mackie, City Clerk; Joyce Mason, City Treasurer; Jessica Holloway, Aquatic Center Manager; Hans Hjort, Harbormaster; Angela Matthews, Librarian; Russel Dill, Public Works Director

Audience present: Cynthia Bennett, Chris Reitan, Jeff Lundburg

EXECUTIVE SESSION

CONSENT AGENDA

1. Ordinance 721, FY20 Operating Budget
2. Ordinance 722, Utility Rate Increase
3. Liquor License Notice First and Main Brew, LLC

DOUVILLE/MCDONALD

moved to approve the consent agenda.

MOTION CARRIED UNANIMOUSLY

HEARING FROM THE PUBLIC

- Open for Public Comment
- Final Reading and Public Hearing of Ordinance 720, Application to Sell Property to Jeremiah and Josia Bigelow, Lots 3A and 4A Salmonberry Subdivision
- Resolution 19-06, Harbor Rates
- Resolution 19-07, Payment in Lieu of Health Insurance

Jeff Lundburg reported the fish being in the salt water for approx. 2 weeks. Fish are in all the pens off the Klawock bridge, and Jeff is happy to give tours any time. Mayor O'Connor asked about the possibility of needing to move rearing sites every 3-5 years.

Victoria Merritt spoke on behalf of Chaundell for becoming the EMS Provider for the year for the State of Alaska. Mayor O'Connor also mentioned Mr. Moots receiving the good neighbor award.

REPORTS FROM CITY OFFICIALS

Mayor/Fire Department- Mayor O'Connor reported travel to Sitka for the EMS Conference and also for training, and then attendance at the sealion conference. Meeting with SPC for contract negotiations.

Administrator- Jon provided a written report in the packet and met with Steven Rhodes from Seafood Producer's Cooperative. There is a fair amount of new staff in the company. They lease the city dock in the summer for the last few years. With the change in management SPC traveled down to discuss the summer plan with the City of Craig staff and mayor. SPC does not plan to process King Salmon here in Craig this year due to market reasons. Jon will bring the SPC agreement to the council at the next meeting and mentioned the intention for the City of Craig to take more of the financial cost of the icehouse on in the upcoming years. The census borough contacted Jon to build up local participation on the island and will attend the POWCAC meeting this month.

Treasurer- Joyce provided a written report and reported two appeals for the Board of Equalization meeting on May 16th.

Aquatic Manager- Jessica reported working through lessons with the outlying communities on POW. The pool may shut-down for a short period in the summer for some building maintenance. Scuba classes will continue this month. Chris has returned to help with lessons which will continue soon. Jessica will be gone in June to teach a course, and then will be instructing from Craig.

City Clerk- Kassi reported the upcoming meeting set for May 16th.

City Planner- Brian provided a written report and was absent excused.

EMS Coordinator- Chaundell was absent excused.

Harbormaster- Hans provided a written report and added that the dive contractor has arrived, and all work is going well on the chain repairs for the breakwater. Will do some additional work while the diver is here. Mayor O'Connor asked about the signage for the ladders, and the harbor staff will work to get the rest of the signage up as well. The chains from the west end of the breakwater had unusual wear, but the rest of the chains looked good.

Library- Angela provided a written report and will be in Juneau next week for training. The library will be open shorter hours next week but will resume normal hours the week after. Angela will be working on the summer reading program upon returning from training.

Police Chief- RJ was absent excused.

Public Works- Russell was present to answer any questions the council may have. Mike asked about the road beyond the water plant, and Russell answered that Richard Trojan has been working on the road to get some grading done. Public Works will be working on the road in the middle or end of the month due to clean-up week and other obligations.

Parks and Rec- Victoria reported a great turn-out at the carnival for Easter, and spring bazaar. Flower baskets will be planted later this month with help from the High School staff. Basketball for third to fifth grade ends this week. There will be a babysitting class in June.

Parks and Public Facilities- Doug was absent excused. Mayor O'Connor reported great progress on the ballfield bathroom project.

READING OF CORRESPONDENCE

1. Alcohol and Marijuana Control Office regulations update
2. Bess Clark Tract P correspondence
3. First Bank invitation
4. Tire marking to enforce parking rules declared unconstitutional

CONSIDERATION OF RESOLUTIONS AND ORDINANCES

Ordinance 720, Application to Sell City Property to Jeremiah and Josia Bigelow, Lots 3A and 4A Salmonberry Subdivision

DOUVILLE/BAZINET

moved to adopt Ordinance 720,
MOTION CARRIED UNANIMOUSLY BY
ROLL CALL VOTE

Resolution 19-06, Harbor Rates

MCDONALD/DOUVILLE

moved to approve Resolution 19-06, Harbor Rates.

Jon explained the fee to park on the ramps on the float plane dock. The tenants at the float plane dock should not be affected by this fee.

MOTION CARRIED UNANIMOUSLY BY
ROLL CALL VOTE

Resolution 19-07, Payment in Lieu of Health Insurance

MCDONALD/DOUVILLE

moved to approve Resolution 19-07,
Payment in Lieu of Health Insurance.
MOTION CARRIED UNANIMOUSLY BY
ROLL CALL VOTE

UNFINISHED BUSINESS

NEW BUSINESS

Consider approval, Port St. Nicholas Hatchery Operating Agreement

CREIGHTON/BAZINET

moved to approve the FY 2020 Port St.
Nicholas king salmon hatchery operating
agreement with SSRAA.
MOTION CARRIED UNANIMOUSLY

Consider approval, city contribution to Craig City School District FY2020 Budget

Dave asked about the supplemental appropriation and Jon explained that is reflective of the amount of pool and utilities utilized. Julie would like to postpone this item until the May 16th meeting. Chris Reitan, Superintendent commended the city's previous appropriations above and beyond what is required in state statute.

Consider acquisition of motor grader
DOUVILLE/BAZINET

moved to redirect funds from the Craig Aquatic Center pool basin refinishing project towards the acquisition of a motor grader and authorize appropriation from reserves in an amount sufficient to complete the purchase, provided that the combined amount of the redirection and draw from reserves does not exceed \$190,000.

Julie asked about the plan for the current motor grader and Russell explained that staff would likely put it out for bid to sell. The new motor grader would be stored at the public works compound.

MOTION CARRIED UNANIMOUSLY

ADJOURNMENT

DOUVILLE/BAZINET

moved to adjourn at 7:53 p.m.

MOTION CARRIED UNANIMOUSLY

APPROVED _____

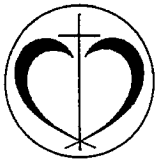
MAYOR TIMOTHY O'CONNOR

ATTEST _____
KASSI MACKIE, CITY CLERK



Southeast Senior Services

A Division of Catholic Community Service, Inc.



Helping elders in Southeast Alaska stay healthy, safe and independent

RECEIVED

MAY 03 2019

May 2, 2019

Mr. Jon Bolling
City Administrator
City of Craig
PO Box 725
Craig, AK 99921

Dear Mr. Bolling:

We want to thank the City of Craig for its generous support of our Craig/Klawock Senior Center. We are pleased to report the following services provided by our Craig/Klawock Senior Center staff in the third quarter of the Fiscal Year 2019:

- * 17 senior citizens received 689 home-delivered meals.
- * 58 senior citizens received 1,238 congregate meals.
- * 59 senior citizens received 1,548 rides.

Please contact me at (907)463-6154 or Marianne.mills@ccsjuneau.org if you would like additional information.

Sincerely,

Marianne Mills
Program Director

MM/acb



**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: May 7, 2019
RE: Reading of Correspondence: Pending Changes to SB 91

Attached is a document from the Alaska Department of Law summarizing changes that the Alaska Legislature is considering making to Senate Bill 91. The council will recall that SB 91 was adopted by a prior legislature. The legislation made significant changes to the Alaska criminal code, mostly by reducing sentencing rules and lightening restrictions on those out on pretrial release.

The legislature is considering repeal of some portions of SB 91 in response to criticism from the public and some law enforcement agencies. Because this topic has been the subject of some conversation at city council meetings since the adoption of SB 91, I have included under Reading of Correspondence the attachment so that the council has an idea of how the law might be modified.

This item is for the council's information. No council action is necessary.



DRAFT CS HB 49

- ***Eliminate Marriage as a Defense to Sexual Assault***
 - Repeals marriage as a defense to sexual assault except in cases where there is consent and the conduct is illegal due to the nature of the relationship but-for the marriage (probation officer/probationer, peace officer/person in custody, DJJ officer/person 18 or 19 an under the jurisdiction of the Division of Juvenile Justice).

- ***Sexual Abuse of a Minor in the Third Degree Sentencing***
 - Makes sexual abuse of a minor in the third degree a sexual felony when there is a *6 year age* difference, thus increasing the sentencing range from 0-2 to 2-12 years.

- ***Enticement of a Minor***
 - Deletes “online” from the crime of “online enticement of a minor” making *any* solicitation of a minor to commit sexual acts a B felony.

- ***Indecent Viewing***
 - Makes indecent viewing or production of a picture of a child and production of a picture of an adult a registerable sex offense and sentenced as a sexual felony. Conduct involving the viewing of a picture of an adult would be a class A misdemeanor.
 - Indecent Viewing involves conduct such as setting up a camera in a locker room to capture the private exposure of other people.

- ***Theft***
 - Removes inflation adjustment.

- ***Failure to Appear***
 - Removes the 30 day grace period for FTA to ensure better enforcement for defendants appearing in court for the hearings, including trial.
- ***Violating Conditions of Release***
 - Pre-SB 91:
 - Class A misdemeanor if the person violates conditions while on release for a felony.
 - Class B misdemeanor if the person violates conditions while on release for a misdemeanor.
- ***Escape***
 - Makes it a class C felony
 - for a person to tamper or remove an electronic monitoring device while under official detention for a misdemeanor; or
 - tamper or remove an electronic monitoring device or leave one's residence or other place designated by a court as a condition of release before trial.
- ***Threats***
 - Creates a generalized terroristic threatening statute to address threats of harm.
- ***Drugs***
 - ***Possession*** – First two offenses would be a class A misdemeanor subject to a sentencing range of 0-365 days. On the third offense it would be a class C felony.
 - ***Drug Distribution*** - Returns distribution of drugs to class B and A felonies from the current C and B levels and removes quantity as an element.
 - ***Methamphetamine Manufacturing and Distribution*** - Re-enacts the enhanced sentences for those who make methamphetamine around children or who engage children in the manufacture of methamphetamine.
- ***Arraignment***
 - Allows 48 hours after arrest to arraign a defendant and set bail.
- ***Presumptions For Release on Bail***
 - Removes the presumptions that are in current law which require the judge to release unless they find by clear and convincing evidence that there is no nonmonetary condition that will ensure the defendant's appearance in court

or Removes inability to pay as a reason for the court to review a bail setting; and

- Makes the risk assessment tool a factor that the judge can consider when determining bail and conditions of release.
- ***Pretrial Electronic Monitoring***
 - Prohibits a court from granting credit towards a person's sentence for time spent on electronic monitoring before trial for *certain offenses*.
- ***Probation Lengths***
 - Increases the maximum probation length for sex felonies to 25 years and 10 years for all other offenses.
- ***Caps on Sanctions for Technical Violations and Absconding***
 - Repeals the caps on the sanctions for technical violations (currently 3, 5, and 10 days for the first three violations respectively) and absconding (up to 30 days). Returns discretion to judges and the parole board to impose a sanction appropriate for the offender, the type of violation, and the underlying offense.
- ***Early Termination Of Probation And Parole***
 - Returns to a true recommendation of the probation or parole officer *instead* of a mandated recommendation after 1 or 2 years without violation.
- ***Felony sentences*** –Increases A and B felony presumptive ranges by approximately 1 year.

Felony Level	Current Law	CS HB 49
Class A	First Felony: 3-6 (20 max) Second Felony: 8-12 (20 max) Third Felony: 13-20 (20 max)	First Felony: 4-7 (20 max) Second Felony: 9-13 (20 max) Third Felony: 14-20 (20 max)
Class B	First Felony: 0-2 (10 max) Second Felony: 2-5 (10 max) Third Felony: 4-10 (10 max)	First Felony: 1-3 (10 max) Second Felony: 2-6 (10 max) Third Felony: 5-10 (10 max)
Class C	First Felony: 0-2 (5 max) Second Felony: 1-4 (5 max) Third Felony: 2-5 (5 max)	Same as current law.

- ***A Misdemeanor Sentencing***
 - Remove 30-day presumptive sentence for A misdemeanors and returns discretion to judges to impose 0-365 days. Also increases the sentencing range for B misdemeanors from 0-10 days to 0-30 days.

- ***Presumptive Sex Offense Sentencing***
 - Clarifies that *any* prior felony counts as a prior felony for presumptive sentencing purposes in sex cases. This means prior felonies, even when they are a non-sex felony, trigger an increased presumptive range for a sex offense.

- ***Driver's License after Felony DUI***
 - Allows a person to obtain a driver's license if they have been convicted of a felony DUI that was not associated with a crime against a person (vehicular assault etc.), their license has been revoked for 10 years and in the preceding 10 years the person has not committed a new criminal offense.

- ***Driving with License Suspended/Revoked/Canceled***
 - Returns DWLS to a crime.
 - Under current law it is a crime only if the person has had their license revoked due to a DUI.

- ***Out Of State Sex Offender Registration***
 - Requires anyone convicted of a registerable sex offense in another state to register in Alaska if they are present in the Alaska.

- ***Earned Compliance Credits***
 - Grants credit against a person's term of probation or parole upfront. The reduction to a person's period of probation or parole will be at 1/3 *instead* of 30 days for every 30 days the person goes without a violation. If a person violates, they will have time added back on to their period of probation or parole. This restructuring of earned compliance credits is similar to how statutory good time is awarded to prisoners in custody. Also, prohibits certain offenders from getting earned compliance credits.

- ***Parole Eligibility*** – Returns to restricting what crimes are eligible for discretionary parole. Makes the following crimes ineligible:
 - Non-sex class A felonies (Robbery 1, Assault 1, Arson 1, Escape 1, MIW 1);
 - B felonies if the person had one or more prior felony convictions;
 - C felonies if the person had two or more prior felony convictions; and
 - B and C sex felonies (Sexual Assault 2, Sexual Abuse of a Minor 2, Distribution of Child Pornography).

- ***Parole Release Presumptions***
 - Returns discretion to the parole board by eliminating a presumption of release.

- ***Parole Application***
 - Requires the person to actually apply for discretionary parole rather than forcing the parole board to have a hearing automatically.

- ***ASPIN Use At Grand Jury***
 - Allows APSIN (rap sheet) to be used at grand jury when an element of the offense requires proof of prior convictions.

- ***Increase Use of Video-Teleconferencing*** – Encourages the use of videoconferencing for all pretrial court hearings.

- ***Involuntary Commitments***
 - Requires the Alaska Court System to transmit information regarding involuntary commitments that have occurred since October 1, 1981 to the Department of Public Safety.

2018 City of Craig Water Quality Report

AK2120193

Is my water safe?

We are pleased to present this year's Annual Water Quality Report (Consumer Confidence Report) as required by the Safe Drinking Water Act (SDWA). This report is designed to provide details about where your water comes from, what it contains, and how it compares to standards set by regulatory agencies. This report is a snapshot of last year's water quality. We are committed to providing you with information because informed customers are our best allies.

Do I need to take special precautions?

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. These people should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC) guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Water Drinking Hotline (800-426-4791).

Where does my water come from?

The City of Craig gets its drinking water through a surface water intake located in the North Fork Lake. The lake is approximately nine miles east of Craig.

Source water assessment and its availability

A source water assessment for the City of Craig surface water intake was completed in 2003. Identifying the pathways most likely for surface contamination to reach water intake areas is the first step in determining the water system's risks. These are initially determined by looking at the drainage area contributing overland water flow to a surface water source intake. The entire drainage area is also known as the "drinking water protection area".

The protection area established for surface water sources by the ADEC is usually separated into three zones, limited by the watershed boundary. These zones correspond to the overland-flow distance that water travels to get to the source. The ADEC Drinking Water Protection Program's Technical Advisory Committee developed guidelines for derivation of these zones in 1998.

Definition of Zones:

Zone	Definition
A	Areas within 1000-ft of lakes or streams
B	Areas within 1-mile of lakes or streams
C	The watershed boundary

The protection area for the City of Craig includes each of these Zones.

The City of Craig is a Class A public water system that operates year round. Access to the intake is available via a restricted access gravel road. For Class A public water system assessments, six categories of drinking water contaminants were inventoried. They include:

- Bacteria and viruses
- Nitrates and/or nitrites
- Volatile organic chemicals
- Heavy metals, cyanide, and other inorganic chemicals
- Synthetic Organic Chemicals
- Other Organic Chemicals

Vulnerability of a drinking water source to contamination is a combination of two factors:

- Surface water susceptibility
- Contaminant risks

A score for the Surface Water Susceptibility of the source is reached by considering the properties of the water intake and the surrounding area. A ranking is assigned for the surface water susceptibility according to the point score:

- Susceptibility of the Surface Water Source-always considered to be “high” (30 points)
 - +
 - Adequate construction of the intake (0-5 points)
 - +
 - Runoff potential within Zone B (0-5 points)
 - +
 - Dilution capacity of the surface water (0-10 points)
 - =
 Natural Susceptibility (0-50 points)

Surface water source susceptibility according to the point score:

- 40 to 50 pts Very High
- 30 to < 40 pts High

Susceptibility of the City of Craig Water Source:

	Score	Rating
❖ Minimum Allowable Susceptibility	30	
❖ Intake construction adequate	0	
❖ Runoff potential	5	
❖ Dilution capacity	15	
• Overall susceptibility	50	Very High

Note: Though the dilution capacity of the surface water scoring criteria is (0-10), the increase susceptibility is based on two factors: River or stream discharge flow in cubic feet per second, and lake or pond Area. Flow for the North Fork Dam is < 20,000 cfs, 10 pts. Lake Area ≤ 1 square mile, 5 pts. ADEC has been contacted for further clarification.

For contaminants, risks to a drinking water source depend on the type, number or density, and distribution of the contaminant sources. The Contaminant Risk score has been derived from an examination of existing, and historical contamination sources that have been detected in the protection area through routine sampling. It also evaluates potential sources of contamination.

City of Craig Contaminant Risks:

Category:	Score	Rating
• Bacteria and viruses	30	High
• Nitrates and/or nitrites	31	High
• Volatile organic chemicals	7	Medium
• Heavy metals, cyanide, and other inorganic chemicals	7	Low
• Synthetic Organic Chemicals	0	Low
• Other Organic Chemicals	7	Low

An overall vulnerability score is assigned for each contaminant type by combining each of the contaminant risk scores with the susceptibility score.

- Susceptibility of the Surface Water Source (0-50 points)
- +
- Contaminant Risks (0-50 points)
- =

Vulnerability of the Drinking Water Source to Contamination (0-100 points)

Overall Vulnerability Ratings:

- 80 to 100 pts Very High
- 60 to < 80 pts High
- 40 to <60 pts Medium
- < 40 pts Low

City of Craig Overall Vulnerability: Note: scores are rounded off to the nearest five.

Category	Score	Rating
• Bacteria and viruses	80	Very High
• Nitrates and/or nitrites	80	Very High
• Volatile organic chemicals	55	Medium
• Heavy metals, cyanide, and other inorganic chemicals	55	Medium
• Synthetic Organic Chemicals	50	Medium
• Other Organic Chemicals	55	Medium

Bacteria and Viruses:

Coliforms are found naturally in the environment and although they aren't necessarily a health threat, they are an indicator of other potentially harmful bacteria. The contaminant risk for bacteria and viruses is "High" due to positive coliform detection in Raw Water samples. After combining the contaminant risk for bacteria and viruses with the natural susceptibility of the source, the overall vulnerability of the source to bacteria and virus contamination becomes "**very high**".

Nitrates and Nitrites:

The contaminant risk for nitrates and nitrites is "high" with the proximity of the source water to potential beaver habitat and a gravel road posing the most significant contaminant risks to this source of public drinking water. After combining the contaminant risk for nitrates and nitrites with the natural susceptibility of the source, the overall vulnerability to contamination becomes "**very high**".

Volatile Organic Chemicals:

A possible source of volatile organic chemicals in the protection area is the gravel access road. After combining the contaminant risk for Volatile Organic Chemicals with the natural susceptibility of the source, the overall vulnerability to contamination becomes **“Medium”**.

Heavy Metals, Cyanide, and Other Inorganic Chemicals:

The most common source of these chemicals is the infrastructure of the distribution system following treatment process and not from the source waters; although another possible source of these chemicals in the protection area is the gravel road. After combining the contaminant risk for Heavy Metals, Cyanide, and Other Inorganic Chemicals with the natural susceptibility of the source, the overall vulnerability to contamination becomes **“Medium”**.

Synthetic Organic Chemicals:

The contaminant risk for synthetic organic chemicals is “low”. After combining the contaminant risk for Synthetic Organic Chemicals with the natural susceptibility of the source, the overall vulnerability to contamination becomes **“Medium”**.

Other Organic Chemicals:

The contaminant risk for other organic chemicals is “low”. Gravel roads are a possible source of these chemicals. After combining the contaminant risk with the natural susceptibility of the source, the overall vulnerability to other organic chemicals of the source is **“Medium”**.

For further information regarding this source water assessment please contact the Craig Public Works Department, or the Alaska Resources Library & Information Services (ARLIS) located at 3211 Providence Drive, Room 111, Anchorage, Alaska 99508; phone number 907-272-7547. Or you may call Chris Miller at the ADEC Drinking Water Protection Program at 907-269-4791, or 907-269-7549. You may also access the public source water executive summary data at the ADEC website: <http://dec.alaska.gov/eh/dw/dwp/complete.aspx>.

Why are there contaminants in my drinking water?

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's (EPA) Safe Drinking Water Hotline (800-426-4791). The sources of drinking water (both tap water and bottled water) include rivers, lakes, streams, ponds, reservoirs, springs, and wells. As water travels over the surface of the land or through the ground, it dissolves naturally occurring minerals and, in some cases, radioactive material, and can pick up substances resulting from the presence of animals or from human activity including:

- microbial contaminants, such as viruses and bacteria, that may come from sewage treatment plants, septic systems, agricultural livestock operations, and wildlife;
- inorganic contaminants, such as salts and metals, which can be naturally occurring or result from urban stormwater runoff, industrial, or domestic wastewater discharges, oil and gas production, mining, or farming;
- pesticides and herbicides, which may come from a variety of sources such as agriculture, urban stormwater runoff, and residential uses;
- organic Chemical Contaminants, including synthetic and volatile organic chemicals, which are by-products of industrial processes and petroleum production, and can also come from gas stations, urban stormwater runoff, and septic systems;

- radioactive contaminants, which can be naturally occurring or be the result of oil and gas production and mining activities. In order to ensure that tap water is safe to drink, EPA prescribes regulations that limit the amount of certain contaminants in water provided by public water systems.

The Food and Drug Administration (FDA) regulations establish limits for contaminants in bottled water which must provide the same protection for public health.

How can I get involved?

Persons interested in the City of Craig water system can use the contact information in this report to contact us.

Waivers

ADEC has granted us a monitoring waiver for Synthetic Organic Compounds (SOC). We are not required to monitor during the waived compliance period. We will continue to apply for waiver renewal at the end of each compliance period.

Additional Information for Lead

If present, elevated levels of lead can cause serious health problems, especially for pregnant women and young children. Lead in drinking water is primarily from materials and components associated with service lines and home plumbing. City of Craig is responsible for providing high quality drinking water, but cannot control the variety of materials used in plumbing components. When your water has been sitting for several hours, you can minimize the potential for lead exposure by flushing your tap for 30 seconds to 2 minutes before using water for drinking or cooking. If you are concerned about lead in your water, you may wish to have your water tested. Information on lead in drinking water, testing methods, and steps you can take to minimize exposure is available from the Safe Drinking Water Hotline or at <http://www.epa.gov/safewater/lead>.

Water Quality Data Table

In order to ensure that tap water is safe to drink, EPA prescribes regulations which limit the amount of contaminants in water provided by public water systems. The table below lists all of the drinking water contaminants that we detected during the calendar year of this report. Although many more contaminants were tested, only those substances listed below were found in your water. All sources of drinking water contain some naturally occurring contaminants. At low levels, these substances are generally not harmful in our drinking water. Removing all contaminants would be extremely expensive, and in most cases, would not provide increased protection of public health. A few naturally occurring minerals may actually improve the taste of drinking water and have nutritional value at low levels. Unless otherwise noted, the data presented in this table is from testing done in the calendar year of the report. The EPA or the State requires us to monitor for certain contaminants less than once per year because the concentrations of these contaminants do not vary significantly from year to year, or the system is not considered vulnerable to this type of contamination. As such, some of our data, though representative, may be more than one year old. In this table you will find terms and abbreviations that might not be familiar to you. To help you better understand these terms, we have provided the definitions below the table.

Contaminants	MCLG or MRDLG	MCL, TT, or MRDL	Detect In Your Water	Range		Sample Date	Violation	Typical Source
				Low	High			
Disinfectants & Disinfection By-Products								
(There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants)								
Chlorine (as Cl ₂) (ppm)	4	4	1.01	.11	1.11	2018	No	Water additive used to control microbes
Haloacetic Acids (HAA5) (ppb)	NA	60	46.775	19	75	2018	No	By-product of drinking water chlorination
TTHMs [Total Trihalomethanes] (ppb)	NA	80	61.9	32.9	91.5	2018	No	By-product of drinking water disinfection
Total Organic Carbon (% Removal)	NA	TT	80.86	NA	NA	2018	No	Naturally present in the environment
Inorganic Contaminants								
Barium (ppm)	2	2	.00357	NA	NA	2014	No	Discharge of drilling wastes; Discharge from metal refineries; Erosion of natural deposits
Mercury [Inorganic] (ppb)	2	2	.459	NA	NA	2014	No	Erosion of natural deposits; Discharge from refineries and factories; Runoff from landfills; Runoff from cropland
Nitrate [measured as Nitrogen] (ppm)	10	10	.111	NA	NA	2018	No	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits
Radioactive Contaminants								
Radium (combined 226/228) (pCi/L)	0	5	.75	NA	NA	2014	No	Erosion of natural deposits
Contaminants	MCLG	AL	Your Water	Sample Date	# Samples Exceeding AL	Exceeds AL	Typical Source	
Inorganic Contaminants								
Copper - action level at consumer taps (ppm)	1.3	1.3	.0168	2017	0	No	Corrosion of household plumbing systems; Erosion of natural deposits	
Inorganic Contaminants								
Lead - action level at consumer taps (ppb)	0	15	.81	2017	0	No	Corrosion of household plumbing systems; Erosion of natural deposits	

Unit Descriptions	
Term	Definition
ppm	ppm: parts per million, or milligrams per liter (mg/L)
ppb	ppb: parts per billion, or micrograms per liter (µg/L)
pCi/L	pCi/L: picocuries per liter (a measure of radioactivity)
NA	NA: not applicable
ND	ND: Not detected
NR	NR: Monitoring not required, but recommended.

Important Drinking Water Definitions	
Term	Definition
MCLG	MCLG: Maximum Contaminant Level Goal: The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
MCL	MCL: Maximum Contaminant Level: The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
TT	TT: Treatment Technique: A required process intended to reduce the level of a contaminant in drinking water.
AL	AL: Action Level: The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
Variances and Exemptions	Variances and Exemptions: State or EPA permission not to meet an MCL or a treatment technique under certain conditions.
MRDLG	MRDLG: Maximum residual disinfection level goal. The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
MRDL	MRDL: Maximum residual disinfectant level. The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
MNR	MNR: Monitored Not Regulated
MPL	MPL: State Assigned Maximum Permissible Level

Though the risks to the City of Craig’s surface water source are high based on federal standards, the water from your tap is safe to drink. The treated water consistently meets drinking water quality standards. As part of our ongoing efforts to ensure high drinking water quality, the City of Craig is currently working with Alaska Rural Water Association to update the city’s Source Water Protection Plan.

For more information please contact:

Contact Name: Russell Dill
 Address: PO Box 725
 Craig, AK 99921
 Phone: 907-826-3275

**CITY OF CRAIG
RESOLUTION NO. 19-08**

SETTING THE 2019 PROPERTY TAX LEVY AT 6 MILLS

WHEREAS, the Council for the City of Craig exercises its power to assess, levy and collect a general property tax.

NOW, THEREFORE BE IT RESOLVED that the Council for the City of Craig, Alaska:

1. Sets the mill levy for 2018 at 6 mills.
2. Assessment and collection of property taxes are made subject to Section 3.04 of the Craig Municipal Code.

APPROVED this 16th day of May, 2019

MAYOR TIM O'CONNOR

ATTEST: KASSI MACKIE, CITY CLERK

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: May 7, 2019
RE: Resolution 19-08 – Setting Property Tax Mill Levy for 2019

Attached you will find Resolution 19-08. The resolution sets the mill rate at six mills for calendar year 2019.

City of Craig Municipal Code Section 3.04.070 states that the council shall establish the rate of the levy by June 15 of each year. The FY 2020 budget includes an estimate for property tax which is based on a 6 mill rate. As the council is aware from the proposed Fiscal Year 2020 budget ordinance, the six mill rate will produce approximately \$655,000 in property tax revenues in 2019. The property tax levy in Craig of 6 mills has remained unchanged for at least the last 30 years; however, adjusting the mill levy is at the discretion of the council.

Recommendation

Adopt Resolution 19-08.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: May 8, 2019
RE: Resolution 19-09 – Setting Rates for Instruction at Craig Aquatic Center

Attached you will find Resolution 19-09. The resolution sets rates for Life Guard training classes.

Craig Aquatic Center Manager Jessica Holloway recently achieved certification to teach Red Cross-sponsored lifeguard instructor training classes (known as LGIT). Apparently Jessica is the only LGIT in the State of Alaska certified by Red Cross.

There is demand from pools around the state that comply with Red Cross standards for training classes that only a LGIT can provide. Jessica is interested in setting course fees that she can distribute to pools around Alaska. Her preference is to teach classes here in Craig, although she may choose to travel to other pools from time to time to provide instruction.

The rate structure in the attached resolution has published rates for instruction in Craig and out of town. Craig rates are set lower to incentivize travel here. In addition, Jessica will propose local classes when she is contacted for training to further promote local class delivery.

Rates for most city services are set by city council resolution; therefore, council action is needed here to set rates for this new service.

Recommendation

Adopt Resolution 19-09.

**CITY OF CRAIG
RESOLUTION NO. 19-09**

SETTING RATES FOR LIFEGUARD CLASS INSTRUCTION

WHEREAS, the City of Craig owns, operates, and maintains the Craig Aquatic Center; and,

WHEREAS, Craig Aquatic Center staff earn and hold certain Red Cross lifeguarding certifications; and

WHEREAS, among the certifications held by Craig Aquatic Center Staff is one that allows staff to instruct lifeguard classes; and,

WHEREAS, demand exists around the State of Alaska for persons certified in lifeguard instruction classes to train and recertify lifeguards; and,

WHEREAS, there may be occasions when Craig Aquatic Center staff provides fee-based training for staff from other pools; and,

WHEREAS, Craig Aquatic Center rates are set by the Craig City Council.

NOW, THEREFORE BE IT RESOLVED THAT the City of Craig council approves the rates shown in Attachment A to this resolution, effective July 1, 2019.

APPROVED this 16th day of May, 2019

MAYOR TIM O'CONNOR

ATTEST: KASSI MACKIE, CITY CLERK

Resolution 19-09
Attachment A

Craig Aquatic Center Instructor Course Pricing

Cost per participant at hosting facility.*

Full LGI Course: \$325.00

Minimum of 6 participants

24 hour course

LGI Review Course: \$225.00

Minimum of 5 participants

8 Hour course

*Host facility responsible for all instructor travel, lodging, vehicle, and per diem costs.

Cost per participant attending course at Craig Aquatic Center:

Full LGI Course: \$ 225.00

Minimum of 6 participants

24 hour course

LGI Review Course: \$125.00

Minimum 5 participants

8 hour course

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: May 7, 2019
RE: Ordinance No. 721: Proposed City of Craig FY2020 Operating Budget

Attached you will find Ordinance No. 721. The ordinance is presented here for second reading.

The council's May 2 packet contains the proposed operating budget and full cover memo. Please refer to the documents from that packet for use at the council's May 16 meeting. If you need another copy of the budget and memo, please contact City Clerk Kassi Mackie. The budget document and memo detail proposed expenditures for the coming fiscal year that begins July 1, 2019.

Staff is available at any time to respond to council questions regarding the budget ordinance.

Recommendation

Approve Ordinance No. 721 at second reading.



Budget
Fiscal Year 2020

City of Craig
Fiscal Year 2020 Budget
Table of Contents

	<u>Page</u>
Administrator Memo	7
Financial Summary	17
General Fund Revenues	33
General Fund Departments	
Administration	34
Aquatic Center	38
Council	41
Emergency Medical Services	43
Facilities & Parks	46
Fire	49
Library	52
Planning	55
Police	58
Public Works	64
Recreation	61
Enterprise Fund Departments	
Cannery	87
Harbors & Ports	79
JTB. Industrial Park	84
Garbage Collection	77
Wastewater	71
Water	73
Special Revenue Funds	89

CITY OF CRAIG

ORDINANCE NO. 721

PROVIDING FOR THE ADOPTION OF THE FISCAL YEAR 2020 OPERATING BUDGET

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CRAIG:

Section 1. Classification. This ordinance is a non-code ordinance and is not of a general and permanent nature and shall not become a part of the code of the City of Craig, Alaska.

Section 2. Effective Date. This ordinance shall become effective July 1, 2019.

Section 3. Authorization and Appropriation. The appropriations identified in "Attachment A" hereto are adopted and authorized for the period of July 1, 2019 through June 30, 2020 and are the budget for that period. The Administrator may modify line item expenditures within an authorized appropriation to another line item in any amount which would not annually exceed ten (10) percent or \$10,000, whichever is more.

Section 4. Unexpended Balances. All unexpended balances lapse as of June 30, 2020.

APPROVED this _____ day of June, 2019.

MAYOR - TIM O'CONNOR

ATTEST: KASSI MACKIE - CITY CLERK

Ordinance No. 721

General Fund Revenues	\$	3,622,981	
Transfer in: Endowment Fund		175,000	
Enterprise Fund		48,825	
Hatchery Savings		56,000	
	Total		\$ 3,902,806
General Fund Expenditures			
Administration		683,985	
Aquatic Center		607,293	
Council		34,353	
EMS		202,154	
Facilities & Parks		269,442	
Fire		39,593	
Library		130,361	
Planning		71,019	
Police		1,022,588	
Public Works		346,012	
Recreation		110,005	
Pt. St. Nick Hatchery		56,000	
	Total Expenditures		3,572,806
Operating Transfer Out			
Reserve Fund		30,000	
School Financing		300,000	
	Total		330,000
Total General Fund Expenditures & Transfers			3,902,806
Excess of Revenues/Transfers over Expenditures			<u>\$ 0</u>
Enterprise Fund Revenues			
Cannery		7,000	
Harbor		270,500	
JTB Industrial Park		416,589	
Garbage		315,000	
Wastewater		290,000	
Water		317,476	
	Total		\$ 1,616,565
Transfer In From Endowment		205,000	
		101,652	\$ 306,652
Enterprise Fund Expenses			
Cannery		7,000	
Harbor		415,776	
JTB Industrial Park		233,036	
Garbage		302,138	
Wastewater		292,340	
Water		525,102	
	Total		1,775,393
Operating Transfer Out			
Reserve Fund		99,000	
General Fund		48,825	147,825
Excess of Revenue/Transfers over Expenditures			<u>\$ (0)</u>

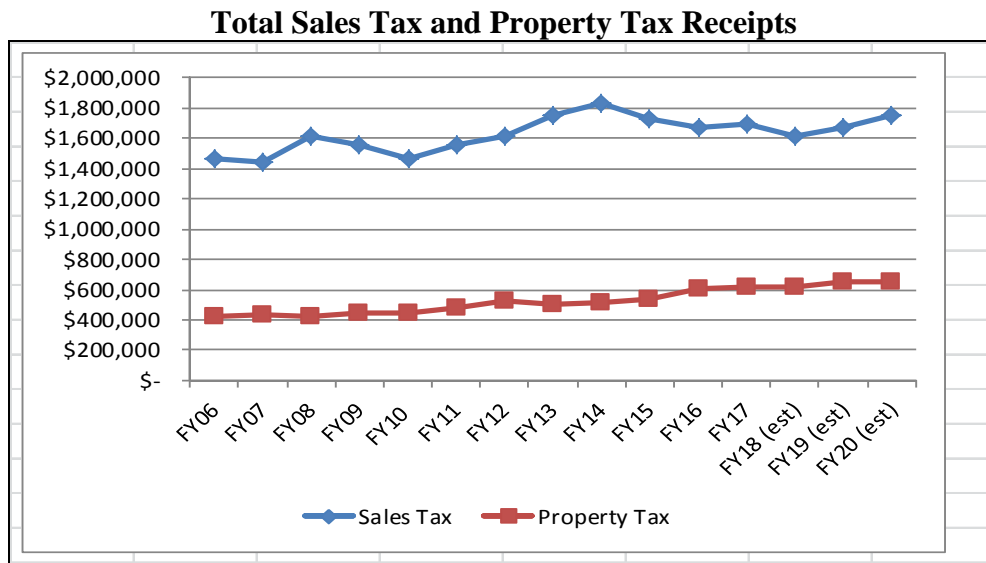
CITY OF CRAIG MEMORANDUM

To: Craig City Council
From: Jon Bolling, City Administrator
Date: April 26, 2019
RE: Proposed FY 2020 City of Craig Operating Budget

Attached you will find Ordinance No 721. The ordinance adopts the proposed City of Craig operating budget for FY 2020. A summary of the budget is provided below.

A. Revenues

The table below shows past actual and next fiscal year's estimated receipts.



Sales Tax

As the council is aware, sales tax revenues make up the bulk of locally generated tax receipts. The estimated amount of sales tax receipts is one of the variables in the budget that staff must pay close attention to when planning the coming year's budget. The sales tax numbers shown in each year in the above graph is the sum of general sales tax, liquor sales tax, and bed tax receipts.

The city has seen variable, but mostly declining, sales tax revenues since FY 2014. For the purposes of budgeting, staff has consistently assumed either no increase or a slight drop in sales tax receipts each year, based upon actual receipts from prior year(s). For FY 2020 projected sales tax receipts are approximately 3.0% higher than the current year for three reasons.

1. Actual Receipts. After accounting for bed tax revenues, general sales tax receipts are about six percent ahead of the prior year through December 31, 2018.
2. Bed Tax Receipts. The current fiscal year is the first full year for receipts from the transient room tax, more commonly known as the bed tax. Staff anticipates \$30,000 in revenue from this source.
3. Online Retail Remittances. Some online retailers, including Amazon, are collecting city sales tax on some transactions. This revenue is essentially new revenue for Craig in that these sales were in past years not taxed.

Staff is told that the Silver Bay Seafoods plant will operate at least part of the commercial seine season in 2019, an economic plus for the community if that comes to pass. Commercial and sport fishing for king salmon is again severely restricted in inside waters throughout Southeast Alaska this season, making it more likely that fishermen will travel to the west coast of POW Island to catch kings. On a related note, Alaska Department of Fish and Game staff report that hatchery released king salmon have made up a disproportionately high amount of returning kings during the winter king fishery, a trend that could favor our area during the spring and summer troll seasons. Average monthly wages and employment for the POW census area are up from last year.

Property Tax

I expect a very slight increase in property tax receipts for the coming fiscal year. Property tax receipts have climbed more than \$200,000 in the past ten years due to new construction and property value appreciation. The property tax rate of six mills has not changed in more than twenty five years. The city council can expect the city's real property values to continue to increase over the next several years, based on market trends and new construction. As a reminder to the council, the city does not set property values in Craig; that work is completed by the city's contract assessor, who sets values based upon sales of property in the community. The city council does set the mill rate each year, per Alaska Statutes.

Other Local Tax Revenues

As the council will recall, the city council approved a ballot measure to put before the voters a proposed increase in the local sales tax rate by one percentage point, with the additional funds to go toward meeting costs to operate and maintain the Craig Aquatic Center. That measure will go to the voters at the October 2019 municipal election. Staff added zero dollars to anticipated sales tax receipts in the attached budget, as the outcome of the election is unknown until October.

As to the city's ten percent sales tax on marijuana, staff added zero dollars to its anticipated revenues from this source. While one local merchant is apparently near to getting final approval to operate a marijuana retail store in Craig, the actual opening date of the store is unknown. Until a marijuana retail store opens in Craig, staff will not include revenue from this source in its budgeting.

Taken together, staff estimates that all sales tax and property tax revenues for FY 2020 will amount to \$2.4 million, or about 67 percent of all expected non-grant, operating revenues for the coming year.

Other Sources

The city typically receives a substantial amount of transfer payments from the US Government and the State of Alaska each year. The projected amount of state payments for FY 2020 is \$467,519. The bulk of this is from one program: Payment in Lieu of Taxes (PILT). Senator Murkowski recently posted a news release announcing the reauthorization of the program at prior funding levels, meaning that Craig is likely to receive about \$289,000.

Raw fish tax and municipal revenue sharing account for most of the balance of this income source. As the committee will recall, raw fish tax revenue is highly variable from year to year. Staff does project an increase in raw fish tax for the coming year to around \$80,000. Any amount received beyond what is budgeted is assigned, per past council direction, to the Equipment Replacement and Harbor Reserve funds.

State revenue sharing for the coming year is likely to match the current year, but we should expect that revenue source to decrease over the next few years, possibly down to zero, depending on revenue to the State of Alaska.

As to public safety revenues, it appears that neither the governor nor legislature will propose reductions to the community jail program, or to Division of Motor Vehicles commissions. In the current fiscal year those two services account for more than \$417,000 of revenue. Other service contracts and police fines are expected to result in about \$70,000 of revenue.

The FY2020 budget includes \$18,000 in revenues from the Port St. Nicholas Road maintenance fee. That figure is an estimate, based on receipt of \$100 per lot.

B. Expenditures

The FY2020 General Fund budget anticipates expenditures virtually equal to the current fiscal year budget. Some notable differences between the current and proposed fiscal year budgets are listed below.

- **Aquatic Center.** The department would reduce its hours for part time employees by 1,000 hours in favor of adding a fourth full time employee. This approach does not increase wages but does add about \$20,000 in benefit costs. Changing the staffing structure will provide Aquatic Center Manager Jessica Holloway with a full time staff person that she can schedule in, rather than attempting to recruit and train several part time employees. Finding the quantity of part time employees has been a challenge, and the training for each new employee is time consuming. Jessica already works hours far beyond what we can reasonably expect. Her average time at work for any given two week (80 hour) pay period over the past 18 months is more than 100 hours, and not infrequently at seven days per week. I support this change in staffing in that it could reduce time spent training new employees, and relies on fewer individuals to be hired and managed. Incidentally, the pool used to be staff at four full time employees. That number was reduced by one position more than five years ago.
- **Craig Police Department.** The department is in need of two substantial capital additions: a new server, estimated to cost \$30,000; and a replacement patrol vehicle, estimated at \$15,000 (assuming that it can be purchased as surplus from another government agency).
- **EMS.** Added a second full time EMT Coordinator to meet on call, ambulance cleaning and restocking, and paperwork demands.

I have some ambivalence about adding to full time positions. Even so, the need is apparent for aquatic center staffing, and the new position there is made possible in part from the reduction of many hours of part time staff. The Craig Budget Committee asked staff to include the second full time position at EMS to try to address the need to ensure

24-hour EMS coverage in Craig. In both cases, these positions can always be returned to part time in the future under subsequent employee attrition, budgets, or as budget and/or operational needs change.

Cost of Living Adjustment

The proposed FY20 operating budget includes no cost of living adjustment for city employees. Each 1% COLA increase would add about \$20,300 to payroll costs.

Health Insurance Costs

The initial input from the city's employee health insurance broker is that the city will see no increase in the cost of this benefit in FY 2020. Every ten percent increase in premium cost equals about \$50,000 of additional cost to the city.

Two years ago the council adopted a policy to pay employees who recently had taken the employee health care benefit about half of the cost of that benefit as a cash payment at each payroll if the employee chose not to enroll in the health care plan. The thought behind this policy was to reduce the benefit cost to the city for an employee that would have taken the health insurance benefit. Several employees elected to receive the payment in lieu of health insurance. Assuming that those employees would have taken the health insurance benefit if not for the in-lieu payment, the city spent tens of thousands of dollars less on the healthcare benefit as a result of the in-lieu payment program. I would like to offer the program again for FY 2020, although the qualifying language will need to be revisited by the council, and set by resolution.

School Support

As the committee is well aware, the city had, until the current fiscal year, added increasing general fund dollars to the annual budget in an attempt to have its general fund contribution to the school reach the \$550,660 cash payment made to the school district each year. We had reached an annual contribution of \$350,000 by FY2016, but scaled that contribution back in FY17 and FY18 to meet other demands. The city continued to pay the district \$550,660 each year, using a combination of funds from the federal Secure Rural Schools program, city general fund dollars, and using funds drawn from the school cash reserve fund that the city had built up over several prior years. The school district will request \$550,660 in cash payment for school support in FY2020. The proposed city General Fund contribution to the district in the FY2020 budget is set at \$300,000. Staff will use the next Secure Rural Schools payment to meet part of the \$550,660 payment, with the \$250,666 balance coming out of our school reserve fund. A summary of the balance of that fund, and others, is shown in Section F, below.

The city's state-mandated minimum contribution to the school district is about \$412,931 in the current fiscal year. As noted above the city provides the district \$550,660 in cash, and also provides a number of in-kind contributions. The current statutory funding cap for school support for Craig is about \$1.66 million.

C. Proposed Rate Changes

A summary of proposed changes to rates for services is provided below. Rate changes for water, sewer, and solid waste collection will be considered by the council in an

ordinance separate from the budget ordinance. Rates for all other departments will be set by resolution.

Water rates

Staff proposes a three percent increase in water rates for FY2020.

As the council will recall the city engaged the Alaska Department of Commerce, Community, and Economic Development to produce a rate study for the city's water, wastewater, and solid waste collection departments. On March 23, 2018 staff received a revised rate study for the city's water department. Among the study's recommendations is one that calls for annual rate increases for FY19-FY2022, ranging between two percent and four percent per year. This recommendation is consistent with the Craig Budget Committee's own long-standing policy of adjusting rates and expenses at the water department so that revenues and expenditures match. Even with the proposed increase to water rates, its expenses will still exceed revenues by about \$68,000, assuming that the council approves use of Endowment Fund earnings to finance the cost of a new soda ash machine for the water plant.

Solid Waste Collection Rates

As it has done on occasion in the past, public works recently began a process to weigh truckloads of the contents from dumpsters and cans in order to identify the common weights from each container type. This effort is a means to collect container weight data to fairly set rates for solid waste collection and disposal. Staff will reserve any recommended action on rate changes for solid waste collection until it has reviewed the container weight data.

Aquatic Center Rates

The council increased pool rates a year ago. No broad rate changes are proposed for the coming year. However staff would like the Budget Committee to consider changes to the rate for pool rental paid by the Craig Waverunners Swim Club.

The current lap pool rental rate is \$75.00/hour. The city's longstanding agreement with the club amounts to a rental rate of about \$7.00 per hour. While I would expect the club would pay less than the set \$75.00 per hour rental fee given its frequent use of the pool and its contribution to youth sports on POW, I think a 90% discount on the established rental rate is more than the city should continue to agree to. The rate could be tied to some set cost formula, such as lifeguard cost and operational and maintenance costs, or simply set as some fractional amount of the current rental rate.

The council should take note here that in some years, the club's contributions to the aquatic center have been remarkable. Those contributions include a new timing clock, inflatable pool toy, starting blocks, lap swimming equipment, and materials to rebuild the water slide platform. Currently the club is pursuing grant funding to offset part of the swim coach's wage and benefit costs.

Those years when the club's contributions to the facility are substantial, there is merit in the city's recognizing those contributions rather than increasing the rental rate. Other

years a higher rental rate is justified. Some input from the city council on a typical rental rate for the club would be useful to staff as it works to set the club's rental rate each year.

D. Staffing Levels

In addition to the staffing changes described on page 3, the proposed budget includes other changes to staff levels. The Recreation Department requested an additional one quarter time position to better staff the recreation center and some weekend events. EMS receives an additional quarter time position to meet on call, ambulance cleaning and restocking, and paperwork demands. The budget also includes an additional one-eighth time position to assist with library staffing and programs.

E. Long-Term Finances

Long-Term Debt

The city currently holds the following long-term debt.

<u>Debt Class</u>	<u>Balance*</u>	<u>Annual Payments*</u>
Aquatic Center Bonds	\$1,635,000	\$136,500
Wastewater Treatment Plant	\$ 59,110	\$ 59,110
Water System Improvements	\$ 327,186	\$ 25,196
Total	\$2,021,296	\$220,806

* Approximate

Reserve and Operating Funds

The list below provides some information for each fund.

<u>Fund Name</u>	<u>Source of Funds</u>	<u>Balance*</u>
1. Craig Endowment	One-time revenues	\$ 10,814,644
2. School Support	Federal & City funds	\$ 3,025,961
3. Certificates of Deposit	Retained earnings	\$ 2,000,000
4. City General Fund	Multiple sources	\$ 1,592,625
5. Capital/Harbor/Equip. Res.	Various Sources	\$ 593,883
6. Land Development	Sale of city property	\$ 567,676
7. Clinic Maintenance	Lease payments	\$ 42,804
8. Police Drug	Court awarded	\$ 18,774
9. Halibut Quota	General Fund	\$ 15,500
10. Bond Sinking Fund	General Fund	\$ 14,993
11. Memorial Park	Hilton Foundation	\$ 7,697

*Approximate as of March 31, 2018

The budget includes adding about \$110,000 to existing reserve accounts from the water, solid waste, and industrial park budgets. The industrial park budget also includes a \$62,146 transfer to the harbor department to balance revenues/expenses in that department.

F. Endowment Fund Earnings

Each year the city may spend up to four percent of the five-year average market value of the Craig Endowment Fund. For FY2020, that four percent amounts to approximately \$381,000. The earnings are typically used to pay the cost of debt service on the pool each year, and the remaining amount for capital improvements across the city. The FY2019 debt service payment for the pool is approximately \$136,000, leaving a balance

of about \$245,000. With input from the Budget Committee, the FY2020 budget includes following use of the remaining funding.

1. <u>Network server computer at Craig PD</u>	\$ 25,000
The network server at the police department is in need of replacement. This equipment is critical to the functioning of much of the activity at Craig PD, including storing audio and video files, and other important files. The cost to replace is high, but not inconsistent with similar server replacement costs.	
2. <u>Replacement Patrol Vehicle at Craig PD</u>	\$ 15,000
The city hopes to acquire a surplus vehicle from a state or federal law enforcement agency.	
3. <u>Soda Ash Machine at Water Treatment Plant</u>	\$ 50,000
The existing soda ash machine at the water plant is the original model, installed 25 years ago. Replacement parts are difficult to find, and the importance of the machine to the water treatment process merits purchase of a new unit.	
4. <u>Design Work at Water Treatment Plant</u>	\$ 75,000
The city's Water System Master Plan recommends installing equipment to boost the output of the water treatment plant. The additional treatment capacity is needed during summer months to meet the demand on the city's water system. Engineers recommend focusing on production capacity rather than storage due to the risk of high levels of disinfection byproducts that result from storage of treated water. Staff is told that there are at least three modifications needed to the treatment plant that if made would significantly increase the production capacity of the plant. The funding proposed here would be used to design those improvements, although the amount is probably less than is needed to complete design work.	
5. <u>Needs Assessment at Harbor Department</u>	\$ 80,000
The budget committee expressed an interest in having a needs assessment written that describes needed maintenance and construction projects at the city's harbors. The assessment would detail specific tasks to complete compiled in a planning document, much like the city's water and wastewater master plans. The projects listed in the document likely include estimated completion costs. The information would prove useful during budgeting and grant application processes to show public need for specific tasks.	
Total	\$245,000

G. Summary

As I have stated in years past, department managers in the city's enterprise and general fund departments have done good work in controlling their expenditures. They understand the demands placed on the city's General Fund and Enterprise Fund revenues

and responded productively again this year when I asked them to limit their expenditures from the current fiscal year. It is a pleasure to work with them.

As I have noted in past cover memos for the budget ordinance, thanks to thoughtful actions taken by city councils in Craig over the past 20+ years, pertaining to building capital projects and efforts to build savings, the city is in good financial condition. With lean financial times upon us now and likely for the next few years due to declining or flat transfer payments from the State of Alaska and US Government, the city's good financial position will make dealing with reduced revenues easier. Even so, we should continue to anticipate challenging financial circumstances for our community for the near term.

For the longer term, there is reason for optimism, as noted below. I reported on some of the items below to the budget committee a year ago, with updates to this year's outlook:

- One local seafood buyer operated his new seafood processing and buying station in 2018, and plans are in place to continue operations in 2019. The presence of the new building may enable the purchase of long line fish in Craig in volumes greater than has been the practice in past years. Another local seafood buyer told me recently in a telephone conversation that his company plans to increase the amount of seafood moving across the dock in Craig during 2019.
- The release of eight million chum salmon fry at Port Asumcion beginning in 2018 will result, two years from now, is the start of an annual return of adult chum to the bay, with an ensuing commercial fishery. The annual release climbed to 20 million this year, and is projected to stay at 20 million.
- SSRAA released some 220,000 king salmon into Port St. Nicholas this year, in addition to the approximately 100,000 released by the city. So long as the Alaska Department of Fish and Game imposes strict restrictions on king salmon fishing in the inside waters of Southeast Alaska, the Craig area may see an elevated release of king salmon for several years, as well as fishing effort by boats based in other parts of Southeast. Port St. Nicholas is approved for a maximum release of around 700,000 king smolts per year, so it is possible that the local release could more than double, although there are no set plans in place to release more than the approximately 320,000 set for 2019. Even so, the additional released chinook will benefit local gear groups in the coming years.
- Despite uncertainty surrounding the king salmon and halibut bag limits, the local charter fishing businesses I spoke with recently all report they are largely full for the 2019 season.
- With the completion of the Alaska Mental Health Trust land exchange with the US Forest Service, the Viking Lumber Mill appears to be poised for an additional 3-5 years of timber supply. I expect that the various small mill operators on POW will benefit from the timber volume made available from timber sales, which also benefits Craig.
- The proposed kelp/oyster mariculture site at Doyle Bay near Craig recently received approval for its 100+ acre tideland lease. I continue to work with the principal contact for the project to keep track of the permitting and other details.

- The small gold mine that recently reopened in Hollis installed a mill facility in December 2018, adding another six or so jobs to the local economy, along with increased business spending on POW. The Calder Bay limestone site also continues to operate regularly and has a 25+-year production outlook.

Staff is prepared to address questions from the council regarding the proposed FY 2019 budget.

Recommendation

Adopt Ordinance No. 721 at first reading.



Financial Summary Fiscal Year 2020

May 2019

City of Craig
 FY2020 Budget
 General Fund Revenue & Expenditure Summary

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget		
Total General Fund Revenue	\$ 3,778,739	\$ 3,561,995	\$ 3,295,338	\$ 3,479,354	3,622,981		
				\$ 2,180			
Expenditures							
Administration	662,177	702,951	698,943	676,724	683,985	685,089	1,104
Aquatic Center	478,464	441,795	512,753	661,056	607,293	605,510	(1,783)
Council	130,419	133,203	82,419	57,331	34,353	34,353	0
EMS	228,329	326,051	215,282	189,326	202,154	202,154	0
Facilities & Parks	464,770	286,009	228,476	288,881	269,442	269,497	55
Fire	28,278	14,823	19,190	34,406	39,593	39,593	0
Library	113,835	108,626	127,118	137,549	130,361	131,066	705
Planning	90,047	99,015	74,499	69,151	71,019	71,019	0
Police	1,022,184	937,360	932,464	967,739	1,022,588	1,022,134	(454)
Public Works	306,686	326,792	306,390	336,295	346,012	345,264	(748)
Recreation	91,107	99,356	95,727	96,695	110,004	108,802	(1,202)
Pt. StNick Hatchery					56,000		
Total Expenditures	3,616,297	3,475,981	3,293,261	3,515,154	3,572,806		
Net Revenues over Expenditures	\$ 162,442	\$ 86,014	\$ 2,077	\$ (35,800)	50,175		
Transfers In to General Fund							
Transfer Enterprise Fund - Bal. Budget	226,026	241,011	303,824	210,622	48,825		
National Forest Receipts Road Funds		10,000	10,000	10,000	0		
Gaming/Derby Funds for Hatchery			57,210		56,000		
Endowment Fund Transfer to Gen Fund	135,000	178,280	370,650	233,000	175,000		
Reserve Fund Transfer In/our			28,481		0		
From PY reserves	50,000						
General Fund Services to Enterprise Fund	132,340	156,718	130,519	185,256	192,804		
Total Transfers	185,000	188,280	466,341	243,000	472,629		
Transfer Enterprise Fund - Bal. Budget	(165,409)	(244,255)	(111,187)	187,252			
To School Financing	(100,000)		(168,000)	(250,000)	(300,000)		
From Endowment To Capital Fund		(186,000)	(270,050)	20,000			
Transfer to Equipment Reserve					(30,000)		
Transfer to Enterprise Fund for GF Services	46,131	6,738	31,175	(217,387)	(192,804)		
Total transfers Out					(522,804)		
Total transfers					(50,175)		
Total Budget Revenue over Expenditures & Transfers	347,442.0	274,294.0	468,418.0	207,200.0	0		

Enterprise Fund Revenue & Expenses Recap

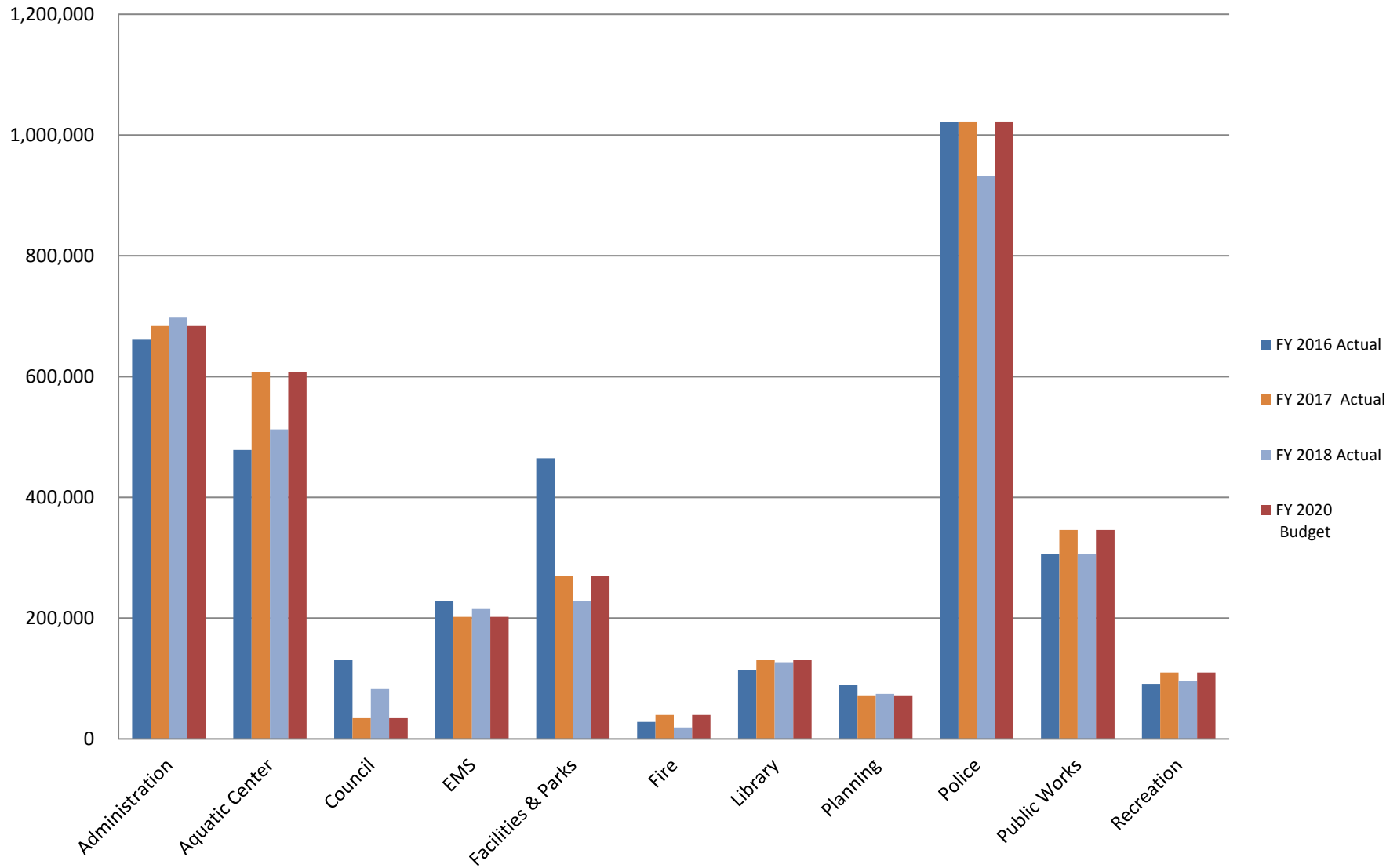
	FY 2016	FY 2017	FY 2018 Budget	FY 2019 Adopted Budget	FY 2020 Budget
Total Operating Revenue					
Cannery	3,505	8,884	8,105	7,000	7,000
Harbor	205,070	250,590	248,626	258,500	270,500
JTB Industrial Park	470,873	465,328	453,626	413,023	416,589
Garbage	304,171	298,369	278,407	311,970	315,000
Wastewater	269,006	263,835	353,220	290,000	290,000
Water	2,743	3,384	21,271	307,300	317,476
Total Revenue	1,255,368	1,290,390	1,363,255	1,587,793	1,616,565
Total Operating Expenses					
Cannery	4,124	1,713	2,700	6,881	7,000
Harbor	205,070	250,590	248,626	258,500	415,776
JTB Industrial Park	270,500	287,282	275,548	216,897	233,036
Garbage	304,171	298,369	278,407	311,970	302,138
Wastewater	226,026	241,011	303,824	210,622	292,340
Water	410,886	455,680	365,337	395,671	525,102
Total Expenditures	1,420,777	1,534,645	1,474,442	1,400,542	1,775,393
Net Revenues over Expenses					
Cannery	(619)	7,171	5,405	119	0
Harbor	0	0	0	0	(145,276)
JTB Industrial Park	200,373	178,046	178,078	196,126	183,553
Garbage	0	0	0	0	12,862
Wastewater	42,980	22,824	49,396	79,378	(2,340)
Water	(408,143)	(452,296)	(344,066)	(88,371)	(207,626)
Total	\$ (165,409)	\$ (244,255)	\$ (111,187)	\$ 187,252	\$ (158,828)
Transfer from Endowment Fund					
Water					125,000
Harbor					80,000
Total from Endowment Fund					205,000
Transfer to Reserve					
JTB Industrial Park					44,000
Garbage					25,000
Water					30,000
Total Transfer to Reserve					99,000
Transfers withing Enterprise Fund					
Cannery			0		-
Harbor	16,101	(4,460)	3,165	(46,417)	65,276
JTB Industrial Park	15,707	2,846	1,150	(22,782)	(90,728)
Garbage	4,709	1,538	1,784	(62,215)	12,138
Wastewater	6,871	3,430	3,805	(36,333)	2,340
Water	2,743	3,384	21,271	(49,640)	112,626
Total	46,131	6,738	31,175	(217,387)	101,652
Net Change in Cash					
Cannery	(619)	7,171	5,405	119	-
Harbor	-	16,101	(4,460)	3,165	0
JTB Industrial Park	200,373	193,753	180,924	197,276	48,825
Garbage	-	4,709	1,538	1,784	0
Wastewater	42,980	29,695	52,826	83,183	0
Water	(408,143)	(449,553)	(340,682)	(67,100)	0
Total Net Change in Cash	(165,409)	(198,124)	(104,449)	218,427	\$ 48,825
Transfer to General Fund				\$	(48,825)

City of Craig
 FY2020 Revised Budget
 Transfers

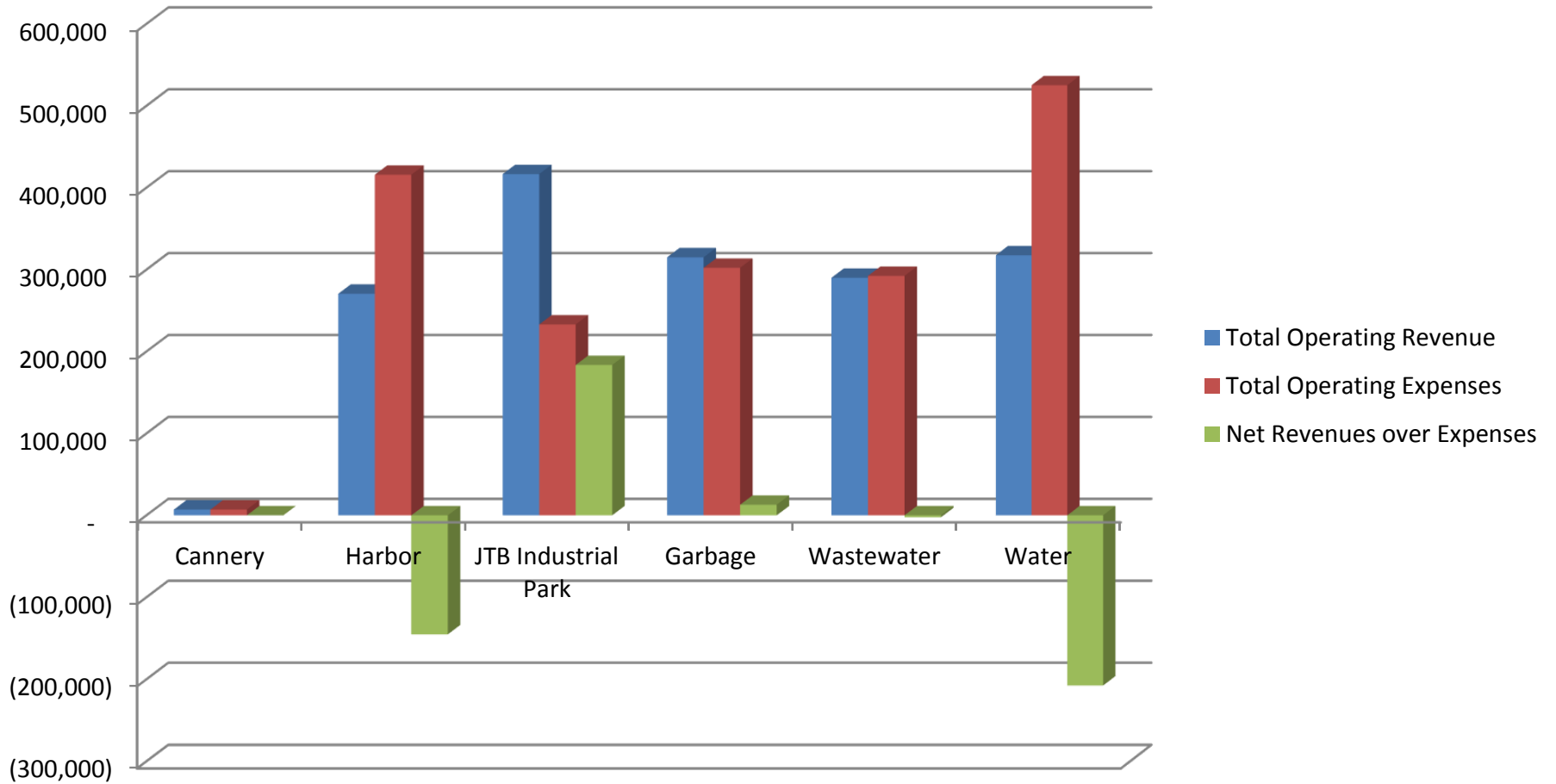
	General Fund	Enterprise Fund	Endowment Fund	Equipment Capital Fund	Hatchery Savings	School Reserve
Transfer Enterprise Fund - Bal. Budget	48,825	(48,825)				
National Forest Receipts Road Funds						
Pt St Nick Hatchery						
Gaming/Derby Funds for Hatchery	56,000				(56,000)	
Endowment Fund Gen Fund Pool	135,000		(135,000)			
Endowment Fund to Gen Fund Police	40,000		(40,000)			
To School Financing	(300,000)					300,000
Transfer to Equipment Reserve (Public Work)	(30,000)			30,000		
Transfer to Equipment Reserve (Garbage)		25,000		25,000		
Endowment Fund Enterprise Water		50,000	(50,000)			
Endowment Fund Enterprise Water		75,000	(75,000)			
Enterprise Fund to Reserve JTB		(44,000)		44,000		
Endowment Fund Enterprise harbor		80,000	(80,000)			
From PY reserves						
	(50,175)	137,175	(380,000)	99,000	(56,000)	300,000
		4% earnings	381,166			

Enterprises Fund Transfers	JTB Dept	Harbor Dept	Water Dept	Wastewater	Garbage
JTB Dept. to Water Dept.	(31,712)		31,712		
JTB Dept.to Harbor Dept.	(62,146)	62,146			
Wastewater to Water			10,164	(10,164)	
Garbage to Water			27,146		(27,146)
	(93,858)	62,146	69,022	(10,164)	(27,146)

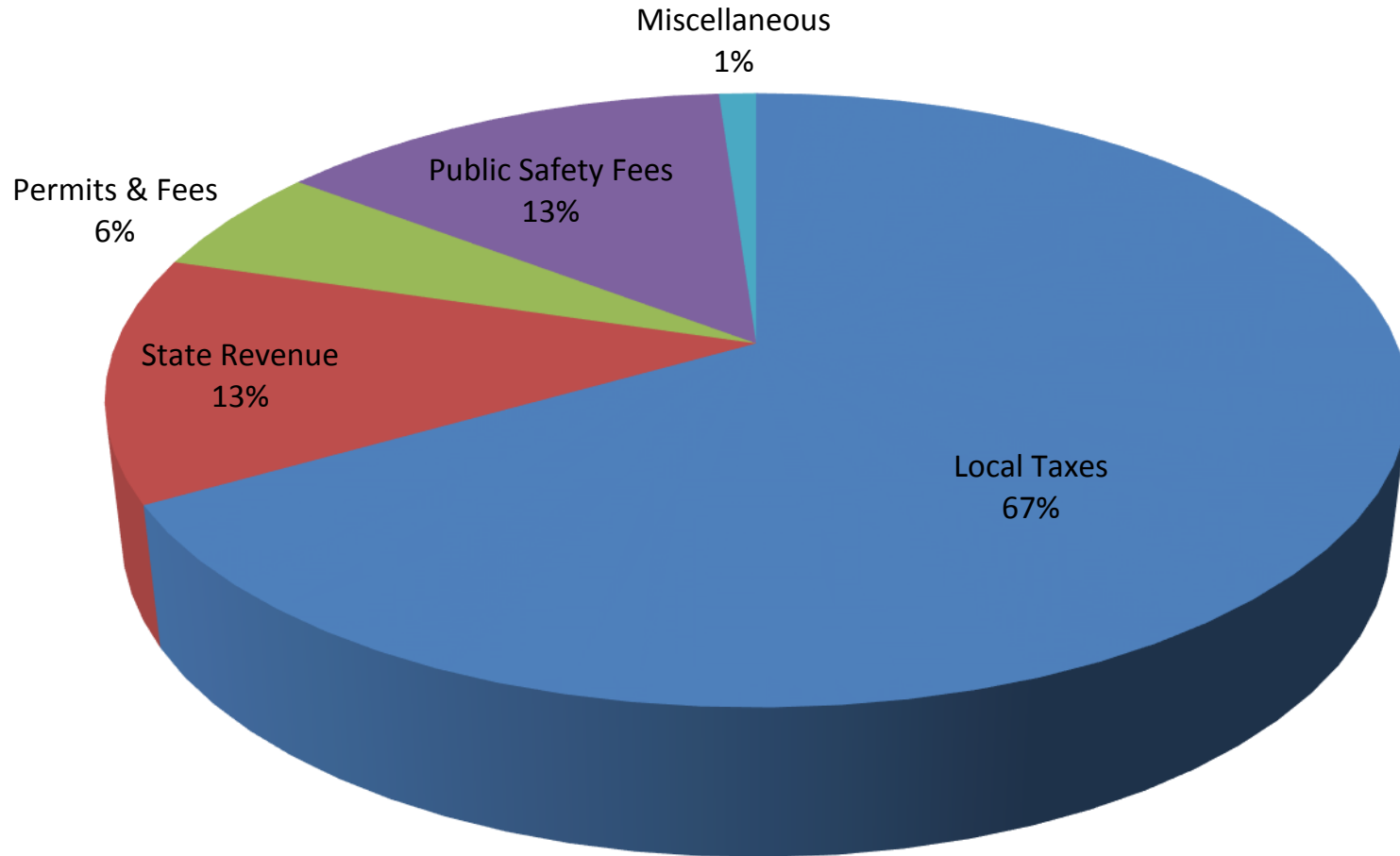
General Fund Expenditures



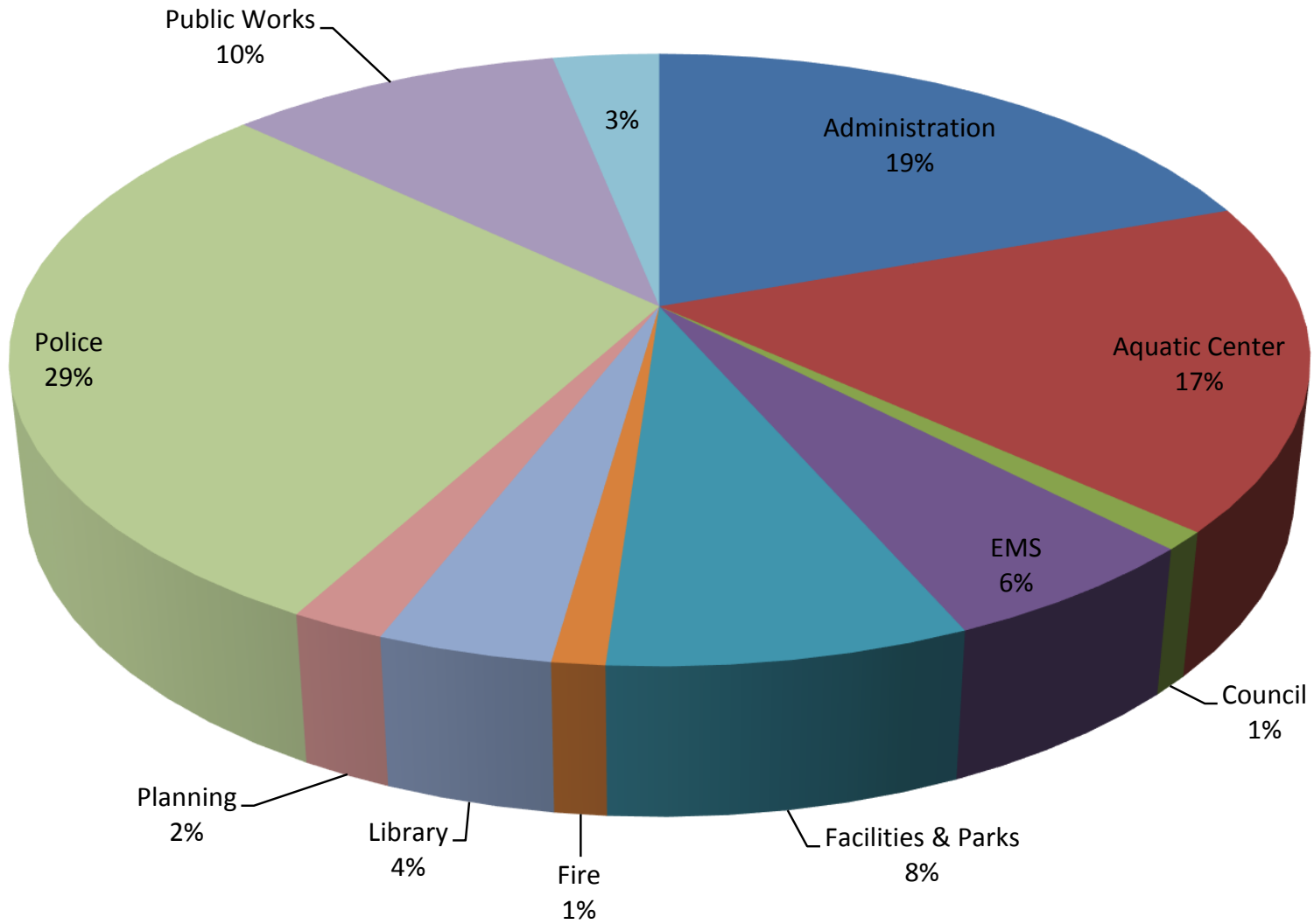
Enterprise Fund



General Fund Revenue



General Fund Total Expenditures



City of Craig Summary - FY 2020

	GF FY 2020	GF FY 2019	GF Incr(Decr)	EF FY 2020	EF FY 2019	EF Incr(Decr)	FY 2020 Total	FY 2019 Total	FY 2020 Incr(Decr)	% Change
Salary	451,621	510,463	(58,842)	98,220	98,556	(336)	549,841	609,019	(59,178)	-10.76%
Hourly Wages	1,065,115	969,767	95,348	341,242	347,814	(6,572)	1,406,357	1,317,581	88,776	6.31%
Overtime Wages	34,499	33,579	920	11,163	10,918	245	45,662	44,497	1,165	2.55%
On-call Wages	17,400	17,400	0	13,280	13,280	0	30,680	30,680	0	0.00%
Total Wages	1,568,635	1,531,209	37,426	463,905	470,568	(6,663)	2,032,540	2,001,777	30,763	1.51%
FICA	99,033	95,796	3,237	28,761	29,174	(413)	127,793	124,970	2,823	2.21%
Medicare	23,167	22,405	762	6,726	6,823	(97)	29,893	29,228	665	2.23%
Workers' Comp	41,574	54,735	(13,161)	12,760	17,429	(4,669)	54,334	72,164	(17,830)	-32.82%
PERS (DB & DC)	327,362	306,539	20,823	92,794	94,231	(1,437)	420,156	400,770	19,386	4.61%
Medical Insurance	346,724	386,843	(40,119)	108,795	117,166	(8,371)	455,518	504,009	(48,491)	-10.65%
HRA	78,128	86,680	(8,553)	20,928	19,855	1,073	99,055	106,535	(7,480)	-7.55%
Other Benefits	6,499	5,355	1,144	1,966	2,045	(79)	8,465	7,400	1,065	12.58%
Total Benefits	922,485	958,353	(35,868)	272,730	286,723	(13,993)	1,195,215	1,245,076	(49,861)	-4.17%
GRAND TOTAL	2,491,120	2,489,562	1,558	736,635	757,291	(20,656)	3,227,755	3,246,853	(19,098)	-0.59%

Enterprise Fund Summary - FY 2020

Wages & Benefits

	Wastewater	Water	Garbage	Harbor	JTB Park	TOTAL
Salary	18,250	10,950	4,380	43,309	21,331	98,220
Hourly Wages	56,878	119,290	33,403	71,072	60,599	341,242
Overtime Wages	770	1,628	113	5,257	3,395	11,163
On-call Wages	40	40	0	9,900	3,300	13,280
Total Wages	75,938	131,908	37,896	129,538	88,625	463,905
FICA	4,706	8,179	2,350	8,031	5,495	28,761
Medicare	1,101	1,913	549	1,878	1,285	6,726
Workers' Comp	1,673	3,000	1,656	4,042	2,389	12,760
PERS (DB & DC)	16,698	29,023	8,337	25,503	13,232	92,794
Medical Insurance	19,882	25,781	20,037	29,907	13,188	108,795
HRA	4,400	4,400	3,465	5,803	2,860	20,928
Other Benefits	428	369	214	531	424	1,966
Total Benefits	48,888	72,665	36,608	75,695	38,874	272,730
GRAND TOTAL	124,826	204,573	74,504	205,233	127,499	736,635
GRAND TOTAL FY19	118,488	222,241	77,791	213,704	127,817	760,041
Change	6,338	(17,668)	(3,287)	(8,471)	(318)	(23,406)

City of Craig
Debt Payment
FY 2020

Long Term Government Debt		July 1, 2019 Balance	Principal Payment	Interest	Total	Date Due	Revenue Source	Department Budget
Aquatic Center Bonds	Bank of New York	1,635,000.00	65,000.00	36,593.75	101,593.75	10/1/2019	Endowment Fund	Aquatic Center
				35,293.75	35,293.75	4/1/2020		
					136,887.50			
Enterprise Fund								
WasteWater Plant	St of AK DEC	59,110.00	59,110.00	886.00	59,996.00	8/10/2019	Sewer Revenue	Sewer
Water Line Improvements	St of AK DEC	106,871.48	7,028.36	1,708.50	8,736.86	8/1/2019	Water Revenue	Water
Water Main Loan 265081	St of AK DEC	220,314.26	12959.66	3499.11	16,458.77	8/1/2019	Water Revenue	Water
				6,093.61				
	Total All Debt	2,021,295.74	144,098.02	77,981.11	222,079.13			

City of Craig
 FY 2020 Budget
 Endowment Market Value

FY 2014		FY 2017		FY 2020	
Dec 31, 2008	6,116,872	Dec 31, 2011	7,818,728	Dec 31, 2014	9,241,595
Dec 31, 2009	7,191,057	Dec 31, 2012	8,698,143	Dec 31, 2015	9,161,882
Dec 31, 2010	7,795,988	Dec 31, 2013	9,864,595	December 31, 2016	9,360,777
Dec 31, 2011	7,818,728	Dec 31, 2014	9,241,595	December 31, 2017	10,343,650
Dec 31, 2012	8,698,143	Dec 31, 2015	9,161,882	December 31, 2018	9,537,847
	<u>37,620,789</u>		44,784,943		47,645,751

Five year Average 7,524,158 Five year Average 8,956,989 Five year Average 9,529,150

4% of Average 300,966 4% of Average 358,280 4% of Average 381,166

Council Set aside 180000 **Council Set aside 180000** **Council Set aside 180000**

FY 2015 **FY 2018**

Dec 31, 2009	7,191,057	Dec 31, 2012	8,698,143
Dec 31, 2010	7,795,988	Dec 31, 2013	9,864,595
Dec 31, 2011	7,818,728	Dec 31, 2014	9,241,595
Dec 31, 2012	8,698,143	Dec 31, 2015	9,161,882
Dec 31, 2013	9,864,595	12/31/2016	9,360,777
	41,368,511		46,326,992

Five year Average 8,273,702 Five year Average 9,265,398

4% of Average 330,948 4% of Average 370,616

Council Set aside 180000 **Council Set aside 180000** **Council Set aside 180000**

FY 2016 **FY 2019**

Dec 31, 2010	7,795,988	Dec 31, 2013	9,864,595
Dec 31, 2011	7,818,728	Dec 31, 2014	9,241,595
Dec 31, 2012	8,698,143	Dec 31, 2015	9,161,882
Dec 31, 2013	9,864,595	December 31, 2016	9,360,777
Dec 31, 2014	9,241,595	December 31, 2017	10,343,650
	43,419,049		47,972,499

Five year Average 8,683,810 Five year Average 9,594,500

4% of Average 347,352 4% of Average 383,780

Council Set aside 180000 **Council Set aside 180000**



**General Fund
Fiscal Year 2020**

May 2019

City of Craig

	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	Change 2020/2019	% Change
General Fund Revenues	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	Change 2020/2019	% Change
Property Tax	602,456	619,765	622,000	650,000	655,300	5,300	0.81%
Sales Tax	931,518	946,272	899,400	930,000	971,550	41,550	4.28%
Sales Tax 1% Pool & Recreation (1992)	310,506	315,424	299,800	310,000	320,850	10,850	
Sales Tax School 1% (1988)	310,505	315,424	299,800	310,000	320,850	10,850	
Transient Room Tax			0	25,000	30,000	5,000	16.67%
Sales Tax Liquor	115,238	114,397	120,000	120,000	120,000	0	0.00%
Total Local Taxes	2,270,223	2,311,282	2,241,000	2,345,000	2,418,550	177,550	3.04%
PILT	298,338	299,470	265,500	289,500	289,500	0	0.00%
State Revenue Sharing	146,041	96,626	89,842	95,942	90,019	(5,923)	-6.58%
Liquor Revenue Sharing	7,700	7,350	5,000	4,000	4,000	0	0.00%
Raw Fish Tax	342,739	150,045	50,000	50,000	80,000	30,000	37.50%
Shared Fisheries Tax	4,965	4,782	4,000	4,000	4,000	0	0.00%
National Forest Receipts	10,000	0	0	10,000		(10,000)	
Total State Revenue	809,783	558,273	414,342	453,442	467,519	14,077	3.01%
EMS Service Fees	51,438	57,836	83,490	60,000	60,000	0	0.00%
<i>EMS Contractual Adjustments</i>	<i>(18,676)</i>	<i>(20,606)</i>	<i>(37,776)</i>	<i>(30,000)</i>	<i>(30,000)</i>	<i>0</i>	<i>0.00%</i>
EMS Training Fees & Supplies	4,975	15,426	3,981	1,000	1,000	0	0.00%
Pool Admissions	49,917	49,457	43,692	55,000	55,000	0	0.00%
Library Fees	2,557	3,156	1,186	1,000	1,000	0	0.00%
Recreation Fees	11,647	15,249	17,276	13,000	17,000	4,000	23.53%
Senior Card Fees	3,905	1,079	13,430	3,000	3,000	0	0.00%
Taxi Permit	50	100	0	100	100	0	0.00%
Building, Access & Subdivision Permits	17,122	11,453	11,770	8,000	8,000	0	0.00%
Property Leases	89,850	71,074	67,774	72,000	72,000	0	0.00%
Dump Waste	568	2,766	0			0	0.00%
Material Sales	3,165		0	1,000	1,000	0	0.00%
PSN Road Maintenance Fees					18,000	18,000	100.00%
Equipment Rentals	1,175	4,768	9,589			0	
Total Permits & Fees	217,693	211,758	214,412	184,100	206,100	22,000	10.67%
Police Fines	12,077	9,414	14,052	10,000	10,000	0	0.00%
DMV Commissions	65,843	67,153	70,202	60,000	60,000	0	0.00%
Trooper Dispatch Service	10,000	5,000	10,000	7,200	7,200	0	0.00%
Contract Jail Service	322,724	322,724	286,584	357,524	357,524	0	0.00%
Klawock Dispatch Service	52,879	53,088	50,000	53,088	53,088	0	0.00%
USDA Forest Service Dispatch	3,000	3,000	3,000	3,000	3,000	0	0.00%
Total Public Safety Revenue	466,523	460,379	419,584	490,812	490,812	0	0.00%
Parks Donations (Flwr Baskets)	35	427				0	
Interest Income (ckng & CD)		197			34,000	34,000	
Interest Income (A/R)	5,321	4,087	1,000	1,000	1,000	0	0.00%
Misc. Other	9,161	15,592	5,000	5,000	5,000	0	0.00%
Total Other Revenue	14,517	20,303	6,000	6,000	40,000	34,000	85.00%
Total GF Revenues	3,778,739	3,561,995	3,295,338	3,479,354	3,622,981	143,627	3.96%

ADMINISTRATION

GENERAL FUND

Develop operator in training schedule

Administration Department: The City Administrator is responsible for the overall management, administration and direction of the city operations; the hiring, disciplining and terminating of City employees; the negotiation, execution and administration of City contracts within budget appropriations, policy advice to elected officials and open communication with the community.

The City Clerk is responsible for recording and maintaining the official records of the city, preparing agendas and transcribing minutes of the City Council meetings.

The finance department is responsible for all accounting, budgeting and financial information services for the City of Craig. These services include procurement, accounts payable, property and sales tax collection, water, wastewater, and sanitation utility billing and collection. The finance department collects city leases and other fees such as harbor moorage, ambulance, and pool passes.

Personnel: City Administrator, City Clerk, City Treasurer, three accounting clerks (5.5 FTE)

Mission

To ensure that all financial transactions are processed and recorded in a timely manner consistent with Generally Accepted Accounting Principles and sound financial management techniques. The department continually monitors and evaluates the condition of all City Funds and account groups, and to provide for high returns on investments while minimizing risk. Improve internal systems to maximize efficiency and deliver quality customer service.

Provide a uniform method for the management, preservation, retention, and disposal of City records.

2017-2018 Accomplishments

- Maintained service levels to citizen with reduced revenues.
- Held King Salmon Derby to fund Pt. St. Nick Hatchery.
- Published an updated website.
-

2018-2019 Goals

- Continue completion of unqualified opinions of financial audits
- Continue to seek funding for Capital Improvements
- Implement radio read water meter readings with Public Works Department.
- Continue to move payments to electronic.
- Market web pay for city's services
- Continue to improve customer service for Craig citizens.

FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES

<i>Administration Expenses</i>	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020	% Change
			Actual	Budget	Budget	
Salaries	291,700	300,618	338,920	328,671	331,058	2%
Benefits & Unemployment	151,362	173,656	131,896	130,541	134,503	2%
Professional Services	130,279	135,891	147,120	136,850	142,550	3%
Employee Travel, Education, & Dues	16,998	16,047	12,217	10,745	11,745	4%
Materials & Supplies	12,842	15,808	15,320	9,099	7,500	51%
Utilities	17,687	18,753	18,210	18,186	19,592	7%
Repairs & Maintenance	2,500	2,175	1,252	2,809	3,260	62%
Notices	4,297	2,431	755	900	900	16%
Insurance	5,454	3,912	6,986	5,345	8,220	15%
Contributions	17,350	15,401	14,462	13,090	14,558	1%
Bank Fees	6,749	9,433	3,275	100	100	97%
Bad Debt Write-Off	0	3,400	244	0	0	
Safety			0	2,000	2,000	100%
Miscellaneous	974	526	3,220	0	2,000	
Small Equipment	3,985	4,900	4,902	27,100	6,000	18%
Equipment > \$5000		0				
Capital Improvement			164	0	0	
Total Administration Expenses	662,177	702,951	698,943	685,436	683,985	-0.21%

Administration

FY 2020

	<u>Acct #</u>		<u>Amount</u>
Salaries	11-5100	\$ 331,058	\$ 331,058
Benefits	11-5200	134,503	134,503
Unemployment	11-5250		0
Professional Services	11-5310		116,500
Property Assessment (includes Bd of Equalization		28,500	
Audit (FY2018 & sales tax)		40,000	
Legal Fees		12,000	
Lobbyist		36,000	
Contract Services	11-5320		26,050
IT Support		2,000	
AccuFund Support		12,500	
Cleaning		4,500	
Code Publishing		1,200	
backup system		5,850	
Travel	11-5410		5,000
SE Conference		2000	
City Clerk Conference		1000	
Misc Travel		1000	
Finance Travel		1000	
Education & Training			
Education & Training - SE Conference	11-5420	300	2,900
City Clerk Conference		300	
Finance Conferences		300	
Safety		2,000	
Dues	11-5430		3,845
SE Conference		870	
AK Municipal League		1,770	
AK Assoc of City Clerks		195	
National & AK Government Finance Assoc		255	
Chamber of Commerce		400	
Public Retirement Dues		105	
Misc Dues		250	
Materials and Supplies	11-5510		9,500
Office Supplies		5,330	
Postage	11-5520	3,170	
Freight	11-5525		
Vehicle fuel	11-5652	1,000	

Administration

FY 2020

	<u>Acct #</u>		<u>Amount</u>
Utilities			19,592
Electric	11-5610	5,850	
Heating Fuel	11-5620	4,000	
Telephone	11-5630	7,000	
Water, Sewer, Garbage		2,742	
Repairs & Maintenance			3,260
Equipment Repairs	11-5710		
Equipment Maint Agreement(Copier)	5730	1,200	
Postage Meter Lease	11-5740	1,560	
Building - Annual Flowers	11-5750	500	
Other Expenditures			9,120
Notice & Advertising			
Newsletter Publishing		500	
Ketchikan Daily News		200	
Recording Fees Vehicle License		200	
Insurance	11-5850	8,220	
Contributions			14,558
Catholic Community Service (Senior Services)	11-5910	6,790	
4th of July Celebration		500	
POW Marathon		800	
KRBD		500	
Power		3,000	
POW Health Network		1,500	
Misc Contributions		1,468	
Credit Card Fees	11-5925	100	100
Bad Debts for Property tax, sales tax,	11-5930		0
Miscellaneous Expenses	11-5990	2,000	2,000
Misc Small Office Equipment	11-6200		6,000
Computer upgrades		2,000	
Color Printer		4,000	
Capital Improvement	11-6206		
TOTAL		\$ 683,985	\$ 683,985

Personnel: Director, Lifeguards (4 FTE)

The Aquatic Center provides for very large range users from daily exercise, complete sports and leisure to physical therapy. The Aquatic center provides an “out of the weather” activity for children, adults and seniors for the entire island. One of the major services the Aquatic center provides is the “learn to Swim” program. The Aquatic center provides swim lessons to almost every school yearly. Since we are surrounded by water it is with utmost importance that we provide for our youth with the understanding of water safety.

2017-2018 Accomplishments

- Swim Camp in July 2018
- Slide platform rebuild
- Jessica received LGIT Certification
- Jessica received CPR/AED instructor Certification
- Hired 3rd full time employee
- Started process of refinishing pool basins
- Chris was accepted to attend Masters Championship in South Korea
- Chris took 7 swimmers to Junior Olympics
- Instituted new intake system for front counter
- Started a more frequent swim lessons schedule for the public

2018-2019 Goals

- Continue to complete pool basin project
- Chris to compete and possibly place in Masters Championship
- Teach at least 4 LGI courses through the year
- Chris’s LGI Certification
- Possibly hire a 4th full time employee
- Send one or two employees to CPO certification
- Continue to build current programs

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT REVENUES**

Aquatic Center Expenses	FY 2016	FY 2017	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	% Change
Salaries	113,691	107,636	137,688	154,470	156,536	14%
Benefits & Unemployment	75,654	54,535	81,465	102,664	128,834	136%
Professional Services	4,318	2,383	2,133	3,000	4,700	97%
Employee Travel, Education, & Dues	272	2,023	2,703	6,110	8,820	336%
Materials & Supplies	17,734	19,642	17,744	26,360	20,200	3%
Utilities	113,720	100,592	124,197	114,137	131,920	31%
Repairs & Maintenance	5,373	1,838	213	2,644	4,800	161%
Recording		560				
Insurance	5,436	4,835	9,264	10,500	10,800	123%
Credit Card Fees	709	486	44	0	0	-100%
Bad Debt Write-Off			216			
Other						
Equipment Purchase	5,567	10,777	2,697	1,600	3,796	-65%
Debt Service	135,990	136,488	134,389	136,888	136,888	0%
Capital Improvement	0			100,000		
Total Swimming Pool Expenses	478,464	441,795	512,753	658,372	607,293	-8%
				558,372.3		9%

Aquatic Center

FY 2020

	<u>Acct #</u>		<u>Amount</u>
Salaries	25-5100	\$ 156,536	\$ 156,536
Benefits	25-5200	128,834	128,834
Contract Services			
Gym Assistant program	25-5350	500	4,700
Water Sample Testing	25-5320	4,200	
Employee Travel, Education, & Dues			8,820
Travel (CPO Training Anchorage & Lifeguard instructor)	25-5410	4,300	
Training	25-5420	3,000	
Lifeguarding Certifications		1,520	
Materials	25-5510		20,200
Safety Equipment & First Aid Supplies		4,000	
Office & Cleaning Supplies		2,200	
Chemicals	25-5515	7,000	
Paint & Painting Supplies		3,000	
Freight	25-5525	4,000	
Utilities			131,920
Electricity	25-5610	52,000	
Heating Fuel (Propane)	25-5620	40,000	
Telephone DSL	25-5630	4,000	
Wood Chips	25-5510.01	30,000	
Water, Sewer, Garbage		5,920	
Maintenance			4,800
Misc Repairs	25-5700	2,000	
Stenner Pumps misc		800	
Circulation Pump Pentair		2,000	
Building & Grounds Maintenance			
Insurance			10,800
General Liability	25-5850	10,800	
Property			
CC Fees	25-5925		0
Equipment Purchases	25-6200		3,796
Fitness equipment		2,000	
Benches		1,296	
Pressure washer		500	0
Capital Improvement	25-6500		
Debt Payments			
Bond Pmt	25-7100	136,888	136,888
TOTAL		\$ 607,293	\$ 607,293

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES**

Council Expenses	FY 2015	FY 2016	FY 2017	FY 2018 Actual	FY 2019 Budget	FY 2020 Budget	\$ Change
Salaries	15,153	14,289	14,122	13,276	14,700	13,500	-8%
Benefits	114,392	103,535	110,883	57,816	37,632	17,633	-53%
Council Elections	745	564	899	645	950	950	0%
Employee Travel, Education, Materials & Supplies	8,509	11,736	6,564	7,313	1,550	2,050	
Telecommunications	436	214	168	1,368	2,100	0	
Insurance	715	81	140	9	385	220	-43%
Contributions			427	25			
New Equipment				1643			
Other-(SE Conf)							
Total Council Expenses	139,950	130,419	133,203	82,419	57,317	34,353	-40%

EMERGENCY MEDICAL SERVICE

GENERAL FUND

Emergency Medical Services are provided by the City with two equipped ambulances.

Personnel: Director, EMT I and volunteers. FTE: 2.75

2018-2019 Accomplishments

- Secured grant funding to purchase a second Zoll X monitor for the second ambulance, city didn't have to contribute any matching funds
- Renewed 11 Craig Volunteers with the State of Alaska as either EMT 1's 2 or 3's
- Held the first Basic Firefighter Class on POW. We had 27 students from around the island.
- Continued our Bike Helmet safety campaign during the summer months. We handed out 40 ice cream cone coupons and 12 new bike helmets. All funds are paid for through the AC receipts the Haunted
- Obtained the new refrigerated Morgue and painted it.
- Obtained a grant for protective gear for EMS responders during a mass shooting
- improved our response on many calls
- Trained more than 100 people around the island

2019-2020 Goals

- Improve the number of responders we have available for calls.

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES**

Emergency Medical Services	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget	% Change
Salaries	93,364	86,990	97,165	85,908	106,493	24%
Benefits & Unemployment	45,958	43,682	67,766	57,272	57,660	1%
Contracted Services	3,058	3,785	5,793	4,200	3,400	-19%
Employee Travel, Education, & Due	4,085	11,125	2,918	3,840	5,000	30%
Materials & Supplies	20,261	17,796	19,927	19,500	16,300	-16%
Utilities	5,537	6,642	6,642	6,050	6,300	4%
Repairs & Maintenance	4,723	430	461	950	0	-100%
Recording/Permits	0	160		650	0	-100%
Insurance	2,712	3,727	4,200	5,289	6,351	20%
New Equipment	10164	109573		350	650	86%
Equipment Replacement			2493	5160	0	-100%
Bad Debt Write-Off	38,467	42,141	7,917	0	0	
Capital Improvement	0	0		0	0	
Total EMS Expenses	228,329	326,051	215,282	189,169	202,154	7%

189,862

Emergency Medical Services

2020

	<u>Acct #</u>		<u>Amount</u>
Salaries	17-5100	106,493	\$ 106,493
Benefits	17-5200	57,660	57,660
Contract Services Software	17-5340		3,400
Systems Design		2,700	
MS Virus software		300	
State reporting		400	
Employee Travel, Education, & Dues			5,000
Travel	17-5410		
EMT			
DR		3,000	
Symposium			
Education & Training			
Webinars - ETT, EMTII, EMT III, CPR	17-5420	2,000	
Materials & Supplies			16,300
Office supplies	17-5510		
Medical Supplies		8,500	
Equipment Supplies		5,000	
Class Materials	17-5530	1,000	
Postage	17-5520	200	
Freight	17-5525	800	
Vehicle Fuel (200gal @ \$4.00)	17-5650	800	
Utilities			6,300
Telephone	17-5630	2,500	
Old Clinic Fuel		1,400	
Old Clinic Electric		1,000	
Water, Sewer, Garbage		1,400	
Maintenance & Repairs			0
Vehicle Repairs	17-5710		
Dept Maintenance			
Vehicle Licensing & Permits	17-5845		0
Insurance	17-5850		6,351
General Liability		725	
Property		1,825	
Vehicle		3,801	
Permits			0
Bad Debts	17-5930		
Small Equipment	17-6200	650	650
Equipment >\$5000	17-6300		0
Capital Improvements	17-6500		0
TOTAL		\$202,154	\$202,154

The facilities and parks department performs maintenance and repairs for the municipal buildings and parks. The city currently has city hall, library, aquatic center, Biomass boiler, wood shop, gymnasium, day care center, fire hall, and three small parks.

Personnel: Director, Maintenance
Workers FTE: 2.75

2018-2019 Accomplishments

- Rebuild Triangle park and replace equipment
- Upgrade Tanner Crab Park
- Rebuild Aquatic Center Slide platform
- Major repairs on Pool Air Handling System
- Wood Fired Boiler Maintenance

2019-2020 Goals

- Replace gutters on City Gym and City Hall
- Paint Sea Plane building.
- Remove gym floor sealant and replace
- Continue to address maintenance issues throughout city as required
- Continue to build inter-departmental relationships for more efficiency

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES**

Parks/Facilities Expenditures	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget	% Change
Salaries	131,952	122,552	124,307	122,419	124,005	1%
Benefits & Unemployment	81,808	99,332	10,793	92,275	69,460	-25%
Contracted Services	5,926	5,389	7,200	7,200	7,800	8%
Employee Travel, Education, & Du	0	509		0	0	
Materials & Supplies	23,763	25,568	30,698	5,700	16,200	184%
Utilities	13356	15944	16518	15964	16,609	4%
Repairs & Maintenance	6,206	1,006	1,355	15,000	10,000	-33%
Insurance	5,936	5,942	11,371	12,178	11,968	-2%
Recording/Permits & Misc.	75	25	35			
Equipment	66,835	9,742	608	1,600	7,200	350%
Capital Improvement	128913	0	25,591	6,200	6,200	0%
Total Parks/Facilities Expenses	464,770	286,009	228,476	278,536	269,442	-3%

Parks & Public Facilities

FY 2020

	<u>Acct #</u>	<u>Amount</u>	
Salaries	14-5100	124,005	\$ 124,005
Benefits	14-5200	69,460	69,460
Contractor Services	14-5330		7,800
Janitorial - Float Plane		7,200	
New Clinic Alarm		600	
Education & Training	14-5410		0
Material & Supplies	14-5510		16,200
Buildings		8,000	
Parks (planter forms, totem park, RJ Park roof)		5,000	
Freight	14-5525		
Equipment Fuel(100@4.00)	14-5550	400	
Vehicle Fuel (800@3.50)		2,800	
Utilities			16,609
Electricity (Shop & POW Health)	14-5610	8,000	
Heating Fuel	14-5620	5,000	
Telephone	14-5630	3,000	
New Clinic Alarm telephone	14-5630.01		
Water, Sewer, Garbage		609	
Maintenance & Repairs	14-5700		10,000
Building Maintenance	14-5750	10,000	
Insurance	14-5850		11,968
General Liability		1,105	
Property		9,151	
Vehicle		1,712	
Equipment	14-6200		
Cemetery Tent & Casket device	14-6300	7,200	7,200
Capital Improvements	14-6500		6,200
Gym Floor		6,200	
TOTAL			<u><u>\$269,442</u></u>

The Craig Fire Department responds to fire calls within the city limits and has memoranda of agreements with area communities. The firemen are an all-volunteer staff of 14.

Craig Volunteer Fire Department is composed of a group of volunteers from a variety of skill backgrounds. We have selected candidates for the department based on their ability to respond to a variety of fire call situations. For example, we recruited auto mechanics to be our motor vehicle extrication specialists, electric company workers to handle electric power issues at the fire scene, harbor department employees to direct activities when boat fires occur, Forest Service employees to handle wildland interface situations, and the local fuel distributor to manage hazmat incidents. Each of these firefighters are trained in their area of expertise by their employer and brings individual, and critical, skills to the fire department.

As a part of our organizational structure we have a 'first responder' that always reports directly to the fire scene, while the rest of the firefighters report to the fire hall. The first responder assesses the fire situation, determines if rescue is necessary, locates the nearest hydrant, decides what special equipment may be necessary, and reports this information to the responding apparatus while the fire trucks are en route to the fire. In this way, no time is wasted in scene appraisal when the apparatus arrives. This response structure has resulted in more than a few 'saves' and regularly results in less fire damage and suppression damage at fire scenes.

2018-2019 Accomplishments

- Continued to provide training
- Was awarded VFA grant to acquire new air tanks and provide training.
- Provided Haz Mat training to fire volunteers

2019/2020 Goals

- Increase # of State Certified trained volunteers as Basic Firefighter by January 2019 in our program.
- To retain and/or recruit a full team of firefighters willing to participate fully in training exercises.
- Increase protective gear to include breathing apparatus for each Fireman
- Maintain fire equipment and replace as needed.

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES**

Fire Expenses	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget	% Change
Salaries	0			0	0	
Benefits & Unemployment	1,645	2,150	245	4,186	4,186	0%
Contracted Services	0	3,600	3,500	7,400	3,800	-49%
Employee Travel, Education, & Dues	2,559	(625)	1,177	5,735	2,700	-53%
Materials & Supplies	3,620	682	1,274	4,842	6,000	24%
Utilities	4,493	5,289	5,091	5,480	6,380	16%
Repairs & Maintenance	448	0	0	320	3,000	838%
Insurance	2,820	3,697	4,608	5,113	4,827	-6%
Recording/Permits & Misc.		30				
Equipment	12,693		3,295	1,980	2,500	26%
Capital Improvement	0				6,200	
Total Fire Expenses	28,278	14,823	19,190	35,056	39,593	13%

Fire

FY 2020

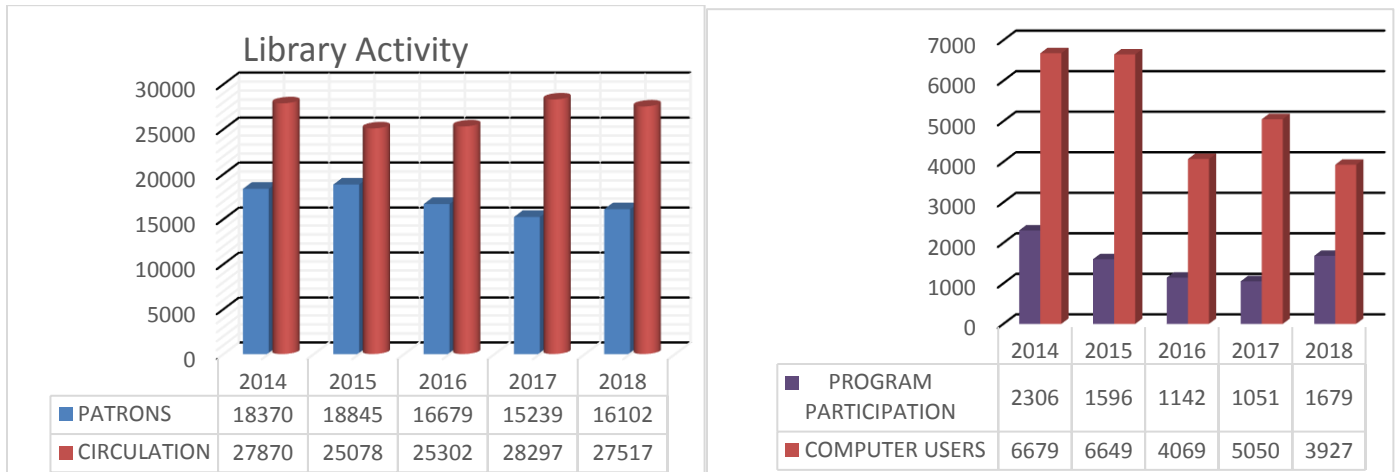
	<u>Acct #</u>		<u>Amount</u>
Volunteers	18-5100		
Work compensation Insurance	18-5200	4,186	4,186
Contract Services			3,800
Stipends		3,600	
State Accreditation		200	
Employee Travel, Education, & Dues			2,700
Travel	18-5410	1,700	
Education & Training	18-5530	1,000	
Materials & Supplies			6,000
Fire Supplies		3,200	
Vehicle supplies	18-5510		
Promotional Supplies		1,000	
Postage	18-5520	200	
Freight	18-5525	1,200	
Fuel		400	
Utilities			6,380
Electric	18-5610	1,500	
Heating fuel	18-5620	2,000	
Vehicle Fuel (100gal @ \$4.00)	18-5650	400	
Telephone		1,080	
Water, Sewer, Garbage		1,400	
Maintenance & Repairs			3,000
Vehicle Repairs	18-5700		
Dept Maintenance		3,000	
Air refilling			
Vehicle Licensing & Permits			
Insurance	18-5850		4,827
General Liability		135	
Property		791	
Vehicle		3,901	
Small Equipment	18-6200		2,500
Turnouts		2,500	
Equipment >\$5000			0
Capital Improvements			
Garage Door		2,200	6,200
Fire Hall Heating		4,000	
TOTAL		39,593	<u><u>\$39,593</u></u>

LIBRARY

GENERAL FUND

Personnel: Librarian, PT Library Technician (1.5FTE)

Department Description: Provides to the public a wide selection of nonfiction, fiction, children, and young adult books. The library's collection emphasizes Alaska nonfiction and fiction. The library also has audio books, magazines, videos, and computers for internet access. The book collection is available for check out by the public who has been issued a library card. The library offers diverse education programs through conferencing. The library is open Monday through Saturday with limited evening hours.



2018-2019 Accomplishments:

- City of Craig Funds:
 - Increased our collection of books and movies for patron use.
 - Received \$18,000 from the Rasmuson Foundation to purchase public use computers, a custom-built bookshelf, CD players, digital and hard copy audiobooks to update our existing collection.
- Received \$8,611 from Institute of Museum and Library Services in cooperation with CTA:
 - Purchased sleds for patron checkout, supplies for the seasonal reading programs, and youth books with a focus on Native/Alaskan Native materials; hired an Early Literacy Coordinator.
- Received \$7,000 from the state Public Library Assistance Grant:
 - Renewed the library's magazines subscriptions; supplemented our book/video collection.
- Received \$983.20 from fines, printing fees, and patron donations, and \$155 from our book sale.

2019-2020 Goals:

- City of Craig Funds:
 - Continue to increase our existing collections; purchase Uninterrupted Power Supply units for the public computers, supplies for a mobile craft station, and bean bag chairs for the kids' area.
- Expected PLAG Funds: \$7,000.
 - Purchase Microsoft Office and Adobe Acrobat for public computers; supplement our city book/video/supply budget.
- Expected IMLS Funds: \$10,000.
 - Purchase supplies to create a Makerspace program and a coding program; purchase a ceiling-hanging system to easily and safely hang decorations; provide continuing salary for our Early Literacy Coordinator; purchase supplies for seasonal reading programs, our Baby & Me program, and our story time program.

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES**

<i>Library Expenditures</i>	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget	% Change
Salaries	63,212	56,090	64,177	62,250	64,907	4%
Benefits & Unemployment	34,509	42,397	44,851	48,533	39,007	-20%
Contracted Services	939	-1,064	3,104	1,250	2,800	124%
Employee Travel, Education, & I	160	135	448	0	0	
Materials & Supplies	8,671	5,740	7,574	9,150	9,270	1%
Utilities	5,814	4,880	5,728	11,932	11,227	-6%
Repairs & Maintenance	14	0	0	1,400	1,400	0%
Insurance	516	448	1,236	1,365	1,750	28%
Recording/Permits & Misc.	0			0	0	
Equipment	0			0	0	
Capital Improvement	0				0	
Total Library Expenses	113,835	108,626	127,118	135,880	130,361	-4%

Library

FY 2020

	<u>Acct #</u>	<u>Amount</u>	
Salaries	19-5100	64,907	\$ 64,907
Benefits	19-5200	39,007	39,007
Contract services	19-5330	0	2,800
Computer support		400	
Interlibrary Loan		0	
Follett		850	
Digital Library		1,250	
Moive Licensing		300	
Employee Travel, Education, & Dues			0
Travel	19-5410		
Library Conference			
Education & Training	19-5430		
Dues	19-5430		
American Library Assoc			
AKLA CONFERENCE			
Materials & Supplies			9,270
Materials	19-5510	3,000	
Books	19-5531	3,000	
Audio & Visual	19-5535	2,000	
Subscriptions	19-5532	770	
Postage	19-5520	500	
Utilities			11,227
Electric	19-5610	3,600	
Heating Fuel (800 gal @ \$3.50)	19-5620	2,000	
Telephone	19-5630	800	
DSL Internet		4,200	
Water, Sewer, Garbage		627	
Maintenance & Repairs	19-5700		1,400
Repairs		400	
Building Maint		1,000	
Insurance	19-5800	1,750	1,750
Small Equipment Purchases	19-6200		
Equipment >\$5000	19-6300		
Capital Improvements	19-6500		0
		130,361	<u><u>\$130,361</u></u>

Department Description: The Craig Planning and Zoning Department is responsible for land use issues, building permits, coastal management, emergency planning and economic development. The department reviews development proposals, processes building permits and performs code enforcement for land development issues. The department serves as staff for the five-member Planning Commission. Planning commissioners are appointed by the Mayor. The department manages various land use permits, leases/sales of city land, mapping and capital projects for the city.

Personnel: Planner
FTE: 1

2018- 2019 Accomplishments

- Completed update of city web site
- Completed creation and implementation of a public portal for property tax and related information using Municipal Assessment Records System (MARS) data and the updated web site
- Completed draft update of Craig Emergency Operations Plan and associated documents
- Updated leases for several lease tenants on city owned property
- Completed Appendix D – Community Economic Development Strategy (CEDS) Report as part of the city’s recently updated Comprehensive Plan
- Completed the city’s Local Hazard Mitigation Plan
- Continued to work on design and development of the new harbor at the Craig Cannery Site with the US Army Corps of Engineers, State Legislature, and Federal Delegation
- Started public discussion on the Cannery Site development plans related to the harbor construction
- Assisted other city departments with planning, design and construction of various projects including harbor haul out trailer building, Craig street improvements, emergency notification system, school district emergency plan, Fire/EMS resources, increasing city’s social media presence, and review of various municipal programs and ordinances..

2019 – 2020 Goals

- Complete a 100% audit, update, and corrections to all MARS records incorporating additional public works data into each record and ensuring that records match city accounting records
- Continue to update leases of city property based on the completed 2017 lease audit.
- Use the updated comprehensive planning goals to complete specific planning goals (updated transportation plan).
- Continue to work with the USACE and enter into the Preconstruction Engineering and Design phase of the new harbor project. Continue to work with public, city staff, the planning commission, and the city council to present options for development of the upland property at the Craig Cannery Site.
- Work with the harbor department to present a development plan for ATS 736.
- Work with the Craig Library to move the library renovation/replacement project
- Work with POWER to determine long range plans regarding the POWER building.
- Continue to work on existing capital projects (including the new firehall, new harbor, aquatic center upgrades, etc.)

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES**

<i>Planning Expenses</i>	FY 2016	Fy 2017	FY 2018	FY 2098 Budget	FY 2020 Budget	% Change
Salaries	48,690	57,919	47,697	51,939	45,759	-12%
Benefits & Unemployment	35,921	36,261	24,389	17,532	17,695	1%
Contracted Services	1,029	1,617	414	7,500	5,800	-23%
Employee Travel, Education,	3,327	63	0	0	0	
Materials & Supplies	141	2,408	950	1,000	1,000	0%
Utilities	0	0		0	0	
Repairs & Maintenance	0	0		0	0	
Insurance	204	87	276	308	265	-14%
Recording/Permits & Misc.	735	660	773	500	500	0%
Equipment	0			0	0	
Capital Improvement						0%
Total Planning Expenses	\$90,047	\$99,015	\$74,499	\$78,780	71,019	-10%

Planning

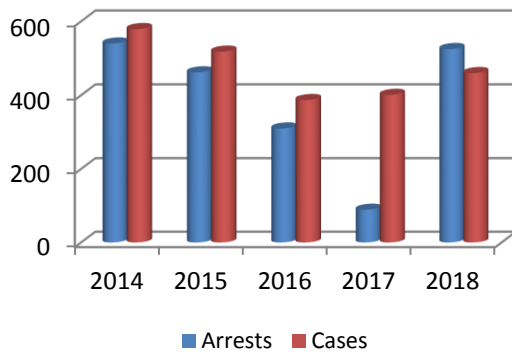
FY 2020

Salaries	13-5110	\$	45,759
City Planner, (15000 Reimb LEPC Grant)			
Benefits	13-5200	17,695	17,695
Contractual Services	13-5310		5,800
Website Maintenance		3,300	
Omilert		2,500	
Employee Travel, Education, & Dues			
Plan Commissioner Training,	13-5410		
Conference	13-5420		
Materials & Supplies	13-5510	1,000	1,000
Books, Subscriptions	13-5530		
Postage	13-5520		
Freight	13-5525		
Equipment Repairs	13-5700		0
Advertising - Legal Notices	13-5840	500	500
Recording	13-5845		
Insurance	13-5850		265
Equipment Purchases	13-6200		0
Total		\$	71,019

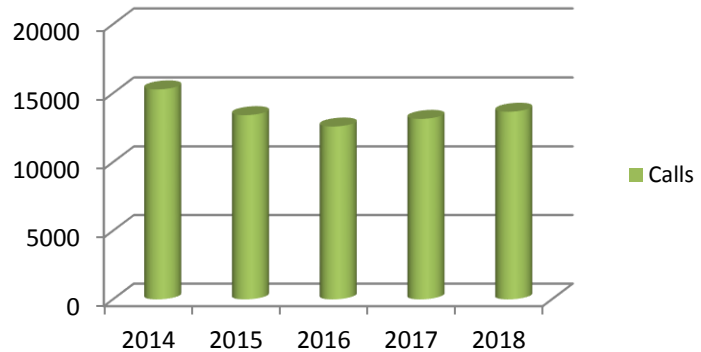
The Police Department is responsible for the public safety of the citizens of Craig, AK. The police department provides a secure facility for housing prisoners for Prince of Wales Island.

Personnel: Police Chief, Sergeant, three (3) Officers, Six(6) Dispatchers (10.5 FTE)

Police Arrests & Cases



Calls



2017-2018 Accomplishments:

- Secured AED's for all police vehicles and PD, with extra unit available as well.
- Ofc. Page was selected, trained and now certified to administer CDL Road Testing
- Identified other staff member, to start and complete training to become DMV Agent Certified.
- Worked with State, DOC / PRE Trial & EM, took on four extra services to be provided and by doing so, pulled in extra funding, through Jail Contract.
- Secured Grant Funding for upgrading / replacing our digital fingerprinting system; CrossMatch System, which was nstalled, set up and staff began using.
- Obtained, installed and configured new radio consolette to replace one that failed.
- Two staff members completed all federal required training, to maintain and keep certifications to operate TWIC / TSA / Hazmat Fingerprinting and now, Passport Photos.
- Secured Funding for New Drug Testing Kits, 5 Portable Breath Testing Devices (PBT's), 5 new Radar Units, New Ballistic Vests and another radio consolette to add to radio rack for additional frequency coverage. (Total of \$35,945.00 dollars)
- Obtained, installed and set up two new DMV Testing Computers, for taking all written tests.

2018 -2019 Goals

- Identify staff member for training/promotion Dispatch Supervisor
- Continue Ofc. Page CDL Training, with adding Motorcycle Road Testing
- Continue to work with Klawock PD, AK State Troopers, United States Forrest Service with renewing contracts.
- Hire another officer, to replace Ofc. Nunnally vacancy
- Acquire another USFS Patrol Vehicle, to replace existing patrol vehicle that is costing more in parts/servicing than it's worth to keep.
- Acquire funding / grants / or other means to upgrade department server.
- Continue to seek out other sources of funding, for equipment, training, etc.
- Training Officers, State has required minimal APSC Credit Hours, to maintain or obtain certifications.
- Training new staff, to become certified as Jailer's.

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES**

Police & Jail Expenditures	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget	% Change
Salaries	553,284	494,247	517,835	533,269	549,339	3%
Benefits & Unemployment	362,194	340,303	308,358	326,197	321,618	-1%
Contracted Services	1,995	2,313	4,952	4,200	3,825	-9%
Employee Travel, Education, & I	4,672	7,021	7,768	3,300	5,350	62%
Materials & Supplies	50,225	49,229	52,373	46,000	43,000	-7%
Utilities	22,578	30,041	25,957	29,288	29,742	2%
Repairs & Maintenance	553	0	0	0	0	
Insurance	6,271	13,200	7,860	8,722	29,414	237%
Recording/Permits & Misc.	8,040	2,921	2,091	425	300	-29%
Credit Card Fees	1,791	0	50	0	0	
Equipment	10,581	-1,915	2,330	9,500	40,000	321%
Capital Improvement	0		2,890			
Police & Jail Expenses	1,022,184	937,360	932,464	960,901	1,022,588	6%

Police

FY 2020

	<u>Acct #</u>		<u>Amount</u>
Salaries	16-5100	549,339	549,339
Benefits	16-5200	321,618	321,618
Contract Services	16-5320		3,825
IT Support		2,000	
Stencil & Blackpoint		625	
Crime Star		1,200	
Travel & Education			5,350
Travel	16-5410	5,000	
Education	16-5420	350	
Materials & Supplies	16-5510		43,000
Uniforms		1,000	
Patrol Officer supplies	16-5515.0		
Office supplies	16-5510.0	4,000	
Jail Supplies	16-5519.0	4,000	
Jail Food	16-5519.01	19,000	
Vehicle Fuel (4000 @3.50)	16-5652	14,000	
Postage	16-5520	1,000	
Freight	16-5525		
Utilities			29,742
Electric	16-5610	12,000	
Heating (1600gal @ \$4.00)	16-5620	5,000	
Telephone	16-5630	10,000	
<i>Water, Sewer, Garbage</i>		2,742	
Maintenance & Repairs	16-5710		0
Vehicle Repairs	16-5700	0	
Building & Grounds Maint	16-5750		
Advertising	16-5840	300	300
Licensing Vehicles & Software	16-5845		0
Credit Card Fees			
Insurance	16-5850		29,414
General Liability		24,000	
Property Liability		1,626	
Vehicle		3,788	
Small Equipment	16-6200		0
Equipment >5000	16-6300		
Server		25,000	40,000
Vehicle		15,000	
Capital Improvements	16-6500		
TOTAL		\$1,022,588	\$1,022,588

RECREATION

GENERAL FUND

Personnel: Director (1 FTE)

To enhance the quality of life in our community, to make Craig an even more desirable place to live and have a family. To achieve this goal we will involve youth and families in healthy activities and promote volunteerism and pride in their community. To provide activities for all community members. To promote all Recreation Activities and community events through the weekly radio show, newspaper articles, calendar and Facebook posts, email and posters, interagency meetings, meetings, City Council and to work with the Craig City School District, Girl Scouts, Boy Scouts and other groups to provide activities

2018-2019 Accomplishments

After School is a weekday program for 3 to 35 kids which includes dodgeball with the Craig Police.

Magic- is a weekly program with Middle school players get together and play Magic or a variety of other games.

Programs: Tabata Aerobic classes Monday, Wednesday and Friday.

Ballet 60 girls participated in the 6 week session with a recital at the end with instructor, Alison Fargo, Chase Anderson and Kim Daggs.

Break Dance Classes are taught by Winston Johnston Saturday morning with 3-9 participants weekly.

Elementary Basketball for K-2nd and 3rd-5th with the Craig School cooperation with Vanessa James and Christy House and CHS basketball player coaches.

Volleyball league is 4 on 4 coed ages 14 and up Jan- Feb with 6 teams participating.

Swap Meets about 4 times a year we offer a dry place to sell treasures.

3 Bazaars: Fall, Christmas and Spring.

Easter Carnival- Sponsored by the Craig 4th of July with games, Bouncy house, and egg hunts.

Summer activities- Thursday Dodgeball, Tuesday and Friday Skating and Soccer.

Craig 4th of July-Fun day in the park with activities with the help from Hannah Bazinet, Betty Kubik and Reina Bjerke and the many other helpers.

Harvest Festival- is a fun fall event with hayrides, pumpkins and fabulous family time.

Salmon Derby Social- Food, music, raffle and auction raises money for the Pt. St. Nick King Salmon Hatchery.

Christmas Tree lighting- annual event of caroling and lighting

2019-2020 Goals

Continue many of the events listed above.

Gymnastics will be back in August or September thanks to our busy volunteer coach Julie McDonald

Babysitting Class is planned

Extra Programs Flower baskets- are being planted and will repair the bases.

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT REVENUES**

Recreation Expense	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget	% Change
Salaries	38,934	45,420	44,653	45,484	53,362	17%
Benefits & Unemployment	29,348	32,247	27,119	24,091	25,772	7%
Contracted Services	3,862	4,679	5,693	5,000	3,600	-28%
Employee Travel, Education, & Dues			0			
Materials & Supplies	3,893	2,198	2,688	2,500	2,000	-20%
Utilities	11,013	12,471	11,874	15,938	17,140	8%
Repairs & Maintenance			7	0	0	
Insurance	2,340	2,317	3,696	4,095	4,630	13%
Recording/Permits & Misc.	25	24		0	0	
Equipment	1,692			2,415	3,500	45%
Capital Improvement				0	0	
Total Recreation Expenses	91,107	99,356	95,730	99,524	110,004	11%

Recreation

FY 2020

	<u>Acct #</u>	<u>Amount</u>	
Salaries	24-5100	53,362	\$ 53,362
Benefits	24-5200	25,772	25,772
Contract Services	24-5330		3,600
Classes, Misc. Instructors		3,600	
Janitor			
Travel	24-5410		
Instructor			
Materials & Supplies	24-5510		2,000
T-Shirts -Soccer, V-Ball, B-Ball		2,000	
Office Supplies			
Postage	24-5520		
Utilities			17,140
Electric	24-5610	3,500	
Heating Fuel/City GYM (2500 gal @ \$4.00)	24-5620	6,000	
Heating Fuel/Youth Center (500GAL @ \$4.00)		2,000	
Telephone	24-5630	1,500	
Water, Sewer, Garbage		4,140	
Maintenance & Repairs			
Equipment Repairs	24-5750		0
Building Maintenance			
Insurance	24-5850	4,630	4,630
Equipment Purchases	24-6200		3,500
Sound System \$300		300	
Table & Chairs \$1200		1,200	
Flower pot posts \$1000		1,000	
Hand Dryers		1,000	
Capital Improvements	24-6500		
TOTAL		\$110,004	\$110,004

The Public Works Department operates and maintains the city water and sewer utilities as well as collects garbage and maintains the streets. The Department also services and maintains the City's vehicles.

The Department assists and supports other Departments in the City as needed. The crew supports the Police Department by towing vehicles, the Harbors and Facilities Departments with equipment, materials and manpower.

Personnel: Director,
Water Treatment
Operator, Wastewater
Treatment Operator,
Mechanic/Garbage,
Utility Worker
FTE: 7

2018-2019 Accomplishments

- Completed spring cleanup in one week.
- Baseball concession/restroom facility pad completed in June 2018
- Triangle park landscape work
- Installed D1 in North Cove/Gardner parking lot
- Built access road and pad behind boiler at City Pool.
- Completed parking lot at Peace Health
- Culvert section replaced on PSN road
- Secondary containment system for used oil installed.
- Conduit installation at False Island.
- Tanner Crab park landscape project

2019-2020 Goals

1. Streets:
 - ❖ Develop pavement assessment for all City owned paved streets.
 - ❖ Replace asphalt at: 8th & Cove, False Island, and Port Bigail Rd.
 - ❖ PSN road: first 0.50 miles of dirt section with 4 inch overlay.
 - ❖ Re-stripping of paved section of PSN road
2. Fleet Maintenance:
 - ✓ Develop preventive maintenance system.

2019-2020 Goals

1. Water Distribution:

- ✚ Section #1 of the City of Craig fire hydrants exercised by October 1st.
- ✚ Section #2 of the City of Craig water main valves exercised by September 1st.
- ✚ Vulnerability assessment
- ✚ Source protection updated
- ✚ Updated valve and hydrant maps
- ✚ Install RPZ backflow preventers in North, and South Coves.
- ✚ Install hydrant on PSN road.

2. Solid Waste:

- Install additional wind rings when needed.

3. Sewer Collections:

- All lift stations cleaned/ repaired
- Develop current map of manholes
- Conduct assessment of manhole chimneys, develop repair list. This will help with I&I
- Force main valve exercised/ repaired

4. Water Treatment:

- Install new soda ash machine
- Develop emergency response program
- Complete Cupss program

5. Waste Water Treatment:

- Repair sludge suction pipe end in clarifier #1.
- Repair floor drain pipe system

**FY2020 BUDGET WORKSHEET
GENERAL FUND
DEPARTMENT EXPENDITURES**

<i>Public Works Expenditures</i>	FY 2016	FY2017	FY 2018	FY 2019 Budget	FY 2020 Budget	% Change
Salaries	118,742	139,071	140,968	147,775	153,242	4%
Benefits & Unemployment	84,960	96,401	78,487	119,709	107,016	-11%
Contracted Services	601	1,456	5,288	720	8,220	1042%
Employee Travel, Education, & Due	1,210	11	4,771	0	0	
Materials & Supplies	20,230	23,841	27,089	30,600	25,850	-16%
Utilities	14,602	13,810	13,938	18,138	18,886	4%
Repairs & Maintenance	35,141	39,683	17,635	25,000	25,000	0%
Insurance	3,848	3,774	6,864	7,612	7,798	2%
Recording/Permits & Misc.	114	915	7,962	100	0	-100%
Equipment	27,238	7,830	3,388	0	0	
Capital Improvement	0			2,000	0	-100%
Total Public Works Expenses	306,686	326,792	306,390	351,654	346,012	-2%

Public Works

FY 2020

	Acct #	Amount	
Salaries	15-5100	153,242 \$	153,242
Employee Benefits	15-5200	107,016	107,016
Contractual Services	15-5300		8,220
Drug Testing	15-5350	720	
As-built survey of Tract P		7,500	
Travel & Education			0
Misc Travel	15-5410		
Training	15-5420		
Dues	15-5430		
Material & Supplies			25,850
Misc Supplies	15-5510	2,000	
Fleet Supplies		10,000	
Equipment Fuel (2000 @4.00)	15-5650	8,000	
Vehicle Fuel (1500@3.50)		5,250	
Propane		100	
Freight	15-5525	500	
Utility			18,886
Electricity, Street Lights	15-5612	7,000	
Electricity	15-5610	4,500	
Heating Fuel	15-5620		
Telephone/DSL	15-5630	3,300	
Water, Sewer, Garbage		4,086	
Repairs & Maintenance			25,000
Equipment Repairs	15-5700	25,000	
Street Light Maint.			
Building maint.	15-5750		
Department Fleet Maint.			
Miscellaneous			
Advertising	15-5840		0
Vehicle Licensing	15-5845		0
Insurance	15-5850		7,798
Property Liability		3,731	
General Liability		1,300	
Auto		2,767	
Small Equipment	15-6200		
Equipment > \$5000	15-6300		
			0
TOTAL		346,012	<u><u>\$346,012</u></u>



Enterprise Fund Fiscal Year 2019

May 2019

Enterprise Wastewater Fund

	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget
Revenues					
Service fees	\$ 269,006	\$ 263,835	\$ 300,080	\$ 290,000	\$ 290,000
Material sales			53,140		
Grant Funding for Capital					
Total Operations Revenue	269,006	263,835	353,220	290,000	290,000
Interfund Revenue & Transfers					
Inter Department Services				8,900	8829
In Kind Services to Schools					8700
State on behalf PERS Pmts	6,871	3,430	3,805	3,524	3675
Transfer for Admin. Services					48,757
Total Interfund Revenue & Transfers	6,871	3,430	3,805	12,424	69,961
Wastewater Expenses					
Salaries	84,385	90,553	78,621	72,832	75,938
Benefits & Unemployment	75,255	84,221	42,319	53,088	52,563
Contracted Services	4,911	4,393	35,118	7,800	7,800
Employee Travel, Education, & Dues	1,170	1,514	300	300	1,280
Materials & Supplies	6,741	6,452	7,817	5,400	8,350
Utilities	40,585	46455	67132	46572	71,963
Repairs & Maintenance	5,330	825	3559	4000	4,000
Insurance	4,293	3877	4764	5300	5,450
Recording/Permits & Misc.	2,242	2127	110	12830	-
Equipment	1,114	594	5180	2500	5,000
Capital Improvement			58,904		
Total Operations Expenses	226,026	241,011	303,824	210,622	232,344
Debt Service					
Interest	5,092	3,469	2,437	1,760	886
Debt Retirement	56,263	56,528	57,376	58,237	59,110
Total Debt Service	61,355	542,019	667,461	481,241	59,996
Transfer to Reserve					
Capital Investments				-	-
Total Transfer to Reserve					284,990
Interfund Transfers & In-Kind					
Transfer to Water Department				48,757	10,164
General Fund Services				48,757	48,757
In-Kind School					8,700
Total Interfund Transfers & In-Kind				48,757	67,621
Depreciation & Amortization					
Depreciation	283,576	242,347	240,032	240,032	240,032
Total Depreciation & Amortization	283,576	242,347	240,032	240,032	240,032
Total Wastewater Revenues	\$ 275,877	\$ 267,265	\$ 357,025	\$ 302,424	\$ 359,961
Total Wastewater Expenses	570,957	1,025,377	1,211,317	980,651	599,993
Net Revenue (Expense)	\$(295,080)	\$(758,112)	\$(854,292)	\$(678,227)	\$(240,032)

Wastewater-Operational Expenses**FY 2020**

	<u>Acct #</u>	<u>Amount</u>
Salaries	21-5100	75,938
		\$ 75,938
Benefits	21-5200	52,563
		52,563
Contractual Services	21-5310	7,800
Laboratory Fees		3,500
Sludge disposal		3,300
Boreal Controls		1,000
Tyler Pump Truck		
Education & Training	21-5420	1,280
Water/Wastewater CEU		
Wastewater cert renewal	21-5430	
WEF/AWWMA dues, city-wide share w/water		1,280
Other		
Materials & Supplies	21-5510	8,350
Safety		
Shop Supplies		3,000
Chemicals		1,500
Postage	21-5520	600
Freight	21-5525	1,500
Equipment Fuel (500@3.50)	21-5650	1,750
Utilities	21-5610	71,963
Electricity, treatment plant		34,000
8 lift stations,		13,000
Telephone	21-5630	2,400
Water, Garbage		22,563
Maintenance & Repairs	21-5710	4,000
Repairs		4,000
Pump Stations		
Building Maintenance	21-5750	
Recording/Permits & Misc.		5,450
DEC wastewater disposal permit		
Vehicle Licensing	21-5845	
Insurance	21-5850	5,450
Bad Debts	21-5930	
Equipment Purchase	21-6200	5,000
Suction drain		5,000
Debt Payment	21-7100	59,996
Interest		886
Principal		59,110
TOTAL		<u>\$ 292,340</u>

Enterprise Water Fund

	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget
Water Revenues					
Metered service	\$ 262,404	\$ 242,490	\$ 285,021	\$ 300,000	\$ 310,080
Non-metered service	6,197	6,893	9,060	4,800	4,896
Meter sales	7,134	5,117	3,217	1,000	1,000
Turnoff notice fee	0	50	275	1,000	1,000
Reconnection fee	535	440	0	500	500
Interest		14			
Material sales					
Total Operations Revenue	276,270	255,004	297,573	307,300	317,476
Transfer from Endowment Fund					125,000
Interfund Revenue & Transfers					
Inter Department Services				31,124	37220
In Kind Services to Schools					6,670
PERS Relief	2,743	3,384	21,271	6,612	6,384
Transfer from General Fund					49,582
Transfer from & Garbage Depart.					27,146
Transfer from Wastewater Depart.					10,164
Transfer from JTB Ind. Park					31,712
Total Interfund Revenue & Transfers	2,743	3,384	21,271	6,612	168,878
Water Expenses					
Salaries	148,234	151,536	129,877	142,562	131,908
Benefits & Unemployment	122,911	154,663	65,772	84,459	81,029
Contracted Services	12,192	8,195	8,560	8,000	85,000
Employee Travel, Education, & Dues	1,217	957	1,316	-	3,935
Materials & Supplies	54,913	66,466	67,239	51,600	57,475
Utilities	52,802	56,446	55,789	59,400	57,400
Repairs & Maintenance	8,834	10,025	3,630	10,000	10,000
Insurance	4,440	4,194	7,896	8,800	8,800
Recording/Permits & Misc.	2,742	2,167	248	8,850	50
Equipment	2,601	1,031	25010	22000	59,310
Capital Improvement					5,000
Total Operations Expenses	410,886	455,680	365,337	395,671	499,907
Debt Service					
Interest	1253.00	2319.00	7103.00	5205.00	8737
Debt Retirement	6783	19782	19884	19991	16459
Total Debt Service	8036.00	22101.00	26987.00	25196.00	25196
Transfer to Reserve					

(0)

Water-Operational Expenses**FY 2020**

	Acct #		Amount
Salaries	22-5100	\$ 131,907.93	\$ 131,908
Employee Benefits	22-5200	81,029	81,029
Contract Services	22-5350		85,000
Laboratory testing		3,500	
Boreal Controls		6,500	
Treatment plant redesign		75,000	
Employee Travel, Education, & Dues			3,935
Travel	22-5410	2,000	
Water/Wastewater CEU	22-5420	1,000	
Dues		935	
Material & Supplies			
Misc Supplies	22-5510	15,000	57,475
Chemicals	22-5515	25,000	
Postage	22-5520	600	
Freight	22-5525	16,000	
Equipment Fuel (250 gal @ 3.50)	22-5650	875	
Utilities			57,400
Electric	22-5610	55,000	
Heating Fuel	22-5620		
Telephone	22-5630	2,400	
Sewer, Garbage			
Maintenance & Repairs			10,000
Equipment Repair	22-5700	5,000	
Building & Grounds Maintenance	22-5750		
Shop Supplies			
Treatment Plant repairs		5,000	
Recording/Permits & Misc.			8,850
Advertising	22-5440		
Vehicle Licensing	22-5445	50	
Insurance	22-5550	8,800	
Permits			
Credit Card Fees	22-5925		
Small Equipment Purchases	22-6200		0
Equipment Purchases >5000	22-6300		59,310
Soda Ash dispensor		50,000	
Radio read & meters		9,310	
Capital Improvements	22-6500		5,000
Fire Hydrants		5000	
Debt Service			
Interest			25,196
Water End Connection Loan	22-7100	8,737	
Water Line Loan		16,459	
Capital Investments (10% Depreciation)		30,000	30,000
TOTAL		555,102	<u><u>\$ 555,102</u></u>

Enterprise Garbage Fund

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
Garbage Revenues				Budget	Budget
Collection Fees, incl Live Aboard	\$ 288,097	\$ 290,779	\$ 302,708	\$ 315,000	\$ 315,000
Dumpster Sales	4,200		-200		
Total Operations Revenue	292,297	290,779	302,508	315,000	315,000
Interfund Revenue & Transfers					
Inter Department Services				31,124	37,450
In Kind Services to Schools					24,000
PERS Relief	4,709	1,538	1,784	1,785	1,834
Transfer from General Fund					48,700
Total Interfund Revenue & Transfers	4,709	1,538	1,784	1,785	111,984
					378,284
Garbage Expenses					
Salaries	37,198	36,651	43,657	40,313	37,896
Benefits & Unemployment	52,301	48,589	34,586	43,457	38,442
Contracted Services	202,008	201,536	185,290	212,500	207,500
Employee Travel, Education, & Dues	0			0	0
Materials & Supplies	7,669	6,460	7,686	7,000	9,300
Utilities	0		149	0	500
Repairs & Maintenance	267	0	3,607	5,000	5,000
Insurance	2,472	2,252	3,312	3,700	3,500
Recording/Permits & Misc.	2,256	2,127	120	0	0
Equipment		754		0	0
Total Garbage Expenses	304,171	298,369	278,407	311,970	302,138
Debt Service					
Interest					
Debt Retirement					
Total Debt Service	0.00	0.00	0.00	0.00	0
Transfer to Reserve					
Capital Investments					25,000
Total Transfer to Reserve	-	-	-	-	25,000
Interfund Transfers & In-Kind					
Transfer to Water Department					27,146
General Fund Admin Services				40,000	48,700
In-Kind School				24,000	24,000
Total Interfund Transfers & In-Kind	0	0	0	64,000	99,846
Depreciation & Amortization					
Depreciation	25,025	25,025	25,025	25,025	25,025
Total Depreciation & Amortization	25,025	25,025	25,025	25,025	25,025
Total Water Revenues	297,006	292,317	304,292	316,785	426,984
Total Water Expenses	329,196	323,394	303,432	400,995	452,009
Net Revenue (Expense)	\$ (32,190)	\$ (31,077)	\$ 860	\$ (84,210)	\$ (25,025)

0

Garbage-Operational Expenses**FY 2020**

	<u>Acct #</u>		<u>Amount</u>
Salaries	23-5100	\$ 37,896	\$ 37,896
Benefits	23-5200	38,442	38,442
Contract Services	23-5330		207,500
Dump Fees	23-5350	200,000	
HHW program	23-5350	7,500	
Travel	23-5410		0
Materials & Supplies			9,300
Misc Supplies	23-5510	3,500	
Postage	23-5520	600	
Freight	23-5525		
Equipment Fuel	23-5650	5,200	
Utilities			
Telephone Burn pit internet	23-5630	500	500
Water, Sewer, Garbage			
Maintenance & Repairs			5,000
Equipment Repairs	23-5710	5,000	
Dumpster Repair			
Recording/Permits & Misc.			3,500
Advertising	23-5840		
Vehicle Licensing	23-5845		
Insurance	23-5850	3,500	
Credit Card Fees	23-5920		
Bad Debts	23-5930		
Small Equipment Purchase	23-6200	0	0
Equipment Purchase > \$5000	23-6300		25,000
Capital Investments (10% Depreciation)		25,000	
Capital Improvement	23-6500		
Debt Service	23-7100	0	0
TOTAL			<u><u>\$327,138</u></u>

Purpose: The city's harbor and ports provide safe and secure boat moorage for permanent commercial and sport fishermen. The harbor also has transient moorage for the summer marine traffic. The harbor provides electrical hookups, cranes for offloading, water, and waste disposal. The harbor department manages the boat haul out and storage at the JT Brown industrial park.

Personnel: Harbor master, Two (2) Assistant Harbormasters, part-time clerk (3.0 FTE)

2018-2019 Accomplishments

- Replace worn anchor chains on N.C. break water.
- Install credit card machine on False Island and City dock Crane
- Replace planks at city dock approach
- Repair south cove grid
- Install more floatation under north cove and south cove docks to level them out
- Work through all the power pedestals in North cove and do preventative maintenance as required
- Replace all old underwater hoses and fittings in north cove and south cove
- Enclose the delivery system at the ice house
- Replace entire lighting system for north cove
- Clean up break water
- Purchase new pump for 4000psi pressure washer and get the docks pressure washed
- Help oversee the lot improvements to Pat Gardner's parking lot
- Install electric pressure washer at false island wash down pad
- Rebuilt 150ft of Cannery board walk

2019-2020 Goals:

- Fix North cove parking lot layout and restripe
- Build and install new grating on JT Brown boat yard wash down pad
- Update harbor restrooms. New partitions, new faucets, additional toilet in men's restroom, tile repair in showers, and new paint.
- Side walk repair at harbor office
- Install new circuit breakers and receptacles in all South cove power pedestals
- Install new galvanized hinge plates on the float plane float.
- Convert south cove lights to LED
- Upgrades to harbor response boat navigation system
- Heater for shop at boat yard
- Repairs to the end of the JT Brown boat launch
- Lighting improvements to the Ward cove cannery property
- Rebuild small compressor for False Island ice house to have as a backup unit

Enterprise Docks & Harbors Fund

Dock & Harbor Revenues	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget
Permanent Moorage	73403	85388	84528	97000	115000
Transient Moorage	90164	109855	102466	110000	105000
Container Storage	14760	15950	16295	14000	14000
Outside Storage Fees	4748	7273	9447	7000	7000
Equipment Rental	1580	1588	1950	1000	1000
Crane User Fees	4170	3585	2900	5000	5000
Shower Fees	1606	2092	2372	2000	2000
Wharfage	1210	2077	1195	2000	2000
Launch Ramp Fees	2285	2933	2976	3000	3000
Electricity from Moorage	10108	16670	16702	14000	14,000
Impound Fees				1000	1,000
Vessel Assist	645	684	525	1500	1,500
Grant Revenue			6270	0	0
Other	391	2495	1000	1000	0
Total Dock & Harbor Revenues	205,070	250,590	248,626	258,500	270,500

Transfer from Endowment Fund				55,815	130,000	80,000	
Interfund Revenue & Transfers							
PERS Relief	16,101	(4,460)	3,165	3,165		3,130	
Transfer from General Fund						24,694	
<i>Transfer from JTBrown Ind. Park</i>						62,146	
Total Interfund Revenue & Transfers	16,101	(4,460)	3,165	3,165	3,165	89,970	
Dock & Harbor Expenses							
Salaries	146,044	127,521	130,972	127,383	129,538		
Benefits & Unemployment	103,066	109,350	74,760	100,097	78,825		
Contracted Services	3,750	19,459	957	0	2,850		
Employee Travel, Education, & Dues	2,851	833	4,153	4,400	4,350		
Materials & Supplies	23,182	47,912	19,273	7,900	18,445		
Utilities	27,901	32,744	30,935	40,675	62,868		
Repairs & Maintenance	48,277	10,155	31,110	22,450	14,400		
Insurance	18,948	18,412	22,478	21,330	24,000		
Recording/Permits & Misc.	4,016	19,023	634	250	500		
Equipment	1,102	1,696	28,187	1,000	0		
Capital Improvement	3,450	12,160		130,000	80,000		
Bad Debts	5,757						
Total Operational Expenses	389,344	399,265	343,459	455,485	415,776		
Debt Service							
Interest							
Debt Retirement							
Total Debt Service	0.00	0.00	0.00	0.00	0.00	0	
Transfer to Reserve							
Capital Investments							
Total Transfer to Reserve	0	0	0	0	0	0	
Interfund Transfers & In-Kind							
General Fund Admin. Services				49,582	24,694		
Total Interfund Transfers & In-Kind	0	0	0	49,582	24,694		
Depreciation & Amortization							
Depreciation	313,003	299,309	299,309	299,309	314,309		
Total Depreciation & Amortization	313,003	299,309	299,309	299,309	314,309		0.32
Total Harbor Revenues	103,711	110,034	75,285	101,597	440,470		
Total Harbor Expenses	313,003	299,309	299,309	348,891	754,779		
Net Revenue (Expense)	\$ (209,292)	\$ (189,275)	\$ (224,024)	\$ (247,294)	\$ (314,309)		

Docks & Harbors-Operational Expenses

FY 2020

	<u>Acct #</u>		<u>Harbor</u>	
Salaries	27-5100	\$ 129,538	\$ 129,538	
Benefits	24-5200	75,695	75,695	
Contract Services	27-5330		2,850	
Restrip North Cove Parking Lot		\$ 2,850		
Employee Travel, Education, & Dues	27-5430		4,350	
Harbor Master Dues		150		
Harbor Master Conference	27-5410	750		
Misc. Education		3,450		
Harbormaster travel & hotel				
Materials	27-5510		18,445	0
Misc. Supplies		800		
Harbor Office		2,100		
Small Tools		600		
Harbor Bathrooms		\$ 6,645		
Sidewalk		1,100		
Equipment Fuel (200@4.00)		800		
Vehicle Fuel (1500@3.50)		5,250		
Life Rings & Pedestal stickers		700		
Street Signs		450		
Utilities	27-5610		62,868	
Electricity Harbor Bldg.		3,000		
Electricity (Billable)		14,000		
Electricity (Grid)		1,000		
Electricity (St. Lights)		6,500		
Heating Fuel		3,600		
Telephone		4,300		
Water, Sewer, Garbage		30,468		
Maintenance	27-5700		14,400	
North Cove Supplies		3,800		
Electrical	350			
Decking & Bolts	2,000			
Response boat	1,250			
Water Pedestals	200			
freight				
South Cove Supplies		4100		
Electrical	2,600			
Decking & Bolts	1,500			
freight				
City Pier, Dock & Old Fuel Dock		2,000		
Decking & Bolts	1,500			
rebuild sections of water line	200			
Crane repairs	300			
freight				
Float Plane Dock		3,500		
Decking & Bolts	3,500			
freight	0			
Boat Hauler	1000	1000		
Advertising	27-5840			0
Permits	27-5810			
Lease Agreement State	27-5810			

Docks & Harbors-Operational Expenses

FY 2020

	<u>Acct #</u>		<u>Harbor</u>
DEC Permit			0
Insurance			24,000
General Liability	27-5800	24,000	
Credit Card Fees (Cranes)		500	500
Bad Debts			0
Equipment Purchases	27-6200		0
Capital Improvements	27-6300	80,000	80,000
Hrabor Needs Assessment			
		\$ 412,646	<u>\$ 412,646</u>

Enterprise JT Brown Industrial Park Fund

	FY 2016	FY 2017	FY 2018	FY 2019	FY 2020
				Budget	Budget
Revenues,					
PMS Lease	90000	90000	90000	90000	\$96,510
Silver Bay Lease	154000	245215	158992	158992	158,992
Other Leases	25621	14988	18631	15531	17,587
Ice Revenue	133654	77327	114612	85000	80,000
Storage & Other Revenue	39919	28367	38857	32000	32,000
Haulout Revenue	24383	6289	30160	24000	24,000
Power Revenue	3296	3142	2374	7500	7,500
Total Operational Revenues	\$470,873	\$465,328	\$453,626	\$413,023	\$416,589
Interfund Revenue & Transfers					
PERS Relief	15,707	2,846	1,150	1,218	3,130
Transfer from General Fund					19,229
Total Interfund Revenue & Transfers	15,707	2,846	1,150	1,218	22,359
Operational Expenses					
Salaries	88,531	69,483	105,614	86,791	88,625
Benefits & Unemployment	32,263	34,487	33,169	41,465	42,004
Contracted Services	6220	391	1847	1800	15,500
Materials & Supplies	8,307	13,879	7,318	12,200	17,800
Utilities	50,300	44,988	45,903	58,535	52,782
Repairs & Maintenance	78,050	116,034	7,785	5,000	4,000
Insurance	6,504	6,095	11,112	9,281	12,000
Recording/Permits & Misc.	325	1,925	325	325	325
Equipment		-	10,570	1,500	0
Capital Improvement		-	51,905	-	0
Total Operational Expenses	270,500	287,282	275,548	216,897	233,036
Debt Service					
Interest					
Debt Retirement					
Total Debt Service	0.00	0.00	0.00	0.00	0
Transfer to Reserve					
Capital Investments					
Total Transfer to Reserve	0	0	0	0	44,000
Interfund Transfers & In-Kind					
General Fund Admin. Services				24,000	19,229
Transfer to General Fund					48,825
Transfer to Water Dept.					31,712
Transfer to Harbor Dept.					62,146
Total Interfund Transfers & In-Kind	0	0	0	24,000	161,912

\$273,089

Depreciation & Amortization								
Depreciation	234,789	238,557	240,196	240,196	240,196	240,196	240,196	\$ (0.07)
Total Depreciation & Amortization	<u>234,789</u>	<u>238,557</u>	<u>240,196</u>	<u>240,196</u>	<u>240,196</u>	<u>240,196</u>	<u>240,196</u>	
Total JT Brown Ind. Park Revenues	32,125	21,083	29,743	24,812	438,948			
Total JT Brown Ind. Park Expenses	505,289	525,839	515,744	481,093	679,144	\$	438,948	
Net Revenue (Expense)	<u>\$ (473,164)</u>	<u>\$ (504,756)</u>	<u>\$ (486,001)</u>	<u>\$ (456,281)</u>	<u>\$ (240,196)</u>			

JT Brown Industrial Park

FY 2020

	<u>Acct #</u>		
Salaries	28-5100	\$ 88,625	\$ 88,625
Benefits	28-5200	38,874	38,874
Contract Services	28-5330		15,500
Move connex		500	
Dive survey		15,000	
Materials	28-5510		17,800
Boat Yard			
Misc Tools & Supplies		5,800	
Gravel			
Boat Launch		2,200	
False Isand Pier			
Zincs			
Paint & Supplies			
Freight			
Icehouse		9,800	
Salt		4500	
Lumber		1,300	
Pump		4,000	
Misc Postage	28-5520	0	
Misc Freight	28-5525		
Utilities	28-5610		52,782
Electricity		46000	
Telephone		1500	
Water, Sewer, Garbage		5,282	
Maintenance	28-5700		4,000
Ice House Maintenance		4,000	
Insurance			
General Liability	28-5800		12,000
Property Liability		12000	
Vehicle			
Permits		325	325
Advertising			
Equipment Purchases	28-6200		0
Capital Improvements	28-6500		0
Capital Reserve			0
		<u>\$ 229,906</u>	<u>\$ 229,906</u>

Enterprise Cannery Fund

	FY 2016	FY 2017	FY 2018	FY 2019 Budget	FY 2020 Budget
Revenues, Cannery					
Storage	\$3,505	\$8,884	\$8,105	\$7,000	\$7,000
Material Sales					
Total Craig Cannery Revenues	\$3,505	\$8,884		\$8,105	\$7,000
Interfund Revenue & Transfers					
PERS Relief					
Transfer from General Fund Admin		50,000			13,904
Total Interfund Revenue & Transfers	0	50,000	0	0	13,904
Cannery Expenses					
Salaries					
Benefits & Unemployment					
Contracted Services				0	\$0
Employee Travel, Education, & Dues					
Materials & Supplies	190	92	40	0	880
Utilities	3100	1465	1564	2100	3,100
Repairs & Maintenance	810	156	136	2750	1,000
Insurance	24	0	960	31	1,020
Recording/Permits & Misc.	0				
Equipment			0	2000	0
Capital Improvement					1,000
Total Craig Cannery Expenses	4,124	1,713	2,700	6,881	7,000
Debt Service					
Interest					
Debt Retirement					
Total Debt Service	0.00	0.00	0.00	0.00	0
Transfer to Reserve					
Capital Investments					
Total Transfer to Reserve	0	0	0	0	0
Interfund Transfers & In-Kind					
General Fund Admin. Services				24,000	13,904
Transfer to General Fund					
Total Interfund Transfers & In-Kind	0	0	0	24,000	13,904
Depreciation & Amortization					
Depreciation	15,322	15,322	15,322	15,322	15,322
Total Depreciation & Amortization	15,322	15,322	15,322	15,322	15,322
Total Cannery Revenues	3,505	58,884	0	8,105	20,904
Total Cannery Expenses	19,446	17,035	18,022	46,203	36,226
Net Revenue (Expense)	\$ (15,941)	\$ 41,849	\$ (18,022)	\$ (38,098)	\$ (15,322)

Cannery

FY 2020

Contract Services	28-5810	
Ground Maint		1,000
Materials		880
Electric	28-5610	1,600
Garbage		1,500
Insurance	28-5550	1,020
Equipment Purchase	28-6200	
Capital Improvements	28-6206	1,000
Lighting		
	TOTAL	<u><u>\$7,000</u></u>



**Special Revenue Fund
Fiscal Year 2019**

May 2019

City of Craig
Reserve Funds
July 1, 2019

	Capital	Equipment	Harbor	
Prior Yr. Fund Balance		\$ 100,000	\$ 100,000	
2014 Fund Balance	\$ 130,000	30,000	30,000	
FY 15 Silver Bay Lease			44,435	
FY 2015 Fish Tax Excess of budget		57,000	57,000	
2015 Fund Balance				
FY 2015 Endowment Fund	30,948			
Interest	192			
Fire Equipment		(11,933)		
Wood Boiler Overhaul		(49,554)		
PW Vehicle		(6,000)		
Police Vehicles		(15,149)		
June 30, 2015 Total	161,140	104,364	231,435	496,939
2016 Endowment	33,000			
FY16 Silver Bay Lease			26,000	
FY 2016 Fish Tax Excess of budget		46,369	46,370	
Ice House Improvements	(25,208)			
Equipment Purchases				
Waste Oil Heater		(6116.88)		
Match Defibrillator		(2329.89)		
Water Dam Project	(83228.26)			
F150 Pickups		(26084.40)		
F150 Pickups		(26084.40)		
Dodge Pickup		(8000.00)		
Interest	77.82			
June 30, 2016 Total	\$ 85,782	\$ 82,117	\$ 303,805	\$ 471,704
2017 Endowment	41278			
FY17 Silver Bay Lease			44438	
FY 2017 Fish Tax Excess of budget		0		(Net of
Boat haul out			(23,737.00)	expenses -
Boat Haul Out Building				operating
Ambulance		(37,810.00)		budget line
PW Heating		(13,955.00)		item \$154000
Interest	239.17			
06/30/2017 Total	\$ 127,299	\$ 30,352	\$ 324,506	\$ 482,157
FY 2018 Endowment	41612	184000		
FY18 Silver Bay Lease			44438	
FY 2018 Fish Tax Excess of budget		0		
Harbor Office flooring		(3,990)		
Police Department flooring		(2,890)		
Matching funds to replace roof on POWER Building				
Wastewater Treatment Plant repairs	(53,140)			
Replace alum station at Water treatment plant		(21,271.00)		
Vehicles for PPF and Harbors		(51,182.00)		
Replace NC docks			(26,234.00)	
Interest	269.34			
June 30, 2018 Total	\$ 116,040	\$ 135,019	\$ 342,710	\$ 593,769
FY 2019 Endowment	64000		130000	
FY 2019 Silver Bay Lease			44438	
FY 2019 Fish Tax Excess of budget		53948	0	
Transfers for:				
Build wash down & oil containment areas at Public Works		(5,000.00)		
harbor Lights & Chains			(130,000.00)	
Administration Server	(25,500)			
June 30, 2019 Total	\$ 154,540	\$ 183,967	\$ 387,148	\$ 725,655
FY 2020 Endowment		90000		
FY 2020 Silver Bay Lease			44438	
FY 2020 Fish Tax Excess of budget				
Transfers for:				
Police Server		(25000)		
Police Vehicle		(15000)		
Soda Ash		(50000)		
June 30, 2019 Total	\$ 154,540	\$ 183,967	\$ 431,586	

School Funds
6/30/2019

Year	NFR	Paid School	Excess		City Contribution to School Funds	Total
FY04	\$ 805,626	\$ 692,386	\$ 113,241	113,241		
FY06	1,003,519	860,278	143,241	256,481		
FY05	1,107,861	860,278	247,583	504,064		
FY06	528,261	678,133	(149,872)	354,192		
FY07	594,437	678,133	(83,696)	270,496		
FY08	744,271	400,000	344,271	614,767		
FY09	1,101,332	592,676	508,656	1,123,423		
FY10	1,008,181	550,666	457,515	1,580,938	\$ 50,000	
FY11	871,626	550,666	320,960	1,901,898	100,000	
FY12	836,001	550,666	285,335	2,187,233	150,000	
FY13	807,020	550,660	256,360	2,443,593	250,000	
FY14	657,344	550,660	106,684	2,550,277	300,000	
FY15	594,350	550,600	43,750	2,594,027	350,000	
FY16	486,879	550,600	(63,721)	2,530,307	100,000	
FY17	-	550,600	(550,600)	1,979,707	0	
FY18	447,128	550,600	(103,472)	1,876,235	168,000	
FY19	394,356	550,600	(156,244)	1,719,991	250,000	
FY20						
	\$11,988,192	\$ 10,268,202	1,719,991		1,718,000	3,437,991
		Interest			232,327	232,327
		Total Cash	\$ 1,719,991		\$ 1,950,327	\$ 3,670,317

CITY OF CRAIG
MEMORANDUM

To: City Council
From: Joyce Mason, Treasurer
Date: April 26, 2019
Re: Ordinance No. 722

Attached you will find Ordinance No. 722. The ordinance adopts the utility rate change for garbage, water and wastewater services for all structures hooked up to city utilities.

The water department continues to struggle to generate enough revenue to meet expenses so the staff is recommending raising the rates an additional 3%. The base rate is \$16.92 which was increased from \$16.43. Customers will be charged per 1000 gallons used at a rate of \$3.86 per 1000 gallons. Customers outside the city (Pt. St. Nick road) will be charged a base rate of \$42.31 per hookup and a water rate of \$9.66 per 1000 gallons used. The water rates are based on water consumption.

The wastewater rates and the garbage rates will remain the same from Fiscal year 2019 and 2020.

The staff will continue to do weight measurements of garbage to evaluate the rates. At this time we do not feel the data is available. We plan to do another sampling in August.

Recommendation

Move to accept final reading of Ordinance No. 722 at the May 16 2019 meeting.

ORDINANCE NO. 722

ADOPTING UTILITIES RATES FOR WATER AND SEWER

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CRAIG, ALASKA:

Section 1. Classification. This is a non-code ordinance.

Section 2. Severability. If any provision of this ordinance or its application to any person or circumstance is held invalid, the remainder of this ordinance and the application to other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall be effective July 1, 2019.

Section 4. Repeal. This ordinance repeals Schedule "A" of Ordinance No. 712, which Schedule is incorporated by reference in Craig Municipal Code Section 8.04.040, Schedule "B" of Ordinance No. 712, which Schedule is incorporated by reference in Craig Municipal Code Section 15.16.010 and Schedule "C" of Ordinance No. 699 which Schedule is incorporated by reference in Craig Municipal Code Section 15.48.010.

Section 5. Action. (a) The Schedule "A", Garbage Rates; The Schedule "B," Sewage Service Rates and Schedule "C" Water Rates, is hereby adopted and incorporated by reference in Craig Municipal Code Sections 8.04.040, 15.16.010 and 15.48.010.

APPROVED _____

MAYOR TIM O'CONNOR

ATTEST _____
KASSI MACKIE, CITY CLERK

SCHEDULE "A"
(Incorporated by reference in 8.04.040)

GARBAGE RATES

The following rates per month are adopted effective July 1, 2019.

I. SERVICE WITHIN CITY LIMITS

# Pick-up per week	48 Gal Can	64 Gal Can	Residential Dumpster	Business Dumpster
One (1)	\$30.00/can	\$45.00 /can	\$145.00/dumpster	\$112.00/dumpster

II. SERVICE OUTSIDE CITY LIMITS

# Pick-up per week	48 Gal Can	64 Gal Can	Dumpster
One(1)	\$42.00/can	\$53.00/can	\$158.00/dumpster

III. NOTES

(1) The minimum sanitation charge for residential, commercial and industrial customers shall be the rate for one pick-up per week. All locations in the City of Craig that receive water and sewer services will be charged garbage pickup fees at least at the minimum charge.

(2) Charges for additional cans and pick-up services will be charged at \$7.50 per additional 48 Gallon can and \$9.38 per additional 64 Gallon can per pick up for residential customers. Additional Dumpster services will be \$30.00 per pick up for commercial dumpsters and \$40.00 per residential dumpster.

(3) Garbage service outside municipal boundaries will be provided at the discretion of the Director of Public Works.

(4) Duplex dwelling units will be serviced with a minimum of 64 Gal Can. Multiple family dwelling units of three units or more, and mobile home parks, will be serviced with dumpsters.

(5) The City of Craig will provide residential garbage pick-up services free of charge, one 48 Gal. can per week, to residents who are 65 or older. This exemption applies only to the address at which the customer resides and will only apply if the exempt resident is billed directly.

(6) Arrangements may be made for regular pick-up of garbage in cartons, boxes, bales, or other non-standard units at a rate of \$55.00 per cubic yard subject to the approval of the City.

SCHEDULE "B"
(Incorporated by reference in 15.16.010)

SEWER RATES

The following rates are adopted effective July 1, 2019.

I. UNMETERED SERVICE

One equivalent dwelling unit (EDU) shall be \$66.40.

Processing, industrial, cold storage, and electrical generation plant rates shall be set by individual agreement approved by the City Council and shall be structured to follow the \$66.40 per EDU for wastes discharged into the sewerage system.

II. METERED SERVICE

All service except mobile home parks- \$30.00 per unit of the physical structure, unoccupied or occupied.

Mobile Home Parks- under 10 units, base unit price is \$214.00.

10 to 25 units, base unit price is \$428.00

26-50 units, base unit price is \$1,071.00

Over 50 units, base unit price is \$2142.00

All units with a meter will be charged a base unit prices and \$3.60 per 1000 gallons consumption.

SCHEDULE "C"
(Incorporated by reference in 15.48.010)

WATER RATES

The following monthly rate is adopted effective July 1, 2018:

I. UNMETERED SERVICE

Section A.

USER TYPE	MONTHLY RATE
Single family residence	\$51.63

Section B.

As referenced in Section 15.40.080, the City does not charge for standby water service on fire protection systems, metered or unmetered.

II. METERED SERVICE

Effective January 1, 1994 all commercial users and mobile home parks as defined in Title 18, Craig Land Development Code will be required to install metered water service. Exceptions to this provision will be on a case-by-case basis.

Section A

Within City Limits Rate:

Except as provided below in Section B, the monthly base rate per meter except mobile home parks- \$16.92 per meter.

Mobile Home Parks base rate under 10 units- \$122.0
Base rate 10 to 25 units- \$242.00
Base Rate 26-50 units- \$607.00
Base rate over 50 units- \$1212.00

All units with a meter will be charged a base rate and \$3.86 per 1000 gallons consumption.

Outside City Limits Rate:

Base rate per meter- \$42.31
All services outside city limits will be charged a base rate plus \$9.66 per 1000 gallons consumption.

Section B.

Seafood processing plants that exceed one million (1,000,000) gallons monthly will be charged \$3.75 per thousand for the first one million gallons and \$3.27 per 1000 gallons for the gallons over one million.

Where monthly water usage does not exceed one million gallons, the rate established in Section A of "II METERED SERVICE" shall apply.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: May 9, 2019
RE: Update on Trojan & Son Lease Lot at JT Brown Industrial Park

At its April 18 meeting, the city council considered sale of Lot 9 of the city's industrial park to Trojan & Son. The council approved a motion to defer action on this item until the May 16 meeting.

Essentially, the council deferred action on Trojan & Son's request to purchase Lot 9 until such time as the company produces a business plan or similar document that demonstrates a commitment to developing the property and producing enough economic benefits for the city to justify selling the lot, versus continuing to lease the property.

As of today's date, I have not yet met with Richard Trojan since the council's April 18 action. I am told by e-mail correspondence that he is working on a document. Until such time as Richard delivers something to me that he approves for release, there is little for the council to consider as to the potential land sale.

Consistent with the council's direction, this item is on the May 16 council agenda, and subject to whatever action the council may wish to take, if any.

**CITY OF CRAIG
MEMORANDUM**

To: Craig City Council
From: Jon Bolling, City Administrator
Date: May 7, 2019
RE: Consider Appropriation to CCSD Operating Budget

At its May 2 meeting, the council reviewed the Craig City School District operating budget for Fiscal Year 2020. Please refer to the cover memo and CCSD budget document from the May 2 meeting packet on this topic for details. As noted in the cover memo to this agenda item from the May 2 meeting, the council's statutory role is to approve the city's contribution to the coming year's school district budget.

In short, the CCSD budget calls for a cash appropriation from the city of \$550,660, plus additional in-kind amounts for use of the Craig Aquatic Center, and water/sewer/garbage utility services totaling \$92,289. The total cash and in-kind contribution for FY2020 amounts to \$642,949.

Recommendation

That the council, by motion, set the city's contribution to the Craig City School District for Fiscal Year 2020.

**CRAIG CITY
SCHOOL
DISTRICT**

**FISCAL YEAR 2020
OPERATING BUDGET**

**Chris Reitan, Superintendent
April 24, 2019**

E 3100 CRAIG CITY SCHOOL DISTRICT BUDGETING TIMELINE

September

- Report Card to Public presentation at Board meeting

October

- 20-day enrollment count period: determines funding for current year
- Strategic planning committee reviews goals and objectives

November

- Board goal setting retreat

January

- Strategic planning committee reviews goals and objectives
- Superintendent begins internal budget development for coming year
- Tenured teacher contracts for following year to Board
- Non-tenured teacher contracts for following year to Board

February

- Final figures from State on current year funding
- First revision of current year budget to Board
- Preliminary budget and assumptions for following year to Board

March

- Workshop with public on following year budget
- Workshop with City Council on following year budget
- First reading to Board of following year budget

April

- Second reading and adoption by Board of following year budget
- Following year budget sent to City for approval

May

- Strategic planning committee reviews goals and objectives**
- City action on following year budget
- Classified staff notified of status for following year

June

- Final revision of current year budget to Board
- First revision of following year budget (only if necessary)

July

- Following year budget due to State by July 15

** Every three years there will be a full Strategic Plan review and update. Next date: 2018

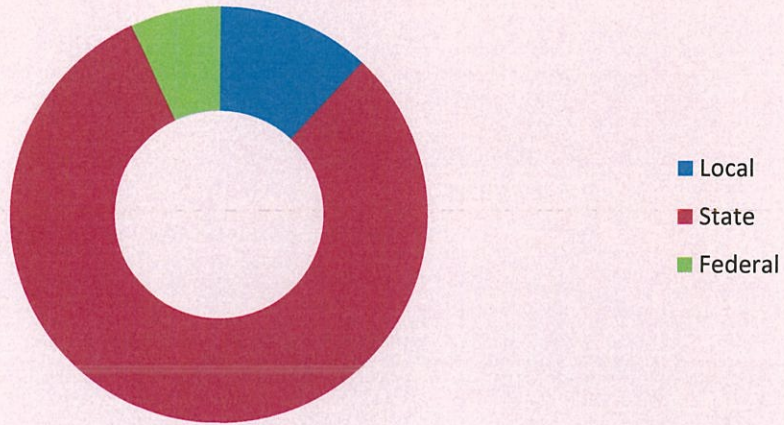
9/96

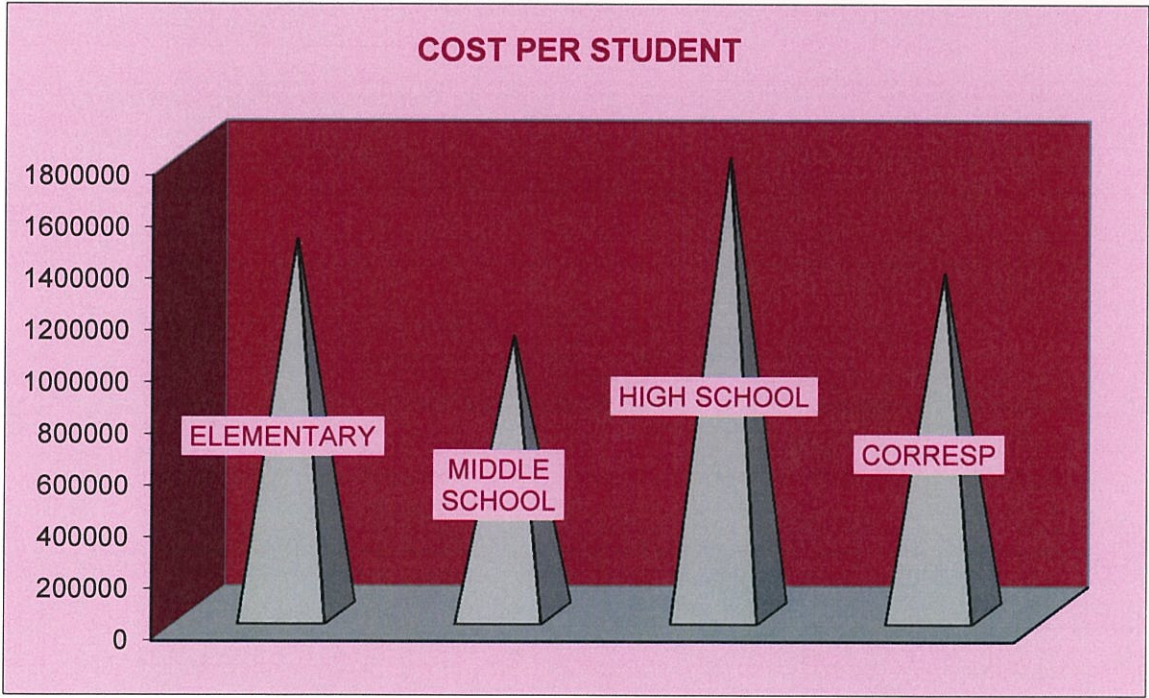
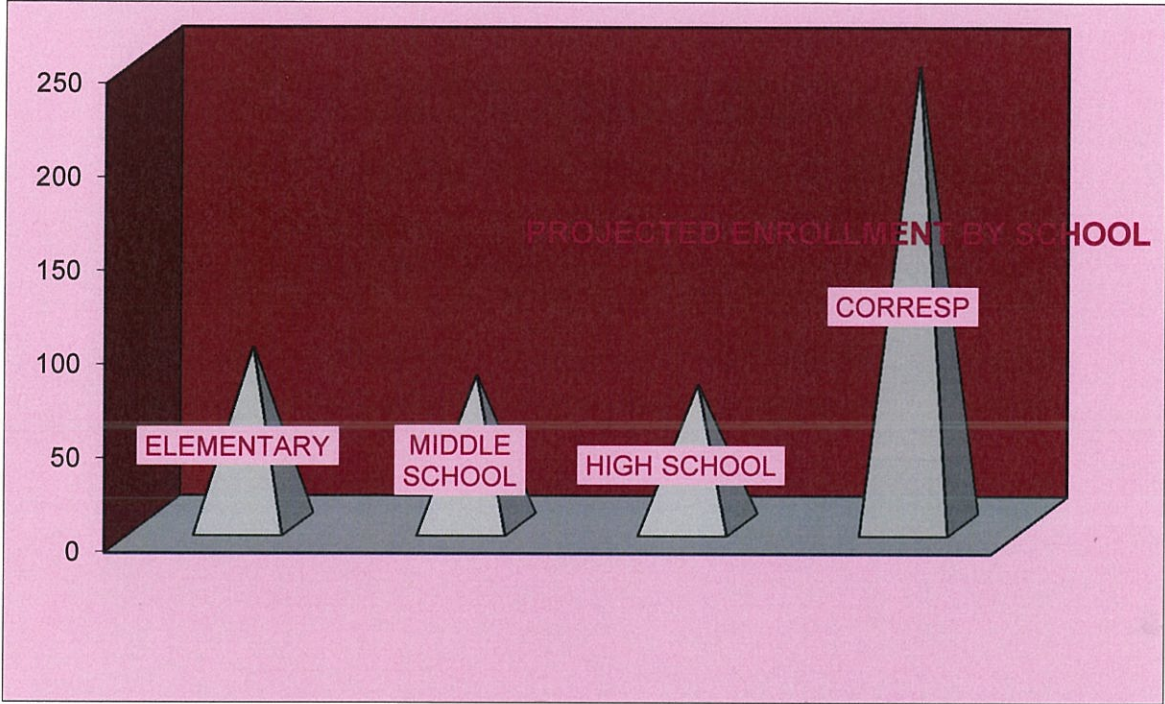
Adopted 10/12

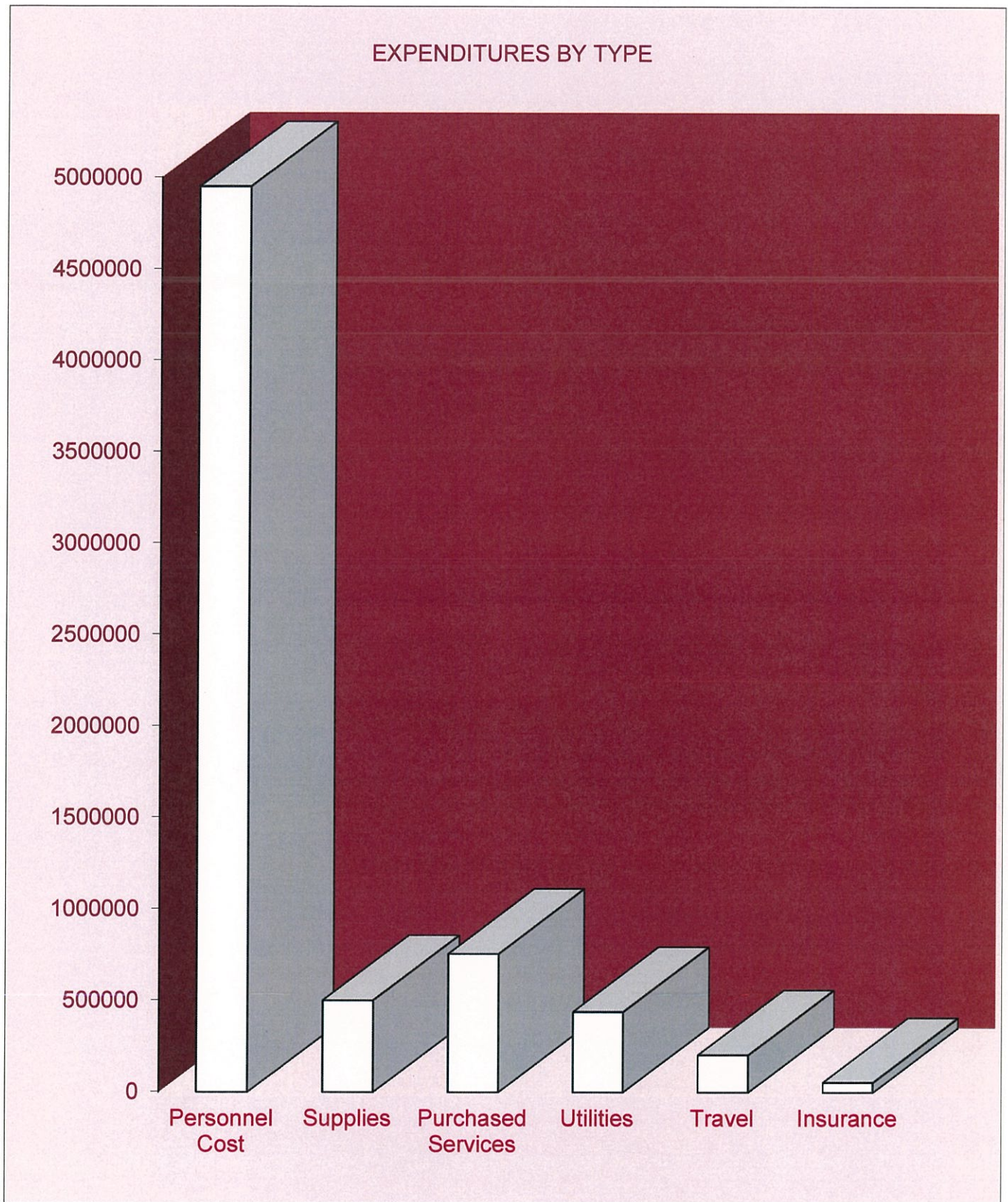
Revised 9/14

Revised 11/18

REVENUES BY SOURCE







FY 20 BUDGET WORKSHEET

		FY 18	FY 19 Est	FY 20 PROJ	
REVENUES:					
CITY APPROPRIATION	011	550,660	550,600	550,660	
CITY SUPPLEMENTAL	011	15,339	24,897	24,897	
CITY IN-KIND	012	77,125	67,392	67,392	
INTEREST	031	1,123	1,359	1,359	
PACE BUYOUTS	038	2,510	5,000	5,000	
SHARED SERVICES	039	69,108	92,848	92,848	
OTHER LOCAL REVENUES	040	151,276	10,000	10,000	
LAB, SHOP & BOOK FEES	044	2,693	3,000	3,000	
PARTICIPATION FEES	045	8,775	10,000	10,000	
E-RATE SUBSIDY	047	82,863	87,000	82,655	
FOUNDATION	051	4,533,209	4,702,940	4,530,000	Cat 1 no phones 495students
SUPPLEMENTAL AID	055	-	-	-	
TRS ON-BEHALF PMTS	056	368,348	950,941	368,348	
PERS ON-BEHALF PMTS	057	31,470	130,542	31,470	
IMPACT AID	110	661,358	754,779	500,000	
		-	-	-	
		6,555,857	7,391,298	6,277,629	
EXPENDITURES:					
INSTRUCTION	100	2,161,007	3,008,706	2,346,247	
CORRESPONDENCE	140	474,664	455,318	460,559	
SPECIAL EDUCATION	200	470,241	564,374	529,913	
SPED SUPPORT	220	145,468	174,439	175,993	
STUDENT SUPPORT	300	85,726	106,646	104,401	
INSTRUCTIONAL SUPPORT	350	1,069,133	1,222,125	1,201,075	
SCHOOL ADMINISTRATION	400	405,078	379,145	354,288	
SCHOOL ADMIN SUPPORT	450	191,552	245,298	250,729	
DISTRICT ADMINISTRATION	510	189,309	136,295	125,014	
DISTRICT ADMIN SUPPORT	550	142,415	200,485	209,834	
MAINTENANCE	600	748,120	805,231	836,020	
STUDENT ACTIVITIES	700	210,038	259,556	254,555	
FUND TRANSFERS	900	54,593	24,194	54,394	
		6,347,344	7,581,812	6,903,022	
				(625,393)	
FY ACTIVITY				(625,393)	
BEG FUND BALANCE				500,000	
FY 19 PL-874 for FY20				754,779	
				754,779	OVER (UNDER)
					129,386
FINAL FUND BALANCE				629,386	
(PL-874 ASSIGNED TO FY21)				(500,000)	
					% CARRYOVER
					1.89%
UNASSIGNED FUND BAL				129,386	

FY 20 BUDGET WORKSHEET

TOTAL FOR DISTRICT		FY 18	FY 19 Est	FY 20 PROJ
SUPERINTENDENT	311	93,793	69,000	69,000
PRINCIPALS	313	247,669	252,115	253,806
DIRECTORS	314	115,970	110,610	113,000
TEACHERS	315	1,684,213	1,662,487	1,655,269
EXTRA DUTY PAY	316	87,101	99,810	99,810
SPECIALISTS	318	44,964	69,693	49,847
SCHOOL BOARD	320	1,680	1,680	1,680
AIDES	323	320,834	402,939	350,356
SUPPORT STAFF	324	166,004	196,653	203,687
CUSTODIANS	325	117,653	151,187	156,160
BUS DRIVERS	327	3,535	5,535	5,535
SUBSTITUTES	329	42,643	74,242	50,318
REFEREES	330	5,430	9,907	9,907
FRINGE BENEFITS	350	1,819,086	1,459,529	1,527,732
PERS/TRS ON-BEHALF	350	-	1,081,483	399,818
LEAVE BUYOUT	359	-	5,000	5,000
PROFESSIONAL FEES	410	208,283	275,566	251,566
PROF FEES (ALLOTMENT)	412	195,489	240,609	240,609
<i>FITNESS CENTER</i>	<i>412</i>	<i>15,212</i>	<i>13,732</i>	<i>13,732</i>
AUDITING	412	18,280	21,560	21,560
LEGAL FEES	414	4,456	5,000	5,000
OFFICIATING FEES	418	500	1,042	1,042
STAFF TRAVEL	420	57,719	67,621	68,935
STUDENT TRAVEL	425	119,383	138,773	133,773
<i>W/S/G</i>	<i>431</i>	<i>44,622</i>	<i>37,601</i>	<i>37,601</i>
COMMUNICATIONS	433	36,575	40,317	40,317
INTERNET	434	138,861	142,724	142,724
<i>ELECTRICITY</i>	<i>436</i>	<i>926</i>	<i>926</i>	<i>926</i>
ELECTRICITY	436	116,548	118,329	118,329
HEATING OIL	438	80,827	71,889	71,889
<i>HEATING OIL</i>	<i>438</i>	<i>21,611</i>	<i>24,170</i>	<i>24,170</i>
PURCHASED SERVICES	440	32,313	58,347	58,347
<i>RENTALS</i>	<i>441</i>	<i>5,005</i>	<i>11,165</i>	<i>11,165</i>
RENTALS	441	54,213	56,702	76,343
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>5,000</i>	<i>2,500</i>	<i>2,500</i>
EQUIPMENT REPAIR	443	20,199	36,826	36,826
INSURANCE	445	49,751	54,085	54,085
SUPPLIES	450	336,368	443,366	443,366
TEXTBOOKS	471	5,362	35,000	35,000
DUES	491	21,069	22,898	22,898
INDIRECT COST	495	(46,396)	(15,000)	(15,000)
EQUIPMENT	510	-	-	-
FOOD SERVICE	552	49,120	22,000	49,000
TRANSPORTATION	553	3,279	-	3,200
SPECIAL PROJECTS	554	-	-	-
<i>STAFF HOUSING</i>	<i>555</i>	<i>2,194</i>	<i>2,194</i>	<i>2,194</i>
		6,347,344	7,581,812	6,903,022
	Ck fig	6,347,344	7,581,812	6,903,022
	Ck fig	6,347,344	7,581,812	6,903,022

FY 20 BUDGET WORKSHEET

TOTAL FOR DISTRICT				
		FY 18	FY 19 Est	FY 20 PROJ
INSTRUCTION				
TEACHERS	315	1,304,319	1,263,758	1,227,708
AIDES	323	-	-	-
SUBSTITUTES	329	32,046	41,759	29,135
FRINGE BENEFITS	350	784,476	519,415	587,295
PERS/TRS ON-BEHALF	350	-	1,081,483	399,818
LEAVE BUY-OUT	359	-	5,000	5,000
<i>FITNESS CENTER</i>	<i>412</i>	<i>15,212</i>	<i>13,732</i>	<i>13,732</i>
<i>RENTALS</i>	<i>441</i>	<i>-</i>	<i>6,160</i>	<i>6,160</i>
EQUIPMENT REPAIR	443	-	1,651	1,651
SUPPLIES	450	19,592	40,748	40,748
TEXTBOOKS	471	5,362	35,000	35,000
		2,161,007	3,008,706	2,346,247
CORRESPONDENCE		FY 18	FY 19 Est	FY 20 PROJ
TEACHERS	315	203,569	214,302	217,364
FRINGE BENEFITS	350	144,006	80,800	82,979
INTERNET	434	-	-	-
EQUIPMENT REPAIR	443	-	600	600
SUPPLIES	450	127,089	159,616	159,616
		474,664	455,318	460,559
SPECIAL EDUCATION		FY 18	FY 19 Est	FY 20 PROJ
TEACHERS	315	174,342	184,427	210,198
AIDES	323	110,819	184,852	145,951
SUBSTITUTES	329	6,268	23,000	11,700
FRINGE BENEFITS	350	175,672	163,095	153,065
SUPPLIES	450	3,140	9,000	9,000
		470,241	564,374	529,913
SPECIAL ED SUPPORT		FY 18	FY 19 Est	FY 20 PROJ
DIRECTOR	314	40,127	27,000	27,000
EXTRA DITY PAY	316	-	-	-
SPECIALIST	318	-	-	-
SUPPORT STAFF	324	-	7,000	7,000
SUBSTITUTES	329	-	-	-
FRINGE BENEFITS	350	15,070	10,433	10,673
PROFESSIONAL FEES	410	88,085	118,027	118,027
STAFF TRAVEL	420	1,711	6,793	8,107
PURCHASED SERVICES	440	-	-	-
SUPPLIES	450	475	5,186	5,186
		145,468	174,439	175,993

FY 20 BUDGET WORKSHEET

TOTAL FOR DISTRICT					
STUDENT SUPPORT			FY 18	FY 19 Est	FY 20 PROJ
EXTRA DUTY PAY	316		-	879	879
SPECIALISTS	318		44,864	47,861	49,847
FRINGE BENEFITS	350		38,049	51,839	47,608
PROFESSIONAL FEES	410		-	-	-
STAFF TRAVEL	420		1,758	2,428	2,428
STUDENT TRAVEL	425		-	1,773	1,773
SUPPLIES	450		1,055	1,866	1,866
			85,726	106,646	104,401
INSTRUCTIONAL SUPPORT			FY 18	FY 19 Est	FY 20 PROJ
DIRECTORS	314		(2,759)	6,000	6,000
TEACHERS	315		1,983	-	-
EXTRA DUTY PAY	316		23,839	24,957	24,957
SPECIALISTS	318		100	21,832	-
AIDES	323		210,015	218,087	204,405
SUBSTITUTES	329		1,265	2,500	2,500
FRINGE BENEFITS	350		186,402	154,729	193,193
PROFESSIONAL FEES	410		81,872	108,712	84,712
PROF FEES (ALLOTMENT)	412		195,489	240,609	240,609
STAFF TRAVEL	420		25,142	22,292	22,292
STUDENT TRAVEL	425		25,735	25,000	25,000
COMMUNICATIONS	433		30,852	34,600	34,600
INTERNET	434		138,861	142,724	142,724
PURCHASED SERVICES	440		10,386	39,471	39,471
<i>RENTALS</i>	<i>441</i>		-	-	-
EQUIPMENT REPAIR	443		20,199	32,025	32,025
SUPPLIES	450		118,722	143,782	143,782
DUES	491		1,030	4,805	4,805
EQUIPMENT	510		-	-	-
			1,069,133	1,222,125	1,201,075
SCHOOL ADMINISTRATION			FY 18	FY 19 Est	FY 20 PROJ
PRINCIPAL	313		247,669	252,115	253,806
FRINGE BENEFITS	350		149,207	109,586	83,038
PROFESSIONAL FEES	410		-	-	-
STAFF TRAVEL	420		3,796	6,957	6,957
COMMUNICATIONS	433		2,588	2,126	2,126
SUPPLIES	450		590	6,010	6,010
DUES	491		1,228	2,351	2,351
			405,078	379,145	354,288
SCHOOL ADMIN SUPPORT			FY 18	FY 19 Est	FY 20 PROJ
SUPPORT STAFF	324		97,484	108,192	109,118
SUBSTITUTES	329		2,610	5,083	5,083
FRINGE BENEFITS	350		91,458	130,448	134,954
PROFESSIONAL FEES	410				
SUPPLIES	450		-	1,575	1,575
			191,552	245,298	250,729

FY 20 BUDGET WORKSHEET

TOTAL FOR DISTRICT				
DISTRICT ADMINISTRATION		FY 18	FY 19 Est	FY 20 PROJ
SUPERINTENDENT	311	93,793	69,000	69,000
SCHOOL BOARD	320	1,680	1,680	1,680
FRINGE BENEFITS	350	39,915	31,672	20,391
STAFF TRAVEL	420	21,400	20,433	20,433
COMMUNICATIONS	433	828	1,260	1,260
PROFESSIONAL FEES	410	-	-	-
SUPERINTENDENT HIRE	440	17,787	-	-
SUPPLIES	450	2,221	3,165	3,165
DUES	491	11,685	9,085	9,085
		189,309	136,295	125,014
DISTRICT ADMIN SUPPORT		FY 18	FY 19 Est	FY 20 PROJ
SUPPORT STAFF	324	68,520	81,461	87,569
FRINGE BENEFITS	350	63,803	64,755	67,996
PROFESSIONAL FEES	410	8,279	10,914	10,914
AUDITING FEES	412	18,280	21,560	21,560
LEGAL FEES	414	4,456	5,000	5,000
STAFF TRAVEL	420	1,534	3,000	3,000
COMMUNICATIONS	433	1,012	1,256	1,256
PURCHASED SERVICES	440	2,277	8,000	8,000
INSURANCE	445	12,381	13,352	13,352
SUPPLIES	450	2,847	2,800	2,800
DUES	491	5,422	3,387	3,387
INDIRECT COST RECOVER	495	(46,396)	(15,000)	(15,000)
		142,415	200,485	209,834
MAINTENANCE		FY 18	FY 19 Est	FY 20 PROJ
DIRECTOR	314	78,602	77,610	80,000
CUSTODIANS	325	117,653	151,187	156,160
SUBSTITUTES	329	454	1,900	1,900
FRINGE BENEFITS	350	116,290	128,333	132,118
PROFESSIONAL FEES	410	28,407	35,313	35,313
STAFF TRAVEL	420	-	1,419	1,419
<i>W/S/G</i>	<i>431</i>	<i>44,622</i>	<i>37,601</i>	<i>37,601</i>
COMMUNICATIONS	433	1,295	1,075	1,075
<i>ELECTRICITY</i>	<i>436</i>	<i>926</i>	<i>926</i>	<i>926</i>
ELECTRICITY	436	116,548	118,329	118,329
HEATING OIL	438	80,827	71,889	71,889
<i>HEATING OIL</i>	<i>438</i>	<i>21,611</i>	<i>24,170</i>	<i>24,170</i>
PURCHASED SERVICES	440	1,863	10,876	10,876
RENTALS	441	54,213	56,702	76,343
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>5,000</i>	<i>2,500</i>	<i>2,500</i>
EQUIPMENT REPAIRS	443	-	2,550	2,550
INSURANCE	445	37,370	40,733	40,733
SUPPLIES	450	42,439	42,118	42,118
EQUIPMENT	510	-	-	-
		748,120	805,231	836,020

FY 20 BUDGET WORKSHEET

ELEMENTARY		FY 18	FY 19 Est	FY 20 PROJ
SUPERINTENDENT	311			
PRINCIPALS	313	50,127	51,435	51,950
DIRECTORS	314			
TEACHERS	315	565,692	550,053	520,088
EXTRA DUTY PAY	316	800	800	800
SPECIALISTS	318	9,072	31,404	9,969
SCHOOL BOARD	320			
AIDES	323	99,405	162,466	126,995
SUPPORT STAFF	324	32,076	32,088	33,113
CUSTODIANS	325	46,219	49,062	51,081
BUS DRIVERS	327			
SUBSTITUTES	329	15,941	37,124	24,500
FRINGE BENEFITS	350	535,110	437,968	420,453
LEAVE BUYOUT	359			
PROFESSIONAL FEES	410	11,214	12,500	12,500
PROF FEES (ALLOTMENT)	412			
<i>FITNESS CENTER</i>	<i>412</i>	<i>2,255</i>	<i>7,840</i>	<i>7,840</i>
AUDITING	412			
LEGAL FEES	414			
OFFICIATING FEES	418			
STAFF TRAVEL	420	1,705	2,017	2,017
STUDENT TRAVEL	425			
<i>W/S/G</i>	<i>431</i>	<i>20,684</i>	<i>16,143</i>	<i>16,143</i>
COMMUNICATIONS	433	1,969	3,600	3,600
INTERNET	434	8,698	15,882	15,882
<i>ELECTRICITY</i>	<i>436</i>	<i>926</i>	<i>926</i>	<i>926</i>
ELECTRICITY	436	29,133	32,471	32,471
HEATING OIL	438	6,927	10,000	10,000
<i>HEATING OIL</i>	<i>438</i>	<i>10,759</i>	<i>12,085</i>	<i>12,085</i>
PURCHASED SERVICES	440	1,632	6,416	6,416
<i>RENTALS</i>	<i>441</i>	<i>-</i>	<i>4,180</i>	<i>4,180</i>
RENTALS	441	-	2,912	2,912
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>1,250</i>	<i>625</i>	<i>625</i>
EQUIPMENT REPAIR	443	9,513	15,151	15,151
INSURANCE	445	8,416	9,046	9,046
SUPPLIES	450	39,081	54,182	54,182
TEXTBOOKS	471	78	5,000	5,000
DUES	491	30	728	728
INDIRECT COST	495			
EQUIPMENT	510	-	-	-
FOOD SERVICE	552			
TRANSPORTATION	553			
SPECIAL PROJECTS	554			
STAFF HOUSING	555			
		1,508,712	1,564,104	1,450,654
	Ck fig	1,508,712	1,564,104	1,450,654

FY 20 BUDGET WORKSHEET

ELEMENTARY					
INSTRUCTION		FY 18	FY 19 Est	FY 20 PROJ	
TEACHERS	315	491,648	462,351	423,455	
AIDES	323	-	-	-	
SUBSTITUTES	329	9,795	24,624	12,000	
FRINGE BENEFITS	350	300,985	204,054	226,701	
<i>FITNESS CENTER</i>	<i>412</i>	<i>2,255</i>	<i>7,840</i>	<i>7,840</i>	<i>swim lessons</i>
<i>RENTALS</i>	<i>441</i>	<i>-</i>	<i>4,180</i>	<i>4,180</i>	<i>pool rental</i>
EQUIPMENT REPAIR	443	-	151	151	computers, instruments
SUPPLIES	450	8,524	12,000	12,000	allot, technology upgrade
TEXTBOOKS	471	78	5,000	5,000	
		813,285	720,200	691,326	
SPECIAL EDUCATION		FY 18	FY 19 Est	FY 20 PROJ	
TEACHERS	315	74,044	87,702	96,634	
AIDES	323	77,163	122,677	105,427	
SUBSTITUTES	329	4,386	8,000	8,000	
FRINGE BENEFITS	350	121,124	80,979	56,137	
SUPPLIES	450	2,360	5,000	5,000	
		279,077	304,358	271,198	
SPECIAL ED SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
PROFESSIONAL FEES	410	312	521	521	
STAFF TRAVEL	420	1,388	1,586	1,586	
PURCHASED SERVICES	440	-	-	-	
SUPPLIES	450	43	1,538	1,538	
		1,743	3,645	3,645	
STUDENT SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
SPECIALISTS	318	9,072	9,572	9,969	counselor
FRINGE BENEFITS	350	6,188	24,186	18,927	
PROFESSIONAL FEES	410	-	-	-	
STAFF TRAVEL	420	-	-	-	
SUPPLIES	450	517	1,000	1,000	
		15,777	34,758	29,897	
INSTRUCTIONAL SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
SPECIALISTS	318	-	21,832	-	stacia
AIDES	323	22,242	39,789	21,568	library & recess
SUBSTITUTES	329	1,265	2,500	2,500	
FRINGE BENEFITS	350	16,994	38,485	40,143	
PROFESSIONAL FEES	410	10,902	11,979	11,979	Dales Carpets
STAFF TRAVEL	420	317	-	-	
COMMUNICATIONS	433	1,969	3,600	3,600	postage, phone
INTERNET	434	8,698	15,882	15,882	
EQUIP REPAIR	443	9,513	15,000	15,000	copier mostly
SUPPLIES	450	13,721	18,772	18,772	libr, tech, copier,
DUES	491	30	453	453	NWAS, bees
EQUIPMENT	510	-	-	-	
		85,651	168,292	129,897	

FY 20 BUDGET WORKSHEET

ELEMENTARY					
SCHOOL ADMINISTRATION		FY 18	FY 19 Est	FY 20 PROJ	
PRINCIPAL	313	50,127	51,435	51,950	.50 FTE
FRINGE BENEFITS	350	16,669	20,934	6,909	
STAFF TRAVEL	420	-	431	431	
SUPPLIES	450	295	2,208	2,208	
DUES	491	-	275	275	AAESP
		67,091	75,283	61,773	
SCHOOL ADMIN SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
SUPPORT STAFF	324	32,076	32,088	33,113	elem secretary
SUBSTITUTES	329	495	2,000	2,000	
FRINGE BENEFITS	350	41,290	42,197	43,685	
SUPPLIES	450	-	300	300	
		73,861	76,585	79,098	
MAINTENANCE		FY 18	FY 19 Est	FY 20 PROJ	
CUSTODIANS	325	46,219	49,062	51,081	
FRINGE BENEFITS	350	31,736	26,884	27,703	
<i>W/S/G</i>	<i>431</i>	<i>20,684</i>	<i>16,143</i>	<i>16,143</i>	
<i>ELECTRICITY</i>	<i>436</i>	<i>926</i>	<i>926</i>	<i>926</i>	<i>street lights</i>
ELECTRICITY	436	29,133	32,471	32,471	
HEATING OIL	438	6,927	10,000	10,000	2,000 gal @
<i>HEATING OIL</i>	<i>438</i>	<i>10,759</i>	<i>12,085</i>	<i>12,085</i>	
PURCHASED SERVICES	440	1,632	6,416	6,416	includes 410 was 8000
RENTALS	441	-	2,912	2,912	was 5000
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>1,250</i>	<i>625</i>	<i>625</i>	<i>plowing</i>
EQUIPMENT REPAIRS	443	-	-	-	
INSURANCE	445	8,416	9,046	9,046	
SUPPLIES	450	13,621	13,364	13,364	
		171,303	179,934	182,772	
STUDENT ACTIVITIES		FY 18	FY 19 Est	FY 20 PROJ	
EXTRA DUTY PAY	316	800	800	800	X-Country
FRINGE BENEFITS	350	124	249	249	
<i>RENTALS</i>	<i>441</i>	<i>-</i>	<i>-</i>	<i>-</i>	<i>city gym</i>
		924	1,049	1,049	

FY 20 BUDGET WORKSHEET

MIDDLE SCHOOL		FY 18	FY 19 Est	FY 20 PROJ
SUPERINTENDENT	311			
PRINCIPALS	313	51,082	51,435	51,950
DIRECTORS	314			
TEACHERS	315	333,848	335,975	345,225
EXTRA DUTY PAY	316	28,843	33,145	33,145
SPECIALISTS	318	8,572	9,572	9,969
SCHOOL BOARD	320			
AIDES	323	9,957	23,573	24,636
SUPPORT STAFF	324	31,890	37,699	38,791
CUSTODIANS	325	37,178	47,220	48,606
BUS DRIVERS	327	792	2,035	2,035
SUBSTITUTES	329	11,660	8,800	8,800
REFEREES	330	1,135	1,907	1,907
FRINGE BENEFITS	350	309,914	254,151	278,116
LEAVE BUYOUT	359			
PROFESSIONAL FEES	410	5,288	11,829	11,829
PROF FEES (ALLOTMENT)	412			
<i>FITNESS CENTER</i>	<i>412</i>	<i>2,475</i>	<i>2,240</i>	<i>2,240</i>
AUDITING	412			
LEGAL FEES	414			
OFFICIATING FEES	418	140	140	140
STAFF TRAVEL	420	2,227	4,872	4,872
STUDENT TRAVEL	425	16,669	15,500	17,000
<i>W/S/G</i>	<i>431</i>	<i>14,054</i>	<i>12,050</i>	<i>12,050</i>
COMMUNICATIONS	433	8,629	8,067	8,067
INTERNET	434	30,442	35,442	35,442
<i>ELECTRICITY</i>	<i>436</i>			
ELECTRICITY	436	29,413	29,714	29,714
HEATING OIL	438	10,397	10,000	10,000
<i>HEATING OIL</i>	<i>438</i>	<i>10,852</i>	<i>12,085</i>	<i>12,085</i>
PURCHASED SERVICES	440	-	2,000	2,000
<i>RENTALS</i>	<i>441</i>	<i>-</i>	<i>1,980</i>	<i>1,980</i>
RENTALS	441	-	-	-
<i>ROAD MAINTENANCE</i>	<i>442</i>			
EQUIPMENT REPAIR	443	1,394	7,050	7,050
INSURANCE	445	9,827	11,143	11,143
SUPPLIES	450	40,856	50,987	50,987
TEXTBOOKS	471	2,565	15,000	15,000
DUES	491	-	921	921
INDIRECT COST	495			
EQUIPMENT	510	-	-	-
FOOD SERVICE	552			
TRANSPORTATION	553			
SPECIAL PROJECTS	554			
STAFF HOUSING	555			
		1,010,099	1,036,532	1,075,701
	Ck fig	1,010,099	1,036,532	1,075,701

FY 20 BUDGET WORKSHEET

MIDDLE SCHOOL						
INSTRUCTION			FY 18	FY 19 Est	FY 20 PROJ	
TEACHERS	315		315,508	313,128	321,386	
AIDES	323		-	-	-	
SUBSTITUTES	329		11,026	6,000	6,000	
FRINGE BENEFITS	350		204,220	132,615	148,666	
<i>FITNESS CENTER</i>	<i>412</i>		<i>2,475</i>	<i>2,240</i>	<i>2,240</i>	<i>swim lessons</i>
<i>RENTALS</i>	<i>441</i>		<i>-</i>	<i>1,980</i>	<i>1,980</i>	<i>pool rental</i>
EQUIPMENT REPAIR	443		-	500	500	computers, instruments
SUPPLIES	450		1,301	6,968	6,968	allotments, technology
TEXTBOOKS	471		2,565	15,000	15,000	
			537,095	478,431	502,739	
SPECIAL EDUCATION			FY 18	FY 19 Est	FY 20 PROJ	
TEACHERS	315		18,340	22,847	23,840	
AIDES	323		8,633	21,763	22,852.45	
SUBSTITUTES	329		132	2,000	2,000	
FRINGE BENEFITS	350		10,767	15,116	34,473	
SUPPLIES	450		496	1,000	1,000	allotments, technology
			38,368	62,726	84,165	
SPECIAL ED SUPPORT			FY 18	FY 19 Est	FY 20 PROJ	
EXTRA DUTY PAY	316		-	-	-	
FRINGE BENEFITS	350			-	-	
PROFESSIONAL FEES	410		312	-	-	
STAFF TRAVEL	420		323	2,021	2,021	was 1878
SUPPLIES	450		139	230	230	
			774	2,251	2,251	
STUDENT SUPPORT			FY 18	FY 19 Est	FY 20 PROJ	
SPECIALISTS	318		8,572	9,572	9,969	counselor
FRINGE BENEFITS	350		6,224	8,974	9,320	
PROFESSIONAL FEES	410		-	-	-	
STAFF TRAVEL	420		879	879	879	
SUPPLIES	450		300	562	562	
			15,975	19,987	20,731	
INSTRUCTIONAL SUPPORT			FY 18	FY 19 Est	FY 20 PROJ	
EXTRA DUTY PAY	316		7,178	7,777	7,777	student co, class adv
SPECIALISTS	318		-			
AIDES	323		1,324	1,810	1,784	library picked a number
FRINGE BENEFITS	350		3,050	761	779	
PROFESSIONAL FEES	410		2,207	3,833	3,833	
STAFF TRAVEL	420		1,025	1,459	1,459	
STUDENT TRAVEL	425		4,168	3,500	3,500	bees, music, 8th grade trip
COMMUNICATIONS	433		7,335	7,000	7,000	postage, phone
INTERNET	434		30,442	35,442	35,442	
EQUIP REPAIR	443		1,394	4,000	4,000	copier, computers & vans
SUPPLIES	450		21,739	20,816	20,816	lib, tech, copier was 20000
DUES	491		-	323	323	NWAS
			79,862	86,721	86,713	

FY 20 BUDGET WORKSHEET

MIDDLE SCHOOL					
		FY 18	FY 19 Est	FY 20 PROJ	
SCHOOL ADMINISTRATION					
PRINCIPAL	313	51,082	51,435	51,950	.50 FTE
FRINGE BENEFITS	350	16,950	22,046	8,021	
PROFESSIONAL FEES	410	-	-		
STAFF TRAVEL	420	-	513	513	
COMMUNICATIONS	433	1,294	1,067	1,067	Iphone & Ipad
SUPPLIES	450	295	2,911	2,911	
DUES	491	-	598	598	AAMSP
		69,621	78,570	65,060	
SCHOOL ADMIN SUPPORT					
SUPPORT STAFF	324	31,890	37,699	38,791	MS secretary
SUBSTITUTES	329	502	800	800	
FRINGE BENEFITS	350	38,385	43,960	45,469	
SUPPLIES	450	-	1,000	1,000	
		70,777	83,459	86,060	
MAINTENANCE					
CUSTODIANS	325	37,178	47,220	48,606	
FRINGE BENEFITS	350	23,856	23,897	24,606	
PROFESSIONAL FEES	410	2,769	7,996	7,996	
<i>W/S/G</i>	<i>431</i>	<i>14,054</i>	<i>12,050</i>	<i>12,050</i>	
ELECTRICITY	436	29,413	29,714	29,714	
HEATING OIL	438	10,397	10,000	10,000	1,500 gal @ 3.73
<i>HEATING OIL</i>	<i>438</i>	<i>10,852</i>	<i>12,085</i>	<i>12,085</i>	
PURCHASED SERVICES	440	-	2,000	2,000	fire alarms, appl, boilers 100
RENTALS	441	-	-	-	Tyler Rental, gym repair wa
EQUIPMENT REPAIRS	443	-	2,550	2,550	
INSURANCE	445	9,827	11,143	11,143	15000
SUPPLIES	450	12,985	12,500	12,500	
EQUIPMENT	510	-	-	-	
		151,331	171,155	173,250	
STUDENT ACTIVITIES					
EXTRA DUTY PAY	316	21,665	25,368	25,368	
BUS DRIVERS	327	792	2,035	2,035	
REFEREES	330	1,135	1,907	1,907	
FRINGE BENEFITS	350	6,462	6,782	6,782	
OFFICIATING TRAVEL	418	140	140	140	
STAFF TRAVEL	420	-	-	-	
STUDENT TRAVEL	425	12,501	12,000	13,500	was 12,500
<i>RENTALS</i>	<i>441</i>	<i>-</i>	<i>-</i>	<i>-</i>	
SUPPLIES	450	3,601	5,000	5,000	
DUES	491	-	-	-	
		46,296	53,232	54,732	

FY 20 BUDGET WORKSHEET

HIGH SCHOOL		FY 18	FY 19 Est	FY 20 PROJ
SUPERINTENDENT	311			
PRINCIPALS	313	97,640	99,937	99,937
DIRECTORS	314			
TEACHERS	315	546,562	528,279	538,715
EXTRA DUTY PAY	316	57,458	65,865	65,865
SPECIALISTS	318	27,320	28,717	29,908
SCHOOL BOARD	320			
AIDES	323	33,422	60,176	38,105
SUPPORT STAFF	324	33,518	38,405	37,214
CUSTODIANS	325	33,308	52,405	53,974
BUS DRIVERS	327	2,743	3,500	3,500
SUBSTITUTES	329	15,042	28,318	17,018
REFEREES	330	4,295	8,000	8,000
FRINGE BENEFITS	350	463,458	361,822	389,175
LEAVE BUYOUT	359			
PROFESSIONAL FEES	410	53,918	45,496	45,496
PROF FEES (ALLOTMENT)	412			
<i>FITNESS CENTER</i>	<i>412</i>	<i>10,021</i>	<i>2,356</i>	<i>2,356</i>
AUDITING	412			
LEGAL FEES	414			
OFFICIATING FEES	418	360	902	902
STAFF TRAVEL	420	7,777	12,125	13,439
STUDENT TRAVEL	425	102,714	123,273	116,773
<i>W/S/G</i>	<i>431</i>	<i>9,884</i>	<i>9,408</i>	<i>9,408</i>
COMMUNICATIONS	433	7,554	8,559	8,559
INTERNET	434	39,139	45,000	45,000
<i>ELECTRICITY</i>	<i>436</i>			
ELECTRICITY	436	55,062	54,644	54,644
HEATING OIL	438	62,005	49,389	49,389
PURCHASED SERVICES	440	-	2,000	2,000
<i>RENTALS</i>	<i>441</i>	<i>5,005</i>	<i>5,005</i>	<i>5,005</i>
RENTALS	441	-	-	-
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>3,750</i>	<i>1,875</i>	<i>1,875</i>
EQUIPMENT REPAIR	443	6,075	4,000	4,000
INSURANCE	445	18,635	20,007	20,007
SUPPLIES	450	63,314	84,837	84,837
TEXTBOOKS	471	2,719	15,000	15,000
DUES	491	1,872	3,944	3,944
INDIRECT COST	495			
EQUIPMENT	510	-	-	-
FOOD SERVICE	552			
TRANSPORTATION	553			
SPECIAL PROJECTS	554			
STAFF HOUSING	555			
		1,764,570	1,763,244	1,764,044
	Ck fig	1,764,570	1,763,244	1,764,044

FY 20 BUDGET WORKSHEET

HIGH SCHOOL					
INSTRUCTION		FY 18	FY 19 Est	FY 20 PROJ	
TEACHERS	315	497,163	488,279	482,868	
AIDES	323	-		-	
SUBSTITUTES	329	11,225	11,135	11,135	
FRINGE BENEFITS	350	279,271	182,746	211,929	
<i>FITNESS CENTER</i>	<i>412</i>	<i>10,021</i>	<i>2,356</i>	<i>2,356</i>	<i>weight room</i>
EQUIPMENT REPAIR	443	-	1,000	1,000	computers, instruments
SUPPLIES	450	9,767	21,780	21,780	includ supp. Voc tech rent
TEXTBOOKS	471	2,719	15,000	15,000	taken out
		810,166	722,296	746,067	
SPECIAL EDUCATION		FY 18	FY 19 Est	FY 20 PROJ	
TEACHERS	315	49,399	40,000	55,847	
AIDES	323	25,023	40,412	17,671	
SUBSTITUTES	329	1,750	13,000	1,700	
FRINGE BENEFITS	350	33,674	26,172	20,468	
SUPPLIES	450	284	2,700	2,700	allot, tech
		110,130	122,284	98,386	
SPECIAL ED SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
PROFESSIONAL FEES	410	312		-	
STAFF TRAVEL	420	-	186	1,500	
SUPPLIES	450	293	1,500	1,500	
		605	1,686	3,000	
STUDENT SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
EXTRA DUTY PAY	316	-	879	879	peer helpers
SPECIALISTS	318	27,220	28,717	29,908	counselor
FRINGE BENEFITS	350	20,813	18,679	19,360	
PROFESSIONAL FEES	410			-	was 1000
STAFF TRAVEL	420	879	1,549	1,549	
STUDENT TRAVEL	425	-	1,773	1,773	HOBY/college fair
SUPPLIES	450	238	304	304	
		49,150	51,901	53,773	
INSTRUCTIONAL SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
EXTRA DUTY PAY	316	16,661	17,180	17,180	class adv, student co
SPECIALISTS	318	100	-	-	
AIDES	323	8,399	19,764	20,434	library
FRINGE BENEFITS	350	6,416	8,573	8,781	
PROFESSIONAL FEES	410	37,128	30,000	30,000	Odd,Pwersch,tuition/Earl
STAFF TRAVEL	420	2,480	2,354	2,354	was 5060
STUDENT TRAVEL	425	21,567	21,500	21,500	music & acdc was 23,500
COMMUNICATIONS	433	6,260	7,500	7,500	postage, phone
INTERNET	434	39,139	45,000	45,000	
EQUIP REPAIR	443	6,075	3,000	3,000	copier & vans
SUPPLIES	450	23,652	21,887	21,887	library,tech copier was 2218
DUES	491	-	1,550	1,550	Adv Ed, Nassp
EQUIPMENT	510	-	-	-	
		167,877	178,308	179,186	

FY 20 BUDGET WORKSHEET

HIGH SCHOOL					
SCHOOL ADMINISTRATION		FY 18	FY 19 Est	FY 20 PROJ	
PRINCIPAL	313	97,640	99,937	99,937	
FRINGE BENEFITS	350	90,886	47,533	48,486	
STAFF TRAVEL	420	2,040	3,737	3,737	
COMMUNICATIONS	433	1,294	1,059	1,059	cell phone & Ipad
SUPPLIES	450	-	891	891	
DUES	491	614	614	614	AAHSP
		192,474	153,771	154,724	
SCHOOL ADMIN SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
SUPPORT STAFF	324	33,518	38,405	37,213.80	hs secretary
SUBSTITUTES	329	1,613	2,283	2,283	
FRINGE BENEFITS	350	11,783	44,291	45,800	
SUPPLIES	450	-	275	275	
		46,914	85,254	85,572	
MAINTENANCE		FY 18	FY 19 Est	FY 20 PROJ	
CUSTODIANS	325	33,308	52,405	53,974	
SUBSTITUTES	329	454	1,900	1,900	
FRINGE BENEFITS	350	12,463	26,435	26,957	
PROFESSIONAL FEES	410	14,838	12,896	12,896	
<i>W/S/G</i>	<i>431</i>	<i>9,884</i>	<i>9,408</i>	<i>9,408</i>	
ELECTRICITY	436	55,062	54,644	54,644	
HEATING OIL	438	62,005	49,389	49,389	
PURCHASED SERVICES	440	-	2,000	2,000	fire ala, appl, was 10000
RENTALS	441	-	-	-	
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>3,750</i>	<i>1,875</i>	<i>1,875</i>	<i>snow removal</i>
EQUIPMENT REPAIRS	443	-	-	-	
INSURANCE	445	18,635	20,007	20,007	
SUPPLIES	450	14,483	13,000	13,000	
EQUIPMENT	510	-	-	-	
		224,882	243,959	246,050	
STUDENT ACTIVITIES		FY 18	FY 19 Est	FY 20 PROJ	
EXTRA DUTY PAY	316	40,797	47,806	47,806	
BUS DRIVERS	327	2,743	3,500	3,500	
REFEREES	330	4,295	8,000	8,000	
FRINGE BENEFITS	350	8,152	7,393	7,393	
PROFESSIONAL FEES	410	1,640	2,600	2,600	drug screening
OFFICIATING TRAVEL	418	360	902	902	official's travel
STAFF TRAVEL	420	2,378	4,299	4,299	AD meetings
STUDENT TRAVEL	425	81,147	100,000	93,500	
<i>RENTALS</i>	<i>441</i>	<i>5,005</i>	<i>5,005</i>	<i>5,005</i>	<i>swim team & wrestling team</i>
SUPPLIES	450	14,597	22,500	22,500	
DUES	491	1,258	1,780	1,780	
		162,372	203,785	197,285	

FY 20 BUDGET WORKSHEET

PACE CORRESPONDENCE					
CORRESPONDENCE		FY 18	FY 19 Est	FY 20 PROJ	
TEACHERS	315	203,569	214,302	217,364	
FRINGE BENEFITS	350	144,006	80,800	82,979	
FITNESS CENTER	412	461	1296	1,296	weight room
EQUIPMENT REPAIR	443	-	600	600	
SUPPLIES	450	127,089	159,616	159,616	allotments
		475,125	456,614	461,855	
SPECIAL EDUCATION		FY 18	FY 19 Est	FY 20 PROJ	
TEACHERS	315	32,559	33,878	33,878	
AIDES	323	-	-	-	
FRINGE BENEFITS	350	10,107	40,828	41,985	
SUPPLIES	450	-	300	300	
		42,666	75,006	76,163	
SPECIAL ED SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
PROF/TECHNICAL	410	3,197	15,000	15,000	SERRC, speech
STAFF TRAVEL	420	-	2,000	2,000	
SUPPLIES	450	-	1,146	1,146	
		3,197	18,146	18,146	
INSTRUCTIONAL SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
AIDES	318	96,453	76,441	77,928	
FRINGE BENEFITS	350	78,730	39,190	73,472	
PROFESSIONAL FEES	410	2,635	14,900	14,900	odyss was 17900
PROF (ALLOTMENTS)	412	195,489	240,609	240,609	
STAFF TRAVEL	420	13,891	10,000	10,000	
COMMUNICATIONS	433	14,580	15,000	15,000	postage, phone inclu Mollie
INTERNET	434	60,582	46,400	46,400	inc allotments
PURCHASED SERVICES	440	10,386	39,471	39,471	advertising
EQUIP REPAIR	443	3,217	10,000	10,000	copiers mostly
SUPPLIES	450	52,218	74,307	74,307	technology, computers
DUES	491	-	1,479	1,479	accreditation & ASAA
		528,181	567,797	603,566	
SCHOOL ADMINISTRATION		FY 18	FY 19 Est	FY 20 PROJ	
PRINCIPAL	313	48,820	49,308	49,969	
FRINGE BENEFITS	350	24,702	19,073	19,622	
STAFF TRAVEL	433	1,756	2,276	2,276	
DUES	491	614	864	864	
		75,892	71,521	72,731	
MAINTENANCE		FY 18	FY 19 Est	FY 20 PROJ	
CUSTODIANS	325	948	2500	2,500	
FRINGE BENEFITS	350	479	699	724	
ELECTRICITY	436	2,940	1500	1,500	
HEATING OIL	438	1,498	2,500	2,500	
PURCHASED SERVICES	440	231	460	460	
RENTALS	441	54,213	53,790	73,431	
INSURANCE	445	492	537	537	
SUPPLIES	450	1027	2422	2422	includes principal supp
		61,828	64,408	84,074	
STUDENT ACTIVITIES					
DUES	491	446	1,490	1490	

FY 20 BUDGET WORKSHEET

DISTRICT-WIDE					
INSTRUCTION		FY 18	FY 19 Est	FY 20 PROJ	
PERS/TRS ON-BEHALF	350	-	1,081,483	399,818	
LEAVE BUY-OUT	359	-	5,000	5,000	
SPECIAL ED SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
DIRECTOR	314	40,127	27,000	27,000	SPED director
SPECIALIST	318	-	-	-	
SUPPORT STAFF	324	-	7,000	7,000	cindy
SUBSTITUTES	329	-	-	-	
FRINGE BENEFITS	350	15,070	10,433	10,673	
PROFESSIONAL FEES	410	83,952	102,506	102,506	SERRC
STAFF TRAVEL	420	-	1,000	1,000	
SUPPLIES	450	-	772	772	
		139,149	148,711	148,951	
STUDENT SUPPORT					
FRINGE BENEFITS	350	4,824	-		On-behalf other funds
INSTRUCTIONAL SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
DIRECTOR	314	(2,759)	6,000	6,000	Pam Penrose
TEACHER	315	1,983		-	
AIDES	323	81,597	80,283	82,692	tech & grants
FRINGE BENEFITS	350	81,212	67,720	70,018	
PROFESSIONAL FEES	410	29,000	48,000	24,000	/ITEC
STAFF TRAVEL	420	7,429	8,479	8,479	
COMMUNICATIONS	433	708	1,500	1,500	
RENTALS	441	-	-	-	
EQUIP REPAIR	443	-	25	25	
SUPPLIES	450	7,392	8,000	8,000	evaluation tool
DUES	491	1,000	1,000	1,000	OETC, ASDN
		207,562	221,007	201,714	
DISTRICT ADMINISTRATION		FY 18	FY 19 Est	FY 20 PROJ	
SUPERINTENDENT	313	93,793	69,000	69,000	
SCHOOL BOARD	329	1,680	1,680	1,680	
FRINGE BENEFITS	350	39,915	31,672	20,391	
CHIEF ADMIN SERVICES	419	-	-	-	
STAFF TRAVEL	420	21,400	20,433	20,433	was 30,000
COMMUNICATIONS	433	828	1,260	1,260	cell phones & Ipad
SUPERINTENDENT HIRE	440	17,787		-	
SUPPLIES	450	2,221	3,165	3,165	
DUES	491	11,685	9,085	9,085	AASB, T-T ATP
		189,309	136,295	125,014	

FY 20 BUDGET WORKSHEET

DISTRICT-WIDE					
DISTRICT ADMIN SUPPORT		FY 18	FY 19 Est	FY 20 PROJ	
SUPPORT STAFF	324	68,520	81,461	87,569	A/P, bus mgr, grant writer
FRINGE BENEFITS	350	63,803	64,755	67,996	
PROFESSIONAL FEES	410	8,279	10,914	10,914	CIP, online policy, data tear
AUDITING	412	18,280	21,560	21,560	
LEGAL	414	4,456	5,000	5,000	was 7,500
STAFF TRAVEL	420	1,534	3,000	3,000	was 5807
COMMUNICATIONS	433	1,012	1,256	1,256	
PURCHASED SERVICES	440	2,277	8,000	8,000	ads, bank charges
INSURANCE	445	12,381	13,352	13,352	
SUPPLIES	450	2,847	2,800	2,800	office, checks, prop tags
DUES & FEES	491	5,422	3,387	3,387	
INDIRECT RECOVERY	495	(46,396)	(15,000)	(15,000)	
		142,415	200,485	209,834	
MAINTENANCE		FY 18	FY 19 Est	FY 20 PROJ	
DIRECTOR	314	78,602	77,610	80,000	
SUPPORT STAFF	324	-	-	-	
FRINGE BENEFITS	350	47,756	50,418	52,128	
PROFESSIONAL FEES	410	10,800	14,421	14,421	SERRC,background,USI
STAFF TRAVEL	420	-	1,419	1,419	was 1500
COMMUNICATIONS	433	1,295	1,075	1,075	cell phone & Ipad
SUPPLIES	450	323	832	832	office
EQUIPMENT	510	-	-	-	
		138,776	145,775	149,875	
FUND TRANSFERS		FY 18	FY 19 Est	FY 20 PROJ	
FOOD SERVICE	552	49,120	22,000	49,000	
TRANSPORTATION	553	3,279	-	3,200	
SPECIAL PROJECTS	554		-		
STAFF HOUSING	555	2,194	2,194	2,194	
		54,593	24,194	54,394	

SPECIAL REVENUE FUNDS

	A	B	C	D	E	F	G	H
1	CARL PERKINS					FOOD SERVICE		
2	FUND 261					FUND 255		
3								
4	REVENUE:					REVENUE:		
5	GRANT AWARD		20,000			SALES - STUDENTS		30,000
6						SALES-ADULTS		8,000
7	EXPENSE:					STATE REIMBURSEMENT		205,066
8	STAFF TRAVEL		3,007			USDA COMMODITIES		19,220
9	OTHER EXPENSES		2,250					
10	SUPPLIES		7,480			TRANS FROM GEN FUND		22,000
11	INDIRECT		367					284,286
12	PROF& TECH		4,897					
13	STUDENT TRAVEL		2,000					
14			20,000					
15						EXPENSE:		
16						SALARIES		94,643
17						FRINGE BENEFITS		50,465
18						PROF/TECH SERVICES		600
19						STAFF TRAVEL		2,724
20						PROPANE		1,050
21						OTHER PURCHASED SER		200
22						SUPPLIES		134,604
23								284,286
24								
25								
26								
27	INDIAN EDUCATION					JOM FY 17		
28	FUND 350					FUND 361		
29								
30	REVENUE:					REVENUE:		
31	GRANT AWARD		50,928			GRANT AWARD		40,786
32						EXPENSE:		
33	EXPENSE:					SUPPLIES		13,700
34	PERSONNEL		34,850			PERSONNEL		22,000
35	FRINGE BENEFITS		15,003			FRINGE BENEFITS		3,259
36	INDIRECT		1,075			INDIRECT		1,827
37			50,928					40,786
38								
39								
40								
41								
42								
43								
44	ACES					MIGRANT BOOKS		
45	FUND 365					FUND 277		
46								
47	REVENUE:					REVENUE:		
48	GRANT AWARD		337,900			GRANT AWARD		2,250
49								
50	EXPENSE:					EXPENSE:		
51	PERSONNEL		151,000			SUPPLIES		2,250
52	FRINGE BENEFITS		50,000					
53	SUPPLIES		86,900					
54	STIPENDS		15,000					
55	TRAVEL		35,000					
56			337,900					

SPECIAL REVENUE FUNDS

	A	B	C	D	E	F	G	H
57								
58								
59								
60								
61								
62	MIGRANT EDUCATION					SMALL RURAL SCHOOLS		
63	FUND 278					FUND 364		
64								
65	REVENUE:					REVENUE:		
66	GRANT AWARD		108,519			GRANT AWARD		14,926
67								
68	EXPENSE:					EXPENSE:		
69	CERTIFIED SALARIES		20,000			PROF & TECHNICAL		14,926
70	NON-CERTIFIED SALARIES		30,000					14,926
71	FRINGE BENEFITS		28,500					
72	STUDENT TRAVEL		15,000					
73	SUPPLIES		12,777					
74	INDIRECT		2,242					
75			108,519					
76								
77								
78	TITLE II A							
79	FUND 307							
80								
81	REVENUE:					REVENUE:		
82	GRANT AWARD		16,047			STATE REIMBURSEMENT		
83								
84	EXPENSE:					EXPENSE:		
85	PROF/TECHNICAL		12,500			CERT SALARIES		
86	STAFF TRAVEL		3,215			NON-CERT SALARIES		
87	INDIRECT		332			FRINGE BENEFITS		
88			16,047			PROF/TECH		
89						SUPPLIES		
90						INDIRECT		
91								
92								-
93								
94								
95								
96								
97	PRESCHOOL 619					PUPIL TRANSPORTATION		
98	FUND 290					FUND 205		
99								
100	REVENUE:					BEGINNING FUND BAL:		
101	GRANT AWARD		1,826					160,728
102								
103	EXPENSE:					REVENUE:		
104	TEACHER		1,147			STATE REIMBURSEMENT		127,538
105	FRINGE BENEFITS		641			TRANSFER II		-
106	INDIRECT		98					127,538
107			1,886			EXPENSE:		
108						WAGES		51,651
109						FRINGE BENEFITS		35,876
110						ELECTRICITY		1,000
111						OTHER PURCHASED SER		500

SPECIAL REVENUE FUNDS

	A	B	C	D	E	F	G	H
112						INSURANCE		10,205
113						SUPPLIES		11,306
114						GAS AND OIL		17,000
115						EQUIPMENT		-
116								
117								
118	STAFF HOUSING					TITLE 1-A BASIC		
119	FUND 390					FUND 305		
120								
121	BEGINNING FUND BAL:		53,357			REVENUE:		
122						STATE REIMBURSEMENT		105,426
123	REVENUE:							
124	RENTAL INCOME		-					
125						EXPENSE:		
126	EXPENSE:					CERT SALARIES		48,998
127	CUSTODIAL		1,000			NON-CERT SALARIES		19,784
128	FRINGE BENEFITS		319			FRINGE BENEFITS		30,966
129	OTHER PURCHASED		200			PROF/TECH		-
130	INSURANCE		215			STAFF TRAVEL		2,500
131	SUPPLIES		2,000			SUPPLIES		1,000
132	SALES TAX		-			INDIRECT		2,179
133	UTILITIES		2,000					105,426
134			5,734					
135								
136	COMM FOR BLDG REPLAC		47,623					
137								
138								
139								
140	TITLE VI-B					TITLE IV-A		
141	FUND 315					FUND 306		
142								
143	REVENUE:					REVENUE:		
144	GRANT AWARD		123,641			GRANT AWARD		10,781
145						EXPENSE:		
146	EXPENSE:					NON-CERT SALARIES		1,500
147	TEACHER		36,500			EMPLOYEE BENEFITS		1,200
148	AIDES		19,500			STUDENT TRAVEL		2,070
149	FRINGE BENEFITS		12,285			SUPPLIES		5,800
150	PROF/TECH		51,557			INDIRECT		211
151	INDIRECT		3,799					
152			123,641					10,781
153								
154								
155						FRESH FRUITS & VEGGIES		
156						FUND 265		
157								
158						REVENUE:		
159						GRANT AWARD		8,760
160								
161						EXPENSE:		
162						SUPPLIES		7,035
163						LABOR		1,725
164								8,760
165								
166								
167								

CAPITAL PROJECT FUNDS

SPECIAL PROJECTS FUND 500

BEGINNING FUND BAL: 1,329,568

REVENUE:

INTEREST INCOME 2,300

EXPENSE:

MS RENOVATION MATCH -
HS WOOD HEAT BOILER -
ELEM BATHROOM PARTITION -
ELEM LIGHTING -
ELEM & HS CARPET REPLACI -
KITCHEN REPLACEMENT -

-

UNASSIGNED FUND BAL 1,331,868

EXPENDABLE TRUST FUNDS

<p>SCHOLARSHIP FUND FUND 760</p>

BEGINNING FUND BAL: 56,954

REVENUE:

INTEREST INCOME	350
BOARD STIPENDS	<u>1,680</u>
	2,030

EXPENSE:

SCHOLARSHIPS AWARDE	2,000
COMM FOR SCHOLARSHII	56,984