

CITY OF CRAIG  
COUNCIL AGENDA  
MAY 5, 2016  
COUNCIL CHAMBERS 7:00 P.M

**ROLL CALL**

Mayor Dennis Watson, Hannah Bazinet, Greg Dahl, Jim See, Don Pierce, Mike Douville,  
Jan Trojan

**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.*

- Introduction and First Reading of Ordinance 685, FY17 City of Craig Operating Budget

**HEARING FROM THE PUBLIC**

- Open for public comment
- Resolution 16-07, PILT
- Final Reading and Public Hearing of Ordinance 684, Amending Sections 9.09.040 and 01.16.040 of the Craig Municipal Code

**REPORTS FROM CITY OFFICIALS**

Mayor  
Administrator  
Treasurer  
Aquatic Manager  
City Clerk  
City Planner  
EMS Coordinator  
Harbormaster  
Library  
Police Chief  
Public Works  
Parks and Rec  
Parks and Public Facilities

**READING OF CORRESPONDENCE**

- Notice of Vacancy- Craig Representative for Inter Island Ferry Authority
- APCM February 2016 Report
- APCM March 2016 Report

CITY OF CRAIG  
COUNCIL AGENDA  
MAY 5, 2016  
COUNCIL CHAMBERS 7:00 P.M  
(Continued)

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

- Resolution 16-07, PILT
- Ordinance 684, Amending Sections 9.09.040 and 01.16.040 of the Craig Municipal Code

**UNFINISHED BUSINESS**

- Consider Approval of Vehicle for Hire Application from Janet Manning, Katch a Cab

**NEW BUSINESS**

- Consider Funding Request for Alaska Troller's Association Pacific Salmon Treaty Negotiations
- Consider Approval, FY17 Craig City School District Budget
- Cooperative Fire Protection Agreement with US Forest Service
- Consider Approval, Phase IV Street Paving Project

**ADJOURNMENT**

CITY OF CRAIG

ORDINANCE NO. 685

PROVIDING FOR THE ADOPTION OF THE FISCAL YEAR 2017 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, 2016.

Section 3. Authorization and Appropriation. The appropriations identified in "Attachment A" hereto are adopted and authorized for the period of July 1, 2016 through June 30, 2017 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, 2017.

APPROVED this \_\_\_\_\_ day of May, 2016.

\_\_\_\_\_  
MAYOR - DENNIS WATSON

\_\_\_\_\_  
ATTEST: KASSI BATEMAN - CITY CLERK

Ordinance No. 685

ORDINANCE 667  
 FY2008 OPERATING BUDGET APPROPRIATION

ATTACHMENT A

General Fund Revenues	\$ 3,402,860	
Transfer in: Endowment Fund	178,280	
Prior Year Fund Balance	0	
Total		\$ 3,581,140
General Fund Expenditures		
Administration	637,579	
Aquatic Center	544,315	
Council	147,621	
EMS	170,264	
Facilities & Parks	276,463	
Fire	15,606	
Library	129,437	
Planning	91,117	
Police	931,479	
Public Works	289,110	
Recreation	98,849	
Pt. St. Nick Hatchery	45,000	
Total Expenditures		3,376,840
Operating Transfer (In) Out		
Enterprise Fund	26,300	
School Financing	188,000	
NFR Road Funds	(10,000)	
Total		204,300
Total General Fund Expenditures & Transfers		3,581,140
Excess of Revenues/Transfers over Expenditures		\$ (0)
Enterprise Fund Revenues		
Cannery	2,000	
Harbor	268,500	
JTB Industrial Park	409,031	
Garbage	290,000	
Wastewater	275,000	
Water	260,500	
Total		\$ 1,505,031
Transfer In From General Fund		
Total	26,300	\$ 26,300
Enterprise Fund Expenses		
Cannery	5181	
Harbor	248750	
JTB Industrial Park	325250	
Garbage	309544	
Wastewater	315468	
Water	327138	
Total		1,531,331
Excess of Revenue/Transfers over Expenditures		\$ -

# CITY OF CRAIG MEMORANDUM

To: Craig City Council  
From: Joyce Mason, Treasurer  
Date: May 1, 2015  
RE: Ordinance 685

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Attached you will find Ordinance No. 685. The ordinance adopts the city's proposed budget for Fiscal Year 2017, beginning July 1, 2016.

A detailed memo sent to the budget committee last month from Jon describing the budget is included in the budget document. The employee benefits continue to increase each year although this year actual health insurance premiums decreased slightly but the number of employees and dependents requesting coverage increased so health insurance increased 8%.

The budget committee made up of Don Pierce, Jim See, Mike Douville, and Hannah Bazinet held several meetings on the budget. On April 13 the committee completed its work on the draft. The committee moved the budget to the council with all members recommending passage.

## **Recommendation**

Adopt Ordinance No. 685 at first reading.



# **Budget Fiscal Year 2017**



**City Council  
May 2016**

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: April 27, 2016  
RE: Proposed FY 2016 City of Craig Operating Budget

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Attached you will find the proposed City of Craig operating budget for FY 2016. A summary of budget is provided below.

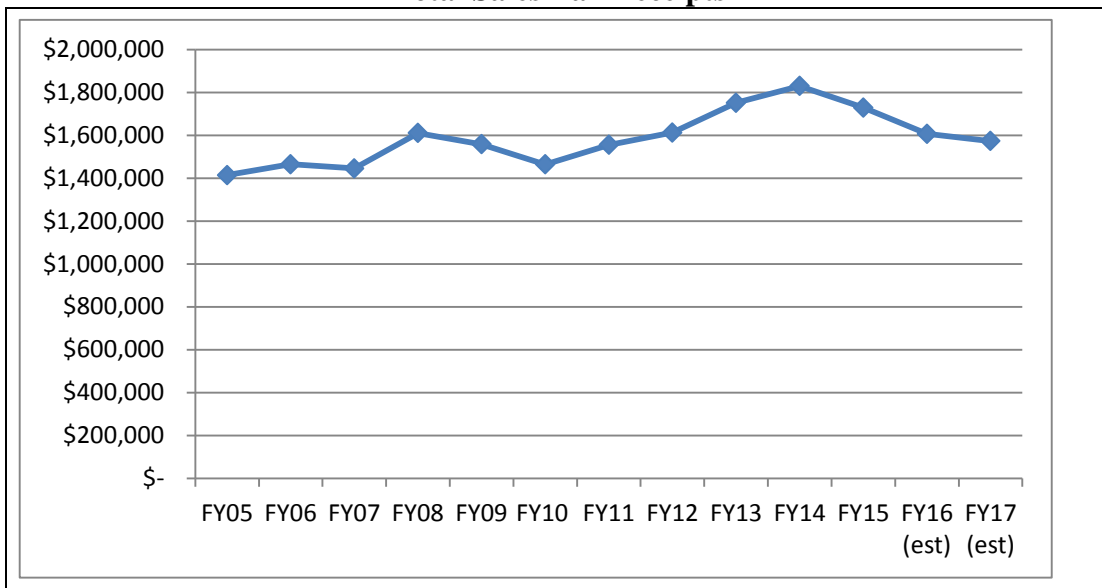
**A. Revenues**

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 city has been fortunate in recent years to see increasing sales tax receipts. The table below shows past actual, and current and next fiscal year's estimated receipts.\*

**Total Sales Tax Receipts**

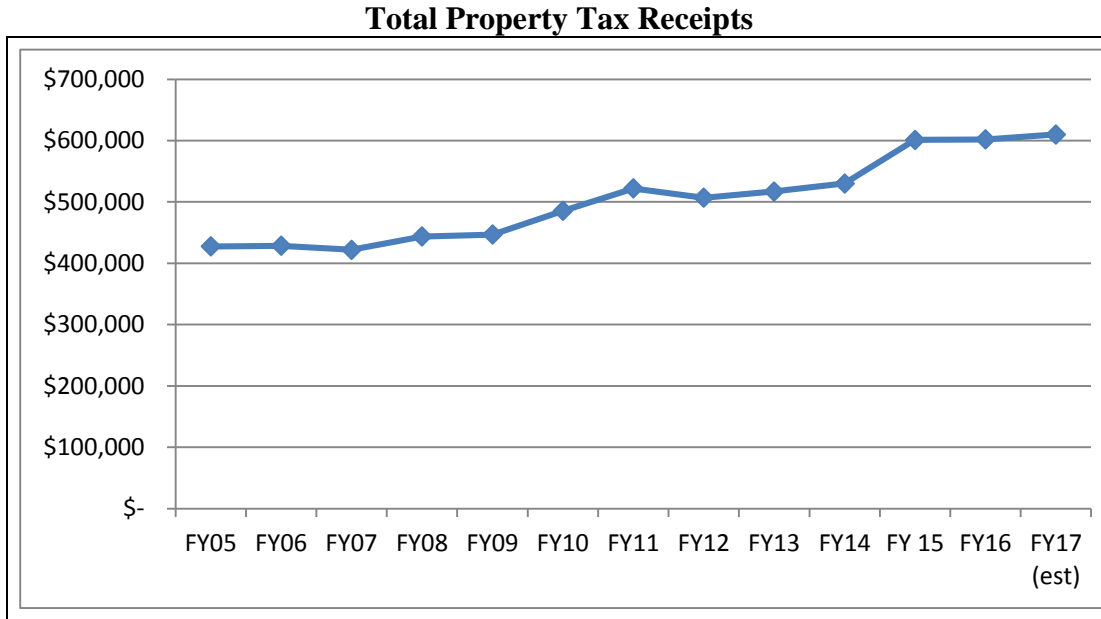


\*Note: I have corrected this chart from the one provided to the budget committee.

Receipts climbed steadily between FY 2010 and 2014. For the purposes of budgeting, the city has consistently assumed a slight drop in sales tax receipts each year, and fortunately the actual receipts have exceeded the revenue estimate since 2010. To date for the current fiscal year, however, sales tax receipts are trending behind the prior year by about ten percent. Even so the city is likely to meet its estimated sales tax receipt target for the current fiscal year. Still, the cautious approach is to estimate lower receipts for the coming fiscal year, which is what you will find in the estimated budget, with staff estimating sales tax receipts of \$1,452,000. If the trend toward lower sales tax receipts continues it may cause real problems for us, especially in light of the fact that the loss of municipal revenue sharing dollars from the State of Alaska is a realistic danger over the next several years.

### Property Tax

Staff expects only a slight increase in property tax receipts for the coming fiscal year. The city's contract assessor reports that the assessed value of residential structures will increase in FY 2017.



The chart above tracks property tax receipts to the city since FY 2005. Property tax receipts have climbed about \$180,000 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 years. The city's property tax receipts have been much less volatile than its sales tax income over the past ten years. Property values have for the most part appreciated in that time based on the market sales of land and buildings in Craig, and on new construction. I expect the aggregate value of real property in Craig to increase again in the coming year, based on reports of planned new construction.

Taken together, staff estimates that sales and property tax revenues for FY 2017 will amount to \$2.184 million, or about 64 percent of all expected 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 2017 is about \$635,000. These payments come mostly from the following sources.

#### 1. Raw Fish Tax

Staff budgets \$250,000 in State of Alaska Raw Fish Tax program slated for the General Fund next fiscal year. Per prior year council direction, any amount in excess of \$250,000 will go toward specific reserve accounts established by the council. The vast majority of the Raw Fish Tax generated comes from fish processing activity at the Silver Bay Seafoods plant. 2015 was marginal in terms of fish value; the volume of fish was about



average for Southeast Alaska, but the market price was low. Still, with current year's receipts well above the \$250,000 budgeted amount, next year's estimate of \$250,000 is reasonable.

## 2. State Revenue Sharing

The State of Alaska has funded the municipal revenue sharing program the past decade or so. The program is now based on a formula where one third of the Revenue Sharing Fund is paid out to communities each year, with the Alaska Legislature, hopefully, appropriating the same amount to the fund each year. This approach allows communities in Alaska to prepare for reduced revenue sharing amounts in the subsequent two years in the event that the legislature fails to appropriate funding to the program in any given fiscal year. Given the sobering—indeed, dire—financial picture at the state level this year (and likely next year) it is quite possible, perhaps even likely, that the Alaska Legislature will not replace the money drawn from the fund. The House Finance Committee is moving in this direction now, and the State Senate is likely to follow. At this point it appears that Craig will take in about \$96,000 in municipal revenue sharing in the next fiscal year. That represents a cut of about a third compared to the current year's receipts. Governor Walker had proposed a cut to the program in the budget he sent to the legislature, but his proposed reduction was much less. If the legislature does not replace what is drawn from the fund then cities across Alaska will have to prepare for an even more substantial reduction in revenue sharing payments in Fiscal Year 2018. Like everything else subject to state legislation, we will know more about state program funding when the legislature adjourns.

## 3. Contract Jail Payments

The city holds an agreement with the State of Alaska to operate a contract jail facility at the Craig Police Department. Funding for the program was cut sharply for the current fiscal year, but the high man days in the Craig jail resulted in Craig having to endure a much lower cut in payments than a number of other communities, although our own cut was substantial. While we are told by the Department of Corrections to expect in FY 2017 what we received in the current fiscal year, it is possible that a reduction could be forthcoming. Craig's jail continues to be very busy, and its man-days of use relative to the number of allocated beds is very high.

## 4. Payment in Lieu of Taxes

Staff plans for a \$30,000 reduction in PILT payments for the coming fiscal year. The program may be subject to sequestration in Congress, and even if it is not the risk of a lower appropriation to the program in the coming fiscal year prompts me to reduce our estimated receipts.

City staff does propose some rate increases for FY 2014. Those are detailed below in Section C.

## **B. Expenditures**

Some details on FY17 expenditures are provided below.

### Cost of Living Adjustment

The proposed FY17 operating budget includes no cost of living adjustment for city employees.

### Health Insurance Costs

As of April 26 we have no definitive word yet from our insurance carrier regarding a change in the next fiscal year to the city's employee health insurance cost. Staff estimates the cost of the benefit for the coming year at about \$512,000.

Staff is working with Diversified Investments on securing a quote from them for employee health insurance, a quote that we can then compare to the one we will receive from Davies-Barry Insurance.

The city has adopted some management measures in response to rising health insurance benefit costs over the past ten or more years. The city implemented a ten percent employee match requirement for the health insurance premium so that the employees had a clear understanding about the cost of the benefit. That match amount was later increased to 13 percent. This policy reduced the city's cost to provide the benefit due to the match requirement, and also because the policy caused some employees to drop the health insurance coverage because they had other coverage options available to them, typically through a spouse. The city later adopted much higher health insurance deductible and at the same time implemented a health reimbursement account program to pay back the increased deductible amount to the employees. This practice lowered the city's employer cost for the benefit compared to maintaining a conventional \$250 deductible.

The budget committee weighed some options to reduce the health insurance benefit cost. In the end the committee recommends changing the employee's per person out-of-pocket health insurance deductible from \$250 to \$500. Staff estimates this change reduces the city's cost of providing the health insurance benefit by about \$10,000. The committee also discussed other options for reducing the cost of this benefit, but declined to recommend other health insurance benefit changes to the full council.

I will repeat a caution that I have raised in years past: that as the employee health insurance benefit cost increases, especially when those increases are well above the rate of inflation, the council must continue to look to alternatives as a means of controlling costs. There should be no component of the municipal budget that is considered improper to reduce. Payroll and benefits constitute two thirds of the city's expenditures, and therefore must be considered with all other expenditures for cost reductions when revenues fall short of expenses.

### School Support

As the council is well aware, in each of the past four years the city added substantial sums to its general fund expenditures earmarked for payments to Craig City School District. The city's goal is to reach an annual general fund appropriation of \$550,000 in cash school support. I hope to achieve this goal before the city exhausts the reserve account it maintains to fund its statutory obligation to provide financial support to CCSD. For FY 2016, the city's budgeted \$400,000 cash for school support from the city's General Fund, up from \$350,000 in the prior year (although most of that amount was subsequently reappropriated to other uses). For FY17, in light of reduced revenues expected in the coming year, staff has reduced the amount earmarked for school support from \$400,000 to \$188,000. The decision to reduce the amount identified for school

support is contrary to the practice the city has adopted since 2011, and a big step backward in our goal to move toward having \$550,000 in city General Fund revenues available for school support each year. Even so, I would rather make this downward adjustment to what we will pay into school reserve fund and as a result largely maintain the city's staffing and service level.

The city's state-mandated minimum contribution to the school district is about \$383,000 in the current fiscal year. As noted above the city provides the district \$550,000 in cash, and also provides a number of in-kind contributions. The statutory funding cap for school support for Craig is about \$1.25 million.

### C. Proposed Rate Changes

#### Monthly Water and Sewer Rates

The water and sewer departments are projected to finish with a deficit next fiscal year. The change in how the city bills for its water and sewer services three years ago has led the city's utility customers to reduce their consumption of water. In addition, the fact that Silver Bay Seafoods is unlikely to operate this summer sharply reduces our projected revenues for both water and wastewater departments.

When the rates were increased three years ago the City Council authorized increases in the utility rates by two percent per year for each of the next five years. For the past two years, however, staff did not implement the increase. Given the shortfall now facing the departments I propose increasing the water and sewer rate by two percent. While this increase will not bring the departments back to a zero deficit for FY17, it will improve the financial position of the departments while staff continues work on the expense side of the operation. Staff will likely present a two percent increase in these rates for FY 2018 as well.

#### Harbor Rates

The proposed budget includes a ten percent increase in moorage rates, plus adjustments to other Harbor Department fees. These rates will be presented to the council by resolution for your consideration. The increase allows the harbor department budget to finish with a projected surplus for FY 2017.

### D. Long-Term Finances

#### Long-Term Debt

The city currently holds the following long-term debt, and funds that debt using the annual payments schedule shown below.

<u>Debt</u>	<u>Balance</u>	<u>Annual Payments</u>
Aquatic Center Bonds	\$1,755,000*	\$136,500*
Wastewater Treatment Plant	\$ 231,250*	\$ 59,997
Water System Improvements	\$ 375,630*	\$ 23,800
<b>Total</b>	<b>\$2,361,880</b>	<b>\$220,297</b>

\* Approximate

As a reminder to the council, in January of 2012 the council authorized spending \$1.2 million of the Craig Endowment Fund to pay down long-term debt. As a means of returning that \$1.2 million to the endowment fund, council directed staff to avoid

drawing out of the fund the annual full draw amount authorized by the Craig Municipal Code, equal to four percent of the market value of the fund. Staff has followed this direction, avoiding drawing out a total, to date, of \$720,000, in increments of \$180,000 each year. At our current pace, staff can again propose drawing the full earnings amount from the endowment fund in another 18 months, if one does not count the interest earned by the avoided draw amounts.

#### Reserve Funds

I thought it would be useful for the council to see a summary of the reserve accounts the city manages. The list below provides some information for each account, with balances as of about March 1.

<u>Fund Name</u>	<u>Source of Funds</u>	<u>Current Balance</u>
1. Craig Endowment	One-time revenues	\$ 8,891,511
2. School Support	Federal & City funds	\$ 3,396,480
3. City checking account	Multiple sources	\$ 2,365,739
4. Land Development	Sale of city property	\$ 537,250
5. Harbor Reserve	Raw fish tax, lease pmts.	\$ 183,368
6. Capital Projects	Endowment Fund	\$ 161,004
7. Equipment Replacement	Surplus Raw Fish Tax	\$ 36,313
8. Clinic Maintenance	Lease payments	\$ 32,145
9. Fire Department	General Fund	\$ 28,188
10. Police Drug	Court awarded	\$ 18,774
11. Halibut Quota	General Fund	\$ 15,478
12. Bond Sinking	General Fund	\$ 14,971
13. Memorial Park	Hilton Foundation	\$ 12,577
14. EMS	General Fund	\$ 2,050

#### **E. Fiscal Year 2018**

Looming large on our horizon is Fiscal Year 2018. If, as expected, Silver Bay Seafoods does not operate the Craig this summer, the city will suffer the loss of between \$250,000 and \$300,000 from the city's General Fund in FY 2018 from reduced raw fish tax. This loss of revenue, which will be compounded by further reductions to Revenue Sharing from the State of Alaska, decreases in the city's sales tax receipts, statutory increases in the city's PERS contribution, or increases in the city's employee health care benefit, or a combination of these and other factors, may make budgeting for FY 2018 especially challenging. We must start now thinking long and hard about how we will approach budgeting for 2018. A list of goals, or a "mantra" or sorts, is needed from the city council before we begin our budgeting process so staff knows where to focus its efforts, whether that is employee or service cuts, increasing revenues, or some other approach.

#### **F. Discussion of Possible New Revenues**

The budget committee talked at some length at its April 12 meeting about options for raising additional revenues. Options discussed at that meeting included the following.

1. Seasonal Sales Tax. Based on models in other communities, the committee discussed the merits of raising the sales tax rate during the summer months, and leaving the rate the same or lowering the rate during the balance of the year. This

- methodology would lead to increased sales tax receipts, and would capture more sales tax from non-residents visiting Craig in the busy summer season.
2. **Sales Tax Rate Increase.** The budget committee also talked about an overall increase in the year round sales tax rate, perhaps to 5.5%. This rate matches the sales tax rate in Klawock, and is closer to the rate in Thorne Bay and Hydaburg (6%).
  3. **Bed Tax.** Many communities target visitors with taxes designed to raise revenue without burdening community residents. Among those tax options is what's commonly known as a bed tax, or a tax on overnight stays at hotels, bed and breakfasts, lodges, and similar hospitality/tourist accommodations. Typically, a bed tax rate is added to an established sales tax rate, so visitors pay both taxes during their stay. Many communities, especially larger cities, set high tax rates on accommodations and rental cars to capture tax revenue from non-residents.
  4. **Tax on Marijuana Sales.** The budget committee also broached the subject of setting a tax on the commercial sale of marijuana in Craig, perhaps at \$1 per gram. Staff is told that commercial marijuana sales are taxable by municipalities, although it is unclear to me at this point if municipalities may levy a special tax on marijuana sales, or if marijuana sales are simply subject to a community's general sales tax. The amount of revenue generated by a tax on marijuana sales is uncertain at this point, as there are no applications yet to open a commercial marijuana establishment in Craig, and there is no commercial sales history from which to make an estimate.

None of these potential revenue sources are included in the proposed FY 2017 budget. The budget committee directed staff to schedule a city council agenda item on this topic. Staff will prepare background information on this topic in upcoming council packet.

### **G. Summary**

As I have stated in years past, department heads 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.

As part of this year's budgeting process with the department heads, after the managers submitted their budget requests, and after seeing that the proposed expenditures would exceed revenues, I asked the managers to reduce their expenditure requests by one percent. Most responded with expenditure reductions, even though there is very little discretionary funding to work with in the departments.

Thanks to thoughtful actions taken by the city councils in Craig over the past 15 years or so, 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 sales tax receipts, and transfer payments from the State of Alaska and US Government, the city's good financial position will make dealing with reduced revenues less traumatic than it would be otherwise. However, less trauma does not mean no trauma, and FY 2018 is shaping up to be financially trying.

When compared to the current fiscal year budget, the proposed FY 2017 budget is balanced based in large part on the substantial reduction in city general fund payments to

the reserve fund held for school support, from \$400,000 in the current year down to \$188,000 proposed for FY 2017. This amounts to using city reserves to balance the city's operating budget. Of course, for each year that the city does not draw all its operating expenses from its operating revenues, the city draws on its cash reserves to meet its expenses, and in terms of funding schools we have done exactly that for many years now, although through FY 2016 the city has substantially reduced the amount of that draw. While the proposed FY 2017 budget greatly reduces the general fund contribution to the school reserve fund, I intend to begin to build that contribution back up until we reach at least the \$550,000 mark.

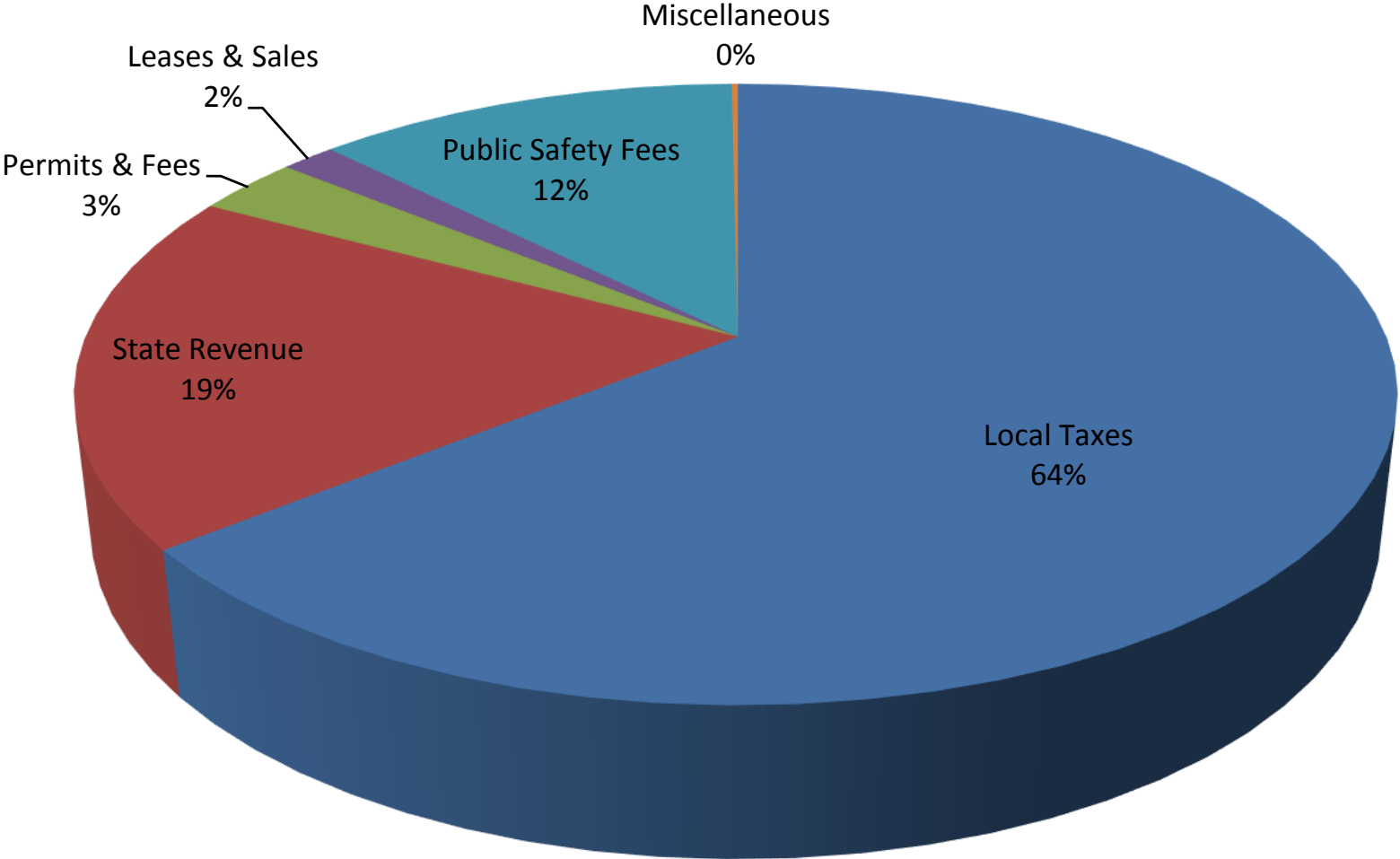
Staff is prepared to address questions from the council regarding the proposed FY 2017 budget.



# **Financial Summary Fiscal Year 2016**

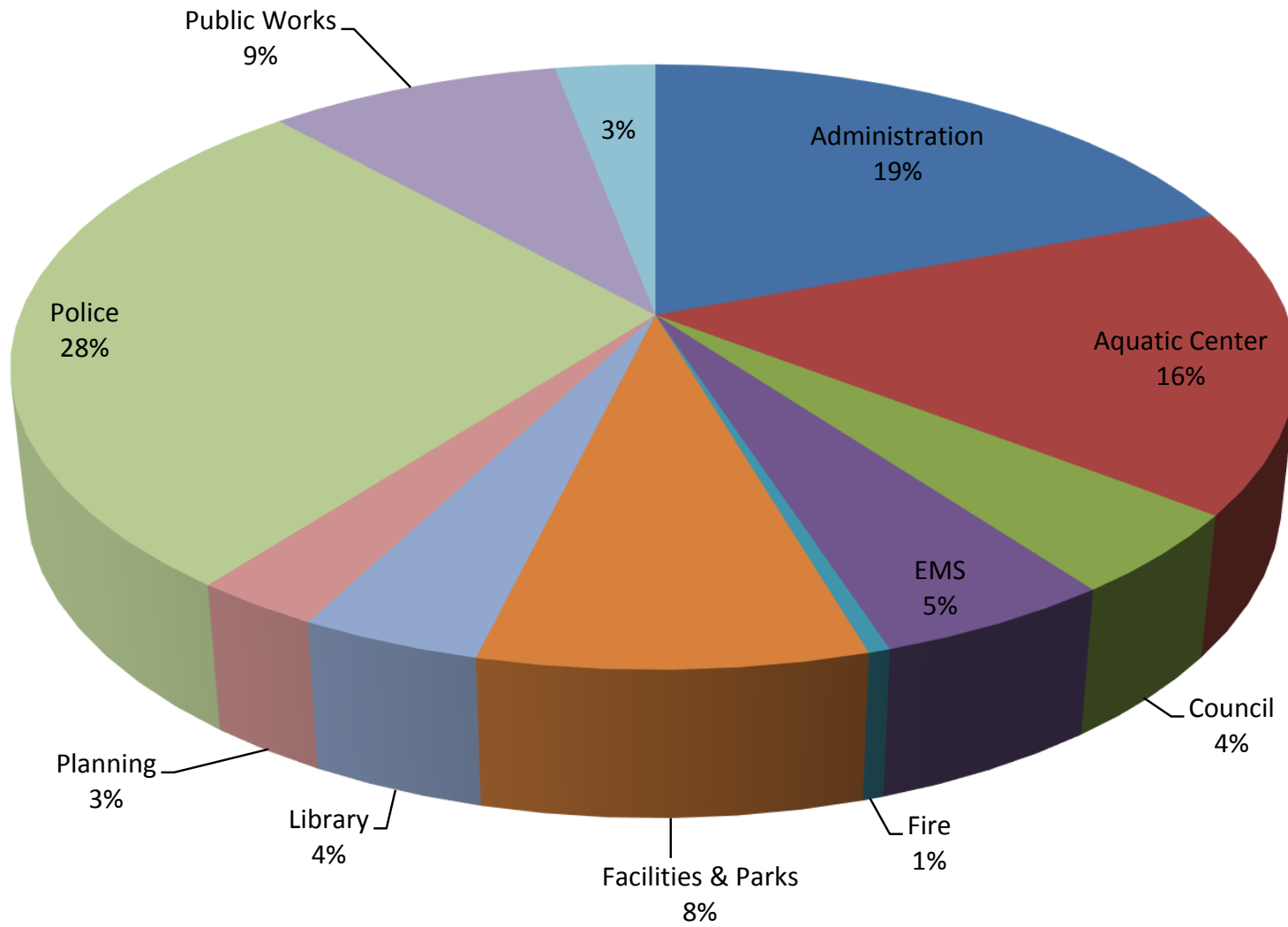
**May 2016**

# General Fund Revenue

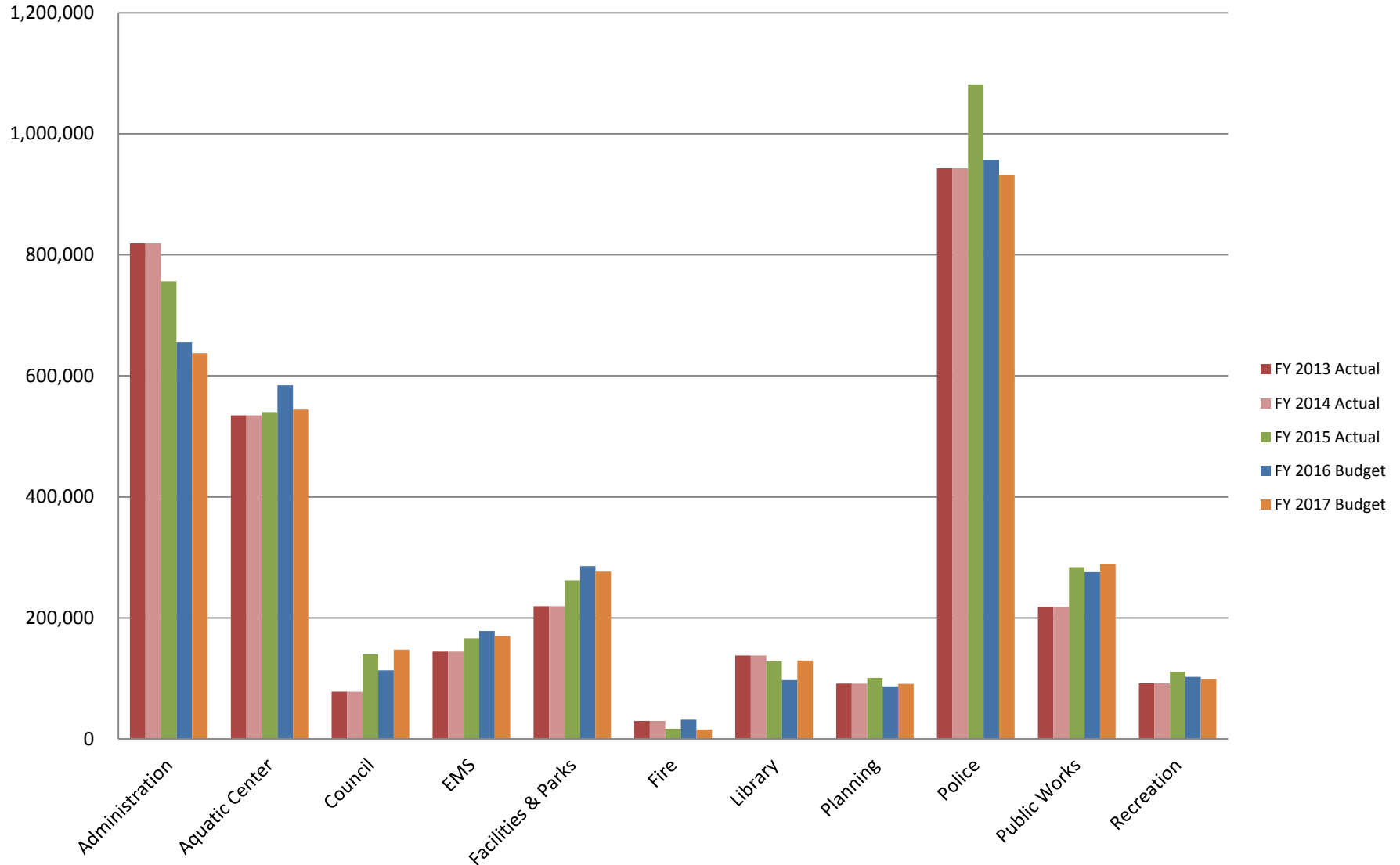




# General Fund Total Expenditures



# General Fund Expenditures



City of Craig  
 FY2017 Budget  
 General Fund Revenue & Expenditure Recap

	FY 2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget	% Change Prior Yr.
Total Revenue	\$ 3,171,212	\$ 3,169,096	\$ 3,958,672	\$ 3,859,840	\$ 3,844,068	\$ 3,689,040	\$ 3,402,860	-8.4%
Required Transfers In/Out								
To Ent Fund - Bal. Budget	95,248	(120,914)	(101,275)	(90,039)	(337,663)	(59,085)	(26,300)	-124.7%
National Forest Receipts							10,000	
Pt St Nick Hatchery			(35,000)	(35,000)	(35,000)	(45,000)	(45,000)	0.0%
CD Investment Revenue								
Endowment Fund Transfer In	235,000	301,406	118,000	120,000	120,000	135,000	178,280	24.3%
Endowment Fund Trf to Enterprise		(120,000)						
From/To Capital Fund	-34,000							
PERS Unfunded Liability		(47,558)	(59,874)	(24,980)				
From PY reserves						50,000	0	
To School Financing	(100,000)	(150,000)	(250,000)	(300,000)	(350,000)	(400,000)	(188,000)	-112.8%
Total Transfers	196,248	(137,066)	<b>(328,149)</b>	<b>(330,019)</b>	<b>(602,663)</b>	<b>(319,085)</b>	<b>(71,020)</b>	-349.3%
Net Revenue Available	<b>3,367,460</b>	<b>3,032,030</b>	<b>3,630,523</b>	<b>3,529,821</b>	<b>3,241,405</b>	<b>3,369,955</b>	<b>3,331,840</b>	-1.1%
Administration	669,191	818,539	776,498	818,539	756,085	655,638	637,578	-2.8%
Aquatic Center	740,122	982,616	636,926	534,947	540,111	584,229	544,315	-7.3%
Council	82,635	82,635	65,639	78,128	139,950	113,298	147,621	23.3%
EMS	119,323	119,323	94,760	144,382	166,576	178,561	170,264	-4.9%
Facilities & Parks	193,626	214,983	202,513	219,329	261,943	285,772	276,463	-3.4%
Fire	24,048	26,509	21,653	29,990	16,968	32,057	15,606	-105.4%
Library	69,394	106,209	114,178	137,929	128,248	97,175	129,437	24.9%
Planning	79,728	95,291	86,441	91,375	100,843	86,951	91,117	4.6%
Police	874,543	887,137	946,575	942,893	1,081,559	956,860	931,479	-2.7%
Public Works	194,560	175,267	211,506	217,957	283,861	275,805	289,110	4.6%
Recreation	89,076	94,421	94,421	91,930	110,764	102,682	98,849	-3.9%
Total Expenditures	<b>3,136,246</b>	<b>3,602,930</b>	<b>3,251,110</b>	<b>3,307,399</b>	<b>3,586,908</b>	<b>3,369,029</b>	<b>3,331,840</b>	-6.5%
Net Revenues over Expenditures	<b>\$ 231,214</b>	<b>\$ (570,900)</b>	<b>\$ 379,413</b>	<b>\$ 222,423</b>	<b>\$ (345,503)</b>	<b>\$ 926</b>	<b>\$ (0)</b>	

City of Craig  
FY2017 Budget  
Enterprise Fund Revenue & Expenditure Recap

	FY 2011	% Change Prior Yr	FY 2012	% Change Prior Yr	FY 2013 Budget	% Change Prior Yr	FY 2014	% Change Prior Yr	FY 2015	% Change	FY 2016	FY 2017	% Change
<b>Total Revenue</b>													
Cannery	2,650	-97.8%	337,326	12629.3%	4,825	-98.6%	2,050	-57.5%	8,575	318.3%	1,000	2,000	50.0%
Harbor	361,424	46.0%	224,656	-37.8%	276,543	23.1%	237,550	-14.1%	270,666	13.9%	251,500	268,500	6.3%
JTB Industrial Park	344,410	-3.8%	326,819	-5.1%	238,265	-27.1%	380,154	59.6%	356,211	-6.3%	399,031	409,031	2.4%
Garbage	345,435	6.8%	320,024	-7.4%	316,304	-1.2%	325,391	2.9%	309,531	-4.9%	310,000	290,000	-6.9%
Wastewater	398,039	-53.0%	306,140	-23.1%	256,250	-16.3%	296,491	15.7%	280,879	-5.3%	293,000	275,000	-6.5%
Water	269,515	15.1%	264,164	-2.0%	254,041	-3.8%	324,930	27.9%	287,489	-11.5%	294,700	260,500	-13.1%
Total Revenue	1,721,473		1,779,129		1,346,228	-24.3%	1,566,566	16.4%	1,513,351	-3.4%	1,549,231	1,505,031	-2.9%
<b>Total Expenditures</b>													
Cannery	6,272	34.0%	1,306	-79.18%	2,469	89.1%	14,020	467.8%	6,264	-55.3%	9,460	5,181	-82.6%
Harbor	241,162	-7.5%	266,035	10.31%	273,799	2.9%	311,624	13.8%	315,533	1.3%	296,472	248,750	-19.2%
JTB Industrial Park	437,997	75.8%	694,924	58.66%	330,192	-52.5%	322,034	-2.5%	424,632	31.9%	357,048	325,250	-9.8%
Garbage	340,764	-7.4%	348,560	2.29%	327,233	-6.1%	320,953	-1.9%	360,578	12.3%	307,521	309,544	0.7%
Wasterwater	284,073	21.4%	290,618	2.30%	232,292	-20.1%	331,458	42.7%	310,467	-6.3%	306,059	315,468	3.0%
Water	315,957	8.6%	298,599	-5.49%	281,518	-5.7%	356,516	26.6%	433,540	21.6%	331,756	327,138	-1.4%
Total Expenditures	1,626,225		1,900,043		1,447,503	-23.8%	1,656,605	14.4%	1,851,014	11.7%	1,608,316	1,531,331	-5.0%
<b>Net Revenues over Expenditures</b>													
Cannery	(3,622)	-103.1%	336,020	0.00%	2,356	-99.3%	(11,970)	-608.1%	2,311	-119.3%	(8,460)	(3,181)	-166.0%
Harbor	120,262	-1023.1%	(41,379)	-134.41%	2,744	-106.6%	(74,074)	-2799.5%	(44,867)	-39.4%	(44,972)	19,750	327.7%
JTB Industrial Park	(93,587)	-185.9%	(368,105)	293.33%	(91,927)	-75.0%	58,120	-163.2%	(68,421)	-217.7%	41,983	83,781	49.9%
Garbage	4,671	-110.5%	(28,536)	-710.92%	(10,929)	-61.7%	4,438	-140.6%	(51,047)	-1250.2%	2,479	(19,544)	112.7%
Wastewater	113,966	-81.4%	15,522	-86.38%	23,958	54.4%	(34,967)	-246.0%	(29,588)	-15.4%	(13,059)	(40,468)	67.7%
Water	(46,442)	-18.4%	(34,435)	-25.85%	(27,477)	-20.2%	(31,586)	15.0%	(146,051)	362.4%	(37,056)	(66,638)	44.4%
	<b>\$ 95,248</b>		<b>\$ (120,914)</b>		<b>\$ (101,275)</b>		<b>\$ (90,039)</b>		<b>\$ (337,663)</b>		<b>\$ (59,085)</b>	<b>\$ (26,300)</b>	-124.7%

# City of Craig Summary - FY 2017

	GF FY 2017	GF FY 2016	GF Incr(Decr)	EF FY 2017	EF FY 2016	EF Incr(Decr)	FY 2017 Total	FY16 Total	FY 2017 Incr(Decr)	% Change
Salary	581,873	568,174	13,699	88,388	87,884	504	670,261	656,058	14,203	2%
Hourly Wages	835,612	883,598	(47,986)	324,419	318,069	6,350	1,160,031	1,201,667	(41,636)	-4%
Overtime Wages	31,332	32,323	(991)	11,607	10,427	1,180	42,939	42,750	189	0%
On-call Wages	17,400	17,400	-	10,700	13,500	(2,800)	28,100	30,900	(2,800)	-10%
<b>Total Wages</b>	<b>1,466,217</b>	<b>1,501,495</b>	<b>(35,278)</b>	<b>435,114</b>	<b>429,880</b>	<b>5,234</b>	<b>1,901,332</b>	<b>1,931,375</b>	<b>(30,043)</b>	<b>-2%</b>
FICA	91,137	93,269	(2,132)	27,131	26,588	543	118,268	119,857	(1,589)	-1%
Medicare	21,315	21,814	(499)	6,345	6,218	127	27,661	28,032	(371)	-1%
Workers' Comp	55,733	56,742	(1,009)	21,725	21,236	489	77,459	77,978	(519)	-1%
PERS (DB & DC)	282,204	288,492	(6,288)	90,489	88,587	1,902	372,693	377,079	(4,386)	-1%
Medical Insurance	496,607	466,631	29,976	87,730	104,890	(17,160)	584,336	571,521	12,815	2%
HRA	104,478	93,459	11,019	18,723	19,409	(687)	123,200	112,868	10,332	8%
Other Benefits	5,635	5,374	261	2,179	2,116	63	7,814	7,490	324	4%
<b>Total Benefits</b>	<b>1,057,109</b>	<b>1,025,781</b>	<b>31,328</b>	<b>254,322</b>	<b>269,044</b>	<b>(14,722)</b>	<b>1,311,431</b>	<b>1,294,825</b>	<b>16,606</b>	<b>1%</b>
<b>GRAND TOTAL</b>	<b>2,523,326</b>	<b>2,527,276</b>	<b>(3,950)</b>	<b>689,436</b>	<b>698,924</b>	<b>(9,488)</b>	<b>3,212,762</b>	<b>3,226,200</b>	<b>(13,438)</b>	<b>0%</b>
Full Time Equ.	29.96			11.43			41.39			

# General Fund Summary - FY 2017

## Wages & Benefits

	Admin	Aquatic Center	Council	EMS	Facilities	Fire	Library	Planning	Police	Public Works	Recreation	TOTAL
Salary	164,050	45,582	14,700	54,746	60,000	3,600	39,000	50,619	70,104	42,228	37,244	581,873
Hourly Wages	134,200	93,870		33,450	71,330		21,750	0	389,022	84,710	7,280	835,612
Overtime Wages		0							29,286	2,046		31,332
On-call Wages									17,400			17,400
<b>Total Wages</b>	<b>298,250</b>	<b>139,452</b>	<b>14,700</b>	<b>88,196</b>	<b>131,330</b>	<b>3,600</b>	<b>60,750</b>	<b>50,619</b>	<b>505,812</b>	<b>128,984</b>	<b>44,524</b>	<b>1,466,217</b>
FICA	18,491	8,646	911	5,468	8,142	0	3,767	3,510	31,360	8,080	2,760	91,137
Medicare	4,325	2,022	213	1,279	1,904	0	881	822	7,334	1,890	646	21,315
Workers' Comp	1,423	8,143	70	6,036	7,042	4,186	290	270	17,531	10,530	212	55,733
PERS (DB & DC)	53,365	24,042	2,970	12,044	22,347		8,580	12,456	109,534	28,671	8,194	282,204
Medical Insurance	39,674	51,170	95,596	18,217	44,377		28,027	16,350	150,319	37,778	15,098	496,607
HRA	9,700	9,700	21,900	4,850	7,450		5,000	4,850	29,250	6,928	4,850	104,478
Other Benefits	270	315	385	384	215		80	55	3,050	721	160	5,635
<b>Total Benefits</b>	<b>127,249</b>	<b>104,038</b>	<b>122,046</b>	<b>48,278</b>	<b>91,478</b>	<b>4,186</b>	<b>46,624</b>	<b>38,314</b>	<b>348,378</b>	<b>94,597</b>	<b>31,920</b>	<b>1,057,109</b>
<b>GRAND TOTAL</b>	<b>425,499</b>	<b>243,490</b>	<b>136,746</b>	<b>136,474</b>	<b>222,808</b>	<b>7,786</b>	<b>107,374</b>	<b>88,933</b>	<b>854,190</b>	<b>223,582</b>	<b>76,444</b>	<b>2,523,326</b>
GRAND TOTAL FY 16	435,576	273,195	102,008	181,681	199,640	8,386	77,027	84,180	870,637	218,876	76,070	2,527,276
Change	(10,077)	(29,705)	34,738	(45,207)	23,168	(600)	30,347	4,753	(16,447)	4,706	374	(3,950)
FTE	5.02	3.92		1.62	2.9		1.7	1	10.25	2.3	1.25	29.96

# Enterprise Fund Summary - FY 2017

## Wages & Benefits

	Wastewater	Water	Garbage	Harbor	JTB Park	TOTAL
Salary	19,550	11,730	4,692	26,416	26,000	88,388
Hourly Wages	90,430	101,912	33,097	71,694	27,286	324,419
Overtime Wages	3,050	3,381	416	4,761	0	11,607
On-call Wages	400	400	0	9,900	0	10,700
<b>Total Wages</b>	<b>113,430</b>	<b>117,422</b>	<b>38,205</b>	<b>112,771</b>	<b>53,286</b>	<b>435,114</b>
FICA	7,097	7,344	2,394	6,992	3,304	27,131
Medicare	1,660	1,718	560	1,635	773	6,345
Workers' Comp	3,540	3,913	4,167	7,406	2,699	21,725
PERS (DB & DC)	25,182	26,061	8,496	21,918	8,832	90,489
Medical Insurance	21,814	20,691	13,777	16,547	14,901	87,730
HRA	4,990	3,565	2,818	3,925	3,425	18,723
Other Benefits	646	614	224	531	164	2,179
<b>Total Benefits</b>	<b>64,928</b>	<b>63,906</b>	<b>32,435</b>	<b>58,954</b>	<b>34,098</b>	<b>254,322</b>
<b>GRAND TOTAL</b>	<b>178,358</b>	<b>181,329</b>	<b>70,640</b>	<b>171,725</b>	<b>87,384</b>	<b>689,436</b>
GRAND TOTAL FY016	164,733	177,819	61,911	196,453	98,007	698,923
Change	13,625	3,510	8,729	(24,728)	(10,623)	(9,487)
FTE	2	2	0.7	3	1.96	1.77

City of Craig  
 Debt Payment  
 FY 2017

<b>Long Term Government Debt</b>		July 1, 2016 Balance	Principal Payment	Interest	Total	Date Due	Revenue Source	Department Budget
Aquatic Center Bonds	Bank of New York	1,755,000.00	60,000.00	38,693.75	98,693.75	10/1/2016	Endowment Fund	Aquatic Center
				37,793.75	37,793.75	4/1/2017		
					136,487.50			
<b>Enterprise Fund</b>								
WasteWater Plant	St of AK DEC	231,250.00	56,528.00	3,469.00	59,997.00	8/10/2015	Sewer Revenue	Sewer
Water Line Improvements	St of AK DEC	127,646.50	6,822.16	1,914.70	8,736.86	8/1/2016	Water Revenue	Water
Water Main Loan	St of AK DEC	247,984.24	11377.14	3719.76	15096.9	6/24/2017	Water Revenue	Water
		2,361,880.74	74,727.30	46,897.21	341,708.86			



City of Craig  
 FY 2017 Budget  
 Endowment Market Value

**FY2010**

Dec 31,2004	7,860,223
Dec 31,2005	7,907,275
Dec 31,2006	8,186,357
Dec 31,2007	8,385,519
Dec 31,2008	<u>6,116,872</u>
	38,456,246

Five year Average 7,691,249

4% of Average 307,650

**FY 2011**

Dec 31,2005	7,907,275
Dec 31,2006	8,186,357
Dec 31,2007	8,385,519
Dec 31,2008	6,116,872
Dec 31,2009	<u>7,191,057</u>
	37,787,080

Average 7,557,416

4% of Ave Mkt Value 302,297

**FY 2012**

Dec 31,2006	8,186,357
Dec 31,2007	8,385,519
Dec 31,2008	6,116,872
Dec 31,2009	7,191,057
Dec 31,2010	<u>7,795,988</u>
	37,675,793

Five year Average 7,535,159

4% of Average 301,406

**FY 2013**

Dec 31,2007	8,385,519
Dec 31,2008	6,116,872
Dec 31,2009	7,191,057
Dec 31,2010	7,795,988
Dec 31, 2011	<u>7,818,728</u>
	37,308,165

Five year Average 7,461,633

4% of Average 298,465

Council Set aside 180000

**FY 2014**

Dec 31,2008	6,116,872
Dec 31,2009	7,191,057
Dec 31,2010	7,795,988
Dec 31, 2011	7,818,728
Dec 31, 2012	<u>8,698,143</u>
	37,620,789

Five year Average 7,524,158

4% of Average 300,966

Council Set aside 180000

120,966

**FY 2015**

Dec 31,2009	7,191,057
Dec 31,2010	7,795,988
Dec 31, 2011	7,818,728
Dec 31, 2012	8,698,143
Dec 31, 2013	9,864,595
	41,368,511

Five year Average 8,273,702

4% of Average 330,948

Council Set aside 180000

150,948

**FY 2016**

Dec 31,2010	7,795,988
Dec 31, 2011	7,818,728
Dec 31, 2012	8,698,143
Dec 31, 2013	9,864,595
Dec 31, 2014	9,241,595
	43,419,049

Five year Ave 8,683,810

4% of Average 347,352

Council Set as 180000

**FY 2017**

Dec 31, 2011	7,818,728
Dec 31, 2012	8,698,143
Dec 31, 2013	9,864,595
Dec 31, 2014	9,241,595
Dec 31, 2015	9,161,882
	44,784,943

Five year Ave 8,956,989

4% of Average 358,280

Council Set as 180000

178,280



**General Fund  
Fiscal Year 2016**

**May 2016**

# City of Craig

General Fund Revenues	FY2011 Actual	FY 2012 Actual	FY 2013 Actual	FY 2014 Actual	FY 2015 Actual	FY 2016 Budget	FY 2017 Budget	Change 2017/2016
Property Tax	521,976	506,924	514,832	536,179	596,544	600,000	610,000	10,000
Property Tax Penalties	4,731	7,007	3,137	2,719	4,497	2,000	2,000	0
Sales Tax	1,461,933	1,556,372	1,562,640	1,665,747	1,588,675	1,625,000	1,450,000	(175,000)
Sales Tax Penalties & Delinquencies	16,372	34,908	73,050	43,614	18,426	2,000	2,000	0
Sales Tax Liquor	118,487	110,389	115,149	120,433	121,554	120,000	120,000	0
<b>Total Local Taxes</b>	<b>2,123,499</b>	<b>2,215,600</b>	<b>2,268,808</b>	<b>2,368,692</b>	<b>2,329,696</b>	<b>2,349,000</b>	<b>2,184,000</b>	<b>(165,000)</b>
PILT	249,178	260,411	261,795	258,086	308,000	300,000	270,000	(30,000)
State Revenue Sharing	151,217	207,611	221,713	155,320	153,064	145,406	96,661	(48,745)
Liquor Revenue Sharing	10,500	1,800	10,100	10,200	6,100	10,000	5,000	(5,000)
Raw Fish Tax	84,017	158,364	258,534	282,111	314,704	250,000	250,000	0
Shared Fisheries Tax	7,535	8,914	8,417	7,153	9,694	8,000	4,000	(4,000)
National Forest Receipts		25,000	25,000	10,000		0	10,000	10,000
State Grant			161,172			0		0
<b>Total State Revenue</b>	<b>502,447</b>	<b>662,100</b>	<b>946,731</b>	<b>722,870</b>	<b>791,562</b>	<b>713,406</b>	<b>635,661</b>	<b>(77,745)</b>
EMS Service Fees	9,666	21,410	37,832	49,036	50,000	50,000	30,000	(20,000)
EMS Training Fees	4,230	275	3,936	3,208	5,000	5,000	1,000	(4,000)
Pool Admissions	68,608	64,881	64,043	65,605	72,000	61,000	50,000	(11,000)
Library Fees	509	1,013	1,452	1,406	1,000	1,000	1,000	0
Recreation Fees	12,340	14,932	11,753	17,469	10,000	10,000	12,000	2,000
Senior Card Fees			3,915	860	1,000	1,000	1,000	0
Itinerant Merchant Permit			0					0
Taxi Permit	90	30	0	90	50	50	100	50
Building Permit	3,480	2,390	2,055	1,345	1,000	1,000	1,515	515
Access Permit Fees	6,077	350	8,827	14,147	7,000	7,000	7,000	0
Subdivision Permit			283	90				0
<b>Total Permits &amp; Fees</b>	<b>105,000</b>	<b>105,281</b>	<b>134,096</b>	<b>153,256</b>	<b>147,050</b>	<b>136,050</b>	<b>103,615</b>	<b>(32,435)</b>
Property Leases	69,040	59,520	58,975	79,878	60,000	70,000	53,000	(17,000)
Dump Waste		3,150	5,640					0
Material Sales	56	1,369	7,702	1,032	1,000	1,000	1,000	0
Equipment Rentals	1,050			2,601				0
<b>Total Local Revenue</b>	<b>70,146</b>	<b>64,039</b>	<b>72,317</b>	<b>83,511</b>	<b>61,000</b>	<b>71,000</b>	<b>54,000</b>	<b>(17,000)</b>
Police Fines	6,501	6,620	9,587	5,253	7,000	7,000	10,000	3,000
DMV Commissions	61,621	57,765	60,165	59,730	57,000	57,000	60,000	3,000
Trooper Dispatch Service	10,000	10,000	10,000	10,000	10,000	10,000	10,000	0
Contract Jail Service	228,460	393,904	393,904	397,304	377,760	286,584	286,584	0
Klawock Dispatch Service	50,137	50,485	50,486	50,485	50,000	50,000	50,000	0
USDA Forest Service Dispatch			3,000	0	3,000	3,000	3,000	0
Misc. Revenue	827							0
<b>Total Public Safety Revenue</b>	<b>357,546</b>	<b>518,774</b>	<b>527,142</b>	<b>522,772</b>	<b>504,760</b>	<b>413,584</b>	<b>419,584</b>	<b>6,000</b>
Parks Donations (Flwr Baskets)	620	0	300	0	500	0		0
Interest Income (ckng & CD)	1,962	0	8	13	0			0
Interest Income (A/R)	4,851	3,576	5,341	4,537	4,500	1,000	1,000	0
Misc. Other	5,141	12,324	3,929	4,189	5,000	5,000	5,000	0
<b>Total Other Revenue</b>	<b>12,574</b>	<b>15,900</b>	<b>9,578</b>	<b>8,739</b>	<b>10,000</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>
<b>Total GF Revenues</b>	<b>3,171,212</b>	<b>3,581,694</b>	<b>3,958,672</b>	<b>3,859,840</b>	<b>3,844,068</b>	<b>3,689,040</b>	<b>3,402,860</b>	<b>(286,180)</b>

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.

### **2015-2016 Accomplishments**

- Implemented purchase cards for departments
- Aided in repairing old logging roads on the island
- Drafted ordinance changes due to legalization of marijuana
- Completed safety program goals
- Completed Water Source project and secured funding
- Finalized plans for phase four of street paving

### **2015-2016 Goals**

- Continue completion of unqualified opinions of financial audits
- Continue to seek funding for Capital Improvements
- Continue to improve customer service for Craig citizens

FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES

<i>Administration Expenses</i>	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Budget	FY 2017 Budget	% Change
Salaries	306,053	307,713	279,606	301,131	305,555	292,697	298,250	2%
Benefits & Unemployment	186,369	237,337	265,411	255,106	190,702	146,948	127,249	13%
Professional Services	87,445	125,589	120,573	129,469	159,300	136,600	130,700	4%
Employee Travel, Education, & Due	16,124	10,458	10,715	15,994	26,120	17,795	14,995	16%
Materials & Supplies	10,862	14,787	17,696	15,035	11,450	11,200	15,741	29%
Utilities	15,040	19,073	17,762	14,989	16,900	17,500	17,500	0%
Repairs & Maintenance	5,860	3,127	3,955	4,413	3,808	4,308	4,308	0%
Notices	699	713	2,704	3,567	4,360	1,700	1,700	0%
Insurance	6,560	4,208	2,958	1,203	3,600	3,600	5,345	33%
Contributions	10,941	13,109	15,382	12,342	13,290	15,790	11,290	28%
Bank Fees	5,270	6,159	6,697	5,642	7,000	5,000	5,000	0%
Bad Debt Write-Off	12,430	6,631	2,287	35,923	1,000	1,000	1,000	0%
Safety				0	10,000		2,000	100%
Miscellaneous	5,538	1,668	1,717	2,688	1,000	500	500	0%
Small Equipment		1,664	6,738	7,837	2,000	1,000	2,000	50%
Equipment > \$5000		5,695	17,562	12,001				
Capital Improvement		0	4,735	1,199			0	
<b>Total Administration Expenses</b>	<b>669,191</b>	<b>757,931</b>	<b>776,498</b>	<b>818,539</b>	<b>756,085</b>	<b>655,638</b>	<b>637,578</b>	<b>3%</b>

# Administration

# FY 2017

		<u>Amount</u>
<b>Salaries</b>		<b>\$ 298,250</b>
<b>Benefits</b>	<b>127,249</b>	<b>127,249</b>
Unemployment		<b>0</b>
<b>Professional Services</b>		<b>115,500</b>
Property Assessment (includes Bd of Equalization)	22,000	
Audit (FY2016 & sales tax)	40,000	
Legal Fees	12,000	
Lobbyist	36,000	
Web Page Design	5,500	
<b>Contract Services</b>		<b>15,200</b>
IT Support	5,000	
AccuFund Support	8,200	
Cleaning	1,500	
Newsletter Publishing	500	
<b>Travel</b>		<b>10,250</b>
SE Conference	2,000	
City Clerk Conference	1,000	
Misc Travel	5,000	
Finance Travel	2,250	
<b>Education &amp; Training</b>		
Education & Training	100	<b>900</b>
City Clerk Conference	200	
Finance Conferences	600	
<b>Dues</b>		<b>3,845</b>
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	
<b>Materials and Supplies</b>	<b>2,841</b>	<b>15,741</b>
Office Supplies	6,000	
Misc Supplies	1,000	
Ketchikan Daily News	200	
Postage	4,000	
Freight	1,000	
Vehicle fuel	700	

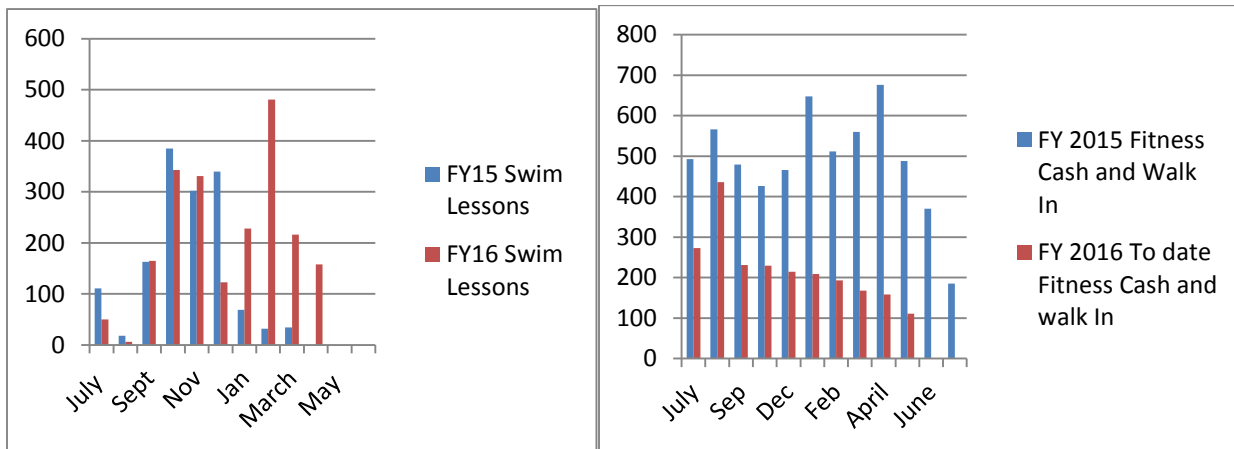
# Administration

# FY 2017

		<u>Amount</u>
<b>Utilities</b>		<b>17,500</b>
Electric	5,500	
Heating Fuel	5,000	
Telephone	7,000	
<b>Repairs &amp; Maintenance</b>		<b>4,308</b>
Equipment Repairs	1,000	
Equipment Maint Agreement	1,800	
Postage Meter Lease	1,308	
Building - Annual Flowers	200	
<b>Other Expenditures</b>		<b>9,045</b>
Notice & Advertising	1,500	
Recording Fees Vehicle License	200	
Insurance	5,345	
General Liability		
Property		
Safety	<b>2,000</b>	
<b>Contributions</b>		<b>11,290</b>
Catholic Community Service (Senior Services)	6,790	
4th of July Celebration	500	
POW Marathon	500	
KRBD	0	
Power	1,500	
POW Health Network	1,000	
Misc Contributions	1,000	
Credit Card Fees	5,000	<b>5,000</b>
Bad Debts for Property tax, sales tax,	1,000	<b>1,000</b>
Miscellaneous Expenses	500	<b>500</b>
<b>Misc Small Office Equipment</b>	2,000	<b>2,000</b>
Computer upgrades		
<b>Capital Improvement</b>		<b>0</b>
		<hr/>
		<b>\$ 637,578</b>
		<hr/> <hr/>

Personnel: Director, Lifeguards (3 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. For the fiscal year of 2015 the Aquatic Center provided lessons to over 375 infant, youth and adults. There was a decline in youth due to smaller school sizes. The Aquatic center also has a land fitness area and fitness room. The Aquatic center has seen over 4,500 visits over the last fiscal year. This number includes punch pass, pass, and cash visits. In the coming years we would like to see a larger fitness area with more equipment. This year we are expecting to be able to put a few new pieces of equipment in the fitness room.



**2015-2016 Accomplishments**

- Secured the bid and contractor for the construction of the building.
- Hired a head lifeguard to replace Kristy
- Succeeded in getting all schools through swim lessons
- Provided extra swim lessons to the public
- Provided public Lifeguarding Course
- Provided “mommy and Me” classes for infants
- Provided Adult swim lessons
- Monthly safety and in service training at the pool for employees

**2016-2017 Goals**

- Complete the construction and shut down and be open in September
- Hire for full time swim coach position
- Provide additional public swim lessons monthly
- Provide public lifeguard course as needed or demanded quarterly
- Have a full and dedicated staff
- Provide each school with lessons
- Order two new pieces of fitness equipment



**FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT REVENUES**

<i>Aquatic Center Expenses</i>	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Budget	FY 2017 Budget	% Change
Salaries	159,603	164,322	153,244	90,625	136,898	167,213	139,452	-17%
Benefits & Unemployment	94,448	99,070	95,245	48,643	114,608	105,982	104,038	-2%
Professional Services	7,891	5,408	5,000	3,262	11,189	4,000	4,000	0%
Employee Travel, Education, & Dues	32	345	1,000	1,524	3,706	14,969	5,020	-66%
Materials & Supplies	23,591	21,823	15,100	24,087	19,392	15,000	10,703	-29%
Utilities	140,418	127,874	120,200	105,939	107,010	126,700	126,700	0%
Repairs & Maintenance	13,806	22,652	12,000	11,228	8,908	7,500	5,674	-24%
Recording				1,712	172			
Insurance	11,813	1,670	11,000	4,283	4,632	7,115	6,300	-11%
Credit Card Fees	0		250	0	582	250	250	0%
Bad Debt Write-Off	911							
Other					450			
Equipment Purchase			7,525	22,102	12,964	500	5,690	1038%
Debt Service	159,167	450,376	127,936	123,913	119,600	135,000	136,488	1%
Capital Improvement	39,877		13,055			0	0	
<b>Total Swimming Pool Expenses</b>	<b>651,557</b>	<b>893,540</b>	<b>561,555</b>	<b>437,318</b>	<b>540,111</b>	<b>584,229</b>	<b>544,315</b>	<b>-7%</b>

# Aquatic Center

# FY 2017

		<u>Amount</u>
<b>Salaries</b>		\$ 139,452
<b>Benefits</b>	104,038	104,038
<b>Contract Services</b>		
Class Instructors	0	4,000
Water Sample Testing	4,000	
<b>Employee Travel, Education, &amp; Dues</b>		5,020
Travel (CPO Training Anchorage & Lifeguard instructor)	2,800	
Training	1,670	
Lifequarding Certifications	550	
<b>Materials</b>		10,703
Safety Equipment & First Aid Supplies	2,300	
Office & Cleaning Supplies	4,620	
Chemical Pool Cover	2,000	
Chemicals		
Paint & Painting Supplies	1,783	
Freight		
<b>Utilities</b>		126,700
Electricity (Closed for 3 months, 5.18% APT increase)	42,000	
Heating Fuel (Propane)	45,000	
Telephone DSL	4,700	
Wood Chips	35,000	
<b>Maintenance</b>		5,674
Misc Repairs	674	
Pumps & toy repair & misc		
Boiler Repairs	2,500	
Building & Grounds Maintenance	2,500	
<b>Insurance</b>		6,300
General Liability	6,300	
Property		
CC Fees	250	250
<b>Equipment Purchases</b>		5,690
Treadmill	1,295	
Stair Climber	4,395	
<b>Capital Improvement</b>	0	
<b>Debt Payments</b>		
Bond Pmt	136,488	136,488
<b>TOTAL</b>		<u><u>\$ 544,315</u></u>

**FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES**

<b><i>Council Expenses</i></b>	<b>FY2011</b>	<b>FY2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>\$ Change</b>
Salaries	14,700	15,825	14,709	16,251	15,153	14,700	14,700	0%
Benefits	60,019	51,661	45,795	47,984	114,392	87,308	122,046	40%
Council Elections	2,698	1,847	965	528	745	2,500	2,500	0%
Employee Travel, Education,	4,913	3,515	3,788	12,546	8,509	7,925	7,925	0%
Materials & Supplies	51	313	0	755	436	150	150	0%
Telecommunications								
Insurance	254	86	382	64	715	715	300	-58%
Contributions								
New Equipment								
Other-(SE Conf)								
<b>Total Council Expenses</b>	<b>82,635</b>	<b>73,247</b>	<b>65,639</b>	<b>78,128</b>	<b>139,950</b>	<b>113,298</b>	<b>147,621</b>	<b>30%</b>

# Council

**FY 2017**

<b>Council Salaries</b>	12-5110		<b>\$ 14,700</b>
<b>Benefits</b>		<b>122,046</b>	<b>122,046</b>
<b>Contract Services</b>			
Election Judges:	12-5331	650	<b>2,500</b>
Ballots		1,000	
Auto Ballots		850	
<b>Employee Travel, Education, &amp; Dues</b>			
<b>Travel</b>		<b>6,300</b>	<b>7,925</b>
Mayor Washington DE	12-5410		
SE Conference	12-5420		
Round Table			
Education		1,450	
<b>Dues</b>			
SE Conference	12-5430	0	
AK Conference of Mayors		50	
AML Conference		125	
Misc Supplies	12-5510	150	<b>150</b>
Insurance			<b>300</b>
General Liability			
Property			
			<hr/> <hr/> <b>\$ 147,621</b> <hr/> <hr/>

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

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

### **2015-16 Accomplishments**

- Received grant funding for a new 2017 sprinter ambulance.
- Organized and conducted a mini Symposium for the POW Island EMS departments.
- The garage was built for the second ambulance.
- Partnered with the Health Network to develop a live training platform for all POW island EMS squads.
- Obtained grant funding to purchase equipment to support our training partnership. We will put a new laptop in each community.
- Maximized our cost savings through sharing bulk order supply's with other communities on the island. We threw away less outdated or expired supplies.

### **2016-2017 Goals**

- Continue to make Craig EMS a better department that puts patient CARE as our number one priority
- Develop an online didactic training for the island with skill sets for ETT and EMT
- Maximize revenue from insurance, learn new billing process
- Find a permanent physician sponsor for Craig EMS

**FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES**

<b><i>Emergency Medical Services</i></b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Salaries	18,175	33,328	45,870	75,413	84,333	91,924	88,196	-4%
Benefits & Unemployment	58,887	13,099	46,612	54,598	41,475	53,129	48,278	-9%
Contracted Services	5,238	7,238	10,878	6,444	4,614	3,748	2,500	-33%
Employee Travel, Education, & Due	1,183	8,938	5,370	10,489	4,122	3,800	6,320	66%
Materials & Supplies	7,730	8,986	17,488	13,631	17,677	15,400	13,900	-10%
Utilities	1,640	1,575	1,575	5,373	5,405	5,300	4,300	-19%
Repairs & Maintenance	1,335	356	356	6,352	3,524	1,000	750	-25%
Recording/Permits	10	150	150	10	0	650	650	0%
Insurance	2,447	635	635	1,361	2,133	2,610	3,870	48%
New Equipment				0		1000	1,500	50%
Equipment Replacement								
Bad Debt Write-Off	22,678	17,500	12,494	19,564		0	0	
Capital Improvement		2955	2954	0	3293	0	0	
<b>Total EMS Expenses</b>	<b>119,323</b>	<b>94,760</b>	<b>144,382</b>	<b>193,235</b>	<b>166,576</b>	<b>178,561</b>	<b>170,264</b>	<b>-5%</b>

# Emergency Medical Services

# FY 2017

		<u>Amount</u>
<b>Salaries</b>		\$ 88,196
<b>Benefits</b>	48,278	48,278
<b>Contract Services Software</b>		2,500
Systems Design	2,500	
E Dispatches		
<b>Employee Travel, Education, &amp; Dues</b>		6,320
Travel	2,300	
EMTIII		
DR	2,000	
Symposium	300	
Education & Training		
Webinars - ETT, EMTII, EMT III, CPR	4,020	4,020
<b>Materials &amp; Supplies</b>		13,900
Office supplies	500	
Medical Supplies	8,500	
Equipment Supplies	2,500	
Class Materials	500	
Postage	300	
Freight	600	
Vehicle Fuel (250gal @ \$4.00)	1,000	
<b>Utilities</b>		4,300
Telephone	2,200	
Old Clinic Fuel	1,100	
Old Clinic Electric	1,000	
<b>Maintenance &amp; Repairs</b>		750
Vehicle Repairs (Budgeted in Public Works)	-	
Dept Maintenance	750	
Vehicle Licensing & Permits		0
Insurance		3,870
General Liability	583	
Property	3,287	
Vehicle		
Permits	650	650
Bad Debts		
<b>Small Equipment</b>		1,500
Washer & Dryer	1,500	1,500
<b>Equipment &gt;\$5000</b>		
<b>Capital Improvements</b>		<u>0</u>
<b>TOTAL</b>		<u><u>\$170,264</u></u>

## FACILITIES & PARKS

GENERAL FUND

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

### **2015-2016 Accomplishments**

- Finished breezeway between Daycare and City gym
- Automation improvements and O2 sensor repair on wood boiler
- Annual wood boiler maintenance
- Totem park pole lighting upgrade project
- Sandy beach road and parking improvements
- Finished siding on Harbormaster building
- PPF shop cleanup, remodel, and organization
- Parking light LED upgrade at Library, DMV, Police Station, and outdoor ball court
- Interior LED lighting upgrade at DMV
- Drain installation at Totem park
- Help oversee fire hall annex construction
- Cemetery cross replacement project
- Addressed emergency maintenance repairs on facilities and parks as needed

### **2016-2017 Goals**

- Ralph James park playground equipment upgrade
- Lagoon beach cleanup and picnic area upgrades
- Help oversee Aquatic center upgrade. Make repairs on existing equipment not addressed in construction
- Construct chemical storage shed at Aquatic center
- Paint City Gym
- Paint Seaplane building
- Annual wood boiler maintenance
- Replace front support columns at childcare center
- New roof on Ralph James shelter
- Fix & repair gravel on cemetery island trail, Sandy Beach trail, and E. Hamilton path
- City Gym and City Hall roof gutter replacement
- Ralph James bathroom window replacement
- Continue to address maintenance issues throughout city as required
- Continue to build inter-departmental relationships for more efficiency



**FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES**

<i>Parks/Facilities Expenditures</i>	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Budget	FY 2017 Budget	% Change
Salaries	86,413	105,038	97,748	112,855	104,611	121,583	131,330	8%
Benefits & Unemployment	55,078	44,769	62,265	63,945	104,154	78,056	91,478	17%
Contracted Services	8,191	5,256	5,140	4,995	5,155	7,200	7,200	0%
Employee Travel, Education	0	1,275	0	1,827	4,040	0	0	
Materials & Supplies	9,293	10,347	8,363	10,938	7,746	5,800	6,760	17%
Utilities	15,175	17,075	12,173	12102	15370	13000	12,200	-6%
Repairs & Maintenance	7,765	14,982	11,829	6,437	13,833	0	11,900	
Insurance	10,346	8,484	4,975	6,220	5,321	10,133	8,025	-21%
Recording/Permits & Misc.	20	10	20	10				
Equipment	1,345	1,442	0	0	1,713	0	4,070	
Capital Improvement	0	6,305	0	0	0	50000	3,500	-93%
<b>Total Parks/Facilities Expenses</b>	<b>193,626</b>	<b>214,983</b>	<b>202,513</b>	<b>219,329</b>	<b>261,943</b>	<b>285,772</b>	<b>276,463</b>	<b>-3%</b>

# Parks & Public Facilit FY 2017

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	<b>Amount</b>	
<b>Salaries</b>	\$	131,330
<b>Benefits</b>	91,478	91,478
<b>Contractor Services</b>		7,200
Janitorial - Float Plane	7,200	
New Clinic Alarm		
<b>Education &amp; Training</b>		0
<b>Material &amp; Supplies</b>		6,760
Fertilizer/Seed/chips for parks	4,260	
Freight		
Equipment Fuel(1000@2.50)	2,500	
<b>Utilities</b>		12,200
Electricity (Shop & POW Health )	6,000	
Heating Fuel	3,000	
Telephone	600	
New Clinic Alarm telephone	2,600	
<b>Maintenance &amp; Repairs</b>		11,900
Building Maintenance		
Paint City Gym	2,700	
Paint Seaplan building	1,700	
Roof R James Park shelter	3,000	
Child Care Center Support Column	1,000	
Gym & City Hall Gutter	3,000	
R James Bathroom	500	
<b>Insurance</b>		8,025
General Liability	933	
Property	7,092	
Vehicle		
<b>Equipment</b>		
Small Equipment		4,070
Flamable Liquids Locker	1,070	
Compound Miter Slide Saw	500	
Spare Toyo Stove	2,500	
Equipment > 5000		0
Gater (funded from Equip. Grant	0	
<b>Capital Improvements</b>		3,500
New Shop Door	3,500	
<b>TOTAL</b>		<b>\$276,463</b>

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.

### **2016-2017 Goals**

- Recruit new Fire Chief
- To work more closely with the developing fire departments on Prince of Wales Island, e.g., Hollis, Naukati, to assist them with organizational development and equipment acquisition and training.
- To retain and/or recruit a full team of firefighters willing to participate fully in training exercises.

**FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES**

<i>Fire Expenses</i>	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Budget	FY 2017 Budget	% Change
Salaries				758	0	0	3,600	
Benefits & Unemployment	693	1,252	1,780	1,698	998	4,186	4,186	0%
Contracted Services	7,500	9,000	6,750	4,625	4,369	4,200	0	-100%
Employee Travel, Education, & Dues	22	50	150	0	375	2,100	0	-100%
Materials & Supplies	675	6,380	3,732	1,958	3,526	1,400	0	-100%
Utilities	3,485	5,635	4,864	4,784	5,143	3,800	3,800	0%
Repairs & Maintenance	4,365	476	1,937	687	25	2,000	0	-100%
Insurance	3,188	3,716	2,298	2,437	0	4,000	4,020	0%
Recording/Permits & Misc.	35		142					
Equipment	4,085			13,043	2,532	10,371		-100%
Capital Improvement						0		
<b>Total Fire Expenses</b>	<b>24,048</b>	<b>26,509</b>	<b>21,653</b>	<b>29,990</b>	<b>16,968</b>	<b>32,057</b>	<b>15,606</b>	<b>-51%</b>

# Fire

# FY 2017

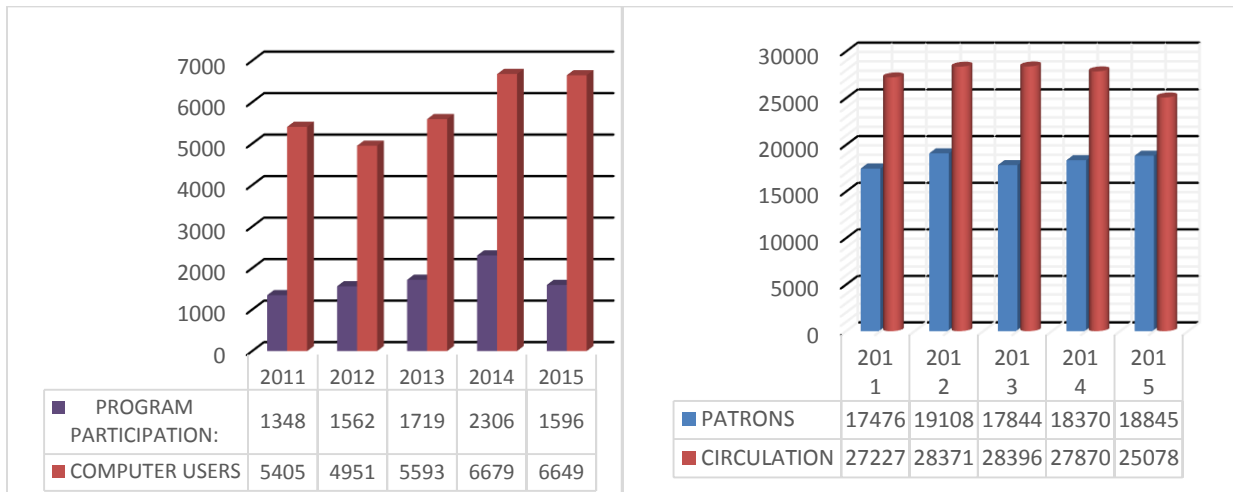
	<u>Amount</u>
<b>Volunteers</b>	3,600
<b>Work compensation Insurance</b>	4,186
<b>Contract Services</b>	0
<b>Employee Travel, Education, &amp; Dues</b>	0
Travel	
Education & Training	
<b>Materials &amp; Supplies</b>	0
Vehicle supplies	
Postage	
Freight	
<b>Utilities</b>	3,800
Electric	1,500
Heating fuel	2,000
Vehicle Fuel (200gal @ \$3.50)	300
Telephone	
<b>Maintenance &amp; Repairs</b>	0
Vehicle Repairs	
Dept Maintenance	
Vehicle Licensing & Permits	
<b>Insurance</b>	4,020
General Liability	105
Property	3,915
Vehicle	
<b>Small Equipment</b>	0
<b>Equipment &gt;\$5000</b>	0
<b>Capital Improvements</b>	
<b>TOTAL</b>	<u><u>\$15,606</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.



## 2014-2015 Accomplishments

- Volunteer numbers expanded and library open regular hours in the evenings
- Secured Crossett grant, via VISTA, for early literacy programming
- Increased preschool story times to include Headstart and Child Care
- Expanded proctoring services & Book Club Support
- Secured Rasmuson grant for new circulation desk and circulation system upgrades
- Library card catalog is online for increased patron access
- NaNoWriMo November writing group support
- Expanded youth internet access with in-house laptop check-outs
- Partnered with POW Health Network to offer classes- gardening series, films series
- Supervised VISTA partnership & Offering computer use classes, VISTA support
- No Job Seeker Left Behind Classes, via VISTA
- Expanded STEAM Programming, including Hour of Code and work with NASA
- Had our STEAM Programs featured by the National Science Foundation as a model for small rural libraries

## 2015-2016 Goals

- Finish revising policy manual and submit for Council approval
- Further develop early literacy program
- Set up a library homebound services program
- Set up a seed share program in partnership with the Community Garden
- Partner with the HS library to increase eBook check-out via the Alaska Digital Library
- Continue to support and expand the volunteer program
- Seek grant funding for some library updates and new materials
- Expand computer use classes via VISTA support

**FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES**

<i>Library Expenditures</i>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Salaries	47,022	50,321	52,216	60,382	68,022	63,017	60,750	-4%
Benefits & Unemployment	3,777	24,939	41,450	46,016	31,605	14,010	46,624	233%
Contracted Services	1,615	793	273	401	2,248	0	1,350	
Employee Travel, Education	1,208	1,291	2,603	1,313	1,656	235	235	0%
Materials & Supplies	9,945	12,663	9,560	10,988	17,385	9,650	10,215	6%
Utilities	5,183	7,070	6,255	5,190	5,911	8,460	8,460	0%
Repairs & Maintenance	0	227	296	0	1,033	1,000	1,000	100%
Insurance	582	477	406	689	388	803	803	0%
Recording/Permits & Misc.	62	65	0	0		0	0	
Equipment	0	0	1,119	0		0	0	
Capital Improvement	0	8,363	0	12,950		0	0	0%
<b>Total Library Expenses</b>	<b>69,394</b>	<b>106,209</b>	<b>114,178</b>	<b>137,929</b>	<b>128,248</b>	<b>97,175</b>	<b>129,437</b>	<b>33%</b>

# Library

## FY 2017

	Acct #	Amount	
<b>Salaries</b>	<b>19-5100</b>	\$	60,750
<b>Benefits</b>	<b>19-5200</b>	46,624	46,624
<b>Contract services</b>	<b>19-5330</b>	0	1,350
Computer support		500	
Interlibrary Loan			
Follett		850	
<b>Employee Travel, Education, &amp; Dues</b>			235
Travel	<b>19-5410</b>		
Library Conference			
Education & Training	<b>19-5430</b>		
AKLA CONFERENCE			
Dues	<b>19-5430</b>	235	
American Library Assoc			
AKLA CONFERENCE			
<b>Materials &amp; Supplies</b>			10,215
Materials	<b>19-5510</b>	2,880	
Books	<b>19-5531</b>	4,300	
Audio & Visual	<b>19-5535</b>	1,220	
Subscriptions	<b>19-5532</b>	770	
Postage	<b>19-5520</b>	880	
Freight	<b>19-5525</b>	165	
<b>Utilities</b>			8,460
Electric	<b>19-5610</b>	4,500	
Heating Fuel (800 gal @ \$3.50)	<b>19-5620</b>	2,000	
Telephone	<b>19-5630</b>	1,000	
DSL Internet		960	
<b>Maintenance &amp; Repairs</b>	<b>19-5700</b>		1,000
Repairs		1,000	
Building Maint			
<b>Insurance</b>	<b>19-5800</b>	803	803
<b>Small Equipment Purchases</b>	<b>19-6200</b>		
<b>Equipment &gt;\$5000</b>	<b>19-6300</b>		
<b>Capital Improvements</b>	<b>19-6500</b>		0
			<u><u>\$129,437</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

### **2015/2016 Accomplishments**

- Craig Community Streets Phase IV Design
- USACE Cannery Site Harbor Study – Civil Works Review Board
- Alaska Shield 2016 Exercise
- Firehall Annex Building
- Pool Renovation

### **2016/2016 Projects**

- State Legislative and Federal Appropriations Requests for during 2015 legislature
  - Community Streets
  - Harbor Pre construction, Engineering and Design (PED)
  - Fire/EMS Building
- Aquatic Center Renovations
- Tract 15, USS 2611 Subdivision and Residential Land Sale
- Continue with USACE Cannery Site Harbor Project – Preliminary Engineering & Design
- Sell remaining 2 lots in Salmonberry Subdivision
- Commercial Marijuana Legislation/Ordinances
- Aquatic Center Renovations
- Review of City Leases
- Rewrite of Title 2.28 – Civil Defense Agency
- Continued Population of MARS Data

**FY2016 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES**

<i>Planning Expenses</i>	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Budget	FY 2017 Budget	% Change
Salaries	31,558	39,374	38,518	48,102	46,128	47,848	50,619	6%
Benefits & Unemployment	40,954	42,547	45,234	41,388	52,488	36,333	38,314	5%
Contracted Services	2,112	179	179	219	322	0	0	
Employee Travel, Education,	1,778	1,933	1,005	279	313	500	0	-100%
Materials & Supplies		2,465	1,399	256	337	1,050	800	-24%
Utilities						0	0	0%
Repairs & Maintenance	3,326	0	0			0	0	0%
Insurance		139	6	71	20	20	284	1320%
Recording/Permits & Misc.		503	100	60	624	1,200	1,100	-8%
Equipment		8,151		1,000	611	0	0	
Capital Improvement		0	0					0%
								0%
<b>Total Planning Expenses</b>	<b>\$79,728</b>	<b>\$95,291</b>	<b>\$86,441</b>	<b>\$91,375</b>	<b>\$100,843</b>	<b>\$86,951</b>	<b>91,117</b>	<b>5%</b>

## Planning

## FY 2017

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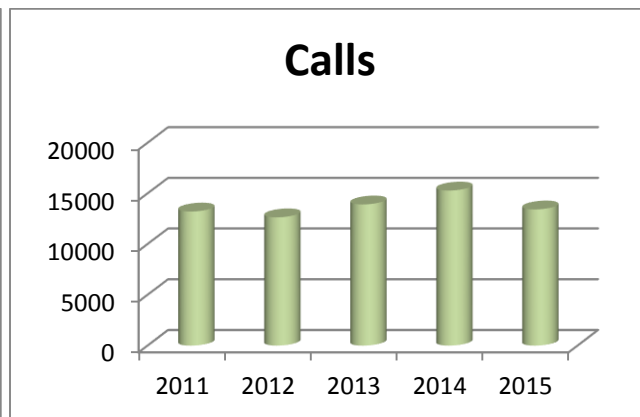
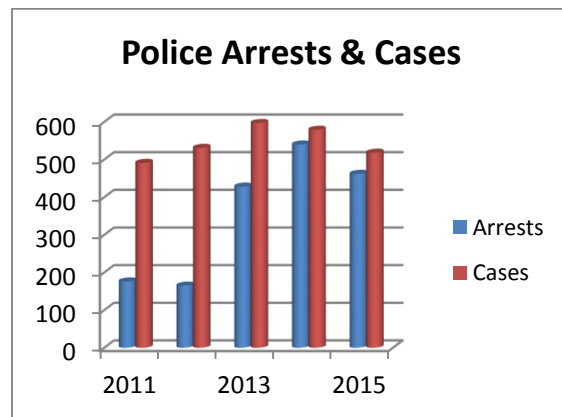
<b>Salaries</b>		\$	50,619
City Planner, (6,000 Reimb LEPC Grant)			
<b>Benefits</b>	<b>38,314</b>		<b>38,314</b>
<b>Contractual Services</b>	180		
<b>Employee Travel, Education, &amp; Dues</b>			<b>0</b>
Plan Commissioner Training, Conference			
<b>Materials &amp; Supplies</b>	<b>500</b>		<b>800</b>
Books, Subscriptions	<b>300</b>		
Postage			
Freight			
<b>Equipment Repairs</b>			<b>0</b>
<b>Advertising - Legal Notices</b>	1000		<b>1,000</b>
<b>Recording</b>	100		<b>100</b>
<b>Insurance</b>			<b>284</b>
<b>Equipment Purchases</b>			<b>0</b>
Total		\$	<b>91,117</b>

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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)



Department is fully staffed, all the newest hire have completed Jail Officer's Certification. Traci McIntire has completed training for TWIC / TSA / Hazmat Prints / DMV to take over duties that Linda Arrant had, prior to her retirement.

Jail Policy Manual updated and had jail audit completed; receiving higher than average for being in compliance.

AST & USFS contracts renewed and secured. Funding amounts, same as prior year.

New office space acquired, completed with exception of obtaining hardware/software to video link with court, once they move Klawock. This will eliminate the need to transport prisoners to Klawock, for almost all hearings.

Crown Vic's phased out and Ford Expeditions obtained through USFS at a discounted price.

Finalized installation, hardware and software, for Electronic Citations / Accident Reporting and officers are currently using.

#### Upcoming Projects:

- Installing second Apsin Terminal
- Obtain DMV License Testing Computer
- Send Ofc. Bryan Bixler to Police Academy
- Obtain Funding for Officers / Dispatchers for Possible upcoming Training

**FY2016 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES**

<b><i>Police &amp; Jail Expenditures</i></b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Salaries	455,478	462,566	471,371	499,965	518,194	496,775	509,465	505,812	-1%
Benefits & Unemployment	299,732	306,899	311,614	345,744	339,094	488,067	361,172	348,378	-4%
Contracted Services	2,057	2,271	3,027	2,301	1,000	3,851	1,000	1,000	0%
Employee Travel, Education, & I	3,134	4,143	2,886	3,474	2,000	5,045	2,000	2,000	0%
Materials & Supplies	37,421	46,736	39,471	42,329	39,300	50,737	38,900	39,000	0%
Utilities	21,504	22,296	22,165	22,926	24,500	21,905	25,518	25,018	-2%
Repairs & Maintenance	13,417	7,044	4,892	6,056	1,000	2,643	1,000	0	-100%
Insurance	17,210	11,401	7,564	10,364	14,705	9,594	14,705	8,571	-42%
Recording/Permits & Misc.	1,174	627	2,658	1,867	900	772	2,100	1,700	-19%
Credit Card Fees				1,375	1,200	1,641	0	0	
Equipment	1,817	1,178	6,615	10,174	1,000	529	1,000	0	-100%
Capital Improvement	5,746	9,382	14,874				0	0	
<b>Police &amp; Jail Expenses</b>	<b>858,690</b>	<b>874,543</b>	<b>887,137</b>	<b>946,575</b>	<b>942,893</b>	<b>1,081,559</b>	<b>956,860</b>	<b>931,479</b>	<b>-3%</b>

# Police

# FY 2017

		<u>Amount</u>
<b>Salaries</b>		505,812
<b>Benefits</b>	348,378	348,378
<b>Contract Services</b>		1,000
IT Support	1,000	
<b>Travel &amp; Education</b>		2,000
Travel	2,000	
Education		
<b>Materials &amp; Supplies</b>		39,000
Uniforms		
Patrol Officer supplies	3,000	
Office supplies	3,000	
Jail Supplies	4,000	
Jail Food	18,000	
Vehicle Fuel (4300 @2.50)	10,000	
Postage	1,000	
Freight		
<b>Utilities</b>		25,018
Electric	10,518	
Heating (1600gal @ \$4.00)	4,500	
Telephone	10,000	
<b>Maintenance &amp; Repairs</b>		0
Vehicle Repairs	0	
Building & Grounds Maint		
Advertising		
Licensing Vehicles & Software		900
Credit Card Fees		800
<b>Insurance</b>		8,571
General Liability	3,124	
Property Liability	1,320	
Vehicle	4,127	
<b>Small Equipment</b>		0
<b>Equipment &gt;5000</b>		0
<b>Capital Improvements</b>		
<b>TOTAL</b>		<u><u>\$931,479</u></u>

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

**2015-2016 Accomplishments**

- Completed oversight of the construction of the North Fork Dam.
- Final completion of the City of Craig Water and Wastewater Master Plans.
- Expanded garbage collection to Port St. Nicholas residents along the paved road.
- Participated in planning of City projects/improvements: City Phase 4 Paving Project, Fire hall Annex, Fuel Dock Rebuild.
- Refurbished Sandy Beach Road.
- Continued operation and maintenance of the City utilities.
- Purchased equipment.

**2016-2017 Goals**

- Oversee construction of the City Phase 4 Paving Project.
- Continue Motor Pool Maintenance Program.
- Continue efficient operation of the City Utilities and services.

**FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT EXPENDITURES**

<i>Public Works Expenditures</i>	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016 Budget	FY 2017 Budget	% Change
Salaries	80,844	66,989	110,944	98,716	102,875	126,363	128,984	2%
Benefits & Unemployment	66,401	45,815	51,197	69,421	114,172	87,598	94,597	8%
Contracted Services	598	543	517	440	519	500	500	0%
Employee Travel, Education, & Due	235	1,906	1,922	665	0	1,675	675	-60%
Materials & Supplies	5,513	6,534	10,379	16,189	20,237	19,540	16,100	-18%
Utilities	27,758	32,256	25,469	19,713	17,017	18,100	18,100	0%
Repairs & Maintenance	5,407	6,712	6,390	6,142	21,196	17,000	24,500	44%
Insurance	7,269	4,915	2,558	2,944	3,949	4,979	5,653	14%
Recording/Permits & Misc.	535	576	50	0	3,896	50	0	-100%
Equipment	0	3,021	2,080	3,727	0	0	0	
Capital Improvement	0	6,000	0	0		0	0	
<b>Total Public Works Expenses</b>	<b>194,560</b>	<b>175,267</b>	<b>211,506</b>	<b>217,957</b>	<b>283,861</b>	<b>275,805</b>	<b>289,110</b>	<b>5%</b>



# Public Works

# FY 2017

	<b>Amount</b>	
	\$	
<b>Salaries</b>		128,984
<b>Employee Benefits</b>	94,597	94,597
<b>Contractual Services</b>		500
Drug Testing	300	
Equipment Lease	200	
<b>Travel &amp; Education</b>		675
Misc Travel	500	
Training	0	
Dues	175	
<b>Material &amp; Supplies</b>		16,100
Misc Supplies	2,500	
Office Supplies	1,000	
Shop Supplies	2,000	
Shop Tools	1,500	
Equipment Fuel (1200 @2.50)	6,600	
Propane	500	
Postage	2,000	
Freight		
<b>Utility</b>		18,100
Electricity, Street Lights	6,000	
Electricity	4,500	
Heating Fuel (1200gal @ \$4.00)	4,800	
Telephone/DSL	2,800	
<b>Repairs &amp; Maintenance</b>		24,500
Equipment Repairs	2,500	
Street Light Maint.	500	
Building maint.	1,500	
Department Fleet Maint.	20,000	
<b>Miscellaneous</b>		5,653
Advertising	500	0
Vehicle Licensing	100	
Insurance		
Property Liability	1,880	
General Liability	921	
Auto	2,252	
<b>Small Equipment</b>	1,500	
<b>Equipment &gt; \$5000</b>		
	0	0
<b>TOTAL</b>		<b>\$289,110</b>

## RECREATION

## GENERAL FUND

Personnel: Director (1 FTE)

Purpose: To enhance the quality of life in Craig, to make this a desirable place to live and have a family. To make sure that all of my young participants avoid the court system and Juvenile probation. Be a role model, mentor and guide to the youth of the community. To promote all Recreation Activities and community events thru the weekly radio show, newspaper articles, calendar and Facebook posts, email and posters, interagency meetings, SB meetings, City Council, POW Health Network

### **2015-2016 Accomplishments**

- Ran a successful afterschool program with the help of part time.
- The Rec Center is has extended hours with new activities.
- Offers class on Tuesday evenings with a certified Yoga instructor
- Spanish Conversation with volunteer on Wednesdays at 6pm.
- Jeri Rosenthol offered art classes
- Magic and D and D continues on Saturday afternoons with Jon Wilburn The Rec Center has been open Saturday nights.

### **2016-2017 Goals**

- To add more Family game nights, Teen game nights and Dances
- Work with AA , POW Health Network
- Continue the After School Program: Mon-Thur. 3-5 & Friday 2-5
- Continue with food, crafts, games, outdoor activities, sports, science & games.

**FY2017 BUDGET WORKSHEET  
GENERAL FUND  
DEPARTMENT REVENUES**

<i>Recreation Expense</i>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Salaries	34,959	35,959	35,959	33,677	37,139	45,291	44,524	-2%
Benefits & Unemployment	27,895	32,070	32,070	33,860	48,693	30,780	31,920	4%
Contracted Services	1,625	1,207	1,207	3,118	2,020	2,500	4,900	96%
Employee Travel, Education, &	0	28	28	0	2,415			
Materials & Supplies	2,319	5,353	5,353	2,559	1,000	1,700	1,665	-2%
Utilities	19,426	17,738	17,738	16,517	11,688	16,000	12,500	-22%
Repairs & Maintenance	1,182	176	176	958	0	1,000	0	-100%
Insurance	1,670	990	990	1,241	2,376	3,411	3,340	-2%
Recording/Permits & Misc.	0	0		0			0	
Equipment	0				0	2,000	0	-100%
Capital Improvement	0	900	900	0	5,433		0	
<b>Total Recreation Expenses</b>	<b>89,076</b>	<b>94,421</b>	<b>94,421</b>	<b>91,930</b>	<b>110,764</b>	<b>102,682</b>	<b>98,849</b>	<b>-4%</b>

# Recreation

# FY 2017

	<u>Amount</u>	
<b>Salaries</b>		\$ 44,524
<b>Benefits</b>	31,920	31,920
<b>Contract Services</b>		4,900
Classes, Misc. Instructors	2,500	
Janitor	2,400	
<b>Travel</b>		
Instructor		
<b>Materials &amp; Supplies</b>		1,665
T-Shirts -Soccer, V-Ball, B-Ball	1,665	
Office Supplies		
Postage		
<b>Utilities</b>		12,500
Electric	3,500	
Heating Fuel/City GYM (2400 gal @ \$2.50)	6,000	
Heating Fuel/Youth Center (600GAL @ \$2.50)	1,500	
Telephone	1,500	
<b>Maintenance &amp; Repairs</b>		
Equipment Repairs		0
Building Maintenance		
<b>Insurance</b>	3,340	3,340
<b>Equipment Purchases</b>		0
<b>Capital Improvements</b>		
<b>TOTAL</b>		<u><u>\$98,849</u></u>



**Enterprise Fund  
Fiscal Year 2016**

**May 2016**

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,  
(3.0 FTE)

### **2015-2016 Accomplishments**

- Replaced planking in harbors
- Ice house delivery system updated
- Established Ice house maintenance schedule
- Worked on updating policies and procedures for harbor
- Worked on State of the Harbor Report
- Started on cleaning up breakwater

### **2016-2017 Goals**

- Rebuild of North & South Cove finger slips
- Rebuild of the South Cove approach and gangway
- Rebuild of broken torsion bars
- Replace the hinges of the float plane dock
- New bull rail at the concrete abutment at float plane dock
- Continue to address garbage problem on breakwater to rectify drainage problem
- Establish a new system on City dock and False Island cranes
- Work on establishing internship program for Harbor Department
- Expand the harbor department website as a way to provide harbor customers with accurate information in regards to boat safety information, policies and procedures, ordinances, links to other agencies that would help reinforce the mission of the harbor.
- Reinforce the idea that the harbor must be run in a businesslike manner to benefit ALL.
- Add LED lights to North & South Cove
- Develop maintenance schedules for ALL harbor equipment
- Work on maintaining a well-trained and motivated staff
- Establish consistent enforcement of approved ordinances, policies and procedures within the harbor

**FY2017 BUDGET WORKSHEET  
ENTERPRISE FUND**

<b>Revenues, Cannery</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Storage				\$2,050	\$2,475	\$1,000	\$2,000	100%
Other Leases	2,650	4,725	4,725	0	6100		0	
Material Sales		101	100					
CD Interest								
Electricity								
Transfer from Endowment Fund/ Grant Revenue		332,500			0			
<b>Total Craig Cannery Revenues</b>	<b>\$2,650</b>	<b>\$337,326</b>	<b>\$4,825</b>	<b>\$2,050</b>	<b>\$8,575</b>	<b>\$1,000</b>	<b>\$2,000</b>	<b>100%</b>

<b>Cannery Expenses</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	
Salaries				3,121				
Benefits & Unemployment				592				
Contracted Services	\$4,784			\$1,408		2000	\$0	-100%
Employee Travel, Education, & Dues								
Materials & Supplies				106	870	300	300	0%
Utilities				5,996	3335	2100	2,100	0%
Repairs & Maintenance				2,788	2053	2725	2,750	1%
Insurance		148		9	6	335	31	-91%
Recording/Permits & Misc.						0	0	
Equipment	150					2000	0	
Capital Improvement								
Interest								
Debt Retirement	1,338	1,158	2,469				0	
<b>Total Craig Cannery Expenses</b>	<b>6,272</b>	<b>1,306</b>	<b>2,469</b>	<b>14,020</b>	<b>6,264</b>	<b>9,460</b>	<b>5,181</b>	<b>-45%</b>
<b>Total Cannery Rev less Exps.</b>	<b>(\$3,622)</b>	<b>\$336,020</b>	<b>\$2,356</b>	<b>(\$9,195)</b>	<b>(\$4,214)</b>	<b>(\$885)</b>	<b>(\$3,181)</b>	<b>259%</b>
Depreciation	15,322	15,322	15,322					

## Ward Cove Park FY 2017

<b>Contract Services</b>	\$ -
<b>Ground Maint</b>	2,750
<b>Materials</b>	300
<b>Electric</b>	2,100
<b>Insurance</b>	31
<b>Equipment Purchase</b>	
<b>Capital Improvements</b>	
	<u><u>\$5,181</u></u>



**FY2017 BUDGET WORKSHEET  
ENTERPRISE FUND**

<b><i>Dock &amp; Harbor Revenues</i></b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Permanent Moorage	78596	72938	71,228	68961	70209	75000	82500	18%
Transient Moorage	91846	90537	93,890	93584	110038	95000	104500	-5%
Container Storage	7000	12850	14,600	14400	23400	14000	14000	-40%
Outside Storage Fees	6225	4499	7,375	5664	6406	7000	7000	0%
Equipment Rental	155	336	380	645	1655	1000	1000	0%
Crane User Fees	4460	4943	3,863	5002	4102	6000	6000	0%
Shower Fees	2143	2904	2,871	684	493	2000	2000	0%
Wharfage	1381	495	519	1068	1398	2000	2000	0%
Launch Ramp Fees	1678	2028	2,320	2372	2537	2000	2000	0%
Property Lease		0				0	0	
Board Advertisement		0				0	0	
Electricity from Moorage	10313	11293	19,107	7750	12016	12500	12500	0%
Impound Fees		0			831			#DIV/0!
Vessel Assist		584	814	1545		1000	1000	0%
Haulout Revenue	28868	20258	28,845	25445	27333	28000	28000	0%
Grant Revenue	97954		25,000					
Other	30805	991	5,731	10430	10248	6000	6000	0%
<b><i>Total Dock &amp; Harbor Revenues</i></b>	<b>361,424</b>	<b>224,656</b>	<b>276,543</b>	<b>237,550</b>	<b>270,666</b>	<b>251,500</b>	<b>268,500</b>	<b>7%</b>

<b><i>Dock &amp; Harbor Expenses</i></b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Salaries	92,466	107,735	104,148	98,035	108,632	118,184	112,771	-5%
Benefits & Unemployment	57,939	64,126	71,365	87,050	100,218	78,269	58,954	-25%
Contracted Services	3,692	3,140	2,460	3,925	2,759	0	0	
Employee Travel, Education, & Dues		3,576	3,362	2,827	2,824	2,895	0	-100%
Materials & Supplies	16,510	16,723	17,669	17,336	16,985	11,760	5,500	-53%
Utilities	23,958	26,109	31,419	23,332	23,778	29,100	27,100	-7%
Repairs & Maintenance	13,296	7,839	13,665	42,423	24,219	14,789	16,620	12%
Insurance	23,466	19,311	17,163	18,425	19,093	28,000	21,330	-24%
Recording/Permits & Misc.	3,159	5,410	8,351	17,697	15,725	3,475	3,475	0%
Equipment	6,676	12,066	3,504	574	1,300		3,000	
Capital Improvement	0	0	693	0	0	10,000	0	-100%
Interest								
Debt Retirement								
<b>Total Docks/Harbor Expenses</b>	<b>241,162</b>	<b>266,035</b>	<b>273,799</b>	<b>311,624</b>	<b>315,533</b>	<b>296,472</b>	<b>248,750</b>	<b>-16%</b>
<b><i>Docks/Harbors Rev less Exps</i></b>	<b>120,262</b>	<b>(41,379)</b>	<b>2,744</b>	<b>(74,074)</b>	<b>(44,867)</b>	<b>(44,972)</b>	<b>19,750</b>	<b>-144%</b>
Depreciation	89,909	102,922	104,787					

# Docks & Harbors

FY 2017

		<u>Harbor</u>
<b>Salaries</b>		\$ 112,771
<b>Benefits</b>	58,954	58,954
<b>Contract Services</b>		0
NC Electrical Engineering		
City Pier & Dock Assessment		
<b>Employee Travel, Education, &amp; Dues</b>		0
Harbor Master Dues		
Harbor Master Conference		
Misc. Education		
<b>Materials</b>		5,500
Misc. Supplies ( Costco & AC)	1,000	
Harbor Office		
Equipment Fuel (1800@2.50)	4,500	
<b>Utilities</b>		27,100
Electricity (Billable)	12,500	
Electricity (Grid)	1,000	
Electricity (St. Lights)	4,000	
Electricity Harbor Bldg.	3,400	
Heating Fuel	5,000	
Telephone	1,200	
<b>Maintenance</b>		16,620
North Cove Supplies		6,580
Electrical	3580	
Decking & Bolts	2500	
Water Pedestals	500	
freight		
South Cove Supplies		5740
Electrical	3460	
Approach & gangway	500	
Water Pedestals	500	
Misc.	1280	
freight		
City Pier, Dock & Old Fuel Dock		
Decking & Bolts		
freight		
Float Plane Dock		700
Decking & Bolts	700	
freight	0	
Boat Hauler		3600
Advertising		250
Permits		325
Lease Agreement State		
DEC Permit		0
<b>Insurance</b>		21,330
General Liability	21,330	

# Docks & Harbors

FY 2017

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		<u>Harbor</u>
Credit Card Fees	2,400	2,400
Bad Debts	500	500
<b>Equipment Purchases</b>		3,000
Camera surveillance	2,600	
Electric sump pump	400	
<b>Capital Improvements</b>	0	0
		<u>\$ 248,750</u>

**FY2017 BUDGET WORKSHEET  
ENTERPRISE FUND  
DEPARTMENT REVENUES**

<b>Revenues, Marine Ind. Park</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
PMS Lease	\$90,000	\$90,000	\$4,500	\$90,000	90000	90000	\$90,000	0%
Silver Bay Lease	142,000	137,500	137,500	154,000	144425	154000	154,000	0%
Other Leases	21,922	26,422	55,479	14,103	13121	15531	15,531	0%
Ice Revenue	47,798	34,494	24,540	66,430	62561	75000	85,000	13%
Storage & Other Revenue	37,978	29,237	13,666	50,406	43676	32000	32,000	0%
Power Revenue	2,801	9,166	2,580	5,215	2428	7500	7,500	0%
Interest Income	1,911			0		25000	25,000	0%
<b>Total Marine Ind. Park Revenues</b>	<b>\$344,410</b>	<b>\$326,819</b>	<b>\$238,265</b>	<b>\$380,154</b>	<b>\$356,211</b>	<b>\$399,031</b>	<b>\$409,031</b>	<b>3%</b>

<b>Marine Ind. Park Expenses</b>	<b>FY 2011</b>	<b>F 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Salaries	41324	38,019	36,283	51,802	62,830	57,650	53,286	-8%
Benefits & Unemployment	42142	18,632	13,818	20,497	40,461	40,356	34,098	-16%
Contracted Services	0	3,818	0	4320	1002	0	1,800	
Employee Travel, Education, & Dues	180	410	1,891	1085	3197	0	0	
Materials & Supplies	136	1,268	1,847	5842	3,846	8,043	19,550	143%
Utilities	27,385	28,293	33,590	40024	35,918	55,000	45,000	-18%
Repairs & Maintenance	1,593	32,404	9,708	20151	144,110	5,000	7,500	50%
Insurance	10,274	8,963	5,667	6831	6,079	11,264	9,281	-18%
Recording/Permits & Misc.	506	325	3,274	670	5,735	300	300	0%
Equipment	0	0	2,667	4874	21,454	25,000	2465	-90%
Capital Improvement	0	3,951		0	100,000	154,435	154,435	0%
Interest	60,703	63,943	138,140	112270	-			
Debt Retirement	253,754	494,898	83,307	53668			0	-100%
Capital Reserves								
<b>Total Ind. Park Expenses</b>	<b>437,997</b>	<b>694,924</b>	<b>330,192</b>	<b>\$322,034</b>	<b>\$424,632</b>	<b>\$357,048</b>	<b>325,250</b>	<b>-9%</b>
<b>Total Marine Ind. Rev less Exps.</b>	<b>\$ (93,587)</b>	<b>\$ (368,105)</b>	<b>\$ (91,927)</b>	<b>\$58,120</b>	<b>(\$68,421)</b>	<b>\$41,983</b>	<b>\$ 83,781</b>	<b>100%</b>
Depreciation	171340	178940	179355					

# JT Brown Industrial Park

FY 2017

<b>Salaries</b>			<u>\$ 53,286</u>
<b>Benefits</b>		34,098	34,098
<b>Contract Services</b>			1,800
Crane Inspection		1,800	
<b>Materials</b>			19,550
Boat Yard		5,000	
Misc Tools & Supplies	5000		
Boat Launch	560		
False Island Pier		8,200	
Zincs	6000		
Paint & Supplies	1200		
Freight	1000		
Icehouse		6,350	
Salt	3400		
Tools	500		
Lumber	650		
Pump	1100		
Freight	700		
Misc Postage		0	
Misc Freight			
<b>Utilities</b>			45,000
Electricity		45000	
<b>Maintenance</b>			7,500
Ice House Maintenance	7500	7,500	
<b>Insurance</b>			
General Liability	1166	9,281	9,281
Property Liability	7688		
Vehicle	427	0	
Permits		300	300
Advertising			
<b>Equipment Purchases</b>		2465	2465
Crane Software	2465		
<b>Capital Improvements</b>			154,435
Endowment Fund(\$110,000) & Reserve Fund(44,435)		154,435	
			<u><u>\$ 325,250</u></u>



# Garbage

# FY 2017

		<u>Amount</u>
<b>Salaries</b>		\$ 38,205
<b>Benefits</b>	32,435	32,435
<b>Contract Services</b>		221,500
Dump Fees 1000 ton @ \$220/ton	215,000	
HHW program	6,500	
<b>Travel</b>		0
<b>Materials &amp; Supplies</b>		8,800
Misc Supplies	1,000	
Postage	1,000	
Freight	500	
Equipment Fuel	6,300	
<b>Utilities</b>		
Telephone		0
<b>Maintenance &amp; Repairs</b>		2,500
Equipment Repairs	2,500	
Dumpster Repair		
<b>Recording/Permits &amp; Misc.</b>		6,104
Advertising	0	
Vehicle Licensing	20	
Insurance	3,524	
Credit Card Fees	2,460	
Bad Debts	100	
<b>Small Equipment Purchase</b>	0	0
<b>Equipment Purchase &gt; \$5000</b>	0	
<b>Capital Improvement</b>	0	0
<b>Debt Service</b>	0	0
		<u>0</u>
<b>TOTAL</b>		<u><u>\$309,544</u></u>



**FY2017 BUDGET WORKSHEET  
ENTERPRISE FUND  
DEPARTMENT REVENUES**

<b>Wastewater Revenues</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Service fees	259,685	261,526	256,239	296,491	280,879	293,000	275,000	-6%
Material sales	28			0				
Interest	1,871	9	11		0			
Grant Funding for Capital	136,455	44,605						
<b>Total Sewer Revenues</b>	<b>398,039</b>	<b>306,140</b>	<b>256,250</b>	<b>296,491</b>	<b>280,879</b>	<b>293,000</b>	<b>275,000</b>	<b>-6%</b>
<b>Wastewater Expenses</b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budget</b>	<b>% Change</b>
Salaries	83,733	83,817	48508	95150	80,327	105,915	113,430	7%
Benefits & Unemployment	36,482	42,600	44,296	45,556	76,266	58,817	64,928	10%
Contracted Services	4,598	6,340	5,721	5,000	6,903	6,700	5,100	-24%
Employee Travel, Education, & Dues	190	280	3,270	3,000	300	1,725	825	-52%
Materials & Supplies	7,916	7,481	5,801	7,556	9,721	12,900	9,900	-23%
Utilities	38,289	40,777	34,790	42,400	36,803	32,700	39,700	21%
Repairs & Maintenance	8,272	4,903	5,208	28,000	22,310	20,500	11,000	-46%
Insurance	4,277	3,093	1,635	3,400	3,878	3,400	6,128	80%
Recording/Permits & Misc.	2,947	3,117	3,017	500	3,938	3,406	4,460	31%
Equipment	33,345	36,193	18,631	37,500	9,896		-	
Capital Improvement	2,191	1,996	1,085	3,400	-			
Interest	8,430	7,549	7,070	5,938	5,256	5,127	3,469	-32%
Debt Retirement	53,403	52,472	53,260	54,058	54,869	54,869	56,528	3%
<b>Total Sewer Expenses</b>	<b>284,073</b>	<b>290,618</b>	<b>232,292</b>	<b>331,458</b>	<b>310,467</b>	<b>306,059</b>	<b>315,468</b>	<b>3%</b>
<b>Excess Sewer Revs. Vs. Exps.</b>	<b>113,966</b>	<b>15,522</b>	<b>23,958</b>	<b>(34,967)</b>	<b>(29,588)</b>	<b>(13,059)</b>	<b>(40,468)</b>	<b>210%</b>
Depreciation	217,155	227,321	233,396	230,000			227,000	

# Wastewater

# FY 2017

	<u>Amount</u>	
<b>Salaries</b>		\$ 113,430
<b>Benefits</b>	64,928	64,928
<b>Contractual Services</b>		5,100
Laboratory Fees	3,000	
Sludge disposal	2,000	
Boreal Controls	100	
Tyler Pump Truck		
<b>Education &amp; Training</b>		825
Water/Wastewater CEU	100	
Wastewater cert renewal		
WEF/AWWMA dues, city-wide share w/water	225	
Other	500	
<b>Travel</b>		
<b>Materials &amp; Supplies</b>	2,500	9,900
Shop Supplies	1,500	
Chemicals	1,000	
Office Supplies	500	
Postage	1,000	
Freight	500	
Equipment Fuel	2,900	
<b>Utilities</b>	25,000	39,700
Electricity, treatment plant	12,000	
8 lift stations,	2,700	
Telephone		
<b>Maintenance &amp; Repairs</b>		11,000
Repairs	2,500	
Pump Stations	7,000	
Building Maintenance	1,500	
<b>Recording/Permits &amp; Misc.</b>		10,588
DEC wastewater disposal permit	940	
Vehicle Licensing	20	-
Insurance	6,128	
Credit card Fees	3,000	
Bad Debts	500	
<b>Equipment Purchase</b>		-
<b>Debt Payment</b>		59,997
Interest	3,469	
Principal	56,528	
<b>TOTAL</b>		<u><u>\$ 315,468</u></u>

**FY2017 BUDGET WORKSHEET  
ENTERPRISE FUND DEPARTMENT REVENUES**

<b><i>Water Revenues</i></b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budge</b>	<b>% Change</b>
Metered service	233,767	224,471	225,898	287,010	268,760	285,000	253,200	-11%
Non-metered service	28,236	27,860	22,012	18,171	9,628	7,200	4,800	-33%
Meter sales	3,767	5,764	4,155	17,964	7,541	1,000	1,000	0%
Turnoff notice fee	2,140	5,019	900	560	1,460	1,000	1,000	0%
Reconnection fee	1,605	1,050	1,076	1,225	100	500	500	0%
<b><i>Total Water Revenues</i></b>	<b>269,515</b>	<b>264,164</b>	<b>254,041</b>	<b>324,930</b>	<b>287,489</b>	<b>294,700</b>	<b>260,500</b>	<b>-12%</b>

<b><i>Water Expenses</i></b>	<b>FY 2011</b>	<b>FY 2012</b>	<b>FY 2013</b>	<b>FY 2014</b>	<b>FY 2015</b>	<b>FY 2016 Budget</b>	<b>FY 2017 Budge</b>	<b>% Change</b>
Salaries	122,902	123,607	117,764	128,149	133,181	115,232	117,422	2%
Benefits & Unemployment	62,434	63,222	54,051	80,788	123,014	61,469	63,906	4%
Contracted Services	8,977	11,109	15,430	5,277	9,860	5,000	6,100	22%
Employee Travel, Education, & Dues	840	2,211	2,140	4,017	1,200	2,190	1,190	-46%
Materials & Supplies	45,388	34,810	30,545	63,997	50,375	41,400	38,650	-7%
Utilities	48,779	51,117	46,331	51,122	55,580	62,100	61,100	-2%
Repairs & Maintenance	6,295	5,130	5,130	5,940	8,937	10,200	6,000	-41%
Insurance	5,622	4,600	3,174	3,375	3,994	5,275	6,325	20%
Recording/Permits & Misc.	2,327	2,338	2,180	2,808	3,146	2,310	2,610	13%
Equipment	4,892	431	-1,517	983	37,643	2,000	0	-100%
Capital Improvement	0	0	0	0			0	
Debt Retirement	7,501	24	6,290	10,060	6,610	24,580	23,834	-3%
<b>Total Water Expenses</b>	<b>315,957</b>	<b>298,599</b>	<b>281,518</b>	<b>356,516</b>	<b>433,540</b>	<b>331,756</b>	<b>327,138</b>	<b>-1%</b>
<b>Excess Water Revs. Vs Exps.</b>	<b>(46,442)</b>	<b>(34,435)</b>	<b>(27,477)</b>	<b>(31,586)</b>	<b>(146,051)</b>	<b>(37,056)</b>	<b>(66,638)</b>	<b>80%</b>

Depreciation	257,245	273,154	281,737	283,576
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# Water

# FY 2017

		<b>Amount</b>
<b>Salaries</b>		\$ 117,422
<b>Employee Benefits</b>	63,906	63,906
<b>Contract Services</b>		6,100
Laboratory testing	5,000	
Boreal Controls	1,100	
<b>Employee Travel, Education, &amp; Dues</b>		1,190
Travel		
Water/Wastewater CEU	500	
Dues	690	
<b>Material &amp; Supplies</b>		
Misc Supplies	4,800	38,650
Safety		
Chemicals	22,000	
Poffice Supplies	500	
Postage	1,000	
Freight	9,000	
Equipment Fuel (450 gal @ 2.50)	1,350	
<b>Utilities</b>		61,100
Electric	58,300	
Heating Fuel	0	
Telephone	2,800	
<b>Maintenance &amp; Repairs</b>		6,000
Equipment Repair	2,000	
Building & Grounds Maintenance	1,000	
Shop Supplies	1,000	
Treatment Plant repairs	2,000	
<b>Recording/Permits &amp; Misc.</b>		8,935
Advertising		
Vehicle Licensing	10	
Insurance	6,325	
Permits	100	
Credit Card Fees	2,500	
<b>Small Equipment Purchases</b>		0
<b>Equipment Purchases &gt;5000</b>		0
<b>Capital Improvements</b>		0
<b>Debt Service</b>		
Interest		23,834
Water End Connection Loan	8,737	
Water Line Loan	15,097	
<b>TOTAL</b>		<b>\$ 327,138</b>



**Special Revenue Fund  
Fiscal Year 2016**

**May 2016**

# RESTRICTED FUNDS FY 2016

## SCHOOL

Net Cash beginning of Year

<b>Secure School Funding</b>	\$	2,154,835
<b>City Appropriation Prior Yr</b>	\$	1,200,000

Revenue

National Forest Receipts	\$	-
<b>City Appropriation FY 2016</b>	\$	188,000
Interest Revenue	\$	2,013

Total \$ 190,013

Expenditures

Electricity St Lights	\$	4,400
School Support	\$	550,600
Craig Booster Club (Gym Ad)	\$	400
Craig Graduation	\$	500
Craig School Trip to College, Tech School	\$	1,500

Total \$ 557,400

Net Cash

\$ 2,987,448

## Roads

National Forest Revenue	\$	13,600.00
Gravel	\$	5,000.00
Equipment	\$	8,600.00

Total \$ **13,600.00**

Net Cash

\$ -

## Equipment Acquisition for Governmental Funds

Beginning Balance	\$	74,155
FY 2016 Fish Tax		46,370
Total		120,525

Expenditures

Wash Bay		10,500
Oil Containment		10,000
10% Match for Ambulance		10,000

Total 30,500

Net Cash

\$ 90,025

## Capital Project Match Funds

Beginning Balance	\$	31,367
FY 2016 Endowment Fund		32,352
Total		<u>63,719</u>

Expenditures

		<u>                    </u>
		<u>                    </u>
Total		<u>                    -</u>
Net Cash	\$	<u>63,719</u>

## Aquatic Center Improvements

FY 2015 Bond Sale Proceeds	\$	2,001,439
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Expenditures

Roof Replacement		900000
Air Handler & Misc Repairs	\$	1,101,439

Total		2,001,439
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Net Cash

\$	-
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# **Capital Projects Fiscal Year 2016**

**May 2016**



# CAPITAL PROJECT FUNDS

## Road Improvements

This fund accounts for a grant fund from the Federal Highway and Alaska Capital Budget. The funds are used to complete the paving of city streets.

Revenue		
	Fed Hwy Funds	3,277,375
	State Leg Funds	1,815,279
	Craig Tribal Association	947,869
	2014 State Legislative Grant	600,000
	Total	<u>\$ 6,640,523</u>
Expenditures		
	Prior year improvements	\$ 5,577,748
	Contract Services	<u>\$ 1,062,775</u>
Net Cash		<u>\$ -</u>
		<u>\$ -</u>

## Craig Cannery Site Harbor Development

These funds will provide a portion of the local share of the US Army Corps of Engineer's economic and feasibility study for a new harbor at the Craig Cannery Site.

Revenue		
	Alaska State Legislative Grant	\$ 400,000
Expenditures		
	Prior Years	250,000
	Expenditures	250,000
Net Cash		<u>\$ 50,000</u>

## City of Craig Memorandum

Date: April 27, 2016

To: Mayor & City Council

From: Joyce Mason

Re: FY17 PILT Funding

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Resolution 16-07 requests Payment in Lieu of Taxes funding for FY 17. The Department of Commerce, Community & Economic Development requires this resolution each year for this program.

This resolution is an item presented to the Council each year. As a reminder, the PILT program was reauthorized December 23, 2015 for one year. Currently the city receives approximately \$300,000 each year but the Department of Commerce, Community, and Economic Development expects a 20% reduction. We have budgeted \$270,000 for the next budget year.

Recommendation:

Approve Resolution 16-07, Requesting FY17- Payment in Lieu of Taxes funding.

**CITY OF CRAIG  
RESOLUTION NO. 16-07**

**F/Y 2017 PAYMENT IN LIEU OF TAXES  
FUNDING RESOLUTION**

A RESOLUTION REQUESTING FY 17 PAYMENT IN LIEU OF TAXES FUNDING FROM THE DEPARTMENT OF COMMERCE, COUMMUNITY, AND ECONOMIC DEVELOPMENT

WHEREAS, 3 AAC 152.100 requires the governing body of a city to adopt a resolution requesting funding from the Payment in Lieu of Taxes Program for cities in the unorganized borough and to submit the resolution to the Department of Commerce, Community, and Economic Development; and

WHEREAS, the city has conducted a regular election during the preceding state fiscal year and has reported the results of the election to the commissioner; and

WHEREAS, regular meetings of the governing body are held in the city and a record of the proceedings maintained; and

WHEREAS, ordinances adopted by the city have been codified in accordance with AS 29.25.05;

NOW THEREFORE BE IT RESOLVED THAT: The Craig city council by this resolution hereby requests distribution from the FY 17 Payment in Lieu Program by the Department of Commerce, Community, and Economic Development on the date required by law.

PASSED AND APPROVED by a duly constituted quorum of the city council May 5, 2016.

\_\_\_\_\_  
MAYOR DENNIS WATSON

ATTEST \_\_\_\_\_  
KASSI BATEMAN, CITY CLERK

**CITY OF CRAIG  
ORDINANCE NO. 684**

**AMENDING SECTION 09.90.040 AND 01.16.040 OF THE CRAIG MUNICIPAL CODE  
TO PROHIBIT THE CONSUMPTION OF MARIJUANA IN A PUBLIC PLACE, AND  
ESTABLISHING A PENALTY FOR VIOLATION**

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

Section 1. Classification. This ordinance is of a general and permanent nature and the code sections adopted hereby shall become a part of the code of the City of Craig, Alaska.

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 immediately upon adoption.

Section 4. Action. Section 4. Action. This ordinance amends Sections 09.90 and 01.16.040 of the Craig Municipal Code by deleting the items shown with strikethrough text and surrounded by square brackets (~~strikethrough~~) and by adding the underlined items, as follows:

**09.90.040 Consuming marijuana in a public place.**

C. Violation of this section is a minor offense [~~punishable by a civil fine of \$100~~], punishable under 1.16.040.

**1.16.040 Minor Offense Fine Schedule**

Section	Offense Title	Fine Amount
9.09.040(A)(1)	<u>Consuming Marijuana in a Public Place</u>	<u>\$100</u>
9.09.040(A)(2)	<u>Consuming Marijuana Outdoors Adjacent to a Public Place</u>	<u>\$100</u>

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Mayor Dennis Watson

ATTEST \_\_\_\_\_  
Kassi Bateman, City Clerk

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Kassi Bateman, City Clerk  
Date: March 30, 2016  
RE: Ordinance No. 684

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Attached you will find Ordinance No. 684. The ordinance amends Ordinance 664 a public place for the purposes of the personal consumption of marijuana in Craig. Ordinance 664 prohibited public consumption and had it listed as a civil offence.

This ordinance change allows the Craig Police Department to levy fines as a minor offence.

**Recommendation**

Approve Ordinance No. 684 at second reading.

# CITY OF CRAIG MEMORANDUM

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: April 29, 2016  
RE: May Staff Report

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## **1. PSN King Salmon**

Work by POW Hatchery Association and the Southern Southeast Regional Aquaculture Association to bring the Klawock River facility under the management of SSRAA continues. An Alaska Department of Fish and Game Regional Planning Team meeting took place recently, where the team approved a transfer of the hatchery permit from POWHA to SSRAA. ADF&G still plans to hold a public meeting on the permit transfer here on POW, probably on June 1 or 2. ADF&G has a letter of support for the transfer from the City of Craig, and one will come from POWCAC soon.

## **2. USFS Landscape Assessment Project**

The US Forest Service plans to complete what it calls a landscape level assessment of Prince of Wales Island. The assessment would combine into a single NEPA document several land use actions on federal land on POW, including timber sales, recreation projects, restoration work, and other tasks.

POWCAC met to discuss the matter on March 22 and again on April 19. There is interest among the POWCAC membership to create a local ad-hoc group to provide input to the Forest Service early on in the landscape assessment process, in order to, hopefully, provide the Forest Service with an action alternative to include with the NEPA documents that the agency will eventually publish as part of the assessment process.

The landscape assessment process will take at least two years to complete. That timeline, and the likely complexity of some of the resource issues subject to the assessment project, will make high demands from the ad hoc group. The first meeting of the ad hoc group is set for May 10, at which point those who attend the meeting will begin the process of organizing the group. The meeting is set for 1 p.m. at the POW Vocational-Technical building.

## **3. Sunnahae Trail Update**

I spoke with staff at the recreation shop of the Craig Ranger District recently about the status of the Sunnahae Trail. Currently the trail is rebuilt up to the level of the old logging road about half way up to the muskeg. The USFS has worked with Shaan-Seet Inc. to redirect the trail along an alignment that will be less costly to develop than is the current trail alignment. Shaan-Seet Inc. deserves credit for their willingness to work toward redirection of the trail corridor. The Forest Service intends to reroute the trail to follow the alignment of the old logging road for a quarter mile or so, then build a series of switchbacks to get hikers to the muskeg level near the old boardwalk. This alignment avoids having to cross the steep V-notch drainages along the current route.

The USFS has secured about \$560,000 to make improvements to the trail over the course of the next year or two. Staff at the agency hopes to complete rebuilding the trail to a

point above the muskeg, where the new trail alignment intersects with the existing alignment, using mostly a gravel path at grades at 20 percent or less. The Forest Service intends to solicit bids to complete the work.

#### **4. Sockeye Enhancement Funding**

I plan to apply for funding from Title II of the Secure Rural Schools program for funding to acquire equipment and supplies to restart sockeye enhancement at Klawock Lake. I have talked in general terms about this matter with representatives from the Klawock Tribe and the City of Klawock, and with representatives from SSRAA, all of whom seem supportive.

#### **5. Pool Renovation Project**

City staff met recently with the project contractor, CBC Construction of Sitka. The contractor remains ready to begin work on the project on May 1. Aquatic Center Manager Jessica Holloway plans to close the fitness room to the public late in the week of April 18, and close the pools to the public beginning April 29. Jessica will then drain the pools and vacate the building to the contractor. The contractor then has until late August to complete work on the building. The pool building and parking lot will be closed to the public during the course of the work.

#### **6. Cannery Harbor Project**

Congress is preparing a bill titled the Water Resources Development Act. WRDA legislation moves through Congress every few years. Its purpose is to fund harbor and other maritime activities across the country. With the delivery of the US Army Corps of Engineers' Chief's Report on the city's cannery property harbor project to the US Congress in March, the project was included in the Senate version of the WRDA bill. If the project is included in the version of the bill that emerges from a subsequent House-Senate Conference Committee, the city may be in a position to begin design work in earnest on the project breakwaters. I am working with the city's contact in Washington DC, Mr. Steve Silver, on tracking the WRDA bill and will work with the office of Rep. Don Young to encourage House Conference Committee members to include the Craig project in the eventual final legislation.

#### **7. Craig-Klawock King Salmon Derby**

Joyce Mason and Victoria Merritt are working on the 2016 king salmon derby project. They have already started the organizational efforts for tickets, weigh-in stations, prizes, the banquet, and other details.

#### **8. Whale Pass Petition for Incorporation**

The community of Whale Pass filed a petition to organize as a second class city. The petition was filed with the Local Boundary Commission in January. On April 22 the LBC staff issued a preliminary report recommending approval of the petition. A copy of the petition and the preliminary report can be found at the LBC website at <https://www.commerce.alaska.gov/web/dcra/LocalBoundaryCommission>. The petition process now continues with the LBC taking comments on the preliminary report and eventually holding a public hearing on the petition in Whale Pass, probably later this year. The community plans to finance its operations through cash it will assume from the

existing homeowners association, and then in the long run from revenue sharing payments from the State of Alaska, with some incidental income from harbor fees and halibut permit leases.

### **9. Travel Schedule**

April 27-May 3: Personal travel.



**City of Craig**  
**Revenue and Expense MTD and YTD**  
**March 31, 2016**

	<u>M-T-D</u>		<u>Y-T-D</u>		<u>Y-T-D</u>		<u>Total</u>	<u>Budget</u>	<u>Variance</u>	<u>% of Budget</u>	<u>Total Prior Yr.</u>	
	<u>Current Year</u>	<u>Current Year</u>	<u>Encumbrance</u>	<u>Encumbrance</u>	<u>Encumbrance</u>	<u>Actual</u>						
<b>11 Administration</b>												
Total Personnel Expenses	23,729	217,518	0	0	241,247	292,697	51,450	82.42	274,358			
Total Personnel Benefits Expenses	8,989	94,675	0	0	103,662	146,948	43,286	70.54	258,513			
Total Contract Expenses	29,600	92,141	203	203	121,740	136,600	14,860	89.12	200,457			
Personnel Misc Expenses	1,718	13,808	3,236	3,236	15,526	17,795	2,269	87.25	10,900			
Material & Supplies Expenses	377	10,882	493	493	11,258	11,200	(58)	100.52	20,220			
Utilities Expenses	1,289	13,581	0	0	14,869	17,500	2,631	84.97	15,349			
Maintenance Expenses	94	1,702	0	0	1,796	4,308	2,512	41.69	2,326			
Misc Expenses	1,850	27,746	0	0	29,597	27,590	(2,007)	107.27	36,951			
Capital Expenses	182	3,985	0	0	4,168	1,000	(3,168)	416.80	29,444			
Total Expenditures	\$ 67,828	\$ 476,038	\$ 3,932	\$ 3,932	\$ 543,863	\$ 655,638	\$ 111,775	\$ 82.95	\$ 848,518			
<b>12 Council</b>												
Total Personnel Expenses	1,487	11,972	0	0	13,459	14,700	1,241	91.56	15,153			
Total Personnel Benefits Expenses	16,126	71,925	0	0	88,051	87,308	(743)	100.85	114,391			
Total Contract Expenses	0	564	0	0	564	2,500	1,936	22.56	745			
Personnel Misc Expenses	1,060	11,736	8	8	12,796	7,925	(4,871)	161.46	8,509			
Material & Supplies Expenses	0	214	0	0	214	150	(64)	142.67	436			
Utilities Expenses	0	0	0	0	0	0	0	0.00	0			
Maintenance Expenses	0	0	0	0	0	0	0	0.00	0			
Misc Expenses	22	15	0	0	37	715	678	5.17	52			
Capital Expenses	0	0	0	0	0	0	0	0.00	0			
Total Expenditures	\$ 18,695	\$ 96,426	\$ 8	\$ 8	\$ 115,121	\$ 113,298	\$ (1,823)	\$ 101.61	\$ 139,286			
<b>13 Planning</b>												
Total Personnel Expenses	2,776	38,314	0	0	41,090	47,848	6,758	85.88	46,127			
Total Personnel Benefits Expenses	3,930	25,101	0	0	29,030	36,333	7,303	79.90	52,488			
Total Contract Expenses	0	179	0	0	179	0	(179)	0.00	322			
Personnel Misc Expenses	0	3,327	0	0	3,327	500	(2,827)	665.40	313			
Material & Supplies Expenses	0	141	0	0	141	1,050	909	13.43	337			
Utilities Expenses	0	0	0	0	0	0	0	0.00	0			
Maintenance Expenses	0	0	0	0	0	0	0	0.00	0			
Misc Expenses	242	738	0	0	980	1,220	240	80.33	645			
Capital Expenses	0	0	0	0	0	0	0	0.00	611			
Total Expenditures	\$ 6,948	\$ 67,800	\$ 0	\$ 0	\$ 74,747	\$ 86,951	\$ 12,204	\$ 85.96	\$ 100,843			
<b>14 Parks &amp; Facilities</b>												
Total Personnel Expenses	9,989	100,056	0	0	110,043	121,583	11,540	90.51	104,611			
Total Personnel Benefits Expenses	6,335	58,550	0	0	64,885	78,056	13,172	83.13	104,154			
Total Contract Expenses	1,028	4,741	(495)	(495)	5,769	7,200	1,431	80.13	5,155			

**City of Craig**  
**Revenue and Expense MTD and YTD**  
**March 31, 2016**

	M-T-D		Y-T-D		Y-T-D		Total	Budget	Variance	% of Budget	Total Prior Yr. Actual
	Current Year	Current Year	Encumbrance	Encumbrance	Encumbrance	Encumbrance					
<b>15 Public Works</b>											
Total Expenditures	\$ 17,720	\$ 295,266	\$ 73,494	\$ 312,984	\$ 285,772	\$ (27,211)	\$ 109.52	\$ 261,945			
Total Personnel Expenses	8,757	90,978	0	99,732	128,385	28,653	77.68	102,882			
Total Personnel Benefits Expenses	5,530	59,728	0	65,254	91,956	26,702	70.96	114,166			
Total Contract Expenses	105	521	0	626	500	(126)	125.20	519			
Personnel Misc Expenses	0	287	0	287	1,675	1,389	17.13	0			
Material & Supplies Expenses	1,105	15,856	828	16,960	17,540	580	96.69	20,297			
Utilities Expenses	1,153	11,810	0	12,963	18,600	5,637	69.69	17,017			
Maintenance Expenses	2,751	23,652	(3,295)	26,403	17,000	(9,403)	155.31	21,194			
Misc Expenses	320	3,077	300	3,397	5,029	1,632	67.55	3,949			
Capital Expenses	0	27,238	0	27,238	1,500	(25,738)	1,815.87	3,896			
Total Expenditures	\$ 19,721	\$ 233,147	\$ (2,167)	\$ 252,860	\$ 282,185	\$ 29,326	\$ 89.61	\$ 283,860			
<b>16 Police</b>											
Total Personnel Expenses	41,506	411,554	0	453,059	509,465	56,406	88.93	496,774			
Total Personnel Benefits Expenses	30,482	247,167	0	277,653	361,172	83,519	76.88	488,066			
Total Contract Expenses	0	1,895	78	1,895	1,000	(895)	189.50	3,850			
Personnel Misc Expenses	96	4,040	133	4,136	2,000	(2,136)	206.80	5,044			
Material & Supplies Expenses	2,052	41,846	2,706	43,898	38,900	(4,998)	112.85	50,737			
Utilities Expenses	1,646	17,077	0	18,723	25,518	6,795	73.37	21,904			
Maintenance Expenses	450	553	15	1,003	1,000	(3)	100.30	2,644			
Misc Expenses	1,767	11,495	577	13,262	16,805	3,543	78.92	12,007			
Capital Expenses	72	10,581	0	10,653	1,000	(9,653)	1,065.30	529			
Total Expenditures	\$ 78,071	\$ 746,208	\$ 3,509	\$ 824,282	\$ 956,860	\$ 132,578	\$ 86.14	\$ 1,081,555			
<b>17 EMS</b>											
Total Personnel Expenses	7,852	68,132	0	75,982	91,924	15,942	82.66	84,333			
Total Personnel Benefits Expenses	3,374	32,144	0	35,517	53,129	17,612	66.85	41,475			
Total Contract Expenses	416	1,972	0	2,388	3,748	1,360	63.71	4,614			
Personnel Misc Expenses	1,346	2,911	622	4,257	3,800	(457)	112.03	4,123			
Material & Supplies Expenses	1,665	14,000	791	15,665	15,400	(265)	101.72	17,678			
Utilities Expenses	469	4,326	0	4,795	5,300	505	90.47	5,406			
Maintenance Expenses	0	943	0	943	1,000	57	94.30	3,524			

**City of Craig**  
**Revenue and Expense MTD and YTD**  
**March 31, 2016**

	<u>M-T-D</u> Current Year	<u>Y-T-D</u> Current Year	<u>Y-T-D</u> Encumbrance	<u>Total</u>	<u>Budget</u>	<u>Variance</u>	<u>% of Budget</u>	<u>Total Prior Yr.</u> Actual	
Misc Expenses	226	2,034	0	2,260	3,260	1,000	69.33	2,133	
Capital Expenses	0	4,685	0	4,685	1,000	(3,685)	468.50	3,293	
Total Expenditures	\$ 15,348	\$ 131,147	\$ 1,413	\$ 146,492	\$ 178,561	\$ 32,069	82.04	\$ 166,579	
<b>18 Fire Department</b>									
Total Personnel Expenses	0	0	0	0	0	0	0.00	0	
Total Personnel Benefits Expenses	137	1,234	0	1,371	4,186	2,815	32.75	998	
Total Contract Expenses	0	0	0	0	4,200	4,200	0.00	4,369	
Personnel Misc Expenses	0	2,909	417	2,909	2,100	(809)	138.52	375	
Material & Supplies Expenses	86	3,561	0	3,648	1,400	(2,248)	260.57	3,526	
Utilities Expenses	426	3,706	0	4,132	3,800	(332)	108.74	5,143	
Maintenance Expenses	0	449	0	449	2,000	1,551	22.45	25	
Misc Expenses	235	2,115	0	2,350	4,000	1,650	58.75	2,532	
Capital Expenses	0	12,693	0	12,693	10,371	(2,321)	122.39	0	
Total Expenditures	\$ 884	\$ 26,667	\$ 417	\$ 27,552	\$ 32,057	\$ 4,506	85.95	\$ 16,968	
<b>19 Library</b>									
Total Personnel Expenses	4,090	48,962	0	53,051	63,017	9,966	84.19	68,022	
Total Personnel Benefits Expenses	3,190	20,818	0	24,009	14,010	(9,999)	171.37	31,606	
Total Contract Expenses	0	670	0	670	0	(670)	0.00	2,248	
Personnel Misc Expenses	0	160	(100)	160	235	75	68.09	1,656	
Material & Supplies Expenses	699	13,999	(1,733)	14,699	9,650	(5,049)	152.32	17,386	
Utilities Expenses	510	4,529	0	5,040	8,460	3,420	59.57	5,910	
Maintenance Expenses	0	14	0	14	1,000	986	1.40	1,033	
Misc Expenses	43	387	0	430	803	373	53.55	388	
Capital Expenses	0	0	0	0	0	0	0.00	0	
Total Expenditures	\$ 8,532	\$ 89,539	\$ (1,833)	\$ 98,073	\$ 97,175	\$ (898)	100.92	\$ 128,249	
<b>24 Recreation</b>									
Total Personnel Expenses	3,540	30,793	0	34,334	45,291	10,957	75.81	37,139	
Total Personnel Benefits Expenses	3,283	22,571	0	25,852	30,780	4,928	83.99	48,693	
Total Contract Expenses	200	2,665	0	2,865	2,500	(365)	114.60	2,020	
Personnel Misc Expenses	0	0	0	0	0	0	0.00	0	
Material & Supplies Expenses	491	3,153	0	3,644	1,700	(1,944)	214.35	2,415	
Utilities Expenses	1,309	8,523	0	9,833	16,000	6,167	61.46	11,688	
Maintenance Expenses	0	0	0	0	1,000	1,000	0.00	0	
Misc Expenses	195	1,755	0	1,950	3,411	1,461	57.17	2,376	
Capital Expenses	0	0	0	0	2,000	2,000	0.00	5,433	

**City of Craig**  
**Revenue and Expense MTD and YTD**  
**March 31, 2016**

	<u>M-T-D</u> Current Year	<u>Y-T-D</u> Current Year	<u>Y-T-D</u> Encumbrance	Total	Budget	Variance	% of Budget	Total Prior Yr. Actual
<b>25 Aquatic Center</b>								
Total Expenditures	\$ 9,018	\$ 69,460	\$ 0	\$ 78,478	\$ 102,682	\$ 24,204	76.43	\$ 109,764
Total Personnel Expenses	9,810	94,861	0	104,671	167,213	62,542	62.60	136,898
Total Personnel Benefits Expenses	6,248	49,936	0	56,182	105,982	49,800	53.01	114,609
Total Contract Expenses	0	4,318	100	4,318	4,000	(318)	107.95	11,189
Personnel Misc Expenses	0	202	0	202	14,969	14,767	1.35	3,706
Material & Supplies Expenses	939	14,572	66	15,510	15,000	(510)	103.40	19,391
Utilities Expenses	19,483	102,835	(5,565)	122,317	126,700	4,383	96.54	107,011
Maintenance Expenses	1,086	5,328	0	6,414	7,500	1,086	85.52	8,908
Misc Expenses	515	4,678	0	5,193	7,365	2,172	70.51	5,836
Capital Expenses	0	136,946	0	136,946	135,500	(1,446)	101.07	132,564
Total Expenditures	\$ 38,081	\$ 413,676	\$ (5,399)	\$ 451,753	\$ 584,229	\$ 132,476	77.32	\$ 540,112
<b>31 PSN Hatcherly</b>								
Total Personnel Expenses	0	0	0	0	0	0	0.00	0
Total Personnel Benefits Expenses	0	0	0	0	0	0	0.00	0
Total Contract Expenses	0	46,651	0	46,651	35,000	(11,651)	133.29	39,233
Personnel Misc Expenses	0	0	0	0	0	0	0.00	0
Material & Supplies Expenses	0	0	0	0	0	0	0.00	0
Utilities Expenses	0	0	0	0	0	0	0.00	86
Maintenance Expenses	0	0	475	0	0	0	0.00	75
Misc Expenses	7	217	0	224	0	(224)	0.00	0
Capital Expenses	0	0	0	0	0	0	0.00	0
Total Expenditures	\$ 7	\$ 46,868	\$ 475	\$ 46,875	\$ 35,000	\$ (11,875)	133.93	\$ 39,394
<b>99 Inter Governmental Transfers</b>								
Total Personnel Expenses	0	0	0	0	0	0	0.00	0
Total Personnel Benefits Expenses	0	0	0	0	0	0	0.00	0
Total Contract Expenses	0	0	0	0	0	0	0.00	0
Personnel Misc Expenses	0	0	0	0	0	0	0.00	0
Material & Supplies Expenses	0	0	0	0	0	0	0.00	0
Utilities Expenses	0	0	0	0	0	0	0.00	0
Maintenance Expenses	0	0	0	0	0	0	0.00	0
Misc Expenses	0	0	0	0	0	0	0.00	0
Capital Expenses	248	2,323	0	2,571	0	(2,571)	0.00	(88,413)
Total Expenditures	\$ 248	\$ 2,323	\$ 0	\$ 2,571	\$ 0	\$ (2,571)	0.00	\$ (88,413)

**City of Craig**  
**Revenue and Expense MTD and YTD**  
**March 31, 2016**

	M-T-D		Y-T-D		Y-T-D		Total	Budget	Variance	% of Budget	Total Prior Yr.	
	Current Year	Current Year	Current Year	Encumbrance	Encumbrance	Actual					Actual	
<b>21 Sewer</b>												
<b>Revenue</b>												
Sewer Service Fees	21,726	199,937	0	0	199,937	293,000	93,063	(68.24)	270,605			
Sewer Service/ Nonmetered	434	4,063	0	0	4,063	0	(4,063)	0.00	10,274			
Sewer Interest Revenue	0	0	0	0	0	0	0	0.00	12			
PERS Relief - Sewer	0	0	0	0	0	0	0	0.00	36,046			
Total Revenue	22,160	204,000	0	0	204,000	293,000	89,000	(69.62)	316,937			
<b>Expenses</b>												
Total Personnel Expenses	6,209	61,913	0	0	61,913	105,915	44,002	58.46	80,328			
Total Personnel Benefits Expenses	3,192	32,193	0	0	32,193	58,817	26,624	54.73	76,266			
Total Contract Expenses	612	3,185	0	0	3,185	6,700	3,515	47.54	6,904			
Personnel Misc Expenses	0	1,170	0	0	1,170	1,725	555	67.83	300			
Material & Supplies Expenses	262	5,111	446	446	5,557	12,900	7,343	43.08	9,722			
Utilities Expenses	3,935	31,203	0	0	31,203	32,700	1,497	95.42	36,803			
Maintenance Expenses	1,133	1,343	1,656	0	2,999	20,500	17,501	14.63	22,311			
Misc Expenses	358	4,824	0	0	4,824	6,806	1,982	70.88	7,816			
Capital Expenses & Debt	0	63,121	0	0	63,121	59,996	(3,125)	105.21	237,088			
Total Expenses	15,701	204,063	2,102	2,102	206,165	306,059	99,894	67.36	477,538			
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ 6,459</b>	<b>\$ (63)</b>	<b>\$ (2,102)</b>	<b>\$ (2,102)</b>	<b>\$ (2,165)</b>	<b>\$ (13,059)</b>	<b>\$ (10,894)</b>	<b>\$ (16.56)</b>	<b>\$ (160,601)</b>			
<b>22 Water</b>												
<b>Revenue</b>												
Water Service/Metered	19,385	202,834	0	0	202,834	285,000	82,166	(71.17)	268,760			
Water Service / Nonmetered	529	4,561	0	0	4,561	7,200	2,639	(63.34)	9,628			
Material Sales, Water	0	780	0	0	780	1,000	220	(78.00)	7,541			
Reconnection Fee, Water	25	50	0	0	50	500	450	(10.00)	1,460			
Turn-Off Notice Fee	0	0	0	0	0	1,000	1,000	0.00	100			
PERS Relief - Water	0	0	0	0	0	0	0	0.00	59,827			
Total Revenue	19,939	208,225	0	0	208,225	294,700	86,475	(70.66)	347,316			
<b>Expenses</b>												
Total Personnel Expenses	11,011	115,675	0	0	115,675	115,232	(443)	100.38	133,184			
Total Personnel Benefits Expenses	6,068	54,360	0	0	54,360	61,469	7,109	88.43	123,014			
Total Contract Expenses	200	7,546	0	0	7,546	5,000	(2,546)	150.92	9,860			
Personnel Misc Expenses	80	1,218	0	0	1,218	2,190	972	55.62	1,200			
Material & Supplies Expenses	138	32,045	252	252	32,297	41,400	9,103	78.01	50,376			
Utilities Expenses	5,177	42,623	0	0	42,623	62,100	19,477	68.64	55,580			
Maintenance Expenses	1,784	8,803	6,864	0	15,667	10,200	(5,467)	153.60	8,937			
Misc Expenses	620	5,432	0	0	5,432	7,585	2,153	71.62	7,140			
Capital Expenses & Debt	182	19,462	5,819	0	25,280	26,580	1,300	95.11	341,699			
Total Expenses	25,260	287,164	12,935	12,935	300,098	331,756	31,658	90.46	730,990			
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (5,321)</b>	<b>\$ (78,939)</b>	<b>\$ (12,935)</b>	<b>\$ (12,935)</b>	<b>\$ (91,873)</b>	<b>\$ (37,056)</b>	<b>\$ 54,817</b>	<b>\$ (247.93)</b>	<b>\$ (383,674)</b>			

**City of Craig**

**Revenue and Expense MTD and YTD**

March 31, 2016

	M-T-D		Y-T-D		Y-T-D		Total	Budget	Variance	% of Budget	Total Prior Yr.	
	Current Year	Current Year	Current Year	Encumbrance	Encumbrance	Actual					Actual	
<b>23 Garbage</b>												
<b>Revenue</b>												
GARBAGE COLLECTION FEES	23,386	215,646	0	0	215,646	0	310,000	94,354	(69.56)		304,926	
DUMPSTER RENTAL	0	0	0	0	0	0	0	0	0.00		4,605	
DUMPSTER SALES	0	4,000	0	0	4,000	0	0	(4,000)	0.00		0	
PERS Relief - Garbage	0	0	0	0	0	0	0	0	0.00		27,028	
Total Revenue	23,386	219,646	0	0	219,646	0	310,000	90,354	(70.85)		336,559	
<b>Expenses</b>												
Total Personnel Expenses	3,150	25,725	0	0	25,725	0	32,898	7,173	78.20		61,903	
Total Personnel Benefits Expenses	2,170	20,155	0	0	20,155	0	29,013	8,858	69.47		63,584	
Total Contract Expenses	13,190	146,898	0	0	146,898	0	226,500	79,602	64.86		216,681	
Personnel Misc Expenses	0	0	0	0	0	0	1,500	1,500	0.00		2,166	
Material & Supplies Expenses	631	6,167	0	0	6,167	0	12,200	6,033	50.55		9,121	
Utilities Expenses	0	0	0	0	0	0	0	0	0.00		0	
Maintenance Expenses	0	267	0	0	267	0	2,500	2,233	10.68		2,176	
Misc Expenses	206	3,456	0	0	3,456	0	2,910	(546)	118.76		4,946	
Capital Expenses & Debt	0	14	0	0	14	0	0	(14)	0.00		3,354	
Total Expenses	19,347	202,682	0	0	202,682	0	307,521	104,839	65.91		363,931	
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ 4,039</b>	<b>\$ 16,964</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 16,964</b>	<b>\$ 2,479</b>	<b>\$ (14,485)</b>	<b>\$ (684.31)</b>	<b>\$ (27.372)</b>			
<b>27 Harbor</b>												
<b>Revenue</b>												
Moorage, Permanent	(182)	73,497	0	0	73,497	0	75,000	1,504	(98.00)		70,209	
Moorage, Transient	10,004	68,124	0	0	68,124	0	95,000	26,876	(71.71)		110,038	
Storage Container Fees	0	7,500	0	0	7,500	0	14,000	6,500	(53.57)		23,400	
Outside Storage Fees	408	3,383	0	0	3,383	0	7,000	3,617	(48.33)		6,406	
Equipment Rental	0	530	0	0	530	0	1,000	470	(53.00)		1,655	
Crane User Fees	465	2,520	0	0	2,520	0	6,000	3,480	(42.00)		4,103	
Shower Operations	110	1,129	0	0	1,129	0	2,000	871	(56.45)		493	
Wharfage	111	911	0	0	911	0	2,000	1,089	(45.53)		1,396	
Launch Ramp Fees	200	735	0	0	735	0	2,000	1,265	(36.75)		2,538	
Power Moorage	582	6,835	0	0	6,835	0	12,500	5,665	(54.68)		12,016	
Grid/Vessel Pump, Assist	15	225	0	0	225	0	1,000	775	(22.50)		831	
Boat Houlout Harbor	2,600	12,955	0	0	12,955	0	28,000	15,045	(46.27)		27,334	
Miscellaneous Revenue	0	2,391	0	0	2,391	0	6,000	3,609	(39.86)		10,248	
PERS Relief - Harbor	0	0	0	0	0	0	0	0	0.00		35,184	
Total Revenue	14,313	180,735	0	0	180,735	0	251,500	70,766	(71.86)		305,851	
<b>Expenses</b>												
Total Personnel Expenses	14,372	104,305	0	0	104,305	0	118,184	13,879	88.26		108,630	
Total Personnel Benefits Expenses	7,447	60,187	0	0	60,187	0	78,269	18,082	76.90		100,218	
Total Contract Expenses	0	3,750	0	0	3,750	0	0	(3,750)	0.00		2,759	
Personnel Misc Expenses	0	2,461	0	0	2,461	0	2,895	164	94.34		2,824	



**City of Craig**  
**Revenue and Expense MTD and YTD**  
**March 31, 2016**

	M-T-D		Y-T-D		Y-T-D		Total	Budget	Variance	% of Budget	Total Prior Yr. Actual
	Current Year	Current Year	Current Year	Encumbrance	Encumbrance						
Total Personnel Benefits Expenses	0	0	0	0	0	0	0	0	0.00	0	
Total Contract Expenses	0	0	0	0	0	0	2,000	2,000	0.00	870	
Personnel Misc Expenses	0	0	0	0	0	0	0	0	0.00	0	
Material & Supplies Expenses	0	190	190	0	0	190	300	110	63.33	0	
Utilities Expenses	138	2,557	2,557	0	0	2,557	2,100	(457)	121.76	3,335	
Maintenance Expenses	246	729	729	0	0	729	2,725	1,996	26.75	2,053	
Misc Expenses	2	18	18	0	0	18	335	317	5.37	6	
Capital Expenses & Debt	0	0	0	0	0	0	2,000	2,000	0.00	15,322	
Total Expenses	386	3,494	3,494	0	0	3,494	9,460	5,966	36.93	21,586	
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (186)</b>	<b>\$ (814)</b>	<b>\$ (814)</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ (814)</b>	<b>\$ (8,460)</b>	<b>\$ (7,646)</b>	<b>\$ (9.62)</b>	<b>\$ (13,011)</b>	



Craig EMS  
PO Box 331  
Craig, AK 99921



## CITY COUNCIL REPORT

APRIL 28, 2016

### PROJECT SUMMARY

REPORT DATE	PROJECT NAME	PREPARED BY
April 28, 2016	Monthly Report	Chaundell Piburn

### TRAINING AND EVENTS

- ETT classes in the high school will end on May 11<sup>th</sup> 2016 with a final test and practical's.
- EMS training: We will be conducting a new ETT & EMT class beginning in May, twice a week at night until September. We also have classroom training hours every Thursday for lunch and dinner for Volunteers.
- We sent Travis to Sika Symposium to become a new CPR & First Aid instructor. We plan on conducting more community classes this summer.
- The new garage is completed!! It is beautiful! We really appreciate this new space.

### SIGNIFICANT CALLS / CALL VOLUME

- On 4/19 Port St. Nick road, Both Fire & EMS responded to a structure fire, single residence. We responded with one fire truck, 5 men 1 ambulance and 4 medics. 1 Civilian patient was taken to the clinic.
- On 4/19 we assisted Klawock with a Fire on C street, no injuries
- On 4/25<sup>th</sup> we responded to Ruth Ann's parking lot for a Fire structure fire, single residence. 1 Civilian patient was taken to the clinic.

### ALASKA SHIELD 2016

We conducted the 2016 Alaska Shield Exercise on April 1, 2016. We had 16 different departments / agencies join us for this event. We had 75 participants. Over all it was a great exercise. We have many items we will be working on and drafting plans for improvement. On May 12<sup>th</sup>, Police, Fire and EMS will conduct a sit down after action review to ensure we are updating our protocols to include the best practices possible for these types of events.

We were able to put the entire school on our Omnilert system including parents. This is a huge benefit to them, and we are glad we could do this for them.

3/30/16-4/26/16

Submitted by Kimberly Baxter

Volunteer Hours: 64

Patron Visits: 1451

Circulation: 2,274

Computer Usage: 497

3D Printer Usage: 1

Tests Proctored: 8

Meetings: 2

Alaska Digital Library Downloads: 43

Programs/Events:

April is National Poetry Month- 5 Week Poetry Challenge- Challenge card at the library starting 4/1/16

National Poem in Your Pocket Day- Stop by the library for a poem for your pocket (4/21/16)

April is National Financial Literacy Month - Dash for the Stash- enter to win a \$1000 IRA

Films Worth Talking About (4/22/16)

Minecraft (Mondays at 3:00pm)

#HackCPL Technology Club (4/9/16 at 10:00)

Preschool Story Time (Fridays at 10:00am)

Headstart Story Time (Thursdays at 10:00am)

Craig Child Care Center Storytime (Tuesdays at 10:00am)

Book Club

Parent Chat with Brynn Castle from Community Connections (First Friday at 10:30)

Read 1000 Books Before Kindergarten (Began 1/1/16)

Video Conferences:

Pack It Up! What to Bring to Colonial America (4/6/16 9:00 am)

Hello Chinese! (4/20/16 8:50 am)

Upcoming:

May is National Physical Fitness Month- Come by to see and check out books from our themed displays.

Basic Internet Class with Bailey Watson- 2 sessions. 5/16 & 5/21, from 9:00-12:00. RSVP required.

Seed Saving Class with James David Sneed. (5/7/16, 12:30-2:30)

Summer reading program starts in June. There will be a program for all age groups.

Minecraft (Mondays at 3:00pm)

#HackCPL Technology Club (2<sup>nd</sup> Saturday at 10:00)

Preschool Story Time (Fridays at 10:00am)

Craig Child Care Center Storytime (Tuesdays at 10:00am)

Headstart Story Time (Thursdays at 10:00)

Book Club (Next meeting in June)

Parent Chat with Brynn Castle from Community Connections (First Friday at 10:30)

Read 1000 Books Before Kindergarten (Began 1/1/16)

Video Conferences:

Marine Mammal Adaptations with the Alaska Sea Life Center (5/18 at 9:00am)

**CITY OF CRAIG  
MEMORANDUM**



**Date:** April 29, 2016  
**To:** Honorable Dennis Watson, Craig City Council  
**Fr:** RJ Ely, Police Chief  
**Re:** Staff Report / April 2016

*RJ Ely*

**ACTIVITY**

Activity from March 31, 2016 through April 28, 2016. Dispatch Center took the following amount of calls for service:

Craig	880
Klawock	236
AST	23

**DEPARTMENT OF MOTOR VEHICLES**

Staying busy and I am still working with DMV in attempts to obtain a Drivers License Testing Computer.

**DISPATCHER(S)**

Rebecca "Becky" Bateman has been hired and is currently training / Part Time Fill In Dispatcher.

Rebecca Glandon will be leaving for several months, Family Medical Leave and Bateman will fill in, during her absence.

**OFFICER(S)**

Sgt. Medina and Ofc. Bixler attended training in Ketchikan / ARIDE, Advanced Roadside Impaired Driving Enforcement. I was able to secured travel / lodging funding, so costs to send both officers was minimal.

**OTHER**

All staff attended the Alaska Shield Training and we discovered strengths, along with some areas that need improving.

Jail audit completed, with Craig Jail coming in higher than average for being in compliance with all DOC Requirements.

CPD has been test department with E-Filing with Court, for several months and to date, no issues or problems have occurred. This program will eliminate need of officers to go to court house, once in Klawock to file court documents.

I will be off Island, May 20th till June 5th. Sgt. Medina will be in charge of the Police Department, during my absence.

# Memo

To: Mr. Mayor, Craig City Council

From: Ron McIntosh, Public Works Director

CC: Jon Bolling, City Administrator

Date: April 29, 2016

Re: Public Works Council Report for May 5, 2016

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## Activities and status:

1. The City of Craig Phase 4 Paving Project bid on April 25<sup>th</sup>. There was only one bidder. I am working with Jon Bolling and the Contractor on possibilities of award.
2. City Clean Up week is May 2<sup>nd</sup> through May 6<sup>th</sup> with Household Hazardous Waste on May 7<sup>th</sup> at the Klawook Landfill.
3. Interviews continue for the vacant position at Public Works.
4. Spring activities continue in preparation of the summer season.

Public Works continues to address day to day operations and issues. If you have any questions or any specific issues, please feel free to contact me.

Thank you,

RCMc

Report from Recreation for the May Council Meeting.  
Also working on the 4<sup>th</sup> of July, Salmon Derby Social, Afterschool program and all of the other usual activities. A picture is worth a thousand words, so please enjoy. Victoria

Elementary Basketball, K-2 practices with Coach Vanessa James and MS helpers.



We played 4 games at the Craig City Gym on Wednesdays at 6pm





The 3<sup>rd</sup> to 5<sup>th</sup> grade program had some major changes for the good this year. We played with our own teams and did not travel to other communities. We had actual teams and games coached by the high school players and supervised by the coaches, Vanessa James, Christy House, Tina Steffan and DJ Hanson. Games and practice were held at the Craig High School.



Th





These young men helped clean out the green house at the Pool of the hanging flower baskets. We greatly appreciate the Craig Police playing dodgeball with the afterschool kids. Relationships are being built. We have up to 20 kids playing. When the weather is at all nice we have the hoops kept busy outside. The April 30<sup>th</sup> Bazaar had about 20 vendors and the proceeds were shared with the Karate Dojo to help the Cole family with their loss from one of the fires last week.





# Parks & Public Facilities

4/29/2016

## Staff Report - April 2016

To: Craig Mayor and City Council

From: Douglas Ward

### **Projects completed:**

- Sandy Beach road and parking area tree and brush cutting.
- Sandy Beach road and parking area gravel resurfacing.
- Install sign at Sandy Beach.
- Completion of Fire Hall annex. Install Electric service for ambulance hookup
- Upgrade lighting in PPF shop.
- Replace sump pump at Aquatic center.
- Spring tree trimming and brushing on East Hamilton road and trail.
- Open park restrooms for season
- Install LED lights in city gym restrooms.
- Convert lighting in DMV to LED.
- Put pet waste bag dispensers at the ballpark and cemetery trail.

### **Projects currently in progress:**

- Healing Heart Totem Park drainage installation. (Almost complete. Waiting for good weather to finish spreading soil)
- Tree work and undergrowth removal in city parks.




































# Parks & Public Facilities

4/29/2016

## Work Orders Completed This Month:

-  High-1263-repair leaking oil line on fuel tank.xls
-  Medium-1262-Replace noisy ballast in light fixture.xls
-  High-1261-Install locking door handle on video conference room.xls
-  High-1260-Repair sliding door handle on Van.xls
-  High-1255-Put Padlock hasp on door of Hope Connex..xls
-  High-1253-Move pallet rack into main wood shop..xls
-  Medium-1252-build and install wood remnant holding boxes.xls
-  High-1250-Build and install sign for park entrance..xls
-  High-1249-Put flashing over leaking window..xls
-  High-1248-Replace leaking roof screws with oversize screws to stop leaks.xls
-  High-1247-Re-do gravel on road and parking area .xls
-  Low-1244-Investigate installation of 30 amp circuit for new ambulance.xls
-  High-1243-Kiddy Pool Light not working. Breaker won't reset.xls
-  Medium-1242-Open Vents in all city buildings.xls
-  Medium-1241-Rehang Blind.xls
-  High-1240-Sump pump not working.xls
-  High-1236-Open park restrooms for season.xls
-  High-1235-Replace electronic aquastat on boiler .xls
-  Medium-1234-cut trees on road into sandy beach parking lot.xls
-  High-1233-take man lift to water tank and help fix water level gage.xls
-  Medium-1231-install mirror over sinks in womens restroom.xls
-  High-1230-Clean and organize mechanical room and mech. Office.xls
-  High-1229-Install tiger loop on #2 boiler.xls
-  Low-1227-Install outside water faucet.xls
-  High-1226-convert all lights to LED bulbs DMV.xls
-  High-1225-Fix door lock on gym storage doors.xls
-  High-1209-Spring Tree trimming and brushing.xls
-  Medium-1138-Install Stops on Large door track rails.xls
-  High-1132-Seal around window in shop.xls
-  Low-1050-Replace bulbs or lights in restrooms @ city gym.xlsm
-  Low-1005-Install new lighting in shop.xlsm



April 20, 2016

Mayor Dennis Watson  
City of Craig  
PO Box 725  
Craig, AK 99921

APR 22 2016

Dear Mayor Watson,

This letter is to inform you that Otis Gibbon's four-year term for the City of Craig representative to the Inter-Island Ferry Authority expires June 30, 2016. In accordance with the By-Laws of the Inter-Island Ferry Authority, the City of Craig needs to appoint someone for this position expires.

If necessary, Mr. Gibbons can remain the representative until either he is re-appointed or another representative is appointed. The new term for this seat expires June 30, 2020. Please notify me as soon as the City Council has made its decision regarding this position. Please contact me if you have any questions.

Sincerely,

Donna Halvorsen,  
Terminal Manager  
866-308-4848  
P. O. Box 470  
Klawock, Alaska 99925

# CITY OF CRAIG

Account Statement - Period Ending March 31, 2016



## ACCOUNT ACTIVITY

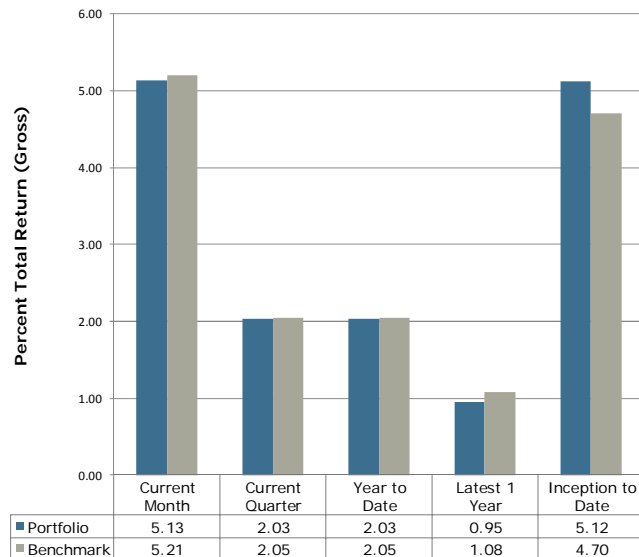
Portfolio Value on 02-29-16	8,891,511
Contributions	0
Withdrawals	-6,740
Change in Market Value	413,197
Interest	6,432
Dividends	36,354
Portfolio Value on 03-31-16	9,340,754

## MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Bill Lierman, CFA®
Contact Phone Number:	907/272 -7575

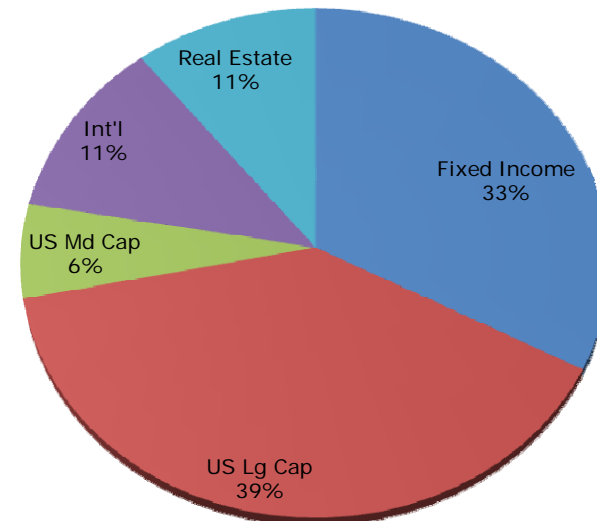
## INVESTMENT PERFORMANCE

Current Account Benchmark:  
Equity Blend



Performance is Annualized for Periods Greater than One Year

## PORTFOLIO COMPOSITION



Alaska Permanent Capital Management Co.  
**PORTFOLIO SUMMARY AND TARGET**  
***CITY OF CRAIG***  
*March 31, 2016*

Asset Class & Target	Market Value	% Assets	Range
<b>FIXED INCOME (34%)</b>			
US Fixed Income (34.0%)	3,011,487	32.2	20% to 45%
Cash (0.0%)	49,074	0.5	na
<b>Subtotal:</b>	<b>3,060,561</b>	<b>32.8</b>	
<b>EQUITY (66%)</b>			
US Large Cap (40.0%)	3,644,692	39.0	30% to 50%
US Mid Cap (6.0%)	557,583	6.0	0% to 10%
Developed International Equity (10.0%)	1,075,754	11.5	5% to 15%
Real Estate (10.0%)	1,002,164	10.7	5% to 15%
<b>Subtotal:</b>	<b>6,280,193</b>	<b>67.2</b>	
<b>TOTAL PORTFOLIO</b>	<b>9,340,754</b>	<b>100</b>	

Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
**CITY OF CRAIG**  
*March 31, 2016*

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
<b>U.S. TREASURY</b>									
100,000	US TREASURY NOTES 0.625% Due 08-31-17	99.79	99,789	99.88	99,879	1.07	625	54	0.71
150,000	US TREASURY NOTES 1.875% Due 09-30-17	102.89	154,336	101.73	152,590	1.63	2,812	8	0.72
100,000	US TREASURY NOTES 3.750% Due 11-15-18	106.48	106,480	107.67	107,668	1.15	3,750	1,422	0.79
250,000	US TREASURY NOTES 1.500% Due 12-31-18	100.64	251,602	101.80	254,502	2.72	3,750	948	0.84
50,000	US TREASURY NOTES 1.500% Due 10-31-19	99.40	49,701	101.72	50,861	0.54	750	315	1.01
225,000	US TREASURY NOTES 1.250% Due 10-31-19	99.42	223,689	100.87	226,960	2.43	2,812	1,182	1.00
100,000	US TREASURY NOTES 3.500% Due 05-15-20	104.04	104,039	109.54	109,543	1.17	3,500	1,327	1.12
75,000	US TREASURY NOTES 1.375% Due 09-30-20	100.16	75,120	100.84	75,627	0.81	1,031	3	1.18
150,000	US TREASURY NOTES 1.750% Due 10-31-20	100.21	150,316	102.46	153,685	1.65	2,625	1,103	1.20
215,000	US TREASURY NOTES 2.125% Due 08-15-21	99.29	213,476	104.15	223,927	2.40	4,569	577	1.32
150,000	US TREASURY NOTES 2.000% Due 10-31-21	99.92	149,887	103.38	155,068	1.66	3,000	1,261	1.37
150,000	US TREASURY NOTES 1.625% Due 11-15-22	97.79	146,686	100.75	151,125	1.62	2,437	924	1.51
125,000	US TREASURY NOTES 2.500% Due 08-15-23	98.87	123,590	106.57	133,207	1.43	3,125	395	1.55
100,000	US TREASURY NOTES 2.375% Due 08-15-24	100.23	100,227	105.31	105,313	1.13	2,375	300	1.69
100,000	US TREASURY NOTES 2.000% Due 08-15-25	98.81	98,807	101.92	101,922	1.09	2,000	253	1.78
	Accrued Interest				10,072	0.11			
			2,047,745		2,111,951	22.61		10,072	
<b>AGENCIES</b>									
100,000	FHLMC 3.750% Due 03-27-19	101.41	101,410	108.21	108,206	1.16	3,750	42	0.96
	Accrued Interest				42	0.00			
			101,410		108,248	1.16		42	
<b>FNMA &amp; FHLMC</b>									
9,675	FHLMC POOL G14203 4.000% Due 04-01-26	104.56	10,116	106.81	10,334	0.11	387	32	1.43

Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
**CITY OF CRAIG**  
*March 31, 2016*

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
	Accrued Interest				32	0.00			
			10,116		10,366	0.11		32	
<b>CORPORATE BONDS</b>									
50,000	STATOIL ASA 3.125% Due 08-17-17	107.07	53,533	102.66	51,332	0.55	1,562	191	1.17
100,000	UNITED PARCEL SERVICE 5.500% Due 01-15-18	121.23	121,230	108.04	108,038	1.16	5,500	1,161	0.95
100,000	WACHOVIA CORP 5.750% Due 02-01-18	99.57	99,572	107.66	107,660	1.15	5,750	958	1.49
75,000	UNITED HEALTH GROUP INC 6.000% Due 02-15-18	121.46	91,093	108.57	81,431	0.87	4,500	575	1.34
50,000	CHEVRON CORP 1.365% Due 03-02-18	99.86	49,928	100.36	50,178	0.54	682	55	1.18
50,000	TOYOTA MOTOR CREDIT CORP 2.100% Due 01-17-19	100.48	50,239	102.05	51,024	0.55	1,050	216	1.35
100,000	GOLDMAN SACHS GROUP INC. 7.500% Due 02-15-19	116.51	116,514	115.19	115,186	1.23	7,500	958	2.03
100,000	HSBC USA INC 2.375% Due 11-13-19	99.61	99,608	100.45	100,446	1.08	2,375	910	2.24
50,000	NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21	109.20	54,602	111.82	55,910	0.60	2,187	1,094	1.89
50,000	JPMORGAN CHASE & CO 3.875% Due 02-01-24	105.18	52,590	106.55	53,274	0.57	1,937	323	2.93
	Accrued Interest				6,442	0.07			
			788,910		780,922	8.36		6,442	
<b>DOMESTIC LARGE CAP EQUITY FUNDS/ETF</b>									
17,734	SPDR S&P 500 ETF	137.86	2,444,836	205.52	3,644,692	39.02	NA		
<b>DOMESTIC MID CAP EQUITY FUNDS/ETF</b>									
3,867	ISHARES CORE S&P MIDCAP 400 ETF	80.79	312,409	144.19	557,583	5.97	NA		
<b>INTERNATIONAL EQUITY FUNDS/ETF</b>									
29,982	VANGUARD FTSE DEVELOPED MARKETS ETF	37.53	1,125,368	35.88	1,075,754	11.52	NA		
<b>REAL ESTATE</b>									
11,959	VANGUARD REIT ETF	57.70	690,055	83.80	1,002,164	10.73	NA		
<b>CASH AND EQUIVALENTS</b>									
	DIVIDEND ACCRUAL		18,614		18,614	0.20			

Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
***CITY OF CRAIG***  
*March 31, 2016*

<u>Quantity</u>	<u>Security</u>	<u>Average Cost</u>	<u>Total Average Cost</u>	<u>Price</u>	<u>Market Value</u>	<u>Pct. Assets</u>	<u>Annual Income</u>	<u>Accrued Interest</u>	<u>Yield to Maturity</u>
	FEDERATED GOVERNMENT OBLIGATION		30,461		30,461	0.33			
			49,074		49,074	0.53			
<b>TOTAL PORTFOLIO</b>			<b>7,569,924</b>		<b>9,340,754</b>	<b>100</b>	<b>76,344</b>	<b>16,588</b>	

Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
**CITY OF CRAIG**  
*From 03-01-16 To 03-31-16*

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>DEPOSITS AND EXPENSES</b>				
MANAGEMENT FEES				
03-31-16	03-31-16	MANAGEMENT FEES		2,335.19
				<b>2,335.19</b>
<b>DIVIDEND</b>				
DOMESTIC LARGE CAP EQUITY FUNDS/ETF				
03-18-16	04-29-16	SPDR S&P 500 ETF		18,613.68
DOMESTIC MID CAP EQUITY FUNDS/ETF				
03-30-16	03-30-16	ISHARES CORE S&P MIDCAP 400 ETF		2,042.56
INTERNATIONAL EQUITY FUNDS/ETF				
03-21-16	03-21-16	VANGUARD FTSE DEVELOPED MARKETS ETF		4,707.17
REAL ESTATE				
03-28-16	03-28-16	VANGUARD REIT ETF		10,990.32
				<b>36,353.73</b>
<b>INTEREST</b>				
AGENCIES				
03-28-16	03-28-16	FHLMC 3.750% Due 03-27-19		1,875.00
CASH AND EQUIVALENTS				
03-01-16	03-01-16	FEDERATED GOVERNMENT OBLIGATION		0.40



Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
**CITY OF CRAIG**  
*From 03-01-16 To 03-31-16*

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>CORPORATE BONDS</b>				
03-02-16	03-02-16	CHEVRON CORP 1.365% Due 03-02-18		341.25
<b>FNMA &amp; FHLMC</b>				
03-15-16	03-15-16	FHLMC POOL G14203 4.000% Due 04-01-26		32.93
<b>U.S. TREASURY</b>				
03-31-16	03-31-16	US TREASURY NOTES 1.875% Due 09-30-17		1,406.25
03-31-16	03-31-16	US TREASURY NOTES 1.375% Due 09-30-20		515.63
				1,921.88
				<b>4,171.46</b>
<b>PRINCIPAL PAYDOWNS</b>				
<b>FNMA &amp; FHLMC</b>				
03-15-16	03-15-16	FHLMC POOL G14203 4.000% Due 04-01-26	202.73	202.73
				<b>202.73</b>
<b>WITHDRAW</b>				
<b>CASH AND EQUIVALENTS</b>				
03-01-16	03-01-16	FEDERATED GOVERNMENT OBLIGATION		2,226.43
03-02-16	03-02-16	FEDERATED GOVERNMENT OBLIGATION		2,290.47

Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
***CITY OF CRAIG***  
*From 03-01-16 To 03-31-16*

Trade Date	Settle Date	Security	Quantity	Trade Amount
03-11-16	03-11-16	FEDERATED GOVERNMENT OBLIGATION		2,222.88
				6,739.78
				<b>6,739.78</b>

Alaska Permanent Capital Management Co.  
**REALIZED GAINS AND LOSSES**  
***CITY OF CRAIG***  
*From 03-01-16 Through 03-31-16*

<b>Date</b>	<b>Quantity</b>	<b>Security</b>	<b>Avg. Cost Basis</b>	<b>Proceeds</b>	<b>Gain Or Loss</b>
03-15-16	202.73	FHLMC POOL G14203 4.000% Due 04-01-26	211.98	202.73	-9.25
<b>TOTAL GAINS</b>					0.00
<b>TOTAL LOSSES</b>					-9.25
			<b>211.98</b>	<b>202.73</b>	<b>-9.25</b>

## Alaska Permanent Capital Management Co.

**CASH LEDGER*****CITY OF CRAIG****From 03-01-16 To 03-31-16*

<b>Trade Date</b>	<b>Settle Date</b>	<b>Tran Code</b>	<b>Activity</b>	<b>Security</b>	<b>Amount</b>
<b>DIVIDEND ACCRUAL</b>					
03-01-16			Beginning Balance		0.00
03-18-16	04-29-16	dp	Dividend	SPDR S&P 500 ETF	18,613.68
<b>03-31-16</b>			<b>Ending Balance</b>		<b>18,613.68</b>
<b>FEDERATED GOVERNMENT OBLIGATION</b>					
03-01-16			Beginning Balance		15,086.11
03-01-16	03-01-16	wd	Withdrawal	from Portfolio	-2,226.43
03-01-16	03-01-16	dp	Interest	FEDERATED GOVERNMENT OBLIGATION	0.40
03-02-16	03-02-16	dp	Interest	CHEVRON CORP 1.365% Due 03-02-18	341.25
03-02-16	03-02-16	wd	Withdrawal	from Portfolio	-2,290.47
03-11-16	03-11-16	wd	Withdrawal	from Portfolio	-2,222.88
03-15-16	03-15-16	dp	Interest	FHLMC POOL G14203 4.000% Due 04-01-26	32.93
03-15-16	03-15-16	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	202.73
03-21-16	03-21-16	dp	Dividend	VANGUARD FTSE DEVELOPED MARKETS ETF	4,707.17
03-28-16	03-28-16	dp	Interest	FHLMC 3.750% Due 03-27-19	1,875.00
03-28-16	03-28-16	dp	Dividend	VANGUARD REIT ETF	10,990.32
03-30-16	03-30-16	dp	Dividend	ISHARES CORE S&P MIDCAP 400 ETF	2,042.56
03-31-16	03-31-16	dp	Interest	US TREASURY NOTES 1.875% Due 09-30-17	1,406.25

Alaska Permanent Capital Management Co.

**CASH LEDGER**

***CITY OF CRAIG***

*From 03-01-16 To 03-31-16*

<b>Trade Date</b>	<b>Settle Date</b>	<b>Tran Code</b>	<b>Activity</b>	<b>Security</b>	<b>Amount</b>
03-31-16	03-31-16	dp	Interest	US TREASURY NOTES 1.375% Due 09-30-20	515.63
<b>03-31-16</b>			<b>Ending Balance</b>		<b>30,460.57</b>

# CITY OF CRAIG

Account Statement - Period Ending February 29, 2016



## ACCOUNT ACTIVITY

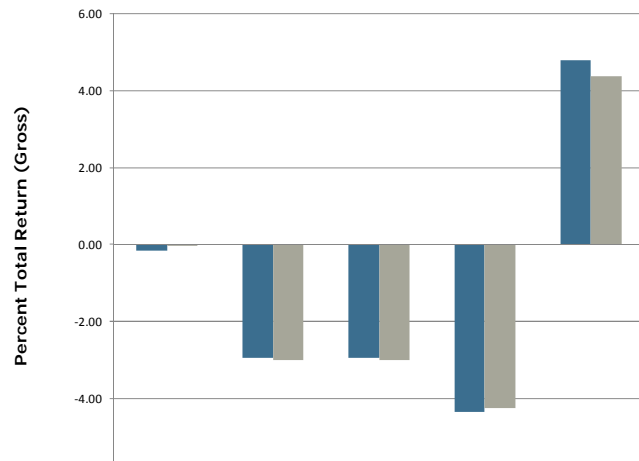
Portfolio Value on 01-31-16	8,905,703
Contributions	0
Withdrawals	0
Change in Market Value	-20,405
Interest	6,213
Dividends	0
Portfolio Value on 02-29-16	8,891,511

## MANAGEMENT TEAM

Client Relationship Manager:	Amber Frizzell, AIF® Amber@apcm.net
Your Portfolio Manager:	Bill Lierman, CFA®
Contact Phone Number:	907/272 -7575

## INVESTMENT PERFORMANCE

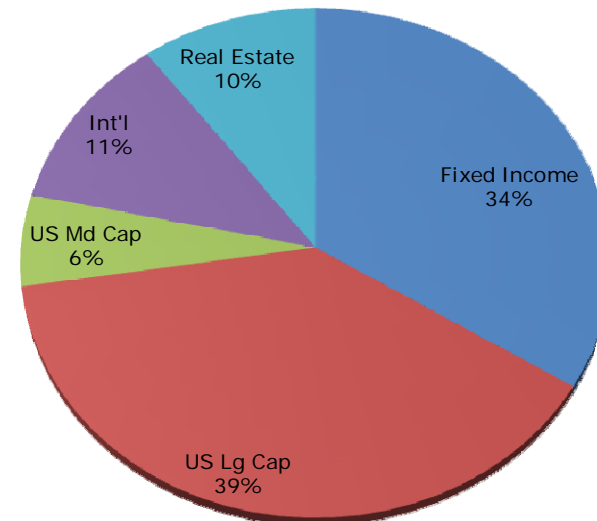
Current Account Benchmark:  
Equity Blend



	Current Month	Current Quarter	Year to Date	Latest 1 Year	Inception to Date
Portfolio	-0.16	-2.95	-2.95	-4.35	4.78
Benchmark	-0.02	-3.00	-3.00	-4.25	4.37

Performance is Annualized for Periods Greater than One Year

## PORTFOLIO COMPOSITION



Alaska Permanent Capital Management Co.  
**PORTFOLIO SUMMARY AND TARGET**  
***CITY OF CRAIG***  
*February 29, 2016*

Asset Class & Target	Market Value	% Assets	Range
<b>FIXED INCOME (34%)</b>			
US Fixed Income (34.0%)	3,003,146	33.8	20% to 45%
Cash (0.0%)	15,086	0.2	na
<b>Subtotal:</b>	<b>3,018,232</b>	<b>33.9</b>	
<b>EQUITY (66%)</b>			
US Large Cap (40.0%)	3,432,593	38.6	30% to 50%
US Mid Cap (6.0%)	515,316	5.8	0% to 10%
Developed International Equity (10.0%)	1,007,995	11.3	5% to 15%
Real Estate (10.0%)	917,375	10.3	5% to 15%
<b>Subtotal:</b>	<b>5,873,279</b>	<b>66.1</b>	
<b>TOTAL PORTFOLIO</b>	<b>8,891,511</b>	<b>100</b>	

Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
**CITY OF CRAIG**  
*February 29, 2016*

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
<b>U.S. TREASURY</b>									
100,000	US TREASURY NOTES 0.625% Due 08-31-17	99.79	99,789	99.78	99,781	1.12	625	2	0.77
150,000	US TREASURY NOTES 1.875% Due 09-30-17	102.89	154,336	101.71	152,560	1.72	2,812	1,176	0.79
100,000	US TREASURY NOTES 3.750% Due 11-15-18	106.48	106,480	107.85	107,852	1.21	3,750	1,102	0.81
250,000	US TREASURY NOTES 1.500% Due 12-31-18	100.64	251,602	101.75	254,375	2.86	3,750	628	0.87
50,000	US TREASURY NOTES 1.500% Due 10-31-19	99.40	49,701	101.53	50,767	0.57	750	251	1.07
225,000	US TREASURY NOTES 1.250% Due 10-31-19	99.42	223,689	100.65	226,467	2.55	2,812	943	1.07
100,000	US TREASURY NOTES 3.500% Due 05-15-20	104.04	104,039	109.46	109,457	1.23	3,500	1,029	1.19
75,000	US TREASURY NOTES 1.375% Due 09-30-20	100.16	75,120	100.70	75,527	0.85	1,031	431	1.22
150,000	US TREASURY NOTES 1.750% Due 10-31-20	100.21	150,316	102.37	153,562	1.73	2,625	880	1.22
215,000	US TREASURY NOTES 2.125% Due 08-15-21	99.29	213,476	104.01	223,626	2.52	4,569	188	1.36
150,000	US TREASURY NOTES 2.000% Due 10-31-21	99.92	149,887	103.32	154,986	1.74	3,000	1,005	1.39
150,000	US TREASURY NOTES 1.625% Due 11-15-22	97.79	146,686	100.84	151,260	1.70	2,437	717	1.49
125,000	US TREASURY NOTES 2.500% Due 08-15-23	98.87	123,590	106.76	133,447	1.50	3,125	129	1.54
100,000	US TREASURY NOTES 2.375% Due 08-15-24	100.23	100,227	105.57	105,566	1.19	2,375	98	1.67
100,000	US TREASURY NOTES 2.000% Due 08-15-25	98.81	98,807	102.21	102,215	1.15	2,000	82	1.74
	Accrued Interest				8,661	0.10			
			2,047,745		2,110,111	23.73		8,661	
<b>AGENCIES</b>									
100,000	FHLMC 3.750% Due 03-27-19	101.41	101,410	108.09	108,087	1.22	3,750	1,604	1.07
	Accrued Interest				1,604	0.02			
			101,410		109,691	1.23		1,604	
<b>FNMA &amp; FHLMC</b>									
9,878	FHLMC POOL G14203 4.000% Due 04-01-26	104.56	10,328	106.41	10,511	0.12	395	33	1.43



Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
**CITY OF CRAIG**  
*February 29, 2016*

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
	Accrued Interest				33	0.00			
			10,328		10,544	0.12		33	
<b>CORPORATE BONDS</b>									
50,000	STATOIL ASA 3.125% Due 08-17-17	107.07	53,533	101.82	50,908	0.57	1,562	61	1.86
100,000	UNITED PARCEL SERVICE 5.500% Due 01-15-18	121.23	121,230	108.12	108,123	1.22	5,500	703	1.12
100,000	WACHOVIA CORP 5.750% Due 02-01-18	99.57	99,572	107.51	107,506	1.21	5,750	479	1.76
75,000	UNITED HEALTH GROUP INC 6.000% Due 02-15-18	121.46	91,093	108.40	81,301	0.91	4,500	200	1.63
50,000	CHEVRON CORP 1.365% Due 03-02-18	99.86	49,928	99.37	49,685	0.56	682	339	1.69
50,000	TOYOTA MOTOR CREDIT CORP 2.100% Due 01-17-19	100.48	50,239	101.42	50,710	0.57	1,050	128	1.59
100,000	GOLDMAN SACHS GROUP INC. 7.500% Due 02-15-19	116.51	116,514	113.81	113,809	1.28	7,500	333	2.62
100,000	HSBC USA INC 2.375% Due 11-13-19	99.61	99,608	98.94	98,938	1.11	2,375	712	2.68
50,000	NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21	109.20	54,602	110.35	55,176	0.62	2,187	911	2.21
50,000	JPMORGAN CHASE & CO 3.875% Due 02-01-24	105.18	52,590	105.23	52,614	0.59	1,937	161	3.12
	Accrued Interest				4,029	0.05			
			788,910		772,799	8.69		4,029	
<b>DOMESTIC LARGE CAP EQUITY FUNDS/ETF</b>									
17,734	SPDR S&P 500 ETF	137.86	2,444,836	193.56	3,432,593	38.61	NA		
<b>DOMESTIC MID CAP EQUITY FUNDS/ETF</b>									
3,867	ISHARES CORE S&P MIDCAP 400 ETF	80.79	312,409	133.26	515,316	5.80	NA		
<b>INTERNATIONAL EQUITY FUNDS/ETF</b>									
29,982	VANGUARD FTSE DEVELOPED MARKETS ETF	37.53	1,125,368	33.62	1,007,995	11.34	NA		
<b>REAL ESTATE</b>									
11,959	VANGUARD REIT ETF	57.70	690,055	76.71	917,375	10.32	NA		
<b>CASH AND EQUIVALENTS</b>									
	FEDERATED GOVERNMENT OBLIGATION		15,086		15,086	0.17			
<b>TOTAL PORTFOLIO</b>			<b>7,536,148</b>		<b>8,891,511</b>	<b>100</b>	<b>219,365</b>	<b>14,328</b>	

Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
**CITY OF CRAIG**  
*From 02-01-16 To 02-29-16*

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>PURCHASES</b>				
INTERNATIONAL EQUITY FUNDS/ETF				
02-24-16	02-29-16	VANGUARD FTSE DEVELOPED MARKETS ETF	1,300.0000	43,533.75
				<b>43,533.75</b>
<b>DEPOSITS AND EXPENSES</b>				
MANAGEMENT FEES				
02-29-16	02-29-16	MANAGEMENT FEES		2,222.88
				<b>2,222.88</b>
<b>INTEREST</b>				
CASH AND EQUIVALENTS				
02-01-16	02-01-16	FEDERATED GOVERNMENT OBLIGATION		0.37
CORPORATE BONDS				
02-01-16	02-01-16	JPMORGAN CHASE & CO 3.875% Due 02-01-24		968.75
02-01-16	02-01-16	WACHOVIA CORP 5.750% Due 02-01-18		2,875.00
02-15-16	02-15-16	GOLDMAN SACHS GROUP INC. 7.500% Due 02-15-19		3,750.00
02-15-16	02-15-16	UNITED HEALTH GROUP INC 6.000% Due 02-15-18		2,250.00
02-17-16	02-17-16	STATOIL ASA 3.125% Due 08-17-17		781.25
				<b>10,625.00</b>

Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
**CITY OF CRAIG**  
*From 02-01-16 To 02-29-16*

Trade Date	Settle Date	Security	Quantity	Trade Amount
FNMA & FHLMC				
02-01-16	02-14-16	FHLMC POOL G14203 4.000% Due 04-01-26		33.56
U.S. TREASURY				
02-15-16	02-15-16	US TREASURY NOTES 2.375% Due 08-15-24		1,187.50
02-15-16	02-15-16	US TREASURY NOTES 2.000% Due 08-15-25		1,000.00
02-15-16	02-15-16	US TREASURY NOTES 2.125% Due 08-15-21		2,284.38
02-15-16	02-15-16	US TREASURY NOTES 2.500% Due 08-15-23		1,562.50
02-29-16	02-29-16	US TREASURY NOTES 0.625% Due 08-31-17		312.50
				6,346.88
				<b>17,005.81</b>

**PRINCIPAL PAYDOWNS**

FNMA & FHLMC				
02-01-16	02-14-16	FHLMC POOL G14203 4.000% Due 04-01-26	189.23	189.23
				<b>189.23</b>

Alaska Permanent Capital Management Co.  
**REALIZED GAINS AND LOSSES**  
***CITY OF CRAIG***  
*From 02-01-16 Through 02-29-16*

<b>Date</b>	<b>Quantity</b>	<b>Security</b>	<b>Avg. Cost Basis</b>	<b>Proceeds</b>	<b>Gain Or Loss</b>
02-01-16	189.23	FHLMC POOL G14203 4.000% Due 04-01-26	197.86	189.23	-8.63
TOTAL GAINS					0.00
TOTAL LOSSES					-8.63
			<b>197.86</b>	<b>189.23</b>	<b>-8.63</b>

## Alaska Permanent Capital Management Co.

**CASH LEDGER*****CITY OF CRAIG****From 02-01-16 To 02-29-16*

<b>Trade Date</b>	<b>Settle Date</b>	<b>Tran Code</b>	<b>Activity</b>	<b>Security</b>	<b>Amount</b>
<b>FEDERATED GOVERNMENT OBLIGATION</b>					
02-01-16			Beginning Balance		41,424.82
02-01-16	02-01-16	dp	Interest	JPMORGAN CHASE & CO 3.875% Due 02-01-24	968.75
02-01-16	02-01-16	dp	Interest	WACHOVIA CORP 5.750% Due 02-01-18	2,875.00
02-01-16	02-14-16	dp	Interest	FHLMC POOL G14203 4.000% Due 04-01-26	33.56
02-01-16	02-14-16	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	189.23
02-01-16	02-01-16	dp	Interest	FEDERATED GOVERNMENT OBLIGATION	0.37
02-15-16	02-15-16	dp	Interest	GOLDMAN SACHS GROUP INC. 7.500% Due 02-15-19	3,750.00
02-15-16	02-15-16	dp	Interest	UNITED HEALTH GROUP INC 6.000% Due 02-15-18	2,250.00
02-15-16	02-15-16	dp	Interest	US TREASURY NOTES 2.375% Due 08-15-24	1,187.50
02-15-16	02-15-16	dp	Interest	US TREASURY NOTES 2.000% Due 08-15-25	1,000.00
02-15-16	02-15-16	dp	Interest	US TREASURY NOTES 2.125% Due 08-15-21	2,284.38
02-15-16	02-15-16	dp	Interest	US TREASURY NOTES 2.500% Due 08-15-23	1,562.50
02-17-16	02-17-16	dp	Interest	STATOIL ASA 3.125% Due 08-17-17	781.25
02-24-16	02-29-16	wd	Purchase	VANGUARD FTSE DEVELOPED MARKETS ETF	-43,533.75

Alaska Permanent Capital Management Co.

**CASH LEDGER**

***CITY OF CRAIG***

*From 02-01-16 To 02-29-16*

<b>Trade Date</b>	<b>Settle Date</b>	<b>Tran Code</b>	<b>Activity</b>	<b>Security</b>	<b>Amount</b>
02-29-16	02-29-16	dp	Interest	US TREASURY NOTES 0.625% Due 08-31-17	312.50
<b>02-29-16</b>			<b>Ending Balance</b>		<b>15,086.11</b>

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: February 29, 2016  
RE: Request for Support from Alaska Troller's Association

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The Alaska Troller's Association seeks a donation from the City of Craig to help support their efforts to work on the Pacific Salmon Treaty Negotiations for the benefit of Southeast Alaska Trollers.

As the council may be aware, The Pacific Salmon Treaty was enacted in 1995 as a result of the United States and Canada's agreement to cooperate in the management, research and enhancement of Pacific salmon stocks of mutual concern. The Pacific Salmon Treaty re-negotiates the terms every 10 years, with the most recent version taking effect in 2018.

As an aside, the City Council passed Resolution 16-04 in March of 2016, which offered support for the Alaska commercial fishing gear groups as the next version of the Pacific Salmon Treaty undergoes negotiations.

This funding, if approved, will aid the Alaska Troller's Association with negotiation costs as they look for an outcome that will benefit the commercial fishermen of Southeast Alaska.

Recommended Action: Discuss the funding request submitted by Steve Merritt on behalf of the Alaska Trollers Association, and provide staff direction on how to proceed.

Hello Jon,

ATA is trying to raise money for our ongoing treaty expenses. We have a goal of \$10,000. Dale has been to DC twice meeting with the delegation and state department on treaty. We also have the best lawyer for treaty law on the West coast advising ATA, but it all costs. ATA is doing what they can to pave the way for our negotiating commissioner but ultimately the buck stops in his chair and it is hard to say how it will all shake out.

The pacific salmon treaty affects the troll fleet the most so ATA is in it up to their eyeballs and we can use every dime.

Not looking for a million dollars but \$500 to \$1,000 would be great. If you could put this on the agenda for the next city council meeting for discussion I would appreciate it. I hate asking this kind of thing but each board member has his district to do their part on this fundraising endeavor. I will be asking fisherman for a treaty donation on the docks also.

Steve



**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: April 25, 2016  
RE: Consideration of FY 2017 School Budget

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At its last regularly scheduled meeting, the Craig School Board approved its Fiscal Year 2017 budget. A copy of the document approved by the board is attached.

**Recommendation**

That the council review the proposed school district fiscal year 2017 budget, with input from Craig City School District representatives at the council's May 5 and 19, 2016 meetings, and after discussion move to approve the city's contribution toward that budget.

## FY 17 BUDGET WORKSHEET

		FY 15	FY 16 EST	FY 17 PROJ	
<b>REVENUES:</b>					
CITY APPROPRIATION	011	550,660	550,600	550,660	
<i>CITY SUPPLEMENTAL</i>	<i>011</i>	<i>24,897</i>	<i>24,897</i>	<i>24,897</i>	
<i>CITY IN-KIND</i>	<i>012</i>	<i>67,392</i>	<i>67,392</i>	<i>67,392</i>	
INTEREST	031	1,359	1,359	1,359	
PACE BUYOUTS	038	3,619	5,000	5,000	
SHARED SERVICES	039	86,984	90,337	90,337	
OTHER LOCAL REVENUES	040	30,320	35,000	35,000	
LAB, SHOP & BOOK FEES	044	3,000	3,000	3,000	
PARTICIPATION FEES	045	10,000	10,000	10,000	
E-RATE SUBSIDY	047	74,190	127,107	95,327	Cat 1 phones 50%
FOUNDATION	051	4,913,076	4,533,155	4,538,997	with 5930 bsa/114,000 from
SUPPLEMENTAL AID	055	159,609	-	-	499 FTE
TRS ON-BEHALF PMTS	056	950,941	950,941	950,941	
PERS ON-BEHALF PMTS	057	130,542	130,542	130,542	
IMPACT AID	110	630,681	621,295	500,000	
		-	-	-	
		7,637,270	7,150,625	7,003,452	
<b>EXPENDITURES:</b>					
INSTRUCTION	100	3,168,702	3,263,086	3,281,770	
CORRESPONDENCE	140	450,185	465,190	461,879	
SPECIAL EDUCATION	200	421,843	462,807	504,621	
SPED SUPPORT	220	163,068	159,352	162,091	
STUDENT SUPPORT	300	84,355	136,801	132,028	
INSTRUCTIONAL SUPPORT	350	1,209,032	1,316,386	1,308,376	
SCHOOL ADMINISTRATION	400	336,957	348,263	352,009	
SCHOOL ADMIN SUPPORT	450	199,059	199,285	208,833	
DISTRICT ADMINISTRATION	510	154,265	156,855	158,684	% INSTRUCTION
DISTRICT ADMIN SUPPORT	550	173,389	146,814	166,290	78.83%
MAINTENANCE	600	963,337	849,833	860,530	
STUDENT ACTIVITIES	700	233,397	272,427	271,442	
FUND TRANSFERS	900	24,194	20,194	24,194	
		7,581,783	7,797,293	7,892,747	
FY ACTIVITY				(889,295)	
PERS OBLIGATION				143,000	
BEG FUND BALANCE				625,000	with 75,000 from s/a
FY 16 PL-874			actual paymer	621,295	OVER (UNDER)
					0
FINAL FUND BALANCE				500,000	
(PL-874 ASSIGNED TO FY18)				(500,000)	% CARRYOVER
					0.00%
UNASSIGNED FUND BAL				(0)	



## FY 17 BUDGET WORKSHEET

TOTAL FOR DISTRICT		FY 15	FY 16 EST	FY 17 PROJ
SUPERINTENDENT	311	83,500	81,000	87,021
PRINCIPALS	313	239,426	239,454	240,087
DIRECTORS	314	133,215	201,729	137,564
TEACHERS	315	1,710,980	1,724,215	1,722,325
EXTRA DUTY PAY	316	82,094	85,088	85,087
SPECIALISTS	318	44,999	90,130	84,410
SCHOOL BOARD	320	1,680	1,680	1,680
AIDES	323	307,010	312,466	329,671
SUPPORT STAFF	324	188,856	171,502	179,801
CUSTODIANS	325	224,477	160,565	171,536
BUS DRIVERS	327	5,251	4,535	5,535
SUBSTITUTES	329	54,873	69,942	69,942
REFEREES	330	8,160	9,907	9,907
FRINGE BENEFITS	350	1,534,976	1,620,201	1,679,282
PERS/TRS ON-BEHALF	350	1,081,483	1,081,483	1,081,483
LEAVE BUYOUT	359	25,000	25,000	25,000
PROFESSIONAL FEES	410	211,808	243,715	254,467
PROF FEES (ALLOTMENT)	412	260,609	260,609	260,609
<i>FITNESS CENTER</i>	<i>412</i>	<i>13,732</i>	<i>13,732</i>	<i>13,732</i>
AUDITING	412	14,282	17,062	17,062
LEGAL FEES	414	3,800	5,500	7,500
OFFICIATING FEES	418	200	1,962	1,962
STAFF TRAVEL	420	75,294	87,316	81,702
STUDENT TRAVEL	425	155,740	168,073	163,278
<i>W/S/G</i>	<i>431</i>	<i>37,601</i>	<i>37,601</i>	<i>37,601</i>
COMMUNICATIONS	433	41,769	39,115	40,317
INTERNET	434	106,487	132,590	137,724
<i>ELECTRICITY</i>	<i>436</i>	<i>926</i>	<i>926</i>	<i>926</i>
ELECTRICITY	436	96,744	99,621	126,329
HEATING OIL	438	54,914	46,476	58,444
<i>HEATING OIL</i>	<i>438</i>	<i>24,170</i>	<i>24,170</i>	<i>24,170</i>
PURCHASED SERVICES	440	62,435	21,308	25,308
<i>RENTALS</i>	<i>441</i>	<i>11,165</i>	<i>11,165</i>	<i>11,165</i>
RENTALS	441	61,939	55,790	59,790
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>2,500</i>	<i>2,500</i>	<i>2,500</i>
EQUIPMENT REPAIR	443	34,982	49,826	49,826
INSURANCE	445	45,601	50,077	49,344
SUPPLIES	450	486,144	465,099	468,497
TEXTBOOKS	471	40,000	75,000	75,000
DUES	491	16,303	18,969	20,969
INDIRECT COST	495	(27,536)	(30,000)	(30,000)
EQUIPMENT	510	-	-	-
FOOD SERVICE	552	22,000	18,000	22,000
TRANSPORTATION	553	-	-	-
SPECIAL PROJECTS	554	-	-	-
<i>STAFF HOUSING</i>	<i>555</i>	<i>2,194</i>	<i>2,194</i>	<i>2,194</i>
		7,581,783	7,797,293	7,892,747
Ck fig		7,581,783	7,797,293	7,892,747
Ck fig		7,641,783	7,797,293	7,892,748

**FY 17 BUDGET WORKSHEET**

TOTAL FOR DISTRICT				
<b>INSTRUCTION</b>		<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>
TEACHERS	315	1,326,498	1,335,160	1,322,537
AIDES	323	-	-	-
SUBSTITUTES	329	47,093	47,759	47,759
FRINGE BENEFITS	350	614,037	642,518	663,825
PERS/TRS ON-BEHALF	350	1,081,483	1,081,483	1,081,483
LEAVE BUY-OUT	359	25,000	25,000	25,000
<b>FITNESS CENTER</b>	<b>412</b>	<b>13,732</b>	<b>13,732</b>	<b>13,732</b>
<b>RENTALS</b>	<b>441</b>	<b>6,160</b>	<b>6,160</b>	<b>6,160</b>
EQUIPMENT REPAIR	443	1,651	1,651	1,651
SUPPLIES	450	13,048	34,623	44,623
TEXTBOOKS	471	40,000	75,000	75,000
		3,168,702	3,263,086	3,281,770
<b>CORRESPONDENCE</b>		<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>
TEACHERS	315	233,049	212,600	206,824
FRINGE BENEFITS	350	86,536	92,374	94,839
INTERNET	434	-	-	-
EQUIPMENT REPAIR	443	600	600	600
SUPPLIES	450	130,000	159,616	159,616
		450,185	465,190	461,879
<b>SPECIAL EDUCATION</b>		<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>
TEACHERS	315	151,433	176,455	192,964
AIDES	323	106,309	106,211	110,850
SUBSTITUTES	329	3,309	13,000	13,000
FRINGE BENEFITS	350	159,917	161,841	180,807
SUPPLIES	450	875	5,300	7,000
		421,843	462,807	504,621
<b>SPECIAL ED SUPPORT</b>		<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>
DIRECTOR	314	27,000	27,000	27,000
EXTRA DITY PAY	316	-	-	-
SPECIALIST	318	-	-	-
SUPPORT STAFF	324	-	-	-
SUBSTITUTES	329	-	-	-
FRINGE BENEFITS	350	14,954	10,480	11,003
PROFESSIONAL FEES	410	105,452	108,456	108,456
STAFF TRAVEL	420	9,527	10,568	10,446
PURCHASED SERVICES	440	-	-	-
SUPPLIES	450	6,135	2,848	5,186
		163,068	159,352	162,091

## FY 17 BUDGET WORKSHEET

TOTAL FOR DISTRICT						
<b>STUDENT SUPPORT</b>			<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>	
EXTRA DUTY PAY	316		-	-	-	
SPECIALISTS	318		44,999	90,130	84,410	
FRINGE BENEFITS	350		38,656	40,479	41,426	
PROFESSIONAL FEES	410		-	-	-	
STAFF TRAVEL	420		-	1,557	1,557	
STUDENT TRAVEL	425		-	2,773	2,773	
SUPPLIES	450		700	1,862	1,862	
			84,355	136,801	132,028	
<b>INSTRUCTIONAL SUPPORT</b>			<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>	
DIRECTORS	314		27,022	70,554	42,704	
TEACHERS	315		-	-	-	
EXTRA DUTY PAY	316		22,986	21,452	21,452	
SPECIALISTS	318		-	-	-	
AIDES	323		200,701	206,255	218,821	
SUBSTITUTES	329		75	3,500	3,500	
FRINGE BENEFITS	350		180,719	215,588	226,689	
PROFESSIONAL FEES	410		73,600	110,230	110,408	
PROF FEES (ALLOTMENT)	412		260,609	260,609	260,609	
STAFF TRAVEL	420		25,387	26,600	25,608	
STUDENT TRAVEL	425		32,802	27,500	25,000	
COMMUNICATIONS	433		36,953	34,428	34,600	
INTERNET	434		106,487	132,590	137,724	
PURCHASED SERVICES	440		8,000	8,000	8,000	
<i>RENTALS</i>	<i>441</i>		-	-	-	
EQUIPMENT REPAIR	443		32,181	47,025	47,025	
SUPPLIES	450		201,170	147,990	142,171	
DUES	491		340	4,065	4,065	
EQUIPMENT	510		-	-	-	
			1,209,032	1,316,386	1,308,376	
<b>SCHOOL ADMINISTRATION</b>			<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>	
PRINCIPAL	313		239,426	239,454	240,087	
FRINGE BENEFITS	350		85,117	89,868	92,451	
PROFESSIONAL FEES	410		-	-	-	
STAFF TRAVEL	420		7,252	8,985	8,985	
COMMUNICATIONS	433		1,595	1,595	2,126	
SUPPLIES	450		2,339	6,010	6,010	
DUES	491		1,228	2,351	2,351	
			336,957	348,263	352,009	
<b>SCHOOL ADMIN SUPPORT</b>			<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>	
SUPPORT STAFF	324		97,961	96,616	101,237	
SUBSTITUTES	329		2,425	4,083	4,083	
FRINGE BENEFITS	350		94,767	97,511	102,438	
PROFESSIONAL FEES	410		-	-	-	
SUPPLIES	450		3,906	1,075	1,075	
			199,059	199,285	208,833	

## FY 17 BUDGET WORKSHEET

TOTAL FOR DISTRICT					
DISTRICT ADMINISTRATION		FY 15	FY 16 EST	FY 17 PROJ	
SUPERINTENDENT	311	83,500	81,000	87,021	
SCHOOL BOARD	320	1,680	1,680	1,680	
FRINGE BENEFITS	350	31,457	31,812	33,383	
STAFF TRAVEL	420	24,000	30,000	24,000	
COMMUNICATIONS	433	750	1,031	1,260	
PROFESSIONAL FEES	410	-	-	-	
SUPERINTENDENT HIRE	440	-	-	-	
SUPPLIES	450	3,036	2,392	2,400	
DUES	491	9,842	8,940	8,940	
		154,265	156,855	158,684	
DISTRICT ADMIN SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
SUPPORT STAFF	324	90,895	74,886	78,564	
FRINGE BENEFITS	350	56,184	51,329	53,927	
PROFESSIONAL FEES	410	10,178	3,914	10,914	
AUDITING FEES	412	14,282	17,062	17,062	
LEGAL FEES	414	3,800	5,500	7,500	
STAFF TRAVEL	420	5,431	3,807	5,807	
COMMUNICATIONS	433	1,666	1,256	1,256	
PURCHASED SERVICES	440	2,000	2,000	2,000	
INSURANCE	445	9,330	13,073	13,073	
SUPPLIES	450	4,077	2,600	2,800	
DUES	491	3,082	1,387	3,387	
INDIRECT COST RECOVER	495	(27,536)	(30,000)	(30,000)	
		173,389	146,814	166,290	
MAINTENANCE		FY 15	FY 16 EST	FY 17 PROJ	
DIRECTOR	314	79,193	104,175	67,860	
CUSTODIANS	325	224,477	160,565	171,536	
SUBSTITUTES	329	1,971	1,600	1,600	
FRINGE BENEFITS	350	160,482	173,444	165,227	
PROFESSIONAL FEES	410	17,356	18,515	22,089	
STAFF TRAVEL	420	-	1,500	1,000	
<i>W/S/G</i>	<i>431</i>	<i>37,601</i>	<i>37,601</i>	<i>37,601</i>	
COMMUNICATIONS	433	805	805	1,075	
<i>ELECTRICITY</i>	<i>436</i>	<i>926</i>	<i>926</i>	<i>926</i>	
ELECTRICITY	436	96,744	99,621	126,329	
HEATING OIL	438	54,914	46,476	58,444	
<i>HEATING OIL</i>	<i>438</i>	<i>24,170</i>	<i>24,170</i>	<i>24,170</i>	
PURCHASED SERVICES	440	52,435	11,308	15,308	
RENTALS	441	61,939	55,790	59,790	
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>2,500</i>	<i>2,500</i>	<i>2,500</i>	
EQUIPMENT REPAIRS	443	550	550	550	
INSURANCE	445	36,271	37,004	36,271	
SUPPLIES	450	111,003	73,283	68,254	
EQUIPMENT	510	-	-	-	
		963,337	849,833	860,530	

## FY 17 BUDGET WORKSHEET

TOTAL FOR DISTRICT					
<b>STUDENT ACTIVITIES</b>		<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>	
EXTRA DUTY PAY	316	59,108	63,636	63,635	
BUS DRIVERS	327	5,251	4,535	5,535	
REFEREES	330	8,160	9,907	9,907	
FRINGE BENEFITS	350	12,150	12,957	13,267	
PROFESSIONAL FEES	410	5,222	2,600	2,600	
OFFICIATING FEES	418	200	1,962	1,962	
STAFF TRAVEL	420	3,697	4,299	4,299	
STUDENT TRAVEL	425	122,938	137,800	135,505	
<b>RENTALS</b>	<b>441</b>	<b>5,005</b>	<b>5,005</b>	<b>5,005</b>	
SUPPLIES	450	9,855	27,500	27,500	
DUES	491	1,811	2,226	2,226	
		233,397	272,427	271,442	
<b>FUND TRANSFERS</b>		<b>FY 15</b>	<b>FY 16 EST</b>	<b>FY 17 PROJ</b>	
FOOD SERVICE	552	22,000	18,000	22,000	
TRANSPORTATION	553	-	-	-	
SPECIAL PROJECTS	554	-	-	-	
<b>STAFF HOUSING</b>	<b>555</b>	<b>2,194</b>	<b>2,194</b>	<b>2,194</b>	
		24,194	20,194	24,194	



## FY 17 BUDGET WORKSHEET

ELEMENTARY		FY 15	FY 16 EST	FY 17 PROJ
SUPERINTENDENT	311			
PRINCIPALS	313	48,436	48,652	48,652
DIRECTORS	314			
TEACHERS	315	567,344	610,325	597,189
EXTRA DUTY PAY	316	800	800	800
SPECIALISTS	318	9,000	50,469	49,325
SCHOOL BOARD	320			
AIDES	323	109,620	113,527	118,833
SUPPORT STAFF	324	30,710	31,987	33,298
CUSTODIANS	325	47,825	49,564	52,742
BUS DRIVERS	327			
SUBSTITUTES	329	28,044	45,124	45,124
FRINGE BENEFITS	350	478,845	521,772	541,115
LEAVE BUYOUT	359			
PROFESSIONAL FEES	410	1,621	4,196	4,196
PROF FEES (ALLOTMENT)	412			
<i>FITNESS CENTER</i>	<i>412</i>	<i>7,840</i>	<i>7,840</i>	<i>7,840</i>
AUDITING	412			
LEGAL FEES	414			
OFFICIATING FEES	418			
STAFF TRAVEL	420	351	2,777	3,777
STUDENT TRAVEL	425			
<i>W/S/G</i>	<i>431</i>	<i>16,143</i>	<i>16,143</i>	<i>16,143</i>
COMMUNICATIONS	433	3,338	3,428	3,600
INTERNET	434	9,757	29,382	15,882
<i>ELECTRICITY</i>	<i>436</i>	<i>926</i>	<i>926</i>	<i>926</i>
ELECTRICITY	436	27,000	26,471	34,471
HEATING OIL	438	5,000	5,000	6,960
<i>HEATING OIL</i>	<i>438</i>	<i>12,085</i>	<i>12,085</i>	<i>12,085</i>
PURCHASED SERVICES	440	10,305	5,000	5,000
<i>RENTALS</i>	<i>441</i>	<i>4,180</i>	<i>4,180</i>	<i>4,180</i>
RENTALS	441	340	-	2,000
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>625</i>	<i>625</i>	<i>625</i>
EQUIPMENT REPAIR	443	16,151	18,151	18,151
INSURANCE	445	8,386	8,386	8,386
SUPPLIES	450	41,818	60,977	57,905
TEXTBOOKS	471	5,000	25,000	25,000
DUES	491	(35)	728	728
INDIRECT COST	495			
EQUIPMENT	510	-	-	-
FOOD SERVICE	552			
TRANSPORTATION	553			
SPECIAL PROJECTS	554			
STAFF HOUSING	555			
		1,491,455	1,703,515	1,714,933
	Ck fig	1,491,455	1,703,515	1,714,933

## FY 17 BUDGET WORKSHEET

ELEMENTARY					
INSTRUCTION		FY 15	FY 16 EST	FY 17 PROJ	
TEACHERS	315	505,327	547,759	531,763	
AIDES	323	-	-	-	
SUBSTITUTES	329	25,785	30,624	30,624	
FRINGE BENEFITS	350	255,959	289,160	297,482	
<i>FITNESS CENTER</i>	<i>412</i>	<i>7,840</i>	<i>7,840</i>	<i>7,840</i>	<i>swim lessons</i>
<i>RENTALS</i>	<i>441</i>	<i>4,180</i>	<i>4,180</i>	<i>4,180</i>	<i>pool rental</i>
EQUIPMENT REPAIR	443	151	151	151	computers, instruments
SUPPLIES	450	2,000	9,375	9,375	allotments, technology
TEXTBOOKS	471	5,000	25,000	25,000	
		806,242	914,089	906,415	
SPECIAL EDUCATION		FY 15	FY 16 EST	FY 17 PROJ	
TEACHERS	315	62,017	62,566	65,426	
AIDES	323	82,906	82,895	85,926	
SUBSTITUTES	329	2,109	10,000	10,000	
FRINGE BENEFITS	350	85,918	90,114	94,082	
SUPPLIES	450	275	3,000	3,000	
		233,225	248,575	258,434	
SPECIAL ED SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
PROFESSIONAL FEES	410	521	521	521	
STAFF TRAVEL	420	-	1,582	1,082	was 1582
PURCHASED SERVICES	440	-	-	-	
SUPPLIES	450	636	200	1,538	
		1,157	2,303	3,141	
STUDENT SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
SPECIALISTS	318	9,000	50,469	49,325	counselor
FRINGE BENEFITS	350	11,745	12,316	12,776	
PROFESSIONAL FEES	410	-	-	-	
STAFF TRAVEL	420	-	-	-	
SUPPLIES	450	300	1,000	1,000	
		21,045	63,785	63,102	
INSTRUCTIONAL SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
SPECIALISTS	318	-	-	-	Kim Brand position-no strive
AIDES	323	26,714	30,632	32,906	library & recess
SUBSTITUTES	329	75	3,500	3,500	
FRINGE BENEFITS	350	41,766	43,055	45,260	
PROFESSIONAL FEES	410	1,100	3,675	3,675	
STAFF TRAVEL	420	351	-	1,500	was 2500
COMMUNICATIONS	433	3,338	3,428	3,600	postage, phone
INTERNET	434	9,757	29,382	15,882	
EQUIP REPAIR	443	16,000	18,000	18,000	copier mostly
SUPPLIES	450	24,500	24,894	21,984	libr, tech, copier, was 24894
DUES	491	(35)	453	453	NWAS, bees
EQUIPMENT	510	-	-	-	
		123,566	157,019	146,761	

## FY 17 BUDGET WORKSHEET

ELEMENTARY					
SCHOOL ADMINISTRATION					
		FY 15	FY 16 EST	FY 17 PROJ	
PRINCIPAL	313	48,436	48,652	48,652	.50 FTE
FRINGE BENEFITS	350	15,774	16,212	16,717	
STAFF TRAVEL	420	-	1,195	1,195	
SUPPLIES	450	716	2,208	2,208	
DUES	491	-	275	275	AAESP
		64,926	68,542	69,046	
SCHOOL ADMIN SUPPORT					
		FY 15	FY 16 EST	FY 17 PROJ	
SUPPORT STAFF	324	30,710	31,987	33,298	elem secretary
SUBSTITUTES	329	75	1,000	1,000	
FRINGE BENEFITS	350	30,937	32,386	33,957	
SUPPLIES	450	1,302	300	300	
		63,024	65,673	68,554	
MAINTENANCE					
		FY 15	FY 16 EST	FY 17 PROJ	
CUSTODIANS	325	47,825	49,564	52,742	
FRINGE BENEFITS	350	36,498	38,280	40,593	
W/S/G	431	16,143	16,143	16,143	
ELECTRICITY	436	926	926	926	street lights
ELECTRICITY	436	27,000	26,471	34,471	
HEATING OIL	438	5,000	5,000	6,960	2,000 gal @
HEATING OIL	438	12,085	12,085	12,085	
PURCHASED SERVICES	440	10,305	5,000	5,000	includes 410 was 8000
RENTALS	441	340	-	2,000	was 5000
ROAD MAINTENANCE	442	625	625	625	plowing
EQUIPMENT REPAIRS	443	-	-		
INSURANCE	445	8,386	8,386	8,386	
SUPPLIES	450	12,089	20,000	18,500	was 25000
		177,222	182,480	198,431	
STUDENT ACTIVITIES					
		FY 15	FY 16 EST	FY 17 PROJ	
EXTRA DUTY PAY	316	800	800	800	X-Country
FRINGE BENEFITS	350	248	249	249	
RENTALS	441	-	-	-	city gym
		1,048	1,049	1,049	

## FY 17 BUDGET WORKSHEET

MIDDLE SCHOOL		FY 15	FY 16 EST	FY 17 PROJ
SUPERINTENDENT	311			
PRINCIPALS	313	48,436	48,652	48,652
DIRECTORS	314			
TEACHERS	315	319,086	313,775	312,517
EXTRA DUTY PAY	316	26,689	27,322	27,322
SPECIALISTS	318	9,000	9,915	8,771
SCHOOL BOARD	320			
AIDES	323	4,165	3,267	4,011
SUPPORT STAFF	324	31,366	32,642	33,970
CUSTODIANS	325	112,381	43,831	49,794
BUS DRIVERS	327	2,251	1,035	2,035
SUBSTITUTES	329	7,400	8,800	8,800
REFEREES	330	2,045	1,907	1,907
FRINGE BENEFITS	350	252,158	251,924	263,032
LEAVE BUYOUT	359			
PROFESSIONAL FEES	410	9,704	12,255	11,829
PROF FEES (ALLOTMENT)	412			
<i>FITNESS CENTER</i>	<i>412</i>	<i>2,240</i>	<i>2,240</i>	<i>2,240</i>
AUDITING	412			
LEGAL FEES	414			
OFFICIATING FEES	418	20	60	60
STAFF TRAVEL	420	4,216	2,248	4,626
STUDENT TRAVEL	425	14,415	16,500	15,500
<i>W/S/G</i>	<i>431</i>	<i>12,050</i>	<i>12,050</i>	<i>12,050</i>
COMMUNICATIONS	433	7,800	7,800	8,067
INTERNET	434	27,157	35,174	35,442
<i>ELECTRICITY</i>	<i>436</i>			
ELECTRICITY	436	24,091	30,714	29,714
HEATING OIL	438	7,000	5,595	5,595
<i>HEATING OIL</i>	<i>438</i>	<i>12,085</i>	<i>12,085</i>	<i>12,085</i>
PURCHASED SERVICES	440	1,810	1,000	5,000
<i>RENTALS</i>	<i>441</i>	<i>1,980</i>	<i>1,980</i>	<i>1,980</i>
RENTALS	441	6,000	1,000	3,000
<i>ROAD MAINTENANCE</i>	<i>442</i>			
EQUIPMENT REPAIR	443	1,550	13,050	13,050
INSURANCE	445	9,688	9,688	9,688
SUPPLIES	450	122,144	53,080	57,671
TEXTBOOKS	471	15,000	25,000	25,000
DUES	491	(145)	921	921
INDIRECT COST	495			
EQUIPMENT	510	-	-	-
FOOD SERVICE	552			
TRANSPORTATION	553			
SPECIAL PROJECTS	554			
STAFF HOUSING	555			
		1,093,782	985,510	1,014,328
	Ck fig	1,093,782	985,510	1,014,328

## FY 17 BUDGET WORKSHEET

MIDDLE SCHOOL					
INSTRUCTION		FY 15	FY 16 EST	FY 17 PROJ	
TEACHERS	315	301,166	295,265	293,054	
AIDES	323	-	-	-	
SUBSTITUTES	329	5,500	6,000	6,000	
FRINGE BENEFITS	350	136,180	138,513	143,056	
FITNESS CENTER	412	2,240	2,240	2,240	swim lessons
RENTALS	441	1,980	1,980	1,980	pool rental
EQUIPMENT REPAIR	443	500	500	500	computers, instruments
SUPPLIES	450	2,000	6,968	6,968	allotments, technology
TEXTBOOKS	471	15,000	25,000	25,000	
		464,566	476,466	478,798	
SPECIAL EDUCATION		FY 15	FY 16 EST	FY 17 PROJ	
TEACHERS	315	17,920	18,510	19,463	
AIDES	323	2,679	1,751	2,495	
SUBSTITUTES	329	1,100	2,000	2,000	
FRINGE BENEFITS	350	13,289	13,326	14,233	
SUPPLIES	450	500	1,000	1,000	allotments, technology
		35,488	36,587	39,192	
SPECIAL ED SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
EXTRA DUTY PAY	316	-	-	-	
FRINGE BENEFITS	350	-	-	-	
PROFESSIONAL FEES	410	-	-	-	
STAFF TRAVEL	420	1,887	-	1,378	was 1878
SUPPLIES	450	144	230	230	
		2,031	230	1,608	
STUDENT SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
SPECIALISTS	318	9,000	9,915	8,771	counselor
FRINGE BENEFITS	350	8,805	9,133	9,359	
PROFESSIONAL FEES	410	-	-	-	
STAFF TRAVEL	420	-	735	735	
SUPPLIES	450	300	562	562	
		18,105	20,345	19,427	
INSTRUCTIONAL SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
EXTRA DUTY PAY	316	6,906	5,701	5,701	student co, class adv
SPECIALISTS	318	-	-	-	
AIDES	323	1,486	1,516	1,516	library
FRINGE BENEFITS	350	613	620	620	
PROFESSIONAL FEES	410	2,481	3,833	3,833	
STAFF TRAVEL	420	937	-	1,000	
STUDENT TRAVEL	425	2,684	4,000	3,500	bees, music, 8th grade trip
COMMUNICATIONS	433	7,000	7,000	7,000	postage, phone
INTERNET	434	27,157	35,174	35,442	
EQUIP REPAIR	443	500	12,000	12,000	copier, computers & vans
SUPPLIES	450	32,405	15,909	17,000	lib, tech, copier was 20000
DUES	491	(145)	323	323	NWAS
		82,024	86,076	87,934	

## FY 17 BUDGET WORKSHEET

MIDDLE SCHOOL					
SCHOOL ADMINISTRATION		FY 15	FY 16 EST	FY 17 PROJ	
PRINCIPAL	313	48,436	48,652	48,652	.50 FTE
FRINGE BENEFITS	350	16,886	17,324	17,829	
PROFESSIONAL FEES	410	-	-		
STAFF TRAVEL	420	1,392	1,513	1,513	
COMMUNICATIONS	433	800	800	1,067	Iphone & Ipad
SUPPLIES	450	686	2,911	2,911	
DUES	491		598	598	AAMSP
		68,200	71,798	72,569	
SCHOOL ADMIN SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
SUPPORT STAFF	324	31,366	32,642	33,970	MS secretary
SUBSTITUTES	329	800	800	800	
FRINGE BENEFITS	350	31,157	32,608	34,185	
SUPPLIES	450	1,302	500	500	
		64,625	66,550	69,454	
MAINTENANCE		FY 15	FY 16 EST	FY 17 PROJ	
CUSTODIANS	325	112,381	43,831	49,794	
FRINGE BENEFITS	350	39,135	34,373	37,412	
PROFESSIONAL FEES	410	7,223	8,422	7,996	
<i>W/S/G</i>	<i>431</i>	<i>12,050</i>	<i>12,050</i>	<i>12,050</i>	
ELECTRICITY	436	24,091	30,714	29,714	
HEATING OIL	438	7,000	5,595	5,595	1,500 gal @ 3.73
<i>HEATING OIL</i>	<i>438</i>	<i>12,085</i>	<i>12,085</i>	<i>12,085</i>	
PURCHASED SERVICES	440	1,810	1,000	5,000	fire alarms, appl, boilers 100
RENTALS	441	6,000	1,000	3,000	Tyler Rental, gym repair wa
EQUIPMENT REPAIRS	443	550	550	550	
INSURANCE	445	9,688	9,688	9,688	
SUPPLIES	450	80,778	20,000	23,500	was 25000
EQUIPMENT	510	-	-	-	
		312,791	179,308	196,384	
STUDENT ACTIVITIES		FY 15	FY 16 EST	FY 17 PROJ	
EXTRA DUTY PAY	316	19,783	21,621	21,621	
BUS DRIVERS	327	2,251	1,035	2,035	
REFEREES	330	2,045	1,907	1,907	
FRINGE BENEFITS	350	6,093	6,027	6,338	
OFFICIATING TRAVEL	418	20	60	60	
STAFF TRAVEL	420	-	-		
STUDENT TRAVEL	425	11,731	12,500	12,000	was 12,500
<i>RENTALS</i>	<i>441</i>	<i>-</i>	<i>-</i>	<i>-</i>	
SUPPLIES	450	4,029	5,000	5,000	
DUES	491	-	-		
		45,952	48,150	48,961	

## FY 17 BUDGET WORKSHEET

HIGH SCHOOL		FY 15	FY 16 EST	FY 17 PROJ
SUPERINTENDENT	311			
PRINCIPALS	313	95,870	94,767	94,767
DIRECTORS	314			
TEACHERS	315	576,890	553,434	560,925
EXTRA DUTY PAY	316	54,605	56,966	56,966
SPECIALISTS	318	26,999	29,746	26,314
SCHOOL BOARD	320			
AIDES	323	38,087	39,756	41,423
SUPPORT STAFF	324	35,885	31,987	33,970
CUSTODIANS	325	62,428	64,931	66,500
BUS DRIVERS	327	3,000	3,500	3,500
SUBSTITUTES	329	19,429	16,018	16,018
REFEREES	330	6,115	8,000	8,000
FRINGE BENEFITS	350	394,191	400,037	415,356
LEAVE BUYOUT	359			
PROFESSIONAL FEES	410	10,741	20,382	37,560
PROF FEES (ALLOTMENT)	412			
<i>FITNESS CENTER</i>	<i>412</i>	<i>2,356</i>	<i>2,356</i>	<i>2,356</i>
AUDITING	412			
LEGAL FEES	414			
OFFICIATING FEES	418	180	1,902	1,902
STAFF TRAVEL	420	6,506	11,794	12,168
STUDENT TRAVEL	425	141,325	151,573	147,778
<i>W/S/G</i>	<i>431</i>	<i>9,408</i>	<i>9,408</i>	<i>9,408</i>
COMMUNICATIONS	433	8,295	8,295	8,559
INTERNET	434	28,100	25,634	40,000
<i>ELECTRICITY</i>	<i>436</i>			
ELECTRICITY	436	44,000	41,248	60,644
HEATING OIL	438	41,414	33,889	43,389
PURCHASED SERVICES	440	25,000	5,000	5,000
<i>RENTALS</i>	<i>441</i>	<i>5,005</i>	<i>5,005</i>	<i>5,005</i>
RENTALS	441	1,439	1,000	1,000
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>1,875</i>	<i>1,875</i>	<i>1,875</i>
EQUIPMENT REPAIR	443	4,510	6,000	6,000
INSURANCE	445	17,719	18,452	17,719
SUPPLIES	450	63,816	95,933	98,633
TEXTBOOKS	471	20,000	25,000	25,000
DUES	491	2,424	3,204	3,204
INDIRECT COST	495			
EQUIPMENT	510	60,000	-	-
FOOD SERVICE	552			
TRANSPORTATION	553			
SPECIAL PROJECTS	554			
STAFF HOUSING	555			
		1,807,612	1,767,092	1,850,936
	Ck fig	1,807,612	1,767,092	1,850,936

## FY 17 BUDGET WORKSHEET

HIGH SCHOOL					
INSTRUCTION		FY 15	FY 16 EST	FY 17 PROJ	
TEACHERS	315	520,005	492,136	497,720	
AIDES	323	-	-	-	
SUBSTITUTES	329	15,808	11,135	11,135	
FRINGE BENEFITS	350	221,898	214,845	223,287	
<i>FITNESS CENTER</i>	<i>412</i>	<i>2,356</i>	<i>2,356</i>	<i>2,356</i>	<i>weight room</i>
EQUIPMENT REPAIR	443	1,000	1,000	1,000	computers, instruments
SUPPLIES	450	9,048	18,280	28,280	includes supp. Voc tech
TEXTBOOKS	471	20,000	25,000	25,000	
		790,115	764,752	788,778	
SPECIAL EDUCATION		FY 15	FY 16 EST	FY 17 PROJ	
TEACHERS	315	56,885	61,298	63,205	
AIDES	323	20,724	21,565	22,428	
SUBSTITUTES	329	100	1,000	1,000	
FRINGE BENEFITS	350	34,087	39,645	41,386	
SUPPLIES	450	100	1,000	2,700	allot, tech
		111,896	124,508	130,719	
SPECIAL ED SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
PROFESSIONAL FEES	410	-	-	-	
STAFF TRAVEL	420	1,604	986	986	
SUPPLIES	450	1,503	500	1,500	
		3,107	1,486	2,486	
STUDENT SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
EXTRA DUTY PAY	316		-	-	peer helpers
SPECIALISTS	318	26,999	29,746	26,314	counselor
FRINGE BENEFITS	350	18,106	19,030	19,290	
PROFESSIONAL FEES	410		-	-	was 1000
STAFF TRAVEL	420	-	822	822	
STUDENT TRAVEL	425		2,773	2,773	HOBY/college fair
SUPPLIES	450	100	300	300	
		45,205	52,671	49,499	
INSTRUCTIONAL SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
EXTRA DUTY PAY	316	16,080	15,751	15,751	class adv, student co
SPECIALISTS	318	-	-	-	
AIDES	323	17,363	18,191	18,994	library
FRINGE BENEFITS	350	7,308	7,767	8,017	
PROFESSIONAL FEES	410	4,519	16,822	30,000	Odd,Pwersch,tuition/Earl
STAFF TRAVEL	420	905	3,686	4,060	was 5060
STUDENT TRAVEL	425	30,118	23,500	21,500	music & acdc was 23,500
COMMUNICATIONS	433	7,500	7,500	7,500	postage, phone
INTERNET	434	28,100	25,634	40,000	
EQUIP REPAIR	443	3,510	5,000	5,000	copier & vans
SUPPLIES	450	27,000	22,187	19,187	library, copier was 22187
DUES	491	445	810	810	Adv Ed, Nassp
EQUIPMENT	510	60,000	-	-	
		202,848	146,848	170,819	



## FY 17 BUDGET WORKSHEET

HIGH SCHOOL					
SCHOOL ADMINISTRATION		FY 15	FY 16 EST	FY 17 PROJ	
PRINCIPAL	313	95,870	94,767	94,767	
FRINGE BENEFITS	350	33,818	37,018	38,189	
STAFF TRAVEL	420	300	2,001	2,001	
COMMUNICATIONS	433	795	795	1,059	cell phone & Ipad
SUPPLIES	450	937	891	891	
DUES	491	614	614	614	AAHSP
		132,334	136,086	137,520	
SCHOOL ADMIN SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
SUPPORT STAFF	324	35,885	31,987	33,970	hs secretary
SUBSTITUTES	329	1,550	2,283	2,283	
FRINGE BENEFITS	350	32,673	32,517	34,297	
SUPPLIES	450	1,302	275	275	
		71,410	67,062	70,824	
MAINTENANCE		FY 15	FY 16 EST	FY 17 PROJ	
CUSTODIANS	325	62,428	64,931	66,500	
SUBSTITUTES	329	1,971	1,600	1,600	
FRINGE BENEFITS	350	40,492	42,534	44,209	
PROFESSIONAL FEES	410	1,000	960	4,960	
<i>W/S/G</i>	<i>431</i>	<i>9,408</i>	<i>9,408</i>	<i>9,408</i>	
ELECTRICITY	436	44,000	41,248	60,644	
HEATING OIL	438	41,414	33,889	43,389	
PURCHASED SERVICES	440	25,000	5,000	5,000	fire ala, appl, was 10000
RENTALS	441	1,439	1,000	1,000	was 4000
<i>ROAD MAINTENANCE</i>	<i>442</i>	<i>1,875</i>	<i>1,875</i>	<i>1,875</i>	<i>snow removal</i>
EQUIPMENT REPAIRS	443	-	-	-	
INSURANCE	445	17,719	18,452	17,719	
SUPPLIES	450	18,000	30,000	23,000	was 25000
EQUIPMENT	510	-	-	-	
		264,746	250,897	279,304	
STUDENT ACTIVITIES		FY 15	FY 16 EST	FY 17 PROJ	
EXTRA DUTY PAY	316	38,525	41,215	41,215	
BUS DRIVERS	327	3,000	3,500	3,500	
REFEREES	330	6,115	8,000	8,000	
FRINGE BENEFITS	350	5,809	6,681	6,681	
PROFESSIONAL FEES	410	5,222	2,600	2,600	drug screening
OFFICIATING TRAVEL	418	180	1,902	1,902	official's travel
STAFF TRAVEL	420	3,697	4,299	4,299	AD meetings
STUDENT TRAVEL	425	111,207	125,300	123,505	was 125,300
<i>RENTALS</i>	<i>441</i>	<i>5,005</i>	<i>5,005</i>	<i>5,005</i>	<i>swim team &amp; wrestling team</i>
SUPPLIES	450	5,826	22,500	22,500	
DUES	491	1,365	1,780	1,780	
		185,951	222,782	220,987	

## FY 17 BUDGET WORKSHEET

PACE CORRESPONDENCE		FY 15	FY 16 EST	FY 17 PROJ
SUPERINTENDENT	311			
PRINCIPALS	313	46,684	47,383	48,017
DIRECTORS	314			
TEACHERS	315	247,660	246,681	251,694
SPECIALISTS	318	-	-	-
SCHOOL BOARD	320			
AIDES	323	78,507	76,717	84,605
SUPPORT STAFF	324			
CUSTODIANS	325	1,843	2,239	2,500
BUS DRIVERS	327			
SUBSTITUTES	329			
FRINGE BENEFITS	350	184,472	189,593	209,002
LEAVE BUYOUT	359			
<i>PROFESSIONAL FEES</i>	<i>410</i>			
PROFESSIONAL FEES	410	22,600	32,900	29,900
PROF FEES (ALLOTMENT)	412	260,609	260,609	260,609
<i>FITNESS CENTER</i>	<i>412</i>	<i>1,296</i>	<i>1,296</i>	<i>1,296</i>
AUDITING	412			
LEGAL FEES	414			
OFFICIATING FEES	418			
STAFF TRAVEL	420	23,367	23,142	21,276
STUDENT TRAVEL	425			
<i>W/S/G</i>	<i>431</i>			
COMMUNICATIONS	433	16,984	15,000	15,000
INTERNET	434	41,473	42,400	46,400
<i>ELECTRICITY</i>	<i>436</i>			
ELECTRICITY	436	1,653	1,188	1,500
HEATING OIL	438	1,500	1,992	2,500
PURCHASED SERVICES	440	23,320	8,308	8,308
<i>RENTALS</i>	<i>441</i>			
RENTALS	441	54,160	53,790	53,790
<i>ROAD MAINTENANCE</i>	<i>442</i>			
EQUIPMENT REPAIR	443	12,771	12,600	12,600
INSURANCE	445	478	478	478
SUPPLIES	450	244,443	238,513	237,484
TEXTBOOKS	471			
DUES	491	1,085	2,789	2,789
INDIRECT COST	495			
EQUIPMENT	510			
FOOD SERVICE	552			
TRANSPORTATION	553			
SPECIAL PROJECTS	554			
STAFF HOUSING	555			
		1,264,905	1,257,618	1,289,748
	Ck fig	1,264,905	1,257,618	1,289,748

## FY 17 BUDGET WORKSHEET

PACE CORRESPONDENCE					
CORRESPONDENCE		FY 15	FY 16 EST	FY 17 PROJ	
TEACHERS	315	233,049	212,600	206,824	
FRINGE BENEFITS	350	86,536	92,374	94,839	
<i>FITNESS CENTER</i>	<i>412</i>	<i>1296</i>	<i>1296</i>	<i>1,296</i>	<i>weight room</i>
EQUIPMENT REPAIR	443	600	600	600	
SUPPLIES	450	130,000	159,616	159,616	allotments
		451,481	466,486	463,175	
SPECIAL EDUCATION		FY 15	FY 16 EST	FY 17 PROJ	
TEACHERS	315	14,611	34,081	44,870	
AIDES	323	-	-	-	
FRINGE BENEFITS	350	26,623	18,756	31,106	
SUPPLIES	450		300	300	
		41,234	53,137	76,276	
SPECIAL ED SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
PROF/TECHNICAL	410	12,100	15,000	15,000	SERRC, speech
STAFF TRAVEL	420	4,835	5,000	5,000	
SUPPLIES	450	3,022	1,146	1,146	
		19,957	21,146	21,146	
INSTRUCTIONAL SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
AIDES	318	78,507	76,717	84,605	
FRINGE BENEFITS	350	52,012	58,474	62,665	
PROFESSIONAL FEES	410	10,500	17,900	14,900	odys was 17900
PROF (ALLOTMENTS)	412	260,609	260,609	260,609	
STAFF TRAVEL	420	12,972	13,866	12,000	
COMMUNICATIONS	433	16,984	15,000	15,000	postage, phone includes an
INTERNET	434	41,473	42,400	46,400	inc allotments
PURCHASED SERVICES	440	8,000	8,000	8,000	advertising
EQUIP REPAIR	443	12,171	12,000	12,000	copiers mostly
SUPPLIES	450	111,421	75,000	74,000	technology, computers
DUES	491	25	1,479	1,479	accreditation & ASAA
		604,674	581,445	591,658	
SCHOOL ADMINISTRATION		FY 15	FY 16 EST	FY 17 PROJ	
PRINCIPAL	313	46,684	47,383	48,017	
FRINGE BENEFITS	350	18,639	19,314	19,717	
STAFF TRAVEL	433	5,560	4,276	4,276	
DUES	491	614	864	864	
		71,497	71,837	72,873	
MAINTENANCE		FY 15	FY 16 EST	FY 17 PROJ	
CUSTODIANS	325	1,843	2,239	2,500	
FRINGE BENEFITS	350	662	675	675	
ELECTRICITY	436	1,653	1,188	1,500	5% increase
HEATING OIL	438	1,500	1,992	2,500	10% decrease
PURCHASED SERVICES	440	15,320	308	308	
RENTALS	441	54,160	53,790	53,790	
INSURANCE	445	478	478	478	
SUPPLIES	450		2451	2422	includes pace repair a
		75,616	63,121	64,173	
STUDENT ACTIVITIES					
DUES	491	446	446	446	

## FY 17 BUDGET WORKSHEET

DISTRICT-WIDE		FY 15	FY 16 EST	FY 17 PROJ
SUPERINTENDENT	311	83,500	81,000	87,021
PRINCIPALS	313			
DIRECTORS	314	133,215	201,729	137,564
TEACHERS	315	-	-	-
SPECIALISTS	316	-	-	-
SCHOOL BOARD	320	1,680	1,680	1,680
AIDES	323	76,631	79,199	80,800
SUPPORT STAFF	324	90,895	74,886	78,564
CUSTODIANS	325			
BUS DRIVERS	327			
SUBSTITUTES	329	-	-	-
FRINGE BENEFITS	350	225,310	256,875	250,778
PERS/TRS ON-BEHALF	350	1,081,483	1,081,483	1,081,483
LEAVE BUYOUT	359	25,000	25,000	25,000
<i>PROFESSIONAL FEES</i>	<i>410</i>			
PROFESSIONAL FEES	410	167,142	173,982	170,982
PROF FEES (ALLOTMENT)	412			
<i>FITNESS CENTER</i>	<i>412</i>			
AUDITING	412	14,282	17,062	17,062
LEGAL FEES	414	3,800	5,500	7,500
OFFICIATING FEES	418			
STAFF TRAVEL	420	40,854	47,355	39,855
STUDENT TRAVEL	425			
<i>W/S/G</i>	<i>431</i>			
W/S/G	431			
COMMUNICATIONS	433	5,352	4,592	5,091
INTERNET	434	-	-	-
<i>ELECTRICITY</i>	<i>436</i>			
ELECTRICITY	436			
HEATING OIL	438			
PURCHASED SERVICES	440	2,000	2,000	2,000
<i>RENTALS</i>	<i>441</i>			
RENTALS	441	-	-	-
<i>ROAD MAINTENANCE</i>	<i>442</i>			
EQUIPMENT REPAIR	443	-	25	25
INSURANCE	445	9,330	13,073	13,073
SUPPLIES	450	13,923	16,596	16,804
TEXTBOOKS	471			
DUES	491	12,974	11,327	13,327
INDIRECT COST	495	(27,536)	(30,000)	(30,000)
EQUIPMENT	510	-	-	-
FOOD SERVICE	552	22,000	18,000	22,000
TRANSPORTATION	553	-	-	-
SPECIAL PROJECTS	554	-	-	-
<i>STAFF HOUSING</i>	<i>555</i>	<i>2,194</i>	<i>2,194</i>	<i>2,194</i>
		1,984,029	2,083,558	2,022,802
Ck fig		1,984,029	2,083,558	2,022,802

## FY 17 BUDGET WORKSHEET

DISTRICT-WIDE					
INSTRUCTION		FY 15	FY 16 EST	FY 17 PROJ	
PERS/TRS ON-BEHALF	350	1,081,483	1,081,483	1,081,483	
LEAVE BUY-OUT	359	25,000	25,000	25,000	
SPECIAL ED SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
DIRECTOR	314	27,000	27,000	27,000	SPED director
SPECIALIST	318	-	-	-	
SUPPORT STAFF	324	-	-	-	
SUBSTITUTES	329	-	-	-	
FRINGE BENEFITS	350	14,954	10,480	11,003	
PROFESSIONAL FEES	410	92,831	92,935	92,935	SERRC
STAFF TRAVEL	420	1,201	3,000	2,000	was 1000
SUPPLIES	450	830	772	772	
		136,816	134,187	133,710	
STUDENT SUPPORT					
FRINGE BENEFITS	350	-	-		On-behalf other funds
INSTRUCTIONAL SUPPORT		FY 15	FY 16 EST	FY 17 PROJ	
DIRECTOR	314	27,022	70,554	42,704	Brad King
TEACHER	315	-	-	-	
AIDES	318	76,631	79,199	80,800	tech & grants
FRINGE BENEFITS	350	79,020	105,672	110,127	
PROFESSIONAL FEES	410	55,000	68,000	58,000	Psch,stf dev/KarenC.I TEC /
STAFF TRAVEL	420	10,222	9,048	7,048	was 9048
COMMUNICATIONS	433	2,131	1,500	1,500	
RENTALS	441	-	-	-	
EQUIP REPAIR	443		25	25	
SUPPLIES	450	5,844	10,000	10,000	evaluation tool
DUES	491	50	1,000	1,000	OETC, ASDN
		255,920	344,998	311,203	
DISTRICT ADMINISTRATION		FY 15	FY 16 EST	FY 17 PROJ	
SUPERINTENDENT	313	83,500	81,000	87,021	
SCHOOL BOARD	329	1,680	1,680	1,680	
FRINGE BENEFITS	350	31,457	31,812	33,383	
CHIEF ADMIN SERVICES	419	-	-	-	
STAFF TRAVEL	420	24,000	30,000	24,000	was 30,000
COMMUNICATIONS	433	750	1,031	1,260	cell phones & Ipad
SUPERINTENDENT HIRE	440	-	-	-	
SUPPLIES	450	3,036	2,392	2,400	
DUES	491	9,842	8,940	8,940	AASB, T-T
		154,265	156,855	158,684	

## FY 17 BUDGET WORKSHEET

DISTRICT-WIDE					
DISTRICT ADMIN SUPPORT					
		FY 15	FY 16 EST	FY 17 PROJ	
SUPPORT STAFF	324	90,895	74,886	78,564	A/P, bus mgr, grant writer
FRINGE BENEFITS	350	56,184	51,329	53,927	
PROFESSIONAL FEES	410	10,178	3,914	10,914	CIP, online policy, data tear
AUDITING	412	14,282	17,062	17,062	
LEGAL	414	3,800	5,500	7,500	
STAFF TRAVEL	420	5,431	3,807	5,807	was 4807
COMMUNICATIONS	433	1,666	1,256	1,256	
PURCHASED SERVICES	440	2,000	2,000	2,000	ads, bank charges
INSURANCE	445	9,330	13,073	13,073	
SUPPLIES	450	4,077	2,600	2,800	office, checks, prop tags
DUES & FEES	491	3,082	1,387	3,387	
INDIRECT RECOVERY	495	(27,536)	(30,000)	(30,000)	
		173,389	146,814	166,290	
MAINTENANCE					
		FY 15	FY 16 EST	FY 17 PROJ	
DIRECTOR	314	79,193	104,175	67,860	
SUPPORT STAFF	324	-	-	-	
FRINGE BENEFITS	350	43,695	57,582	42,338	
PROFESSIONAL FEES	410	9,133	9,133	9,133	SERRC
STAFF TRAVEL	420		1,500	1,000	was 1500
COMMUNICATIONS	433	805	805	1,075	cell phone & Ipad
SUPPLIES	450	136	832	832	office
EQUIPMENT	510	-	-	-	
		132,962	174,027	122,238	
FUND TRANSFERS					
		FY 15	FY 16 EST	FY 17 PROJ	
FOOD SERVICE	552	22,000	18,000	22,000	
TRANSPORTATION	553	-	-	-	
SPECIAL PROJECTS	554		-		
STAFF HOUSING	555	2,194	2,194	2,194	
		24,194	20,194	24,194	



## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: April 29, 2016  
RE: Cooperative Fire Protection Agreement with US Forest Service

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Attached you will find a copy of the proposed cooperative fire protection agreement between the City of Craig and the US Forest Service. The Forest Service contacted me to ask if the city would consider entering into the agreement. It is my understanding that the agency is working with cities and boroughs around the region on similar agreements.

In short, the document sets out the parameters that the city and USFS will follow when both agencies are involved in firefighting activities within the Craig city limits. The US Forest Service, or the Bureau of Land Management, are responsible for costs related to fighting fires on national forest and ANCSA lands. The City of Craig fire department will assist the federal agencies as it is able and as governed in the agreement. The federal agencies will mobilize to fight wildland fires only. Structure fires in the city limits remain the responsibility of the Craig Volunteer Fire Department.

The document includes a schedule of reimbursement for firefighting equipment and assistance. The City of Craig cannot be charged a fee for federal provision of firefighting services without the city's express consent. Similarly, the city may provide firefighting services to the federal agencies and be eligible for reimbursement of expenses based on a prior request for assistance from the Forest Service or BLM.

The proposed agreement benefits both the City of Craig and the Forest Service. The city will incur no costs under the agreement without its consent, and there is no cost in maintaining the agreement over its five year term.

### **Recommendation**

Authorize staff to sign the agreement.

Recommended motion: I move to direct staff to sign the proposed cooperative fire protection agreement between the City of Craig and the US Forest Service.



FS Agreement No. 16-FI-11100551-003  
Cooperator Agreement No. \_\_\_\_\_

**COOPERATIVE FIRE PROTECTION AGREEMENT**  
**Between The**  
**CRAIG VOLUNTEER FIRE DEPARTMENT**  
**And The**  
**USDA, FOREST SERVICE**  
**TONGASS NATIONAL FOREST**

This COOPERATIVE FIRE PROTECTION AGREEMENT is made and entered into by and between the Craig Volunteer Fire Department, hereinafter referred to as the "Department," and the USDA, Forest Service Tongass National Forest, hereinafter referred to as the "U.S. Forest Service," under the authority and provisions of: Reciprocal Fire Protection Act of May 27, 1995 (42 U.S.C. 1856a), Granger-Thye Act of April 24, 1950 (16 U.S.C. 572), Cooperative Funds and Deposits Act of December 12, 1975, Pub. L. 94-148, 16 U.S.C. 565a1-a3, as further authorized by Division F, Title IV, Sec. 417 of the Consolidated Appropriations Act 2008 (Pub. L. 110-161).

**I. PURPOSE**

The purpose of this Agreement is to provide for cooperation in the prevention, detection and suppression of wildland fires within the protection areas of parties signatory to this Agreement.

This Agreement provides for cooperation only in wildland fire management activities. The U.S. Forest Service shall not respond to structure fires, vehicle fires, dump/landfill fires, or traffic accidents in lieu of the Department. The U.S. Forest Service may, as available, respond to such incidents when adjacent wildlands covered under this Agreement are threatened by fire from such incidents

**II. STATEMENT OF MUTUAL BENEFITS AND INTERESTS**

The U.S. Forest Service has the responsibility for prevention, protection and suppression of wildland fires on National Forest administered lands, and on adjacent or intermingled State and private forested lands as identified through written agreement.

The Department has the responsibility for prevention, detection, and suppression of structure and other non-wildland fires within their area of responsibility. These structures and lands protected by the Department are intermingled or adjacent to lands protected by the Forest Service.

Therefore it is mutually advantageous, and in the public interest, for the parties to coordinate their efforts in the prevention, detection, and suppression of wildfires in and adjacent to their areas of responsibility.



**III. GENERAL PROVISIONS**

1. **NONDISCRIMINATION.** The Department shall comply with all Federal statutes relating to nondiscrimination and all applicable requirements of all other Federal laws, Executive orders, regulations, and policies. These include, but are not limited to Sections 119 and 504 of the Rehabilitation Act of 1973 as amended, which prohibits discrimination on the basis of race, color, religion, sex, age, national origin, marital status, familial status, sexual orientation, participation in any public assistance program, or disability.
2. **PRINCIPAL CONTACTS.** Individuals listed below are authorized to act in their respective areas for matters related to this agreement.

**Principal Cooperator Contacts:**

<b>Cooperator Program Contact</b>	<b>Cooperator Administrative Contact</b>
Name: JT Ratzat, Officer Address: PO Box 725 City, State, Zip: Craig, AK 99921 Telephone: (907) 826-2345 FAX: Email: <a href="mailto:info@craigak.com">info@craigak.com</a>	Name: Jon Bolling, City Administrator Address: PO Box 725 City, State, Zip: Craig, AK 99921 Telephone: (907) 826-3275 FAX: (907) 826-3278 Email: <a href="mailto:jbolling@aptalaska.net">jbolling@aptalaska.net</a>

**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Name: Tristan Fluharty Address: 648 Mission Street City, State, Zip: Ketchikan, AK 99901 Telephone: 907-228-6223 FAX: 907-228-6313 Email: <a href="mailto:tfluharty@fs.fed.us">tfluharty@fs.fed.us</a>	Name: Pamela Ward Address: 90-F Glenda Trace #420 City, State, Zip: Newnan, GA 30265 Telephone: 470-215-3437 FAX: 770-872-0957 Email: <a href="mailto:pamelaward@fs.fed.us">pamelaward@fs.fed.us</a>

3. **RECIPROCAL FIRE WAIVER OF CLAIMS.** Parties to this agreement shall each be responsible for their own losses arising out of the performance of this agreement, and each Party hereby waives any claim against any other Party for compensation for any loss or damage of its property and/or personal injury or death of its employees or agents occurring as a consequence of performance of this agreement; provided, this provision shall not relieve any Party from responsibility for claims from third parties for losses for which the Party is otherwise legally liable.
4. **FREEDOM OF INFORMATION ACT (FOIA).** Public access to award records shall not be limited, except when such records must be kept confidential and



would have been exempted from disclosure pursuant to "Freedom of Information" regulations (5 U.S.C. 552).

5. TEXT MESSAGING WHILE DRIVING. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All cooperators, their employees, volunteers, and contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.
6. TERMINATION BY MUTUAL AGREEMENT. This award may be terminated, in whole or part, as follows:
  - When the U.S. Forest Service and the Department agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.
  - By 30 days written notification by the Department to the U.S. Forest Service setting forth the reasons for termination, effective date, and in the case of partial termination, the portion to be terminated.

If, in the case of a partial termination, the U.S. Forest Service determines that the remaining portion of the award will not accomplish the purposes for which the award was made, the U.S. Forest Service may terminate the award in its entirety.

Upon termination of an award, the Department shall not incur any new obligations for the terminated portion of the award after the effective date, and shall cancel as many outstanding obligations as possible. The U.S. Forest Service shall allow full credit to the Department for the United States Federal share of the non-cancelable obligations properly incurred by the Department up to the effective date of the termination. Excess funds shall be refunded within 60 days after the effective date of termination.

7. MODIFICATION. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.



8. ANNUAL OPERATING PLANS. The parties will mutually agree on an Annual Operating Plan (AOP). This AOP will include protection area maps for all parties, current rates for use of the Department's equipment and personnel, lists of principal personnel, dispatching procedures, and any other items identified in this Agreement as necessary for efficient implementation. This AOP shall become attached to and a part of this Agreement. The FOREST SERVICE will schedule a meeting with the DEPARTMENT if it is necessary to resolve or clarify issues in the AOP.
9. PROTECTING PARTY. The party responsible for providing direct fire protection in a given area pursuant to this Agreement.
10. SUPPORTING PARTY. A party providing suppression assistance or other support and resources to the Protecting Party.
11. JURISDICTIONAL PARTY. The party which has overall land and resource management and/or protection responsibility as provided by law.
12. RECIPROCAL FIRE PROTECTION. As deemed appropriate, the parties will establish reciprocal initial attack areas for lands of intermingled or adjoining protection responsibilities. Within such areas the SUPPORTING party will, upon request or voluntarily, take initial attack action in support of the PROTECTING party. The PROTECTING party will not be required to reimburse the SUPPORTING party for initial attack actions taking place in these areas within the first 4 hours following initial dispatch of suppression resources. All assistance beyond this mutual aid period will be assistance by hire and will be billed retroactively for the full period from the time of initial dispatch. Reciprocal initial attack areas will be mapped and made a part of the AOP.
13. REQUESTED ASSISTANCE. Outside initial attack areas, when requested by the PROTECTING party, the SUPPORTING party will, within their capability, provide initial action or other support on wildland fires. Such requested assistance is reimbursable.
14. INDEPENDENT ACTION. Except as otherwise described in the AOP, any party on its own initiative and without reimbursement may go upon lands protected by another party to suppress wildfires, if the fire is a threat to property within that party's protection responsibility. In such instances, the party taking action will promptly notify the protecting party.

If either party takes action on a fire independently, the SUPPORTING party will furnish the PROTECTING party a preliminary report (oral) within 24 hours of the action taken and a written incident report with ten (10) days.



15. NOTIFICATIONS. Each party will promptly notify the PROTECTING party of fires burning on or threatening lands for which that party has protection responsibility. When taking action, the SUPPORTING party will, as soon as possible, notify the PROTECTING party in accordance with the AOP, detailing what equipment and personnel have been dispatched to the incident location. Forest Service Dispatch: (907) 228-6211
16. BOUNDARY LINE FIRES. Boundary line fires will be the initial attack responsibility of the PROTECTING parties on either side of the boundary. Neither party will assume the other is aware of the fire, or is taking action. The officer-in-charge who arrives first at the fire will act as Incident Commander. When both parties have arrived it will be mutually agreed to the designation of the Incident Commander.
17. COST SHARING. The parties involved in this agreement will use the rates from the Annual Operating Plan for the first 24 hours on multi-jurisdictional incidents. After 24 hours the parties will jointly develop a written cost share agreement that describes a fair distribution of financial responsibilities.
18. UNIFIED COMMAND. Within the first 24 hours, incidents that burn on or threaten multiple jurisdictions may be managed under a unified command.
19. COMMUNICATION SYSTEMS. The Parties agree to share the use of communication systems, radios and radio frequencies for the execution of this Agreement. Sharing of frequencies must be approved only by authorized personnel for each Party and documented in the AOP.
20. NATIONAL INTERAGENCY INCIDENT MANAGEMENT SYSTEM. The parties to this Agreement will operate under the concepts defined in the National Interagency Incident Management System (NIIMS).
21. DETERMINATION OF CAUSE AND PRESERVATION OF EVIDENCE. Parties will attempt to protect point of origin of the fire and evidence pertaining to the fire cause.
22. TRAINING. Each party will advise the other of applicable cross training opportunities for personnel.
23. BILLING PROCEDURES. The SUPPORTING party will bill the PROTECTING party for actual costs incurred for assistance provided and identified as reimbursable. Reimbursable costs include all costs associated with the direct fire operations and incident support ordered by or for the incident (except as otherwise described in reciprocal initial attack and independent action situations).



- 24. FIRE PREVENTION. Parties agree to share responsibilities and materials for fire prevention activities. Materials may include posters for display in public buildings, businesses and the like. Parties will share responsibility for fire protection and rural fire safety presentations and demonstrations.
- 25. FIRE RESTRICTIONS AND CLOSURES. Parties will coordinate restrictions and closures.
- 26. PRESCRIBED FIRE AND FUELS MANAGEMENT. The JURISDICTIONAL party will inform all parties of prescribed fires it is managing. The parties agree to provide support, when available, in the preparation and implementation of prescribed fire projects. Reimbursement for equipment will be based on rates outlined in the current year's Annual Operating Plan and projects will be added by written modification to the current year's Annual Operating Plan.
- 27. EMPLOYMENT POLICY. Employees of the parties of this Agreement shall at all times be subject only to the laws, regulations, and rules governing their employment, regardless of incident location, and shall not be entitled to compensation or other benefits of any kind other than specifically provided by the terms of their employment.
- 28. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of last signature and is effective through January 30, 2021 at which time it will expire unless extended.
- 29. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.

---

Jon Bolling, City Administrator  
Craig VFD

Date

---

M. Earl Stewart, Forest Supervisor  
U.S. Forest Service, Tongass National Forest

Date



The authority and format of this agreement have been reviewed and approved for signature.

2/8/2016

PAMELA WARD

Date

U.S. Forest Service Grants Management Specialist

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

ATTACHMENT A

ANNUAL OPERATING PLAN

This Annual Operating Plan (AOP) establishes the current rates for use of DEPARTMENT equipment and personnel, lists of principal DEPARTMENT and FOREST SERVICE personnel, dispatching procedures, radio frequencies, and/or any other items identified in this Annual Operating Plan as necessary for efficient implementation.

**Equipment Standards and Rates**

All pay rates will be paid at applicable hourly or daily rate. If both hourly and daily rates are listed, the hourly rate will be used for the first and last shift on the incident, and the daily rate will be used for each shift between the first and last. When available, equipment rates were obtained from the Alaska Department of Natural Resources, Division of Forestry Alaska Incident Business Management Handbook. If rates were not available in the Handbook, the rate was negotiated between the Department and Forest Service.

**Engines**

COMPONENTS	Structure Engines		Wildland Engines				
	1	2	3	4	5	6	7
<b>Pump Rating</b>							
Min. Flow (GPM)	1000	500	150	50	50	50	10
At rated pressure (PSI)	150	150	250	100	100	100	100
<b>Tank Capacity (Gallon)</b>	300+	300+	500+	750+	400+	150+	50+
<b>Hose 2 1/2" (Feet)</b>	1200	1000					
<b>Hose 1 1/2" (Feet)</b>	500	500	1000	300	300	300	
<b>Hose 1" (Feet)</b>			500	300	300	300	200
<b>Ladder</b>	Yes	Yes					
<b>Master Stream (GPM)</b>	500						
<b>Personnel (Minimum Number) Includes: 1 Captain, 1 Apparatus Engineer, and Firefighters</b>	4	3	3	2	2	2	2
<b>Hourly Rate (1<sup>st</sup> and last shift)</b>	\$195	\$185	\$125	\$105	\$90	\$75	\$60
<b>Daily Rate (for shifts between 1<sup>st</sup> and last)</b>	\$2,705	\$2,550	\$1,700	\$1,470	\$1,205	\$1,020	\$820
<b>Double-Crew Daily Rate</b>	\$4,245	\$3,705	\$2,670	\$2,305	\$1,890	\$1,600	\$1,290

\*Rates are consistent with the Alaska Incident Management Handbook(AIMH), Chapter 7  
<http://forestry.alaska.gov/fire/aibmh.htm>



**Other Resources**

MODEL/DESCRIPTION	Rate		
Command Vehicle	\$40/hr or \$520/day		
EMTB (basic)	\$25.64/hr.		
EMTF (fireline qualified)	\$28.72/hr.		
AEMT (advanced)	\$28.72/hr		
Portable Tank	\$100/day		
Rescue Unit	\$2400 daily rate		
Ambulance	\$2400 daily rate		

**Water Tenders**

	Water Tender Types				
	Support			Tactical	
COMPONENTS	S1	S2	S3	T1	T2
Tank Capacity (Gallons)	4000	2500	1000	2000	1000
Pump Minimum Flow (gpm)	300	200	200	250	250
@ Rated Pressure (psi)	50	50	50	150	150
Maximum Refill Time (minutes)	30	20	15		
Pump and Roll				Yes	Yes
Personnel (Minimum Number) Includes: 1 Captain, 1 Apparatus Engineer, and Firefighters	1	1	1	2	2
Equipment Rate (With Personnel) (1 <sup>st</sup> and last shift)	\$135	\$110	\$90	\$110	\$90
Daily Rate (for shifts between 1 <sup>st</sup> and last)	\$1,855	\$1,550	\$1,235	\$1,550	\$1,235
Double-Crew Daily Rate	\$2,910	\$2,430	\$1,940	\$2,430	\$1,940

*Specifications from Interagency Standards for Fire and Fire Aviation Operations chpt 14*

**Equipment -- CRAIG VFD**

MODEL/DESCRIPTION	Unit ID	Tank (gal)	Pump (GPM)	AK License	VIN
Pierce Navistar International	1	750	1,250	XXU729	1HTSDAARXSH613380
Pierce 4400 SBA	2	750	1,250	XYE223	1HTMKZR28H367878

### **Established Initial Attack Area**

The enclosed map, Exhibit A, outlines the protection area of the Department. The Department is responsible for suppression of structural fires with that protection area and has the authority to assist the Forest Service in suppression of wildland fires regardless of land ownership within the Initial Attack Zones displayed in Exhibit A.

The Forest Service is responsible for suppression of wildland fires on National Forest lands and has the delegated authority for suppression of wildland fires regardless of land ownership within the jurisdiction of the Tongass National Forest and within the Initial Attack Zones displayed in Exhibit A.

### **Operations**

The first responding party to a fire incident will identify an Incident Commander who will be responsible for situation assessment and coordination and management of personnel and resources engaged in the incident. Once a qualified representative from the Protecting party arrives on scene, that person may initiate a coordinated transfer of authority and assume command from the Initial Attack Incident Commander on any wildland fire at any time. The Forest Service will assume command if it appears that the incident will go beyond a successful initial attack.

In event that the Fire Department is the first responder to a wildland fire incident on lands protected by the Forest Service, and the initial attack Incident Commander determines if there is an immediate threat of the fire escaping initial attack, that official may request additional assistance from other Forest Service Cooperators and the Forest Service through Forest Dispatch before the arrival of Forest Service personnel.

The Fire Department is to notify the Forest Service and obtain approval for commercial or privately owned resources prior to ordering them to a fire. Upon approval, the Forest Service assumes financial responsibility for payment of those resources. Forest Service Dispatch: (970) 228-6211

Equipment volunteered by individuals or companies may be utilized at the discretion of the Incident Commander. The Incident Commander will notify the Forest Service of any volunteered equipment present on the fire. The Forest Service assumes no responsibility for volunteered equipment up until the Forest Service takes control of the fire. The Forest Service will complete an Emergency Equipment Rental Agreement prior to using these resources.

It shall be the policy of both parties to release the Supporting party's personnel and equipment from emergency duties as soon as practical and mutually agreed between the Forest Service and the Supporting party.

### **Payment Determination**

Payments will be made following the Equipment and Standard Rates in this AOP. Payments will be determined as follows:

The Forest Service will pay a percentage of the total costs for the first 24-hour period or the costs as negotiated in a formal cost share agreement.

**Example:** A fire starts on non-National Forest System land and burns 100 acres. Ten acres are on non-National Forest System land and ninety acres are on National Forest System land. The Forest Service will pay for 90% of the total DEPARTMENT costs for the first 24-hour period.

The first 24-hour period begins at the time resources are initially dispatched to the incident.

Equipment provided by the Fire Department under this agreement is on a fully operational basis, complete with personnel, fuel, oil, and operating supplies.

\*The rates for apparatus supplied through the Federal Excess Property Program are figured at 66 percent of the appropriate hourly or daily rate.

### **Billing Procedures**

Bills will be submitted no later than thirty (30) days from the date of the incident. Equipment Use Shift Tickets (OF-297) must be completed and signed at the incident prior to departure. Shift tickets will be used to complete an Emergency Equipment Use Invoice (OF-286) for each piece of equipment being billed to the Forest Service. Invoices must be signed by the Forest Service and the Department.

Requests for payment documents and billing questions will be addressed by the Forest Fire Management Officer identified in this AOP.

### **Minimum Qualifications and Physical Requirements for Personnel Responding to Incidents on National Forest System Lands**

The following information is taken from the National Wildfire Coordinating Group's Wildland and Prescribed Fire Qualification System Guide (PMS 310-1).

***All fire fighting personnel are required to wear and utilize the following Personal Protective Equipment: nomex shirt and pants, hard hat, leather gloves, 8 inch boots with a lugged sole and an approved fire shelter.***

Minimum training qualifications are: Firefighters and Chief Officers must have successfully completed Fire Fighter Training (S130) and Introduction to Wildland Fire Behavior (S190) as prescribed by the National Wildfire Coordinating Group's Wildland and Prescribed Fire Qualification System Guide PMS 310-1.

Personnel must meet established physical fitness standards as prescribed by the National Wildfire Coordinating Group's Wildland and Prescribed Fire Qualification System Guide PMS 310-1. Determination of the appropriate level of a firefighter's physical fitness may be documented by the test results on three nationally recognized testing methods; the Step Test; the Mile and a Half Run; and the Pack Test. Agencies have the latitude to determine the method of evaluating the physical fitness level of their personnel. However, it should be a measurable evaluation process. Each Fire Chief will provide written certification for each firefighter or Chief Officer.

The following four categories of physical fitness are:

1. **Arduous**. Duties involve fieldwork requiring physical performance calling for above average endurance and superior conditioning. These duties may include an occasional demand for extraordinarily strenuous activities in emergencies under adverse environmental conditions and over extended periods. Requirements include running, walking, climbing, jumping, twisting, bending, and lifting more than 50 pounds; the pace of the work is typically set by the emergency situation.
2. **Moderate**. Duties involve fieldwork requiring complete control of all physical faculties and may include considerable walking over irregular ground, standing for long periods, lifting 25 to 50 pounds, climbing, bending, stooping, squatting, twisting, and reaching. Occasional demands may

be required for moderately strenuous activities in emergencies over long periods. Individuals usually set their own work pace.

3. Light. Duties mainly involve officer type work with occasional field activity characterized by light physical exertion requiring basic good health. Activities may include climbing stairs, standing, operating a vehicle and long hours of work, as well as some bending, and stooping or light lifting. Individuals almost always can govern the extent and pace of their physical activity.
4. None. Duties are normally performed in a controlled environment, such as an incident base or camp. For any position identified in this guide with a fitness level of *None* or any technical specialist positions who have the need to be on the fire line for non-suppression tasks, the required fitness level shall be *Light*.

The Fire Chief of the DEPARTMENT will certify that DEPARTMENT personnel meet the minimum training and physical requirements when responding to incidents as described above. The Forest Supervisor will ensure that all Tongass National Forest personnel meet the minimum training and physical requirements.

**Supplies**

FOREST SERVICE will reimburse or replace DEPARTMENT supplies that were expended on a National Forest System incident. This will be done on an incident-by-incident basis. Documentation must be submitted along with the required payment documents at the time of billing.

**Principal Personnel**

**Craig Volunteer Fire Department**

<b>Name</b>	<b>Position</b>	<b>Day Phone</b>	<b>Night Phone</b>	<b>Cell Phone</b>
David Nelson	Asst. Chief	907-826-3275	907-826-3330	965-4112
JT Ratzat	Lt.	907-826-5850	907-826-5850	401-0201
K. McDonald	Lt.	561-253-4083		
B. Balcom	Firefighter			
B. Bazinet	Firefighter			
S. Claffey	Firefighter			
D. Clark	Firefighter			
T. Conatser	Firefighter			
T. Connor	Firefighter			
F. Lazo	Firefighter			
J. Moots	Firefighter/EMT			
Dan. Nelson	Firefighter			
R. Reynolds	Firefighter			
M. Sheets	Firefighter			
R. Trojan	Firefighter			

*\*Incident Qualifications Card*

**U.S. Forest Service – Ketchikan-Misty Fjords Ranger District, Tongass National Forest**

Name	Position	Day Phone	Night Phone	Pager/cell*
Tristan Fluharty	Forest FMO	(907) 228-6223		(907) 617-8598
Patti Huddlestun	Forest Aviation Off.	(907) 228-6345		(907) 617-3190
VACANT	Forest AFMO			
Robert Berney	Eng. Module Leader	(907) 828-3233		(406) 250-7836
Matt Anderson	District Ranger	(907) 826-1600		
Earl Stewart	Forest Supervisor	(907) 228-6281		
Tawnya Brummett	Deputy Forest Sup.	(907) 228-6282		
	District FAX	(907) 225-8738		
	Forest FAX	(907) 228-6215		

**Craig Dispatch**

(907) 826-3330

**Tongass National Forest Dispatch Center**

Ketchikan, AK (907) 228-6211

**Radio Frequencies**

**U.S. Forest Service – Tongass National Forest, Ketchikan-Misty Fjords Ranger District**

Shared frequencies between Tongass National Forest and Craig Volunteer Fire Department.

CH	RECEIVE	RX TONE	TRANSMIT	TX TONE	LABEL
1	167.475		167.475		Air to Ground
2	169.575		169.575	100.00	POW Local
3	169.575		164.825	114.8	12 Mile Repeater
4	169.575		164.825	123.0	Twin Peaks Repeater
5	169.575		164.825	136.5	Red Bay Repeater
6	169.575		164.825	151.4	Polk Repeater
7	169.575		164.825	167.9	Bokan Repeater
8	169.575		164.825	203.50	Baird Repeater
9	169.125		168.175	186.20	Port Repeater
10	169.150		169.150	100.00	Revilla Local
11	172.400		168.150	114.8	Burnett Repeater
12	169.175		169.175		Crew Net

**CRAIG VFD FREQUENCIES**

CH	RECEIVE	Rx CG	TRANSMIT	Tx CG	LABEL
	154.38500		154.38500	2.5 kHz	Craig Fire Channel
	155.16000		155.16000	2.5 kHz	Craig EMS Channel
	154.13000		154.13000	2.5 kHz	Klawock Fire & EMS
	151.4150		158.94000		Sunahae

**Radio Procedures**

The Forest Service and the DEPARTMENT will operate on their primary frequencies while responding to an incident. Units will monitor cooperators frequencies when possible in route to an incident. Upon arrival at an incident all units will switch to an established Mutual Aid frequency.

**Dispatching**

Dispatching for the USFS Ketchikan-Misty Fjords Ranger District will be through the Tongass National Forest Dispatch Center at (907) 228-6211.

Dispatching for the DEPARTMENT will be handled by the Craig Police Department Dispatch at (907) 826-3330.

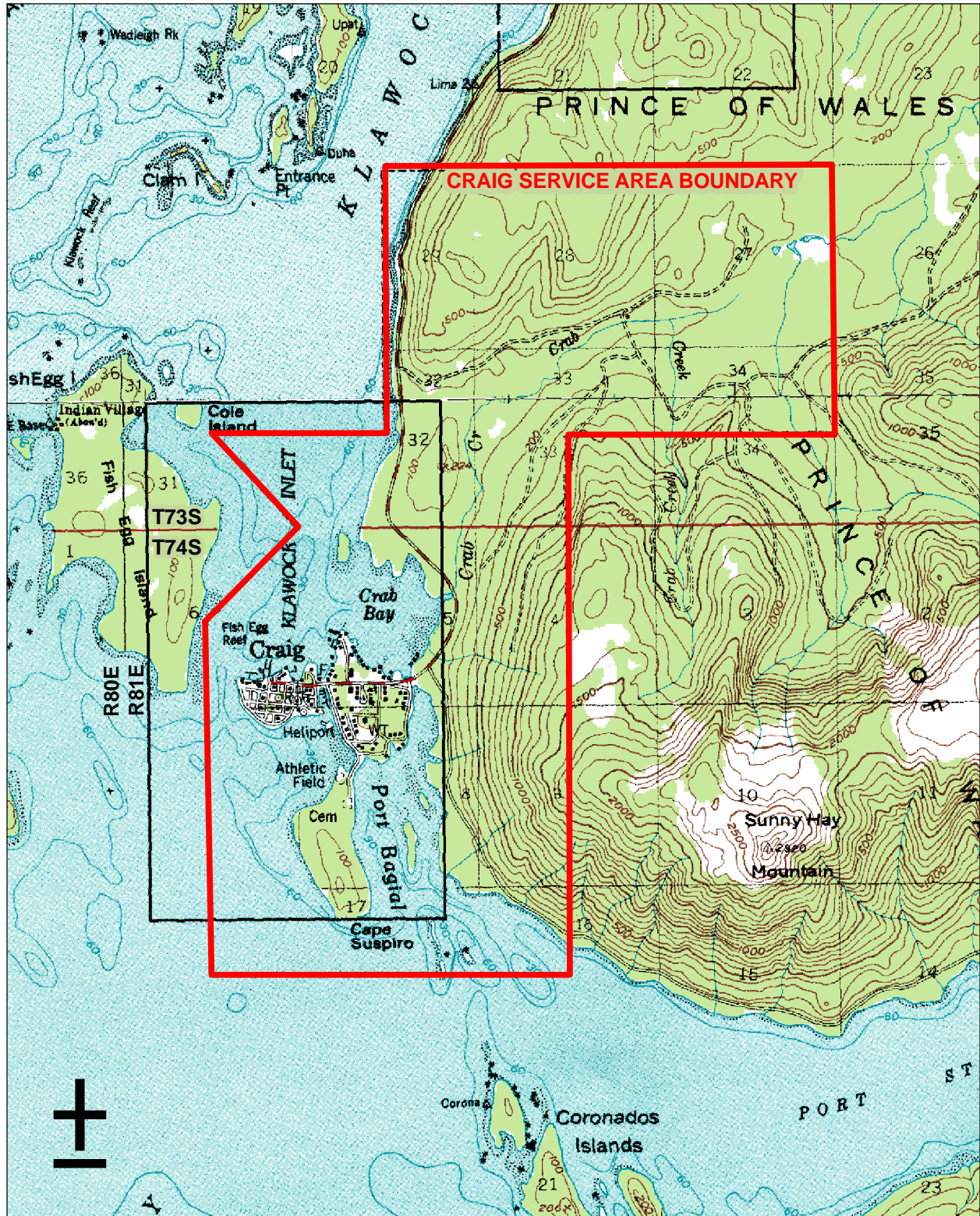
This annual operating plan is in effect from date of last signature until superseded by formal modification executed by both parties.

Except as set forth above, all other terms and conditions of the Cooperative Agreement No. 11-FI-11021005-0\_\_\_\_\_ shall remain the same, unchanged, and in full force and effect.



**Cooperative Fire Protection Agreement  
between  
Craig Volunteer Fire Department  
and  
Tongass National Forest**

Attachment "A"  
FS Agreement No.  
08FI-11100500-026



**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: May 4, 2016  
RE: Bid Opening, Phase IV Street Paving Project – Revised Recommendation

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In the packet for the council’s meeting tomorrow is a cover memo regarding the bid opening for the next phase of street paving in Craig.

Since the packet went out last Friday, Public Works Director Ron McIntosh met with the contractor that bid on the Phase IV paving contract. After some discussion about the scope of the project and our management of it, and the specifications the city will require from the contractor, the contractor was agreeable to lowering his bid price by \$205,745, to \$1,100,506.

In my cover memo included with the packet, I had recommended dropping from the scope of the project paving of JS Drive South, Park Place, and the parking lot at the Craig Aquatic Center. Given the revised bid from the contractor the council should consider maintaining the original scope of the project. If the council elects to maintain the original project scope, the project budget would be that shown in the table below.

Description	Amount
Revised bid amount	\$1,100,506
Contingency	<u>\$101,137</u>
Contract total	\$1,201,643
Less grant funds	<u>(\$1,011,372)</u>
<b>Funding shortfall</b>	<b><u>\$190,271</u></b>

This approach requires a larger draw from the city’s Land Development Fund than the approach recommended in the original memo in the council meeting packet. However, this approach also completes the full range of planned street improvements. If approved at full scope, the remaining unpaved streets in Craig would consist of Windy Way, Night Court, Elizabeth Court, and the remainder of Tanner Crab Court.

Ron’s efforts, and the contractor’s understanding of how the city will manage the project, have created an opportunity here for the city well beyond what we had available to us based on the original bid. The council should take this opportunity to discuss its preference for the scope of the project and direct staff to implement that preference.

**Recommendation**

That the council maintain the original project scope and award the Phase IV paving bid to Southeast Road Builders in an amount not to exceed \$1,201,643.





CRAIG COMMUNITY STREETS , PHASE IV

BID FORM

To: The City of Craig ("Owner"):

The undersigned, having familiarized him/herself with the local conditions and federal, state, or local requirements affecting the cost of the work, and with the Specifications including Invitation for Bids, Instructions to Bidders, this Bid, the Form of Bid Bond, Contractor's Qualification Statement, the Form of Contract, and the Form of Performance and Payment Bond or Bonds, the Scope of Work, and Addenda, in any thereto, herby proposes to furnish all labor, materials, equipment and services required to complete, the following project:

BID: One Million Seventy Thousand Fifteen Dollars and no cents Dollars (\$ 1,070,015.00 ).

The work shall commence at the time stipulated in the Notice to Proceed and shall be substantially complete as defined in the Contract.

In submitting this bid, it is understood that the right is reserved by the Owner to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed or delivered to the undersigned within thirty (45) days after the opening of this bid, or any time thereafter before this bid is withdrawn, the undersigned agrees to execute and deliver a Contract in the prescribed form and furnish the required bond(s) within ten (10) days after the Contract is presented to the undersigned for signature.

The Undersigned declares, under penalty of perjury under the laws of the United States, that neither he or the firm, association, or corporation of which he is a member, has, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this bid.

Security in the sum of Five Percent of the Total Bid Amount Dollars

(\$ 5% of the bid ), in the form of Bid Bond is submitted

herewith in accordance with the Specifications.

The undersigned further acknowledges receipt of the following Addenda:

Addendum No. None Dated , 2016

Addendum No. Dated , 2016

COMPANY: Southeast Road Builders, Inc.

ADDRESS: HC 60 Box 4800, Haines, AK 99827

EMAIL: roger@seroad.com ; cheryls@seroad.com

NAME: Roger Schnabel TITLE: President

SIGNATURE: [Handwritten Signature] DATE: April 25, 2016



## CRAIG COMMUNITY STREETS, PHASE IV

### BID SCHEDULE

Project: Craig City Streets, Phase IV

Bidder please note: Before preparing the bid, carefully read the Invitation to Bid.

Insert a unit bid price, in figures, for each pay item for which a quantity appears in the bid schedule. Multiply the unit price by the quantity for each pay item and show the amount bid. Should any mathematical checks made by the City of Craig show a mistake in the amount bid, the Amount Bid for the item will be based on the Unit Bid Price.

When Lump Sum appears as a unit bid price, insert an amount for each lump sum pay item. Whenever a contingent amount is shown for any time in this bid schedule such amount shall govern and be included in the bid total.

Total the amounts bid for all pay items and insert the total bid amount for the base bid and each alternate on the

Pay Item	Description	Quantity	Unit	Unit Bid Price	Amount Bid
202(1)	Removal of Structures and Obstructions	All Required	Lump Sum	5,000.00	5,000.00
202(2)	Remove Pavement	744	Square Yard	5.00	3,720.00
203(3)	Unclassified Excavation	1,461	Cubic Yard	10.00	14,610.00
301(2)	Aggregate Base Course, Grading D-1	3,874	Ton	30.00	116,220.00
304(1)	Subbase, Grading B	900	Ton	25.00	22,500.00
401(1)	Asphalt Concrete; Type 2, Class B	1,640	Ton	190.00	311,600.00
603(21a)	18-Inch Polyethylene Pipe	590	Linear Foot	110.00	64,900.00
603(21b)	24-Inch Polyethylene Pipe	45	Linear Foot	125.00	5,625.00
604(1)	Storm Sewer Basin	3	Each	4,500.00	13,500.00
604(4)	Adjust Existing Manhole	18	Each	1,000.00	18,000.00
604(5)	Inline Drain	1	Each	1,000.00	1,000.00
608(1a)	Concrete Sidewalk, 4-Inches Thick	252	Square Yard	120.00	30,240.00
608(6)	Curb Ramp	4	Each	1,500.00	6,000.00
609(1)	Curb, Type Mountable	1,311	Linear Foot	40.00	52,440.00
609(2)	Curb, Type Standard	204	Linear Foot	40.00	8,160.00
626(1)	Sanitary Sewer Conduit	10	Linear Foot	200.00	2,000.00
627(6)	Fire Hydrant Relocation	6	Each	2,500.00	15,000.00
627(10)	Adjustment of Valve Box	30	Each	800.00	24,000.00
639(1)	Residence Driveway	84	Each	1,000.00	84,000.00
639(2)	Commercial Driveway	2	Each	2,000.00	4,000.00
640(1)	Mobilization and Demobilization	All Required	Lump Sum	137,000.00	137,000.00
641(1)	Erosion and Pollution Control Administration	All Required	Lump Sum	25,000.00	25,000.00
641(3)	Temporary Erosion and Pollution Control	All Required	Lump Sum	10,000.00	10,000.00
642(1)	Construction Surveying	All Required	Lump Sum	40,000.00	40,000.00
643(2)	Traffic Maintenance	All Required	Lump Sum	35,000.00	35,000.00
646(1)	CPM Scheduling	All Required	Lump Sum	13,000.00	13,000.00
670(1)	Painted Traffic Markings	All Required	Lump Sum	7,500.00	7,500.00

## **CRAIG COMMUNITY STREETS IMPROVEMENTS PHASE IV**

### **SOUTHEAST ROADBUILDERS, INC.**

#### **PRELIMINARY SCHEDULE**

- **Project Bid Date** April 25, 2016
- **Anticipated NTP** May 25, 2016
- **Project Submittals** May 25 – June 25, 2016
- **Material Procurement** June 25 – July 25, 2016
- **Utility work** August 15 – August 30, 2016
- **Storm Sewer** September 1 – September 15, 2016
- **Excavation and Grading** August 20 – September 30, 2016
- **Curb/Gutter/Sidewalk** September 1 – September 30, 2016
- **Paving** Weather dependent/By October 15 if weather allows. May 2017 if pushed to spring.
- **Striping** May 2017



CRAIG COMMUNITY STREETS, PHASE IV

BID BOND

Travelers Casualty and Surety Company of America, as surety ("Surety"),
(Insert Proper Name of Surety)

and Southeast Road Builders, Inc.

(Insert Proper Name of Contractor)

as principal ("Contractor"), enter into, execute this bond ("Bid Bond"), and bind themselves in favor of the City of Craig as obligee ("Owner") in the sum

of \$ -----
(Insert Sum)

or five percent (5%) of the total bid amount

5 .% of the Bid for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the principal has submitted a bid for the Craig Community Streets, Phase IV for the City of Craig project in Craig, Alaska;

WHEREAS, the Owner required the Contractor to furnish this Payment Bond containing the terms and conditions set forth herein as a condition to executing the Construction Contract with the Contractor;

NOW THEREFORE, the Surety and the Contractor, both jointly and severally, and for themselves, their heirs, administrators, executors and successors agree:

To enter into a Contract with the City of Craig in accordance with the terms of such bid, and give such bonds as may be specified in the bidding or Contract Documents with good and sufficient surety for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof, or in the event of the failure of the Principal to enter such Contract and give such bond or bonds, if Principal shall pay to the City of Craig the difference not to exceed the penalty hereof between the amount specified in said bid and such larger amount for which the City of Craig may in good faith contract with another party to perform the Work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect.

SURETY:

CONTRACTOR: Southeast Road Builders, Inc.

OWNER: City of Craig

CONTRACTOR:

SURETY:

Southeast Road Builders, Inc.  
*(INSERT PROPER NAME OF CONTRACTOR)*

SEAL Travelers Casualty and Surety Company of America SEAL  
*(INSERT PROPER NAME OF SURETY)*

By:   
*(SIGNATURE OF AUTHORIZED SIGNATORY)*

By:   
*(SIGNATURE OF AUTHORIZED SIGNATORY)*

Roger Schnabel, President  
*(OFFICE OR TITLE OF PERSON SIGNING)*

Regan Hupf - Attorney-in-fact  
*(OFFICE OR TITLE OF PERSON SIGNING)*





POWER OF ATTORNEY

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company

Attorney-In Fact No. 229644

Certificate No. 006178858

KNOW ALL MEN BY THESE PRESENTS: That Farmington Casualty Company, St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company are corporations duly organized under the laws of the State of Connecticut, that Fidelity and Guaranty Insurance Company is a corporation duly organized under the laws of the State of Iowa, and that Fidelity and Guaranty Insurance Underwriters, Inc., is a corporation duly organized under the laws of the State of Wisconsin (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint

Donald W. Bacic, Kathleen Maria Moss, Marilyn Larson, Regan Hupf, and Christian Rider

of the City of Seattle, State of Washington, their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed and their corporate seals to be hereto affixed, this 28th day of July, 2015.

Farmington Casualty Company
Fidelity and Guaranty Insurance Company
Fidelity and Guaranty Insurance Underwriters, Inc.
St. Paul Fire and Marine Insurance Company
St. Paul Guardian Insurance Company

St. Paul Mercury Insurance Company
Travelers Casualty and Surety Company
Travelers Casualty and Surety Company of America
United States Fidelity and Guaranty Company



State of Connecticut
City of Hartford ss.

By: [Signature]
Robert L. Raney, Senior Vice President

On this the 28th day of July, 2015, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of Farmington Casualty Company, Fidelity and Guaranty Insurance Company, Fidelity and Guaranty Insurance Underwriters, Inc., St. Paul Fire and Marine Insurance Company, St. Paul Guardian Insurance Company, St. Paul Mercury Insurance Company, Travelers Casualty and Surety Company, Travelers Casualty and Surety Company of America, and United States Fidelity and Guaranty Company, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

In Witness Whereof, I hereunto set my hand and official seal.
My Commission expires the 30th day of June, 2016.



[Signature]
Marie C. Tetreault, Notary Public

**Alaska Department of Commerce, Community, and Economic Development**

Division of Corporations, Business and Professional Licensing  
P.O. Box 110806, Juneau, Alaska 99811-0806

This is to certify that

**SOUTHEAST ROAD BUILDERS, INC**

HC 60 BOX 4800 HAINES AK 99827

owned by

SOUTHEAST ROAD BUILDERS, INC

is licensed by the department to conduct business for the period

October 01, 2014 through December 31, 2016  
for the following line of business:

23 - Construction



This license shall not be taken as permission to do business in the state without having complied with the other requirements of the laws of the State or of the United States.

This license must be posted in a conspicuous place at the business location. It is not transferable or assignable.

Susan K. Bell  
Commissioner

No. 23987

Effective: 12/29/2014

Expires: 12/31/2016

# STATE OF ALASKA

DEPARTMENT OF COMMERCE, COMMUNITY & ECONOMIC DEVELOPMENT  
Division of Corporations, Business and Professional Licensing  
P.O. Box 110806, Juneau, Alaska 99811-0806

Certifies that

**SOUTHEAST ROAD BUILDERS INC**

Is A Registered

**General Contractor without Residential Contractor Endorsement**

Commissioner: Fred Parady



**SOUTHEAST ROADBUILDERS, INC.**

**HC 60 Box 4800  
HAINES, AK 99827  
PHONE: (907) 766-2833  
FAX: (907) 766-2832**

**TELECOPY COVER SHEET**

**To: Brian Pederson  
Rodney P. Kinney Associates Inc.**

**Fax: (907) 694-1807**

**TOTAL PAGES: 2 (including cover page)**

**DATE: April 25, 2016**

**RE: Craig Community Streets, Phase IV**

**BID MODIFICATION #1 TO FOLLOW**



## CRAIG COMMUNITY STREETS, PHASE IV

### BID MODIFICATION

Craig Community Streets  
Project Name


Modification Number: **ONE (1)**

Note: All revisions shall be made to the unadjusted bid amount(s).  
Changes to the adjusted bid amounts will be computed by the City of Craig.

PAY ITEM NO.	PAY ITEM DESCRIPTION	REVISION TO UNIT BID PRICE +/-	REVISION TO BID AMOUNT +/-
202(1)	Removal of Structures and Obstructions	+ \$5,100.00	+ \$5,100.00
202(2)	Remove Pavement	+ \$5.50	+ \$4,092.00
203(3)	Unclassified Excavation	+ \$6.00	+ \$8,766.00
301(2)	Aggregate Base Course	+ \$2.00	+ \$7,748.00
304(1)	Subbase, Grading B	+ \$7.00	+ \$6,300.00
401(1)	Asphalt Concrete; Type 2, Class B	+ \$58.00	+ \$95,120.00
604 (4)	Adjust Existing Manhold	+ \$900.00	+ \$16,200.00
604 (5)	Inline Drain	+ \$2,600.00	+ \$2,600.00
608 (1a)	Concrete Sidewalk, 4-Inches Thick	- \$20.00	- \$5,040.00
608 (6)	Curb Ramp	+ \$1,850.00	+ \$7,400.00
626 (1)	Sanitary Sewer Conduit	+ \$380.00	+ \$3,800.00
627(6)	Fire Hydrant Relocation	+ \$2,300.00	+ \$13,800.00

**TOTAL REVISION: \$ + \$165,886.00**

Southeast Road Builders, Inc.  
Name of Bidding Firm

  
Responsible Party Signature

4/25/16  
Date

This form may be duplicated if additional pages are needed.

**SOUTHEAST ROADBUILDERS, INC.**

**HC 60 Box 4800**

**HAINES, AK 99827**

**PHONE: (907) 766-2833**

**FAX: (907) 766-2832**

**TELECOPY COVER SHEET**

**To: Brian Pederson**  
**Rodney P. Kinney Associates Inc.**

**Fax: (907) 694-1807**

**TOTAL PAGES: 2 (including cover page)**

**DATE: April 25, 2016**

**RE: Craig Community Streets, Phase IV**

**BID MODIFICATION #2 TO FOLLOW**



### CRAIG COMMUNITY STREETS, PHASE IV

### BID MODIFICATION

Craig Community Streets  
Project Name

Modification Number: **TWO (2)**

Note: All revisions shall be made to the unadjusted bid amount(s).  
Changes to the adjusted bid amounts will be computed by the City of Craig.

PAY ITEM NO.	PAY ITEM DESCRIPTION	REVISION TO UNIT BID PRICE +/-	REVISION TO BID AMOUNT +/-
627 (10)	Adjustment of Valve Box	+ \$50.00	+ \$1,500.00
639 (1)	Residence Driveway	+ \$125.00	+ \$10,500.00
640 (1)	Mobilization and Demobilization	+ \$40,600.00	+ \$40,600.00
641 (1)	Erosion and Pollution Control Administration	+ \$7,000.00	+ \$7,000.00
641 (3)	Temporary Erosion and Pollution Control	+ \$1,000.00	+ \$1,000.00
642 (1)	Construction Surveying	- \$12,500.00	- \$12,500.00
643 (2)	Traffic Maintenance	+ \$23,250.00	+ \$23,250.00
646 (1)	CPM Scheduling	- \$1,000.00	- \$1,000.00

**TOTAL REVISION: \$ + \$70,350.00**

Southeast Road Builders, Inc.  
Name of Bidding Firm

  
Responsible Party Signature

4/25/16  
Date

This form may be duplicated if additional pages are needed.

**City of Craig  
City Community Streets, Phase IV  
Bid Tabulations**

Item	Description	Quantity	Unit	Unit Cost	Item Cost	Southeast Road Builder						
						Base Bid		Bid Modification 1		Bid Modification 2		
						Unit Price	Item Cost	Unit Price	Item Cost	Unit Price	Item Cost	Unit Price
202(1)	Removal of Structures and Obstructions	All Required	Lump Sum	\$10,000	\$10,000	\$5,000.00	\$5,000.00	\$5,100.00	\$5,100.00		\$10,100.00	\$10,100.00
202(2)	Remove Pavement	744	Square Yard	\$10	\$7,440	\$5.00	\$3,720.00	\$5.50	\$4,092.00		\$10.50	\$7,812.00
203(3)	Unclassified Excavation	1,461	Cubic Yard	\$22	\$32,142	\$10.00	\$14,610.00	\$6.00	\$8,766.00		\$16.00	\$23,376.00
301(2)	Aggregate Base Course, Grading D-1	3,874	Ton	\$26	\$100,724	\$30.00	\$116,220.00	\$2.00	\$7,748.00		\$32.00	\$123,968.00
304(1)	Subbase, Grading B	900	Ton	\$26	\$23,400	\$25.00	\$22,500.00	\$7.00	\$6,300.00		\$32.00	\$28,800.00
401(1)	Asphalt Concrete; Type 2, Class B	1,640	Ton	\$180	\$295,200	\$190.00	\$311,600.00	\$58.00	\$95,120.00		\$248.00	\$406,720.00
503(21a)	18-Inch Polyethylene Pipe	590	Linear Foot	\$50	\$29,500	\$110.00	\$64,900.00				\$110.00	\$64,900.00
503(21b)	24-Inch Polyethylene Pipe	45	Linear Foot	\$68	\$3,060	\$125.00	\$5,625.00				\$125.00	\$5,625.00
604(1)	Storm Sewer Basin	3	Each	\$3,000	\$9,000	\$4,500.00	\$13,500.00				\$4,500.00	\$13,500.00
604(4)	Adjust Existing Manhole	18	Each	\$1,200	\$21,600	\$1,000.00	\$18,000.00	\$900.00	\$16,200.00		\$1,900.00	\$34,200.00
604(5)	Inline Drain	1	Each	\$3,600	\$3,600	\$1,000.00	\$1,000.00	\$2,600.00	\$2,600.00		\$3,600.00	\$3,600.00
608(1a)	Concrete Sidewalk, 4-Inches thick	252	Square Yard	\$230	\$57,960	\$120.00	\$30,240.00	-\$20.00	-\$5,040.00		\$100.00	\$25,200.00
608(6)	Curb Ramp	4	Each	\$5,200	\$20,800	\$1,500.00	\$6,000.00	\$1,850.00	\$7,400.00		\$3,350.00	\$13,400.00
609(1)	Curb, Type Mountable	1,311	Linear Foot	\$50	\$65,550	\$40.00	\$52,440.00				\$40.00	\$52,440.00
609(2)	Curb, Type Standard	204	Linear Foot	\$35	\$7,140	\$40.00	\$8,160.00				\$40.00	\$8,160.00
626(1)	Sanitary Sewer Conduit	10	Linear Foot	\$150	\$1,500	\$200.00	\$2,000.00	\$380.00	\$3,800.00		\$580.00	\$5,800.00
627(6)	Fire Hydrant Relocation	6	Each	\$4,000	\$24,000	\$2,500.00	\$15,000.00	\$2,300.00	\$13,800.00		\$4,800.00	\$28,800.00
627(10)	Adjustment of Valve Box	30	Each	\$1,000	\$30,000	\$800.00	\$24,000.00			\$50.00	\$1,500.00	\$25,500.00
639(1)	Residence Driveway	84	Each	\$1,500	\$126,000	\$1,000.00	\$84,000.00			\$125.00	\$10,500.00	\$94,500.00
639(2)	Commercial Driveway	2	Each	\$3,500	\$7,000	\$2,000.00	\$4,000.00				\$2,000.00	\$4,000.00
640(1)	Mobilization and Demobilization	All Required	Lump Sum	\$50,000	\$50,000	\$137,000.00	\$137,000.00			\$40,600.00	\$40,600.00	\$177,600.00
641(1)	Erosion and Pollution Control Administration	All Required	Lump Sum	\$50,000	\$50,000	\$25,000.00	\$25,000.00			\$7,000.00	\$7,000.00	\$32,000.00
641(3)	Temporary Erosion and Pollution Control	All Required	Lump Sum	\$10,000	\$10,000	\$10,000.00	\$10,000.00			\$1,000.00	\$1,000.00	\$11,000.00
642(1)	Construction Surveying	All Required	Lump Sum	\$35,000	\$35,000	\$40,000.00	\$40,000.00			-\$12,500.00	-\$12,500.00	\$27,500.00
643(2)	Traffic Maintenance	All Required	Lump Sum	\$80,000	\$80,000	\$35,000.00	\$35,000.00			\$23,250.00	\$23,250.00	\$58,250.00
646(1)	CPM Scheduling	All Required	Lump Sum	\$10,000	\$10,000	\$13,000.00	\$13,000.00			-\$1,000.00	-\$1,000.00	\$12,000.00
670(1)	Painted Traffic Markings	All Required	Lump Sum	\$15,000	\$15,000	\$7,500.00	\$7,500.00				\$7,500.00	\$7,500.00
<b>Total</b>					<b>\$1,125,616</b>	<b>\$1,070,015</b>	<b>\$165,886</b>	<b>\$70,350</b>	<b>\$1,306,251</b>			

Item	Description	Quantity	Unit	Unit Cost	Item Cost	Phase 4			Phase 3			
						Southeast Road Builder		% Difference	Alaska Interstate Construciton		Southeast Road Builder	
						Unit Price	Item Cost	Engineers Estimate	Unit Price	% Difference	Unit Price	% Difference
202(1)	Removal of Structures and Obstructions	All Required	Lump Sum	\$10,000	\$10,000	\$10,100.00	\$10,100.00	1.00				
202(2)	Remove Pavement	744	Square Yard	\$10	\$7,440	\$10.50	\$7,812.00	5.00	\$5.00	-52.38	\$9.23	-12.10
203(3)	Unclassified Excavation	1,461	Cubic Yard	\$22	\$32,142	\$16.00	\$23,376.00	-27.27				
301(2)	Aggregate Base Course, Grading D-1	3,874	Ton	\$26	\$100,724	\$32.00	\$123,968.00	23.08	\$25.00	-21.88	\$32.82	2.56
304(1)	Subbase, Grading B	900	Ton	\$26	\$23,400	\$32.00	\$28,800.00	23.08	\$54.00	68.75	\$30.00	-6.25
401(1)	Asphalt Concrete; Type 2, Class B	1,640	Ton	\$180	\$295,200	\$248.00	\$406,720.00	37.78	\$129.00	-47.98	\$177.63	-28.38
503(21a)	18-Inch Polyethylene Pipe	590	Linear Foot	\$50	\$29,500	\$110.00	\$64,900.00	120.00	\$48.00	-56.36	\$48.80	-55.64
503(21b)	24-Inch Polyethylene Pipe	45	Linear Foot	\$68	\$3,060	\$125.00	\$5,625.00	83.82	\$85.00	-32.00	\$67.10	-46.32
604(1)	Storm Sewer Basin	3	Each	\$3,000	\$9,000	\$4,500.00	\$13,500.00	50.00				
604(4)	Adjust Existing Manhole	18	Each	\$1,200	\$21,600	\$1,900.00	\$34,200.00	58.33	\$875.00	-53.95	\$1,180.00	-37.89
604(5)	Inline Drain	1	Each	\$3,600	\$3,600	\$3,600.00	\$3,600.00	0.00				
608(1a)	Concrete Sidewalk, 4-Inches thick	252	Square Yard	\$230	\$57,960	\$100.00	\$25,200.00	-56.52				
608(6)	Curb Ramp	4	Each	\$5,200	\$20,800	\$3,350.00	\$13,400.00	-35.58				
609(1)	Curb, Type Mountable	1,311	Linear Foot	\$50	\$65,550	\$40.00	\$52,440.00	-20.00	\$61.00	52.50	\$55.89	39.73
609(2)	Curb, Type Standard	204	Linear Foot	\$35	\$7,140	\$40.00	\$8,160.00	14.29				
626(1)	Sanitary Sewer Conduit	10	Linear Foot	\$150	\$1,500	\$580.00	\$5,800.00	286.67				
627(6)	Fire Hydrant Relocation	6	Each	\$4,000	\$24,000	\$4,800.00	\$28,800.00	20.00				
627(10)	Adjustment of Valve Box	30	Each	\$1,000	\$30,000	\$2,300.00	\$25,500.00	130.00	\$200.00	-91.30	\$1,043.00	-54.65
639(1)	Residence Driveway	84	Each	\$1,500	\$126,000	\$11,500.00	\$94,500.00	666.67				
639(2)	Commercial Driveway	2	Each	\$3,500	\$7,000	\$2,000.00	\$4,000.00	-42.86				
640(1)	Mobilization and Demobilization	All Required	Lump Sum	\$50,000	\$50,000	\$177,600.00	\$177,600.00	255.20	\$42,300.00	-76.18	\$247,771.00	39.51
641(1)	Erosion and Pollution Control Administration	All Required	Lump Sum	\$50,000	\$50,000	\$32,000.00	\$32,000.00	-36.00				
641(3)	Temporary Erosion and Pollution Control	All Required	Lump Sum	\$10,000	\$10,000	\$11,000.00	\$11,000.00	10.00				
642(1)	Construction Surveying	All Required	Lump Sum	\$35,000	\$35,000	\$27,500.00	\$27,500.00	-21.43				
643(2)	Traffic Maintenance	All Required	Lump Sum	\$80,000	\$80,000	\$58,250.00	\$58,250.00	-27.19				
646(1)	CPM Scheduling	All Required	Lump Sum	\$10,000	\$10,000	\$12,000.00	\$12,000.00	20.00				
670(1)	Painted Traffic Markings	All Required	Lump Sum	\$15,000	\$15,000	\$7,500.00	\$7,500.00	-50.00				