

**CITY OF CRAIG  
COUNCIL AGENDA  
MAY 17, 2018  
COUNCIL CHAMBERS 7:00 PM**

**ROLL CALL**

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

**BOARD OF EQUALIZATION**

- Consideration of appeals on 2018 property tax assessments

**CONSENT AGENDA**

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

- City Council Meeting Minutes of April 5, 2018
- City Council Meeting Minutes of April 19, 2018
- Introduction and First Reading of Ordinance 709, Lease with Venture Travel
- Introduction and First Reading of Ordinance 710, Amending Title 16 of the Craig Municipal Code
- Introduction and First Reading of Ordinance 711, FY19 Operating Budget
- Introduction and First Reading of Ordinance 712, Utility Rate Changes

**HEARING FROM THE PUBLIC**

- Open for public comment
- Resolution 18-07 Mil Levy

**READING OF CORRESPONDENCE**

- APCM April Report

**CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

- Resolution 18-07 Mil Levy

**UNFINISHED BUSINESS**

- Consider Tanner Crab Playground Funding
- Discussion on Port St. Nicholas Road Maintenance Fees and Port St. Nicholas Driveway

**NEW BUSINESS**

- Consider approval cooperative agreement with Craig Tribal Association

**ADJOURNMENT**

## **CITY OF CRAIG MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: May 10, 2018  
RE: Board of Equalization

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The city council is scheduled to meet as the board of equalization (BOE) on May 17. The purpose of the BOE is to resolve disagreements between the city's contract assessor and individual property owners regarding the assessed value of a given parcel in Craig, based on a written appeal from the property owner.

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

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

The assessor will present a written report to the council on his efforts to settle the appeals. If appeals remain unresolved by May 17, he will appear at the council meeting telephonically to address the appeals and respond to questions.

### Process

For the purposes of sitting as the BOE, the council should approve a motion to recess the council meeting and convene as the BOE. Following adoption of the motion, the mayor calls the BOE meeting to order, and asks the assessor to report on the unresolved appeals. Each person appealing is provided an opportunity to address the BOE. Following input from the property owner and assessor, the board makes a determination, by motion, to accept the assessor's valuation, or another valuation based on the facts presented at each appeal.

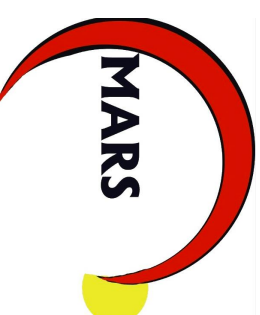
Upon completion of hearing appeals, the BOE should adjourn and reconvene as the city council, and then continue with the city council meeting agenda.



# 2018 CRAIG REAL PROPERTY ASSESSMENT

- STATE STATUTE
- CRAIG ASSESSMENT
- MARKET OVERVIEW
- BOARD OF EQUALIZATION

**HORAN &  
COMPANY, LLC**



# STATE STATUTE

## ALASKA STATUTES AND CODES

### Sec. 29.45.110.

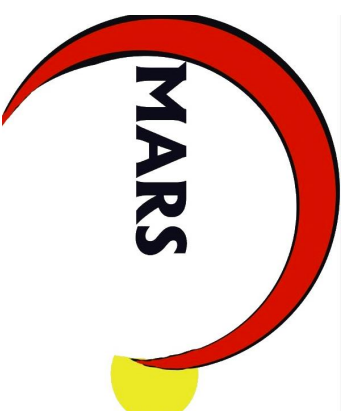
- (a) The assessor shall **assess property at its full and true value** as of January 1 of the assessment year, except as provided in this section, AS 29.45.060 , and 29.45.230. The full and true value is the estimated **price that the property would bring in an open market and under the then prevailing market conditions in a sale between a willing seller and a willing buyer both conversant with the property and with prevailing general price levels.**

# CRAIG ASSESSMENT

# 2015 CITY OF CRAIG REVALUATION

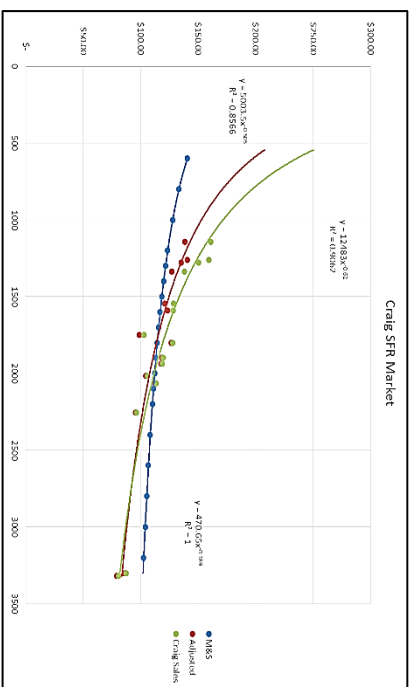


- Re-inventory –  
photographed and sketched  
all real property
- Implemented computerized  
database

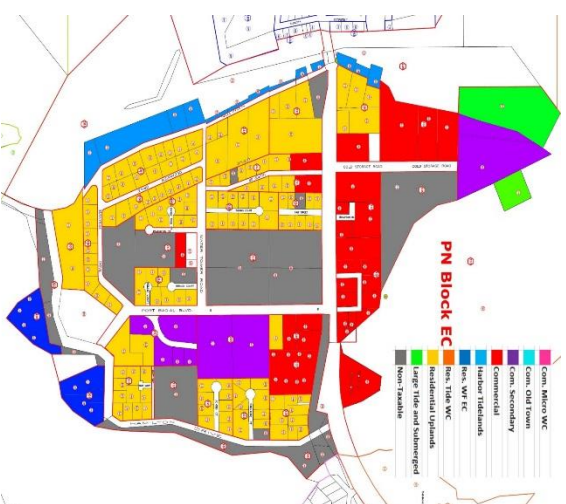
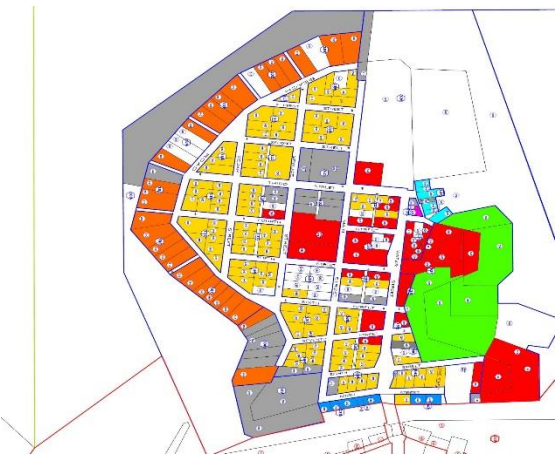


# CRAIG ASSESSMENT

# CITY OF CRAIG REVALLUATION

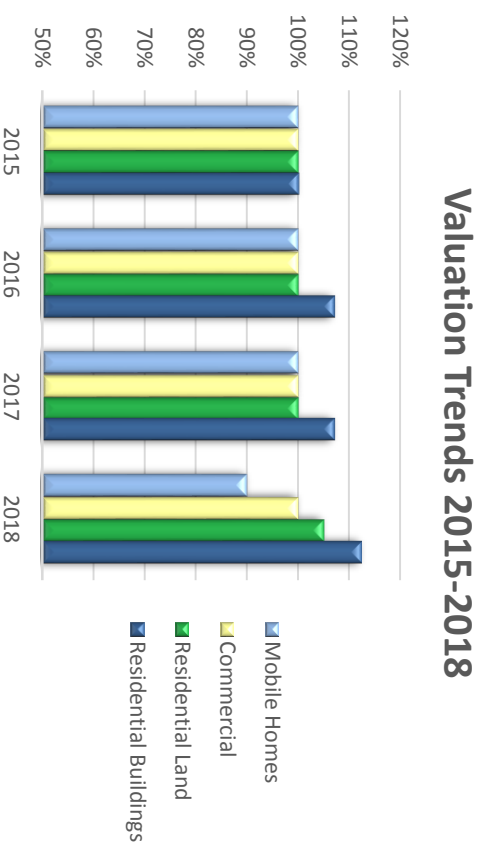


- Analyzed market data
- Revalued land by market segment
- Revalued improvements based on local data



# ASSESSED VALUATION TRENDS

- Every year new construction and other changes added
- Every year market data – sales analyzed to verify market
- Adjustments made to reflect current market



## **CRAIG ASSESSMENT**

# **2018 ASSESSMENT UPDATE**

- Inspected building permits, callbacks, & problems files
- Ran assessment to sales ratios
  - Land sales limited
  - Residential sales ample to indicate advancing market
- Commercial sales too few to tell
- Adjusted values for 2018
  - + 5% Residential land & improvements
  - - 10% Mobile Homes over \$3,000
  - No change Commercial and Industrial



# MARKET OVERVIEW

- Verifying 2018 Trending

## RESIDENTIAL VALUATION

2018 ASSESSMENT TO SALES RATIO ANALYSIS						
Parcel Number	Sale Date	Sale Price	Assessed Land	Assessed Improv.	Assessed Total	A/S* Ratio
EC-201-080	10/26/2017	\$315,957	\$55,200	\$241,500	\$296,700	94%
EC-204-040	3/17/2017	\$485,000	\$205,000	\$237,100	\$442,100	91%
EC-205-030	12/30/2016	\$387,000	\$136,700	\$206,100	\$342,800	89%
EC-210-040	5/31/2017	\$355,000	\$52,600	\$269,400	\$322,000	91%
EC-218-070	6/27/2017	\$260,000	\$32,500	\$235,500	\$268,000	103%
EC-224-100	5/19/2017	\$185,000	\$42,600	\$128,400	\$171,000	92%
WC-114-060	12/11/2017	\$250,000	\$41,500	\$193,100	\$234,600	94%
WC-117-080	1/10/2018	\$377,045	\$46,800	\$283,700	\$330,500	88%
WC-119-070	8/15/2017	\$470,000	\$54,900	\$395,100	\$450,000	96%
WC-127-042	7/18/2017	\$300,000	\$38,500	\$203,100	\$241,600	81%
Year 2017		<b>\$3,385,002</b>			<b>\$3,099,300</b>	<b>92%</b>
Average Sale Price		\$338,500				

- A/S Ratio = Assessment to sales ratio less 100% indicate assessments are lower
- 5% increase for 2018 is conservative
- Adjusted data indicates assessments still low 8%+

## MARKET OVERVIEW

- Verifying 2018 Trending

# MOBILE HOME VALUATION

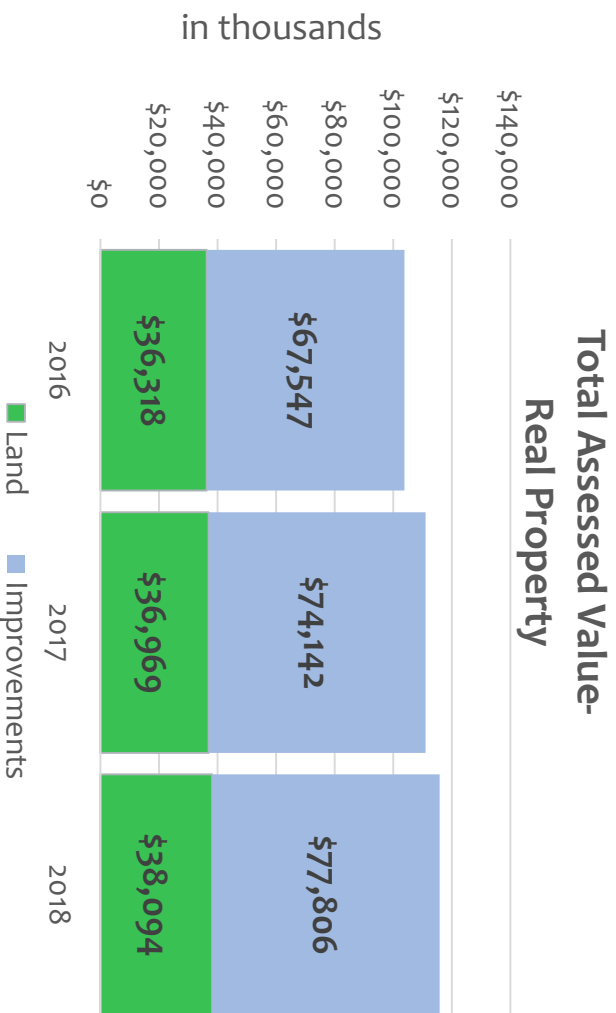
- Poor correlation
- Low values – inconsistent
- Continuing Declining Market?

2018 ASSESSMENT TO SALES RATIO ANALYSIS				
Parcel Number	Sale Date	Sale Price	Assessed Total	A/S Ratio
PS-410-101	01/01/2016	\$ 3,000	\$ 3,600	120%
PS-410-736	07/01/2016	\$ 4,000	\$ 5,300	133%
WC-106-042	07/05/2016	\$ 1,800	\$ 2,000	111%
WC-123-071	06/06/2016	\$ 500	\$ 2,200	440%
PS-410-215	04/25/2017	\$ 17,000	\$ 14,000	82%
PS-410-319	04/19/2017	\$ 9,500	\$ 15,600	164%
PS-410-603	05/17/2017	\$ 17,500	\$ 15,100	86%
PS-410-718	01/18/2017	\$ 3,300	\$ 5,900	179%
PS-410-718	12/12/2017	\$ 5,000	\$ 5,900	118%
WC-123-071	06/16/2017	\$ 750	\$ 2,200	293%
<b>Year 2016</b>		\$ 9,300	\$ 13,100	141%
<b>Year 2017</b>		\$ 53,050	\$ 58,700	111%
<b>Combined years</b>		\$ 62,350	\$ 71,800	115%

- Assessed values may still be high

# MARKET OVERVIEW

- Total Real Estate Assessed Value



- **Note: Values preliminary, but indicate actual trend**
- **Residential Market Value Increase**
- **New construction continues**

# **BOARD OF EQUALIZATION**

## BOARD OF EQUALIZATION

### COUNCIL SITS AS A JUDICIAL BODY

#### Sec. 29.45.210. - Hearing

- (a) If an appellant fails to appear, the board of equalization may proceed with the hearing in the absence of the appellant.
- (b) **The appellant bears the burden of proof.** The only grounds for adjustment of assessment are proof of unequal, excessive, improper, or under valuation **based on facts** that are stated in a valid written appeal or proven at the appeal hearing. If a valuation is found to be too low, the board of equalization may raise the assessment.

## **BOARD OF EQUALIZATION**

### **FACTS THAT IMPACT VALUE**

- **Physical Character of the Property**
- **Size & Condition**
- **Quality**
- **Market Sales**
- **Income – Earning Potential**
- **Appraisals**

## **BOARD OF EQUALIZATION**

# **ISSUES UNRELATED TO VALUE**

- Previous Assessed Value –
  - “It went up too much”
  - “It’s too high”
- Unverified opinions
- Owner’s Desire to Collateralize the Property

# BOARD OF EQUALIZATION

## 2018 APPEALS

- Residential Appeals / 5 resolved
- 1 late appeal on 2 lots

### **3.04.060 Right of protest – Board of equalization.**

A. Owners of taxed property shall have the right to protest, before the board of equalization, the assessed value established on their properties. Protests shall be submitted to the city clerk or treasurer in writing 30 days from the date the notice of assessment is mailed to the property owner. The assessor may provide forms to facilitate submittal of written protests. Persons who have complied with this requirement for advance filing of protests may appear (in person or by their authorized representative) before the board of equalization to answer the board's questions and/or orally explain their written protest. Only protests which have met the advance written filing requirement will be heard or considered by the board of equalization.



# **BOARD OF EQUALIZATION**

**RACHEL JAMES**

**EC-223-030 402 HILLTOP (LOT 4)**

**EC-223-040 400 HILLTOP (LOT 5)**

## **Rachel James Late Filing**

- Rachel James filed her appeal May 7, 2018, about a week late.
- The assessor denied her appeal on grounds of filing late, but reviewed her file anyway.
- If Rachel James does not appeal the late filing, move on to Daugherty page 23.
- If Rachel James appeals the denial of the late filing, proceed to next page.

# BOARD OF EQUALIZATION

## RACHEL JAMES

**EC-223-040 400 HILLTOP (LOT 5)      EC-223-030 402 HILLTOP (LOT 4)**

CITY OF CRAIG  
PETITION FOR ADJUSTMENT OF ASSESSED VALUATION OF PROPERTY Year \_\_\_\_\_

Property Owner: Rachel J. James

Property Physical address 400 Hilltop

Property ID# EC-223-040 City Account No. 529800 PETITION# \_\_\_\_\_

Legal Description: Lot 5 Block/Tract \_\_\_\_\_ USS/Subdivision 600

Current Assessment: Land \$ 60,000 Buildings \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

The petitioner represents that on January 1, 20\_\_\_\_ was the owner of the above described property and hereby requests the Assessor to review and adjust the assessment and asks that the assessed value of said property for the current year be fixed as follows:

Land \$ 60,000 Buildings \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

**Please answer the following questions:**

What do you consider is the present market value of the property? \$50,000.00  
 Date property acquired: 1/82 Purchase price \_\_\_\_\_  
 Was this a normal Market sale? Yes No X Explain: Land Auction  
 Has the property been offered for sale? Yes  No \_\_\_\_\_ Date sold: Price 60,000  
 Age of building or trailer? None  
 Changes made to property since purchase Water & sewer to this lot only  
 Contract cost of improvements None  
 The petitioner's request for change must be based on specific reasons:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

There is an error or omission on the assessment of my property for the following reasons:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(Use back of form or attachments for more room. Attach appraisal, etc.)  
 I declare the above statements are true and correct.  
 Signature Rachel James Date 5-7-18  
 Print name Rachel J James Email grannur@cs70@yahoo.com  
 Phone No. Cell 721-401-0583 Home \_\_\_\_\_ Work Phone \_\_\_\_\_

ASSESSORS USE ONLY	
<b>Action of Assessor</b>	
Upon due consideration, I have/have not changed the assessed value to:	
Land \$ _____ Buildings \$ _____ Total \$ _____	
The petitioner was informed of my decision <b>in person/ly</b> <b>phone/ly</b> <b>mail</b> on _____, 20____.	
<b>Taxpayer</b>	
I accept the assessor's action: Signed: _____ Date _____	
I reject the assessor's action and appeal to the Board of Equalization Signed: _____ Date _____	

CITY OF CRAIG  
PETITION FOR ADJUSTMENT OF ASSESSED VALUATION OF PROPERTY Year \_\_\_\_\_

Property Owner: Rachel J. James

Property Physical address 402 Hilltop

Property ID# EC-223-030 City Account No. 529700 PETITION# \_\_\_\_\_

Legal Description: Lot 4 Block/Tract \_\_\_\_\_ USS/Subdivision 600

Current Assessment: Land \$ 60,400 Buildings \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

The petitioner represents that on January 1, 20\_\_\_\_ was the owner of the above described property and hereby requests the Assessor to review and adjust the assessment and asks that the assessed value of said property for the current year be fixed as follows:

Land \$ 60,400 Buildings \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

**Please answer the following questions:**

What do you consider is the present market value of the property? \$50,000.00  
 Date property acquired: 1/82 Purchase price \_\_\_\_\_  
 Was this a normal Market sale? Yes No X Explain: Land Auction  
 Has the property been offered for sale? Yes  No \_\_\_\_\_ Date sold: Price 60,000  
 Age of building or trailer? None  
 Changes made to property since purchase \_\_\_\_\_  
 Contract cost of improvements None  
 The petitioner's request for change must be based on specific reasons:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

There is an error or omission on the assessment of my property for the following reasons:  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

(Use back of form or attachments for more room. Attach appraisal, etc.)  
 I declare the above statements are true and correct.  
 Signature Rachel James Date 5-7-18  
 Print name Rachel J. James Email \_\_\_\_\_  
 Phone No. Cell 721-401-0583 Home \_\_\_\_\_ Work Phone \_\_\_\_\_

ASSESSORS USE ONLY	
<b>Action of Assessor</b>	
Upon due consideration, I have/have not changed the assessed value to:	
Land \$ _____ Buildings \$ _____ Total \$ _____	
The petitioner was informed of my decision <b>in person/ly</b> <b>phone/ly</b> <b>mail</b> on _____, 20____.	
<b>Taxpayer</b>	
I accept the assessor's action: Signed: _____ Date _____	
I reject the assessor's action and appeal to the Board of Equalization Signed: _____ Date _____	

# **BOARD OF EQUALIZATION**

**RACHEL JAMES**

**EC-223-030 402 HILLTOP (LOT 4)**

**EC-223-040 400 HILLTOP (LOT 5)**

## **Board Action:**

- No action and move to Daugherty

**OR**

- Move to accept late appeal for the following reasons:
  - 1.
  - 2.
  - 3.

# BOARD OF EQUALIZATION

## RACHEL JAMES

### EC-223-030 402 HILLTOP (LOT 4)

Reports
Problems
Tax Year 2018

LAND DETAIL

Parcel # **EC-223-030** City Number **559700** Mobile Home #  Service Area

Taxable Interest **Fee Simple** Use **V - Vacant Land** Zone **Residential**

**402 Hilltop Drive, Craig, AK 99921**

LEGAL DESCRIPTION

Rec. District **102-Ketchikan** Doc #  Subdivision

Plat # **89-6** Lot # **4** Block  Tract  Survey

Describe **HS 600 JAMES Sub Lot 4**

Meridian  Range  Sections  Townships  Date recorded

**CURRENT OWNER**

First Name  Middle  Last Name  Suffix  Company

Rachel   James

P. O. Box 336 Klavook AK 99925

**LAND DETAIL**

Market Neighborhood  Res. Uplands  Site Area **10,018** SF  Topo  Mo

Access  Public road  Frontage  Ft  View  Net

Utilities  Typical  Water  Sewer  Telephone  Electric

Comments  partially cleared brushy and grassy lot, uneven ground

**SITE IMPROVEMENT**

Site Improvements

Description	Area	Unit Value	Adj.	Value
0-5000	5,000	SF x \$7.35		\$36,750
5001-9999	5,000	SF x \$4.73		\$23,650
10000+	18	SF x \$2.63		\$47
Subtotal	10,018	SF	Fee Value:	\$60,447
Site Improvements				
Land & Site Imp. Total				\$60,400

**SUMMARY**

Year	Taxable Interest	Land	Improvement	Assessed Value	Exempt Value	Taxable Value	Trending
2018	Fee Simple	\$60,400		\$60,400	\$0	\$60,400	Land +5%
2017	Fee Simple	\$57,500		\$57,500	\$0	\$57,500	
2016	Fee Simple	\$57,500		\$57,500	\$0	\$57,500	
2015	Fee Simple	\$57,500		\$57,500	\$0	\$57,500	

# BOARD OF EQUALIZATION

## RACHEL JAMES

### EC-223-040 400 HILLTOP (LOT 5)

☰
🏠
🔍
📄
📊

📄 Reports
⚠️ Problems
🔄

📅 Tax Year 2018

**PROPERTY INFO**

Parcel # EC-223-040 City Number 559800 Mobile Home # Service Area

Taxable Interest Fee Simple Use V - Vacant Land Zone Residential

400 Hilltop Drive, Craig, AK 99921

**LEGAL DESCRIPTION**

Rec. District 102-Ketchikan Doc # Subdivision

Plat # 89-6 Lot # 5 Block Tract Survey

Description HS 600 JAMES Sub Lot 5

Meridian Range Sections Townships Date recorded

**CURRENT OWNER**

First Name Middle Last Name Suffix Company

Rachel James

P. O. Box 336 Klawock AK 99925

**LAND DETAIL**

Market Neighborhood Res. Uplands Site Area 10,095 SF Topo Mod

Access Public road Frontage Ft View Neut

Utilities  Typical  Water  Sewer  Telephone  Electric

Comments brushy grassy uncleared lot, young trees

**SITE IMPROVEMENT**

Site Improvements

Description	Area	Unit Value	Adj.	Value
0-5000	5,000	SF x \$7.35		\$36,750
5001-9999	5,000	SF x \$4.73		\$23,650
10000+	95	SF x \$2.63		\$250
<b>Subtotal</b>	<b>10,095</b>	<b>SF</b>	<b>Fee Value:</b>	<b>\$60,650</b>
<b>Site Improvements</b>				
<b>Land &amp; Site Imp. Total</b>				<b>\$60,600</b>

**SUMMARY**

Year	Taxable Interest	Land	Improvement	Assessed Value	Exempt Value	Taxable Value	Trending
2018	Fee Simple	\$60,600	\$60,600	\$60,600	\$0	\$60,600	Land +5%
2017	Fee Simple	\$57,700	\$57,700	\$57,700	\$0	\$57,700	
2016	Fee Simple	\$57,700	\$57,700	\$57,700	\$0	\$57,700	
2015	Fee Simple	\$57,700	\$57,700	\$57,700	\$0	\$57,700	

**LAND & Site Imp**

**RESIDENTIAL**

**COMMERCIAL**

# BOARD OF EQUALIZATION

RACHEL JAMES

2018 Assessed Value

EC-223-030 402 HILLTOP (LOT 4)

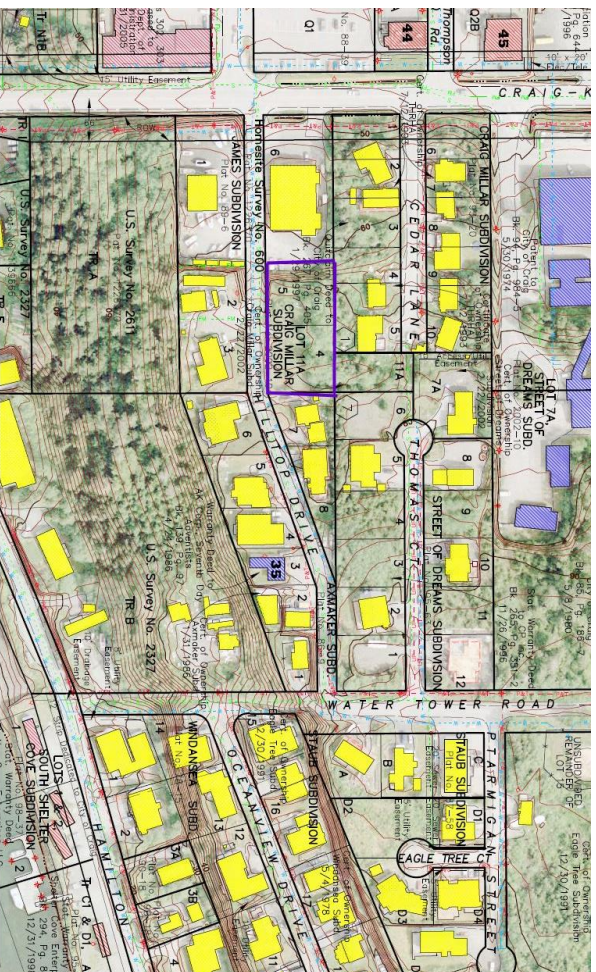
Lot 4

\$60,400

EC-223-040 400 HILLTOP (LOT 5)

Lot 5

\$60,600



## Recommend No Change

- Lots have previously been marketed over several years at \$50,000
- Lots not aggressively marketed in 2017
- Lot assessments in line with neighborhood lots

# **BOARD OF EQUALIZATION**

**RACHEL JAMES**

**EC-223-030 402 HILLTOP (LOT 4)**

**EC-223-040 400 HILLTOP (LOT 5)**

## **Board Action:**

- Move to accept assessor recommendation or
- Move to change the value:  
EC-223-030 (Lot 4) \$  
EC-223-040 (Lot 5) \$

- Based on the following facts as stated in written appeal or proven at the appeal hearing.

- 1.
- 2.
- 3.

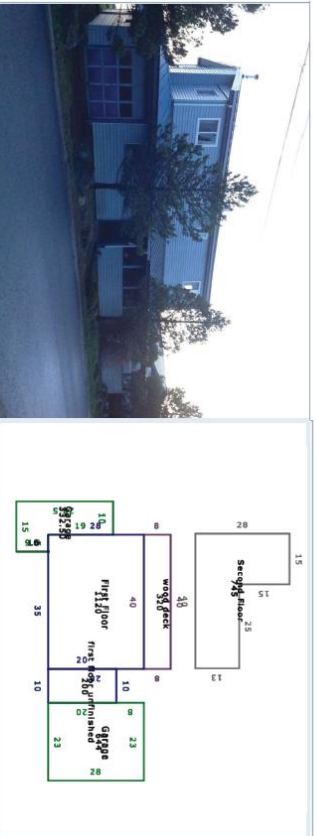
# BOARD OF EQUALIZATION

## KENNETH DAUGHERTY

### WC-105-010 407 BEACH RD.

407 Beach Road

Tax Year 2018



**CURRENT OWNER**

Daugherty Kenneth  
 Po Box 939 Craig AK 99921

**Property Identification**

Parcel # WC-105-010 Use R - Residential  
 City Number 538500 Property Type SFR  
 Mobile Home # Service Area

**Property Information**

Improvement 2,065 SF Year Built 1986 Actual Land 26,376 SF  
 Basement Size Effective Age 15 Zone  
 Garage Size Taxable Interest Fee Simple

**Legal Description**

Plat # Lot # 1A Block 3A Tract Dec # Rec District Date recorded

Describe: USS 1430 CTA Block 3A Lot 1A

**PROPERTY HISTORY**

Year	Taxable Interest	Land	Improvement	Assessed Value	Exempt Value	Taxable Value
2018	Fee Simple	\$121,900	\$149,800	\$271,700	\$0	\$271,700
2017	Fee Simple	\$115,900	\$144,200	\$260,100	\$0	\$260,100
2016	Fee Simple	\$115,900	\$144,200	\$260,100	\$0	\$260,100
2015	Fee Simple	\$115,900	\$132,800	\$248,700	\$0	\$248,700

**NOTES**



# BOARD OF EQUALIZATION

## KENNETH DAUGHERTY

### WC-105-010 407 BEACH RD.

Parcel # WC-105-010 City Number 538500 Mobile Home # Service Area  
 Tractable Interest Fee Simple Use R - Residential Zone  
 407 Beach Road, Craig, AK 99921

**LEGAL DESCRIPTION**  
 Rec. District Doe # Subdivision  
 Plat # Lot # 1A Block 3A Tract Survey  
 Describe USS 1430 CTA Block 3A Lot 1A  
 Meridian Range Sections Townships Date recorded  
**CURRENT OWNER**

First Name Middle Last Name Suffix Company  
 Kenneth Daugherty  
 Po Box 939 Craig AK 99

**RESIDENTIAL**  
 Improvement 1  
 Description Main House Property Type SFR Design 2 Story Quality Average  
 Plumbing Energy Efficiency  
 Roof  Typical  Comp  Metal  Wood shingles  Other  
 Exterior Walls  Typical  Wood  Metal  Cement Fiber  Log  Vinyl  Other  
 Foundation  Typical  Concrete Perim  Slab  Piling  Other  
 Heat Fuel  Typical  Oil  Electric  Wood  Other  
 Heat Type  BB  Space Heater  Radiant  Forced Air  Heat Pump  Other  
 Interior  Typical  Sheetrock  Plywood  Panel WD  Other  
 Floor  Typical  Slab  Plywood  Carpet  Vinyl  Wood - Laminate  Other  
 Extra Lump Sums  Deck 320SF  
 Porches, Etc.

Bedrooms 4  
 Bathrooms 1.5  
 Other Rooms  
 Total Rooms 5.5  
 Year Built 1986 Actual  
 Effective age 15  
 Total Life 50  
 Condition Average  
 Effective age Status

**Garage**  
 SF Carpet  SF Finished  Total \$4,355

**Additional adjustments/ depreciation** RCN \$255,134  
 Net Good before additional adjustment

Year	Tractable Interest	Fee Simple	Fee Simple	Fee Simple
2018	SI	SI	SI	SI
2017	SI	SI	SI	SI
2016	SI	SI	SI	SI
2015	SI	SI	SI	SI

**Additional adjustments/ depreciation** % of RCN Adjustments  
 Economic Obsolescence Or  
 Functional Obsolescence Or  
 Additional Depreciation Or  
 Under Construction -13% Or -333,167  
 Other Adjustments Or  
**Total Additional Adjustments** -13% -333,167

Category	Percentage of Completion	% of total	Compl. % of total
Foundation	15%	15%	15%
Rough Framing	20%	35%	35%
Windows and Doors	5%	40%	40%
Rough Plumbing	5%	45%	45%
Rough Elect & Mech	10%	55%	55%
Exterior Cover	5%	60%	60%
Interior Wall Ceiling	10%	70%	70%
Cabinets, Door, Trim	10%	80%	80%
Plumbing	5%	85%	85%
Floor Cover	5%	90%	90%
Appliances, Fixtures & Hardware	5%	95%	95%
Painting & Decorating	5%	100%	100%

Unit Value	RCN	% Good	Net Value
\$107,716	\$221,285	70%	\$154,900
\$32,66	\$21,033	70%	\$14,723
\$38,37	\$12,816	70%	\$8,971
<b>Additional Adjustment -13%</b>			<b>-333,167</b>
<b>Lump Sum Total</b>			<b>-33,255</b>
<b>Main House Total</b>			<b>\$149,800</b>

# BOARD OF EQUALIZATION

**KENNETH DAUGHERTY**

**WC-105-010 407 BEACH RD.**

CITY OF CRAIG  
 PETITION FOR ADJUSTMENT OF ASSESSED VALUATION OF PROPERTY Year 2018

Property Owner: Kenneth Daugherty  
 Property Physical address 407 Beach Rd

Property ID# WC-105-010 City Account No. 538500 PETITION# \_\_\_\_\_

Legal Description: Lot 1A Block/Tract 3A USSS/Subdivision 1132  
 Current Assessment: Land \$ 121,900 Buildings \$ 149,800 Total \$ 271,700

The petitioner represents that on January 1, 20 15, \_\_\_\_\_ was the owner of the above described property and hereby requests the Assessor to review and adjust the assessment and asks that the assessed value of said property for the current year be fixed as follows:

Land \$ \_\_\_\_\_ Buildings \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

**Please answer the following questions:**

What do you consider is the present market value of the property? \_\_\_\_\_

Date property acquired: 2015 Purchase price \_\_\_\_\_

Was this a normal Market sale? Yes \_\_\_\_\_ No \_\_\_\_\_ Explain \_\_\_\_\_

Has the property been offered for sale? Yes \_\_\_\_\_ No \_\_\_\_\_ Date \_\_\_\_\_ Price \_\_\_\_\_

Age of building or trailer? \_\_\_\_\_

Changes made to property since purchase \_\_\_\_\_

Contract cost of improvements \_\_\_\_\_

The petitioner's request for change must be based on specific reasons:

There is an error or omission on the assessment of my property for the following reasons:

Foundation problems

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(Use back of form or attachments for more room. Attach appraisal, etc.)

I declare the above statements are true and correct.

Signature Kenneth Daugherty Date 4/10/18

Print name Kenneth Daugherty Email Kw.Daugherty@gmail.com

Phone No. Call \_\_\_\_\_ Home \_\_\_\_\_ Work Phone \_\_\_\_\_

**ASSESSORS USE ONLY**

**Action of Assessor**  
 Upon due consideration, I have/ have not changed the assessed value to:

Land \$ \_\_\_\_\_ Buildings \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

The petitioner was informed of my decision in person/by phone/by mail on \_\_\_\_\_, 20\_\_\_\_.

**Taxpayer**  
 I accept the assessor's action. Signed: \_\_\_\_\_ Date \_\_\_\_\_

I reject the assessor's action and appeal to the Board of Equalization  
 Signed: \_\_\_\_\_ Date \_\_\_\_\_

<b>2018 Assessed Value</b>	
Land	\$121,900
Improvements	<u>\$149,800</u>
<b>Total</b>	<b>\$271,700</b>

## Recommend No Change

- Did not state what value should be.
- Purchased in 2015 at \$257,000 with knowledge of faulty foundation
- Has been adjusted for foundation every year
- 2018 assessed value reflects a ~\$33,000 adjustment for foundation

# BOARD OF EQUALIZATION

KENNETH DAUGHERTY

WC-105-010 407 BEACH RD.

## Board Action:

- Move to accept assessor recommendation or
- Move to change the value:

Land	\$	
Improvements	\$	_____
Total	\$	

- Based on the following facts as stated in written appeal or proven at the appeal hearing.
  - 1.
  - 2.
  - 3.

# BOARD OF EQUALIZATION

## HANNAH AND BEN BAZINETT

### EC-212-010 1403 KEELSEY CT.

Home  
 Search  
 Print  
 Reports

Problems  
 Tax Year 2018  
 PROPERTY INFO

---

Parcel # **EC-212-010** City Number **539700** Mobile Home #  Service Area

Taxable Interest **Fee Simple** Use **R - Residential** Zone **Public**

**1403 Keelsey Court, Craig, AK 99921**

**LEGAL DESCRIPTION**

Rec. District  Doc #  Subdivision

Plot #  Lot # **1** Block  Tract **16** Survey

Describe **USS 2611 Tract 16 Lot 1**


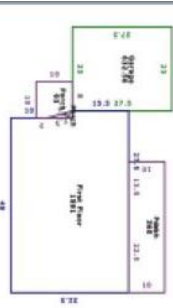
Meridian  Range  Sections  Townships  Date recorded

**CURRENT OWNER**

First Name  Middle  Last Name  Suffix  Company

**Hannah Bazinet**

**P. O. Box 938 Craig AK 99921**

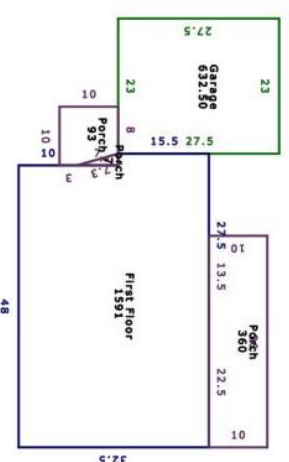
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Year	Taxable Interest	Land	Improvement	Assessed Value	Exempt Value	Taxable Value	Trending
2018	Fee Simple	\$64,400	\$216,300	\$280,700	\$0	\$280,700	Land +5% Res +5%
2017	Fee Simple	\$61,300	\$206,000	\$267,300	\$0	\$267,300	
2016	Fee Simple	\$61,300	\$206,000	\$267,300	\$0	\$267,300	Res Imp +
2015	Fee Simple	\$61,300	\$192,500	\$253,800	\$0	\$253,800	

NOTES

PRIVATE NOTES

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 Copy  
 Print

Created by Taylor Convin  
 Date Created 12/01/2014 10:38:24  
 Modified by

**BUILDING**

# BOARD OF EQUALIZATION

## HANNAH AND BEN BAZINET

### EC-212-010 1403 KELSEY CT.

CITY OF CRAIG  
 PETITION FOR ADJUSTMENT OF ASSESSED VALUATION OF PROPERTY Year 2018

Property Owner: Hannah + Ben Bazinet

Property Physical address: 1403 KELSEY CT.

Property ID# EC-212-010 City Account No. 10000 PETITION# \_\_\_\_\_

Legal Description: Lot 1 Block/Tract U USS/Subdivision 2011

Current Assessment: Land \$ 61,400 Buildings \$ 216,300 Total \$ 280,700

The petitioner represents that on January 1, 20 18, Ben/Hannah Bazinet was the owner of the above described property and hereby requests the Assessor to review and adjust the assessment and asks that the assessed value of said property for the current year be fixed as follows:

Land \$ 61,300 Buildings \$ 204,000 Total \$ 265,300

Please answer the following questions:

What do you consider is the present market value of the property? \$265,000

Date property acquired: Nov 2012 Purchase price \$85,000

Was this a normal Market sale? Yes  No  Explain \_\_\_\_\_

Has the property been offered for sale? Yes  No  Date \_\_\_\_\_ Price \_\_\_\_\_

Age of building or trailer? Built 1995

Changes made to property since purchase Age + wear No upgrades

Contract cost of improvements \_\_\_\_\_

The petitioner's request for change must be based on specific reasons:  
 There is an error or omission on the assessment of my property for the following reasons:  
The assessed value is significantly higher than the purchase price. The value should be up to date improvements

(Use back of form or attachments for more room. Attach appraisal, etc.)  
 I declare the above statements are true and correct.  
 Signature: Hannah Bazinet Date: 1-10-18  
 Print name: Hannah Bazinet Email: hannahbazinet@gmail.com

Phone No. Cell 907-401-0476 Home \_\_\_\_\_ Work Phone \_\_\_\_\_

**ASSESSORS USE ONLY**

Action of Assessor \_\_\_\_\_  
 Upon due consideration, I have/ have not changed the assessed value to:  
 Land \$ \_\_\_\_\_ Buildings \$ \_\_\_\_\_ Total \$ \_\_\_\_\_

The petitioner was informed of my decision in person/by phone/by mail on \_\_\_\_\_, 20\_\_\_\_.

**TAXPAYER**  
 I accept the assessor's action. Signed: \_\_\_\_\_ Date \_\_\_\_\_  
 I reject the assessor's action and appeal to the Board of Equalization  
 Signed: \_\_\_\_\_ Date \_\_\_\_\_

<b>2018 Assessed Value</b>	
Land	\$64,400
Improvements	<u>\$216,300</u>
<b>Total</b>	<b>\$280,700</b>

## Recommend No Change

- No factual or market information on which to base a change.
- 2012 sold for \$265,00
- Appraised for \$270,000
- Current assessment within 6% of sale price, 4% of appraisal
- Consistent with market with having made no improvements.
- Reviewed nearby and other 1 story average quality assessments, which are consistent.

# BOARD OF EQUALIZATION

HANNAH AND BEN BAZINET

EC-212-010 1403 KEELSEY CT.

## Board Action:

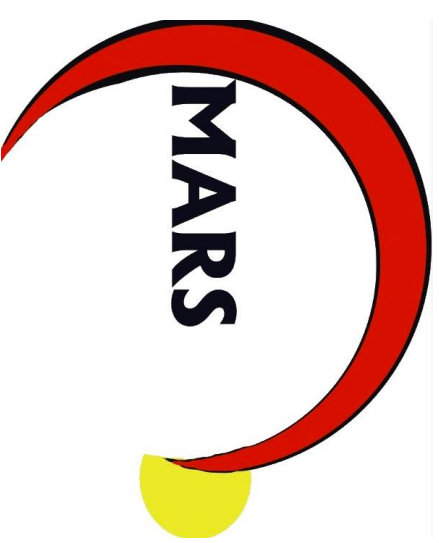
- Move to accept assessor recommendation or
- Move to change the value:

Land	\$
Improvements	\$ _____
Total	\$

- Based on the following facts as stated in written appeal or proven at the appeal hearing.
  - 1.
  - 2.
  - 3.

# CRAIG BOE 2018

**HORAN &  
COMPANY, LLC**



**ROLL CALL**

Mayor Tim O'Connor called the meeting to order at 7:00 p.m. and the roll was taken. Present were Julie McDonald, Mike Douville, Jan Trojan, Dave Creighton, Jim See and Don Pierce.

**Staff present:** Jon Bolling, City Administrator; Joyce Mason, Treasurer; Brian Templin, City Planner; Jessica Holloway, Aquatic Center Manager; RJ Ely, Police Chief; Victoria Merritt, Parks, and Recreation Director; Kim Baxter, Library Director; Hans Hjort, Harbormaster; Russell Dill, Public Works Director

**Audience present:** Carolyn Chapman, Gretchen Klein, Andy Deering, Lisa Radke, Forest Collins, Mary Hailey, Raymond Douville, Barbie Armstrong, Johnson O'Malley, Brent Cole Sr., Hannah Bazinet, Cindy Reeves, Kevin Castle, Jocie Newcomb, Felicia McAuley, Pamela Gray, Ann Marie Adams, Loni Lingley, Kay Schrammeck, Ed Douville, Heidi Murray, Frank Murray, Tyna Soule, Ruth Ann Parsons, Annette Cole, Jessica Pinnick

**CONSENT AGENDA**

- City Council Meeting Minutes of March 1, 2018
- City Council Meeting Minutes of March 19, 2018

DOUVILLE/CREIGHTON

moved to approve the consent agenda.  
MOTION CARRIED UNANIMOUSLY

**HEARING FROM THE PUBLIC**

Carolyn Chapman expressed concern regarding the water rate study done by the State of Alaska.

Loni Lingley was present to urge the mayor and city council members to put pressure on the police and school to resolve the matter of her child's life being threatened by another child. Loni reports that the other child brought weapons to school, but there have been no repercussions for the child.

Brent Cole Sr commented on the Port St. Nicholas Road Maintenance Fee agenda item. Brent feels that many Port St. Nicholas residents have contributed enough to the City of Craig and doesn't believe that the residents should be taxed more.

Gretchen Klein, Cindy Reeves and Mary Hailey endorsed the Prince of Wales Art Exhibit and requested financial support from the City of Craig. This will be placed on the next agenda for consideration.



TROJAN/PIERCE

move to add an agenda item to consider contributions for Arts Event on the next agenda.

MOTION CARRIED UNANIMOUSLY

Les Grey asked who would be doing the road maintenance out Port St. Nicholas, and whether the residents could form a co-op and maintain the road themselves.

Forest Collins commented that the residents out Port St. Nicholas should not be held responsible for replacement of broken water lines. Heidi Murray agrees with this point.

Ann Marie Adams pointed out where the ordinance specifically states the cost of water lines and infrastructure would be part of the cost of the fees.

Kay Schrammack commented that the Port St. Nicholas help by paying sales tax and for also having students attending the school and contributing funding for those students. Kay believes this ordinance is too broad and could use some specifics to appease the residents out Port St. Nicholas.

Lisa Radke suggested Port St. Nicholas residents donating funding and the city matching a percentage of each donation.

Andy Deering commented that a donation box on the Port St. Nicholas road would encourage all the users to assist with paying the fee for maintenance out the road.

## **REPORTS FROM CITY OFFICIALS**

**Mayor/Fire Department-** Moving forward on the restrooms at the ballpark, have the building ordered and ok from Shaan Seet. Money out of fire dept stipend to pour foundation.

**Administrator-** Jon provided a written report.

**Treasurer-** Joyce reported that the audit passed, and the property tax appeal period ends April 30<sup>th</sup>.

**Aquatic Manager-** Jessica provided a written report. Jessica also reported that a pump went out in the pool, and it is shut down.

**City Clerk-** Kassi was absent excused.

**City Planner-** Brian provided a written report. Jim See commented that the lease rates should be increased. Brian explained that staff will bring forward options for increasing lease rates to the next meeting.

**EMS Coordinator-** Chaundell reported teaching ETT courses at the high school. Monday there will be an island wide training including fire departments. There will be a safety camp in the spring and EMT 1 class at the high school beginning in the summer.

**Harbormaster-** Hans provided a written report.

**Library-** Kim provided a written report.

**Police Chief-** RJ was absent excused.

**Public Works-** Russell provided a written report.

**Parks and Rec-** Victoria reported that the kindergarten basketball went well and ended last weekend. No after-school program during spring break. The next basaar is scheduled for April 28<sup>th</sup>. The adopt-a-basket program is in full swing.

**Parks and Public Facilities-** Doug provided a report and added that there was an event in totem park recently that left flags, Doug has the flags at the shop. Fire extinguishers at the float plane dock were all discharged at the same time, and the cost to ship them over far exceeds the cost to get them refilled next month. Mayor O'Connor will share some of the extinguishers at the fire hall for the float plane building. Doug mentioned that Jan Trojan has been a great volunteer to the Parks and Public Facilities Department and appreciates the tough job the council and mayor are doing.

Mike Douville commented that the Chief of Police would be a good person for Loni Lingley to communicate with. Loni commented that the school and police departments are failing in this situation. Jon will follow up with the Chief of Police.

#### **READING OF CORRESPONDENCE**

- APCM February Report
- 2018 Post Fieldwork Letter from Horan & Co.

#### **CONSIDERATION OF RESOLUTIONS AND ORDINANCES**

##### **Resolution 18-05, Slope Easement on Brandi Court-Anchor Baptist Church**

SEE/TROJAN

moved to approve Resolution 18-05.

Don Pierce would like to see language in the agreement to prohibit oversized vehicles from sticking into the road. Brian will write something into the easement to address this.

**MOTION CARRIED UNANIMOUSLY BY ROLL  
CALL VOTE**

#### **UNFINISHED BUSINESS**

##### **Review of Proposed Ordinance regarding Port St. Nicholas Road Maintenance**

Jon provided two draft ordinances for discussion. One for maintenance, and the other to establish regulating construction and proximity of driveways out Port St. Nicholas. Jon explained that the scope of the cost that the city might incur required staff to leave the ordinance a bit broad, but it was not the intent that the council would bill Port St. Nicholas residents for costs that were not directly related to the use of the road. Jon commented that the city should retain the ability to charge for costs that may be incurred by damages. Jim See is in favor of cleaning up the wording

if needed. Mike Douville doesn't want Port St. Nicholas residents to be responsible for replacing the water line, unless it is damaged by one of the residents. The fee should be a fraction of the whole cost of the maintenance, not all the cost of maintenance. Staff will work on alternate wording for the upcoming meeting.

**NEW BUSINESS**

**Consider approval of the FY2017 financial audit**

PIERCE/MCDONALD

moved to adopt the FY2017 Financial Audit.  
MOTION CARRIED UNANIMOUSLY

**Discussion on National Forest Land Uses**

PIERCE/SEE

moved to send Jon's letter to the delegation.  
MOTION CARRIED UNANIMOUSLY

**ADJOURNMENT**

DOUVILLE/MCDONALD

moved to adjourn at 8:39 p.m.  
MOTION CARRIED

APPROVED \_\_\_\_\_

\_\_\_\_\_  
MAYOR TIMOTHY O'CONNOR

ATTEST \_\_\_\_\_  
KASSI MACKIE, CITY CLERK

## **CITY OF CRAIG MEMORANDUM**

To: Mayor and City Council  
From: Brian Templin, City Planner  
Date: May 7, 2018  
RE: Ordinance 709, Authorization to negotiate a lease with Taquan Air

---

The city owns and manages the Craig Seaplane Terminal and floats. Operators lease space from the city for their counters, office space, and freight storage space. The city provides the common areas of the terminal building (waiting area, bathrooms, mechanical room) and regular non-exclusive access and use of the airplane floats and ramp as part their lease of terminal space.

For several years Taquan Air occupied an old mechanical room in the building under an access permit. When Promech Air vacated the their lease area in the terminal Taquan Air moved into the terminal building and occupied the previous Promech Air lease area. The cost of the access permit was adjusted at that time. As part of getting numerous city leases up to date we are ready to move Taquan Air from an access permit to a longer term lease. Taquan Air has submitted a complete application for this lease and the lease has been properly advertised.

All leases of city owned property must have council approval to begin negotiations. Ordinance 709 authorizes the city administrator to negotiate a market value lease with Taquan Air for the counter area, offices, freight storage area, common areas, and floats mirroring the area their current access permit allows for.

The lease will be a market value lease at a minimum of 8% of market value based on a current appraisal of the property.

The council has been discussing establishment of rental (lease) rates for renewals or extensions of leases but has not directed staff to make any changes to establishing rates for new leases when assessed data is available. If the council would like to consider using a value other than a current appraisal to establish rates on properties where we have a current assessed value for new leases, it should direct staff to bring an ordinance to that effect back to the council for consideration.

**Recommendation:** Approve first reading of Ordinance 709 to authorize the city administrator to negotiate with Taquan Air Inc. the terms of a lease of city owned property at the Craig floatplane terminal building.

**CITY OF CRAIG  
ORDINANCE No. 709**

AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE WITH VENTURE TRAVEL (DBA TAQUAN AIR), THE TERMS OF A LEASE OF CITY OWNED PROPERTY CONSISTING A PORTION OF THE CRAIG SEAPLANE TERMINAL

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

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

Section 3. Effective Date. This ordinance shall be effective immediately upon adoption.

Section 4. Action. This ordinance authorizes the City Administrator to negotiate the lease of approximately 845 square feet of city owned property consisting of portions of the Craig Seaplane Terminal. Final terms of said lease are subject to the approval of the Craig city council.

Passed and approved this 7<sup>th</sup> day of June, 2018.

\_\_\_\_\_  
Tim O'Connor, Mayor

Attest \_\_\_\_\_  
Kassi Mackie, City Clerk

**CITY OF CRAIG  
MEMORANDUM**

To: Craig Mayor and City Council  
From: Brian Templin, City Planner  
Date: May 7, 2018  
RE: Adjustment of Lease (Rental) Rates for City Owned Property – Ordinance , First Reading

---

At the May 3, 2018 council meeting I submitted a memo to the council that included draft language on amending municipal code to allow for adjustment of rental (lease) rates for city owned property by using methods other than an appraisal. The memo also included some draft language to allow for using alternate methods to establish lease rates for new leases when assessment data was available for a parcel of city owned land.

During the discussion the council voted to move the language amending the lease renewal/extension method of calculation to first reading of an ordinance. The council did not direct staff to move the language forward regarding setting rates for new leases.

Ordinance 710 makes these changes to the municipal code. The ordinance is attached.

Recommendation: The council should pass first reading of Ordinance 710 and schedule a public hearing on the ordinance June 7, 2018.

CITY OF CRAIG  
ORDINANCE NO. 710

AN ORDINANCE AMENDING TITLE 16, CRAIG MUNICIPAL CODE,  
SECTION 16.02.140, TERMS AND CONDITIONS OF LEASES

BE IT ORDAINED BY THE 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 of other persons or circumstances shall not be affected thereby.

Section 3. Effective Date. This ordinance shall be effective immediately upon adoption.

Section 4. Action. This ordinance amends Section 16.02.140 B of the Craig Municipal Code by deleting the items shown with strikethrough text and surrounded by square brackets (~~strikethrough~~) and by adding the **bold underlined** items, as follows:

**B. Adjustment of Rent.** The annual rent payable pursuant to any lease becomes subject to adjustment by the council on the fifth anniversary of the date of the lease and at each five-year interval thereafter. **The City may adjust the rent annually if the assessment method or consumer price index method of adjustment is used.**

1. **At the City's sole discretion** the adjusted annual rent will be computed **using one of the following methods:**

a. **Appraisal.** The adjusted annual rent [~~shall~~] **may** be computed at that percentage of the fair market value of the land as set by the lease, inclusive of any improvements thereon made by the city, but exclusive of any portion of value created by expenditures by lessee, except that the value of any improvements credited against rentals shall be included in the value. Such fair market value shall be determined by an appraisal made by the city assessor and reviewed and approved by the council. The lessee may obtain council reconsideration of the council's prior approval of the assessor's figure for market value by giving written notice of request for reconsideration within 10 days after the council's original decision, and by thereafter presenting an alternative appraisal, prepared by a Member of the Appraisal Institute (MAI) within 90 days after the council's original decision.

b. **Assessment. The adjusted annual rent may be computed at that percentage of the assessed value of the land as set by the lease, inclusive of any improvements thereon made by the city, but exclusive of any portion of value created by**

**expenditures by lessee, except that the value of any improvements credited against rentals shall be included in the value. Such assessed value shall be determined by the most recent annual tax assessment roll submitted by the city assessor and approved by the council. The lessee may obtain council reconsideration of the assessed value of the property by protesting the assessed value placed on the rental property as outlined in CMC 3.04.060.**

**c. Consumer Price Index. The adjusted annual rent may be computed by using the rental rate set in the original or renewed lease or the rental rate as set during any regular adjustment, plus the change in the Anchorage Consumer Price Index during the adjustment interval.**

2. **The lessee may obtain council reconsideration of the method of annual or five year interval rent adjustment by giving written notice of request for reconsideration within 10 days after the council's original decision on the rental rate adjustment.** The council shall, upon presentation of the lessee's evidence, within 30 days decide the final ~~market~~ value to be used in adjusting the rent. The new rental amount shall be effective at the beginning of the five-year **or annual** interval to which it applies.

Passed and approved on \_\_\_\_\_, 2018.

\_\_\_\_\_  
Mayor Tim O'Connor

Attest \_\_\_\_\_

\_\_\_\_\_  
Kassi Mackie, City Clerk





**Budget  
Fiscal Year 2019**



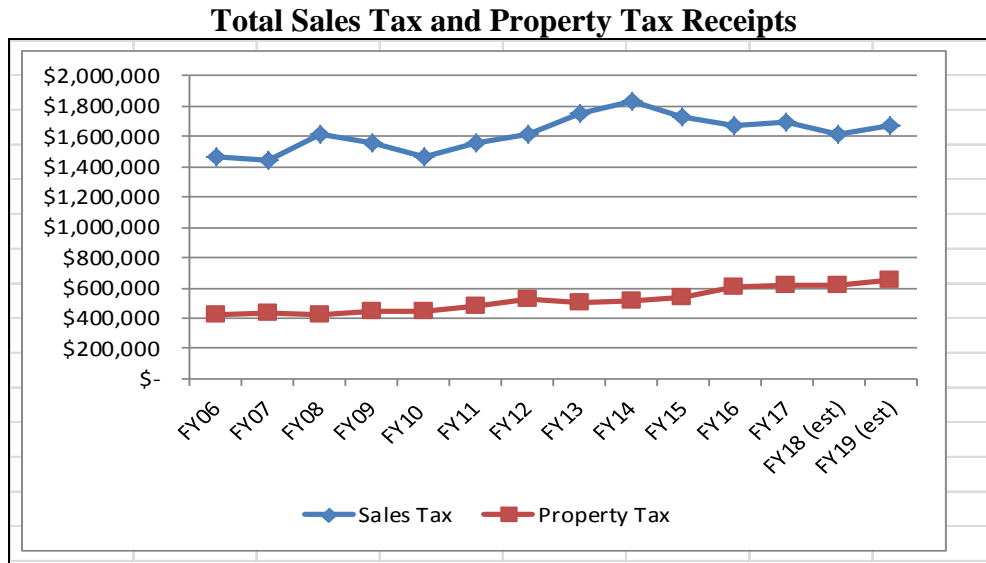
# CITY OF CRAIG MEMORANDUM

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: May 11, 2018  
RE: Proposed FY 2019 City of Craig Operating Budget

Attached you will find the proposed City of Craig operating budget for FY 2019. A summary of the budget is provided below.

## A. Revenues

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



### Sales Tax

As the council is aware, sales tax revenues make up the bulk of locally generated tax receipts. The estimated amount of sales tax receipts is one of the variables in the budget that staff must pay close attention to when planning the coming year's budget.

The city has seen variable, but mostly declining, sales tax revenues since FY 2014. For the purposes of budgeting, staff has consistently assumed either no increase or a slight drop in sales tax receipts each year. To date for the current fiscal year, sales tax receipts are trending on par with the prior fiscal year. Staff is told that the Silver Bay Seafoods plant will operate at least part of the commercial seine season in 2018, an economic positive for the community if that comes to pass. However, with the recent closure of several retailers, including The Clothes Company and Voyager, it is reasonable to expect some decline in sales tax revenues. I do not expect sales tax receipts to fall by an amount equal to what The Clothes Company and Voyager would have produced, because other local merchants will move to capture some of the sales that the two closed retailers would have otherwise made. Another factor contributing to lower sales tax receipts is the fact that the city eliminated sales tax on water/sewer/garbage utility billings in Fiscal Year 2018. Offsetting these downward trends are increasing prices for energy (fuel, electricity) for which consumer demand is typically inelastic, the likelihood of an increasing fishing fleet on the west coast of POW this summer, and the fact that invariably, actual sales tax receipts exceed the amount estimated for each year's budget.

### Property Tax

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

### Other Local Tax Revenues

Staff added \$20,000 to tax revenues in anticipated receipts from the new transient room tax, which took effect January 1, 2018. FY 2019 will be the first full year that the tax is implemented in Craig.

As to the city's ten percent sales tax on marijuana, staff added zero dollars to its anticipated revenues from this source. While two parties have been approved for conditional use permits from the Craig planning commission to operate marijuana retail stores, and the city has received general inquiries from at least two others, none have completed the licensing process with the State of Alaska, or met all the local conditions for approval.

Taken together, staff estimates that all sales tax and property tax revenues for FY 2019 will amount to \$2.3 million, or about 68 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 2018 is \$408,168. These payments come mostly from the following sources.

#### 1. Raw Fish Tax

The city council is already well aware of the reduction in raw fish tax receipts expected for the coming fiscal year. Due to the early closure of the Silver Bay Seafoods plant in 2017, staff expects another reduction in raw fish tax receipts for the coming fiscal year, from \$50,000 down to \$35,000. The decline in raw fish tax, plus the downward trend in sales tax receipts are the two largest factors driving down General Fund revenue to Craig compared to fiscal years 2015-2017. As a reminder, prior year council direction to staff requires that any amount in excess of \$250,000 of raw fish tax revenues will go toward specific reserve accounts established by the council. Obviously the city will not add additional dollars to those reserve accounts in FY 2019, given that only \$35,000 in raw fish tax is expected.

#### 2. State Revenue Sharing.

The State of Alaska has funded the municipal revenue sharing program the past 15 years. For the coming fiscal year, the revised program will generate about \$90,000 for Craig, based on action taken recently in the Alaska Legislature. However, we should expect this

payment to decrease over the next few years, until the state's financial condition improves. Revenue sharing funds may be used for most any city purpose.

### 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 increased by about \$35,000 this fiscal year after the city, at the request of the Alaska Department of Corrections, agreed to implement some electronic monitoring and certain pretrial procedures. For FY2019, I expect the state to offer an amount equal to the current fiscal year. Activities at the Craig Police Department are expected to generate about \$486,000 in FY2019.

### 4. Payment in Lieu of Taxes

Congress reauthorized the PILT program not long ago. Funding for the city from PILT should be stable at around \$275,000 for the next few years. Like revenue sharing, PILT funds may be spent on most any city purpose.

## **B. Expenditures**

The FY2019 General Fund budget anticipates an increase in expenditures of about \$300,000 over FY2018. A summary of the increases is provided below.

- **Public Works:** the department shows increase expenses due in part to a reallocation of wages and benefits from other utility departments, based on public works employee time sheets, and an increase in the allowance needed to maintain the city's rolling stock.
- **Aquatic Center:** extending the facilities operating hours added about \$26,000 in labor costs to the department. Additional increases are attributable to utility costs, and major maintenance on the pool basin.
- **Public Facilities.** Staff increased hours of seasonal labor, and the maintenance line item based on the typical maintenance needs across city properties and buildings.
- **EMS:** includes grant match funding for needed equipment, including a new gurney.
- **Police:** needed increases in wages and benefits, as well as materials and supplies, and automatic electronic defibrillators for the patrol vehicles.
- **Library:** increased wage and benefit costs needed to maintain library hours.

### Cost of Living Adjustment

The proposed FY19 operating budget includes no cost of living adjustment for city employees. The budget committee discussed this point at some length, including options other than a conventional COLA adjustment. Council direction on this point is needed.

### Health Insurance Costs

The initial input from the city's employee health insurance broker was that the city will see an increase in the cost of this benefit between ten and 15 percent in FY19. Every ten percent increase equals about \$50,000 of additional cost to the city. Staff received a renewal quote from its insurance broker during the week of May 1. Renewal of the existing medical plan, called Heritage Select, will cost the City of Craig an additional 14.5 percent. We also received a quote for a similar plan, called Heritage Plus, which is more dependent upon in-network health care providers, would increase employee health

insurance costs by about 9.7 percent. The department managers have been asked to gather input from city staff on the general preference between the two plans.

Last year the council adopted a policy to pay employees who recently had taken the employee health care benefit about half of the cost of that benefit as a cash payment at each payroll if the employee chose not to enroll in the health care plan. The thought behind this policy was to reduce the benefit cost to the city for an employee that would have taken the health insurance benefit. Three employees elected to receive the payment in lieu of health insurance. Assuming that those three employees would have taken the health insurance benefit if not for the in-lieu payment, the city spent about \$36,000 less on the health care benefit as a result of the in-lieu payment program. I would like to offer the program again for FY 2019, although the qualifying language will need to be revisited by the council.

#### School Support

As the council is well aware, the city had, until the current fiscal year, added increasing general fund dollars to the annual budget in an attempt to have its general fund contribution to the school reach the \$550,660 cash payment made to the school district each year. We had reached an annual contribution of \$400,000 by FY2016, but scaled that contribution back in FY17 and FY18 to meet other demands. The city continued to pay the district \$550,660 each year, using a combination of general fund dollars, and using funds drawn from the school cash reserve fund that the city had built up over several prior years. For FY2019, the council approved a \$550,660 school payment. The proposed city General Fund contribution to the district in the FY2019 budget is set at \$250,000. Staff will work to build this line item each fiscal year until it reaches the \$550,660 level.

On a related note, after a two year period during which the program was not funded, Congress recently reauthorized the Secure Rural Schools program for federal FY 2018 and FY2019. Depending on the level of appropriations that follow the reauthorization, the city may be able to add to the balance of the school reserve fund in FY 2019. A summary of the balance of that fund, and others, is shown in Section F, below.

The city's state-mandated minimum contribution to the school district is about \$428,000 in the current fiscal year. As noted above the city provides the district \$550,660 in cash, and also provides a number of in-kind contributions. The statutory funding cap for school support for Craig is about \$1.62 million.

#### **C. Proposed Rate Changes**

A summary of proposed changes to rates across city departments is provided below. Rate changes for water, sewer, and solid waste collection will be considered by the council in an ordinance separate from the budget ordinance. Rates for all other departments will be set by resolution.

##### Water rates

As the council will recall the city engaged the Alaska Department of Commerce, Community, and Economic Development to produce a rate study for the city's water, wastewater, and solid waste collection departments. On March 23 staff received a

revised rate study for the city’s water department. Among the study’s recommendations is one that calls for annual rate increases for FY19-FY2022, ranging between two percent and four percent per year.

The study also notes that Craig’s rate structure, which features both a base rate and a metered rate, “is widely used across the United States and it has been recognized and recommended by the water utility industry”. The study goes on to say that the city may want to reconsider the current ratio of the base versus metered rate, and goes on to state that it is not usual for “small utilities like the Craig Water Utility to have higher fixed rates as a means of enhancing revenue stability”.

With all this in mind, staff proposes a four percent increase in water rates for FY2019. Even with the proposed rate increase, and a reallocation of some labor away from the water department, its expenses will still exceed its revenues by an estimated \$97,000. The four percent increase will apply to the base rate, plus the per thousand gallon rate for all customers. The city council several years ago directed staff to increase water/wastewater utility rates two percent annually with the goal of eventually having revenues match expenses. Because the wastewater department is meeting its cost, staff proposes to increase water four percent and leave wastewater rates at current levels.

#### Garbage Collection Rates

The city’s solid waste rates were the subject of some discussion at council meetings over the fall and winter. Staff at city hall and public works recently began a process to weigh truckloads of the contents from dumpsters and cans in order to identify the common weights from each container type. This effort will continue at various times through the spring and summer seasons to compare container weights throughout the year. Initial results show that waste in residential dumpsters was, on average, about 30 percent heavier than waste in commercial dumpsters. Based on that data, staff set the price of residential dumpsters at about 30 percent higher than business dumpsters.

As to cans, the budget committee reviewed the pricing structure and proposes lowering the price of the 64 gallon can to be proportional with the 48 gallon cans. The current pricing structure is a holdover from when the city converted its solid waste collection to the new, more automated system.

The existing and proposed garbage collection rates are shown in the tables below.

Current rates:

# Pick-up per week	48 Gallon Can	64 Gallon Can	Multi-unit Dumpster	Business Dumpster
One (1)	\$30.00/can	\$60/can	\$50/unit	\$112.00/dumpster
Two (2)	\$60.00/can	\$120/can	\$100/unit	\$224.00/dumpster
Three (3)	\$90/can	\$180/can	\$150/unit	\$336.00/dumpster

Proposed rates\*:

# Pick-up per week	48 Gallon Can	64 Gallon Can	Multi-unit Dumpster	Business Dumpster
One (1)	\$30.00	\$45.00	\$145.00	\$112.00

\*Additional can/dumpster pickups are available at the rates set out in the separate utility rate ordinance.

Under the proposed budget, the city continues to offer solid waste collection at no cost to resident seniors aged 65 and older. The offer is limited to one 48-gallon can per residence.

The utility rate ordinance for FY 2019 modifies this benefit, applying it to all seniors who are billed directly for water/sewer/solid waste services.

The proposed separate rate ordinance also requires that any apartment building of three or more units must use a dumpster as a garbage container, rather than individual cans. This change is intended to avoid multiple cans occupying city streets each week and reduce the number of lifts required to collect solid waste from apartment buildings.

#### Moorage rates

For each of the past five years, the Harbor Department budget has ended the fiscal year with a deficit. FY 2019 is shaping up to continue that trend. In response, Harbor Department staff analyzed moorage revenues in view of billable linear footage of permanent and transient moorage capacity. The harbors have a billable capacity of 7,122 linear feet, of which 5,872 feet is permanent moorage, and 1,250 is transient moorage. Moorage fees account for, typically, between 75 percent and 80 percent of Harbor Department revenues each year. In order for moorage revenues to balance out the department's expenditures for FY 2019, rates would need to double. If one backs out the capital expenditures from the department's proposed FY19 budget, moorage rates would need to increase by about fifty percent to meet operational costs.

As an alternative to raising moorage rates and other harbor revenues to match department expenses, the city's practice has been to apply at least part of the annual surplus from the JT Brown Industrial Park revenues to offset the Harbor Department deficit. The industrial park budget typically boasts a sizeable surplus each year. Staff will commonly earmark into reserves the portion of the industrial park surplus that is not needed to balance the Harbor Department budget. However, this practice sometimes leaves little cash for needed capital improvements at the industrial park or the harbors. While not ideal, this practice does result in building a reserve account for the harbors and other capital needs over time.

Harbor Department staff met recently with the Harbor Advisory Committee. Among the discussion items was an eventual increase in the permanent moorage rate from the current \$17.33 per foot to \$25.48, changes to transient moorage rates, and other fees. The committee was briefed on but did not take action on the proposed changes.

For the purposes of FY2019, the proposed budget anticipates the following rate changes.

1. Increase permanent moorage rates from \$17.33 to \$22.00 per foot, per year, an increase of about 14 percent. The rate for Craig residents is proposed at \$20.00 per foot, per year.
2. Eliminate the twelve month transient moorage rate, effective 7/1/2018. In an effort to ease the impact of the price increase, staff proposes that vessels with a current long-term moorage agreement be provided an opportunity to renew at the existing rate if their moorage comes due before December 31, 2018.
3. Increase the rate of the remaining classes of transient moorage by about 24 percent.
4. Add a "Harbor Staff Labor Rate" of \$50.00/ hour, and \$75.00 for overtime labor.
5. Add an "Impound Fee" of \$250.00 to vessels undergoing the impound process.
6. Increase live aboard fee to \$75.00 per month.
7. Increase boat launch annual fee to \$35.00.



Eliminating the twelve month transient moorage rates will result in steep increases for longer term transient moorage costs in Craig. A forty foot boat paying the current long term transient moorage rate would see its moorage bill increase from \$693.20 to \$1,145.60 per year. To mitigate this impact, staff proposes advising current long-term transient moorage vessels of the change and providing the chance for those vessels to pay the current yearly transient rate before July 1, 2018, which gives time for those vessel owners to find alternative moorage if they do not wish to pay the higher FY2019 rate.

Harbor Department staff also intends to convert some transient moorage slips to permanent moorage slips in order to move the waiting list and enable some current transient moorage boats to pay the permanent moorage rate. For those that have two vessels in the harbor, one is proposed to be billed at the permanent rate (assuming the vessel has been assigned a permanent slip), and the second to be billed at the applicable long term transient rate, which is proposed to change to the six month rate.

The budget committee also proposes implementing discounts to some harbor rates for Craig residents.

These proposed rate increases will be unpopular. However, staff proposes these rate changes in a needed effort to eventually match operating revenues with costs. Even with the proposed rate increases, staff anticipates that the Harbor Department will run a deficit in FY2019 of about \$42,000. The city council can provide helpful feedback to staff by discussing what constitutes a suitable amount of surplus from the Industrial Park budget to apply to a given year's deficit in the Harbor Department.

#### Aquatic Center rates

Pool staff recommends a series of rate increases for pool rentals.

	<u>Current Rate/Hour</u>	<u>Proposed Rate/Hour</u>
Lap Pool Rental	\$ 55.00	\$ 75.00
Kiddy Pool	\$ 55.00	\$ 60.00
Both pools	\$ 85.00	\$120.00
Inflatable toy & pool	\$140.00	\$185.00

The committee also proposes a one dollar increase in the daily admission prices, to \$4 for children and seniors, and \$5 for adult patrons.

Pool staff reports that the rental rates have not changed in eight years, and the proposed rates are still low compared to other Southeast Alaska communities. Staff anticipates that the increased rates will add about \$5,000 to revenue generated by the pool. The rental rate for the Craig Waverunners Swim Club will remain unchanged in 2018. Pool revenues with the new rates may increase to \$55,000. FY 2019 expenses at the department, including debt service, are budgeted at \$499,000. As with the Harbor Department, the budget committee proposes discounts on rates for Craig residents; staff will prepare a rate setting resolution that includes a five percent discount.

#### **D. Change in Service Delivery and Expenditures**

The proposed budget returns the Craig Aquatic Center to its operating hours prior to the FY18 budget. The budget provides for the pool to be open 5:00 a.m. to 8:00 p.m. M-F,

and retain its 1:00 p.m.-4:00 p.m. Saturday hours. The additional cost in wages to reopen to prior year scheduled hours amounts to about \$26,000. The proposed schedule change is based on ongoing comments from the public about their wishes to have the pool open every weekday evening. The current operating hours close the pool at 5:00 p.m. three days per week. The budget also funds the library staff at a level closer that provided in the FY2017 budget.

**E. Endowment Fund Earnings**

Each year the city may spend up to four percent of the five-year average market value of the Craig Endowment Fund. For FY2019, that four percent amounts to approximately \$383,780. The earnings are typically used to pay the cost of debt service on the pool each year, and the remaining amount for capital improvements across the city. The FY2019 debt service payment for the pool is approximately \$136,888. That leaves a balance of about \$245,000. After input from the Budget Committee, I propose the following use of the remaining funding.

1. <u>Network server computers at City Hall</u>	\$ 20,000
The local area network servers that link the computers at City Hall also store data held on the city’s accounting system and property records, as well as the billing system, and other data storage needs. The existing system has reached its operating capacity and needs an upgrade. This equipment is critical to the functioning of the entire city financial system, including utility and tax billings for administration, water, wastewater, solid waste, EMS, and other departments.	
2. <u>Replace anchor chain at floating breakwater</u>	\$ 50,000
An inspection completed two years ago shows extensive wear on some of the links connecting the floating breakwater to its anchors. The worn sections need replacement in FY2019.	
3. <u>North Cove Harbor lighting</u>	\$ 80,000
The lighting system at North Cove is in need of new conductor and light fixtures. Staff will move to LED lighting if this project is funded.	
4. <u>Refinish lap pool basin at Craig Aquatic Center</u>	<u>\$ 95,000</u>
A facility condition survey of the pool facility, completed by an architectural firm prior to the 2016 pool upgrade, called for the near term replacement of the surface of the lap pool basin. The estimated cost at the time ranged from \$54,000 to \$137,000, depending on the scope of the work. The city should expect the project to cost on the higher end of that scale, given the needs at the pool.	
<b>Total</b>	<b>\$245,000</b>

**F. Long-Term Finances**

Long-Term Debt

The city currently holds the following long-term debt.

<u>Debt</u>	<u>Balance*</u>	<u>Annual Payments*</u>
Aquatic Center Bonds	\$1,635,000	\$136,500
Wastewater Treatment Plant	\$ 117,347	\$ 59,997
Water System Improvements	\$ 347,174	\$ 25,200
<b>Total</b>	<b>\$2,227,586</b>	<b>\$221,697</b>

\* Approximate

#### Reserve Funds

The list below provides some information for each fund.

<u>Fund Name</u>	<u>Source of Funds</u>	<u>Balance*</u>
1. Craig Endowment	One-time revenues	\$ 10,632,000
2. School Support	Federal & City funds	\$ 3,081,000
3. City General Fund	Multiple sources	\$ 2,094,000
4. Land Development	Sale of city property	\$ 863,000
5. Capital Projects	Endowment Fund	\$ 115,981
6. Harbor Reserve	Raw fish tax, lease pmts.	\$ 342,710
7. Equipment Replacement	Surplus Raw Fish Tax	\$ 119,135
8. Clinic Maintenance	Lease payments	\$ 42,798
9. Police Drug	Court awarded	\$ 18,774
10. Halibut Quota	General Fund	\$ 15,498
11. Bond Sinking Fund	General Fund	\$ 14,990
12. Memorial Park	Hilton Foundation	\$ 7,678

\*Approximate as of March 31, 2018

#### H. 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 and responded productively again this year when I asked them to limit their expenditures from the current fiscal year. It is a pleasure to work with them. It is important to note here that the draft budget does not include everything that the department managers requested.

As I have noted in past cover memos for the budget ordinance, thanks to thoughtful actions taken by the city councils in Craig over the past 20 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 or flat 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 easier. Even so, we should continue to anticipate difficult financial circumstances for our community for the near term. On a related note, a word of caution is merited here. The proposed FY2019 budget sets aside very little into the city's reserves. The only likely addition to reserves would result from an anticipated fund balance at the end of the next fiscal year should the city's revenues exceed its expenditures. Operationally, we are reliant on productive years for both the fisheries and timber industries to fund services and allow for deposit into our established reserve accounts.

For the longer term, there is reason for optimism, as noted below.

- One local seafood buyer began construction this year on a seafood processing and buying station. The presence of the new building may enable the purchase of long line fish in Craig in volumes greater than has been the practice in past years.
- The annual release of eight million chum salmon fry at Port Asumcion beginning in 2018 will result, three years from now, in the start of an annual return of adult chum to the bay, with an ensuing commercial fishery. The annual release will likely climb to 20 million starting in 2019.
- SSRAA will release an additional 200,000 king salmon into Port St. Nicholas in 2018. Depending upon the degree of state-imposed restrictions on king salmon fishing in the inside waters of Southeast Alaska, the Craig area may see an elevated release of king salmon for several years. Port St. Nicholas is approved for a maximum release of around 700,000 king smolts per year, so it is possible that the local release could more than double, although there are no set plans in place to release more than the approximately 320,000 set for 2018. Even so, the additional released chinook will benefit local gear groups in the coming years.
- The Alaska State Transportation Improvement Plan calls for funding road improvements on POW in the next few years, including a big project to upgrade the road into Whale Pass.
- Despite uncertainty surrounding the king salmon and halibut bag limits, the local charter fishing businesses I spoke with recently all report they are largely full for the 2018 season.
- With the completion of the Alaska Mental Health Trust land exchange with the US Forest Service, the Viking Lumber Mill appears to be poised for an additional 3-5 years of timber supply. I expect that the various small mill operators on POW will also benefit from the timber volume made available from timber sales.
- Interest remains in the establishment of a kelp/oyster mariculture site near Craig. I continue to work with the principal contact for the project to keep track of the permitting and other details.
- The small gold mine that recently reopened in Hollis announced plans to construct a milling facility on the site soon, adding another six or so jobs to the local economy, along with increased business spending on POW.

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

CITY OF CRAIG

ORDINANCE NO. 711

PROVIDING FOR THE ADOPTION OF THE FISCAL YEAR 2019 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, 2018.

Section 3. Authorization and Appropriation. The appropriations identified in "Attachment A" hereto are adopted and authorized for the period of July 1, 2018 through June 30, 2019 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, 2019.

APPROVED this \_\_\_\_\_ day of June, 2018.

\_\_\_\_\_  
MAYOR - TIM O'CONNOR

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

Ordinance No. 711

General Fund Revenues	\$	3,406,556	
Transfer in: Endowment Fund		253,000	
NFR Roads		10,000	
Prior Year Fund Balance		0	
	Total		\$ 3,669,556

General Fund Expenditures			
Administration		676,724	
Aquatic Center		661,056	
Council		57,331	
EMS		189,326	
Facilities & Parks		288,881	
Fire		34,406	
Library		137,549	
Planning		69,151	
Police		967,739	
Public Works		336,295	
Recreation		96,696	
Pt. St. Nick Hatchery		2,000	
	Total Expenditures		3,517,155

Operating Transfer Out			
Enterprise Fund		(97,598)	
School Financing		250,000	
	Total		152,402

Total General Fund Expenditures & Transfers 3,669,556

Excess of Revenues/Transfers over Expenditures \$ (0)

Enterprise Fund Revenues			
Cannery		7,000	
Harbor		388,500	
JTB Industrial Park		413,023	
Garbage		315,000	
Wastewater		290,000	
Water		307,300	
	Total		\$ 1,720,823

Transfer In From General Fund	(97,598)	
Total		\$ (97,598)

Enterprise Fund Expenses			
Cannery		6881	
Harbor		431108	
JTB Industrial Park		213364	
Garbage		306769	
Wastewater		259960	
Water		405143	
	Total		1,623,225

Excess of Revenue/Transfers over Expenditures \$ -



# **Financial Summary Fiscal Year 2019**

**May 2018**

City of Craig  
 FY2019 Budget  
 General Fund Revenue & Expenditure Recap

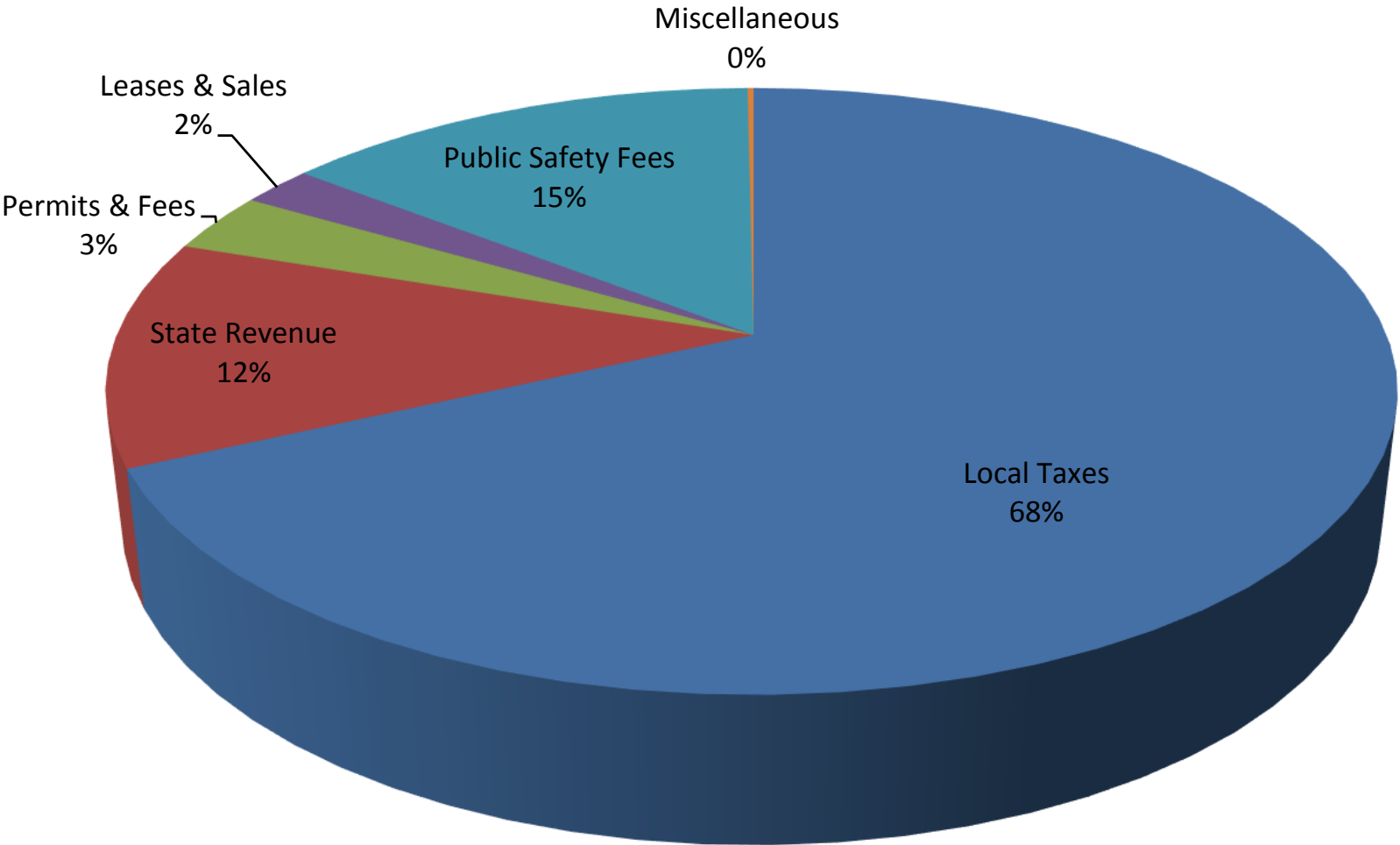
	FY 2014 Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget	% Change Prior Yr.
Total Revenue	\$3,859,840	\$ 3,875,090	\$ 3,779,156	\$ 3,556,560	\$ 3,257,026	\$3,406,556	4.4%
Required Transfers In/Out							
To Ent Fund - Bal. Budget	(90,039)	0	(143,666)	(29,325)	30,778	97,598	68.5%
National Forest Receipts Road Funds				10,000	-	10,000	
Pt St Nick Hatchery	(35,000)	(35,000)	(45,000)	(45,000)	(9,000)	(2,000)	-350.0%
CD Investment Revenue							
Endowment Fund Transfer to Gen Fur	120,000	120,000	135,000	178,280	370,616	233,000	-59.1%
Endowment Fund Trf to Enterprise							
From Endowment To Capital Fund				(186,000)	(235,616)	20,000	
Enterprise Fund to Reserve							
PERS Unfunded Liability	(24,980)						
From PY reserves			50,000				
To School Financing	(300,000)	(350,000)	(100,000)		(200,000)	(250,000)	20.0%
Total Transfers	<b>(330,019)</b>	<b>(265,000)</b>	<b>(103,666)</b>	<b>(72,045)</b>	<b>(43,222)</b>	<b>108,598</b>	139.8%
Net Revenue Available	<b>3,529,821</b>	<b>3,610,090</b>	<b>3,675,490</b>	<b>3,484,515</b>	<b>3,213,804</b>	<b>3,515,154</b>	
Administration	818,539	756,085	662,177	702,951	668,859	676,724	1.2%
Aquatic Center	534,947	540,111	478,464	441,795	498,091	661,056	24.7%
Council	78,128	139,950	130,419	133,203	100,741	57,331	-75.7%
EMS	144,382	166,576	226,222	326,051	172,932	189,326	8.7%
Facilities & Parks	219,329	261,943	464,770	286,009	252,935	288,881	12.4%
Fire	29,990	16,968	29,478	14,823	29,195	34,406	15.1%
Library	137,929	128,248	113,835	108,626	125,293	137,549	8.9%
Planning	91,375	100,843	90,047	99,015	84,848	69,151	-22.7%
Police	942,893	1,081,559	1,022,184	937,360	899,301	967,739	7.1%
Public Works	217,957	283,861	306,686	326,792	282,246	336,295	16.1%
Recreation	91,930	110,764	91,107	99,356	99,363	96,695	-2.8%
Total Expenditures	<b>3,307,399</b>	<b>3,586,908</b>	<b>3,615,390</b>	<b>3,475,981</b>	<b>3,213,804</b>	<b>3,515,155</b>	8.6%
Net Revenues over Expenditures	<b>\$ 222,423</b>	<b>\$ 23,182</b>	<b>\$ 60,100</b>	<b>\$ 8,534</b>	<b>\$ -</b>	<b>\$ (0)</b>	



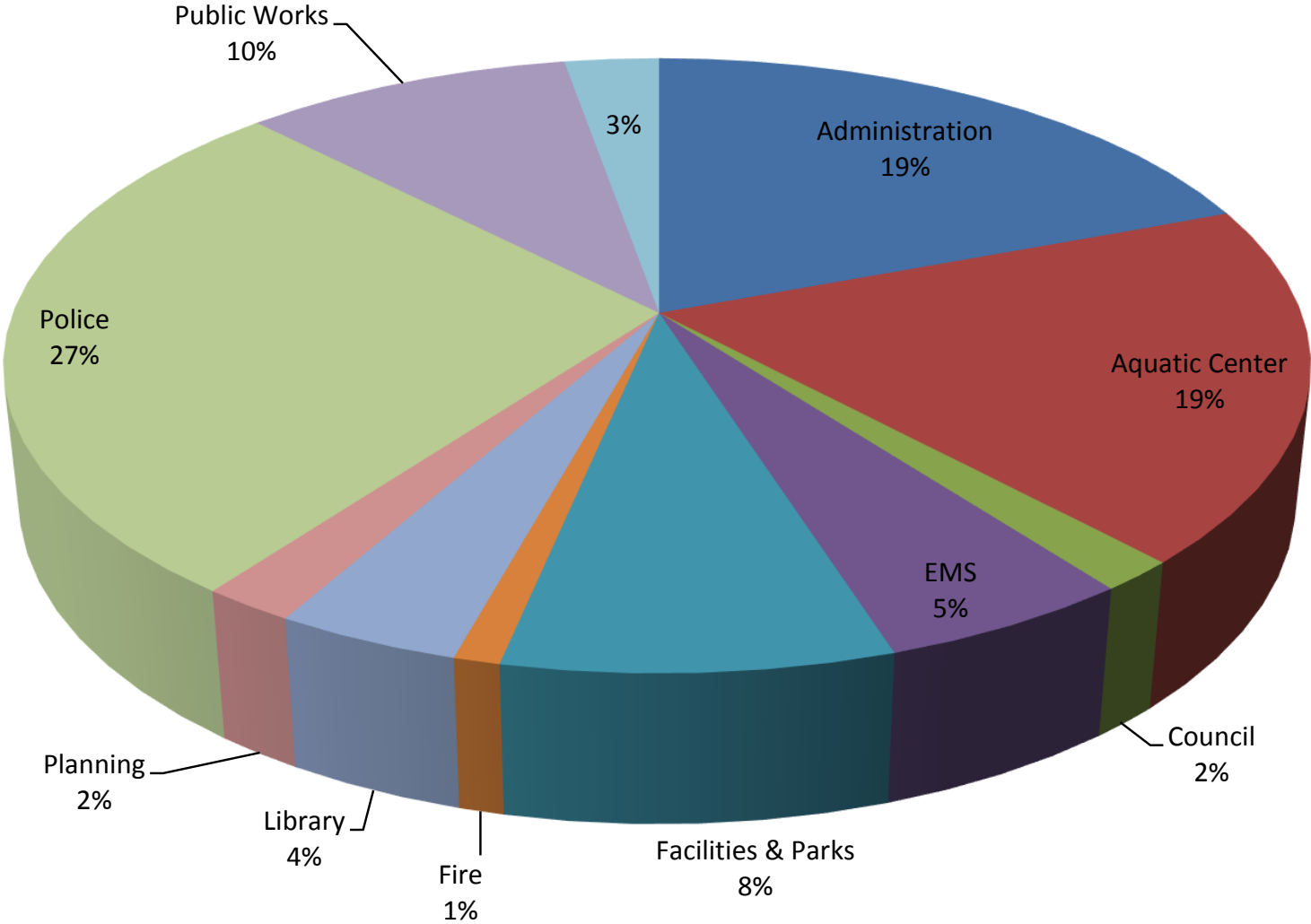
City of Craig  
 FY2019 Budget  
 Base Fund Revenue & Expenditure Recap

	FY 2014	% Change Prior Yr	FY 2015	% Change	FY 2016	FY 2017	FY 2018	FY 2019	% Change
<b>Total Revenue</b>									
Cannery	2,050	-57.5%	8,575	318.3%	3,505	58,884	6,000	7,000	14.3%
Harbor	212,105	-14.4%	243,333	14.7%	205,070	250,590	225,000	388,500	42.1%
JTB Industrial Park	405,599	51.8%	473,823	16.8%	470,873	465,328	413,023	413,023	0.0%
Garbage	325,391	2.9%	309,531	-4.9%	292,297	292,317	303,000	315,000	3.8%
Wastewater	296,491	15.7%	280,879	-5.3%	269,006	263,835	276,000	290,000	4.8%
Water	324,930	27.9%	287,489	-11.5%	276,270	257,483	301,300	307,300	2.0%
Total Revenue	1,566,566	16.4%	1,603,630	2.4%	1,517,021	1,588,437	1,524,323	1,720,823	11.4%
<b>Total Expenditures</b>									
Cannery	14,020	467.8%	6,264	-55.3%	4,124	1,713	6,881	6,881	0.0%
Harbor	311,624	13.8%	319,656	2.6%	388,344	399,265	243,697	431,108	43.5%
JTB Industrial Park	322,034	-2.5%	424,632	31.9%	267,654	266,486	337,488	213,364	-58.2%
Garbage	320,953	-1.9%	360,578	12.3%	304,171	298,369	298,243	306,769	2.8%
Wastewater	331,458	42.7%	310,467	-6.3%	287,381	301,008	278,601	259,960	-7.2%
Water	356,516	26.6%	433,540	21.6%	409,013	477,782	408,774	405,143	-0.9%
Total Expenditures	1,656,605	14.4%	1,855,137	12.0%	1,660,687	1,744,623	1,573,684	1,623,225	3.1%
<b>Net Revenues over Expenditures</b>									
Cannery	(11,970)	-608.1%	2,311	-119.3%	(619)	57,171	(881)	119	840.3%
Harbor	(99,519)	281.3%	(76,323)	-23.3%	(183,274)	(148,675)	(18,697)	(42,608)	56.1%
JTB Industrial Park	83,565	-232.5%	49,191	-41.1%	203,219	198,842	75,535	199,659	62.2%
Garbage	4,438	-140.6%	(51,047)	-1250.2%	(11,874)	(6,052)	4,757	8,231	42.2%
Wastewater	(34,967)	-246.0%	(29,588)	-15.4%	(18,375)	(37,173)	(2,601)	30,040	108.7%
Water	(31,586)	15.0%	(146,051)	362.4%	(132,743)	(220,299)	(107,474)	(97,843)	-9.8%
	<b>\$ (90,039)</b>		<b>\$ (251,507)</b>		<b>\$ (143,666)</b>	<b>\$ (156,186)</b>	<b>\$ (49,361)</b>	<b>\$ 97,598</b>	150.6%

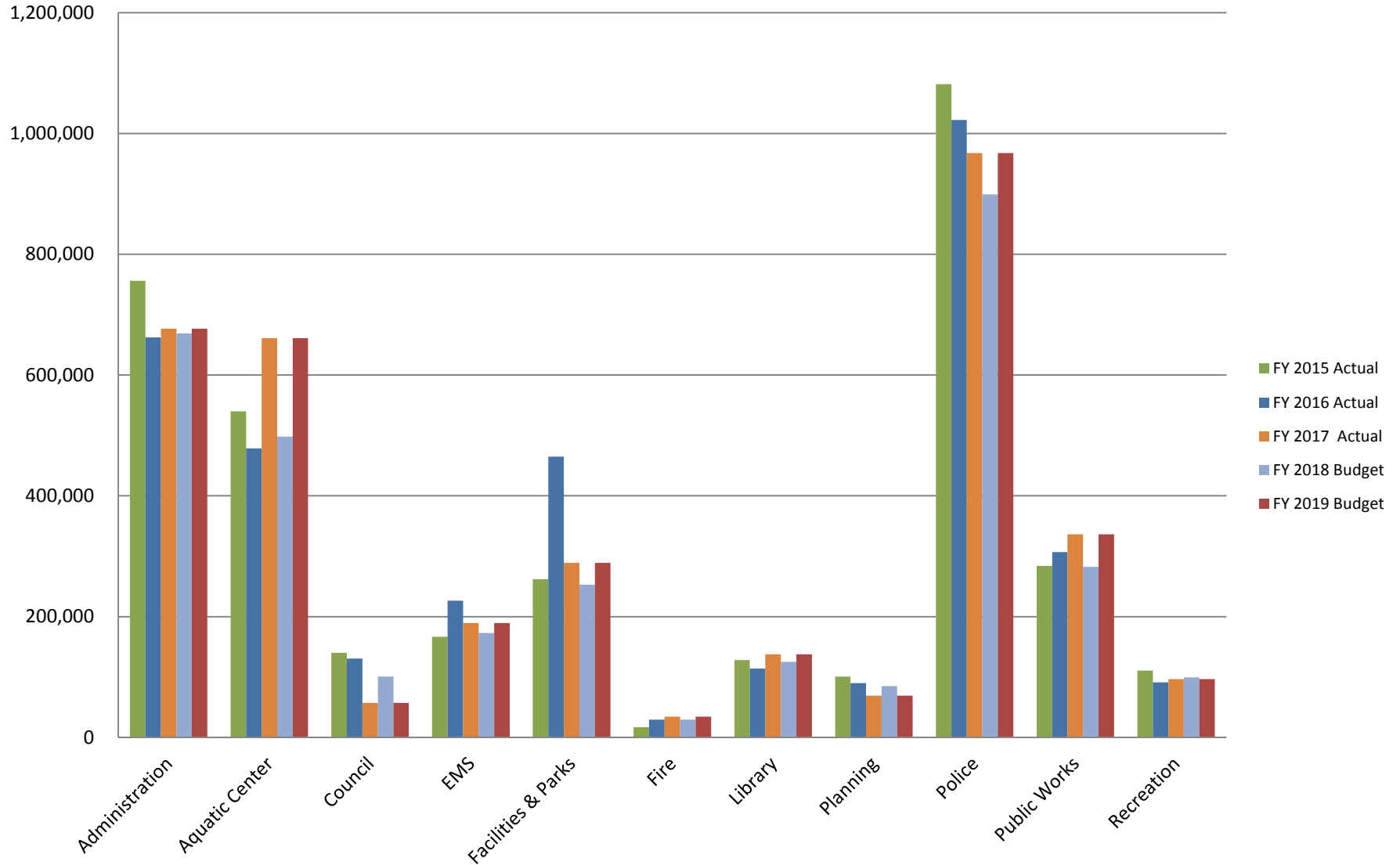
# General Fund Revenue



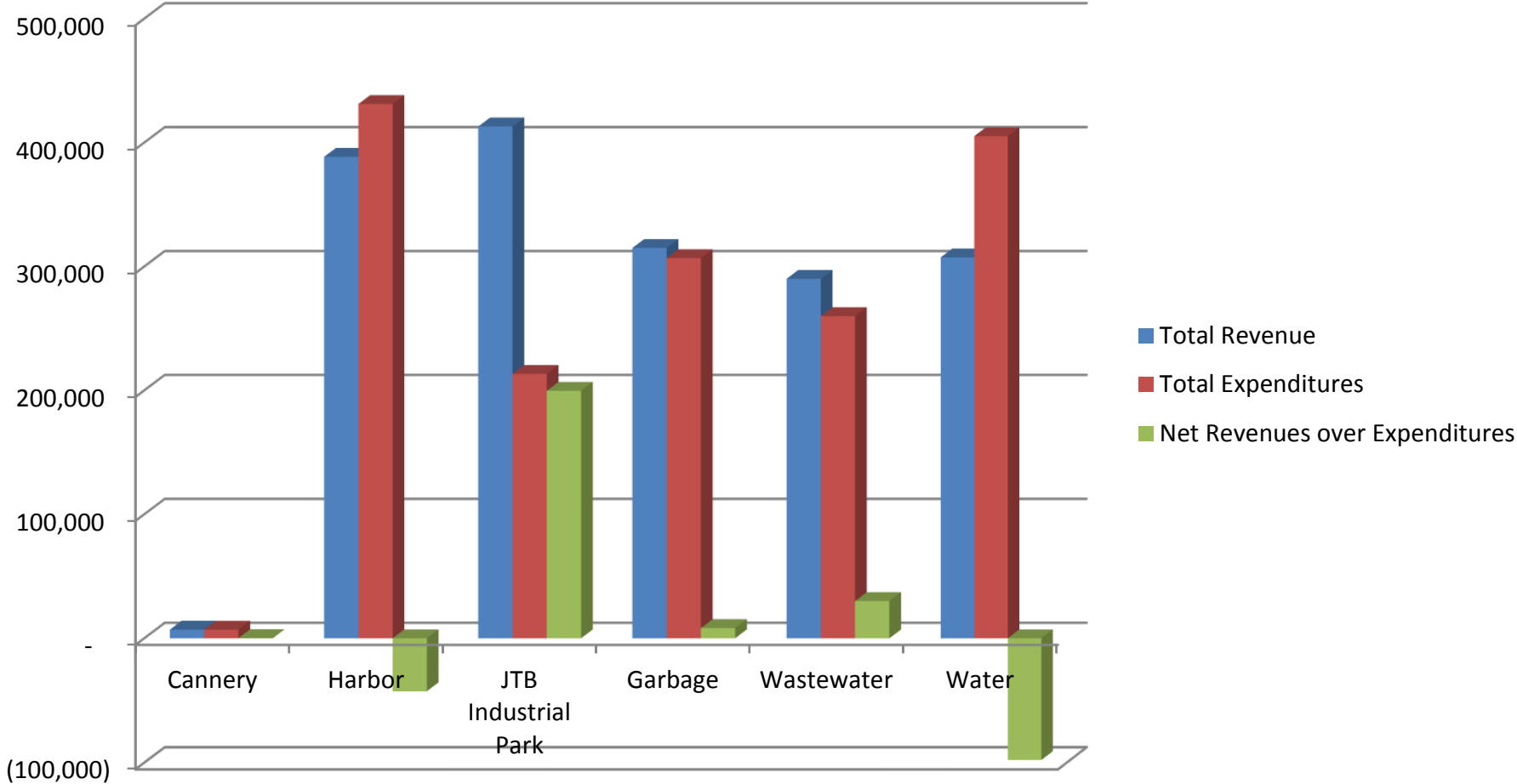
# General Fund Total Expenditures



# General Fund Expenditures



# Enterprise Fund



## City of Craig Summary - FY 2019

	GF FY 2019	GF FY 2018	GF Incr(Decr)	EF FY 2019	EF FY 2018	EF Incr(Decr)	FY 2019 Total	FY18 Total	FY 2019 Incr(Decr)	% Change
Salary	503,811	501,479	2,332	97,580	114,120	(16,540)	601,391	615,599	(14,208)	-2.36%
Hourly Wages	934,346	847,051	87,295	342,973	358,023	(15,050)	1,277,320	1,205,074	72,246	5.66%
Overtime Wages	31,608	31,656	(48)	7,610	11,598	(3,988)	39,218	43,254	(4,036)	-10.29%
On-call Wages	17,400	17,400	0	9,980	10,500	(520)	27,380	27,900	(520)	-1.90%
<b>Total Wages</b>	<b>1,487,165</b>	<b>1,397,586</b>	<b>89,579</b>	<b>458,143</b>	<b>494,241</b>	<b>(36,098)</b>	<b>1,945,308</b>	<b>1,891,827</b>	<b>53,481</b>	<b>2.75%</b>
FICA	93,065	87,369	5,696	28,807	30,792	(1,985)	121,872	118,161	3,711	3.05%
Medicare	21,766	20,434	1,332	6,737	7,201	(464)	28,503	27,635	868	3.05%
Workers' Comp	53,145	50,751	2,394	17,201	24,641	(7,440)	70,346	75,392	(5,046)	-7.17%
PERS (DB & DC)	298,689	286,905	11,784	92,987	100,031	(7,044)	391,676	386,936	4,740	1.21%
Medical Insurance	454,282	468,741	(14,459)	125,910	117,420	8,490	580,192	586,161	(5,969)	-1.03%
HRA	94,930	124,846	(29,916)	19,855	22,818	(2,963)	114,785	147,664	(32,879)	-28.64%
Other Benefits	5,355	5,000	355	2,045	1,990	55	7,400	6,990	410	5.54%
<b>Total Benefits</b>	<b>1,021,232</b>	<b>1,044,046</b>	<b>(22,814)</b>	<b>293,542</b>	<b>304,893</b>	<b>(11,351)</b>	<b>1,314,774</b>	<b>1,348,939</b>	<b>(34,165)</b>	<b>-2.60%</b>
<b>GRAND TOTAL</b>	<b>2,508,398</b>	<b>2,441,632</b>	<b>66,766</b>	<b>751,685</b>	<b>799,134</b>	<b>(47,449)</b>	<b>3,260,082</b>	<b>3,240,766</b>	<b>19,316</b>	<b>0.59%</b>



# Enterprise Fund Summary - FY 2019

## Wages & Benefits

	Wastewater	Water	Garbage	Harbor	JTB Park	TOTAL
Salary	18,250	10,950	4,380	42,880	21,120	97,580
Hourly Wages	52,582	127,714	35,067	68,439	59,172	342,973
Overtime Wages	714	1,779	117	5,000	0	7,610
On-call Wages	40	40	0	9,900	0	9,980
<b>Total Wages</b>	<b>71,586</b>	<b>140,482</b>	<b>39,563</b>	<b>126,220</b>	<b>80,292</b>	<b>458,143</b>
FICA	4,436	8,711	2,453	7,826	5,381	28,807
Medicare	1,037	2,037	574	1,830	1,258	6,737
Workers' Comp	2,140	4,176	2,507	5,263	3,115	17,201
PERS (DB & DC)	15,740	30,911	8,704	24,803	12,829	92,987
Medical Insurance	17,991	26,292	20,853	46,220	14,553	125,910
HRA	4,290	4,290	3,685	3,685	3,905	19,855
Other Benefits	413	447	230	531	424	2,045
<b>Total Benefits</b>	<b>46,047</b>	<b>76,865</b>	<b>39,006</b>	<b>90,158</b>	<b>41,466</b>	<b>293,542</b>
<b>GRAND TOTAL</b>	<b>117,633</b>	<b>217,347</b>	<b>78,569</b>	<b>216,378</b>	<b>121,757</b>	<b>751,685</b>
GRAND TOTAL FY017	174,819	177,416	66,474	164,319	84,685	667,713
Change	(57,186)	39,931	12,095	52,059	37,072	83,972



City of Craig  
 Debt Payment  
 FY 2019

<b>Long Term Government Debt</b>		July 1, 2018 Balance	Principal Payment	Interest	Total	Date Due	Revenue Source	Department Budget
Aquatic Center Bonds	Bank of New York	1,635,000.00	65,000.00	36,593.75	101,593.75	10/1/2018	Endowment Fund	Aquatic Center
				35,293.75	35,293.75	4/1/2019		
					136,887.50			
<b>Enterprise Fund</b>								
WasteWater Plant	St of AK DEC	117,347.00	58,237.00	1,760.00	59,997.00	8/10/2017	Sewer Revenue	Sewer
Water Line Improvements	St of AK DEC	113,899.84	7,028.36	1,708.50	8,736.86	8/1/2017	Water Revenue	Water
Water Main Loan 265081	St of AK DEC	233,273.92	12959.66	3499.11	16,458.77	8/1/2017	Water Revenue	Water
				6,967.61				
		2,099,520.76	143,225.02	78,855.11	222,080.13			

City of Craig  
 FY 2019 Budget  
 Endowment Market Value

**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	7,191,057
	<u>37,787,080</u>

Five year Average 7,557,416

4% of Average 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	7,795,988
	<u>37,675,793</u>

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	7,818,728
	<u>37,308,165</u>

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	8,698,143
	<u>37,620,789</u>

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
	<u>41,368,511</u>

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
	<u>43,419,049</u>

Five year Average 8,683,810

4% of Average 347,352

Council Set aside 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
	<u>44,784,943</u>

Five year Average 8,956,989

4% of Average 358,280

Council Set aside 180000

178,280

**FY 2018**

Dec 31, 2012	8,698,143
Dec 31, 2013	9,864,595
Dec 31, 2014	9,241,595
Dec 31, 2015	9,161,882
12/31/2016	9,360,777
	<u>46,326,992</u>

Five year Average 9,265,398

4% of Average 370,616

Council Set aside 180000

190,616

**FY 2019**

Dec 31, 2013	9,864,595
Dec 31, 2014	9,241,595
Dec 31, 2015	9,161,882
December 31, 2016	9,360,777
December 31, 2017	10,343,650
	<u>47,972,499</u>

Five year Average 9,594,500

4% of Average 383,780



**General Fund  
Fiscal Year 2019**

**May 2018**

# City of Craig

General Fund Revenues	FY 2015 Actual	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget	Change 2019/2018	% Change
Property Tax	601,041	602,456	619,765	622,000	650,000	28,000	4.31%
Sales Tax	1,607,101	1,552,529	1,577,120	1,499,000	1,524,000	25,000	1.64%
Transient Room Tax				0	25,000	25,000	100.00%
Sales Tax Liquor	121,554	115,238	114,397	120,000	120,000	0	0.00%
<b>Total Local Taxes</b>	<b>2,329,696</b>	<b>2,270,223</b>	<b>2,311,282</b>	<b>2,241,000</b>	<b>2,319,000</b>	<b>78,000</b>	<b>3.36%</b>
PILT	308,000	298,338	299,470	265,500	280,000	14,500	5.18%
State Revenue Sharing	153,064	146,041	96,626	89,842	90,168	326	0.36%
Liquor Revenue Sharing	7,700	7,700	7,350	5,000	4,000	(1,000)	-25.00%
Raw Fish Tax	314,704	342,739	150,045	50,000	35,000	(15,000)	-42.86%
Shared Fisheries Tax	9,694	4,965	4,782	4,000	4,000	0	0.00%
National Forest Receipts	10,000	10,000	0			0	
<b>Total State Revenue</b>	<b>803,162</b>	<b>809,783</b>	<b>558,273</b>	<b>414,342</b>	<b>413,168</b>	<b>(1,174)</b>	<b>-0.28%</b>
EMS Service Fees	34,535	34,535	34,180	30,000	30,000	0	0.00%
EMS Training Fees	3,619	3,619	13,041	1,000	1,000	0	0.00%
Pool Admissions	49,917	49,917	49,457	50,000	55,000	5,000	9.09%
Library Fees	2,557	2,557	3,156	1,000	1,000	0	0.00%
Recreation Fees	11,647	11,647	15,249	12,000	13,000	1,000	7.69%
Senior Card Fees	3,905	3,905	1,079	1,000	1,000	0	0.00%
Taxi Permit	0	50	100	100	100	0	0.00%
Building Permit	1,110	1,110	2,165	1,000	1,000	0	0.00%
Access Permit Fees	15,897	15,897	9,228	7,000	7,000	0	0.00%
Subdivision Permit	115	115	60			0	0.00%
<b>Total Permits &amp; Fees</b>	<b>123,302</b>	<b>123,352</b>	<b>127,715</b>	<b>103,100</b>	<b>109,100</b>	<b>6,000</b>	<b>5.50%</b>
Property Leases	65,809	89,850	71,074	72,000	72,000	0	0.00%
Dump Waste		568	2,766			0	0.00%
Material Sales	1,880	3,165		1,000	1,000	0	0.00%
Equipment Rentals		1,175	4,768			0	0.00%
<b>Total Local Revenue</b>	<b>67,689</b>	<b>94,758</b>	<b>78,608</b>	<b>73,000</b>	<b>73,000</b>	<b>0</b>	<b>0.00%</b>
Police Fines	13,288	12,077	9,414	10,000	10,000	0	0.00%
DMV Commissions	60,041	65,843	67,153	60,000	60,000	0	0.00%
Trooper Dispatch Service	10,000	10,000	5,000	10,000	7,200	(2,800)	-38.89%
Contract Jail Service	403,405	322,724	322,724	286,584	353,000	66,416	18.81%
Klawock Dispatch Service	52,905	52,879	53,088	50,000	53,088	3,088	5.82%
USDA Forest Service Dispatch	3,000	3,000	3,000	3,000	3,000	0	0.00%
<b>Total Public Safety Revenue</b>	<b>542,639</b>	<b>466,523</b>	<b>460,379</b>	<b>419,584</b>	<b>486,288</b>	<b>66,704</b>	<b>13.72%</b>
Salmon Derby			12,425				
Parks Donations (Flwr Baskets)	0	35	427			0	0.00%
Interest Income (ckng & CD)	0		197			0	0.00%
Interest Income (A/R)	4,130	5,321	4,087	1,000	1,000	0	0.00%
Misc. Other	4,472	9,161	3,167	5,000	5,000	0	0.00%
<b>Total Other Revenue</b>	<b>8,602</b>	<b>14,517</b>	<b>20,303</b>	<b>6,000</b>	<b>6,000</b>	<b>0</b>	<b>0.00%</b>
<b>Total GF Revenues</b>	<b>3,875,090</b>	<b>3,779,156</b>	<b>3,556,560</b>	<b>3,257,026</b>	<b>3,406,556</b>	<b>149,530</b>	<b>4.39%</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.

### **2017-2018 Accomplishments**

- Maintained service levels to citizen with reduced revenues.
- Held King Salmon Derby to fund Pt. St. Nick Hatchery.
- Participated in USFS Landscape Assessment Project

### **2018-2019 Goals**

- Continue completion of unqualified opinions of financial audits
- Continue to seek funding for Capital Improvements
- Hire, train, and retain qualified accounting staff
- Replace Data Server and update accounting software.
- Continue to improve customer service for Craig citizens

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Administration	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Administration</b>								
Personnel Wages								
Salary Expense	164,000.00	164,000.00	100.00	148,752.43	164,046.22	159,629.60	167,078.74	159,525.90
Full Time Wages	128,960.00	122,200.00	105.53	94,987.10	114,896.12	57,129.27	74,935.32	99,418.36
Hourly-Part Time	25,355.00	25,355.00	100.00	27,055.75	7,198.95	40,170.98	29,812.18	24,728.26
Overtime	0.00	0.00	0.00	2,434.89	4,363.38	1,412.29	151.81	177.97
In Lieu Payment	10,713.00	0.00	0.00	9,476.69	0.00	0.00	0.00	0.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	336.00	0.00	4,515.00	0.00	0.00
Vacation	0.00	0.00	0.00	21,019.69	6,253.71	8,688.99	6,000.49	6,608.96
Sick Leave	0.00	0.00	0.00	3,965.73	3,860.06	6,880.72	4,411.66	6,776.74
Other Comp	0.00	0.00	0.00	0.00	0.00	12,432.23	(8,031.69)	3,894.47
<b>Total Personnel Wages Expenditures</b>	<b>329,028.00</b>	<b>311,555.00</b>	<b>105.61</b>	<b>308,028.28</b>	<b>300,618.44</b>	<b>290,859.08</b>	<b>274,358.51</b>	<b>301,130.66</b>
Personnel Benefits								
Health Insurance	40,674.00	78,764.00	51.64	23,253.65	70,526.08	60,878.16	74,461.12	105,068.64
Social Security Taxes	24,352.00	23,834.00	102.17	22,286.90	22,237.03	20,880.62	20,512.87	21,786.98
PERS	66,808.00	62,964.00	106.11	57,333.34	77,800.53	62,971.58	166,515.26	123,786.27
Unemployment Tax	0.00	0.00	0.00	0.00	1,884.00	5,328.98	0.00	1,736.16
Other Compensation Expenses	1,654.00	1,787.00	92.56	1,298.80	1,208.00	1,302.54	(2,975.96)	2,727.94
<b>Total Personnel Benefits Expenditures</b>	<b>133,488.00</b>	<b>167,349.00</b>	<b>79.77</b>	<b>104,322.08</b>	<b>173,655.64</b>	<b>151,361.88</b>	<b>258,513.29</b>	<b>255,105.99</b>
Contract Services								
Professional Services, Admin	36,000.00	36,000.00	100.00	33,052.05	35,051.85	36,986.83	60,179.14	54,012.00
Prof Svc, Auditing Admin	40,000.00	40,000.00	100.00	33,556.92	33,528.23	33,622.47	32,322.23	33,277.38
Prof Svc, Assessors Admin	25,000.00	23,000.00	108.70	22,490.00	25,173.83	22,000.00	75,000.00	23,900.00
Litigation, Admin.	12,000.00	12,000.00	100.00	19,772.00	17,271.47	13,220.18	9,016.79	1,728.00
Technical Services - Admin	0.00	1,500.00	0.00	46,536.09	4,835.81	4,148.21	6,564.26	3,991.85
Contract Services	4,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Computer/Technical Services - Admin	14,000.00	14,000.00	100.00	17,178.18	20,030.14	20,301.15	17,375.10	12,560.00
<b>Total Contract Services Expenditures</b>	<b>131,000.00</b>	<b>126,500.00</b>	<b>103.56</b>	<b>172,585.24</b>	<b>135,891.33</b>	<b>130,278.84</b>	<b>200,457.52</b>	<b>129,469.23</b>
Education & Travel								
Travel & Per Diem, Admin	4,000.00	4,000.00	100.00	8,266.70	6,494.81	10,896.48	4,650.01	9,847.91
Education & Training, Admin	900.00	900.00	100.00	399.00	2,501.57	1,685.00	1,429.00	1,472.04
Safety Training, Admin	2,000.00	2,000.00	100.00	0.00	123.26	100.16	379.39	284.10
Association Dues, Admin	3,845.00	3,845.00	100.00	1,379.00	6,927.11	4,316.76	4,442.18	4,390.07
<b>Total Education &amp; Travel Expenditures</b>	<b>10,745.00</b>	<b>10,745.00</b>	<b>100.00</b>	<b>10,044.70</b>	<b>16,046.75</b>	<b>16,998.40</b>	<b>10,900.58</b>	<b>15,994.12</b>
Materials & Supplies								
Materials & Supplies, Admin	8,000.00	8,000.00	100.00	6,525.74	8,105.86	7,481.85	9,105.09	4,450.03
Materials & Supplies - Safety	0.00	0.00	0.00	119.02	752.85	378.98	2,669.99	0.00
Material & Supplies, Computer	0.00	0.00	0.00	0.00	614.90	1,401.79	1,226.04	2,953.34
Materials & Supplies, Office	0.00	0.00	0.00	21.99	283.92	0.00	833.09	1,007.73
Postage, Admin	3,170.00	4,000.00	79.25	2,816.24	3,292.38	1,896.25	3,756.96	4,617.32
Freight, Admin	0.00	0.00	0.00	832.26	1,909.79	595.68	867.97	891.91
BOOKS & SUBSCRIP, ADMIN	0.00	0.00	0.00	942.56	283.86	543.99	735.97	365.67
Vehicle, Fuel, Admin	500.00	500.00	100.00	530.51	564.49	543.69	1,024.89	748.60
<b>Total Materials &amp; Supplies Expenditures</b>	<b>11,670.00</b>	<b>12,500.00</b>	<b>93.36</b>	<b>11,788.32</b>	<b>15,808.05</b>	<b>12,842.23</b>	<b>20,220.00</b>	<b>15,034.60</b>
Utilities								
Electricity, Admin	5,850.00	5,850.00	100.00	4,672.09	5,866.30	5,156.59	4,890.89	5,211.02

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Administration</b>								
Heating Fuel, Admin	4,000.00	4,000.00	100.00	5,026.07	5,396.29	3,460.18	3,574.51	3,636.94
Telephone, Admin	7,000.00	7,000.00	100.00	5,897.34	7,490.33	9,070.47	6,883.32	6,141.50
<b>Total Utilities Expenditures</b>	<b>16,850.00</b>	<b>16,850.00</b>	<b>100.00</b>	<b>15,595.50</b>	<b>18,752.92</b>	<b>17,687.24</b>	<b>15,348.72</b>	<b>14,989.46</b>
<b>Maintenance</b>								
Maintenance Expenditures	1,000.00	1,000.00	100.00	0.00	706.19	848.31	0.00	340.42
Maintenance Lease Expenditures	1,308.00	1,308.00	100.00	881.10	1,468.50	1,651.20	1,278.28	1,225.08
Building Maintenance Expenditures	500.00	0.00	0.00	76.94	0.00	0.00	18.28	981.95
<b>Total Maintenance Expenditures</b>	<b>2,808.00</b>	<b>2,308.00</b>	<b>121.66</b>	<b>958.04</b>	<b>2,174.69</b>	<b>2,499.51</b>	<b>1,296.56</b>	<b>2,547.45</b>
<b>Other Expenditures</b>								
PERMITS, ADMIN	0.00	0.00	0.00	50.00	145.00	647.00	240.00	265.00
PUBLICATIONS, ADMIN	700.00	700.00	100.00	430.00	2,285.52	3,600.39	3,428.05	3,258.44
RECORDING, ADMINISTRATION	200.00	200.00	100.00	170.00	0.00	50.00	0.00	44.00
INSURANCE, ADMINISTRATION	5,345.00	5,345.00	100.00	6,766.00	3,912.00	5,454.00	4,137.94	1,203.02
CONTRIBUTIONS, ADMINISTRATION	9,790.00	9,790.00	100.00	8,050.00	10,390.00	14,026.25	11,555.00	8,465.00
ELECTRICITY CONTRIB, ADMIN	3,000.00	3,000.00	100.00	1,382.90	1,906.94	1,440.86	1,231.49	1,196.05
HEAT FUEL CONTRIB, ADMIN	0.00	0.00	0.00	2,447.28	3,104.01	1,882.98	2,290.17	2,681.21
BANK FEES	0.00	0.00	0.00	602.85	117.50	0.00	0.72	125.00
CC FEES, ADMIN	100.00	17.00	588.24	2,309.60	9,314.83	6,748.52	4,353.96	5,516.83
BAD DEBTS, ADMINISTRATION	0.00	0.00	0.00	243.66	3,400.00	0.00	1,519.00	35,923.01
OTHER EXPENSES, ADMINISTRATION	0.00	0.00	0.00	296.81	525.91	411.66	5,136.62	338.27
MISCELLANEOUS	0.00	0.00	0.00	2,386.04	0.00	561.97	4,624.12	2,350.11
<b>Total Other Expenditures</b>	<b>\$ 19,135.00</b>	<b>\$ 19,052.00</b>	<b>\$ 100.44</b>	<b>\$ 25,135.14</b>	<b>\$ 35,101.71</b>	<b>\$ 34,823.63</b>	<b>\$ 38,517.07</b>	<b>\$ 61,365.94</b>
<b>Equipment</b>								
SM EQUIP PURCH, ADMIN	2,000.00	2,000.00	100.00	4,901.59	0.00	3,985.41	1,937.23	7,836.55
EQUIPMENT PURCHASE >5000, ADMIN	20,000.00	0.00	0.00	0.00	0.00	0.00	0.00	12,001.15
CAPTIAL IMPROVEMENTS	0.00	0.00	0.00	163.80	4,900.00	0.00	27,506.98	1,198.68
<b>Total Equipment</b>	<b>22,000.00</b>	<b>2,000.00</b>	<b>1,100.00</b>	<b>5,065.39</b>	<b>4,900.00</b>	<b>3,985.41</b>	<b>29,444.21</b>	<b>21,036.38</b>
<b>Capital Expenditures &amp; Transfers</b>								
Excess Revenue Over (Under) Expenditures	<b>\$ (676,724.00)</b>	<b>\$ (668,859.00)</b>	<b>\$ (101.18)</b>	<b>\$ (653,522.69)</b>	<b>\$ (702,949.53)</b>	<b>\$ (661,336.22)</b>	<b>\$ (849,056.46)</b>	<b>\$ (816,673.83)</b>

# Administration

# FY 2019

	<u>Acct #</u>		<u>Amount</u>
<b>Salaries</b>	11-5100	329,028	\$ 329,028
<b>Benefits</b>	11-5200	133,487	133,487
Unemployment	11-5250		0
<b>Professional Services</b>	11-5310		113,000
Property Assessment (includes Bd of Equalization		25,000	
Audit (FY2018 & sales tax)		40,000	
Legal Fees		12,000	
Lobbyist		36,000	
<b>Contract Services</b>	11-5320		18,000
IT Support		2,000	
AccuFund Support		12,000	
Cleaning		1,500	
Website		2,500	
<b>Travel</b>	11-5410		4,000
SE Conference		2000	
City Clerk Conference		1000	
Misc Travel			
Finance Travel		1000	
<b>Education &amp; Training</b>			
Education & Training - SE Conference	11-5420	300	2,900
City Clerk Conference		300	
Finance Conferences		300	
Safety		2,000	
<b>Dues</b>	11-5430		3,845
SE Conference		870	
AK Municipal League		1,770	
AK Assoc of City Clerks		195	
National & AK Government Finance Assoc		255	
Chamber of Commerce		400	
Public Retirement Dues		105	
Misc Dues		250	
<b>Materials and Supplies</b>	11-5510		11,670
Office Supplies		8,000	
Misc Supplies			
Postage	11-5520	3,170	
Freight	11-5525		
Vehicle fuel	11-5652	500	



# Administration

# FY 2019

	<u>Acct #</u>		<u>Amount</u>
<b>Utilities</b>			<b>16,850</b>
Electric	11-5610	5,850	
Heating Fuel	11-5620	4,000	
Telephone	11-5630	7,000	
<b>Repairs &amp; Maintenance</b>			<b>2,809</b>
Equipment Repairs	11-5710	1,000	
Equipment Maint Agreement	5730		
Postage Meter Lease	11-5740	1,309	
Building - Annual Flowers	11-5750	500	
<b>Other Expenditures</b>			<b>6,245</b>
Notice & Advertising			
Newsletter Publishing		500	
Ketchikan Daily News		200	
Recording Fees Vehicle License		200	
Insurance	11-5850	5,345	
General Liability			
Property			
<b>Contributions</b>			<b>12,790</b>
Catholic Community Service (Senior Services)	11-5910	6,790	
4th of July Celebration		500	
POW Marathon		500	
KRBD		500	
Power		3,000	
POW Health Network		1,500	
Misc Contributions		0	
Credit Card Fees	11-5925	100	<b>100</b>
Bad Debts for Property tax, sales tax,	11-5930		<b>0</b>
Miscellaneous Expenses	11-5990		<b>0</b>
<b>Misc Small Office Equipment</b>	11-6200		<b>22,000</b>
Computer upgrades		2,000	
Server Replacement		20,000	
<b>Capital Improvement</b>			
	11-6206		<b>0</b>
<b>TOTAL</b>		<b>\$676,724</b>	<b>\$ 676,724</b>



Personnel: Director, Lifeguards (3 FTE)

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

### **2017-2018 Accomplishments**

- Reconfigured fitness room with free weighted machines in September 17
- Jessica taught a lifeguard class for high school class
- Hired Chris Purdy as the Lifeguard III/ Head Swim Coach, also as a CPO ( Certified Pool Operator)
- Jessica partially completed LGIT (Lifeguard Instructor Trainer) Certification, will finish in 2019.
- Jessica recertified as CPO ( Certified Pool Operator)
- Jessica recertified as LGI under new American Red Cross standards.
- Successfully scheduled and made through all schools for swim lessons

### **2018-2019 Goals**

- Complete all requirements to attend Red Cross Academy
- Attend Red Cross Academy to obtain LGIT Certification
- Teach another Lifeguard class for high school students
- Start annual class for lifeguarding for the public
- Chris to become LGI certified.
- Create more program opportunities such as aqua aerobics, more public swim lessons, etc.
- Move toy nights to Friday nights so more kids are able to attend from outlying areas
- Create a working schedule with help from the swim team to help in getting more kids to participate on the swim team from outlying areas.
- Complete annual shut down within time limits
- Create more training opportunities for staff

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

	Fiscal Year 2019							
Aquatic Center	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Aquatic Center</b>								
<b>Personnel Wages</b>								
Salary Expense	45,582.00	45,582.00	100.00	40,322.45	45,581.90	44,035.48	44,022.90	41,943.33
Full Time Wages	67,600.00	70,720.00	95.59	43,493.25	12,841.25	14,234.19	53,668.11	47,012.44
Hourly-Part Time	41,288.00	12,265.00	336.63	0.00	7,315.00	2,951.21	6,204.90	12,148.07
Overtime	0.00	0.00	0.00	21.00	335.25	5,766.00	141.39	298.98
Seasonal/Temp. Hourly	0.00	0.00	0.00	24,901.75	42,212.94	41,985.89	29,990.99	27,373.41
Vacation	0.00	0.00	0.00	4,898.78	(906.85)	1,750.38	3,829.50	11,278.58
Sick Leave	0.00	0.00	0.00	0.00	256.50	1,133.80	2,322.25	1,589.77
Other Comp	0.00	0.00	0.00	0.00	0.00	1,834.00	(3,281.79)	(341.37)
<b>Total Personnel Wages Expenditures</b>	<b>154,470.00</b>	<b>128,567.00</b>	<b>120.15</b>	<b>113,637.23</b>	<b>107,635.99</b>	<b>113,690.95</b>	<b>136,898.25</b>	<b>141,303.21</b>
<b>Personnel Benefits</b>								
Health Insurance	63,762.00	53,612.00	118.93	32,251.64	23,594.75	32,332.32	31,307.36	28,265.28
Social Security Taxes	11,816.00	9,835.00	120.14	7,951.09	8,110.00	8,227.67	10,169.97	10,306.72
PERS	24,900.00	25,586.00	97.32	18,426.84	15,310.91	16,885.39	67,930.17	34,097.75
Unemployment Tax	0.00	0.00	0.00	0.00	0.00	9,002.00	0.00	1,320.00
Other Compensation Expenses	9,006.00	7,822.00	115.14	6,084.61	7,518.93	9,206.67	5,200.73	9,792.10
<b>Total Personnel Benefits Expenditures</b>	<b>109,484.00</b>	<b>96,855.00</b>	<b>113.04</b>	<b>64,764.18</b>	<b>54,534.59</b>	<b>75,654.05</b>	<b>114,608.23</b>	<b>83,781.85</b>
<b>Contract Services</b>								
Professional Services, Aquatic Center	0.00	0.00	0.00	150.00	253.13	473.00	8,938.73	991.00
Professional Services, BOILER	0.00	0.00	0.00	0.00	0.00	0.00	0.00	220.00
Technical Services, Aquatic Center	3,000.00	4,000.00	75.00	789.99	1,482.75	320.00	0.00	0.00
Contract Labor, Aquatic Center	0.00	0.00	0.00	0.00	220.00	0.00	0.00	0.00
Service Contract, Aquatic Center	0.00	0.00	0.00	967.55	427.33	3,524.56	2,250.38	2,051.27
<b>Total Contract Services Expenditures</b>	<b>3,000.00</b>	<b>4,000.00</b>	<b>75.00</b>	<b>1,907.54</b>	<b>2,383.21</b>	<b>4,317.56</b>	<b>11,189.11</b>	<b>3,262.27</b>
<b>Education &amp; Travel</b>								
Travel & Per Diem, Aquatic Center	5,000.00	2,000.00	250.00	1,342.64	875.74	0.00	2,097.20	892.25
Education & Training, Aquatic Center	1,110.00	525.00	211.43	874.72	1,147.00	272.00	1,609.00	383.00
Association Dues,, Aquatic Center	0.00	0.00	0.00	0.00	0.00	0.00	0.00	249.00
<b>Total Education &amp; Travel Expenditures</b>	<b>6,110.00</b>	<b>2,525.00</b>	<b>241.98</b>	<b>2,217.36</b>	<b>2,022.74</b>	<b>272.00</b>	<b>3,706.20</b>	<b>1,524.25</b>
<b>Materials &amp; Supplies</b>								
Materials & Supplies, Aquatic Center	10,560.00	7,760.00	136.08	4,006.03	9,066.49	7,910.17	6,343.49	5,874.00
Materials & Supplies, Wood Boiler	0.00	0.00	0.00	0.00	90.46	1,101.22	168.49	974.77
Chemicals, Aquatic Center	11,500.00	9,000.00	127.78	3,963.47	7,081.60	5,425.77	8,687.62	12,223.60
Postage, Aquatic Center	0.00	0.00	0.00	36.50	0.00	120.84	0.00	2.30
Feight, Aquatic Center	4,300.00	4,000.00	107.50	3,833.73	3,900.55	3,176.43	3,999.18	4,890.61
Freight, Wood Boiler	0.00	0.00	0.00	0.00	0.00	0.00	193.21	121.93
<b>Total Matereials &amp; Supplies Expenditures</b>	<b>26,360.00</b>	<b>20,760.00</b>	<b>126.97</b>	<b>11,839.73</b>	<b>20,139.10</b>	<b>17,734.43</b>	<b>19,391.99</b>	<b>24,087.21</b>
<b>Utilities</b>								
Electricity, Aquatic Center	47,000.00	40,000.00	117.50	43,156.34	37,163.15	38,071.81	42,708.89	38,751.19
Heating Fuel, Aquatic Center	0.00	0.00	0.00	10,478.70	0.00	1,784.76	0.00	0.00
Propane, Aquatic Center	30,000.00	20,000.00	150.00	20,709.50	25,755.56	23,311.04	42,806.50	34,675.35
Tlephone, Aquatic Center	3,000.00	3,500.00	85.71	2,789.61	4,406.19	3,105.06	3,103.72	2,999.78
Telephone, W Boiler	0.00	0.00	0.00	0.00	164.08	979.27	961.13	939.64
Wood Chips, Aquatic Center	30,000.00	35,000.00	85.71	25,287.02	32,605.58	46,468.14	17,430.00	28,560.00
Equipment Fuel, Aquatic Center	0.00	0.00	0.00	0.00	0.00	0.00	0.00	13.30

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Aquatic Center	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Total Utilities Expenditures	110,000.00	98,500.00	111.68	102,421.17	100,094.56	113,720.08	107,010.24	105,939.26
Maintenance								
Maintenance Expenditures	2,644.00	4,820.00	54.85	213.00	1,838.13	5,373.48	6,936.24	9,601.75
Building Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	1,971.67	1,626.12
Total Maintenance Expenditures	2,644.00	4,820.00	54.85	213.00	1,838.13	5,373.48	8,907.91	11,227.87
Other Expenditures								
PERMITS, Aquatic Center	0.00	0.00	0.00	0.00	0.00	0.00	0.00	49.99
PUBLIC/ADV, Aquatic Center	0.00	0.00	0.00	0.00	560.00	0.00	172.20	1,661.53
INSURANCE, Aquatic Center	10,500.00	6,300.00	166.67	7,720.00	4,836.00	5,436.00	4,632.00	4,283.00
CC FEES, Aquatic Center	0.00	250.00	0.00	43.82	486.16	709.29	581.81	0.00
OTHER EXPENSE, Aquatic Center	0.00	0.00	0.00	0.00	0.00	0.00	449.98	0.00
Total Other Expenditures	\$ 10,500.00	\$ 6,550.00	\$ 160.31	\$ 7,763.82	\$ 5,882.16	\$ 6,145.29	\$ 5,835.99	\$ 5,994.52
Equipment								
SM EQUIP PURCH, Aquatic Center	1,600.00	1,125.00	142.22	1,888.58	59.99	956.29	8,529.96	0.00
Equipment Purchase, Aquatic Center	0.00	0.00	0.00	0.00	7,680.77	4,610.58	4,433.91	22,101.80
Capital Improvement, Aquatic Center	100,000.00	0.00	0.00	0.00	3,035.80	0.00	0.00	0.00
Total Equipment	101,600.00	1,125.00	9,031.11	1,888.58	10,776.56	5,566.87	12,963.87	22,101.80
Capital Expenditures & Transfers								
DEBT Interest, POOL	71,888.00	74,389.00	96.64	74,387.50	76,487.50	80,989.79	4,600.00	8,912.50
DEBT Principal, POOL	65,000.00	60,000.00	108.33	60,000.00	60,000.00	55,000.00	115,000.00	115,000.00
Total Capital Expenditures & Transfers	136,888.00	134,389.00	101.86	134,387.50	136,487.50	135,989.79	119,600.00	123,912.50
Excess Revenue Over (Under) Expenditures	\$ (661,056.00)	\$ (498,091.00)	\$ (132.72)	\$ (441,040.11)	\$ (441,794.54)	\$ (478,464.50)	\$ (540,111.79)	\$ (523,134.74)

# Aquatic Center

## FY 2019

	<u>Acct #</u>		<u>Amount</u>
<b>Salaries</b>	25-5100	154,470	\$ 154,470
<b>Benefits</b>	25-5200	109,484	109,484
<b>Contract Services</b>			
Class Instructors	25-5350	0	3,000
Water Sample Testing	25-5320	3,000	
<b>Employee Travel, Education, &amp; Dues</b>			6,110
Travel (CPO Training Anchorage & Lifeguard instructor)	25-5410	5,000	
Training	25-5420	1,110	
Lifequarding Certifications			
<b>Materials</b>	25-5510		26,360
Safety Equipment & First Aid Supplies		3,425	
Office & Cleaning Supplies		5,000	
Chemical Pool Cover		2,500	
Chemicals	25-5515	9,000	
Paint & Painting Supplies		2,135	
Freight	25-5525	4,300	
<b>Utilities</b>			110,000
Electricity	25-5610	47,000	
Heating Fuel (Propane)	25-5620	30,000	
Telephone DSL	25-5630	3,000	
Wood Chips	25-5510.01	30,000	
<b>Maintenance</b>			2,644
Misc Repairs	25-5700		
Stenner Pumps misc		2,644	
Ciruculation Pump Pentair			
Building & Grounds Maintenance			
<b>Insurance</b>			10,500
General Liability	25-5850	10,500	
Property			
CC Fees	25-5925		0
<b>Equipment Purchases</b>	25-6200		1,600
Computer & Printer		1,600	
<b>Capital Improvement</b>	25-6500	100,000	100,000
Pool Basin Refinish			
<b>Debt Payments</b>			
Bond Pmt	25-7100	136,888	136,888
<b>TOTAL</b>		<u>\$ 661,056</u>	<u>\$ 661,056</u>

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Council	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Personnel Wages</b>								
Salary Expense	14,700.00	14,700.00	100.00	11,196.23	14,122.30	14,119.10	15,272.71	16,200.50
Other Comp	0.00	0.00	0.00	0.00	0.00	169.85	(120.09)	50.19
<b>Total Personnel Wages Expenditures</b>	<b>14,700.00</b>	<b>14,700.00</b>	<b>100.00</b>	<b>11,196.23</b>	<b>14,122.30</b>	<b>14,288.95</b>	<b>15,152.62</b>	<b>16,250.69</b>
<b>Personnel Benefits</b>								
Health Insurance	33,104.00	78,692.00	42.07	46,259.47	103,869.88	95,488.69	96,643.40	39,269.66
Social Security Taxes	1,124.00	1,124.00	100.00	745.28	1,079.67	1,277.28	1,127.48	2,873.19
PERS	2,970.00	2,970.00	100.00	4,179.17	5,723.30	6,587.06	15,428.60	5,630.44
Other Compensation Expenses	448.00	455.00	98.46	152.10	210.00	182.24	756.86	211.19
<b>Total Personnel Benefits Expenditures</b>	<b>37,646.00</b>	<b>83,241.00</b>	<b>45.23</b>	<b>51,386.02</b>	<b>110,882.85</b>	<b>103,535.27</b>	<b>114,391.79</b>	<b>47,984.48</b>
<b>Contract Services</b>								
Technical Services, COUNCIL	0.00	0.00	0.00	0.00	160.00	0.00	0.00	0.00
Contract Labor, COUNCIL	0.00	0.00	0.00	120.00	0.00	0.00	0.00	0.00
Elections, Council	950.00	2,500.00	38.00	525.00	739.22	443.86	704.84	488.30
Service Contract, COUNCIL	0.00	0.00	0.00	0.00	0.00	120.00	40.00	40.00
<b>Total Contract Services Expenditures</b>	<b>950.00</b>	<b>2,500.00</b>	<b>38.00</b>	<b>645.00</b>	<b>899.22</b>	<b>563.86</b>	<b>744.84</b>	<b>528.30</b>
<b>Education &amp; Travel</b>								
Travel & Per Diem, COUNCIL	1,550.00	0.00	0.00	7,012.86	6,488.98	9,880.87	7,129.38	10,939.18
Education & Training, COUNCIL	0.00	0.00	0.00	250.00	0.00	1,550.00	1,205.00	1,575.00
Association Dues, COUNCIL	0.00	0.00	0.00	50.00	75.00	305.00	175.00	50.00
<b>Total Education &amp; Travel Expenditures</b>	<b>1,550.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,312.86</b>	<b>6,563.98</b>	<b>11,735.87</b>	<b>8,509.38</b>	<b>12,564.18</b>
<b>Materials &amp; Supplies</b>								
Materials & Supplies, Council	2,100.00	0.00	0.00	1,246.98	167.58	213.65	435.90	754.52
<b>Total Matereials &amp; Supplies Expenditures</b>	<b>2,100.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,246.98</b>	<b>167.58</b>	<b>213.65</b>	<b>435.90</b>	<b>754.52</b>
<b>Utilities</b>								
TELEPHONE, COUNCIL	0.00	0.00	0.00	8.92	0.00	0.00	0.00	0.00
<b>Total Utilities Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.92</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Maintenance</b>								
<b>Other Expenditures</b>								
INSURANCE, COUNCIL	385.00	300.00	128.33	270.00	140.00	81.25	52.00	64.00
CONTRIBUTIONS, COUNCIL	0.00	0.00	0.00	0.00	427.17	0.00	0.00	0.00
OTHER EXPENSES, COUNCIL	0.00	0.00	0.00	25.00	0.00	0.00	0.00	0.00
<b>Total Other Expenditures</b>	<b>\$ 385.00</b>	<b>\$ 300.00</b>	<b>\$ 128.33</b>	<b>\$ 295.00</b>	<b>\$ 567.17</b>	<b>\$ 81.25</b>	<b>\$ 52.00</b>	<b>\$ 64.00</b>
<b>Equipment</b>								
EQUIPMENT PURCHASE, COUNCIL	0.00	0.00	0.00	1,642.41	0.00	0.00	0.00	0.00
EQUIP PURCH > \$5000, COUNCIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Equipment</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,642.41</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Capital Expenditures &amp; Transfers</b>								
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (57,331.00)</b>	<b>\$ (100,741.00)</b>	<b>\$ (56.91)</b>	<b>\$ (73,733.42)</b>	<b>\$ (133,203.10)</b>	<b>\$ (130,418.85)</b>	<b>\$ (139,286.53)</b>	<b>\$ (78,146.17)</b>





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

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

**2017-2018 Accomplishments**

- Electronic Run Sheet data set up in new platform.
- Partnered with the High school and Middle school to teach students CPR in May 20187.
- Conducted over 500 hours of training to provide both Continuing Education and Initial classes for ETT, EMT and EMT 2 classes.

**2018-2019 Goals**

- Continue providing weekly training to volunteers to ensure they have the opportunity to recertify.
- This keeps the team providing the best care they can to our citizens.
- Move our run sheets entirely to the electronic EPCRS which will include extensive training to volunteers
- Secure funding for EMS/Fire Hall.
- Complete more training between Fire, Police and EMS as a team

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

EMS	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>EMS</b>								
Personnel Wages								
Salary Expense	54,746.00	54,746.00	100.00	49,284.41	52,640.25	51,045.77	24,650.72	0.00
Full Time Wages	0.00	0.00	0.00	0.00	0.00	0.00	16,327.96	37,037.76
Hourly-Part Time	30,876.00	30,876.00	100.00	0.00	1,147.50	12,658.14	1,650.13	0.00
Overtime	0.00	0.00	0.00	0.00	0.00	0.00	1,624.76	4,625.37
On-Call	0.00	0.00	0.00	2,480.00	2,769.00	8,506.00	7,665.00	1,497.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	29,758.00	25,906.08	15,384.71	33,668.81	24,045.97
Vacation	0.00	0.00	0.00	2,548.61	4,527.05	1,010.40	1,836.08	4,101.64
Sick Leave	0.00	0.00	0.00	0.00	0.00	0.00	245.96	1,381.16
Other Comp	0.00	0.00	0.00	0.00	0.00	2,652.15	(3,336.83)	2,724.06
<b>Total Personnel Wages Expenditures</b>	<b>85,622.00</b>	<b>85,622.00</b>	<b>100.00</b>	<b>84,071.02</b>	<b>86,989.88</b>	<b>91,257.17</b>	<b>84,332.59</b>	<b>75,412.96</b>
Personnel Benefits								
Health Insurance	35,117.00	25,141.00	139.68	31,112.93	17,520.13	19,108.44	19,300.40	27,639.99
Social Security Taxes	6,551.00	6,551.00	100.00	5,898.32	6,193.88	6,631.82	6,402.52	5,072.60
PERS	12,044.00	12,044.00	100.00	11,142.94	14,597.34	14,887.21	30,469.30	16,854.16
Unemployment Tax	0.00	0.00	0.00	153.04	450.92	111.57	74.90	0.00
Other Compensation Expenses	5,154.00	6,164.00	83.61	4,394.30	4,920.20	5,219.06	(14,772.38)	5,031.55
<b>Total Personnel Benefits Expenditures</b>	<b>58,866.00</b>	<b>49,900.00</b>	<b>117.97</b>	<b>52,701.53</b>	<b>43,682.47</b>	<b>45,958.10</b>	<b>41,474.74</b>	<b>54,598.30</b>
Contract Services								
Professional Services, EMS	4,200.00	3,950.00	106.33	719.00	904.60	50.00	761.13	955.00
Contract Labor, EMS	0.00	0.00	0.00	0.00	40.00	0.00	0.00	0.00
Computer/Technical Services - Admin	0.00	0.00	0.00	0.00	0.00	89.99	0.00	400.00
Consultant, EMS	0.00	0.00	0.00	0.00	0.00	158.00	0.00	225.00
Service Contract, EMS	0.00	0.00	0.00	2,876.92	2,841.17	2,700.13	3,852.60	4,863.50
Casket Transport, EMS	0.00	0.00	0.00	120.00	0.00	60.00	0.00	0.00
<b>Total Contract Services Expenditures</b>	<b>4,200.00</b>	<b>3,950.00</b>	<b>106.33</b>	<b>3,715.92</b>	<b>3,785.77</b>	<b>3,058.12</b>	<b>4,613.73</b>	<b>6,443.50</b>
Education & Travel								
Travel & Per Diem, EMS	2,040.00	2,620.00	77.86	1,268.18	4,514.52	2,628.28	2,960.60	3,774.90
Travel & Per Diem, EMS	0.00	0.00	0.00	0.00	1,445.44	0.00	0.00	0.00
Travel Medivacs, EMS	0.00	0.00	0.00	0.00	60.00	0.00	0.00	0.00
Education & Training, EMS	1,800.00	620.00	290.32	458.95	5,105.01	1,456.17	1,161.87	6,713.68
<b>Total Education &amp; Travel Expenditures</b>	<b>3,840.00</b>	<b>3,240.00</b>	<b>118.52</b>	<b>1,727.13</b>	<b>11,124.97</b>	<b>4,084.45</b>	<b>4,122.47</b>	<b>10,488.58</b>
Materials & Supplies								
Materials & Supplies, EMS	10,700.00	7,500.00	142.67	8,117.25	8,626.51	11,644.60	12,608.00	9,970.26
Materials & Supplies, Office EMS	500.00	500.00	100.00	0.00	0.00	0.00	118.50	0.00
Medical Supplies, EMS	6,500.00	8,500.00	76.47	3,486.93	4,556.68	3,245.51	1,833.56	1,224.70
Postage, EMS	300.00	300.00	100.00	54.81	123.60	452.37	227.58	288.95
Freight, EMS	600.00	600.00	100.00	173.34	529.03	902.97	890.15	795.26
BOOKS & SUBSCRIP, EMS	0.00	0.00	0.00	219.93	766.39	32.46	589.73	40.00
School Class Supplies, EMS	0.00	0.00	0.00	199.28	2,277.71	2,885.76	0.00	0.00
Equipment Fuel,, EMS	400.00	1,000.00	40.00	614.22	412.28	318.58	648.15	1,037.52
Unleaded Gas, EMS	0.00	0.00	0.00	57.23	503.38	779.00	761.34	274.47
<b>Total Materials &amp; Supplies Expenditures</b>	<b>19,000.00</b>	<b>18,400.00</b>	<b>103.26</b>	<b>12,922.99</b>	<b>17,795.58</b>	<b>20,261.25</b>	<b>17,677.01</b>	<b>13,631.16</b>
Utilities								
Electricity, EMS	1,500.00	1,000.00	150.00	832.96	1,565.46	2,117.56	2,215.59	1,024.26

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019	2018	% of Change	2018	2017	2016	2015	2014
<b>EMS</b>	<b>Budget</b>	<b>Budget</b>						
HEATING FUEL, EMS	1,400.00	1,100.00	127.27	1,174.90	1,329.38	704.34	960.38	1,123.54
TELEPHONE, EMS	2,500.00	2,200.00	113.64	2,468.19	3,747.48	2,714.89	2,229.53	3,224.71
Total Utilities Expenditures	5,400.00	4,300.00	125.58	4,476.05	6,642.32	5,536.79	5,405.50	5,372.51
<b>Maintenance</b>								
Maintenance Expenditures	950.00	1,000.00	95.00	460.67	429.92	4,026.02	3,162.82	5,718.55
Building Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00	692.90	361.24	633.23
Total Maintenance Expenditures	950.00	1,000.00	95.00	460.67	429.92	4,718.92	3,524.06	6,351.78
<b>Other Expenditures</b>								
PERMITS, EMS	650.00	650.00	100.00	0.00	150.00	0.00	160.00	10.00
RECORDING, EMS	0.00	0.00	0.00	0.00	10.00	0.00	0.00	0.00
INSURANCE, EMS	5,289.00	3,870.00	136.67	3,970.00	3,727.02	2,712.00	1,971.00	1,361.00
CC FEES, EMS	0.00	0.00	0.00	0.00	0.00	4.63	2.45	0.00
BAD DEBTS, EMS	0.00	0.00	0.00	0.00	42,140.92	38,467.23	27,909.89	19,564.43
Total Other Expenditures	\$ 5,939.00	\$ 4,520.00	\$ 131.39	\$ 3,970.00	\$ 46,027.94	\$ 41,183.86	\$ 30,043.34	\$ 20,935.43
<b>Equipment</b>								
SM EQ PURCH (INCL DON), EMS	350.00	2,000.00	17.50	839.32	1,052.71	9,632.99	0.00	0.00
EQUIPMENT PURCHASE >\$5000, EMS	5,160.00	0.00	0.00	0.00	108,519.67	530.59	3,293.33	0.00
CAPTIAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPTIAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Equipment	5,510.00	2,000.00	275.50	839.32	109,572.38	10,163.58	3,293.33	0.00
Capital Expenditures & Transfers								
Excess Revenue Over (Under) Expenditures	\$ (189,327.00)	\$ (172,932.00)	\$ (109.48)	\$ (164,884.63)	\$ (326,051.23)	\$ (226,222.24)	\$ (194,486.77)	\$ (193,234.22)

# Emergency Medical Services

2019

	<u>Acct #</u>		<u>Amount</u>
<b>Salaries</b>	17-5100	85,622	\$ 85,622
<b>Benefits</b>	17-5200	58,865	58,865
<b>Contract Services Software</b>	17-5340		4,200
Systems Design		2,300	
E Dispatches		1,500	
State reporting		400	
<b>Employee Travel, Education, &amp; Dues</b>			3,840
Travel	17-5410		
EMT		1,200	
DR		840	
Symposium		1,800	
Education & Training			
Webinars - ETT, EMTII, EMT III, CPR	17-5420		
<b>Materials &amp; Supplies</b>			19,000
Office supplies	17-5510	500	
Medical Supplies		6,500	
Equipment Supplies		8,500	
Class Materials	17-5530	2,200	
Postage	17-5520	300	
Freight	17-5525	600	
Vehicle Fuel (250gal @ \$4.00)	17-5650	400	
<b>Utilities</b>			5,400
Telephone	17-5630	2,500	
Old Clinic Fuel		1,400	
Old Clinic Electric		1,500	
<b>Maintenance &amp; Repairs</b>			950
Vehicle Repairs	17-5710	450	
Dept Maintenance		500	
Vehicle Licensing & Permits	17-5845		0
Insurance	17-5850		5,289
General Liability		627	
Property		585	
Vehicle		4,077	
Permits		650	650
Bad Debts	17-5930		
<b>Small Equipment</b>	17-6200	350	350
<b>Equipment &gt;\$5000</b>	17-6300	5,160	5,160
<b>Capital Improvements</b>	17-6500		0
<b>TOTAL</b>		<b>\$189,326</b>	<b>\$189,326</b>

## 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

### **2017-2018 Accomplishments**

- Ralph James park playground equipment upgrade
- Annual wood boiler maintenance
- Ralph James bathroom window replacement
- Installed computerized fuel dispenser
- Rekeyed all city facilities locks
- Installed Fishman's memorial Stone
- Build Chemical storage for Aquatic Center
- Replaced front entry timbers and build back porch for Day Care Facility
- Installed security cameras at burn pit, EMS building, harbors

### **2018-2019 Goals**

- Replace gutters on City Gym and City Hall
- Rebuild Triangle park and replace equipment
- Paint Sea Plane building.
- Upgrade Tanner Crab Park
- Remove gym floor sealant and replace
- Rebuild Aquatic Center Slide platform.
- Continue to address maintenance issues throughout city as required
- Continue to build inter-departmental relationships for more efficiency

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Parks & Facilities	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Personnel Wages</b>								
Salary Expense	65,000.00	65,000.00	100.00	57,500.00	65,000.00	64,149.48	48,047.91	49,908.14
Full Time Wages	41,579.00	41,579.00	100.00	33,031.68	36,741.62	36,815.07	36,070.98	37,491.84
Hourly-Part Time	15,840.00	10,406.00	152.22	0.00	0.00	0.00	0.00	0.00
Overtime	0.00	0.00	0.00	0.00	163.08	158.54	133.14	326.37
Seasonal/Temp. Hourly	0.00	0.00	0.00	9,248.00	12,871.24	22,562.92	23,805.00	20,594.00
Vacation	0.00	0.00	0.00	6,299.01	7,096.38	4,300.62	(2,058.05)	2,777.17
Sick Leave	0.00	0.00	0.00	1,740.64	679.66	399.80	1,608.20	170.28
Other Comp	0.00	0.00	0.00	0.00	0.00	5,434.05	(2,995.76)	1,587.00
<b>Total Personnel Wages Expenditures</b>	<b>122,419.00</b>	<b>116,985.00</b>	<b>104.65</b>	<b>107,819.33</b>	<b>122,551.98</b>	<b>133,820.48</b>	<b>104,611.42</b>	<b>112,854.80</b>
<b>Personnel Benefits</b>								
Health Insurance	63,936.00	57,243.00	111.69	45,382.59	56,405.34	43,641.61	28,422.55	16,469.28
Social Security Taxes	9,365.00	8,949.00	104.65	7,468.74	8,672.58	9,229.80	8,350.43	8,242.46
PERS	23,447.00	23,447.00	100.00	20,953.29	28,408.00	23,864.06	58,960.82	32,790.72
Unemployment Tax	0.00	0.00	0.00	0.00	0.00	0.00	1,476.55	1,123.85
Other Compensation Expenses	6,536.00	6,383.00	102.40	4,957.60	5,846.00	5,073.00	6,944.33	5,319.07
<b>Total Personnel Benefits Expenditures</b>	<b>103,284.00</b>	<b>96,022.00</b>	<b>107.56</b>	<b>78,762.22</b>	<b>99,331.92</b>	<b>81,808.47</b>	<b>104,154.68</b>	<b>63,945.38</b>
<b>Contract Services</b>								
Professional Services, Facilities	7,200.00	7,200.00	100.00	0.00	100.00	55.00	105.00	426.00
Technical Services, Facilities	0.00	0.00	0.00	0.00	80.00	0.00	0.00	0.00
Contract Labor, Facilities	0.00	0.00	0.00	3,080.00	3,600.00	3,600.00	3,600.00	3,600.00
Contract Labor, Facilities - Child Care Center	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities - City Hall	0.00	0.00	0.00	76.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities - Medical Clinic	0.00	0.00	0.00	750.00	662.50	547.00	0.00	0.00
Contract Labor, Facilities -Shop	0.00	0.00	0.00	150.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities - POWER Bld.	0.00	0.00	0.00	703.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities - Aquatic Center	0.00	0.00	0.00	116.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities - Wood Boiler	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities - Fire Hall	0.00	0.00	0.00	89.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities-EMS/Police/Admin	0.00	0.00	0.00	176.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities - Police Station	0.00	0.00	0.00	92.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities Youth Rec. Center	0.00	0.00	0.00	36.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities GYM	0.00	0.00	0.00	27.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities Library	0.00	0.00	0.00	27.00	0.00	0.00	0.00	0.00
Contract Labor, Facilities - Ball Park	0.00	0.00	0.00	700.00	0.00	0.00	0.00	0.00
Service Contract, Facilities	0.00	0.00	0.00	830.00	946.50	1,723.67	1,449.84	969.16
<b>Total Contract Services Expenditures</b>	<b>7,200.00</b>	<b>7,200.00</b>	<b>100.00</b>	<b>6,924.00</b>	<b>5,389.00</b>	<b>5,925.67</b>	<b>5,154.84</b>	<b>4,995.16</b>
<b>Education &amp; Travel</b>								
Travel & Per Diem, Facilities	0.00	0.00	0.00	0.00	509.35	0.00	4,039.50	1,627.79
Education & Training, Facilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	199.00
<b>Total Education &amp; Travel Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>509.35</b>	<b>0.00</b>	<b>4,039.50</b>	<b>1,826.79</b>
<b>Materials &amp; Supplies</b>								
Materials & Supplies, PF	3,700.00	5,000.00	74.00	5,294.71	2,695.58	5,240.15	3,980.00	6,751.92
Materials & Supplies, Safety	0.00	0.00	0.00	169.90	15.67	117.04	0.00	0.00
Materials, Parts, Facilities - Child Care Center	0.00	0.00	0.00	22.97	25.97	18.35	0.00	0.00
Materials, Parts, Facilities -City Hall	0.00	0.00	0.00	149.97	296.10	76.96	0.00	0.00

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019	2018	% of Change	2018	2017	2016	2015	2014
<b>Parks &amp; Facilities</b>	<b>Budget</b>	<b>Budget</b>						
Materials, Parts, Facilities - Medical Clinic	0.00	0.00	0.00	1,328.38	98.42	448.06	0.00	0.00
Materials, Parts, Facilities - F Hamilton Bld.	0.00	0.00	0.00	554.33	661.75	0.00	0.00	0.00
Materials, Parts, Facilities - Shop	0.00	0.00	0.00	791.94	2,354.08	355.99	0.00	0.00
Materials, Parts, Facilities - POWER Bld.	0.00	0.00	0.00	480.00	496.59	0.00	0.00	0.00
Materials, Parts, Facilities - Aquatic Center	0.00	0.00	0.00	1,946.00	3,512.12	311.24	0.00	0.00
Materials, Parts, Facilities - Wood Boiler	0.00	0.00	0.00	662.94	470.55	0.00	0.00	0.00
Materials, Parts, Facilities - Fire Hall	0.00	0.00	0.00	13.99	23.98	0.00	0.00	0.00
Materials, Parts, Facilities - EMS Addon	0.00	0.00	0.00	0.00	15.99	0.00	0.00	0.00
Materials, Parts, Facilities - EMS/Police/Admin	0.00	0.00	0.00	0.00	9.62	22.97	0.00	0.00
Materials, Parts, Facilities - Police Station	0.00	0.00	0.00	85.61	51.99	153.17	0.00	0.00
Materials, Parts, Facilities - Youth Rec. Center	0.00	0.00	0.00	0.56	0.00	0.00	0.00	0.00
Materials, Parts, Facilities - GYM	0.00	0.00	0.00	25.27	2,664.84	571.36	0.00	0.00
Materials, Parts, Facilities - Library	0.00	0.00	0.00	225.74	499.94	435.99	0.00	0.00
Materials & Supplies Parks PF	0.00	0.00	0.00	1,507.72	3,553.67	4,970.12	0.00	0.00
Materials, Parts, Fac/Parks - R James Park	0.00	0.00	0.00	574.00	788.11	56.65	0.00	0.00
Materials, Parts, Fac/Parks - Totem Park	0.00	0.00	0.00	0.00	8.58	0.00	0.00	0.00
Materials, Parts, Fac/Parks - E Hamilton	0.00	0.00	0.00	0.00	263.22	0.00	0.00	0.00
Materials, Parts, Fac/Parks - Ball Park	0.00	0.00	0.00	0.00	8.25	0.00	0.00	0.00
Materials, Parts, Fac/Parks Sandy Beach	0.00	0.00	0.00	0.00	207.71	5,513.60	0.00	0.00
Materials & Supplies, Office	0.00	0.00	0.00	0.00	19.78	712.29	56.72	0.00
Chemical Supplies, PF	0.00	0.00	0.00	0.00	0.00	266.80	0.00	0.00
Postage, Facilities	0.00	0.00	0.00	31.90	213.97	128.99	0.00	0.00
Freight, Facilities	0.00	0.00	0.00	1,520.30	3,655.31	1,559.67	1,074.52	725.18
Equipment Fuel, Facilities	2,000.00	2,500.00	80.00	168.27	78.31	173.88	8.91	509.95
Unleaded Gas, Facilities	0.00	0.00	0.00	2,133.23	2,877.91	2,629.88	2,625.45	2,950.52
<b>Total Matereials &amp; Supplies Expenditures</b>	<b>5,700.00</b>	<b>7,500.00</b>	<b>76.00</b>	<b>17,687.73</b>	<b>25,568.01</b>	<b>23,763.16</b>	<b>7,745.60</b>	<b>10,937.57</b>
<b>Utilities</b>								
Electricity, Facilities	7,500.00	6,000.00	125.00	2,658.55	2,959.36	800.76	1,414.67	1,634.89
Electricity, Parks, Toteum Park	0.00	0.00	0.00	203.16	215.10	211.69	0.00	0.00
Electricity, POW Hlt Clinic	0.00	0.00	0.00	3,576.01	4,162.24	4,179.68	4,193.78	4,523.13
Electricity, Facilities Sirens	0.00	0.00	0.00	231.76	237.71	236.65	178.49	0.00
Heating Fuel, Facilities	5,000.00	3,000.00	166.67	0.00	(2,718.21)	315.97	1,983.77	19.28
Heating Fuel, POW Clinic	0.00	0.00	0.00	4,726.41	7,916.46	3,736.66	4,134.02	2,652.21
Telephone, Facilities	1,000.00	600.00	166.67	784.70	941.96	1,037.56	644.54	586.45
Telephone, Parks POW Clinic	1,800.00	2,600.00	69.23	1,958.62	2,229.07	2,837.07	2,820.65	2,686.15
<b>Total Utilities Expenditures</b>	<b>15,300.00</b>	<b>12,200.00</b>	<b>125.41</b>	<b>14,139.21</b>	<b>15,943.69</b>	<b>13,356.04</b>	<b>15,369.92</b>	<b>12,102.11</b>
<b>Maintenance</b>								
Maintenance Expenditures	15,000.00	5,000.00	300.00	240.34	738.00	2,442.57	2,481.56	1,790.25
Maintenance Lease Expenditures	0.00	0.00	0.00	315.00	268.50	1,638.50	230.50	0.00
Building Maintenance Expenditures	0.00	0.00	0.00	789.00	0.00	1,863.51	11,096.40	3,793.35
<b>Total Maintenance Expenditures</b>	<b>15,000.00</b>	<b>5,000.00</b>	<b>300.00</b>	<b>1,344.34</b>	<b>1,006.50</b>	<b>5,944.58</b>	<b>13,808.46</b>	<b>5,583.60</b>
<b>Other Expenditures</b>								
Permits, Facilities	0.00	0.00	0.00	0.00	0.00	0.00	25.00	10.00
Advertising, Facilities	0.00	0.00	0.00	0.00	0.00	0.00	46.40	0.00
Recording, Facilities	0.00	0.00	0.00	35.00	25.00	25.00	0.00	0.00
Insurance, Facilities	12,178.00	8,025.00	151.75	9,446.41	5,942.00	5,936.19	5,250.00	6,220.00
Other Expense, Facilities	0.00	0.00	0.00	0.31	0.00	50.00	0.00	0.00
<b>Total Other Expenditures</b>	<b>\$ 12,178.00</b>	<b>\$ 8,025.00</b>	<b>\$ 151.75</b>	<b>\$ 9,481.72</b>	<b>\$ 5,967.00</b>	<b>\$ 6,011.19</b>	<b>\$ 5,321.40</b>	<b>\$ 6,230.00</b>

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Parks & Facilities	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Equipment								
SM EQUIP PURCH, PARKS/PF	1,600.00	0.00	0.00	336.72	2,562.15	1,355.12	555.00	0.00
SM EQUIP PURCH, Facilities - Shop	0.00	0.00	0.00	271.69	2,563.00	0.00	0.00	0.00
CAPITAL IMPROVEMENT, HEALTH	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASE >\$5000, PARKS/PF	0.00	0.00	0.00	25,591.00	554.74	26,084.40	1,158.36	0.00
EQUIPMENT PURCHASE >\$5000, PARKS	0.00	0.00	0.00	0.00	4,064.37	39,396.38	0.00	0.00
CAPITAL IMPROVEMENTS	6,200.00	0.00	0.00	0.00	(2.24)	128,911.76	0.00	0.00
Seaman's Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Equipment	<u>7,800.00</u>	<u>0.00</u>	<u>0.00</u>	<u>26,199.41</u>	<u>9,742.02</u>	<u>195,747.66</u>	<u>1,713.36</u>	<u>0.00</u>
Capital Expenditures & Transfers								
Excess Revenue Over (Under) Expenditures	<u>\$ (288,881.00)</u>	<u>\$ (252,932.00)</u>	<u>\$ (114.21)</u>	<u>\$ (262,357.96)</u>	<u>\$ (286,009.47)</u>	<u>\$ (466,377.25)</u>	<u>\$ (261,919.18)</u>	<u>\$ (218,475.41)</u>



# Parks & Public Facilities

# FY 2019

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	<b>Acct #</b>	<b>Amount</b>	
<b>Salaries</b>	14-5100	122,419	\$ 122,419
<b>Benefits</b>	14-5200	103,284	103,284
<b>Contractor Services</b>	14-5330		7,200
Janitorial - Float Plane		7,200	
New Clinic Alarm			
<b>Education &amp; Training</b>	14-5410		0
<b>Material &amp; Supplies</b>	14-5510		5,700
Parks		3,700	
Freight	14-5525		
Equipment Fuel(1000@2.50)	14-5550	2,000	
<b>Utilities</b>			15,300
Electricity (Shop & POW Health )	14-5610	7,500	
Heating Fuel	14-5620	5,000	
Telephone	14-5630	1,000	
New Clinic Alarm telephone	14-5630.01	1,800	
<b>Maintenance &amp; Repairs</b>	14-5700		15,000
Building Maintenance	14-5750	15,000	
<b>Insurance</b>	14-5850		12,178
General Liability		917	
Property		10,105	
Vehicle		1,156	
<b>Equipment</b>	14-6200		
Tools, cordless	14-6300	800	1,600
Weed Eater		800	
<b>Capital Improvements</b>	14-6500		6,200
Strip, repaint GYM Floor		6,200	
<b>TOTAL</b>			<b>\$288,881</b>

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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.

### **2017-2018 Accomplishments**

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

### **2017/2018 Goals**

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

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

	Fiscal Year 2019							
Fire Department	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Fire Department</b>								
Personnel Wages								
Overtime	0.00	0.00	0.00	0.00	0.00	0.00	0.00	145.80
Seasonal/Temp. Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	583.20
Vacation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	29.10
Total Personnel Wages Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	758.10
Personnel Benefits								
Health Insurance	0.00	0.00	0.00	0.00	0.00	0.00	0.00	234.53
Social Security Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53.07
PERS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	150.45
Other Compensation Expenses	4,186.00	4,186.00	100.00	212.50	2,150.00	1,644.72	998.35	1,260.28
Total Personnel Benefits Expenditures	4,186.00	4,186.00	100.00	212.50	2,150.00	1,644.72	998.35	1,698.33
Contract Services								
Professional Services, FIRE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	95.00
STEPEND, FIRE	7,400.00	3,500.00	211.43	0.00	3,600.00	0.00	4,350.00	4,200.00
Contract Labor, FIRE	0.00	0.00	0.00	0.00	0.00	0.00	19.25	105.00
CONSULTANT, FIRE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	225.00
Total Contract Services Expenditures	7,400.00	3,500.00	211.43	0.00	3,600.00	0.00	4,369.25	4,625.00
Education & Travel								
Travel & Per Diem., FIRE	5,735.00	2,700.00	212.41	200.00	0.00	1,534.39	0.00	0.00
Education & Training FIRE	0.00	0.00	0.00	91.29	(624.84)	1,024.84	375.00	0.00
Total Education & Travel Expenditures	5,735.00	2,700.00	212.41	291.29	(624.84)	2,559.23	375.00	0.00
Materials & Supplies								
Materials & Supplies, FIRE	4,842.00	1,379.00	351.12	527.63	445.41	2,809.30	3,116.77	1,054.87
Freight, FIRE	0.00	0.00	0.00	20.00	(102.23)	416.36	409.41	891.48
Unleaded Gas, FIRE	0.00	0.00	0.00	0.00	338.99	394.12	0.00	12.01
Total Matereials & Supplies Expenditures	4,842.00	1,379.00	351.12	547.63	682.17	3,619.78	3,526.18	1,958.36
Utilities								
ELECTRICITY, FIRE	1,500.00	110.00	1,363.64	1,029.60	1,442.19	1,120.51	1,019.83	1,331.15
HEATING FUEL, FIRE	2,000.00	2,000.00	100.00	2,221.05	2,897.79	1,307.36	1,958.03	2,441.78
TELEPHONE, Fire	1,080.00	0.00	0.00	1,219.28	949.32	1,902.11	1,988.30	465.84
EQUIPMENT FUEL, FIRE	250.00	300.00	83.33	0.00	0.00	163.05	176.94	544.76
Total Utilities Expenditures	4,830.00	2,410.00	200.41	4,469.93	5,289.30	4,493.03	5,143.10	4,783.53
Maintenance								
Maintenance Expenditures	320.00	5,000.00	6.40	0.00	0.00	51.75	25.38	378.73
Maintenance Lease Expenditures	0.00	0.00	0.00	0.00	0.00	396.50	0.00	0.00
Building Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	308.53
Total Maintenance Expenditures	320.00	5,000.00	6.40	0.00	0.00	448.25	25.38	687.26
Other Expenditures								
PERMITS, FIRE	0.00	0.00	0.00	0.00	0.00	0.00	30.00	0.00
RECORDING, FIRE	0.00	0.00	0.00	0.00	30.00	0.00	0.00	0.00
INSURANCE, FIRE	5,113.00	4,020.00	127.19	3,840.00	3,697.00	2,820.00	2,502.00	2,437.00
Total Other Expenditures	\$ 5,113.00	\$ 4,020.00	\$ 127.19	\$ 3,840.00	\$ 3,727.00	\$ 2,820.00	\$ 2,532.00	\$ 2,437.00

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Fire Department	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Equipment								
EQUIPMENT REPLACEMENT, FIRE	780.00	6,000.00	13.00	399.99	0.00	759.50	0.00	0.00
EQUIPMENT PURCHASE, FIRE	1,200.00	0.00	0.00	0.00	0.00	11,933.40	0.00	13,042.89
CAPITAL IMPROVEMENT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Equipment	<u>1,980.00</u>	<u>6,000.00</u>	<u>33.00</u>	<u>399.99</u>	<u>0.00</u>	<u>12,692.90</u>	<u>0.00</u>	<u>13,042.89</u>
Capital Expenditures & Transfers								
Excess Revenue Over (Under) Expenditures	<u>\$ (34,406.00)</u>	<u>\$ (29,195.00)</u>	<u>\$ (117.85)</u>	<u>\$ (9,761.34)</u>	<u>\$ (14,823.63)</u>	<u>\$ (28,277.91)</u>	<u>\$ (16,969.26)</u>	<u>\$ (29,990.47)</u>

# Fire

# FY 2019

	<u>Acct #</u>	<u>Amount</u>	
<b>Volunteers</b>	18-5100		
<b>Work compensation Insurance</b>	18-5200	4,186	4,186
<b>Contract Services</b>			7,400
Stipends		3,600	
State Accreditation		3,800	
<b>Employee Travel, Education, &amp; Dues</b>			5,735
Travel	18-5410	3,435	
Education & Training	18-5530	2,300	
<b>Materials &amp; Supplies</b>			4,842
Fire Supplies			
		110	
Vehicle supplies	18-5510	2,200	
Promotional Supplies		1,482	
Postage	18-5520	250	
Freight	18-5525	800	
<b>Utilities</b>			4,830
Electric	18-5610	1,500	
Heating fuel	18-5620	2,000	
Vehicle Fuel (200gal @ \$3.50)	18-5650	250	
Telephone		1,080	
<b>Maintenance &amp; Repairs</b>			320
Vehicle Repairs	18-5700	320	
Dept Maintenance			
Air refilling			
Vehicle Licensing & Permits			
<b>Insurance</b>	18-5850		5,113
General Liability		106	
Property		810	
Vehicle		4,197	
<b>Small Equipment</b>	18-6200	780	780
<b>Equipment &gt;\$5000</b>		1,200	1,200
<b>Capital Improvements</b>			
<b>TOTAL</b>		34,406	<u><u>\$34,406</u></u>

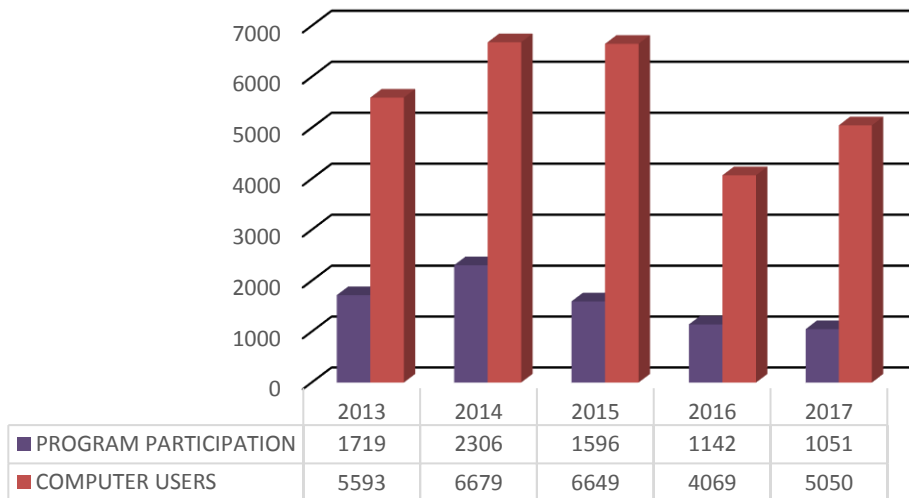
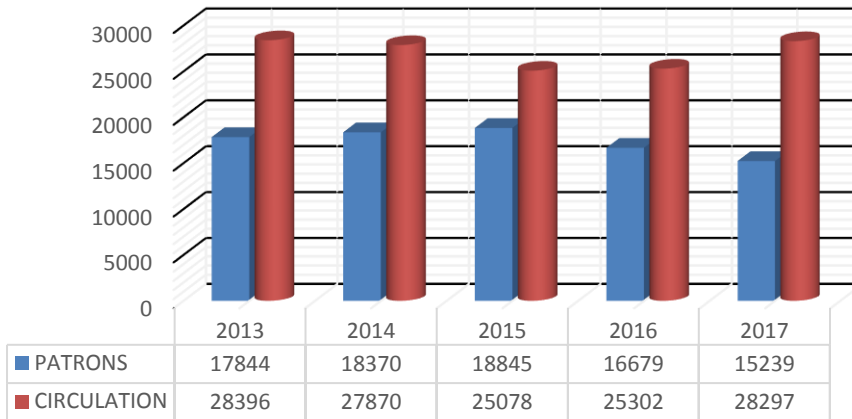
# LIBRARY

# 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.

### Library Activity



**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Library	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Personnel Wages</b>								
Salary Expense	39,000.00	39,000.00	100.00	34,500.00	36,000.00	42,280.45	39,696.79	37,587.15
Full Time Wages	0.00	0.00	0.00	608.94	1,589.14	1,311.77	0.00	1,228.16
Hourly-Part Time	23,250.00	17,685.00	131.47	14,340.60	14,281.00	0.00	11,861.25	2,661.26
Overtime	0.00	0.00	0.00	0.00	0.00	74.25	0.00	0.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	201.14	4,172.15	15,362.11	17,388.87	15,682.49
Vacation	0.00	0.00	0.00	2,443.06	(115.57)	1,806.31	832.43	2,417.27
Sick Leave	0.00	0.00	0.00	645.00	163.50	0.00	0.00	0.00
Other Comp	0.00	0.00	0.00	0.00	0.00	2,376.97	(1,757.25)	805.72
<b>Total Personnel Wages Expenditures</b>	<b>62,250.00</b>	<b>56,685.00</b>	<b>109.82</b>	<b>52,738.74</b>	<b>56,090.22</b>	<b>63,211.86</b>	<b>68,022.09</b>	<b>60,382.05</b>
<b>Personnel Benefits</b>								
Health Insurance	37,847.00	33,831.00	111.87	26,858.92	27,919.63	18,591.78	36.25	26,149.68
Social Security Taxes	4,763.00	4,336.00	109.85	3,614.49	4,093.53	4,284.07	5,193.35	3,909.31
PERS	8,580.00	8,580.00	100.00	7,565.49	10,032.66	11,337.44	26,431.09	13,750.75
Unemployment Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,128.00
Other Compensation Expenses	345.00	351.00	98.29	393.52	351.59	295.52	(55.96)	78.07
<b>Total Personnel Benefits Expenditures</b>	<b>51,535.00</b>	<b>47,098.00</b>	<b>109.42</b>	<b>38,432.42</b>	<b>42,397.41</b>	<b>34,508.81</b>	<b>31,604.73</b>	<b>46,015.81</b>
<b>Contract Services</b>								
Professional Services, Library	1,250.00	3,847.00	32.49	80.00	40.00	(730.93)	726.00	296.00
Technical Services, Library	0.00	0.00	0.00	0.00	40.00	0.00	0.00	0.00
Contract Labor, Library	0.00	0.00	0.00	357.00	0.00	1,200.00	1,500.00	0.00
Service Contract, Library	0.00	0.00	0.00	1,691.80	(1,143.57)	470.00	21.75	104.75
<b>Total Contract Services Expenditures</b>	<b>1,250.00</b>	<b>3,847.00</b>	<b>32.49</b>	<b>2,128.80</b>	<b>(1,063.57)</b>	<b>939.07</b>	<b>2,247.75</b>	<b>400.75</b>
<b>Education &amp; Travel</b>								
Travel & Per Diem, Library	0.00	0.00	0.00	448.47	0.00	0.00	1,656.29	383.87
Assoc. Dues, Library	0.00	0.00	0.00	0.00	135.00	160.00	0.00	929.00
<b>Total Education &amp; Travel Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>448.47</b>	<b>135.00</b>	<b>160.00</b>	<b>1,656.29</b>	<b>1,312.87</b>
<b>Materials &amp; Supplies</b>								
Materials & Supplies, Library	2,500.00	1,750.00	142.86	1,633.40	969.71	20.16	4,275.74	3,563.29
Material & Supplies, Library	0.00	0.00	0.00	1,044.58	378.46	0.00	0.00	0.00
Postage, Library	880.00	880.00	100.00	643.65	731.25	587.41	572.66	573.42
Freight, Library	0.00	0.00	0.00	17.00	0.00	204.04	717.57	275.60
Books, Library	3,000.00	2,300.00	130.43	1,202.06	1,766.50	3,642.89	6,021.60	5,230.87
Books, Grant Library	0.00	0.00	0.00	1,557.31	161.43	0.00	0.00	0.00
Subscriptions, Library	770.00	770.00	100.00	236.00	576.00	3,048.50	1,756.00	262.25
Audie/Video, Library	2,000.00	1,220.00	163.93	516.67	1,155.54	1,167.69	4,040.97	1,082.97
<b>Total Matereials &amp; Supplies Expenditures</b>	<b>9,150.00</b>	<b>6,920.00</b>	<b>132.23</b>	<b>6,850.67</b>	<b>5,738.89</b>	<b>8,670.69</b>	<b>17,384.54</b>	<b>10,988.40</b>
<b>Utilities</b>								
Electricity, Library	3,600.00	4,500.00	80.00	2,792.91	3,396.25	3,541.56	3,880.14	3,463.64
Heating Fuel, Library	2,000.00	2,000.00	100.00	1,575.36	1,836.96	689.24	1,000.41	1,414.83
Telephone, Library	5,000.00	2,440.00	204.92	579.61	(352.97)	1,582.76	1,030.28	312.00
<b>Total Utilities Expenditures</b>	<b>10,600.00</b>	<b>8,940.00</b>	<b>118.57</b>	<b>4,947.88</b>	<b>4,880.24</b>	<b>5,813.56</b>	<b>5,910.83</b>	<b>5,190.47</b>
<b>Maintenance</b>								
Maintenance Expenditures	1,400.00	1,000.00	140.00	0.00	0.00	0.00	164.57	0.00



**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Library	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Building Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00	14.36	868.25	0.00
Total Maintenance Expenditures	1,400.00	1,000.00	140.00	0.00	0.00	14.36	1,032.82	0.00
Other Expenditures								
Insurance, Library	1,365.00	803.00	169.99	1,030.00	428.00	516.00	388.00	688.97
Library Misc. Exp.	0.00	0.00	0.00	0.00	20.00	0.00	0.00	0.00
Total Other Expenditures	\$ 1,365.00	\$ 803.00	\$ 169.99	\$ 1,030.00	\$ 448.00	\$ 516.00	\$ 388.00	\$ 688.97
Equipment								
Small Equipment, Library	0.00	0.00	0.00	0.00	299.00	0.00	0.00	0.00
Equipment >\$5000, Library	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Improvements, Library	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12,950.00
Total Equipment	0.00	0.00	0.00	0.00	299.00	0.00	0.00	12,950.00
Capital Expenditures & Transfers								
Excess Revenue Over (Under) Expenditures	<u>\$ (137,550.00)</u>	<u>\$ (125,293.00)</u>	<u>\$ (109.78)</u>	<u>\$ (106,576.98)</u>	<u>\$ (108,925.19)</u>	<u>\$ (113,834.35)</u>	<u>\$ (128,247.05)</u>	<u>\$ (137,929.32)</u>

# Library

## FY 2019

	<u>Acct #</u>	<u>Amount</u>	
<b>Salaries</b>	<b>19-5100</b>	55,500	\$ 62,250
<b>Benefits</b>	<b>19-5200</b>	51,534	51,534
<b>Contract services</b>	<b>19-5330</b>	0	1,250
Computer support		400	
Interlibrary Loan			
Follett		850	
Digital Library			
Moive Licensing			
<b>Employee Travel, Education, &amp; Dues</b>			0
Travel	<b>19-5410</b>		
Library Conference			
Education & Training	<b>19-5430</b>		
Dues	<b>19-5430</b>		
American Library Assoc			
AKLA CONFERENCE			
<b>Materials &amp; Supplies</b>			9,150
Materials	<b>19-5510</b>	2,500	
Books	<b>19-5531</b>	3,000	
Audio & Visual	<b>19-5535</b>	2,000	
Subscriptions	<b>19-5532</b>	770	
Postage	<b>19-5520</b>	880	
Freight	<b>19-5525</b>	0	
<b>Utilities</b>			10,600
Electric	<b>19-5610</b>	3,600	
Heating Fuel (800 gal @ \$3.50)	<b>19-5620</b>	2,000	
Telephone	<b>19-5630</b>	800	
DSL Internet		4,200	
<b>Maintenance &amp; Repairs</b>	<b>19-5700</b>		1,400
Repairs		1,000	
Building Maint		400	
<b>Insurance</b>	<b>19-5800</b>	1,365	1,365
<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
		130,799	<u><u>\$137,549</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

### **2017- 2018 Accomplishments**

- Audited existing city land leases and developed a plan to ensure that all leases are complete and brought up to date.
- Completed development and sales of lots at Ptarmigan Court which increased residential development and land availability and will work to sell the remaining city residential lots in Ptarmigan and Salmonberry Subdivisions.
- Updated Craig Comprehensive Plan including land use maps; issues, goals and strategies; and a comprehensive background study.
- Continued to update land information in the Municipal Assessment Records System.
- Assisted city departments with planning, design and construction of various projects including harbor haul out trailer building, street improvements, emergency notification system, school district emergency plan, Fire/EMS annex building, increasing city's social media presence, Library expansion and review of various municipal programs.
- Update the city's Local Hazard Mitigation Plan.
- Continue to work with the USACE and enter into the Preconstruction Engineering and Design phase of the new harbor project and work with staff for the development of upland property at the Craig Cannery Site.
- Work with the harbor department to present a development plan for ATS 736.
- Work with POWER to determine long range plans regarding the POWER building.

### **2018 – 2019 Goals**

- Continue to update leases of city property based on the completed 2017 lease audit.
- Use the updated comprehensive planning goals to complete specific planning goals Complete the update to the city's Local Hazard Mitigation Plan.
- Continue to increase the amount of digitized information available in MARS.
- Continue to work with the USACE and enter into the Preconstruction Engineering and Design phase of the new harbor project. Also to work with staff and the city council to present options on uses and potential development of the upland property at the Craig Cannery Site.
- Work with the harbor department to present a development plan for ATS 736.
- Work with the Craig Library to move the library renovation/replacement project forward in the planning phase and POWER to determine plans regarding the POWER building
- Continue to work on existing capital projects (including the new firehall, new harbor, boat haul out trailer building, aquatic center upgrades, etc.)

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

	Fiscal Year 2019							
Planning	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Planning</b>								
Personnel Wages								
Salary Expense	50,259.00	41,619.00	120.76	50,085.95	56,618.90	53,906.34	53,965.21	50,017.87
In Lieu Payment	0.00	0.00	0.00	7,643.13	0.00	0.00	0.00	0.00
Vacation	0.00	0.00	0.00	4,786.38	1,300.03	(1,650.46)	1,308.21	5,223.11
Other Comp	0.00	0.00	0.00	0.00	0.00	2,386.97	(1,333.53)	628.87
<b>Total Personnel Wages Expenditures</b>	<b>50,259.00</b>	<b>41,619.00</b>	<b>120.76</b>	<b>62,515.46</b>	<b>57,918.93</b>	<b>54,642.85</b>	<b>53,939.89</b>	<b>55,869.85</b>
Personnel Benefits								
Health Insurance	0.00	23,331.00	0.00	231.19	16,827.98	16,611.73	13,108.35	18,799.92
Social Security Taxes	4,332.00	4,332.00	100.00	4,431.72	4,144.20	3,985.16	3,941.77	3,611.71
PERS	12,456.00	12,456.00	100.00	12,700.37	15,008.90	15,064.03	35,930.52	18,298.21
Other Compensation Expenses	296.00	270.00	109.63	347.50	280.00	259.66	(492.15)	678.09
<b>Total Personnel Benefits Expenditures</b>	<b>17,084.00</b>	<b>40,389.00</b>	<b>42.30</b>	<b>17,710.78</b>	<b>36,261.08</b>	<b>35,920.58</b>	<b>52,488.49</b>	<b>41,387.93</b>
Contract Services								
Professional Services, PLANNING	0.00	0.00	0.00	374.40	1,319.14	679.40	282.30	179.40
Technical Services, PLANNING	0.00	0.00	0.00	0.00	219.40	0.00	0.00	0.00
Contract Labor, PLANNING	0.00	0.00	0.00	40.00	78.00	0.00	0.00	0.00
Service Contract, PLANNING	0.00	0.00	0.00	0.00	0.00	350.00	40.00	40.00
<b>Total Contract Services Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>414.40</b>	<b>1,616.54</b>	<b>1,029.40</b>	<b>322.30</b>	<b>219.40</b>
Education & Travel								
Travel & Per Diem, PLANNING	0.00	0.00	0.00	0.00	63.25	2,828.84	0.00	0.00
Education & Training PLANNING	0.00	0.00	0.00	0.00	0.00	498.00	313.08	279.48
<b>Total Education &amp; Travel Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>63.25</b>	<b>3,326.84</b>	<b>313.08</b>	<b>279.48</b>
Materials & Supplies								
Materials & Supplies, Planning	1,000.00	1,000.00	100.00	949.49	2,141.50	140.95	307.82	249.13
POSTAGE, PLANNING	0.00	0.00	0.00	0.00	184.30	0.00	0.00	0.00
FREIGHT, PLANNING	0.00	0.00	0.00	0.00	0.00	0.00	29.10	7.00
Grant Funding Expenditures	0.00	0.00	0.00	0.00	82.50	0.00	0.00	0.00
<b>Total Matereials &amp; Supplies Expenditures</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>100.00</b>	<b>949.49</b>	<b>2,408.30</b>	<b>140.95</b>	<b>336.92</b>	<b>256.13</b>
Utilities								
Maintenance								
Other Expenditures								
PUBLIC/ADV, PLANNING	500.00	1,000.00	50.00	652.50	420.00	735.00	575.00	0.00
RECORDING, PLANNING	0.00	500.00	0.00	0.00	240.00	0.00	6.50	60.00
INSURANCE, PLANNING	308.00	284.00	108.45	230.00	87.00	204.00	63.00	71.00
<b>Total Other Expenditures</b>	<b>\$ 808.00</b>	<b>\$ 1,784.00</b>	<b>\$ 45.29</b>	<b>\$ 882.50</b>	<b>\$ 747.00</b>	<b>\$ 939.00</b>	<b>\$ 644.50</b>	<b>\$ 131.00</b>
Equipment								
SM EQUIP PURCH, PLANNING	0.00	0.00	0.00	0.00	0.00	0.00	610.96	0.00
EQUIPMENT PURCHASE > \$5000, PLANNING	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total Equipment</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>610.96</b>	<b>0.00</b>
Capital Expenditures & Transfers								

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Planning Excess Revenue Over (Under) Expenditures	\$ (69,151.00)	\$ (84,792.00)	\$ (81.55)	\$ (82,472.63)	\$ (99,015.10)	\$ (95,999.62)	\$ (108,656.14)	\$ (98,143.79)

## Planning

## FY 2019

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<b>Salaries</b>	13-5110	\$	<b>50,259</b>
City Planner, (15000 Reimb LEPC Grant)			
<b>Benefits</b>	13-5200	<b>17,084</b>	<b>17,084</b>
<b>Contractual Services</b>	13-5310		
<b>Employee Travel, Education, &amp; Dues</b>			<b>0</b>
Plan Commissioner Training,	13-5410		
Conference	13-5420		
<b>Materials &amp; Supplies</b>	13-5510		<b>1,000</b>
Books, Subscriptions	13-5530		
Postage	13-5520		
Freight	13-5525		
<b>Equipment Repairs</b>	13-5700		<b>0</b>
<b>Advertising - Legal Notices</b>	13-5840		<b>500</b>
<b>Recording</b>	13-5845		
<b>Insurance</b>	13-5850		<b>308</b>
<b>Equipment Purchases</b>	13-6200		<b>0</b>
Total		<b>\$</b>	<b>69,151</b>

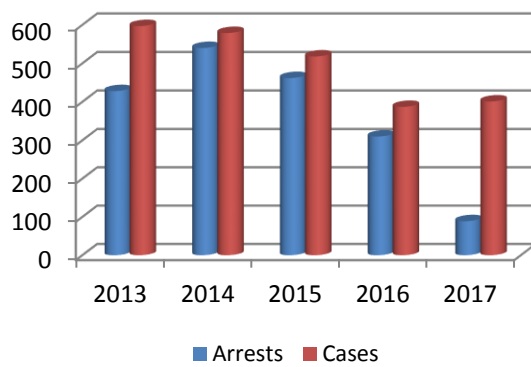
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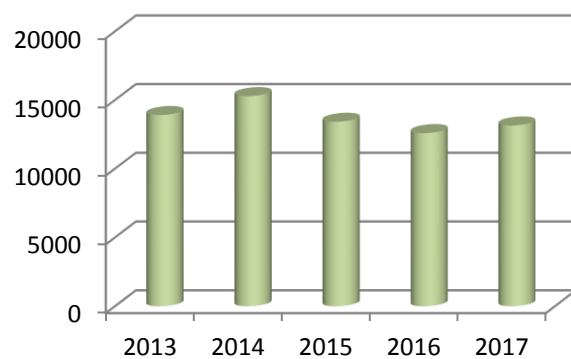
The Police Department is responsible for the public safety of the citizens of Craig, AK. The police department provides a secure facility for housing prisoners for Prince of Wales Island.

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

**Police Arrests & Cases**



**Calls**



### **2017-2018 Accomplishments:**

- Obtained, installed and implemented new Radio Paging System; MCC 5500. As well, obtained funding to upgrade radio communications to ALMR.
- Obtained an increase with State of Alaska Contract from \$5,000.00 to \$7,500.00 for Dispatch / Jail / DataMaster Usage / Polycom Usage
- Obtained more funding from State DOC, for extra services department provides.
- Identified new staff member to be trained, obtain certification to administer CDL Road Testing

### **2018 -2019 Goals**

- Get staff member trained and certified to administer Motorcycle Road Testing.
- Work with AST / USFS / KPD in renewals of contracts. Keep working with DMV, obtaining testing computers for written tests
- Need to identify, train and promote new staff member to Dispatch Supervisor.
- Ofc. Nunnally will have to attend the police academy, 2019 in order to obtain his Alaska Police Officer Certification – With completion of F.T.O., Academy and other State requirements, should be able to accomplish this, prior to July 2019.
- Seek funding for training through Federal Programs, for Officers and Dispatchers
- Getting new staff trained and certified as Jailer's
- Replacing failed radio consulate
- Continued Training, to meet APSC Standards for all Staff
- Securing AED's for Patrol Vehicles

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Police	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Police</b>								
Personnel Wages								
Salary Expense	70,104.00	70,104.00	100.00	64,903.44	70,920.06	68,216.64	70,813.22	67,847.03
Full Time Wages	371,045.00	364,532.00	101.79	286,769.47	336,876.63	347,486.93	341,520.29	303,540.41
Hourly-Part Time	0.00	0.00	0.00	0.00	6,105.00	0.00	120.24	10,396.50
Overtime	30,597.00	30,541.00	100.18	32,563.60	34,855.07	50,257.14	38,334.78	34,685.63
On-Call	17,400.00	17,400.00	100.00	10,491.00	11,644.50	13,650.00	14,569.50	14,821.50
In Lieu Payment	7,507.00	0.00	0.00	6,640.79	0.00	0.00	0.00	0.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	6,142.38	10,735.90	9,389.24	7,551.45	21,762.50
Vacation	0.00	0.00	0.00	24,769.96	14,685.01	25,944.70	28,449.44	29,447.47
Sick Leave	0.00	0.00	0.00	7,961.08	8,424.42	17,021.10	9,460.23	9,647.99
Other Comp	0.00	0.00	0.00	0.00	0.00	21,318.73	(14,044.33)	7,815.48
<b>Total Personnel Wages Expenditures</b>	<b>496,653.00</b>	<b>482,577.00</b>	<b>102.92</b>	<b>440,241.72</b>	<b>494,246.59</b>	<b>553,284.48</b>	<b>496,774.82</b>	<b>499,964.51</b>
Personnel Benefits								
Health Insurance	205,968.00	176,372.00	116.78	106,433.79	156,764.64	161,609.07	107,547.42	115,650.04
Social Security Taxes	37,994.00	36,918.00	102.91	31,836.14	36,738.05	39,426.01	37,240.12	36,060.83
PERS	107,283.00	106,167.00	101.05	92,605.21	125,070.60	145,034.92	332,537.27	165,142.50
Unemployment Tax	0.00	0.00	0.00	0.00	5,075.28	3.16	3,644.40	7,770.00
Other Compensation Expenses	20,693.00	19,696.00	105.06	17,604.66	16,654.25	16,120.71	7,097.45	21,120.77
<b>Total Personnel Benefits Expenditures</b>	<b>371,938.00</b>	<b>339,153.00</b>	<b>109.67</b>	<b>248,479.80</b>	<b>340,302.82</b>	<b>362,193.87</b>	<b>488,066.66</b>	<b>345,744.14</b>
Contract Services								
Professional Services, Police	0.00	0.00	0.00	420.00	891.92	1,235.00	300.00	554.50
Technical Services, Police	4,200.00	1,800.00	233.33	1,447.58	200.00	0.00	879.38	152.50
Technical Services, Jail	0.00	0.00	0.00	868.75	0.00	0.00	1,881.31	310.00
Contract Labor, Police	0.00	0.00	0.00	200.00	70.00	155.00	0.00	0.00
Service Contract, Police	0.00	0.00	0.00	1,634.10	1,151.43	604.62	790.00	1,284.23
<b>Total Contract Services Expenditures</b>	<b>4,200.00</b>	<b>1,800.00</b>	<b>233.33</b>	<b>4,570.43</b>	<b>2,313.35</b>	<b>1,994.62</b>	<b>3,850.69</b>	<b>2,301.23</b>
Education & Travel								
Travel & Per Diem, Police	500.00	0.00	0.00	6,237.81	4,173.47	4,109.57	3,848.32	1,399.83
Education & Training, Police	2,800.00	0.00	0.00	1,205.41	2,298.44	257.92	791.36	1,478.76
Assoc. Dues, Police	0.00	0.00	0.00	325.00	549.00	305.00	405.00	595.00
<b>Total Education &amp; Travel Expenditures</b>	<b>3,300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>7,768.22</b>	<b>7,020.91</b>	<b>4,672.49</b>	<b>5,044.68</b>	<b>3,473.59</b>
Materials & Supplies								
Materials & Supplies, Police	2,000.00	500.00	400.00	3,268.77	6,795.51	7,551.73	6,501.08	5,097.78
Jail Mat/Supplies, Police	7,500.00	4,000.00	187.50	6,337.48	7,758.15	6,204.33	6,138.71	4,226.78
DMV Mat/Supplies, Police	0.00	0.00	0.00	203.67	372.71	98.49	0.00	0.00
Officer Supplies, Police	2,000.00	3,000.00	66.67	0.00	0.00	(127.96)	0.00	0.00
Jail Expense, Police	0.00	0.00	0.00	437.77	1,045.95	3,590.17	7,070.59	31.61
Jail Food, Police	18,000.00	18,000.00	100.00	17,692.97	14,468.32	16,608.32	14,718.15	18,294.77
Other Jail Exp, Police	0.00	0.00	0.00	1,470.00	590.99	158.66	1,750.79	927.83
Postage, Police	500.00	0.00	0.00	751.37	676.95	1,090.00	705.84	1,180.33
Freight, Police	0.00	1,000.00	0.00	24.99	923.70	585.89	418.91	1,009.53
Freight, Jail	0.00	0.00	0.00	420.77	166.47	271.39	187.44	272.88
Equipment Fuel, Police	0.00	0.00	0.00	0.00	39.07	0.00	0.00	0.00
Unleaded Gas, Police	16,000.00	10,750.00	148.84	11,863.80	16,391.95	14,194.22	13,245.19	11,287.30
<b>Total Materials &amp; Supplies Expenditures</b>	<b>46,000.00</b>	<b>37,250.00</b>	<b>123.49</b>	<b>42,471.59</b>	<b>49,229.77</b>	<b>50,225.24</b>	<b>50,736.70</b>	<b>42,328.81</b>



**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Police	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Utilities</b>								
Electricity, Police	12,000.00	12,000.00	100.00	9,286.05	9,768.01	10,141.87	9,620.66	9,265.98
Heating Fuel, Police	5,000.00	5,000.00	100.00	3,845.75	3,746.27	2,611.66	2,658.42	4,164.64
Telephone, Police	10,000.00	10,000.00	100.00	9,251.74	16,526.32	9,824.53	9,625.45	9,495.87
Total Utilities Expenditures	27,000.00	27,000.00	100.00	22,383.54	30,040.60	22,578.06	21,904.53	22,926.49
<b>Maintenance</b>								
Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	1,848.22	5,155.62
Maintenance Lease Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	80.50	0.00
Building Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00	552.97	714.71	900.67
Total Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00	552.97	2,643.43	6,056.29
<b>Other Expenditures</b>								
Permits, Police	0.00	0.00	0.00	10.00	0.00	45.00	70.00	50.00
Advertising, Police	325.00	0.00	0.00	0.00	0.00	0.00	45.00	0.00
Recording, Police	100.00	900.00	11.11	60.00	55.00	0.00	0.00	0.00
Insurance, Police	8,723.00	8,571.00	101.77	6,550.00	13,200.00	6,271.07	9,594.14	10,363.83
CC Fees, Police	0.00	800.00	0.00	50.00	1,650.31	1,791.96	1,640.59	1,375.17
Undercover Activity, Police	0.00	0.00	0.00	500.00	0.00	0.00	0.00	0.00
Other Expenditures, Police	0.00	0.00	0.00	100.00	32.35	3,361.51	101.50	90.07
Reimbursement Exp	0.00	0.00	0.00	1,119.10	1,183.83	4,633.75	554.84	1,727.43
Total Other Expenditures	\$ 9,148.00	\$ 10,271.00	\$ 89.07	\$ 8,389.10	\$ 16,121.49	\$ 16,103.29	\$ 12,006.07	\$ 13,606.50
<b>Equipment</b>								
SM EQUIP PURCH, POLICE	2,000.00	1,250.00	160.00	0.00	(1,915.89)	699.99	0.00	3,453.47
SM EQUIP/JAIL, POLICE	0.00	0.00	0.00	0.00	0.00	1,280.72	529.00	6,720.65
CAPITAL IMPROVEMENTS, POLICE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EQUIP PURCH > \$5000, POLICE	7,500.00	0.00	0.00	0.00	1,165.50	8,599.98	0.00	0.00
EQUIP PURCH > \$5000, JAIL/POLICE	0.00	0.00	0.00	2,330.00	(1,165.00)	0.00	0.00	0.00
CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
CAPITAL IMPROVEMENTS - JAIL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Equipment	9,500.00	1,250.00	760.00	2,330.00	(1,915.39)	10,580.69	529.00	10,174.12
<b>Capital Expenditures &amp; Transfers</b>								
Excess Revenue Over (Under) Expenditures	\$ (967,739.00)	\$ (899,301.00)	\$ (107.61)	\$ (776,634.40)	\$ (937,360.14)	\$ (1,022,185.71)	\$ (1,081,556.58)	\$ (946,575.68)

# Police

# FY 2019

	<u>Acct #</u>		<u>Amount</u>
<b>Salaries</b>	16-5100	496,653	496,653
<b>Benefits</b>	16-5200	371,939	371,939
<b>Contract Services</b>	16-5320		4,200
IT Support		3,000	
Stencial & Blackpoint			
Crime Star		1,200	
<b>Travel &amp; Education</b>			3,300
Travel	16-5410	500	
Education	16-5420	2,800	
<b>Materials &amp; Supplies</b>	16-5510		46,000
Uniforms		0	
Patrol Officer supplies	16-5515.0	2,000	
Office supplies	16-5510.0	2,000	
Jail Supplies	16-5519.0	7,500	
Jail Food	16-5519.01	18,000	
Vehicle Fuel (4300 @2.50)	16-5652	16,000	
Postage	16-5520	500	
Freight	16-5525	0	
<b>Utilities</b>			27,000
Electric	16-5610	12,000	
Heating (1600gal @ \$4.00)	16-5620	5,000	
Telephone	16-5630	10,000	
<b>Maintenance &amp; Repairs</b>	16-5710		0
Vehicle Repairs	16-5700	0	
Building & Grounds Maint	16-5750		
Advertising	16-5840	325	325
Licensing Vehicles & Software	16-5845	100	100
Credit Card Fees			
<b>Insurance</b>	16-5850		8,722
General Liability		3,260	
Property Liability		1,668	
Vehicle		3,794	
<b>Small Equipment</b>	16-6200	2,000	2,000
<b>Equipment &gt;5000</b>	16-6300		
AED for patrol cars		7,500	7,500
<b>Capital Improvements</b>	16-6500		
<b>TOTAL</b>		<u><u>\$967,739</u></u>	<u><u>\$967,739</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

### **2017-2018 Accomplishments**

- Performed continuous operation of City facilities serving the community with water, wastewater and garbage collection service.
- Provided street maintenance, maintained storm drain infrastructure and provided winter road operations by sanding and plowing snow as needed.
- Worked with contractors on City projects.
- Worked with ADEC to approve installation of new Alum pump station.
- Developed preventative maintenance scheduling as required.

### **2018-2019 Goals**

- Continue to operate and maintain City infrastructure in a compliant, efficient manner.
- Continue Port St. Nicholas Road Repair
- Begin Hydrant flushing and water main valve exercising
- Develop Paser classification for all paved streets

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

	Fiscal Year 2019							
	2019	2018	% of Change	2018	2017	2016	2015	2014
Public Works	Budget	Budget						
<b>Public Works</b>								
Personnel Wages								
Salary Expense	39,420.00	42,228.00	93.35	21,035.09	42,227.90	40,663.34	44,705.97	49,514.11
Full Time Wages	105,844.00	68,826.00	153.78	86,969.67	83,816.40	64,065.25	50,724.85	31,243.15
Overtime	0.00	0.00	0.00	1,772.36	1,509.67	660.35	1,083.20	1,399.36
On-Call	0.00	0.00	0.00	112.00	160.00	624.00	0.00	0.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	7,800.00
Vacation	0.00	0.00	0.00	9,088.96	7,823.44	5,014.41	4,082.73	2,945.52
Sick Leave	0.00	0.00	0.00	3,108.36	3,533.64	3,220.48	4,351.63	1,175.23
Other Comp	0.00	0.00	0.00	0.00	0.00	4,494.07	(2,578.34)	814.33
<b>Total Personnel Wages Expenditures</b>	<b>145,264.00</b>	<b>111,054.00</b>	<b>130.80</b>	<b>122,086.44</b>	<b>139,071.05</b>	<b>118,741.90</b>	<b>102,370.04</b>	<b>94,891.70</b>
Personnel Benefits								
Health Insurance	55,957.00	46,336.00	120.76	28,835.62	37,441.18	33,275.53	31,001.76	26,750.57
Social Security Taxes	11,115.00	8,503.00	130.72	8,867.64	9,946.32	8,696.32	7,845.26	7,305.48
PERS	31,962.00	24,453.00	130.71	26,044.73	35,876.16	32,286.80	70,394.88	33,069.49
Unemployment Tax	0.00	0.00	0.00	0.00	7,439.91	1,488.00	0.00	0.00
Other Compensation Expenses	11,166.00	10,097.00	110.59	4,523.80	5,697.34	9,213.27	4,929.69	2,295.92
<b>Total Personnel Benefits Expenditures</b>	<b>110,200.00</b>	<b>89,389.00</b>	<b>123.28</b>	<b>68,271.79</b>	<b>96,400.91</b>	<b>84,959.92</b>	<b>114,171.59</b>	<b>69,421.46</b>
Contract Services								
Prof. Services, Pub Works	0.00	0.00	0.00	205.00	195.87	105.00	0.00	168.00
Prof. Services, PSN Public Works	0.00	0.00	0.00	0.00	1,100.00	0.00	0.00	0.00
Technical Services, Public Works	0.00	0.00	0.00	80.00	80.00	0.00	0.00	0.00
Contract Labor, Public Works	720.00	500.00	144.00	80.00	0.00	0.00	45.00	0.00
Contract Labor, PW R&M Fleet	0.00	0.00	0.00	381.80	0.00	0.00	0.00	0.00
Consultant, Public Works	0.00	0.00	0.00	0.00	0.00	0.00	330.00	0.00
Service Contract, Public Works	0.00	0.00	0.00	80.00	80.00	496.00	143.75	271.75
<b>Total Contract Services Expenditures</b>	<b>720.00</b>	<b>500.00</b>	<b>144.00</b>	<b>826.80</b>	<b>1,455.87</b>	<b>601.00</b>	<b>518.75</b>	<b>439.75</b>
Education & Travel								
Travel & Per Diem, Public Works	0.00	0.00	0.00	3,951.38	0.00	1,021.45	0.00	558.89
Education & Training, Public Works	0.00	0.00	0.00	298.50	0.00	189.00	0.00	106.25
Accoc Dues Public Works	0.00	0.00	0.00	521.50	10.99	0.00	0.00	0.00
<b>Total Education &amp; Travel Expenditures</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>4,771.38</b>	<b>10.99</b>	<b>1,210.45</b>	<b>0.00</b>	<b>665.14</b>
Materials & Supplies								
Materials & Supplies, P W	5,000.00	2,500.00	200.00	12,737.44	10,879.99	10,308.09	8,247.24	5,615.04
Materials, Safety PW	0.00	0.00	0.00	0.00	0.00	124.47	434.53	915.61
Materials, Parts, Supplies	20,000.00	1,500.00	1,333.33	125.90	123.99	0.00	676.64	0.00
Materials, Parts, Supplies 105	0.00	0.00	0.00	19.98	0.00	0.00	0.00	0.00
Materials, Parts, Supplies 110	0.00	0.00	0.00	0.00	0.00	754.48	0.00	0.00
Materials, Parts, Supplies 204	0.00	0.00	0.00	530.40	0.00	0.00	0.00	0.00
Materials, Parts, Supplies 209	0.00	0.00	0.00	0.00	0.00	0.00	76.45	0.00
Materials, Parts, Supplies 220	0.00	0.00	0.00	24.99	0.00	0.00	0.00	0.00
Materials, Parts, Supplies 224	0.00	0.00	0.00	0.00	0.00	121.12	0.00	0.00
Materials, Parts, Supplies 311	0.00	0.00	0.00	97.55	0.00	0.00	0.00	0.00
Materials, Parts, Supplies 503	0.00	0.00	0.00	0.00	0.00	0.00	273.98	0.00
Materials, Parts, Supplies 504	0.00	0.00	0.00	46.95	0.00	0.00	0.00	0.00
Materials, Office PW	0.00	1,000.00	0.00	0.00	0.00	286.25	647.39	19.90
Materials, Shop PW	0.00	2,000.00	0.00	0.00	0.00	0.00	1.75	0.00

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Public Works</b>								
Chemical Supplies, P W	0.00	0.00	0.00	0.00	1,818.00	0.00	0.00	0.00
Postage, Public Works	0.00	2,000.00	0.00	351.98	54.75	0.00	0.00	29.21
Freight, Public Works	0.00	0.00	0.00	1,616.92	2,882.16	1,281.23	464.66	745.28
Books & Subscriptions, Public Works	0.00	0.00	0.00	336.98	0.00	0.00	0.00	0.00
Equipment Fuel, Public Works	0.00	0.00	0.00	2,953.72	1,785.69	2,824.62	3,198.41	5,052.50
Unleaded Gas, Public Works	5,600.00	3,600.00	155.56	4,347.19	6,296.12	4,530.14	6,215.57	3,811.05
<b>Total Matereials &amp; Supplies Expenditures</b>	<b>30,600.00</b>	<b>12,600.00</b>	<b>242.86</b>	<b>23,190.00</b>	<b>23,840.70</b>	<b>20,230.40</b>	<b>20,236.62</b>	<b>16,188.59</b>
<b>Utilities</b>								
Electricity, Public Works	4,500.00	4,500.00	100.00	3,590.31	4,234.53	4,005.50	3,893.64	3,915.38
Electricity, Street Lights, Public Works	7,000.00	6,000.00	116.67	5,659.75	6,218.45	6,057.43	5,359.38	4,736.39
Electricity, St. Lights School, Public Works	0.00	0.00	0.00	0.00	(40.92)	0.00	0.00	0.00
Heating Fuel, Public Works	0.00	4,800.00	0.00	0.00	13.31	1,337.72	4,514.89	6,739.05
Propane, Public Works	0.00	500.00	0.00	144.35	259.72	59.47	188.12	126.96
Telephone & Internet, Public Works	3,300.00	2,800.00	117.86	2,665.99	3,125.05	3,142.35	3,060.53	4,195.59
<b>Total Utilities Expenditures</b>	<b>14,800.00</b>	<b>18,600.00</b>	<b>79.57</b>	<b>12,060.40</b>	<b>13,810.14</b>	<b>14,602.47</b>	<b>17,016.56</b>	<b>19,713.37</b>
<b>Maintenance</b>								
Maintenance Expenditures	25,000.00	43,500.00	57.47	13,401.06	30,407.89	23,137.88	14,874.81	5,685.56
Maintenance Lease Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112.95
Building Maintenance Expenditures	0.00	1,500.00	0.00	670.24	9,275.11	12,002.76	6,321.41	343.28
<b>Total Maintenance Expenditures</b>	<b>25,000.00</b>	<b>45,000.00</b>	<b>55.56</b>	<b>14,071.30</b>	<b>39,683.00</b>	<b>35,140.64</b>	<b>21,196.22</b>	<b>6,141.79</b>
<b>Other Expenditures</b>								
Permits, Public Works	0.00	0.00	0.00	0.00	0.00	0.00	100.00	0.00
Advertising, Public Works	0.00	0.00	0.00	0.00	885.00	0.00	0.00	0.00
Recording, Public Works	100.00	50.00	200.00	20.00	30.00	25.00	0.00	0.00
Insurance, Public Works	7,611.00	5,053.00	150.62	5,720.00	3,774.00	3,848.19	3,849.14	2,944.00
Other Expenditures, Public Works	0.00	0.00	0.00	7,942.00	0.00	88.70	0.00	0.00
<b>Total Other Expenditures</b>	<b>\$ 7,711.00</b>	<b>\$ 5,103.00</b>	<b>\$ 151.11</b>	<b>\$ 13,682.00</b>	<b>\$ 4,689.00</b>	<b>\$ 3,961.89</b>	<b>\$ 3,949.14</b>	<b>\$ 2,944.00</b>
<b>Equipment</b>								
SM EQUIP PURCH, PUBLIC WORKS	0.00	0.00	0.00	680.66	3,814.90	1,153.80	3,896.10	3,726.94
CAPITAL IMPROVEMENT,PUBLIC WRKS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASE >\$5000, PUB WORKS	0.00	0.00	0.00	0.00	29.95	26,084.40	0.00	0.00
CAPITAL IMPROVEMENTS	2,000.00	0.00	0.00	0.00	3,985.00	0.00	0.00	0.00
<b>Total Equipment</b>	<b>2,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>680.66</b>	<b>7,829.85</b>	<b>27,238.20</b>	<b>3,896.10</b>	<b>3,726.94</b>
<b>Capital Expenditures &amp; Transfers</b>								
<b>Excess Revenue Over (Under) Expenditures</b>	<b>\$ (336,295.00)</b>	<b>\$ (282,246.00)</b>	<b>\$ (119.15)</b>	<b>\$ (259,640.77)</b>	<b>\$ (326,791.51)</b>	<b>\$ (306,686.87)</b>	<b>\$ (283,355.02)</b>	<b>\$ (214,132.74)</b>

# Public Works

# FY 2019

	<b>Acct #</b>	<b>Amount</b>	
<b>Salaries</b>	15-5100	145,264 \$	145,264
<b>Employee Benefits</b>	15-5200	110,199	110,199
<b>Contractual Services</b>	15-5300		720
Drug Testing	15-5350	720	
Equipment Lease	15-5283		
<b>Travel &amp; Education</b>			0
Misc Travel	15-5410		
Training	15-5420		
Dues	15-5430		
<b>Material &amp; Supplies</b>			30,600
Misc Supplies	15-5510	5,000	
Office Supplies			
Shop Supplies			
Fleet Supplies		20,000	
Shop Tools			
Equipment Fuel (1400 @4.00)	15-5650	5,600	
Propane			
Postage	15-5520		
Freight	15-5525		
<b>Utility</b>			14,800
Electricity, Street Lights	15-5612	7,000	
Electricity	15-5610	4,500	
Heating Fuel (1200gal @ \$4.00)	15-5620		
Telephone/DSL	15-5630	3,300	
<b>Repairs &amp; Maintenance</b>			25,000
Equipment Repairs	15-5700		
Street Light Maint.			
Building maint.	15-5750		
Department Fleet Maint.		25,000	
<b>Miscellaneous</b>			
Advertising	15-5840		0
Vehicle Licensing	15-5845	100	100
Insurance	15-5850		7,612
Property Liability		3,826	
General Liability		1,024	
Auto		2,762	
<b>Small Equipment</b>	15-6200		
<b>Equipment &gt; \$5000</b>	15-6300	2,000	
Street Lights			2,000
<b>TOTAL</b>		336,295	<b>\$336,295</b>

## RECREATION

## GENERAL FUND

Personnel: Director (1 FTE)

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

### **2017-2018 Accomplishments**

- Afterschool program with the help of part time employee Trampus Conaster and volunteers with increased attendance to an average of 10 students daily.
- . The Rec Center is open more. We have new activities and continue our other programs.
- . Dodge-ball with the Craig Police continues on Thursday.
- Roller blade or skate on Tuesdays, watch a movie Friday.
- Magic and D and D continues on Saturday afternoons with Jon Wilburn as the volunteer starting at 4pm until about midnight

### **2018-2019 Goals**

- To add more activities, Teen game nights and Dances
- Work with AA , health Network,
- Continue the After School Program-open 3 to 5 Mon-Thursday and 2-5 on Friday Continue with food, crafts, games and outdoor activities, sports, science and games.
- Would like to try to add mini volleyball and kid basketball tournaments

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Recreation	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Recreation</b>								
Personnel Wages								
Salary Expense	37,440.00	37,440.00	100.00	32,946.35	37,243.70	36,026.12	37,066.86	35,830.14
Hourly-Part Time	7,280.00	7,280.00	100.00	52.50	4,934.31	0.00	0.00	0.00
Overtime	0.00	0.00	0.00	24.00	165.66	82.28	0.00	0.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	4,632.00	300.00	2,048.55	359.85	788.63
Vacation	0.00	0.00	0.00	3,258.27	2,776.76	(1,056.86)	711.23	(3,436.19)
Other Comp	0.00	0.00	0.00	0.00	0.00	1,834.00	(999.16)	494.38
Total Personnel Wages Expenditures	44,720.00	44,720.00	100.00	40,913.12	45,420.43	38,934.09	37,138.78	33,676.96
Personnel Benefits								
Health Insurance	12,957.00	20,375.00	63.59	9,149.87	16,971.30	14,028.02	19,984.12	15,584.40
Social Security Taxes	3,421.00	3,421.00	100.00	2,765.19	3,089.77	2,762.84	2,677.79	2,597.19
PERS	8,237.00	8,237.00	100.00	7,248.22	9,951.62	10,127.58	24,679.29	13,107.85
Unemployment Tax	0.00	0.00	0.00	0.00	0.00	106.72	0.00	0.00
Other Compensation Expenses	350.00	373.00	93.83	2,160.50	2,234.00	2,321.92	1,351.34	2,570.17
Total Personnel Benefits Expenditures	24,965.00	32,406.00	77.04	21,323.78	32,246.69	29,347.08	48,692.54	33,859.61
Contract Services								
Professional Services, Recreation	0.00	0.00	0.00	1,746.00	100.00	100.00	73.00	210.00
Technical Services, Recreation	0.00	0.00	0.00	0.00	40.00	0.00	0.00	0.00
Contract Labor, Recreation	5,000.00	4,900.00	102.04	2,540.00	4,519.00	3,567.75	1,692.00	2,357.50
Service Contract, Recreation	0.00	0.00	0.00	99.00	20.00	194.62	255.25	550.50
Total Contract Services Expenditures	5,000.00	4,900.00	102.04	4,385.00	4,679.00	3,862.37	2,020.25	3,118.00
Education & Travel								
Materials & Supplies								
Materials & Supplies, Recreation	2,500.00	1,000.00	250.00	2,383.85	2,157.97	3,812.14	2,372.82	2,398.94
Postage, Recreation	0.00	0.00	0.00	12.42	0.00	0.00	0.96	0.66
Freight, Recreation	0.00	0.00	0.00	0.00	39.65	80.67	41.00	159.06
Total Materials & Supplies Expenditures	2,500.00	1,000.00	250.00	2,396.27	2,197.62	3,892.81	2,414.78	2,558.66
Utilities								
Electricity, Recreation	3,500.00	3,500.00	100.00	3,398.24	3,827.00	3,903.19	3,735.75	3,660.54
Heating Fuel, GYM	6,000.00	6,000.00	100.00	6,380.71	6,859.60	5,082.29	5,859.88	10,865.31
Heating Fuel, Youth Center	2,000.00	2,000.00	100.00	0.00	0.00	0.00	0.00	0.00
Telephone, Recreation	1,500.00	1,500.00	100.00	1,242.68	1,783.94	2,027.89	2,092.12	1,990.97
Total Utilities Expenditures	13,000.00	13,000.00	100.00	11,021.63	12,470.54	11,013.37	11,687.75	16,516.82
Maintenance								
Building Maintenance Expenditures	0.00	0.00	0.00	6.87	0.00	0.00	0.00	958.09
Total Maintenance Expenditures	0.00	0.00	0.00	6.87	0.00	0.00	0.00	958.09
Other Expenditures								
Insurance, Recreation	4,095.00	3,340.00	122.60	3,080.00	2,317.00	2,340.00	2,253.00	1,241.00
CC Fees, Recreation	0.00	0.00	0.00	0.00	0.00	24.40	123.13	0.00
Total Other Expenditures	\$ 4,095.00	\$ 3,340.00	\$ 122.60	\$ 3,080.00	\$ 2,317.00	\$ 2,364.40	\$ 2,376.13	\$ 1,241.00
Equipment								
Small Equipment, Recreation	2,415.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Recreation</b>								
Equipment > 5000, Recreation	0.00	0.00	0.00	0.00	0.00	1,692.29	5,432.64	0.00
Capital Improvement, Recreation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Equipment	2,415.00	0.00	0.00	0.00	0.00	1,692.29	5,432.64	0.00
Capital Expenditures & Transfers								
Excess Revenue Over (Under) Expenditures	\$ (96,695.00)	\$ (99,366.00)	\$ (97.31)	\$ (83,126.67)	\$ (99,331.28)	\$ (91,106.41)	\$ (109,762.87)	\$ (91,929.14)

# Recreation

## FY 2019

	<u>Acct #</u>	<u>Amount</u>	
<b>Salaries</b>	24-5100	41,640	\$ 44,720
<b>Benefits</b>	24-5200	24,965	24,965
<b>Contract Services</b>	24-5330		5,000
Classes, Misc. Instructors		3,800	
Janitor		1,200	
<b>Travel</b>	24-5410		
Instructor			
<b>Materials &amp; Supplies</b>	24-5510		2,500
T-Shirts -Soccer, V-Ball, B-Ball		2,500	
Office Supplies			
Postage	24-5520		
<b>Utilities</b>			13,000
Electric	24-5610	3,500	
Heating Fuel/City GYM (2500 gal @ \$4.00)	24-5620	6,000	
Heating Fuel/Youth Center (500GAL @ \$4.00)		2,000	
Telephone	24-5630	1,500	
<b>Maintenance &amp; Repairs</b>			
Equipment Repairs	24-5750		0
Building Maintenance			
<b>Insurance</b>	24-5850	4,095	4,095
<b>Equipment Purchases</b>	24-6200		2,415
Tables & Chairs		1,215	
Greenhouse		1,200	
<b>Capital Improvements</b>	<b>24-6500</b>		
<b>TOTAL</b>		<b>\$93,615</b>	<b>\$96,695</b>



**Enterprise Fund  
Fiscal Year 2019**

**May 2018**

## HARBOR

## ENTERPRISE FUND

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)

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Ward Cove Cannery	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Revenue								
Total Revenue	7,000.00	6,000.00	115.67	6,732.10	58,883.75	53,505.00	8,575.00	2,125.00
<b>Ward Cove Cannery</b>								
Personnel Wages								
Seasonal/Temp. Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,120.99
Total Personnel Wages Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,120.99
Personnel Benefits								
Social Security Taxes	0.00	0.00	0.00	0.00	0.00	0.00	0.00	592.12
Total Personnel Benefits Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	0.00	592.12
Contract Services								
Prof Services, WC Cannery	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,289.09
Contract Labor, WC Cannery	2,750.00	0.00	0.00	0.00	0.00	0.00	0.00	118.75
SERVICE CONTRACT, CANNERY	0.00	0.00	0.00	0.00	0.00	0.00	870.22	0.00
Total Contract Services Expenditures	2,750.00	0.00	0.00	0.00	0.00	0.00	870.22	1,407.84
Education & Travel								
Materials & Supplies								
Materials, WC Cannery	0.00	0.00	0.00	9.98	91.96	172.09	0.00	106.46
Equipment Fuel, Cannery	0.00	0.00	0.00	0.00	0.00	18.02	0.00	0.00
Total Matereials & Supplies Expenditures	0.00	0.00	0.00	9.98	91.96	190.11	0.00	106.46
Utilities								
Electricity, WC Cannery	2,100.00	2,100.00	100.00	1,370.00	1,464.52	3,099.75	3,334.66	5,996.21
Total Utilities Expenditures	2,100.00	2,100.00	100.00	1,370.00	1,464.52	3,099.75	3,334.66	5,996.21
Maintenance								
Building Maintenance Expenditures	0.00	0.00	0.00	0.00	41.98	454.48	1,549.05	2,762.53
Maintenance Expenditures	0.00	2,750.00	0.00	135.98	155.94	563.48	1,653.05	2,788.18
Other Expenditures								
Insurance, CANNERY	31.00	31.00	100.00	800.00	0.00	24.00	6.37	8.62
Total Other Expenditures	\$ 31.00	\$ 31.00	\$ 100.00	\$ 800.00	\$ 0.00	\$ 24.00	\$ 6.37	\$ 8.62
Equipment								
Automatically created	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Improvement, CANNERY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EQUIPMENT PURCHASE, CANNERY	0.00	2,000.00	0.00	0.00	0.00	0.00	0.00	0.00
EQUIP PURCH > \$5000, CANNERY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Equipment	2,000.00	2,000.00	100.00	0.00	0.00	0.00	0.00	0.00
Capital Expenditures & Transfers								
DEPRECIATION, CANNERY	0.00	0.00	0.00	0.00	15,322.00	15,322.00	15,322.00	15,322.00
Total Capital Expenditures & Transfers	0.00	0.00	0.00	0.00	15,322.00	15,322.00	15,322.00	15,322.00
Total Expenses	\$ 6,881.00	\$ 6,881.00	\$ 100.00	\$ 2,315.96	\$ 17,034.42	\$ 19,199.34	\$ 21,186.30	\$ 29,342.42
Excess Revenue Over (Under) Expenditures	119.00	(881.00)	13.51	4,416.14	41,849.33	34,305.66	(12,611.30)	(27,217.42)

**Ward Cove Park      FY 2019**

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<b>Contract Services</b>	28-5810	
<b>Ground Maint</b>		2,750
<b>Materials</b>		
<b>Electric</b>	28-5610	2,100
<b>Insurance</b>	28-5550	31
<b>Equipment Purchase</b>	28-6200	2,000
<b>Capital Improvements</b>	28-6206	
	<b>TOTAL</b>	<b><u><u>\$6,881</u></u></b>

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Harbor	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Revenue								
Total Revenue	258,500.00	225,000.00	113.89	213,194.80	247,128.44	221,172.12	316,830.49	226,281.08
<b>Harbor</b>								
Personnel Wages								
Salary Expense	42,880.00	31,574.00	135.81	36,745.01	43,579.67	44,313.29	33,429.63	40,120.93
Full Time Wages	54,961.00	61,942.00	88.73	36,772.75	54,009.70	46,658.14	34,286.32	44,240.54
Hourly-Part Time	13,479.00	13,478.00	100.01	19,253.25	18,759.28	18,519.10	17,507.84	0.00
Overtime	5,000.00	5,000.00	100.00	1,702.22	665.04	1,340.17	2,429.46	3,477.88
On-Call	9,900.00	9,900.00	100.00	4,650.00	5,827.00	6,710.00	6,273.40	4,419.20
Seasonal/Temp. Hourly	0.00	0.00	0.00	2,415.00	0.00	11,293.50	10,342.50	0.00
Vacation	0.00	0.00	0.00	5,732.97	(834.41)	1,756.27	4,406.94	2,431.39
Sick Leave	0.00	0.00	0.00	3,340.62	1,453.48	4,809.31	2,648.03	653.00
Other Comp	0.00	0.00	0.00	0.00	0.00	4,682.56	(2,691.94)	2,691.94
Total Personnel Wages Expenditures	126,220.00	121,894.00	103.55	110,611.82	123,459.76	140,082.34	108,632.18	98,034.88
Personnel Benefits								
Health Insurance	49,905.00	33,848.00	147.44	18,149.40	27,199.63	39,593.79	32,411.09	23,284.93
Social Security Taxes	9,656.00	9,517.00	101.46	7,908.85	9,847.76	10,460.75	7,936.81	7,192.78
PERS	24,803.00	24,402.00	101.64	18,623.99	6,960.16	61,669.88	61,746.89	35,558.74
Unemployment Tax	0.00	0.00	0.00	4,823.74	0.00	0.00	(70.78)	9,168.00
Other Compensation Expenses	5,795.00	8,701.00	66.60	7,964.65	65,342.00	7,444.24	7,394.85	11,845.08
Total Personnel Benefits Expenditures	90,159.00	76,468.00	117.90	57,520.63	109,349.55	119,168.66	109,418.86	87,049.53
Contract Services								
Professional Services, Harbor	0.00	0.00	0.00	75.00	0.00	100.00	100.00	110.00
Litigation, Harbor	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00
Technical Services, Harbor	0.00	0.00	0.00	0.00	40.00	0.00	0.00	0.00
Contract Labor, Harbor	0.00	0.00	0.00	282.00	12,379.38	0.00	340.00	0.00
Consultant, N Cove	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00
Consultant, S Cove	0.00	0.00	0.00	0.00	0.00	1,000.00	0.00	0.00
Consultant, City Dock	0.00	0.00	0.00	0.00	0.00	1,500.00	0.00	0.00
Service Contract, Harbor	0.00	0.00	0.00	0.00	2,039.99	150.00	1,740.00	3,814.73
Service Contract, City Dock	0.00	0.00	0.00	0.00	0.00	0.00	578.64	0.00
Total Contract Services Expenditures	0.00	0.00	0.00	357.00	19,459.37	3,750.00	2,758.64	3,924.73
Education & Travel								
Travel & Per Diem, Harbor	3,100.00	0.00	0.00	2,549.15	584.20	1,239.04	1,573.60	2,431.70
Education & Training, Harbor	1,150.00	2,000.00	57.50	950.36	0.00	1,462.00	1,100.00	0.00
Association Dues, Harbor	150.00	0.00	0.00	150.00	249.00	150.00	150.00	395.00
Total Education & Travel Expenditures	4,400.00	2,000.00	220.00	3,649.51	833.20	2,851.04	2,823.60	2,826.70
Materials & Supplies								
Materials & Supplies, Harbor	1,900.00	1,000.00	190.00	4,647.97	8,834.30	8,999.66	5,853.85	7,977.20
Materials & Supplies-NC	0.00	0.00	0.00	134.50	4,352.59	1,170.81	257.50	192.26
Materials & Supplies-SC	0.00	0.00	0.00	37.45	696.74	288.36	34.88	75.55
Materials & Supplies-SC Maintenance	0.00	0.00	0.00	0.00	302.38	49.60	0.00	0.00
Materials & Supplies-City Dock	0.00	0.00	0.00	0.00	4,885.66	58.94	11.33	60.56
Materials & Supplies-City Dock Maintenance	0.00	0.00	0.00	0.00	14,398.36	0.00	295.89	0.00
Materials & Supplies-Office	0.00	0.00	0.00	316.02	188.43	849.77	409.30	0.00
Materials & Supplies-Harbormaster Bld Bathrooms	0.00	0.00	0.00	105.43	42.74	75.40	189.25	0.00

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Harbor</b>								
Materials & Supplies-Harbormaster Bld Office	0.00	0.00	0.00	0.00	0.00	560.61	463.57	0.00
Postage, Harbor	0.00	0.00	0.00	460.80	883.91	1,338.71	931.59	1,431.16
Freight, Harbor	0.00	0.00	0.00	2,339.72	7,155.11	3,061.93	2,155.03	2,254.57
Equipment Fuel, Harbor	6,000.00	6,000.00	100.00	622.43	564.18	904.07	1,151.71	768.86
Unleaded Fuel, Harbor	0.00	0.00	0.00	5,876.68	5,607.96	5,824.53	5,231.24	4,575.44
<b>Total Matereials &amp; Supplies Expenditures</b>	<b>7,900.00</b>	<b>7,000.00</b>	<b>112.86</b>	<b>14,541.00</b>	<b>47,912.36</b>	<b>23,182.39</b>	<b>16,985.14</b>	<b>17,335.60</b>
<b>Utilities</b>								
Electricity, Harbormaster Office	3,400.00	3,400.00	100.00	2,390.18	3,226.82	3,713.12	2,914.56	2,536.56
Electricity, Dock	0.00	0.00	0.00	63.00	0.00	505.57	1,087.16	923.75
Electricity, Street Lights	4,000.00	4,000.00	100.00	5,566.80	5,691.51	3,857.30	3,655.01	3,558.21
Electricity, Grid	1,200.00	1,000.00	120.00	858.33	1,142.29	627.98	180.43	172.31
Electricity, Transient Pedestals	12,500.00	12,500.00	100.00	12,275.22	12,371.50	10,545.97	7,859.46	7,821.80
Heating Fuel, Harbor	4,300.00	0.00	0.00	2,325.42	4,043.44	4,188.76	4,729.69	5,487.53
Telephone, Harbor	2,000.00	1,200.00	166.67	3,444.71	6,267.98	4,462.35	3,351.48	2,831.50
<b>Total Utilities Expenditures</b>	<b>27,400.00</b>	<b>22,100.00</b>	<b>123.98</b>	<b>26,923.66</b>	<b>32,743.54</b>	<b>27,901.05</b>	<b>23,777.79</b>	<b>23,331.66</b>
<b>Maintenance</b>								
Maintenance Lease Expenditures	0.00	0.00	0.00	0.00	0.00	234.00	948.90	0.00
Building Maintenance Expenditures	0.00	0.00	0.00	0.00	0.00	193.79	332.79	230.32
<b>Maintenance Expenditures</b>	<b>22,450.00</b>	<b>0.00</b>	<b>0.00</b>	<b>951.69</b>	<b>1,245.69</b>	<b>4,872.73</b>	<b>4,254.11</b>	<b>2,846.05</b>
<b>Other Expenditures</b>								
Permits, Harbor	250.00	325.00	76.92	250.00	250.00	123.00	45.00	39.00
Public Notice/Adverving, Harbor	0.00	250.00	0.00	0.00	52.00	400.00	625.75	0.00
Recording, Harbor	0.00	0.00	0.00	35.00	54.00	0.00	0.00	0.00
Insurance, Harbor	21,330.00	21,330.00	100.00	20,933.80	18,412.13	18,947.67	19,092.75	18,425.00
Credit Card Fees, Harbor	0.00	0.00	0.00	229.64	4,090.34	3,492.99	3,054.80	4,182.65
Bad Debts, Harbor	0.00	500.00	0.00	0.00	14,573.99	5,756.70	14,914.80	13,475.20
<b>Total Other Expenditures</b>	<b>\$ 21,580.00</b>	<b>\$ 22,405.00</b>	<b>\$ 96.32</b>	<b>\$ 21,448.44</b>	<b>\$ 37,432.46</b>	<b>\$ 28,720.36</b>	<b>\$ 37,733.10</b>	<b>\$ 36,121.85</b>
<b>Equipment</b>								
Small Equipment, Harbor	1,000.00	0.00	0.00	1,952.78	0.00	1,101.96	750.00	573.54
Equipment Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equipment Purchases >5000, Harbor	0.00	0.00	0.00	26,234.00	1,695.78	0.00	550.00	0.00
EQUIPMENT PURCHASE, DOCK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Improvement, Harbor	130,000.00	0.00	0.00	0.00	0.00	3,449.54	0.00	0.00
<b>Total Equipment</b>	<b>131,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>28,186.78</b>	<b>1,695.78</b>	<b>4,551.50</b>	<b>1,300.00</b>	<b>573.54</b>
<b>Capital Expenditures &amp; Transfers</b>								
Depreciation, Harbor	0.00	0.00	0.00	0.00	63,173.00	50,402.00	73,619.00	55,351.00
Equipment Reserve	(130,000.00)	0.00	0.00	0.00	0.00	118,739.00	0.00	0.00
<b>Total Capital Expenditures &amp; Transfers</b>	<b>(130,000.00)</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>63,173.00</b>	<b>169,141.00</b>	<b>73,619.00</b>	<b>55,351.00</b>
<b>Total Expenses</b>	<b>\$ 301,109.00</b>	<b>\$ 251,867.00</b>	<b>\$ 119.55</b>	<b>\$ 264,190.53</b>	<b>\$ 437,304.71</b>	<b>\$ 524,221.07</b>	<b>\$ 381,302.42</b>	<b>\$ 327,395.54</b>
<b>Excess Revenue Over (Under) Expenditures</b>	<b>(42,609.00)</b>	<b>(26,867.00)</b>	<b>(158.59)</b>	<b>(50,995.73)</b>	<b>(190,176.27)</b>	<b>(303,048.95)</b>	<b>(64,471.93)</b>	<b>(101,114.46)</b>



# Docks & Harbors

FY 2019

	<u>Acct #</u>		<u>Harbor</u>
<b>Salaries</b>	27-5100	\$ 126,220	\$ 126,220
<b>Benefits</b>	24-5200	90,158	90,158
<b>Contract Services</b>	27-5330		0
<b>Employee Travel, Education, &amp; Dues</b>	27-5430		4,400
Harbor Master Dues		150	
Harbor Master Conference	27-5410	750	
Misc. Education		400	
Harbormaster travel & hotel		3,100	
<b>Materials</b>	27-5510		7,900
Misc. Supplies ( Costco & AC)		1,200	
Harbor Office		500	
		\$ 200	
Equipment Fuel		6,000	
<b>Utilities</b>	27-5610		27,400
Electricity Harbor Bldg.		3,400	
Electricity (Billable)		12,500	
Electricity (Grid)		1,200	
Electricity (St. Lights)		4,000	
Heating Fuel		4,300	
Telephone		2,000	
<b>Maintenance</b>	27-5700		22,450
North Cove Supplies		6,800	
Electrical	1,500		
Decking & Bolts	300		
Install New Foam for floats	4,500		
Water Pedestals	500		
freight			
South Cove Supplies		12,000	
Electrical	1,000		
New Floats	3,500		
Water Pedestals	500		
Grid	7,000		
freight			
City Pier, Dock & Old Fuel Dock		3,350	
Decking & Bolts	350		
rebuild sections of water line	500		
Crane repairs	2,500		
freight			
Float Plane Dock		300	
Decking & Bolts	300		
freight	0		
Boat Hauler			
Advertising	27-5840		250

# Docks & Harbors

FY 2019

	<u>Acct #</u>		<u>Harbor</u>
Permits	27-5810	250	
Lease Agreement State	27-5810		
DEC Permit			0
<b>Insurance</b>			21,330
General Liability	27-5800	21,330	
Credit Card Fees			0
Bad Debts			0
<b>Equipment Purchases</b>	27-6200		1,000
Printers		1,000	
<b>Capital Improvements</b>	27-6300	0	130,000
Replace Breakwater Anchor Chains		50,000	
Replace North Cove Lights		80,000	
		\$ 431,108	<u>\$ 431,108</u>

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

JTB Industrail Park	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Revenue								
Total Revenue	413,023.00	433,031.00	94.38	597,630.20	465,328.85	473,719.16	499,486.47	405,599.21
<b>JTB Industrail Park</b>								
Personnel Wages								
Salary Expense	21,120.00	31,574.00	66.89	20,380.29	5,244.14	3,080.31	10,928.12	10,088.01
Full Time Wages	30,693.00	16,640.00	184.45	18,369.64	19,107.20	21,392.49	20,241.61	19,269.10
Hourly-Part Time	28,478.00	28,478.00	100.00	3,111.75	4,070.29	3,440.00	5,292.03	19,188.42
Overtime	3,200.00	0.00	0.00	29,911.20	2,069.28	30,842.46	6,935.72	718.58
On-Call	3,300.00	0.00	0.00	133.00	692.00	0.00	5.60	474.80
Seasonal/Temp. Hourly	0.00	0.00	0.00	12,376.80	14,127.08	18,501.74	15,658.50	0.00
Vacation	0.00	0.00	0.00	2,393.31	534.55	1,924.00	3,266.81	2,172.90
Sick Leave	0.00	0.00	0.00	1,456.00	2,842.00	2,164.65	2,426.01	1,028.18
Other Comp	0.00	0.00	0.00	0.00	0.00	6,310.93	(1,924.12)	1,924.12
Total Personnel Wages Expenditures	86,791.00	76,692.00	113.17	88,131.99	48,686.54	87,656.58	62,830.28	54,864.11
Personnel Benefits								
Health Insurance	18,458.00	27,777.00	66.45	12,313.11	9,175.49	5,000.35	13,180.33	7,133.24
Social Security Taxes	6,639.00	5,867.00	113.16	6,534.68	5,985.24	6,241.16	4,741.53	3,929.63
PERS	12,829.00	10,607.00	120.95	8,535.54	19,325.90	21,424.32	25,520.35	11,340.24
Unemployment Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(2,824.96)
Other Compensation Expenses	3,539.00	4,380.00	80.80	0.00	0.00	(402.93)	(918.82)	918.82
Total Personnel Benefits Expenditures	41,465.00	48,631.00	85.26	27,383.33	34,486.63	32,262.90	42,523.39	20,496.97
Contract Services								
Professionnal Serv., JTB Park	0.00	0.00	0.00	1,020.00	0.00	0.00	173.00	1,020.00
Technical Serv., JTB Park	0.00	0.00	0.00	0.00	0.00	110.00	0.00	99.78
Contract Labor, JTB Park	1,800.00	1,800.00	100.00	0.00	299.75	6,000.00	250.00	0.00
Service Contract, JTB Park	0.00	0.00	0.00	0.00	91.60	110.00	578.65	3,200.00
Total Contract Services Expenditures	1,800.00	1,800.00	100.00	1,020.00	391.35	6,220.00	1,001.65	4,319.78
Education & Travel								
Travel /PerDeim, JTB Park	0.00	0.00	0.00	0.00	0.00	0.00	3,196.50	674.61
Assoc. Dues, JTB Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	410.00
Total Education & Travel Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	3,196.50	1,084.61
Materials & Supplies								
Materials & Supplies, JTB Park	5,000.00	8,400.00	59.52	0.00	1,114.13	1,006.47	22.98	3,394.05
Mat. & Supplies, Boat Yard, JTB Park	1,000.00	0.00	0.00	634.98	231.38	770.93	692.81	95.41
Mat. & Supplies, Ice House, JTB Park	4,400.00	0.00	0.00	4,017.85	9,641.98	5,298.88	1,061.64	29.95
Mat. & Supplies, Boat Launch, JTB Park	600.00	0.00	0.00	0.00	361.66	650.49	122.58	235.99
Mat. & Supplies, False Island, JTB Park	500.00	0.00	0.00	0.00	175.90	0.00	6.99	0.00
Freight,, JTB Park	700.00	700.00	100.00	872.64	2,353.69	580.38	1,939.45	2,086.23
Equipment Fuel, JTB Park	0.00	0.00	0.00	275.85	0.00	0.00	0.00	0.00
Total Matererials & Supplies Expenditures	12,200.00	9,100.00	134.07	5,801.32	13,878.74	8,307.15	3,846.45	5,841.63
Utilities								
Electric, JTB Park	55,000.00	55,000.00	100.00	4,083.03	5,796.67	9,937.23	4,564.10	40,024.24
Electric, Ice House	0.00	0.00	0.00	34,387.16	37,674.75	38,572.57	31,353.50	0.00
Telephone, Icehouse	0.00	0.00	0.00	1,185.02	1,516.44	1,790.05	0.00	0.00
Total Utilities Expenditures	55,000.00	55,000.00	100.00	39,655.21	44,987.86	50,299.85	35,917.60	40,024.24

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

JTB Industrail Park	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Maintenance								
Maintenance Lease Expenditures	0.00	0.00	0.00	0.00	0.00	562.50	608.40	0.00
Building Maintenance Expenditures	0.00	0.00	0.00	460.97	294.88	10.99	650.54	70.98
Maintenance Expenditures	5,000.00	5,000.00	100.00	6,448.95	21,028.75	3,147.20	6,286.44	27,673.84
Other Expenditures								
Permits, JTB Park	325.00	300.00	108.33	0.00	1,600.00	0.00	660.00	250.00
Permits, Ice House	0.00	0.00	0.00	325.00	325.00	325.00	325.00	325.00
Insurnace, JTB Park	9,281.00	9,281.00	100.00	9,260.00	6,095.00	6,504.00	6,079.00	6,831.00
Other Expense,, JTB Park	0.00	0.00	0.00	0.00	0.00	0.00	4,750.00	95.00
Total Other Expenditures	\$ 9,606.00	\$ 9,581.00	\$ 100.26	\$ 9,585.00	\$ 8,020.00	\$ 6,829.00	\$ 11,814.00	\$ 7,501.00
Equipment								
Equipment Purchase, JTB Park	1,500.00	0.00	0.00	0.00	0.00	0.00	2,821.35	924.00
Equipment Purchase >5000, JTB Park	0.00	0.00	0.00	4,500.00	0.00	0.00	0.00	0.00
Equipment Purchase >5000, Icehouse	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Capital Improvements, JTB Park	0.00	54,000.00	0.00	51,904.63	0.00	0.00	0.00	3,949.97
Total Equipment	1,500.00	54,000.00	2.78	56,404.63	0.00	0.00	2,821.35	4,873.97
Capital Expenditures & Transfers								
Interest Expense, JTB PARK	0.00	0.00	0.00	0.00	0.00	0.00	0.00	112,270.06
Debt Service, JTB Park	0.00	0.00	0.00	0.00	0.00	0.00	0.00	53,668.42
Debt Service, Principal (GAAP)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(53,668.42)
Depreciation, JTB Park	0.00	0.00	0.00	0.00	238,557.00	234,789.00	205,292.00	179,563.00
Total Capital Expenditures & Transfers	0.00	0.00	0.00	0.00	238,557.00	234,789.00	205,292.00	291,833.06
Total Expenses	\$ 213,362.00	\$ 259,804.00	\$ 82.12	\$ 234,430.43	\$ 410,036.87	\$ 429,511.68	\$ 375,529.66	\$ 458,513.21
Excess Revenue Over (Under) Expenditures	199,661.00	173,227.00	114.26	363,199.77	55,291.98	44,207.48	123,956.81	(52,914.00)





**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Revenue</b>								
Total Revenue	315,000.00	303,000.00	102.96	248,616.66	292,316.73	297,005.48	667,157.00	331,601.07
<b>Garbage</b>								
Personnel Wages								
Salary Expense	4,380.00	4,692.00	93.35	2,337.24	4,691.96	4,518.00	4,621.65	4,480.90
Full Time Wages	35,067.00	31,051.00	112.93	31,299.01	28,892.30	26,120.23	48,825.42	31,636.59
Overtime	117.00	210.00	55.71	70.83	382.06	1,237.07	1,499.08	1,996.56
On-Call	0.00	0.00	0.00	0.00	0.00	0.00	0.00	192.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	0.00	0.00	0.00	1,904.00	3,921.50
Vacation	0.00	0.00	0.00	2,841.72	1,846.90	2,098.40	4,439.48	3,021.91
Sick Leave	0.00	0.00	0.00	765.02	838.20	1,727.58	1,949.08	1,109.85
Other Comp	0.00	0.00	0.00	0.00	0.00	244.76	(1,335.89)	1,335.89
Total Personnel Wages Expenditures	39,564.00	35,953.00	110.04	37,313.82	36,651.42	35,946.04	61,902.82	47,695.20
Personnel Benefits								
Health Insurance	24,538.00	19,031.00	128.94	17,833.63	16,913.75	16,527.85	16,385.75	9,545.88
Social Security Taxes	3,027.00	2,752.00	109.99	2,734.58	2,819.28	2,687.68	4,516.76	3,470.09
PERS	8,704.00	7,914.00	109.98	8,405.78	26,251.67	35,746.36	42,138.81	15,577.92
Unemployment Tax	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,540.46
Other Compensation Expenses	2,737.00	4,049.00	67.60	2,135.20	2,604.00	2,048.44	2,316.39	7,098.19
Total Personnel Benefits Expenditures	39,006.00	33,746.00	115.59	31,109.19	48,588.70	57,010.33	65,357.71	39,232.54
Contract Services								
Prof Service, Garbage	0.00	0.00	0.00	0.00	0.00	105.00	200.00	0.00
Technical Svc, Garbage	0.00	0.00	0.00	0.00	7,366.00	0.00	0.00	0.00
Contract Labor, Garbage	212,500.00	0.00	0.00	40.00	0.00	0.00	95.00	0.00
Service Contract, Garbage	0.00	216,500.00	0.00	151,158.88	194,170.12	201,902.77	216,385.95	218,776.59
Total Contract Services Expenditures	212,500.00	216,500.00	98.15	151,198.88	201,536.12	202,007.77	216,680.95	218,776.59
Education & Travel								
Travel & Perdiem, Garbage	0.00	0.00	0.00	0.00	0.00	0.00	2,166.38	7.32
Total Education & Travel Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	2,166.38	7.32
Materials & Supplies								
Materials & Supplies , Garbage	2,000.00	1,000.00	200.00	1,309.65	422.56	1,886.76	78,358.56	3,047.23
Materials & Supplies Safety Garbage	0.00	0.00	0.00	0.00	0.00	9.00	0.00	0.00
Postage, Garbage	0.00	1,000.00	0.00	479.97	571.60	606.04	845.11	663.67
Freight, Garbage	0.00	500.00	0.00	484.83	462.19	138.76	30.00	509.90
Equipment Fuel, Garbage	5,000.00	5,000.00	100.00	3,546.26	5,003.22	5,028.58	6,329.24	5,057.11
Total Matereials & Supplies Expenditures	7,000.00	7,500.00	93.33	5,820.71	6,459.57	7,669.14	85,562.91	9,277.91
Utilities								
Electric, Burn Pit	0.00	0.00	0.00	97.43	0.00	0.00	0.00	0.00
Total Utilities Expenditures	0.00	0.00	0.00	97.43	0.00	0.00	0.00	0.00
Maintenance								
Maintenance Lease Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	701.00	0.00
Maintenance Expenditures	5,000.00	1,000.00	500.00	3,369.96	0.00	267.40	6,080.38	2,438.42
Other Expenditures								
Permits, Garbage	0.00	0.00	0.00	0.00	0.00	0.00	175.00	15.00

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Garbage</b>								
Recording, Garbage	0.00	20.00	0.00	0.00	20.00	0.00	0.00	0.00
Insurance, Garbage	3,700.00	3,524.00	104.99	2,760.00	2,252.00	2,472.00	1,784.26	851.00
CC Fees, Garbage	0.00	0.00	0.00	0.00	2,107.37	2,241.92	2,986.97	2,658.75
Bad Debts, Garbage	0.00	0.00	0.00	0.00	0.00	0.00	780.00	0.00
Total Other Expenditures	\$ 3,700.00	\$ 3,544.00	\$ 104.40	\$ 2,760.00	\$ 4,379.37	\$ 4,713.92	\$ 5,726.23	\$ 3,524.75
<b>Equipment</b>								
Small Equipment Garbage	0.00	0.00	0.00	0.00	650.00	0.00	0.00	0.00
Equipment Purchase>\$5000, Garbage	0.00	0.00	0.00	0.00	103.65	0.00	0.00	0.00
Capital Improvements, Garbage	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Equipment	0.00	0.00	0.00	0.00	753.65	0.00	0.00	0.00
<b>Capital Expenditures &amp; Transfers</b>								
Interest Expense, Garbage	0.00	0.00	0.00	0.00	0.00	14.03	77.14	0.00
Depreciation, Garbage	0.00	0.00	0.00	0.00	25,025.00	25,025.00	12,513.00	0.00
Total Capital Expenditures & Transfers	0.00	0.00	0.00	0.00	25,025.00	25,039.03	12,590.14	0.00
<b>Total Expenses</b>	\$ 306,770.00	\$ 298,243.00	\$ 102.86	\$ 231,669.99	\$ 323,393.83	\$ 332,653.63	\$ 456,067.52	\$ 320,952.73
<b>Excess Revenue Over (Under) Expenditures</b>	8,230.00	4,757.00	172.01	16,946.67	(31,077.10)	(35,648.15)	211,089.48	10,648.34



# Garbage

# FY 2018

	<u>Acct #</u>	<u>Amount</u>	
<b>Salaries</b>	23-5100	\$	39,563
<b>Benefits</b>	23-5200	39,006	39,006
<b>Contract Services</b>	23-5330		212,500
Dump Fees	23-5350	205,000	
HHW program	23-5350	7,500	
<b>Travel</b>	23-5410		0
<b>Materials &amp; Supplies</b>			7,000
Misc Supplies	23-5510	2,000	
Postage	23-5520		
Freight	23-5525		
Equipment Fuel	23-5650	5,000	
<b>Utilities</b>			
Telephone	23-5630		0
<b>Maintenance &amp; Repairs</b>			5,000
Equipment Repairs	23-5710	5,000	
Dumpster Repair			
<b>Recording/Permits &amp; Misc.</b>			3,700
Advertising	23-5840		
Vehicle Licensing	23-5845		
Insurance	23-5850	3,700	
Credit Card Fees	23-5920		
Bad Debts	23-5930		
<b>Small Equipment Purchase</b>	23-6200	0	0
<b>Equipment Purchase &gt; \$5000</b>	23-6300	0	
<b>Capital Improvement</b>	23-6500	0	0
<b>Debt Service</b>	23-7100	0	0
			<u>0</u>
<b>TOTAL</b>			<u><u>\$306,769</u></u>

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
<b>Revenue</b>								
Total Revenue	290,000.00	276,000.00	104.07	247,472.87	263,834.84	275,877.31	316,936.48	309,207.80
<b>Sewer</b>								
Personnel Wages								
Salary Expense	18,250.00	19,550.00	93.35	9,738.43	19,550.18	18,825.72	16,831.10	11,837.83
Full Time Wages	52,582.00	65,075.00	80.80	54,981.43	61,023.47	52,234.84	51,137.83	60,353.00
Overtime	714.00	1,877.00	38.04	1,276.21	1,845.01	6,432.39	7,220.30	8,356.94
On-Call	40.00	300.00	13.33	64.00	64.00	1,062.00	1,896.00	1,760.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	0.00	0.00	0.00	0.00	3,688.00
Vacation	0.00	0.00	0.00	2,403.82	7,691.03	2,871.80	4,736.26	(1,706.19)
Sick Leave	0.00	0.00	0.00	0.00	379.68	371.26	696.49	85.05
Other Comp	0.00	0.00	0.00	0.00	0.00	2,038.55	(2,191.41)	2,191.41
Total Personnel Wages Expenditures	71,586.00	86,802.00	82.47	68,463.89	90,553.37	83,836.56	80,326.57	86,566.04
Personnel Benefits								
Health Insurance	22,281.00	23,603.00	94.40	12,632.36	16,661.74	16,151.12	14,984.62	18,440.39
Social Security Taxes	5,473.00	6,630.00	82.55	4,975.23	6,196.96	6,051.18	5,933.90	6,684.71
PERS	15,740.00	19,065.00	82.56	14,767.25	58,098.57	51,162.15	61,216.96	31,901.49
Other Compensation Expenses	2,553.00	2,991.00	85.36	2,903.90	3,264.00	1,890.85	1,513.61	3,707.11
Total Personnel Benefits Expenditures	46,047.00	52,289.00	88.06	35,278.74	84,221.27	75,255.30	83,649.09	60,733.70
Contract Services								
Professional Serv., Sewer	2,000.00	1,000.00	200.00	0.00	0.00	0.00	1,700.00	0.00
Technical Serv., Sewer	0.00	0.00	0.00	4,088.88	1,892.50	270.00	1,009.50	270.00
Contract Labor, Sewer	0.00	0.00	0.00	153.00	0.00	0.00	0.00	0.00
Service Contract, Wastewater	5,800.00	5,000.00	116.00	2,943.06	2,500.40	4,641.01	4,193.65	4,782.25
Total Contract Services Expenditures	7,800.00	6,000.00	130.00	7,184.94	4,392.90	4,911.01	6,903.15	5,052.25
Education & Travel								
Travel & Per Diem, Wastewater	0.00	0.00	0.00	0.00	0.00	0.00	733.81	398.50
Education & Training, Wastewater	300.00	825.00	36.36	300.00	234.00	230.00	(483.82)	70.00
Assoc Dues, Wastewater	0.00	0.00	0.00	0.00	1,280.00	940.00	50.00	100.00
Total Education & Travel Expenditures	300.00	825.00	36.36	300.00	1,514.00	1,170.00	299.99	568.50
Materials & Supplies								
Materials & Supplies, Wastewater	2,000.00	2,500.00	80.00	3,825.58	1,806.88	1,376.86	2,071.30	824.36
Materials & Supplies Shop, Wastewater	0.00	0.00	0.00	0.00	0.00	84.19	46.95	224.00
Materials & Supplies Office Wastewater	0.00	0.00	0.00	0.00	0.00	804.36	0.00	709.83
Chemical Supplies, Wastewater	1,500.00	2,500.00	60.00	1,212.54	1,298.50	539.00	1,849.54	488.85
Postage, Wastewater	900.00	500.00	180.00	479.94	571.58	606.05	863.63	691.44
Freight, Wastewater	0.00	0.00	0.00	521.63	1,214.97	1,586.24	3,048.91	1,676.95
Equipment Fuel, Wastewater	1,000.00	2,900.00	34.48	0.00	185.23	166.16	187.98	150.14
Gas, Wastewater	0.00	0.00	0.00	1,042.01	1,374.85	1,577.74	1,653.09	2,141.77
Total Matereials & Supplies Expenditures	5,400.00	8,400.00	64.29	7,081.70	6,452.01	6,740.60	9,721.40	6,907.34
Utilities								
Electric, WWT Plant, Wastewater	30,000.00	30,000.00	100.00	13,670.71	32,059.46	26,885.81	22,848.94	27,599.86
Automatically created	12,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Electric Lift Stations, Wastewater	0.00	12,000.00	0.00	25,802.53	12,175.72	11,539.87	11,682.12	4,483.52
Telephone, Wastewater	2,200.00	2,700.00	81.48	1,956.94	2,220.21	2,159.64	2,272.09	2,249.50
Total Utilities Expenditures	44,200.00	44,700.00	98.88	41,430.18	46,455.39	40,585.32	36,803.15	34,332.88

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Sewer	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Maintenance								
Maintenance Lease Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	304.50	0.00
Building Maintenance Expenditures	0.00	0.00	0.00	163.86	0.00	2,565.70	751.18	608.57
Maintenance Expenditures	4,000.00	12,000.00	33.33	2,997.99	824.99	5,330.24	22,310.31	24,127.18
Other Expenditures								
Permits, Wastewater	12,810.00	940.00	1,362.77	0.00	0.00	0.00	950.00	940.00
Public Notice/Adversting	0.00	0.00	0.00	104.55	0.00	0.00	0.00	0.00
Recording, Wastewater	20.00	20.00	100.00	0.00	20.00	0.00	0.00	0.00
insurance, Wastewater	5,300.00	6,128.00	86.49	3,970.00	3,877.00	4,296.00	3,878.00	2,125.00
CC Fees, Wastewater	0.00	0.00	0.00	0.00	2,107.40	2,241.94	2,987.50	2,658.75
Bad Debts, Wastewater	0.00	500.00	0.00	5.00	0.00	0.00	2,295.00	0.00
Total Other Expenditures	\$ 18,130.00	\$ 7,588.00	\$ 238.93	\$ 4,079.55	\$ 6,004.40	\$ 6,537.94	\$ 10,110.50	\$ 5,723.75
Equipment								
SM Equip. Purchaes, Wastewater	2,500.00	0.00	0.00	0.00	0.00	0.00	3,896.38	5,319.85
Equipment >\$5000, Wastewater	0.00	0.00	0.00	5,180.00	593.50	1,114.00	0.00	0.00
Capital Improvement, Wastewater	0.00	0.00	0.00	58,904.11	0.00	0.00	0.00	0.00
Total Equipment	2,500.00	0.00	0.00	64,084.11	593.50	1,114.00	3,896.38	5,319.85
Capital Expenditures & Transfers								
Interest Expense, Wastewater	1,760.00	3,469.00	50.74	2,620.00	3,438.73	5,092.18	5,023.19	13,587.00
Debt Principal Pmt, Wastewater	58,237.00	56,528.00	103.02	77,260.16	56,528.00	56,263.00	54,869.00	54,058.00
Debt Principal (GAAP), Wastewater	0.00	0.00	0.00	0.00	(56,528.00)	(55,693.00)	(54,869.00)	(54,058.00)
Depreiciation, Wastewater	0.00	0.00	0.00	0.00	242,347.00	240,032.00	233,256.00	225,995.00
Total Capital Expenditures & Transfers	59,997.00	59,997.00	100.00	79,880.16	245,785.73	245,694.18	238,279.19	239,582.00
Total Expenses	\$ 259,960.00	\$ 278,601.00	\$ 93.31	\$ 310,781.26	\$ 486,797.56	\$ 471,175.15	\$ 492,299.73	\$ 468,913.49
Excess Revenue Over (Under) Expenditures	30,040.00	(2,601.00)	1,154.94	(63,308.39)	(222,962.72)	(195,297.84)	(175,363.25)	(159,705.69)

# Wastewater

# FY 2019

	<u>Acct #</u>		<u>Amount</u>
<b>Salaries</b>	21-5100	71,586	\$ 71,586
<b>Benefits</b>	21-5200	46,047	46,047
<b>Contractual Services</b>	21-5310		7,800
Laboratory Fees		3,800	
Sludge disposal		2,000	
Boreal Controls		2,000	
Tyler Pump Truck			
<b>Education &amp; Training</b>	21-5420		300
Water/Wastewater CEU			
Wastewater cert renewal	21-5430	300	
WEF/AWWMA dues, city-wide share w/water			
Other			
<b>Travel</b>	21-5410		
<b>Materials &amp; Supplies</b>	21-5510		5,400
Safety			
Shop Supplies		2,000	
Chemicals		1,500	
Office Supplies			
Postage	21-5520	900	
Freight	21-5525		
Equipment Fuel	21-5650	1,000	
<b>Utilities</b>	21-5610		44,200
Electricity, treatment plant		30,000	
8 lift stations,		12,000	
Telephone	21-5630	2,200	
<b>Maintenance &amp; Repairs</b>	21-5710		4,000
Repairs		2,000	
Pump Stations		2,000	
Building Maintenance	21-5750		
<b>Recording/Permits &amp; Misc.</b>			18,130
DEC wastewater disposal permit		12,810	
Vehicle Licensing	21-5845	20	-
Insurance	21-5850	5,300	
Credit card Fees	21-5925		
Bad Debts	21-5930		
<b>Equipment Purchase</b>	21-6200		2,500
Lab Equipment		2,500	
Jetter Pumps			
<b>Debt Payment</b>	21-7100		59,997
Interest		1,760	
Principal		58,237	
<b>TOTAL</b>		259,960	<u>\$ 259,960</u>

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Water	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Revenue								
Total Revenue	307,300.00	301,300.00	100.99	243,030.88	263,403.32	445,696.86	637,563.66	342,299.20
<b>Water</b>								
Personnel Wages								
Salary Expense	10,950.00	11,730.00	93.35	5,843.10	11,729.90	11,295.31	10,860.63	9,232.92
Full Time Wages	127,714.00	156,358.00	81.68	91,346.04	119,407.74	105,631.84	99,407.51	82,944.15
Overtime	1,779.00	4,510.00	39.45	1,917.35	5,059.15	8,865.79	10,309.63	10,416.18
On-Call	40.00	300.00	13.33	112.00	320.00	1,354.00	1,928.00	1,568.00
Seasonal/Temp. Hourly	0.00	0.00	0.00	0.00	0.00	2,176.39	259.25	4,837.00
Vacation	0.00	0.00	0.00	10,966.51	14,821.31	12,302.44	11,184.34	15,902.02
Sick Leave	0.00	0.00	0.00	831.84	198.07	1,244.73	1,981.10	499.47
Other Comp	0.00	0.00	0.00	0.00	0.00	5,363.71	(2,749.68)	2,749.68
Total Personnel Wages Expenditures	140,483.00	172,898.00	81.25	111,016.84	151,536.17	148,234.21	133,180.78	128,149.42
Personnel Benefits								
Health Insurance	33,332.00	39,385.00	84.63	18,196.35	23,855.30	24,675.30	21,906.32	22,959.22
Social Security Taxes	10,748.00	13,229.00	81.25	8,281.46	10,946.96	10,772.02	10,022.77	9,271.39
PERS	30,911.00	38,044.00	81.25	24,304.35	116,476.44	85,492.41	97,374.92	43,570.04
Other Compensation Expenses	4,623.00	6,510.00	71.01	4,663.20	3,384.00	1,951.54	1,734.98	4,987.86
Total Personnel Benefits Expenditures	79,614.00	97,168.00	81.93	55,445.36	154,662.70	122,911.27	131,038.99	80,788.51
Contract Services								
Professional Services, Water	2,000.00	1,000.00	200.00	0.00	0.00	8,791.15	49,206.75	158.00
Technical Services, Water	0.00	0.00	0.00	1,669.00	6,231.54	1,172.62	620.00	135.00
Contract Labor, Water	0.00	0.00	0.00	10.99	0.00	0.00	971.00	400.00
Service Contract, Water	6,000.00	5,000.00	120.00	4,777.60	1,963.02	2,228.30	8,058.70	4,584.05
Total Contract Services Expenditures	8,000.00	6,000.00	133.33	6,457.59	8,194.56	12,192.07	58,856.45	5,277.05
Education & Travel								
Travel & Per Diem, Water	0.00	500.00	0.00	66.15	0.00	0.00	823.82	772.33
Education & Training, Water	0.00	0.00	0.00	1,018.00	125.00	490.00	(338.63)	2,550.00
Assoc. Dues, Water	0.00	690.00	0.00	0.00	831.50	727.50	715.00	694.50
Total Education & Travel Expenditures	0.00	1,190.00	0.00	1,084.15	956.50	1,217.50	1,200.19	4,016.83
Materials & Supplies								
Materials & Supplies, Water	10,000.00	5,800.00	172.41	12,789.51	14,190.70	15,645.16	9,510.35	1,533.40
Safety Materials, Water	0.00	0.00	0.00	0.00	0.00	14.27	0.00	0.00
Materials & Supplies Office Water	0.00	0.00	0.00	0.00	0.00	725.10	0.00	709.83
Chemical Supplies , Water	25,000.00	18,000.00	138.89	20,664.26	21,395.66	24,091.27	23,903.70	26,354.33
Meter Parts, WATER	0.00	0.00	0.00	8,609.36	15,710.05	665.50	2,976.11	23,518.80
Postage, Water	800.00	1,000.00	80.00	569.95	791.23	1,089.43	1,055.74	892.64
Freight, Water	15,000.00	9,000.00	166.67	12,181.78	13,176.42	11,712.71	11,803.60	9,298.39
Equipment Fuel, Water	0.00	0.00	0.00	0.00	431.89	194.12	0.00	177.47
Unleaded Gas, Water	800.00	1,350.00	59.26	671.11	769.96	775.71	1,125.54	1,512.36
Total Matereials & Supplies Expenditures	51,600.00	35,150.00	146.80	55,485.97	66,465.91	54,913.27	50,375.04	63,997.22
Utilities								
Eelectricity, Water	57,000.00	58,300.00	97.77	45,049.14	54,019.63	49,941.58	52,203.95	47,645.57
Heating Fuel, Water	0.00	0.00	0.00	0.00	0.00	170.21	1,114.03	1,234.02
Telephone, Water	2,400.00	2,800.00	85.71	1,969.36	2,426.70	2,689.75	2,261.82	2,242.21
Total Utilities Expenditures	59,400.00	61,100.00	97.22	47,018.50	56,446.33	52,801.54	55,579.80	51,121.80

**City of Craig**  
**Multi Year Budget & Revenue & Expense**

Fiscal Year 2019

Water	2019 Budget	2018 Budget	% of Change	2018	2017	2016	2015	2014
Maintenance								
Maintenance Lease Expenditures	0.00	0.00	0.00	0.00	0.00	0.00	258.35	277.00
Building Maintenance Expenditures	0.00	1,000.00	0.00	0.00	0.00	0.00	0.00	594.99
Maintenance Expenditures	10,000.00	5,000.00	200.00	2,446.99	10,024.80	8,833.51	8,937.43	5,939.52
Other Expenditures								
Permits, Water	0.00	100.00	0.00	50.00	50.00	500.00	159.00	60.00
Recording, Water	50.00	10.00	500.00	0.00	10.00	0.00	0.00	0.00
Insurance, Water	8,800.00	6,325.00	139.13	6,580.00	4,194.00	4,440.00	3,994.00	3,375.00
CC Fees, Water	0.00	0.00	0.00	0.00	2,107.39	2,241.94	2,987.00	2,658.72
Bad Debts, Water	0.00	0.00	0.00	198.00	0.00	0.00	2,190.00	88.73
Total Other Expenditures	\$ 8,850.00	\$ 6,435.00	\$ 137.53	\$ 6,828.00	\$ 6,361.39	\$ 7,181.94	\$ 9,330.00	\$ 6,182.45
Equipment								
Small Equipment , Water	0.00	0.00	0.00	3,739.17	1,030.92	1,834.60	2,446.03	982.48
Equipment >\$5000, Water	22,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.35
Capital Improvements, Water	0.00	0.00	0.00	0.00	0.00	766.29	0.00	0.00
Total Equipment	22,000.00	0.00	0.00	3,739.17	1,030.92	2,600.89	2,446.03	982.83
Capital Expenditures & Transfers								
Interest, Debt, Water	8,737.00	5,634.00	155.08	5,505.86	2,318.54	1,252.71	(1,041.95)	3,535.71
Debt Service, Principal (GAAP)	16,459.00	18,199.00	90.44	0.00	19,782.75	6,783.17	0.00	(6,524.15)
Debt Service, Principal; Water	0.00	0.00	0.00	0.00	(19,781.82)	(6,721.34)	0.00	6,524.15
Depreciation, Water	0.00	0.00	0.00	0.00	299,309.00	313,003.00	99,449.00	283,576.00
Total Capital Expenditures & Transfers	25,196.00	23,833.00	105.72	5,505.86	301,628.47	314,317.54	98,407.05	287,111.71
Total Expenses	\$ 405,143.00	\$ 408,774.00	\$ 99.11	\$ 295,028.43	\$ 757,307.75	\$ 725,203.74	\$ 549,351.76	\$ 633,567.34
Excess Revenue Over (Under) Expenditures	(97,843.00)	(107,474.00)	(91.04)	(51,997.55)	(493,904.43)	(279,506.88)	88,211.90	(291,268.14)

# Water

# FY 2018

	<b>Acct #</b>		<b>Amount</b>
<b>Salaries</b>	22-5100	\$ 140,482.00	\$ 140,482
<b>Employee Benefits</b>	22-5200	79,615	79,615
<b>Contract Services</b>	22-5350		8,000
Laboratory testing		6,000	
Boreal Controls		2,000	
<b>Employee Travel, Education, &amp; Dues</b>			0
Travel	22-5410		
Water/Wastewater CEU	22-5420		
Dues			
<b>Material &amp; Supplies</b>			
Misc Supplies	22-5510	10,000	51,600
Chemicals	22-5515	25,000	
Office Supplies			
Postage	22-5520	800	
Freight	22-5525	15,000	
Equipment Fuel (450 gal @ 3.00)	22-5650	800	
<b>Utilities</b>			59,400
Electric	22-5610	57,000	
Heating Fuel	22-5620		
Telephone	22-5630	2,400	
<b>Maintenance &amp; Repairs</b>			10,000
Equipment Repair	22-5700	10,000	
Building & Grounds Maintenance	22-5750		
Shop Supplies			
Treatment Plant repairs			
<b>Recording/Permits &amp; Misc.</b>			8,850
Advertising	22-5440		
Vehicle Licensing	22-5445	50	
Insurance	22-5550	8,800	
Permits			
Credit Card Fees	22-5925		
	22-5930		
<b>Small Equipment Purchases</b>	22-6200		0
<b>Equipment Purchases &gt;5000</b>	22-6300	22,000	22,000
<b>Capital Improvements</b>	22-6500		0
<b>Debt Service</b>			
Interest			25,196
Water End Connection Loan	22-7100	8,737	
Water Line Loan		16,459	
<b>TOTAL</b>		405,142	<b>\$ 405,143</b>







**Special Revenue Fund  
Fiscal Year 2019**

**May 2018**



City of Craig  
Reserve Funds

July 1, 2018	Capital	Equipment	Harbor	
Prior Yr. Fund Balance		\$ 100,000	\$ 100,000	
2014 Fund Balance	\$ 130,000	30,000	30,000	
FY 15 Silver Bay Lease			44,435	
FY 2015 Fish Tax Excess of budget		57,000	57,000	
2015 Fund Balance				
FY 2015 Endowment Fund	30,948			
Interest	192			
Fire Equipment		(11,933)		
Wood Boiler Overhaul		(49,554)		
PW Vehicle		(6,000)		
Police Vehicles		(15,149)		
June 30, 2015 Total	161,140	104,364	231,435	496,939
2016 Endowment	33,000			
FY16 Silver Bay Lease			26,000	
FY 2016 Fish Tax Excess of budget		46,369	46,370	
Ice House Improvements	(25,208)			
Equipment Purchases				
Waste Oil Heater		(6116.88)		
Match Defibrilator		(2329.89)		
Water Dam Project	(83228.26)			
F150 Pickups		(26084.40)		
F150 Pickups		(26084.40)		
Dodge Pickup		(8000.00)		
Interest	77.82			
June 30, 2016 Total	\$ 85,782	\$ 82,117	\$ 303,805	\$ 471,704
2017 Endowment	41278			
FY17 Silver Bay Lease			44438	
FY 2017 Fish Tax Excess of budget		0		expenses -
Boat haul out			(23,737.00)	operating
Boat Haul Out Building				budget line
Ambulance		(37,810.00)		
PW Heating		(13,955.00)		
Interest	239.17			
06/30/2017 Total	\$ 127,299	\$ 30,352	\$ 324,506	\$ 482,157
FY 2018 Endowment	41612	184000		
FY18 Silver Bay Lease			44438	
FY 2018 Fish Tax Excess of budget		0		
Harbor Office flooring		(4,150)		
Police Department flooring		(2,900)		
Build wash down & oil containment areas at Public Works		(5,000.00)		
Matching funds to replace roof on POWER Building				
Wastewater Treatment Plant repairs	(53,140)			
Replace alum station at Water treatment plant		(31,985.00)		
Vehicles for PPF and Harbors		(51,182.00)		
Replace NC docks			(26,234.00)	
Interest	210.24			
June 30, 2018 Total	\$ 115,981	\$ 119,135	\$ 342,710	\$ 577,826
FY 2019 Endowment	44000			
FY 2019 Silver Bay Lease			44438	
FY 2019 Fish Tax Excess of budget		0	0	
Transfers for:				
Administration Server	(20,000)			
Harbor Lights			(80,000)	
North Cove Breakwater Anchor Chains			(50,000)	
June 30, 2019 Total	\$ 139,981	\$ 119,135	\$ 257,148	

**School Funds**  
**6/30/2018**

Year	NFR	Paid School	Excess	City Contribution to School Funds	Total
FY04	\$ 805,626	\$ 692,386	\$ 113,241		
FY06	1,003,519	860,278	143,241		
FY05	1,107,861	860,278	247,583		
FY06	528,261	528,261	0		
FY07	594,437	594,437	-		
FY08	744,271	400,000	344,271		
FY09	1,101,332	592,676	508,656		
FY10	1,008,181	550,666	457,515	\$ 50,000	
FY11	871,626	550,666	320,960	100,000	
FY12	836,001	550,666	285,335	150,000	
FY13	807,020	550,660	256,360	250,000	
FY14	657,344	550,660	106,684	300,000	
FY15	594,350	550,600	43,750	350,000	
FY16	486,879	550,600	(63,721)	100,000	
FY17	-	550,600	(550,600)		
FY18		550,600	(550,600)	168000	
			1,662,675	1,300,000	2,962,675
		Interest		118,714	118,714
		<b>Total Cash</b>	<b>\$ 1,662,675</b>	<b>\$ 1,418,714</b>	<b>\$ 3,081,389</b>

CITY OF CRAIG  
MEMORANDUM

To: City Council  
From: Joyce Mason, Treasurer  
Date: May 7, 2018  
Re: Ordinance No. 712

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Attached you will find Ordinance No. 712. The ordinance adopts the utility rate change for garbage, water and wastewater services for all structures hooked up to city utilities.

The water department continues to struggle to generate enough revenue to meet expenses so the staff is recommending raising the rates an additional 4%. The base rate is \$16.43 which was increased from \$15.80. Customers will be charged per 1000 gallons used at a rate of \$3.75 per 1000 gallons. Customers outside the city (Pt. St. Nick road) will be charged a base rate of \$41.08 per hookup and a water rate of \$9.38 per 1000 gallons used. The water rates are based on water consumption. With this increase the expenses will still exceed the revenue by approximately \$97,000.

The wastewater rates will be on a per unit basis and charged a unit amount of \$30.00. The unit charge will not change with occupancy. If a structure has two units such as a home with an apartment the base unit charge will be billed even if the either units is occupied. Customers will be charged per 1000 gallons used at a rate of \$3.60 per 1000 gallons.

After doing some weight comparisons of the multi-unit and commercial dumpsters, we determined the multi-units service has 30% more tonnage of waste. The per-unit cost of the multi-unit residential service has been changed to a per dumpster fee of \$145.00 per pickup, which is 30% higher than the business rate. The business dumpster rate will stay the same. Multi-unit apartments with over 3 units will only be able to use dumpsters. The 64 gallon can will be reduced to \$45.00 per pickup so it is proportional to the cost of the 48 gallon can. The garbage department will continue do additional weight comparisons to validate the fees that are being established.

**Recommendation**

Move to accept first reading of Ordinance No. 712 at the May 17, 2018 meeting.

ORDINANCE NO. 712

ADOPTING UTILITIES RATES FOR WATER AND SEWER

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

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

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

Section 3. Effective Date. This ordinance shall be effective July 1, 2018.

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

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

APPROVED \_\_\_\_\_

\_\_\_\_\_  
MAYOR TIM O'CONNOR

ATTEST \_\_\_\_\_  
KASSI MACKIE, CITY CLERK

SCHEDULE "A"  
(Incorporated by reference in 8.04.040)

**GARBAGE RATES**

The following rates per month are adopted effective July 1, 2018.

I. SERVICE WITHIN CITY LIMITS

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

II. SERVICE OUTSIDE CITY LIMITS

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

III. NOTES

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

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

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

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

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

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

SCHEDULE "B"  
(Incorporated by reference in 15.16.010)

**SEWER RATES**

The following rates are adopted effective July 1, 2018.

I. UNMETERED SERVICE

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

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

II. METERED SERVICE

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

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

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

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

Over 50 units, base unit price is \$2142.00

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



SCHEDULE "C"  
(Incorporated by reference in 15.48.010)

**WATER RATES**

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

I. UNMETERED SERVICE

Section A.

USER TYPE	MONTHLY RATE
Single family residence	\$50.13

Section B.

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

II. METERED SERVICE

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

**Section A**

**Within City Limits Rate:**

Except as provided below in Section B, the monthly base rate per meter except mobile home parks- \$16.43 per meter.

Mobile Home Parks base rate under 10 units- \$118.0  
Base rate 10 to 25 units- \$235.00  
Base Rate 26-50 units- \$589.00  
Base rate over 50 units- \$1177.00

All units with a meter will be charged a base rate and \$3.75 per 1000 gallons consumption.

**Outside City Limits Rate:**

Base rate per meter- \$41.08  
All services outside city limits will be charged a base rate plus \$9.38 per 1000 gallons consumption.

**Section B.**

Seafood processing plants that exceed one million (1,000,000) gallons monthly will be charged \$3.75 per thousand for the first one million gallons and \$3.17 per 1000 gallons for the gallons over one million.

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

**CITY OF CRAIG**

**RESOLUTION NO. 18-07**

**SETTING MILL LEVY AT 6 MILLS FOR 2018**

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

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

1. Set the mill levy for 2018 at 6 mills.
2. That the property taxes for the year 2018 become delinquent after September 30, 2018 unless one half the taxes have been paid by that date then they become delinquent after December 31, 2018.

APPROVED \_\_\_\_\_

\_\_\_\_\_  
MAYOR TIM O'CONNOR

ATTEST: \_\_\_\_\_  
KASSI MACKIE, CITY CLERK

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Kassi Mackie, City Clerk  
Date: May 10, 2018  
RE: Resolution 18-07

---

Attached you will find Resolution 18-07. The resolution sets the mill rate at six mills for calendar year 2018.

City of Craig Municipal Code Section 3.04.070 states that the council shall establish the rate of the levy by June 15 of each year. The FY 2019 budget includes an estimate for property tax which is based on a 6 mill rate. As the council is aware from the proposed Fiscal Year 2019 budget ordinance, the six mill rate will produce approximately \$650,000 in property tax revenues in 2018.

The customary rate has been 6 mills for at least the last 25 years, but adjusting the mill levy is at the discretion of the council.

**Recommendation**

Adopt Resolution 18-07, Setting the 2018 Tax Mill Levy to 6 mills.

# CITY OF CRAIG

Account Statement - Period Ending April 30, 2018



**ALASKA PERMANENT  
CAPITAL MANAGEMENT**  
Registered Investment Adviser

## ACCOUNT ACTIVITY

Portfolio Value on 03-31-18	10,226,077
Contributions	0
Withdrawals	-2,557
Change in Market Value	19,735
Interest	6,385
Dividends	0

Portfolio Value on 04-30-18

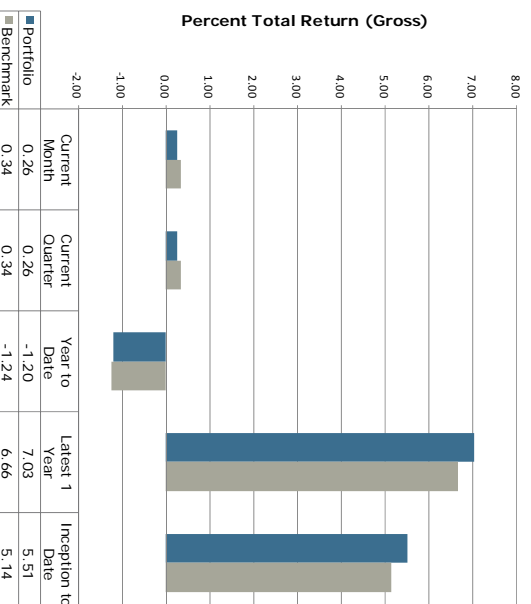
10,249,640

## MANAGEMENT TEAM

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

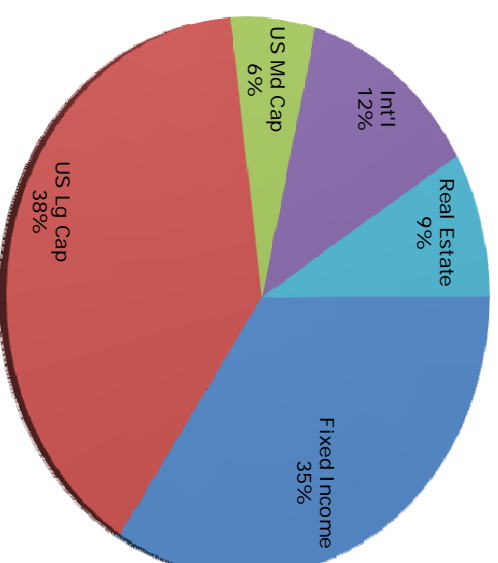
## INVESTMENT PERFORMANCE

Current Account Benchmark:  
Equity Blend



Performance is Annualized for Periods Greater than One Year

## PORTFOLIO COMPOSITION



Clients are encouraged to compare this report with the official statement from their custodian.

Alaska Permanent Capital Management Co.  
**PORTFOLIO SUMMARY AND TARGET**  
***CITY OF CRAIG***  
*April 30, 2018*

<b>Asset Class &amp; Target</b>	<b>Market Value</b>	<b>% Assets</b>	<b>Range</b>
<b>FIXED INCOME (34%)</b>			
US Fixed Income (34.0%)	3,152,743	30.8	20% to 45%
Cash (0.0%)	405,567	4.0	na
<b>Subtotal:</b>	<b>3,558,310</b>	<b>34.7</b>	
<b>EQUITY (66%)</b>			
US Large Cap (40.0%)	3,914,748	38.2	30% to 50%
US Mid Cap (6.0%)	584,250	5.7	0% to 10%
Developed International Equity (10.0%)	1,281,154	12.5	5% to 15%
Real Estate (10.0%)	911,178	8.9	5% to 15%
<b>Subtotal:</b>	<b>6,691,330</b>	<b>65.3</b>	
<b>TOTAL PORTFOLIO</b>	<b>10,249,640</b>	<b>100</b>	

Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
**CITY OF CRAIG**  
*April 30, 2018*

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
<b>FNMA &amp; FHLMC</b>									
5,408	FHLMC POOL GI4203	104.56	5,654	102.89	5,564	0.05	216	18	1.43
	4,000% Due 04-01-26				18	0.00			
	Accrued Interest		5,654		5,582	0.05		18	
<b>CASH AND EQUIVALENTS</b>									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		405,567		405,567	3.96			
<b>CORPORATE BONDS</b>									
50,000	TOYOTA MOTOR CREDIT CORP	100.48	50,239	99.78	49,889	0.49	1,050	303	2.41
	2.100% Due 01-17-19								
100,000	HSBC USA INC	99.61	99,608	98.95	98,950	0.97	2,375	1,108	3.08
	2.375% Due 11-13-19								
50,000	NBC UNIVERSAL MEDIA LLC	109.20	54,602	103.46	51,731	0.50	2,187	182	3.12
	4.375% Due 04-01-21								
50,000	AMERICAN EXPRESS CREDIT	99.92	49,962	97.45	48,723	0.48	1,125	550	3.14
	2.250% Due 05-05-21								
50,000	GILEAD SCIENCES INC	96.28	48,141	95.37	47,687	0.47	975	162	3.24
	1.950% Due 03-01-22								
50,000	UNITEDHEALTH GROUP INC	102.56	51,279	98.58	49,288	0.48	1,437	184	3.27
	2.875% Due 03-15-22								
50,000	COMCAST CORP	101.83	50,917	97.29	48,645	0.47	1,425	420	3.48
	2.850% Due 01-15-23								
50,000	AFLAC INC	106.03	53,016	100.88	50,440	0.49	1,812	685	3.44
	3.625% Due 06-15-23								
50,000	BANK OF NEW YORK MELLON	97.83	48,916	93.83	46,915	0.46	1,100	229	3.49
	2.200% Due 08-16-23								
50,000	JPMORGAN CHASE & CO	105.18	52,590	100.56	50,280	0.49	1,937	484	3.76
	3.875% Due 02-01-24								
50,000	METLIFE INC	105.46	52,732	100.04	50,021	0.49	1,800	105	3.59
	3.600% Due 04-10-24								
50,000	WELLS FARGO & COMPANY	99.88	49,941	96.39	48,193	0.47	1,650	238	3.95
	3.300% Due 09-09-24								
50,000	APPLIED MATERIALS INC	107.96	53,978	101.68	50,841	0.50	1,950	162	3.64
	3.900% Due 10-01-25								
50,000	ANHEUSER-BUSCH INBEV FIN	103.01	51,506	97.77	48,885	0.48	1,825	456	3.99
	3.650% Due 02-01-26								
50,000	TARGET CORP	96.45	48,223	91.38	45,688	0.45	1,250	56	3.76
	2.500% Due 04-15-26								
50,000	LOWE'S COS INC	100.08	50,039	95.09	47,545	0.46	1,550	766	3.75
	3.100% Due 05-03-27								

Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
**CITY OF CRAIG**  
*April 30, 2018*

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
	Accrued Interest		865,693		6,092	0.06		6,092	
<b>DOMESTIC LARGE CAP EQUITY FUNDS/ETF</b>									
14,800	SPDR S&P 500 ETF	141.17	2,089,264	264.51	3,914,748	38.19	NA		
<b>DOMESTIC MID CAP EQUITY FUNDS/ETF</b>									
3,125	ISHARES CORE S&P MIDCAP 400 ETF	96.95	302,974	186.96	584,250	5.70	NA		
<b>INTERNATIONAL EQUITY FUNDS/ETF</b>									
19,225	ISHARES ETF CORE MSCI EAFE	56.65	1,089,147	66.64	1,281,154	12.50	NA		
<b>REAL ESTATE</b>									
11,975	VANGUARD REIT ETF	61.81	740,121	76.09	911,178	8.89	NA		
<b>U.S. TREASURY</b>									
50,000	US TREASURY NOTES 1.5000% Due 10-31-19	99.40	49,701	98.64	49,322	0.48	750	2	2.43
225,000	US TREASURY NOTES 1.2500% Due 10-31-19	99.42	223,689	98.29	221,150	2.16	2,812	8	2.42
100,000	US TREASURY NOTES 3.5000% Due 05-15-20	104.04	104,039	101.93	101,934	0.99	3,500	1,615	2.52
150,000	US TREASURY NOTES 1.7500% Due 10-31-20	99.91	149,866	97.99	146,982	1.43	2,625	7	2.59
175,000	US TREASURY NOTES 1.8750% Due 12-15-20	99.17	173,549	98.22	171,890	1.68	3,281	1,235	2.58
100,000	US TREASURY NOTES 2.1250% Due 08-15-21	99.29	99,291	98.24	98,242	0.96	2,125	440	2.69
75,000	US TREASURY NOTES 2.0000% Due 10-31-21	99.92	74,943	97.69	73,266	0.71	1,500	4	2.70
100,000	US TREASURY NOTES 2.0000% Due 11-15-21	99.76	99,762	97.66	97,656	0.95	2,000	923	2.70
150,000	US TREASURY NOTES 1.6250% Due 11-15-22	97.79	146,686	95.14	142,705	1.39	2,437	1,124	2.77
125,000	US TREASURY NOTES 2.5000% Due 08-15-23	98.87	123,590	98.45	123,066	1.20	3,125	647	2.82
170,000	US TREASURY NOTES 1.3750% Due 08-31-23	99.92	169,867	92.87	157,881	1.54	2,337	394	2.82
100,000	US TREASURY NOTES 2.3750% Due 08-15-24	100.23	100,227	97.12	97,121	0.95	2,375	492	2.88
100,000	US TREASURY NOTES 2.0000% Due 08-15-25	98.81	98,807	94.03	94,035	0.92	2,000	414	2.91
100,000	US TREASURY NOTES 1.6250% Due 05-15-26	101.05	101,055	90.70	90,703	0.88	1,625	750	2.93

Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
**CITY OF CRAIG**  
*April 30, 2018*

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
150,000	US TREASURY NOTES 2,000% Due 11-15-26	97.14	145,717	92.96	139,447	1.36	3,000	1,384	2.94
50,000	US TREASURY NOTES 2,250% Due 11-15-27	95.30	47,652	94.29	47,144	0.46	1,125	519	2.94
	Accrued Interest		1,908,441		9,958	0.10		9,958	
<b>AGENCIES</b>									
100,000	FHLMC 3,750% Due 03-27-19	101.41	101,410	101.33	101,326	0.99	3,750	354	2.26
100,000	FHLMC 1,700% Due 09-29-20	99.73	99,730	97.76	97,757	0.95	1,700	151	2.67
100,000	FEDERAL HOME LOAN BANK - STEP UP 2,000% Due 11-14-22	99.86	99,865	97.96	97,964	0.96	2,000	928	2.48
100,000	FEDERAL FARM CREDIT BANK 2,850% Due 04-24-25	100.00	100,000	96.91	96,914	0.95	2,850	55	3.35
50,000	FHLB 3,625% Due 03-19-27	99.82	49,910	98.35	49,176	0.48	1,812	211	3.85
	Accrued Interest		450,915		1,700	0.02		1,700	
<b>TOTAL PORTFOLIO</b>			<b>7,857,777</b>		<b>10,249,640</b>	<b>100</b>	<b>74,398</b>	<b>17,768</b>	



Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
*CITY OF CRAIG*  
 From 04-01-18 To 04-30-18

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>PURCHASES</b>				
REAL ESTATE				
04-20-18	04-24-18	VANGUARD REIT ETF	600.0000	44,596.11
				<b>44,596.11</b>

<b>DEPOSITS AND EXPENSES</b>				
MANAGEMENT FEES				
04-30-18	04-30-18	MANAGEMENT FEES		2,562.41
				<b>2,562.41</b>

<b>INTEREST</b>				
AGENCIES				
04-24-18	04-24-18	FEDERAL FARM CREDIT BANK		1,425.00
		2.850% Due 04-24-25		

CASH AND EQUIVALENTS				
04-15-18	04-15-18	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		4.54

CORPORATE BONDS				
04-01-18	04-02-18	APPLIED MATERIALS INC		975.00
		3.900% Due 10-01-25		
04-01-18	04-02-18	NBC UNIVERSAL MEDIA LLC		1,093.75
		4.375% Due 04-01-21		
04-10-18	04-10-18	METLIFE INC		900.00
		3.600% Due 04-10-24		
04-15-18	04-16-18	TARGET CORP		625.00
		2.500% Due 04-15-26		
				<b>3,593.75</b>

Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
*CITY OF CRAIG*  
*From 04-01-18 To 04-30-18*

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>FNMA &amp; FHLMC</b>				
04-15-18	04-16-18	FHLMC POOL G14203 4.000% Due 04-01-26		18.40
<b>U.S. TREASURY</b>				
04-30-18	04-30-18	US TREASURY NOTES 1.750% Due 10-31-20		1,312.50
04-30-18	04-30-18	US TREASURY NOTES 2.000% Due 10-31-21		750.00
04-30-18	04-30-18	US TREASURY NOTES 1.500% Due 10-31-19		375.00
04-30-18	04-30-18	US TREASURY NOTES 1.250% Due 10-31-19		1,406.25
				3,843.75
				<b>8,885.44</b>

**PRINCIPAL PAYDOWNS**

<b>FNMA &amp; FHLMC</b>				
04-15-18	04-16-18	FHLMC POOL G14203 4.000% Due 04-01-26	112.95	112.95
				<b>112.95</b>

**SALES, MATURITIES, AND CALLS**

<b>DOMESTIC LARGE CAP EQUITY FUNDS/ETF</b>				
04-20-18	04-24-18	SPDR S&P 500 ETF	225.0000	60,109.16
<b>DOMESTIC MID CAP EQUITY FUNDS/ETF</b>				
04-20-18	04-24-18	ISHARES CORE S&P MIDCAP 400 ETF	150.0000	28,543.91
<b>INTERNATIONAL EQUITY FUNDS/ETF</b>				
04-20-18	04-24-18	ISHARES ETF CORE MSCI EAFE	1,000.0000	67,100.50

Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
*CITY OF CRAIG*  
*From 04-01-18 To 04-30-18*

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>U.S. TREASURY</b>				
04-20-18	04-23-18	US TREASURY NOTES 1.375% Due 08-31-23	30,000	27,856.89
04-20-18	04-23-18	US TREASURY NOTES 1.500% Due 12-31-18	200,000	199,102.21
				226,959.10
				<b>382,712.67</b>

**SOLD ACCRUED INTEREST**

<b>U.S. TREASURY</b>				
04-20-18	04-23-18	US TREASURY NOTES 1.375% Due 08-31-23		60.53
04-20-18	04-23-18	US TREASURY NOTES 1.500% Due 12-31-18		936.46
				996.99
				<b>996.99</b>

**WITHDRAW**

<b>CASH AND EQUIVALENTS</b>				
04-26-18	04-26-18	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		2,556.52
04-30-18	04-30-18	DIVIDEND ACCRUAL		16,479.04
				19,035.56
				<b>19,035.56</b>

Alaska Permanent Capital Management Co.  
**REALIZED GAINS AND LOSSES**  
*CITY OF CRAIG*

*From 04-01-18 Through 04-30-18*

<b>Date</b>	<b>Quantity</b>	<b>Security</b>	<b>Avg. Cost Basis</b>	<b>Proceeds</b>	<b>Gain Or Loss</b>
04-15-18	112.95	FHLMC POOL G14203 4.000% Due 04-01-26	118.10	112.95	-5.15
04-20-18	30,000	US TREASURY NOTES 1.375% Due 08-31-23	29,976.56	27,856.89	-2,119.67
04-20-18	200,000	US TREASURY NOTES 1.500% Due 12-31-18	201,281.25	199,102.21	-2,179.04
04-20-18	1,000,000	ISHARES ETF CORE MSCI EAFE	56,652.66	67,100.50	10,447.84
04-20-18	225,000	SPDR S&P 500 ETF	31,762.46	60,109.16	28,346.70
04-20-18	150,000	ISHARES CORE S&P MIDCAP 400 ETF	14,542.77	28,543.91	14,001.14
<b>TOTAL GAINS</b>					<b>52,795.69</b>
<b>TOTAL LOSSES</b>					<b>-4,303.87</b>
					<b>48,491.82</b>

Alaska Permanent Capital Management Co.

**CASH LEDGER**  
**CITY OF CRAIG**

*From 04-01-18 To 04-30-18*

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
<b>CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT</b>					
04-01-18			Beginning Balance		43,532.47
04-01-18	04-02-18	dp	Interest	APPLIED MATERIALS INC 3.900% Due 10-01-25	975.00
04-01-18	04-02-18	dp	Interest	NBC UNIVERSAL MEDIA LLC 4.375% Due 04-01-21	1,093.75
04-10-18	04-10-18	dp	Interest	METLIFE INC 3.600% Due 04-10-24	900.00
04-15-18	04-15-18	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	4.54
04-15-18	04-16-18	dp	Interest	FHLMC POOL G14203 4.000% Due 04-01-26	18.40
04-15-18	04-16-18	dp	Interest	TARGET CORP 2.500% Due 04-15-26	625.00
04-15-18	04-16-18	dp	Paydown	FHLMC POOL G14203 4.000% Due 04-01-26	112.95
04-20-18	04-23-18	dp	Sale	US TREASURY NOTES 1.375% Due 08-31-23	27,856.89
04-20-18	04-23-18	dp	Accrued Interest	US TREASURY NOTES 1.375% Due 08-31-23	60.53
04-20-18	04-23-18	dp	Sale	US TREASURY NOTES 1.500% Due 12-31-18	199,102.21
04-20-18	04-23-18	dp	Accrued Interest	US TREASURY NOTES 1.500% Due 12-31-18	936.46
04-20-18	04-24-18	dp	Sale	ISHARES ETF CORE MSCI EAFE SPDR S&P 500 ETF	67,100.50
04-20-18	04-24-18	dp	Sale	ISHARES CORE S&P MIDCAP 400 ETF	60,109.16
04-20-18	04-24-18	wd	Purchase	VANGUARD REIT ETF	28,543.91
					-44,596.11

Alaska Permanent Capital Management Co.

**CASH LEDGER**

**CITY OF CRAIG**

From 04-01-18 To 04-30-18

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
04-24-18	04-24-18	dp	Interest	FEDERAL FARM CREDIT BANK 2.850% Due 04-24-25	1,425.00
04-26-18	04-26-18	wd	Withdrawal	from Portfolio	-2,556.52
04-30-18	04-30-18	dp	Transfer from	DIVIDEND ACCRUAL	16,479.04
04-30-18	04-30-18	dp	Interest	US TREASURY NOTES 1.750% Due 10-31-20	1,312.50
04-30-18	04-30-18	dp	Interest	US TREASURY NOTES 2.000% Due 10-31-21	750.00
04-30-18	04-30-18	dp	Interest	US TREASURY NOTES 1.500% Due 10-31-19	375.00
04-30-18	04-30-18	dp	Interest	US TREASURY NOTES 1.250% Due 10-31-19	1,406.25
<b>04-30-18</b>			<b>Ending Balance</b>		<b>405,566.93</b>
<b>DIVIDEND ACCRUAL</b>					
04-01-18			Beginning Balance		16,479.04
04-30-18	04-30-18	wd	Transfer to	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	-16,479.04
<b>04-30-18</b>			<b>Ending Balance</b>		<b>0.00</b>

# CITY OF CRAIG - SCHOOL FUNDS

Account Statement - Period Ending April 30, 2018



ALASKA PERMANENT  
CAPITAL MANAGEMENT  
Registered Investment Adviser

## ACCOUNT ACTIVITY

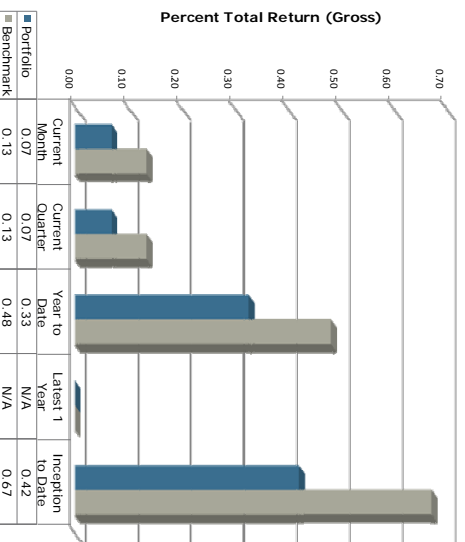
Portfolio Value on 03-31-18	2,007,074
Contributions	0
Withdrawals	0
Change in Market Value	-955
Interest	2,350
Dividends	0
Portfolio Value on 04-30-18	2,008,469

## MANAGEMENT TEAM

Client Relationship Manager:	Amber Fritzell, AIF® Amber@appcm.net
Your Portfolio Manager:	Bill Llerman, CFA®
Contact Phone Number:	907/272-7575

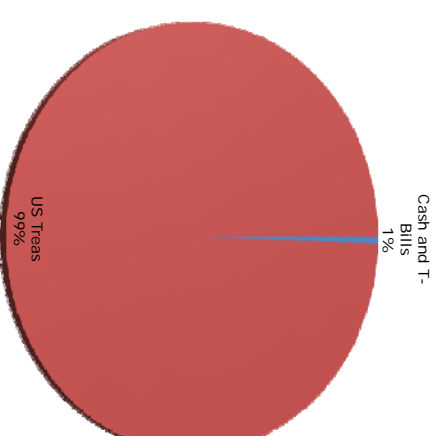
## INVESTMENT PERFORMANCE

Current Account Benchmark:  
T-Bill shown for reference



Performance is Annualized for Periods Greater than One Year

## PORTFOLIO COMPOSITION



### Fixed Income Portfolio Statistics

Average Quality: AAA Yield to Maturity: 2.15% Average Maturity: 0.82 Yrs

Clients are encouraged to compare this report with the official statement from their custodian.

Alaska Permanent Capital Management Co.  
**PORTFOLIO APPRAISAL**  
**CITY OF CRAIG - SCHOOL FUNDS**  
*April 30, 2018*

Quantity	Security	Average Cost	Total Average Cost	Price	Market Value	Pct. Assets	Annual Income	Accrued Interest	Yield to Maturity
<b>CASH AND EQUIVALENTS</b>									
	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		10,869		10,869	0.54			
<b>U.S. TREASURY</b>									
345,000	US TREASURY NOTES 1.125% Due 06-15-18	99.89	344,607	99.92	344,741	17.16	3,881	1,461	1.71
550,000	US TREASURY NOTES 1.125% Due 01-15-19	99.53	547,415	99.26	545,919	27.18	6,187	1,812	2.18
550,000	US TREASURY NOTES 1.625% Due 04-30-19	99.44	546,936	99.36	546,477	27.21	8,937	24	2.28
560,000	US TREASURY NOTES 1.625% Due 07-31-19 Accrued Interest	99.25	555,810	99.09	554,904	27.63	9,100	2,262	2.36
			1,994,768		1,997,600	99.46		5,559	
<b>TOTAL PORTFOLIO</b>			<b>2,005,637</b>		<b>2,008,469</b>	<b>100</b>	<b>28,106</b>	<b>5,559</b>	



Alaska Permanent Capital Management Co.  
**TRANSACTION SUMMARY**  
**CITY OF CRAIG - SCHOOL FUNDS**  
*From 04-01-18 To 04-30-18*

Trade Date	Settle Date	Security	Quantity	Trade Amount
<b>INTEREST</b>				
CASH AND EQUIVALENTS				
04-15-18	04-15-18	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT		22.72
U.S. TREASURY				
04-30-18	04-30-18	US TREASURY NOTES 1.625% Due 04-30-19		4,468.75
				<b>4,491.47</b>

Alaska Permanent Capital Management Co.  
**REALIZED GAINS AND LOSSES**  
**CITY OF CRAIG - SCHOOL FUNDS**  
*From 04-01-18 Through 04-30-18*

Date	Quantity	Security	Avg. Cost Basis	Proceeds	Gain Or Loss
TOTAL GAINS					0.00
TOTAL LOSSES			0.00	0.00	0.00

Alaska Permanent Capital Management Co.  
**CASH LEDGER**

**CITY OF CRAIG - SCHOOL FUNDS**

*From 04-01-18 To 04-30-18*

Trade Date	Settle Date	Tran Code	Activity	Security	Amount
<b>CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT</b>					
04-01-18			Beginning Balance		6,377.45
04-15-18	04-15-18	dp	Interest	CHARLES SCHWAB LIQUID BANK DEPOSIT ACCOUNT	22.72
04-30-18	04-30-18	dp	Interest	US TREASURY NOTES 1.625% Due 04-30-19	4,468.75
<b>04-30-18</b>			<b>Ending Balance</b>		<b>10,868.92</b>

**CITY OF CRAIG  
MEMORANDUM**

To: Craig City Council  
From: Jon Bolling, City Administrator  
Date: May 10, 2018  
RE: Port St. Nicholas Road Ordinance Update

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I continue to work on editing the proposed road maintenance fee and driveway ordinances. I sent the city attorney recently revised versions of the documents, and asked him to research a few items.

The city attorney did speak recently with an attorney representing some PSN property owners.

Upon completion of the city attorney's research I will prepare ordinances for first reading or schedule them again under Unfinished Business for council review.