



## **FINANCE AND BUDGET COMMITTEE**

Friday, May 10, 2024 at 5:30 PM

### **AGENDA**

*In compliance with the Americans with Disabilities Act, individuals needing special accommodations / during this meeting should notify the City of Dillingham at 907-842-5212 at least three working days before the meeting.*

#### **MEETING INFORMATION**

##### **FINANCE & BUDGET COMMITTEE MEETING CITY HALL COUNCIL CHAMBERS**

141 Main Street, Dillingham, AK 99576 (907) 842-5212

This meeting will also be available at the following online location:

<https://us02web.zoom.us/j/86143595982?pwd=U3FaUE4rVi9STVN1M2VGcVBsTWZzUT09;>

Meeting ID: 861 4359 5982 passcode: 815783

or dial (346) 248-7799; or (669) 900-6833

#### **CALL TO ORDER**

#### **ROLL CALL**

#### **APPROVAL OF MINUTES**

#### **APPROVAL OF AGENDA**

#### **STAFF REPORTS**

#### **NEW BUSINESS**

1. FY2025 Budget

#### **PUBLIC/COMMITTEE COMMENT(S)**

#### **ADJOURNMENT**

# CALL TO ORDER

# ROLL CALL

# APPROVAL OF MINUTES

# APPROVAL OF AGENDA

# STAFF REPORTS

# NEW BUSINESS

## PW Administration

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<b>Salaries</b>	<b>6000</b>	<b>\$262,150</b>
<ul style="list-style-type: none"> <li>• PW Director – (Level XI) 1 FTE</li> <li>• PW Office Assistant – (Level VI A) 1 FTE</li> <li>• PW Foreman – (Level IX) 1 FTE</li> </ul>		
<b>Overtime</b>	<b>6010</b>	<b>\$19,400</b>
<ul style="list-style-type: none"> <li>• Used by Acting Foreman and PW Admin</li> </ul>		
<b>Fringe Benefits</b>	<b>62XX</b>	<b>\$185,580</b>
<ul style="list-style-type: none"> <li>• FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp.</li> </ul>		
<b>PERS on Behalf</b>	<b>6231</b>	<b>\$13,401</b>
<ul style="list-style-type: none"> <li>• 4.16% for all employees provided by the State.</li> </ul>		
<b>Employee Screening</b>	<b>6250</b>	<b>\$200</b>
<ul style="list-style-type: none"> <li>• Background check for Public Works Foreman airport badge. \$50</li> <li>• \$150 drug screening.</li> </ul>		
<b>Recruiting Bonus</b>	<b>6610</b>	<b>\$0</b>
<ul style="list-style-type: none"> <li>• Not needed</li> </ul>		
<b>Contractual/Professional</b>	<b>7060</b>	<b>\$5,000</b>
<ul style="list-style-type: none"> <li>• Contractual for PW Consultant – Assist with evaluation of operations.</li> </ul>		
<b>Subs &amp; Memberships</b>	<b>7135</b>	<b>\$500</b>
<ul style="list-style-type: none"> <li>• Will look for a membership for PW Directors</li> </ul>		
<b>Travel</b>	<b>7150</b>	<b>\$2,500</b>
<ul style="list-style-type: none"> <li>• Travel for admin to Anchorage one trip</li> </ul>		
<b>Training</b>	<b>7155</b>	<b>\$1,500</b>
<ul style="list-style-type: none"> <li>• Training to assist with PW Administration</li> </ul>		
<b>Office Supplies</b>	<b>7300</b>	<b>\$1,500</b>
<ul style="list-style-type: none"> <li>• General office supplies</li> </ul>		
<b>Uniforms</b>	<b>7340</b>	<b>\$1,400</b>
<ul style="list-style-type: none"> <li>• Uniform for PW Admin Staff</li> </ul>		
<b>Minor Tools &amp; Equipment</b>	<b>7610</b>	<b>\$1,600</b>
<ul style="list-style-type: none"> <li>• Task Chairs</li> <li>• Improving office equipment</li> <li>• New Copier</li> </ul>		



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<b>Safety Equipment</b>	<b>7615</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>• Safety Equipment for PW Admin staff and items that are for general PW.</li> <li>• AED (3 throughout PW Building)</li> </ul>		
<b>Equipment Maintenance</b>	<b>8120</b>	<b>\$0</b>
<ul style="list-style-type: none"> <li>• No budget needed</li> </ul>		
<b>Total PW Admin Budget</b>		<b>\$497,735</b>

<p><b>CM Remarks:</b></p> <ul style="list-style-type: none"> <li>•</li> </ul>
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## PW Building & Grounds

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<b>Salaries</b>	<b>6000</b>	<b>\$310,258</b>
<ul style="list-style-type: none"> <li>• B&amp;G Foreman – (Level XI) 1 FTE</li> <li>• B&amp;G Assistant – (Level VI) 2.6 FTE (Advertisement open for 2 more FT Staff)</li> <li>• Laborer on call – (Level VI) .8 FTE</li> <li>• Summer Laborer – (Level VI) .23 FTE</li> <li>• Rover – (Level VII) .25 FTE</li> </ul>		
<b>Overtime</b>	<b>6010</b>	<b>\$15,523</b>
<ul style="list-style-type: none"> <li>• Building checks in winter on weekends and emergency projects</li> <li>• 330 hours overtime</li> </ul>		
<b>Fringe Benefits</b>	<b>62XX</b>	<b>\$185,873</b>
<ul style="list-style-type: none"> <li>• FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp.</li> </ul>		
<b>PERS on Behalf</b>	<b>6231</b>	<b>\$12,691</b>
<ul style="list-style-type: none"> <li>• 4.16% for all employees provided by the State.</li> </ul>		
<b>Employee Screening</b>	<b>6250</b>	<b>\$600</b>
<ul style="list-style-type: none"> <li>• \$150 drug screening. (4 tests)</li> </ul>		
<b>Contract Labor</b>	<b>7060</b>	<b>\$0</b>
<ul style="list-style-type: none"> <li>• Enough staffing</li> </ul>		
<b>Travel</b>	<b>7150</b>	<b>\$2,500</b>
<ul style="list-style-type: none"> <li>• Employee travel for training</li> </ul>		
<b>Training</b>	<b>7155</b>	<b>\$5,000</b>
<ul style="list-style-type: none"> <li>• Refrigerant, confined spaces, electrical, fire suppression and boiler classes in the local area.</li> <li>• Scholarships will be applied for to defray costs.</li> <li>• Online courses</li> </ul>		
<b>Supplies</b>	<b>7310</b>	<b>\$50,000</b>
<ul style="list-style-type: none"> <li>• Zone valves, nozzles, fuel filters, bulbs.</li> <li>• Lock parts.</li> <li>• Increase stock on hand (going to a system of having more supplies shelf ready to reduce delays and downtime of buildings)</li> </ul>		

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<b>Uniforms</b>	<b>7340</b>	<b>\$4,000</b>
<ul style="list-style-type: none"> <li>• Basic uniforms for job.</li> </ul>		
<b>Used Oil Management</b>	<b>7386</b>	<b>\$22,000</b>
<ul style="list-style-type: none"> <li>• Need an entire system upgrade to clean out oil and anti-freeze. Need to revamp containers and process. (Moved from Shop Budget)</li> </ul>		
<b>Minor Tools &amp; Equip</b>	<b>7610</b>	<b>\$20,000</b>
<ul style="list-style-type: none"> <li>• An assessment of existing tools needs to be completed and then specific orders can made.</li> </ul>		
<b>Safety Equipment</b>	<b>7615</b>	<b>\$7,500</b>
<ul style="list-style-type: none"> <li>• Goggles, dust masks, gloves, ladders, harnesses, kneepads, etc.</li> </ul>		
<b>Major Equipment</b>	<b>7620</b>	<b>\$25,000</b>
<ul style="list-style-type: none"> <li>• Department is lacking in current major equipment.</li> </ul>		
<b>Electricity</b>	<b>7720</b>	<b>\$12,000</b>
<ul style="list-style-type: none"> <li>• City Hall and Quonset hut.</li> </ul>		
<b>Heating Fuel</b>	<b>7730</b>	<b>\$40,000</b>
<ul style="list-style-type: none"> <li>• City hall and Quonset hut.</li> <li>• Work to be done on City Hall Boilers to improve heating efficiency. (Expect 30% reduction when system is working correctly.)</li> </ul>		
<b>Water/Sewer</b>	<b>7740</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>• City Hall.</li> </ul>		
<b>Refuse</b>	<b>7750</b>	<b>\$27,000</b>
<ul style="list-style-type: none"> <li>• Refuse - city hall 3 cubic dumpster \$48 weekly @ 52 weeks</li> </ul>		
<b>Janitorial</b>	<b>7780</b>	<b>\$50,000</b>
<ul style="list-style-type: none"> <li>• Janitorial services for all buildings funded by the General Fund</li> <li>• Project numbers used 1120 PS Admin, 1124 Corrections, 1141 Library</li> </ul>		
<b>Building Maintenance</b>	<b>7790</b>	<b>\$400,000</b>
<ul style="list-style-type: none"> <li>• Budget includes estimated general repairs and supplies to all buildings owned by the City which are funded through the General Fund.</li> <li>• Signs for various City facilities</li> <li>• Police Station air conditioning is out. (vital for corrections)</li> <li>• Fire station boiler needs replaced \$13,500</li> <li>• City Hall Boiler #3 is not running correctly</li> <li>• City Hall Boiler #1 is cracked but can be replaced in FY25</li> </ul>		
<b>Total Buildings &amp; Grounds Budget</b>		<b>\$1,191,945</b>

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## PW Shop

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<b>Salaries</b>	<b>6000</b>	<b>\$161,846</b>
<ul style="list-style-type: none"> <li>Fleet Mechanic (Level VII A) 1 FTE</li> <li>Heavy Equipment Mechanic (Level VIII A) 1 FTE</li> <li>PW Rover (Level VI A) .25 FTE</li> </ul>		
<b>Overtime</b>	<b>6010</b>	<b>\$10,296</b>
<ul style="list-style-type: none"> <li>Responding to equipment needs after hours and weekends.</li> <li>200 hours overtime</li> </ul>		
<b>Contra Wages</b>	<b>6099</b>	<b>\$-113,000</b>
<ul style="list-style-type: none"> <li>Credits shop salaries for work done on specific vehicles/equipment for special revenue funds Dock, Water/Wastewater &amp; Landfill.</li> <li>Each fund is charged in their maintenance accounts for the work performed by the shop mechanics.</li> <li>70% of Mechanic time</li> </ul>		
<b>Fringe Benefits</b>	<b>62XX</b>	<b>\$92,061</b>
<ul style="list-style-type: none"> <li>FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp.</li> </ul>		
<b>PERS on Behalf</b>	<b>6231</b>	<b>\$8,194</b>
<ul style="list-style-type: none"> <li>4.16% for all employees provided by the State.</li> </ul>		
<b>Unemployment Compensation</b>	<b>6240</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>Unemployment costs for prior employees</li> </ul>		
<b>Employee Screening</b>	<b>6250</b>	<b>\$300</b>
<ul style="list-style-type: none"> <li>Background checks and drug tests.</li> </ul>		
<b>Supplies</b>	<b>7310</b>	<b>\$15,000</b>
<ul style="list-style-type: none"> <li>Nuts, bolts, welding rods, and metal.</li> <li>Misc Rags, Cleaners and gloves.</li> </ul>		
<b>Uniforms</b>	<b>7340</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>Basic coveralls for job.</li> </ul>		
<b>Gas, Oil &amp; Grease</b>	<b>7385</b>	<b>\$150,000</b>
<ul style="list-style-type: none"> <li>Purchase oxygen, acetylene, CO2, argon gases; equipment fuel &amp; gasoline for fleet – (\$60,000 for gasoline and diesel).</li> <li>Gas, oil &amp; grease for all vehicles funded by the General Fund to be reflected in this line item and distributed by project numbers</li> </ul>		

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<b>Minor Tools &amp; Equip</b>	<b>7610</b>	<b>\$25,000</b>
<ul style="list-style-type: none"> <li>Evaluation needs to be completed to determine that is needed.</li> </ul>		
<b>Safety Equipment</b>	<b>7615</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>Steel toed boots, goggles, welding helmets and respirators.</li> </ul>		
<b>Major Equipment</b>	<b>7720</b>	<b>\$15,000</b>
<ul style="list-style-type: none"> <li>Evaluation needs to be done to determine what is needed.</li> </ul>		
<b>Electricity</b>	<b>7720</b>	<b>\$17,400</b>
<ul style="list-style-type: none"> <li>Shop and winter equipment hook up to outlets.</li> </ul>		
<b>Heating Fuel</b>	<b>7730</b>	<b>\$20,000</b>
<ul style="list-style-type: none"> <li>Shop heating fuel. (reduced by \$20,000 from last year due to used oil management system being functional)</li> </ul>		
<b>Refuse</b>	<b>7750</b>	<b>\$0</b>
<ul style="list-style-type: none"> <li>Refuse-shop 3 cubic dumpster \$48 weekly @ 52 weeks</li> </ul>		
<b>Vehicle Maintenance</b>	<b>8110</b>	<b>\$100,000</b>
<ul style="list-style-type: none"> <li>Tires, lights, and transmission rebuild.</li> <li>Vehicle Repairs for all vehicles fund by the General Fund reflected here.</li> <li>Will do a lot of catch up repairs.</li> </ul>		
<b>Equipment Maintenance</b>	<b>8120</b>	<b>\$250,000</b>
<ul style="list-style-type: none"> <li>Equipment repair for all equipment funded by the general fund is reflected in this line item. Will need to contract out repairs due to staff shortage. \$142,000</li> <li>Annual certification for pump road worthiness NFP standard. \$8,000</li> <li>Street Equipment Maintenance (\$100,000 1000 8120 30 32 1133 0)</li> <li>Costs for FY24 mechanic allocation system not being re-implemented.</li> </ul>		
<b>Damages/Repair</b>	<b>8131</b>	<b>\$5,000</b>
<ul style="list-style-type: none"> <li>To non-city property.</li> </ul>		
<b>Required Inspections</b>	<b>8210</b>	<b>\$1,500</b>
<ul style="list-style-type: none"> <li>Overhead crane inspection.</li> </ul>		
<b>Total Shop Budget</b>		<b>\$764,597</b>

<p><b>CM Remarks:</b></p> <ul style="list-style-type: none"> <li></li> </ul>
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## PW Streets

1000 XXXX 30 33 0000 0

<b>REVENUE</b>		
<b>Equipment Rental</b>	<b>4840</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>Rental revenue based on schedule</li> </ul>		
<b>Total Streets Revenue</b>		<b>\$2,000</b>
<b>EXPENSES</b>		
<b>Salaries</b>	<b>6000</b>	<b>\$212,848</b>
<ul style="list-style-type: none"> <li>Heavy Equipment Operator (Level VII A) 3 FTE</li> <li>PW Rover (Level VI A) .25 FTE</li> </ul>		
<b>Overtime</b>	<b>6010</b>	<b>\$36,413</b>
<ul style="list-style-type: none"> <li>Clearing and sanding roads and sidewalks, snow storms &amp; holidays.</li> </ul>		
<b>Fringe Benefits</b>	<b>62XX</b>	<b>\$154,002</b>
<ul style="list-style-type: none"> <li>FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp.</li> <li></li> </ul>		
<b>PERS on Behalf</b>	<b>6231</b>	<b>\$11,865</b>
<ul style="list-style-type: none"> <li>4.16% for all employees provided by the State.</li> <li></li> </ul>		
<b>Employee Screening</b>	<b>6250</b>	<b>\$600</b>
<ul style="list-style-type: none"> <li>Drug screening (\$150 ea.)</li> </ul>		
<b>Contractual/Professional</b>	<b>7060</b>	<b>\$20,000</b>
<ul style="list-style-type: none"> <li>Emergency street repair.</li> </ul>		
<b>Insurance</b>	<b>7110</b>	<b>\$19,000</b>
<ul style="list-style-type: none"> <li>General liability insurance coverage.</li> </ul>		
<b>Travel</b>	<b>7150</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>Travel estimate is based on:</li> <li>Scholarships will be applied for and will likely defray travel costs.</li> </ul>		
<b>Training</b>	<b>7155</b>	<b>\$6,000</b>
<ul style="list-style-type: none"> <li>Grader training in Palmer</li> </ul>		
<b>Supplies</b>	<b>7310</b>	<b>\$1,800</b>
<ul style="list-style-type: none"> <li>Log books for equipment, printer paper and ink.</li> </ul>		

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<b>Uniforms</b>	<b>7340</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>Basic Uniforms for staff.</li> </ul>		
<b>Propane</b>	<b>7350</b>	<b>\$1,000</b>
<ul style="list-style-type: none"> <li>Used for street repairs</li> <li></li> </ul>		
<b>Street Signs</b>	<b>7380</b>	<b>\$5,000</b>
<ul style="list-style-type: none"> <li>Sign requests &amp; to replace damaged.</li> <li>Break away sets</li> </ul>		
<b>Salt &amp; Calcium</b>	<b>7388</b>	<b>\$50,000</b>
<ul style="list-style-type: none"> <li>For mixing our winter sand and dust control on dirt roads, thaw frozen sewer lines.</li> <li></li> </ul>		
<b>Road Maintenance Repair Product</b>	<b>7390</b>	<b>\$15,000</b>
<ul style="list-style-type: none"> <li>Guardrails</li> <li>Bike path repair.</li> <li>Cold patch</li> </ul>		
<b>Sand</b>	<b>7391</b>	<b>\$15,000</b>
<ul style="list-style-type: none"> <li>To be mixed with salt for winter use.</li> </ul>		
<b>Gravel</b>	<b>7395</b>	<b>\$100,000</b>
<ul style="list-style-type: none"> <li>Supply on hand for repair of roads and washed out culverts.</li> </ul>		
<b>Minor Tools &amp; Equip</b>	<b>7610</b>	<b>\$1,500</b>
<ul style="list-style-type: none"> <li>Cones.</li> <li>Barriers.</li> </ul>		
<b>Safety Equipment</b>	<b>7615</b>	<b>\$2,500</b>
<ul style="list-style-type: none"> <li>Vests, cold weather gear, Hard hats, Gloves, Boots.</li> <li>Had a lot to purchase to equip department increase by</li> </ul>		
<b>Major Tools &amp; Equip</b>	<b>7620</b>	<b>\$50,000</b>
<ul style="list-style-type: none"> <li>Evaluation is being conducted in the near future to determine needs.</li> </ul>		
<b>Electricity</b>	<b>7720</b>	<b>\$30,000</b>
<ul style="list-style-type: none"> <li>Street light on bike path and around town.</li> </ul>		
<b>Total Streets Expenses</b>		<b>\$738,528</b>

**CM Remarks:**

- Need to report to F&B the cost of putting in a new streetlight. Community members have requested additional lighting.

## DCSD

1000 7190 50 51 0000 0

<b>Contribution to DCSD</b>	<b>7190</b>	<b>\$1,700,000</b>
<ul style="list-style-type: none"> <li>The City of Dillingham’s obligation to the Dillingham City School District is 2.65 mills of the property value. The 2022 estimated full and true assessed value of real and personal property is <u>\$302,117,657</u>. 2.65 mills of this figure would equal <u>\$524,700</u> for the year.</li> <li>In 2007 the City of Dillingham obligated 1/6<sup>th</sup> of the sales tax received. If taxes are paid in at the budgeted rate, that income will be approximately \$ <u>539,846</u>.</li> <li>The combination of minimum property tax and the additional sales tax would total <u>\$1,340,458</u>.</li> </ul>		
<b>In-Kind Expense</b>	<b>9015</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li style="color: red;">City paying for use of landfill on behalf of the DCSD</li> </ul>		
<b>Total DCSD Expenses</b>		<b>\$1,702,000</b>

<b>CM Remarks:</b>
<ul style="list-style-type: none"> <li>Reports can be submitted to the school annually on what has been recognized as in-kind.</li> </ul>



## PW Water

2100 XXXX 30 61 0000 0

<b>REVENUE</b>		
<b>Water Hookup Fee</b>	<b>4320</b>	<b>\$2,200</b>
<ul style="list-style-type: none"> <li>• \$10 change fee to water service</li> <li>• Anticipate 2 water hookups assists</li> </ul>		
<b>Water Sales – Residential</b>	<b>4330</b>	<b>\$100,000</b>
<ul style="list-style-type: none"> <li>• Final rate established in 2013 rate study, final increase 2018</li> </ul>		
<b>Water Sales – Commercial</b>	<b>4335</b>	<b>\$115,000</b>
<ul style="list-style-type: none"> <li>• Final rate established in 2013 rate study, final increase 2018</li> </ul>		
<b>Penalty &amp; Interest</b>	<b>4490</b>	<b>\$9,000</b>
<ul style="list-style-type: none"> <li>• Fees for late payment of monthly invoices – reduced based on write offs</li> </ul>		
<b>PERS on Behalf</b>	<b>4980</b>	<b>\$2,411</b>
<ul style="list-style-type: none"> <li>• Revenue received by the State of Alaska to cover PERS expense over 22%</li> </ul>		
<b>PERS Forfeiture Fund</b>	<b>4981</b>	<b>\$600</b>
<ul style="list-style-type: none"> <li>• Funds available from PERS retirement when a former employee forfeits retirement benefits.</li> </ul>		
<b>Transfer from Wastewater</b>	<b>4990</b>	<b>\$50,000</b>
<ul style="list-style-type: none"> <li>• Transfer from Wastewater to balance the budget</li> </ul>		
<b>Transfer from General Fund</b>	<b>4990</b>	<b>\$54,668</b>
<ul style="list-style-type: none"> <li>• Transfer from General Fund to balance the budget</li> </ul>		
<b>Total Water Department Revenue</b>		<b>\$333,879</b>
<b>EXPENSES</b>		
<b>Salaries</b>	<b>6000</b>	<b>\$47,575</b>
<ul style="list-style-type: none"> <li>• Water/Wastewater Operator II (Level VII A) .5 FTE</li> <li>• Water/Wastewater Operator II (Level VIII A) .125 FTE</li> </ul>		
<b>Overtime</b>	<b>6010</b>	<b>\$3,079</b>
<ul style="list-style-type: none"> <li>• Weekend watches and rounds.</li> </ul>		
<b>Fringe Benefits</b>	<b>62XX</b>	<b>\$26,464</b>
<ul style="list-style-type: none"> <li>• FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp.</li> </ul>		
<b>PERS On-Behalf</b>	<b>6230</b>	<b>\$2,411</b>
<ul style="list-style-type: none"> <li>• 4.16% for all employees provided by the State.</li> </ul>		
<b>Employee Screening</b>	<b>6250</b>	<b>\$150</b>
<ul style="list-style-type: none"> <li>• Drug testing.</li> </ul>		

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<b>Contractual / Professional</b>	<b>7060</b>	<b>\$20,000</b>
<ul style="list-style-type: none"> <li>• When an electrician is needed for hire</li> <li>• Rate Study 1/2</li> </ul>		
<b>Insurance</b>	<b>7110</b>	<b>\$7,000</b>
<ul style="list-style-type: none"> <li>• Estimate increase from prior year.</li> </ul>		
<b>Membership Water</b>	<b>7135</b>	<b>\$500</b>
<ul style="list-style-type: none"> <li>• ARWA Membership.</li> </ul>		
<b>Permitting</b>	<b>7194</b>	<b>\$50</b>
<ul style="list-style-type: none"> <li>• Additional Line item for SOA DNR (100049) annual permitting fee. \$50</li> </ul>		
<b>Office Supplies</b>	<b>7300</b>	<b>\$200</b>
<ul style="list-style-type: none"> <li>• Additional Line item for office supplies.</li> </ul>		
<b>Supplies</b>	<b>7310</b>	<b>\$10,000</b>
<ul style="list-style-type: none"> <li>• Curb stops, stems, gaskets, testing ampoules, saddles and corporation stops.</li> <li>• Risers</li> <li>• Increase stock</li> </ul>		
<b>Gas, Oil &amp; Grease</b>	<b>7385</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>• Same as last year</li> </ul>		
<b>Chemicals</b>	<b>7389</b>	<b>\$10,000</b>
<ul style="list-style-type: none"> <li>• Chlorine for water sanitation.</li> <li>• Glycol for fire hydrants. Increase of \$1,500 because of increased cost of Glycol. 8 drums/\$8,900</li> <li>•</li> </ul>		
<b>Minor Tools &amp; Equip</b>	<b>7610</b>	<b>\$7,500</b>
<ul style="list-style-type: none"> <li>• Misc tools needed as needed.</li> <li>• Need new Hydrant wrenches and also monkey wrenches - \$2,000.</li> <li>• Purchase of Pipe locator, shared with Wastewater \$2,500 full cost</li> </ul>		
<b>Safety Equipment</b>	<b>7615</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>• Face shield, goggles, gloves, rain gear and clothing.</li> </ul>		
<b>Major Tools and Equipment</b>	<b>7620</b>	<b>\$60,000</b>
<ul style="list-style-type: none"> <li>• Need new Water /Waste Water service truck of \$60,000. (\$120,000 1/2 shared with Water) Current truck is unable to tow equipment</li> </ul>		
<b>Telephone</b>	<b>7710</b>	<b>\$750</b>
<ul style="list-style-type: none"> <li>• Based on prior year.</li> </ul>		

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<b>Internet</b>	<b>7715</b>	<b>\$1,600</b>
<ul style="list-style-type: none"> <li>Based on current full charge – will review rate with Nushagak.</li> </ul>		
<b>Electricity</b>	<b>7720</b>	<b>\$45,000</b>
<ul style="list-style-type: none"> <li>Increase from last year to meet current pricing</li> </ul>		
<b>Heating Fuel</b>	<b>7730</b>	<b>\$12,000</b>
<ul style="list-style-type: none"> <li>Water treatment plant. Increase from last year to meet current pricing</li> </ul>		
<b>Building Maintenance</b>	<b>7790</b>	<b>\$10,000</b>
<ul style="list-style-type: none"> <li>Minor building repair (facia and corner work).</li> <li>Repair to generator shack</li> <li>Entry way is leaking</li> <li>New water chemical injection system</li> </ul>		
<b>Infrastructure Maintenance</b>	<b>7794</b>	<b>\$20,000</b>
<ul style="list-style-type: none"> <li>3 fire hydrants replaced</li> <li>Manhole replacements</li> </ul>		
<b>Computer Hardware</b>	<b>7910</b>	<b>0</b>
<ul style="list-style-type: none"> <li>Purchase of new computer shared with wastewater budget. New line item.</li> </ul>		
<b>Vehicle Maintenance</b>	<b>8110</b>	<b>\$500</b>
<ul style="list-style-type: none"> <li>Repair to old vehicle until new purchase</li> </ul>		
<b>Rent of Vehicle</b>	<b>8110</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>Rent of PW truck for 6 months</li> </ul>		
<b>Equipment Maintenance</b>	<b>8120</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>Gen set, backhoe and treatment plant</li> </ul>		
<b>Required Inspections</b>	<b>8210</b>	<b>\$500</b>
<ul style="list-style-type: none"> <li>Fire extinguishers.</li> </ul>		
<b>Sample Testing</b>	<b>8220</b>	<b>\$7,500</b>
<ul style="list-style-type: none"> <li>Testing of water supply throughout the city.</li> </ul>		
<b>Administrative OH</b>	<b>9010</b>	<b>\$33,100</b>
<ul style="list-style-type: none"> <li>10% of expenses – Excluding PERS on Behalf.</li> </ul>		
<b>Total Water Department Expenses</b>		<b>\$333,879</b>

**CM Remarks:**

- Evaluation is needed on repairs to water shut off valves.

## PW Waste Water

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<b>REVENUE</b>		
<b>Wastewater Hookup Fee</b>	<b>4350</b>	<b>\$2,500</b>
<ul style="list-style-type: none"> <li>• \$10 change fee to wastewater service</li> <li>• Anticipate 2 wastewater hookups assists</li> </ul>		
<b>Wastewater Sales – Residential</b>	<b>4360</b>	<b>\$195,000</b>
<ul style="list-style-type: none"> <li>• Final rate established in 2013 rate study, final increase 2018</li> </ul>		
<b>Wastewater Sales – Commercial</b>	<b>4365</b>	<b>\$187,000</b>
<ul style="list-style-type: none"> <li>• Final rate established in 2013 rate study, final increase 2018</li> </ul>		
<b>Wastewater Dumping</b>	<b>4366</b>	<b>\$60,000</b>
<ul style="list-style-type: none"> <li>• Final rate established in 2013 rate study, final increase 2018</li> </ul>		
<b>Penalty &amp; Interest</b>	<b>4490</b>	<b>\$15,000</b>
<ul style="list-style-type: none"> <li>• Fees for late payment of monthly invoices -</li> </ul>		
<b>PERS on Behalf</b>	<b>4980</b>	<b>\$2,411</b>
<ul style="list-style-type: none"> <li>• Revenue received by the State of Alaska to cover PERS expense over 22%</li> </ul>		
<b>PERS Forfeiture Fund</b>	<b>4981</b>	<b>\$200</b>
<ul style="list-style-type: none"> <li>• Funds available from PERS retirement when a former employee forfeits retirement benefits.</li> </ul>		
<b>Transfer from General Fund</b>	<b>4990</b>	<b>\$0</b>
<ul style="list-style-type: none"> <li>• Transfer from General Fund to balance the budget</li> </ul>		
<b>Total Waste Water Department Revenue</b>		<b>\$462,111</b>
<b>EXPENSES</b>		
<b>Salaries</b>	<b>6000</b>	<b>\$47,575</b>
<ul style="list-style-type: none"> <li>• Water/Wastewater Operator II (Level VII A) .5 FTE</li> <li>• Water/Wastewater Operator II (Level VIII A) .125 FTE</li> </ul>		
<b>Overtime</b>	<b>6010</b>	<b>\$3,079</b>
<ul style="list-style-type: none"> <li>• Weekend watches and rounds.</li> <li>•</li> </ul>		
<b>Fringe Benefits</b>	<b>62XX</b>	<b>\$26,464</b>
<ul style="list-style-type: none"> <li>• FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp.</li> <li>•</li> </ul>		
<b>PERS On-Behalf</b>	<b>6230</b>	<b>\$2,411</b>
<ul style="list-style-type: none"> <li>• 4.16% for all employees provided by the State.</li> </ul>		

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<b>Employee Screening</b>	<b>6250</b>	<b>\$1,500</b>
<ul style="list-style-type: none"> <li>• Airport Badges \$100 (\$50 each)</li> <li>• Drug testing \$150 each</li> <li>• Hepatitis testing &amp; Vaccine</li> </ul>		
<b>Contractual/Professional</b>	<b>7060</b>	<b>\$20,000</b>
<ul style="list-style-type: none"> <li>• Electrical repairs</li> <li>• Rate study (shared with Water)</li> </ul>		
<b>Insurance</b>	<b>7110</b>	<b>\$6,200</b>
<ul style="list-style-type: none"> <li>• Based on premium quoted.</li> </ul>		
<b>Permitting Fees</b>	<b>7194</b>	<b>\$1,500</b>
<ul style="list-style-type: none"> <li>• Annual ADEC Discharge Permit Fee.</li> </ul>		
<b>Office Supplies</b>	<b>7300</b>	<b>\$200</b>
<ul style="list-style-type: none"> <li>• Additional Line item for office supplies.</li> </ul>		
<b>Supplies</b>	<b>7310</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>• Environmental sample bottles, cleaning supplies, check valves floats and mag starters.</li> <li>• Develop stock on hand</li> </ul>		
<b>Gas, Oil &amp; Grease</b>	<b>7385</b>	<b>\$5,000</b>
<ul style="list-style-type: none"> <li>• Backhoe, pumper truck, sewer jetter machine, vac trailer.</li> </ul>		
<b>Chemicals</b>	<b>7389</b>	<b>\$5,000</b>
<ul style="list-style-type: none"> <li>• Degreaser for lift stations (price has gone up)</li> <li>•</li> </ul>		
<b>Minor Tools &amp; Equip</b>	<b>7610</b>	<b>\$5,000</b>
<ul style="list-style-type: none"> <li>• Necessary tools and testing equipment for lift stations.</li> </ul>		
<b>Safety Equipment</b>	<b>7615</b>	<b>\$2,500</b>
<ul style="list-style-type: none"> <li>• Boots, safety harness, goggles, respirator, latex gloves, respirators.</li> </ul>		
<b>Major Equipment Sewer</b>	<b>7620</b>	<b>\$60,000</b>
<ul style="list-style-type: none"> <li>• Need new Water /Waste Water service truck of \$60,000. (\$120,000 1/2 shared with Water) Current truck is unable to tow equipment</li> </ul>		
<b>Telephone</b>	<b>7710</b>	<b>\$750</b>
<ul style="list-style-type: none"> <li>• Based on prior year.</li> </ul>		
<b>Electricity</b>	<b>7720</b>	<b>\$70,000</b>
<ul style="list-style-type: none"> <li>• Sewer lagoon and lift stations.</li> </ul>		
<b>Heating Fuel</b>	<b>7730</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>• Sewer lagoon building.</li> </ul>		

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<b>Building Maintenance</b>	<b>7790</b>	<b>\$50,000</b>
<ul style="list-style-type: none"> <li>• For sewer lift stations.</li> <li>• Landscaping for drainage around lift stations.</li> <li>• Roof repair on blower building.</li> <li>• Minor repair to exterior of lift stations.</li> <li>• Paint blower building.</li> </ul>		
<b>Infrastructure Maintenance</b>	<b>7794</b>	<b>\$20,000</b>
<ul style="list-style-type: none"> <li>• Replace street</li> </ul>		
<b>Vehicle Maintenance</b>	<b>8110</b>	<b>\$500</b>
<ul style="list-style-type: none"> <li>• Repair to old vehicle until new purchase</li> </ul>		
<b>Rent of Vehicle</b>	<b>8110</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>• Rent of PW truck for 6 months</li> </ul>		
<b>Equipment Maintenance</b>	<b>8120</b>	<b>\$15,000</b>
<ul style="list-style-type: none"> <li>• Flight pump repairs for lift station, back hoe and sewer jetter machine.</li> </ul>		
<b>Sample Testing</b>	<b>8220</b>	<b>\$10,000</b>
<ul style="list-style-type: none"> <li>• Required testing of sewage.</li> </ul>		
<b>Construction</b>	<b>8710</b>	<b>\$7,000</b>
<ul style="list-style-type: none"> <li>• Engineering CRW Design for Wastewater Lagoon Generator Foundation. Deferred from FY24</li> </ul>		
<b>Administrative OH</b>	<b>9010</b>	<b>\$ 27,900</b>
<ul style="list-style-type: none"> <li>• 10% of expenses – Excluding PERS on Behalf.</li> </ul>		
<b>Transfer to Water</b>	<b>9990</b>	<b>\$ 50,000</b>
<ul style="list-style-type: none"> <li>• Transfer to balance budget</li> <li>• Shared with General Fund transfer</li> </ul>		
<b>Total WasteWater Expenses</b>		<b>\$454,879</b>
<b>CM Remarks:</b>		
<ul style="list-style-type: none"> <li>•</li> </ul>		

## PW Landfill

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<b>REVENUE</b>		
<b>Landfill Fees – In-Kind</b>	<b>4510</b>	<b>\$40,000</b>
<ul style="list-style-type: none"> <li>Fees set for landfill service but not charged includes city departments, council donation for free landfill day, DCSD services for hauled trash.</li> </ul>		
<b>Landfill Fees</b>	<b>4770</b>	<b>\$294,000</b>
<ul style="list-style-type: none"> <li>Fees set for landfill service</li> <li></li> </ul>		
<b>PERS on Behalf</b>	<b>4980</b>	<b>\$10,032</b>
<ul style="list-style-type: none"> <li>Revenue received by the State of Alaska to cover PERS expense over 22%</li> </ul>		
<b>PERS Forfeiture Fund</b>	<b>4981</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>Funds available from PERS retirement when a former employee forfeits retirement benefits.</li> </ul>		
<b>Transfer from General Fund</b>	<b>4990</b>	<b>\$662,724</b>
<ul style="list-style-type: none"> <li>Transfer from General Fund to balance the budget</li> <li></li> </ul>		
<b>Total Landfill Department Revenue</b>		<b>\$1,008,756</b>
<b>EXPENSES</b>		
<b>Salaries</b>	<b>6000</b>	<b>\$200,939</b>
<ul style="list-style-type: none"> <li>Landfill Supervisor - (Level VIII A) 1 FTE</li> <li>Landfill Operator- (Level VII A) 1 FTE</li> <li>Landfill Attendant (Level VI A) 1 FTE</li> <li>PW Rover (Level VII A) .25 FTE</li> </ul>		
<b>Overtime</b>	<b>6010</b>	<b>\$9,821</b>
<ul style="list-style-type: none"> <li>For 12-hour shift on incinerator. If this can become operational</li> </ul>		
<b>Fringe Benefits</b>	<b>62XX</b>	<b>\$98,184</b>
<ul style="list-style-type: none"> <li>FICA/MED, Insurance (Health, Dental, Life), HRA, PERS Employer, Workers' Comp.</li> </ul>		
<b>PERS on Behalf</b>	<b>6231</b>	<b>\$10,032</b>
<ul style="list-style-type: none"> <li>4.16% for all employees provided by the State.</li> </ul>		
<b>Unemployment Compensation</b>	<b>6240</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>Unemployment compensation for prior employees.</li> </ul>		
<b>Employee Screening</b>	<b>6250</b>	<b>\$600</b>
<ul style="list-style-type: none"> <li>Drug testing \$150 each</li> </ul>		

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<b>Contractual / Professional</b>	<b>7060</b>	<b>\$20,000</b>
<ul style="list-style-type: none"> <li>• Electric Fence being installed and other projects \$12,000</li> </ul>		
<b>Insurance</b>	<b>7110</b>	<b>\$12,000</b>
<ul style="list-style-type: none"> <li>• Based on premium quoted.</li> </ul>		
<b>Advertising</b>	<b>7130</b>	<b>\$400</b>
<ul style="list-style-type: none"> <li>• Hours of operations and landfill changes and fees – pamphlets for residents.</li> <li>• Signage.</li> </ul>		
<b>Travel</b>	<b>7150</b>	<b>\$0</b>
<ul style="list-style-type: none"> <li>• To be determined</li> </ul>		
<b>Training</b>	<b>7155</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>• To maintain services that can be provided (ex. refrigerant training CTE)</li> </ul>		
<b>Permitting/Fees</b>	<b>7194</b>	<b>\$8,000</b>
<ul style="list-style-type: none"> <li>• DEC required permits: <ul style="list-style-type: none"> <li>○ Annual permit fee - \$4,000. (doubled to pay for prior year)</li> <li>○ Incinerator minor air quality permit \$2,000.</li> <li>○ \$2,000 to allow for additional permits</li> </ul> </li> </ul>		
<b>Office Supplies</b>	<b>7300</b>	<b>\$200</b>
<ul style="list-style-type: none"> <li>• Office supplies</li> </ul>		
<b>Supplies</b>	<b>7310</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>• Typical supplies.</li> </ul>		
<b>Uniforms</b>	<b>7340</b>	<b>\$3,000</b>
<ul style="list-style-type: none"> <li>• Coats, bibs &amp; boots.</li> </ul>		
<b>Gas, Oil &amp; Grease</b>	<b>7385</b>	<b>\$70,000</b>
<ul style="list-style-type: none"> <li>• Equipment fuel \$30,000</li> <li>• Incinerator fuel and equipment. \$40,000 project #1200</li> </ul>		
<b>Gravel</b>	<b>7395</b>	<b>\$60,000</b>
<ul style="list-style-type: none"> <li>• Gravel</li> <li>• 1.5 to 2 feet of soil needs to top the old cell.</li> </ul>		

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<b>Minor Tools &amp; Equip</b>	<b>7610</b>	<b>\$15,000</b>
<ul style="list-style-type: none"> <li>• Hand tools, shovels, rakes, pick and security upgrades.</li> <li>• Gas monitor is needed</li> <li>• Further purchase to replace items from landfill shop fire</li> </ul>		
<b>Safety Equipment</b>	<b>7615</b>	<b>\$1,000</b>
<ul style="list-style-type: none"> <li>• Hard hats, gloves, goggles, safety vest, steel toed boots.</li> </ul>		
<b>Major Equipment</b>	<b>7620</b>	<b>\$220,000</b>
<ul style="list-style-type: none"> <li>• Bobcat with attachments \$120,000</li> <li>• Metal Transfer bins x4 (\$15,000 each to buy \$10,000 to ship each)</li> </ul>		
<b>Telephone</b>	<b>7710</b>	<b>\$1,500</b>
<ul style="list-style-type: none"> <li>• GCI phone for Landfill Director</li> <li>• Replaced with internet</li> </ul>		
<b>Internet</b>	<b>7715</b>	<b>\$1,080</b>
<ul style="list-style-type: none"> <li>• Starlink @\$90 per month.</li> </ul>		
<b>Electricity</b>	<b>7720</b>	<b>\$18,000</b>
<ul style="list-style-type: none"> <li>• Shop and office.</li> <li>• Incinerator</li> </ul>		
<b>Heating Fuel</b>	<b>7730</b>	<b>\$7,000</b>
<ul style="list-style-type: none"> <li>• Shop and office. \$3,000</li> <li>• Incinerator \$4,000</li> </ul>		
<b>Building Maintenance</b>	<b>7790</b>	<b>\$5,000</b>
<ul style="list-style-type: none"> <li>• Install door to access bin/hopper directly, safety at incinerator bldg.</li> </ul>		
<b>Infrastructure Maintenance</b>	<b>7794</b>	<b>\$50,000</b>
<ul style="list-style-type: none"> <li>• Bear Fence</li> <li>• Replace gates outside of landfill shack</li> <li>• Burn boxes need a spark arrestor screen x2 built and installed \$15,000 each</li> </ul>		
<b>Vehicle Maintenance</b>	<b>8110</b>	<b>\$2,000</b>
<ul style="list-style-type: none"> <li>• Tires and truck maintenance.</li> </ul>		
<b>Equipment Maintenance</b>	<b>8120</b>	<b>\$120,000</b>
<ul style="list-style-type: none"> <li>• General Equipment Maintenance.</li> <li>• 3,000 hour interval service (bobcat, dozer, compactor, excavator)</li> <li>• General Equipment Maintenance Incinerator</li> </ul>		
<b>Sample Testing</b>	<b>8220</b>	<b>\$40,000</b>
<ul style="list-style-type: none"> <li>• Incinerator ash testing - \$300 if 1yrr.</li> <li>• Water testing required in landfill area by Bristol Environmental Remediation Services, LLC</li> </ul>		
<b>Recycling</b>	<b>????</b>	<b>\$2,000</b>

<ul style="list-style-type: none"> <li><b>New Item Recycling for Friends of the Landfill \$2,000</b></li> </ul>		
<b>Administrative OH</b>	<b>9010</b>	<b>\$0</b>
<ul style="list-style-type: none"> <li>Stop admin overhead since landfill fund is supplemented by the general fund to balance the budget</li> </ul>		

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<b>Landfill Closure Costs</b>	<b>9510</b>	<b>\$25,000</b>
<ul style="list-style-type: none"> <li>Funds available to assist with Landfill closure maintenance</li> </ul>		
<b>Total Landfill Department Expenses</b>		<b>\$1,008,756</b>

<p><b>CM Remarks:</b></p> <ul style="list-style-type: none"> <li>Deferred from last year</li> <li>See various grants budget for hook truck – grant supported?</li> <li>FY25 need 4 transfer bins Planned since 2023 currently using spares</li> <li>In the future - Recycle station - metal building</li> <li>Replace landfill shop from 2021 fire</li> <li>Incinerator needs to be evaluated for correct size and type for a potential replacement that is better suited for this City’s needs.</li> </ul>
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# CITIZEN'S COMMENTS

# ADJOURNMENT