



City of Valdez

212 Chenega Ave.
Valdez, AK 99686

Meeting Agenda - Final-revised City Council

Friday, October 13, 2017

7:00 PM

Council Chambers

Budget Work Session #3

WORK SESSION AGENDA - 7:00 pm

1. [2018 Full Time Equivalent \(FTE\) Personnel](#)
2. [2018 Other Personnel Costs](#)
3. [Reserve Funds and Transfers](#)



Agenda Statement

File #: 17-0506 **Version:** 1

Type: Work Session Item **Status:** Agenda Ready

File created: 10/11/2017 **In control:** City Council

On agenda: 10/13/2017 **Final action:**

Title: 2018 Full Time Equivalent (FTE) Personnel

Sponsors: City Council

Indexes:

Code sections:

Attachments: [FTE.packet.pdf](#)
[2018 Proposed FTE Additions.pdf](#)
[FTE Requests CityMgr Review.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

2018 Full Time Equivalent (FTE) Personnel

SUBMITTED BY: Brian Carlson, Finance Director

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Provide consensus for GENERAL FUND salary/benefits costs and new FTE requests
Special Revenue Fund FTE requests will be discussed Monday

SUMMARY STATEMENT:

- Status-quo figures reflect salary/wages and benefits for current authorized FTEs
- City Manager requests/recommends FTE increase of 3.6
- Staff allocated 2 FTE increase among Council Priority Items
- Attachments:
 - FTE Packet

- 2018 Proposed FTE Additions
- FTE Requests - City Manager Review (shows all requests)



Agenda Statement

File #: 17-0507 **Version:** 1
Type: Work Session Item **Status:** Agenda Ready
File created: 10/11/2017 **In control:** City Council
On agenda: 10/13/2017 **Final action:**
Title: 2018 Other Personnel Costs
Sponsors: City Council
Indexes:
Code sections:
Attachments: [OtherPers.Packet.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

2018 Other Personnel Costs

SUBMITTED BY: Brian Carlson, Finance Director

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Provide consensus for final budget figures

SUMMARY STATEMENT:

This budget category, along with "FTE Payroll", completes the total GENERAL GOVERNMENT personnel cost picture. It includes:

- Overtime and Temporary wages
- Travel and Training
- Other personnel-driven costs

The attached *Other Personnel Packet* shows the summarized components of this budget category, as well as detail of each by department.

Discussion of Special Revenue (Utilities, Ports/Harbor, Housing) personnel costs and requests will take place on Monday.



Agenda Statement

File #: 17-0508 **Version:** 1

Type: Work Session Item **Status:** Agenda Ready

File created: 10/11/2017 **In control:** City Council

On agenda: 10/13/2017 **Final action:**

Title: Reserve Funds and Transfers

Sponsors: City Council

Indexes:

Code sections:

Attachments: [Reserve Fund Appropriations.pdf](#)
[Council Priorities from Aug 3rd Meeting.pdf](#)
[Transfers.pdf](#)

Date	Ver.	Action By	Action	Result
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ITEM TITLE:

Reserve Funds and Transfers

SUBMITTED BY: Brian Carlson, Finance Director

FISCAL NOTES:

Expenditure Required: N/A
Unencumbered Balance: N/A
Funding Source: N/A

RECOMMENDATION:

Provide consensus for staff-requested and Council-priority reserve fund appropriations
Review and approve related fund transfers

SUMMARY STATEMENT:

Reserve fund transfers are comprised of \$5.7MM of staff requests.
Council priorities reflect an additional \$4.4MM of various reserve appropriations.
Transfers reflect flows between funds, and net to zero. As presented, these figures reflect staff requests but not Council priorities.

Attachments:

- Reserve Fund Appropriations
- Council Priorities
- Transfers

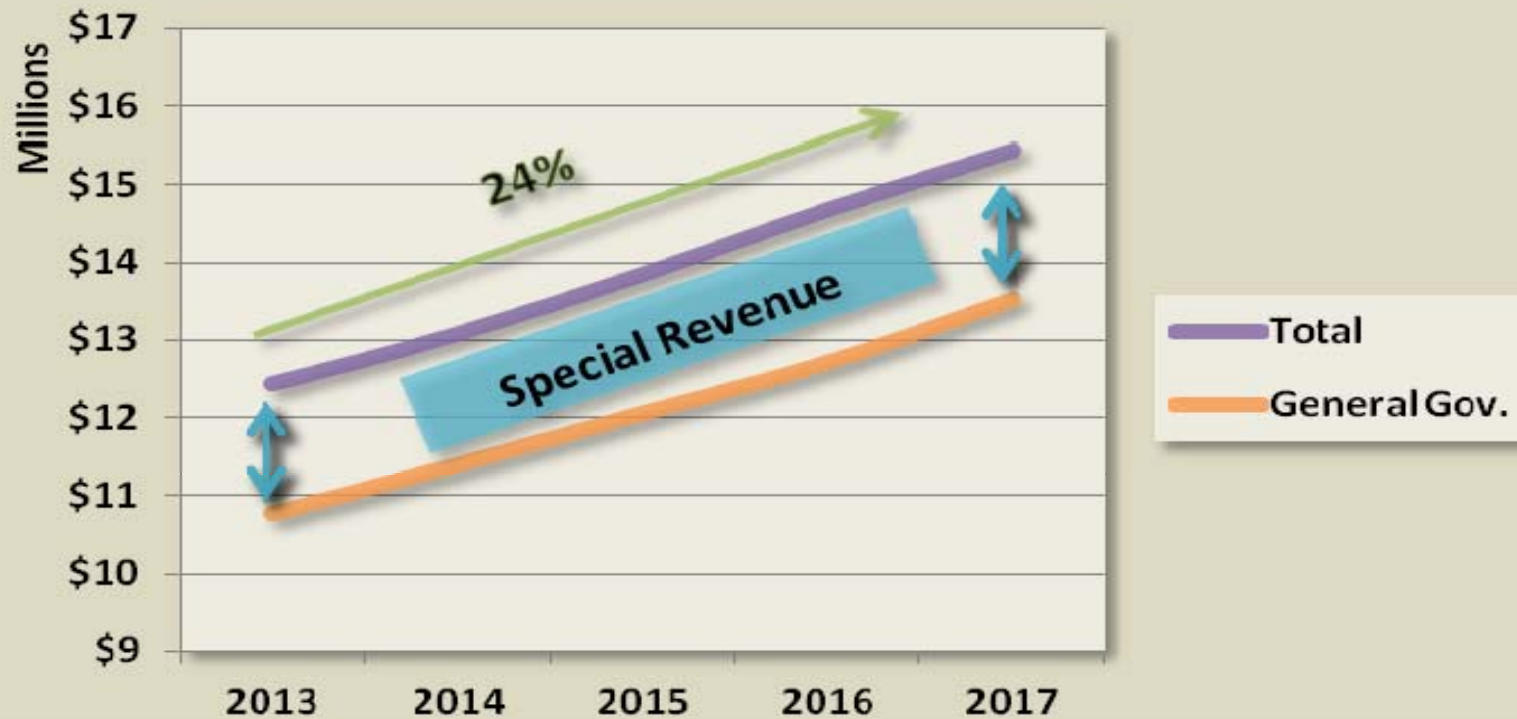
FTE Payroll Costs - Five-Year History

FTE Payroll	2013	2014	2015	2016	2017
City Wide					
FTE Payroll	12,429,987	13,091,257	13,857,985	14,695,592	15,453,098
Salaries and Wages	7,462,507	7,727,044	7,857,040	8,496,225	9,012,683
Benefits	4,967,480	5,364,213	6,000,945	6,199,367	6,440,415
Benefits as % of Salaries	67%	69%	76%	73%	71%
Benefits as % of Total	40%	41%	43%	42%	42%
General Gov't.					
FTE Payroll	10,761,099	11,389,841	12,054,065	12,715,063	13,539,327
Salaries and Wages	6,478,322	6,737,682	6,842,403	7,350,766	7,905,132
Benefits	4,282,777	4,652,159	5,211,662	5,364,297	5,634,195
Benefits as % of Salaries	66%	69%	76%	73%	71%
Benefits as % of Total	40%	41%	43%	42%	42%
Special Revenue					
FTE Payroll	1,668,888	1,701,416	1,803,920	1,980,529	1,913,771
Salaries and Wages	984,185	989,362	1,014,637	1,145,459	1,107,551
Benefits	684,703	712,054	789,283	835,070	806,220
Benefits as % of Salaries	70%	72%	78%	73%	73%
Benefits as % of Total	41%	42%	44%	42%	42%

FTE Payroll by Department

General Gov't. FTE Payroll	2013	2014	2015	2016	2017
Administration	467,285	471,973	513,006	651,004	489,708
Animal Control	170,572	178,852	187,712	213,923	293,958
Building Maintenance	701,905	710,433	785,186	774,063	919,869
City Clerk	253,029	345,646	369,451	378,482	554,820
Civic Center	444,172	463,222	474,267	454,458	446,577
Community Development	571,999	592,551	642,018	742,237	727,497
Economic Development	-	-	-	28,336	141,641
Engineering	371,404	441,076	515,586	624,470	628,767
Finance	760,491	748,729	718,500	728,658	734,496
Fire/EMS	1,349,441	1,422,192	1,476,842	1,415,106	1,448,747
Hospital	286,030	249,685	254,146	272,508	-
Human Resources	-	-	-	-	292,624
Information Services	510,821	514,111	555,163	605,691	808,447
Law Enforcement	1,412,087	1,473,183	1,568,526	1,696,063	1,741,640
Library	325,456	336,314	364,911	368,520	363,538
Park Maintenance	116,690	124,874	219,272	227,031	235,113
Parks & Recreation	418,249	495,349	544,809	557,305	673,817
Public Safety	918,787	1,005,724	1,059,515	1,066,214	1,093,432
Solid Waste	699,264	777,495	826,239	833,213	832,937
Streets/Shop	983,417	1,038,432	978,916	1,077,781	1,111,699
Total	10,761,099	11,389,841	12,054,065	12,715,063	13,539,327
Year Over Year Change		628,742	664,224	660,998	824,264
Special Rev. FTE Payroll	2013	2014	2015	2016	2017
Airport	72,085	73,597	78,658	79,110	80,864
Harbor	612,024	622,114	685,992	664,056	663,862
Port	320,756	324,693	350,305	352,263	315,817
Sewer	324,411	333,560	337,351	363,941	357,175
Water	324,411	333,560	337,351	363,955	357,190
Gilson Medical Clinic	15,201	13,892	14,263	18,341	-
VHIA	-	-	-	138,863	138,863
Total	1,668,888	1,701,416	1,803,920	1,980,529	1,913,771
Year Over Year Change		32,528	102,504	176,609	(66,758)

FTE Payroll: \$3.0MM Increase Since 2013



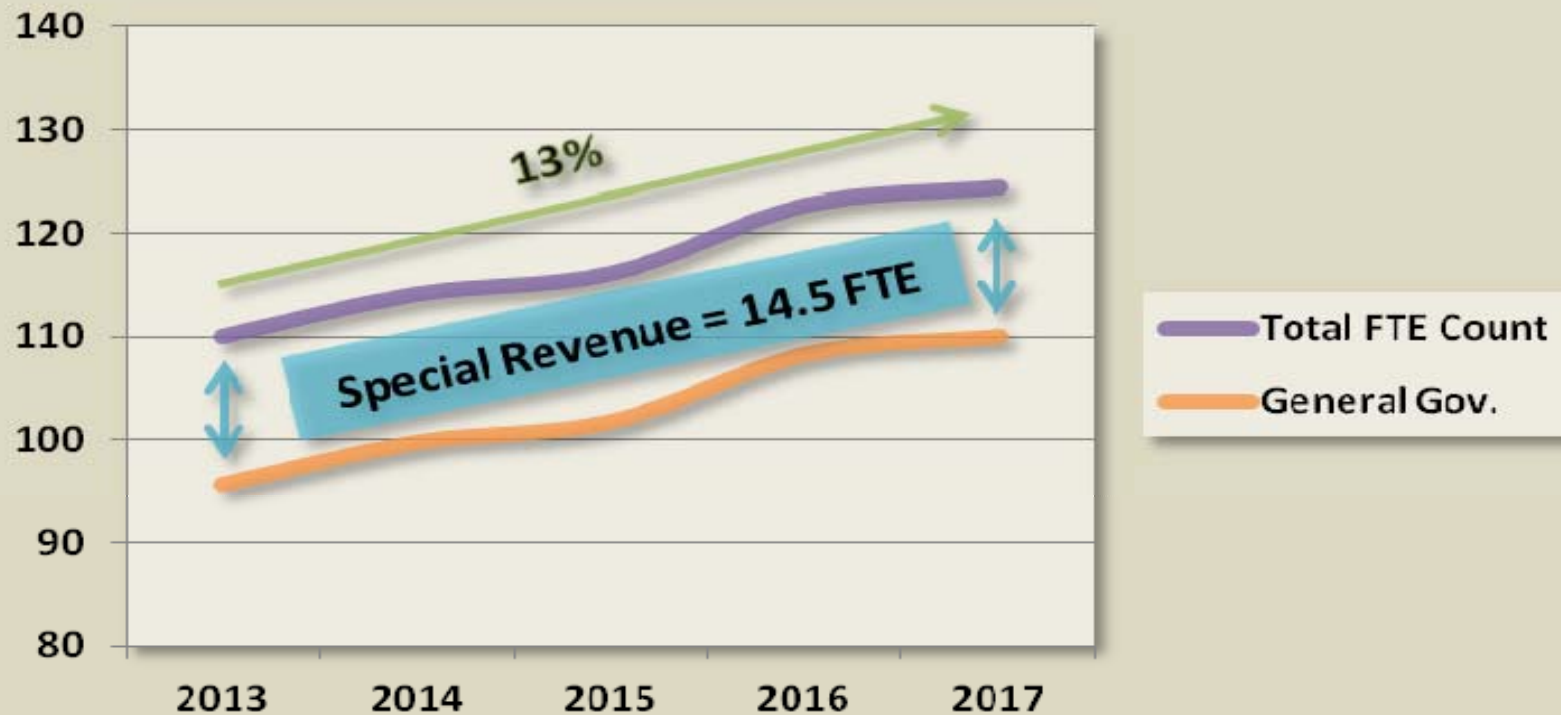
FTE Count by Department

DEPARTMENT	2013	2014	2015	2016	2017
ADMINISTRATION	3	3	4	3	3
ANIMAL CONTROL	2	2	2	2	3.2
BUILDING MAINT. / HOSP/CLI	8.7	9.7	9.7	10	7
CITY CLERK	2	3	3	3	5
CIVIC CENTER	4.55	4.55	4.55	4.55	4.55
COMMUNITY DEVELOPMENT	5	5	5	6.3	6
ECONOMIC DEVELOPMENT	0	0	0	0	1
ENGINEERING	4	4	4	5	6
FINANCE	7	7	7	7	6
FIRE/EMS	10.53	10.8	10.8	10.8	10.8
HUMAN RESOURCES	0	0	0	2	2
INFORMATION TECHNOLOGY	4	4	4	5	6
JAIL/PSAS	9.68	10.15	10.15	10.15	9.7
LAW ENFORCEMENT	10.85	10.85	10.85	11.85	12.1
LIBRARY	3.93	3.93	3.93	3.93	3.93
PARKS AND RECREATION	3.83	4.7	4.7	4.7	5.7
PARKS MAINTENANCE	1	1	2	2	2
SOLID WASTE	6.25	6.75	6.75	6.75	6.75
STREETS/SHOP	9.25	9.25	9.25	9.25	9.25
VHIA	0	0	0	1	0
GENERAL GOVERNMENT	95.57	99.68	101.68	108.28	109.98
CHANGE		4.11	2	6.6	1.7
DEPARTMENT	2013	2014	2015	2016	2017
SMALL BOAT HARBOR	5.45	5.45	5.45	5.45	5.45
PORT	2.9	2.9	2.9	2.9	2.9
AIRPORT TERMINAL	0.65	0.65	0.65	0.65	0.65
WATER	2.75	2.75	2.75	2.75	2.75
SEWER	2.75	2.75	2.75	2.75	2.75
SPECIAL REVENUE	14.5	14.5	14.5	14.5	14.5
CHANGE		0	0	0	0
	2013	2014	2015	2016	2017
CITY WIDE	110.07	114.18	116.18	122.78	124.48
CHANGE		4.11	2	6.6	1.7

FTE Change by Department

Department	2014	2015	2016	2017	Total
ADMINISTRATION	-	1.00	(1.00)	-	-
ANIMAL CONTROL	-	-	-	1.20	1.20
BUILDING MAINT. / HOSP/CLINIC	1.00	-	0.30	(3.00)	(1.70)
CITY CLERK	1.00	-	-	2.00	3.00
COMMUNITY DEVELOPMENT	-	-	1.30	(0.30)	1.00
ECONOMIC DEVELOPMENT	-	-	-	1.00	1.00
ENGINEERING	-	-	1.00	1.00	2.00
FINANCE	-	-	-	(1.00)	(1.00)
FIRE/EMS	0.27	-	-	-	0.27
HUMAN RESOURCES	-	-	2.00	-	2.00
INFORMATION TECHNOLOGY	-	-	1.00	1.00	2.00
JAIL/PSAS	0.47	-	-	(0.45)	0.02
LAW ENFORCEMENT	-	-	1.00	0.25	1.25
PARKS AND RECREATION	0.87	-	-	1.00	1.87
PARKS MAINTENANCE	-	1.00	-	-	1.00
SOLID WASTE	0.50	-	-	-	0.50
VHIA	-	-	1.00	-	1.00
CITY WIDE MARGINAL CHANGE	+4.11	+2.00	+6.60	+1.70	+14.41

FTE Count: 14.4 Increase Since 2013



Personnel Count and Cost / 2018 Proposed Additions

	<u>FTE</u>	<u>SALARY/WAGE</u>	<u>BENEFITS</u>	<u>TOTAL</u>
2017 Authorized				
General Gov	110.1	7,856,881	5,531,748	13,388,629
Special Revenue	<u>14.5</u>	<u>1,107,551</u>	<u>754,176</u>	<u>1,861,727</u>
Total	124.6	8,964,432	6,285,924	15,250,356

2018 City Manager Request				
General Gov				
Youth Services Librarian	1.0	49,285	40,450	89,735
Recreation Coord/Pool	0.1	4,620	1,571	6,191
Teen Center Coord	<u>0.5</u>	<u>25,719</u>	<u>23,804</u>	<u>49,523</u>
General Gov Subtotal	1.6	79,624	65,825	145,449
Special Revenue				
Harbor Admin Asst	1.0	43,381	38,620	82,001
Port/Airport Admin Asst	<u>1.0</u>	<u>43,381</u>	<u>38,620</u>	<u>82,001</u>
Special Revenue Subtotal	2.0	86,762	77,240	164,002
City Manager Request Total	3.6	166,386	143,065	309,451

2018 Council Priorities				
General Gov				
Code Enforcement Officer	1.0	56,612	44,420	101,032
Maintenance Coordinator	<u>1.0</u>	<u>52,737</u>	<u>41,520</u>	<u>94,257</u>
Council Priorities Total	2.0	109,349	85,940	195,289

Row Labels	FTE Added	Salary Budget Increase	Benefits Budget Increase	Total Increase
Building Maintenance	2.0	102,022	81,971	183,993
Maintenance Tech I				
14A We have a greater work load than our staff can handle, resulting in overtime and hiring of temporary employees.	1.0	49,285	40,450	89,735
Maintenance Coordinator				
15A Coordinates citywide major maintenance scheduling, budgeting, contracting; leads implementation of new MAINTENANCE CONNECT software	1.0	52,737	41,520	94,257
Harbor	2.0	89,582	78,114	167,696
Administrative Asst.				
12A More adequate office staffing for new harbor to help offset increase in records management, filing, customer service, billing, P-cards, timekeeping and commission meetings	1.0	43,381	38,620	82,001
Marine Equipment Operator				
13A More adequate operator staffing for new harbor to help offset increase in snow removal, janitorial, and general maintenance needs with marine equipment and boat lifting. Will also assist with ballast water treatment building maintenance and SWPPP testing.	1.0	46,201	39,494	85,695

Row Labels	FTE Added	Salary Budget Increase	Benefits Budget Increase	Total Increase
Parks and Recreation	2.0	87,157	77,363	164,520

Assistant Community Events Coordinator

11A?

This position will assist the Community Events Coordinator in the development and implementation of certain key community-wide/City-run events (4th of July Celebration, Pink Salmon Festival, Military Appreciation, etc.) which require coordination amongst many City departments. Coordinating and implementing these events requires extensive overtime. The Assistant will be able to step in for the Coordinator to assist in the coordination of multiple events and significantly reduce the burden of overtime while simultaneously assisting with the administrative portion of event planning including but not limited to; tracking of resources & evaluation of return on investment of the City's sponsorship/support provided to external community groups. This position will also assist event organizers in following established protocols. Due to overwhelming overtime demands, the Community Events Coordinator position cannot adequately function without this position – which will undoubtedly lead to high-turnover, thereby creating a discontinuity of operations between City-run and City-sponsored or supported events in the future.

1.0 40,956 37,868 78,824

Row Labels		FTE Added	Salary Budget Increase	Benefits Budget Increase	Total Increase
Seasonal Facility Coordinator					
13A					
<p>This position will serve to oversee the daily operations of currently unstaffed seasonal facilities (Salmonberry Ski Hill, Luke Horning Memorial SK8 Park, Rock Wall, Indoor/Outdoor Shooting Ranges and summer camps) that are currently overseen by the Recreation Supervisor and staffed by seasonal temporary employees. This position would reduce our ongoing/annual temporary staff needs by 3 key positions while providing for program development and facility continuity. In addition, this position would serve as the volunteer coordinator, providing oversight and direction to the community groups and individuals that volunteer with Parks & Recreation. This coordination would maximize resources while acting as a force-multiplier for ongoing/seasonal staffing needs. Ongoing/continued delays in unstaffed facility operations due to a lack of skilled (and unskilled) part-time employees. We currently expend a great deal of time & money – annually - on seasonal recruitment, hiring, and training in order to adequately operate these facilities.</p>		1.0	46,201	39,494	85,695
Community Development		1.0	56,612	44,420	101,032
Code Enforcement Officer					
16A					
Council priority for increase in code enforcement		1.0	56,612	44,420	101,032

Row Labels	FTE Added	Salary Budget Increase	Benefits Budget Increase	Total Increase
Library	1.0	49,285	40,450	89,735
Youth Services Librarian 14 This position would be in charge of programs for ages 0-18 and manage the children's collection in the library. Our staffing levels are at least 1 FTE less than libraries of a comparable size in Alaska and we are open seven days a week. It impacts our service levels and the maintenance of our collection.	1.0	49,285	40,450	89,735
Port	0.7	30,367	27,034	57,401
Port Administrative Assistant 12A Decrease Dept. O.T. Stabilize Port Office Hours. Allow for increased focus on operational changes reducing liability and generating revenue and marketing efforts.	0.7	30,367	27,034	57,401
Airport	0.3	13,014	11,586	24,600
Port Administrative Assistant 12A Decrease Dept. O.T. Stabilize Port Office Hours. Allow for increased focus on operational changes reducing liability and generating revenue and marketing efforts.	0.3	13,014	11,586	24,600
Grand Total	9.0	428,039	360,938	788,977

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018	Dollar
General Ledger Code Name	Actual	Actual	Actual	Actual	Proposed	Change
Overtime	472,703	539,007	588,524	547,161	610,067	20,765
Temporary Wages	410,378	530,355	511,588	561,673	593,697	34,585
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	(16,189)
Training	70,358	85,159	88,725	139,137	168,895	569
Volunteer Services	51,722	54,166	56,443	50,055	75,255	(25,800)
Clothing	34,717	37,191	45,180	44,575	44,875	(1,400)
Wellness Program	-	-	14,500	38,000	43,250	-
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	(450)
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	12,080

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018	Dollar	
General Ledger Code Name	Actual	Actual	Actual	Actual	Adopted	Proposed	Change
Overtime	472,703	539,007	588,524	547,161	610,067	630,832	20,765
Law Enforcement	124,123	141,315	150,286	120,000	128,171	129,458	1,287
Streets/Shop	59,022	78,651	85,916	85,000	98,705	101,814	3,109
Solid Waste	66,348	84,170	93,069	93,700	91,746	94,852	3,106
Fire/EMS	52,945	79,351	89,811	56,665	91,198	94,118	2,920
Public Safety	71,423	56,820	72,087	81,000	81,430	91,938	10,508
Building Maintenance	14,480	18,600	20,971	32,186	32,186	37,300	5,114
Civic Center	10,914	7,728	7,284	11,000	12,496	12,383	(113)
Parks & Recreation	7,393	5,958	8,213	9,400	9,406	12,095	2,689
Park Maintenance	7,877	8,834	8,638	10,190	10,190	10,298	108
Engineering	8,992	7,359	11,851	12,000	12,794	10,180	(2,614)
Animal Control	9,125	9,990	14,795	8,450	8,450	9,267	817
Finance	12,522	9,176	8,210	6,000	8,000	6,500	(1,500)
City Clerk	8,587	10,387	4,344	6,297	6,297	6,289	(8)
Community Development	405	3,871	2,364	7,961	7,964	5,000	(2,964)
Information Services	6,778	2,691	3,620	3,600	4,478	3,600	(878)
Human Resources	-	-	-	1,000	2,509	3,000	491
Administration	45	135	226	1,777	1,777	1,777	-
Library	-	-	-	935	935	963	28
Economic Development	87	1,494	5,947	-	1,335	-	(1,335)
Hospital	11,637	12,476	892	-	-		-
Temporary Wages	410,378	530,355	511,588	561,673	593,697	628,282	34,585
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	294,229	(16,189)
Training	70,358	85,159	88,725	139,137	168,895	169,464	569
Volunteer Services	51,722	54,166	56,443	50,055	75,255	49,455	(25,800)
Clothing	34,717	37,191	45,180	44,575	44,875	43,475	(1,400)
Wellness Program	-	-	14,500	38,000	43,250	43,250	-
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	30,566	(450)
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	1,889,553	12,080

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018	Dollar	
General Ledger Code Name	Actual	Actual	Actual	Actual	Adopted	Proposed	Change
Overtime	472,703	539,007	588,524	547,161	610,067	630,832	20,765
Temporary Wages	410,378	530,355	511,588	561,673	593,697	628,282	34,585
Parks & Recreation	195,575	187,352	188,280	258,845	282,012	288,600	6,588
Building Maintenance	31,577	51,108	54,343	48,960	61,200	88,605	27,405
Park Maintenance	54,667	50,142	60,411	66,944	66,944	77,234	10,290
Civic Center	50,387	51,089	40,939	51,170	51,170	51,170	-
Solid Waste	11,656	37,420	35,687	34,857	29,357	38,342	8,985
Fire/EMS	18,660	19,684	36,553	25,000	32,326	30,000	(2,326)
Streets/Shop	8,231	5,615	16,528	16,136	22,536	22,542	6
Animal Control	17,510	21,801	30,042	21,650	17,744	19,500	1,756
Library	7,135	6,117	7,596	6,405	6,405	6,739	334
Law Enforcement	2,368	4,170	4,563	2,000	6,503	5,550	(953)
Hospital	-	-	-	-	-	-	-
Public Safety	11,621	8,280	26,762	15,000	17,500	-	(17,500)
Administration	-	83,250	9,244	-	-	-	-
Engineering	-	4,326	642	-	-	-	-
Community Development	-	-	-	7,706	-	-	-
Finance	-	-	-	-	-	-	-
Information Services	-	-	-	-	-	-	-
City Clerk	992	-	-	7,000	-	-	-
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	294,229	(16,189)
Training	70,358	85,159	88,725	139,137	168,895	169,464	569
Volunteer Services	51,722	54,166	56,443	50,055	75,255	49,455	(25,800)
Clothing	34,717	37,191	45,180	44,575	44,875	43,475	(1,400)
Wellness Program	-	-	14,500	38,000	43,250	43,250	-
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	30,566	(450)
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	1,889,553	12,080

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018	Dollar	
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Overtime	472,703	539,007	588,524	547,161	610,067	630,832	20,765
Temporary Wages	410,378	530,355	511,588	561,673	593,697	628,282	34,585
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	294,229	(16,189)
Law Enforcement	23,118	28,014	23,363	35,000	38,500	40,000	1,500
Fire/EMS	16,177	22,798	21,453	32,310	32,310	35,000	2,690
Administration	14,727	65,426	21,312	17,000	23,400	26,000	2,600
Community Development	3,408	14,755	20,508	21,889	30,281	24,850	(5,431)
Information Services	18,162	13,380	24,165	24,000	24,730	23,090	(1,640)
Public Safety	14,026	23,806	17,178	21,000	21,500	21,200	(300)
City Council	8,715	37,842	11,985	20,000	20,000	20,000	-
City Clerk	14,483	20,222	17,204	18,000	18,000	18,000	-
Economic Development	-	38,894	19,111	27,720	27,720	12,000	(15,720)
Human Resources	-	-	-	4,000	11,600	10,250	(1,350)
Solid Waste	3,656	5,472	1,654	8,078	8,078	10,245	2,167
Parks & Recreation	9,200	7,876	11,311	4,575	6,940	9,925	2,985
Streets/Shop	-	3,998	6,295	7,229	7,229	9,469	2,240
Engineering	4,396	1,034	2,669	7,000	8,400	8,400	-
Building Maintenance	1,372	2,390	4,289	5,475	10,950	7,900	(3,050)
Animal Control	601	2,115	7,817	7,000	7,000	7,000	-
Finance	12,480	5,726	4,834	4,000	9,980	5,100	(4,880)
Civic Center	1,430	462	622	1,000	1,000	2,500	1,500
Park Maintenance	-	-	-	1,800	1,800	1,800	-
Library	409	936	2,255	900	1,000	1,500	500
Hospital	-	-	-	-	-		-
Training	70,358	85,159	88,725	139,137	168,895	169,464	569
Volunteer Services	51,722	54,166	56,443	50,055	75,255	49,455	(25,800)
Clothing	34,717	37,191	45,180	44,575	44,875	43,475	(1,400)
Wellness Program	-	-	14,500	38,000	43,250	43,250	-
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	30,566	(450)
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	1,889,553	12,080

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018	Dollar	
General Ledger Code Name	Actual	Actual	Actual	Actual	Adopted	Proposed	Change
Overtime	472,703	539,007	588,524	547,161	610,067	630,832	20,765
Temporary Wages	410,378	530,355	511,588	561,673	593,697	628,282	34,585
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	294,229	(16,189)
Training	70,358	85,159	88,725	139,137	168,895	169,464	569
Fire/EMS	17,007	26,495	22,044	27,140	27,140	32,000	4,860
Law Enforcement	10,148	5,473	8,962	12,500	15,000	20,400	5,400
Information Services	13,471	11,721	10,518	18,000	18,015	15,215	(2,800)
Finance	3,615	7,278	1,369	9,500	8,500	13,600	5,100
Streets/Shop	-	186	840	2,050	10,050	9,650	(400)
Building Maintenance	159	3,906	6,778	8,000	11,550	9,000	(2,550)
Community Development	1,213	6,041	2,733	12,224	12,418	8,787	(3,631)
Engineering	1,729	647	2,631	5,000	8,400	8,400	-
Human Resources	-	-	-	6,000	13,903	7,900	(6,003)
Public Safety	4,528	2,353	4,618	7,300	7,346	7,512	166
City Clerk	4,775	8,158	7,247	6,000	6,000	6,000	-
Administration	2,505	3,432	8,677	3,000	4,200	6,000	1,800
Parks & Recreation	5,523	4,680	4,991	4,000	6,100	5,950	(150)
City Council	775	900	2,250	5,000	5,000	5,000	-
Economic Development	-	200	1,095	3,500	4,250	4,250	-
Solid Waste	1,775	2,646	573	4,523	4,523	3,950	(573)
Animal Control	-	250	1,274	2,200	3,100	2,450	(650)
Civic Center	2,400	100	217	1,200	1,200	1,200	-
Park Maintenance	-	-	1,554	1,200	1,200	1,200	-
Library	734	693	354	800	1,000	1,000	-
Hospital	-	-	-	-	-	-	-
Volunteer Services	51,722	54,166	56,443	50,055	75,255	49,455	(25,800)
Clothing	34,717	37,191	45,180	44,575	44,875	43,475	(1,400)
Wellness Program	-	-	14,500	38,000	43,250	43,250	-
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	30,566	(450)
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	1,889,553	12,080

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018	Dollar
General Ledger Code Name	Actual	Actual	Actual	Actual	Proposed	Change
Overtime	472,703	539,007	588,524	547,161	610,067	20,765
Temporary Wages	410,378	530,355	511,588	561,673	593,697	34,585
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	(16,189)
Training	70,358	85,159	88,725	139,137	168,895	569
Volunteer Services	51,722	54,166	56,443	50,055	75,255	(25,800)
Fire/EMS	51,202	51,924	51,288	43,355	68,555	(23,700)
Animal Control	243	1,279	2,488	3,500	3,500	(1,000)
Park Maintenance	200	492	2,466	2,600	2,600	(1,100)
Parks & Recreation	76	472	200	600	600	-
Clothing	34,717	37,191	45,180	44,575	44,875	(1,400)
Wellness Program	-	-	14,500	38,000	43,250	-
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	(450)
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	12,080

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018		Dollar
General Ledger Code Name	Actual	Actual	Actual	Actual	Adopted	Proposed	Change
Overtime	472,703	539,007	588,524	547,161	610,067	630,832	20,765
Temporary Wages	410,378	530,355	511,588	561,673	593,697	628,282	34,585
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	294,229	(16,189)
Training	70,358	85,159	88,725	139,137	168,895	169,464	569
Volunteer Services	51,722	54,166	56,443	50,055	75,255	49,455	(25,800)
Clothing	34,717	37,191	45,180	44,575	44,875	43,475	(1,400)
Law Enforcement	9,740	11,550	15,546	11,800	11,800	10,000	(1,800)
Fire/EMS	1,862	3,268	7,196	4,200	4,200	5,500	1,300
Solid Waste	2,508	2,785	3,297	5,500	5,500	4,900	(600)
Building Maintenance	2,596	2,418	2,143	4,075	4,075	4,075	-
Public Safety	4,548	5,124	3,736	4,400	4,400	4,000	(400)
Animal Control	1,998	3,352	2,131	3,000	3,000	3,000	-
Streets/Shop	3,570	2,697	2,947	3,000	3,000	3,000	-
Parks & Recreation	1,225	2,603	1,694	2,000	2,000	2,000	-
Park Maintenance	2,936	1,533	3,581	1,700	1,700	1,700	-
Engineering	1,189	1,212	1,496	1,550	1,550	1,550	-
City Council	-	-	-	1,000	1,000	1,000	-
Community Development	147	-	100	450	750	750	-
Civic Center	1,310	476	773	500	500	500	-
Library	215	-	-	300	300	300	-
Information Services	198	112	191	250	250	300	50
Finance	398	-	-	350	350	300	(50)
City Clerk	-	150	150	150	150	250	100
Administration	278	(90)	200	150	150	150	-
Human Resources	-	-	-	100	100	100	-
Economic Development	-	-	-	100	100	100	-
Wellness Program	-	-	14,500	38,000	43,250	43,250	-
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	30,566	(450)
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	1,889,553	12,080

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018	
General Ledger Code Name	Actual	Actual	Actual	Actual	Adopted	Proposed
Overtime	472,703	539,007	588,524	547,161	610,067	630,832
Temporary Wages	410,378	530,355	511,588	561,673	593,697	628,282
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	294,229
Training	70,358	85,159	88,725	139,137	168,895	169,464
Volunteer Services	51,722	54,166	56,443	50,055	75,255	49,455
Clothing	34,717	37,191	45,180	44,575	44,875	43,475
Wellness Program	-	-	14,500	38,000	43,250	43,250
Administration	-	-	14,500	38,000	43,250	43,250
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	30,566
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	1,889,553

Dollar
Change

BUD CATEGORY	Other Personnel
FUND NAME	General Fund

	2014	2015	2016	2017	2018		Dollar
General Ledger Code Name	Actual	Actual	Actual	Actual	Adopted	Proposed	Change
Overtime	472,703	539,007	588,524	547,161	610,067	630,832	20,765
Temporary Wages	410,378	530,355	511,588	561,673	593,697	628,282	34,585
Travel & Transportation	146,363	295,148	218,023	267,976	310,418	294,229	(16,189)
Training	70,358	85,159	88,725	139,137	168,895	169,464	569
Volunteer Services	51,722	54,166	56,443	50,055	75,255	49,455	(25,800)
Clothing	34,717	37,191	45,180	44,575	44,875	43,475	(1,400)
Wellness Program	-	-	14,500	38,000	43,250	43,250	-
Dues & Subscriptions	20,004	19,105	22,177	27,533	31,016	30,566	(450)
City Council	6,576	8,021	6,587	7,500	7,500	7,500	-
Fire/EMS	1,795	-	2,065	1,800	1,800	2,450	650
Engineering	269	129	440	1,000	2,250	2,250	-
Parks & Recreation	1,425	1,525	1,560	1,910	1,910	2,060	150
Administration	1,050	1,340	2,820	1,690	1,690	2,000	310
Economic Development	-	385	299	1,000	2,135	2,000	(135)
Solid Waste	1,280	1,007	1,002	1,820	1,820	1,910	90
Building Maintenance	50	430	1,483	1,900	1,900	1,900	-
Law Enforcement	1,655	1,282	1,519	1,715	1,715	1,715	-
Community Development	1,816	1,101	1,275	2,000	3,010	1,625	(1,385)
City Clerk	1,505	1,395	1,224	1,500	1,500	1,500	-
Finance	924	1,113	219	900	969	969	-
Civic Center	565	470	470	580	580	580	-
Streets/Shop	389	270	384	512	512	512	-
Animal Control	-	125	125	600	615	485	(130)
Human Resources	-	-	-	400	400	400	-
Library	375	375	375	375	375	375	-
Public Safety	331	138	331	331	335	335	-
Park Maintenance	-	-	-	-	-	-	-
Grand Total	1,206,244	1,560,131	1,545,160	1,676,110	1,877,473	1,889,553	12,080

Reserve Fund Appropriations WITHOUT Council Priorities Added

ACCOUNT	ACTIVITY	TITLE	AMOUNT	NOTES
350-0400-58000		Major Equipment Reserve	2,229,579	as-is from PubWorks schedule
350-0450-55000		Energy Assistance Program	725,000	Council direction
350-5050-55000		Technology Reserve	658,166	includes CityMgr new ITR approvals
350-0318-58000		Harbor Major Maint & Replace	500,000	comprised of Harbor profit; no GenFund to balance
350-0320-55000		Leave Liability Reserve	300,000	apprx. 3yr average
350-0700-55000		Dike Repairs	250,000	PubWorks request
350-5520-55000		Master Planning	245,000	studies moved from EconDvlp; review w/Martha
350-0600-55000		Nuisance Abatement Program	200,000	requested per Bart and AnnMarie
350-1000-58000		Landfill Closure Reserve	180,875	to 50% of closure & post-closure costs per 2016 audit
350-1100-55000	301	Road and Sidewalk Repairs	150,000	PubWorks request
350-5550-55000		Beautification Committee	150,000	Mayor's task force
350-0202-55000		Council Contingency	75,000	currently at \$175K; brings balance to \$250K
350-0312-55000		Sewer & Lift Station Repairs	38,793	brings balance to \$500K
350-0100-55000		School Budgetary Stabilization	-	change name to remove "school"
350-0319-58000		Projects Planning Reserve	-	closed with 10/3 Budget Reso
350-0310-55000		Major Maintenance Reserve	-	funded with 10/3/17 budget reso
350-0750-55000		Flood Mitigation Maintenance	-	see "council priorities"
Total			5,702,413	

Council Priorities for 2018 Budget

Short Description	Description	Department	GL Code	GL Name	Amount	notes
Kelsey Dock Grant	Full utilization of Kelsey Dock Uplands Interpretive Center Grant for site improvement	CIP	312-6400-58000	Kelsey Dock	2,600,000	placeholder figure in anticipation of scope additions in excess of grant funds
Aleutian Village	Resolution of the Aleutian Village housing and relocation issues	Housing	360-____-____	Relocation Assistance	800,000	Spend from Housing Fund following council direction
Flood Mitigation	Improved planning and budgeting for flood-mitigation and related infrastructure	Reserve	350-0750-55000	Flood Mitigation	796,208	Balances surplus
Affordable Housing	Exploration of needs and options for affordable housing, including opportunities for public-private partnerships and grants	Housing	360-____-____	Contractual Services	100,000	Spend from Housing Fund following council direction
FireDept Design; Space Eval	Fire Department/Public Safety Building design, and Citywide evaluation of space needs and space utilization	Reserve	350-5520-55000	Citywide Facilities and Storage	100,000	new study under Master Planning Reserve
Procurement Review	Development and implementation of procurement and Contracting best practices via third-party engagement	Finance	001-5200-43400	Contractual Services	60,000	third-party contract
Maintenance Plan	Development of master maintenance plan to ensure timely completion of work and adequate budgeting	Building Maintenance	001-4200-41____	Salaries, Benefits	-	embedded in FTE request from CapFacilities; 15A
New Boat Harbor	Completion of the New Boat Harbor project	CIP	310-6450-58000	New Boat Harbor	-	project is fully committed and budgeted
FireDept Design; Space Eval	Fire Department/Public Safety Building design, and Citywide evaluation of space needs and space utilization	CIP	310-____-80000	Fire Station New	-	\$2MM included in 10/10 projects budget resolution
Project Contracting	Increase quantity and pace of work on back-logged CIP and major maintenance projects via contracted project managers	CIP	310-____-58000	Projects	-	would be embedded in respective project budgets
Code Enforcement	Increased code enforcement	Community Development	001-5500-41____	Salaries, Benefits	-	embedded in FTE request from ComDev; 16A
Econ Development	Continued exploration of economic development and diversification initiatives	Economic Development	001-5400-____	n/a	-	no budget impact; assumed to be overseen by existing staff
Budget Sustainability	Improved budget sustainability and efficiency by reducing rates of increase across all expense categories	Finance	001-5200-____	n/a	-	no budget impact; assumed to be overseen by existing staff
Kimley Horn	Development of visioning and branding with Kimley-Horn	Reserve	350-5520-55000	Master Planning	-	fund from re-deployed and closed construction projects in 2018
					4,456,208	

2018 Budget Transfers - EXCLUDES Council Priorities

TRANSFER IN	(8,502,214)
General Fund	(2,800,000)
Transfer from Capital Facility	-
Transfer from Clinic	-
Transfer from Debt Service Fun	-
Transfer from Harbor Fund	-
Transfer from Health Ins Fund	-
Transfer From Permanent Fund	(2,800,000)
Transfer from Reserve Fund	-
Harbor Fund	-
Reserve Fund	(5,702,214)
TRANSFER OUT	8,502,214
General Fund	5,202,214
Transfer to Airport Fund	-
Transfer to Capital Facility	-
Transfer to Debt Service Fund	-
Transfer to Harbor Fund	-
Transfer to Health Ins Fund	-
Transfer to Permanent Fund	-
Transfer to Port Fund	-
Transfer to Reserve Fund	5,202,214
Transfer to Utility Fund	-
Transfer to VHIA	-
Trnsfr to MKG Clinic	-
Harbor Fund	500,000
Permanent Fund	2,800,000
Transfer to General Fund	2,800,000
Reserve Fund	-
Grand Total	-