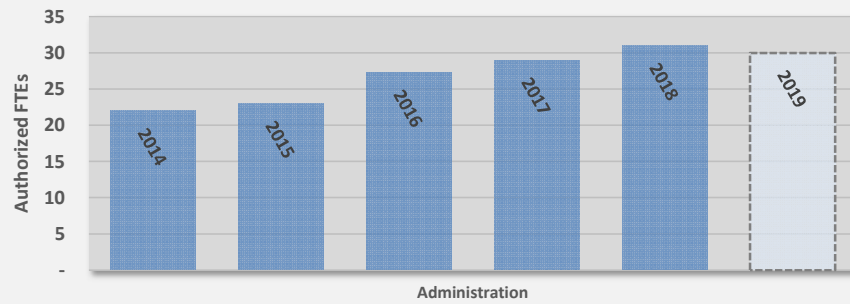


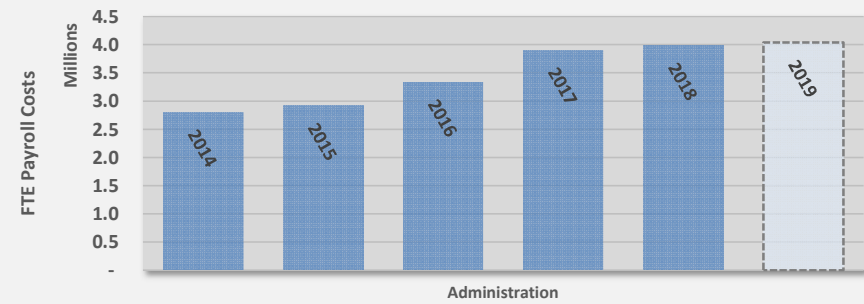
	Adopted Budget History				Prelim Budget	Budget Trendline
	2015	2016	2017	2018	2019	2015-2019
Administration	862,570	1,022,066	862,780	827,258	813,820	
City Clerk	426,906	447,475	615,177	649,200	662,699	
City Council	308,338	443,550	352,804	361,250	340,250	
Community Development	783,440	967,950	965,819	1,051,450	1,585,330	
Economic Development	474,215	1,037,279	445,663	623,370	905,310	
Finance	1,024,733	1,081,885	1,134,240	1,016,375	1,015,391	
Human Resources	-	-	410,286	393,263	400,040	
Information Services	745,220	831,380	1,043,437	1,045,308	1,094,110	
Insurance	308,315	264,131	269,419	298,066	291,575	
Law	1,000,000	2,500,000	2,000,000	1,500,000	1,650,000	
	5,933,737	8,595,716	8,099,625	7,765,540	8,758,524	

	2014		2015		2016		2017		2018		2019		2014-2019 Growth			
	Authorized FTEs	FTE Payroll Costs	Authorized FTEs	FTE Payroll Costs	Authorized FTEs	FTE Payroll Costs	Authorized FTEs	FTE Payroll Costs	Authorized FTEs	FTE Payroll Costs	Authorized FTEs	FTE Payroll Costs	Authorized FTEs		FTE Payroll Costs	
Administration	22.00	\$2.8 MM	23.00	\$2.9 MM	27.30	\$3.3 MM	29.00	\$3.9 MM	31.00	\$4.0 MM	30.00	\$4.0 MM	36%	8.0	44%	\$1.2 MM

Authorized FTEs by Division
Five-Year History: 2014-2018 with 2019 Requests



FTE Payroll Costs by Division
Five-Year History: 2014-2018 with 2019 Requests

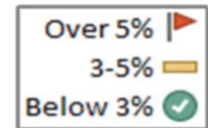
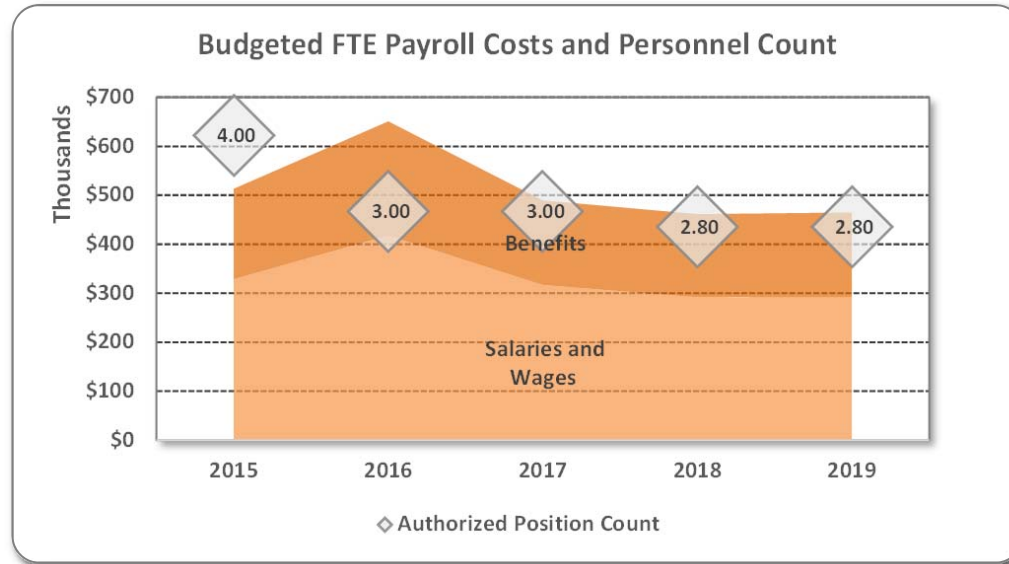


ADMINISTRATION

Mission:

The Administration Department is responsible for implementing Council initiatives and priorities.

	FTE
ADMIN ASSISTANT	0.80
ASSISTANT CITY MANAGER	1.00
CITY MANAGER	1.00
Grand Total	2.80



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Budget to Budget Changes	
	2015	2016	2017	2018	2018	2019	Dollar Change	Percent Change
FTE Payroll	469,111	623,595	531,661	325,000	461,751	464,790	3,039 ✓	0.7%
Other Operating	124,249	122,722	100,261	95,000	106,330	109,100	2,770 ✓	2.6%
Other Personnel	153,493	56,978	30,730	79,177	79,177	79,930	753 ✓	1.0%
Contracts	6,512	5,769	-	-	-	-	- ✓	0.0%
Utilities	136,891	132,764	162,410	145,000	180,000	160,000	(20,000) ✓	-11.1%
Grand Total	890,256	941,829	825,062	644,177	827,258	813,820	(13,438) ✓	-1.6%

ADMINISTRATION

Ongoing Responsibility

Administration is comprised of the City Manager, and the Assistant City Manager.

Work Plan

Continuation and completion of Kelsey Dock project.
Create multi-year plan for office and storage space needs.
Design of proposed new Fire Station.
Development and implementation of pavement management plan.
Enhanced communications and public outreach.
Enhanced enforcement of City codes and zoning regulations.
Expansion of housing options.
Explore expanded and optimized project management options.
Explore expanded Senior healthcare initiatives.
Long-term financial planning and budget sustainability
Mitigate wildlife hazards.
Ongoing economic development and diversification.
Ongoing flood hazard assesement and mitigation.
Review of citywide procurement procedures.
Review of options for daycare and early childhood development.
Scheduling and quantifying of ongoing and deferred maintenance.

Topic

Notes and Analysis

Other Operating

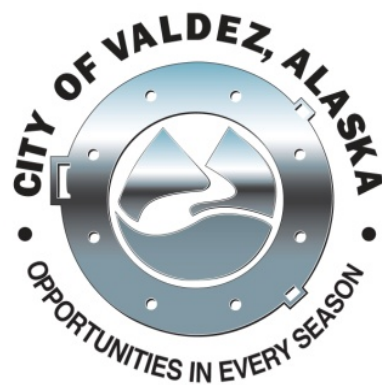
Increase (2K) driven by one-time expense for office furniture.

Utilities

Reduction (20K) reflects department actual historic average.
Finance will monitor and adjust using "Budget Variance Reserve" as necessary.

DEPT NAME	Administration
REV/EXP	EXP

			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
FTE Payroll	001-5100-41100	Salaries and Wages	314,841	423,743	403,136	292,313	291,540
	001-5100-41300	Benefits	154,269	199,852	128,525	169,438	173,250
Other Operating	001-5100-45300	Communications/Pos	38,965	35,462	39,487	38,855	39,000
	001-5100-45400	Advertising & Promot	31,534	26,687	23,747	24,475	24,600
	001-5100-45500	Reproduction & Copy	13,833	12,080	11,143	12,500	13,000
	001-5100-46100	Office Supplies	20,173	12,523	14,332	15,000	15,000
	001-5100-46120	Operating Supplies	-	-	1,162	-	-
	001-5100-46260	Vehicle & Equipment	344	-	63	500	500
	001-5100-47300	Other Capital Equipm	-	-	5,715	-	-
	001-5100-47430	Office/Capital Expens	-	2,187	4,149	-	2,000
	001-5100-48500	Contingencies	19,400	33,782	463	15,000	15,000
Other Personnel	001-5100-41150	Temporary Wages	83,250	9,244	-	-	-
	001-5100-41200	Overtime	135	226	133	1,777	2,455
	001-5100-41550	Wellness Program	-	14,500	14,833	43,250	43,250
	001-5100-45800	Travel & Transportati	65,426	21,312	13,990	26,000	26,000
	001-5100-45900	Training	3,432	8,677	1,333	6,000	6,000
	001-5100-46400	Dues & Subscriptions	1,340	2,820	440	2,000	2,000
	001-5100-46500	Clothing	(90)	200	-	150	225
Contracts	001-5100-43200	Professional Fees & S	6,512	5,769	-	-	-
	001-5100-43400	Contractual Services	-	-	-	-	-
Utilities	001-5100-46200	Heating	42,113	30,900	47,154	65,000	55,000
	001-5100-46220	Electricity	94,779	101,864	115,256	115,000	105,000
Grand Total			890,256	941,829	825,062	827,258	813,820

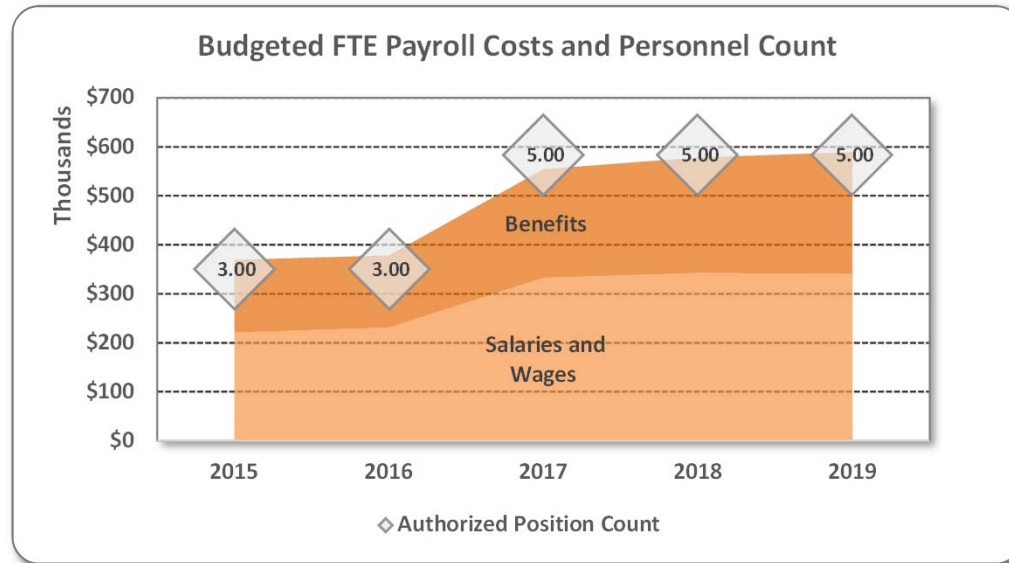


CITY CLERK

Mission:

It is the mission of the City Clerk and her staff to provide municipal election services, maintain the official records of all City Council proceedings, and perform other state and municipal statutory duties for elected officials, voters, city departments, and the public, in order that they may be guaranteed fair and impartial elections and open access to information and the legislative process.

	FTE
CITY CLERK	1.00
DEPUTY CLERK	1.00
RECORDS MANAGER	1.00
CUSTOMER SERVICE REP	2.00
Grand Total	5.00



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Budget to Budget Changes	
	2015	2016	2017	2018	2018	2019	Dollar Change	Percent Change
FTE Payroll	351,318	363,157	536,780	559,850	577,851	589,405	11,554 ✔	2.0%
Other Operating	12,012	19,481	15,635	28,800	28,800	31,000	2,200 ▶	7.6%
Other Personnel	40,312	30,169	38,060	34,846	32,039	31,784	(255) ✔	-0.8%
Contracts	2,421	2,509	9,121	10,510	10,510	10,510	- ✔	0.0%
Grand Total	406,063	415,317	599,597	634,006	649,200	662,699	13,500 ✔	2.1%

CITY CLERK

Ongoing Responsibility

The City Council appoints the municipal Clerk. The Clerk and her staff work directly for the legislative body. The Clerk administers the City Council's offices and serves as a conduit to the administration, the public, and other agencies for the City Council.

The City Clerk's office also serves as the City Public Information Office, whose missions include media relations, social media management, and emergency communications. Additionally, the City Clerk's office manages the front customer service office at City Hall.

Work Plan

Continue development and implementation of Zasio electronic records management system.

Continue with ongoing revisions to City Code.

Develop and implement "Kids in Government" program.

Develop and implement newly elected officials and boards and commissions training program.

Provide training for Clerk staff necessary to achieve or retain the highest degree of professional certification.

Continue to increase voter turnout and spark interest by our citizens to serve on the City Council, the School Board or as a member of a city board or commission. Promote citizen engagement and involvement in local government.

Create a Public Information Office operating procedures manual to codify roles, responsibilities, processes, programs, and goals.

Topic

Notes and Analysis

FTE Payroll

Increase (11K) associated with health insurance benefit increase.

Other Operating

Increase reflects additional costs for anticipated Fire Station Bond/Special Election (8.5K). Total category increase is offset by a reduction from a one-time purchase of microfilm reader/scanner (10K) made in 2018.

DEPT NAME	City Clerk
REV/EXP	EXP

			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
FTE Payroll	001-5350-41100	Salaries and Wages	220,088	232,721	324,229	342,424	340,568
	001-5350-41300	Benefits	131,230	130,436	212,551	235,426	248,837
Other Operating	001-5350-43350	Elections	6,062	14,662	7,160	7,500	16,000
	001-5350-45300	Communications/Pos	1,650	1,583	2,378	1,900	1,900
	001-5350-45400	Advertising & Promot	-	-	-	-	2,000
	001-5350-45500	Reproduction & Copyi	-	-	-	-	-
	001-5350-46100	Office Supplies	1,226	461	823	2,600	2,600
	001-5350-46950	Records Managemen	2,073	2,244	4,284	5,000	5,000
	001-5350-47300	Other Capital Equipm	-	-	-	9,800	-
	001-5350-47430	Office/Capital Expens	1,000	531	989	2,000	3,500
Other Personnel	001-5350-41150	Temporary Wages	-	-	10,912	-	-
	001-5350-41200	Overtime	10,387	4,344	3,983	6,289	6,034
	001-5350-45800	Travel & Transportati	20,222	17,204	16,657	18,000	18,000
	001-5350-45900	Training	8,158	7,247	5,044	6,000	6,000
	001-5350-46400	Dues & Subscriptions	1,395	1,224	1,314	1,500	1,500
	001-5350-46500	Clothing	150	150	150	250	250
Contracts	001-5350-43200	Professional Fees & S	2,421	2,509	1,611	3,000	3,000
	001-5350-43400	Contractual Services	-	-	7,510	7,510	7,510
Grand Total			406,063	415,317	599,597	649,200	662,699



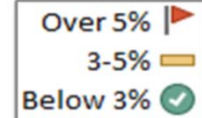
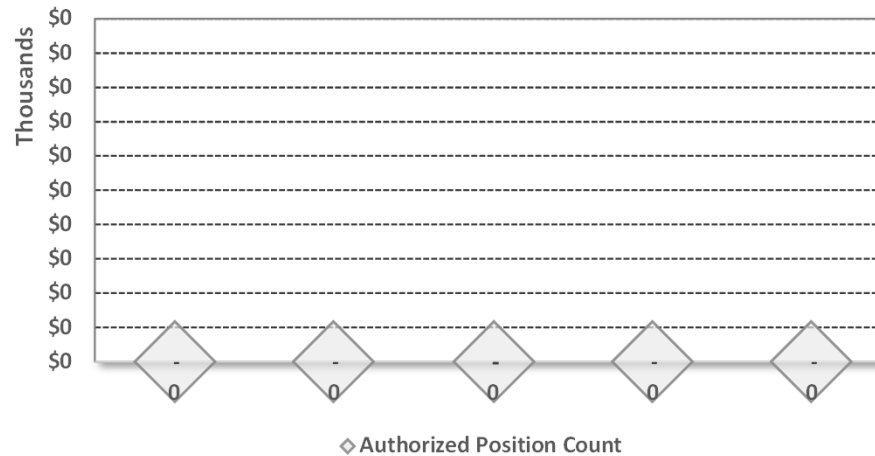
CITY COUNCIL

Mission:

The City Council is the legislative and policy-making body of City government, setting the City's long-range vision, values, strategies and goals.

FTE

Budgeted FTE Payroll Costs and Personnel Count



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Budget to Budget Changes	
	2015	2016	2017	2018	2018	2019	Dollar Change	Percent Change
Other Operating	71,169	69,525	81,067	131,750	131,750	131,750	-	0.0%
Other Personnel	46,763	20,822	19,643	33,500	33,500	33,500	-	0.0%
Contracts	155,674	166,702	165,515	172,000	192,000	172,000	(20,000)	-10.4%
Utilities	2,893	2,687	2,950	4,000	4,000	3,000	(1,000)	-25.0%
Grand Total	276,498	259,736	269,176	341,250	361,250	340,250	(21,000)	-5.8%

CITY COUNCIL

Ongoing Responsibility

The Mayor serves as the Chairperson of the Council. The Council appoints and removes the City Manager, City Clerk, and City Attorney to implement its policies and goals.

Work Plan

Continuation and completion of Kelsey Dock project.
Create multi-year plan for office and storage space needs.
Design of proposed new Fire Station.
Development and implementation of pavement management plan.
Enhanced communications and public outreach.
Enhanced enforcement of City codes and zoning regulations.
Expansion of housing options.
Explore expanded and optimized project management options.
Explore expanded Senior healthcare initiatives.
Long-term financial planning and budget sustainability
Mitigate wildlife hazards.
Ongoing economic development and diversification.
Ongoing flood hazard assesement and mitigation.
Review of citywide procurement procedures.
Review of options for daycare and early childhood development.
Scheduling and quantifying of ongoing and deferred maintenance.

Topic

Notes and Analysis

Contracts

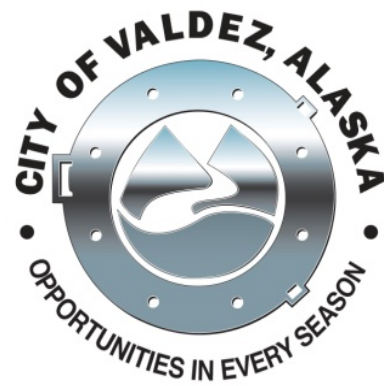
Reduction (20K) reflects removal of Professional Fees: Gas Line Development line-item.

Utilities

Budget reflects department actual historic average.

DEPT NAME	City Council
REV/EXP	EXP

			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
Other Operating	001-5300-45300	Communications/Pos	3,649	3,812	3,940	3,500	3,500
	001-5300-45400	Advertising & Promot	60,834	58,048	56,491	55,500	55,500
	001-5300-46100	Office Supplies	1,033	1,303	986	1,500	1,500
	001-5300-46950	Stipened	-	-	6,300	11,250	11,250
	001-5300-47300	Other Capital Equipm	-	-	-	-	-
	001-5300-47430	Office/Capital Expens	-	-	-	-	-
	001-5300-48500	Contingencies	5,652	6,362	13,351	60,000	60,000
Other Personnel	001-5300-45800	Travel & Transportati	37,842	11,985	11,337	20,000	20,000
	001-5300-45900	Training	900	2,250	1,859	5,000	5,000
	001-5300-46400	Dues & Subscriptions	8,021	6,587	6,447	7,500	7,500
	001-5300-46500	Clothing	-	-	-	1,000	1,000
Contracts	001-5300-43200	Professional Fees & S	145,753	153,241	164,395	172,000	172,000
	001-5300-43302	Professional Fees: Ga	9,921	13,462	1,120	20,000	-
	001-5300-43400	Contractual Services	-	-	-	-	-
Utilities	001-5300-46200	Heating	2,893	2,687	2,950	4,000	3,000
	001-5300-46220	Electricity	-	-	-	-	-
Grand Total			276,498	259,736	269,176	361,250	340,250

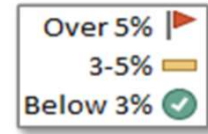
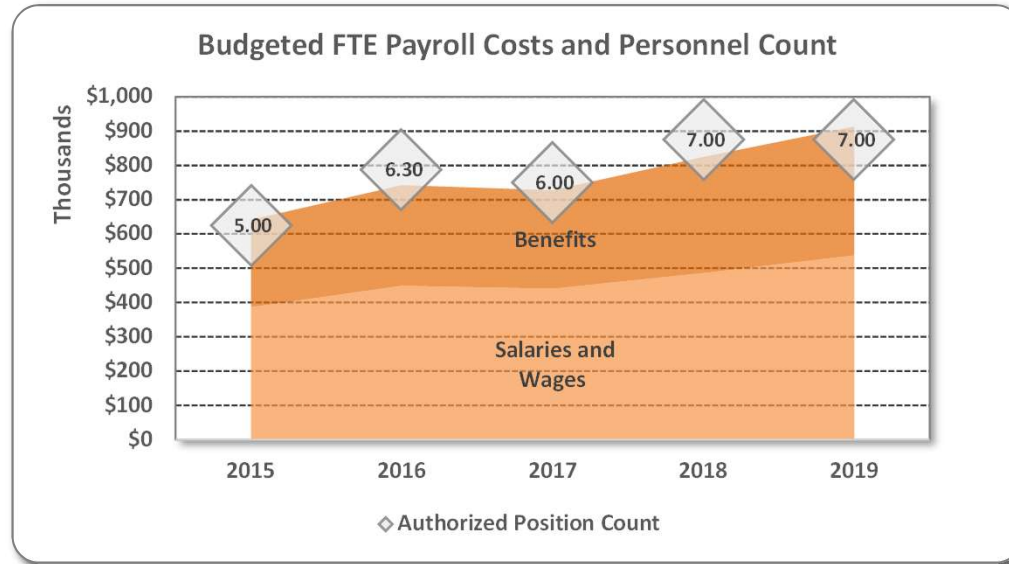


COMMUNITY DEVELOPMENT

Mission:

To develop and implement creative community-based strategies to enhance housing opportunities, build cohesive neighborhoods, and ensure a dynamic framework for quality growth and development.

	FTE
ADMIN ASSISTANT	1.00
BUILDING INSPECTOR	1.00
DIRECTOR	1.00
GIS MANAGER	1.00
PLANNING TECHNICIAN	1.00
SENIOR PLANNER	1.00
SENIOR PLANNER/GIS TECH	1.00
Grand Total	7.00



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Budget to Budget Changes	
	2015	2016	2017	2018	2018	2019	Dollar Change	Percent Change
FTE Payroll	581,091	591,730	646,933	597,908	824,438	913,393	88,955 ▶	10.8%
Other Operating	13,288	26,941	32,981	18,468	36,000	32,100	(3,900) ✔	-10.8%
Other Personnel	25,768	26,980	49,509	72,877	41,012	75,087	34,075 ▶	83.1%
Contracts	60,174	83,293	110,989	200,929	150,000	578,900	428,900 ▶	285.9%
Grand Total	680,321	728,944	840,412	890,182	1,051,450	1,599,480	548,030 ▶	52.1%

COMMUNITY DEVELOPMENT

Ongoing Responsibility

Building Plan Reviews

Business Registrations

Code Enforcement

Code Variances and Exceptions

Conditional Use Permits

Floodplain Management

Inspections

Land Sales

Long-Term Planning

Public Land Lease Management

Re-zoning

Subdivision Development

Temporary Land Use Permits

Work Plan

Adoption of updated FEMA Flood Insurance Rate Maps by ordinance

Assist in the development of the Comprehensive plan

Continue to Develop City Wide Flood Mitigation Strategic Plan for adoption by resolution

Continue to streamline building, zoning, floodplain development and septic application reviews and strive for a 7 to 10 day permit turnaround.

Encourage and allow new building types by code adoption

Innovate to improve compliance by outreach

Make public land available by increasing city land sales by 50%

Revise City Code to reflect wants and needs of the community

Topic	Notes and Analysis
FTE Payroll	Increase reflects shifts from hourly to salaried staff, increased health insurance costs, and replacement of Code Enforcement FTE with higher-paid GIS FTE.
Other Personnel	Increase primarily driven by Temporary Wages (33K) needed to assist with department transition and unfilled GIS position.
Contracts	Increase driven by professional fees for multiple surveys and monitoring tasks pertaining to GIS/Aerial surveying, flood plain management, and land development.

DEPT NAME	Community Development						
REV/EXP	EXP						
			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
FTE Payroll	001-5500-41100	Salaries and Wages	365,324	376,308	400,627	486,793	537,704
	001-5500-41300	Benefits	215,766	215,422	246,306	337,645	375,689
Other Operating	001-5500-43424	Permits	-	-	-	-	-
	001-5500-44410	Lease Expense	-	-	-	-	-
	001-5500-45300	Communications/Pos	1,252	1,536	1,731	1,600	1,800
	001-5500-45400	Advertising & Promot	1,233	8,699	10,086	8,500	3,400
	001-5500-45500	Reproduction & Copy	4,619	6,632	3,152	10,000	5,000
	001-5500-46100	Office Supplies	476	929	1,638	1,300	2,900
	001-5500-46120	Operating Supplies	4,758	3,247	15,946	11,000	9,000
	001-5500-46260	Vehicle & Equipment	869	453	427	1,800	1,500
	001-5500-46700	Parts & Supplies for E	-	-	-	-	-
	001-5500-46950	Unreimbursed Grant	80	-	-	-	-
	001-5500-47300	Other Capital Equipment				-	7,000
	001-5500-47430	Office/Capital Expens	-	5,445	-	1,800	1,500
	001-5500-49520	Marine First Respond	-	-	-	-	-
Other Personnel	001-5500-41150	Temporary Wages	-	-	9,642	-	33,129
	001-5500-41200	Overtime	3,871	2,364	6,401	5,000	7,058
	001-5500-45800	Travel & Transportati	14,755	20,508	20,018	24,850	24,850
	001-5500-45900	Training	6,041	2,733	10,536	8,787	8,500
	001-5500-46400	Dues & Subscriptions	1,101	1,275	2,294	1,625	1,200
	001-5500-46500	Clothing	-	100	618	750	350
Contracts	001-5500-43200	Professional Fees & S	33,636	62,818	59,651	90,000	488,900
	001-5500-43310	ACMP Special Project	-	-	-	-	-
	001-5500-43400	Contractual Services	26,537	20,475	51,338	60,000	90,000
	001-5500-43402	Contractual Cadastra	-	-	-	-	-
Grand Total			680,321	728,944	840,412	1,051,450	1,599,480

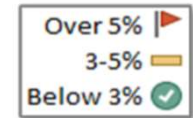
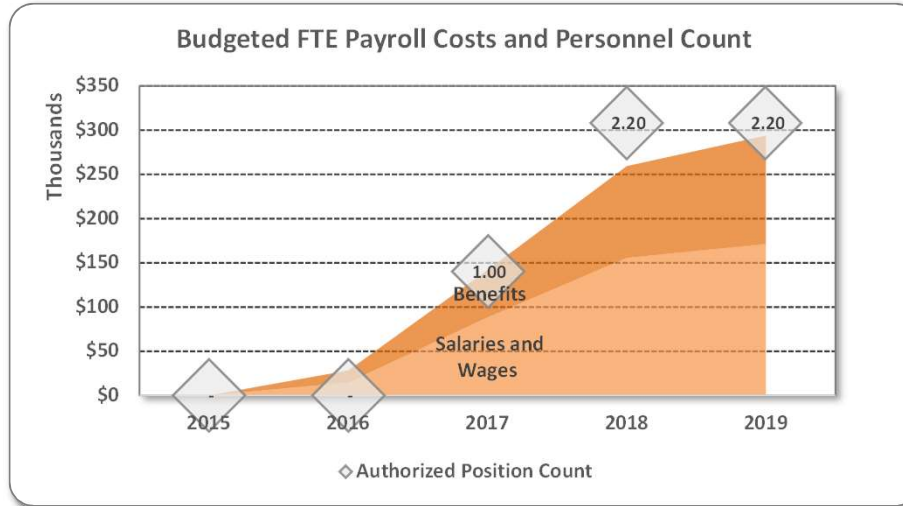


ECONOMIC DEVELOPMENT

Mission:

The mission of the economic development department is to promote the City of Valdez through the attraction of new businesses and retention of existing businesses by providing the resources that enable and advance the well being of the community.

	FTE
ADMINISTRATIVE ASSISTANT	0.20
DIRECTOR	1.00
EVENTS COORDINATOR	1.00
Grand Total	2.20



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Prelim Bud w/approved Events	Budget to Budget Changes	
	2015	2016	2017	2018	2018	2019	2019	Dollar Change	Percent Change
FTE Payroll	1,062	40,818	94,499	235,000	259,370	293,877	293,877	34,507 ▶	13.3%
Other Operating	4,902	169,246	10,319	339,250	345,650	484,850	348,158	2,508 ✓	0.7%
Other Personnel	40,974	26,451	22,379	28,350	18,350	31,582	31,582	13,232 ▶	72.1%
Contracts	205,131	215,391	96,621	31,327	-	95,000	95,000	95,000 ▶	100.0%
Grand Total	252,069	451,907	223,818	633,927	623,370	905,310	768,618	145,247 ▶	23.3%
						Budgeted Events	Approved Events	Budget Reduction	
						376,100	239,408	136,692	

ECONOMIC DEVELOPMENT

Ongoing Responsibility

Develop, support and work toward the accomplishment of the community's economic development mission. Champion economic projects that advance Valdez in achieving its vision. This includes business retention and expansion, workforce strategies, marketing and attraction, real estate development and reuse.

Work Plan

Assist Kimley Horn in the comprehensive plan development
Assist Ports and Harbors with their marketing strategies.
Direct Emergency Management operations.

Work with Community Development in getting city owned property surveyed, and appraised and on the market for sale. Also work on a plan to get city water and sewer to more of the community out to 10 mile.

Topic

Notes and Analysis

FTE Payroll

Increase based on additional responsibilities regarding emergency management resulting in salary increase and corresponding benefits increase.

Other Personnel

Increase reflects budgeted increase in Travel & Transportation (\$13K)

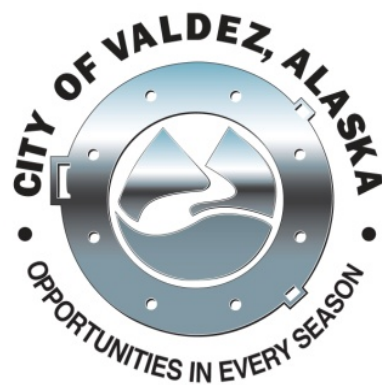
Contracts

Increase driven by operational budgeted contractual services for Economic Impact Study, Grant Writing, and Tourism Study. These contracts were previously embedded in various reserve accounts.

Other Operating

2019 Budget numbers reflect approved events from 10/19 workshop, with the Transportation Summit moved to Port department.

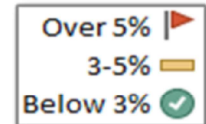
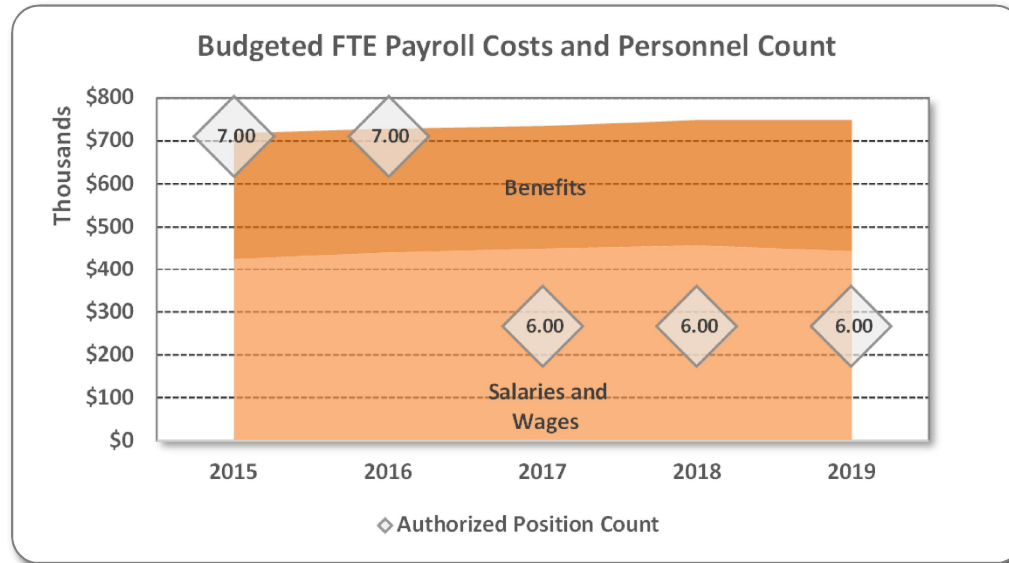
DEPT NAME		Economic Development					
REV/EXP		EXP					
			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
FTE Payroll	001-5400-41100	Salaries and Wages	-	24,615	61,601	155,443	171,608
	001-5400-41300	Benefits	1,062	16,203	32,898	103,927	122,270
Other Operating	001-5400-45300	Communications/Pos	-	-	1,027	1,400	6,000
	001-5400-45400	Advertising & Promot	3,431	954	1,087	5,000	20,000
	001-5400-45500	Reproduction & Copy	-	-	255	1,000	2,000
	001-5400-46100	Office Supplies	90	105	1,089	750	750
	001-5400-46120	Operating Supplies	1,381	12,519	6,133	14,000	20,000
	001-5400-46260	Vehicle & Equipment	-	-	354	-	2,000
	001-5400-46950	Events	-	145,669	45	268,500	376,100
	001-5400-47430	Office/Capital Expens	-	-	-	50,000	53,000
	001-5400-48500	Contingencies	-	10,000	330	5,000	5,000
Other Personnel	001-5400-41200	Overtime	1,494	5,947	580	-	4,382
	001-5400-45800	Travel & Transportati	38,894	19,111	17,298	12,000	25,000
	001-5400-45900	Training	200	1,095	3,830	4,250	-
	001-5400-46400	Dues & Subscriptions	385	299	620	2,000	2,000
	001-5400-46500	Clothing	-	-	50	100	200
Contracts	001-5400-43400	Contractual Services	205,131	215,391	96,621	-	95,000
Grand Total			252,069	451,907	223,818	623,370	905,310



FINANCE

Mission: *The Finance Department's mission is to Maximize, Optimize, and Preserve the City's Financial Resources.*

	FTE
ACCOUNTANT I	1.00
ACCOUNTANT II	1.00
ACCOUNTANT III	1.00
ANALYST	1.00
COMPTROLLER	1.00
DIRECTOR	1.00
Grand Total	6.00



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Budget to Budget Changes	
	2015	2016	2017	2018	2018	2019	Dollar Change	Percent Change
FTE Payroll	678,216	720,693	677,433	746,796	748,764	749,062	298 ✔	0.0%
Other Operating	10,781	12,927	11,176	16,216	18,142	19,930	1,788 ▶	9.9%
Other Personnel	23,294	14,632	16,411	11,150	26,469	27,899	1,430 ▶	5.4%
Contracts	245,136	297,237	364,317	152,000	223,000	218,500	(4,500) ✔	-2.0%
Grand Total	957,426	1,045,488	1,069,337	926,162	1,016,375	1,015,391	(984) ✔	-0.1%

FINANCE

Ongoing Responsibility

The finance Department oversees management and analysis of the City's treasury and cash flow, as well all accounting, payroll, accounts payable, accounts receivable and property tax collection. On behalf of City Council the Department coordinates and manages the annual independent financial audit. The Department provides budgeting analysis and forecasting to the City manager and all departments, prepares the annual budget document, and coordinates all related workshops and public hearings. The Department also administers the City's General Obligation debt, the Permanent Fund investment policies, risk management, and self-insured employee health benefits program.

Work Plan

Creation of Budget and Performance Metrics

Development of Bi-annual Budget

Financing option for multi-Year CIP and Deferred Maintenance

Integrated Web-Based Merchant Services for all facilities

Intermediate and Long Term Financial Planning

Revision of Financial Policies

Risk Management Analysis

Topic	Notes and Analysis
Other Operating	Increase reflects increased cost of needed check and envelope supplies for billing and disbursements, and increased advertising costs for resumed annual foreclosure notice requirements.
Other Personnel	Increase reflects continued annual onsite training with Caselle staff. This increase is largely offset with reduced travel, as staff no longer travels to UT for this training.
Contracts	Category includes third-party procurement review (explicit council priority), and ongoing but reduced legal costs for foreclosure proceedings.
FTE Peronnel	Increased health insurance costs of \$13K are offset by salary/wage reductions following turnover and reorganization.

DEPT NAME	Finance
REV/EXP	EXP

			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
FTE Payroll	001-5200-41100	Salaries and Wages	416,353	442,666	422,701	456,796	443,854
	001-5200-41300	Benefits	261,863	278,027	254,732	291,968	305,208
Other Operating	001-5200-45300	Communications/Pos	824	812	1,220	876	850
	001-5200-45400	Advertising & Promot	329	1,195	2,582	5,200	6,200
	001-5200-45500	Reproduction & Copy	3,061	4,865	3,599	8,466	7,780
	001-5200-46120	Operating Supplies	2,813	3,055	2,372	3,600	5,100
	001-5200-47300	Other Capital Equipm	-	-	-	-	-
	001-5200-47430	Office/Capital Expens	3,753	3,000	1,403	-	-
Other Personnel	001-5200-41150	Temporary Wages	-	-	-	-	-
	001-5200-41200	Overtime	9,176	8,210	5,305	6,500	6,726
	001-5200-45800	Travel & Transportati	5,726	4,834	845	5,100	8,000
	001-5200-45900	Training	7,278	1,369	9,627	13,600	11,794
	001-5200-46400	Dues & Subscriptions	1,113	219	634	969	1,029
	001-5200-46500	Clothing	-	-	-	300	350
Contracts	001-5200-43200	Professional Fees & S	104,605	114,855	110,888	118,000	93,000
	001-5200-43212	Professional fees 07-(-	-	-	-	-
	001-5200-43400	Contractual Services	140,531	182,382	253,429	105,000	125,500
Grand Total			957,426	1,045,488	1,069,337	1,016,375	1,015,391

DEPT NAME	Debt Service
REV/EXP	EXP

			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
Debt Service	205-2050-47110	Principal	1,450,000	2,135,000	2,220,876	941,264	961,658
	205-2050-47113	Prepayment and Defe	5,501,215	-			
	205-2050-47120	Interest	2,137,525	2,252,950	1,888,354	850,387	823,743
Contracts	205-2050-43200	Professional Services		-	-		
Grand Total			9,088,740	4,387,950	4,109,230	1,791,651	1,785,401

DEPT NAME	Insurance
REV/EXP	EXP

			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
Other Operating	001-5700-45200	Insurance	164,362	164,690	190,609	250,066	273,575
	001-5700-45210	Insurance Contingenc	12,363	28,222	23,234	18,000	18,000
Contracts	001-5700-43200	Professional Fees & S	30,000	30,000	15,000	30,000	
Grand Total			206,725	222,912	228,843	298,066	291,575

DEPT NAME	Permanent Fund
REV/EXP	EXP

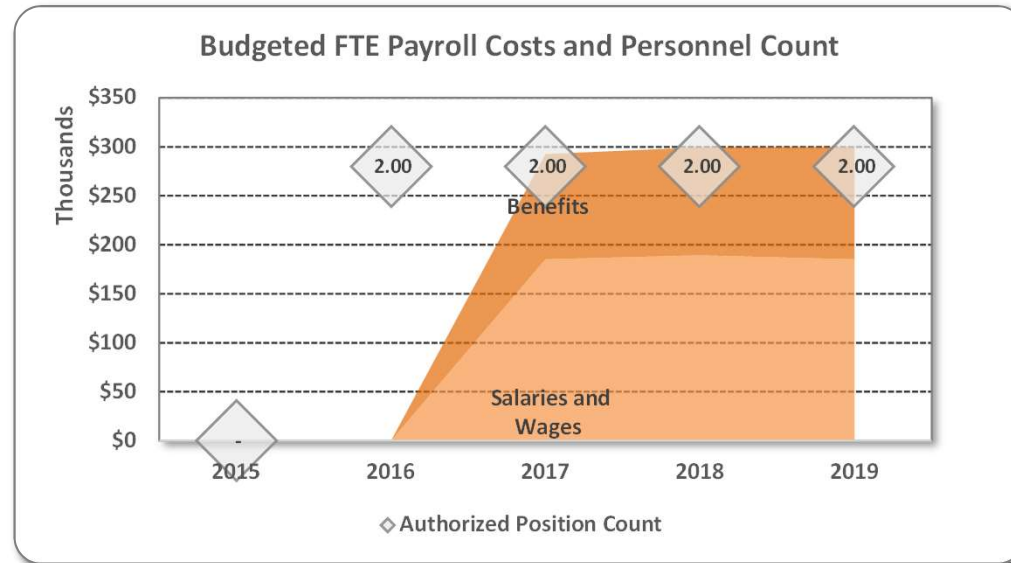
			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
Other Operating	607-1050-46950	Misc Meetings Exp	171	230	765	3,000	10,000
Contracts	607-1050-43200	Professional Fees & S	149,526	143,246	247,481	300,000	300,000
Grand Total			149,697	143,475	248,246	303,000	310,000

HUMAN RESOURCES

Mission:

The mission of the Human Resources department is to promote the concept that the employees of the City of Valdez are our most valuable resource and will be treated as such by providing effective human resource management in developing and implementing policies, programs and services that contribute to the attainment of the goals of the City of Valdez and its employees.

	FTE
DIRECTOR	1.00
SPECIALIST	1.00
Grand Total	2.00



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Budget to Budget Changes	
	2015	2016	2017	2018	2018	2019	Dollar Change	Percent Change
FTE Payroll	-	-	286,761	299,613	299,613	299,907	294	0.1%
Other Operating	-	-	53,219	54,800	63,000	69,500	6,500	10.3%
Other Personnel	-	-	13,077	10,000	21,650	15,633	(6,017)	-27.8%
Contracts	-	-	7,039	21,000	9,000	15,000	6,000	66.7%
Grand Total	-	-	360,096	385,413	393,263	400,040	6,777	1.7%

HUMAN RESOURCES

Ongoing Responsibility

Ensure a qualified workforce in a safe and discrimination/harassment free environment by maintaining compliance with employment laws and government regulations, providing management and employee training, and developing appropriate and defensible policies and procedures.

Hire the most qualified employees by pre-planning staffing needs, ensure an effective internal interview process, increase visibility in the employment marketplace, identify the best and most cost effective recruitment sources, and conduct thorough reference and background checks.

Properly Balance the needs of the employees and the needs of the City.

Provide training and development in areas of effective leadership and career development of employees, employment law, government regulation, and litigation avoidance.

Retain our valued employees by assuring effective leadership qualities in our managers; providing competitive wages and benefits; furnishing technical, interpersonal and career development training and coaching; conducting exit interviews and supplying relevant feedback to management; and enhancing two-way communication between employees and management.

Work Plan

Benefit cost-reduction strategies.
 Certify HR Representative as Benefits Coordinator
 Consistent Performance Improvement processes City-wide.
 Consistent Performance Review processes leading to meritbased increases rather than longevity increases.
 Continued Refinement of City Personnel Regulations and development of an accessible Employee Handbook.

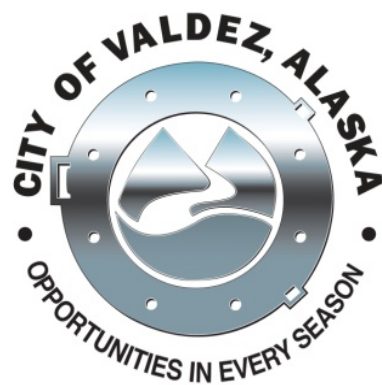
Continuing education as SHRM-SCP for Director of Human Resources.
 Establish effective annual training programs for staff, supervisors and management.
 Institute creative employee recognition programs to bolster morale.
 Rework the City bi-weekly pay schedule to include a middle management/professional exempt pay schedule and related efforts to reduce overtime costs.

Rework the City Temporary staff pay scale to be competitive in Valdez.
 Transfer benefits management to H.R.

Topic	Notes and Analysis
Other Operating	Increase reflects budgeting of recruitment costs to match 2018 actual expenses, which were under estimated.
Contracts	Increase reflects ongoing work with AML for supervisor training. 2018 adopted budget was amended to include \$12K of contractual services with AML for salary study.
Other Personnel	Reduction reflects travel and training budgeting closer to recent actual use.
FTE Personnel	Category contains a \$4k benefits increase from health insurance costs, offset by a reduction in salary/wage reflecting inaccurate estimate in adopted 2018 budget.

DEPT NAME	Human Resources
REV/EXP	EXP

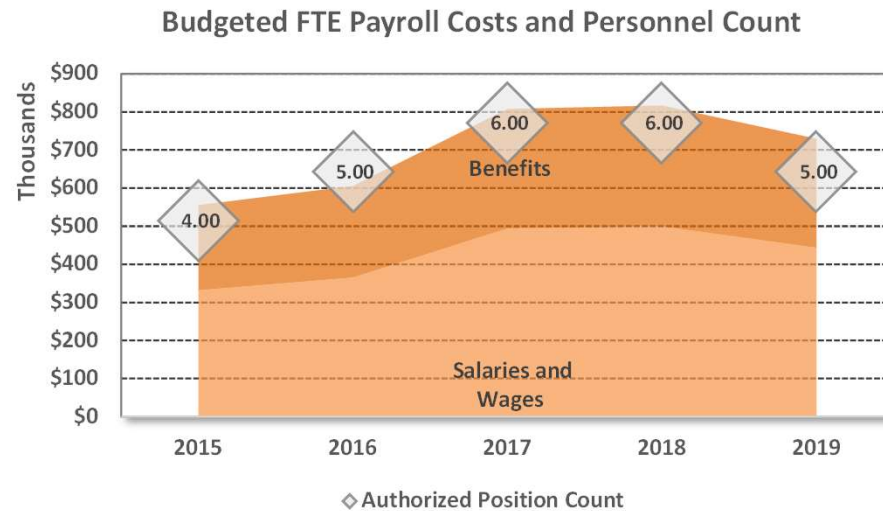
			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
FTE Payroll	001-5150-41100	Salaries and Wages	-	-	184,101	189,158	185,412
	001-5150-41300	Benefits	-	-	102,660	110,455	114,495
Other Operating	001-5150-45300	Communications/Pos	-	-	441	1,000	1,000
	001-5150-45400	Advertising & Promoi	-	-	-	1,000	1,000
	001-5150-45500	Reproduction & Copy	-	-	-	11,000	9,500
	001-5150-46100	Office Supplies	-	-	1,897	5,000	3,000
	001-5150-46120	Operating Supplies	-	-	4,061	-	-
	001-5150-46950	Recruitment	-	-	37,798	30,000	40,000
	001-5150-47300	Other Capital Equipm	-	-	-	-	-
	001-5150-47500	Employee Recognitio	-	-	3,390	5,000	5,000
	001-5150-48500	Contingencies	-	-	5,633	10,000	10,000
Other Personnel	001-5150-41200	Overtime	-	-	208	3,000	1,583
	001-5150-45800	Travel & Transportati	-	-	1,277	10,250	8,500
	001-5150-45900	Training	-	-	11,393	7,900	5,000
	001-5150-46400	Dues & Subscriptions	-	-	199	400	450
	001-5150-46500	Clothing	-	-	-	100	100
Contracts	001-5150-43200	Professional Fees & S	-	-	7,039	9,000	9,000
	001-5150-43400	Contractual Services	-	-	-	-	6,000
Grand Total			-	-	360,096	393,263	400,040



INFORMATION SERVICES

Mission: *The Information Technology Department provides leadership and coordination of technology initiatives within the city government.*

	FTE
DATABASE ADMIN	1.00
DIRECTOR	1.00
NETWORK ADMIN	1.00
SPECIALIST	1.00
SYSTEM ADMINISTRATOR	1.00
Grand Total	5.00



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Budget to Budget Changes	
	2015	2016	2017	2018	2018	2019	Dollar Change	Percent Change
FTE Payroll	517,361	511,436	676,316	630,000	817,036	729,462	(87,574) ✔	-10.7%
Other Operating	111,427	149,307	131,774	147,425	165,182	293,785	128,603 ▶	77.9%
Other Personnel	27,903	38,494	19,659	35,000	42,205	49,488	7,283 ▶	17.3%
Contracts	16,635	11,389	94,304	175,000	20,885	21,375	490 ✔	2.3%
Grand Total	673,326	710,626	922,054	987,425	1,045,308	1,094,110	48,802 ▬	4.7%

INFORMATION SERVICES

Ongoing Responsibility

Develop, enhance, and manage the City's enterprise network to provide high speed, transparent, and highly functional connectivity to all information resources.

Facilitate the collection, storage, security and integrity of electronic data while ensuring appropriate access, and additionally they provide leadership for effective strategic and tactical planning in the use of technology.

Work Plan

Continue GIS data verification process and establish data standards and deployment plan

Facilitate IT needs for ongoing staff rehabilitation and repurposing of facilities
Facilitate the upgrade of the 911 servers and dispatch consoles
Maintain and update city technology systems in accordance with the technology replacement plan
Update City-wide wireless infrastructure

Topic	Notes and Analysis
Other Operating	Increase reflects fully-implemented dark fiber network.
Other Personnel	Category increase is driven by expanded training and related travel costs for entire department, where previously such efforts were not department-wide.
FTE Payroll	Category reduction reflects GIS position moved to Community Development. This reduction is partially offset by other position increases following departmental reorganization.

DEPT NAME	Information Services
REV/EXP	EXP

			Actual			Adopted Budget	Prelim Budget
			2015	2016	2017	2018	2019
FTE Payroll	001-5050-41100	Salaries and Wages	328,454	328,819	425,359	500,378	443,980
	001-5050-41300	Benefits	188,907	182,618	250,957	316,658	285,482
Other Operating	001-5050-45300	Communications/Pos	82,292	123,033	113,720	136,457	251,800
	001-5050-45400	Advertising & Promot	-	756	-	50	50
	001-5050-46110	Data Processing	10,358	9,980	6,352	10,300	10,000
	001-5050-46120	Operating Supplies	1,200	1,322	4,155	1,275	2,635
	001-5050-46260	Vehicle & Equipment	160	153	181	300	300
	001-5050-46700	Parts & Supplies for E	17,417	9,911	7,367	10,800	16,000
	001-5050-47300	Other Capital Equipm	-	-	-	-	-
	001-5050-47430	Office/Capital Expens	-	4,152	-	-	7,000
	001-5050-48500	Contingencies	-	-	-	6,000	6,000
Other Personnel	001-5050-41150	Temporary Wages	-	-	-	-	-
	001-5050-41200	Overtime	2,691	3,620	120	3,600	1,768
	001-5050-45800	Travel & Transportati	13,380	24,165	6,972	23,090	26,220
	001-5050-45900	Training	11,721	10,518	12,319	15,215	20,000
	001-5050-46500	Clothing	112	191	248	300	1,500
Contracts	001-5050-43400	Contractual Services	16,635	11,389	94,304	20,885	21,375
Grand Total			673,326	710,626	922,054	1,045,308	1,094,110

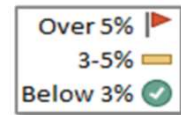
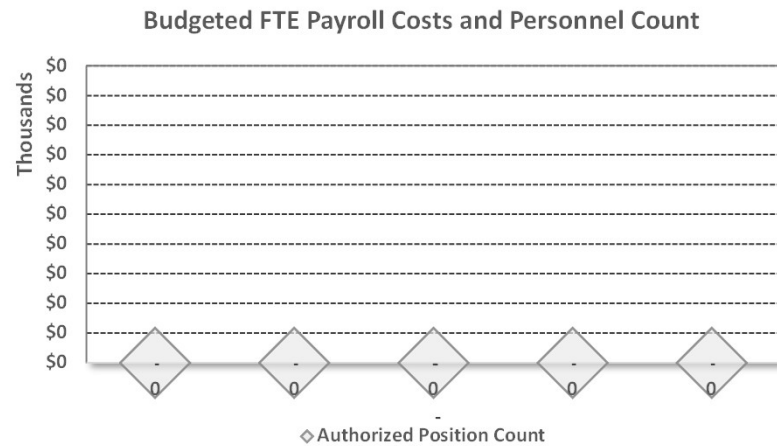


LAW

Mission:

The City Attorney is committed to providing high-level strategic guidance and proactively identifying measures to increase efficiency and avoid potential liability commissions.

FTE



	Actual Expenditure			Year-End Estimate	Adopted Budget	Preliminary Budget	Budget to Budget Changes	
	2015	2016	2017				Dollar Change	Percent Change
EXTRAORDINARY		7,308,500	-				-	0.0%
Legal	3,192,127	2,103,288	1,050,060	323,678	-	1,500,000	150,000	10.0%
Grand Total	3,192,127	9,411,788	1,050,060	323,678	-	1,500,000	150,000	10.0%

LAW

Ongoing Responsibility

The City Attorney is appointed to "act as the legal advisor of and be responsible to the council. He shall advise the city clerk concerning legal problems affecting the city administration."

Provide legal guidance and strategic support for the City Council and Administration.

Provide ongoing legal education and training to the City Council and staff.
Represent the City in civil litigation and administrative proceedings.
Review and implement changes in state law that require revisions to the city code.
Review contracts and develop forms and procedures to facilitate efficient operation of procurement procedures while minimizing the City's potential liability.

Undertake a comprehensive review of the city code and revise as necessary to reduce areas of potential liability and improve efficiency.
Work directly with department heads in providing legal advice, reviewing and revising city code provisions, and reviewing and revising department policies.
Work with department heads in prosecuting minor offenses and code enforcement actions.

Work Plan

Represent the City before FERC in the Alaska LNG permitting process to ensure objective analysis of the Valdez Alternative

Represent the City in cooperatively developing a program for evaluating escaped property based upon a proper interpretation of the primary use standard and prepare for potential litigation regarding the same
Represent the City in evaluating options and preparing for litigation and settlement discussion in advance of the TAPS ad valorem settlement expiration
Represent the City in seeking an administrative resolution to the Tax Cap restrictions on supplemental assessments while simultaneously evaluating litigation options

Represent the City in the administrative proceeding challenging amendments to the Valdez Marine Terminal Spill Response and Contingency Plan that weaken oil spill protections for the Port of Valdez

Topic

Notes and Analysis

Legal

Department narrative and costs reflect Council-approved work-plan discussion with City Attorney.

DEPT NAME	Law
REV/EXP	EXP

			Actual		Adopted Budget	Prelim Budget	
			2015	2016	2017	2018	2019
EXTRAORDINARY	001-5600-49525	TAPS Settlement Payment		7,308,500	-		
Legal	001-5600-43200	Professional Fees & S	3,192,127	2,103,288	1,050,060	1,500,000	1,650,000
Grand Total			3,192,127	9,411,788	1,050,060	1,500,000	1,650,000