

# KETCHIKAN GATEWAY BOROUGH

## FY 2012 BUDGET DETAIL

Budget Ordinance No. 1587 Passed May 16, 2011

Effective July 1, 2011

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# KETCHIKAN GATEWAY BOROUGH

1900 FIRST AVENUE • KETCHIKAN, ALASKA 99901

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May 16, 2011  
Ordinance 1587  
Overview – Budget  
Fiscal Year 2012 (July 1, 2011 thru June 30, 2012)

The following overview was updated to reflect discussions in the April 18, and May 9, 2011 Budget workshop. The Budget Ordinance (Ordinance No. 1587) was introduced on May 2, 2011, and adopted in the public hearing on May 16, 2011.

Management and staff prepared a budget proposal for the Fiscal Year 2012 for review by the Assembly and Mayor. The department heads and staff made considerable effort to hold the line on budget increases within their control. The following overview is provided for consideration by the Assembly and Mayor.

## **Assembly Policy Direction and Requirement for Balanced Budget Proposal**

The Finance Department distributed instructions for department heads pertaining to FY 2012 Budget preparation. The following General Fund policy direction from the Assembly was passed on to the staff.

1. Maintain areawide mill rate at 5.8 mills.
2. Maintain General Fund reserve above \$3,000,000.
3. Assume a 3.5% decline in sales tax collections.
4. Make no consumer price index change for goods and services.
5. Honor existing labor contract pay requirements.
6. Do not include a COLA in budget for non-represented employees.
7. Include the on-behalf PERS State contribution to the unfunded pension program liability (5.65% of labor) in wage benefits appropriation with an offset in revenue by a like amount.
8. Include funding for two informational brochures: one in June or July for sufficient information on need for candidates to file for seats on Charter Commission; one for election. Include, also, \$30,000 for administrative support for charter commission.
9. Use priorities set by the Assembly for Parks & Fields set at February 28, 2011 meeting.

Additionally, it is noted that Section 40.10.010(a) of the Borough Code requires submission to the Assembly of a balanced budget proposal:

The borough manager shall prepare and submit to the assembly, no later than the first regular assembly meeting in May of each year, a proposed annual budget and capital program for the next fiscal year, which shall contain detailed estimates of anticipated revenues and proposed expenditures for the year. The total of such proposed expenditures shall not exceed the total of such anticipated revenues. The manager shall include within the budget and capital program, a deposit to the school building major maintenance fund in an amount equal to the amount designated for deposit into this fund in the proposed budget for the Ketchikan Gateway Borough School District up to a maximum of one (1) per cent

of the proposed local contribution to the school district budget. The budget and capital program and any budget message accompanying it shall be filed and held as a public record in the office of municipal clerk and shall be open to public inspection. (Emphasis added.)

### **Recognition that some Variables in the Proposed Budget have Changed and Others are Likely to Change Before the Assembly Adopts the Budget**

There are a number of variables that have changed since the proposed budget was drafted and other variables are likely to change after the Assembly adopts the budget. Examples are noted below. Attached to this overview is a list of all changes to the proposed budget since it was presented to the Assembly on April 18. The Finance Department has incorporated those changes into the final budget after the Assembly has formally adopted the budget.

- For example, the budget reflects an estimated \$631,603 in State Revenue. On May 6, the Alaska Legislature adopted *House Bill 108 (SCS CSHB 108(FIN) AM S)*, the State operating budget for FY 2012, to include an additional \$20 million in State Revenue Sharing funds. The Borough projects that it will receive \$210,000 in additional State Revenue Sharing funds if the funds are not vetoed by the Governor. The additional \$210,000 has not yet been added to the General Fund revenues in the FY 2012 budget..

### **General Fund**

#### **Education**

The funding placeholder introduced FY 2012 budget on May 2, 2011 was the \$5,281,288 mandatory local contribution required of the Borough by AS 14.17.410(b)(2). The KGBSD will receive an increase in its area cost differential for FY 2012 and other State funds estimated at approximately \$711,000 in FY 2012. The Borough received the KGBSD request for local funding for \$9,463,683. On May 16, 2011 the FY 2012 Budget was adopted by the Assembly granting a local contribution to the KGBSD in the amount of \$8,650,000. The Assembly considered impacts on the General Fund Reserves, education funding, and property tax on property owners illustrated below.

	FY 2012	FY 2013	FY 2014	FY 2015
Beginning Balance	6,033,582	5,458,968	4,547,088	3,680,809
<b>Revenue</b>				
Property Tax (5.8 mills)	7,303,243	7,345,975	7,419,435	7,493,629
Sales Tax	4,575,065	4,643,691	4,736,565	4,831,296
Other Taxes	235,000	268,975	274,355	279,842
Secure Rural Schools	1,106,717	-	-	-
Other Government Revenue	2,242,546	2,248,696	2,257,019	2,265,508
Charges for Services	1,834,474	1,849,700	1,870,306	1,891,324
Transfers	1,993,979	2,023,889	2,064,366	2,105,654
<b>Total Revenue</b>	<b>19,291,024</b>	<b>18,380,926</b>	<b>18,622,046</b>	<b>18,867,253</b>
<b>Appropriations</b>				
General Fund	11,215,638	10,642,806	10,838,325	11,037,494
Education Mandatory	5,281,288	5,334,101	5,387,442	5,441,316
Education Discretionary	3,368,712	3,315,899	3,262,558	3,208,684
Subtotal Education	8,650,000	8,650,000	8,650,000	8,650,000
<b>Total Appropriations</b>	<b>19,865,638</b>	<b>19,292,806</b>	<b>19,488,325</b>	<b>19,687,494</b>
Current Year surplus(deficit)	(574,614)	(911,880)	(866,279)	(820,241)
<b>Unreserved Fund Balance</b>	<b>5,458,968</b>	<b>4,547,088</b>	<b>3,680,809</b>	<b>2,860,568</b>

Beyond the \$5,281,288 mandatory local contribution required of the Borough by AS 14.17.410(b)(2), the Borough is allowed to contribute additional sums in support of the school district. The additional sums may not exceed the equivalent of a 2-mill levy on the full and true value or 23 percent of basic need, whichever is greater (as more specifically outlined in AS 14.17.410(c)). The Alaska Department of Education and Early Development estimated on November 19, 2010, that the additional maximum contribution allowed under AS 14.17.410(c) would be \$5,181,940, which would bring the maximum total contribution allowed under both AS 14.17.410(b)(2) and AS 14.17.410(c) to \$10,463,228.

Beyond the General Fund support to the school district, the Borough provides substantial funding for school capital projects, debt service for school facilities, and major maintenance costs. The locally generated share of these costs in FY 2012 are projected to be \$3,517,601 (\$5,692,856 – \$2,175,255 in State funding).

The Budget also contains an internal service fund for School District Health Insurance. That fund is projected to have a negative balance on July 1, 2011 in the amount of -\$1,229,306. That negative balance is expected to be reduced by \$81,780 or 6.65 percent to -\$1,147,526 by June 30, 2012. Whenever the fund has a negative balance, that circumstance amounts to a *de facto* loan to the fund by the Borough Central Treasury. At an interest rate of 3 percent (the same rate that the Borough charges to finance service areas), that *de facto* loan to the School District has an annual in-kind cost to the Borough of \$36,000 ( $\$1,200,000 \times 0.03 = \$36,000$ ).

There are many other in-kind services that are provided to the School District by the Borough that are not recognized in the figures above. The more evident of these, totaling \$298,700 (or \$334,700 with the inclusion of the \$36,000 for in-kind interest costs noted above) are listed below:

\$22,000	for allocated share of Public Works costs for field maintenance (e.g., Dudley Field, Walker Field, and Fawn Mountain Field; this does not include amortization of investment costs of \$2,000,000 for Fawn Mountain Field)
\$2,400	for use of Assembly Chambers for School Board meetings
\$20,400	for fire protection for Point Higgins (\$12M X 0.0017)
\$31,200	for fire protection for Fawn Mountain (\$12M X 0.0026)
\$207,200	for use of the Mike Smithers Pool;
\$3,500	for legal services provided by the Borough Attorney;
\$4,000	for procurement of goods and services (e.g., fuel contracts); and
\$8,000	for administration of health care insurance and worker's compensation insurance, administration of some School CIP projects, central treasury operations, administration of bonded indebtedness, and the administration of the 0.5 percent school CIP sales tax levy.

Moreover, it is noted that some municipal governments in Alaska that operate school districts have taken a much more aggressive posture in terms of recognizing in-kind services or costs for services provided to their districts. For example, on January 19, 2011, the Superintendent of Schools for the Municipality of Anchorage noted the following circumstances in her "Fiscal Year FY 2011-2012 Financial Planning" memorandum (emphasis added):

The Anchorage Assembly approved flat funding \$193,215,858 in property tax revenue (amount eligible under the tax cap limitation for FY 2010-2011 rather than for FY 2011-2012) and an additional amount of \$3,091,454 in additional property tax revenue for additional General Fund spending for functions currently operated or funded by the Municipality. Included in these projections are the second half of payment of the School Resource Officers, ASD's share of the cost for sending out tax billing/collection, the district's share of uncollectible portion of delinquent property taxes, and football stadium, trail and shelter rentals in the amount of \$1,994,453.

Applying a similar posture, would result in the allocation of a portion of property assessment and tax collection costs incurred by the Ketchikan Gateway Borough as follows:

**The cost of assessment of property for taxing purposes.** It is estimated that the Borough will collect \$14,216,500 in property taxes from all taxing jurisdictions (including taxes levied by the City of Ketchikan) in the current year. Of that, the School District will receive in FY 2011, an amount exceeding the \$7,795,877 in funds generated from the full areawide levy by the Borough. Proceeds from the areawide levy constituted 54.8 percent of the total proceeds from all property taxes levied within the Borough. Thus, adopting a position taken by certain other municipal governments in Alaska, the position might be advanced here that 54.8 percent of the cost of assessing property is an in-kind contribution or support cost to the School District. Based on the FY 2012 proposed budget for the Assessment Department, that effort would amount to \$384,623 (54.8% of \$701,867).

**The cost of collection of property and sales taxes.** Along the same lines as the discussion above, the notion may be advanced that a fair portion of the cost of the Finance Department should be allocated as an in-kind contribution or support cost to

the School District. Specifically, the Finance Department spends approximately 25% of its effort and resources to collect property taxes. If 54.8% of the property taxes collected go to benefit the school district, it can be reasonably concluded that 13.7% (54.8% of 25%) should be allocated as in-kind services to the School District. Similarly, the Borough Finance Department administers sales taxes collected by all taxing jurisdictions within the Borough (City of Ketchikan, City of Saxman, and the Borough). Total annual proceeds from sales taxes levied by those three governments and collected by the Finance Department equal approximately \$16.75 million. Of that, approximately \$1.5 million or about 9% is dedicated to school debt service, capital projects, and major maintenance. It is estimated that the Finance Department spends roughly 45% of its effort and resources to collect sales taxes. Thus, it can be reasonably concluded that about 4% of the cost of the Finance Department can be attributed to collection of sales taxes that benefit the School District. Adding that 4% figure to the 13.7% figure noted above for collection of property taxes results in a combined figure of 17.7%. The projected cost of operating the Finance Department in FY 2012 is \$1,109,093, 17.7% of which is \$196,309.

In sum, if the Borough were to adopt an aggressive posture used by some municipal governments in terms of in-kind contributions and support provided to the School District, it might be reasonably argued that the Borough provides the School District with in kind services valued at more than \$900,000 annually. Total costs for School District support might then be summarized as follows:

\$5,281,288 mandatory local contribution (AS 14.17.410(b)(2))  
\$3,368,712 discretionary contribution  
\$3,517,601 for debt service, capital costs, and major maintenance  
\$ 900,000 for in-kind services  
\$13,067,601 subtotal including discretionary contribution allowed under AS  
14.17.410(c).

As noted above, the \$13,067,889 figure includes the discretionary contribution allowed under AS 14.17.410(c). That discretionary funding level was set by the Assembly at the May 16, 2011 meeting. In the current fiscal year (FY 2011), the discretionary funding level amounted to \$3,931,204. The FY 2012 discretionary funding was \$562,492 less than the FY 2011 figure.

## Revenue

Total revenue for the FY 2012 General Fund shows an estimated \$58,772 decrease compared to FY 2011 estimates. As noted above, however, that figure is already outdated in terms of changes in State Revenue Sharing projections. Other notable elements of the General Fund revenue projections are outlined below:

- Real property tax shows an increase of \$31,876 with a 5.8 mill rate (including \$30,000 in boat taxes).
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- Sales taxes for FY 2012 are estimated to be 3.5 percent less than the FY 2011

estimate computing to a \$165,935 decrease. The estimated decrease is driven by the assumption made in the January 2011 Assembly Policy Session. The Assembly recognized, based on sales tax filings through April 30, 2011, that the \$4,575,065 figure is conservative (may be understated by as much as \$700,000).

Revenue	FY 11 est	FY 12	FY12 - FY11 est	
			\$	%
Property Tax	\$ 7,271,367	\$ 7,303,243	\$ 31,876	0.4%
Sales Tax	4,741,000	4,575,065	(165,935)	-3.5%
Other Taxes	235,000	235,000	-	0.0%
Raw Fish Tax Refund	407,900	410,000	2,100	
State Revenue Sharing	637,115	631,603	(5,512)	-0.9%
National Forest Receipts	1,229,685	1,106,717	(122,968)	-10.0%
Payment in Lieu Taxes	1,010,000	1,010,000	-	0.0%
PERS on Behalf Payments	-	190,943	190,943	0.0%
Charges for Services	1,746,699	1,834,474	87,775	5.0%
Interfund transfers	2,071,030	1,993,979	(77,051)	-3.7%
Total	\$ 19,349,796	\$ 19,291,024	\$ (58,772)	-0.3%

- Secure Rural Schools funding (previously National Forest Receipts) was reduced by \$122,968 or 10 percent compared to FY 2011. The program is schedule to be phased out after FY 2012.
- Charges for Services increase by \$87,775. The increase is the result of additional transit advertising, transit fares, recreation, & animal control revenue for the Borough services.

## Expenditures

Expenditures in the General Fund have increased \$1,094,512 over FY 2011 estimated expenses. All departments show increases mainly due to items listed below. PERS on behalf payments from the State of Alaska are reflected in departmental costs, increasing expenses across the board. The expenses are reimbursed by the State of Alaska.

Summary of General Fund Variances				
	FY 12-FY 11		Comments on Variances	Est Vari Amount
PERS on behalf	-		PERS on behalf \$190k	190,000
Fuel price increase			Rec Center, Public Works, Transit: \$95,000/ and other inflationaries	145,385
Mayor & Assembly	71,715	7%	School Facility use Grants	70,000
Manager's Office	94,365	13%	labor contract negotiator \$60k	60,000
Clerk's Office	1,715	1%		-
Law	224,029	7%	summer intern \$10k / Litigation redistricting and roadless rule	210,000
Finance	33,446	3%	publications for sales tax \$5k, softw are maintenance 5k	10,000
Assessment	112,710	19%	FY 11 low because of hiring gap in filling positions; FY 12 normal levels	110,000
Animal Protection	64,144	17%	remodel upstairs \$25k, spay neuter 15K offset by revenue increase	40,000
Recreation	321,208	20%	FY 11 low , for hiring freeze until new pool on line, also deferring maint on old pool.	250,000
Public Works	50,577	33%	Increase Administrative Assistant position from .5 to 1.0	25,000
Transit	276,558	3%	Blue Line extension, anticipated fuel increase/ partial revenue offset from CPV & FTA	200,000
Planning	64,675	19%	Decrease in LEPC, ACMP, & CZM grant funding & travel to Legislative fly-in.	20,000
Non-Departmental	21,292	7%	Large format copier	14,000
Automation	48,450	10%	netw ork storage of GIS, Laserfiche, meetings recording, and securitiy cameras	40,000
Interfund Transfers	399,501		Transfers to Rec CIP for parks, to EDF for fishing industry	400,000
Education	(667,052)	-7%	See education above	(667,052)
	1,117,333			1,117,333

### **Staffing Changes**

The Public Works Department shows a decrease from a full-time Director to a half-time Director. This arrangement has generally worked well, but it has become clear that the Department requires additional administrative support to carry out all the construction and renovation projects slated in addition to routine public works functions and service area support. The Public Works administrative assistant position was full-time for many years, but the current Director cut the position to half-time with the intent of splitting the position with Assessment. The position, although funded, has been vacant for the current year, and the results have not been satisfactory. It is proposed that the position be returned to full time in Public Works.

Assessment will not fill the Administrative Assistant/Appraiser position. Instead, later this fiscal year or in FY 2012, the Assessment Department will bring forward a proposal to fund a Computer Assisted Mass Appraisal (CAMA) system. This will make operations in the Assessment Department more efficient and effective. In a recent audit of the Borough Assessment Department, the State Assessor strongly recommended implementation of a CAMA system.

The Transit Department is proposing the addition of a permanent half-time Grants Administrator/Project Administrator. The State Grants administrator has confirmed that this position is eligible for 90% grant reimbursement, requiring only \$6,114 in local funding. The position will assist with managing the FTA grants, and with implementing the capital projects funded by those grants. Because of its experience working closely with Transit, the Manager's office agrees this position has been needed for some time, and that it unrealistic for the Transit Supervisor to administer and implement all the grants and work on ways to increase revenue for the system while supervising the entire transit operation as well.

As is reflected on the personnel staffing report from FY 2001 to proposed FY 2012, the General Fund staffing will be reduced from FY 2011 to FY 2012 by 3.14 full-time equivalent positions. Borough wide, the staffing from FY 2011 to FY 2012 will be reduced by 5.21 full-time equivalent positions (including the 3.14 positions in the General Fund).

**Grants**

Direction from the Assembly in the January 2011 policy meeting was to not exceed the FY 2011 appropriation for Community Grants by not issuing new grants. Two new (unsolicited) grant applications were received. Those are listed as “New Requests” in the table below. The new grant applications are listed for informational purposes only and should not be construed as proposals from management for funding. Consistent with Assembly direction, the proposed FY 2012 budget includes funding for grants at the FY 2011 levels with exception of Catholic Senior Services. The table below reflects that the Catholic Senior Services grant will be paid from the General Fund; however, 56% of the payment to Catholic Senior Services will be funded by a Federal Transit Administration grant (the FTA grant is shown as revenues in the General Fund).

	Grantee	Funding Source	Appropriated
1	Boys and Girls Club	EDF	30,000
2	Kanayama Exchange	EDF	22,600
3	Point Higgins & Fawn Mountain Summer Library	NAW Library	3,021
4	Southeast Alaska Independent Living (SAIL)	EDF	10,000
5	Catholic Community Service/SE Senior Service	GF-Transit	133,953
6	Women In Safe Homes	EDF	12,532
7	Ketchikan Visitor's Bureau	CPV	185,000
8	Ketchikan Area Arts & Humanities	EDF	40,000
9	Big Brothers Big Sisters	EDF	10,000
10	Ketchikan Killer Whales Swim Club	EDF	2,500
			449,606

**Wastewater Enterprise Fund**

The Wastewater Enterprise Fund is showing a \$41,961 surplus for FY 2012. Revenues decreased by \$74,855 (as a result of diminished projected one-time fees) and expenses increased \$6,377. The net assets at the end of FY 2012 are estimated to be \$11,549,542. This balance includes the value of the infrastructure assets.

**Recreation Sales Tax Capital Projects Fund**

The 0.5% sales tax for the Recreation Capital Projects Fund is estimated to generate \$1,527,595. There is \$1,806,038 in capital projects scheduled for recreation in FY 2012. The ending fund balance for FY 2012 is estimated at \$1,810,138. Approximately \$305,519 of sales tax collected will be transferred to the General Fund for funding operations for recreational activities. Debt payment on the Aquatic center is \$1,776,519 before the Build

America Bonds interest subsidy of \$437,838 computing to a net debt service payment of \$1,338,681.

Recreation Capital Projects	
Ball Fields	435,000
Parks	192,000
GRC Roof Repair	1,029,038
Skate Park Engineering, Design	150,000
	1,806,038

### **Airport Enterprise Fund**

FY 2012 shows an operating deficit of \$594,268. FY 2011 estimated indicates an operating deficit of \$507,169. For future budgeting, any deficits incurred by the Airport should be reserved from other funds on an annual basis.

Currently the Borough and the Alaska Department of Transportation are trying to find ways to eliminate ongoing deficits incurred at the airport. As noted above, DOT&PF committed to a payment of \$290,000 for FY 2011, and the Legislature has included a proposed appropriation of \$300,000 in for the State Operating Budget for FY 2012. Those figures are not reflected in the Borough's proposed FY 2012 Budget. Additionally, it is contemplated that the Borough will receive \$948,377 in capital funding that may be used, in whole or in part, for costs incurred in the construction of the *MV Oral Freeman*. Moreover, the Airport Enterprise Fund does not include proceeds from the sale of the *MV Bob Ellis* of \$76,000.

### **School Bonds/Capital Improvement Fund**

The budget indicates that the 0.5% sales tax will generate approximately \$1,527,595. Here again, the Assembly recognized, based on sales tax filings through April 30, 2011, that the \$1,527,595 figure is conservative (may be understated by as much as \$233,000). Reimbursements from the State for its 70% portion of the school debt are projected to be \$2,175,255 and the Borough contribution is \$1,001,307. After debt payments and capital expenditures the fund balance for FY 2012 is \$228,480. Capital expenditures from the fund total \$1,990,357. Capital projects are Valley Park Elementary Roof in the amount of \$519,073 and District Wide Boiler Conversion from oil to electric in the amount of \$1,471,284.

### **Land Trust Fund**

Land sales income for FY 2012 is estimated to be \$500,000 and additional \$800,000 for White Cliff condominium sales. Total unreserved fund balance will be approximately \$9,400,521. Those figures are not considered to be conservative; however, the Borough is not relying on receiving those revenues.

**Economic Development Fund**

The Economic Development Fund is based on the assumption Ward Cove will be sold in fiscal year ending FY 2012 for \$2,100,000. Expenditures are based on economic development activities and three months for maintenance in Ward Cove. Reserves include the Inter-Island Ferry Authority in the amount of \$1,060,000 and the Airport Enterprise Fund for \$2,500,000, leaving an unreserved fund balance of \$4,581,542.

**Commercial Passenger Vessel Fund**

Borough projects proposed for funding are listed in the CPV Fund detail. If the projects proposed in the Budget are approved, approximately \$1,750,000 will remain available for allocation by the Assembly during FY 2012. Estimated CPV fund revenues are based on 850,000 passengers computing to \$2,125,000 in passenger fees, scheduled to be received in January 2012.

Please note that the budget page format for the CPV fund is different than other funds. For the purposes of managing the CPV fund, Borough Staff and the Assembly are more interested in approved encumbrances, as opposed to actual expenditures within each fiscal year.

**Nonareawide Library Fund**

The Borough contribution is based on a formula approved by the Joint City/Borough Cooperative Relations Committee and each respective political body. The estimated nonareawide funding for the library is \$377,246 for FY 2012.

**Service Areas**

Below is a summary of fund balance for the Service Areas for FY 2012.

Service Area	Beg Bal	Revenue	Appropriation	End Bal
South Tongass	50,398	713,438	707,389	56,447
North Tongass	(643,346)	750,129	748,908	(642,125)
Forest Park	170,833	64,066	242,793	(7,894)
Gold Nugget Sp A	(3,346)	263	-	(3,083)
Homestead	41,399	25,001	15,900	50,500
Gold Nugget	22,117	22,716	28,157	16,676
Loring	14,882	76,717	78,794	12,805
Mud Bight	62,643	11,960	37,947	36,656
Nichols View	8,564	103	500	8,167
Waterfall Creek	-	19,325	18,667	658

**Ketchikan Gateway Borough**  
**Revenues & Appropriations Summary For All Governmental Funds**  
**FY 2012**

	ESTIMATED EQUITY OR FUND BALANCE AS OF 07/01/11	FY 12 ESTIMATED REVENUES	FY 12 BUDGETED APPROPRIATIONS	RESERVATIONS OF FUND BALANCE AT 6/30/12	ESTIMATED EQUITY OR FUND BALANCE UNRESERVED AS OF 6/30/12
General Fund	6,033,582	19,291,024	19,935,638	-	5,388,968
Internal Service Fund - S.D. Health Insurance	(1,229,306)	3,873,780	3,792,000	-	(1,147,526)
Internal Service - Borough Health Insurance	(540,383)	1,900,000	1,600,000	-	(240,383)
Land Trust Fund	9,913,112	41,535	921,932	-	9,032,715
Commerical Vessel Passenger Fund	4,280,256	2,145,000	6,061,287	200,000	163,969
Nonareawide Fund - Library	67,050	388,742	380,267	-	75,525
Recreation Capital Sales Tax Fund	3,213,299	2,759,915	3,888,076	-	2,085,138
School Bond/Capital Improvement Fund	2,183,486	3,737,850	5,692,856	-	228,480
Passenger Facility Charges (PFC Fund)	289,900	310,000	375,627	-	224,273
Economic Development Fund	6,401,630	2,323,702	583,790	3,560,000	4,581,542
South Tongass Service Area	50,398	713,438	707,389	-	56,447
Loring Service Area	14,882	76,717	78,794	-	12,805
Waterfall Creek Service Area	-	19,325	18,667	-	658
Mud Bight Service Area	62,643	11,960	37,947	-	36,656
Nichols View Service Area	8,564	103	500	-	8,167
Forest Park Service Area	170,833	64,066	242,793	-	(7,894)
Gold Nugget Service Area	22,117	22,716	28,157	-	16,676
Gold Nugget Special Assessment	(3,346)	263	-	-	(3,083)
Homestead Service Area	41,399	25,697	15,900	-	51,196
North Tongass Fire District	(643,346)	750,318	748,908	-	(641,936)
<b>TOTALS</b>	<b>30,336,770</b>	<b>38,456,151</b>	<b>45,110,528</b>	<b>3,760,000</b>	<b>19,922,393</b>

**Ketchikan Gateway Borough**  
**Revenue and Appropriations Summary for all Enterprise Funds**  
**FY 2012**

	ESTIMATED EQUITY AS OF 07/01/11	FY 12 ESTIMATED REVENUES	FY 12 BUDGETED APPROPRIATIONS	RESERVATIONS OF FUND BALANCE AT 6/30/12	ESTIMATED EQUITY AS OF 6/30/12
Airport Enterprise Fund	2,358,169	3,795,137	4,389,405	-	1,763,901
Wastewater Enterprise Fund	11,507,581	631,596	552,635	-	11,586,542
<b>TOTALS</b>	<b>13,865,750</b>	<b>4,426,733</b>	<b>4,942,040</b>	<b>-</b>	<b>13,350,443</b>

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**Ketchikan Gateway Borough  
Employee Positions by Department**

	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Economic Development Manager	1.00	1.00	1.00	1.00	-	4.00	-	-	-	1.00	1.00	-
Property Manager						1.00	-	-	-	-	-	-
Utility Supervisor							-	-	-	0.16	0.16	0.16
Grounds Supervisor	-	-	-	-	-	-	-	-	0.05	0.15	0.15	-
Parks Tech I							-	-	-	0.40	0.30	0.30
Maintenance Tech II							-	-	-	0.16	0.16	0.16
Maintenance Tech I	-	-	-	-	-	-	-	-	0.10	0.22	0.11	0.11
<b>Economic Development</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>-</b>	<b>5.00</b>	<b>-</b>	<b>-</b>	<b>0.15</b>	<b>2.09</b>	<b>1.88</b>	<b>1.48</b>
<b>Land Trust</b>												
Lands Manager	-	-	-	-	-	-	-	-	1.00	1.00	1.00	-
Associate Planner												0.25
Administrative Assistant	-	-	-	-	-	-	-	-	1.00	1.00	1.00	0.50
<b>Land Trust</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>0.75</b>							
<b>North Tongass Fire Service Area</b>												
Fire Chief			-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Captian											1.00	1.00
EMS Lieutenant			-	1.00	1.00	1.00	1.00	1.00	1.00	1.00	-	-
Firefighter / Medic					-	-	-	1.00	1.00	1.00	1.00	1.00
<b>North Tongass Fire Service Area</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>2.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>
<b>South Tongass Service Area</b>												
Fire Chief						1.00	1.00	1.00	1.00	1.00	1.00	1.00
FF/EMT								-	-	-	-	-
Maintenance Tech II							-	-	-	0.28	-	-
Maintenance Tech I (Water Dept.)						0.75	1.50	1.50	1.00	1.43	1.44	1.44
Utility Supervisor							-	-	0.05	0.42	0.42	-
EMS lieutenant						-	0.75	1.00	1.00	1.00	1.00	1.00
<b>South Tongass Service Area</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1.75</b>	<b>3.25</b>	<b>3.50</b>	<b>3.05</b>	<b>4.13</b>	<b>3.86</b>	<b>3.44</b>
<b>Total Special Revenue Funds</b>	<b>1.00</b>	<b>1.00</b>	<b>1.00</b>	<b>3.00</b>	<b>2.00</b>	<b>8.75</b>	<b>5.25</b>	<b>6.50</b>	<b>9.20</b>	<b>12.22</b>	<b>11.74</b>	<b>9.67</b>
<b>TOTAL BOROUGH</b>	<b>108.24</b>	<b>104.99</b>	<b>111.00</b>	<b>110.25</b>	<b>105.50</b>	<b>126.50</b>	<b>120.15</b>	<b>121.40</b>	<b>122.25</b>	<b>126.12</b>	<b>121.27</b>	<b>116.06</b>

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**Ketchikan Gateway Borough**  
**FY 2012 - Estimated Revenues, Appropriations & Funds Available**  
**General Fund**

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	AMENDED	ESTIMATED		\$	%
<b>FUND BALANCE JULY 1</b>		5,172,388	5,478,846	5,478,846	5,478,846	<b>6,033,582</b>	554,736	10%
4010	Real Property Taxes	8,020,455	7,795,877	7,795,877	7,795,877	<b>7,859,434</b>	63,557	1%
4020	Business-Personal Taxes	365,269	-	-	-	-	-	
4030	Boat Taxes	16,665	15,000	15,000	30,000	<b>30,000</b>	-	0%
4040	Sales Taxes-In City	4,038,046	3,627,000	3,627,000	4,038,000	<b>3,896,670</b>	(141,330)	-4%
4050	Sales Taxes-Out City	702,558	660,000	660,000	703,000	<b>678,395</b>	(24,605)	-4%
4055	Transient Occupancy Tax	35,899	45,000	45,000	40,000	<b>40,000</b>	-	0%
4060	Automobile Taxes	56,935	100,000	100,000	60,000	<b>60,000</b>	-	0%
4080	Penalty & Interest	117,833	100,000	100,000	100,000	<b>100,000</b>	-	0%
4090	Foreclosure Fees	14,965	5,000	5,000	5,000	<b>5,000</b>	-	0%
4110	NSF Fees	51	100	100	-	-	-	
4115	Registration Fees	3,120	-	-	-	-	-	
4150	SR Citizen Contribution	(546,000)	(554,510)	(554,510)	(554,510)	<b>(586,191)</b>	(31,681)	6%
4190	Alaska Housing Authority	29,814	15,000	15,000	30,000	<b>30,000</b>	-	0%
<b>Total</b>		12,855,610	11,808,467	11,808,467	12,247,367	<b>12,113,308</b>	(134,059)	-1%
<b>REVENUE FROM OTHER GOVTS:</b>								
4215	Raw Fish Tax Refund	508,250	400,000	400,000	407,900	<b>410,000</b>	2,100	1%
4216	Shared Business Fisheries Tax	8,503	-	-	-	-	-	
4220	State Revenue Sharing	818,827	639,833	639,833	637,115	<b>631,603</b>	(5,512)	-1%
4221	PERS On Behalf Payments	-	-	-	-	<b>190,943</b>	190,943	
4225	National Forest Receipts	1,523,535	1,385,400	1,385,400	1,229,685	<b>1,106,717</b>	(122,968)	-10%
4245	Payment in Lieu of Taxes	1,006,218	900,000	900,000	1,010,000	<b>1,010,000</b>	-	0%
<b>Total</b>		3,865,333	3,325,233	3,325,233	3,284,700	<b>3,349,263</b>	64,563	2%
<b>CHARGES FOR SERVICES:</b>								
4305	Interest Income	94,971	150,000	150,000	150,000	<b>150,000</b>	-	0%
4315	Assessment Fees	1,792	1,500	1,500	1,000	<b>1,000</b>	-	0%
4316	Assembly Revenue	143	-	-	-	-	-	
4317	Clerk Revenue	310	-	-	-	<b>7,775</b>	7,775	
4320	Other Sales & Services	10	-	-	-	-	-	
4325	Zoning & Platting Fees	11,108	15,000	15,000	11,000	<b>11,000</b>	-	0%
4330	Digital Map Sales	288	500	500	300	<b>300</b>	-	0%
4335	Animal Protection Fees	25,215	28,000	28,000	28,000	<b>28,000</b>	-	0%
4336	Spay and Nueter Fees	-	-	-	-	<b>15,000</b>	15,000	
4342	Junk Vehicle Fees	82,500	90,000	90,000	80,000	<b>80,000</b>	-	0%
4345	Public Works Fees	28,931	15,000	15,000	15,000	<b>15,000</b>	-	0%
4353	Process Service Fees	(186)	500	500	500	<b>500</b>	-	0%
4355	Small Claims Fees	(342)	-	-	-	-	-	
4356	Attorney's Fees	7,647	-	-	-	-	-	
4360	Citations, Fines	2,265	1,500	1,500	1,500	<b>1,500</b>	-	0%
4365	Contributions from Private Sources	250	-	-	-	-	-	
4380	Recreation Gateway Rec Center	410,237	443,300	443,300	440,000	<b>450,000</b>	10,000	2%
4390	Other Revenues	22,916	10,000	10,000	10,000	<b>10,000</b>	-	0%
4392	Advertising Income	14,130	15,000	15,000	15,000	<b>55,000</b>	40,000	267%
4393	Bus System Revenues	165,599	175,000	175,000	175,000	<b>190,000</b>	15,000	9%
4394	Transit Operating Grant	621,188	681,778	681,778	819,399	<b>819,399</b>	-	0%
<b>Total</b>		1,488,972	1,627,078	1,627,078	1,746,699	<b>1,834,474</b>	87,775	

**Ketchikan Gateway Borough**  
**FY 2012 - Estimated Revenues, Appropriations & Funds Available**  
**General Fund**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	AMENDED	ESTIMATED		\$	%
<b>INTERFUND TRANSFER REVENUES:</b>							
4410 Land Trust Fund	495,120	497,182	497,182	497,182	<b>350,000</b>	(147,182)	-30%
4415 Recreation Operating	300,000	285,540	285,540	285,540	<b>305,519</b>	19,979	7%
4420 School Bond/for School Insurance	101,903	165,000	165,000	165,000	<b>200,000</b>	35,000	21%
4430 Service Area Funds	80,692	85,236	85,236	85,236	<b>102,747</b>	17,511	21%
4440 CPV Fund	65,882	312,705	312,705	312,705	<b>410,000</b>	97,295	31%
4445 Aquatic Center Construction Fund	-	100,000	100,000	100,000	-	(100,000)	-100%
4450 Admin Fees - Econ Dev	21,396	37,410	37,410	37,410	<b>14,381</b>	(23,029)	-62%
4455 Economic Development Fund	-	129,053	129,053	129,053	<b>133,953</b>	4,900	4%
4425 Airport Code Enforcement	-	-	-	-	<b>21,000</b>	21,000	
4460 Admin Fees-Land Trust	31,215	32,772	32,772	32,772	<b>11,717</b>	(21,055)	-64%
4470 Admin Fees - Airport	185,861	197,821	197,821	197,821	<b>203,513</b>	5,692	3%
4480 Admin Fees - Wastewater	38,818	33,311	33,311	33,311	<b>28,649</b>	(4,662)	-14%
4490 Admin Fees - CPV Fund	200,000	195,000	195,000	195,000	<b>212,500</b>	17,500	9%
<b>Total</b>	1,520,887	2,071,030	2,071,030	2,071,030	<b>1,993,979</b>	(77,051)	
<b>TOTAL REVENUE</b>	19,730,802	18,831,808	18,831,808	19,349,796	<b>19,291,024</b>	(58,772)	0%
<b>TOTAL FUNDS AVAILABLE</b>	24,903,190	24,310,654	24,310,654	24,828,642	<b>25,324,606</b>	495,964	

**SUMMARY OF APPROPRIATIONS - GENERAL FUND**

Mayor & Assembly	192,993	216,675	216,675	200,059	<b>271,774</b>	71,715	36%
Manager's Office	743,105	725,161	725,161	714,178	<b>808,543</b>	94,365	13%
Clerk's Office	337,763	350,804	350,604	351,226	<b>376,185</b>	24,959	7%
Law Department	327,811	337,005	337,005	326,835	<b>550,864</b>	224,029	69%
Finance Department	1,111,755	1,080,883	1,080,883	1,075,647	<b>1,109,093</b>	33,446	3%
Assessment Department	628,823	712,953	712,953	589,157	<b>701,867</b>	112,710	19%
Animal Protection Department	376,812	370,216	370,216	379,824	<b>443,968</b>	64,144	17%
Recreation Department	1,778,992	1,801,663	1,801,663	1,638,356	<b>1,959,564</b>	321,208	20%
Public Works	1,327,979	1,194,170	1,193,970	1,127,656	<b>1,178,233</b>	50,577	4%
Transit	1,304,090	1,533,614	1,533,614	1,445,481	<b>1,722,039</b>	276,558	19%
Planning	679,488	639,957	590,524	606,603	<b>671,278</b>	64,675	11%
Grants	23,874	2,500	-	-	-	-	
Non-Departmental	412,500	360,090	360,090	391,996	<b>413,288</b>	21,292	5%
Automation	491,227	511,000	488,571	497,100	<b>545,550</b>	48,450	10%
Interfund Transfers	5,500	8,887	8,887	8,887	<b>408,388</b>	399,501	4495%
Capital Projects	63,697	250,000	250,000	125,000	<b>125,000</b>	-	0%
Education - School District	9,617,935	9,317,052	9,317,052	9,317,052	<b>8,650,000</b>	(667,052)	-7%
<b>TOTAL APPROPRIATIONS</b>	19,424,344	19,412,631	19,337,870	18,795,060	<b>19,935,638</b>	1,140,578	6%
Excess Revenue over (under) Expenditures	306,458	(580,823)	(506,062)	554,736	<b>(644,614)</b>	(1,199,350)	-216%
<b>UNRESERVED FUND BALANCE JUNE 30</b>	5,478,846	4,898,023	4,972,784	6,033,582	<b>5,388,968</b>	(644,614)	-11%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

General Fund Revenue	101	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Projected Rev</b>
<u>4010 - Real Property Taxes</u>			
Property Tax revenue is based on assessment values of	<u>Factor</u>		
1,355,074,800 Assessment at a mil levy of 0.0058 mils			7,859,434
<b>4010 - TOTAL REAL PROPERTY TAXES</b>			<b>7,859,434</b>
<u>4030 - Boat Taxes</u>			
Boat Taxes are based on anticipated collections. The State has been registering boats for the past year and we will be able to get information. They presently do not have a complete database. When it is complete, it will be easier for the Borough to access the boater registrations.			30,000
<b>4030 - TOTAL BOAT TAXES</b>			<b>30,000</b>
<u>4040 - Sales Taxes-In City</u>			
Sales tax estimates for 2011		4,038,000	
3.5% decrease to 2011 est.	0.965	3,896,670	3,896,670
<b>4040 - TOTAL SALES TAXES - IN CITY</b>			<b>3,896,670</b>
<u>4050 - Sales Taxes-Out of City</u>			
		703,000	
3.5% decrease to 2011 est.	0.965	678,395	678,395
<b>4050 - TOTAL SALES TAXES - OUT OF CITY</b>			<b>678,395</b>
<u>4055 - Transient Occupancy Tax</u>			
			40,000
<b>4055 - TOTAL TRANSIENT OCCUPANCY TAX</b>			<b>40,000</b>
<u>4060 - Automobile Taxes</u>			
Automobile Taxes are collected through the Department of Public Safety. The Borough receives property tax based on the value of the vehicle. Taxes are paid on all registrations which are presently being collected for two years. With the population remaining level, no increase in vehicle taxes is anticipated.			60,000
<b>4060 - TOTAL AUTOMOBILE TAXES</b>			<b>60,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

General Fund Revenue	101	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Projected Rev</b>
<u>4080 - Penalty &amp; Interest</u> Penalty & Interest is derived from customers paying late sales, and property taxes			100,000
<b>4080 - TOTAL PENALTY &amp; INTEREST</b>			<b>100,000</b>
<u>4090 - Foreclosure Fees</u> Foreclosure fees are received from the property owner for publishing & title searches. Based on experience for past years			5,000
<b>4090 - TOTAL FORECLOSURE FEES</b>			<b>5,000</b>
<u>4150 - Senior Citizen Contribution</u> Senior Citizen Contributions are a negative revenue. Seniors over the age of sixty five are provided an exemption of up to \$150,000 on their personal home. This unfunded mandate was initiated by the State legislature several years ago with the state contribution funding for the shortfall. The State have discontinued participation in the funding. Senior Citizen/Disabled Veteran assessed values in amount of 101,067,422 0.0058			(586,191)
<b>4150 - TOTAL SENIOR CITIZEN CONTRIBUTION</b>			<b>(586,191)</b>
<u>4190 - Alaska Housing Authority</u> Alaska Housing Authority provides the Borough with PILT from low cost housing.			30,000
<b>4190 - TOTAL ALASKA HOUSING AUTHORITY</b>			<b>30,000</b>
<u>4215 - Raw Fish Tax Refund</u> Raw Fish Tax Revenues are based on the collection of taxes from processors that are collected from trollers, seiners and other commercial operations. The amount that is given to Borough is based on tonnage and market price.			410,000
<b>4215 - TOTAL RAW FISH TAX REFUND</b>			<b>410,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

General Fund Revenue	101	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Projected Rev</b>
<u>4220 - State Revenue Sharing</u>			
Timber Stumpage revenues are distributions of revenues from the State of Alaska			631,603
<b>4220 - TOTAL STATE REVENUE SHARING</b>			<b>631,603</b>
<u>4221 - PERS On Behalf Payments</u>			
\$ 3,379,526 5.65% 190,943			190,943
<b>4221 - TOTAL PERS ON BEHALF PAYMENTS</b>			<b>190,943</b>
<u>4225 - National Forest Receipts</u>			
1,229,685.00 0.90			1,106,717
<b>4225 - TOTAL NATIONAL FOREST RECEIPTS</b>			<b>1,106,717</b>
<u>4245 - Payment in Lieu of Taxes</u>			
Represents revenues from the Department of Interior for PILT entitlements to the Borough for U.S. Forest acreage located in the Borough boundaries. PILT payment is based on population, acreage, and the percentage determined by the legislature for payment.			1,010,000
<b>4245 - TOTAL PAYMENT IN LIEU OF TAXES</b>			<b>1,010,000</b>
<u>4305 - Interest Income</u>			
Revenues are based on anticipated central treasury balances during the year and computed on earning of 2.0 percent. 3,000,000			150,000
<b>4305 - TOTAL INTEREST INCOME</b>			<b>150,000</b>
<u>4315 - Assessment Fees</u>			
New fees established			1,000
<b>4315 - TOTAL ASSESSMENT FEES</b>			<b>1,000</b>
<u>4317 - Clerk Revenue</u>			
New fees established			7,775
<b>4317 - TOTAL CLERK REVENUE</b>			<b>7,775</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

General Fund Revenue	101	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Projected Rev</b>
<u>4325 - Zoning &amp; Platting Fees</u> Zoning and platting fees are expected to increase as a result of new fee resolution			11,000
<b>4325 - TOTAL ZONING &amp; PLATTING FEES</b>			<b>11,000</b>
<u>4330 - Digital Map Sales</u> Digital map sales should be up and going concern			300
<b>4330 - TOTAL DIGITAL MAP SALES</b>			<b>300</b>
<u>4335 - Animal Protection Fees</u> Animal Protection fees are based on an average of past experience. The fee's come tags, boarding fees, adoption, fines and etc.			28,000
<b>4335 - TOTAL ANIMAL PROTECTION FEES</b>			<b>28,000</b>
<u>4336- Spay and Nueter Fees</u> Spay and Nueter Fees			15,000
<b>4336 - TOTAL SPAY AND NUETER FEES</b>			<b>15,000</b>
<u>4342 - Junk Vehicle Fees</u> Junk Vehicles			80,000
<b>4342 - TOTAL JUNK VEHICLE FEES</b>			<b>80,000</b>
<u>4345 - Public Works Fees</u> Public works will offset through user fees the operating budget with regards to field preparation for the different sports leagues, mowing Weiss fields, concession stand permits and their utilities, eg. Electric, sewer, water, landfill, portable  Recreation (see GF - 09(a) for detail)			15,000
<b>4345 - TOTAL PUBLIC WORKS FEES</b>			<b>15,000</b>
<u>4353 - Process Service Fees</u>			500
<b>4353 - TOTAL PROCESS SERVICE FEES</b>			<b>500</b>
<u>4360 - Citations &amp; Fines</u> Revenues from Citations & Fines levied by enforcement personnel			1,500
<b>4360 - TOTAL CITATIONS &amp; FINES</b>			<b>1,500</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

General Fund Revenue	101	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Projected Rev</b>
<b>4380 - Recreation Program Fees</b>			
Recreation Program Fees consist of the following:			
Admin			-
GRC Walk-in Fees			450,000
Pools			-
Programs			-
<b>4380 - TOTAL RECREATION PROGRAM FEES</b>			<b>450,000</b>
<b>4390 - Other Revenues</b>			
Other revenues result from unexpected revenues. These revenues are not easily classified in our defined revenues.			
			10,000
<b>4390 - TOTAL OTHER REVENUES</b>			<b>10,000</b>
<b>4392 - Advertising Income</b>			
Bus Advertising			
			55,000
<b>4392 - TOTAL ADVERTISING INCOME</b>			<b>55,000</b>
<b>4393 - Bus System Revenues</b>			
Ticketed Passengers			
			190,000
<b>4393 - TOTAL BUS SYSTEM REVENUES</b>			<b>190,000</b>
<b>4394 - Revenue from State</b>			
Transit Operating and Admin. Grant - Revenue from State			
			819,399
<b>4394 - TOTAL REVENUE FROM STATE</b>			<b>819,399</b>
<b>4410 - Interfund Transfer</b>			
White Cliff Rent			
			350,000
<b>4410 - TOTAL INTERFUND TRANSFER - LAND TRUST FUND</b>			<b>350,000</b>
<b>4415 - Interfund Transfers - Rec CIP</b>			
Interfund transfer for Recreation Program Operating Costs.			
			305,519
Transferees in from School Bond CIP Fund			
			-
<b>4415 - TOTAL INTERFUND TRANSFERS - REC CIP</b>			<b>305,519</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

General Fund Revenue	101	Mike Houts	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		Type*	Quantity	Unit Price	Projected Rev
<u>4420 - Interfund Transfers - School Bond/CIP</u>					
Interfund transfer for KGBSD Property Insurance					200,000
<b>4420 - TOTAL INTERFUND TRANSFERS - SCHOOL BOND/CIP</b>					<b>200,000</b>
<u>4425- Interfund Transfers - Airport Code Enforcement</u>					
Code Enforcement					21,000
<b>4420 - TOTAL INTERFUND TRANSFERS - SCHOOL BOND/CIP</b>					<b>21,000</b>
<u>4430 - Interfund Transfer - Service Area Fund</u>					
Interfund Transfers from Service Areas represent administrative services provided by the Manager, Attorney, and Fiscal Services. Fees are assessed at 6% of operations.					
South Tongass Fire District					25,738
South Tongass Water Treat					11,485
South Tongass Water Dist.					2,503
Loring Service Area					4,460
Waterfall Service Area					1,057
Mud Bight Service Area					2,148
Forest Park Service Area					13,743
Gold Nugget Service Area					1,594
Homestead Service Area					900
North Tongass Service Area					38,619
Nichols View Service Area					500
<b>4430 - TOTAL INTERFUND TRANSFER - SERVICE AREA FUND</b>					<b>102,747</b>
<u>4440 - Interfund Transfer - CPV</u>					
Interfund transfer for Borough projects funded with CPV funds.					410,000
<b>4440 - TOTAL INTERFUND TRANSFER - CPV</b>					<b>410,000</b>
<u>4450 - Interfund Transfer - Admin Fees</u>					
Economic Development	4450				14,381
Land Trust	4460				11,717
Airport	4470				203,513
Wastewater	4480				28,649
Commercial Vessel Passenger	4490				212,500
<b>4450 - TOTAL INTERFUND TRANSFER - ADMIN FEES</b>					<b>470,760</b>
<u>4455 - Interfund Economic Development</u>					
Economic Development transfer to general fund to cover senior services					133,953
<b>4455 - TOTAL INTERFUND TRANSFER - CPV</b>					<b>133,953</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Mayor & Assembly 101-11**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5140 Borough Assembly Fees	35,700	43,800	43,800	43,800	<b>43,800</b>	-	
5200 Taxes & Benefits	8,585	9,420	9,420	9,420	<b>8,039</b>	(1,381)	-15%
5300 Travel & Training	-	3,262	3,262	4,490	<b>3,270</b>	(1,220)	-27%
5301 Business Travel	17,612	19,579	19,579	18,000	<b>17,586</b>	(414)	-2%
6010 Supplies	797	1,000	1,000	1,000	<b>1,000</b>	-	
6020 Dues & Publications	14,625	16,100	16,100	16,100	<b>16,500</b>	400	2%
6040 Community Promotion	9,540	7,250	13,250	9,500	<b>92,750</b>	83,250	876%
6045 Training/Meeting Food	895	3,000	3,000	2,500	<b>3,000</b>	500	20%
6050 Lobbying Expense	6,337	12,000	12,000	8,000	<b>12,000</b>	4,000	50%
6090 Contractual Services	3,933	6,494	6,494	6,494	<b>7,107</b>	613	9%
6331 Long Distance	163	500	500	500	<b>500</b>	-	
6360 Reimbursable Expenses	1,126	-	-	-	-	-	
6650 Rent - Transfer Out	93,680	94,270	94,270	80,255	<b>66,222</b>	(14,033)	-17%
<b>Total Appropriations</b>	192,993	216,675	222,675	200,059	<b>271,774</b>	71,715	36%

AUTHORIZED PERSONNEL	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
Mayor	1.00	1.00	1.00
Assembly Members	7.00	7.00	7.00
<b>FULL-TIME EMPLOYEES</b>	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Mayor & Assembly	101-11	Kacie Paxton	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6010 - SUPPLIES</b>		<b>Type*</b>	<b>Quantity</b>
Pens, scratch pads, name plates, Robert's Rules, dry goods		R	1,000
<b>6010 - TOTAL SUPPLIES</b>			<b>1,000</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
Conference of Mayors		R	200
Southeast Conference		R	7,500
Alaska Municipal League & Surcharge for Western Interstate Regional		R	7,000
National Association of Counties		R	400
National Forest Counties and Schools Coalition		R	1,400
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>16,500</b>
<b>6040 - COMMUNITY PROMOTION</b>			
Mayor's Discretionary Expense		R	750
Assembly Policy Session		R	500
School Facility use grants			70,000
Voter Information Pamphlet		R	2,500
Semi Centennial		1	5,000
Southeast Conference - Host Community		1	10,000
July 4 fireworks		R	4,000
<b>6040 - TOTAL COMMUNITY PROMOTION</b>			<b>92,750</b>
<b>6045 - TRAINING/MEETING FOOD</b>			
Assembly meeting refreshments, bottled water in Chambers		R	3,000
<b>6045 - TOTAL TRAINING/MEETING FOOD</b>			<b>3,000</b>
<b>6050 - LOBBYING EXPENSE</b>			
Legislative Liaison Lobbying Trip (Fall Trip and Spring Fly-In)		R	12,000
<b>6050 - TOTAL LOBBYING EXPENSE</b>			<b>12,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Mayor & Assembly	101-11	Kacie Paxton	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
White Cliff Janitorial - Chambers	C		7,107
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>7,107</b>
<b>6331 - LONG DISTANCE</b>			
Long distance calls (including conference calls)	R		500
<b>6331 - TOTAL LONG DISTANCE</b>			<b>500</b>
<b>6650 - RENT - TRANSFER OUT</b>			
White Cliff Rental	R		66,222
<b>6650 - TOTAL RENT - TRANSFER OUT</b>			<b>66,222</b>

\*R = Recurring

1 = One time cost

C = Contractual

## Ketchikan Gateway Borough

### Personnel Wage/Salary Detail - Budget Year 2012

Mayor & Assembly				101-11	Kacie Paxton		06/13/11	
<b>Department</b>				<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>	
<b>Employee Name</b>	<b>24 Pay Periods</b>							
	<b>Term Expires</b>	<b>Step #PP</b>	<b>Monthly Wage</b>	<b>Step #PP</b>	<b>Monthly Wage</b>	<b>5100 Monthly</b>	<b>5100 Meetings</b>	<b>Total Pay</b>
Assembly Member	2011	12	150	42	75	1,800	3,150	4,950
Assembly Member	2011	12	150	42	75	1,800	3,150	4,950
Assembly Member	2012	12	150	42	75	1,800	3,150	4,950
Assembly Member	2012	12	150	42	75	1,800	3,150	4,950
Assembly Member	2013	12	150	42	75	1,800	3,150	4,950
Assembly Member	2011	12	150	42	75	1,800	3,150	4,950
Assembly Member	2013	12	150	42	75	1,800	3,150	4,950
Mayor	2011	12	500	42	75	6,000	3,150	9,150
<b>Totals</b>					<b>600</b>	<b>18,600</b>	<b>25,200</b>	<b>43,800</b>

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Mayor & Assembly		101-11	Kacie Paxton		06/13/11	
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>	
<b>Position</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% Retirement</b>	<b>Benefit Total</b>
Assembly Member	4,950	379	39	50	1,369	1,837
Assembly Member	4,950	379	39	50	-	468
Assembly Member	4,950	379	39	50	-	468
Assembly Member	4,950	379	39	50	-	468
Assembly Member	4,950	379	39	50	-	468
Assembly Member	4,950	379	39	50	-	468
Assembly Member	4,950	379	39	50	-	468
Mayor	9,150	700	72	92	2,530	3,394
<b>Totals</b>	<b>43,800</b>	<b>3,353</b>	<b>345</b>	<b>442</b>	<b>3,899</b>	<b>8,039</b>
% Benefit to Salary		7.66%	0.79%	1.01%	11.50%	18.35%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Mayor & Assembly		101-11	Kacie Paxton				06/13/11
Department		Dept. #	Prepared By				Date
Employee Name and Position	Location and Reason for Trip/Training	Dates and No. of Days Required	* Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
<b>5300 - Travel &amp; Training</b>							
Two newly elected officials	AML Annual Meeting Newly Elected Officials Fairbanks, Alaska	Nov-11 5 nights	1,200	600	750	720	3,270
<b>5300 - Total Travel &amp; Training</b>			<b>1,200</b>	<b>600</b>	<b>750</b>	<b>720</b>	<b>3,270</b>
<b>5301 - Business Travel</b>							
Two Representatives	SE Conference Annual Meeting Ketchikan					510	510
Two Representatives	Ketchikan Legislative Liaison-Fall Trip Juneau, Alaska	3 nights	724	360	414	80	1,578
Mayor/One Assembly	Alaska Municipal League-Annual Meeting Fairbanks, Alaska		1,200	500	600	725	3,025
Three Representatives	Ketchikan Legislative Liaison-Spring Trip Juneau, Alaska	3 nights	1,002	540	621	120	2,283
Two Representatives	Federal Lobbying Trip Washington, DC	5 nights	1,714	536	1,984	60	4,294
Mayor/One Assembly	SE Conference - Mid Session Juneau, Alaska	3 nights	640	504	654	304	2,102
Mayor	Alaska Conference of Mayors Sitka August2011/Juneau January 2012	Two trips 3 nights each	640	492	894	68	2,094
Mayor/Assembly Members	Unplanned Borough business trips Various Locations						1,700
<b>5301 - Total Business Travel</b>			<b>5,920</b>	<b>2,932</b>	<b>5,167</b>	<b>1,867</b>	<b>17,586</b>

## Ketchikan Gateway Borough

### FY 2012 Budget - Appropriations

#### General Fund - Manager's Department 101-12 Combined

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	369,737	360,912	360,912	360,912	<b>361,772</b>	860	
5110 Overtime Pay	86	350	350	600	<b>350</b>	(250)	-42%
5120 Temporary Pay	293	3,000	3,000	700	<b>3,000</b>	2,300	329%
5200 Taxes & Benefits	201,437	186,728	186,728	186,728	<b>190,459</b>	3,731	2%
5300 Travel & Training	18	-	-	-	<b>3,200</b>	3,200	
5301 Business Travel	5,154	3,940	3,940	3,940	<b>5,013</b>	1,073	27%
6010 Supplies	1,233	2,600	2,600	2,300	<b>7,700</b>	5,400	235%
6020 Dues & Publications	1,767	1,800	1,800	1,800	<b>6,800</b>	5,000	278%
6030 Publishing Expense	758	1,500	1,500	1,500	<b>13,800</b>	12,300	820%
6040 Community Promotion	71	200	200	200	<b>700</b>	500	250%
6045 Training/Meeting Food	-	500	500	100	<b>500</b>	400	400%
6050 Lobbying Expense	88,030	88,000	88,000	88,000	<b>88,000</b>	-	
6060 Rentals	-	(242)	(242)	-	-	-	
6070 Postage Expense	827	900	900	900	<b>900</b>	-	
6080 Professional Services	3,234	5,200	5,200	5,200	<b>72,200</b>	67,000	1288%
6090 Contractual Services	2,500	3,432	3,432	3,432	<b>4,594</b>	1,162	34%
6100 Insurance	633	675	675	675	<b>670</b>	(5)	-1%
6330 Telephone	2,445	2,340	2,340	2,340	<b>3,080</b>	740	32%
6331 Long Distance	653	500	500	500	<b>550</b>	50	10%
6360 Reimbursable Expenses	320	-	-	-	-	-	
6460 Vehicle Maintenance	2,083	670	670	670	<b>650</b>	(20)	-3%
6461 Vehicle Fuel & Oil	942	1,050	1,050	1,575	<b>1,500</b>	(75)	-5%
6525 Small Equipment Purchases	-	300	300	300	<b>300</b>	-	
6650 Rent - Transfer Out	60,884	60,806	60,806	51,806	<b>42,805</b>	(9,001)	-17%
<b>Total Appropriations</b>	743,105	725,161	725,161	714,178	<b>808,543</b>	94,365	13%

#### AUTHORIZED PERSONNEL

	<u>FY 10</u>	<u>FY11</u>	<u>FY12</u>
Borough Manager	1.00	1.00	1.00
Assistant Manager	1.00	1.00	1.00
Administrative Assistant II	1.00	1.00	1.00
Administrative Secretary	-	1.00	1.00
* Project Manager	1.00	-	-
Code Enforcement Officer	1.00	1.00	1.00
<b>FULL-TIME EMPLOYEES</b>	<u>5.00</u>	<u>5.00</u>	<u>5.00</u>

**Ketchikan Gateway Borough  
FY 2012 Budget - Appropriations**

**General Fund - Manager's Department 101-12-000**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	316,272	308,648	308,648	308,648	<b>307,216</b>	(1,432)	
5110 Overtime Pay	51	350	350	600	<b>350</b>	(250)	-42%
5120 Temporary Pay	293	3,000	3,000	700	<b>3,000</b>	2,300	329%
5200 Taxes & Benefits	174,314	161,705	161,705	161,705	<b>159,965</b>	(1,740)	-1%
5300 Travel & Training	18	-	-	-	<b>3,200</b>	3,200	
5301 Business Travel	5,154	3,940	3,940	3,940	<b>5,013</b>	1,073	27%
6010 Supplies	1,149	2,500	2,500	2,200	<b>7,500</b>	5,300	241%
6020 Dues & Publications	1,767	1,800	1,800	1,800	<b>6,800</b>	5,000	278%
6030 Publishing Expense	758	1,500	1,500	1,500	<b>13,800</b>	12,300	820%
6040 Community Promotion	71	200	200	200	<b>700</b>	500	250%
6045 Training/Meeting Food	-	500	500	100	<b>500</b>	400	400%
6050 Lobbying Expense	88,030	88,000	88,000	88,000	<b>88,000</b>	-	
6060 Rentals	-	(242)	(242)	-	-	-	
6070 Postage Expense	827	900	900	900	<b>900</b>	-	
6080 Professional Services	3,234	5,000	5,000	5,000	<b>72,000</b>	67,000	1340%
6090 Contractual Services	2,500	3,432	3,432	3,432	<b>4,594</b>	1,162	34%
6330 Telephone	1,410	1,260	1,260	1,260	<b>2,000</b>	740	59%
6331 Long Distance	653	500	500	500	<b>550</b>	50	10%
6360 Reimbursable Expenses	250	-	-	-	-	-	
6525 Small Equipment Purchases	-	300	300	300	<b>300</b>	-	
6650 Rent - Transfer Out	60,884	60,806	60,806	51,806	<b>42,805</b>	(9,001)	-17%
<b>Total Appropriations</b>	<b>657,635</b>	<b>644,099</b>	<b>644,099</b>	<b>632,591</b>	<b>719,193</b>	<b>86,602</b>	<b>14%</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Manager's Office	101-12	Amy Briggs		06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Dates</b>
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
				<b>Budget Request</b>
<b>6010 - SUPPLIES</b>				
Supplies for Charter Commission (paper, ink, etc		1		5,000
Bond paper for letterhead & envelopes, pens, clips, labels, tape, manila envelopes, staples post-its, notebooks, file folders, binding supplies, calendars, project file folders & misc. supplies		R		2,500
<b>6010 - TOTAL SUPPLIES</b>				<b>7,500</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>				
Alaska Municipal Managers Association & Chamber of Commerce membership dues		R		1,650
Professional publications		R		150
Charter Commission Pamphlets/publications		1		5,000
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>				<b>6,800</b>
<b>6030 - PUBLISHING EXPENSE</b>				
Advertising RFPs & bid invitations		R		1,800
Advertising HR - Employment		R		9,000
Advertising for Charter Commission		1		3,000
<b>6030 - TOTAL PUBLISHING EXPENSE</b>				<b>13,800</b>
<b>6040 - COMMUNITY PROMOTION</b>				
Annual Community Tree Lighting		R		500
Miscellaneous community promotions		R		200
<b>6040 - TOTAL COMMUNITY PROMOTION</b>				<b>700</b>
<b>6045 - TRAINING/MEETING FOOD</b>				
Reimbursement for business lunches/dinners & other misc. expenses		R		500
<b>6045 - TOTAL TRAINING/MEETING FOOD</b>				<b>500</b>
<b>6050 - LOBBYING EXPENSE</b>				
Federal Lobbyist - Washington D.C.		C		40,000
Alaska Lobbyist - Juneau		C		48,000
<b>6050 - TOTAL LOBBYING EXPENSE</b>				<b>88,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Manager's Office	101-12	Amy Briggs		06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Dates</b>
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
				<b>Budget Request</b>
<b>6070 - POSTAGE</b>				
Correspondence, certified & express mailings RFP's & IFB's		R	1	0
<b>6070 - TOTAL POSTAGE</b>				<b>900</b>
<b>6080 - PROFESSIONAL SERVICES</b>				
Misc. PSA's as needed		R		5,000
Charter Commission PSA		1		7,000
Labor Contract Negotiator		1		60,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>				<b>72,000</b>
<b>6090 - CONTRACTUAL SERVICES</b>				
White Cliff janitorial services allocation (including Code Enforcement)		R	1	4,594
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>				<b>4,594</b>
<b>6330 - TELEPHONE</b>				
Telephone charges			12	-
<b>6330 - TOTAL TELEPHONE</b>				<b>2,000</b>
<b>6331 - LONG DISTANCE</b>				
Long distance				550
<b>6331 - TOTAL LONG DISTANCE</b>				<b>550</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>				
Misc. equipment as needed				300
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>				<b>300</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**

**General Fund - Manager's Department - CEO 101-12-002**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	53,465	52,264	52,264	52,264	<b>54,556</b>	2,292	4%
5110 Overtime Pay	35	-	-	-	-	-	
5200 Taxes & Benefits	27,123	25,023	25,023	25,023	<b>30,494</b>	5,471	22%
6010 Supplies	84	100	100	100	<b>200</b>	100	100%
6080 Professional Services	-	200	200	200	<b>200</b>	-	
6100 Insurance	633	675	675	675	<b>670</b>	(5)	-1%
6330 Telephone	1,035	1,080	1,080	1,080	<b>1,080</b>	-	
6360 Reimbursable Expenses	70	-	-	-	-	-	
6460 Vehicle Maintenance	2,083	670	670	670	<b>650</b>	(20)	-3%
6461 Vehicle Fuel & Oil	942	1,050	1,050	1,575	<b>1,500</b>	(75)	-5%
<b>Total Appropriations</b>	85,470	81,062	81,062	81,587	<b>89,350</b>	7,763	10%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Manager's Office - CEO	101-12-002	Amy Briggs	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Dates</b>
<b>6010 - SUPPLIES</b>		<b>Type*</b>	<b>Quantity</b>
<b>6010 - SUPPLIES</b>		<b>Unit Price</b>	<b>Budget Request</b>
Calendars, pens, pencils, folders, envelopes, staples, & other office supplies	R		200
<b>6010 - TOTAL SUPPLIES</b>			<b>200</b>
<b>6080 - PROFESSIONAL SERVICES</b>			
Services rendered when citations need to be served outside of the Borough area	R		200
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>			<b>200</b>
<b>6100 - INSURANCE</b>			
Insurance for Code Enforcement vehicle, 2000 Ford 4Door Explorer XXY 773 VIN # 1FMZU73EOYUA77883	R		670
<b>6100 - TOTAL INSURANCE</b>			<b>670</b>
<b>6330 - TELEPHONE</b>			
Cell Phone		12	-
<b>6330 - TOTAL TELEPHONE</b>			<b>1,080</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
Routine Maintenance			650
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>650</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>			
Vehicle Fuel	R		1,500
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>			<b>1,500</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

Manager's Office								101-12	Amy Briggs			06/13/11
<b>Department</b>								<b>Dept. #</b>	<b>Prepared by</b>			<b>Date</b>
<b>24 Pay Periods</b>												
Employee Name and Position	Anniver- sary Date	Wage on 6/30/11	COLA 3%	# Pay Periods	Semi-Month Wage	STEP %	# Pay Periods	Semi-Month Wage	5100	5110	5120	Total Pay
									Annual Salary	Overtime	Temporary	
<b>Manager's Office</b>												
Borough Manager	7/31	5,041		2	5,041		22	5,042	121,006			121,006
Assistant Manager	5/19	3,978		21	3,978	1.5%	3	4,038	95,652			95,652
Administrative Assistant II	12/20	2,194		12	2,194	1.5%	12	2,227	53,052	100		53,152
Administrative Secretary	3/26	1,557		18	1,557	1.5%	6	1,580	37,506	250		37,756
Temporary											3,000	3,000
<b>Subtotal 101-12-000</b>									<b>307,216</b>	<b>350</b>	<b>3,000</b>	<b>310,566</b>
<b>Code Enforcement</b>												
Code Enforcement Officer	2/3	2,193		14	2,259	1.5%	10	2,293	54,556			54,556
<b>Subtotal 101-12-002</b>									<b>54,556</b>			<b>54,556</b>
<b>Totals</b>									<b>361,772</b>	<b>350</b>	<b>3,000</b>	<b>365,122</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Manager's Office			101-12	Amy Briggs			06/13/11
<b>Department</b>			<b>Dept.</b>	<b>Prepared by</b>			
<b>Employee Name and Position</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% PERS</b>	<b>Health Insurance</b>	<b>Benefit Total</b>
<b>Manager's Office</b>							
Borough Manager	121,006	8,170	871	1,210	21,781	-	32,032
Assistant Manager	95,652	7,317	689	957	26,448	24,984	60,395
Administrative Assistant II	53,152	4,066	383	532	14,697	15,504	35,182
Administrative Secretary	37,756	2,888	272	378	10,440	18,096	32,074
Temporary	3,000	230	22	30	-	-	282
<b>Subtotal 101-12-000</b>	<b>310,566</b>	<b>22,671</b>	<b>2,237</b>	<b>3,107</b>	<b>73,366</b>	<b>58,584</b>	<b>159,965</b>
<b>Code Enforcement</b>							
Code Enforcement Officer	54,556	4,174	2,073	546	15,085	8,616	30,494
<b>Subtotal 101-12-002</b>	<b>54,556</b>	<b>4,174</b>	<b>2,073</b>	<b>546</b>	<b>15,085</b>	<b>8,616</b>	<b>30,494</b>
<b>Totals</b>	<b>365,122</b>	<b>26,845</b>	<b>4,310</b>	<b>3,653</b>	<b>88,451</b>	<b>67,200</b>	<b>190,459</b>
% Benefit to Salary		7.35%	1.18%	1.00%	24.23%	18.40%	52.16%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Manager's Office		101-12	Amy Briggs	06/13/11		
<b>Department</b>		<b>Dept.</b>	<b>Prepared By</b>	<b>Date</b>		
<b>Employee Name and Position</b>	<b>Location and Reason for Trip/Training</b>	<b>Dates and No. of Days Required</b>				
			<b>Per Diem</b>	<b>Lodging</b>	<b>Other</b>	<b>Total</b>
<b>5300 - Travel &amp; Training</b>						
Asst Manager	Human Resources and/or Labor Law Training	TBD				1,600
Admin Assistant	Procurement Training	TBD				1,600
<b>5300 - TOTAL TRAVEL &amp; TRAINING</b>			-	-	-	<b>3,200</b>

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**Ketchikan Gateway Borough  
FY 2012 Budget - Appropriations**

**General Fund - Clerk's Office (Combined with Elections, Records Management, Board of Ethics) 101-13**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	154,436	155,418	155,418	152,000	<b>155,422</b>	3,422	2%
5110 Overtime Pay	1,257	1,000	1,000	1,200	<b>1,000</b>	(200)	-17%
5120 Temporary Pay	10,653	5,500	5,500	9,579	<b>5,500</b>	(4,079)	-43%
5200 Taxes & Benefits	97,433	111,765	111,765	117,544	<b>119,826</b>	2,282	2%
5300 Travel & Training	7,467	7,315	7,315	6,300	<b>6,446</b>	146	2%
6010 Supplies	6,385	6,350	6,350	6,350	<b>5,550</b>	(800)	-13%
6020 Dues & Publications	930	1,330	1,330	1,280	<b>1,280</b>	-	
6030 Publishing Expense	12,980	15,800	15,800	15,927	<b>15,800</b>	(127)	-1%
6045 Meeting/Training Food	26	-	-	-	-	-	
6060 Rentals	-	-	-	-	<b>9,300</b>	9,300	
6070 Postage Expense	1,041	1,200	1,200	800	<b>800</b>	-	
6080 Professional Services	6,805	8,000	8,000	8,234	<b>8,000</b>	(234)	-3%
6090 Contractual Services	1,449	2,352	2,352	2,352	<b>22,574</b>	20,222	860%
6331 Long Distance	151	200	200	200	<b>200</b>	-	
6360 Reimbursable Expenses	195	200	-	-	-	-	
6370 Mileage Reimbursement	-	-	-	200	<b>200</b>	-	
6525 Small Equipment Purchases	2,623	300	300	300	<b>300</b>	-	
6650 Rent - Transfer Out	33,932	34,074	34,074	28,960	<b>23,987</b>	(4,973)	-17%
<b>Total Appropriations</b>	<b>337,763</b>	<b>350,804</b>	<b>350,604</b>	<b>351,226</b>	<b>376,185</b>	<b>24,959</b>	<b>7%</b>

AUTHORIZED PERSONNEL	FY 10	FY 11	FY 12
Borough Clerk	1.00	1.00	1.00
Deputy Clerk	1.00	1.00	1.00
Records Maintenance Technician	1.00	1.00	1.00
<b>FULL-TIME EMPLOYEES</b>	<b>3.00</b>	<b>3.00</b>	<b>3.00</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations Separated**  
**Clerk's Office 101-13-000**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	131,220	130,560	130,560	123,000	<b>121,396</b>	(1,604)	-1%
5110 Overtime Pay	1,257	1,000	1,000	1,200	<b>1,000</b>	(200)	-17%
5200 Taxes & Benefits	80,045	88,544	88,544	88,544	<b>88,398</b>	(146)	
5300 Travel & Training	6,521	5,954	5,954	6,300	<b>6,446</b>	146	2%
6010 Supplies	2,793	3,200	3,200	3,200	<b>3,200</b>	-	
6020 Dues & Publications	755	1,105	1,105	1,105	<b>1,105</b>	-	
6030 Publishing Expense	9,695	12,500	12,500	12,500	<b>12,500</b>	-	
6070 Postage Expense	1,041	1,200	1,200	800	<b>800</b>	-	
6090 Contractual Services	1,449	2,352	2,352	2,352	<b>22,574</b>	20,222	860%
6331 Long Distance	151	200	200	200	<b>200</b>	-	
6525 Small Equipment Purchases	300	300	300	300	<b>300</b>	-	
6650 Rent - Transfer Out	33,932	34,074	34,074	28,960	<b>23,987</b>	(4,973)	-17%
<b>Totals</b>	269,159	280,989	280,989	268,461	<b>281,906</b>	13,445	5%

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Clerk's Office	101-13-000	Kacie Paxton	06/13/11
<b>Department</b>	<b>Dept.</b>	<b>Prepared By</b>	<b>Date</b>
<b>6010 - SUPPLIES</b>		<b>Type*</b>	<b>Quantity</b>
<b>6010 - SUPPLIES</b>			<b>Unit Price</b>
			<b>Budget Request</b>
Minutes, resolutions, ordinance binders & books	R		2,100
Stationery, folders & mailing labels	R		300
File folders, binders, replace small equipment such as staplers, file pockets, etc.	R		500
Other supplies such as staples, pens, rubber bands, thumbtacks, paper clips, computer disks, tablets, notepads	R		300
<b>6010 - TOTAL SUPPLIES</b>			<b>3,200</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
AML Directory	R		20
International Institute of Municipal Clerks (Clerk/Deputy Clerk)	R		220
Alaska Association of Municipal Clerks (Clerk/Deputy Clerk)	R		200
National Association of Parliamentarians (Clerk)	R		65
Alaska Statutes - Supplements	R		600
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>1,105</b>
<b>6030 - PUBLISHING EXPENSE</b>			
Publish agenda of regular, special meetings & work sessions	R		9,000
Public hearings	R		2,500
General and vacancy notices	R		1,000
<b>6030 - TOTAL PUBLISHING EXPENSE</b>			<b>12,500</b>
<b>6070 - POSTAGE EXPENSE</b>			
Postage meter expense	R		800
<b>6070 - TOTAL POSTAGE EXPENSE</b>			<b>800</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
White Cliff Janitorial	C		2,574
Code Codification	C		20,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>22,574</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Clerk's Office	101-13-000	Kacie Paxton	06/13/11
<b>Department</b>	<b>Dept.</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
			<b>Unit Price</b>
			<b>Budget Request</b>
<b>6331 - LONG DISTANCE</b>			
Long distance phone/Fax calls		R	200
<b>6331 - TOTAL LONG DISTANCE</b>			<b>200</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
Replacement headphones, foot pedals, etc			300
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASE</b>			<b>300</b>
<b>6650 - RENT - TRANSFER OUT</b>			
White Cliff Rental			23,987
<b>6650 - TOTAL RENT - TRANSFER OUT</b>			<b>23,987</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Elections - 101-13-001**

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
5120	Temporary Pay	3,802	5,500	5,500	5,146	<b>5,500</b>	354	7%
6010	Supplies	613	250	250	250	<b>250</b>	-	0%
6030	Publishing Expense	3,285	3,300	3,300	3,427	<b>3,300</b>	(127)	-4%
6080	Professional Services	2,031	3,000	3,000	3,234	<b>3,000</b>	(234)	-7%
<b>Totals</b>		9,731	12,050	12,050	12,057	<b>12,050</b>	(7)	0%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Clerk's Office - Elections	101-13-001	Kacie Paxton	06/13/11		
<b>Department</b>	<b>Dept.</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6010 - SUPPLIES</b>					
Pens, rubber bands, pins, tape, signs, envelopes, cases		R			250
<b>6010 - TOTAL SUPPLIES</b>					<b>250</b>
<b>6030 - PUBLISHING EXPENSE</b>					
Notice of Election, Polling Place Ads, Absentee Voting Ads		R			3,300
<b>6030 - TOTAL PUBLISHING EXPENSE</b>					<b>3,300</b>
<b>6080 - PROFESSIONAL SERVICES</b>					
Programming, special ballot stock, printing		R			3,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>					<b>3,000</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Records Management - 101-13-002**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	23,216	24,858	24,858	29,000	<b>34,026</b>	5,026	17%
5120 Temporary Pay	6,851	-	-	4,433	-	(4,433)	-100%
5200 Taxes & Benefits	17,388	23,221	23,221	29,000	<b>31,428</b>	2,428	8%
5300 Travel & Training	946	1,361	1,361	-	-	-	
6010 Supplies	2,979	2,400	2,400	2,400	<b>1,600</b>	(800)	-33%
6020 Dues & Publications	175	225	225	175	<b>175</b>	-	0%
6045 Meeting/Training Food	26	-	-	-	-	-	
6060 Rentals		-	-	-	<b>9,300</b>	9,300	
6080 Professional Services	4,774	5,000	5,000	5,000	<b>5,000</b>	-	0%
6360 Reimbursable Expenses	195	200	200	-	-	-	
6370 Mileage Reimbursement	-	-	-	200	<b>200</b>	-	0%
6525 Sm. Equipment Purchases	2,323	-	-	-	-	-	
<b>Totals</b>	58,873	57,265	57,265	70,208	<b>81,729</b>	11,521	16%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Clerk's Office - Records Management	101-13-002	Kacie Paxton	06/13/11
<b>Department</b>	<b>Dept.</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6010 - SUPPLIES</b>			<b>Unit Price</b>
<b>Budget Request</b>			
Training materials, retention documentation/software updates, storage boxes		R	1,000
Shredding at Landfill		R	600
<b>6010 - TOTAL SUPPLIES</b>			<b>1,600</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
Association of Records Managers & Administrators		R	175
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>175</b>
<b>6060 - RENTALS</b>			
Records Storage Rental		R	9,300
<b>6060 - TOTAL RENTALS</b>			<b>9,300</b>
<b>6080 - PROFESSIONAL SERVICES</b>			
Microfilm; preservation services		R	5,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>			<b>5,000</b>
<b>6370 - MILEAGE REIMBURSEMENT</b>			
Mileage reimbursement - Records Maintenance Technician		R	200
<b>6370 - TOTAL MILEAGE REIMBURSEMENT</b>			<b>200</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Board of Ethics 101-13-003**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
6010 Supplies	-	500	500	500	<b>500</b>	-	0%
<b>Totals</b>	-	500	500	500	<b>500</b>	-	0%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Clerk's Office - Board of Ethics	101-13-003	Kacie Paxton	06/13/11		
<b>Department</b>	<b>Dept.</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6010 - SUPPLIES</b>					
Minute books, stationery & miscellaneous office supplies		R			500
<b>6010 - TOTAL SUPPLIES</b>					<b>500</b>

\*R = Recurring

1 = One time cost

C = Contractual

## Ketchikan Gateway Borough

### Personnel Wage/Salary Detail - Budget Year 2012

Clerk's Office									101-13	Kacie Paxton		06/13/11
<b>Department</b>									<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>
<b>24 Pay Periods</b>												
Employee Name and Position	Anniver- sary Date	Wage on 6/30/11	COLA 3%	# Pay Periods	Semi-Mo. Wage	STEP %	# Pay Periods	Semi-Month Wage	5100 Annual Salary	5110 Overtime	Total Pay	
<b>Clerk's Office</b>												
Clerk	7/1	2,929		-	2,929	3.0%	24	3,017	72,408		72,408	
Deputy Clerk	4/23	2,036		20	2,036	1.5%	4	2,067	48,988		48,988	
Overtime										1,000	1,000	
<b>Subtotal - Clerk's Office</b>									<b>121,396</b>	<b>1,000</b>	<b>122,396</b>	
<b>Elections</b>												
Temporary Pay									5,500		5,500	
<b>Subtotal - Elections</b>									<b>5,500</b>	-	<b>5,500</b>	
<b>Records Management</b>												
Records Maint Tech	10/4	1,402		6	1,402	1.5%	18	1,423	34,026	-	34,026	
<b>Subtotal - Records Management</b>									<b>34,026</b>	-	<b>34,026</b>	
<b>Totals</b>									<b>155,422</b>	<b>1,000</b>	<b>161,922</b>	

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Clerk's Office		101-13	Kacie Paxton		06/13/11		
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>		
<b>Employee Name and Position</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% P.E.R.S</b>	<b>Health Insur.</b>	<b>Benefit Total</b>
<b>Clerk's Office</b>							
Clerk	72,408	5,539	521	724	20,021	24,984	51,789
Deputy Clerk	48,988	3,748	353	490	13,545	18,096	36,232
Overtime	1,000	77	13	10	277	-	377
<b>Subtotal - Clerk's Office</b>	<b>122,396</b>	<b>9,364</b>	<b>887</b>	<b>1,224</b>	<b>33,843</b>	<b>43,080</b>	<b>88,398</b>
<b>Records Management</b>							
Records Maint Tech	34,026	2,603	245	340	3,256	24,984	31,428
Temporary Pay							-
<b>Subtotal - Records Management</b>	<b>34,026</b>	<b>2,603</b>	<b>245</b>	<b>340</b>	<b>3,256</b>	<b>24,984</b>	<b>31,428</b>
Temp Employees-Elections	5,500	-	-	-	-	-	-
<b>Subtotal - Temp</b>	<b>5,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Totals</b>	<b>161,922</b>	<b>11,967</b>	<b>1,132</b>	<b>1,564</b>	<b>37,099</b>	<b>68,064</b>	<b>119,826</b>
% Benefit to Salary		7.39%	0.70%	0.97%	23.87%	42.04%	74.00%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Clerk's Office	101-13	Kacie Paxton	06/13/11				
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>				
Employee Name and Position	Location and Reason for Trip/Training	Dates and No. of Days Required	* Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
<b>5300 - TRAVEL &amp; TRAINING</b>							
<b>Clerk's office</b>							
Clerk/Deputy Clerk	AAMC Annual Conference 0 Fairbanks NCI Academy, Tacoma OR	November 4-10,2011	1,200	360	900	920	3,380
Clerk	IIMC Annual Conference, Portland	May or June, 2012	455	152	300	510	1,417
Deputy Clerk	NCI Academy, Tacoma	Jun-12	455	184	475	535	1,649
<b>Subtotal - Clerks Office</b>							<b>6,446</b>
The Deputy Borough Clerk is working toward her CMC designation. Attendance at this training provides a portion of the continuing education points in that endeavor. The training and networking opportunities provided enhance their value to the Borough and community.							
<b>Totals</b>			<b>2,110</b>	<b>696</b>	<b>1,675</b>	<b>1,965</b>	<b>6,446</b>

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Law Department 101-14**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	165,998	174,920	174,920	174,920	<b>180,261</b>	5,341	3%
5120 Temporary Pay	9,758	8,400	8,400	7,000	<b>9,400</b>	2,400	34%
5200 Taxes & Benefits	109,105	101,366	101,366	101,366	<b>115,772</b>	14,406	14%
5300 Travel & Training	1,629	4,190	4,190	3,500	<b>3,875</b>	375	11%
5301 Business Travel	4,089	2,805	2,805	2,788	<b>2,580</b>	(208)	-7%
6010 Supplies	311	250	250	250	<b>250</b>	-	
6011 Operating Supplies	599	700	700	200	<b>700</b>	500	250%
6020 Dues & Publications	8,883	9,524	9,524	8,524	<b>9,695</b>	1,171	14%
6030 Publishing	22	30	30	30	<b>40</b>	10	33%
6031 Recording Fees	633	1,250	1,250	1,966	<b>800</b>	(1,166)	-59%
6070 Postage Expense	222	300	300	100	<b>300</b>	200	200%
6080 Professional Services	1,239	5,000	5,000	2,200	<b>3,000</b>	800	36%
6081 Professional Services - Litigation	-	1,000	1,000	1,000	<b>204,000</b>	203,000	20300%
6090 Contractual Services	-	1,695	1,695	1,200	<b>1,885</b>	685	57%
6330 Telephone	732	720	720	720	<b>720</b>	-	
6331 Long Distance	138	300	300	150	<b>300</b>	150	100%
6650 Rent - Transfer Out	24,453	24,555	24,555	20,921	<b>17,286</b>	(3,635)	-17%
<b>Total Appropriations</b>	<b>327,811</b>	<b>337,005</b>	<b>337,005</b>	<b>326,835</b>	<b>550,864</b>	<b>224,029</b>	<b>69%</b>

AUTHORIZED PERSONNEL	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
Borough Attorney	1.00	1.00	1.00
Legal Secretary	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>FULL-TIME EMPLOYEES</b>	<u><u>2.00</u></u>	<u><u>2.00</u></u>	<u><u>2.00</u></u>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Law Department	101-14	Cindy Montgomery	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
			<b>Type*</b>
			<b>Quantity</b>
			<b>Unit Price</b>
			<b>Budget Request</b>
<b>6010 - SUPPLIES</b>			
Legal pads, labels, binders, clips, cassette tapes, pens, post-it notes, file folders, paper, etc.			250
<b>6010 - TOTAL SUPPLIES</b>			<b>250</b>
<b>6011 - OPERATING SUPPLIES</b>			
Misc.			700
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>700</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
PUBLICATIONS:			
Book Publishing Company-National Business Institute			
Clark-Boardman-Callaghan	Todd Communications		
IMLA	West Publishing Company		
Lawyer's Cooperative Publishing	Ketchikan Daily News		
Michie-Butterworth		R	8,000
DUES:			
AK Bar Association - Required to practice law in Alaska			
		R	635
IMLA (Int'l Municipal Lawyers' Association)			
		R	430
Ketchikan Bar Association			
		R	100
AK Municipal Attorney's Association			
		R	50
Washington Bar Association			
		R	480
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>9,695</b>
<b>6030 - PUBLISHING EXPENSE</b>			
Copying charges - Law Library			40
<b>6030 - TOTAL PUBLISHING EXPENSE</b>			<b>40</b>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Law Department	101-14	Cindy Montgomery	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		Type*	Quantity	Unit Price	Budget Request
<b>6031 - RECORDING FEES</b>					
Court filing/recording:		R			
Alaska Court System - Filing fees		R			
Ketchikan Recorder's Office - Recording fees		R			
Ketchikan Title Agency - Title Reports		R			
Dock Street Title - Title Reports		R			
Process Service Fees		R			800
<b>6031 - TOTAL RECORDING FEES</b>					<b>800</b>
<b>6070 - POSTAGE</b>					
Postage		R			300
<b>6070 - TOTAL POSTAGE</b>					<b>300</b>
<b>6080 - PROFESSIONAL SERVICES</b>					
Backup Legal Services		R			3,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>					<b>3,000</b>
<b>6081 - CONTRACT ATTORNEY SERVICES</b>					
Contract Legal Services (\$4,000 misc./\$200,000 Redistricting & Roadless Rule)		R			204,000
<b>6081 - TOTAL CONTRACT ATTORNEY SERVICES</b>					<b>204,000</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
White Cliff Janitorial		R	1	1,885	1,885
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>1,885</b>
<b>6330 - TELEPHONE</b>					
Allocation of DID ext. (2) (includes 1/3 share of fax line - 228-6683)		R			720
<b>6330 - TOTAL TELEPHONE</b>					<b>720</b>
<b>6331 - LONG DISTANCE</b>					
Long distance telephone calls		R			300
<b>6331 - TOTAL LONG DISTANCE</b>					<b>300</b>
<b>6650 - RENT - TRANSFER OUT</b>					
White Cliff Rent		R	1	\$ 17,286	17,286
<b>6650 - TOTAL RENT - TRANSFER OUT</b>					<b>17,286</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

Law Department								101-14	Cindy Montgomery	06/13/11	
<b>Department</b>								<b>Dept. #</b>	<b>Prepared by</b>	<b>Date</b>	
<b>24 Pay Periods</b>											
Position	Anniver- sary Date	Wage on 6/30/11	COLA 3%	Step #PP	Semi-Month Wage	STEP %	Step #PP	Semi-Month Wage	5100		Total Pay
									Annual Salary	Overtime	
Borough Attorney	7/1	5,145		-		3.0%	24	5,299	127,176	-	127,176
Legal Secretary	12/19	2,194		11	2,194	1.5%	13	2,227	53,085	-	53,085
<b>Subtotals</b>									<b>180,261</b>	<b>-</b>	<b>180,261</b>
Temporary Employees		# of hours			Hourly Rate						
Backup Legal Secretary		160			15						2,400
Summer Intern		400			17.50						7,000
<b>Total Temporary Pay</b>										<b>-</b>	<b>9,400</b>
<b>Totals</b>									<b>180,261</b>	<b>-</b>	<b>189,661</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Law Department			101-14	Cindy Montgomery		06/13/11	
<b>Department</b>			<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>	
<b>Employee Name</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% P.E.R.S</b>	<b>Health Insur.</b>	<b>Benefit Total</b>
Borough Attorney	127,176	8,170	725	1,272	35,164	24,984	70,315
Legal Secretary	53,085	4,061	303	531	14,678	24,984	44,557
Backup Legal Secretary	2,400	184	22	24	-	-	230
Summer Intern	7,000	536	64	70	-	-	670
<b>Totals</b>	<b>189,661</b>	<b>12,951</b>	<b>1,114</b>	<b>1,897</b>	<b>49,842</b>	<b>49,968</b>	<b>115,772</b>
<b>% Benefit to Salary</b>		6.83%	0.59%	1.00%	27.65%	26.35%	61.04%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Law Department		101-14	Cindy Montgomery		06/13/11		
<b>Department</b>		<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>		
Employee Name & Position	Location and Reason for Trip/Training	Dates and No. of Days Required	* Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
<b>5300 - TRAVEL &amp; TRAINING</b>							
Borough Attorney	IMLA Conference - New Orleans	September 11-14, 2011	725	300	900		1,925
Secretary	Nala-CLE Course	July 26-30,2011	750	300	900		1,950
<b>5300 - Total Travel &amp; Training</b>			<b>1,475</b>	<b>600</b>	<b>1,800</b>	<b>-</b>	<b>3,875</b>
<b>5301 - BUSINESS TRAVEL</b>							
Borough Attorney	AML/AMAA Conference - Juneau	November 7-11, 2011	600	300	600		1,500
Borough Attorney	AML Legislative Committee		500	180	400		1,080
<b>5301 - Total Borough Business Travel</b>			<b>1,100</b>	<b>480</b>	<b>1,000</b>	<b>-</b>	<b>2,580</b>

## Ketchikan Gateway Borough

### FY 2012 Budget - Appropriations

#### General Fund - Finance 101-21-000

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	563,963	549,411	549,411	550,000	<b>548,223</b>	(1,777)	
5110 Overtime Pay	2,760	5,000	5,000	5,000	<b>5,000</b>	-	
5200 Taxes & Benefits	326,051	309,149	309,149	316,000	<b>352,425</b>	36,425	12%
5300 Travel & Training	3,157	5,032	5,032	5,032	<b>5,784</b>	752	15%
6010 Supplies	14,799	13,086	13,086	13,086	<b>13,086</b>	-	
6015 Books & Software	8,283	7,725	7,725	7,725	<b>12,215</b>	4,490	58%
6020 Dues & Publications	2,156	2,250	2,250	2,250	<b>2,280</b>	30	1%
6030 Publishing Expense	9,836	12,900	12,900	12,900	<b>17,900</b>	5,000	39%
6031 Recording Fees	3,346	1,300	1,300	1,300	<b>1,300</b>	-	
6032 Banking Fees, Etc.	2,248	3,000	3,000	3,000	<b>3,000</b>	-	
6033 Court Filing Fees	-	500	500	500	<b>500</b>	-	
6034 Process Service Fees	2,017	1,500	1,500	1,500	<b>1,500</b>	-	
6060 Rentals	3,298	3,300	3,300	3,300	<b>3,500</b>	200	6%
6070 Postage Expense	19,932	18,000	18,000	18,000	<b>18,000</b>	-	
6080 Professional Services	53,207	55,000	55,000	55,000	<b>55,000</b>	-	
6090 Contractual Services	1,050	5,830	5,830	5,830	<b>6,380</b>	550	9%
6150 Fines & Penalties	10,583	500	500	500	<b>500</b>	-	
6331 Long Distance	373	350	350	350	<b>350</b>	-	
6450 Equipment Maintenance	596	100	100	100	<b>200</b>	100	100%
6525 Small Equipment Purchases	-	2,500	2,500	2,500	<b>2,500</b>	-	
6650 Rental - Transfer Out	84,100	84,450	84,450	71,774	<b>59,450</b>	(12,324)	-17%
<b>Total Appropriations</b>	<b>1,111,755</b>	<b>1,080,883</b>	<b>1,080,883</b>	<b>1,075,647</b>	<b>1,109,093</b>	<b>33,446</b>	<b>3%</b>

AUTHORIZED PERSONNEL	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
Finance Director	1.00	1.00	1.00
Accounting Supervisor	1.00	1.00	1.00
Controller	1.00	1.00	1.00
Cash Management Supervisor	1.00	1.00	1.00
Staff Accountant	1.00	1.00	1.00
Accounts Payable	1.00	1.00	1.00
Accounting Technician	3.00	3.00	3.00
<b>FULL-TIME EMPLOYEES</b>	<u>9.00</u>	<u>9.00</u>	<u>9.00</u>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Finance	101-21	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
			<b>Unit Price</b>
			<b>Budget</b>
<b>6010 - SUPPLIES</b>			
FORMS: Sales Tax quarterly reports		R	2,500
P/R checks - Laser		R	350
A/P checks - Laser		R	450
W-2 Forms, envelopes		R	100
1099 Forms, envelopes		R	150
Cash Receipt books		R	250
Purchase Order forms - 3 part		R	600
Envelopes (#9 window, #10 window and letterhead)		R	2,400
Certified Return Receipt Slips		R	160
Perf Paper (Original Property Tax Billings)		R	500
Senior Citizen Tax Cards/Ribbons		R	880
Computer Paper - tractor feed		R	400
File Folders - A/P, P/R, A/R		R	750
Laser printer cartridges/drum replacements		R	1,196
Pencils, pens, staples, rubber bands, scotch tape, notebooks, labels, calendars, post-it notes, binders, tablets, calculator tape, clasp envelopes, colored paper, colored paper, binding spines, laminating supplies, receipt books, cash register tape.		R	2,400
<b>6010 - TOTAL SUPPLIES</b>			<b>13,086</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>			
Twenty Pines Sales Tax Software Support			750
Best Fixed Asset Maintenance			1,300
Workers Comp. Software			165
Financial Edge Annual Licensing & Maintenance			10,000
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>			<b>12,215</b>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Finance	101-21	Mike Houts		06/13/11	
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>	
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>					
Northern Credit Services		1			150
GFOA membership fee		1			370
AGFOA membership fee		1			200
Governmental GAAP Guide		1			231
Certificate of Achievement Fee		1			505
Harcourt Brace - GAAP Updates		1			259
Ketchikan Daily News - annual subscription		1			140
Alaska Municipal League - Officials directory		1			25
Various GASB Standards and Implementation Guides		1			400
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>					<b>2,280</b>
<b>6030 - PUBLISHING EXPENSE</b>					
Ketchikan Daily News:					
Sales Tax Delinquent Listing					5,000
First Foreclosure Process					10,000
2nd Foreclosure Process (End of Redemption)					2,500
Taxpayer Notice - New Year					
Bond Indebtedness					
Property Tax due Date Notification					400
<b>6030 - TOTAL PUBLISHING EXPENSE</b>					<b>17,900</b>
<b>6031 - RECORDING FEES &amp; TITLE REPORTS</b>					
File/Record Certificates of Redemption					800
Sales Tax					500
<b>6031 - TOTAL RECORDING FEES &amp; TITLE REPORTS</b>					<b>1,300</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Finance	101-21	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6032 - BANKING FEES</b>		<b>Type*</b>	<b>Quantity</b>
Client Analysis fees - monthly fee charged on an annual basis			Unit Price
			Budget
			3,000
<b>6032 - TOTAL BANKING FEES</b>			<b>3,000</b>
<b>6033 - COURT FILING FEES</b>			
1st and 2nd Foreclosure Process			500
<b>6033 - TOTAL COURT FILING FEES</b>			<b>500</b>
<b>6034 - PROCESS SERVER FEES</b>			
Skip tracing fee			1,000
Process server			500
<b>6034 - TOTAL PROCESS SERVER FEES</b>			<b>1,500</b>
<b>6060 - RENTALS</b>			
Neopost folder/stuffer machine			3,500
<b>6060 - TOTAL RENTALS</b>			<b>3,500</b>
<b>6070 - POSTAGE</b>			
Bulk mail:			
Annual bills (boat, service area, real property, business personal)			
Quarterly Sales Tax Returns, boat questionnaire			
Postage meter: Sales Tax (letters, monthly delinquent bills, estimates, returns sent out of state)			
Monthly billing statements (real property, business personal, boats, transient occupancy, services areas)			18,000.00
Accounts Payable Checks, Office Correspondence			-
<b>6070 - TOTAL POSTAGE</b>			<b>18,000</b>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Finance	101-21	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget</b>
<b>6080 - PROFESSIONAL SERVICES</b>			
Annual audit services and special audits			55,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>			<b>55,000</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
White Cliff Janitorial			6,380
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>6,380</b>
<b>6150 - FINES &amp; PENALTIES</b>			
			500
<b>6150 - TOTAL FINES &amp; PENALTIES</b>			<b>500</b>
<b>6331 - LONG DISTANCE</b>			
			350
<b>6331 - TOTAL LONG DISTANCE</b>			<b>350</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
			200
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>200</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
			2,500
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>2,500</b>
<b>6650 - RENT - TRANSFER OUT</b>			
White Cliff Rent	6 x 7008 + 6 x 4954 = fy11 rent 71,773		59,450
<b>6650 - TOTAL RENT - TRANSFER OUT</b>			<b>59,450</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

Finance				101-21				Mike Houts		06/13/11	
<b>Department</b>				<b>Dept. #</b>				<b>Prepared by</b>		<b>Date</b>	
	24 Pay Periods										
Job Title	Anniver- sary Date	Wage on 6/30/11	COLA 3%	# Pay Days	Semi-Month Wage	STEP %	# Pay Days	Semi-Month Wage	5100	5110	Total Pay
									Salary	Overtime	
Director	11/8	4,686		8	4,686	0.0%	16	4,686	112,464		112,464
Controller	3/16	3,978		17	3,978	1.5%	7	4,038	95,892		95,892
Accounting Supervisor	2/18	2,783		15	2,783	1.5%	9	2,825	67,170		67,170
Payroll Technician	9/27	1,754		6	1,807	1.5%	18	1,834	43,854		43,854
Accts Pay/Fixed Assets	11/29	1,382		10	1,423	1.5%	14	1,444	34,446		34,446
Cash Mgmt Supervisor	12/20	2,742		11	2,742	1.5%	13	2,783	66,341		66,341
Sales Tax Technician	12/7	1,446		10	1,489	1.5%	14	1,511	36,044		36,044
Customer Service Rep	10/10	1,976		6	2,035	1.5%	18	2,066	49,398		49,398
Staff Accountant	9/8	1,755		5	1,755	1.5%	19	1,781	42,614		42,614
Overtime										5,000	5,000
<b>Totals</b>									<b>548,223</b>	<b>5,000</b>	<b>553,223</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Finance		101-21	Mike Houts		06/13/11		
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>		
<b>Position</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers Comp</b>	<b>1.00% Unempl.</b>	<b>27.65% P.E.R.S</b>	<b>Health Insur.</b>	<b>Benefit Total</b>
Director	112,464	8,170	810	1,125	31,096	15,504	56,705
Controller	95,892	7,336	690	959	26,514	8,616	44,115
Accounting Supervisor	67,170	5,139	484	672	18,573	15,504	40,372
Payroll Technician	43,854	3,355	316	439	12,126	18,096	34,332
Accts Pay/Fixed Assets	34,446	2,635	248	344	9,524	18,096	30,847
Cash Mgmt Supervisor	66,341	5,075	478	663	18,343	24,984	49,543
Sales Tax Technician	36,044	2,757	260	360	9,966	8,616	21,959
Customer Service Rep	49,398	3,779	356	494	13,659	15,504	33,792
Staff Accountant	42,614	3,260	307	426	11,783	24,984	40,760
<b>Totals</b>	<b>548,223</b>	<b>41,506</b>	<b>3,949</b>	<b>5,482</b>	<b>151,584</b>	<b>149,904</b>	<b>352,425</b>
% Benefit to Salary		7.57%	0.72%	1.00%	27.65%	27.34%	64.28%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Finance		101-21	Mike Houts		06/13/11		
<b>Department</b>		<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>		
Employee Name and Position	Location/Reason for Trip/Training	Dates/No. of Days Required	* Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
<b>5300 - TRAVEL &amp; TRAINING</b>							
Finance Director and Controller	Anchorage/AGFOA Fall Conference	Nov. 2012	924	300	1,000	460	2,684
Staff Continuing Education Training							2,100
Controller - Required CPE for CPA license	Various CPE Courses						1,000
<b>Total Travel &amp; Training</b>							<b>5,784</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Assessment 101-22**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	292,085	344,454	344,454	293,000	<b>343,389</b>	50,389	17%
5110 Overtime Pay	633	2,500	2,500	700	<b>2,500</b>	1,800	257%
5200 Taxes & Benefits	189,812	226,093	226,093	179,000	<b>235,747</b>	56,747	32%
5300 Travel & Training	5,650	17,280	17,280	10,100	<b>17,280</b>	7,180	71%
6010 Supplies	6,639	5,975	5,975	4,900	<b>5,675</b>	775	16%
6015 Books & Software	12,183	12,684	12,684	12,684	<b>12,161</b>	(523)	-4%
6020 Dues & Publications	752	1,175	1,175	850	<b>1,175</b>	325	38%
6030 Publishing Expense	710	300	300	(920)	<b>300</b>	1,220	-133%
6031 Recording & Plat Fees	827	1,425	1,425	850	<b>1,425</b>	575	68%
6060 Rentals	2,879	5,400	5,400	5,400	<b>5,400</b>	-	
6070 Postage Expense	5,530	5,321	5,321	4,500	<b>5,321</b>	821	18%
6080 Professional Services	7,639	-	-	-	-	-	
6090 Contractual Services	3,900	17,878	17,878	17,878	<b>18,311</b>	433	2%
6100 Insurance	1,813	1,813	1,813	1,813	<b>1,813</b>	-	
6330 Telephone	196	-	-	(5)	-	5	-100%
6331 Long Distance	163	480	480	300	<b>480</b>	180	60%
6360 Reimbursable Expense	7,500	-	-	-	-	-	
6370 Mileage Reimbursement	-	900	900	300	<b>900</b>	600	200%
6450 Equipment Maintenance	500	-	-	-	-	-	
6460 Vehicle Maintenance	1,033	1,500	1,500	500	<b>1,500</b>	1,000	200%
6461 Vehicle Fuel & Oil	346	1,450	1,450	800	<b>1,800</b>	1,000	125%
6650 Rent - Transfer Out	88,033	66,325	66,325	56,507	<b>46,690</b>	(9,817)	-17%
<b>Total Appropriations</b>	<b>628,823</b>	<b>712,953</b>	<b>712,953</b>	<b>589,157</b>	<b>701,867</b>	<b>112,710</b>	<b>19%</b>

AUTHORIZED PERSONNEL	FY 10	FY 11	FY 12
Director of Assessment	1.00	1.00	1.00
Administrative Assistant/Appraiser	1.00	0.50 Shared with P.W.	-
Chief Appraiser	1.00	1.00	1.00
Records & Information Specialist	1.00	1.00	1.00
Appraiser II	<u>2.00</u>	<u>2.00</u>	<u>2.00</u>
<b>FULL-TIME EMPLOYEES</b>	<u><u>6.00</u></u>	<u><u>5.50</u></u>	<u><u>5.00</u></u>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Assessment	101-22	Christie Moss/Ron Brown	06/13/11	
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>	
<b>6010 - SUPPLIES</b>				
	<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
Office Supplies (Pens, Pencils, Paper clips, Staples, Etc.)	R	12	100	1,200
Batteries	R	1	60	60
Envelopes	R	1	820	820
Laser Printer Labels	R	30	40	1,200
Adhesive Folder Value Labels	R	1	725	725
Printer toner cartridges	R	3	130	390
Digital Photo Processing	R	1	200	200
Digital Cameras/accessories	R	1	600	600
Business/Personal property paper	R	1	100	100
Color printer paper	R	3	20	60
Data Storage Media	R	1	100	100
Measuring Tape	R	4	25	100
Business Card Stock	R	6	20	120
<b>6010 - TOTAL SUPPLIES</b>				<b>5,675</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>				
	<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
Marshall & Swift User Network Fees - Residential Appraisal	R	1	3,970	3,970
Marshall & Swift User Network Fees - Commercial Appraisal	R	1	5,290	5,290
Marshall & Swift Handbook Supplements - Commercial Appraisal	R	3	250	750
Marshall & Swift Handbook Supplements - Residential Appraisal	R	3	250	750
IAAO and Appraisal Resource Texts	R	2	75	150
APEX Sketch Software Maintenance Renewal	R	5	215	1,075
Aircraft Bluebook	R	1	176	176
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>				<b>12,161</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Assessment	101-22	Christie Moss/Ron Brown	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>					
Dues:					
International Association of Assessing Officers (IAAO) membership dues		R	4	175	700
Alaska Association of Assessing Officers (AAAO) dues		R	6	25	150
AAAO Alaska Certified Assessor Appraiser recertification		R	4	45	180
Ketchikan Daily News		R	1	145	145
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>					<b>1,175</b>
<b>6030 - PUBLISHING EXPENSE</b>					
Public Notices		R	1	300	300
<b>6030 - TOTAL PUBLISHING EXPENSE</b>					<b>300</b>
<b>6031 - RECORDING FEES &amp; PLAT FILINGS</b>					
Recording Office Deed and Plat Copies		R	52	25	1,300
Other document copies		R	100	1.25	125
<b>6031 - TOTAL RECORDING FEES &amp; PLAT FILINGS</b>					<b>1,425</b>
<b>6060 - RENTALS</b>					
Outlying Reappraisal/New construction					
Standby		R	3	360	1,080
Flight		R	9	480	4,320
<b>6060 - TOTAL RENTALS</b>					<b>5,400</b>
<b>6070 - POSTAGE</b>					
Real Property assessment notices/bulk mailing		R	6,900	0.44	3,036
Real Property assessment notices		R	200	0.46	92
Address Service/Correction notices		R	120	0.83	100
Business personal returns		R	800	0.46	368
Business/Personal Tax assessment notices		R	650	0.46	299
Market data letters (Buyer/Seller)		R	800	0.46	368
Market data postage paid return envelopes		R	800	0.46	368
Board of Equalization correspondence		R	350	0.46	161
Senior Citizens/Veteran exemption application		R	100	0.46	46
Exemption applications		R	150	0.46	69
Correspondence		R	900	0.46	414
<b>6070 - TOTAL POSTAGE</b>					<b>5,321</b>



**Ketchikan Gateway Borough  
Personnel Wage & Salary Detail - Budget Year 2012**

Assessment					101-22	Christie Moss/Ron Brown		06/13/11				
<b>Department</b>					<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>				
<b>Position</b>	<b>24 Pay Periods</b>											
	<b>Anniver- sary Date</b>	<b>Wage on 6/30/11</b>	<b>COLA 3%</b>	<b># Pay Periods</b>	<b>Semi- Month</b>	<b>STEP %</b>	<b># Pay Periods</b>	<b>Semi Month</b>	<b>5100 Annual</b>	<b>5110 Overtime</b>		<b>Total Pay</b>
Director	2/1	3,638		14	3,638	1.5%	10	3,693	87,862			87,862
Appraiser II	10/26	3,230		7	3,327	1.5%	17	3,377	80,698			80,698
Records & Info. Specialist	5/3	2,193		20	2,259	1.5%	4	2,293	54,352			54,352
Chief Appraiser	10/5	2,998		7	2,998	1.5%	17	3,043	72,717			72,717
Appraiser II	7/1	1,917		12	1,975	1.5%	12	2,005	47,760			47,760
Overtime										2,500		2,500
<b>Totals</b>									<b>343,389</b>	<b>2,500</b>		<b>345,889</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Assessment		101-22	Christie Moss/Ron Brown		06/13/11			
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>			
Position	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% Retirement</b>	<b>Health Insurance</b>	<b>Vehicle Allowance</b>	<b>Benefit Total</b>
Director	87,862	6,721	3,339	879	24,294	8,340		43,573
Appraiser II	80,698	6,173	3,067	807	22,313	24,984		57,344
Records & Info. Specialist	54,352	4,158	391	544	15,028	24,984		45,105
Chief Appraiser	72,717	5,563	2,763	727	20,106	15,504		44,663
Appraiser II	47,760	3,654	1,815	478	13,206	24,984		44,137
Overtime	2,500	191	18	25	691	-		925
<b>Totals</b>	<b>345,889</b>	<b>26,460</b>	<b>11,393</b>	<b>3,460</b>	<b>95,638</b>	<b>98,796</b>	<b>-</b>	<b>235,747</b>
<b>% Benefit to Salary</b>		7.65%	3.29%	1.00%	27.65%	28.56%		68.16%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Assessment	101-22	Christie Moss/Ron Brown	6/13/11				
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>				
<b>5300 - TRAVEL &amp; TRAINING</b>							
Employee name and Position	Location and Reason for Trip/Training	Dates & No. of Days Required	* Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
Staff	IAAO/AAAO course held in Ketchikan (4-6 staff)	5				3,000	3,000
Staff	International Association of Assessing Officers course	6	800	300	680	425	2,205
Staff	International Association of Assessing Officers course	6	800	300	680	425	2,205
Staff	Programmed IAAO Instruction and/or U of A Instruction					5,800	5,800
Director	AK Assoc. of Assessing Officer's bi-annual meetings	9	1,700	540	1,480	350	4,070
<b>Total Travel &amp; Training</b>			<b>3,300</b>	<b>1,140</b>	<b>2,840</b>	<b>10,000</b>	<b>17,280</b>

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Animal Protection 101-25**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	169,018	168,194	168,194	173,515	<b>178,671</b>	5,156	3%
5110 Overtime Pay	6,111	6,500	6,500	6,500	<b>5,000</b>	(1,500)	-23%
5160 Call Out Fees	14,628	13,461	13,461	13,461	<b>11,143</b>	(2,318)	-17%
5200 Taxes & Benefits	128,415	124,788	124,788	124,788	<b>141,414</b>	16,626	13%
5300 Travel & Training	6,637	4,674	4,674	4,674	<b>5,015</b>	341	7%
5400 Uniform Allowance	843	1,530	1,530	1,530	<b>500</b>	(1,030)	-67%
6010 Supplies	804	500	500	675	<b>500</b>	(175)	-26%
6011 Operating Supplies	6,191	5,688	5,688	5,688	<b>5,683</b>	(5)	0%
6015 Books & Software	-	-	-	-	<b>1,495</b>	1,495	
6020 Dues & Publications	125	267	267	267	<b>267</b>	-	0%
6030 Publishing Expense	142	-	-	-	-	-	0%
6040 Community Promotion	785	940	940	940	<b>940</b>	-	0%
6070 Postage Expense	189	758	758	758	<b>758</b>	-	0%
6080 Professional Services	9,883	19,884	19,884	20,000	<b>34,960</b>	14,960	75%
6090 Contractual Services	4,608	-	-	-	<b>2,500</b>	2,500	
6100 Insurance	1,531	1,020	1,020	1,555	<b>2,668</b>	1,113	72%
6310 Electricity	1,761	1,620	1,620	1,620	<b>1,620</b>	-	0%
6320 Water	408	420	420	420	<b>420</b>	-	0%
6330 Telephone	3,294	3,384	3,384	3,384	<b>3,384</b>	-	0%
6331 Long Distance	89	108	108	108	<b>108</b>	-	0%
6340 Sewer	408	408	408	408	<b>408</b>	-	0%
6350 Landfill	3,726	240	240	700	<b>1,040</b>	340	49%
6360 Reimbursable Expenses	119	-	-	-	-	-	0%
6430 Building Maintenance	251	3,458	3,458	3,458	<b>3,458</b>	-	0%
6431 Heating Oil	6,407	4,500	4,500	7,500	<b>7,500</b>	-	0%
6450 Equipment Maintenance	55	-	-	-	-	-	0%
6460 Vehicle Maintenance	4,463	2,340	2,340	2,340	<b>2,340</b>	-	0%
6461 Vehicle Fuel & Oil	4,502	4,320	4,320	4,320	<b>6,000</b>	1,680	39%
6525 Small Equipment Purchases	1,419	1,215	1,215	1,215	<b>1,176</b>	(39)	-3%
6540 Capital Improvements	-	-	-	-	<b>25,000</b>	25,000	
<b>Total Appropriations</b>	<b>376,812</b>	<b>370,216</b>	<b>370,216</b>	<b>379,824</b>	<b>443,968</b>	<b>64,144</b>	<b>17%</b>

**AUTHORIZED PERSONNEL**

	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
Director of Animal Protection	1.00	1.00	1.00
Shelter Officer	1.00	1.00	1.00
Field Officers	2.00	2.00	2.00
<b>FULL-TIME EMPLOYEES</b>	<b>4.00</b>	<b>4.00</b>	<b>4.00</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Animal Protection	101-25	Kelly Ludwig-Johnson	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>5400 - UNIFORM ALLOWANCE</b>					
Uniform Shirts	Recurring alternate years	R		50	-
Uniform Pants	Recurring alternate years	R		45	-
Winter Coats	Recurring alternate years	R		300	-
Purchase of New Patches		1	50	10	500
<b>5400 - TOTAL UNIFORM ALLOWANCE</b>					<b>500</b>
<b>6010 - SUPPLIES</b>					
Office supplies including but not limited to: Computer paper, computer disks, copy paper, legal pads, writing instruments, staples, paper clips, calendars, First Aid supplies and file folders		R			500
<b>6010 - TOTAL SUPPLIES</b>					<b>500</b>
<b>6011 - OPERATING SUPPLIES</b>					
Film and processing		R	5	10	50
Dog & cat food (lbs)		R	1200	1	1,200
Dog licenses		R	1,000	0.33	325
Dog run & cat cage cleaner/disinfectant (per gallon)		R	8	90	720
Kennel Cards		R	1,000	0.08	80
License mail reminders		R	1,000	0.35	350
Air freshener (per case)		R	1	102	102
Animal worming medication (per dose)		R	52	3	156
General cleaning agents		R	12	36	432
Garbage bags - Animal Carcass Disposal (per case)		R	3	93	279
Garbage bags - General Use (per case)		R	8	58	464
Litter pans		R	18	4	75
Leashes		R	500	1	500
OTHER SUPPLIES: Light bulbs, scrub brushes, hose replacement, feeding devices, complimentary leashes, paper products and flea dip		1			950
<b>6011 - TOTAL OPERATING SUPPLIES</b>					<b>5,683</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Animal Protection	101-25	Kelly Ludwig-Johnson	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>					
Animal Shelter Net - Shelter Software		R			1,495
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>					<b>1,495</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>					
National Animal Control Association		R	1	125	125
Ketchikan Daily News		R	1	142	142
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>					<b>267</b>
<b>6040 - COMMUNITY PROMOTIONS</b>					
Public Education and Awareness		R	1	940	940
<b>6040 - TOTAL COMMUNITY PROMOTIONS</b>					<b>940</b>
<b>6070 - POSTAGE</b>					
License notification cards		R	1,000	0.29	290
Certified letters of notification		R	23	6	138
Departmental correspondence		R	500	0.44	220
Packages mailed (repair of equipment)		R	5	22	110
<b>6070 - TOTAL POSTAGE</b>					<b>758</b>
<b>6080 - PROFESSIONAL SERVICES</b>					
Ketchikan Veterinary Clinic:					
Cremation services (in lieu of Landfill charges) Estimated charges by clinic		C	10000	0.22	2,200
Fuel Charge		C	2400	3.4	8,160
Spay/Neuter (paid for at time of adoption)		C	12	1250	15,000
Consultation and Euthanasia		C	12	800	9,600
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>					<b>34,960</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
Discretionary funds to be used for medical, transportation, or other items needed that are not covered elsewhere		R		2,500	2,500
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>2,500</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Animal Protection	101-25	Kelly Ludwig-Johnson	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6100 - INSURANCE</b>					
Ford 2009/2009		R		1,482	1,482
Brokerage Fee		R		73	73
1111 Stedman Street Facility		R		1,113	1,113
<b>6100 - TOTAL INSURANCE</b>					<b>2,668</b>
<b>6310 - ELECTRICITY</b>					
Electric utility		R	12	135	1,620
<b>6310 - TOTAL ELECTRICITY</b>					<b>1,620</b>
<b>6320 - WATER</b>					
Water utility		R	12	35	420
<b>6320 - TOTAL WATER</b>					<b>420</b>
<b>6330 - TELEPHONE</b>					
Telephone utility -1 business line		R	12	28	336
Cell phone (four)		R	12	254	3,048
<b>6330 - TOTAL TELEPHONE</b>					<b>3,384</b>
<b>6331 - LONG DISTANCE</b>					
Long distance charges		R	12	9	108
<b>6331 - TOTAL LONG DISTANCE</b>					<b>108</b>
<b>6340 - SEWER</b>					
Sewer utility		R	12	34	408
<b>6340 - TOTAL SEWER</b>					<b>408</b>
<b>6350 - LANDFILL</b>					
Garbage disposal		R	52	20	1,040
<b>6350 - TOTAL LANDFILL</b>					<b>1,040</b>
<b>6430 - BUILDING MAINTENANCE</b>					
Fix and seal cement floor		1			2,500
Misc. repairs, boiler maintenance, etc.		1			700
Ice Melt ( 1 pallet)		R	1	258	258
<b>6430 - TOTAL BUILDING MAINTENANCE</b>					<b>3,458</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Animal Protection	101-25	Kelly Ludwig-Johnson	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
<b>6431 - HEATING OIL</b>		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
Building Heating Fuel		R	12	625	7,500
<b>6431 - TOTAL HEATING OIL</b>					<b>7,500</b>
<b>6460 - VEHICLE MAINTENANCE</b>					
Routine vehicle maintenance		R	12	195	2,340
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>					<b>2,340</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>					
Fuel		R	12	500	6,000
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>					<b>6,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>					
Cage Dryer		1	1	250	250
Snuggle Heaters		1	2	63	126
Safety collars (post operative)		1	25	6	150
Dog Trap		1	1	650	650
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>					<b>1,176</b>
<b>6540 - CAPITAL IMPROVEMENTS</b>					
Remodel of upstairs - (contingent upon receipt of Resumuson Foundation Grant)		1			25,000
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>					<b>25,000</b>

## Ketchikan Gateway Borough

### Personnel Wage/Salary Detail - Budget Year 2012

Animal Protection										101-25		Kelly Ludwig-Johnson		06/13/11	
<b>Department</b>										<b>Dept. #</b>		<b>Prepared by</b>		<b>Date</b>	
<b>Position</b>	<b>24 Pay Periods</b>														
	<b>Anniver- sary Date</b>	<b>Wage on 6/30/11</b>	<b>COLA 3%</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>STEP %</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>5100 Annual</b>	<b>5110 Overtime</b>	<b>5160 Call Out</b>	<b>Total Pay</b>			
Director	2/1	2,398		14	2,398	1.5%	10	2,434	57,913	-	-	57,913			
Field Officer	5/13	1,489		21	1,534	1.5%	3	1,557	36,875	-	3,396	40,271			
Field Officer	7/1	1,467		0	1,511	1.5%	24	1,534	36,815	-	3,402	40,217			
Shelter Officer	3/1	1,895		16.00	1,951	1.5%	8	1,981	47,067	-	4,345	51,412			
Overtime										5,000		5,000			
<b>Totals</b>									<b>178,671</b>	<b>5,000</b>	<b>11,143</b>	<b>194,814</b>			

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Animal Protection		101-25	Kelly Ludwig-Johnson	06/13/11			
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>		
<b>Position</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% Retirement</b>	<b>Health Insur.</b>	<b>Benefit Total</b>
Director	57,913	4,430	2,317	579	16,013	18096	41,435
Field Officer	40,271	3,081	1,611	403	11,135	8616	24,845
Field Officer	40,217	3,077	1,609	402	11,120	18096	34,303
Shelter Officer	51,412	3,933	2,056	514	14,215	18096	38,815
Overtime	5,000	382.50	200.00	50.00	1,383		2,015.00
<b>Totals</b>	<b>194,814</b>	<b>14,903</b>	<b>7,793</b>	<b>1,948</b>	<b>53,866</b>	<b>62,904</b>	<b>141,414</b>
<b>% Benefit to Salary</b>		7.65%	4.00%	1.00%	27.65%	32.29%	72.59%

**Ketchikan Gateway Borough**  
**Travel & Training Budget - Budget Year 2012**

Animal Protection	101-25	Kelly Ludwig-Johnson	06/13/11				
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>				
<b>5300 - TRAVEL &amp; TRAINING</b>							
Employee Name and Position	Location and Reason for Trip/Training	Dates and No. of Days Required	* Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
Director	NACA Level 2	July 25-29, 2011	1,100	360	560	525	2,545
Field Officer	Animal Cruelty Investigator	TBD	750	420	650	650	2,470
<b>Total Travel &amp; Training</b>			<b>1,850</b>	<b>780</b>	<b>1,210</b>	<b>1,175</b>	<b>5,015</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Recreation Department**  
**Combined Totals 101-26-010**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	567,655	587,577	587,577	560,000	<b>647,186</b>	87,186	16%
5110 Overtime Pay	11,300	11,500	11,500	4,800	<b>8,500</b>	3,700	77%
5120 Temporary Pay	241,234	249,700	249,700	235,000	<b>283,085</b>	48,085	20%
5200 Taxes & Benefits	469,455	460,175	460,175	430,000	<b>490,014</b>	60,014	14%
5400 Uniforms	-	2,100	2,100	-	-	-	
6010 Supplies	1,457	2,000	2,000	2,000	<b>2,000</b>	-	
6011 Operating Supplies	57,163	53,100	53,100	53,100	<b>56,750</b>	3,650	7%
6020 Dues & Publications	1,513	1,394	1,394	1,400	<b>1,410</b>	10	1%
6030 Publishing	8,718	7,400	7,400	8,110	<b>8,110</b>	-	
6070 Postage	400	400	400	400	<b>300</b>	(100)	-25%
6090 Contractual Services	17,178	17,540	17,540	15,000	<b>16,513</b>	1,513	10%
6100 Insurance	33	37	37	31	<b>12,596</b>	12,565	40532%
6110 Medical Expense	-	1,400	1,400	-	<b>1,050</b>	1,050	
6310 Electricity	99,148	105,000	105,000	96,000	<b>165,500</b>	69,500	72%
6320 Water	9,446	8,200	8,200	9,600	<b>9,600</b>	-	
6330 Telephone	3,729	4,260	4,260	3,435	<b>4,260</b>	825	24%
6331 Long Distance	79	80	80	20	<b>30</b>	10	50%
6340 Sewer	9,586	9,400	9,400	9,560	<b>9,560</b>	-	
6360 Reimbursable Expenses	2,270	-	-	-	-	-	
6370 Mileage Reimbursement	-	1,000	1,000	900	<b>1,000</b>	100	
6430 Building Maintenance	54,966	56,500	56,500	32,000	<b>42,500</b>	10,500	33%
6431 Heating Fuel	212,315	210,000	210,000	160,000	<b>190,000</b>	30,000	19%
6525 Small Equipment Purchases	11,347	12,900	12,900	17,000	<b>9,600</b>	(7,400)	-44%
<b>Total Appropriations</b>	<b>1,778,992</b>	<b>1,801,663</b>	<b>1,801,663</b>	<b>1,638,356</b>	<b>1,959,564</b>	<b>321,208</b>	<b>20%</b>

AUTHORIZED PERSONNEL	FY 10	FY 11	FY 12
Recreation Supervisor	1.00	1.00	1.00
Receptionist	3.00	3.00	2.00
Recreation Programmer	1.00	1.00	1.00
Maintenance Staff	-	-	1.00
Aquatics Supervisor	1.00	1.00	1.00
Assistant Aquatic Supervisor	1.00	1.00	1.00
Killer Whales Coach	0.25	-	-
Lifeguards	6.00	6.00	6.00
Building Monitor	1.00	1.00	1.00
Custodian	1.00	1.00	1.00
<b>FULL-TIME EMPLOYEES</b>	<b>15.25</b>	<b>15.00</b>	<b>15.00</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Recreation Department		101-26-010	Wendy Miller		06/13/11
<b>Department</b>		<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>
			<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
<b>6010 - SUPPLIES</b>					
Labels, receipts, adding machine tape, envelopes, registration forms, general office supplies including but not limited to white out, staples, pens					2,000
<b>6010 - TOTAL SUPPLIES</b>					<b>2,000</b>
<b>6011 - OPERATING SUPPLIES</b>					
Gymnasiums	Sports balls, nets, racquets, mats, banners		R		1,250
Racquetball	Protective gear, balls, restringing, replacement racquets		R		250
Skating	Replacement/repair skates		R		700
Locker Rooms	Towels		R		1,100
Fitness	Instruction cards, posters		R		200
Custodial	Detergents, restroom supplies, cleaning materials		R		15,500
First Aid	Bandages, masks, tape, ointments, gloves		R		2,800
CPR/First Aid	Materials and certification cards		R		1,300
Chemicals	C02 & soda ash, soda bicarbonate, chlorine, muriatic acid, water testing kits		R		-
			R		15,000
Uniforms	Tank tops, shorts		R		1,000
Swim Supplies	Fins, noodles, special events (eggs etc....), joggers		R		2,250
Suits/Diapers	Swim suits-employees and customers purchase at our cost		R		2,000
Rescue	Replace back boards, rescue tubes, whistles, lanyards, lifeline, lane line heads, aerobic mat		R		-
			R		3,500
Race	Prizes, refreshments, shirts, signs		R		1,000
Summer camp	Snacks, crafts, games, t-shirts, first aid supplies		R		1,000
Preschool activities	Art/craft supplies, special events		R		1,000
Children's activities	Tennis, track and field, art/craft supplies, special events		R		1,700
Adult activities	Prizes, refreshments, film, special events		R		1,200
Fitness/Sports	Music, prizes, equipment		R		2,500
Special events	All ages, publicity, t-shirts, refreshments		R		1,500
<b>6011 - TOTAL OPERATING SUPPLIES</b>					<b>56,750</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Recreation Department	101-26-010	Wendy Miller	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		Type*	Quantity	Unit Price	Budget Request
<b>6020 - DUES &amp; PUBLICATIONS</b>					
Ketchikan Daily News		R	2	150	300
SESAC - music licensing agreement					510
ASCAP - music licensing agreement					309
BMI - music licensing agreement					291
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>					<b>1,410</b>
<b>6030 - PUBLISHING EXPENSE</b>					
Brochure printing (shared expense, printed four times per year)		R	4	2,028	8,110
<b>6030 - TOTAL PUBLISHING EXPENSE</b>					<b>8,110</b>
<b>6070 - POSTAGE</b>					
Monthly departmental postage					300
<b>6070 - TOTAL POSTAGE</b>					<b>300</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
Lab test monthly per DEC requirements		C	12	190	2,280
Biohazard waste disposal		C			300
Martial Arts - children, teen, adults		C			7,500
Dog Obedience - training for dogs		C			1,100
Writer's Workshop - writing class for teens and adults		C			408
The Wrestling Club - Mat Rats for children		C			2,300
Mixed Media Acrylics		C			625
Watercolor - classes for adults		C			2,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>16,513</b>
<b>6100 - INSURANCE</b>					
601 Schoenbar Road - Recreation Facility		R		7,278	7,278
2610 4th Avenue - Pool Building		R		2,855	2,855
Canoe Trailer		R		37	37
New Pool Facility		R		2,426	2,426
<b>6100 - TOTAL INSURANCE</b>					<b>12,596</b>
<b>6110 - MEDICAL EXPENSES</b>					
Hepatitis A shots (3 employee)		R	3.00	140	420
Hepatitis B shots (3 employee)		R	3.00	210	630
<b>6110 - TOTAL MEDICAL EXPENSES</b>					<b>1,050</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Recreation Department	101-26-010	Wendy Miller	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6310 - ELECTRICITY</b>		<b>Type*</b>	<b>Quantity</b>
Gateway Recreation Center:			
Mike Smithers Pool			38,000
Gateway Recreation Center			48,000
New Pool Facility (includes heat fuel cost)			79,500
<b>6310 - TOTAL ELECTRICITY</b>			<b>165,500</b>
<b>6320 - WATER</b>			
4" Line			9,600
<b>6320 - TOTAL WATER</b>			<b>9,600</b>
<b>6330 - TELEPHONE</b>			
GRC - listed number (225-9579)		R	240
Secondary fire alarm circuit (225-7759)		R	408
Modem - boiler (225-7803)		R	408
Fire alarm circuit (225-7781)		R	408
Elevator Phone (225-2975)		R	420
Fax line (247-3394)		R	408
Mike Smithers Pool - listed number (225-2010)		R	252
Mike Smithers Pool - fax line (247-2030)		R	408
Mike Smithers Pool - Pool boiler (225-1139)		R	408
Cell phone reimbursement		R	900
<b>6330 - TOTAL TELEPHONE</b>			<b>4,260</b>
<b>6331 - LONG DISTANCE</b>			
			30
<b>6331 - TOTAL LONG DISTANCE</b>			<b>30</b>
<b>6340 - SEWER</b>			
4" Line			9,560
<b>6340 - TOTAL SEWER</b>			<b>9,560</b>
<b>6370 - MILEAGE REIMBURSEMENT</b>			
Vehicle Mileage		2,000	1,000
<b>6370 - TOTAL MILEAGE REIMBURSEMENT</b>			<b>1,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Recreation Department	101-26-010	Wendy Miller	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Boiler Maintenance, HVAC Maintenance, Elevator maintenance, sprinkler system maintenance, alarm monitoring			20,000
Basketball Court resurfacing			9,500
Ice Melt	200 bags	200	15
Miscellaneous Building Repairs			10,000
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>42,500</b>
<b>6431 - HEATING FUEL</b>			
Mike Smithers Pool			115,000
Gateway Recreation Center			75,000
<b>6431 - TOTAL HEATING FUEL</b>			<b>190,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
Fitness Equipment		1	8,000
Office Chair		1	600
Storage Bins		1	1,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>9,600</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

Recreation Department					101 - 26		Wendy Miller		2/2/2011		
<b>Department</b>					<b>Dept. #</b>		<b>Prepared by</b>		<b>Date</b>		
<b>Position</b>	<b>24 Pay Periods</b>										
	<b>Anniver- sary Date</b>	<b>Wage on 6/30/11</b>	<b>COLA 3.0%</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>STEP %</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>5100 Annual Salary</b>	<b>5110 Overtime</b>	<b>Total Pay</b>
Recreation Supervisor	7/1	2,783			2,783	1.5%	24	2,825	67,800		67,800
Receptionist	6/30	1,554		-	1,601	1.5%	24	1,625	39,000		39,000
Custodian	2/11	1,628		14	1,677	1.5%	10	1,702	40,498		40,498
Monitor	8/16	1,424		3	1,467	1.5%	21	1,489	35,670		35,670
Aquatics Supervisor	4/18	3,042		19	3,042	1.5%	5	3,088	73,238		73,238
Lifeguard	12/28	1,209		17	1,245	1.5%	7	1,264	30,013		30,013
Lifeguard	9/3	1,245		4	1,282	1.5%	20	1,301	31,148		31,148
Lifeguard	11/22	1,362		10	1,403	1.5%	14	1,424	33,966		33,966
Receptionist	6/23	1,362		-	1,403	1.5%	24	1,424	34,176		34,176
Assistant Aquatic Supervisor	9/10	2,161		4	2,161	1.5%	20	2,193	52,504		52,504
Lifeguard	12/22	1,191		12	1,227	1.5%	12	1,245	29,664		29,664
Lifeguard	12/7	1,191		11	1,227	1.5%	13	1,245	29,682		29,682
Lifeguard	1/16	1,303		13	1,342	1.5%	11	1,362	32,428		32,428
Recreation Programmer	2/24	2,036		15	2,097	1.5%	9	2,128	50,607		50,607
Maintenance Staff	7/1	2,742			2,742	1.5%	24	2,783	66,792		66,792
Overtime Pay										8,500	
Temporary Pay											
<b>Totals</b>									<b>647,186</b>	<b>8,500</b>	<b>647,186</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Recreation Department		101-26	Wendy Miller	02/02/11			
Department		Dept. #	Prepared by	Date			
Employee Name	Annual Salary	FICA/ MEDFICA	Workers' Comp	1% Unempl.	27.65% P.E.R.S./IBEW	Health Insur.	Benefit Total
Recreation Supervisor	67,800	5,187	488	678	18,747	18,096	43,196
Receptionist	39,000	2,984	281	390	6,240	16,104	25,999
Custodian	40,498	3,098	2,564	405	6,240	16,104	28,411
Monitor	35,670	2,729	2,276	357	6,240	16,104	27,706
Aquatics Supervisor	73,238	5,603	527	732	20,250	24,984	52,096
Lifeguard	30,013	2,296	1,900	300	6,240	16,104	26,840
Lifeguard	31,148	2,383	1,972	311	6,240	16,104	27,010
Lifeguard	33,966	2,598	2,150	340	6,240	16,104	27,432
Receptionist	34,176	2,614	246	342	6,240	16,104	25,546
Assistant Aquatic Supervisor	52,504	4,017	378	525	14,517	24,984	44,421
Lifeguard	29,664	2,269	1,878	297	6,240	16,104	26,788
Lifeguard	29,682	2,271	1,879	297	6,240	16,104	26,791
Lifeguard	32,428	2,481	2,053	324	6,240	16,104	27,202
Recreation Programmer	50,607	3,871	364	506	6,240	16,104	27,085
Maintenance Staff	66,792	5,110	4,261	668	18,468	24,984	53,491
<b>Totals</b>	<b>647,186</b>	<b>49,511</b>	<b>23,217</b>	<b>6,472</b>	<b>140,622</b>	<b>270,192</b>	<b>490,014</b>
<b>% Benefit to Salary</b>		<b>0.08</b>	<b>0.04</b>	<b>0.01</b>	<b>0.22</b>	<b>0.42</b>	

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Recreation Department	101-26	Wendy Miller	02/02/11				
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>				
<b>5300 - Travel &amp; Training</b>							
Employee Name and Position	Location and Reason for Trip/Training	Dates and No. of Days Required	* Travel Information				Total
			Transportation	Per Diem	Lodging	Other	
							-
<b>Subtotal - Aquatics</b>							-
							-
<b>Subtotal - Administration</b>							-
							-
<b>Total Travel &amp; Training</b>			-	-	-	-	-

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Recreation Department	101-26	Wendy Miller	2/2/2011
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Hours</b>	<b>Unit Price</b>
<b>5120 - TEMPORARY PAY DETAIL SHEET</b>			
<b>Administration</b>			
Receptionist		3335.5	12
<b>Subtotal - Administration</b>			<b>40,026</b>
<b>Gateway Recreation Center</b>			
Children's Room Monitors		1750	13
Part-time Monitors		1449	12
Part-time Custodial		744	12
Roller-skating		1960	11
<b>Subtotal - GRC</b>			<b>70,626</b>
<b>Aquatics</b>			
Receptionist		2205	12
Lifeguards		4606	12
Instructors		3014.5	12
<b>Subtotal - Aquatics</b>			<b>117,906</b>
<b>Programs</b>			
Preschool activities		51	12
Youth activities		77	12
Camps		2,925	11
Adult activities and special events		267	12
Fitness activities		1,258	14
<b>Subtotal - Programs</b>			<b>54,527</b>
<b>Totals</b>			<b>283,085</b>

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## Ketchikan Gateway Borough

### FY 2012 Budget - Appropriations

#### General Fund - Public Works - Combined Totals 101-27

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	561,919	482,172	482,172	459,800	<b>447,144</b>	(12,656)	-3%
5110 Overtime Pay	12,297	7,000	7,000	7,000	<b>6,000</b>	(1,000)	-14%
5120 Temporary Pay	47,921	58,500	58,500	56,500	<b>58,500</b>	2,000	4%
5160 Call Out Pay	414	3,000	3,000	2,500	<b>2,500</b>	-	0%
5200 Taxes & Benefits	386,470	311,775	311,775	277,606	<b>306,178</b>	28,572	10%
5300 Travel & Training	-	5,300	5,300	3,400	<b>3,850</b>	450	13%
5400 Uniform Allowance	-	1,500	1,500	1,800	<b>2,100</b>	300	17%
6010 Supplies	2,094	3,000	3,000	2,000	<b>2,000</b>	-	0%
6011 Operating Supplies	11,458	13,500	13,500	13,500	<b>15,000</b>	1,500	11%
6015 Books & Software	1,318	1,000	1,000	1,000	<b>1,000</b>	-	0%
6020 Dues & Publications	970	975	975	975	<b>1,100</b>	125	13%
6060 Rentals	43,890	53,418	53,418	49,681	<b>35,460</b>	(14,221)	-29%
6070 Postage Expense	527	500	500	500	<b>500</b>	-	0%
6080 Professional Services	-	5,000	5,000	5,000	<b>10,000</b>	5,000	100%
6090 Contractual Services	80,117	81,524	81,524	81,524	<b>101,668</b>	20,144	25%
6100 Insurance	12,270	12,800	12,800	7,465	<b>7,869</b>	404	5%
6110 Medical Expense	196	1,300	1,300	1,300	<b>1,050</b>	(250)	-19%
6310 Electricity	24,438	24,900	24,900	25,700	<b>26,700</b>	1,000	4%
6320 Water	3,776	5,919	5,919	4,700	<b>4,928</b>	228	5%
6330 Telephone	10,699	3,200	3,000	5,200	<b>4,800</b>	(400)	-8%
6331 Long Distance	178	1,900	1,900	1,300	<b>1,300</b>	-	0%
6340 Sewer	2,645	4,797	4,797	3,935	<b>4,308</b>	373	9%
6350 Landfill	7,960	6,500	6,500	800	<b>3,500</b>	2,700	338%
6360 Reimbursable Expenses	1,747	-	-	-	-	-	0%
6420 Field Maintenance	22,291	26,000	26,000	26,000	<b>33,000</b>	7,000	27%
6421 Park Maintenance	23,931	2,440	2,440	4,500	<b>7,000</b>	2,500	56%
6430 Building Maintenance	2,574	4,000	4,000	5,000	<b>4,000</b>	(1,000)	-20%
6431 Heating Fuel	2,535	1,350	1,350	1,400	<b>1,688</b>	288	21%
6450 Equipment Maintenance	414	3,000	3,000	2,900	<b>3,100</b>	200	7%
6460 Vehicle Maintenance	25,923	14,000	14,000	14,000	<b>14,000</b>	-	0%
6461 Vehicle Fuel & Oil	24,402	35,000	35,000	35,000	<b>35,000</b>	-	0%
6525 Small Equipment Purchases	12,605	6,900	6,900	5,900	<b>5,450</b>	(450)	-8%
6530 Equipment Purchase	-	12,000	12,000	12,000	<b>12,000</b>	-	0%
6650 Rent - Transfer Out	-	-	-	7,770	<b>15,540</b>	7,770	100%
<b>Total Appropriations</b>	1,327,979	1,194,170	1,193,970	1,127,656	<b>1,178,233</b>	50,577	4%

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Public Works - Combined Totals 101-27**

DESCRIPTION	FY 10	FY 11		FY 12	FY 12 - FY 11 EST.		
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
<b>AUTHORIZED PERSONNEL</b>	<b>FY 10</b>		<b>FY 11</b>		<b>FY 12</b>		
Director	1.00		1.00		0.50		
Deputy Director	1.00		1.00		1.00		
Project Manager	-		1.00		1.00		
Administrative Assistant	1.00		0.50		1.00		
Parks-Fields Supervisor	0.85		0.85		-		
Parks-Fields Technician I	3.60		2.70		2.70		
Utility Supervisor	-		0.84		-		
Maintenance Technician 1	5.00		2.89		1.44		
Mechanic I	2.00		1.00		1.00		
Office Assistant - Part-time	0.30		-		-		
Transit Supervisor	1.00		-		-		
Bus Driver II	1.00		-		-		
Bus Driver I	4.00		-		-		
Bus Driver I (Part-time)	3.00		-		-		
<b>FULL-TIME EMPLOYEES</b>	<u>23.75</u>		<u>11.78</u>		<u>8.64</u>		

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Public Works - Maintenance 101-27-001**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	139,178	141,917	141,917	120,900	<b>119,586</b>	(1,314)	-1%
5110 Overtime Pay	2,863	2,000	2,000	2,000	<b>2,000</b>	-	0%
5120 Temporary Pay	16,650	16,000	16,000	16,000	<b>16,000</b>	-	0%
5160 Call Out Pay	414	2,000	2,000	2,000	<b>1,500</b>	(500)	-25%
5200 Taxes & Benefits	96,203	95,583	95,583	75,900	<b>84,211</b>	8,311	11%
5300 Travel & Training	-	1,500	1,500	100	<b>550</b>	450	450%
5400 Uniform Allowance	-	900	900	900	<b>900</b>	-	0%
6010 Supplies	19	-	-	-	-	-	0%
6011 Operating Supplies	9,678	10,000	10,000	10,000	<b>11,500</b>	1,500	15%
6015 Books & Software	183	500	500	500	<b>500</b>	-	0%
6060 Rentals	43,890	31,344	31,344	33,000	<b>35,460</b>	2,460	7%
6090 Contractual Services	315	-	-	-	-	-	0%
6100 Insurance	-	4,000	4,000	-	<b>404</b>	404	#DIV/0!
6310 Electricity	7,774	4,200	4,200	5,000	<b>6,000</b>	1,000	20%
6320 Water	1,241	2,019	2,019	2,100	<b>2,328</b>	228	11%
6330 Telephone	283	200	200	200	<b>800</b>	600	300%
6331 Long Distance	-	250	250	250	<b>250</b>	-	0%
6340 Sewer	1,048	1,017	1,017	1,100	<b>1,473</b>	373	34%
6430 Building Maintenance	2,477	4,000	4,000	4,000	<b>4,000</b>	-	0%
6431 Heating Fuel	2,359	1,350	1,350	1,400	<b>1,688</b>	288	21%
6450 Equipment Maintenance	56	1,000	1,000	1,000	<b>1,000</b>	-	0%
6460 Vehicle Maintenance	229	10,000	10,000	10,000	<b>10,000</b>	-	0%
6525 Small Equipment Purchases	899	1,900	1,900	1,900	<b>1,950</b>	50	3%
<b>Total Appropriations</b>	325,759	331,680	331,680	288,250	<b>302,100</b>	13,850	5%
<b>AUTHORIZED PERSONNEL</b>	<b>FY 10</b>	<b>FY 11</b>	<b>FY 12</b>				
Parks-Fields Supervisor	0.35	0.35	-				
Parks-Fields Technician I	0.40	0.30	0.30				
Maintenance Technician I	1.75	1.40	1.44				
Mechanic I	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>				
<b>FULL-TIME EMPLOYEES</b>	<u><u>3.50</u></u>	<u><u>3.05</u></u>	<u><u>2.74</u></u>				

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Public Works	101-27-001	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>5400 - UNIFORM ALLOWANCE</b>		<b>Type*</b>	<b>Quantity</b>
		R	3
			300
			900
<b>5400 - TOTAL UNIFORM ALLOWANCE</b>			<b>900</b>
<b>6011 - OPERATING SUPPLIES</b>			
Tools and tool boxes, torque wrenches, grease guns, flashlights, mechanic tools, etc.			4,000
Paper towels, soaps, degreasers, oil absorbs, welding supplies, PPE, coveralls, etc for garage			2,500
Road signs, posts & supplies			5,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>11,500</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>			
Best Access Software			500
		-	-
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>			<b>500</b>
<b>6060 - RENTALS</b>			
Rental of new vehicle maintenance facility and storage		R	12
			2,955
			35,460
<b>6060 - TOTAL RENTALS</b>			<b>35,460</b>
<b>6100 - INSURANCE</b>			
Schoenbar Road Warehouse Facility			404
<b>6100 - TOTAL INSURANCE</b>			<b>404</b>
<b>6310 - ELECTRICITY</b>			
Borough Bus Barn		R	20
Greenhouse		R	10
			1,000
			1,000
<b>6310 - TOTAL ELECTRICITY</b>			<b>6,000</b>
<b>6320 - WATER</b>			
Borough Bus Barn		R	7
Greenhouse		R	30
			473
			1,500
<b>6320 - TOTAL WATER</b>			<b>2,328</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Public Works	101-27-001	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6330 - TELEPHONE</b>		<b>Type*</b>	<b>Quantity</b>
			4
		<b>Unit Price</b>	200
			800
<b>6330 - TOTAL TELEPHONE</b>			<b>800</b>
<b>6331 - LONG DISTANCE</b>			
			1
		250	250
<b>6331 - TOTAL LONG DISTANCE</b>			<b>250</b>
<b>6340 - SEWER</b>			
Borough Bus Barn			28
Greenhouse			10
		139	973
		50	500
<b>6340 - TOTAL SEWER</b>			<b>1,473</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Misc. supplies, including but not limited to: Lights, ballasts			4,000
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>4,000</b>
<b>6431 - HEATING FUEL</b>			
Borough Bus Barn	R		15
		450	1,688
<b>6431 - TOTAL HEATING FUEL</b>			<b>1,688</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
			1,000
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>1,000</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
			10,000
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>10,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
Misc.			1
		500	500
		500	1,000
		450	450
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>1,950</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Public Works - Parks/Fields 101-27-002**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	144,659	132,036	132,036	129,900	<b>102,399</b>	(27,501)	-21%
5110 Overtime Pay	2,357	3,000	3,000	3,000	<b>2,000</b>	(1,000)	-33%
5120 Temporary Pay	28,998	40,000	40,000	38,000	<b>40,000</b>	2,000	5%
5160 Call Out	-	1,000	1,000	500	<b>1,000</b>	500	100%
5200 Taxes/Benefits	113,223	94,486	94,486	80,000	<b>76,032</b>	(3,968)	-5%
5400 Uniforms	-	600	600	900	<b>1,200</b>	300	33%
6011 Operating Supplies	1,184	1,500	1,500	1,500	<b>1,500</b>	-	0%
6015 Books & Software	-	500	500	500	<b>500</b>	-	0%
6020 Dues & Publications	615	975	975	975	<b>1,100</b>	125	13%
6090 Contractual Services	-	-	-	-	<b>20,000</b>	20,000	#DIV/0!
6100 Insurance	-	6,000	6,000	4,665	<b>4,665</b>	-	0%
6310 Electricity	16,609	20,700	20,700	20,700	<b>20,700</b>	-	0%
6320 Water	2,535	3,900	3,900	2,600	<b>2,600</b>	-	0%
6331 Long Distance	4	1,400	1,400	800	<b>800</b>	-	0%
6340 Sewer	1,597	3,780	3,780	2,835	<b>2,835</b>	-	0%
6350 Landfill	-	500	500	500	<b>500</b>	-	0%
6420 Field Maintenance	22,291	26,000	26,000	26,000	<b>33,000</b>	7,000	27%
6421 Park Maintenance	23,931	2,440	2,440	4,500	<b>7,000</b>	2,500	56%
6430 Building Maintenance	-	-	-	1,000	-	(1,000)	-100%
6431 Heating Fuel	176	-	-	-	-	-	0%
6450 Equipment Maintenance	258	1,000	1,000	1,400	<b>1,600</b>	200	14%
6460 Vehicle Maintenance	-	2,000	2,000	2,000	<b>2,000</b>	-	0%
6525 Small Equipment Purchases	-	3,000	3,000	3,000	<b>2,500</b>	(500)	-17%
<b>Total Appropriations</b>	358,437	344,817	344,817	325,275	<b>323,931</b>	(1,344)	0%

AUTHORIZED PERSONNEL	FY 10	FY 11	FY 12
Parks/Fields Supervisor	0.50	0.50	-
Parks/Fields Technician I	3.20	2.40	2.40
<b>FULL-TIME EMPLOYEES</b>	<u>3.70</u>	<u>2.90</u>	<u>2.40</u>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Public Works	101-27-002	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>5400 - UNIFORM ALLOWANCE</b>					
IBEW			4	300	1,200
<b>5400 - TOTAL UNIFORM ALLOWANCE</b>					<b>1,200</b>
<b>6011 - OPERATING SUPPLIES</b>					
Supplies					1,500
<b>6011 - TOTAL OPERATING SUPPLIES</b>					<b>1,500</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>					
Safety meeting software					500
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>					<b>500</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>					
ADEC Certifications for Concessions		R	4	150	600
Fire Suppression recert. for concessions at Walker, Dudley and Weiss Fields		R	4	125	500
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>					<b>1,100</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
Engineering			-	-	20,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>20,000</b>
<b>6100 - INSURANCE</b>					
Fields - Bleachers		R			3,020
Fields - Bleachers		R			1,036
2721 7th Avenue - Recreation Office		R		609	609
<b>6100 - TOTAL INSURANCE</b>					<b>4,665</b>
<b>6310 - ELECTRICITY</b>					
Parks: Alder, City; Fields: Dudley, Walker, Weiss, Fawn Concession Stands: Dudley, Walker Senior/Little League, Weiss Restrooms: Walker Senior/Little League, Houghtaling & Dudley		R	12	1,725	20,700
<b>6310 - TOTAL ELECTRICITY</b>					<b>20,700</b>
<b>6320 - WATER</b>					
Parks: Alder, City, Harborview, Tunnel, Whale Park Concession/Restrooms: Dudley, Walker, Houghtaling		R	8	325	2,600
<b>6320 - TOTAL WATER</b>					<b>2,600</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Public Works	101-27-002	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6331 - LONG DISTANCE</b>		Type*	Quantity
			Unit Price
			Budget Request
			800
<b>6331 - TOTAL LONG DISTANCE</b>			<b>800</b>
<b>6340 - SEWER</b>			
Parks: Alder, City			
Concession/Restrooms: Dudley, Walker, Houghtaling		9	315
			2,835
<b>6340 - TOTAL SEWER</b>			<b>2,835</b>
<b>6350 - LANDFILL FEES</b>			
			500
<b>6350 - TOTAL LANDFILL FEES</b>			<b>500</b>
<b>6420 - FIELD MAINTENANCE</b>			
Chalk			8,000
Field surface material			10,000
Misc. supplies, including but not limited to:			5,000
lights, fencing parts, paint, hoses, chalkers, railings, ice melt, etc.			10,000
<b>6420 - TOTAL FIELD MAINTENANCE</b>			<b>33,000</b>
<b>6421 - PARK MAINTENANCE</b>			
This line item includes all misc items needed for the fields and parks.			7,000
<b>6421 - TOTAL PARK MAINTENANCE</b>			<b>7,000</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
			1,600
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>1,600</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
			2,000
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>2,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
		1	500
		1	500
		1	1,500
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>2,500</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Public Works - Administration 101-27-004**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	278,082	208,219	208,219	209,000	<b>225,159</b>	16,159	8%
5110 Overtime Pay	7,077	2,000	2,000	2,000	<b>2,000</b>	-	0%
5120 Temporary Pay	2,273	2,500	2,500	2,500	<b>2,500</b>	-	0%
5200 Taxes/Benefits	177,044	121,706	121,706	121,706	<b>145,935</b>	24,229	20%
5300 Travel & Training	-	3,800	3,800	3,300	<b>3,300</b>	-	0%
6010 Supplies	2,075	3,000	3,000	2,000	<b>2,000</b>	-	0%
6011 Operating Supplies	596	2,000	2,000	2,000	<b>2,000</b>	-	0%
6015 Books & Software	1,135	-	-	-	-	-	
6020 Dues & Publications	355	-	-	-	-	-	
6060 Rentals	-	22,074	22,074	16,681	-	(16,681)	-100%
6070 Postage Expense	527	500	500	500	<b>500</b>	-	0%
6080 Professional Services	-	5,000	5,000	5,000	<b>10,000</b>	5,000	100%
6090 Contractual Services	79,802	81,524	81,524	81,524	<b>81,668</b>	144	0%
6100 Insurance	12,270	2,800	2,800	2,800	<b>2,800</b>	-	0%
6110 Medical Expense	196	1,300	1,300	1,300	<b>1,050</b>	(250)	-19%
6310 Electricity	55	-	-	-	-	-	
6330 Telephone	10,416	3,000	3,000	5,000	<b>4,000</b>	(1,000)	-20%
6331 Long Distance	174	250	250	250	<b>250</b>	-	0%
6350 Landfill	7,960	6,000	6,000	300	<b>3,000</b>	2,700	900%
6360 Reimbursable Expenses	1,747	-	-	-	-	-	
6430 Building Maintenance	97	-	-	-	-	-	
6450 Equipment Maintenance	100	1,000	1,000	500	<b>500</b>	-	0%
6460 Vehicle Maintenance	25,694	2,000	2,000	2,000	<b>2,000</b>	-	0%
6461 Vehicle Fuel & Oil	24,402	35,000	35,000	35,000	<b>35,000</b>	-	0%
6525 Small Equipment Purchases	11,706	2,000	2,000	1,000	<b>1,000</b>	-	0%
6530 Equipment Purchases	-	12,000	12,000	12,000	<b>12,000</b>	-	0%
6650 Rent - Transfer Out	-	-	-	7,770	<b>15,540</b>	7,770	100%
<b>Total Appropriations</b>	643,783	517,673	517,673	514,131	<b>552,202</b>	38,071	7%
<b>AUTHORIZED PERSONNEL</b>	<b>FY 10</b>	<b>FY 11</b>	<b>FY 12</b>				
Director	1.00	1.00	0.50				
Deputy Director	1.00	1.00	1.00				
Administrative Assistant	1.00	1.00	1.00				
Project Manager	-	-	1.00				
<b>FULL-TIME EMPLOYEES</b>	<u>3.00</u>	<u>3.00</u>	<u>3.50</u>				

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Public Works	101-27-004	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6010 - SUPPLIES</b>					
Supplies, including but not limited to: note pads, laser cartridges, files, etc.					2,000
<b>6010 - TOTAL SUPPLIES</b>					<b>2,000</b>
<b>6011 - OPERATING SUPPLIES</b>					
					2,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>					<b>2,000</b>
<b>6070 - POSTAGE EXPENSE</b>					
Postage					500
<b>6070 - TOTAL POSTAGE EXPENSE</b>					<b>500</b>
<b>6080 - PROFESSIONAL SERVICES</b>					
Engineering					10,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>					<b>10,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Public Works	101-27-004	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
Code Enforcement (Abandoned/Junk Vehicles - Reimbursed from vehicle taxes)					80,000
Whie Cliff Janitorial					1,668
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>81,668</b>
<b>6100 - INSURANCE</b>					
					2,800
<b>6100 - TOTAL INSURANCE</b>					<b>2,800</b>
<b>6110 - MEDICAL EXPENSE</b>					
Physicals/Medical Evaluation for Respiratory Fitness			5	50	250
Hepatitis A&B for one employee			2	100	200
Hearing tests			-	50	-
Annual physicals			3	200	600
<b>6110 - TOTAL MEDICAL EXPENSE</b>					<b>1,050</b>
<b>6330 - TELEPHONE</b>					
WH, Office, Fax, Garage, Fax					4,000
<b>6330 - TOTAL TELEPHONE</b>					<b>4,000</b>
<b>6331 - LONG DISTANCE</b>					
					250
<b>6331 - TOTAL LONG DISTANCE</b>					<b>250</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Public Works	101-27-004	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6350 - LANDFILL</b>					
All standard garbage collection, recycling & landfill fees for borough facilities					3,000
<b>6350 - TOTAL LANDFILL</b>					<b>3,000</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>					
					500
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>					<b>500</b>
<b>6460 - VEHICLE MAINTENANCE</b>					
					2,000
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>					<b>2,000</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>					
					35,000
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>					<b>35,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>					
					1,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>					<b>1,000</b>
<b>6530 - EQUIPMENT PURCHASES</b>					
					12,000
<b>6530 - TOTAL EQUIPMENT PURCHASES</b>					<b>12,000</b>

## Ketchikan Gateway Borough

### Personnel Wage/Salary Detail - Budget Year 2012

Public Works									101-27		Mike Carney		06/13/11	
Department									Dept. #		Prepared by		Date	
Position	Anniver- sary Date	Wage on 6/30/11	COLA 3.0%	# Pay Days	Semi-Mo Wage	STEP 1.5%	# Pay Days	Semi-Mo Wage	5100	5160	5120	5110	Total Pay	
									Annual Salary	Call Out	Temp Pay	Overtime		
Public Works Director 50% w/Airport	4/29	4,482		19	4,482		5	4,549	53,952				53,952	
Deputy Director	5/5	3,182		21	3,182		3	3,230	76,512				76,512	
Project Manager	12/27	3,135		12	3,135		12	3,182	75,804				75,804	
Secretary, Part-Time - 50%	9/26								-				-	
Parks/Fields Supervisor													-	
Mechanic	10/19	1,780		7	1,833		17	1,860	44,451				44,451	
Mechanic, Part-Time	7/1	2,036		24	2,097			2,128	50,328				50,328	
Parks/Fields Tech I	6/3	1,703		22	1,754		2	1,780	42,148				42,148	
Parks/Fields Tech I	10/8	1,703		7	1,754		17	1,780	42,538				42,538	
Parks/Fields Tech I	7/1	1,728		2	1,780		22	1,807	43,314				43,314	
Utility Supervisor	7/1	2,128			2,128		24	2,160	51,840				51,840	
Maintenance Technician I	10/1	1,245		6	1,282		18	1,301	31,110				31,110	
Maintenance Technician I	7/1	1,754			1,807		24	1,834	44,016				44,016	
Maintenance Technician I	7/1	1,604			1,652		24	1,677	40,248				40,248	
Maintenance Technician I	9/21	1,511		9	1,556		15	1,579	37,689				37,689	
Administrative Assistant	9/15	1,511		5	1,556		19	1,579	37,781				37,781	
Call Out - Maintenance										1,500	-	-	1,500	
Call Out - Grounds										1,000	-	-	1,000	
Temporary Employees - Admin										-	2,500	-	2,500	
Temporary Employees - Grds										-	40,000	-	40,000	
Temporary Employees - Maint.										-	16,000	-	16,000	
Temporary Employees - WW										-	-	-	-	
Overtime - Admin										-	-	2,000	2,000	
Overtime - Maintenance										-	-	2,000	2,000	
Overtime - Grounds										-	-	2,000	2,000	
Overtime - WW										-	-	-	-	
Overtime - Water										-	-	-	-	
<b>Totals</b>									<b>671,731</b>	<b>2,500</b>	<b>58,500</b>	<b>6,000</b>	<b>738,731</b>	

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Public Works			101-27	Mike Carney			06/13/11
<b>Department</b>			<b>Dept. #</b>	<b>Prepared by</b>			<b>Date</b>
<b>Employee Name</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% P.E.R.S./IBEW</b>	<b>Health Insurance</b>	<b>Total Benefit</b>
Public Works Director 50% w/Airport	53,952	4,127	388	540	14,918	8,616	28,589
Deputy Director	76,512	5,853	4,881	765	21,156	24,984	57,639
Project Manager	75,804	8,170	4,798	758	20,960	18,096	52,782
Mechanic	44,451	3,401	1,778	445	12,291	17,730	35,645
Mechanic	50,328	3,850	2,013	503	13,916	2,085	22,367
Parks/Fields Tech I	42,148	3,224	2,689	421	6,240	16,104	28,678
Parks/Fields Tech I	42,538	3,254	2,714	425	6,240	16,104	28,737
Parks/Fields Tech I	43,314	3,314	2,763	433	6,240	16,104	28,854
Utility Supervisor	51,840	3,966	3,307	518	14,334	24,984	47,109
Maintenance Technician II	31,110	2,380	1,985	311	6,240	16,104	27,020
Maintenance Technician I	44,016	3,367	2,808	440	6,240	16,104	28,959
Maintenance Technician I	40,248	3,079	2,568	402	6,240	16,104	28,393
Maintenance Technician I	37,689	2,883	2,405	377	6,240	16,104	28,009
Administrative Assistant	37,781	2,890	272	378	10,446	-	13,986
Call Out - Maintenance	1,500	115	96	15	-	-	226
Call Out - Grounds	1,000	77	64	10	-	-	151
Temporary Pay - Admin	2,500	191	18	25	-	-	234
Temporary Pay - Grounds	40,000	3,060	2,552	400	-	-	6,012
Temporary Pay - Maintenance	16,000	1,224	1,021	160	-	-	2,405
Overtime - Admin	2,000	153	128	20	553	-	854
Overtime - Maintenance	2,000	153	128	20	553	-	854
Overtime - Grounds	2,000	153	128	20	553	-	854
Overtime - Water	-	-	-	-	-	-	-
<b>Totals</b>	<b>738,731</b>	<b>58,884</b>	<b>39,504</b>	<b>7,386</b>	<b>153,360</b>	<b>209,223</b>	<b>468,357</b>
<b>% Benefit to Salary</b>		7.97%	5.35%	1.00%	20.76%	28.32%	63.40%

**Ketchikan Gateway Borough**  
**Travel & Training Budget - Budget Year 2012**

Public Works	101-27	Mike Carney	06/13/11				
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>				
Employee Name and Position	Location and Reason for Trip/Training	Dates and No. of Days Required	* Travel Information				Total
			Transportation	Per Diem	Lodging	Other	
<b>Administration</b>							
CPR/First Aid	Ketchikan	13 employees					1,300
Borough travel	Professional Dev.						2,000
<b>Subtotal - Administration</b>						<b>3,300</b>	
<b>Maintenance</b>							
	Certifications						550
<b>Subtotal - Maintenance</b>						<b>550</b>	
<b>Total Travel &amp; Training</b>			-	-	-	-	<b>3,850</b>

**Ketchikan Gateway Borough  
Breakdown Employee Wages Benefits  
FY 2012**

Position	Annual Pay Cost										Benefits Cost							
	Annual Pay	Benefits	Admin	Maint.	Parks/Fields	Eco Dev	W.W.	Water	Assess	Transit	Admin	Maint.	Parks/Fields	Eco Dev	W.W.	Water	Assess	Transit
Public Works Director	53,952	28,589	53,952	-	-	-	-	-	-	-	28,589	-	-	-	-	-	-	-
Deputy Director	76,512	57,639	76,512	-	-	-	-	-	-	-	57,639	-	-	-	-	-	-	-
Project Manager	75,804	52,782	75,804	-	-	-	-	-	-	-	52,782	-	-	-	-	-	-	-
Admin Assist	37,781	11,674	18,891	-	-	-	-	-	18,891	-	5,837	-	-	-	-	-	5,837	-
Mechanic I	44,451	35,645	-	33,338	-	-	-	-	-	11,113	-	26,734	-	-	-	-	-	8,911
Mechanic I	50,328	22,367	-	12,582	-	-	-	-	-	37,746	-	5,592	-	-	-	-	-	16,775
Parks/Field Technician I	42,148	28,678	-	4,215	33,718	4,215	-	-	-	-	-	2,868	22,942	2,868	-	-	-	-
Parks/Field Technician I	42,538	28,737	-	4,254	34,030	4,254	-	-	-	-	-	2,874	22,990	2,874	-	-	-	-
Parks /Field Technician I	43,314	28,854	-	4,331	34,651	4,331	-	-	-	-	-	2,885	23,083	2,885	-	-	-	-
Utility supervisor	51,840	47,109	-	-	-	3,110	21,773	26,957	-	-	-	-	-	2,827	19,786	24,497	-	-
Maintenance Tech II	31,110	27,020	-	-	-	1,867	17,422	11,822	-	-	-	-	-	1,621	15,131	10,268	-	-
Maintenance Tech I	44,016	28,959	-	36,973	-	2,201	2,201	2,641	-	-	-	24,326	-	1,448	1,448	1,738	-	-
Maintenance Tech I	40,248	28,393	-	20,124	-	-	10,062	10,062	-	-	-	14,197	-	-	7,098	7,098	-	-
Maintenance Tech I	37,689	28,009	-	3,769	-	-	16,960	16,960	-	-	-	2,801	-	-	12,604	12,604	-	-
<b>Straight Time</b>	<b>671,731</b>	<b>454,455</b>	<b>225,159</b>	<b>119,586</b>	<b>102,399</b>	<b>19,978</b>	<b>68,418</b>	<b>68,442</b>	<b>18,891</b>	<b>48,859</b>	<b>144,847</b>	<b>82,277</b>	<b>69,015</b>	<b>14,523</b>	<b>56,067</b>	<b>56,205</b>	<b>5,837</b>	<b>25,686</b>
Call-Out	2,500	377	-	1,500	1,000	-	-	-	-	-	-	226	151	-	-	-	-	-
Over-Time	6,000	3,416	2,000	2,000	2,000	-	-	-	-	-	854	854	854	-	-	854	-	-
Temporary Pay	58,500	7,100	2,500	16,000	40,000	-	-	-	-	-	234	854	6,012	-	-	-	-	-
<b>Totals</b>	<b>738,731</b>	<b>465,348</b>	<b>229,659</b>	<b>139,086</b>	<b>145,399</b>	<b>19,978</b>	<b>68,418</b>	<b>68,442</b>	<b>18,891</b>	<b>48,859</b>	<b>145,935</b>	<b>84,211</b>	<b>76,032</b>	<b>14,523</b>	<b>56,067</b>	<b>57,059</b>	<b>5,837</b>	<b>25,686</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Planning 101-30**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	340,281	304,231	304,231	300,000	<b>321,669</b>	21,669	7%
5110 Overtime Pay	5,803	5,000	5,000	2,000	<b>5,000</b>	3,000	150%
5150 Commission Fees	3,609	4,500	4,500	4,500	<b>4,500</b>	-	
5200 Taxes & Benefits	204,075	169,726	169,726	169,726	<b>200,770</b>	31,044	18%
5300 Travel & Training	11,301	15,500	15,500	10,000	<b>23,500</b>	13,500	135%
6010 Supplies	4,208	10,000	10,000	7,000	<b>5,800</b>	(1,200)	-17%
6011 Operating Supplies	10	-	-	500	<b>500</b>	-	
6020 Dues & Publications	1,540	2,500	2,500	2,500	<b>2,500</b>	-	
6030 Publishing Expense	7,432	10,000	10,000	1,000	<b>2,500</b>	1,500	150%
6031 Recording Fees	955	1,500	1,500	2,000	<b>2,000</b>	-	
6045 Training/Meeting Food	194	1,000	1,000	600	<b>600</b>	-	
6060 Rentals	702	1,067	1,067	1,067	-	(1,067)	-100%
6070 Postage Expense	1,581	2,000	2,000	2,500	<b>2,500</b>	-	
6080 Professional Services	3,679	25,000	25,000	25,000	<b>50,000</b>	25,000	100%
6090 Contractual Services	31,265	25,000	34,500	25,000	<b>4,452</b>	(20,548)	-82%
6330 Telephone	1,958	2,000	2,000	1,000	<b>1,000</b>	-	
6331 Long Distance	330	750	750	500	<b>500</b>	-	
6360 Reimbursable Expenses	-	250	250	-	-	-	
6460 Vehicle Maintenance	360	-	-	-	-	-	
6525 Small Equipment Purchases	1,517	1,000	1,000	1,500	<b>2,000</b>	500	33%
6650 Rent - Transfer Out	58,688	58,933	58,933	50,210	<b>41,487</b>	(8,723)	-17%
<b>Total Appropriations</b>	<b>679,488</b>	<b>639,957</b>	<b>590,524</b>	<b>606,603</b>	<b>671,278</b>	<b>64,675</b>	<b>11%</b>

AUTHORIZED PERSONNEL	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
Planning Director	1.00	1.00	0.75
Principal Planner	-	-	-
Associate Planner - Current	1.52	1.52	1.27
Assistant Planner	1.00	-	-
Community Develop Zoning Clerk	1.00	1.00	1.00
Mapping Technician	1.00	1.00	1.00
Community Development Secretary	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>
<b>FULL TIME EMPLOYEES</b>	<u><u>6.52</u></u>	<u><u>5.52</u></u>	<u><u>5.02</u></u>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Planning	101-30	Tom W.	06/13/11	
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>	
<b>6010 - SUPPLIES</b>				
General office supplies: Toners, ink for HP Plotter, Inkjet printers		R		5,000
Mapping paper (Xerox) 36x500 (2 rolls/package)		R		800
<b>6010 - TOTAL SUPPLIES</b>				<b>5,800</b>
<b>6011- OPERATING SUPPLIES</b>				
		R		500
<b>6011- TOTAL OPERATING SUPPLIES</b>				<b>500</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>				
Professional Membership dues (APA) for staff & Planning Commission		R		2,500
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>				<b>2,500</b>
<b>6030 - PUBLISHING EXPENSE</b>				
Customer Service brochures, other materials		R		2,500
<b>6030 - TOTAL PUBLISHING EXPENSE</b>				<b>2,500</b>
<b>6031 - RECORDING FEES &amp; TITLE REPORTS</b>				
Districts Recorders Office - Filing Plats (revenue neutral)		R		2,000
<b>6031 - TOTAL RECORDING FEES &amp; TITLE REPORTS</b>				<b>2,000</b>
<b>6045 - TRAINING/MEETING FOOD</b>				
Planning Commission meetings @50.00 each		R	12	600
<b>6045 - TOTAL TRAINING/MEETING FOOD</b>				<b>600</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Planning	101-30	Tom W.	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type</b>	<b>Quantity</b>
<b>6070 - POSTAGE</b>			<b>Unit Price</b>
<b>Budget Request</b>			
Correspondence, certified mailings, property owner notices		R	2,500
<b>6070 - TOTAL POSTAGE</b>			<b>2,500</b>
<b>6080 - PROFESSIONAL SERVICES</b>			
Engineer Services, plan development (i.e. parking management, mulit-model transportation, Wetland delineatio		R	50,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>			<b>50,000</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
White Cliff Janitorial		R	4,452
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>4,452</b>
<b>6330 - TELEPHONE</b>			
Telephone		R	1,000
<b>6330 - TOTAL TELEPHONE</b>			<b>1,000</b>
<b>6331 - LONG DISTANCE</b>			
Long Distance		R	500
<b>6331 - TOTAL LONG DISTANCE</b>			<b>500</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
Misc. furniture & small equipment		1	2,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>2,000</b>

**Ketchikan Gateway Borough  
Personnel/Wage Salary Detail - Budget Year 2012**

Planning				101-30				Tom W.		06/13/11	
<b>Department</b>				<b>Dept. #</b>				<b>Prepared by</b>		<b>Date</b>	
Position	Anniver- sary Date	Wage on 6/30/11	COLA 3%	# Pay Periods	Semi-Month Wage	STEP %	# Pay Periods	Semi-Month Wage	24 Pay Periods		Total Pay
									5100 Annual	5110 Overtime	
Planning Director <i>25% of Total Wages Charged to Econ. Develop.</i>	11/1	4,350		8	4,350	1.5%	16	4,415	105,440 <b>(26,360)</b>		105,440 <b>(26,360)</b>
Associate Planner <i>23% Total Wages Covered by CZM Grant 25% of Total Wages Covered by Land Trust</i>	1/26	2,129		5	2,193	1.5%	19	2,226	53,259 <b>(13,315)</b>		53,259 <b>(13,315)</b>
Associate Planner <i>23% of Total Wages Covered by LEPC Grant</i>	7/21	1,993		2	2,053	1.5%	22	2,084	49,954 <b>(11,489)</b>		49,954 <b>(11,489)</b>
Assistant Planner	12/17	-		11	-	1.5%	13	-	-		-
Mapping Technician	9/7	2,194		4	2,260	1.5%	20	2,294	54,920		54,920
Community Development Secretary	1/1	1,703		12	1,754	1.5%	12	1,780	42,408		42,408
Community Develop Zoning Clerk	5/23	2,701		22	2,782	1.5%	2	2,824	66,852		66,852
Overtime Pay:										5,000	
<b>Planning Director - Charged to Planning (75%) &amp; Econ Dev. (25%)</b> <b>* Principal Planner - 25% of Total Wages will be covered under Lands. 75% of Total Wages to be Covered Under Planning OR CPV</b> <b>Land Trust Admin. Assistant - Charged to Land Trust (50%) &amp; Econ. Dev (50%)</b>											
<b>Totals</b>									<b>321,669</b>	<b>5,000</b>	<b>321,669</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Planning	101-30	Tom W.	06/13/11				
<b>Department</b>	<b>Dept. #</b>	<b>Prepared by</b>	<b>Date</b>				
<b>POSITION</b>	<b>Annual Salary</b>	<b>FICA MEDFICA</b>	<b>Workers Comp</b>	<b>1% Unempl.</b>	<b>27.65% Retirement</b>	<b>Health Insur.</b>	<b>Benefit Total</b>
Planning Director <i>25% of Total Benefits Charged to Economic Development</i>	105,440 <b>(26,360)</b>	8,066 <b>(2,017)</b>	759 <b>(190)</b>	1,054 <b>(264)</b>	29,154 <b>(7,289)</b>	18,096 <b>(4,524)</b>	57,129 <b>(14,284)</b>
Associate Planner <i>23% of Total Benefits Covered by CZM Grant</i>	53,259	4,074	565	533	14,726	24,984	44,882
Associate Planner <i>25% Total Benefits Covered by LEPC Grant</i>	49,954 <b>(11,489)</b>	3,821 <b>(879)</b>	530 <b>(122)</b>	500 <b>(115)</b>	13,812 <b>(3,177)</b>	24,984 <b>(5,746)</b>	43,647 <b>(10,039)</b>
<i>25% of Total Benefits Covered by Land Trust</i>	<b>(12,489)</b>	<b>(955)</b>	<b>(133)</b>	<b>(125)</b>	<b>(3,453)</b>	<b>(6,246)</b>	<b>(10,912)</b>
Mapping Technician	54,920	4,201	582	549	15,185	8,616	29,133
Community Development Secretary	42,408	3,244	305	424	11,726	8,616	24,315
Community Develop Zoning Clerk	66,852	5,114	481	669	18,485	8,616	33,365
Overtime  (20 Planning Commission, 12 LEPC, Public Hearings) Planning Commission Assembly Temporary Employees	5,000	383	53	50	1,383	-	1,869
<b>Planning Director - Charged to Planning (75%) &amp; Econ Dev. (25%)</b>							
<b>* Principal Planner - 25% of Total Wages will be covered under Lands. 25% of Total Wages to be Covered Under Planning OR CPV</b>							
<b>Land Trust Admin. Assistant - Charged to Land Trust (50%) &amp; Econ. Dev (50%)</b>							
<b>Totals</b>	<b>327,495</b>	<b>25,052</b>	<b>2,830</b>	<b>3,275</b>	<b>90,552</b>	<b>77,396</b>	<b>199,105</b>
% Benefit to Salary		7.65%	0.86%	1.00%	27.65%	23.63%	60.80%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Planning	101-30	Tom W.				06/13/11	
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>				<b>Date</b>	
Employee Name and Position	Location and Reason for Trip/Training	Dates and No. of Days Req.	* Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
<b>5300 - TRAVEL &amp; TRAINING</b>							
Mapping Technician	Alaska GIS Conference	To be determined				3,000	
	Internet courses: ARCIMS, GeoDatabases					500	
Planning Director AML/LL/Misc	LL to Juneau					2,500	
	AML & misc travel					2,500	
Planners (1)	APA conference planners training	To be determined				5,000	
Planning Commission (1)	APA Conference commissioner training					5,000	
Professional Development	UAS Classes & other training for advancement & improvement	To be determined				5,000	
<b>Totals Travel &amp; Training</b>			-	-	-	-	<b>23,500</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Planning		101-30	Tom W.	06/13/11		
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>	
<b>Employee Position</b>	<b>Annual Salary</b>	<b>FICA MEDFICA</b>	<b>Workers Comp</b>	<b>1% Unempl.</b>	<b>27.65% Retirement</b>	<b>Benefit Total</b>
Chairperson	900	69	6	9	249	333
Commissioner	600	46	4	6	166	222
Commissioner	600	46	4	6	166	222
Commissioner	600	46	4	6	166	222
Commissioner	600	46	4	6	166	222
Commissioner	600	46	4	6	166	222
Commissioner	600	46	4	6	166	222
<b>Totals</b>	<b>4,500</b>	<b>345</b>	<b>30</b>	<b>45</b>	<b>1,245</b>	<b>1,665</b>
<b>% Benefit to Salary</b>		7.67%	0.67%	1.00%	27.67%	37.00%

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

Planning	101-30	Tom W.	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>Employee Position</b>		<b>Type*</b>	<b># of Meetings</b>
Chairperson		R	12
Commissioner		R	12
<b>Totals</b>			<b>4,500</b>

\*R = Recurring

1 = One time cost

C = Contractual

## Ketchikan Gateway Borough

### FY 2012 Budget - Appropriations

#### Transit 101-31-000

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	465,721	467,358	467,358	466,572	<b>542,854</b>	76,282	16%
5110 Overtime Pay	8,287	10,000	10,000	9,960	<b>10,000</b>	40	0%
5120 Temporary Pay	55,866	58,155	58,155	58,155	<b>86,295</b>	28,140	48%
5200 Taxes & Benefits	385,028	373,938	373,938	359,052	<b>458,593</b>	99,541	28%
5300 Travel & Training	382	-	-	-	-	-	
5400 Uniform Allowance	-	1,300	1,300	1,300	<b>1,300</b>	-	0%
6010 Supplies	1,434	2,000	2,000	2,000	<b>3,000</b>	1,000	50%
6011 Operating Supplies	4,053	2,000	2,000	4,000	<b>4,000</b>	-	0%
6015 Books & Software	548	1,500	1,500	1,500	<b>2,000</b>	500	33%
6020 Dues & Publications	640	1,200	1,200	1,200	<b>1,200</b>	-	0%
6030 Publishing Expense	6,100	9,200	9,200	9,000	<b>9,295</b>	295	3%
6040 Community Promotion	-	2,000	2,000	500	<b>6,000</b>	5,500	1100%
6060 Rentals	81,510	94,032	94,032	94,032	<b>94,032</b>	-	0%
6070 Postage	19	-	-	-	<b>500</b>	500	
6080 Professional Services	300	-	-	-	<b>10,000</b>	10,000	
6085 Licenses, Fees & Permits	100	-	-	-	<b>100</b>	-	
6090 Contractual Services	103,426	239,874	239,874	244,490	<b>234,774</b>	(9,716)	-4%
6100 Insurance	17,773	25,263	25,263	15,225	<b>14,566</b>	(659)	-4%
6110 Medical Expense	-	1,000	1,000	528	<b>600</b>	72	14%
6310 Electricity	5,925	5,400	5,400	4,836	<b>4,800</b>	(36)	-1%
6320 Water	708	660	660	672	<b>660</b>	(12)	-2%
6330 Telephone	6,028	4,500	4,500	5,688	<b>6,007</b>	319	6%
6331 Long Distance	239	300	300	228	<b>180</b>	(48)	-21%
6340 Sewer	702	1,251	1,251	708	<b>708</b>	-	0%
6360 Reimbursable Expenses	6	-	-	200	<b>50</b>	(150)	-75%
6430 Building Maintenance	2,199	1,500	1,500	1,596	<b>1,500</b>	(96)	-6%
6431 Heating Fuel	4,603	4,800	4,800	4,764	<b>4,800</b>	36	1%
6450 Equipment Maintenance	219	-	-	1,836	<b>2,000</b>	164	
6460 Vehicle Maintenance	46,573	59,000	59,000	55,536	<b>55,500</b>	(36)	0%
6461 Vehicle Fuel & Oil	102,250	96,000	96,000	100,932	<b>141,075</b>	40,143	40%
6525 Small Equipment Purchases	3,451	2,000	2,000	971	-	(971)	-100%
6530 Equipment Purchases	-	69,383	69,383	-	<b>25,650</b>	25,650	
<b>Total Appropriations</b>	1,304,090	1,533,614	1,533,614	1,445,481	<b>1,722,039</b>	276,558	19%

**AUTHORIZED PERSONNEL**

	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
Transit Supervisor	1.00	1.00	1.00
Grants/Project Admin (Part-Time)	-	-	0.50
Administrative Assistant	-	1.00	1.00
Office Assistant Limited Part-time	0.30	-	-
Mechanic	1.00	1.00	1.00
Bus Driver II	1.00	1.00	1.00
Bus Driver I	4.00	4.00	4.00
Bus Driver I (Part-time)	3.00	3.00	3.00
<b>FULL-TIME EMPLOYEES</b>	<u>10.30</u>	<u>11.00</u>	<u>11.50</u>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Transit		Kyan Reeve	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>5400 - UNIFORMS</b>			
Uniforms-Polo's with Logo		1	20
Hats		1	20
			50
			15
			1,000
			300
<b>5400 - TOTAL UNIFORMS</b>			<b>1,300</b>
<b>6010 - SUPPLIES</b>			
Office Supplies: Includes bus pass materials which were originally in 6011			3,000
<b>6010 - TOTAL SUPPLIES</b>			<b>3,000</b>
<b>6011 - OPERATING SUPPLIES</b>			
Misc. Supplies: Gloves, paper towels, scrapers, extension cords, soap, paper products & heaters			4,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>4,000</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>			
Regular updates to administrative software (Microsoft/adobe design/bus software/ Cummins Diagnostic)			2,000
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>			<b>2,000</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
Community Transit Association of America		R	1
Commercial Driver's License renewals		R	4
Alaska Mobile Coalition		R	1
			300
			100
			500
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>1,200</b>
<b>6030 - PUBLISHING EXPENSE</b>			
Local Paper		R	
Ketchikan Daily News Ads		R	
Bus Schedules		R	
Inter-Island Ferry Brochures		R	
			100
			100
			8,000
			1,095
<b>6030 - TOTAL PUBLISHING EXPENSE</b>			<b>9,295</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Transit		Kyan Reeve	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		Type*	Quantity	Unit Price	Budget Request
<b>6040 - COMMUNITY PROMOTION</b>					
Special Events		R			1,000
Radio Ads		R			5,000
<b>6040 - TOTAL COMMUNITY PROMOTION</b>					<b>6,000</b>
<b>6060 - RENTALS</b>					
Rental of Bus Barn facility & storage		R	12	7,836	94,032
<b>6060 - TOTAL RENTALS</b>					<b>94,032</b>
<b>6085 - LICENSES, FEES &amp; PERMITS</b>					
Buses: new registrations for 2012 Gillings		R			100
<b>6085 - TOTAL LICENSES, FEES &amp; PERMITS</b>					<b>100</b>
<b>6080 - PROFESSIONAL SERVICES</b>					
Web design and digital bus signage		R			10,000
<b>6080 - PROFESSIONAL SERVICES</b>					<b>10,000</b>
<b>6070 - POSTAGE</b>					
Postage		R			500
<b>6070 - TOTAL POSTAGE</b>					<b>500</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
Senior Services/ Airport Access Grant		R			133,953
Para transit Contract		R			100,821
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>234,774</b>
<b>6100 - INSURANCE</b>					
Brokerage Fees		R		660	660
Bus Barn		R		1,225	1,225
Buses		R		13,341	13,341
<b>6100 - TOTAL INSURANCE</b>					<b>14,566</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Transit		Kyan Reeve	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
<b>Type*    Quantity    Unit Price    Budget Request</b>					
<b>6110 - MEDICAL EXPENSE</b>					
Biannual Physicals		R	3	200	600
<b>6110 - TOTAL MEDICAL EXPENSE</b>				<b>600</b>	
<b>6310 - ELECTRICITY</b>					
Bus Barn                      75%		R	12	400	4,800
<b>6310 - TOTAL ELECTRICITY</b>				<b>4,800</b>	
<b>6320 - WATER</b>					
Bus Barn                      75%		R	12	55	660
<b>6320 - TOTAL WATER</b>				<b>660</b>	
<b>6330 - TELEPHONE</b>					
Dedicated land Line		R	12	25	300
Supervisor's Cell Phone		R	12	70	840
Cell Phones                      6* \$67.60 per month =                      \$405.60		R	12	406	4,867
<b>6330 - TOTAL TELEPHONE</b>				<b>6,007</b>	
<b>6331 - LONG DISTANCE</b>					
		R	12	15	180
<b>6331 - TOTAL LONG DISTANCE</b>				<b>180</b>	
<b>6340 - SEWER</b>					
Bus Barn                      75%		R	12	59	708
<b>6340 - TOTAL SEWER</b>				<b>708</b>	
<b>6360 - REIMBURSABLE EXPENSES</b>					
Incidentals		R		50	50
<b>6360 - TOTAL REIMBURSABLE EXPENSES</b>				<b>50</b>	

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Transit		Kyan Reeve	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6430 - BUILDING MAINTENANCE</b>					
Bus Barn: Includes paper products and general upkeep		R			1,500
<b>6430 - TOTAL BUILDING MAINTENANCE</b>					<b>1,500</b>
<b>6431 - HEATING FUEL</b>					
Bus Barn		R	12	400	4,800
<b>6431 - TOTAL HEATING FUEL</b>					<b>4,800</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>					
Bus Shelter Repair		R			2,000
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>					<b>2,000</b>
<b>6460 - VEHICLE MAINTENANCE</b>					
Tires for Gilligs		R	28	375	10,500
Buses: Includes fire extinguishers		R			45,000
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>					<b>55,500</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>					
Buses and support vehicles: includes 15% increase			12	10687.5	141,075
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>					<b>141,075</b>
<b>6530 - EQUIPMENT PURCHASES</b>			<b>Local Match</b>		
Bus Shelters - New improvements	Purchased with grants		20%	50,000	10,000
Bus Shelter Lighting	Purchased with grants		10%	52,500	5,250
Parts inventory	Purchased with grants		20%	25,000	5,000
Giling Buses	Purchased with grants		0%	80,000	-
Vehicle Tracking/ Electronic Signature	Purchased with grants		9%	60,000	5,400
<b>6530 - TOTAL EQUIPMENT PURCHASES</b>					<b>25,650</b>

**Ketchikan Gateway Borough  
Personnel Wage & Salary Detail - Budget Year 2012**

Transit										Kyan Reeve			06/13/11	
Department										Dept. #	Prepared by		Date	
Position	Anniver- sary Date	% Allocated	Wage on 6/30/11	COLA 3.0%	# Pay Days	Semi-Mo Wage	STEP 1.5%	# Pay Days	Semi-Mo Wage	5100 Annual Salary	5120 Shift Pay	5120 Temp Pay	5110 Overtime	Total Pay
Transit Supervisor	7/1		2,954		-	2,954		24	2,998	71,950				71,950
Grants/Project Admin (Part-Time)	7/1		1,083		-	1,083		24	1,100	26,390				26,390
Administrative Assistant	7/1		1,919		17	1,919		7	1,948	46,253				46,253
Coin Specialist	7/1		3,000		-			24		3,000				3,000
Bus Driver I	7/1		1,581		-	1,628		24	1,653	39,664				39,664
Bus Driver I	7/1		1,628		-	1,677		24	1,702	40,860				40,860
Bus Driver II	9/2		1,628		4	1,677		20	1,702	40,759				40,759
Bus Driver I	7/1		1,918		-	1,975		24	2,005	48,122				48,122
Bus Driver I	5/1		1,581		20	1,628		4	1,653	39,175				39,175
Bus Driver I ( Part-Time)	7/1		1,362		6	1,402		18	1,423	34,036				34,036
Bus Driver I ( Part-Time)	7/1		1,557		7	1,604		17	1,628	38,908				38,908
Bus Driver I	7/1		1,976		0	2,035		24	2,066	49,579				49,579
Shift Pay											15,300			15,300
Temporary Employees												86,295		86,295
Overtime													10,000	10,000
<b>Wages Allocated from Public Works:</b>		<b>% Allocated</b>	<b>Annual Wage</b>							<b>5100 Annual</b>				
Mechanic	10/19	25%	11,113							11,113				11,113
Mechanic	7/1	75%	37,746							37,746				37,746
<b>Totals</b>										<b>527,554</b>	<b>15,300</b>	<b>86,295</b>	<b>10,000</b>	<b>639,149</b>

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Transit			Kyan Reeve			06/13/11	
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>			<b>Date</b>	
Position	Annual Salary	FICA/ MEDFICA	Worker's Comp.	1.00% Unempl.	27.65% P.E.R.S	Health Insur.	Benefit Total
Transit Supervisor	71,950	5,504	518	719	19,894	8,616	35,252
Grants/Project Admin (Part-Time)	26,390	2,019	190	264	7,297	24,984	34,754
Administrative Asst.	46,253	3,538	333	463	12,789	15,504	32,627
Coin Specialist	3,000	230	22	30	-	-	281
Bus Driver I	39,664	3,034	3,399	397	10,967	24,984	42,781
Bus Driver I	40,860	3,126	3,502	409	11,298	24,984	43,318
Bus Driver II	40,759	3,118	3,493	408	11,270	18,096	36,385
Bus Driver I	48,122	3,681	4,124	481	13,306	18,096	39,689
Bus Driver I (Part-time)	39,175	2,997	3,357	392	10,832	18,096	35,674
Bus Driver I (Part-time)	34,036	2,604	2,917	340	9,411	18,096	33,368
Bus Driver I (Part-time)	38,908	2,976	3,334	389	10,758	18,096	35,554
Bus Driver I	49,579	3,793	4,249	496	13,709	15,504	37,750
Mechanic	11,113	850	582	111	3,073	18,096	22,712
Mechanic	37,746	2,888	1,978	377	10,437	8,616	24,296
Overtime	10,000	765	524	100	2,765	-	4,154
<b>Totals</b>	<b>537,554</b>	<b>41,123</b>	<b>32,522</b>	<b>5,376</b>	<b>147,804</b>	<b>231,768</b>	<b>458,593</b>
% Benefit to Salary		7.65%	6.05%	1.00%	27.50%	43.12%	85.31%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Transit			Kyan Reeve		06/13/11		
<b>Department</b>		<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>		
Employee Name and Position	Location/Reason for Trip/Training	Dates/No. of Days Required	Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
<b>5300 - TRAVEL &amp; TRAINING</b>							
2 Employees	Cummins Transmission Training Transportation Conference		-	-	-	-	-
<b>Total Travel &amp; Training</b>							<b>-</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Borough Grants - General Fund**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.		
		ADOPTED	FINAL	ESTIMATED		\$	%	
<b>SOCIAL SERVICES - 101-35-XXX-6090</b>								
020 Ketchikan Killer Whales Swim Club	-	2,500	2,500	-	-	-	-	
<b>Total Grants - General Fund</b>	-	2,500	2,500	-	-	-	-	

**Note: Grants moved to the Economic Development Fund.**

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Non - Departmental**  
**Benefits 101-36**

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
6205	Insurance - Ex Liability	259,459	250,000	250,000	260,000	<b>260,000</b>	-	0%
6220	Insurance - Work Comp	238,303	188,087	188,087	188,087	<b>206,560</b>	18,473	10%
6221	Insurance - W.C. Alloc	(238,303)	(188,087)	(188,087)	(188,087)	<b>(206,560)</b>	(18,473)	10%
6230	Insurance - Esd	26,837	64,436	64,436	64,436	<b>59,575</b>	(4,861)	-8%
6231	Insurance - Esd Alloc	(26,837)	(64,436)	(64,436)	(64,436)	<b>(59,575)</b>	4,861	-8%
6240	Retirement	1,261,552	1,251,262	1,251,262	1,251,262	<b>1,448,381</b>	197,119	16%
6241	Retirement Allocation	(1,261,552)	(1,251,262)	(1,251,262)	(1,251,262)	<b>(1,448,381)</b>	(197,119)	16%
6250	Social Security (Fica)	501,922	489,681	489,681	489,681	<b>455,006</b>	(34,675)	-7%
6251	Social Security Alloc	(501,894)	(489,681)	(489,681)	(489,681)	<b>(455,006)</b>	34,675	-7%
<b>Total Appropriations</b>		259,486	250,000	250,000	260,000	<b>260,000</b>	-	0%
<b>NON - DEPARTMENTAL 101-37</b>								
5100	Employee Wages	28	-	-	-	-	-	-
5200	Taxes / Benefites	8	-	-	-	-	-	-
6010	Supplies	3,661	6,224	6,224	6,224	<b>9,000</b>	2,776	45%
6011	Operating Supplies	3,245	-	-	-	-	-	-
6045	Training/Meeting Food	-	3,000	3,000	3,000	<b>3,000</b>	-	0%
6060	Rentals	360	1,320	1,320	1,320	<b>1,320</b>	-	0%
6090	Contractual Services	407	350	350	400	<b>400</b>	-	0%
6310	Electricity	44,580	45,600	45,600	66,000	<b>66,000</b>	-	0%
6320	Water	1,618	780	780	1,332	<b>1,344</b>	12	1%
6330	Telephone	183	-	-	-	-	-	-
6331	Long Distance	(38)	-	-	-	-	-	-
6340	Sewer	1,501	816	816	1,220	<b>1,224</b>	4	0%
6360	Reimbursable Expense	1,774	-	-	-	-	-	-
6430	Building Maintenance	14,170	500	500	500	-	(500)	-100%
6431	Heating Fuel	2,759	-	-	-	-	-	-
6450	Equipment Maintenance	39,432	50,000	50,000	50,000	<b>55,000</b>	5,000	10%
6525	Small Equipment Purchases	3,419	1,500	1,500	2,000	<b>2,000</b>	-	0%
6530	Equipment Purchases	35,907	-	-	-	<b>14,000</b>	14,000	-
<b>Total Appropriations</b>		153,013	110,090	110,090	131,996	<b>153,288</b>	21,292	16%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Non - Departmental	101-37	Amy Briggs	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>	
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6010 - SUPPLIES</b>					
Cases of copy paper (8½ x 11)			150	40	6,000
Copy paper (8½ x 14)			25	48	1,200
Copy paper (11 x 17)			25	56	1,400
Room spray, sponges, joy, Windex, vacuum bags, garbage bags			200		200
Postage meter tapes & machine resets			150		150
First aid supplies			50		50
<b>6010 - TOTAL SUPPLIES</b>					<b>9,000</b>
<b>6045 - TRAINING/MEETING FOOD</b>					
Holiday Party		R			3,000
<b>6045 - TOTAL TRAINING/MEETING FOOD</b>					<b>3,000</b>
<b>6060 - RENTAL</b>					
Postage meter - yearly (includes maintenance & resets)			-	960	960
Parking Space downtown					360
<b>6060 - TOTAL RENTAL</b>					<b>1,320</b>
<b>6090 - CONTRACTUAL SERVICE</b>					
FICA charges					400
<b>6090 - TOTAL CONTRACTUAL SERVICE</b>					<b>400</b>
<b>6310 - ELECTRICITY</b>					
White Cliff - Monthly			12	5500	66,000
<b>6310 - TOTAL ELECTRICITY</b>					<b>66,000</b>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Non - Departmental	101-37	Amy Briggs	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		Type*	Quantity	Unit Price	Budget Request
<b>6320 - WATER</b>					
White Cliff - Monthly			12	112	1,344
<b>6320 - TOTAL WATER</b>					<b>1,344</b>
<b>6340 - SEWER</b>					
White Cliff - Monthly			12	102	1,224
<b>6340 - TOTAL SEWER</b>					<b>1,224</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>					
Maintenance Agreement that covers 90% of printers and copiers within the Borough. Does not cover the Airport. Also includes Misc. Equipment Maintenance not cover by service agreement		R			55,000
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>					<b>55,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>					
Miscellaneous purchases such as tools, step stools, ladders, water filters, etc.		R			2,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>					<b>2,000</b>
<b>6530 - EQUIPMENT PURCHASE</b>					
New Large Format Copier		R			14,000
<b>6530 - TOTAL EQUIPMENT PURCHASE</b>					<b>14,000</b>

\*R = Recurring

1 = One time cost

C = Contractual

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**Ketchikan Gateway Borough**  
**FY 2012 Budget Appropriations**  
**General Fund - Interfund Transfers 101-38**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
6600 Interfund Transfers - Economic Development	-	-	-	-	<b>200,000</b>	200,000	
6603 Interfund Transfers - Medivac	5,500	5,500	5,500	5,500	<b>5,500</b>	-	0%
6604 Recreation Capital Projects	-	-	-	-	<b>200,000</b>	200,000	
6606 Interfund Transfers - Homestead SA	-	3,387	3,387	3,387	<b>2,888</b>	(499)	-15%
<b>Total Appropriations</b>	5,500	8,887	8,887	8,887	<b>408,388</b>	399,501	4595%

**Ketchikan Gateway Borough**  
**Interfund Transfers - Line Item Detail**  
**Proposed for FY 2012**

Fund			Revenue 44xx		Expenditures 6xxx		
101	General Fund						
101	Service Areas	Admin Fees	4430	102,747	(1)		
800	South Tongass Fire Service Area	Admin Fees				6130	25,738 (1)
800	South Tongass Water Treat.	Admin Fees				6130	11,485 (1)
800	South Tongass Water Dist.	Admin Fees				6130	2,503 (1)
810	Loring Service Area	Admin Fees				6130	4,460 (1)
830	Waterfall Service Area	Admin Fees				6130	1,057 (1)
840	Mud Bight Service Area	Admin Fees				6130	2,148 (1)
850	Nichols View Service Area	Admin Fees				6130	500 (1)
860	Forest Park Service Area	Admin Fees				6130	13,743 (1)
870	Gold Nugget Service Area	Admin Fees				6130	1,594 (1)
885	Homestead Service Area	Admin Fees				6130	900 (1)
890	North Tongass Fire Service Area	Admin Fees				6130	38,619 (1)
							-
101	General Fund	Admin Fees	4450	203,513	(2)		
400-63	Airport - Administration	Admin Fees				6130	14,365 (2)
400-60	Airport - Field	Admin Fees				6130	55,697 (2)
400-61	Airport - Terminal	Admin Fees				6130	48,026 (2)
400-62	Airport - Ferry	Admin Fees				6130	85,335 (2)
400-64	Airport - Murphy's Float	Admin Fees				6130	90 (2)
							-
101	Interfund Transfers-Admin Fees- Econ Dev		4450	14,381	(3)		
101	Interfund Transfers-Admin Fees - Land Trust / Main - White Cliff		4450	11,717	(3)		
101	Interfund Transfers-Admin Fees - Wastewater		4450	28,649	(3)		
101	Interfund Transfers-Admin Fees - CPV		4490	212,500	(3)		
701	Land Trust - Main (Repair & Maint)	Admin Fees				6130	8,600 (3)
701	Land Trust (White Cliff)	Admin Fees				6130	3,117 (3)
480	Wastewater	Admin Fees				6130	28,649 (3)
705	Commercial Passenger Vessel	Admin Fees				6130	212,500 (3)
721-10	Economic Development	Admin Fees				6130	14,381 (3)
							-
701	Land Trust	WC Rent	4450	350,000			
101-11	Mayor/Assembly	WC Rent				6650	66,222
101-12	Manager	WC Rent				6650	42,805
101-13	Clerk	WC Rent				6650	23,987
101-14	Law	WC Rent				6650	17,286
101-21	Finance	WC Rent				6650	59,450
101-22	Assessment	WC Rent				6650	46,690
101-27	Public Works	WC Rent				6650	15,540
101-30	Planning	WC Rent				6650	41,487
101-39	Automation	WC Rent				6650	15,789
701	Land Trust	WC Rent				6650	10,693
705	Commercial Passenger Vessel Tax	WC Rent				6650	4,954
721	Economic Development Fund	WC Rent				6650	5,097
							-
101	General Fund	New Office Rent	4410	350,000			
701-10	Land Trust	New Office Rent				6600	350,000
							-
721	Wastewater - Ward Cove		4450	-			
721	Economic Development	Maint Service				6600	-
							-

**Ketchikan Gateway Borough**  
**Interfund Transfers - Line Item Detail**  
**Proposed for FY 2012**

Fund		Revenue 44xx		Expenditures 6xxx		
270	Debt Service - 2010A Bond New Elem. School	4450	725,951 (4)			
280	Debt Service - 2003 Bond High School	4450	676,680 (4)			
275	Debt Service - 2005 Bond High School	4450	1,354,800 (4)			
2XX	Debt Service - 2006 Bond High School	4450	134,000 (4)			
	2010-4 Tax exempt General Obligation School Bonds - Kayhi Reroof	4450	131,676 (4)			
	2010-4 Taxable General Obligation School Bonds - Kayhi Reroof	4450	153,455 (4)			
713	School Bond/Capital Improvement Fund Bond Payments			6140	3,176,562	(4)
290	Debt Service SP Higgins Beach	4450	163,664			
701	Land Trust	6600			163,664	
2XX	Debt Service - 2010A-2 Bond White Cliff Bldg	4450	135,804 (5)			
2XX	Debt Service - White cliff Bldg Drtord 2010A-1	4450	65,975 (5)			
701	Land Trust				201,779	(5)
285	Debt Service - EOne Lease	4450	51,155			
890	North Tongass - E-One Lease			6600	51,155	
284	Aquatic Center 2009A Series Four Tax-Exempt	4450	591,000 (6)			
284	Aquatic Center 2009B Series Tour Taxable	4450	1,185,519 (6)			
712	Rec CIP				1,776,519	(6)
290	Debt Service - Pt. Higgins Beach	4450	163,664			
701	Land Trust	6140			163,664	
480	Wastewater - Sludge	4410	1,596 (7)			
800	South Tongass Service Area			6610	1,116	(7)
890	North Tongass Service Area			6610	480	(7)
101	General Fund Senior Services	4455	133,953			
721	Economic Development	6600			133,953	
101	General Fund Recreation Operatin	4415	305,519			
712	Rec CIP			6600	305,519	(8)
400	Airport Operation of 2nd	4454	75,000			
705	Commercial Passenger Vessel Fund Summer Ferry			6600	75,000	
400	Airport Bond Payments	4450	375,627 (9)			
400	Airport Medivac	4453	5,500 (9)			
714	Passenger Facility Charges			6140	375,627	(9)
101-38	General Fund Transfers			6601	5,500	(9)
	Homestead Service Area	4450	2,888			
101	GF Interfund Transfers	6600		6600	2,888	
101	Interfund Transfers - KGBSD Insurance	4420	200,000			
713	School Bond Fund - KGBSD Insurance			6600	200,000	
			<b>7,906,933</b>		<b>7,906,933</b>	
701	Investment Income	Land Trust	4305	50,049 (10)		
400	Loan Payments	Airport HVAC			6140	7,690 (10)
400	Loan Payments	Small Boat Dock			6140	- (10)
400	Loan Payments	Terminal Remodel			6140	- (10)
480	Loan Payments	SDC Fund			6140	- (10)
480	Loan Payments	Sludge			6140	22,848 (10)
480	Loan Payments	Vactor Truck			6140	992 (10)
880	Loan Payments	South Tongass			6140	- (10)
890	Loan Payments	North Tongass - Buildings			6140	18,519 (10)
890	Loan Payments	North Tongass - Equipment			6140	- (10)

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**General Fund - Automation 101-39**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	95,153	93,462	93,462	93,462	<b>95,213</b>	1,751	2%
5200 Taxes & Benefits	41,015	36,871	36,871	36,871	<b>43,864</b>	6,993	19%
5300 Travel & Training	3,525	7,200	7,200	5,000	<b>7,200</b>	2,200	44%
6010 Supplies	154	1,000	1,000	300	<b>1,000</b>	700	233%
6011 Operating Supplies	289	-	-	-	-	-	-
6015 Books & Software	81,644	89,550	89,550	89,550	<b>85,350</b>	(4,200)	-5%
6020 Dues & Publication	-	500	500	300	-	(300)	-100%
6070 Postage	18	300	300	-	<b>300</b>	300	
6080 Professional Services	72,412	50,000	50,000	40,000	<b>50,000</b>	10,000	25%
6090 Contractual Services	560	71,548	71,548	71,548	<b>81,694</b>	10,146	14%
6330 Telephone	61,446	50,840	50,840	50,840	<b>50,840</b>	-	
6331 Long Distance	242	1,000	1,000	500	<b>1,000</b>	500	100%
6525 Small Equipment Purchases	97,326	86,300	86,300	86,300	<b>68,300</b>	(18,000)	-21%
6530 Equipment Purchases	15,107	-	-	-	<b>45,000</b>	45,000	
6650 Rent - Transfer Out	22,336	22,429	22,429	22,429	<b>15,789</b>	(6,640)	-30%
<b>Total Appropriations</b>	491,227	511,000	488,571	497,100	<b>545,550</b>	48,450	10%

	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
<b>AUTHORIZED PERSONNEL</b>			
Computer Systems Administrator	1.00	1.00	1.00
<b>Full-Time Employees</b>	<u>1.00</u>	<u>1.00</u>	<u>1.00</u>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Automation	101-39	Greg Bjork	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
<b>6010 - SUPPLIES</b>		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
Misc.					1,000
<b>6010 - TOTAL SUPPLIES</b>					<b>1,000</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>					
MS TechNet		R	-	-	400
Reference books and software		R	-	-	500
Anti-Virus annual maintenance		R	-	-	3,500
Solar Winds maintenance and upgrades		R	-	-	650
E-mail server maintenance		R	-	-	2,500
Backup software maintenance		R	-	-	3,000
Miscellaneous utility software		R	-	-	5,000
ESRI maintenance & upgrades		R	-	-	15,000
VMware maintenance & upgrades		R	-	-	8,000
Equalogic maintenance		R	-	-	4,000
Vizioncore software maintenance		R	-	-	1,500
Adobe annual maintenance upgrades		R	-	-	6,000
Granicus maintenance		R	-	-	4,000
Laserfiche and Web Link maintenance		R	-	-	18,500
Microsoft Data Center Maintenance and Upgrades		1	-	-	4,000
Agenda Manager maintenance		R	-	-	4,000
Website maintenance		R	-	-	1,800
Sonic Wall maintenance/updates		R	-	-	3,000
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>					<b>85,350</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Automation	101-39	Greg Bjork	06/13/11
Department	Dept. #	Prepared By	Date
<b>6070 - POSTAGE</b>			
Postage			300
<b>6070 - TOTAL POSTAGE</b>			<b>300</b>
<b>6080 - TECHNICAL &amp; PROFESSIONAL SERVICES</b>			
Technical and professional services including computer desktop support, software programming GIS support services, electrical & data wiring, website upgrades & enhancements and other specialized services as required. These services are provided by local and remote companies for all departments & service areas supported by the Borough IT dept.			50,000
<b>6080 - TOTAL TECHNICAL &amp; PROFESSIONAL SERVICES</b>			<b>50,000</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
White Cliff Janitorial			1,694
Software Engineering of Alaska:			80,000
Assessment			
Finance			
Planning			
All other departments			
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>81,694</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Automation	101-39	Greg Bjork	06/13/11	
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>	
<b>6330 - TELEPHONE</b>				
Phone lines for internet access, White Cliff (2 lines)				840
Data Circuits for connectivity between Borough Facilities				30,000
Internet access				20,000
<b>6330 - TELEPHONE</b>				<b>50,840</b>
<b>6331 - LONG DISTANCE</b>				
Long distance				1,000
<b>6331 - TOTAL LONG DISTANCE</b>				<b>1,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>				
Computer workstations scheduled replacements	R	15	1,700	25,500
Printer replacements & additions	R	4	700	2,800
Servers scheduled replacements	R	2	5,500	11,000
Other replacement equipment as needed				9,000
Internet Security Appliance	1			20,000
Assembly Chambers Improvements    Video conferencing, Room controls, better cameras				
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>				<b>68,300</b>
<b>6530 - EQUIPMENT PURCHASES</b>				
Network Storage for maps, GIS, Laserfiche, backup, security, etc.	1			45,000
<b>6530 - TOTAL EQUIPMENT PURCHASES</b>				<b>45,000</b>
<b>6650 - RENT - TRANSFER OUT</b>				
White Cliff Rent	R	1	15,789	15,789
<b>6650 - TOTAL RENT - TRANSFER OUT</b>				<b>15,789</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough  
Personnel Wage & Salary Detail - Budget Year 2012**

Automation									101-39	Greg Bjork	06/13/11
<b>Department</b>									<b>Dept. #</b>	<b>Prepared by</b>	<b>Date</b>
<b>Job Title</b>	<b>24 Pay Periods</b>								<b>5100</b>	<b>5110</b>	<b>Total Pay</b>
	<b>Anniver- sary Date</b>	<b>Wage on 6/30/11</b>	<b>COLA 3%</b>	<b># Pay Periods</b>	<b>Semi-Mo. Wage</b>	<b>STEP %</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>Salary</b>	<b>Overtime</b>	
Computer Engineer	3/9	3,950		17	3,950	1.5%	7	4,009	95,213		95,213
<b>Totals</b>									<b>95,213</b>	<b>-</b>	<b>95,213</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Automation		101-39	Greg Bjork		06/13/11			
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>			
<b>Position</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% P.E.R.S</b>	<b>Health Insur.</b>	<b>Vehicle Allowance</b>	<b>Benefit Total</b>
Computer Engineer	95,213	7,284	686	952	26,326	8,616	-	43,864
<b>Totals</b>	<b>95,213</b>	<b>7,284</b>	<b>686</b>	<b>952</b>	<b>26,326</b>	<b>8,616</b>	<b>-</b>	<b>43,864</b>
% Benefit to Salary		7.65%	0.72%	1.00%	27.65%	9.05%		46.07%

**Ketchikan Gateway Borough  
Travel & Training Budget - Budget Year 2012**

Automation	101-39	Greg Bjork					06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>					<b>Date</b>
Employee Name	Location & Reason for Trip/Training	Dates and No. of Days Required	* Travel Information				
			Transportation	Per Diem	Lodging	Other	Total
<b>5300 - TRAVEL &amp; TRAINING</b>							
Systems Support Training		5					4,700
Borough Wide Staff Training and Materials							2,500
<b>Total Travel &amp; Training</b>			-	-	-	-	<b>7,200</b>

\*R = Recurring

1 = One time cost

C = Contractual

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## Ketchikan Gateway Borough

### FY 2012 Budget - Appropriations

#### General Fund CIP's 101-40

Description	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Appropriations:</b>							
6530 Capital - Equipment	63,697	250,000	250,000	125,000	<b>125,000</b>	-	0%
<b>Totals</b>	63,697	250,000	250,000	125,000	<b>125,000</b>	-	0%

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**  
**General Fund CIP's 101-40-115**

General Fund CIP's	101-40	Charlanne Thomas	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6530 - CAPITAL EQUIPMENT</b>		Project #			
Accounting Software Phase I					10,000
Accounting Software Phase II					115,000
<b>6530 - TOTAL CAPITAL EQUIPMENT</b>					<b>125,000</b>

\*R = Recurring

1 = One time cost

C = Contractual

## Ketchikan Gateway Borough

### FY 2012 Budget - Appropriations

#### General Fund - Education - 101-51

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
<b>Appropriations:</b>								
6100	Insurance	567,935	500,000	500,000	500,000	<b>500,000</b>	-	0%
6600	School Dist.-Local Appropriations	9,018,471	8,817,052	8,817,052	8,817,052	<b>8,150,000</b>	(667,052)	-8%
66XX	Transfer Out - Homestead	31,529	-	-	-	-	-	-
<b>Total Appropriations</b>		9,617,935	9,317,052	9,317,052	9,317,052	<b>8,650,000</b>	(667,052)	-7%

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Summary of Revenue and Expenses**  
**Transportation Services - Airport Enterprise Fund - 400**

Description		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
<b>TOTAL EQUITY JULY 1</b>		3,505,474	2,865,718	2,865,718	2,865,718	<b>2,358,169</b>	(507,549)	-18%
<b>Revenue From Other Governments or Other Funds:</b>								
4220	State Revenue Sharing	82,626	-	-	-	-	-	-
4221	PERS On Behalf Payments	-	-	-	-	<b>86,910</b>	86,910	-
4226	TSA Law Enforcement	62,812	75,000	75,000	70,000	<b>70,000</b>	-	-
4240	State Revenue	-	-	-	-	-	-	-
4260	AK Aviation Fuel Tax Sharing	23,169	22,000	22,000	25,000	<b>25,000</b>	-	-
4390	Misc. Or Other Revenue	50	-	-	-	-	-	-
4450	Interfund Transfers - PFC Fund	373,758	377,483	377,483	377,483	<b>375,627</b>	(1,856)	-
4453	Interfund Transfer - Med	5,500	5,500	5,500	5,500	<b>5,500</b>	-	-
4454	Interfund Transfers - CPV Fund	246,000	75,000	75,000	75,000	<b>75,000</b>	-	-
<b>Subtotal</b>		711,289	554,983	554,983	552,983	<b>638,037</b>	85,054	15%
<b>Non-Operating Revenue</b>								
4993	NPO Writeoff	-	-	-	-	-	-	-
<b>Subtotal</b>		-	-	-	-	-	-	-
<b>Field Revenue:</b>								
4510	Fuel Flowage	95,736	80,000	80,000	80,000	<b>90,000</b>	10,000	13%
4520	Rental Income	18,763	25,000	25,000	25,000	<b>25,000</b>	-	-
4525	Airport Reserve Leases	4,411	22,000	22,000	22,000	<b>22,000</b>	-	-
4530	Landing Fees	790,127	780,000	780,000	740,000	<b>740,000</b>	-	-
4540	Tie-Down Charges	2,580	3,500	3,500	3,000	<b>3,000</b>	-	-
4550	Dock Fees & Lockers	5,735	8,000	8,000	8,000	<b>8,000</b>	-	-
4555	Seaplane Dock Fees	16,190	15,000	15,000	15,000	<b>15,000</b>	-	-
4580	Aircraft Parking Fees	5,647	11,000	11,000	11,000	<b>11,000</b>	-	-
<b>Subtotal</b>		939,189	944,500	944,500	904,000	<b>914,000</b>	10,000	1%
<b>Terminal Revenue:</b>								
4610	Vehicle Parking	55,407	50,000	50,000	50,000	<b>50,000</b>	-	-
4615	Smart Carte Fees	4,379	-	-	-	-	-	-
4620	Building Rentals	455,516	480,000	480,000	450,000	<b>450,000</b>	-	-
4626	FBI Background Checks	3,350	1,600	1,600	1,800	<b>2,000</b>	200	11%
4630	Security Service Charges	189,744	190,000	190,000	181,000	<b>181,000</b>	-	-
4650	Pay Phone Commission	26	500	500	300	<b>300</b>	-	-
4670	Facility Use Fees	32,604	34,000	34,000	34,000	<b>34,000</b>	-	-
4685	Airport Ambassador Fees	11,350	-	-	-	<b>9,600</b>	9,600	-
4690	Misc. Terminal Revenue	30	-	-	-	-	-	-
<b>Subtotal</b>		752,406	756,100	756,100	717,100	<b>726,900</b>	9,800	1%

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Summary of Revenue and Expenses**  
**Transportation Services - Airport Enterprise Fund - 400**

Description		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
<b>Ferry Revenue:</b>								
4710	Ferry Fee Revenue	1,511,485	1,650,000	1,650,000	1,450,000	<b>1,450,000</b>	-	
4730	Call Out Fees	45,190	25,000	25,000	30,000	<b>30,000</b>	-	
4792	Parking Enforcement Revenue	25,798	20,000	20,000	25,000	<b>30,000</b>	5,000	20%
<b>Subtotal</b>		1,582,473	1,695,000	1,695,000	1,505,000	<b>1,510,000</b>	5,000	
<b>Other Revenue:</b>								
4800	Contributed Capital	-	-	-	-	-	-	
<b>Subtotal</b>		-	-	-	-	-	-	
<b>Seaplane Revenue:</b>								
4810	Fees - Murphy's Landing	9,210	6,200	6,200	6,200	<b>6,200</b>	-	
<b>Subtotal</b>		9,210	6,200	6,200	6,200	<b>6,200</b>	-	
<b>Total Revenues</b>		3,994,567	3,956,783	3,956,783	3,685,283	<b>3,795,137</b>	109,854	3%
<b>Summary of Appropriations - Airport Enterprise Fund</b>								
400-60	Field	1,213,394	1,160,060	1,160,060	1,151,805	<b>1,169,642</b>	17,837	2%
400-61	Terminal	1,280,324	1,044,482	1,044,482	1,035,156	<b>1,079,138</b>	43,982	4%
400-62	Ferry	1,839,458	1,715,614	1,715,614	1,681,815	<b>1,837,070</b>	155,255	9%
400-63	Administration	290,701	359,597	359,597	322,163	<b>301,665</b>	(20,498)	-6%
400-64	Murphy's Landing	10,446	1,943	1,943	1,893	<b>1,890</b>	(3)	
<b>Total Appropriations</b>		4,634,323	4,281,696	4,281,696	4,192,832	<b>4,389,405</b>	196,573	5%
Revenue over (under) Expenditures		(639,756)	(324,913)	(324,913)	(507,549)	<b>(594,268)</b>	(86,719)	17%
<b>TOTAL EQUITY JUNE 30</b>		2,865,718	2,540,805	2,540,805	2,358,169	<b>1,763,901</b>	(594,268)	-25%
<b>Depreciation not included in Appropriations</b>								
		536,853	489,781	489,781	-	<b>489,781</b>	489,781	

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Revenues	400	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
			<b>Budget Estimate</b>
<u>4221 - PERS On Behalf Payments</u>			
PERS on behalf payment		5.65%	86,910
<b>4221 - TOTAL PERS ON BEHALF PAYMENTS</b>			<b>86,910</b>
<u>4226 - TSA Law Enforcement</u>			
			70,000
<b>4226 - TOTAL TSA LAW ENFORCEMENT</b>			<b>70,000</b>
<u>4260 - State Aviation Fuel Tax</u>			
			25,000
<b>4260 - TOTAL STATE AVIATION FUEL TAX</b>			<b>25,000</b>
<u>4450 - Interfund Transfers In</u>			
<i>Interest payments are shown as an expense in this budget. Principal payments reduce the Total Bond Liability on the Balance Sheet.</i>			
PFC Transfer In for Revenue Bond Payments	<b>Principal</b>	<b>Interest</b>	<b>Total</b>
<b>Ferry</b>	105,000	45,038	150,038
<b>Terminal</b>	155,000	70,589	225,589
<b>TOTAL</b>	<b>260,000</b>	<b>115,627</b>	<b>375,627</b>
<b>4450 - TOTAL INTERFUND TRANSFERS IN</b>			<b>375,627</b>
<u>4453 - Interfund Transfers In - Medivac</u>			
			5,500
<b>4453 - TOTAL INTERFUND TRANSFERS IN - MEDIVAC</b>			<b>5,500</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Revenues	400	Mike Carney	06/13/11
Department	Dept. #	Prepared By	Date
4454 - Interfund Transfers In - CPV Fund to offset Airport ferry second run.			75,000
<b>4454 - TOTAL INTERFUND TRANSFERS IN - CPV FUND</b>			<b>75,000</b>
4510 - Fuel Flowage Revenue Income received from sale of fuels at the Airport			90,000
<b>4510 - TOTAL FUEL FLOWAGE REVENUE</b>			<b>90,000</b>
4520 - Rental Income - Field Subleases of land at the airport			25,000
<b>4520 - TOTAL RENTAL INCOME - FIELD</b>			<b>25,000</b>
4525 - Airport Reserve Leases Subleases of land on the airport reserve			22,000
<b>4525 - TOTAL AIRPORT RESERVE LEASES</b>			<b>22,000</b>
4530 - Landing Fees Includes all fees collected for airport landings. Fees are based on aircraft tonnage.			740,000
<b>4530 - TOTAL LANDING FEES</b>			<b>740,000</b>
4540 - Tie-Down Charge Revenue Fees collected for long term aircraft who have tie-down agreements with the Borough			3,000
<b>4540 - TOTAL TIE-DOWN CHARGE REVENUE</b>			<b>3,000</b>
4550 - Dock Fee Revenue Fees collected for boat docking activities at floating docks.			8,000
<b>4550 - TOTAL DOCK FEE REVENUE</b>			<b>8,000</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Revenues	400	Mike Carney	06/13/11
Department	Dept. #	Prepared By	Date
<u>4555 - Seaplane Dock Fee Revenue</u>			
Fees for airplane docking activities at floating docks			15,000
<b>4555 - TOTAL SEAPLANE DOCK FEE REVENUE</b>			<b>15,000</b>
<u>4580 - Aircraft Parking Fees</u>			
Short term aircraft parking at the airport			11,000
<b>4580 - TOTAL AIRCRAFT PARKING FEES</b>			<b>11,000</b>
<u>4610 - Vehicle Parking</u>			
Fees collected for vehicles parked at the airport			50,000
<b>4610 - TOTAL VEHICLE PARKING</b>			<b>50,000</b>
<u>4620 - Building Rentals - Terminal</u>			
Fees collected for Tenant sub-lease space			450,000
<b>4620 - TOTAL BUILDING RENTALS - TERMINAL</b>			<b>450,000</b>
<u>4626 - FBI Background Check Fees</u>			
Fees collected from tenants for the processing of FBI BG checks			2,000
<b>4626 - TOTAL FBI BACKGROUND CHECK FEES</b>			<b>2,000</b>
<u>4630 - Security Service Charge</u>			
Includes all security fees collected from air carriers			181,000
<b>4630 - TOTAL SECURITY SERVICE CHARGE</b>			<b>181,000</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Revenues	400	Mike Carney	06/13/11
Department	Dept. #	Prepared By	Date
4650 - Pay Phone Commission KPU			300
<b>4650 - TOTAL PAY PHONE COMMISSION KPU</b>			<b>300</b>
4670 - Facility Use Fees			34,000
Includes fees collected for the use of Baggage Carousel by air carriers \$.25 per passenger			
<b>4670 - TOTAL FACILITY USE FEES</b>			<b>34,000</b>
4685 - Ambassador Fees			9,600
Ambassador at the main terminal			
<b>4685 - AMBASSADOR FEES</b>			<b>9,600</b>
4710 - Ferry Fare Revenue			1,450,000
Includes passenger and vehicle fares collected by the airport ferry, also includes value of tickets received from individuals on official business.			
<b>4710 - TOTAL FERRY FARE REVENUE</b>			<b>1,450,000</b>
4730 - Call Out Fees - Ferry			30,000
<b>4730 - TOTAL CALL OUT FEES - FERRY</b>			<b>30,000</b>
4792 - Parking Enforcement Revenues			30,000
<b>4792 - TOTAL PARKING ENFORCEMENT REVENUES</b>			<b>30,000</b>
4810 - Murphy's Dock Fees			6,200
Fees collected for long term aircraft that have a tie-down agreement with the Borough. \$100 per month.			
<b>4810 - TOTAL MURPHY'S DOCK FEES</b>			<b>6,200</b>

## Ketchikan Gateway Borough

### FY 2012 Budget - Summary of all Departments

#### Transportation Services - Airport Enterprise Fund - 400

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
5100	Employee Pay	1,357,113	1,432,816	1,432,816	1,397,934	<b>1,412,733</b>	14,799	1%
5110	Overtime Pay	177,086	125,500	125,500	149,500	<b>125,500</b>	(24,000)	-16%
5120	Temporary Pay	45,273	35,500	35,500	41,342	<b>44,500</b>	3,158	8%
5160	Call Out	683	-	-	-	-	-	
5200	Taxes & Benefits	1,030,775	940,334	940,334	957,922	<b>1,064,216</b>	106,294	11%
5300	Travel & Training	22,290	34,850	34,850	31,500	<b>28,700</b>	(2,800)	-9%
5400	Uniforms	3,828	5,900	5,900	6,250	<b>6,900</b>	650	10%
6010	Supplies	1,886	4,750	4,750	4,500	<b>4,450</b>	(50)	-1%
6011	Operating Supplies	112,997	129,450	129,450	124,750	<b>104,600</b>	(20,150)	-16%
6020	Dues, Publications	1,045	1,550	1,550	1,700	<b>1,875</b>	175	10%
6030	Publishing	4,217	-	-	-	-	-	
6032	Banking Fees	4,103	5,000	5,000	5,000	<b>5,500</b>	500	10%
6070	Postage	207	400	400	400	<b>400</b>	-	0%
6075	Security Screening	1,927	1,200	1,200	1,500	<b>1,500</b>	-	0%
6090	Contractual Services	44,620	53,350	53,350	51,250	<b>47,750</b>	(3,500)	-7%
6100	Insurance	182,766	208,000	208,000	199,000	<b>218,000</b>	19,000	10%
6110	Medical	2,538	2,900	2,900	3,010	<b>3,830</b>	820	27%
6130	Administrative Fees	185,861	197,821	197,821	197,821	<b>203,513</b>	5,692	3%
6140	Debt Expense	16,104	8,392	8,392	8,392	<b>7,690</b>	(702)	-8%
6310	Electricity	127,256	126,550	126,550	125,254	<b>120,550</b>	(4,704)	-4%
6320	Water	21,087	19,500	19,500	20,500	<b>24,000</b>	3,500	17%
6325	Fire Hydrant	-	14,000	-	14,000	<b>14,000</b>	-	0%
6330	Telephone	15,012	8,400	8,400	9,600	<b>10,200</b>	600	6%
6331	Long Distance	298	750	750	775	<b>750</b>	(25)	-3%
6340	Sewer	-	14,000	14,000	3,499	<b>14,000</b>	10,501	300%
6350	Landfill Fees	-	1,500	1,500	1,500	<b>1,500</b>	-	0%
6410	Dock Maintenance	3,358	17,200	17,200	17,200	<b>12,821</b>	(4,379)	-25%
6420	Field Maintenance	10,729	9,500	9,500	9,000	<b>9,000</b>	-	0%
6430	Building Maintenance	25,334	34,100	34,100	38,800	<b>16,500</b>	(22,300)	-57%
6431	Heating Fuel	60,421	92,000	92,000	93,000	<b>98,000</b>	5,000	5%
6450	Equipment Maintenance	3,169	7,000	7,000	6,000	<b>6,200</b>	200	3%
6460	Heavy Equipment R & M	35,615	25,000	25,000	25,000	<b>25,000</b>	-	0%
6461	Vehicle Fuel & Oil	253,509	280,000	280,000	266,000	<b>287,000</b>	21,000	8%
6470	Ferry Maintenance	164,501	267,000	267,000	273,000	<b>260,000</b>	(13,000)	-5%
6475	Airport Parking Lot Maint.	4,410	-	-	-	<b>25,500</b>	25,500	
6525	Small Equipment Purchases	32,487	33,000	33,000	15,100	<b>19,100</b>	4,000	26%
6530	Equipment Purchases	448	17,000	9,000	15,000	<b>48,000</b>	33,000	220%
6600	Interfund Transfers	7,000	-	-	-	-	-	

## Ketchikan Gateway Borough

### FY 2012 Budget - Summary of all Departments

#### Transportation Services - Airport Enterprise Fund - 400

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
6750	Depreciation - Field	88,313	-	-	-	-	-	
6760	Depreciation - Terminal	215,209	-	-	-	-	-	
6770	Depreciation - Ferry	208,619	-	-	-	-	-	
6790	Depreciation - Murphy's	9,900	-	-	-	-	-	
6845	Bond Interest	138,758	127,483	127,483	77,833	<b>115,627</b>	37,794	49%
<b>Total Appropriations</b>		4,620,754	4,281,696	4,259,696	4,192,832	<b>4,389,405</b>	196,573	5%
<b>AUTHORIZED PERSONNEL</b>		<b>FY 10</b>	<b>FY 11</b>		<b>FY 12</b>			
	Maintenance Superintendent	1.00	1.00		0.50			
	Equipment Mechanic II (ARFF)	1.00	1.00		1.00			
	Airport Maintenance Labor	1.00	1.00		1.00			
	Airport Technician (ARFF)	5.00	5.00		5.00			
	Law Enforcement Officer I	3.00	3.00		3.00			
	Law Enforcement Supervisor	1.00	1.00		1.00			
	Custodians	2.50	2.50		2.50			
	Ferry Boat Captain	3.00	3.00		3.00			
	Deckhand II	3.00	3.00		3.00			
	Deckhand I (Regular Relief)	1.00	1.00		1.00			
	Ferry Toll Collector	3.25	3.25		3.25			
	Airport Manager	1.00	1.00		1.00			
	Executive Secretary	1.00	1.00		1.00			
	Airport Secretary	0.75	0.75		0.75			
	<b>FULL TIME EMPLOYEES</b>	<u>27.50</u>	<u>27.50</u>		<u>27.00</u>			

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Transportation Services - Airport Enterprise Fund**  
**Field 400-60**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	411,813	407,638	407,638	412,889	<b>420,097</b>	7,208	2%
5110 Overtime Pay	20,405	27,000	27,000	26,000	<b>27,000</b>	1,000	4%
5120 Temporary Pay	2,977	5,000	5,000	5,000	<b>5,000</b>	-	
5160 Call Out	683	-	-	-	-	-	
5200 Taxes & Benefits	314,471	286,831	286,831	299,000	<b>346,848</b>	47,848	16%
5300 Travel & Training	15,591	18,350	18,350	16,000	<b>13,400</b>	(2,600)	-16%
5400 Uniforms	2,104	2,500	2,500	2,750	<b>3,000</b>	250	9%
6010 Supplies	223	500	500	500	<b>500</b>	-	
6011 Operating Supplies	73,752	86,500	86,500	80,000	<b>60,000</b>	(20,000)	-25%
6020 Dues And Publications	-	600	600	700	<b>750</b>	50	7%
6085 Licenses, Fees & Permits	24	-	-	-	-	-	
6090 Contractual Services	2,018	2,500	2,500	3,500	<b>3,500</b>	-	
6100 Insurance	56,470	74,000	74,000	64,000	<b>48,000</b>	(16,000)	-25%
6110 Medical Expense	882	2,000	2,000	2,000	<b>2,800</b>	800	40%
6130 Administrative Fees	51,913	55,241	55,241	55,241	<b>55,697</b>	456	1%
6140 Debt Expense	627	-	-	-	-	-	
6150 Fines & Penalties	2	-	-	-	-	-	
6310 Electricity	32,049	30,000	30,000	30,000	<b>30,000</b>	-	
6320 Water	1,210	1,500	1,500	1,500	<b>2,000</b>	500	33%
6325 Fire Hydrant	-	8,000	8,000	8,000	<b>8,000</b>	-	
6330 Telephone	1,465	1,200	1,200	1,200	<b>1,100</b>	(100)	-8%
6331 Long Distance	42	200	200	225	<b>250</b>	25	11%
6350 Landfill Fees	-	1,500	1,500	1,500	<b>1,500</b>	-	
6410 Dock Maintenance	865	2,000	2,000	2,000	<b>2,000</b>	-	
6420 Field Maintenance	10,729	9,500	9,500	9,000	<b>9,000</b>	-	
6430 Building Maintenance	2,791	2,500	2,500	7,800	<b>5,000</b>	(2,800)	-36%
6431 Heating Fuel	2,226	20,000	20,000	23,000	<b>28,000</b>	5,000	22%
6450 Equipment Maintenance	1,791	3,000	3,000	3,000	<b>3,000</b>	-	
6460 Vehicle Maintenance	35,615	25,000	25,000	25,000	<b>25,000</b>	-	
6461 Vehicle Fuel & Oil	67,752	70,000	70,000	56,000	<b>52,000</b>	(4,000)	-7%
6525 Small Equipment Purchases	14,591	9,000	9,000	8,000	<b>6,200</b>	(1,800)	-23%
6530 Equipment Purchase	-	8,000	8,000	8,000	<b>10,000</b>	2,000	25%
6750 Depreciation	88,313	-	-	-	-	-	
<b>Total Appropriations</b>	<b>1,213,394</b>	<b>1,160,060</b>	<b>1,160,060</b>	<b>1,151,805</b>	<b>1,169,642</b>	<b>17,837</b>	<b>-</b>
<b>AUTHORIZED PERSONNEL</b>	<b>FY 10</b>		<b>FY 11</b>		<b>FY 12</b>		
Maintenance Superintendent	1.00		1.00		1.00		
Equipment Mechanic II (ARFF)	1.00		1.00		1.00		
Airport Maintenance Labor	1.00		1.00		1.00		
Airport Technician (ARFF)	5.00		5.00		5.00		
<b>FULL TIME EMPLOYEES</b>	<b>8.00</b>		<b>8.00</b>		<b>8.00</b>		

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Field	400-60	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>5400 - UNIFORMS</b>			
Including but not limited to: trousers, shirts, hats, gloves, coveralls, etc.			3,000
<b>5400 - TOTAL UNIFORMS</b>			<b>3,000</b>
<b>6010 - SUPPLIES</b>			
Includes but not limited to: printer paper, file folders, envelopes, pens, pencils, markers			500
<b>6010 - TOTAL SUPPLIES</b>			<b>500</b>
<b>6011 - OPERATING SUPPLIES</b>			
Includes but not limited to: grinder wheels, wood, hardware, tools, absorb pads brushes, paint, batteries, bulbs, coveralls, gloves			13,000
Sand for Field			7,000
Snow & ice control - Urea		50	800 40,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>60,000</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
OSHA Compliance Manuals			150
ARFF Training Manuals (Part 139)			100
CFR Subscription (Part 139)			500
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>750</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Pest control (Shop Building)			1,000
Drug testing			1,000
Generator Recurring Maintenance			1,500
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>3,500</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Field	400-60	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6100 - INSURANCE</b>			
Liability insurance			45,000
Underground storage tanks			3,000
<b>6100 - TOTAL INSURANCE</b>			<b>48,000</b>
<b>6110 - MEDICAL EXPENSE</b>			
CDL physicals			900
Hearing tests			600
Hepatitis Vaccinations			300
Respiratory physicals			1,000
<b>6110 - TOTAL MEDICAL EXPENSE</b>			<b>2,800</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Administrative support from the General Fund			55,697
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>55,697</b>
<b>6310 - ELECTRICITY</b>			
			30,000
<b>6310 - TOTAL ELECTRICITY</b>			<b>30,000</b>
<b>6320 - WATER</b>			
			2,000
<b>6320 - TOTAL WATER</b>			<b>2,000</b>
<b>6325 - FIRE HYDRANT</b>			
			8,000
<b>6325 - TOTAL FIRE HYDRANT</b>			<b>8,000</b>
<b>6330 - TELEPHONE</b>			
			1,100
<b>6330 - TOTAL TELEPHONE</b>			<b>1,100</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Field	400-60	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6331 - LONG DISTANCE</b>			
			250
<b>6331 - TOTAL LONG DISTANCE</b>			<b>250</b>
<b>6350 - LANDFILL FEES</b>			
			1,500
<b>6350 - TOTAL LANDFILL FEES</b>			<b>1,500</b>
<b>6410 - DOCK MAINTENANCE</b>			
Concrete Vessel Dock - Zincs			2,000
<b>6410 - TOTAL DOCK MAINTENANCE</b>			<b>2,000</b>
<b>6420 - FIELD MAINTENANCE</b>			
Fence/gate repairs - Operators			3,000
Underground Storage Tank registration			2,000
Lighting/electrical fixtures- beacon, runway, taxiway			4,000
<b>6420 - TOTAL FIELD MAINTENANCE</b>			<b>9,000</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Paint, plumbing			5,000
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>5,000</b>
<b>6431 - HEATING FUEL</b>			
			28,000
<b>6431 - TOTAL HEATING FUEL</b>			<b>28,000</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
Small equipment R&M			3,000
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>3,000</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Field	400-60	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
	<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
Heavy equipment and automotive parts R&M			25,000
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>25,000</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>			
Engine oil & lubricants			8,000
Vehicle gas			22,000
Vehicle diesel			22,000
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>			<b>52,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASE</b>			
Radios			2,500
Tools			1,300
Mobile Ground Frequency radio			1,200
Mobile Aircraft Frequency radio			1,200
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASE</b>			<b>6,200</b>
<b>6530 - EQUIPMENT PURCHASE</b>			
Sweeper or Mustang with sweeper attachment			10,000
<b>6530 - TOTAL EQUIPMENT PURCHASE</b>			<b>10,000</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Transportation Services - Airport Enterprise Fund**  
**Terminal 400-61**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	301,924	315,045	315,045	315,045	<b>325,114</b>	10,069	3%
5110 Overtime Pay	46,948	30,000	30,000	35,000	<b>30,000</b>	(5,000)	-14%
5120 Temporary Pay	13,120	3,000	3,000	7,842	<b>12,000</b>	4,158	53%
5200 Taxes & Benefits	238,044	204,581	204,581	210,000	<b>232,489</b>	22,489	11%
5300 Travel & Training	3,256	6,500	6,500	5,500	<b>5,800</b>	300	5%
5400 Uniform Allowance	1,476	2,500	2,500	2,600	<b>2,800</b>	200	8%
6010 Supplies	322	750	750	700	<b>700</b>	-	
6011 Operating Supplies	31,327	33,750	33,750	33,750	<b>33,800</b>	50	
6020 Dues & Publications	237	350	350	350	<b>400</b>	50	14%
6030 Publishing Expense	3,621	-	-	-	-	-	
6075 Security Screening	1,927	1,200	1,200	1,500	<b>1,500</b>	-	
6090 Contractual Services	41,331	46,300	46,300	44,000	<b>41,500</b>	(2,500)	-6%
6100 Insurance	9,307	9,000	9,000	10,000	<b>10,000</b>	-	
6110 Medical	1,032	300	300	310	<b>330</b>	20	6%
6130 Administrative Fees	42,253	46,031	46,031	46,031	<b>48,026</b>	1,995	4%
6140 Debt Expense	15,477	8,392	8,392	8,392	<b>7,690</b>	(702)	-8%
6310 Electricity	94,704	96,000	96,000	94,704	<b>90,000</b>	(4,704)	-5%
6320 Water	19,877	18,000	18,000	19,000	<b>22,000</b>	3,000	16%
6325 Fire Hydrant	13,535	6,000	6,000	6,000	<b>6,000</b>	-	
6330 Telephone	2,197	1,800	1,800	1,800	<b>1,800</b>	-	
6331 Long Distance	119	250	250	300	<b>300</b>	-	
6340 Sewer	-	14,000	14,000	3,499	<b>14,000</b>	10,501	300%
6430 Building Maintenance	22,543	31,600	31,600	31,000	<b>11,500</b>	(19,500)	-63%
6431 Heating Fuel	58,195	72,000	72,000	70,000	<b>70,000</b>	-	
6450 Equipment Maintenance	505	1,000	1,000	1,000	<b>1,200</b>	200	20%
6460 Vehicle Maintenance	10	-	-	-	-	-	
6525 Small Equipment Purchases	9,660	13,300	13,300	4,000	<b>3,600</b>	(400)	-10%
6530 Equipment Purchases	448	5,000	5,000	5,000	<b>36,000</b>	31,000	620%
6600 Interfund Transfer	7,000	-	-	-	-	-	
6760 Depreciation	215,209	-	-	-	-	-	
6845 Bond Interest	84,720	77,833	77,833	77,833	<b>70,589</b>	(7,244)	-9%
<b>Total Appropriations</b>	<b>1,280,324</b>	<b>1,044,482</b>	<b>1,044,482</b>	<b>1,035,156</b>	<b>1,079,138</b>	<b>43,982</b>	<b>4%</b>
<b>AUTHORIZED PERSONNEL</b>	<b>FY 10</b>		<b>FY 11</b>		<b>FY 12</b>		
Law Enforcement Officer I	3.00		3.00		3.00		
Law Enforcement Officer Supervisor	1.00		1.00		1.00		
Custodians	2.50		2.50		2.50		
<b>FULL TIME EMPLOYEES</b>	<b>6.50</b>		<b>6.50</b>		<b>6.50</b>		

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Terminal	400-61	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>5400 - UNIFORMS</b>		<b>Type*</b>	<b>Quantity</b>
Including but not limited to: trousers, shirts, hats, gloves, etc.			2,800
Uniform shirt and aprons for custodians			
<b>5400 - TOTAL UNIFORMS</b>			<b>2,800</b>
<b>6010 - SUPPLIES</b>			
Including but not limited to: printer paper, pens, pencils, envelopes, file folders, key tags, inventory tags			700
<b>6010 - TOTAL SUPPLIES</b>			<b>700</b>
<b>6011 - OPERATING SUPPLIES</b>			
Ammunition - Qualifying, wildlife Control, proficiency			2,000
Vehicle parking receipts			800
Snow & ice melt			4,000
Radio batteries			200
Flags			300
Terminal light bulbs			3,000
Janitorial supplies: cleaning supplies, garbage bags, gloves, paper products			20,000
Taxidermy			2,200
Plants			500
Art Work			800
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>33,800</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Terminal	400-61	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
			<b>Unit Price</b>
			<b>Budget Request</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
Alaska State Statutes Field Manuals/APOA			150
Statutes updates			100
Police publications			150
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>400</b>
<b>6075 - SECURITY SCREENING COST</b>			
FBI Criminal Background checks for all badged employees			1,500
<b>6075 - TOTAL SECURITY SCREENING COST</b>			<b>1,500</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Garbage service			30,000
Pest control			2,500
Elevator maintenance (6 months @ 492/6 @ 984)			9,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>41,500</b>
<b>6100 - INSURANCE</b>			
Liability insurance			10,000
<b>6100 - TOTAL INSURANCE</b>			<b>10,000</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Terminal	400-61	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6110 - MEDICAL EXPENSE</b>			
Hearing tests			130
Hepatitis Vaccinations			200
<b>6110 - TOTAL MEDICAL EXPENSE</b>			<b>330</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Administrative support from the General Fund			48,026
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>48,026</b>
<b>6140 - DEBT EXPENSE</b>			
HVAC - to Land Trust & Terminal Remodel			7,690
<b>6140 - TOTAL DEBT SERVICES</b>			<b>7,690</b>
<b>6310 - ELECTRICITY</b>			
Terminal Building (NEW BUILDING)			90,000
<b>6310 - TOTAL ELECTRICITY</b>			<b>90,000</b>
<b>6320 - WATER</b>			
City Water			22,000
<b>6320 - TOTAL WATER</b>			<b>22,000</b>
<b>6325 - FIRE HYDRANT</b>			
Fire Hydrant charge			6,000
<b>6325 - TOTAL FIRE HYDRANT</b>			<b>6,000</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Terminal	400-61	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6330 - TELEPHONE</b>			
Cell Phone			1,800
<b>6330 - TOTAL TELEPHONE</b>			<b>1,800</b>
<b>6331 - LONG DISTANCE</b>			
Long distance charges			300
<b>6331 - TOTAL LONG DISTANCE</b>			<b>300</b>
<b>6340 - SEWER</b>			
To the City of Ketchikan			14,000
<b>6340 - TOTAL SEWER</b>			<b>14,000</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Inspections: sprinkler, boiler, underground storage tank (UST)			1,500
Miscellaneous Repairs			4,000
Boiler/heating system maintenance			2,000
HVAC system			3,000
Alarm test & inspection			1,000
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>11,500</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Terminal	400-61	Mike Carney	06/13/11	
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>	
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
<b>6431 - HEATING FUEL</b>				
				70,000
<b>6431 - TOTAL HEATING FUEL</b>				<b>70,000</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>				
Equipment repairs: radios, computers, telephones				1,200
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>				<b>1,200</b>
<b>6525 - SMALL EQUIPMENT PURCHASE</b>				
Handheld Radios				1,500
Document Shredder				600
Industrial Vacuum				1,500
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASE</b>				<b>3,600</b>
<b>6530 - EQUIPMENT PURCHASE</b>				
New Police Vehicle				36,000
<b>6530 - TOTAL EQUIPMENT PURCHASE</b>				<b>36,000</b>
<b>6845 - BOND INTEREST</b>		<b>Principal</b>	<b>Interest</b>	
Revenue Bond Payment - Series B - Terminal Renovations		155,000	70,589	70,589
<b>6845 - TOTAL BOND INTEREST</b>				<b>70,589</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Transportation Services - Airport Enterprise Fund**  
**Ferry 400-62**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	494,950	513,849	513,849	510,000	<b>521,630</b>	11,630	2%
5110 Overtime Pay	107,582	65,000	65,000	85,000	<b>65,000</b>	(20,000)	-24%
5120 Temporary Pay	29,176	25,000	25,000	26,000	<b>25,000</b>	(1,000)	-4%
5200 Taxes & Benefits	377,788	337,233	337,233	337,233	<b>377,621</b>	40,388	12%
5300 Travel & Training	-	1,000	1,000	1,000	<b>500</b>	(500)	-50%
5400 Uniforms	248	900	900	900	<b>1,100</b>	200	22%
6010 Supplies	192	700	700	550	<b>500</b>	(50)	-9%
6011 Operating Supplies	7,733	9,200	9,200	11,000	<b>10,800</b>	(200)	-2%
6020 Dues & Publications	221	250	250	250	<b>275</b>	25	10%
6030 Publishing Expense	596	-	-	-	-	-	
6090 Contractual Services	750	4,000	4,000	3,150	<b>2,150</b>	(1,000)	-32%
6100 Insurance	116,989	125,000	125,000	125,000	<b>160,000</b>	35,000	28%
6110 Medical Expense	528	400	400	500	<b>500</b>	-	
6130 Administrative Fees	74,848	79,332	79,332	79,332	<b>85,335</b>	6,003	8%
6330 Telephone	2,197	1,400	1,400	1,600	<b>1,800</b>	200	13%
6410 Dock Maintenance	2,493	15,200	15,200	15,200	<b>10,821</b>	(4,379)	-29%
6450 Equipment Maintenance	375	-	-	-	-	-	
6461 Vehicle Fuel & Oil	185,757	210,000	210,000	210,000	<b>235,000</b>	25,000	12%
6470 Ferry Maintenance	164,501	267,000	267,000	273,000	<b>260,000</b>	(13,000)	-5%
6475 Airport Parking Lot Maintenance	4,410	-	-	-	<b>25,500</b>	25,500	
6525 Small Equipment Purchases	5,467	6,500	6,500	100	<b>6,500</b>	6,400	6400%
6530 Equipment Purchase	-	4,000	4,000	2,000	<b>2,000</b>	-	
6770 Depreciation	208,619	-	-	-	-	-	
6845 Bond Interest	54,038	49,650	49,650	-	<b>45,038</b>	45,038	
<b>Total Appropriations</b>	<b>1,839,458</b>	<b>1,715,614</b>	<b>1,715,614</b>	<b>1,681,815</b>	<b>1,837,070</b>	<b>155,255</b>	<b>9%</b>

**AUTHORIZED PERSONNEL**

	<u>FY 10</u>	<u>FY 11</u>	<u>FY 12</u>
Ferry Boat Captain	3.00	3.00	3.00
Deckhand II	3.00	3.00	3.00
Deckhand I (Regular Relief)	1.00	1.00	1.00
Ferry Toll Collector	<u>3.25</u>	<u>3.25</u>	<u>3.25</u>
<b>FULL TIME EMPLOYEES</b>	<u>10.25</u>	<u>10.25</u>	<u>10.25</u>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Ferry	400-62	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>5400 - UNIFORMS</b>			
Deck suits			300
USCG work vests			400
Toll Collector clothing allowance			400
<b>5400 - TOTAL UNIFORMS</b>			<b>1,100</b>
<b>6010 - SUPPLIES</b>			
Including but not limited to: pens, pencils, envelopes, paper, computer disks, tape			500
<b>6010 - TOTAL SUPPLIES</b>			<b>500</b>
<b>6011 - OPERATING SUPPLIES</b>			
Paper towel - absorbents			600
Snow & ice melt			2,500
Life jackets			500
Safety nets			1,000
Flags			500
Prepaid vehicle & ferry passes			600
Cash register tape, ink rollers			600
Monthly passes & laminating pouches			500
Fire extinguisher maintenance			4,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>10,800</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
Coast Pilot, Light lists, Tide tables			275
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>275</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Ferry	400-62	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Marine consultant			1,000
Drug Testing			650
ATM			500
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>2,150</b>
<b>6100 - INSURANCE</b>			
Oral Freeman/Bob Ellis			160,000
<b>6100 - TOTAL INSURANCE</b>			<b>160,000</b>
<b>6110 - MEDICAL EXPENSE</b>			
Hearing tests			500
<b>6110 - TOTAL MEDICAL EXPENSE</b>			<b>500</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Administrative support from the General Fund			85,335
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>85,335</b>
<b>6330 - TELEPHONE</b>			
Phone service			1,800
<b>6330 - TOTAL TELEPHONE</b>			<b>1,800</b>
<b>6410 - DOCK MAINTENANCE</b>			
Apron lift cable replacements- Ketchikan side			1,300
Dock lighting & controls maintenance			750
Striping paint			500
Anti-slip material			771
Ramp maintenance			5,000
Ferry parking lot light maintenance			2,500
<b>6410 - TOTAL DOCK MAINTENANCE</b>			<b>10,821</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Ferry	400-62	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>			
Ferry fuel and oil			235,000
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>			<b>235,000</b>
<b>6470 - FERRY MAINTENANCE</b>			
Ferry: Ken & Oral			
Dry dock & inspection, Coast Guard-required work, safety & machinery upgrades			207,000
Vessel maintenance			27,000
Preventative maintenance program			26,000
<b>6470 - TOTAL FERRY MAINTENANCE</b>			<b>260,000</b>
<b>6475- PARKING LOT MAINTENANCE</b>			
Code Enforcement			21,000
Parking Lot Maintenance			4,500
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASE</b>			<b>25,500</b>
<b>6525 - SMALL EQUIPMENT PURCHASE</b>			
Binoculars			500
Traffic Gates			2,000
Permit machine			4,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASE</b>			<b>6,500</b>
<b>6530 - EQUIPMENT PURCHASE</b>			
Parking Lot Improvements			2,000
<b>6530 - TOTAL EQUIPMENT PURCHASE</b>			<b>2,000</b>
<b>6845 - BOND INTEREST</b>			
		<b>Principal</b>	<b>Interest</b>
Revenue Bond Payment - Series A - Ferry		105,000	45,038
<b>6845 - TOTAL BOND INTEREST</b>			<b>45,038</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Transportation Services - Airport Enterprise Fund**  
**Administration 400-63**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	148,426	196,284	196,284	160,000	<b>145,892</b>	(14,108)	-9%
5110 Overtime Pay	2,151	3,500	3,500	3,500	<b>3,500</b>	-	
5120 Temporary Pay	-	2,500	2,500	2,500	<b>2,500</b>	-	
5200 Taxes & Benefits	100,472	111,689	111,689	111,689	<b>107,258</b>	(4,431)	-4%
5300 Travel & Training	3,443	9,000	9,000	9,000	<b>9,000</b>	-	
6010 Supplies	1,149	2,500	2,500	2,500	<b>2,500</b>	-	
6011 Operating Supplies	185	-	-	-	-	-	
6020 Dues & Publications	587	350	350	400	<b>450</b>	50	13%
6032 Banking Fees	4,103	5,000	5,000	5,000	<b>5,500</b>	500	10%
6070 Postage	207	400	400	400	<b>400</b>	-	
6090 Contractual Services	521	550	550	600	<b>600</b>	-	
6110 Medical	96	200	200	200	<b>200</b>	-	
6130 Administrative Fees	16,804	17,124	17,124	17,124	<b>14,365</b>	(2,759)	-16%
6330 Telephone	9,153	4,000	4,000	5,000	<b>5,500</b>	500	10%
6331 Long Distance	137	300	300	250	<b>200</b>	(50)	-20%
6450 Equipment Maintenance	498	2,000	2,000	1,000	<b>1,000</b>	-	
6525 Small Equipment Purchases	2,769	4,200	4,200	3,000	<b>2,800</b>	(200)	-7%
<b>Total Appropriations</b>	290,701	359,597	359,597	322,163	<b>301,665</b>	(20,498)	-6%

AUTHORIZED PERSONNEL	FY 10	FY 11	FY 12
Airport Manager	1.00	1.00	1.00
Executive Secretary	1.00	1.00	1.00
Airport Secretary	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
<b>FULL TIME EMPLOYEES</b>	<u>2.75</u>	<u>2.75</u>	<u>2.75</u>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Administration	400-63	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6010 - SUPPLIES</b>			
Including but not limited to: copy paper, file folders, envelopes, binders, stationery, printer supplies, computer supplies, phone logs, pencils, markers, post-it notes, receipts, badge pouches, clips, film, archive storage boxes, shelving			2,500
<b>6010 - TOTAL SUPPLIES</b>			<b>2,500</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
AAAE Membership			450
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>450</b>
<b>6032 - BANKING FEES</b>			
Banking Fees			5,500
<b>6032 - TOTAL BANKING FEES</b>			<b>5,500</b>
<b>6070 - POSTAGE</b>			
Metered postage and express mail documents			400
<b>6070 - TOTAL POSTAGE</b>			<b>400</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Postage Meter Rental			600
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>600</b>
<b>6110 - MEDICAL EXPENSE</b>			
Hearing tests			200
<b>6110 - TOTAL MEDICAL EXPENSE</b>			<b>200</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Administration	400-63	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Administrative support from the General Fund			14,365
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>14,365</b>
<b>6330 - TELEPHONE</b>			
Cell Phones (six)			5,500
<b>6330 - TOTAL TELEPHONE</b>			<b>5,500</b>
<b>6331 - LONG DISTANCE</b>			
Long distance charges			200
<b>6331 - TOTAL LONG DISTANCE</b>			<b>200</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
Typewriter, computer and radio repair			1,000
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>1,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASE</b>			
Radios			1,000
Handheld Radios			1,000
Mobile Ground Frequency radio			300
Desk & Table			500
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASE</b>			<b>2,800</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Transportation Services - Airport Enterprise Fund**  
**Murphy's Float 400-64**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
6010 Supplies	-	300	300	250	<b>250</b>	-	
6130 Administrative Fees	43	93	93	93	<b>90</b>	(3)	-3%
6310 Electricity	503	550	550	550	<b>550</b>	-	
6330 Telephone	-	-	-	-	-	-	
6450 Equipment Maintenance	-	1,000	1,000	1,000	<b>1,000</b>	-	
6790 Depreciation	9,900	-	-	-	-	-	
<b>Total Appropriations</b>	10,446	1,943	1,943	1,893	<b>1,890</b>	(3)	

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Airport Enterprise Fund - Murphy's Float				400-64				06/13/11	
<b>Department</b>				<b>Dept. #</b>		<b>Prepared By</b>		<b>Date</b>	
<b>6010 - SUPPLIES</b>									
Locks/security, paint, rollers, brushes								250	
<b>6010 - TOTAL SUPPLIES</b>								<b>250</b>	
<b>6130 - ADMINISTRATIVE FEES</b>									
Admin Support from the General Fund								90	
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>								<b>90</b>	
<b>6310 - ELECTRICITY</b>									
Dock lighting								550	
<b>6310 - TOTAL ELECTRICITY</b>								<b>550</b>	
<b>6450 - EQUIPMENT MAINTENANCE</b>									
Storage lockers								1,000	
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>								<b>1,000</b>	

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

Airport Enterprise Fund				Fund 400				Mike Carney		06/13/11		
Department				Dept. #				Prepared by		Date		
Position	24 Pay Periods											
	Anniv. Date	Wage on 6/30/11	COLA 3.0%	# Pay Periods	Semi-Month Wage	STEP %	# Pay Periods	Semi-Month Wage	5100 Ann. Salary	5110 Overtime	5120 Temp Pay	Total Pay
<b>Administration</b>												
Airport Manager 50% Chg to PW	4/29	4,482		19	4,482	1.5%	5	4,549	53,952			53,952
Executive Secretary	9/27	2,097		6	2,097	1.5%	18	2,128	50,886			50,886
Executive Secretary (1/4 time Ferry)	3/17	1,703		17	1,703	1.5%	7	1,729	41,054			41,054
Temporary Pay											2,500	2,500
Overtime										3,500		3,500
<b>Subtotal - Administration</b>									<b>145,892</b>	<b>3,500</b>	<b>2,500</b>	<b>151,892</b>
<b>Field</b>												
Maintenance Superintendent	7/24	3,089		1	3,089	1.5%	23	3,135	75,194			75,194
Equipment Mechanic/ARFF	8/11	3,182		2	3,277	1.5%	22	3,326	79,726			79,726
Airport Technician/ARFF	9/12	1,628		4	1,677	1.5%	20	1,702	40,748			40,748
Airport Technician/ARFF	5/1	2,005		19	2,065	1.5%	5	2,096	49,715			49,715
Airport Technician/ARFF	2/2	1,976		13	2,035	1.5%	11	2,066	49,181			49,181
Airport Technician/ARFF	5/14	1,862		21	1,918	1.5%	3	1,947	46,119			46,119
Airport Technician/ARFF	7/1	1,729		-	1,781	1.5%	24	1,808	43,392			43,392
Airport Maintenance Labor	12/21	1,446		11	1,489	1.5%	13	1,511	36,022			36,022
Temporary Pay											5,000	5,000
Overtime										27,000		27,000
<b>Subtotal - Field</b>									<b>420,097</b>	<b>27,000</b>	<b>5,000</b>	<b>452,097</b>
<b>Terminal</b>												
Security Coordinator	11/10	2,824		9	2,909	1.5%	15	2,953	70,476			70,476
Safety Officer I	1/29	2,507		14	2,582	1.5%	10	2,621	62,358			62,358
Safety Officer I	4/3	2,507		18	2,582	1.5%	6	2,621	62,202			62,202
Safety Officer I	11/7	2,434		9	2,507	1.5%	15	2,545	60,738			60,738
Custodian	11/16	1,121		9	1,155	1.5%	15	1,172	27,975			27,975
Custodian Perm. Part time	9/24	553		6	570	1.5%	18	579	13,842			13,842
Custodian	1/7	1,106		13	1,139	1.5%	11	1,156	27,523			27,523
Temporary Pay											12,000	12,000
Overtime										30,000		30,000
<b>Subtotal - Terminal</b>									<b>325,114</b>	<b>30,000</b>	<b>12,000</b>	<b>367,114</b>
<b>Ferry</b>												
Airport Ferry Captain	2/1	3,043		14	3,134	1.5%	10	3,181	75,686			75,686
Airport Ferry Captain	2/10	2,910		15	2,997	1.5%	9	3,042	72,333			72,333
Airport Ferry Captain	10/16	2,742		7	2,824	1.5%	17	2,866	68,490			68,490
Deckhand II	7/12	1,728		1	1,780	1.5%	23	1,807	43,341			43,341
Deckhand II/Relief Captain	4/16	1,918		19	1,976	1.5%	5	2,006	47,574			47,574
Deckhand II	1/1	2,398		12	2,470	1.5%	12	2,507	59,724			59,724
Maritime Maintenance	9/22	2,005		6	2,065	1.5%	18	2,096	50,118			50,118
Toll Collector	12/1	1,581		10	1,628	1.5%	14	1,652	39,408			39,408
Toll Collector	1/18	1,191		11	1,227	1.5%	13	1,245	29,682			29,682
Toll Collector	5/21	1,424		21	1,467	1.5%	3	1,489	35,274			35,274
Temporary Pay											25,000	25,000
Overtime										65,000		65,000
<b>Subtotal - Ferry</b>									<b>521,630</b>	<b>65,000</b>	<b>25,000</b>	<b>611,630</b>
<b>Totals</b>									<b>1,412,733</b>	<b>125,500</b>	<b>44,500</b>	<b>1,582,733</b>

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Airport Enterprise Fund		Fund 400	Mike Carney				06/13/11
Department		Dept. #	Prepared by				Date
Employee Name	Annual Salary	FICA/ MEDFICA	Workers' Comp	1% Unempl.	27.65% PERS	Health Insurance	Benefit Total
<b><u>Airport Administration</u></b>							
Airport Manager 50% Chg to PW	53,952	4,127	388	540	14,918	8,616	28,589
Executive Secretary	50,886	3,893	366	509	14,070	24,984	43,822
Executive Secretary (1/4 time Ferry)	41,054	3,141	296	411	11,351	18,096	33,295
Temporary Pay	2,500	191	18	25	-	-	234
Overtime	3,500	268	47	35	968	-	1,318
<b>Subtotal - Administration</b>	<b>151,892</b>	<b>11,620</b>	<b>1,115</b>	<b>1,520</b>	<b>41,307</b>	<b>51,696</b>	<b>107,258</b>
<b><u>Airport Field</u></b>							
Maintenance Superintendent	75,194	5,752	3,940	752	7,196	24,984	42,624
Equipment Mechanic/ARFF	79,726	6,099	4,178	797	22,044	18,096	51,214
Airport Technician/ARFF	40,748	3,117	2,135	407	11,267	24,984	41,910
Airport Technician/ARFF	49,715	3,803	2,605	497	13,746	24,984	45,635
Airport Technician/ARFF	49,181	3,762	2,577	492	13,599	15,504	35,934
Airport Technician/ARFF	46,119	3,528	2,417	461	12,752	24,984	44,142
Airport Technician/ARFF	43,392	3,319	2,274	434	11,998	24,984	43,009
Airport Maintenance Labor	36,022	2,756	1,888	360	9,960	15,504	30,468
Temporary Pay	5,000	383	262	50	-	-	695
Overtime	27,000	2,066	1,415	270	7,466	-	11,217
<b>Subtotal - Field</b>	<b>452,097</b>	<b>34,585</b>	<b>23,691</b>	<b>4,520</b>	<b>110,028</b>	<b>174,024</b>	<b>346,848</b>

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Airport Enterprise Fund				Fund 400	Mike Carney			06/13/11
Department				Dept. #	Prepared by			Date
Employee Name	Annual Salary	FICA/ MEDFICA	Workers' Comp	1% Unempl.	27.65% PERS	Health Insurance	Benefit Total	
<b><u>Airport Terminal</u></b>								
Law Enforcement Supervisor	70,476	5,391	3,693	705	6,745	24,984	41,518	
Safety Officer II	62,358	4,770	3,268	624	17,242	24,984	50,888	
Safety Officer I	62,202	4,758	3,259	622	17,199	18,096	43,934	
Safety Officer I	60,738	4,646	3,183	607	5,813	18,096	32,345	
Custodian	27,975	2,140	1,466	280	7,735	8,616	20,237	
Custodian	13,842	1,059	725	138	3,827	8,616	14,365	
Custodian	27,523	2,106	1,442	275	2,634	8,616	15,073	
Temporary Pay	12,000	918	629	120	-	-	1,667	
Overtime	30,000	2,295	1,572	300	8,295	-	12,462	
<b>Subtotal - Terminal</b>	<b>367,114</b>	<b>28,083</b>	<b>19,237</b>	<b>3,671</b>	<b>69,490</b>	<b>112,008</b>	<b>232,489</b>	
<b><u>Airport Ferry</u></b>								
Airport Ferry Captain	75,686	5,790	-	757	20,927	18,096	45,570	
Airport Ferry Captain	72,333	5,533	-	723	20,000	24,984	51,240	
Airport Ferry Captain	68,490	5,239	-	685	18,937	18,096	42,957	
Deckhand II	43,341	3,316	-	433	11,984	8,616	24,349	
Deckhand II/Relief Captain	47,574	3,639	-	476	13,154	24,984	42,253	
Deckhand II	59,724	4,569	-	597	16,514	8,616	30,296	
Maritime Maintenance	50,118	3,834	-	501	13,858	15,504	33,697	
Toll Collector	39,408	3,015	284	394	10,896	8,616	23,205	
Toll Collector	29,682	2,271	214	297	8,207	15,504	26,493	
Toll Collector	35,274	2,698	254	353	9,753	18,096	31,154	
Temporary Pay	25,000	1,913	180	250	-	-	2,343	
Overtime	65,000	4,973	468	650	17,973	-	24,064	
<b>Subtotal - Ferry</b>	<b>611,630</b>	<b>46,790</b>	<b>1,400</b>	<b>6,116</b>	<b>162,203</b>	<b>161,112</b>	<b>377,621</b>	
<b>Totals</b>	<b>1,582,733</b>	<b>121,078</b>	<b>45,443</b>	<b>15,827</b>	<b>383,028</b>	<b>498,840</b>	<b>1,064,216</b>	
<b>% Benefit to Salary</b>		<b>7.65%</b>	<b>2.87%</b>	<b>1.00%</b>	<b>24.20%</b>	<b>31.52%</b>	<b>67.24%</b>	

## Ketchikan Gateway Borough

### Travel & Training Budget - Budget Year 2012

Airport Enterprise Fund		400	Mike Carney				06/13/11	
<b>Department</b>		<b>Dept. #</b>	<b>Prepared By</b>				<b>Date</b>	
<b>5300 - Travel &amp; Training</b>			<b>* Travel Information</b>					
<b>Employee Name &amp; Position</b>	<b>Trip &amp; Training Reason</b>	<b>Location</b>	<b>Dates &amp; No. of Days</b>	<b>Transportation</b>	<b>Per Diem</b>	<b>Lodging</b>	<b>Other</b>	<b>Total</b>
<b><u>Airport Administration</u></b>								
Staff	Annual DOT/PF Airport Directors Mtg							5,500
Staff	AAAE Professional Development							1,750
Staff	Skills Development							1,750
<b>Subtotal - Administration</b>				-	-	-	-	<b>9,000</b>
<b><u>Airport Field</u></b>								
FAA required training (7)	Recertification - live fire							9,500
HAZMAT	HAZMAT							400
ETT Training	ETT Certification							2,500
Cole Industrial Boiler/Burner School (2)	Technical Development							1,000
<b>Subtotal - Field</b>				-	-	-	-	<b>13,400</b>
<b><u>Airport Terminal</u></b>								
Police	Basic Operations Specialist (1)							2,000
Police	Aviation Security for Law Enforce (1)							1,800
Police Supervisor - TSA Required	Airport Security Coordinator							2,000
<b>Subtotal - Terminal</b>				-	-	-	-	<b>5,800</b>
<b><u>Airport Ferry</u></b>								
USCG Small Passenger Vessel safety training (4)			Ongoing					500
<b>Subtotal - Ferry</b>				-	-	-	-	<b>500</b>
<b>Totals</b>				-	-	-	-	<b>28,700</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Transportation Services - Airport Enterprise Fund**  
**Capital Appropriations**

Description		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	AMENDED	ESTIMATED		\$	%
<b>Field 400-60-000</b>								
6530	Equipment Purchase	-	-	-	-	-	-	
6540	Capital Improvements	-	-	-	-	-	-	
6800	Gain/Loss On Disposal	-	-	-	-	-	-	
<b>Total</b>		-	-	-	-	-	-	
<b>Terminal 400-61-000</b>								
6530	Equipment Purchase	-	-	-	-	-	-	
6540	Capital Improvements	-	-	-	-	-	-	
6700	Bad Debt Expense	-	-	-	-	-	-	
<b>Total</b>		-	-	-	-	-	-	
<b>Ferry 400-62-000</b>								
6530	Equipment Purchase	-	-	-	-	-	-	
6540	Capital Improvements	-	-	-	-	-	-	
6700	Bad Debt Expense	-	-	-	-	-	-	
6800	Gain/Loss On Disposal	-	-	-	-	-	-	
<b>Total</b>		-	-	-	-	-	-	
<b>Air Admin 400-63-000</b>								
6530	Equipment Purchase	-	-	-	-	-	-	
6540	Capital Improvements	-	-	-	-	-	-	
6800	Gain/Loss On Disposal	-	-	-	-	-	-	
<b>Total</b>		-	-	-	-	-	-	
<b>Projects 400-71-XXX</b>								
6540	HVAC System	-	-	-	-	-	-	
6540	Generator Project	-	-	-	-	-	-	
6540	Airport Welcome Shelter	-	75,000	-	-	-	-	
<b>Total</b>		-	75,000	-	-	-	-	
<b>Total Capital Appropriations</b>		-	75,000	-	-	-	-	

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Wastewater Enterprise Fund - 480**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>TOTAL EQUITY JULY 1</b>	11,654,800	11,384,388	11,384,388	11,384,388	<b>11,507,581</b>	123,193	1%
<b>Revenues:</b>							
4080 Penalty & Interest	17,784	18,000	18,000	-	-	-	
4245 Federal Government Revenue	65,380	-	-	60,000	<b>60,000</b>	-	0%
4305 Interest Income - SDC	382	5,000	5,000	-	-	-	
4360 Sewer Fees	550,440	25,704	25,704	290,000	<b>280,000</b>	(10,000)	-3%
4361 SDC Revenue	5,868	19,680	19,680	-	-	-	
4362 Equipment Revenue	2,451	-	-	-	-	-	
4363 Mt. Point Sewer Fees	6	119,520	119,520	120,000	<b>120,000</b>	-	0%
4364 Forest Park Sewer Fees	(5)	71,520	71,520	71,000	<b>71,000</b>	-	0%
4365 Sludge Fees	(2)	280,000	280,000	45,000	<b>30,000</b>	(15,000)	-33%
4366 Gold Nugget Sewer Fees	250	4,800	4,800	11,000	<b>8,000</b>	(3,000)	-27%
4367 Waterfall Sewer Fees	-	3,600	3,600	8,000	<b>6,000</b>	(2,000)	-25%
4368 N. Pt. Higgins Sewer Fees	11	4,500	4,500	25,000	<b>18,000</b>	(7,000)	-28%
4410 Interfund Transfer	1,596	1,596	1,596	1,596	<b>1,596</b>	-	0%
4450 Interfund Transfer	44,855	37,855	37,855	37,855	-	(37,855)	-100%
<b>Total Revenues</b>	689,016	591,775	591,775	669,451	<b>594,596</b>	(74,855)	
<b>SUMMARY OF APPROPRIATIONS</b>							
Sewer Services	457,632	578,410	578,410	519,433	<b>528,795</b>	9,362	2%
Depreciation	460,320	-	-	-	-	-	
Loan Payment (Land Trust)	41,476	36,900	36,900	26,825	<b>23,840</b>	(2,985)	-11%
<b>Total Appropriations</b>	959,428	615,310	615,310	546,258	<b>552,635</b>	6,377	1%
Revenue over (under) Expenditures	(270,412)	(23,535)	(23,535)	123,193	<b>41,961</b>	(81,232)	-66%
<b>TOTAL EQUITY JUNE 30</b>	11,384,388	11,360,853	11,360,853	11,507,581	<b>11,549,542</b>	41,961	
<b>AUTHORIZED PERSONNEL</b>	<b>FY 10</b>		<b>FY 11</b>		<b>FY 12</b>		
Utility Supervisor	0.75		0.42		0.42		
Maintenance Technician II	-		0.56		0.56		
Maintenance Technician I	2.95		1.60		0.75		
<b>FULL-TIME EMPLOYEES</b>	<u>3.70</u>		<u>2.58</u>		<u>1.73</u>		

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Wastewater Enterprise Fund - Revenues	480	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
			<b>Budget Estimate</b>
4245 - Federal Government Revenue			60,000
<b>4305 - TOTAL FEDERAL GOVERNMENT REVENUE</b>			<b>60,000</b>
	<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
<b>4360 - Sewer Fees</b>			
Sewer fees based on anticipated collections from regional sewer plant users, primary and outfall service area. Collections are based on anticipated costs of Public Works Department.			
Fawn Mtn Elementary		12	280,000
<b>4360 - TOTAL SEWER FEES</b>			<b>280,000</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Wastewater Enterprise Fund - Revenues	480	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
			<b>Budget Estimate</b>
4363 - Mt. Point Sewer Fees		12 -	120,000
<b>4363 - TOTAL MT. POINT SEWER FEES</b>			<b>120,000</b>
4364 - Forest Park Sewer Fees		12 -	71,000
<b>4364 - TOTAL FOREST PARK SEWER FEES</b>			<b>71,000</b>
4366 - Gold Nugget Sewer Fees		30 -	8,000
<b>4366 - TOTAL GOLD NUGGET SEWER FEES</b>			<b>8,000</b>
4367 - Waterfall Sewer Fees		36 -	6,000
<b>4367 - TOTAL WATERFALL SEWER FEES</b>			<b>6,000</b>
4368 - Shoup St. Sewer Fees		12 -	18,000
<b>4368 - TOTAL N. PT. HIGGINS SEWER FEES</b>			<b>18,000</b>
4410 - Interfund Transfers - Sludge			
Transfer into Sludge Fund from:			
North Tongass - represents the quarterly billing for sludge for both Station 6 & Station 8	R	1 480	480
South Tongass Sewer Fees	R	1 1,116	1,116
<b>4410 - TOTAL INTERFUND TRANSFERS - SLUDGE</b>			<b>1,596</b>
4450 - Interfund Transfers			
Interfund transfer represents Public Works Department maintenance service of the wastewater treatment facility at the Ward Cove Maritime and Industrial Site			
<b>4450 - TOTAL INTERFUND TRANSFERS</b>			<b>-</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Wastewater Enterprise Fund - Sewer Services (Combined)**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	92,296	84,611	84,611	76,990	<b>67,322</b>	(9,668)	-13%
5110 Overtime	6,934	6,000	6,000	29,850	<b>6,000</b>	(23,850)	-80%
5120 Temporary Pay	2,478	-	-	1,586	-	(1,586)	-100%
5200 Taxes & Benefits	69,658	42,409	42,409	47,654	<b>43,464</b>	(4,190)	-9%
6011 Operating Supplies	12,739	23,400	23,400	20,600	<b>20,550</b>	(50)	0%
6020 Dues & Publications	-	200	200	200	<b>300</b>	100	50%
6060 Rentals	-	500	500	300	<b>300</b>	-	0%
6085 Licenses/Fees & Permits	2,635	5,400	5,400	4,000	<b>4,150</b>	150	4%
6090 Contractual Services	137,007	251,100	251,100	185,800	<b>207,500</b>	21,700	12%
6091 Water Tests	21,365	24,100	24,100	19,100	<b>19,100</b>	-	0%
6100 Insurance	6,658	6,960	6,960	6,700	<b>6,960</b>	260	4%
6110 Medical Expense	234	-	-	-	-	-	-
6130 Administrative Fees	38,818	33,311	33,311	33,311	<b>28,649</b>	(4,662)	-14%
6140 Debt Service	41,476	36,900	36,900	26,825	<b>23,840</b>	(2,985)	-11%
6310 Electricity	41,899	40,769	40,769	30,500	<b>40,800</b>	10,300	34%
6330 Telephone	457	1,000	1,000	800	<b>1,000</b>	200	25%
6430 Building Maintenance	811	5,850	5,850	4,750	<b>5,700</b>	950	20%
6431 Heating Fuel	6,520	4,000	4,000	6,000	<b>5,000</b>	(1,000)	-17%
6450 Equipment Maintenance	8,096	13,800	13,800	26,000	<b>20,000</b>	(6,000)	-23%
6460 Vehicle Maintenance	124	4,000	4,000	2,000	<b>2,000</b>	-	0%
6461 Vehicle Fuel & Oil	8,547	2,000	2,000	8,000	<b>4,000</b>	(4,000)	-50%
6525 Small Equip Purchases	294	10,000	10,000	9,400	<b>8,000</b>	(1,400)	-15%
6530 Equipment Purchase	62	19,000	19,000	14,000	<b>38,000</b>	24,000	171%
<b>Total Appropriations</b>	499,108	615,310	615,310	554,366	<b>552,635</b>	(1,731)	0%

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenues and Appropriations

#### Wastewater Enterprise Fund - Sludge & Equipment 480-10

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	25,332	21,154	21,154	23,588	<b>17,105</b>	(6,483)	-27%
5110 Overtime	2,857	2,000	2,000	25,000	<b>2,000</b>	(23,000)	-92%
5120 Temporary Pay	36	-	-	-	-	-	
5200 Taxes & Benefits	18,367	10,602	10,602	17,000	<b>10,867</b>	(6,133)	-36%
6011 Operating Supplies	5,506	4,000	4,000	5,600	<b>4,500</b>	(1,100)	-20%
6020 Dues & Publications	-	200	200	200	<b>300</b>	100	50%
6060 Rentals	-	500	500	300	<b>300</b>	-	0%
6085 Licenses, Fees & Permits	-	400	400	300	<b>300</b>	-	0%
6090 Contractual Services	125,970	175,000	175,000	175,000	<b>175,000</b>	-	0%
6091 Water Tests	-	400	400	300	<b>300</b>	-	0%
6100 Insurance	753	760	760	700	<b>760</b>	60	9%
6110 Medical Expense	234	-	-	-	-	-	
6130 Administrative Fees	15,310	13,945	13,945	13,945	<b>13,774</b>	(171)	-1%
6140 Debt Service	29,711	26,825	26,825	26,825	<b>23,840</b>	(2,985)	-11%
6310 Electricity	7,641	8,400	8,400	7,500	<b>7,800</b>	300	4%
6430 Building Maintenance	-	500	500	400	<b>500</b>	100	25%
6450 Equipment Maintenance	1,726	2,500	2,500	9,000	<b>2,500</b>	(6,500)	-72%
6460 Vehicle Maintenance	124	4,000	4,000	2,000	<b>2,000</b>	-	0%
6461 Vehicle Fuel & Oil	8,547	2,000	2,000	8,000	<b>4,000</b>	(4,000)	-50%
6530 Equipment Purchase	-	-	-	-	<b>24,000</b>	24,000	
<b>Total Appropriations</b>	<b>242,114</b>	<b>273,186</b>	<b>273,186</b>	<b>315,658</b>	<b>289,846</b>	<b>(25,812)</b>	<b>-8%</b>

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Wastewater Enterprise Fund	480-10	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6011 - OPERATING SUPPLIES</b>			<b>Unit Price</b>
Polymers, lime, misc chemicals			<b>Budget Request</b>
			4,500
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>4,500</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
Commercial Driver's License renewals		3	100
			300
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>300</b>
<b>6060 - RENTALS</b>			
Pump & hose rentals			300
<b>6060 - TOTAL RENTALS</b>			<b>300</b>
<b>6085 - LICENSES, FEES &amp; PERMITS</b>			
ADEC Annual permit			300
<b>6085 - TOTAL LICENSES, FEES &amp; PERMITS</b>			<b>300</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Sludge collection services contract			145,000
Sludge Transport			30,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>175,000</b>
<b>6091 - WASTEWATER TESTS</b>			
Metal test			300
<b>6091 - TOTAL WASTEWATER TESTS</b>			<b>300</b>
<b>6100 - INSURANCE</b>			
Sludge Facility (Property and Liability)			760
<b>6100 - TOTAL INSURANCE</b>			<b>760</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Sludge Facility			13,774
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>13,774</b>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Wastewater Enterprise Fund	480-10	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6140 - DEBT SERVICE</b>			<b>Unit Price</b>
			<b>Interest</b>
Principal expense to Land Trust Fund - Vactor Truck	480-10-000-6140		
Interest expense to Land Trust Fund - Vactor Truck			992
<b>Subtotal - Vactor Truck</b>			<b>992</b>
Principal expense to Land Trust Fund - Sludge Facility	480-10-000-6140		
Interest expense to Land Trust Fund - Sludge Facility			22,836
<b>Subtotal - Sludge Facility</b>			<b>22,848</b>
<b>6140 - TOTAL DEBT SERVICE</b>			<b>23,840</b>
<b>6310 - ELECTRICITY</b>			
Sludge Facility			7,800
<b>6310 - TOTAL ELECTRICITY</b>			<b>7,800</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Light bulbs, water filters			500
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>500</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
oils, lubricants, filters, rebuild pumps, etc.			2,500
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>2,500</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
Wastewater Vehicles, Vactor Truck, tires, oil, filters			2,000
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>2,000</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>			
Wastewater Vehicles, Vactor Truck			4,000
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>			<b>4,000</b>
<b>6530 - EQUIPMENT PURCHASE</b>			
Maintenance Truch Purchase			24,000
<b>6530 - EQUIPMENT PURCHASE</b>			<b>24,000</b>

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenues and Appropriations

#### Wastewater Enterprise Fund - Mountain Point 480-12

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
5100	Employee Pay	23,593	28,769	28,769	23,000	<b>22,765</b>	(235)	-1%
5110	Overtime	1,180	2,000	2,000	2,500	<b>2,000</b>	(500)	-20%
5120	Temporary Pay	1,374	-	-	850	-	(850)	-100%
5200	Taxes & Benefits	17,608	14,419	14,419	13,800	<b>14,777</b>	977	7%
6011	Operating Supplies	4,524	14,400	14,400	11,000	<b>12,000</b>	1,000	9%
6085	Licenses, Fees & Permits	1,225	400	400	400	<b>500</b>	100	25%
6090	Contractual Services	9,037	4,000	4,000	4,200	<b>4,000</b>	(200)	
6091	Water Tests	5,467	4,200	4,200	4,400	<b>4,400</b>	-	
6100	Insurance	5,181	5,200	5,200	5,000	<b>5,200</b>	200	4%
6130	Administrative Fees	10,209	8,780	8,780	8,780	<b>7,179</b>	(1,601)	-18%
6140	Debt Service	11,765	10,075	10,075	-	-	-	
6310	Electricity	21,686	22,369	22,369	16,000	<b>22,000</b>	6,000	38%
6330	Telephone	-	500	500	300	<b>500</b>	200	
6430	Building Maintenance	453	4,000	4,000	3,000	<b>3,500</b>	500	
6431	Heating Fuel	5,175	4,000	4,000	5,000	<b>4,000</b>	(1,000)	
6450	Equipment Maintenance	5,023	10,000	10,000	7,000	<b>7,000</b>	-	0%
6525	Sm. Equipment Purchases	98	3,000	3,000	4,400	<b>3,000</b>	(1,400)	-32%
6530	Equipment Purchase	62	19,000	19,000	14,000	<b>14,000</b>	-	0%
<b>Total Appropriations</b>		123,660	155,112	155,112	123,630	<b>126,821</b>	3,191	3%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Wastewater Enterprise Fund	480-12	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6011 - OPERATING SUPPLIES</b>					
Misc supplies, including but not limited to: BOD Solution, trays, respirator cart, aprons, degreaser					12,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>					<b>12,000</b>
<b>6085 - LICENSES, FEES &amp; PERMITS</b>					
General Permit					500
<b>6085 - TOTAL LICENSES, FEES &amp; PERMITS</b>					<b>500</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
					4,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>4,000</b>
<b>6091 - WASTEWATER TESTS</b>					
24-BOD,28-Fecal Coli form					4,400
<b>6091 - TOTAL WASTEWATER TESTS</b>					<b>4,400</b>
<b>6100 - INSURANCE</b>					
Mountain Point (Wastewater Facility (Property and Liability)					5,200
<b>6100 - TOTAL INSURANCE</b>					<b>5,200</b>
<b>6130 - ADMINISTRATIVE FEES</b>					
Mountain Point	480-12-000				7,179
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>					<b>7,179</b>
<b>6140 - DEBT SERVICE</b>			<b>Principal</b>	<b>Interest</b>	
Principal expense to Land Trust Fund - System Development Charge		480-12-000-6140	35,488		
Interest expense to Land Trust Fund - System Development Charge				-	-
<b>6140 - TOTAL DEBT SERVICE</b>					<b>-</b>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Wastewater Enterprise Fund	480-12	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6310 - ELECTRICITY</b>					
Mountain Point					22,000
<b>6310 - TOTAL ELECTRICITY</b>					<b>22,000</b>
<b>6330 - TELEPHONE</b>					
Mountain Point					500
<b>6330 - TOTAL TELEPHONE</b>					<b>500</b>
<b>6430 - BUILDING MAINTENANCE</b>					
Light bulbs, fire extinguisher maintenance, e-lights, plumbing parts					3,500
<b>6430 - TOTAL BUILDING MAINTENANCE</b>					<b>3,500</b>
<b>6431 - HEATING FUEL</b>					
Mountain Point					4,000
<b>6431 - TOTAL HEATING FUEL</b>					<b>4,000</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>					
Misc. supplies, including but not limited to: oils, lubricants, filters, rebuild pumps, etc.					7,000
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>					<b>7,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>					
Grinder Pump					3,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>					<b>3,000</b>
<b>6530 - EQUIPMENT PURCHASE</b>					
Blowers & Motors for aerators			-	9,000	9,000
Lift Station Pumps			-	5,000	5,000
<b>6530 - TOTAL EQUIPMENT PURCHASES</b>					<b>14,000</b>

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenues and Appropriations

#### Wastewater Enterprise Fund - Forest Park 480-13

DESCRIPTION		FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
		ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100	Employee Pay	14,663	10,999	10,999	10,999	<b>8,704</b>	(2,295)	-21%
5110	Overtime	1,324	1,000	1,000	1,000	<b>1,000</b>	-	0%
5120	Temporary Pay	360	-	-	636	-	(636)	-100%
5200	Taxes & Benefits	12,084	5,513	5,513	5,513	<b>5,650</b>	137	2%
6011	Operating Supplies	941	2,000	2,000	2,000	<b>2,000</b>	-	0%
6085	Licenses, Fees & Permits	470	2,000	2,000	1,400	<b>1,400</b>	-	0%
6090	Contractual Services	-	50,000	50,000	3,500	<b>3,500</b>	-	0%
6091	Water Tests	2,523	3,000	3,000	3,000	<b>3,000</b>	-	0%
6100	Insurance	724	1,000	1,000	1,000	<b>1,000</b>	-	0%
6130	Administrative Fees	7,034	5,305	5,305	5,305	<b>2,325</b>	(2,980)	-56%
6310	Electricity	8,565	8,000	8,000	5,000	<b>8,500</b>	3,500	70%
6330	Telephone	457	500	500	500	<b>500</b>	-	0%
6430	Building Maintenance	322	900	900	900	<b>1,000</b>	100	11%
6450	Equipment Maintenance	1,133	500	500	9,100	<b>500</b>	(8,600)	-95%
6525	Small Equipment Purchase	98	3,000	3,000	2,000	<b>2,000</b>	-	0%
<b>Total Appropriations</b>		50,698	93,717	93,717	51,853	<b>41,079</b>	(10,774)	-21%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Wastewater Enterprise Fund	480-13	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6011 - OPERATING SUPPLIES</b>		<b>Type*</b>	<b>Quantity</b>
Misc Supplies, including but not limited to: BOD Solution, trays, cleaning supplies, aprons, odor kill			Unit Price
			Budget Request
			2,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>2,000</b>
<b>6085 - LICENSES, FEES &amp; PERMITS</b>			
General Permit			1,000
ADEC Annual permit			400
<b>6085 - TOTAL LICENSES, FEES &amp; PERMITS</b>			<b>1,400</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Repair Manholes			500
Repair Sewer lines			3,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>3,500</b>
<b>6091 - WASTEWATER TESTS</b>			
12-BOD,16 Fecal Coli form			3,000
<b>6091 - TOTAL WASTEWATER TESTS</b>			<b>3,000</b>
<b>6100 - INSURANCE</b>			
Forest Park (Liability and Fire)			1,000
<b>6100 - TOTAL INSURANCE</b>			<b>1,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Wastewater Enterprise Fund	480-13	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6130 - ADMINISTRATIVE FEES</b>					
Forest Park					2,325
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>					<b>2,325</b>
<b>6310 - ELECTRICITY</b>					
Forest Park					8,500
<b>6310 - TOTAL ELECTRICITY</b>					<b>8,500</b>
<b>6330 - TELEPHONE</b>					
Forest Park					500
<b>6330 - TOTAL TELEPHONE</b>					<b>500</b>
<b>6430 - BUILDING MAINTENANCE</b>					
Light bulbs, fire extinguisher maintenance, e-lights, plumbing parts					1,000
<b>6430 - TOTAL BUILDING MAINTENANCE</b>					<b>1,000</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>					
oils, lubricants, filters, rebuild pumps, etc.					500
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>					<b>500</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>					
Grinder Pump					2,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>					<b>2,000</b>

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenues and Appropriations

#### Wastewater Enterprise Fund - Ward Cove 480-14

DESCRIPTION		FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
		ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100	Employee Pay	11,025	10,152	10,152	8,113	<b>8,035</b>	(78)	-1%
5110	Overtime Pay	593	1,000	1,000	1,000	<b>1,000</b>	-	0%
5120	Temporary Pay	258	-	-	-	-	-	-
5200	Taxes & Benefits	8,509	5,089	5,089	4,800	<b>5,216</b>	416	9%
6011	Operating Supplies	797	2,000	2,000	1,000	<b>1,000</b>	-	0%
6085	Licenses, Fees & Permits	-	1,000	1,000	500	<b>500</b>	-	0%
6090	Contractual Services	-	2,000	2,000	1,000	<b>2,000</b>	1,000	100%
6091	Water Tests	3,063	2,500	2,500	2,500	<b>2,500</b>	-	0%
6130	Administrative Fees	2,143	1,817	1,817	1,817	<b>2,085</b>	268	15%
6310	Electricity	4,007	2,000	2,000	2,000	<b>2,500</b>	500	25%
6430	Building Maintenance	36	250	250	250	<b>500</b>	250	100%
6431	Heating Fuel	1,345	-	-	1,000	<b>1,000</b>	-	0%
6450	Equipment Maintenance	141	300	300	300	<b>7,500</b>	7,200	2400%
6525	Small Equipment Purchase	98	4,000	4,000	3,000	<b>3,000</b>	-	0%
<b>Total Appropriations</b>		32,015	32,108	32,108	27,280	<b>36,836</b>	9,556	35%

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Wastewater Enterprise Fund	480-14	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6011 - OPERATING SUPPLIES</b>			<b>Unit Price</b>
			<b>Budget Request</b>
DPD Packets, CL2 tablets, soda ash, HTH, lime, gloves, hand soap, lower oil, blower belts, garbage bags			1,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>1,000</b>
<b>6085 - LICENSES, FEES &amp; PERMITS</b>			
ADEC Annual permit / State Individual Permit			500
<b>6085 - TOTAL LICENSES, FEES &amp; PERMITS</b>			<b>500</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
			2,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>2,000</b>
<b>6091 - WASTEWATER TESTS</b>			
12-BOD,14-Fecal Coli form			2,500
<b>6091 - TOTAL WASTEWATER TESTS</b>			<b>2,500</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Ward Cove			2,085
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>2,085</b>
<b>6310 - ELECTRICITY</b>			
Ward Cove			2,500
<b>6310 - TOTAL ELECTRICITY</b>			<b>2,500</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Light bulbs, fire extinguisher maintenance, e-lights, plumbing parts			500
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>500</b>
<b>6431 - HEATING FUEL</b>			
			1,000
<b>6431 - TOTAL HEATING FUEL</b>			<b>1,000</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
oils, lubricants, filters, rebuild pumps, etc.			7,500
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>7,500</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
Grinder Pump			3,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>3,000</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Wastewater Enterprise Fund - Airport 480-15**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Wages	13,908	-	-	-	-	-	
5110 Overtime Pay	884	-	-	-	-	-	
5120 Temporary Pay	378	-	-	-	-	-	
5200 Taxes & Benefits	10,610	-	-	-	-	-	
6011 Operating Supplies	689	-	-	-	-	-	
6091 Water Tests	2,440	-	-	-	-	-	
6450 Equipment Maintenance	73	-	-	-	-	-	
<b>Total Appropriations</b>	<b>28,982</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenues and Appropriations

#### Wastewater Enterprise Fund - Nonareawide Outfall 480-17

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
5100	Employee Wages	3,775	2,538	2,538	2,500	<b>2,009</b>	(491)	-20%
5110	Overtime Pay	96	-	-	350	-	(350)	-100%
5120	Temporary Pay	72	-	-	100	-	(100)	-100%
5200	Taxes & Benefits	2,480	1,273	1,273	1,272	<b>1,304</b>	32	3%
6011	Operating Supplies	141	800	800	800	<b>800</b>	-	0%
6085	Licenses, Fees & Permits	940	1,200	1,200	1,100	<b>1,150</b>	50	5%
6090	Contractual Services	2,000	20,000	20,000	100	<b>21,000</b>	20,900	20900%
6091	Water Tests	7,101	13,000	13,000	8,000	<b>8,000</b>	-	0%
6130	Administrative Fees	1,619	2,353	2,353	2,353	<b>2,194</b>	(159)	-7%
6450	Equipment Maintenance	-	400	400	400	<b>2,300</b>	1,900	475%
<b>Total Appropriations</b>		18,224	41,564	41,564	16,975	<b>38,757</b>	21,782	128%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Wastewater Enterprise Fund	480-17	Mike Carney	06/13/11	
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>	
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
<b>Budget Request</b>				
<b>6011 - OPERATING SUPPLIES</b>				
Misc supplies				800
<b>6011 - TOTAL OPERATING SUPPLIES</b>				<b>800</b>
<b>6085 - LICENSES, FEES &amp; PERMITS</b>				
ADEC Annual permit				500
Lewis Reef				650
<b>6085 - TOTAL LICENSES, FEES &amp; PERMITS</b>				<b>1,150</b>
<b>6090 - CONTRACTUAL SERVICES</b>				
				21,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>				<b>21,000</b>
<b>6091 - WASTEWATER TESTS</b>				
56-BOD,76 Fecal Coli form				8,000
<b>6091 - TOTAL WASTEWATER TESTS</b>				<b>8,000</b>
<b>6130 - ADMINISTRATIVE FEES</b>				
Nonareawide Outfall				2,194
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>				<b>2,194</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>				
oil, lubricants, filters, rebuild pumps, etc.				2,300
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>				<b>2,300</b>

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenues and Appropriations

#### Wastewater Enterprise Fund North Point Higgins Outfall 480-18

DESCRIPTION		FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
		ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100	Employee Wages	-	10,999	10,999	8,790	<b>8,704</b>	(86)	-1%
5200	Taxes & Benefits	-	5,513	5,513	5,269	<b>5,650</b>	381	-1%
6011	Operating Supplies	141	200	200	200	<b>250</b>	50	
6085	Licenses, Fees & Permits	-	400	400	300	<b>300</b>	-	7%
6090	Contractual Services	-	100	100	2,000	<b>2,000</b>	-	25%
6091	Water Tests	771	1,000	1,000	900	<b>900</b>	-	0%
6130	Administrative Fees	2,503	1,111	1,111	1,111	<b>1,092</b>	(19)	0%
6430	Building Maintenance	-	200	200	200	<b>200</b>	-	0%
6450	Equipment Maintenance	-	100	100	200	<b>200</b>	-	-2%
<b>Total Appropriations</b>		3,415	19,623	19,623	18,970	<b>19,296</b>	326	2%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Wastewater Enterprise Fund	480-18	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6011 - OPERATING SUPPLIES</b>					
Misc.					250
<b>6011 - TOTAL OPERATING SUPPLIES</b>					<b>250</b>
<b>6085 - LICENSES, FEES &amp; PERMITS</b>					
ADEC Annual permit					300
<b>6085 - TOTAL LICENSES, FEES &amp; PERMITS</b>					<b>300</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
Divers for outfall					2,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>2,000</b>
<b>6091 - WASTEWATER TESTS</b>					
Water tests					900
<b>6091 - TOTAL WASTEWATER TESTS</b>					<b>900</b>
<b>6130 - ADMINISTRATIVE FEES</b>					
North Point Higgins					1,092
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>					<b>1,092</b>
<b>6430 - BUILDING MAINTENANCE</b>					
Light bulbs, fire extinguisher maintenance, e-lights, plumbing parts					200
<b>6430 - TOTAL BUILDING MAINTENANCE</b>					<b>200</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>					
					200
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>					<b>200</b>

**Ketchikan Gateway Borough**  
**Personnel Wage & Salary Detail - Budget Year 2012**

Wastewater Enterprise Fund				480	Mike Carney			06/13/11	
<b>Department</b>				<b>Dept. #</b>	<b>Prepared By</b>			<b>Date</b>	
			<b>24 Pay Periods</b>						
Position	Annual Pay	Dept. %	Anniver- sary Date	STEP %	# Pay Days	Semi-Mo. Wage	5100	5110	Total Pay
							Annual Salary	Overtime	
<i>Public Works Employees</i>									
Maintenance Tech II	21,773	0.25	3/1	1.5%		-	5,443		5,443
Utility Supervisor	17,422	0.25	6/3	1.5%		-	4,356		4,356
Maintenance Tech I	2,201	0.25	7/1	1.5%		-	550		550
Maintenance Tech I	10,062	0.25	6/28	1.5%		-	2,516		2,516
Maintenance Tech I	16,960	0.25	6/29	1.5%		-	4,240		4,240
Overtime								2,000	2,000
<b>Subtotal - Sludge Facility</b>							<b>17,105</b>	<b>2,000</b>	<b>19,105</b>
<i>Public Works Employees</i>									
Maintenance Tech II	21,773	0.34	3/1	1.5%		-	7,403		7,403
Utility Supervisor	17,422	0.34	6/3	1.5%		-	5,923		5,923
Maintenance Tech I	2,201	0.34	7/1	1.5%		-	748		748
Maintenance Tech I	10,062	0.34	6/28	1.5%		-	3,421		3,421
Maintenance Tech I	15,499	0.34	6/29	1.5%		-	5,270		5,270
Overtime								2,000	2,000
<b>Subtotal - Mountain Point Treatment</b>							<b>22,765</b>	<b>2,000</b>	<b>24,765</b>
<i>Public Works Employees</i>									
Maintenance Tech II	21,773	0.13	3/1	1.5%		-	2,830		2,830
Utility Supervisor	17,422	0.13	6/3	1.5%		-	2,265		2,265
Maintenance Tech I	2,201	0.13	7/1	1.5%		-	286		286
Maintenance Tech I	10,062	0.13	6/28	1.5%		-	1,308		1,308
Maintenance Tech I	15,499	0.13	6/29	1.5%		-	2,015		2,015
Overtime								1,000	1,000
<b>Subtotal - Forest Park Treatment</b>							<b>8,704</b>	<b>1,000</b>	<b>9,704</b>

**Ketchikan Gateway Borough**  
**Personnel Wage & Salary Detail - Budget Year 2012**

Wastewater Enterprise Fund				480	Mike Carney			06/13/11	
<b>Department</b>				<b>Dept. #</b>	<b>Prepared By</b>			<b>Date</b>	
							<b>24 Pay Periods</b>		
Position	Annual Pay	Dept. %	Anniver- sary Date	STEP %	# Pay Days	Semi-Mo. Wage	5100 Annual Salary	5110 Overtime	Total Pay
<i>Public Works Employees</i>									
Maintenance Tech II	21,773	0.12	3/1	1.5%		-	2,613		2,613
Utility Supervisor	17,422	0.12	6/3	1.5%		-	2,091		2,091
Maintenance Tech I	2,201	0.12	7/1	1.5%		-	264		264
Maintenance Tech I	10,062	0.12	6/28	1.5%		-	1,207		1,207
Maintenance Tech I	15,499	0.12	6/29	1.5%		-	1,860		1,860
Overtime								1,000	1,000
<b>Subtotal - Ward Cove Treatment</b>							<b>8,035</b>	<b>1,000</b>	<b>9,035</b>
<i>Public Works Employees</i>									
Maintenance Tech II	21,773	0.03	3/1	1.5%		-	653		653
Utility Supervisor	17,422	0.03	6/3	1.5%		-	523		523
Maintenance Tech I	2,201	0.03	7/1	1.5%		-	66		66
Maintenance Tech I	10,062	0.03	6/28	1.5%		-	302		302
Maintenance Tech I	15,499	0.03	6/29	1.5%		-	465		465
Overtime									
<b>Subtotal - Nonarea wide Outfall</b>							<b>2,009</b>	<b>-</b>	<b>2,009</b>
<i>Public Works Employees</i>									
Maintenance Tech II	21,773	0.13	3/1	1.5%		-	2,830		2,830
Utility Supervisor	17,422	0.13	6/3	1.5%		-	2,265		2,265
Maintenance Tech I	2,201	0.13	7/1	1.5%		-	286		286
Maintenance Tech I	10,062	0.13	6/28	1.5%		-	1,308		1,308
Maintenance Tech I	15,499	0.13	6/29	1.5%		-	2,015		2,015
Overtime									
<b>Subtotal - North Point Higgins Outfall</b>							<b>8,704</b>	<b>-</b>	<b>8,704</b>
<b>Totals</b>							<b>67,322</b>	<b>6,000</b>	<b>73,322</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Wastewater Enterprise Fund				06/13/11
Department				Date
Position	Annual Wage	Percent Allocated	Allocated Wage	Benefit Total
<i>Public Works Employees</i>				
Utility Supervisor	19,786	0.25	4,947	4,947
Maintenance Tech II	15,131	0.25	3,783	3,783
Maintenance Tech I	1,448	0.25	362	362
Maintenance Tech I	7,098	0.25	1,775	1,775
Maintenance Tech I	12,604	0.25	3,151	3,151
<b>Subtotal - Sludge Facility</b>	<b>43,463</b>	<b>0.25</b>	<b>10,867</b>	<b>10,867</b>
<i>Public Works Employees</i>				
Utility Supervisor	19,786	0.34	6,727	6,727
Maintenance Tech II	15,131	0.34	5,145	5,145
Maintenance Tech I	1,448	0.34	492	492
Maintenance Tech I	7,098	0.34	2,413	2,413
Maintenance Tech I	12,604	0.34	4,285	4,285
<b>Subtotal - Mountain Point Treatment</b>	<b>43,463</b>	<b>0.34</b>	<b>14,777</b>	<b>14,777</b>
<i>Public Works Employees</i>				
Utility Supervisor	19,786	0.13	2,572	2,572
Maintenance Tech II	15,131	0.13	1,967	1,967
Maintenance Tech I	1,448	0.13	188	188
Maintenance Tech I	7,098	0.13	923	923
Maintenance Tech I	12,604	0.13	1,639	1,639
<b>Subtotal - Forest Park Treatment</b>	<b>43,463</b>	<b>0.13</b>	<b>5,650</b>	<b>5,650</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

Wastewater Enterprise Fund				06/13/11
Department				Date
Position	Annual Wage	Percent Allocated	Allocated Wage	Benefit Total
<i>Public Works Employees</i>				
Utility Supervisor	19,786	0.12	2,374	2,374
Maintenance Tech II	15,131	0.12	1,816	1,816
Maintenance Tech I	1,448	0.12	174	174
Maintenance Tech I	7,098	0.12	852	852
Maintenance Tech I	12,604	0.12	1,512	1,512
<b>Subtotal - Ward Cove Treatment</b>	<b>43,463</b>	<b>0.12</b>	<b>5,216</b>	<b>5,216</b>
<i>Public Works Employees</i>				
Utility Supervisor	19,786	0.03	594	594
Maintenance Tech II	15,131	0.03	454	454
Maintenance Tech I	1,448	0.03	43	43
Maintenance Tech I	7,098	0.03	213	213
Maintenance Tech I	12,604	0.03	378	378
<b>Subtotal - Nonareawide Outfall</b>	<b>43,463</b>	<b>0.12</b>	<b>1,304</b>	<b>1,304</b>
<i>Public Works Employees</i>				
Utility Supervisor	19,786	0.13	2,572	2,572
Maintenance Tech II	15,131	0.13	1,967	1,967
Maintenance Tech I	1,448	0.13	188	188
Maintenance Tech I	7,098	0.13	923	923
Maintenance Tech I	12,604	0.13	1,639	1,639
<b>Subtotal - North Pt. Higgins Outfall</b>	<b>43,463</b>	<b>0.52</b>	<b>5,650</b>	<b>5,650</b>
<b>Totals</b>	<b>260,778</b>	<b>148%</b>	<b>43,464</b>	<b>43,464</b>
<b>% Benefit to Salary</b>			16.67%	16.67%

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Internal Service Fund - Fund 550**  
**KGB School District - Meritain**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	47,093	(1,131,306)	(1,131,306)	(1,131,306)	<b>(1,229,306)</b>	(98,000)	9%
<b>Revenues:</b>							
4305 Interest Revenue	6,665	-	-	-	-	-	
4410 Premium Contributions	3,153,995	3,657,000	3,657,000	3,530,000	<b>3,873,780</b>	343,780	10%
<b>Total Revenues</b>	3,160,660	3,657,000	3,657,000	3,530,000	<b>3,873,780</b>	343,780	10%
<b>Total Fund Balance &amp; Revenues</b>	3,207,753	2,525,694	2,525,694	2,398,694	<b>2,644,474</b>	245,780	10%
<b>Appropriations:</b>							
5200 Fixed Costs	422,351	425,000	425,000	428,000	<b>432,000</b>	4,000	1%
5201 Claims Paid - School District	3,916,708	3,200,000	3,200,000	3,200,000	<b>3,360,000</b>	160,000	5%
<b>Total Appropriations</b>	4,339,059	3,625,000	3,625,000	3,628,000	<b>3,792,000</b>	164,000	5%
Revenue over (under) Expenditures	(1,178,399)	32,000	32,000	(98,000)	<b>81,780</b>	179,780	-183%
<b>Fund Balance June 30</b>	(1,131,306)	(1,099,306)	(1,099,306)	(1,229,306)	<b>(1,147,526)</b>	81,780	-7%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Internal Service Fund - S.D. Health Insurance	550-10	Mike Houts	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
<b>4410 - S.D. Premium Reserve Contributions</b>		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Request</b>
Contributions made by the S.D. to their Reserve Account			12	247,500	2,970,000
Employee Contributions			12	75,315	903,780
<b>4410 - TOTAL S.D. PREMIUM RESERVE CONTRIBUTIONS</b>					<b>3,873,780</b>
<b>5201 - S. D. Health Expense</b>					
Fixed Costs			12	36,000	432,000
Actual Claims Paid or Incurred - (Estimated)			12	280,000	3,360,000
<b>5201 - TOTAL S.D. HEALTH EXPENSE</b>					<b>3,792,000</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Internal Service - Fund 555**  
**Borough - Meritain**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	(674,218)	(640,383)	(640,383)	(640,383)	<b>(540,383)</b>	100,000	-16%
<b>Revenues:</b>							
4410 Premium Contributions	1,778,660	1,900,000	1,900,000	1,900,000	<b>1,900,000</b>	-	0%
<b>Total Revenues</b>	1,778,660	1,900,000	1,900,000	1,900,000	<b>1,900,000</b>	-	0%
<b>Total Fund Balance &amp; Revenues</b>	1,104,442	1,259,617	1,259,617	1,259,617	<b>1,359,617</b>	100,000	8%
<b>Appropriations:</b>							
5200 Borough Fixed Costs	453,023	500,000	500,000	500,000	<b>500,000</b>	-	0%
5201 Borough Claims Paid	1,291,802	1,000,000	1,000,000	1,300,000	<b>1,100,000</b>	(200,000)	-15%
<b>Total Appropriations</b>	1,744,825	1,500,000	1,500,000	1,800,000	<b>1,600,000</b>	(200,000)	-11%
Revenue over (under) Expenditures	33,835	400,000	400,000	100,000	<b>300,000</b>	200,000	200%
<b>Fund Balance June 30</b>	(640,383)	(240,383)	(240,383)	(540,383)	<b>(240,383)</b>	300,000	-56%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Internal Service Fund - Health Insurance	555-10	Mike Houts	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>4410 - Borough Premium Reserve Contributions</b>			<b>Unit Price</b>
Contributions made to the Borough Reserve Account			<b>Budget Request</b>
			1,900,000
<b>4410 - TOTAL BOROUGH PREMIUM RESERVE CONTRIBUTIONS</b>			<b>1,900,000</b>
<b>5200 - FIXED COSTS - BOROUGH</b>			
Fixed Costs			500,000
<b>5200 - TOTAL FIXED COSTS - BOROUGH</b>			<b>500,000</b>
<b>5201 - CLAIMS PAID - BOROUGH</b>			
Actual Claims Paid or Incurred			1,100,000
<b>5201 - TOTAL CLAIMS PAID - BOROUGH</b>			<b>1,100,000</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 - Summary of Revenue and Appropriations**  
**Land Trust Fund - Fund 701-10**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	10,496,368	10,294,377	10,294,377	10,294,377	<b>4,679,112</b>	(5,615,265)	-55%
<b>Revenues:</b>							
4096 Land Sales	923,631	500,000	500,000	500,000	<b>1,300,000</b>	800,000	160%
4221 PERS On Behalf Payments	6,924	-	-	-	<b>1,395</b>	1,395	
4249 Other Financing Sources	-	-	4,765,000	4,765,000	-	-	0%
4305 Interest Income	155,747	297,628	297,628	130,000	<b>130,610</b>	610	0%
4410 Lease Agreement Revenue White Cliff GF	-	-	-	-	<b>350,000</b>	350,000	
4450 Transfer In - Land Trust	-	-	664,992	-	-	-	
4525 Lease Agreement Revenue	23,503	25,000	25,000	25,000	-	(25,000)	-100%
10-4525 Rental Income	-	-	-	-	<b>41,535</b>	41,535	
<b>Total Revenues</b>	<b>1,109,805</b>	<b>822,628</b>	<b>6,252,620</b>	<b>5,420,000</b>	<b>1,823,540</b>	<b>(3,596,460)</b>	<b>-66%</b>
<b>Appropriations:</b>							
5100 Employee Pay	106,342	109,285	109,285	105,000	<b>24,699</b>	(80,301)	-76%
5110 Overtime Pay	5,205	5,000	5,000	2,500	<b>2,500</b>	-	0%
5200 Taxes & Benefits	69,182	63,249	63,249	60,900	<b>28,734</b>	(32,166)	-53%
5300 Travel & Training	2,523	3,000	3,000	3,000	<b>1,000</b>	(2,000)	-67%
6010 Supplies	440	200	200	200	<b>100</b>	(100)	-50%
6011 Operating Supplies	299	-	-	-	-	-	
6020 Dues & Publications	380	400	400	400	-	(400)	-100%
6030 Publishing Expense	431	3,000	3,000	3,000	<b>3,000</b>	-	0%
6032 Permit Fees	100	1,500	1,500	1,200	<b>1,000</b>	(200)	-17%
6060 Rentals	-	(63)	(63)	-	-	-	
6070 Postage	29	50	50	50	<b>300</b>	250	500%
6080 Professional Services	5,476	100,000	100,000	50,000	<b>50,000</b>	-	0%
6085 Licenses/Fees/Permits	-	-	-	-	-	-	
6090 Contractual Services	339	10,000	10,000	10,000	<b>31,147</b>	21,147	211%
6100 Insurance	-	-	-	-	<b>10,000</b>	10,000	
6130 Administrative Fees	31,215	32,772	32,772	32,772	<b>11,717</b>	(21,055)	-64%
6140 Debt Service	-	-	-	-	<b>201,779</b>	201,779	
6320 Water	-	-	-	-	<b>1,296</b>	1,296	
6330 Telephone	732	1,000	1,000	1,000	<b>650</b>	(350)	-35%
6331 Long Distance	127	150	150	150	<b>50</b>	(100)	-67%
6340 Sewer	-	-	-	-	<b>1,296</b>	1,296	
6430 Building Maintenance	-	-	-	-	<b>38,750</b>	38,750	
6525 Sm Equipment Purchase	-	500	500	500	<b>250</b>	(250)	-50%
6540 Capital Improvements	-	-	9,999,000	9,999,000	-	(9,999,000)	-100%
6600 Interfund Transfers	1,073,850	752,352	752,352	752,652	<b>513,664</b>	(238,988)	-32%
6650 Rent - Transfer Out	15,126	15,189	15,189	12,941	<b>10,693</b>	(2,248)	-17%
<b>Total Appropriations</b>	<b>1,311,796</b>	<b>1,097,584</b>	<b>11,096,584</b>	<b>11,035,265</b>	<b>921,932</b>	<b>(10,113,333)</b>	<b>-92%</b>
Excess Revenue over (under) Expenditures	(201,991)	(274,956)	(4,843,964)	(5,615,265)	<b>901,608</b>	6,516,873	-116%
<b>Fund Balance June 30</b>	<b>10,294,377</b>	<b>10,019,421</b>	<b>5,450,413</b>	<b>4,679,112</b>	<b>5,580,720</b>	<b>901,608</b>	<b>19%</b>
Contracts Receivable - Pacific Log & Lumber	-	789,552	789,552	789,552	-	(789,552)	-100%
White Cliff Rent Reserve	-	500,000	-	-	-	-	
Major Maintenance Reserve White Cliff Building	-	-	-	-	<b>30,000</b>	30,000	
Note Receivable - Airport HVAC & Terminal	-	100,590	257,204	257,204	<b>238,648</b>	(18,556)	-7%
Note Receivable - Airport Terminal Renovation	-	156,614	-	-	-	-	
Note Receivable - NTVFD SA - Bldg & Equip Refinance	-	550,917	634,512	634,512	<b>579,345</b>	(55,167)	-9%
Note Receivable - Wastewater - (SDC)	-	166,007	166,007	166,007	<b>128,769</b>	(37,238)	-22%
Note Receivable - Wastewater - Sludge	-	424,917	424,917	424,917	<b>396,044</b>	(28,873)	-7%
Note Receivable - Wastewater - Vactor Truck	-	28,485	28,485	28,485	-	(28,485)	-100%
<b>Total Designated Reserves</b>	<b>-</b>	<b>2,717,082</b>	<b>2,300,677</b>	<b>2,300,677</b>	<b>1,372,806</b>	<b>(927,871)</b>	<b>-40%</b>
<b>Unreserved Fund Balance</b>	<b>10,294,377</b>	<b>7,302,339</b>	<b>3,149,736</b>	<b>2,378,435</b>	<b>4,207,914</b>	<b>1,829,479</b>	<b>77%</b>
<b>AUTHORIZED PERSONNEL</b>							
	<b>FY 10</b>		<b>FY 11</b>		<b>FY 12</b>		
Lands Manager	1.00		1.00		-		
Associate Planner	-		-		0.25		
Administrative Assistant	1.00		1.00		0.50		
	<u>2.00</u>		<u>2.00</u>		<u>0.75</u>		

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Land Trust Fund	701-10	Tom W. / Mike H.	07/08/11
Department	Dept. #	Prepared By	Date
<u>4096 - Land Sales</u>	White Cliff condominium sales		800,000
	Land Sales		500,000
<b>4096 - TOTAL LAND SALES</b>			<b>1,300,000</b>
<u>4221 - PERS On Behalf Payments</u>	5.65%		1,395
<b>4221 - TOTAL PERS ON BEHALF PAYMENTS</b>			<b>1,395</b>
<u>4305 - Interest Income - Main</u>			
Airport HVAC & Airport Terminal Remodel			7,690
N.Tongass VFD - Buildings & Equipment			18,519
Wastewater - Sludge			22,848
Wastewater - Vactor Truck & Video System			992
Investment Income	2.00% Times Estimated Average Cash in Central Treasury	4,000,000	80,000
<b>4305 - TOTAL INTEREST INCOME</b>			<b>130,610</b>
<u>701-10-010-4525 - Rental Income</u>			
	Begiech		10,560
	SEPA		30,975
<b>4370 - TOTAL RENTAL INCOME</b>			<b>41,535</b>
<u>4410 - Lease Agreement White Cliff GL</u>			
	Administrative Offices		350,000
<b>4450 - TOTAL INTERFUND TRANSFERS</b>			<b>350,000</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Land Trust - Main**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	106,342	109,285	109,285	105,000	<b>24,699</b>	(80,301)	-76%
5110 Overtime Pay	5,205	5,000	5,000	2,500	<b>2,500</b>	-	0%
5200 Taxes & Benefits	69,182	63,249	63,249	60,900	<b>28,734</b>	(32,166)	-53%
5300 Travel & Training	2,523	3,000	3,000	3,000	<b>1,000</b>	(2,000)	-67%
6010 Supplies	440	200	200	200	<b>100</b>	(100)	-50%
6011 Operating Supplies	299	-	-	-	-	-	-
6020 Dues & Publications	380	400	400	400	-	(400)	-100%
6030 Publishing Expense	431	3,000	3,000	3,000	<b>3,000</b>	-	0%
6031 Recording Fees	65	150	150	100	<b>500</b>	400	400%
6032 Permit Fees	100	1,500	1,500	1,200	<b>1,000</b>	(200)	-17%
6060 Rentals	15,126	15,126	15,126	7,563	-	(7,563)	-100%
6070 Postage	29	50	50	50	<b>300</b>	250	500%
6080 Professional Services	5,476	100,000	100,000	50,000	<b>50,000</b>	-	0%
6090 Contractual Services	339	10,000	10,000	10,000	<b>31,147</b>	21,147	211%
6130 Administrative Fees	31,215	32,772	32,772	32,772	<b>8,600</b>	(24,172)	-74%
6330 Telephone	732	1,000	1,000	1,000	<b>50</b>	(950)	-95%
6331 Long Distance	127	150	150	150	<b>50</b>	(100)	-67%
6525 Sm Equipment Purchase	-	500	500	500	<b>250</b>	(250)	-50%
6540 Capital Improvements	-	-	9,999,000	-	-	-	-
6600 Interfund Transfers	1,073,850	752,352	752,352	752,652	<b>513,664</b>	(238,988)	-32%
6650 Rent - Transfer Out	-	-	-	5,346	<b>10,693</b>	5,347	100%
<b>Totals</b>	<b>1,311,861</b>	<b>1,097,734</b>	<b>11,096,734</b>	<b>1,036,333</b>	<b>676,287</b>	<b>(360,046)</b>	<b>-35%</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Land Trust Fund	701-10	Tom W.		07/08/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>
		Type*	Quantity	Unit Price
<b>6010 - SUPPLIES</b>				Budget Request
				100
<b>6010 - TOTAL SUPPLIES</b>				<b>100</b>
<b>6030 - PUBLISHING EXPENSE</b>				
		R		3,000
<b>6030 - TOTAL PUBLISHING EXPENSE</b>				<b>3,000</b>
<b>6031 - RECORDING FEES</b>				
		C		500
<b>6031- TOTAL RECORDING FEES</b>				<b>500</b>
<b>6032 - PERMIT FEES</b>				
		C		1,000
<b>6032 - TOTAL PERMIT FEES</b>				<b>1,000</b>
<b>6070 - POSTAGE</b>				
		C		300
<b>6070 - TOTAL POSTAGE</b>				<b>300</b>
<b>6080 - PROFESSIONAL SERVICES</b>				
Surveying for land disposal		C		50,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>				<b>50,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Land Trust Fund	701-10	Tom W.		07/08/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
<b>6090 - CONTRACTUAL SERVICES</b>				<b>Budget Request</b>
Consulting fees for land disposal		C		30,000
White Cliff Janitorial		R		1,147
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>				<b>31,147</b>
<b>6130 - ADMINISTRATIVE FEES</b>				
				8,600
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>				<b>8,600</b>
<b>6330 - TELEPHONE</b>				
				50
<b>6330 - TOTAL TELEPHONE</b>				<b>50</b>
<b>6331 - LONG DISTANCE</b>				
				50
<b>6331 - TOTAL LONG DISTANCE</b>				<b>50</b>
<b>6525 - SMALL EQUIPMENT PURCHASE</b>				
				250
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASE</b>				<b>250</b>
<b>6600 - INTERFUND TRANSFERS</b>				
Debt Service payments for South Point Higgins Beach - to Fund 290				163,664
White Cliff Rental to cover rent				350,000
<b>6600 - TOTAL INTERFUND TRANSFERS</b>				<b>513,664</b>
<b>6650 - RENT - TRANSFER OUT</b>				
White Cliff Rental				10,693
<b>6650 - TOTAL RENT - TRANSFER OUT</b>				<b>10,693</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Land Trust - White Cliff**

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
6100	Insurance	-	-	-	-	<b>10,000</b>	10,000	
6130	Administrative Fees	-	-	-	-	<b>3,117</b>	3,117	
6140	Debt Service	-	-	-	-	<b>201,779</b>	201,779	
6310	Electricity	-	-	-	-	-	-	
6320	Water	-	-	-	-	<b>1,296</b>	1,296	
6330	Telephone	-	-	-	-	<b>600</b>	600	
6340	Sewer	-	-	-	-	<b>1,296</b>	1,296	
6430	Building Maintenance	-	-	-	-	<b>38,750</b>	38,750	
6600	Interfund Trans Out	-	-	-	-	-	-	
<b>Totals</b>		-	-	-	-	<b>256,838</b>	256,838	

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Land Trust Fund - White Cliff	701-10-010	Mike H.	07/08/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6100 - INSURANCE</b>			
			10,000
<b>6100 - TOTAL INSURANCE</b>			<b>10,000</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
			3,117
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>3,117</b>
<b>6140 - DEBT SERVICE</b>			
Taxable/nontax/subsidy	65,000	247,892	(111,113)
			201,779
<b>6140 - TOTAL DEBT SERVICE</b>			<b>201,779</b>
<b>6320 - WATER</b>			
3 floors \$36/floor/month		R	432
			3
<b>6320 - TOTAL WATER</b>			<b>1,296</b>
<b>6330 - TELEPHONE</b>			
Alarm system 2 lines at 25/month/line		R	300
			2
<b>6330 - TOTAL TELEPHONE</b>			<b>600</b>
<b>6340 - SEWER</b>			
3 floors @ \$36/floor/month		R	432
			3
<b>6340 - TOTAL SEWER</b>			<b>1,296</b>
<b>6430 - BUILDING MAINTENANCE</b>			
			38,750
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>38,750</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

Land Trust Fund									701-10	Tom W.		07/08/11
<b>Department</b>									<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>
<b>Position</b>	<b>24 Pay Periods</b>											
	<b>Anniver- sary Date</b>	<b>Wage on 6/30/11</b>	<b>COLA 3%</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>STEP %</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>5100 Annual</b>	<b>5110 Overtime</b>	<b>5120 Temp</b>	<b>Total Pay</b>
<u>Land Trust - Main</u>												
Assoc Planner 25% from Planning		13,315										13,315
Administrative Assistant <i>50% of Total Wages Covered under Econ. Develop.</i>	9/27	1,976		6	2,035	1.5%	18	2,066	49,398 (24,699)			49,398 (24,699)
Overtime										2,500		2,500
<b>Subtotal Land Trust - Main</b>								<b>2,066</b>	<b>24,699</b>	<b>2,500</b>		<b>40,514</b>
<b>Totals</b>									<b>24,699</b>	<b>2,500</b>	<b>-</b>	<b>40,514</b>

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Land Trust Fund		701-10	Tom W.		07/08/11		
<b>Department</b>		<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>		
<b>Employee Name</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% Retirement</b>	<b>Medical Insur.</b>	<b>Benefit Total</b>
Assoc Planner 25% from Planning							10,912
Administrative Assistant	49,398	3,970	374	519	14,350	15,504	34,717
<i>50% of Total Wages Covered under Econ. Develop.</i>	<i>(24,699)</i>	<i>(1,889)</i>	<i>(178)</i>	<i>(247)</i>	<i>(6,829)</i>	<i>(7,752)</i>	<i>(16,895)</i>
<b>Totals</b>	<b>27,199</b>	<b>2,081</b>	<b>196</b>	<b>272</b>	<b>7,521</b>	<b>7,752</b>	<b>28,734</b>
<b>% Benefit to Salary</b>		7.65%	0.72%	1.00%	27.65%	28.50%	105.64%

**Ketchikan Gateway Borough**  
**Travel & Training Budget - Budget Year 2012**

Land Trust Fund		701-10				07/08/11
<b>Department</b>		<b>Dept. #</b>	<b>Prepared By</b>			<b>Date</b>
<b>Employee Name and Position</b>	<b>Location and Reason for Trip/Training</b>	<b>Dates and No. of Days Req.</b>	<b>* Travel Information</b>			
			<b>Vehicle</b>	<b>Per Diem</b>	<b>Lodging</b>	<b>Other</b>
<b>5300 - Travel &amp; Training</b>		5				
Continuing Ed for AICP	To Be Determined					-
<b>TOTALS</b>			-	-	-	-
			-	-	-	<b>1,000</b>

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Commercial Passenger Vessel Tax Budget 705**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	2,627,733	3,479,674	3,479,674	3,479,674	<b>4,280,256</b>	800,582	23%
<b>Revenues:</b>							
4221 PERS On Behalf Payments	3,148	-	-	-	<b>3,958</b>	3,958	
4255 Commercial Pass. Vessel Tax	2,313,793	1,950,000	1,950,000	2,088,313	<b>2,125,000</b>	36,687	2%
4305 Interest Income	20,703	20,000	20,000	20,000	<b>20,000</b>	-	0%
<b>Total Revenues</b>	<b>2,337,644</b>	<b>1,970,000</b>	<b>1,970,000</b>	<b>2,108,313</b>	<b>2,145,000</b>	<b>36,687</b>	<b>2%</b>
<b>Appropriations:</b>							
5100 Employee Pay	58,228	49,777	49,777	49,777	<b>70,056</b>	20,279	41%
5110 Overtime	1,909	1,500	1,500	1,500	<b>1,500</b>	-	0%
5120 Temporary Pay	41,101	-	-	-	-	-	
5200 Taxes & Benefits	48,087	32,545	32,545	32,545	<b>41,677</b>	9,132	28%
6010 Supplies	231	-	-	-	-	-	
6011 Operating Supplies	8,328	-	-	-	-	-	
6030 Publishing Expense	1,607	-	-	-	-	-	
6040 Community Promotion	100	-	-	-	-	-	
6060 Rentals	-	(1,620)	(1,620)	-	-	-	
6080 Professional Services	175	-	-	-	-	-	
6090 Contractual Services	1,048,421	2,155,332	2,155,332	460,208	<b>5,245,600</b>	4,785,392	1040%
6100 Insurance	550	-	-	-	-	-	
6130 Administrative Fees	200,000	195,000	195,000	195,000	<b>212,500</b>	17,500	9%
6330 Telephone	763	-	-	-	-	-	
6450 Equipment Maintenance	703	-	-	-	-	-	
6460 Vehicle Maintenance	312	-	-	-	-	-	
6525 Small Equipment Purchases	2,854	-	-	-	-	-	
6600 Interfund Transfers	65,882	562,705	562,705	562,705	<b>485,000</b>	(77,705)	-14%
6650 Rent - Transfer Out	6,452	7,038	7,038	5,996	<b>4,954</b>	(1,042)	-17%
<b>Total Appropriations</b>	<b>1,485,703</b>	<b>3,002,277</b>	<b>3,002,277</b>	<b>1,307,731</b>	<b>6,061,287</b>	<b>4,753,556</b>	<b>363%</b>
Revenues over (under) Expenditures	851,941	(1,032,277)	(1,032,277)	800,582	<b>(3,916,287)</b>	(4,716,869)	-589%
<b>Fund Balance June 30</b>	<b>3,479,674</b>	<b>2,447,397</b>	<b>2,447,397</b>	<b>4,280,256</b>	<b>363,969</b>	(3,916,287)	-91%
KVB Loan Guarantee	-	-	-	-	<b>163,969</b>	-	
Undesignated Reserve	-	-	-	-	<b>200,000</b>	-	
<b>Reserves</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>363,969</b>	<b>-</b>	
<b>Unreserved Fund Balance June 30</b>	<b>3,479,674</b>	<b>2,447,397</b>	<b>2,447,397</b>	<b>4,280,256</b>	<b>-</b>	(4,280,256)	-100%
<b>AUTHORIZED PERSONNEL</b>							
	<b>FY 10</b>		<b>FY 11</b>		<b>FY 12</b>		
Principal Planner	1.00		1.00		0.75		
	<u>1.00</u>		<u>1.00</u>		<u>0.75</u>		

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Commercial Passenger Vessel	705	Tom W.	07/06/11	
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>	
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
<b>4221 - PERS On Behalf Payments</b>				
PERS on behalf payment	5.65%			3,958
<b>4221 - TOTAL PERS ON BEHALF PAYMENTS</b>				<b>3,958</b>
<b>4255 - Commercial Passenger Vessel Tax</b>				
			850,000	2.5
<b>4255 - TOTAL CPV TAX</b>				<b>2,125,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Commercial Passenger Vessel	705	Tom W.	07/06/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6090 - CONTRACTUAL SERVICES</b>		<b>Type*</b>	<b>Quantity</b>
<b>FY 2012 Budget</b>	minus admin wages and admin fee \$ 90,253		1,723,195
		<b>Subtotal</b>	<b>1,723,195</b>
<b>FY 2011 Carryforward less interfund</b>			3,521,873
		<b>Subtotal</b>	<b>3,521,873</b>
<b>White Cliff Janitorial</b>			
White Cliff Janitorial			532
		<b>Subtotal</b>	<b>532</b>
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>5,245,600</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Commercial Passenger Vessel	705	Tom W.	07/06/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6130 - ADMINSTRATIVE FEES</b>			
Admin Fee		10%	212,500
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>212,500</b>
<b>6600 - INTERFUND TRANSFERS</b>			
<b><u>FY 2011 Plan Carry Forward to FY 2012</u></b>			
705-10-140-6600	Downtown Shuttle/ transit impacts	-	125,000
705-10-140-6600	Transit cruise ship impact subsidy		285,000
705-10-200-6600	Airport Ferry & impacts		75,000
<b>6600 - TOTAL INTERFUND TRANSFERS</b>			<b>485,000</b>
<b>6650 - RENT - TRANSFER OUT</b>			
White Cliff Rent			4,954
<b>6650 - TOTAL RENT - TRANSFER OUT</b>			<b>4,954</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

Commercial Passenger Vessel									705	Tom W.	07/06/11
<b>Department</b>									<b>Dept. #</b>	<b>Prepared by</b>	<b>Date</b>
	<b>24 Pay Periods</b>										
Job Title	Anniver- sary Date	Wage on 6/30/11	COLA 3%	# Pay Periods	Semi-Month Wage	STEP %	# Pay Periods	Semi-Month Wage	5100	5110	Total Pay
									Salary	Overtime	
Principal Planner	7/1	2,876		0	2,876	1.5%	24	2,919	70,056		70,056
Overtime										1,500	1,500
<b>Totals</b>									<b>70,056</b>	<b>1,500</b>	<b>71,556</b>

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Commercial Passenger Vessel			705	Tom W.		07/06/11		
<b>Department</b>			<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>		
<b>Position</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% P.E.R.S</b>	<b>Health Insur.</b>	<b>Benefit Total</b>	
Principal Planner	70,056	5,359	743	701	19,370	15,504	41,677	
Overtime								
<b>Totals</b>	<b>70,056</b>	<b>5,359</b>	<b>743</b>	<b>701</b>	<b>19,370</b>	<b>15,504</b>	<b>41,677</b>	
% Benefit to Salary			7.65%	1.06%	1.00%	27.65%	22.13%	59.49%

**Ketchikan Gateway Borough  
Commercial Passenger Vessel Fund FY 2012 Budget**

	<b>Revenue</b>
Revenue FY 2008	2,244,585
Revenue FY 2009	2,326,148
Revenue FY 2010	2,313,793
Revenue FY 2011	2,088,313
Revenue FY 2012	2,125,000
Other Revenue	59,868
<b>Total Revenue</b>	<b>11,157,707</b>

Ord #	Ord Date	FY	Sub Dept	Project	Approved	Close outs and adjustments	Approved projects after close out & adjustments	Expended thru 12/31/2010	Estimated Expenditures 12/31 thru 6/30/11	Project Balance 6/30/11
1561	3/1/10	2010	CF	Aquatic Center Construction	<b>110,000</b>	-	<b>110,000</b>	<b>110,000</b>		-
1486	5/19/08	2008	90	Downtown Beautification	635,483	635,483	-	-		-
1508	2/17/09	2009	90	Downtown Beautification	(69,200)	(189,344)	120,144	120,144		-
1561	3/1/10	2010	CF	90 Downtown Beautification	150,000	29,649	120,351	120,351		-
1561	6/7/10	2011	90	Downtown Beautification	150,000		150,000	56,551	93,449	-
			<b>90 Total Beautification</b>		<b>866,283</b>	<b>475,788</b>	<b>390,495</b>	<b>297,046</b>	<b>93,449</b>	-
1500	11/24/08	2009	130	Temporary Enforcement	14,625	-	14,625	14,625		-
1522	6/1/09	2009	130	Temporary Enforcement	15,000	15,000	-	-		-
1561	3/1/10	2010	CF	131 Temporary Enforcement	25,000	567	24,433	24,433		-
1561	6/7/10	2011	131	Temporary Enforcement	15,000		15,000	3,520	11,480	-
			<b>130 Total Code Enforcement</b>		<b>69,625</b>	<b>15,567</b>	<b>54,058</b>	<b>42,578</b>	<b>11,480</b>	-
1500	11/24/08	2009	140	Downtown Shuttle	44,803	-	44,803	44,803		-
1522	6/1/09	2009	140	Downtown Shuttle	24,000	-	24,000	24,000		-
1508	2/17/09	2009	140	Downtown Shuttle	69,200	(30,110)	99,310	99,310		-
1530	7/20/09	2010	140	Downtown Shuttle	26,882	(6,130)	33,012	33,012		-
1561	3/1/10	2010	CF	Downtown Shuttle	70,000	70,000	-	-		-
1561	6/7/10	2011		Downtown Shuttle	70,000		70,000	70,000		-
1508	2/17/09	2009	190	Totem Bight Bus Shelter	25,000	-	25,000	365		24,635
1561	6/7/10	2011		Transit Tourist Subsidy	242,705		242,705	242,705		-
			<b>140 Total Transit</b>		<b>572,590</b>	<b>33,760</b>	<b>538,830</b>	<b>514,195</b>	-	<b>24,635</b>
1486	5/19/08	2008	200	Airport Ferry	76,000	-	76,000	76,000		-
1508	2/17/09	2009	200	Airport Ferry	27,866	-	27,866	27,866		-
1522	6/1/09	2009	200	Airport Ferry	75,000	-	75,000	75,000		-
1530	7/20/09	2010	200	Airport Ferry	171,000	-	171,000	171,000		-
1561	3/1/10	2010	CF	Airport Welcome Shelter	175,000	-	175,000	175,000		-
1561	3/1/10	2010	CF	201 Airport Ferry	75,000	75,000	-	-		-
1561	6/7/10	2011	202	Airport Ferry	75,000		75,000	75,000		-
			<b>200 Total Airport Ferry</b>		<b>674,866</b>	<b>75,000</b>	<b>599,866</b>	<b>599,866</b>	-	-
1486	5/19/08	2008	800	Planning (Assoc Planner)	67,477	67,477	-	-		-
1510	3/6/09	2009	800	Office Rent	3,123	(75,291)	78,414	78,414		-
1522	6/1/09	2009	800	Planning (Assoc. Planner) (Allocated monthly)	80,090	35,141	44,949	44,949		-
1561	3/1/10	2010	CF	Downtown Planning	80,000	80,000	-	-		-
1561	6/7/10	2011		Downtown Planning	80,000		80,000	2,587	50,000	27,413
			<b>800 Total Planning</b>		<b>310,690</b>	<b>107,327</b>	<b>203,363</b>	<b>125,950</b>	<b>50,000</b>	<b>27,413</b>
1486	5/19/08	2008	900	Admin Fees	64,413	64,413	-	-		-
1510	3/6/09	2009	900	Admin Fees	75,156	(64,413)	139,569	139,569		-
1522	6/1/09	2010	900	Admin Fees (Allocated monthly)	200,000	-	200,000	200,000		-
1561	6/7/10	2011	901	Admin Fees (Allocated monthly)	195,000		195,000	97,500	97,500	97,500
			<b>900 Total Admin Fees</b>		<b>534,569</b>	-	<b>534,569</b>	<b>437,069</b>	<b>97,500</b>	<b>97,500</b>
			<b>Total Borough Projects</b>		<b>3,138,623</b>	<b>707,442</b>	<b>2,431,181</b>	<b>2,126,704</b>	<b>252,429</b>	<b>149,548</b>
			<b>Projects Approved at the February 28, 2011 Meeting</b>							
				Walking Tour Signs	5,000		5,000			5,000
			KDC	Berth 3 Float	50,000		50,000			50,000
			KVB	Operations	175,000	(10,000)	185,000			185,000
			705-10-130	Downtown Code Officer	25,000		25,000			25,000
			705-10-140	Salmon Run Shuttle	70,000		70,000			70,000
			705-10-141	Transit Bus Painting	30,000		30,000			30,000
			705-10-142	City Park Restroom	200,000		200,000			200,000
			705-10-143	Thomas Basin Restroom	125,000		125,000			125,000
			705-10-144	Creek Street Restroom	80,000		80,000			80,000
			705-10-148	Spruce Mill Park	120,000		120,000			120,000
			<b>Projects Approved at the February 28, 2011 Meeting</b>		<b>880,000</b>		<b>890,000</b>	-	-	<b>890,000</b>
			<b>Projects Approved at the March 21, 2011 Meeting</b>							
			705-10-002	An Art/Native Culture Story	325,000		325,000			325,000
			705-10-200	Airport ferry 2nd run	75,000		75,000			75,000
			705-10-090	Downtown Beautification	150,000		150,000			150,000
			705-10-155	San-I-Pak Equipment	200,000		200,000			200,000
			705-10-115	Saxman Totem Row restroom	80,000		80,000			80,000
			705-10-110	Saxman Totem restoration	100,000		100,000			100,000
			705-10-147	Berth 1 portable cover	168,700		168,700			168,700
			705-10-146	Berth 4 Covered walkway	210,788		210,788			210,788
			<b>Projects Approved at the March 21, 2011 Meeting</b>		<b>1,309,488</b>		<b>1,309,488</b>	-	-	<b>1,309,488</b>

Ord #	Ord Date	FY	Sub Dept	Project	Approved	Close outs and adjustments	Approved projects after close out & adjustments	Expended thru 12/31/2010	Estimated Expenditures 12/31 thru 6/30/11	Project Balance 6/30/11	
<b>Projects Approved at the April 4, 2011 Meeting</b>											
				705-10-151	Downtown Planner	120,000		120,000		120,000	
				705-10-152	Transit Operations	285,000		285,000		285,000	
				705-10-149	2nd Cruise Ship Shuttle	25,000		25,000		25,000	
				705-10-153	Newtown Paint-up-fix-up	13,000		13,000		13,000	
				705-10-154	Newtown Green Streets/Street Trees	30,900		30,900		30,900	
				705-10-156	Harborview Seawalk Connection	60,000		60,000		60,000	
				705-10-157	Whale Park Phase I	150,000		150,000		150,000	
<b>Projects Approved at the April 4, 2011 Meeting</b>					<b>683,900</b>	<b>-</b>	<b>683,900</b>	<b>-</b>	<b>-</b>	<b>683,900</b>	
<b>Other Entity Projects</b>											
1462	1/7/08	2008	1	Harbor View Park (City of Ktn)	50,000	-	50,000	50,000		-	
1470	6/3/08	2008	2	Ruben Sculpture	50,000	-	50,000	50,000		-	
1486	5/19/08	2008	2	Ruben Sculpture	50,000	-	50,000	50,000		-	
			60	TWIC Office (City of KTN)	26,670	-	26,670	26,670		-	
1515	4/20/09	2009	70	City of Ketchikan	1,230,000	-	1,230,000	545,901		684,099	
1486	5/19/08	2008	80	Downtown Neighborhood planning	120,000	-	120,000	71,906		48,094	
1486	5/19/08	2008	100	KVB Grant	160,591	-	160,591	160,591		-	
1522	6/1/09	2009	100	KVB Grant	160,639	-	160,639	160,639		-	
1561	6/7/10	2011	100	KVB Operations Grant	175,000	(10,000)	185,000	185,000		-	
1530	7/20/09	2010	105	Enhancement of Visitor Services for Cruise Pass.	166,025	-	166,025	143,318		22,707	
1500	11/24/08	2009	110	Saxman Totems	47,000	-	47,000	34,545		12,455	
1500	11/24/08	2009	120	St Johns Sprinklers	42,000	-	42,000	42,000		-	
1530	7/20/09	2010	125	Rainbird Trailhead Improvement	30,000	-	30,000	30,000		-	
1530	7/20/09	2010	145	Berth IV Cruise Ship Passenger Shelter & Parking	35,000	2,940	32,060	32,060		-	
1508	2/17/09	2009	150	Water Street Pedestrian Improvements (closed)	150,000	11,347	138,653	138,653		-	
1508	2/17/09	2009	160	SSERC	100,000	-	100,000	50,000		50,000	
1530	7/20/09	2010	165	Ketchikan Volunteer Rescue Squad	83,000	-	83,000	78,543		4,457	
1508	2/17/09	2009	170	Ktn Public Arts Master Plan	145,500	145,500	-	-		-	
1530	7/20/09	2010	175	Ketchikan Historic Commission	27,000	-	27,000	5,036		21,964	
1511	3/16/09	2009	180	Performing Arts Center	500,000	-	500,000	500,000		-	
1530	7/20/09	2010	185	Stedman/Thomas Neighborhood Assoc	68,500	68,500	-	-		-	
1530	7/20/09	2010	210	M/V Jack Cotant Maintenance	21,000	-	21,000	16,739		4,261	
1530	7/20/09	2010	220	Deer Mtn Tribal Hatcher & Eagle Center	150,000	-	150,000	24,100		125,900	
1486	5/19/08	2008		Saxman plan (closed)	40,000	40,000	-	-		-	
<b>Total Other Entities</b>					<b>3,627,925</b>	<b>258,287</b>	<b>3,369,638</b>	<b>2,395,701</b>	<b>-</b>	<b>973,937</b>	
<b>Total Projects</b>					<b>9,639,936</b>	<b>965,729</b>	<b>8,684,207</b>	<b>4,522,405</b>	<b>252,429</b>	<b>4,006,873</b>	
<b>Fund Balance Before Reserves</b>								<b>6,635,302</b>			
<b>Reserve for Encumbrances</b>								<b>4,006,873</b>			
<b>Maintenance Reserve</b>								<b>50,000</b>			
<b>Designated Reserve KVB Loan Guarantee</b>								<b>163,939</b>			
<b>Undesignated Reserve</b>								<b>-</b>			
<b>Total Reserved</b>								<b>4,220,812</b>			
<b>Unreserved Fund Balance</b>								<b>2,414,490</b>			
<b>FY 2012 Budget</b>											
<b>Unencumbered Fund Balance at June 30, 2011</b>								<b>2,414,490</b>			
<b>Plus Interest and PERS On-Behalf Payments</b>								<b>23,958</b>			
								<b>-</b>			
								<b>23,958</b>			
<b>Encumbrances</b>											
<b>Projects to be Approved by the Assembly during FY 2012</b>								<b>2,025,948</b>			
<b>KGB Administrative fee</b>								<b>212,500</b>			
<b>Proposed Addition to Undesignated Reserve</b>								<b>200,000</b>			
								<b>2,438,448</b>			
<b>Unencumbered Fund Balance at June 30, 2012</b>								<b>-</b>			

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Summary of Revenue and Appropriations**  
**Nonareawide - Library Fund - 710**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	37,637	60,014	60,014	60,014	<b>67,050</b>	7,036	12%
<b>Revenues:</b>							
4010 Real Property Taxes	404,622	403,387	403,387	400,000	<b>408,876</b>	8,876	2%
4020 Business-Personal Taxes	8,126	-	-	-	-	-	
4060 Automobile Taxes	2,943	6,000	6,000	3,200	<b>3,600</b>	400	13%
4150 Sr. Citizen Local Cont.	(25,109)	(26,858)	(26,858)	(26,858)	<b>(27,234)</b>	(376)	1%
4305 Interest Income	3,681	1,000	1,000	4,000	<b>3,500</b>	(500)	-13%
<b>Total Revenues</b>	394,263	383,529	383,529	380,342	<b>388,742</b>	8,400	2%
<b>Fund Balance plus Revenues</b>	431,900	443,543	443,543	440,356	<b>455,792</b>	15,436	4%
<b>Appropriations:</b>							
6090 Library	369,130	370,285	370,285	370,285	<b>377,246</b>	6,961	2%
6090 Summer Library Program	2,756	3,021	3,021	3,021	<b>3,021</b>	-	
<b>Total Appropriations</b>	371,886	373,306	373,306	373,306	<b>380,267</b>	6,961	2%
Revenue over (under) Expenditures	60,014	70,237	70,237	67,050	<b>75,525</b>	8,475	13%
<b>Fund Balance June 30</b>	60,014	70,237	70,237	67,050	<b>75,525</b>	8,475	13%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Nonareawide - Library	710	Mike Houts	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<u>4010 - Real Property Taxes</u>					
Revenue from real property taxes is based on an assessed valuation of					
\$ 584,108,400 at 0.0007 Mills					408,876
<b>4010 - TOTAL REAL PROPERTY TAXES</b>					<b>408,876</b>
<u>4060 - Automobile Taxes</u>					
Estimated at an average of \$300 per month.			12.00	300.00	3,600
<b>4060 - TOTAL AUTOMOBILE TAXES</b>					<b>3,600</b>
<u>4150 - Senior Citizen Local Contribution</u>					
Revenue from real property taxes is based on an assessed valuation of					
\$ 38,905,700 at 0.0007 Mills					(27,234)
<b>4150 - TOTAL SENIOR CITIZEN LOCAL CONTRIBUTION</b>					<b>(27,234)</b>
<u>4305 - Interest Income</u>					
					3,500
<b>4305 - TOTAL INTEREST INCOME</b>					<b>3,500</b>

**Ketchikan Gateway Borough**  
**FY 2012 - Summary of Revenues and Appropriations**  
**Recreational Sales Tax Capital Projects Fund - 712**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	2,275,601	2,986,366	2,986,366	2,986,366	<b>3,213,299</b>	226,933	8%
<b>Revenues:</b>							
4040 Sales Taxes - In City	1,347,391	1,185,700	1,185,700	1,348,000	<b>1,300,820</b>	(47,180)	-4%
4050 Sales Taxes - Out Of City	235,610	242,000	242,000	235,000	<b>226,775</b>	(8,225)	-4%
4080 Penalty & Interest	15,833	9,000	9,000	15,000	<b>15,000</b>	-	
4250 Reimbursement (DEED)	-	237,577	237,577	237,577	<b>238,545</b>	968	
4305 Interest Revenue	17,287	14,000	14,000	14,000	<b>15,000</b>	1,000	7%
4390 Miscellaneous Revenue (BABs)	-	490,135	490,135	490,135	<b>437,838</b>	(52,297)	-11%
4450 Interfund Transfers	-	-	-	-	<b>525,937</b>	525,937	
<b>Total Revenues</b>	1,616,121	2,178,412	2,178,412	2,339,712	<b>2,759,915</b>	420,203	18%
<b>Appropriations:</b>							
5300 Travel & Training	2,588	-	-	-	-	-	
6090 Contractual Services	350	-	-	-	-	-	
6140 Debt Expense	-	1,827,239	1,827,239	1,827,239	<b>1,776,519</b>	(50,720)	
6540 Capital Projects	602,418	-	2,193,854	-	<b>1,806,038</b>	1,806,038	
6600 Interfund Transfers	300,000	285,540	285,540	285,540	<b>305,519</b>	19,979	7%
<b>Total Appropriations</b>	905,356	2,112,779	4,306,633	2,112,779	3,888,076	1,775,297	7%
Excess Revenue over/under Expenditures	710,765	65,633	(2,128,221)	226,933	<b>(1,128,161)</b>	(1,355,094)	-597%
<b>Fund Balance June 30</b>	2,986,366	3,051,999	858,145	3,213,299	<b>2,085,138</b>	(1,128,161)	-35%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Recreational Capital Projects		712					
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>			
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Projected</b>		
<u>4040 - Sales Tax In City</u>							
Sales taxes based on 20% of total collections for operations, maintenance & for debt service payments for the Recreation Center.		1,348,000	0.965				1,300,820
<b>4040 - TOTAL SALES TAX IN CITY</b>							<b>1,300,820</b>
<u>4050 - Sales Tax Out of City</u>							
Sales taxes based on 20% of total collections for operations, maintenance & for debt service payments for the Recreation Center.		235,000	0.965				226,775
<b>4050 - TOTAL SALES TAX OUT OF CITY</b>							<b>226,775</b>
<u>4080 - Penalty &amp; Interest</u>							
Penalty & interest is derived from customers paying late sales taxes							15,000
<b>4080 - TOTAL PENALTY &amp; INTEREST</b>							<b>15,000</b>
<u>4250- Reimbursement (DEED)</u>							
							238,545
<b>4250 - TOTAL REIMBURSEMENT (DEED)</b>							<b>238,545</b>
<u>4305 - Investment Income</u>							
Revenues are based on anticipated treasury balances during the year and computed on earning 1.0% on Average Cash In Central Treasury							15,000
<b>4305 - TOTAL INVESTMENT INCOME</b>							<b>15,000</b>
<u>4390 Misc Revenue (BAB's)</u>							
Interest Subsidy							437,838
<b>4390 - TOTAL MISC. REVENUE (BAB's)</b>							<b>437,838</b>
<u>4450 Interfund Transfer Rec/CIP Fund</u>							
Transfer from General Fund for Ball Fields							200,000
Interest Subsidy							325,937
<b>4450 - TOTAL INTERFUND TRANSFER</b>							<b>525,937</b>

## Ketchikan Gateway Borough

### Budget Worksheet - Budget Year 2012

Recreational Capital Projects	712			
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>
<b>6140 - DEBT EXPENSE</b>		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
Aquatic Center Bonds		R		1,776,519
<b>6140 - TOTAL DEBT EXPENSE</b>				<b>1,776,519</b>
<b>6540 - CAPITAL PROJECTS</b>				
Ball Fields (\$235,000 Original/\$200000 Amendment)				435,000
Parks				192,000
GRC Roof Repair				1,029,038
Skate Park Engineering, Design, and site prep				150,000
<b>6540 - TOTAL CAPITAL PROJECTS</b>				<b>1,806,038</b>
<b>6600 - INTERFUND TRANSFERS</b>				
Interfund Transfer to General Fund to cover maintenance and operations of borough recreation facilities per Borough Code 45.20.070 (b). 20%				305,519
<b>6600 - TOTAL INTERFUND TRANSFERS</b>				<b>305,519</b>

\*R = Recurring

1 = One time cost

C = Contractual

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**Ketchikan Gateway Borough**  
**FY 2012 Summary of Revenue and Appropriations**  
**School Bond/Capital Improvement Fund - 713**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance - July 1</b>	1,511,824	1,535,765	1,535,765	1,535,765	<b>2,183,486</b>	647,721	42%
<b>Revenues:</b>							
4040 Sales Tax - 1/2 Cent	1,583,001	1,427,700	1,427,700	1,348,000	<b>1,300,820</b>	(47,180)	-4%
4050 Sales Taxes - Out of City	-	-	-	235,000	<b>226,775</b>	(8,225)	-4%
4080 Penalty & Interest	15,833	5,000	5,000	15,000	<b>15,000</b>	-	
4250 Reimbursement	1,946,454	1,524,901	1,524,901	1,524,901	<b>2,175,255</b>	650,354	43%
4305 Interest Income	12,471	20,000	20,000	20,000	<b>20,000</b>	-	
4390 Miscellaneous Revenue	99	-	-	-	-	-	
4450 Interfund Transfers	214,014	-	-	-	-	-	
<b>Total Revenues</b>	<b>3,771,872</b>	<b>2,977,601</b>	<b>2,977,601</b>	<b>3,142,901</b>	<b>3,737,850</b>	594,949	19%
<b>Appropriations:</b>							
6030 Publishing Expense	207	-	-	-	-	-	
6090 Contractual Services	795	-	-	-	-	-	
6140 Debt Expense	3,008,244	2,178,430	2,178,430	2,178,430	<b>3,176,562</b>	998,132	46%
6540 Capital Improvements	176,637	151,750	391,750	151,750	<b>1,990,357</b>	1,838,607	1212%
6600 Interfund Transfers	562,048	165,000	365,000	165,000	<b>525,937</b>	360,937	219%
<b>Total Appropriations</b>	<b>3,747,931</b>	<b>2,495,180</b>	<b>2,935,180</b>	<b>2,495,180</b>	<b>5,692,856</b>	3,197,676	1477%
Revenue over (under) Expenditures	23,941	482,421	42,421	647,721	<b>(1,955,006)</b>	(2,602,727)	-402%
<b>Unreserved Fund Balance-June 30</b>	<b>1,535,765</b>	<b>2,018,186</b>	<b>1,578,186</b>	<b>2,183,486</b>	<b>228,480</b>	(1,955,006)	-90%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Bonds/Capital Improvement Fund	713	Mike Houts	07/11/11				
Department	Dept. #	Prepared By	Date				
				Type*	Quantity	Unit Price	Budget Request
<u>4250 - State Reimbursements</u>	State Debt Payment %	Principal & Interest	Net State Payment				
State reimbursement for 2000 General Obligation School Bonds - Schoenbar Principal & interest entitlement @	-	-	-				-
<b>DEFEASED</b>							
State reimbursement for 2003 General Obligation School Bonds - Schoenbar Principal & interest entitlement @	70%	676,680	473,676				473,676
State reimbursement for 2005 General Obligation School Bonds - Schoenbar & Fawn Mountain Principal & interest entitlement @	70%	1,354,800	948,360				948,360
State reimbursement for 2006 General Obligation School Bonds - Schoenbar & Fawn Mountain Principal & interest entitlement @	70%	134,000	93,800				93,800
State reimbursement for 2010A General Obligation School Bonds - Refunding 2000 GO Bonds Principal & interest entitlement @	70%	725,951	508,166				508,166
State reimbursement for 2010-4 Tax exempt General Obligation School Bonds - Kayhi Reroof Principal & interest entitlement @	70%	131,676	92,173				92,173
State reimbursement for 2010-4 Taxable General Obligation School Bonds - Kayhi Reroof Principal & interest entitlement less interest subsidy @	70%	84,400	59,080				59,080
<b>4250 - TOTAL STATE REIMBURSEMENTS</b>							<b>2,175,255</b>
<u>4305 - Investment Income</u>							
Revenue from investment income School Bonds/Capital Improvements Fund							
<b>4305 - TOTAL INVESTMENT INCOME</b>							<b>20,000</b>

1 = One time cost

C = Contractual

\*R = Recurring

**Ketchikan Gateway Borough  
FY 2012 - Budget Appropriations  
Bonds/Capital Improvement Fund - 713**

Bonds/Capital Improvement Fund	713-10	Mike Houts	07/11/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget</b>
<b>6140 - DEBT SERVICE</b>			
2003 G.O. Bonds - (Schoenbar)			676,680
2005 G.O. Bonds - (Schoenbar & Fawn Mountain)			1,354,800
2006A G.O. Bonds - (School Safety Projects)			134,000
2010A G O Bonds - Refunding 2000 GO Bonds			725,951
2010-4 Tax exempt General Obligation School Bonds - Kayhi Reroof			131,676
2010-4 Taxable General Obligation School Bonds - Kayhi Reroof			153,455
<b>6140 - TOTAL DEBT SERVICE</b>			<b>3,176,562</b>
<b>6540 - CAPITAL IMPROVEMENTS</b>			
Valley Park Elementary School Roof	<b>1,730,243</b>	<b>30%</b>	519,073
District wide Electric Boilers			1,471,284
Small Projects			-
<b>6540 - TOTAL CAPITAL IMPROVEMENTS</b>			<b>1,990,357</b>
<b>6600 - INTERFUND TRANSFER</b>			
Transfer to Rec CIP Fund for Aquatic Center 12% of debt service FY11 & 12			325,937
Transfer to General Fund to cover KGBSD insurance			200,000
<b>6600 - TOTAL INTERFUND TRANSFER</b>			<b>525,937</b>

**Ketchikan Gateway Borough**  
**FY 2012 Summary of Revenue and Appropriations**  
**Debt Service (Bonds) - Funds 260, 270, 281, 282, 285, & 286**

Description		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	AMENDED	ESTIMATED		\$	%
<b>2000 refund 2010 G.O. BONDS (Refunding 2000 GO) - FUND 270</b>								
4450	INTERFUND TRANSFER	-	-	-	-	725,951	725,951	
4305	INTEREST INCOME	-	-	-	-	-	-	
<b>TOTAL REVENUES</b>		-	-	-	-	<b>725,951</b>	725,951	
<b>2003 G.O. BONDS (SCHOENBAR) - FUND 275</b>								
4450	INTERFUND TRANSFER	688,880	687,980	687,980	687,980	676,680	(11,300)	
<b>TOTAL REVENUES</b>		688,880	687,980	687,980	687,980	<b>676,680</b>	(11,300)	
6840	BOND PRINCIPAL PAYMENT	390,000	405,000	405,000	405,000	410,000	5,000	1%
6845	BOND INTEREST	298,880	282,980	282,980	282,980	266,680	(16,300)	-6%
<b>TOTAL APPROPRIATIONS</b>		688,880	687,980	687,980	687,980	<b>676,680</b>	(11,300)	-2%
<b>2005 G.O. BONDS (SCHOENBAR) - FUND 281</b>								
4450	INTERFUND TRANSFER	1,349,450	1,352,050	1,352,050	1,352,050	1,354,800	2,750	
<b>TOTAL REVENUES</b>		1,349,450	1,352,050	1,352,050	1,352,050	<b>1,354,800</b>	2,750	
6840	BOND PRINCIPAL PAYMENT	810,000	845,000	845,000	845,000	890,000	45,000	5%
6845	BOND INTEREST	539,450	507,050	507,050	507,050	464,800	(42,250)	-8%
<b>TOTAL APPROPRIATIONS</b>		1,349,450	1,352,050	1,352,050	1,352,050	<b>1,354,800</b>	2,750	
<b>2006 G.O. BONDS (SCHOENBAR &amp; FAWN MOUNTAN) - FUND 282</b>								
4450	INTERFUND TRANSFER	1,349,450	138,400	138,400	138,400	134,000	(4,400)	-3%
<b>TOTAL REVENUES</b>		1,349,450	138,400	138,400	138,400	<b>134,000</b>	(4,400)	-3%
6840	BOND PRINCIPAL PAYMENT	105,000	110,000	110,000	110,000	110,000	-	0%
6845	BOND INTEREST	32,600	28,400	28,400	28,400	24,000	(4,400)	-15%
<b>TOTAL APPROPRIATIONS</b>		137,600	138,400	138,400	138,400	<b>134,000</b>	(4,400)	-3%
<b>E-ONE LEASE #5356-001 NORTH TONGASS VFD CAPITAL LEASE - FUND 285</b>								
4450	INTERFUND TRANSFER	51,155	51,155	51,155	51,155	51,155	-	
<b>TOTAL REVENUES</b>		51,155	51,155	51,155	51,155	<b>51,155</b>	-	
6840	BOND PRINCIPAL PAYMENT	40,177	42,166	42,166	42,166	44,253	2,087	5%
6845	BOND INTEREST	10,978	8,989	8,989	8,989	6,902	(2,087)	-23%
<b>TOTAL APPROPRIATIONS</b>		51,155	51,155	51,155	51,155	<b>51,155</b>	-	-
<b>Aquatic Center 2009A Series Four Tax-Exempt - FUND 284-10-001</b>								
4450	INTERFUND TRANSFERS	-	500,116	500,116	500,116	591,000	90,884	18%
<b>TOTAL REVENUES</b>		-	500,116	500,116	500,116	<b>591,000</b>	90,884	18%
6840	BOND PRINCIPAL PYMTS	-	395,000	395,000	395,000	505,000	110,000	28%
6845	BOND INTEREST	-	105,116	105,116	105,116	86,000	(19,116)	-18%
<b>TOTAL APPROPRIATIONS</b>		-	500,116	500,116	500,116	<b>591,000</b>	90,884	18%

**Ketchikan Gateway Borough**  
**FY 2012 Summary of Revenue and Appropriations**  
**Debt Service (Bonds) - Funds 260, 270, 275, 281, 282, 285, & 286**

Description		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	AMENDED	ESTIMATED		\$	%
<b>Aquatic Center 2009B Series Four Taxable - FUND 284-10-002</b>								
4300	INTEREST SUBSIDY	-	490,135	490,135	490,135	<b>437,838</b>	(52,297)	-11%
4450	INTERFUND TRANSFERS	-	836,988	836,988	836,988	<b>747,681</b>	(89,307)	-11%
<b>TOTAL REVENUES</b>		-	1,327,123	1,327,123	1,327,123	<b>1,185,519</b>	(89,307)	-7%
<b>SOUTH POINT HIGGINS BEACH - FUND 290</b>								
4450	INTERFUND TRANSFER	-	186,258	186,258	186,258	<b>163,664</b>	(22,594)	-12%
<b>TOTAL REVENUES</b>		-	186,258	186,258	186,258	<b>163,664</b>	(22,594)	-12%
<b>Kayhi Reroof 2010 Series 4 Tax-Exempt - FUND - 287-10-001</b>								
4450	INTERFUND TRANSFER	-	-	-	-	<b>131,676</b>	131,676	
<b>TOTAL REVENUES</b>		-	-	-	-	<b>131,676</b>	131,676	
6840	PRINCIPAL PAYMENT	-	175,500	175,500	175,500	<b>155,500</b>	(20,000)	-11%
6845	INTEREST	-	10,758	10,758	10,758	<b>8,164</b>	(2,594)	-24%
<b>TOTAL APPROPRIATIONS</b>		-	186,258	186,258	186,258	<b>163,664</b>	(22,594)	-12%
<b>Kayhi Reroof 2010 Series B 4 Taxable - FUND - 287-10-002</b>								
4300	INTEREST SUBSIDY	-	-	-	-	<b>69,055</b>	69,055	
4450	INTERFUND TRANSFER	-	-	-	-	<b>84,400</b>	84,400	
<b>TOTAL REVENUES</b>		-	-	-	-	<b>153,455</b>	153,455	
6840	PRINCIPAL PAYMENT	-	-	-	-	-	-	
6845	INTEREST	-	-	-	-	<b>153,455</b>	153,455	
<b>TOTAL APPROPRIATIONS</b>		-	-	-	-	<b>153,455</b>	153,455	
<b>White Cliff Building Dtrord 2010A-1 Tax-Exempt - FUND - 286-10-001</b>								
4450	INTERFUND TRANSFER	-	-	-	-	<b>65,975</b>	65,975	
<b>TOTAL REVENUES</b>		-	-	-	-	<b>65,975</b>	65,975	
6840	PRINCIPAL PAYMENT	-	-	-	-	<b>65,000</b>	65,000	
6845	INTEREST	-	-	-	-	<b>975</b>	975	
<b>TOTAL APPROPRIATIONS</b>		-	-	-	-	<b>65,975</b>	65,975	
<b>White Cliff Building Dtrord 2010A-2 Taxable - FUND - 286-10-002</b>								
4300	INTERERST SUBSIDY	-	-	-	-	<b>111,113</b>	111,113	
4450	INTERFUND TRANSFER	-	-	-	-	<b>135,804</b>	135,804	
<b>TOTAL REVENUES</b>		-	-	-	-	<b>246,917</b>	246,917	
6840	PRINCIPAL PAYMENT	-	-	-	-	-	-	
6845	INTEREST	-	-	-	-	<b>246,917</b>	246,917	
<b>TOTAL APPROPRIATIONS</b>		-	-	-	-	<b>246,917</b>	246,917	

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Appropriations**  
**Passenger Facility Charges Fund (PFC) - Fund 714**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	412,270	354,883	354,883	354,883	<b>289,900</b>	(64,983)	-18%
<b>Revenues:</b>							
4210 Enplanement Revenue	314,761	331,000	331,000	310,000	<b>310,000</b>	-	
4305 Interest Income	1,610	5,000	5,000	2,500	-	(2,500)	-100%
<b>Total Revenues</b>	316,371	336,000	336,000	312,500	<b>310,000</b>	(2,500)	-1%
<b>Fund Balance plus Revenues</b>	728,641	690,883	690,883	667,383	<b>599,900</b>	(67,483)	-10%
<b>Appropriations:</b>							
6600 Transfer Out-Rev A & Rev B	373,758	377,483	377,483	377,483	<b>375,627</b>	(1,856)	
<b>Total Appropriations</b>	373,758	377,483	377,483	377,483	<b>375,627</b>	(1,856)	
Revenue over (under) Expenditures	354,883	313,400	313,400	289,900	<b>224,273</b>	(3,712)	-1%
<b>Fund Balance June 30</b>	354,883	313,400	313,400	289,900	<b>224,273</b>	(65,627)	-23%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

PFC Fund	714		06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<u>4210 - PFC Enplanement Revenue</u>					
Passenger facility charges collected from air carriers.					310,000
<b>4210 - TOTAL PFC ENPLANEMENT REVENUE</b>					<b>310,000</b>
<u>6600 - TRANSFERS - DEBT SERVICE</u>					
SERIES A - Ferry					150,038
SERIES B - Terminal Renovations					225,589
<b>6600 - TOTAL TRANSFERS - DEBT SERVICE</b>					<b>375,627</b>

**Ketchikan Gateway Borough**  
**FY 2012 - Summary of Revenues and Appropriations**  
**Economic Development Fund 721-10**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	4,720,617	6,966,620	6,966,620	6,966,620	<b>6,401,630</b>	(564,990)	-8%
<b>Revenues:</b>							
4096 Land Sales	2,631,548	2,600,000	2,600,000	-	<b>2,100,000</b>	2,100,000	
4221 PERS On Behalf Payments	1,741	-	-	-	<b>5,864</b>	5,864	
4305 Interest Income	13,267	-	-	-	-	-	
4380 Electrical Usage Revenue	4,825	-	-	-	-	-	
4390 Other Revenue	11,826	-	-	-	-	-	
4450 Interfund Transfers	-	-	17,409	-	<b>200,000</b>	200,000	
4525 Lease Revenues	365,490	262,056	262,056	262,056	<b>17,838</b>	(244,218)	-93%
<b>Total Revenues</b>	<b>3,028,697</b>	<b>2,862,056</b>	<b>2,879,465</b>	<b>262,056</b>	<b>2,323,702</b>	<b>2,061,646</b>	<b>787%</b>
<b>Summary of Appropriations:</b>							
5100 Employee Pay	86,714	119,944	119,944	119,944	<b>37,179</b>	(82,765)	-69%
5110 Overtime Pay	666	-	-	-	-	-	
5120 Temporary Pay	6,888	-	-	-	-	-	
5200 Taxes & Benefits	44,644	53,084	53,084	53,084	<b>62,904</b>	9,820	18%
5300 Travel & Training	4,749	9,800	9,800	9,800	<b>2,500</b>	(7,300)	-74%
6010 Supplies	143	1,505	1,505	1,505	-	(1,505)	-100%
6011 Operating Supplies	479	13,600	13,600	13,600	-	(13,600)	-100%
6020 Dues & Publications	398	3,950	3,950	-	-	-	
6030 Publishing Expense	2,764	1,200	1,200	1,200	<b>800</b>	(400)	-33%
6040 Community Promotion	-	80,000	80,000	80,000	<b>35,000</b>	(45,000)	-56%
6060 Rentals	-	-	7,038	-	-	-	
6070 Postage	-	300	300	-	<b>750</b>	750	
6080 Professional Services	6,687	25,000	25,000	25,000	<b>10,000</b>	(15,000)	-60%
6085 Licenses, Fees & Permits	2,250	9,630	9,630	3,560	-	(3,560)	-100%
6090 Contractual Services	406,629	291,532	291,532	291,532	<b>378,179</b>	86,647	30%
6091 Water/Sewer Testing	-	470	470	470	-	(470)	-100%
6100 Insurance	39,494	19,786	19,786	19,786	-	(19,786)	-100%
6130 Administration Fees	21,396	37,410	37,410	23,712	<b>14,381</b>	(9,331)	-39%
6310 Electricity	60,624	34,000	34,000	34,000	-	(34,000)	-100%
6312 Electricity - Street Lights	840	-	-	-	-	-	
6320 Water	10,546	15,000	15,000	15,000	-	(15,000)	-100%
6330 Telephone	839	750	750	750	-	(750)	-100%
6331 Long Distance	168	180	180	180	-	(180)	-100%
6360 Reimbursable Expenses	1,465	-	-	-	-	-	
6430 Building Maintenance	19,962	70,000	70,000	70,000	-	(70,000)	-100%
6431 Heating Fuel	19,092	20,000	20,000	20,000	-	(20,000)	-100%
6450 Equipment Maintenance	110	-	-	-	-	-	
6600 Interfund Transfers	38,055	37,855	37,855	37,855	<b>37,000</b>	(855)	-2%
6650 Rent - Transfer Out	7,092	7,038	7,038	6,068	<b>5,097</b>	(971)	-16%
<b>Total Appropriations</b>	<b>782,694</b>	<b>852,034</b>	<b>859,072</b>	<b>827,046</b>	<b>583,790</b>	<b>(243,256)</b>	<b>-29%</b>
Excess Revenue over (under) Expenditures	2,246,003	2,010,022	2,020,393	(564,990)	<b>1,739,912</b>	2,304,902	-408%
<b>Fund Balance June 30</b>	<b>6,966,620</b>	<b>8,976,642</b>	<b>8,987,013</b>	<b>6,401,630</b>	<b>8,141,542</b>	<b>1,739,912</b>	<b>27%</b>
<b>COMMITTED FUNDS:</b>							
Inter-Island Ferry Authority	-	1,165,000	1,165,000	1,165,000	1,060,000		
Airport Enterprise Fund	-	2,500,000	2,500,000	2,500,000	2,500,000		
<b>Unreserved Fund Balance</b>	<b>6,966,620</b>	<b>5,311,642</b>	<b>5,322,013</b>	<b>2,736,630</b>	<b>4,581,542</b>		
<b>AUTHORIZED PERSONNEL</b>							
	<b>FY 10</b>		<b>FY 11</b>		<b>FY 12</b>		
Planning Director	-		-		0.25		
Administrative Assistant	-		-		0.50		
Economic Development Manager	1.00		1.00		-		
Utility Supervisor	0.16		0.16		0.16		
Maintenance Tech II	0.16		0.16		0.16		
Maintenance Tech I	0.10		0.22		0.11		
Grounds Supervisor	0.15		0.15		-		
Parks Tech I	0.40		0.40		0.30		
<b>FULL-TIME EMPLOYEES</b>	<b>0.97</b>		<b>2.09</b>		<b>1.48</b>		

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Economic Development	721-10	Tom W.	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		Type*	Quantity	Unit Price	Budget Request
<b>4096 - Land Sales</b>					
Land sale to AMHS					2,100,000
<b>4096 - TOTAL LAND SALES</b>					<b>2,100,000</b>
<b>4221 - PERS On Behalf Payments</b>					
PERS on behalf payment 5.65%					5,864
<b>4221 - TOTAL PERS ON BEHALF PAYMENTS</b>					<b>5,864</b>
<b>4450 - Interfund Transfers</b>					
Interfund transfer from GF					200,000
<b>4450 - TOTAL INTERFUND TRANSFERS</b>					<b>200,000</b>
<b>4525 - Lease Revenues</b>					
AK Marine Hwy - Admin Bldg. Rent		R		17,838	17,838
<b>4525 - TOTAL LEASE REVENUES</b>					<b>17,838</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**  
**Economic Development 721-10**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.		
		ADOPTED	FINAL	ESTIMATED		\$	%	
<b>ADMINISTRATION 721-10-00</b>								
5100	Employee Wages	73,434	74,616	74,616	74,616	<b>24,699</b>	(49,917)	-67%
5200	Taxes & Benefits	34,137	23,400	23,400	23,400	<b>50,695</b>	27,295	117%
5300	Travel & Training	4,749	9,800	9,800	9,800	<b>2,500</b>	(7,300)	-74%
6010	Supplies	130	1,505	1,505	1,505	-	(1,505)	-100%
6020	Dues & Publications	398	3,950	3,950	3,950	-	(3,950)	-100%
6030	Publishing Expense	2,072	1,200	1,200	1,200	<b>800</b>	(400)	-33%
6040	Community Promotion	-	80,000	80,000	80,000	<b>35,000</b>	(45,000)	-56%
6070	Postage	-	300	300	300	<b>750</b>	450	150%
6080	Professional Services	807	25,000	25,000	25,000	<b>10,000</b>	(15,000)	-60%
6090	Contractual Services	16,768	35,500	35,500	35,500	<b>250,547</b>	215,047	606%
6130	Administration Fees	-	13,664	13,664	13,664	<b>10,805</b>	(2,859)	-21%
6330	Telephone	732	750	750	750	-	(750)	-100%
6331	Long Distance	168	180	180	180	-	(180)	-100%
6360	Reimbursable Expenses	1,465	-	-	-	-	-	0%
6650	Rent - Transfer Out	7,092	7,038	7,038	6,068	<b>5,097</b>	(971)	-16%
<b>Administration Totals</b>		141,952	276,903	269,865	269,865	<b>390,893</b>	121,028	45%
<b>VENEER MILL 721-10-001</b>								
5100	Employee Wages	131	-	-	-	-	-	0%
5200	Taxes & Benefits	106	-	-	-	-	-	0%
6100	Insurance	4,177	-	10,601	-	-	-	0%
6310	Electricity	1,379	-	2,000	-	-	-	0%
6430	Building Maintenance	7	-	-	-	-	-	0%
<b>Veneer Mill Totals</b>		5,800	-	12,601	-	-	-	0%
<b>TIDELAND PROPERTIES 721-10-002</b>								
6085	Licenses, Fees & Permits	570	570	570	-	-	-	0%
6130	Administration Fees	28	34	34	-	-	-	0%
<b>Tideland Totals</b>		598	604	604	-	-	-	0%

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**  
**Economic Development 721-10**

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
<b>MILL SITE PROPERTIES 721-10-003</b>								
5100	Employee Wages	4,926	11,148	11,148	11,148	<b>6,401</b>	(4,747)	-43%
5110	Overtime Pay	68	-	-	-	-	-	0%
5120	Temporary Pay	6,804	-	-	-	-	-	0%
5200	Taxes & Benefits	4,321	13,296	13,296	13,296	<b>7,592</b>	(5,704)	-43%
6010	Supplies	13	-	-	-	-	-	0%
6011	Operating Supplies	385	5,000	5,000	5,000	-	(5,000)	-100%
6030	Publishing	692	-	-	-	-	-	0%
6080	Professional Services	5,880	-	-	-	-	-	0%
6085	Licenses, Fees & Permits	1,680	2,000	2,000	2,000	-	(2,000)	-100%
6090	Contractual Services	92,854	100,000	100,000	100,000	-	(100,000)	-100%
6091	Water/Sewer Testing	-	470	470	470	-	(470)	-100%
6100	Insurance	7,755	14,053	14,053	14,053	-	(14,053)	-100%
6130	Administration Fees	9,946	12,106	12,106	12,106	<b>3,060</b>	(9,046)	-75%
6310	Electricity	35,645	800	800	800	-	(800)	-100%
6312	Electricity - Street Lights	840	-	-	-	-	-	0%
6320	Water	-	5,000	5,000	5,000	-	(5,000)	-100%
6330	Telephone	107	-	-	-	-	-	0%
6430	Building Maintenance	348	50,000	50,000	50,000	-	(50,000)	-100%
6431	Heating Fuel	1,345	-	-	-	-	-	0%
6450	Equipment Maintenance	110	-	-	-	-	-	0%
6600	Interfund Transfer	37,855	37,855	37,855	37,855	<b>37,000</b>	(855)	-2%
<b>Mill Site Totals</b>		211,574	251,728	251,728	251,728	<b>54,053</b>	(197,675)	-79%
<b>DOCKING 721-10-004</b>								
5100	Employee Wages	378	-	-	-	-	-	
5110	Overtime Pay	40	-	-	-	-	-	
5200	Taxes & Benefits	399	-	-	-	-	-	
6011	Operating Supplies	49	2,000	2,000	2,000	-	(2,000)	-100%
6100	Insurance	17,799	2,000	2,000	2,000	-	(2,000)	-100%
6130	Administration Fees	270	288	288	288	-	(288)	-100%
6310	Electricity	1,104	800	800	800	-	(800)	-100%
6600	Interfund Transfer	200	-	-	-	-	-	
<b>Docking Totals</b>		20,239	5,088	5,088	5,088	-	(5,088)	-100%

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**  
**Economic Development 721-10**

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
<b>CONNELL LAKE DAM 721-10-006</b>								
5100	Employee Wages	2,917	16,117	16,117	16,117	<b>4,834</b>	(11,283)	-70%
5110	Overtime Pay	50	-	-	-	-	-	0%
5120	Temporary Pay	72	-	-	-	-	-	0%
5200	Taxes & Benefits	1,786	11,197	11,197	11,197	<b>3,773</b>	(7,424)	-66%
6011	Operating Supplies	-	3,000	3,000	3,000	-	(3,000)	-100%
6085	Licenses, Fees & Permits	-	5,500	5,500	5,500	-	(5,500)	-100%
6090	Contractual Services	667	7,500	7,500	7,500	-	(7,500)	-100%
6130	Administration Fees	3,059	2,893	2,893	2,893	<b>516</b>	(2,377)	-82%
6310	Electricity	10	2,400	2,400	2,400	-	(2,400)	-100%
6330	Telephone	-	-	-	-	-	-	0%
6430	Building Maintenance	-	10,000	10,000	10,000	-	(10,000)	-100%
<b>Connell Lake Dam Totals</b>		8,561	58,607	58,607	58,607	<b>9,123</b>	(49,484)	-84%
<b>NPDES PERMIT 721-10-007</b>								
5100	Employee Wages	700	4,602	4,602	4,602	<b>1,245</b>	(3,357)	-73%
5120	Temporary Pay	12	-	-	-	-	-	0%
5110	Overtime Pay	-	-	-	-	-	-	0%
5200	Taxes & Benefits	516	1,569	1,569	1,569	<b>844</b>	(725)	-46%
6011	Operating Supplies	-	-	-	-	-	-	0%
6085	Licenses, Fees & Permits	-	1,560	1,560	1,560	-	(1,560)	-100%
<b>NPDES Permit Totals</b>		1,228	7,731	7,731	7,731	<b>2,089</b>	(5,642)	-73%
<b>SMALL BUSINESS DEVELOPMENT CENTER 721-10-008</b>								
6090	Contractual Services	25,000	-	-	-	-	-	
<b>Total 721-10-010</b>		25,000	-	-	-	-	-	0%
<b>WHITE CLIFF HOLDING COSTS 721-10-010</b>								
5200	Taxes & Benefits	1	-	-	-	-	-	
<b>Total 721-10-010</b>		1	-	-	-	-	-	

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**  
**Economic Development 721-10**

DESCRIPTION		FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
<b>AMHS ADMIN BUILDING LEASE 721-10-020</b>								
5100	Employee Wages	4,228	13,461	13,461	13,461	-	(13,461)	-100%
5110	Overtime Pay	508	-	-	-	-	-	0%
5200	Taxes & Benefits	3,378	3,622	3,622	3,622	-	(3,622)	-100%
6011	Operating Supplies	45	3,600	3,600	3,600	-	(3,600)	-100%
6090	Contractual Services	24,942	46,000	46,000	46,000	-	(46,000)	-100%
6100	Insurance	9,763	3,733	3,733	3,733	-	(3,733)	-100%
6130	Administration Fees	8,093	8,425	8,425	8,425	-	(8,425)	-100%
6310	Electricity	22,486	30,000	30,000	30,000	-	(30,000)	-100%
6320	Water	10,546	10,000	10,000	10,000	-	(10,000)	-100%
6430	Building Maintenance	19,607	10,000	10,000	10,000	-	(10,000)	-100%
6431	Heating Fuel	17,747	20,000	20,000	20,000	-	(20,000)	-100%
<b>AMHS Admin Building Totals</b>		121,343	148,841	148,841	148,841	-	(148,841)	-100%
<b>ECONOMIC ASSISTANT GRANTS 721-10-xxx-6090</b>								
101	Ketchikan Kanayama	20,000	-	-	-	<b>22,600</b>	22,600	
102	Ketchikan Area Arts & Humanities	40,000	40,000	40,000	40,000	<b>40,000</b>	-	
103	Big Brothers Big Sisters	17,795	10,000	10,000	10,000	<b>10,000</b>	-	
104	Boys & Girls Club	30,000	30,000	30,000	30,000	<b>30,000</b>	-	
105	Ketchikan Killer Whales	116,071	-	-	-	<b>2,500</b>	2,500	
106	SE AK Independent Living	10,000	10,000	10,000	10,000	<b>10,000</b>	-	
109	Women In Safe Homes	12,532	12,532	12,532	12,532	<b>12,532</b>	-	
<b>Economic Asst. Grant Totals</b>		246,398	102,532	102,532	102,532	<b>127,632</b>	25,100	

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Economic Development	721-10	Tom W.	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
<b>6030 - PUBLISHING EXPENSE</b>		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<u>Administration</u>					
Publish RFQs		R			300
Ads for Workshops, etc.		R			500
<b>6030 - TOTAL PUBLISHING EXPENSE</b>					<b>800</b>
<b>6040 - COMMUNITY PROMOTION</b>					
<u>Administration</u>					
??					35,000
<b>6040 - TOTAL COMMUNITY PROMOTION</b>					<b>35,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Economic Development	721-10	Tom W.	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6070 - POSTAGE</b>		<b>Type*</b>	<b>Quantity</b>
<u>Administration</u> Grants, Letters			750
<b>6070 - TOTAL POSTAGE</b>			<b>750</b>
<b>6080 - PROFESSIONAL SERVICES</b>			
<u>Administration</u> Research, Projects, Grant Writing			10,000
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>			<b>10,000</b>
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			
<u>Administration</u> White Cliff Janitorial			547
Fishing Industry Infrastructure			200,000
??			50,000
<b>Subtotal - Administration</b>			<b>250,547</b>
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>250,547</b>
<b>6090 - GRANT CONTRACTUAL SERVICES</b>			
<u>GRANT</u>	<u>G.L. ACCOUNT CODE</u>		
Big Brothers, Big Sisters	721-10-103-6090		10,000
Boys and Girls Club	721-10-104-6090		30,000
Ketchikan Killer Whales	721-10-113-6090		2,500
Ketchikan Arts & Humanities	721-10-102-6090		40,000
Ketchikan-Kanayama Exchange	721-10-101-6090		22,600
SE AK Independent Living (SAIL)	721-10-106-6090		10,000
WISH	721-10-109-6090		12,532
<b>6090 - TOTAL GRANT CONTRACTUAL SERVICES</b>			<b>127,632</b>
<b>6091 - WATER &amp; SEWER TESTING</b>			
<u>Mill Site Properties</u>			-
<b>6091 - TOTAL WATER &amp; SEWER TESTING</b>			<b>-</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Economic Development	721-10	Tom W.	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6130 - ADMINISTRATIVE FEES</b>					
<u>Administration</u>					10,805
<u>Mill Site Properties</u>					3,060
<u>Connell Lake Dam</u>					516
<u>AMHS Admin Building Lease</u>					-
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>					<b>14,381</b>
<b>6600 - INTERFUND TRANSFERS</b>					
<u>Administration</u>					
General Fund - Senior Services					133,953
<u>Mill Site Properties</u>					
Ward Cove Wastewater Services - Transfer to Wastewater Enterprise Fund					37,000
<b>6600 - TOTAL INTERFUND TRANSFERS</b>					<b>170,953</b>
<b>6650 - RENT - TRANSFER OUT</b>					
<u>White Cliff Rental</u>					5,097
<b>6431 - TOTAL HEATING OIL</b>					<b>5,097</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**Travel & Training Budget - Budget Year 2012**

Economic Development		101-21	Tom W.		06/13/11		
<b>Department</b>		<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>		
Employee Name and Position	Location/Reason for Trip/Training	Dates/No. of Days Required	* Travel Information				Total
			Transportation	Per Diem	Lodging	Other	
<b>5300 - TRAVEL &amp; TRAINING</b>							
Unanticipated Training							1,500
Prince Rupert Business Development							500
Additional Conference or Business Recruiting							500
<b>Totals</b>							<b>2,500</b>

## Ketchikan Gateway Borough

### Personnel Wage/Salary Detail - Budget Year 2012

Economic Development					721-10	Tom W.				06/13/11
<b>Department</b>					<b>Dept. No.</b>	<b>Prepared By</b>				<b>Date</b>
<b>Position</b>	<b>Anniversary Date</b>	<b>Wage on 6/30/2011</b>	<b>COLA 3%</b>	<b># Pay Periods</b>	<b>Semi Month Wage</b>	<b>STEP %</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>5100 Annual</b>	<b>Total Pay</b>
Admin Assistant (50 % charged to Planning)	9/27	1,976		6	2,035	1.5%	18	2,066	24,699	24,699
Planning Director (25% charged to Planning)	11/1	4,350		8	4,350	1.5%	16	4,415	79,080	79,080
<b>Subtotal - Administration</b>					<b>2,035</b>				<b>24,699</b>	<b>24,699</b>
<b>Public Works</b>										
Parks/Fields Tech I		4,215	50%		2,108			2,108		2,108
Parks/Fields Tech I		4,254	50%		2,127			2,127		2,127
Parks/Fields Tech I		4,331	50%		2,166			2,166		2,166
<b>Subtotal - Mill Site Properties</b>					<b>6,401</b>					<b>6,401</b>
Utility Supervisor		3,110	75%		2,333			2,333		2,333
Maintenance Tech II		1,867	75%		1,400			1,400		1,400
Maintenance Tech I		2,201	50%		1,101			1,101		1,101
<b>Subtotal - Connell Lake Dam</b>					<b>4,834</b>					<b>4,834</b>
Utility Supervisor		3,110	25%		778			778		778
Maintenance Tech II		1,867	25%		467			467		467
<b>Subtotal - NPDES</b>					<b>1,245</b>					<b>1,245</b>
<b>Subtotal - Public Works</b>					<b>12,480</b>					<b>12,480</b>
									<b>Totals</b>	<b>37,179</b>

**Ketchikan Gateway Borough**  
**Fringe Benefits Detail - Budget Year 2012**

Economic Development			721-10	Tom W.		06/13/11	
<b>Department</b>			<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>	
<b>Employee Name</b>	<b>Annual Salary</b>	<b>FICA/MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% Retirement</b>	<b>Health Insur.</b>	<b>Benefit Total</b>
Admin Assistant (50 % charged to Planning)	24,699	1,889	178	247	6,829	7,752	16,895
Planning Director (25% charged to Planning)	79,080	6,050	569	791	21,866	4,524	33,800
<b>Subtotal - Administration</b>	<b>103,779</b>	<b>7,939</b>	<b>747</b>	<b>1,038</b>	<b>28,695</b>	<b>12,276</b>	<b>50,695</b>
<b>Public Works</b>							
Parks/Fields Tech I	2,868	88%	2,524				2,524
Parks/Fields Tech I	2,874	88%	2,529				2,529
Parks/Fields Tech I	2,885	88%	2,539				2,539
Parks/Fields Tech I	-	88%	-				-
<b>Subtotal - Mill Site Properties</b>	<b>14,523</b>		<b>7,592</b>				<b>7,592</b>
Utility Supervisor	2,827	64%	1,809				1,809
Maintenance Tech II	1,621	64%	1,037				1,037
Maintenance Tech I	1,448	64%	927				927
<b>Subtotal - Connell Lake Dam</b>	<b>14,523</b>		<b>3,773</b>				<b>3,773</b>
Utility Supervisor	2,827	6%	170				170
Maintenance Tech II	1,621	6%	97				97
Maintenance Tech I	1,448	6%	87				87
Parks/Fields Supervisor	-	7%	490				490
<b>Subtotal - NPDES</b>	<b>14,523</b>		<b>844</b>				<b>844</b>
<b>Totals</b>	<b>147,348</b>		<b>12,209</b>				<b>62,904</b>

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenue and Appropriations

#### South Tongass Service Area - 800

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	51,750	55,531	55,531	55,531	<b>50,398</b>	(5,133)	-9%
<b>Revenues:</b>							
4010 Property Taxes	462,006	473,313	473,313	473,313	<b>477,287</b>	3,974	1%
4020 Business & Personal Taxes	1,730	-	-	(177)	-	177	-100%
4060 Automobile Taxes	3,538	5,500	5,500	3,000	<b>3,538</b>	538	18%
4080 Penalties & Interest	1,755	-	-	2,000	-	(2,000)	-100%
4150 Sr Citizen Local Contrib.	(23,000)	(32,502)	(32,502)	(32,502)	<b>(32,502)</b>	-	0%
4221 PERS on Behalf Payments	7,040	-	-	-	<b>6,472</b>	6,472	
4305 Interest Income	2,441	2,000	2,000	2,344	<b>1,590</b>	(754)	-32%
4364 Water Fees	165,463	160,000	160,000	160,000	<b>190,000</b>	30,000	19%
4390 Other Revenue	-	130,000	130,000	12,000	<b>5,000</b>	(7,000)	-58%
4394 EMS Revenue	57,214	53,000	53,000	59,575	<b>62,053</b>	2,478	4%
<b>Total Revenues</b>	678,187	791,311	791,311	679,553	<b>713,438</b>	33,885	5%
<b>Summary of Appropriations:</b>							
Fire Services	445,246	581,958	581,958	440,025	<b>454,707</b>	14,682	3%
Distribution Services	35,458	32,150	32,150	41,346	<b>49,225</b>	7,879	19%
Water Services	193,702	225,016	225,016	203,315	<b>203,457</b>	142	0%
<b>Total Appropriations</b>	674,406	839,124	839,124	684,686	<b>707,389</b>	22,703	3%
Excess Revenue over (under) Expenditures	3,781	(47,813)	(47,813)	(5,133)	<b>6,049</b>	11,182	-218%
<b>Fund Balance June 30</b>	55,531	7,718	7,718	50,398	<b>56,447</b>	6,049	12%
<b>AUTHORIZED PERSONNEL</b>							
	<b>FY 10</b>		<b>FY 11</b>		<b>FY 12</b>		
Fire Chief	1.00		1.00		1.00		
EMS Lieutenant	1.00		1.00		1.00		
FF/EMT	0.25		0.25		-		
Water Dept.	1.50		2.13		1.44		Allocated from P.W.
<b>FULL-TIME EMPLOYEES</b>	<u>3.75</u>		<u>4.38</u>		<u>3.44</u>		

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

South Tongass Service Area	800	Scott Davis	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<u>4010 - Property Taxes</u>			
183,572,000 assessment	0.0026 mills		477,287
<b>4010 - TOTAL PROPERTY TAXES</b>			<b>477,287</b>
<u>4060 - Automobile Taxes</u>			
			3,538
<b>4060 - TOTAL AUTOMOBILE TAXES</b>			<b>3,538</b>
<u>4150 - Senior Citizen Local Contributions</u>			
12,500,900 assessment	0.0026 mills		(32,502)
<b>4150 - TOTAL SR. CITIZEN LOCAL CONTRIBUTIONS</b>			<b>(32,502)</b>
<u>4221 - PERS on Behalf Payments</u>			
PERS on behalf payment	5.65%		6,472
<b>4221 - TOTAL PERS ON BEHALF PAYMENTS</b>			<b>6,472</b>
<u>4305 - Interest Income</u>			
			1,590
<b>4305 - TOTAL INTEREST INCOME</b>			<b>1,590</b>
<u>4364 - Water Fees</u>			
New Customers			20,000
Residents			170,000
<b>4364 - TOTAL WATER FEES</b>			<b>190,000</b>
<u>4390 - Other Revenue</u>			
Fire fines			1,000
EMS MVC Judgements			4,000
<b>4390 - TOTAL OTHER REVENUE</b>			<b>5,000</b>
<u>4394 - EMS Revenue</u>			
Ambulance Billing MCR/MCD			52,053
Saxman EMS Agreement			10,000
<b>4394 - TOTAL EMS REVENUE</b>			<b>62,053</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenue and Appropriations**  
**South Tongass Fire 800-90**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	114,883	115,482	115,482	115,482	<b>114,540</b>	(942)	-1%
5120 Temporary Pay	66,670	57,770	57,770	57,770	<b>58,200</b>	430	1%
5200 Taxes & Benefits	114,907	99,148	99,148	101,000	<b>106,288</b>	5,288	5%
5300 Travel & Training	22,703	34,500	34,500	30,000	<b>33,000</b>	3,000	10%
5400 Uniform Allowance	17,649	10,000	10,000	10,000	<b>10,000</b>	-	0%
6010 Supplies	2,376	2,000	2,000	2,200	<b>2,000</b>	(200)	-9%
6011 Operating Supplies	14,158	22,000	22,000	20,000	<b>20,000</b>	-	0%
6015 Books & Software	625	600	600	600	<b>650</b>	50	8%
6020 Dues & Publications	1,475	2,300	2,300	2,000	<b>700</b>	(1,300)	-65%
6030 Publishing Expense	180	400	400	200	<b>150</b>	(50)	-25%
6040 Community Promotion	-	-	-	-	<b>1,000</b>	1,000	
6045 Training/Meeting Food	-	2,000	2,000	1,600	<b>2,000</b>	400	25%
6070 Postage	244	350	350	350	<b>350</b>	-	0%
6082 Employee Recruitment	-	-	-	-	<b>1,800</b>	1,800	
6090 Contractual Services	1,779	4,250	4,250	4,250	<b>4,250</b>	-	0%
6100 Insurance	9,675	16,500	16,500	16,500	<b>10,795</b>	(5,705)	-35%
6110 Medical Expense	10,274	7,000	7,000	8,500	<b>5,500</b>	(3,000)	-35%
6130 Administrative Fees	23,843	25,802	25,802	24,907	<b>25,738</b>	831	3%
6310 Electricity	4,899	3,000	3,000	5,000	<b>3,000</b>	(2,000)	-40%
6320 Water	250	-	-	-	-	-	
6330 Telephone	1,537	2,040	2,040	2,000	<b>2,120</b>	120	6%
6331 Long Distance	106	50	50	50	<b>80</b>	30	60%
6340 Sewer	150	-	-	-	-	-	
6350 Landfill	50	200	200	50	<b>200</b>	150	300%
6360 Reimbursable Expenses	780	500	500	-	-	-	
6430 Building Maintenance	4,179	5,000	5,000	5,000	<b>5,250</b>	250	5%
6431 Heating Fuel	9,027	9,000	9,000	11,000	<b>12,000</b>	1,000	9%
6450 Equipment Maintenance	4,573	4,400	4,400	4,400	<b>6,000</b>	1,600	36%
6460 Vehicle Maintenance	4,372	4,500	4,500	4,000	<b>5,320</b>	1,320	33%
6461 Vehicle Fuel & Oil	2,154	4,000	4,000	4,000	<b>4,000</b>	-	0%
6462 Vehicle Operation	-	50	50	50	<b>60</b>	10	20%
6525 Small Equipment Purchases	4,765	17,000	17,000	8,000	<b>18,600</b>	10,600	133%
6530 Equipment Purchase	-	6,000	6,000	-	-	-	
6540 Capital Improvements	4,675	125,000	125,000	-	-	-	
6610 Interfund Transfer	2,288	1,116	1,116	1,116	<b>1,116</b>	-	0%
<b>Totals</b>	<b>445,246</b>	<b>581,958</b>	<b>581,958</b>	<b>440,025</b>	<b>454,707</b>	<b>14,682</b>	<b>3%</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

South Tongass Service Area	800-90	Scott Davis	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>5400 - UNIFORM ALLOWANCE</b>		<b>Type*</b>	<b>Quantity</b>
Uniforms and Clothing, T-Shirts, Department Jackets		R	
Protective Equipment (coats, pants, boots, gloves, helmets, SCBA masks, etc.)		R	
<b>5400 - TOTAL UNIFORM ALLOWANCE</b>			<b>10,000</b>
<b>6010 - SUPPLIES</b>			
Paper, binders, teaching aids, pens, small furniture, printers, computer aids		R	
<b>6010 - TOTAL SUPPLIES</b>			<b>2,000</b>
<b>6011 - OPERATING SUPPLIES</b>			
Ambulance Supplies: bandages, oxygen, medications, cleaning materials, hazard control		R	
Ice Melt, Shovels, Sand		R	
Firefighter Nourishment and Rehydration Supplies, Take-out Food and Drink		R	
Cleaning, Disposables, Janitorial, Sanitary Supplies, etc		R	
Coffee, Cocoa, Tea, Sugar, Cream, Disposables		R	
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>20,000</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>			
Firehouse Program		R	
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>			<b>650</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
NFPA 150 Membership/IAAI-250 for M. Kelly and S. Davis / ASFA - 300 for M. Kelly and S. Davis		R	
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>700</b>
<b>6030 - PUBLISHING EXPENSE</b>			
Event Announcements, RFQ's, Recruitment and Retention		R	
<b>6030 - TOTAL PUBLISHING EXPENSE</b>			<b>150</b>
<b>6040 - COMMUNITY PROMOTION</b>			
Chemney Brushes		1	
Fire Prevention - Balloons, hats, coloring books, crayons, school materials		R	
<b>6040 - TOTAL COMMUNITY PROMOTION</b>			<b>1,000</b>
<b>6045 - TRAINING/MEETING FOOD</b>			
Prepared Food, Junk Food, Soft Drinks, Hors d'erves, Deserts, Party Goods, Condiments (60 meetings)		R	
<b>6045 - TOTAL TRAINING/MEETING FOOD</b>			<b>2,000</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

South Tongass Service Area	800-90	Scott Davis	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
			<b>Unit Price</b>
			<b>Budget Request</b>
<b>6070 - POSTAGE</b>			
Postage		R	350
<b>6070 - TOTAL POSTAGE</b>			<b>350</b>
<b>6082 - EMPLOYEE RECRUITMENT</b>			
Expenses connected with employee recruitment and retention		R	250
Dollars for Drills		R	1,500
Service Pins		R	50
<b>6082 - EMPLOYEE RECRUITMENT</b>			<b>1,800</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
EMS Billing Contract		R	3,000
Tongass Sanitation		R	1,250
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>4,250</b>
<b>6100 - INSURANCE</b>			
Property & Liability Insurance		R	7,546
Vehicle Insurance		R	3,249
<b>6100 - TOTAL INSURANCE</b>			<b>10,795</b>
<b>6110 - MEDICAL EXPENSE</b>			
Physicals and Hepatitis B & C Shots / Wellness and Smoking Cessation Programs		R	5,500
<b>6110 - TOTAL MEDICAL EXPENSE</b>			<b>5,500</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
		R	25,738
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>25,738</b>
<b>6310 - ELECTRICITY</b>			
Electricity		R	3,000
<b>6310 - TOTAL ELECTRICITY</b>			<b>3,000</b>
<b>6330 - TELEPHONE</b>			
Telephone		R	2,120
<b>6330 - TOTAL TELEPHONE</b>			<b>2,120</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

South Tongass Service Area	800-90	Scott Davis	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
			Budget Request
<b>6331 - LONG DISTANCE</b>			
Long Distance	R		80
<b>6331 - TOTAL LONG DISTANCE</b>			<b>80</b>
<b>6350 - LANDFILL</b>			
Landfill	R		200
<b>6350 - TOTAL LANDFILL</b>			<b>200</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Plumbing for Admin Office Sink	1		500
3in line water purification systems residential grade w/filters	1		250
General maintenance and repair of buildings and grounds	R		4,500
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>5,250</b>
<b>6431 - HEATING FUEL</b>			
Heating Fuel	R		12,000
<b>6431 - TOTAL HEATING FUEL</b>			<b>12,000</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
Radio/Pager Maintenance	R		2,200
CPR Mannequin's	R		500
Fit Tester / SCBA Tester Annual Maintenance	R		1,100
AED Life Pack Maintenance	R		2,200
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>6,000</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
5 Apparatus, Parts and Service, Misc. Fluids	R		5,320
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>5,320</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>			
Fuels for EMS 4, Lubricating Oils and Grease	R		4,000
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>			<b>4,000</b>
<b>6462 - VEHICLE OPERATION</b>			
Registrations, Taxes and Licenses	R		60
<b>6462 - TOTAL VEHICLE OPERATION</b>			<b>60</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

South Tongass Service Area	800-90	Scott Davis	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
	<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>
			<b>Budget Request</b>
Matching grant funding and/or bottle purchases	1		10,000
Eye wash station/shower	1		1,000
Glidescope matching Code Blue funding/or Hose tester if Glidescope grant not received	1		5,600
AED Trainer	1		500
CPR Mannequin's	1		1,500
Hose Tester	1		
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>18,600</b>
<b>6540 - CAPITAL IMPROVEMENTS</b>			
Replacement Gurney / Medic 4 Project Number _____	1		-
<b>6540 - TOTAL CAPITAL IMPROVEMENTS</b>			<b>-</b>
<b>6610 - INTERFUND TRANSFER</b>			
Waste Water Interfund Transfer Fee	R	93	12
<b>6610 - TOTAL INTERFUND TRANSERS</b>			<b>1,116</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenue and Appropriations**  
**South Tongass Treatment 800-91-001**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	46,233	59,690	59,690	50,276	<b>50,646</b>	370	1%
5110 Overtime	4,852	1,500	1,500	1,500	<b>1,500</b>	-	0%
5120 Temporary Pay	240	-	-	-	-	-	
5200 Taxes & Benefits	31,147	49,038	49,038	41,226	<b>41,491</b>	265	1%
5300 Travel & Training	-	1,500	1,500	1,000	<b>500</b>	(500)	-50%
6011 Operating Supplies	69,051	66,000	66,000	67,149	<b>67,149</b>	-	0%
6020 Dues & Publications	475	925	925	1,075	<b>1,075</b>	-	0%
6070 Postage Expense	-	-	-	400	<b>400</b>	-	0%
6085 Licenses/Fees/Permits	30	-	-	-	-	-	
6090 Contractual Service	-	5,000	5,000	-	-	-	
6091 Water Test	5,274	9,500	9,500	9,500	<b>9,500</b>	-	0%
6130 Administrative Fees	13,989	12,723	12,723	12,723	<b>11,485</b>	(1,238)	-10%
6140 Debt Service	238	240	240	-	<b>561</b>	561	
6310 Electricity	11,527	10,000	10,000	9,738	<b>10,000</b>	262	3%
6330 Telephone	-	400	400	400	<b>400</b>	-	0%
6430 Building Maintenance	436	1,500	1,500	1,500	<b>1,500</b>	-	0%
6450 Equipment Maintenance	3,615	4,000	4,000	3,700	<b>4,000</b>	300	8%
6460 Vehicle Maintenance	-	-	-	-	<b>250</b>	250	
6461 Vehicle Fuel & Oil	-	-	-	-	-	-	
6525 Small Equipment Purchases	-	3,000	3,000	3,128	<b>3,000</b>	(128)	-4%
6530 Equipment Purchase	6,595	-	-	-	-	-	
<b>Totals</b>	193,702	225,016	225,016	203,315	<b>203,457</b>	142	0%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

South Tongass Service Area	800-90-001	Mike Carney	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
<b>6011 - OPERATING SUPPLIES</b>		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
Soda ash, polymer, lab chemicals, filter media, gloves, respirator cartridges, etc.					67,149
<b>6011 - TOTAL OPERATING SUPPLIES</b>					<b>67,149</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>					
ADNR Water Fees					100
Water Licensing Fees					400
Alaska Rural Water		1			400
AWWA membership					175
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>					<b>1,075</b>
<b>6070 - POSTAGE</b>					
					400
<b>6070 - TOTAL POSTAGE</b>					<b>400</b>
<b>6091 - WATER TESTS - DEC REQUIRED</b>					
					9,500
<b>6091 - TOTAL WATER TESTS</b>					<b>9,500</b>
<b>6130 - ADMINISTRATIVE FEES</b>					
					11,485
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>					<b>11,485</b>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

South Tongass Service Area	800-90-001	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6140 - DEBT SERVICE</b>			
			561
<b>6140 - TOTAL DEBT SERVICE</b>			<b>561</b>
<b>6310 - ELECTRICITY</b>			
Electric			10,000
<b>6310 - TOTAL ELECTRICITY</b>			<b>10,000</b>
<b>6330 - TELEPHONE</b>			
Telephone			400
<b>6330 - TOTAL TELEPHONE</b>			<b>400</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Light bulbs, fixtures, door vents, e-lights			1,500
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>1,500</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
LMI pumps, water quality probes, motherboard, backwash pump rebuild kits			4,000
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>4,000</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
			250
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>250</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
Trash pump and accessories, chlorine transfer pump and fittings			3,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>3,000</b>

\*R = Recurring

1 = One time cost

C = Contractual

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenue and Appropriations

#### South Tongass Distribution 800-91-002

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	15,109	6,632	6,632	18,127	<b>17,796</b>	(331)	-2%
5110 Overtime	1,193	1,500	1,500	1,500	<b>1,500</b>	-	0%
5120 Temporary Pay	24	-	-	-	-	-	
5200 Taxes & Benefits	11,047	5,448	5,448	12,786	<b>14,576</b>	1,790	14%
5300 Travel & Training	-	1,500	1,500	-	<b>500</b>	500	
6011 Operating Supplies	714	4,000	4,000	2,000	<b>2,000</b>	-	0%
6085 Licenses/Fees/Permits	60	-	-	-	-	-	
6091 Water Test	2,457	2,750	2,750	500	<b>500</b>	-	0%
6130 Administrative Fees	2,136	1,820	1,820	1,820	<b>2,503</b>	683	38%
6310 Electricity	2,354	3,000	3,000	2,000	<b>2,000</b>	-	0%
6430 Building Maintenance	-	3,000	3,000	1,500	<b>1,500</b>	-	0%
6450 Equipment Maintenance	364	2,500	2,500	1,113	<b>1,100</b>	(13)	-1%
6460 Vehicle Maintenance	-	-	-	-	<b>250</b>	250	
6461 Vehicle Fuel & Oil	-	-	-	-	-	-	
6530 Equipment Purchases	-	-	-	-	-	-	
6600 Interfund Transfers	-	-	-	-	<b>5,000</b>	5,000	
<b>Totals</b>	35,458	32,150	32,150	41,346	<b>49,225</b>	7,879	19%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

South Tongass Service Area	800-91-002	Mike Carney	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6011 - OPERATING SUPPLIES</b>			<b>Unit Price</b>
Valves, saddles, valve boxes, piping, repair bands, etc.			<b>Budget Request</b>
			2,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>2,000</b>
<b>6091 - WATER TESTS - DEC REQUIRED</b>			
			500
<b>6091 - TOTAL WATER TESTS</b>			<b>500</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Admin Fees			2,503
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>2,503</b>
<b>6310 - ELECTRICITY</b>			
Electric			2,000
<b>6310 - TOTAL ELECTRICITY</b>			<b>2,000</b>
<b>6430 - BUILDING MAINTENANCE</b>			
Lights, Siding and Roof Repair at Booster Station			1,500
<b>6430 - TOTAL BUILDING MAINTENANCE</b>			<b>1,500</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
Valve Bonnets, Gaskets & Fittings			1,100
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>1,100</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
Maintenance			250
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>250</b>
<b>6600 - TRANSFER OUT TO WASTEWATER</b>			
Rent			5,000
<b>6600 - TRANSFER OUT TO WASTEWATER</b>			<b>5,000</b>

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

South Tongass Service Area										800	Scott Davis	06/13/11
Department										Dept. #	Prepared By	Date
Position	Anniver- sary Date	Wage on 6/30/11	COLA 3.0%	# Pay Periods	Semi-Month Wage	STEP 1.5%	# Pay Periods	Semi-Month Wage	24 Pay Periods		Total Pay	
									5100 Annual Salary	5110 Overtime		
Chief	7/1	2,824		-	2,824	1.5%	24	2,866	68,784		68,784	
EMS Lieutenant	11/16	1,889	1.5%	9	1,889	1.5%	15	1,917	45,756		45,756	
Temporary - 1/4 Time - hourly	20.00						560	-	11,200		11,200	
40 Volunteers (Drills & Training)	20.00						1,300	-	26,000		26,000	
12 Volunteers (Incident Response)	20.00						1,050	-	21,000		21,000	
<b>Total - South Tongass</b>											-	<b>172,740</b>
South Tongass Water	Annual Pay	% Allocated	EMPLOYEE WAGES ARE CALCULATED IN THE PUBLIC WORK'S BUDGET AND THE DETERMINED PERCENTAGE FOR WATER TREATMENT IS ALLOCATED HERE.							Overtime	Allocated Wages	
Utility Supervisor	26,957	0.74									19,948	
Maintenance Tech II	11,822	0.74									8,748	
Maintenance Tech I	2,641	0.74									1,954	
Maintenance Tech I	10,062	0.74									7,446	
Maintenance Tech I	16,960	0.74									12,550	
Overtime										1,500		
<b>Subtotal - Water Treatment</b>										<b>50,646</b>		
Utility Supervisor	26,957	0.26	EMPLOYEE WAGES ARE CALCULATED IN THE PUBLIC WORK'S BUDGET AND THE DETERMINED PERCENTAGE FOR WATER TREATMENT IS ALLOCATED HERE.								7,009	
Maintenance Tech II	11,822	0.26									3,074	
Maintenance Tech I	2,641	0.26									687	
Maintenance Tech I	10,062	0.26									2,616	
Maintenance Tech I	16,960	0.26									4,410	
Overtime										1,500		
<b>Subtotal - Water Distribution</b>										<b>17,796</b>		
<b>Totals - Treatment &amp; Distribution</b>									<b>3,000</b>	<b>68,442</b>		

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

South Tongass Service Area			800	Scott Davis		06/13/11	
<b>Department</b>			<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>	
<b>Employee Name</b>	<b>ANNUAL BENEFITS</b>	<b>FICA/MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% P.E.R.S./IBEW</b>	<b>Health Insur.</b>	<b>Benefit Total</b>
Chief	68,784	5,262	6,521	688	19,019	18,096	49,586
EMS Lieutenant	45,756	3,500	4,338	458	12,652	24,984	45,932
<b>Subtotals</b>	<b>114,540</b>	<b>-</b>	<b>10,859</b>	<b>1,146</b>	<b>31,671</b>	<b>43,080</b>	<b>95,518</b>
Temporary - 1/4 Time - hourly	11,200	857	1,062	112			2,031
40 Volunteers (Drills & Training)	26,000	1,989	6,704	260			8,953
12 Volunteers (Incident Response)	21,000	1,607	-	210			1,817
<b>Total - South Tongass</b>	<b>161,540</b>	<b>-</b>	<b>12,358</b>	<b>1,616</b>	<b>31,671</b>	<b>43,080</b>	<b>106,288</b>
<b>South Tongass Water</b>	<b>Annual Benefits</b>	<b>% Allocated</b>					<b>Allocated Benefits</b>
Utility Supervisor	19,786	0.74	EMPLOYEE BENEFITS ARE CALCULATED IN THE PUBLIC WORK'S BUDGET AND THE DETERMINED PERCENTAGE FOR WATER TREATMENT IS ALLOCATED HERE.				14,642
Maintenance Tech II	15,131	0.74					11,197
Maintenance Tech I	1,448	0.74					1,072
Maintenance Tech I	7,098	0.74					5,253
Maintenance Tech I	12,604	0.74					9,327
Overtime	1,500						
<b>Subtotal - Treatment</b>	<b>56,067</b>						<b>41,491</b>
Utility Supervisor	19,786	0.26	EMPLOYEE BENEFITS ARE CALCULATED IN THE PUBLIC WORK'S BUDGET AND THE DETERMINED PERCENTAGE FOR WATER DISTRIBUTION IS ALLOCATED HERE.				5,144
Maintenance Tech II	15,131	0.26					3,934
Maintenance Tech I	1,448	0.26					376
Maintenance Tech I	7,098	0.26					1,845
Maintenance Tech I	12,604	0.26					3,277
Overtime	1,500						
<b>Subtotal - Distribution</b>	<b>56,067</b>						<b>14,576</b>
<b>Total - Treatment &amp; Distribution</b>						<b>56,067</b>	
<b>Totals</b>						<b>162,355</b>	
<b>% Benefit to Salary</b>						<b>237%</b>	

## Ketchikan Gateway Borough Travel & Training Budget - Budget Year 2012

South Tongass Service Area	800	Scott Davis	06/13/11			
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>			
Employee Name & Position	Location and Reason for Trip/Training	Dates and No. of Days Required	* Travel Information			
			Vehicle	Per Diem	Lodging	Other
<b><u>FIRE</u></b>						
Unanticipated Training Opportunity						5,000
National Fire Academy Classes	4 people					2,000
SE EMS Symposium	4 people					6,000
Recertification Courses (EMT, CPR, ACLS, PALS, Etc)						2,000
Fire Chief Conference	1 person					1,500
Fire Officer Training	4 people					2,500
ASFA Conference	4 people					6,000
Alaska Specific EMS MOI course - 1 Person						1,500
EMT I/II/III Initial Training						4,500
Initial CPR/EFA Classes						500
Fire Investigator Training	1 Person					1,500
<b>Total - Fire</b>						<b>33,000</b>
<b><u>Distribution</u></b>						
Operator Certification Exams	Ketchikan					500
<b>Subtotal - Distribution</b>						<b>500</b>
<b><u>Treatment</u></b>						
Operator Certification Exams	Ketchikan					500
<b>Subtotal - Treatment</b>						<b>500</b>
<b>Total - Treatment &amp; Distribution</b>						<b>1,000</b>
<b>Totals Travel &amp; Training</b>						<b>34,000</b>

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Loring Service Area Budget - 810**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	10,617	15,712	15,712	15,712	<b>14,882</b>	(830)	-5%
<b>Revenues:</b>							
4010 Property Tax Revenue	2,840	1,912	1,912	3,112	<b>2,321</b>	(791)	-25%
Property Tax Adjustment (prior year)	-	-	-	(4,783)	-	-	
4060 Motor Vehicle Taxes	120	134	134	73	<b>110</b>	37	51%
4150 Sr Citizen Local Contrib.	-	(283)	(283)	(283)	<b>(283)</b>	-	0%
4240 State Revenue	585	306,930	306,930	231,561	<b>73,785</b>	(157,776)	-68%
4305 Interest Income	2,535	3,516	3,516	2,217	<b>784</b>	(1,433)	-65%
4450 Trans In - Loring	200	-	-	-	-	-	
<b>Total Revenues</b>	<b>6,280</b>	<b>312,209</b>	<b>312,209</b>	<b>231,897</b>	<b>76,717</b>	<b>(155,180)</b>	<b>-67%</b>
<b>Appropriations:</b>							
6030 Publishing Expense	-	50	50	695	<b>50</b>	(645)	-93%
6090 Contractual Services	-	-	-	-	<b>8,000</b>	8,000	
6130 Administrative Fees	500	500	500	500	<b>4,460</b>	3,960	792%
6410 Dock Maintenance	100	1,000	1,000	666	<b>500</b>	(166)	-25%
6540 Capital Improvements	585	306,930	306,930	230,866	<b>65,784</b>	(165,082)	-72%
<b>Total Appropriations</b>	<b>1,185</b>	<b>308,480</b>	<b>308,480</b>	<b>232,727</b>	<b>78,794</b>	<b>(153,933)</b>	<b>-66%</b>
Excess Revenue over (under) Expenditures	5,095	3,729	3,729	(830)	<b>(2,077)</b>	153,288	-18468%
<b>Fund Balance June 30</b>	<b>15,712</b>	<b>19,441</b>	<b>19,441</b>	<b>14,882</b>	<b>12,805</b>	<b>(2,077)</b>	<b>-14%</b>

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Loring Service Area	810	Cynna Gubatayao	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>4010 - Property Taxes</b>			
773,700 assessment	0.003 mills		2,321
<b>4010 - TOTAL PROPERTY TAXES</b>			<b>2,321</b>
<b>4150- Sr Citizen Local Contrib.</b>			
94,333 assessment	0.003 mills		(283)
<b>4305 - TOTAL INTEREST INCOME</b>			<b>(283)</b>
<b>4305 - Interest Income</b>			
1/2 the projected funds balace at 2%	78430	2.00%	784
<b>4305 - TOTAL INTEREST INCOME</b>			<b>784</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Tideland Survey			8,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>8,000</b>
<b>6030 - PUBLISHING EXPENSE</b>			
RFG/IFB			50
<b>6030 - TOTAL PUBLISHING EXPENSE</b>			<b>50</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Borough staff support for service area (6% of operating fees or \$500, whichever is greater)			4,460
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>4,460</b>
<b>6410 - DOCK MAINTENANCE</b>			
Maintenance and Repairs			500
<b>6410 - TOTAL DOCK MAINTENANCE</b>			<b>500</b>
<b>6540 - CAPITAL IMPROVEMENTS</b>			
Dock Replacement			65,784
<b>6540 - TOTAL CAPITAL IMPROVEMENTS</b>			<b>65,784</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Waterfall Creek Service Area - 830**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
<b>Fund Balance July 1</b>	(1,694)	10,421	10,421	10,421	-	(10,421)	-100%
<b>Revenues:</b>							
4080 Penalty & Interest	183	100	100	290	<b>100</b>	(190)	-66%
4305 Interest Income	(2)	79	79	98	<b>100</b>	2	2%
4360 Service Area Revenue	19,116	19,125	19,125	19,125	<b>19,125</b>	-	0%
<b>Total Revenues</b>	19,297	19,304	19,304	19,513	<b>19,325</b>	(188)	-1%
<b>Appropriations:</b>							
6030 Publishing Expense	43	50	50	276	<b>50</b>	(226)	-82%
6090 Contractual Services	3,350	7,100	7,100	11,060	<b>7,560</b>	(3,500)	-32%
6130 Administrative Fees	1,119	729	729	730	<b>1,057</b>	327	45%
6441 System Maint - Road	2,670	5,000	5,000	5,000	<b>5,000</b>	-	0%
6540 Waterfall SA-Pave Roads	-	17,151	17,151	12,868	<b>5,000</b>	(7,868)	-61%
<b>Total Appropriations</b>	7,182	30,030	30,030	29,934	<b>18,667</b>	(11,267)	-38%
Excess Revenue over (under) Expenditures	12,115	(10,726)	(10,726)	(10,421)	<b>658</b>	11,267	-108%
<b>Fund Balance June 30</b>	10,421	(305)	(305)	-	<b>658</b>	658	

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Waterfall Creek Service Area	830-90	Cynna Gubatayao	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6030 - PUBLISHING EXPENSE</b>			<b>Unit Price</b>
Advertising			<b>Budget Request</b>
			50
<b>6030 - TOTAL PUBLISHING EXPENSE</b>			<b>50</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Snow Removal			7,560
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>7,560</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Borough staff support for service areas 6% or \$500 which ever is greater.			1,057
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>1,057</b>
<b>6441 - SYSTEM MAINTENANCE (ROADS)</b>			
Ice Melt			5,000
<b>6441 - TOTAL SYSTEM MAINTENANCE (ROADS)</b>			<b>5,000</b>
<b>6540 - CAPITAL IMPROVEMENTS</b>			
Waterfall SA - Pave Roads			5,000
<b>6540 - TOTAL CAPITAL IMPROVEMENTS</b>			<b>5,000</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Mud Bight Service Area - 840**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	52,108	58,194	58,194	58,194	<b>62,643</b>	4,449	8%
<b>Revenues:</b>							
4080 Penalty & Interest	354	-	-	493	-	(493)	-100%
4305 Interest Income	464	800	800	589	<b>800</b>	211	
4360 Service Area Revenue	12,498	11,160	11,160	12,610	<b>11,160</b>	(1,450)	-11%
<b>Total Revenues</b>	13,316	11,960	11,960	13,692	<b>11,960</b>	(1,732)	-13%
<b>Appropriations:</b>							
6030 Publishing Expense	43	50	50	-	<b>50</b>	50	
6085 Licenses, Fees & Permits	-	750	750	-	<b>750</b>	750	
6090 Contractual Services	2,061	5,000	5,000	3,595	<b>5,000</b>	1,405	39%
6130 Administrative Fees	603	648	648	648	<b>2,148</b>	1,500	231%
6441 Road Maintenance	4,523	5,000	5,000	5,000	<b>5,000</b>	-	0%
6540 Capital Improvements	-	24,999	24,999	-	<b>24,999</b>	24,999	
<b>Total Appropriations</b>	7,230	36,447	36,447	9,243	<b>37,947</b>	28,704	311%
Excess Revenue over (under) Expenditures	6,086	(24,487)	(24,487)	4,449	<b>(25,987)</b>	(30,436)	-684%
<b>Fund Balance June 30</b>	58,194	33,707	33,707	62,643	<b>36,656</b>	(25,987)	-41%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Mud Bight Service Area	840 - 90		06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
		<b>Unit Price</b>	<b>Budget Request</b>
<b>6030 - PUBLISHING EXPENSES</b>			
Advertising			50
<b>6030 - TOTAL PUBLISHING EXPENSES</b>			<b>50</b>
<b>6085 - LICENSE, FEES &amp; PERMITS</b>			
Permits			750
<b>6085 - TOTAL LICENSE, FEES &amp; PERMITS</b>			<b>750</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Snow Removal			5,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>5,000</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Borough staff support for service area			2,148
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>2,148</b>
<b>6441 - ROAD MAINTENANCE</b>			
Road Extension			5,000
<b>6441 - TOTAL ROAD MAINTENANCE</b>			<b>5,000</b>
<b>6540 - CAPITAL IMPROVEMENTS</b>			
Road Extension			24,999
<b>6540 - TOTAL CAPITAL IMPROVEMENTS</b>			<b>24,999</b>

**Ketchikan Gateway Borough**  
**FY 2011 Budget - Revenues and Appropriations**  
**Nichols View Service Area - 850**

DESCRIPTION	FY 10 FINAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	9,384	8,961	8,961	8,961	<b>8,564</b>	(397)	-4%
<b>Revenues:</b>							
4305 Interest Income	77	103	103	103	<b>103</b>	-	
<b>Total Revenues</b>	77	103	103	103	<b>103</b>	-	
<b>Appropriations:</b>							
6130 Administrative Fees	500	500	500	500	<b>500</b>	-	
<b>Total Appropriations</b>	500	500	500	500	<b>500</b>	-	
Excess Revenue over (under) Expenditures	(423)	(397)	(397)	(397)	<b>(397)</b>	-	
<b>Fund Balance June 30</b>	8,961	8,564	8,564	8,564	<b>8,167</b>	(397)	-5%

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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Forest Park Service Area - 860**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	139,947	171,996	171,996	171,996	<b>170,833</b>	(1,163)	-1%
<b>Revenues:</b>							
4010 Property Taxes	63,933	66,794	66,794	67,064	<b>66,704</b>	(360)	-1%
4020 Business & Personal Taxes	130	-	-	-	-	-	
4060 Automobile Taxes	442	800	800	556	<b>400</b>	(156)	-28%
4150 Sir Citizen Local Contrib.	(2,417)	(5,904)	(5,904)	(5,904)	<b>(5,904)</b>	-	0%
4305 Interest Income	1,344	3,000	3,000	2,866	<b>2,866</b>	-	0%
<b>Total Revenues</b>	63,432	64,690	64,690	64,582	<b>64,066</b>	(516)	-1%
<b>Appropriations:</b>							
5100 Employee Wages	-	-	-	280	-	(280)	-100%
6030 Publishing Expense	43	50	50	-	<b>50</b>	50	
6060 Rentals	-	2,000	2,000	-	<b>2,000</b>	2,000	
6090 Contractual Services	11,467	40,000	40,000	26,028	<b>40,000</b>	13,972	54%
6130 Administrative Fees	4,143	4,143	4,143	4,143	<b>13,743</b>	9,600	232%
6312 Electricity-Street Lights	5,317	7,000	7,000	5,544	<b>7,000</b>	1,456	26%
6441 System Maint - Road	2,863	20,000	20,000	19,750	<b>20,000</b>	250	1%
6540 Capital Improvements	7,550	170,308	170,308	10,000	<b>160,000</b>	150,000	1500%
<b>Total Appropriations</b>	31,383	243,501	243,501	65,745	<b>242,793</b>	177,048	269%
Excess Revenues over (under) Expenditures	32,049	(178,811)	(178,811)	(1,163)	<b>(178,727)</b>	(177,564)	15268%
<b>Fund Balance June 30</b>	171,996	(6,815)	(6,815)	170,833	<b>(7,894)</b>	(178,727)	-105%

## Ketchikan Gateway Borough Budget Worksheet - Budget Year 2012

Forest Park Service Area	860 - 90	Cynna Gubatayao	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6030 - PUBLISHING</b>			<b>Unit Price</b>
Publishing			50
<b>6030 - TOTAL PUBLISHING</b>			<b>50</b>
<b>6060 - RENTALS</b>			
20 ft. temporary container for Ice melt			2,000
<b>6060 - TOTAL RENTALS</b>			<b>2,000</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Snow removal & Road maintenance			40,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>40,000</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Staff support for service area -6% of operating costs			13,743
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>13,743</b>
<b>6312 - ELECTRICITY</b>			
Street Lights			7,000
<b>6312 - TOTAL ELECTRICITY</b>			<b>7,000</b>
<b>6441 - SYSTEM MAINTENANCE - ROADS</b>			
Misc. supplies to maintain road			20,000
<b>6441 - TOTAL SYSTEM MAINTENANCE - ROADS</b>			<b>20,000</b>
<b>6540 - CAPITAL IMPROVEMENTS</b>			
Road maintenance			160,000
<b>6540 - TOTAL CAPITAL IMPROVEMENTS</b>			<b>160,000</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Gold Nugget Service Area - 870**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12- FY 11EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	(7,553)	12,539	12,539	12,539	<b>22,117</b>	9,578	76%
<b>Revenues:</b>							
4080 Penalties & Interest	1,019	716	716	716	<b>716</b>	-	0%
4305 Interest Income	(38)	-	-	-	-	-	
4361 Road Fees	23,520	22,000	22,000	22,000	<b>22,000</b>	-	0%
<b>Total Revenues</b>	<b>24,501</b>	<b>22,716</b>	<b>22,716</b>	<b>22,716</b>	<b>22,716</b>	-	
<b>Appropriations:</b>							
6030 Publishing	42	50	50	83	-	(83)	-100%
6090 Contractual Services	3,227	10,500	10,500	6,562	<b>6,563</b>	1	0%
6130 Administrative Fees	993	993	993	993	<b>1,594</b>	601	61%
6441 Road Maintenance	147	6,000	6,000	5,500	<b>20,000</b>	14,500	264%
<b>Total Appropriations</b>	<b>4,409</b>	<b>17,543</b>	<b>17,543</b>	<b>13,138</b>	<b>28,157</b>	15,019	114%
Excess Revenue over (under) Expenditures	20,092	5,173	5,173	9,578	<b>(5,441)</b>	(15,019)	-157%
<b>Fund Balance June 30</b>	<b>12,539</b>	<b>17,712</b>	<b>17,712</b>	<b>22,117</b>	<b>16,676</b>	(5,441)	-25%

## Ketchikan Gateway Borough

### FY 2012 Budget - Revenues and Appropriations

Gold Nugget Service Area	870	Cynna Guatayao	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
Snow Removal			6,563
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>6,563</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Borough staff support for service area			1,594
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>1,594</b>
<b>6441 - ROAD MAINTENANCE</b>			
Road maintenance (Seal Coating, Patch Repair , etc.)			15,000
Ice Melt			5,000
<b>6441 - TOTAL ROAD MAINTENANCE</b>			<b>20,000</b>

\*R = Recurring Designated Reserves - CIP  
Undesignated Reserves 6%

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Gold Nugget Special Assessment - 875**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	(3,379)	(3,246)	(3,246)	(3,246)	<b>(3,346)</b>	(100)	3%
<b>Revenues:</b>							
4080 Penalty & Interest	138	-	-	-	<b>54</b>	54	
4305 Interest Income	(3)	-	-	-	<b>209</b>	209	
4362 Special Assessment Fees	(2)	-	-	-	-	-	
<b>Total Revenues</b>	133	-	-	-	<b>263</b>	263	
<b>Appropriations:</b>							
6140 Debt Service	-	100	100	100	-	(100)	-100%
6845 Interest Expense	-	-	-	-	-	-	
<b>Total Appropriations</b>	-	100	100	100	-	(100)	-100%
Excess Revenue over (under) Expenditures	133	(100)	(100)	(100)	<b>263</b>	363	-363%
<b>Fund Balance June 30</b>	(3,246)	(3,346)	(3,346)	(3,346)	<b>(3,083)</b>	263	-8%

**Ketchikan Gateway Borough**  
**Budget Worksheet - Budget Year 2012**

Gold Nugget Special Assessment	875		06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Principal</b>	<b>Interest</b>
<b>6140 - DEBT SERVICE</b>					
Loan payment to Land Trust - Principal					-
Loan payment to Land Trust - Interest					-
<b>6140 - TOTAL DEBT SERVICE</b>					<b>-</b>

\*R = Recurring

1 = One time cost

C = Contractual

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**Homestead Service Area - 885**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	8,625	30,387	30,387	30,387	<b>41,399</b>	11,012	36%
<b>Revenues:</b>							
4360 Annual Road Fees	1,128	-	-	-	-	-	
4362 Special Assessment Fees	-	25,245	25,245	25,245	<b>22,809</b>	(2,436)	-10%
4450 Interfund Transfers - KGB	-	3,387	3,387	3,387	<b>2,888</b>	(499)	-15%
4450 Interfund Transfers - KGBSD	31,529	-	-	-	-	-	
<b>Total Revenues</b>	32,657	28,632	28,632	28,632	<b>25,697</b>	(2,935)	-10%
<b>Appropriations:</b>							
6090 Contractual Services	4,328	12,000	12,000	8,000	<b>5,000</b>	(3,000)	-38%
6130 Administrative Fees	2,103	1,620	1,620	1,620	<b>900</b>	(720)	-44%
6441 System Maint - Road	4,464	15,000	15,000	8,000	<b>10,000</b>	2,000	25%
<b>Total Appropriations</b>	10,895	28,620	28,620	17,620	<b>15,900</b>	(1,720)	-10%
Excess Revenue over (under) Expenditures	21,762	12	12	11,012	<b>9,797</b>	(1,215)	-11%
<b>Fund Balance June 30</b>	30,387	30,399	30,399	41,399	<b>51,196</b>	9,797	24%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

Homestead Special Assessment	885	Cynna Guatayao	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>6090 - CONTRACTUAL SERVICES</b>		<b>Type*</b>	<b>Quantity</b>
Road maintenance			5,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>5,000</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
Staff support for service area - 6% of operating costs			900
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>900</b>
<b>6441 - SYSTEM MAINTENANCE - ROADS</b>			
Misc. supplies to maintain road			10,000
<b>6441 - TOTAL SYSTEM MAINTENANCE - ROADS</b>			<b>10,000</b>



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**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**North Tongass Fire & EMS Service Area - 890**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
<b>Fund Balance July 1</b>	(842,502)	(704,031)	(704,031)	(704,031)	<b>(643,346)</b>	60,685	-9%
<b>Revenues:</b>							
4010 Property Taxes	586,997	589,379	589,379	589,379	<b>596,299</b>	6,920	1%
4020 Business & Personal Taxes	6,079	-	-	200	-	(200)	-100%
4060 Automobile Taxes	3,998	5,000	5,000	5,000	<b>5,000</b>	-	0%
4150 Sr Citizen Local Contrib.	(32,400)	(40,404)	(40,404)	(40,404)	<b>(41,404)</b>	(1,000)	2%
4221 PERS on Behalf Payments	9,566	-	-	-	<b>10,634</b>	10,634	
4305 Interest Income	9,612	-	-	6,000	-	(6,000)	-100%
4365 Contribution from Private Source	450	-	-	-	-	-	
4390 Miscellaneous Revenue	2,750	-	-	-	-	-	
4394 Ems Revenue	62,946	53,000	53,000	63,000	<b>60,000</b>	(3,000)	-5%
4395 Annual Service Area Fee	113,174	115,000	115,000	116,000	<b>119,600</b>	3,600	3%
<b>Total Revenues</b>	<b>763,172</b>	<b>721,975</b>	<b>721,975</b>	<b>739,175</b>	<b>750,129</b>	<b>10,954</b>	<b>1%</b>
<b>Appropriations:</b>							
5100 Employee Pay	181,937	184,336	184,336	184,336	<b>188,208</b>	3,872	2%
5110 Overtime Pay	5,739	10,000	10,000	10,000	<b>10,000</b>	-	0%
5120 Temporary Pay	37,962	42,000	42,000	37,000	<b>42,000</b>	5,000	14%
5200 Taxes & Benefits	127,289	129,398	129,398	129,398	<b>156,000</b>	26,602	21%
5300 Travel & Training	11,643	7,500	7,500	8,000	<b>16,000</b>	8,000	100%
5400 Uniform Allowance	7,089	9,000	9,000	9,000	<b>6,500</b>	(2,500)	-28%
6010 Office Supplies	2,870	2,750	2,750	2,750	<b>2,500</b>	(250)	-9%
6011 Operating Supplies	8,106	11,500	11,500	10,500	<b>10,500</b>	-	0%
6015 Books & Software	1,640	2,500	2,500	2,500	<b>7,200</b>	4,700	188%
6020 Dues & Publications	1,018	850	850	850	<b>500</b>	(350)	-41%
6030 Publishing Expense	-	500	500	510	<b>1,000</b>	490	96%
6040 Community Promotions	699	500	500	710	<b>1,000</b>	290	41%
6045 Training/Meeting Food	149	750	750	750	<b>750</b>	-	0%
6060 Rentals	-	500	500	500	<b>500</b>	-	0%
6070 Postage	138	800	800	800	<b>500</b>	(300)	-38%
6080 Professional Services	298	500	500	500	<b>500</b>	-	0%
6082 Employee Recruitment	831	-	-	550	<b>500</b>	(50)	-9%
6090 Contractual Services	3,320	5,200	5,200	7,000	<b>10,000</b>	3,000	43%
6100 Insurance	10,393	10,393	10,393	10,393	<b>10,914</b>	521	5%
6110 Medical Expense	2,367	2,250	2,250	2,250	<b>2,450</b>	200	9%
6130 Administrative Fees	30,763	35,758	35,758	35,758	<b>38,619</b>	2,861	8%
6140 Debt Service	31,815	19,992	19,992	19,992	<b>18,519</b>	(1,473)	-7%
6310 Electricity	13,209	15,120	15,120	13,500	<b>15,880</b>	2,380	18%
6312 Electricity/Street Lights	-	-	-	-	-	-	
6330 Telephone	5,106	3,543	3,543	3,543	<b>3,725</b>	182	5%
6331 Long Distance	435	1,000	1,000	500	<b>500</b>	-	0%
6340 Sewer	400	-	-	-	-	-	
6360 Reimbursable Expenses	330	-	-	-	-	-	
6370 Mileage Reimbursement	-	300	300	300	<b>600</b>	300	100%
6430 Building Maintenance	3,855	8,000	8,000	8,000	<b>8,000</b>	-	0%
6431 Heating Fuel	9,815	14,000	14,000	14,000	<b>17,664</b>	3,664	26%
6450 Equipment Maintenance	5,925	8,750	8,750	8,250	<b>13,250</b>	5,000	61%
6460 Vehicle Maintenance	11,661	10,000	10,000	9,000	<b>9,000</b>	-	0%
6461 Vehicle Fuel & Oil	7,042	9,040	9,040	9,040	<b>11,394</b>	2,354	26%
6462 Vehicle Operation	22	-	-	-	-	-	
6525 Small Equipment Purchases	15,221	23,000	23,000	23,000	<b>20,350</b>	(2,650)	-12%

**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**North Tongass Fire & EMS Service Area - 890**

DESCRIPTION	FY 10 ACTUAL	FY 11			FY 12 BUDGET	FY 12 - FY 11 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
6530 Equipment Purchases	948	67,000	67,000	53,675	<b>57,250</b>	3,575	7%
6540 Capital Improvements - St. 6	-	32,000	32,000	-	-	-	
6540 Capital Improvements - Station 8	23,069	-	-	-	-	-	
6600 Interfund Transfer - Capital Lease	51,155	51,155	51,155	51,155	<b>51,155</b>	-	0%
6610 Interfund Transfer - Sewer	480	480	480	480	<b>480</b>	-	0%
6700 Bad Debt Expense	9,962	6,500	6,500	10,000	<b>15,000</b>	5,000	50%
<b>Total Appropriations</b>	624,701	726,865	726,865	678,490	<b>748,908</b>	70,418	10%
Excess Revenues over (under) Expenditures	138,471	(4,890)	(4,890)	60,685	<b>1,221</b>	(59,464)	-98%
<b>Fund Balance June 30</b>	(704,031)	(708,921)	(708,921)	(643,346)	<b>(642,125)</b>	1,221	0%
<b>AUTHORIZED PERSONNEL</b>	<b>FY 10</b>	<b>FY 11</b>	<b>FY 12</b>				
Fire Chief	1.00	1.00	1.00				
EMS Lieutenant	1.00	-	-				
Captain	-	1.00	1.00				
Firefighter/EMT	1.00	1.00	1.00				
<b>FULL-TIME EMPLOYEES</b>	<u>3.00</u>	<u>3.00</u>	<u>3.00</u>				



**Ketchikan Gateway Borough**  
**FY 2012 Budget - Revenues and Appropriations**  
**North Tongass Fire - 890-00-000**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5100 Employee Pay	181,937	184,336	184,336	184,336	<b>188,208</b>	3,872	2%
5110 Overtime Pay	5,739	10,000	10,000	10,000	<b>10,000</b>	-	0%
5120 Temporary Pay	37,962	42,000	42,000	37,000	<b>42,000</b>	5,000	14%
5200 Taxes & Benefits	127,289	129,398	129,398	129,398	<b>156,000</b>	26,602	21%
5300 Travel & Training	11,643	7,500	7,500	8,000	<b>16,000</b>	8,000	100%
5400 Uniform Allowance	7,089	6,500	6,500	6,500	<b>5,000</b>	(1,500)	-23%
6010 Office Supplies	2,870	2,750	2,750	2,750	<b>2,500</b>	(250)	-9%
6011 Operating Supplies	630	4,500	4,500	4,500	<b>4,500</b>	-	0%
6015 Books & Software	1,640	2,500	2,500	2,500	<b>7,200</b>	4,700	188%
6020 Dues & Publications	1,018	850	850	850	<b>500</b>	(350)	-41%
6030 Publishing Expense	-	500	500	510	<b>1,000</b>	490	96%
6040 Community Promotions	699	500	500	710	<b>1,000</b>	290	41%
6045 Training/Meeting Food	149	750	750	750	<b>750</b>	-	0%
6060 Rentals	-	500	500	500	<b>500</b>	-	0%
6070 Postage	138	800	800	800	<b>500</b>	(300)	-38%
6080 Professional Services	298	500	500	500	<b>500</b>	-	0%
6082 Employee Recruitment	831	-	-	550	<b>500</b>	(50)	-9%
6090 Contractual Services	1,289	2,000	2,000	3,000	<b>6,000</b>	3,000	100%
6100 Insurance	10,393	10,393	10,393	10,393	<b>10,914</b>	521	5%
6110 Medical Expense	2,367	2,250	2,250	2,250	<b>2,450</b>	200	9%
6130 Administrative Fees	30,763	33,616	33,616	33,616	<b>37,113</b>	3,497	10%
6140 Debt Service	31,815	19,992	19,992	19,992	<b>18,519</b>	(1,473)	-7%
6310 Electricity	13,209	15,120	15,120	13,500	<b>15,880</b>	2,380	18%
6330 Telephone	5,106	3,543	3,543	3,543	<b>3,725</b>	182	5%
6331 Long Distance	435	1,000	1,000	500	<b>500</b>	-	0%
6340 Sewer	400	-	-	-	-	-	
6360 Reimbursable Expenses	330	-	-	-	-	-	
6370 Mileage Reimbursement	-	300	300	300	<b>600</b>	300	100%
6430 Building Maintenance	3,855	8,000	8,000	8,000	<b>8,000</b>	-	0%
6431 Heating Fuel	9,815	14,000	14,000	14,000	<b>17,664</b>	3,664	26%
6450 Equipment Maintenance	4,147	4,750	4,750	4,750	<b>9,250</b>	4,500	95%
6460 Vehicle Maintenance	10,812	6,000	6,000	5,500	<b>5,000</b>	(500)	-9%
6461 Vehicle Fuel & Oil	7,042	9,040	9,040	9,040	<b>11,394</b>	2,354	26%
6462 Vehicle Operation	22	-	-	-	-	-	
6525 Small Equipment Purchases	13,110	8,000	8,000	8,000	<b>14,750</b>	6,750	84%
6530 Equipment Purchase	948	67,000	67,000	67,000	<b>57,250</b>	(9,750)	-15%
6540 Capital Improvements - Station 6	-	32,000	32,000	-	-	-	
6540 Capital Improvements - Station 8	23,069	-	-	-	-	-	
6540 Capital Improvements - Rescue 8	-	-	-	-	-	-	
6600 Interfund Transfer - Capital Lease	51,155	51,155	51,155	51,155	<b>51,155</b>	-	0%
6610 Interfund Transfer - Sewer	480	480	480	480	<b>480</b>	-	0%
6700 Bad Debt Expense	9,962	6,500	6,500	10,000	<b>15,000</b>	5,000	50%
<b>Total Appropriations</b>	610,456	689,023	689,023	655,173	<b>722,302</b>	67,129	10%

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

North Tongass Fire Department	890-90-000	Dave Hull	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
<b>Type*    Quantity    Unit Price    Budget Request</b>			
<b>5400 - UNIFORM ALLOWANCE</b>			
Turnouts (coats, pants, boots, gloves, helmet, etc.)	R		4,000
Uniforms and Clothing, Badges	R		1,000
<b>5400 - TOTAL UNIFORM ALLOWANCE</b>			<b>5,000</b>
<b>6010 - SUPPLIES</b>			
Misc. supplies, including but not limited to: general office and cleaning supplies.	R		2,500
<b>6010 - TOTAL SUPPLIES</b>			<b>2,500</b>
<b>6011 - OPERATING SUPPLIES</b>			
Operating supplies not related to EMS operations	R		4,500
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>4,500</b>
<b>6015 - BOOKS &amp; SOFTWARE</b>			
FireHouse Mapping Software			3,200
Software Upgrade & Books			2,500
NFPA Software Subscription			1,300
Computer Access @ ER	R		200
<b>6015 - TOTAL BOOKS &amp; SOFTWARE</b>			<b>7,200</b>
<b>6020 - DUES &amp; PUBLICATIONS</b>			
Trade Magazine subscriptions and dues not limited to NFPA, ASFA and ASFA	R		500
<b>6020 - TOTAL DUES &amp; PUBLICATIONS</b>			<b>500</b>
<b>6030 - PUBLISHING</b>			
Recruitment ads	R		1,000
<b>6030 - TOTAL PUBLISHING</b>			<b>1,000</b>
<b>6040 - COMMUNITY PROMOTIONS</b>			
Brochures and pamphlets for community awareness	R		1,000
<b>6040 - TOTAL COMMUNITY PROMOTIONS</b>			<b>1,000</b>
<b>6045 - TRAINING/MEETING FOOD</b>			
	R		750
<b>6045 - TOTAL TRAINING/MEETING FOOD</b>			<b>750</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

North Tongass Fire Department	890-90-000	Dave Hull	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6060 - RENTALS</b>					
Equipment rental for Station construction or training grounds		R			500
<b>6060 - TOTAL RENTALS</b>					<b>500</b>
<b>6070 - POSTAGE</b>					
Regular mailings		R			500
<b>6070 - TOTAL POSTAGE</b>					<b>500</b>
<b>6080 - PROFESSIONAL SERVICES</b>					
Station 8 Training Area Consulting		1			500
<b>6080 - TOTAL PROFESSIONAL SERVICES</b>					<b>500</b>
<b>6082 - EMPLOYEE RECRUITMENT</b>					
Volunteer Recruitment		R			500
<b>6082 - TOTAL EMPLOYEE RECRUITMENT</b>					<b>500</b>
<b>6090 - CONTRACTUAL SERVICES</b>					
Snow Plowing		C			6,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>					<b>6,000</b>
<b>6100 - INSURANCE</b>					
Property & liability		R			2,974
Rolling Stock, Fire Safety Trailer		R			7,940
<b>6100 - TOTAL INSURANCE</b>					<b>10,914</b>
<b>6110 - MEDICAL EXPENSE</b>					
Parks & Rec Passes		R			200
Physicals					1,000
TB Tests		R			500
Hepatitis A & B Shots		R			750
<b>6110 - TOTAL MEDICAL EXPENSE</b>					<b>2,450</b>
<b>6130 - ADMINISTRATIVE FEES</b>					
Staff support for service area		R			37,113
<b>6130 - TOTAL ADMISISTRATIVE FEES</b>					<b>37,113</b>
<b>6140 - DEBT SERVICE</b>					
Land Trust Loans			Principal	Interest	
		<b>Buildings &amp; Equipment</b>	55,167	18,519	18,519
<b>6140 - TOTAL DEBT SERVICE</b>					<b>18,519</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

North Tongass Fire Department	890-90-000	Dave Hull	06/13/11		
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>		
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6310 - ELECTRICITY</b>					
Electricity Station 6	\$450 (Ave)* 14.4 (est. 20% increase over last year 12*1.2)	R			7,940
Electricity Station 8	\$450 (Ave)* 14.4 (est. 20% increase over last year 12*1.2)	R			7,940
<b>6310 - TOTAL ELECTRICITY</b>					<b>15,880</b>
<b>6330 - TELEPHONE</b>					
Telephone @ Station 6	\$35*12*1.1 (est. 10% increase over last year)	R			440
Telephone @ Station 8	\$70 *12*1.1 (est. 10% increase over last year)	R			885
GCI @ Station 6	\$12*12*1.1 (est. 10% increase over last year)	R			165
KPU DSL @ Station 8	\$145*12*1.1 (est. 10% increase over last year)	R			1,920
Cell phones					315
<b>6330 - TOTAL TELEPHONE</b>					<b>3,725</b>
<b>6331 - LONG DISTANCE</b>					
Long Distance					500
<b>6331 - TOTAL LONG DISTANCE</b>					<b>500</b>
<b>6370 - MILEAGE REIMBURSEMENT</b>					
Mileage		R			600
<b>6370 - TOTAL MILEAGE REIMBURSEMENT</b>					<b>600</b>
<b>6430 - BUILDING MAINTENANCE</b>					
General maintenance and station repair / Fire Tape Bay 3 & 4 St 8		R			8,000
<b>6430 - TOTAL BUILDING MAINTENANCE</b>					<b>8,000</b>
<b>6431 - HEATING FUEL</b>					
Station 6	2000 gal * 3.5	R	20	7,360	8,832
Station 8	2000 gal * 3.5	R	20	7,360	8,832
<b>6431 - TOTAL HEATING FUEL</b>					<b>17,664</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>					
Airpack repair parts		R			4,500
Maintenance to small equipment including but not limited to breakdowns & general repair		1			3,000
Maintenance to small equipment including but not limited to calibrations, testing and certifications		R			1,750
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>					<b>9,250</b>

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

North Tongass Fire Department		890-90-000	Dave Hull		06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>		<b>Date</b>	
		<b>Type*</b>	<b>Quantity</b>	<b>Unit Price</b>	<b>Budget Request</b>
<b>6460 - VEHICLE MAINTENANCE</b>					
Labor & Parts		R			5,000
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>					<b>5,000</b>
<b>6461 - VEHICLE FUEL &amp; OIL</b>					
Diesel Fuel (Rigs)		R	20	6,615.00	7,938
Gasoline (Staff Use)		R	20	2,520.00	3,024
Gasoline (Equipment)		R	20	360.00	432
<b>6461 - TOTAL VEHICLE FUEL &amp; OIL</b>					<b>11,394</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>					
Percing Nozzle R8					1,500
Rear Warning Lights R8					1,000
Folding Portatank to test floating pumps					750
Ice Machine for REHAB					2,500
Sm. Equipment, deferred equipment purchases, Grant Match		1			9,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>					<b>14,750</b>
<b>6530 - EQUIPMENT PURCHASES</b>					
M-6 Retrofit					30,000
Carry over from USDA Match					21,000
Glide Scope Intubation Blade		1			6,250
<b>6530 - TOTAL EQUIPMENT PURCHASES</b>					<b>57,250</b>
<b>6600 - INTERFUND TRANSFER</b>					
Debt Service					51,155
<b>6600 - TOTAL INTERFUND TRANSFERS</b>					<b>51,155</b>
<b>6610 - INTERFUND TRANSFER - SEWER FEES</b>					
Sewer fees Station 6 to Wastewater		R	60.00	4.00	240
Sewer fees Station 8 to Wastewater		R	60.00	4.00	240
<b>6610 - TOTAL INTERFUND TRANSFER - SEWER FEES</b>					<b>480</b>
<b>6700 - BAD DEBT EXPENSE</b>					
Estimate for 10	Write off on non-collectibles	R			15,000
<b>6700 - TOTAL BAD DEBT EXPENSE</b>					<b>15,000</b>

**Ketchikan Gateway Borough  
 FY 2012 Budget - Appropriations  
 General Fund - North Tongass EMS 890-90-005**

DESCRIPTION	FY 10	FY 11			FY 12	FY 12 - FY 11 EST.	
	ACTUAL	ADOPTED	FINAL	ESTIMATED	BUDGET	\$	%
5400 Uniform Allowance	-	2,500	2,500	2,500	<b>1,500</b>	(1,000)	
6011 Operating Supplies	7,476	7,000	7,000	6,000	<b>6,000</b>	-	
6090 Contractual Services	2,031	3,200	3,200	4,000	<b>4,000</b>	-	
6130 Administrative Fees	-	2,142	2,142	2,142	<b>1,506</b>	(636)	
6450 Equipment Maintenance	1,778	4,000	4,000	3,500	<b>4,000</b>	500	
6460 Vehicle Maintenance	849	4,000	4,000	3,500	<b>4,000</b>	500	
6525 Small Equipment Purchases	2,111	15,000	15,000	15,000	<b>5,600</b>	(9,400)	
<b>Total Appropriations</b>	14,245	37,842	37,842	36,642	<b>26,606</b>	(636)	

**Ketchikan Gateway Borough  
Budget Worksheet - Budget Year 2012**

North Tongass Fire Department	890-90-005	Dave Hull	06/13/11
<b>Department</b>	<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>
		<b>Type*</b>	<b>Quantity</b>
<b>5400 - UNIFORM ALLOWANCE</b>			<b>Unit Price</b>
EMS Gear		R	<b>Budget Request</b>
			1,500
<b>5400 - TOTAL UNIFORM ALLOWANCE</b>			<b>1,500</b>
<b>6011 - OPERATING SUPPLIES</b>			
EMS Consumables not fire related		R	6,000
<b>6011 - TOTAL OPERATING SUPPLIES</b>			<b>6,000</b>
<b>6090 - CONTRACTUAL SERVICES</b>			
EMS Billing			4,000
<b>6090 - TOTAL CONTRACTUAL SERVICES</b>			<b>4,000</b>
<b>6130 - ADMINISTRATIVE FEES</b>			
			1,506
<b>6130 - TOTAL ADMINISTRATIVE FEES</b>			<b>1,506</b>
<b>6450 - EQUIPMENT MAINTENANCE</b>			
Maintenance to small equipment including but not limited to breakdowns & general repair		1	2,500
Maintenance to small equipment including but not limited to calibrations, testing and certifications		R	1,500
<b>6450 - TOTAL EQUIPMENT MAINTENANCE</b>			<b>4,000</b>
<b>6460 - VEHICLE MAINTENANCE</b>			
Parts		R	4,000
<b>6460 - TOTAL VEHICLE MAINTENANCE</b>			<b>4,000</b>
<b>6525 - SMALL EQUIPMENT PURCHASES</b>			
Three First Responder kits			600
Small Equipment Grant match		1	5,000
<b>6525 - TOTAL SMALL EQUIPMENT PURCHASES</b>			<b>5,600</b>

\*R = Recurring

C = Contractual

1 = One time cost

**Ketchikan Gateway Borough  
Personnel Wage/Salary Detail - Budget Year 2012**

North Tongass Fire Department									890	Dave Hull		06/13/11
<b>Department</b>									<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>
<b>Position</b>	<b>24 Pay Periods</b>											
	<b>Anniver- sary Date</b>	<b>Wage on 6/30/11</b>	<b>COLA 0%</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>STEP %</b>	<b># Pay Periods</b>	<b>Semi-Month Wage</b>	<b>5100 Annual Salary</b>	<b>5110 Overtime</b>	<b>Temp</b>	<b>Total Pay</b>
	Fire Chief	7/1	3,428		0	3,428	1.5%	24	3,479	83,496		
Captain	1/1	2,398		12	2,398	1.5%	12	2,434	57,984			57,984
Firefighter/Medic	7/1	1,862	3.0%	0	1,918	1.5%	24	1,947	46,728			46,728
30 Volunteers (Drills)				1,000	20						20,000	20,000
12 Volunteers (Call-Outs)				600	20						12,000	12,000
EMS Calls				250	20						5,000	5,000
Temporary Labor											5,000	5,000
Overtime										10,000		10,000
<b>Totals</b>									<b>188,208</b>	<b>10,000</b>	<b>42,000</b>	<b>240,208</b>

**Ketchikan Gateway Borough  
Fringe Benefits Detail - Budget Year 2012**

North Tongass Fire Department			890	Dave Hull		06/13/11	
<b>Department</b>			<b>Dept. #</b>	<b>Prepared by</b>		<b>Date</b>	
<b>Position</b>	<b>Annual Salary</b>	<b>FICA/ MEDFICA</b>	<b>Workers' Comp</b>	<b>1% Unempl.</b>	<b>27.65% P.E.R.S.</b>	<b>Health Insur.</b>	<b>Benefit Total</b>
Fire Chief	83,496	6,387	7,915	835	23,087	18,096	56,320
Captain	57,984	4,436	5,497	580	16,033	18,096	44,642
Firefighter/Medic	46,728	3,575	4,430	467	12,920	24,984	46,376
30 Volunteers (Drills)	20,000	1,530	5,028	200	-	-	6,758
12 Volunteers (Call-Outs)	12,000	918	-	120	-	-	1,038
EMS Calls	5,000	383	-	50	-	-	433
Temporary Pay	5,000	383	-	50	-	-	433
<b>Totals</b>	<b>230,208</b>	<b>17,612</b>	<b>22,870</b>	<b>2,302</b>	<b>52,040</b>	<b>61,176</b>	<b>156,000</b>
<b>% Benefit to Salary</b>		6.20%	5.27%	1.00%	22.00%		67.76%

**Ketchikan Gateway Borough**  
**Travel & Training Budget - Budget Year 2012**

North Tongass Fire Department		890	Dave Hull	06/13/11			
<b>Department</b>		<b>Dept. #</b>	<b>Prepared By</b>	<b>Date</b>			
Travel & Training	<b>Location and</b>	<b>Dates and No.</b>	<b>* Travel Information</b>				
Employee Name & Position	<b>Reason for Trip/Training</b>	<b>of Days Required</b>	<b>Vehicle</b>	<b>Per Diem</b>	<b>Lodging</b>	<b>Other</b>	<b>Total</b>
Unanticipated Training Opportunity							4,000
State EMS Symposium	3 people						2,000
SE EMS Symposium	3 people						2,000
National Fire Academy Classes	2 people						1,000
Recertification Courses (EMT,CPR,ACLS, etc.)							500
EMT II/III Training							500
ETT Training							500
FF Training (Basic, FF 1, FF2, Officer)							2,500
Training on EMS Mannequin	6 people						2,500
Initial CPR/EFA Classes							500
<b>Totals</b>			-	-	-	-	<b>16,000</b>

Transportation = Airfare, ferry, car rental, taxi, bus, etc.

Lodging = Hotel

Per Diem = \$60 per day (\$12 breakfast, \$16 lunch, \$32 dinner)

Other = Registration fees, etc.

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