



# CITY OF NORTH POLE *Alaska*

## REGULAR CITY COUNCIL MEETING Monday, September 21, 2015

Committee of the Whole – 6:30 p.m.  
Regular City Council Meeting – 7:00 p.m.

### MAYOR

Bryce Ward 888-4444

### CITY CLERK

Kathy Weber, MMC 488-8583

### COUNCIL MEMBERS

Michael Welch- <i>Mayor Pro Tem</i>	488-5834
Thomas McGhee- <i>Deputy Mayor Pro Tem</i>	455-0010
Preston Smith – <i>Alt. Deputy Mayor Pro Tem</i>	488-8824
Elizabeth Holm	488-6125
Sharron Hunter	978-5591
Kevin McCarthy	590-0800

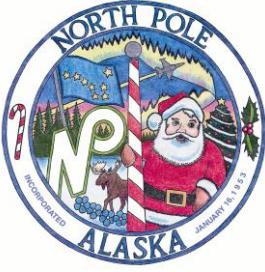
1. Call to Order/Roll Call
2. Pledge of Allegiance to the US Flag
3. Invocation
4. Approval of the Agenda
5. Approval of the Minutes
6. Communications from the Mayor  
Proclamations
  - First Responder Appreciation Day

### Students of the Month

- Kesten Davila – NPMS
- Shahiba Bhattarai - NPMS

- 7. Council Member Questions of the Mayor**
- 8. Communications from Department Heads, Borough Representative and the City Clerk**
- 9. Ongoing Projects Report**
- 10. Citizens Comments (Limited to Five (5) minutes per Citizen)**
- 11. Old Business**
  - a. Ordinance 15-14, An Ordinance of the City of North Pole, Alaska amending the 2015 operating and capital budget, second reading
- 12. New Business**
  - a. Approval of 2015 State Homeland Security Program, EMW-2015-SS-00026-01 State Program No:20SHSP-GY15
  - b. Approval to extend the City's Snow Removal contract with Hawks, LLC for the period October 1, 2015 to September 30, 2016 at the rate of \$9,000 per snow removal event
  - c. Approval of the professional services agreement with Stantec to provide engineering services totaling \$261,678 for the Phase 3 Lift Rehabilitation Project
  - d. Ordinance 15-15, An Ordinance of the City of North Pole, Alaska to amend Title 4, Revenue and Finance, Chapter .09, Hotel-Motel Room Tax, Section .025 Bed Tax Grant Distribution
- 13. Council Comments**
- 14. Adjournment**

*The City of North Pole will provide an interpreter at City Council meetings for hearing impaired individuals. The City does require at least 48 hours' notice to arrange for this service. All such requests are subject to the availability of an interpreter. All City Council meetings are recorded on CD. These CD's are available for listening or duplication at the City Clerk's Office during regular business hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. or can be purchased for \$10.00 per CD. The City Clerk's Office is located in City Hall, 125 Snowman Lane, North Pole, Alaska.*



**Committee of the Whole – 6:30 P.M.  
Regular City Council Meeting – 7:00 P.M.**

A regular meeting of the North Pole City Council was held on Tuesday, September 8, 2015 in the Council Chambers of City Hall, 125 Snowman Lane, North Pole, Alaska.

**CALL TO ORDER/ROLL CALL**

Mayor Ward called the regular City Council meeting of Tuesday, September 8, 2015 to order at 7:00 p.m.

***There were present:***

**Ms. Holm  
Ms. Hunter  
Mr. McCarthy  
Mr. McGhee  
Mr. Smith  
Mr. Welch  
Mayor Ward**

***Absent/Excused***

**CALL TO ORDER/ROLL CALL**

Mayor Ward called the regularly scheduled meeting of the North Pole City Council to order on Tuesday, September 8, 2015 at 7:00 p.m.

**PLEDGE OF ALLEGIANCE TO THE U.S. FLAG**

Led by Mayor Ward

**INVOCATION**

Invocation was given by Councilman Welch

**APPROVAL OF AGENDA**

**Mr. McGhee moved to approve the Agenda of September 8, 2015**

**Seconded by Mr. Welch**

**Discussion**

None

**Mr. Welch moved to amend by consenting the following items:**

**New Business**

- a. Approval of 2015 Election Board
- b. Approval of Engineering Consulting Contracts for Plan Review and Inspections of Eagles Landing Senior Community Project

**Seconded by Mr. McCarthy**

**Discussion**

None

**On the Amendment**

**PASSED**

Yes: 7 –Holm, Smith, McCarthy, Hunter, McGhee, Welch, Ward

No: 0

Absent: 0

**On the agenda as amended**

**PASSED**

Yes: 7 –Holm, Smith, McCarthy, Hunter, McGhee, Welch, Ward

No: 0

Absent: 0

**APPROVAL OF MINUTES**

**Ms. Holm *moved to* Approve the minutes of August 17, 2015**

**Seconded by Mr. McGhee**

**Discussion**

None

**PASSED**

Yes: 7 –Holm, Smith, McCarthy, Hunter, McGhee, Welch, Ward

No: 0

Absent: 0

### **COMMUNICATIONS FROM THE MAYOR**

Every third Friday of the month is Muffins with the Mayor. Please mark your calendars and come have some muffins and coffee to start your day. We can and do talk about anything important to in the community.

The Festival Committee is calling on all organizations and community groups that do events in North Pole to participate in a planning effort to identify all of the wonderful activities that our community does each year. The idea is to sort all events by calendar quarter and put together an annual events agenda for each year. The second part of this effort is to see where organizations can assist or help each other out to make our community events even better. The first meeting will be September 22<sup>nd</sup> here at City Hall and then every first and second Tuesday of the month until the end of the year.

Staff and I have been working with the FNSB to find and identify areas in the City of North Pole for temporary air quality monitors. Part of the issue that we have identified is the Hurst Road monitor (the only North Pole monitor) shows very dirty air and is (in my opinion) not reflective of the City or the area as a whole. What borough staff and City staff are looking to do is identify two sites close to each other that we can move the monitor to each year to get a better idea of what our air quality is in the city.

The City has been engaged in conversations with Air Force about potentially providing water to the Moose Creek area due to the PFOS contamination. Bill and I met today with Mayor Luke Hopkins, PDC, and the Air Force Remedial team for contaminated sites. The City has capacity to provide the water but there are lots of political and technical questions to answer. Be looking for a resolution sometime later this month.

Thursday this week, Bill and I have a meeting with DEC in regards to the expansion of the City Utility for the sulfolane plume. The City is continuing to pursue all avenues to bring resolution to the sulfolane contamination within our boundaries.

September 18<sup>th</sup> is the POW-MIA ceremony at Eielson AFB Memorial Park. The event is from 4-5pm. Council, please let me know if you are interested in attending with me so I can get a pass.

September 19<sup>th</sup> is the Preparedness Fair at the Carlson Center, if you have never been it's a great opportunity to learn about what you need to do to prepare for an emergency.

September 21<sup>st</sup> is the dedication ceremony for the Healy #2 Power plant restart. If any council members are interested in attending the ceremony starts at 11:00 a.m. and we should be back by 4:30.

### **COUNCIL MEMBER QUESTIONS OF THE MAYOR**

Mr. Smith asked where the monitoring site was on Hurst Rd.

Mayor Ward stated that it was at the volunteer fire department.

Ms. Hunter asked if sales tax was down because of the non sale of fireworks.

Mayor Ward stated that we haven't seen that much of a difference but the sales would come up as the vendors would be selling at the end of the year.

### **COMMUNICATIONS FROM DEPARTMENT HEADS, BOROUGH REPRESENTATIVE AND THE CITY CLERK**

#### **Finance, Tricia Fogarty**

- None

#### **Police Department, Chief Dutra**

- Det. Bruce Milne received the officer of the year award for 2014 for his outstanding
- The following officers were recognized for their work on the abduction case in North Pole:

1. Sgt. Bill Bellant
2. Lt. Chad Rathbun
3. Officer Jed Smith
4. Chief Steve Dutra

- Chief Dutra read the letter into the record from the IRS concerning Det. John Stewart. It reads as follows:

On behalf of the Seattle Field Office, I would like to express my appreciation for the ability, effort, and attitude of Detective John Stewart. Detective Stewart was instrumental in the investigation and prosecution of several of the highest level Drug Trafficking organizations operating in the FNSB. All of the investigations were multi-state organizations and involved hundreds of thousands of dollars in money laundering and multi kilo levels of methamphetamine and heroin or thousands of OxyContin pills. Federal prosecutions were brought against residents of Fairbanks, North Pole, Anchorage as well as Las Vegas, Nevada and Denver, Colorado. Well over twenty individuals were prosecuted for federal drug and money laundering conspiracies. Detective Stewart's efforts also helped with the seizure and forfeiture of over \$500,000. The North Pole Police Department received several hundred thousand dollars on account of Detective Stewart's efforts.

Detective Stewart worked diligently with Anchorage based IRS-Criminal Investigation Special Agent Lawrence Calderone as well as agents from the Drug Enforcement Administration (DEA) in identifying potential witnesses and co-conspirators involved in drug trafficking and money laundering. Detective Stewart possessed detailed knowledge of local drug dealers, their associated, and their affiliations in the Fairbanks North Star Borough.

Detective Stewart was an integral part of all aspects of the investigations. He participated in interviews, surveillance, search warrants and arrests.

Thank you once again for the assistance your agency has provided. If you have any questions, please contact Supervisory Special Agent Kevin Key at (907) 271-6245.

Sincerely,

Teri L. Alexander  
Special Agent in charge  
IRS-Criminal Investigation  
Seattle Field Office  
915 – 2<sup>nd</sup> Avenue, Room 2301  
Seattle, WA 98174

**Fire Department, Chief Lane**

- 

**Borough Representative**

- None

**Director of City Services**

**Building Department**

- ☐ No new building permits issued.
- ☐ Plans submitted for Eagles Landing Senior Community project included plans for the Assisted Living building, Phase 1 of the Community Center and Apartments P-5 and P-6.
- Plan review and building inspections contracts before the Council this evening.
- Plans submitted for the water and sewer system extensions in the development.

**Public Works**

- ☐ Windows in upper level of City Hall replaced
- ☐ Brush cutting around the City completed for the season.

- FMATS 2015 project has begun in City
  - Paving street approaches on 5<sup>th</sup> & 8<sup>th</sup> Avenues not paved in previous projects.
  - Repaving Ouida Way starting this week—pavement removal and new asphalt.
- Eielson AFB has surplused their Youth Services skateboard park equipment to the City.
  - The surplus equipment will enable us to increase the quality of the park experience for local youth.

### **Utility Department**

- On August 28 submitted response to Notice of Violation requirements to ADEC.
  - Engineer analyzed the two most viable options—a longer discharge sewer main and an infiltration pond.
  - Both solutions have an estimated cost in excess of \$5 million.
  - Next stage is negotiating with ADEC the next steps—selecting a single option, generating engineering plans and agreeing upon an implementation timeline.
- Initial discussions were held between the City and Eielson AFB about the city’s utility being a source of piped drinking water to the contaminated sites in Moose Creek.
- Began initial discussion with Stantec (formerly USKH) about being the wastewater engineer for the Phase 3 lift station rehabilitation project (70% funded by ADEC).

### **Natural Gas Utility Board**

- IGU is entering discussions with ADIEA about IGU becoming the “local control entity” to manage a combined IGU and Fairbanks Natural Gas.
- IGU is in final stage of hiring a fulltime general manager to manage the day-to-day operations of the utility.
  - Steve Haagenon, an IGU board member and former GVEA CEO, was serving as the temporary general manager since IGU was formed.

Mr. Welch asked why the sidewalks were not refurbished on St. Nicholas Drive from Forbes Laundry to Forbes Square and what remedy the City would have.

Mr. Butler replied that it was a sore subject with him also. Property owners needed to grant easement to DOT and they were not willing to do that. He stated that the City could go out and do it themselves but it would come at a cost.

Ms. Holm said that those properties were under new ownership and that it could be a possibility that they would be in favor of that now.

Mr. Butler said that the City could possibly nominate it again for an FMATS project.

Mr. Smith asked about the Stillmeyer neighborhood and the project that was done.

Mr. Butler said that it was a private system and that the City took it over and replaced the water system with grants and loans.

Mr. Smith asked about the standing water on the pavement.

Mr. Butler said that the water drains down from Santa Claus Lane and a French drain was put in to drain in slowly. In the dog park itself, it is lower and the trees are dying.

Mr. Smith said that two lights are out in town and if we could go to LED's.

Mr. Butler said that typically it is expensive to get the lift truck and they wait until there are about 4 out before they replace them. He stated that the LED's light do not fit in the lights we currently have.

Ms. Hunter asked about the water/sewer in the Eagles Landing project and who would be inspecting that.

Mr. Butler said that is something that is submitted to the building department but would go to a civil engineer for approval and the approval of the City Council.

Ms. Hunter asked if the Moose Creek water issue is to individual homes or would it come to North Pole. She also asked about the high water in the Tanana River and if the canal was now filled with water.

Mr. Butler said that the Moose Creek water issue is in a preliminary status. There is flow in the Tanana River now and we have had a technical violation twice and we must come up with a solution that will satisfy DEC.

### **City Clerk, Kathy Weber**

- We continue to archive records for the City of North Pole. Aaron Jacobson has been working in the archive room. We are in the process of categorizing and labeling binders and books. This is a tedious job and Aaron has done a wonderful job helping to organize and make a list of everything in the archives.
- To date we have scanned a small amount of the legal documents from Zane Wilson and are prepared to receive documents as they come in. We have been given a document production protocol from the State of Alaska as to how they want these documents entered and categorized. Electronically stored information also has special production and storage requirements. Our Laserfiche system can handle all of these functions as long as we have the staff in place and it will pay off over the course of this event. These will be categorized for easy access for future reference for the City Attorney, Council, and eventually the public.

- The City has received one write-in candidate this past week and her name is La Nae Bellamy. Her name will not be on the ballot.
- Reminder – If you are wanting to attend the AML Annual Local Government Conference from November 16 – 20<sup>th</sup> please contact me as soon as possible so I can book your hotel and airfare. The hotel rooms go quickly.

## **ONGOING PROJECTS**

- None

## **CITIZENS COMMENTS**

- None

## **NEW BUSINESS**

### **APPROVAL OF 2015 STATE HOMELAND SECURITY PROGRAM, EMW-2015-SS-00026-S01 STATE PROGRAM NO:20SHSP-GY15**

Chief Lane said that each year the City applies for grant monies. This year we received money from Homeland Security. He recommended tabling this grant until the meeting of September 21, 2015.

### **Public Comment**

None

**Mr. Welch *moved to* Table the 2015 State Homeland Security Program, Emw-2015-Ss-00026-S01 State Program No.:20shsp-Gy15 until the meeting of September 21, 2015.**

**Seconded *by* Mr. McCarthy**

### **Discussion**

None

### **PASSED**

Yes: 7 – McCarthy, Smith, Hunter, Holm, McGhee, Welch, Ward

No: 0

Absent: 0

### **ORDINANCE 15-14, AN ORDINANCE AMENDING THE 2015 BUDGET**

Mayor Ward went through the budget and explained to the council the amendments and the new ordinance that he created. He pointed out that the City has transferred in to fund balance in excess of \$500,000 and when there is a down year we may have to draw from that.

### **Public Comment**

None

**Mr. Welch *moved to* Introduce and Advance Ord 15-14, An Ordinance Amending the 2015 Budget**

**Seconded *by* Ms. Hunter**

### **Discussion**

None

### **PASSED**

Yes: 7 – McCarthy, Smith, Hunter, Holm, McGhee, Welch, Ward

No: 0

Absent: 0

### **COUNCIL COMMENTS**

Ms. Hunter – added her condolences to Tricia Fogarty. She said that Ed Bellmay was a friend of hers and he was a wonderful clock maker and other fine woodworking. He was also the best fisherman that she knew and didn't ever come back without some fish. There are two others that passed this week, Ethel Stoneman, who worked many years with Ice Alaska, and a longtime resident and active member of the Senior Center. The third person that passed was Ms. Barlett who was the daughter of Barlett for whom Barlett Hall was named for and was also in the state legislature.

Ms. Holm wished Mike Welch a Happy Birthday. The last couple of weeks they have been filming and had nothing but great things to say about the Mayor and his family. They had their great reveal and a cabin built were just out and hiking and getting outdoors.

Mr. Welch said he is glad to be back. He had a very hectic time this year. His mother passed away in July in Savannah, Georgia. He is happy to say that he made it to the Mayo Clinic and got the answers that he has been looking for, for quite a long time. He said that the Mayo Clinic is a 1<sup>st</sup> class clinic. He had the City in mind even while he was traveling and kept the Strategic Planning in mind while going through the different communities. The lowest sales tax was 7%. He is happy to be back.

Mr. McGhee said he is grateful to be here. He had two friends die last week and also had a

minor stroke himself this past week. He is grateful that it was a minor stroke and will recover just fine. As stubborn as he is he can't sit home and just wanted to be here. If anyone wonders why he is quiet it's because he has to take it slow. He told the clerk before the meeting that he has a monitor on his chest and if it goes off not to worry because Chief Lane was here. It is amazing how we all are so affected by everyone and their families. He was grateful to be here tonight.

Mr. McCarthy – no comment

Mr. Smith – wished everyone the best on their health. The fall weather is here and a great time to go for a drive. Great to see people using bike paths and the dog park.

Mr. Ward said it is great to live in community like North Pole. He is glad that everyone is here tonight. He has heard from many people in the community about the North Pole Strategic Planning and is happy with responses. He encouraged everyone to come out at 6 pm for the Festival Committee meeting and to bring your thoughts and ideas and share involvement in past events. The Mayors bowl is on Saturday September 19<sup>th</sup> at 7pm at Lathrop High School. Bring your hat and gloves and something to sit on.

### **ADJOURNMENT**

**Mr. McGhee** *moved to adjourn the meeting at 8:45 p.m.*

**Seconded by Mr. Welch**

The regular meeting of September 8, 2015 adjourned at 8:45 p.m.

**These minutes passed and approved** by a duly constituted quorum of the North Pole City Council on Monday, September 21, 2015.

---

Bryce J. Ward, Mayor

**ATTEST:**

---

Kathryn M. Weber, MMC  
North Pole City Clerk

# STATE OF ALASKA



## *Executive Proclamation by Governor Bill Walker*

WHEREAS, first responders are trained volunteers and professionals that are designated to provide immediate expert response in emergency situations; and

WHEREAS, Alaskans benefit from the knowledge, skills, and dedication of first responders, as they work together to ensure prompt response to a wide variety of natural disasters and domestic emergencies in both urban and rural settings, often in extreme weather conditions, dangerous terrain, or other harrowing circumstances; and

WHEREAS, Alaska's first responders are a vital part of our communities as they risk their own lives and safety to provide crucial service in times of desperate need; and

WHEREAS, individuals, both career and volunteer, including police, firefighters, emergency medical responders, search and rescue professionals, military personnel, as well as entire organizations come together in emergencies to provide services that often make the difference between life and death; and

WHEREAS, we specifically commend all Alaskan first responders and wildland firefighters, as well as those who travelled from all over the United States and Canada this summer to answer the call when wildfires ravaged millions of acres Alaska, and engulfed dozens of Alaskans' homes; and

WHEREAS, we greatly appreciate the sacrifice of first responders and their selfless dedication to serve and protect Alaskans every day.

NOW THEREFORE, I, Bill Walker, GOVERNOR OF THE STATE OF ALASKA, do hereby proclaim September 27, 2015 as:

### *First Responder Appreciation Day*

in Alaska, and encourage all Alaskans to recognize the vital role first responders play in our state, and express appreciation for the selfless service of the first responders in our local communities.

Dated: September 11, 2015



*Bill Walker*

*Bill Walker, Governor  
who has also authorized the  
seal of the State of Alaska to  
be affixed to this proclamation.*

Office of the Mayor  
City of North Pole

# Proclamation

*WHEREAS, Shahiba Bhattarai is a sophomore at North Pole High School and is the daughter of Saroj & Eva Bhattarai of North Pole; and*

*WHEREAS, Shahiba is involved in her school and is a member of the Ignition mentoring program, Student Council, and football cheerleader; and*


*WHEREAS, Shahiba is an accomplished athlete who is a member of the Track & Field. She is involved in other various extracurricular activities which makes her an exceptional citizen of North Pole High School; and*

*WHEREAS, Shahiba is a proven leader in the North Pole community and continues to challenge herself and others to achieve excellence and make her community a better place to live; and*

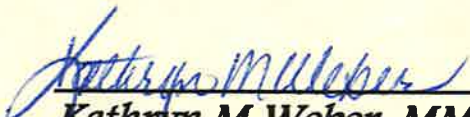
*WHEREAS, the City of North Pole desires to recognize the outstanding students in the community;*

*NOW, THEREFORE I, Bryce J. Ward, Mayor of the City of North Pole, do hereby proclaim Shahiba Bhattarai:*

*The North Pole City Council  
"High School Student of the Month"  
for September, 2015*

  
Bryce J. Ward, Mayor

ATTEST:

  
Kathryn M Weber, MMC  
North Pole City Clerk



Office of the Mayor  
City of North Pole

# Proclamation

*WHEREAS, Kesten Davila is in the 8<sup>th</sup> grade at North Pole Middle School and is the daughter of Timothy & Melissa Hardman of North Pole; and*

*WHEREAS, Kesten is an honor roll student and takes classes that will challenge her such as Advanced English and Math. She is also a member of the National Senior Honor Society; and*

*WHEREAS, Kesten works in the office at North Pole Middle School and is described as a pleasant, helpful, willing, reliable, and thorough young lady. She is a delightful person with a bright & shining face to see each day; and*

*WHEREAS, Kesten's hard work, positive attitude and classroom preparedness has ensured her success in the classroom; and*

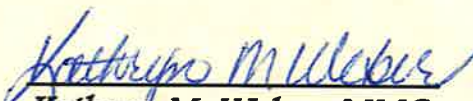
*WHEREAS, the City of North Pole desires to recognize the outstanding students in the community.*

*NOW, THEREFORE, I, Bryce J. Ward, Mayor of the City of North Pole, do hereby proclaim Kesten Davila:*

*The North Pole City Council  
"Student of the Month"  
for September, 2015*

  
Bryce Ward, Mayor

ATTEST:

  
Kathryn M. Weber, MMC  
North Pole City Clerk



**CITY OF NORTH POLE  
ORDINANCE 15-14**

**AN ORDINANCE OF THE NORTH POLE CITY COUNCIL AMENDING  
THE 2015 OPERATING AND CAPITAL BUDGET**

**WHEREAS**, pursuant to City of North Pole Home Rule Charter, Section VI – Budget Procedures and General Finance Procedures, the Mayor has proposed an amendment to the operating budget with anticipated income and expenditures of the City of North Pole for this fiscal year; and

**WHEREAS**, pursuant to Title 4, Revenue and Finance, Chapter 25, the Mayor has proposed capital and vehicle fleet- reserve fund budgets for the City of North Pole and the North Pole Utility; and

**WHEREAS**, the City of North Pole operates a water and sewer utility through an enterprise fund and thus the mayor has proposed an amended operating budget for the Utility with anticipated income and expenditures of the City during this fiscal year; and

**WHEREAS**, the City of North Pole has amended budgets for restricted, committed and assigned funds that are outside of the general operating, capital and vehicle fleet- reserve budgets; and

**WHEREAS**, all fiscal notes are included in the amended budget numbers up to ordinance 15-13; and

**WHEREAS**, the budget is a living document that needs to be adjusted to reflect actual conditions.

**NOW, THEREFORE, BE IT ORDAINED** by the Council of the City of North Pole:

**Section 1.** This ordinance is of a special nature and shall not be included in the North Pole Code of Ordinances.

**Section 2.** There is hereby appropriated to the 2015 General Fund Operating Budget (Fund 1) from the following sources of revenue for the City of North Pole in the amount indicated to the departments named for the purpose of conducting the business of said departments of the City of North Pole, Alaska, for the fiscal year commencing January 1, 2015 and ending December 31, 2015.

Revenue Source	Approved 2015 Budget	Proposed Budget	Change in Budget
Taxes: Property	870,000	870,000	0
Taxes: General Sales	2,796,514	2,796,514	0
Taxes: Alcohol	263,000	263,000	0
Taxes: Tobacco	159,000	159,000	0
Taxes: Hotel- Motel	90,000	21,250	(68,750)
Taxes: State collected Shared Taxes	57,000	57,000	0
Fees: Licenses, fee schedule	113,500	128,500	15,000
Contracts: FNSB, ARMY COPRS	493,000	495,637	2,637
Citations: Current and Prior Year	94,000	94,000	0
Fire: Other	4,500	4,500	0
Police: Other	6,500	1,500	(5,000)
State: Revenue Sharing-Assistance	530,283	196,434	(333,849)
Interest	2,750	2,750	0
Other: Miscellaneous	30,000	18,000	(12,000)
Grants: Small non-capital grants	10,000	10,000	0
Intergovernmental Transfers	44,947	106,060	61,113
Total	5,579,494	5,235,145	(344,349)

**Section 3.** There is hereby appropriated to the 2015 General Fund Operating Budget (Fund 1) expenditures for the City of North Pole in the amount indicated.

Department Expenditures	Approved 2015 Budget	Proposed Budget	Change in Budget
Administration	573,951	542,623	(28,328)
Professional Services	449,750	408,750	(41,000)
Police Department	1,923,715	1,795,620	(128,095)
Fire Department	2,009,737	1,881,511	(128,226)
Public Works	622,341	606,641	(15,700)
<b>Total</b>	<b>5,235,145</b>	<b>5,235,145</b>	<b>(344,349)</b>

**Section 4.** There is hereby appropriated to the 2015 Water and Sewer Utility Operating Budget (Fund 2) from the following sources of revenue for the City of North Pole Utilities in the amount indicated to the departments named for the purpose of conducting the business of said Utility Departments of the City of North Pole, Alaska, for the fiscal year commencing January 1, 2015 and ending December 31, 2015.

Description	Approved 2015 Budget	Proposed Budget	Change in Budget
Water Sales (all sources)	723,488	723,488	0
Water Fees	4,000	4,000	0
Fund Transfer Water	3,750	3,750	0
PERS Relief Water	21,110	0	(22,110)
Water Base & FRR	0	0	0
Sewer Sales (all sources)	473,913	473,913	0
Sewer Fees	70,000	70,000	0
Fund Transfer Sewer	91,474	91,474	0
Sewer Base & FRR	45,750	45,750	0
PERS Relief Sewer	21,457	0	(21,457)
<b>Total</b>	<b>1,455,942</b>	<b>1,412,375</b>	<b>(43,567)</b>

**Section 5.** There is hereby appropriated to the 2015 Operating Budget for North Pole Utilities (Fund 2) expenditures for the City of North Pole Utility in the amount indicated.

Department Expenditures	Approved 2015 Budget	Proposed Budget	Change in Budget
Water	753,348	729,544	(23,804)
Sewer	702,594	682,831	(19,763)
<b>Total</b>	<b>1,455,942</b>	<b>1,412,375</b>	<b>(43,567)</b>

**Section 6.** There is hereby appropriated to the 2015 North Pole Utility Budget revenue and expenditures for the following capital and vehicle replacement-reserve funds in the amount indicated.

Fund #	Description	Approved Budget 2015		Proposed Budget	
		Revenue	Expenditures	Revenues	Expenditures
25	Water Reserve	182,690	182,690	182,690	182,690
27	Sewer Reserve	178,949	178,949	178,949	178,949
3	Capital Projects	4,693,666	4,693,666	4,693,666	4,693,666
55	Utility Fleet Reserve	22,500	22,500	22,500	22,500
<b>Total</b>		<b>5,077,805</b>	<b>5,077,805</b>	<b>5,077,805</b>	<b>5,077,805</b>

**Section 7.** There is hereby appropriated to the 2015 North Pole City Budget revenue and expenditures for the following capital and vehicle replacement-reserve funds in the amount indicated. The following Funds are committed by Ordinance and can only be used for the specific purpose as defined by City Code.

Fund #	Description	Approved 2015 Budget		Proposed Budget	
		Revenue	Expenditures	Revenues	Expenditures
50	Fire Fleet Res	13,975	13,975	13,975	13,975
51	Police Fleet Res	13,975	13,975	13,975	13,975
52	Admin Fleet Res	5,375	5,375	5,375	5,375
53	Public Works Fleet Res	9,675	9,675	9,675	9,675
54	Capital Projects Res	43,000	43,000	43,000	43,000
<b>Total</b>		<b>86,000</b>	<b>86,000</b>	<b>86,000</b>	<b>86,000</b>

**Section 8.** There is hereby appropriated to the 2015 North Pole City Budget revenue and expenditures for the following Assigned Funds in the amounts indicated. Assigned Funds are intended to be used for specific purposes or intent.

Fund	Description	Approved 2015 Budget		Proposed Budget	
		Revenue	Expenditures	Revenues	Expenditures
5	Building Dept.	649,000	649,000	649,000	649,000
36	Impound Lot	36,000	36,000	36,000	36,000
7	Gaming Fund	0	0	0	0
16	Fire Fund	0	0	0	0
37	Bed Tax Fund	0	0	90,000	90,000
<b>Total</b>		<b>775,000</b>	<b>775,000</b>	<b>775,000</b>	<b>775,000</b>

**Section 9.** The Following Restricted Funds can only be spent for the specific purpose stipulated by external parties either constitutionally or through enabling legislation (E.G. grants or donations). It is the Mayors responsibility to ensure all funds are disbursed according to the intent of each fund.

Fund	Description	Approved 2015 Budget		Proposed Budget	
		Revenue	Expenditures	Revenues	Expenditures
4	Assessment Fund				
18	Ice Rink Fund	0	0	10,962	10,962
20	North Pole Festival	7,500	7,500	9,000	9,000
21	ABADE (Justice)	35,410	35,410	135,926	135,926
22	AHSO Fund	0	0	0	0
23	JAG (Byrne) Fund	50,000	50,000	50,000	50,000
24	State Forfeitures	0	0	11,954	11,954
31	Capital Projects (Grants)	601,000	601,000	729,000	729,000
32	Sister City Fund	0	0	1,000	1,000
33	IRS Forfeiture Fund	0	0	78,034	78,034
<b>Total</b>		<b>693,910</b>	<b>693,910</b>	<b>1,025,876</b>	<b>1,025,876</b>

**Section 10. Supplemental:** See appendix 2015-A for the budget breakdown of revenues and expenditures per individual account line.

**Section 11. Effective date.** This ordinance shall become effective on the first business day following its adoption.

**PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this 21<sup>st</sup> day of September, 2015.

\_\_\_\_\_  
Bryce J. Ward, Mayor

ATTEST:

\_\_\_\_\_  
Kathryn M. Weber, MMC  
North Pole City Clerk

PASSED/FAILED

Yes:

No:

Absent:



2015  
MID YEAR BUDGET  
AMENDMENTS

**APPENDIX 2015-A**

**AMENDED BUDGET**

**OF THE**

**CITY OF NORTH POLE**

**FOR**

**CALENDAR YEAR 2015**

**BRYCE WARD**  
**CITY MAYOR**

**TRICIA FOGARTY**  
**CHIEF FINANCIAL OFFICER**

**CITY CLERK**  
**KATHY WEBER**

# City of North Pole, Alaska

## 2015 Alaska PERS Relief Summary Statement

The PERS fiscal year actuarially determined rates are found on the PERS Actuarial Valuation Report which can be found on the state of Alaska's Retirement and Benefits webpage at: [http://doa.alaska.gov/drb/employer/employer\\_contribution\\_rates/index.html](http://doa.alaska.gov/drb/employer/employer_contribution_rates/index.html)

### PERS Rates

PERS Rates are calculated on a fiscal year budget so rates are split for contribution from organizations operating on a calendar year budget.

2014 Fiscal Year Rate 42.41%

2015 Fiscal Year Rate 5.19%

		Budgeted		PERS Relief	
Fund	Department	Salaries	City Rate	State Rate 2014	State Rate 2015
			22%	42.41%	5.19%
1	Administration	277,703	61,095	58,887	7,206
1	Police	858,431	188,855	182,030	22,276
1	Fire	867,521	190,855	183,958	22,512
1	Public Works	146,443	32,217	31,053	3,800
2	Utility	311,201	68,464	65,990	8,076
23	JAG	30,000	6,600	6,362	779
	<b>Total</b>	<b>2,491,299</b>	<b>548,086</b>	<b>528,280</b>	<b>64,649</b>
			State of Alaska 'on behalf amount'		592,929

Subject to Alaska Statute 39.35.255 "Contributions by employers" establishes the uniform contribution rate for PERS employers at 22 percent, with the State contributing the difference between total PERS actuarial required contributions and the amount employers contribute at 22 percent of payroll.

Employer 'on-behalf' is determined by applying the on-behalf amount to the employee's gross salary. On-behalf is the difference between the Actuarially Determined Rate and the Employer Effective Rate.

GENERAL FUND REVENUE - FUND 01

Line #	Account Number	Account Title	2011 Actual	2012 Actuals	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments		2015 Amended Budget	% of Budget
1	01-00-00-4002	Taxes: Property	959,554	954,545	1,030,386	1,031,500	870,000				870,000	16.6%
2	01-00-00-4140	Taxes: State collected shared Taxes	59,353	56,805	53,124	57,000	57,000				57,000	1.1%
3	01-00-00-5000	Taxes: Sales	2,452,042	2,463,477	2,585,385	2,603,001	2,796,514				2,796,514	53.4%
4	01-00-00-5802	Taxes: Alchohol	193,166	207,515	216,078	212,500	263,000				263,000	5.0%
5	01-00-00-5817	Taxes: Hotel-Motel	83,173	85,894	55,273	67,500	90,000	(68,750)			21,250	0.4%
6	01-00-00-5818	Taxes: Tobacco	126,556	117,771	124,062	125,000	159,000				159,000	3.0%
7	01-00-00-4005	Fees: Ambulance transportation	27,801	49,127	64,949	63,000	85,000	3,000			88,000	1.7%
8	01-00-00-4045	Fees: Made In North Pole			-	1,000					-	0.0%
9	01-00-00-4018	Fees: FingerPrinting	10,295	11,495	10,620	12,000	12,500				12,500	0.2%
10	01-00-00-4141	Fees: Business License	15,495	14,830	18,465	16,500	16,000				16,000	0.3%
11	01-00-00-4009	Fees: Fireworks Licences						12,000			12,000	0.2%
12	01-00-00-4003	Contracts: Ambulance Service	358,946	365,968	383,469	402,000	411,000	2,637			413,637	7.9%
13	01-00-00-4163	Contracts: Corps of Engineers	52,307	67,388	72,652	84,000	82,000				82,000	1.6%
14	01-00-00-4017	Citations: Police Current Year	58,985	44,353	38,464	50,000	56,000				56,000	1.1%
15	01-00-00-4021	Citations: police Prior Year	51,680	32,436	22,840	32,000	38,000				38,000	0.7%
16	01-00-00-4008	Fire: Other	36,080	6,911	6,947	7,500	4,500				4,500	0.1%
17	01-00-00-4014	Police: Other	11		60						-	0.0%
18	01-00-00-4019	Police: Reports	6,368	3,015	1,775	2,000	1,500				1,500	0.0%
19	01-00-00-4024	Police: Impound Lot		5,760	768		5,000	(5,000)			-	0.0%
20	01-00-00-4025	Police: Take Home Cars	383	899	9						-	0.0%
21	01-00-00-5820	Police: DEA Reimbursement	81,133		-						-	0.0%
22	01-00-00-5822	Police: IRS Reimbursement	1,667	5,320	4,159						-	0.0%
23	01-00-00-5823	Police: Marijuana Eradication				800					-	0.0%
24	01-00-00-4062	State: Municipal Assistance	67,592	82,196	-						-	0.0%
25	01-00-00-4142	State: Liquor License	5,200	4,800	4,600	4,800	4,800	400			5,200	0.1%
26	01-00-00-4162	State Revenue Sharing	200,737	200,000	198,860	200,000	200,000	(8,766)			191,234	3.7%
27	01-00-00-4165	State: PERS Relief	241,360	253,763	300,319	263,851	325,483	(325,483)			-	0.0%
28	01-00-00-5085	Grants: CVI Grant	3,360	3,255	4,301	4,375	3,500	(3,500)			-	0.0%
29	01-00-00-5809	Grants: ASTEP HVE Grants	14,173	9,297	5,427	12,900	11,000				11,000	0.2%
30	01-00-00-5807	Grants: EMPG			8,854	10,000	10,000				10,000	0.2%
31	01-00-00-5800	Interest	3,183	2,621	2,312	2,750	2,750				2,750	0.1%
32	01-00-00-5801	Miscellaneous	60,326	30,325	203,912	30,000	30,000	(12,000)			18,000	0.3%
33	01-00-00-5900	Transfer In: Fund Balance	-	1,822	-		39,947	56,113			96,060	1.8%
34	01-00-00-5900	Transfer In: Forfeitures									-	0.0%
35	01-00-00-5900	Transfer In: (Utilities)					5,000				5,000	0.1%
36	01-00-00-5901	Transfer In: Fund 10 (Beautification)			1,788	-					-	0.0%
37	01-00-00-5901	Transfer In :Fund 24 (SOA Forfeitures)				17,632					-	0.0%
38	01-00-00-5901	Transfer in: Fund 36 (Impounds)			17,630	36,000		5,000			5,000	0.1%
39	01-00-00-5901	Transfer In: Fund 16 (Fire)			13,500	-					-	0.0%
		Total	5,170,925	5,081,590	5,450,986	5,349,609	5,579,494	(344,349)	-	-	5,235,145	100.0%

NOTE: In 2013 the City transfered in \$10,000 (from fund balance) for a Beautifiaction grant recieved in previous years

NOTE: in 2013, the City received \$23,205, from GVEA, as a refund on overcharges (from prior years) for electricty for street lights; along with \$147,518 for sales tax (from prior years) that was not charged, but should have been charged to various accounts around town. Both amounts were posted to Miscellaneous Revenue.

NOTE: In 2014, Impound Lot revenues have been moved to Impound Lot (Fund 36) and are seen as a transfer in from Fund 36, to better account for cost associated with impounds

NOTE: In 2014, the City has budgeted for payments to PERS made by the State, on behalf of the City. While there is no direct revenue or expense to the City, we are required by GASB to book these amounts. The revenue has been booked into account 01-00-00-4165 and the expenses have been booked to each department as PERS Relief account. In previous years, the expense side was booked to the PERS expense for each department; this budget breaks out that portion of the total PERS expense and moves it to the new accounts that were set up for this expense.

2015		
Department	% of Budget	Approved Budget
Administration	10%	542,623
Professional Services	8%	408,750
Police	34%	1,795,620
Fire	36%	1,881,511
Public Works	12%	606,641
Total General Fund Expenses		5,235,145
General Fund Revenue		5,235,145
expenses equal revenue		-

ADMINISTRATION EXPENDITURES

Line #	Account Number	Account Title	2011 Actual	2012 Actuals	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
1	01-01-00-6000	Wages: Full Time	267,147	274,244	274,256	273,368	277703			277,703
2	01-01-00-6060	Wages: Council	14,950	16,100	14,625	18,000	16000			16,000
3	01-01-00-6090	Overtime: Regular	295	1,145	614	750	750	600.00		1,350
4	01-01-00-6091	Holiday Pay		182	277					-
5	01-01-00-6097	Workman's Comp	1,602	1,778	1,489	1,894	1777			1,777
6	01-01-00-6098	FICA	462	682	583	578	600			600
7	01-01-00-6099	Medicare	4,093	4,378	4,188	3,975	4028			4,028
8	01-01-00-6100	PERS	60,349	63,293	61,498	62,286	62580			62,580
9	01-01-00-6102	Insurance: Health & Disability	80,507	86,013	76,943.99	81,000	78085			78,085
10	01-01-00-6103	Annual Leave	4,375	6,028	7,493.11	4,000	2000			2,000
11	01-01-00-6100	PERS: Relief	31,186	33,791	38,997.91	33,351	33628	(33,628.00)		-
12	01-01-00-7001	Publications & Advertising	20,469	18,908	13,622.20	20,000	20000			20,000
13	01-01-00-7002	Election Expense	3,879	7,152	2,011.62	4,500	3000			3,000
14	01-01-00-7003	Promotion	7,403	3,688	1,482	3,000	2500			2,500
15	01-01-00-7004	Council: Travel	11,641	16,896	10,658	7,000	7000			7,000
16	01-01-00-7006	Sales Tax Rebates	4,648	4,800	788	800	800	(800.00)		-
17	01-01-00-7007	Maint. Contracts/Equipment	41,377	35,665	39,933	23,500	25000			25,000
18	01-01-00-7009	Council: Supplies	4,892	1,904	6,092	1,800	1500			1,500
19	01-01-00-7015	Vehicle: Gas	1,061	2,674	301	2,250	1500			1,500
20	01-01-00-7016	Vehicle: Maintenance	863		773	500	500			500
21	01-01-00-7022	Office Supplies	9,294	12,506	6,160	10,500	10500			10,500
22	01-01-00-7029	Miscellaneous	6,135	6,444	5,880	6,000	5000	1,500.00		6,500
24	01-01-00-7030	Office Equipment	5,557		4,959	3,000		3,000.00		
25	01-01-00-7039	Postage/Meter Rental	6,409	5,054	2,141	6,500	7500	(5,000.00)		2,500
26	01-01-00-7041	Bad Debts			-					-
27	01-01-00-7049	Training/ Classes/Manuals	9,884	5,876	6,265	12,000	12000	6,000.00		18,000
28	01-01-00-8055	Arctic Winter Games		15,000	-		-			-
29	01-01-00-8056	Sled Dog Races		20,000	-		-			-
		TOTAL	598,478	644,204	582,030	580,551	573,951	(28,328)	-	542,623
										545,623

NOTE: In 2014, staff travel has been included in training/ classes/ manuals Acct# 01-01-00-7049

NOTE: Acct# 01-01-00-7004 (travel / administration) was renamed to (Travel Council) to better represent the cost of Council travel.

NOTE: In 2014, Maintainance Contracts and Equipments (01-01-00-7007) was reduced because IT support was consolidated to a new account in Professional Services

### Administration Breakout of Expenses

	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Proposed 2015
<b>PERSONNEL COSTS</b>					
Salaries	267,147	274,244	274,256	273,368	277,703
Salaries - Council	14,950	16,100	14,625	18,000	16,000
Overtime	295	1,145	614	750	1,350
Holiday Pay		182	277	-	-
Medicare	4,093	4,378	4,188	3,975	4,028
SS	462	682	583	578	600
Pers	60,349	63,293	61,498	62,286	62,580
Pers - State					
Leave Cash Out	4,375	6,028	7,493	4,000	2,000
Health Insurance	80,507	86,013	76,944	81,000	78,085
<b>TOTAL COST OF PERSONNEL</b>	<b>433,781</b>	<b>453,845</b>	<b>441,968</b>	<b>445,850</b>	<b>444,123</b>
(percent of operating budget)	76%	74%	81%	81%	82%
<b>NON PERSONNEL COSTS</b>	<b>133,511</b>	<b>156,568</b>	<b>101,064</b>	<b>101,350</b>	<b>98,500</b>
(percent of operating budget)	24%	26%	19%	19%	18%
<b>TOTAL OPERATING BUDGET</b>	<b>567,292</b>	<b>610,412</b>	<b>543,032</b>	<b>547,200</b>	<b>542,623</b>
<b>PERS RELIEF</b>	<b>31,186</b>	<b>33,791</b>	<b>38,998</b>	<b>33,351</b>	<b>-</b>
<b>TOTAL BUDGET</b>	<b>598,478</b>	<b>644,203</b>	<b>582,030</b>	<b>580,551</b>	<b>542,623</b>

PROFESSIONAL SERVICES EXPENSE

Line #	Account Number	Account Title	2011 Actual	2012 Actuals	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments		2015 Amended Budget
1	01-02-00-6104	Insurance: General	19,997	20,770	23,026	22,000	23000				23,000
2	01-02-00-7004	Fees: Audit & Accounting	20,783	25,539	24,754	26,000	25500	10,500			36,000
3	01-02-00-7005	Fees: Legal	4,641	7,122	7,038	11,000	11000	9,000			20,000
4	01-02-00-7012	CH: Building Maintenance	1,557		5,648	4,000	3500	2,000			5,500
5	01-02-00-7016	CH: Electricity	9,976	10,588	10,448	12,000	12500				12,500
6	01-02-00-7017	CH: Heating Fuel	7,997	11,800	11,782	12,000	12500				12,500
7	01-02-00-7019	CH: Phone	8,548	10,367	9,485	8,750	8750				8,750
8	01-02-00-7020	Santa Seniors: Fuel		(2,027)	576						-
9	01-02-00-7025	Fees: Dispatch Services		85,841	90,133	104,000	140500				140,500
10	01-02-00-7035	Ordinance Codification	860	5,464	1,522	5,000	3000				3,000
11	01-02-00-7042	Citations: Admin Fees	3,954	3,902	3,415	3,500	3500				3,500
12	01-02-00-7043	Citations: SOJ Fees	8,322	3,675	2,625	7,500	3500				3,500
13	01-02-00-7050	Fees: Credit Card User	3,932	4,615	5,796	4,000	5500				5,500
14	01-02-00-7055	Preparedness			-	2,000	2000	(2,000)			-
15	01-02-00-7071	Fees: Website Design & Maintenance	2,039	2,498	1,996	3,000	3000	(3,000)			-
16	01-02-00-7201	Bed Tax: NP Chamber	21,209	21,903	14,095	17,212					-
17	01-02-00-7203	Bed Tax: Christmas In Ice	10,605	10,951	7,047	8,606					-
18	01-02-00-7204	Bed Tax: NPEDC	35,348	36,505	21,856	28,687					-
19	01-02-00-7205	Bed Tax: FCVB	3,535	3,651	2,349	2,869					-
20	01-02-00-7024	Fees: AK Railroad			8,000	8,000	8000				8,000
21	01-02-00-7007	Fees: IT Contract				12,500	38000	2,500			40,500
22	01-02-00-7091	Transfer To: Fund 50 (Fire Fleet)			14,352	13,975	13975				13,975
23	01-02-00-7091	Transfer To: Fund 51 (Police Fleet)			14,352	13,975	13975				13,975
24	01-02-00-7091	Transfer To: Fund 53 (Public Works Fleet)			9,936	9,675	9675				9,675
25	01-02-00-7091	Transfer To: Fund 52 (Admin Fleet)			5,520	5,375	5375				5,375
26	01-02-00-7091	Transfer To: Fund 54 (GG Reserves)			44,159	43,000	43000				43,000
27	01-02-00-7999	Transfer To: Fund Balance				27,411					-
	01-02-00-5900	Transfer to Bed Tax Fund 37					60000	(60,000)			-
		TOTAL	163,301	263,163	339,910	416,035	449,750	(41,000)	-	-	408,750
											408,750

NOTE: In 2013, the Council adopted ordinance 13-11 (Designated funds) that created funds for vehicle replacement and capital projects. These funds are required to be funded with a percentage of property tax.

NOTE: In 2013, Ak Railroad Permit Fees were added to Professional Services

NOTE: In 2013, IT suport was added to Professional Services

NOTE: In 2013, Transfer to Fund Balance was moved to Professional Services

POLICE DEPARTMENT EXPENSES

Line #	Account Number	Account Title	2011 Actual	2012 Actuals	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
1	01-03-00-6000	Wages: Full Time	737,745	738,161	759,984	805,035	858,431	(10,000)		848,431
2	01-03-00-6019	Uniform Expense	5,078	5,736	6,684	6,000	6,000	1,000		7,000
3	01-03-00-6020	Investigative Expense	2,220	2,583	3,430	7,000	7,000			7,000
4	01-03-00-6022	Overtime: Training	6,512	3,929	6,262	6,000	6,000			6,000
5	01-03-00-6030	Dispatch Contract	36,130		-		-			-
6	01-03-00-6090	Overtime: Regular	18,795	19,550	26,654	29,000	43,040			43,040
7	01-03-00-6091	Holiday Pay	8,341	9,574	7,766	7,500	7,500			7,500
8	01-03-00-6095	Overtime: HVE & IRS	13,522	12,517	8,075	10,000	10,000			10,000
9	01-03-00-6096	Overtime: CVI	2,320	1,383	3,044	3,500	3,500			3,500
10	01-03-00-6097	Workman's Comp	24,138	26,543	25,974	39,463	42,651			42,651
11	01-03-00-6098	FICA	19	50	50	-	-			-
12	01-03-00-6099	Medicare	7,984	11,130	11,970	12,089	13,267			13,267
13	01-03-00-6100	PERS	186,701	183,095	177,808	188,971	202,833			202,833
14	01-03-00-6102	Insurance: Health & Disability	225,777	231,405	241,670	188,235	256,620			256,620
15	01-03-00-6103	Annual Leave	25,818	18,995	6,601	6,000	10,000	10,000		20,000
16	01-03-00-6105	Insurance: General	98,383	99,343	103,938	125,000	123,000			123,000
17	01-03-00-6100	PERS: Relief	96,787	99,345	112,754	100,971	128,095	(128,095)		-
18	01-03-00-6106	Unemployment	5,550	2,960	-		-			-
19	01-03-00-7001	Subscriptions & Publications	437	1,513	830	1,000	2,000			2,000
20	01-03-00-7007	Maintenance Contracts	3,462	2,559	1,518	3,500	3,500			3,500
21	01-03-00-7008	Police Training	12,442	13,781	12,314	18,000	15,000			15,000
22	01-03-00-7009	Equipment Outlay	13,537	9,033	12,546	18,000	15,000	1,000		16,000
23	01-03-00-7010	Equipment Maintenance	7,056	3,087	3,201	5,500	5,500			5,500
24	01-03-00-7011	Building Maintenance	3,510	8,308	5,824	7,000	5,000			5,000
25	01-03-00-7014	Vehicle: Maintenance	10,834	16,640	18,730	21,000	19,500			19,500
26	01-03-00-7015	Vehicle: Gas & Oil	46,520	52,595	39,032	46,500	43,178			43,178
27	01-03-00-7016	Electricity	22,898	17,987	20,170	19,000	20,000			20,000
28	01-03-00-7017	Heating Fuel	9,711	12,254	9,495	14,000	14,000			14,000
29	01-03-00-7018	Telephone	19,339	19,281	17,931	19,500	19,000			19,000
30	01-03-00-7022	Office Supplies	1,586	4,867	4,048	5,000	5,000			5,000
31	01-03-00-7028	Operational Supplies	3,813	3,773	5,178	5,000	5,000			5,000
32	01-03-00-7029	Miscellaneous	2,049	5,193	4,998	5,000	5,000			5,000
33	01-03-00-7031	Recruitment	1,797	2,494	3,109	3,850	3,500	(2,000)		1,500
34	01-03-00-7039	Postage	990	925	676	1,100	1,100			1,100
35	01-03-00-7055	DEA Reimbursables	81,133		-	-	-			-
36	01-03-00-7061	Equipment Lease: Payments	29,779	46,076	14,250	14,250	-			-
37	01-03-00-7062	Equipment Lease: Interest.	3,949	2,036	134	500	-			-
38	01-03-00-7091	Transfer To: Fund 51 (Police Fleet)	-	-	-	10,000	24,500			24,500
39	01-03-00-7199	Wages: Police Reserves	-	-	478					-
		TOTAL	1,776,661	1,688,699	1,677,126	1,752,464	1,923,715	(128,095)	-	1,795,620
										1,795,620

NOTE: In 2011, the City received \$81,133 from the DEA to purchase equipment on their behalf. This is a one-time occurrence. The revenue is under General Fund Revenues, the expense is listed above in 01-03-00-7055.

NOTE: In the past, the wages/benefits for the JAG and AHSO officers have been budgeted in the Police Department. In 2011, these positions are being budgeted in Funds 22 and 23.

NOTE: In 2014, the City dropped the AHSO officer (as of October 1st) and assumed the full cost of the personnel in patrol wages/benefits.

### Police Department Breakout of Expense

	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Proposed 2015
<b>PERSONNEL COSTS</b>					
Salaries	737,745	738,161	760,462	805,035	848,431
Salaries - OT	25,307	23,479	32,916	35,000	49,040
Holiday Pay	8,341	9,574	7,766	7,500	7,500
Grant Overtime	15,842	13,500	11,119	13,500	13,500
Taxes	8,002	11,180	12,020	12,089	13,267
Pers	186,701	183,095	177,808	188,971	202,833
Leave Cash Out	25,818	18,995	6,601	6,000	20,000
Workman's Comp	24,138	26,543	25,974	39,463	42,651
Health and Disability Insurance	225,777	231,405	241,670	188,235	256,620
<b>TOTAL COST OF PERSONNEL</b>	<b>1,257,671</b>	<b>1,255,931</b>	<b>1,276,337</b>	<b>1,295,793</b>	<b>1,453,842</b>
(percent of operating budget)	79%	79%	82%	79%	81%
<b>NON PERSONNEL COSTS</b>	<b>341,071</b>	<b>330,064</b>	<b>288,035</b>	<b>345,700</b>	<b>341,778</b>
(percent of operating budget)	21%	21%	18%	21%	19%
<b>TOTAL OPERATING BUDGET</b>	<b>1,598,741</b>	<b>1,585,995</b>	<b>1,564,372</b>	<b>1,641,493</b>	<b>1,795,620</b>
<b>PERS RELIEF</b>	<b>96,787</b>	<b>99,345</b>	<b>112,754</b>	<b>100,971</b>	<b>-</b>
<b>DEA Reimbursable Expenses</b>	<b>81,133</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL BUDGET</b>	<b>1,776,661</b>	<b>1,685,340</b>	<b>1,677,126</b>	<b>1,742,464</b>	<b>1,795,620</b>

FIRE DEPARTMENT EXPENSE

Line #	Account Number	Account Title	2011 Actual	2012 Actuals	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
1	01-04-00-6000	Salaries	894,531	916,386	887,129	911,266	915,902	(53,231)		862,671
2	01-04-00-6030	Dispatch Contract	36,130		-	-	-			-
3	01-04-00-6032	Ambulance Billing Fees	1,914	3,717	4,261	2,500	2,500	2,600		5,100
4	01-04-00-6090	Overtime	23,164	38,238	20,702	36,000	36,000			36,000
5	01-04-00-6091	Holiday Pay	11,753	14,764	17,122	15,000	15,000			15,000
6	01-04-00-6092	Overtime - Forestry	9,949	893	-	-	-			-
7	01-04-00-6094	Straight Time - Forestry	658		-	-	-			-
8	01-04-00-6097	Workers Comp. Ins.	67,157	75,907	70,150	99,660	98,099			98,099
9	01-04-00-6098	FICA	4,505	4,764	4,855	5,000	5,000			5,000
10	01-04-00-6099	Medicare	13,122	13,566	13,528	15,417	14,332			14,332
11	01-04-00-6100	PERS	294,708	301,852	202,685	216,318	201,499			201,499
12	01-04-00-6102	Health & Disability Insuarnce	143,143	157,049	220,878	247,000	279,584			279,584
13	01-04-00-6103	Leave Cash Out	10,988	16,483	35,416	20,000	20,000			20,000
14	01-04-00-6105	Insurance	47,230	47,498	48,938	55,000	55,000			55,000
15	01-04-00-6106	Unemployment	1,031		-	-	-			-
16	01-04-00-6100	PERS Relief	101,658	105,062	128,529	112,502	128,226	(128,226)		-
17	01-04-00-7007	Maintenance Contracts	3,366	7,401	8,021	8,200	11,000			11,000
18	01-04-00-7008	Fire Training/Education	18,139	13,132	8,440	12,000	12,000			12,000
19	01-04-00-7009	Equipment Outlay	5,159	1,523	(2,996)	-	5,000	1,000		6,000
20	01-04-00-7010	Equipment Maintenance	7,388	10,370	7,492	6,500	6,500			6,500
21	01-04-00-7011	Base Station/Radio Mnt.	515	1,030	3,143	1,500	1,500			1,500
22	01-04-00-7014	Vehicle Maintenance	9,815	8,292	8,428	9,000	9,000			9,000
23	01-04-00-7015	Vehicle Gas & Oil	23,436	22,813	22,699	22,000	22,000			22,000
24	01-04-00-7022	Office Supplies	1,395	558	817	2,900	2,900			2,900
25	01-04-00-7029	Fire Dept/Miscellaneous	3,283	3,493	4,138	3,000	3,000			3,000
26	01-04-00-7030	Building Supplies	2,191	3,174	2,820	2,600	2,600			2,600
27	01-04-00-7035	PY Ambulance Fees Return		958	352	-				-
28	01-04-00-7039	Postage	695	446	267	650	650			650
29	01-04-00-7040	Ambulance Supplies	19,986	15,353	18,701	17,500	20,000	1,000		21,000
30	01-04-00-7050	Part Time Labor	66,517	70,490	76,205	54,000	36,000	41,531		77,531
31	01-04-00-7051	Part Time Labor - Forestry	2,323		-	-	-			-
32	01-04-00-7061	Equipment Lease Payments	37,681	39,953	46,944	46,945	46,945			46,945
33	01-04-00-7062	Equipment Lease -interest.	9,263	6,991	-	-	-			-
34	01-04-00-7065	Fire Supplies (Expendables)	198		-	-	-			-
35	01-04-00-7075	Volunteer Incentive	964	1,607	-	1,600	-			-
36	01-04-00-7085	Prevention/Public Education	2,254	2,717	50	2,500	2,500			2,500
37	01-04-00-7095	Employee Health Protection	635	1,700	3,818	-	-	1,100		1,100
38	01-04-00-7099	NFPA Station Uniforms	2,319	894	706	2,500	2,500			2,500
39	01-04-01-7011	Fire Dept. Maintenance	2,015	3,219	885	3,000	3,000			3,000
40	01-04-01-7016	Fire Dept. Electricity	16,188	17,252	17,120	17,000	17,000			17,000
41	01-04-01-7017	Fire Dept. Heat	15,466	17,869	13,374	15,000	15,000			15,000

Line #	Account Number	Account Title	2011 Actual	2012 Actuals	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments		2015 Amended Budget
42	01-04-01-7018	Fire Dept. Telephone	11,965	12,065	10,239	9,800	9,500				9,500
43	01-04-02-7011	Annex Maintenance Expense		153	105	1,500	1,000	6,000			7,000
44	01-04-02-7016	Annex Electricity	2,305	3,136	2,885	3,000	3,000				3,000
45	01-04-02-7017	Annex Heat costs	5,219	7,510	6,316	5,500	5,500				5,500
46	01-04-02-7018	Annex: Phone			952						-
47	01-04-03-7016	Dorm Electricity	334	228	518	500	500				500
48	01-04-03-7017	Dorm Heat costs	655	-	1,348		-				-
49	01-04-03-7018	Dorm: Phone	-	-	97		-				-
		TOTAL	1,933,311	1,970,503	1,918,078	1,984,358	2,009,737	(128,226)	-	-	1,881,511
											1,881,511

## Fire Department Breakout of Expenses

PERSONNEL COSTS	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Proposed 2015
Salaries	894,531	916,386	887,129	911,266	862,671
Holiday Pay	11,753	14,764	17,122	15,000	15,000
Part Time Employees	66,517	70,490	76,205	54,000	77,531
Unemployment	1,031	-	-	-	-
Taxes	17,627	18,330	18,383	20,417	19,332
Pers	294,708	301,852	202,685	216,318	201,499
Accrued Vacation Pay	10,988	16,483	35,416	20,000	20,000
Workman's Comp	67,157	75,907	70,150	99,660	98,099
Health Insurance	143,143	157,049	220,878	247,000	279,584
<b>TOTAL COST OF PERSONNEL</b>	<b>1,543,550</b>	<b>1,610,392</b>	<b>1,548,669</b>	<b>1,619,661</b>	<b>1,609,716</b>
(percent of operating budget)	84%	86%	87%	87%	86%
<b>NON PERSONNEL COSTS</b>	<b>288,103</b>	<b>255,050</b>	<b>240,880</b>	<b>252,195</b>	<b>260,095</b>
(percent of operating budget)	16%	14%	13%	13%	14%
<b>TOTAL OPERATING BUDGET</b>	<b>1,831,653</b>	<b>1,865,441</b>	<b>1,789,549</b>	<b>1,871,856</b>	<b>1,869,811</b>
<b>PERS RELIEF</b>	<b>101,658</b>	<b>105,062</b>	<b>128,529</b>	<b>112,502</b>	<b>128,226</b>
<b>TOTAL BUDGET</b>	<b>1,933,311</b>	<b>1,970,503</b>	<b>1,918,078</b>	<b>1,984,358</b>	<b>1,998,037</b>

PUBLIC WORKS DEPARTMENT EXPENSE

Line #	Account Number	Account Title	2011 Actual	2012 Actuals	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments		2015 Amended Budget
1	01-08-00-6000	Salaries	99,702	127,153	139,083	139,562	146443				146,443
2	01-08-00-6003	Leave Cash Out	-		-						-
3	01-08-00-6090	Overtime	2,239	4,863	5,118	5,000	5000				5,000
4	01-08-00-6091	Holiday Pay	311		-	500	500				500
5	01-08-00-6097	Workers Comp. Ins.	3,761	7,789	9,076	14,831	8582				8,582
6	01-08-00-6098	FICA	1,739	2,329	2,114	2,616	2500				2,500
7	01-08-00-6099	Medicare	1,007	2,451	2,639	2,712	2104				2,104
8	01-08-00-6100	PERS	22,815	29,155	31,599	31,913	31934				31,934
9	01-08-00-6102	Health & Disability Insurance	16,918	40,294	36,593	45,000	43178				43,178
10	01-08-00-6103	Leave Cash Out	3,901	1,154	1,269	3,000	2000				2,000
11	01-08-00-6105	Insurance	11,966	13,242	13,242	15,000	16000				16,000
12	01-08-00-6100	PERS Relief	11,729	15,565	20,038	17,027	15700	(15,700)			-
13	01-08-00-7000	Summer Hire	30,502	39,110	35,135	26,640	43000				43,000
14	01-08-00-6106	Unemployment summer hire			114	3,000	3000				3,000
15	01-08-00-7001	Parks/Trails/Grounds Supplies	5,095	5,972	8,225	15,600	10000				10,000
16	01-08-00-7008	Training	213	3,366	842	1,000	1500	(1,500)			-
17	01-08-00-7009	Equipment Outlay	1,487	9,964	15,112	15,000	10000				10,000
18	01-08-00-7011	Building Maintenance	10,345	19,208	11,680	8,000	8500	1,500			10,000
19	01-08-00-7012	Street Maintenance	81,499	66,758	88,519	50,000	75000	(2,523)			72,477
20	01-08-00-7013	Street Lights Maintenance	6,520	6,606	5,091	5,000	6000				6,000
21	01-08-00-7014	Vehicle Maintenance	1,270	8,998	8,017	24,000	10000				10,000
22	01-08-00-7015	Vehicle Gas & Oil	5,165	8,379	8,882	10,000	9000				9,000
23	01-08-00-7016	Electricity	5,567	5,551	3,729	6,000	6000	(1,000)			5,000
21	01-08-00-7017	Heating Fuel	13,680	15,617	14,154	16,500	16000	(1,000)			15,000
22	01-08-00-7018	Telephone, Public Works	1,095	2,578	1,717	3,500	3500	1,000			4,500
22	01-08-00-7019	Electricity - Radar Sign			51	-					-
23	01-08-00-7020	Snow Removal	47,100	49,470	60,200	54,000	66500				66,500
24	01-08-00-7024	ARRC Permits	200		-						-
25	01-08-00-7029	Public Works Misc	6,290	2,121	8,587	4,500	4500	1,000			5,500
26	01-08-00-7031	FMATS Match Participation	32,006	63,384	53,303	56,500	32500	2,523			35,023
27	01-08-00-7032	Electricity -Street lights	35,019	35,582	29,541	20,000	25000				25,000
28	01-08-00-7033	Christmas Decorations	3,548	2,678	975	2,000	3000				3,000
29	01-08-00-7034	Beautification		13,316	12,069	17,800	15000				15,000
30	01-08-00-7092	Transfer Out		3,631							-
28	01-08-00-7019	Electricity radar sign					400				400
29		TOTAL	462,689	606,285	626,715	616,201	622,341	(15,700)	-	-	606,641
30											606,641

## Public Works Department Breakout of Expenses

	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Proposed 2015
<b>PERSONNEL COSTS</b>					
Salaries	99,702	127,153	139,083	139,562	146,443
Salaries - OT	2,239	4,863	5,118	5,000	5,000
Holiday Pay	311	-	-	500	500
Part Time Employees	30,502	39,110	35,135	26,640	43,000
Taxes	2,745	4,780	4,753	5,328	4,604
Pers	22,815	29,155	31,599	31,913	31,934
Leave Cash Out	3,901	1,154	1,269	3,000	2,000
Workman's Comp	3,761	7,789	9,076	14,831	8,582
Unemployment	-	-	114	3,000	3,000
Health Insurance	16,918	40,294	36,593	45,000	43,178
<b>TOTAL COST OF PERSONNEL</b>	<b>182,895</b>	<b>254,298</b>	<b>262,740</b>	<b>274,774</b>	<b>288,241</b>
(percent of operating budget)	41%	43%	43%	46%	48%
<b>NON PERSONNEL COSTS</b>	<b>268,065</b>	<b>336,422</b>	<b>343,938</b>	<b>324,400</b>	<b>318,400</b>
(percent of operating budget)	59%	57%	57%	54%	52%
<b>TOTAL OPERATING BUDGET</b>	<b>450,959</b>	<b>590,720</b>	<b>606,677</b>	<b>599,174</b>	<b>606,641</b>
<b>PERS RELIEF</b>	<b>11,729</b>	<b>15,565</b>	<b>20,038</b>	<b>17,027</b>	<b>-</b>
<b>TOTAL BUDGET</b>	<b>462,688</b>	<b>606,285</b>	<b>626,715</b>	<b>616,201</b>	<b>606,641</b>

## WATER / SEWER ENTERPRISE FUND - Fund 02 - Water-10 & Sewer-12

WATER - 12-10		SEWER - 12-12		TOTAL WATER & SEWER	
Revenues	-	Revenues	681,137	Revenues	681,137
Expenses	729,544	Expenses	682,831	Expenses	1,412,375
Difference	(729,544)	Difference	(1,694)	Difference	(731,238)

Utility Department Water Revenue

			2011	2012	2013	2014	2015	Proposed			2015
Line	Account Number	Account Title	Actual	Actual	Actuals	Budget	Budget	Amendments	Council	Amendments	Amended
#							ORD 14-25	ORD 15-14	Amendments		Budget
1	02-10-00-4165	PERS Relief	16,481	17,518	21,264	20,326	22,110	(22,110)			-
2	02-10-00-5000	Water Utility Revenue	610,467	629,529	703,722	598,857	723,488				723,488
3	02-10-00-5800	Interest on Deposits	-	-			-				-
4	02-10-00-5801	Miscellaneous Revenue	48,545	6,274	8,294		-				-
5	02-10-00-5802	Reimburseable Water Breaks	2,290	15,367			-				-
6	02-10-00-5810	Bulk Water Sales Revenue	800	-			-				-
7	02-10-00-5815	Tie-in Fees	2,250	200	500		-				-
8	02-10-00-5820	Interfund Trans.from General	-	-			-				-
9	02-10-00-5825	Water FRR Residential/Com'l	5,470	-			-				-
10	02-10-00-5830	Water Base	5,919	-			-				-
11	02-10-00-5835	Lab Testing	13,711	19,914	3,435	4,000	4,000				4,000
12	02-10-00-5900	Transfer In				29,000					-
13	02-10-00-5901	Transfer In - FRR Water	53,501	5,625	5,250	30,500	3,750				3,750
		TOTAL	759,434	694,427	742,465	682,683	753,348	(22,110)	-	-	
											731,238
						1,365,366	1,506,696				

NOTE: In 2011, Water FRR Residential and Water Base Revenues were transferred to Fund 25

# UTILITY DEPARTMENT WATER EXPENSE

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
1	02-10-00-6000	Salaries	142,375	147,208	151,074	147,478	157,933			157,933
2	02-10-00-6090	Overtime	3,725	2,344	1,950	4,000	4,000			4,000
3	02-10-00-6091	Holiday Pay	-			-	-			-
4	02-10-00-6097	Workers Comp. Ins.	4,600	4,928	4,432	7,074	5,367			5,367
5	02-10-00-6098	Fica		9	10	15	-			-
6	02-10-00-6099	Medicare	2,157	2,197	2,285	1,987	2,290			2,290
7	02-10-00-6100	PERS	48,327	50,330	33,532	29,191	34,304			34,304
8	02-10-00-6102	Health & Disability Insurance	31,169	34,354	41,091	38,862	41,471			41,471
9	02-10-00-6103	Leave Cash Out	4,323	3,514	4,171	5,500	5,500			5,500
10	02-10-00-6105	Insurance	17,017	19,288	17,684	25,000	25,000			25,000
11	02-10-00-6106	Unemployment	1,998	555		-	-			-
12	02-10-00-61xx	PERS Relief			21,264	20,326	22,110	(22,110.00)		-
13	02-10-00-6500	Interest Expense ADWF	5,564	5,625	5,250	5,250	5,500	475.00		5,975
14	02-10-00-7001	Publications & Advertising	371	667	726	3,000	3,000			3,000
15	02-10-00-7003	Billing Service	-	1,621	1,983	3,000	3,000			3,000
16	02-10-00-7004	Audit/Accounting Fees	10,039	9,216	8,977	6,000	9,750	1,694.10		11,444
17	02-10-00-7005	Legal Fees	2,591	2,726	2,012	5,000	5,000			5,000
18	02-10-00-7006	Professional Services	(26)		989	2,500	2,500			2,500
19	02-10-00-7007	Safety Equipment	235	945	239	2,500	2,500			2,500
20	02-10-00-7009	Equipment Outlay/Repair	32,459	35,148	52,000	19,400	10,000			10,000
21	02-10-00-7011	System Supplies	3,604	33,074	11,118	20,000	15,000			15,000
22	02-10-00-7012	Water Treatment Chemicals	7,152	7,319	5,041	15,000	15,000			15,000
23	02-10-00-7014	Vehicle Maintenance	4,582	1,124	207	3,000	3,000			3,000
24	02-10-00-7015	Vehicle Gas/oil	5,343	7,178	5,341	5,500	5,500			5,500
25	02-10-00-7019	Laboratory	22,029	11,340	7,305	10,000	10,000			10,000
26	02-10-00-7022	Office Supplies	2,098	3,905	1,952	3,000	2,500	1,000.00		3,500
27	02-10-00-7029	Miscellaneous	5,989	3,634	1,759	2,000	2,000			2,000
28	02-10-00-7039	Postage	3,572	1,234	549	3,000	3,500			3,500
29	02-10-00-7041	Bad Debt Expense	2,906	260		2,000	2,000			2,000
30	02-10-00-7045	Training	-	321	1,977	2,500	2,500			2,500
31	02-10-00-7050	Debt Retirement-AK.Drinking Water	-			25,000	25,000			25,000
32	02-10-00-7051	Credit Card User Fees	5,933	6,643	8,107	6,000	7,500			7,500
33	02-10-00-7060	Accumulated Annual Leave	2,308	(113)	1,917	-	-			-
34	02-10-00-7092	Transfer Out - FRR	5,470				-			-
35	02-10-00-7094	Transfer Out - Water Base	5,919			-	-			-
36	02-10-00-7097	Transfer Out - Capital Projects	2,144	64,745			-			-
37	02-10-00-7400	Deferred Maintenance Expense	4,218		1,200	15,000	5,000			5,000
38	02-10-00-7500	Utility Truck Replacement	-				-			-
39	02-10-00-7802	Reimburseable Water Breaks	-	1,020			-			-

UTILITY DEPARTMENT WATER EXPENSE

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments		2015 Amended Budget
40	02-10-00-7905	Energy Reserve				-	-				-
41	02-10-00-8100	Water - Depreciation Expense	371,492	389,612	522,984		-				-
42	02-10-04-7016	Electricity WTP	52,007	48,803	45,540	50,000	55,000				55,000
43	02-10-04-7017	Heating Fuel WWTP	81,932	53,466	46,792	70,000	75,000				75,000
44	02-10-04-7018	Telephone WTP	9,687	8,458	4,948	4,000	4,000				4,000
45	02-10-04-7020	Building Maintenance WTP	122		192	4,000	2,000				2,000
46	02-10-05-7018	Telephone - SCADA			7,954	8,000	8,000				8,000
47	02-10-06-7016	Electricity - Highway Park	21,140	21,719	24,200	25,000	27,500				27,500
48	02-10-06-7017	Heating Fuel - Highway Park	3,809	5,463	3,989	5,000	5,000				5,000
49	02-10-06-7018	Telephone - Hiway Park	406	403	149	500	250				250
50	02-10-06-7020	Building Maintenance - Highway Park	-			1,000	500				500
51	02-10-08-7016	Electricity - 8th Avenue	8,896	10,352	9,420	12,000	13,000				13,000
52	02-10-08-7017	Heating Fuel - 8th Avenue	3,813	3,289	4,773	4,000	4,500				4,500
53	02-10-08-7020	Building Maintenance - 8th Avenue	243	765		1,000	500				500
54	02-10-10-7016	Electricity - Stillmeyer	14,740	14,881	16,313	21,500	23,000				23,000
55	02-10-10-7017	Heating Fuel - Stillmeyer	2,039	3,574	2,675	3,000	3,000				3,000
56	02-10-10-7018	Telephone - Stillmeyer	472	459	169	500	250				250
57	02-10-10-7020	Building Maintenance - Stillmeyer	-			1,000	500				500
58	02-10-11-7016	Electricity - Well House	9,190	12,084	11,608	10,500	13,000				13,000
59	02-10-11-7017	Heating Fuel - Well House	1,871	6,606	2,665	7,500	5,000				5,000
60	02-10-11-7018	Telephone - Well House	1,920	2,942	280	1,000	250				250
61	02-10-00-7999	Move to Retained Earnings	-			-	9,149				9,149
62	02-10-12-7016	Electricity - Utility Shop			6,969	3,500	3,000				3,000
63	02-10-12-7017	Heating Fuel - Utility Shop		3,247	6,953	5,000	4,000				4,000
64	02-10-12-7018	Telephone - Utility Shop		115	849	1,000	1,000				1,000
65	02-10-12-7031	Snow Removal				3,600					-
66	02-10-12-7020	Building Maintainance - Utility Shop				2,000	7,000	(4,863.20)			2,137
67	02-10-00-7999	Transfer to Retained Earnings					50,724				50,724
68	02-10-xx-7020	Well House Maintainance					500				500
		TOTAL	973,971	1,048,596	1,115,561	682,683	753,348	(23,804)	-	-	729,544
											729,544

## Water Department Breakout of Expenses

	Actual 2011	Actual 2012	Actual 2013	Budgeted 2014	Proposed 2015
<b>PERSONNEL COSTS</b>					
Salaries	142,375	147,208	151,074	147,478	157,933
Salaries - OT	3,725	2,344	1,950	4,000	4,000
Holiday Pay	-	-	-	-	-
Taxes	2,157	2,206	2,295	2,002	2,290
Pers	48,327	50,330	33,532	29,191	34,304
Leave Cash Out	4,323	3,514	4,171	5,500	5,500
Workman's Comp	4,600	4,928	4,432	7,074	5,367
Health Insurance	31,169	34,354	41,091	38,862	41,471
<b>TOTAL COST OF PERSONNEL</b>	<b>236,677</b>	<b>244,884</b>	<b>238,545</b>	<b>234,107</b>	<b>250,865</b>
(percent of operating budget)	40%	41%	42%	35%	37%
<b>NON PERSONNEL COSTS</b>	<b>349,962</b>	<b>349,469</b>	<b>330,852</b>	<b>428,250</b>	<b>427,955</b>
(percent of operating budget)	60%	59%	58%	65%	63%
<b>TOTAL OPERATING BUDGET</b>	<b>586,639</b>	<b>594,352</b>	<b>569,397</b>	<b>662,357</b>	<b>678,820</b>
<b>DEPRECIATION EXPENSE</b>	<b>371,492</b>	<b>389,612</b>	<b>522,984</b>		
<b>TRANSFERS OUT</b>	<b>13,533</b>	<b>64,745</b>	<b>-</b>	<b>-</b>	<b>50,724</b>
<b>PERS RELIEF</b>	<b>-</b>	<b>-</b>	<b>21,264</b>	<b>20,326</b>	<b>22,110</b>
<b>ACCRUED LEAVE</b>	<b>2,308</b>	<b>(113)</b>	<b>1,917</b>	<b>-</b>	<b>-</b>
<b>TOTAL BUDGET</b>	<b>973,971</b>	<b>1,048,596</b>	<b>1,115,561</b>	<b>682,683</b>	<b>751,654</b>

Utility Department Water Reserve (Fund 25)

Line #	Account Number	REVENUES	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
1	25-10-00-5825	FRR Residential Water	65,235	63,818	65,064	81,120	101,810			101,810
2	25-10-00-5830	Water Base	70,438	71,512	71,662	106,128	80,880			80,880
3	25-10-00-5900	Transfer in from Retained Earnings				179,000				-
		TOTAL	135,673	135,330	136,726	366,248	182,690	-	-	182,690
										182,690
EXPENSES										
4	25-10-00-7091	Transfer out Fund 3 (Capital Projects)				289,248				-
5	25-10-00-7091	Transfer out Fund 55 (Utility Fleet)				48,000	11,250			11,250
6	25-10-00-7091	Transfer out Fund 2 (Utility)				29,000				-
7	25-10-00-7092	Transfer Out - FRR	-	104,180	24,486		3,750			3,750
8	25-10-00-7093	Transfer Out - Water Base		134,805	54,018					-
9	25-10-00-7999	Transfer To Retained Earnings					167,690			167,690
		TOTAL	-	238,985	78,504	366,248	182,690	-	-	182,690
										182,690

NOTE: Expenses to this fund will be for the repair and replacement of water utility infrastructure. These expenses will need to have the approval of council.

NOTE: Expenses to this fund will also be for the 10% pay back on the principal and the related interest on various ADEC water loans.

NOTE: 2010 and 2011 Budget Actuals vary slightly from financials: In the budget, amounts in the Transfer From accounts have been combined with the normal revenue accounts  
25-10-00-5901 - has been combined with 25-10-00-5825  
25-10-00-5902 - has been combined with 25-10-00-5830  
This makes it easier to compare revenues year to year.

NOTE: In 2014, the City began transferring to Utility Fleet (Fund 55) at a 50% match rate from Fund 25 (water reserves) and Fund 27 (Sewer reserves)

Water Reserves (Fund 25)		
	Retained Earnings	Balance
Account Balance as of	8/17/15	132,902

## Utility Department Sewer Revenue

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
1	02-12-00-4165	PERS Relief	20,484	22,004	26,805	22,288	21,457	(21,457)		-
2	02-12-00-5000	Sewer Utility Revenue	496,780	571,804	625,436	549,710	473,913			473,913
3	02-12-00-5002	Flint Hills Lab Testing			6,361	-	-			-
4	02-12-00-5005	SID Pretreatment Program	-	196,502	58,611	75,000	70,000			70,000
5	02-12-00-5010	Construction Permits		39,873		-	-			-
6	02-12-00-5800	Interest on Deposits	309	248	138	-	-			-
7	02-12-00-5801	Miscellaneous Revenue	8,032	1,158	5,245	-	-			-
8	02-12-00-5802	Industrial SID Lab Tests	94,001	45,995		-	-			-
9	02-12-00-5805	Facility Repair & Replacement	7,204			-	-			-
10	02-12-00-5815	Tie-In Fees	750	200		-	-			-
11	02-12-00-5820	Interfund Trans.from General				-	-			-
12	02-12-00-5825	Sewer FRR Com'l & Residential	5,007			-	33,802			33,802
13	02-12-00-5830	Sewer Base	5,464			-	11,948			11,948
14	02-12-00-5900	Transfer In		26,495	25,978	65,965	40,750			40,750
15	02-12-00-5900	Transfer In From Retained Earnings					50,724			50,724
		<b>TOTAL</b>	<b>638,031</b>	<b>904,280</b>	<b>748,574</b>	<b>712,963</b>	<b>702,594</b>	<b>(21,457)</b>	<b>-</b>	<b>681,137</b>
										681,137

NOTE: In 2014, SID Lab Test account# (02-12-00-5802) was consolidated with the SID Pretreatment Program account# (02-12-00-5005)

NOTE : In 2011, Sewer FRR and Sewer Base revenues were transfered to Fund 27

Sewer Expense

							2015	Proposed			2015
Line	Account Number	Account Title	2011	2012	2013	2014	Budget	Amendments	Council		Amended
#			Actual	Actual	Actual	Budget	ORD 14-25	ORD 15-14	Amendments		Budget
1	02-12-00-6000	Salaries	177,617	185,096	190,588	163,562	153,268				153,268
2	02-12-00-6090	Overtime	4,280	2,709	2,310	5,000	5,000				5,000
3	02-12-00-6091	Holiday Pay	-				-				-
4	02-12-00-6097	Workers Comp. Ins.	6,656	7,185	6,288	8,025	5,097				5,097
5	02-12-00-6098	Fica		11	11	-	-				-
6	02-12-00-6099	Medicare	2,692	2,750	2,867	2,228	2,222				2,222
7	02-12-00-6100	PERS	60,040	63,220	42,270	32,950	33,277				33,277
8	02-12-00-6102	Health & Disability Insurance	58,784	65,267	60,973	56,862	41,471				41,471
9	02-12-00-6103	Leave Cash Outs	6,283	4,302	4,978	5,000	5,000				5,000
10	02-12-00-6105	Insurance	17,255	10,461	16,034	17,500	18,000				18,000
11	02-12-00-6106	Unemployment	4,662	1,295		-	-				-
12	02-12-02-6107	WWTP Land Acquisition	-			-	-				-
13	02-12-00-6xxx	PERS Relief			26,805	22,288	21,457	(21,457)			-
14	02-12-00-6500	Rev. Bond Int. (HwyPkSewer)	26,074	26,495	25,978	-	25,000				25,000
15	02-12-00-6501	Interest Expense - ACWF Loans	-			-	-				-
16	02-12-00-6600	Rev. Bond Princ.(HwyPkSewer)	-			36,965	11,500				11,500
17	02-12-00-6601	Principal Payment - ACWE Loans	-			-	33,802				33,802
18	02-12-00-7001	Publications & Advertising	1,439	260	776	2,500	2,000				2,000
19	02-12-00-7003	Billing Service	-	1,621	1,983	3,000	3,000				3,000
20	02-12-00-7004	Audit/Accounting Fees	10,039	9,216	8,977	6,000	9,750	1,694			11,444
21	02-12-00-7005	Legal Fees	4,131	3,487	2,510	5,000	5,000				5,000
22	02-12-00-7006	Professional Services	181	9,645	5,293	2,500	2,500				2,500
23	02-12-00-7007	Safety Equipment	1,490	1,894	360	2,500	2,000				2,000
24	02-12-00-7008	Pretreatment Program	13,550	39,040	61,322	75,000	70,000				70,000
25	02-12-00-7009	Equipment Outlay/Repair	63,849	10,734	15,423	13,100	10,000	8,500			18,500
26	02-12-00-7010	Utility Truck Replacement	-		25		-				-
27	02-12-00-7011	System Supplies	6,998	9,675	15,761	15,000	10,000				10,000
28	02-12-00-7012	I & I Evaluation & Repair	-			-	-				-
29	02-12-00-7013	WWTP Chemicals	21,231	23,180	16,539	20,000	20,000				20,000
30	02-12-00-7014	Vehicle Maintenance	1,325	2,575	950	4,000	4,000				4,000
31	02-12-00-7015	Vehicle Gas & Oil	6,715	7,487	6,074	7,000	7,000				7,000
32	02-12-00-7017	Heating Fuel - WWTP	-				-				-
33	02-12-00-7019	Laboratory	112,535	89,093	44,697	40,000	35,000				35,000
34	02-12-00-7023	Laboratory - Industrial Pretreatment				-	-				-
35	02-12-00-7021	Liability Insurance	-			-	-				-
36	02-12-00-7022	Office Supplies	187	2,490	4,653	2,500	2,500				2,500
37	02-12-00-7029	Miscellaneous	4,466	2,616	(756)	3,000	2,500	4,000			6,500
38	02-12-00-7039	Utillity Postage	3,587	1,750	578	3,000	3,000				3,000
39	02-12-00-7042	Bad Debt Expense	2,140	86		1,000	1,000				1,000

Sewer Expense

Line			2011	2012	2013	2014	2015	Proposed	Council		2015
#	Account Number	Account Title	Actual	Actual	Actual	Budget	Budget	Amendments	Amendments		Amended
							ORD 14-25	ORD 15-14			Budget
40	02-12-00-7045	Training	218	321	160	2,000	2,000				2,000
41	02-10-00-7050	Credit Card User Fees	5,787	6,491	8,107	6,000	7,500				7,500
42	02-12-00-7060	Accumulated Annual Leave	2,308	(113)	2,192	-	-				-
43	02-12-00-7092	Transfer Out - FRR	5,007				-				-
44	02-12-00-7094	Transfer Out - Sewer Base	5,464				-				-
45	02-12-00-7096	Transfer Out - FRR Industrial	7,204				-				-
46	02-12-00-7097	Transfer Out - Capital Projects	2,144				-				-
47	02-12-00-7300	Richardson Hwy. Dawson Crossing	-				-				-
48	02-12-00-7400	Deferred Maintenance Expense	273		1,200	10,000	5,000	(3,000)			2,000
49	02-12-00-7600	Transfer FRR			249,296						
50	02-12-00-7905	Energy Reserve				-	5,000	(5,000)			-
51	02-12-00-8100	Sewer - Depreciation Expense	689,913	723,565	971,256		-				-
52	02-12-04-7016	Electricity -WWTP	55,730	61,115	63,247	60,000	65,000				65,000
53	02-12-04-7017	Heating Fuel -WWTP	15,931	15,087	13,752	11,000	16,000				16,000
54	02-12-04-7018	Telephone - WWTP	3,575	2,612	4,486	3,500	3,750				3,750
55	02-12-04-7020	Building Maintenance - WWTP	-			1,000	1,000				1,000
56	02-12-05-7018	Telephone - SCADA	-		6,788	7,500	7,500				7,500

Sewer Expense

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments		2015 Amended Budget
57	02-12-06-7016	Electricity - Generator Storage	244	230	226		-				-
58	02-12-06-7017	Heating Fuel - Generator Storage	-				-				-
59	02-12-70-7016	Electricity -Lift Station 1A - Holiday	5,009	3,496	3,621	5,000	4,000				4,000
60	02-12-70-7018	Telephone - Lift Station 1A	94	534	50	1,000	250				250
61	02-12-71-7016	Electricity - Lift Station 2A - Yukon	4,334	2,424	2,585	4,500	4,500				4,500
62	02-12-71-7018	Telephone - Lift Station 2A - Yukon	94	579	50	1,000	250				250
63	02-12-72-7016	Electricity - Lift Station 3A - Kitt	1,845	1,197	1,152	2,000	2,000				2,000
64	02-12-72-7018	Telephone - Lift Station 3A - Kitt	94	583	50	1,000	250				250
65	02-12-73-7016	Electricity - Lift Station 3B - 8th Ave	594	569	749	1,000	1,000				1,000
66	02-12-73-7018	Telephone - Lift Station 3B	571	513	95	750	750				750
67	02-12-74-7016	Electricity - Lift Station 3C - N Blanket	3,065	2,740	2,834	3,000	3,250				3,250
68	02-12-74-7018	Telephone - Lift Station 3C	533	419	95	750	250				250
69	02-12-75-7016	Electricity - Lift Station 4B - S Blanket	1,169	1,150			-				-
70	02-12-75-7018	Telephone - Lift Station 4B	472	417			-				-
71	02-12-76-7016	Electricity - Lift Station 4C - Black Bear	2,527	2,758			-				-
72	02-12-76-7018	Telephone - Lift Station 4C	472	417			-				-
73	02-12-77-7016	Electricity - Lift Station 4F - H&H	5,163	5,838	2,765	5,000	4,000				4,000
74	02-12-77-7018	Telephone - Lift Station 4F	533	513	95	500	250				250
75	02-12-78-7016	Electricity - Lift Station 5A - Finnel	683	722	957	1,000	1,250				1,250
76	02-12-78-7018	Telephone - Lift Station 5A	533	513	95	500	250				250
77	02-12-79-7016	Electricity - Lift Station 5B - Hurst	1,458	966	1,245	1,500	1,750				1,750
78	02-12-80-7016	Electricity - Lift Station 6A - Old Richardson	1,899	1,124	1,087	1,500	1,000				1,000
79	02-12-80-7018	Telephone - Lift Station 6A - Old Richardson	94	534	50	500	250				250
80	02-12-81-7016	Electricity - Lift Station 6B - Tanana	770	836	872	1,000	1,250				1,250
81	02-12-82-7016	Electricity - Lift Station Mockler	644	745	767	750	1,000				1,000
82	02-12-83-7016	Electricity - Lift Station Stillmeyer	4,063	3,661	3,567	4,000	3,000				3,000
83	02-12-83-7018	Telephone - Stillmeyer	434	417		250	-				-
84	02-12-84-7016	Electricity - Utility Shop				3,500	3,000				3,000
85	02-12-84-7017	Heating Fuel - Utility Shop			5,424	5,000	4,000				4,000
86	02-12-84-7018	Telephone - Utility Shop			849	500	1,000				1,000
87	02-12-10-7020	Building Maintenance -Utility Shop				5,000	7,000	(4,500)			2,500
88	02-12-00-7031	Snow Removal				3,600	-				-
89	02-12-00-7999	Move to Retained Earnings	-		-	2,383					-
		TOTAL	1,449,149	1,426,615	1,914,030	712,963	702,594	(19,763)	-	-	682,831
											682,831

**Utility Department Sewer Breakout of Expenses**

	<b>Actual 2011</b>	<b>Actual 2012</b>	<b>Actual 2013</b>	<b>Budgeted 2014</b>	<b>Proposed 2015</b>
<b>PERSONNEL COSTS</b>					
Salaries	177,617	185,096	190,588	163,562	153,268
Salaries - OT	4,280	2,709	2,310	5,000	5,000
Holiday Pay	-	-	-	-	-
Pers	60,040	63,220	42,270	32,950	33,277
Taxes	2,692	2,762	2,878	2,228	2,222
Leave Cash Out	6,283	4,302	4,978	5,000	5,000
Workman's Comp	6,656	7,185	6,288	8,025	5,097
Unemployment	4,662	1,295	-	-	-
Health Insurance	58,784	65,267	60,973	56,862	41,471
<b>TOTAL COST OF PERSONNEL</b>	321,014	331,835	310,285	273,627	245,335
(percent of operating budget)	44%	47%	34%	40%	36%
<b>NON PERSONNEL COSTS</b>	416,095	371,328	603,492	414,665	435,802
(percent of operating budget)	56%	53%	66%	60%	64%
<b>TOTAL OPERATING BUDGET</b>	<b>737,109</b>	<b>703,163</b>	<b>913,777</b>	<b>688,292</b>	<b>681,137</b>
<b>DEPRECIATION EXPENSE</b>	689,913	723,565	971,256	-	-
<b>TRANSFERS OUT</b>	19,819	-	-	2,383	-
<b>PERS RELIEF</b>	-	-	26,805	22,288	21,457
<b>ACCRUED LEAVE</b>	2,308	(113)	2,192	-	-
<b>TOTAL BUDGET</b>	<b>1,449,149</b>	<b>1,426,615</b>	<b>1,914,030</b>	<b>712,963</b>	<b>702,594</b>

Utility Fund Sewer Reserves (Fund 27)

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments		2015 Amended Budget
REVENUES											
1	27-12-00-5801	Miscellaneous Revenue		3,399	-		-				-
2	27-12-00-5805	FRR Industrial Sewer	67,714	71,749	320,472	25,000					-
3	27-12-00-5825	FRR Sewer	58,993	57,607	58,198	63,511	105,389				105,389
4	27-12-00-5830	Sewer Base	64,262	65,458	65,540	72,000	73,560				73,560
5	27-12-00-5900	Transfer from Retained Earnings				430,173					-
		TOTAL	190,969	198,211	444,210	590,684	178,949	-	-	-	178,949
											178,949
EXPENSES											
6	27-12-00-7091	Transfer out Fund 3 (Capital Projects)				451,021					-
7	27-12-00-7091	Transfer out Fund 55 (Utility Fleet)				48,000	11,250				11,250
8	27-12-00-7091	Transfer out Fund 02 (Utility )				91,662	11,948				11,948
9	27-12-00-7092	Transfer Out - FRR	227,382	107,436	32,210		3,750				3,750
10	27-12-00-7093	Transfer Out - Sewer Base		105,710	24,440		-				-
11	27-10-00-7999	Transfer To Retained Earnings					152,001				152,001
		TOTAL	227,382	213,147	56,650	590,684	178,949	-	-	-	178,949
											178,949

NOTE: Expenses to this fund will be for the repair and replacement of water utility infrastructure. These expenses will need to have the approval of council.

NOTE: Expenses to this fund will also be for the 10% pay back on the principal and the related interest on various ADEC water loans.

NOTE: 2010 and 2011 Budget Actuals vary slightly from financials: In the budget, amounts in the Transfer From accounts have been combined with the normal revenue accounts

27-10-00-5901 - has been combined with 27-12-00-5825

27-10-00-5902 - has been combined with 27-12-00-5830

27-12-00-5903 - has been combined with 27-12-00-5805

This makes it easier to compare revenues year to year.

NOTE : In 2014, the City began transferring to Utility Fleet (Fund 55) at a 50% match rate from Fund 25 (Water reserves) and Fund 27 (Sewer reserves)

NOTE: In 2014, we also began including the YTD account Balance with the published budget

Sewer Reserves (Fund 27)		
	Retained Earning	Balance
Account Balance as of	8/17/15	202,485

Building (Fund 05)

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
REVENUES										
1	05-00-00-4001	Residential Plan Check Fee	7,946	1,000	2,908	5,000	5,000			5,000
2	05-00-00-4002	Residential Building Permit Fee	14,193	2,388	5,075	7,500	5,000			5,000
3	05-00-00-4003	Commercial Plan Check Fee	8,766		15,737	10,000	5,000			5,000
4	05-00-00-4004	Commerical Building Permit Fee	28,852		40,155	12,000	5,000			5,000
5	05-00-00-4005	Industrial Plan Check Fee			-	3,000	5,000			5,000
6	05-00-00-4006	Industrial Building Permit Fee			8,925	5,000	5,000			5,000
7		Institutional Plan Review Fee					32,000			32,000
8		Institutional Building Permit					25,000			25,000
9	05-00-00-4007	Road Excavation Bond				1,000	500,000			500,000
10	05-00-00-4008	Storm Water Plan Inspection Fee				1,000	1,000			1,000
11	05-00-00-4009	Storm Water Permit Fee				1,000	1,000			1,000
12	05-40-00-4010	Special Inspection Fee								-
13	05-00-00-5900	Transfer In From Fund Balance				70,000	60,000			60,000
		TOTAL	59,757	3,388	72,801	115,500	649,000	-	-	649,000
										649,000

EXPENSES										
14	05-00-00-7000	Road Excavation Bond Return	-			1,000	500,000			500,000
15	05-00-00-7001	Residential Plan Review	4,000	500	3,000	6,000	6,000			6,000
16	05-00-00-7002	Residential Inspections	6,150	5,250	2,000	10,500	5,000			5,000
17	05-00-00-7003	Commercial Plan Review	9,298	697	10,060	10,000	10,000			10,000
18	05-00-00-7004	Commercial Inspections	25,113		20,314	12,000	17,000			17,000
19	05-00-00-7005	Industrial Plan Review			3,024	8,000	7,500			7,500
20	05-00-00-7006	Industrial Inspections	1,437		5,715	13,000	12,500			12,500
21	05-00-00-7005	Institutional Plan Review				-	15,000			15,000
22	05-00-00-7006	Institutional Inspections				17,000	42,000			42,000
23	05-00-00-7007	Storm Water Plan Inspections				-				-
24	05-00-00-7008	Storm Water Site Inspections				-	-			-
25	05-01-00-7001	Publications & Advertising		260		2,000	2,000			2,000
26	05-01-00-7005	Legal Fees	75		100	1,000	1,000			1,000
27	05-01-00-7006	Professional Services		1,350		25,000	15,000			15,000
28	05-01-00-7022	Office Supplies/Software	1,607	422	277	2,000	7,500			7,500
29	05-01-00-7029	Admin/Misc. Expenses		262		2,500	2,500			2,500
30	05-01-00-7041	Bad Debt Expense				-	-			-
31	05-01-00-7049	Training Classes/Manuals		819		5,500	6,000			6,000
		TOTAL	47,680	9,561	44,490	114,500	649,000	-	-	649,000
										649,000

Building (Fund 05)		
Date		Fund Balance
Account Balance as of	8/17/2015	134,051

NOTE : A portion of the revenue from Fund Balance Transfer In is from revenues recieved in prior years; but the correlating expenses are not projected until 2015.

NOTE: Institutional Plan Review and Inspections are for ongoing NPHS renovations and the Interior Gas Utility Project.  
NOTE: Road Excavation Bond is much higher as it is anticipated that construction for the Gas Distribution Project will occur in North Pole in 2015.

## Gaming (Fund 07)

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	07-00-00-5000	Bed Tax Revenue			-	-	-			-
					-	-	-			-
					-	-	-		-	-

<b>EXPENSES</b>										
2	07-00-00-7999	City Retainage			-	-	-			-
3	07-00-00-7000	Transfer to G Fund			-	-	-			-
4	07-00-00-7003	NPEDC			-	-	-			-
5	07-00-00-7005	NP Chamber of Commerce			-	-	-			-
6	07-00-00-7006	FCVB			-	-	-			-
7	07-00-00-7007	NP Christmas in Ice			-	-	-			-
							-		-	-

NOTE : The City has a seperate bank account tied to this fund as required by state law.

NOTE : This Fund has remained inactive for multiple years

Gaming (Fund 07)		
Date		Fund Balance
Account Balance as of	8/17/2015	-

**FIRE DEPARTMENT FUND - Fund 16**

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	16-00-00-5900	Transfer in from fund balance				3,500	-			-
2	16-00-00-4001	Revenue	24,897				-			-
3	16-00-00-5100	Donations - Volunteer Dinner	7,000				-			-
		<b>TOTAL</b>	<b>31,897</b>	-	-	<b>3,500</b>				

<b>EXPENSES</b>										
4	16-00-00-7901	Transfer to General Fund			13,500		-			-
5	16-00-00-7000	Expenses	9,285	19,665	9,828	3,500	-			-
6	16-00-00-7001	Volunteer Dinner	5,840				-			-
		<b>TOTAL</b>	<b>15,126</b>	<b>19,665</b>	<b>23,328</b>	<b>3,500</b>				

NOTE - This fund is funded by Dept of Forestry use of city fire trucks and by special donations. It is used by the Fire Department for expenses related to upgrading the fire department and their annual dinner.

Fire (Fund 16)		
Date		Fund Balance
Account Balance as of	8/17/2015	(28)

**NORTH POLE COMMUNITY ICE RINK FUND - Fund 18**

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
		<b>REVENUES</b>					-			-
1	18-00-00-4001	North Pole Community Ice Rink	50		-		-			-
2	18-00-00-5900	Transfer in					-	10,961		10,961
		<b>Total</b>	<b>50</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,961</b>	<b>-</b>	<b>10,961</b>
		<b>EXPENSES</b>					-			-
3	18-00-00-7000	North Pole Community Ice Rink	-	190	-		-	10,961		10,961
		<b>Total</b>	<b>-</b>	<b>190</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,961</b>	<b>-</b>	<b>10,961</b>

NOTE: This fund is used for repairs/maintenance at the North Pole High School Hockey Rink. A community member makes the repairs and submits his invoices for reimbursement.  
Reimbursement is contingent on funds available - the city periodically receives donations for this specific purpose.

North Pole Community Ice Rink (Fund 18)		
Date	Fund Balance	
Account Balance as of	8/17/2015	10,962

## NORTH POLE FESITVAL FUND - Fund 20

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	20-00-00-4001	North Pole Festival donations	10,648	9,650	6,005	7,500	7,500			7,500
2	20-00-00-4002	City Funds		200	-		-			-
	20-00-00-5900	Transfer from Fund Balance						1,500		1,500
		<b>TOTAL</b>	<b>10,648</b>	<b>9,850</b>	<b>6,005</b>	<b>7,500</b>	<b>7,500</b>	<b>1,500</b>	-	<b>9,000</b>

<b>EXPENSES</b>										
3	20-00-00-7000	Expenditures	(65)	1,200	-	-	-			-
4	20-00-00-7001	Summerfest and	7,708	3,584	5,563	7,500	7,500			7,500
5	20-00-00-7002	Other Festivals	1,281	1,616	-			1,500		1,500
		<b>TOTAL</b>	<b>8,925</b>	<b>6,400</b>	<b>5,563</b>	<b>7,500</b>	<b>7,500</b>	<b>1,500</b>	-	<b>9,000</b>

NOTE: This fund is used for expenses related to Summer Fest and the Mayor's Labor Day Picnic. Revenues are received from community donations for this purpose.

North Pole Fesitval (Fund 20)		
Date		Fund Balance
Account Balance as of	8/17/2015	11,918

## ABADE - Fund 21

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Fiscal Note Amendments ORD 15-04	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>											
1	21-00-00-4001	Revenues	60,384	6,382	26,747				30,496		30,496
2	21-00-00-5900	Transfer In			2,665	17,296		35,410	70,020		105,430
		<b>TOTAL</b>	<b>60,384</b>	<b>6,382</b>	<b>29,412</b>	<b>17,296</b>	-	<b>35,410</b>	<b>100,516</b>		<b>135,926</b>
<b>EXPENSES</b>											
3	21-00-00-7000	Expenditures	3,995	31,505	10,931				100,516		100,516
4	21-00-00-7001	Vehicle Purchase		23,936		17,296		35,410			35,410
5	21-00-00-7002	Equipment		22,547		-					-
6	21-00-00-7091	Transfer Out			6,311						-
		<b>TOTAL</b>	<b>3,995</b>	<b>77,987</b>	<b>17,242</b>	<b>17,296</b>	-	<b>35,410</b>	<b>100,516</b>		<b>135,926</b>

NOTE: This fund is for drug forfeiture monies that come to the City through the Federal Government. These monies must be accounted for separately in their own fund. There are very tight restrictions as to the use of these monies. All expenses must be approved by the federal department of justice.

Abade (Fund 21)		
Date		Fund Balance
Account Balance as of	8/27/2015	100,516

## AHSO TRAFFIC OFFICER - Fund 22

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	22-00-00-4001	Grant Revenue	91,357	75,989	84,550	76,800				-
2	22-00-00-4165	PERS Relief	4,256	3,279	6,960	3,456				-
3		<b>TOTAL</b>	<b>95,613</b>	<b>79,269</b>	<b>91,510</b>	<b>80,256</b>		-	-	-

<b>EXPENSES</b>										
4	22-00-00-6000	Salaries	47,043	37,130	46,305	44,928				-
5	22-00-00-6022	Training Overtime	1,192							-
6	22-00-00-6090	Overtime	2,735	2,558	2,648	-				-
7	22-00-00-6091	Holiday Pay	1,047	433	935	-				-
8	22-00-00-6097	Workers Comp. Ins.	2,225	2,154	2,152	2,008				-
9	22-00-00-6099	Medicare	744	682	694	651				-
10	22-00-00-6100	PERS	15,735	12,407	10,976	9,857				-
11	22-00-00-6102	Health & Disability Insurance	19,649	23,904	20,839	19,355				-
12	22-00-00-6103	Leave Cash Out	1,387							-
13	22-00-00-6105	Insurance								-
14	22-00-00-7000	Expenditures	3,855							-
15	20-00-00-6100	Pers Relief			6,960	3,456				-
		<b>TOTAL</b>	<b>95,613</b>	<b>79,269</b>	<b>91,509</b>	<b>80,256</b>		-	-	-

NOTE: In the past, expenses and revenues, for the AHSO Traffic Officer, were budgeted in the General Fund even though the actual revenues and expenses were booked to Fund 22. Starting in 2011, the City of North Pole will begin budgeting all revenues and expenses from this program in Fund 22.

NOTE: The City has received a state grant for 100% funding of this position through September 30, 2013.

NOTE: The AHSO Grant was a 90% match for the salary of the officer in 2014

NOTE: The AHSO Grant will be a 75% match for the salary of the officer in 2015.

NOTE: The AHSO Grant is expected to lower the match in future years. It is expected that if the Grant is not awarded this position will be paid for through the General Fund.

NOTE: 2013 budget did not have the Grant amount prior to council approval and will be updated with the 2013 revised budget.

### BYRNE/JAG OFFICER - Fund 23

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	23-00-00-4001	Grant Revenue	40,353	72,704	45,662	50,000	50,000			50,000
2	23-00-00-4165	PERS Relief	3,263	6,529	2,299					-
		<b>TOTAL</b>	<b>43,616</b>	<b>79,233</b>	<b>47,961</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
			-							50,000

<b>EXPENSES</b>										
3	23-00-00-6022	Training Overtime	-	-	-					-
4	23-00-00-6000	Salaries	20,460	44,583	25,807	29,963	30,000			30,000
5	23-00-00-6022	Training Overtime		38	-					-
6	23-00-00-6090	Overtime	1,839	2,407	1,692					-
7	23-00-00-6091	Holiday Pay	517	567	-					-
8	23-00-00-6095	Grant Overtime	-	534	-					-
9	23-00-00-6097	Workers Comp. Ins.	1,070	2,451	1,204	1,339	1,410			1,410
10	23-00-00-6099	Medicare	354	784	(2,582)	434	435			435
11	23-00-00-6100	PERS	12,064	18,759	3,625	6,565	6,600			6,600
12	23-00-00-6102	Health & Disability Insurance	7,312	9,111	15,916	11,699	11,555			11,555
13	23-00-00-6103	Leave Cash Out	-	-	-					-
14	23-00-00-6108	Pers Relief			2,299					-
15	23-00-00-7000	Expenditures	-	-	-					-
				-	-					-
		<b>TOTAL</b>	<b>43,616</b>	<b>79,233</b>	<b>47,961</b>	<b>50,000</b>	<b>50,000</b>	<b>-</b>	<b>-</b>	<b>50,000</b>
										50,000

NOTE: In the past, expenses and revenues, for the JAG Officer, were budgeted in the General Fund even though the actual revenues and expenses were booked to Fund 23. Starting in 2011, the City of North Pole will begin budgeting all revenues and expenses for this program in Fund 23.

NOTE: The City receives a State grant that covers part of the cost of a JAG Police Officer. We have received a percentage of the cost of the position in the past, however; in 2014, we have been awarded a set dollar amount.

NOTE: This grant is for the term of July 1, 2013 through June 30th, 2014. It is assumed that the City will receive continued grant support from the State, however; if not, the City will need to cover the cost of this position from the General Fund.

NOTE: It should be noted that this position is a normal, full-time, position within the Police Department, it was created under the General fund. The JAG grant was received at a later time to help offset the costs of this officer.

**STATE FORFEITURES FUND - Fund 24**

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	24-00-00-4001	Transfer In			3,696	26,738		11,954		11,954
2	24-00-00-4001	State Forfeiture Revenue	1,356	4,341	34,273					-
		<b>TOTAL</b>	<b>1,356</b>	<b>4,341</b>	<b>37,968</b>	<b>26,738</b>	-	<b>11,954</b>	-	<b>11,954</b>
										<b>11,954</b>
<b>EXPENSES</b>										
3	24-00-00-7000	Expenses		927	4,776	9,106		11,954		11,954
4	24-00-00-7091	Transfer to General Fund				17,632				-
		<b>TOTAL</b>	-	<b>927</b>	<b>4,776</b>	<b>26,738</b>	-	<b>11,954</b>	-	<b>11,954</b>
										<b>11,954.00</b>

State Forfeitures (Fund 24)		
Date		Fund Balance
Account Balance as of	8/27/2015	8,422

NOTE: This Fund account is for assets recieved in State of Alaska forfeitures (Police) this fund is not as restricted as the ABADE fund.

**CAPITAL PROJECTS FUND - 03-XX and 31-XX**

FUND	PROJECT	Expense	Revenue	Revenue Source
3	Mixing Zone Compliance Plan	500,000	500,000	Legislative Grant 15-DC-114
3	Well Rehabilitation and Adjustment Control Panel	147,500	147,500	State DCCED #09-DC-505
3	Waste Water Treatment Rehabilitation Phase 1	1,075,140	1,075,140	State MMG
3	Waste Water Treatment Rehabilitation Phase 1	708,526	708,526	State capital funding request
3	Emergency Generators	302,500	302,500	State ACWF
3	Lift Station Rehab Phase 3 MMG 63324	1,960,000	1,960,000	Combined Utility Cash Match
	<b>Total Utility Fund 3</b>	<b>4,693,666</b>	<b>4,693,666</b>	

31	Community Strategic Planning (reappropriated IFFS)	80,000	80,000	Legislative Grant 15-RR-006 Previously IFSS
31	Strategic Community Plan	71,000	71,000	Legislative Grant 15-DC-117
31	Redesign of City Hall and Police Station	300,000	300,000	Legislative Grant 15-DC-116
31	Archiving for City of North Pole	150,000	150,000	
31	Homeland Security, Training, Equipment	128,000	128,000	EMW-2015-SS-00026-S01
	<b>TOTAL General Fund 31</b>	<b>729,000</b>	<b>729,000</b>	
	<b>Total All Capital Projects</b>	<b>5,422,666</b>	<b>5,422,666</b>	

Ordinance 15-12

**Sister City (Fund 32)**

Line #	Account Number	Account Title	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>									
1	32-00-00-5001	Travel to Japan					200.00		200.00
2	32-00-00-5900	Transfer In					300.00		300.00
		Total	-	-	-	-	1,000.00	-	500.00
<b>EXPENSES</b>									
2	32-00-00-7001	EXPENSES					1,000.00		1,000.00
		Total	-	-	-	-	1,000	-	1,000

NOTE: This fund was created in 2012 to account for expenses/donations for Sister City travel and hosting.

Sister City (Fund 32)		
	Date	Fund Balance
Account Balance as of	8/27/2015	500

**IRS FORFEITURES - Fund 33**

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	33-00-00-4001	IRS Forfeitures		6,417						-
2	33-00-00-5900	Transfer In From Fund Balance			2,615	6,367		78,034		78,034
	<b>TOTAL</b>			<b>6,417</b>	<b>2,615</b>	<b>6,367</b>	-	<b>78,034</b>		- <b>78,034</b>

<b>EXPENSES</b>										
3	33-00-00-7000	Expense						78,034		78,034
4	33-00-00-7091	Transfer Out			2,665	6,367				-
	<b>TOTAL</b>				<b>2,665</b>	<b>6,367</b>	-	<b>78,034</b>		- <b>78,034</b>

NOTE: This fund was created in 2012 to account for forfeitures from IRS case work.

IRS Forfeitures (Fund 33)			
	Date		Fund Balance
Account Balance as of	8/27/2015		24,209

**IMPOUND LOT FUND - FUND 36**

Line #	Account Number	Account Title	2011 Actuals	2012 Actuals	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	36-00-00-4024	Administration Fees			20,352	36,000	36,000			36,000
2	36-00-00-4025	Transfer to General Fund								-
3	36-00-00-5900	Transfer from Fund Balance								-
		<b>TOTAL</b>			<b>20,352</b>	<b>36,000</b>	<b>36,000</b>	<b>-</b>	<b>-</b>	<b>36,000</b>
										36,000

<b>EXPENSES</b>										
4	36-00-00-7105	Hearing Fees								-
5	36-00-00-7106	Attorney Fees								-
6	36-00-00-7107	Towing Fees								-
7	36-00-00-7108	Bad Debt								-
8	36-00-00-7109	Refund to Vehicle Owner			384					-
9	36-00-00-7092	Transfer to General fund			17,630	36,000	5,000			5,000
10	36-00-00-7029	Miscellaneous			1,930					-
11	36-00-00-7039	Postage			408					-
12	30-00-00-7901	Transfer to Fund Balance					31,000			31,000
		<b>TOTAL</b>			<b>20,352</b>	<b>36,000</b>	<b>36,000</b>	<b>-</b>	<b>-</b>	<b>36,000</b>
										36,000

NOTE - This fund was created in 2012, by ordinance, to collect impound lot fees. It was the intention to build funds in order for the City to have a impound lot of our own for seizures. In 2013, impound lot fees were budgeted as revenue in the general fund.

At year end, we will do a transfer, from the Impound Lot Fund to the General Fund for all fees received, minus expenses.

NOTE - In 2015 we are reducing the transfer to General Fund to only \$5,000

Impound (Fund 36)				
			Date	Fund Balance
Account Balance as of			8/27/2015	9,600

### Bed Tax - Fund 37

Line #	Account Number	Account Title	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>										
1	37-00-00-7000	Bed Taxes Collected						90,000		90,000
2										-
	<b>TOTAL</b>						-	90,000	-	90,000

<b>EXPENSES</b>										
3	33-00-00-7000	Grant Disbursements Expense						41,455		41,455
4	33-00-00-7091	City Administration Fee						21,250		21,250
		Transfer to Fund Balance						27,295		27,295
	<b>TOTAL</b>								-	90,000

NOTE: This fund was created in 2015 for Bed Tax Grants

IRS Forfeitures (Fund 33)			
	Date		Fund Balance
Account Balance as of	8/27/2015		920

# VEHICLE FLEET FUND - FIRE - Fund 50

Line #	Account Number	Account Title	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>								
1	50-00-00-5900	Transfer From General Fund	14,352	13,975	13,975			13,975
2	50-00-00-5005	Other Revenue		10,000				-
		<b>TOTAL</b>	<b>14,352</b>	<b>23,975</b>	<b>13,975</b>	<b>-</b>	<b>-</b>	<b>13,975</b>
								13,975

<b>EXPENSES</b>								
3	50-00-00-7901	Transfer to Fund Balance		23,975	13,975			13,975
4								-
		<b>TOTAL</b>		<b>23,975</b>	<b>13,975</b>	<b>-</b>	<b>-</b>	<b>13,975</b>
								13,975

NOTE: Budgeted transfers into this fund will be done at year end, once all property tax has been collected.

NOTE: This fund was created in 2013, by Ordinance 13-11, and is funded by a percentage of Property Tax.

NOTE: Monies from this Fund may only be spent by budget approval of the Council.

Vehicle Fleet Fund - Fire (Fund 50)		
	Date	Fund Balance
Account Balance as of	8/17/2015	24,430

# VEHICLE FLEET FUND - POLICE - Fund 51

Line #	Account Number	Account Title	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>								
1	51-00-00-5900	Transfer From General Fund	14,352	23,975	38,475			38,475
2								-
		<b>TOTAL</b>	<b>14,352</b>	<b>23,975</b>	<b>38,475</b>	<b>-</b>	<b>-</b>	<b>38,475</b>
								38,475
<b>EXPENSES</b>								
3	51-00-00-7901	Transfer to Fund Balance		23,975				-
4	51-00-00-7000	Police Vehicle Purchase			38,475			38,475
		<b>TOTAL</b>		<b>23,975</b>	<b>38,475</b>	<b>-</b>	<b>-</b>	<b>38,475</b>
								38,475

NOTE: Budgeted transfers into this fund will be done at year end, once all property tax has been collected.

NOTE: This fund was created in 2013, by Ordinance 13-11, and is funded by a percentage of Property Tax

NOTE: Monies from this Fund may only be spent by budget approval of the Council

Vehicle Fleet Fund - Police (Fund 51)		
	Date	Fund Balance
Account Balance as of	8/17/2015	23,630

# VEHICLE FLEET FUND - ADMIN - Fund 52

Line #	Account Number	Account Title	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>								
1	52-00-00-5900	Transfer From General Fund	5,520	5,375	5,375			5,375
2								-
		<b>TOTAL</b>	<b>5,520</b>	<b>5,375</b>	<b>5,375</b>	<b>-</b>	<b>-</b>	<b>5,375</b>
								5,375

<b>EXPENSES</b>								
3	52-00-00-7901	Transfer to Fund Balance		5,375	5,375			5,375
4								-
								-
		<b>TOTAL</b>		<b>5,375</b>	<b>5,375</b>	<b>-</b>	<b>-</b>	<b>5,375</b>
								5,375

NOTE: Budgeted transfers into this fund will be done at year end, once all property tax has been collected.

NOTE: This fund was created in 2013, by Ordinance 13-11, and is funded by a percentage of Property Tax.

NOTE: Monies from this Fund may only be spent by budget approval of the Council

Vehicle Fleet Fund - Admin (Fund 51)		
	Date	Fund Balance
Account Balance as of	8/17/2015	15,405

# VEHICLE FLEET FUND - PUBLIC WORKS - Fund 53

Line #	Account Number	Account Title	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>								
1	53-00-00-5900	Transfer From General Fund	9,936	9,675	9,675			9,675
2								-
		<b>TOTAL</b>	<b>9,936</b>	<b>9,675</b>	<b>9,675</b>	<b>-</b>	<b>-</b>	<b>9,675</b>
								9,675

<b>EXPENSES</b>								
3	53-00-00-7001	Expenses		3,000				-
4	53-00-00-7901	Transfer to Fund Balance		6,675	9,675			9,675
		<b>TOTAL</b>	<b>-</b>	<b>9,675</b>	<b>9,675</b>	<b>-</b>	<b>-</b>	<b>9,675</b>
								9,675

NOTE: Budgeted transfers into this fund will be done at year end, once all property tax has been collected.

NOTE: This fund was created in 2013, by Ordinance 13-11, and is funded by a percentage of Property Tax.

NOTE: Monies from this Fund may only be spent by budget approval of the Council

Vehicle Fleet Fund - Public Works (Fund 53)		
	Date	Fund Balance
Account Balance as of	8/17/2015	12,427

# VEHICLE FLEET FUND - UTILITY - Fund 55

Line #	Account Number	Account Title	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>								
1	55-00-00-5900	Transfer From Fund 25 Water Reserve			11,250			11,250
2	55-00-00-5900	Transfer From Fund 27 Sewer Reserve			11,250			11,250
3	55-00-00-5900	Transfer From Fund 25 Water Reserve (operator truck)		15,000				-
4	55-00-00-5900	Transfer From Fund 27 Sewer Reserve (operator truck)		10,000				-
								-
		<b>TOTAL</b>		<b>25,000</b>	<b>22,500</b>	<b>-</b>	<b>-</b>	<b>22,500</b>
								22,500

<b>EXPENSES</b>								
5	55-00-00-7901	Transfer to Retained Earnings (Utility Truck)		-				-
6	55-00-00-7901	Transfer to General Fund Balance (Jet Vac)		-				-
7	55-00-00-7901	Transfer to General Fund Balance (Crane Truck)		-				-
8	55-00-00-7901	Purchase Utility Truck		30,000				-
9	55-00-00-7901	Purchase Backhoe		99,000				-
10	55-00-00-7901	Transfer to Retained Earnings		(104,000)	22,500			22,500
		<b>TOTAL</b>		<b>25,000</b>	<b>22,500</b>	<b>-</b>	<b>-</b>	<b>22,500</b>
								22,500

NOTE - This fund was created in 2013, by Ordinance 13-11, and is funded by allocations from Fund 25 (Water Reserves) and Fund 27 (Sewer Reserves).

NOTE - Monies from this Fund may only be spent by budget approval of the Council.

Vehicle Fleet Fund - Utility (Fund 55)		
	Date	Fund Balance
Account Balance as of	8/17/2015	25,963

**CAPITAL PROJECTS - GENERAL GOVERNMENT RESERVES - Fund 54**

Line #	Account Number	Account Title	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Fiscal Note Amendments Ord 15-13	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>									
1	54-00-00-5900	Transfer From General Fund	44,159	43,000	43,000				43,000
2									-
		<b>TOTAL</b>	<b>44,159</b>	<b>43,000</b>	<b>43,000</b>	-	-	-	<b>43,000</b>
									43,000

<b>EXPENSES</b>									
3	54-00-00-7001	Expense		37,000		7,000			7,000
4	54-00-00-7901	Transfer to Fund Balance		6,000	43,000	(7,000)			36,000
									-
		<b>TOTAL</b>	-	<b>43,000</b>	<b>43,000</b>	-		-	<b>43,000</b>
									43,000

NOTE: Budgeted transfers into this fund will be done at year end, once all property tax has been collected.

NOTE: This fund was created in 2013, by Ordinance 13-11, and is funded by a percentage of Property Tax.

NOTE: Monies from this Fund may only be spent by budget approval of the Council.

General Projects Reserves (Fund 54)		
	Date	Fund Balance
Account Balance as of	8/17/2015	57,303

## HEALTH INSURANCE RESERVES - Fund 56

Line #	Account Number	Account Title	2013 Actuals	2014 Budget	2015 Budget ORD 14-25	Proposed Amendments ORD 15-14	Council Amendments	2015 Amended Budget
<b>REVENUES</b>								
1	56-00-00-xxxx	RX Rebates						-
2	56-00-00-xxxx	Stop Loss						
3	56-00-00-xxxx	Transfer In: General Fund						-
		<b>TOTAL</b>	-	-	-	-	-	-
								-
<b>EXPENSES</b>								
4	56-00-00-xxxx	Transfer To: General Fund						-
5	56-00-00-xxxx	Transfer To: Utility Fund						-
								-
		<b>TOTAL</b>	-	-	-	-	-	-
								-

NOTE: This is a new fund in 2015. All receipts from RX Rebates, Stop Loss Payments and any other receipts related to the City Health Insurance Program will be booked to this fund.

NOTE: At year end, any expenses booked that are in excess of payments to the Health Insurance Carrier will be transferred to this fund - to help build a reserve. Transfer out, from this fund, will be made to the General Fund if payments to the health insurance carrier are in excess of expenses booked.

Health Insurance Reserves (Fund 55)		
	Date	Fund Balance
Account Balance as of	8/17/2015	85,725



THE STATE  
of **ALASKA** COPY  
GOVERNOR BILL WALKER

Department of Military and  
Veterans Affairs

Division of Homeland Security and  
Emergency Management

P.O. Box 5750  
JBER, AK 99505-0750  
Main: 907.428.7000  
Fax: 907.428.7009  
www.ready.alaska.gov

August 31, 2015

The Honorable Bryce Ward, Mayor  
City of North Pole  
125 Snowman Lane  
North Pole, AK 99705

RE: 2015 State Homeland Security Program, EMW-2015-SS-00026-S01  
State Program No.: 20SHSP-GY15

Certified Mail #: 9171 9690 0935 0076 7847 33

Dear Mayor Ward:

The Division of Homeland Security and Emergency Management (DHS&EM) received funds from the U.S. Department of Homeland Security under the 2015 State Homeland Security Program (SHSP). We are pleased to award the City of North Pole the amount of \$180,740.92 under this grant. Funding from this program is provided to support, build, and sustain the ability of states, territories, and urban areas to prevent, protect against, mitigate, respond to, and recover from terrorist attacks and other all-hazards events.

Please review the Grant Requirements and Program Terms and Conditions as articles have changed to incorporate the provisions of 2 CFR Part 200. All changes to these items will be discussed at the 2015 Grant Kick-Off Meetings. Participation at a Kick-Off Meeting is required.

Please review project budget details (PBDs) for Environmental and Historical Preservation (EHP) requirements and approved project specifics. As a reminder, all procurement transactions must be conducted in a manner providing full and open competition. To ensure this, DHS&EM requires a Procurement Method Report with every expense (with the exception of local advertising, legal notices, and travel arrangements) submitted for reimbursement under this grant. In addition, all service contracts, purchases over \$25,000.00, and non-competitive/sole source purchases must be pre-approved by DHS&EM. Please see the Procurement Method Report for additional details.

Attached are two pre-signed Obligating Award Documents. Please review the information for accuracy and review any Special Conditions. Sign both obligating documents, keep one original for your records, and return the other original within 30 days of jurisdiction receipt to:

State Administrative Agency (SAA) Point of Contact  
PO Box 5750  
JBER, AK 99505

COPY

Mayor Ward  
August 31, 2015  
Page 2 of 2

If the Obligating Award Documents cannot be returned within 30 days due to local jurisdiction policies, a Notice of Intent to Accept Grant Award form and instructions are available for download on DHS&EM's Grants website, <http://ready.alaska.gov/grants.htm>.

If signatory points of contacts have changed since submittal of the application, please complete and return a Signatory Authority Form with the signed Obligating Award Document. The Signatory Authority Form is available for download on DHS&EM's Grants website. If needed, Electronic Payment (EDI) enrollment forms are also available upon request.

If you have questions or need further assistance, please contact the Division Project Manager for this grant, Adrian Avey, at 907-428-7027, 800-478-2337, or by email at [mva.grants@alaska.gov](mailto:mva.grants@alaska.gov).

Sincerely,

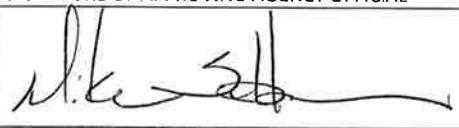



Michael J. Sutton  
Deputy Director

mjs:ama:tdp

Enclosures: Obligating Award Document (2 originals)  
Project Budget Details Report  
Quarterly Activities Plan  
EHP Screening Memo

CC: Buddy Lane, Jurisdiction Project Manager  
Tricia Fogarty, Jurisdiction Chief Financial Officer

<b>State of Alaska</b> <b>Division of Homeland Security and Emergency Management</b> Under US Department of Homeland Security Federal Emergency Management Agency Grant Programs Directorate						Page 1 of 7	
						FEDERAL AWARD DATE	
						August 10, 2015	
						FEDERAL GRANT PROGRAM	
						2015 State Homeland Security Program	
<b>OBLIGATING AWARD DOCUMENT</b>						FEDERAL GRANT NUMBER	
						EMW-2015-SS-00026-S01	
RECIPIENT NAME AND ADDRESS		PERFORMANCE PERIOD		AMENDMENT		CFDA: 97.067	
City of North Pole 125 Snowman Lane North Pole, AK 99705		FROM:	September 01, 2015	AMENDMENT #:		AWARD AMOUNT	
		TO:	September 30, 2017	EFFECTIVE DATE:		\$180,740.92	
		STATE PROGRAM NUMBER				20SHSP-GY15	
DUNS NUMBER	082506569		FUNDING ALLOCATION				
EIN	92-6001585		PLANNING		EXERCISE	\$18,842.00	
METHOD OF PAYMENT	Electronic		TRAINING	\$38,238.00	EQUIPMENT	\$123,660.92	
PURPOSE OF AWARD							
The attached Project Budget Details is the funding allocation. Grant program guidelines and federal, state, and local contracting and procurement compliance requirements apply.							
GRANT REQUIREMENTS AND PROGRAM TERMS AND CONDITIONS							
The acceptance of a grant from the United States government creates a legal duty on the part of the recipient to use the funds or property made available in accordance with the conditions of the grant. [GAO Accounting Principles and Standards for Federal Agencies, Chapter 2, Section 16.8(c)] See attached for continued Grant Requirements and Program Terms and Conditions							
SPECIAL CONDITIONS (Grant funds cannot be expended until these conditions have been met. See Obligating Award for details)							
See Attached							
AGENCY INFORMATION							
ADDRESS	Division of Homeland Security and Emergency Management PO Box 5750 JBER, AK 99505-5750			WEBSITE	http://ready.alaska.gov		
				EMAIL	mva.grants@alaska.gov		
				PHONE	907-428-7000		
				FAX	907-428-7009		
STATE PROJECT MANAGER		PHONE	FAX	EMAIL			
Adrian Avey		907-428-7027	907-428-7009	adrian.avey@alaska.gov			
AGENCY APPROVAL				RECIPIENT ACCEPTANCE			
NAME AND TITLE OF APPROVING AGENCY OFFICIAL				NAME AND TITLE OF AUTHORIZED RECIPIENT OFFICIAL			
Michael J. Sutton, Deputy Director				Bryce Ward, Mayor			
SIGNATURE OF APPROVING AGENCY OFFICIAL				SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL			
			DATE				DATE
			21 Aug 15				
FOR STATE USE ONLY							
AR UNIT	LOC CODE			DIVISION FILE NUMBER			
99160010	2202			1.6.2.13		DATE RETURNED	

# Project Budget Details Report

2015 State Homeland Security Grant Program (SHSP) / SHSP

North Pole, City of

COPY

Reported Category = ALL. Reported Revision = 0 of 0.

Expense PBD#	Category	Solution Area	Discipline	Qty	Budgeted Cost	PBD# Amt Spent	PBD# Balance
1	Training	OverTime	LE				
EHP	Item:				Federal	\$17,571.00	\$17,571.00
<input type="checkbox"/> EHP	AS16 Active Shooter Training						
Description: Overtime and backfill to attend Active Shooter training							

2	Training	Course: Dev,Del,Eval	EMA				
EHP	Item:				Federal	\$9,678.00	\$9,678.00
<input type="checkbox"/> EHP	Fall and Spring Preparedness Conference - Travel						
Description: Travel costs to attend the Fall and Spring Preparedness Conferences							

3	Training	Course: Dev,Del,Eval					
EHP	Item:				Federal	\$6,500.00	\$6,500.00
<input type="checkbox"/> EHP	Preparedness Expo						
Description: Rent facility and media expenses for annual "Preparedness Expo"							

4	Equipment	Phys.Security	LE				
EHP	Item:				Federal	\$123,660.92	\$123,660.92
<input checked="" type="checkbox"/> EHP	Door Security System Upgrade						
Description: Purchase and installation of security access control doors							

5	Exercise	OverTime	LE				
EHP	Item:				Federal	\$12,896.00	\$12,896.00
<input type="checkbox"/> EHP	AS16 Exercise Participation						
Description: Overtime and backfill for fire and police personnel to attend Active Shooter exercise							

125 Snowman Lane  
North Pole, Alaska 99705  
(907) 488-8593  
(907) 488-3002 (fax)  
bill@northpolealaska.com

City of North Pole  
Director of City Services

# Memo

To: North Pole City Council  
From: William Butler  
Date: September 16, 2015  
Subject: Renewal of Snow Plowing contract with Heel, LLC

---

## RECOMMENDATION

Accept the request from Heel, LLC to extend the snow removal contract for a second year for the period October 1, 2015 to September 30, 2016 as is permitted in the original contract. In addition, accept Heel's proposal to continue the snowplowing costs for the 2015-2016 contract at the same rates as the previous year's contract: \$9,500 per city-wide snowplowing event and \$9,500 per city-wide hard pack removal event.

## BACKGROUND

The contract for snow plowing includes a clause that permits the City to renew the contract for up to two additional years in one-year increments. The contract permits the contractor to request a modification in the contract price to reflect changes in their costs. There is presently \$38,000 remaining in the Public Works snowplowing budget through December 31, 2015. The draft 2015 Public Works budget includes a recommendation to increase the snowplowing budget to \$76,000—the equivalent of eight separate snow removals.

The City awarded Heel, LLC the 2013-2014 snowplowing contract at a cost of \$9,000 per snow removal and \$9,000 per hardpack removal. In 2014, Heel requested and received an increase in these costs to \$9,500 per snow removal event. Heel is interested in renewing the contract for the 2015-2016 winter season. They have requested no increase in the per snow removal event.

The period of the current contract is October 1, 2014 to September 30, 2015. The contract amendment will extend the contract from the date of signature by both parties through September 30, 2016 with receipt of a new bond and proof of insurance. Rebidding the contract would require a minimum of two weeks. The cost to rebid the contract would be approximately \$500 for advertising expenses. There is no guarantee the City would receive a lower cost bid. In addition, it typically takes one season for a snowplow contractor to familiarize themselves with the City's streets. Contracting with a new contractor would require "breaking-in" a new contractor.

Heel has been the City's snowplow contractor in previous years. They are familiar with the City's streets and they do reliable work. As a local business, Heel is in the immediate vicinity of the City and responds quickly to requirements to plow the City's streets. In instances where there have been damages caused because of snow plowing, Heel has been responsive to fixing legitimate damage claims by property owners and the City.

# Memo

To: North Pole City Council  
From: Bill Butler  
Date: September 16, 2015  
Subject: Acceptance of a professional services agreement with Stantec for engineering services

---

## Recommendation

Accept Stantec proposal to provide engineering services for the Utility Department for the Phase 3 Lift Station rehabilitation project and authorize the mayor to sign the agreement on behalf of the City. The amount of professional services agreement is \$261,678. Stantec's proposal is attached. Stantec's services will include: Investigation and assessment of the project lift stations; design, construction and bidding documents; and construction management services.

## Background

Stantec (formerly USKH) was the engineering firm that provided engineering services for the first two phases of lift station rehabilitation. The Utility selected USKH for the first lift station project based upon a request for proposals. Phase 1 originally included two lift stations, but due to the availability of Economic Stimulus funding, the project grew to include four lift stations. A problem arose with one of the construction contractor's subcontractors that eventually resulted in litigation that was resolved with a negotiated settlement. USKH stood with the Utility for over a year throughout the litigation process and did not charge any additional expenses.

The Utility selected USKH to be its engineer for the Phase 2 lift station project. The effort applied "lessons learned" from Phase 1 and used them in Phase 2—engineering revisions to update the electronic controls for the four lift stations included in Phase 2. ADEC, the majority funder for Phases 1 & 2, allowed the Utility to use unspent Phase 1 funds to upgrade the electronic controls installed in Phase 1 to the standards established for Phase 2. Phase 2 proceeded smoothly with no significant issues and only two modest change orders.

USKH and its successor, Stantec, has been a reliable engineering firm for the Utility. They conducted the engineering assessment and design project for the wastewater treatment plant (WWTP). The engineering and design plans from this project were used for the WWTP rehabilitation project completed in early 2015. Stantec was the Utility's engineer for the WWTP rehabilitation project. Stantec is the engineering firm currently managing the Utility's response to the Notice of Violation

related to the loss of river flow at the WWTP sewer outfall on the Tanana River. Stantec has also provided engineering support for a few smaller projects

Stantec's engineering has been reliable and of high quality. One of the strongest services that Stantec provides is extensive construction management that includes a high number of site inspections, typically two to three site visits per week during active construction. Routine inspections help to ensure that the construction contractor is providing the contracted services for the Utility. Frequent inspections are also a useful service for the construction contractor who has an on-site resource should they have questions or concerns about the engineering, design and expectations. The high number of inspections account add to Stantec's fees, but my assessment is that the services justify the expense.



September 10, 2015  
File: 2047xxxx

Bill Butler  
Director of City Services  
City of North Pole  
125 Snowman Lane  
North Pole, Alaska 9970

**Project: City of North Pole Phase 3 Sewer Lift Station Rehabilitation**  
**Subject: Professional Services Proposal**

Dear Mr. Butler,

Stantec Consulting Services Inc. (Stantec) has prepared a scope, fee, and agreement for continuing the rehabilitation of the City of North Pole's (CONP) sewer lift station system. Based upon our conversations, we understand the CONP wishes to bid the rehabilitation of five lift stations locations in 2016. To support this effort, Stantec will provide investigation and assessment of the existing lift stations, and then produce construction and procurement documents. The CONP will bid that design in March or April of 2016. Stantec will support the procurement effort and provide support services throughout construction.

We propose to provide the following services:

1. **Investigation and Assessment**, for a total of five locations identified by CONP. This work will be performed by November of 2015, subject to notice to proceed.
2. **Design, Construction and Bidding Documents**. Completed by end of February 2016.
3. **Construction Oversight Services**. Services will be provided in 2016, with substantial completion before end of October, and all services complete by end of December 2016.

The total cost for all services is \$261,678. A draft Agreement and worksheets showing the scope, development, and distribution of the fee to the various tasks are attached. Terms and conditions are identical to those being used for the WWTP Effluent Disposal project. The terms were previously negotiated to the mutual satisfaction of CONP and Stantec, so we suggest continuing with these.

We are ready to begin work immediately upon your approval and execution of the agreement. Thank you very much for allowing Stantec to assist you this project. We take great pride in helping communities improve and sustain their utilities.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dean Syta", written over a light blue horizontal line.

**Stantec Consulting Services Inc.**

**Dean Syta**

Principal

Phone: (907) 343-5260

Fax: (907) 258-4653

dean.syta@stantec.com

Attachment: As noted

sd z:\fee proposals\np phase 3 proposal.docx

Design with community in mind

# **Professional Services Agreement**

**City of North Pole**

**And**

**Stantec**

**Project name:** Phase 3 Sewer Liftstation Rehabilitation

## **Parties**

**Stantec Consulting Services Inc.**

2515 A Street  
Anchorage, AK 99503  
907-276-4245

**City of North Pole**

125 Snowman Lane  
North Pole, AK 99705  
907-488-2281

## **Scope of Services**

Stantec Consulting Services Inc. ("Stantec") shall provide investigations, design and construction support services for the City of North Pole (CONP, "City") Phase 3 Sewer Liftstation Rehabilitation project. Specific services to be provided are listed on the attached proposal letter dated September 11, 2015 and the accompanying fee proposal tables.

## **Compensation**

Stantec shall be compensated on lump sum basis as follows for the listed tasks:

- |                                               |            |
|-----------------------------------------------|------------|
| 1. Investigation and Assessment               | \$ 50,598  |
| 2. Design, Construction and Bidding Documents | \$ 74,518  |
| 3. Construction Oversight Services            | \$ 136,562 |

Total contract price is \$ 261,678

## **Schedule**

This agreement shall be effective from September 28, 2015 through December 31, 2016. It is expected that investigation and assessment services will be completed by November 2015. Design, construction and bidding documents will be complete by end of February 2016. Construction will take place between April and October of 2016. The agreement may be extended upon mutual agreement. Any extension must be confirmed in writing.

## **Other Terms**

Specific work to be completed, the locations of the work, project tasks, assumptions, and limitations are indicated on the fee proposal tables for this agreement.

**Authorization**

The services covered by this agreement will be performed in accordance with the provisions and contained herein and any attachments or schedules, to include the Stantec professional services terms and conditions, copy attached. This agreement supersedes all prior agreements and understandings and may only be changed by written amendments executed by both parties.

**Stantec Consulting Services Inc.****City of North Pole**

Signature	_____	Signature	_____
Printed	<u>Dean Syta</u>	Printed	<u>Bryce Ward</u>
Title	<u>Principal</u>	Title	<u>Mayor</u>
Date	_____	Date	_____

The following Terms and Conditions are attached to and form part of a proposal for services to be performed by Consultant and together, when the CLIENT authorizes Consultant to proceed with the services, constitute the AGREEMENT. Consultant means the Stantec entity issuing the Proposal.

**DESCRIPTION OF WORK:** Consultant shall render the services described in the Proposal (hereinafter called the "SERVICES") to the CLIENT.

**TERMS AND CONDITIONS:** No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the CLIENT and Consultant. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This AGREEMENT supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the PROJECT

**COMPENSATION:** Payment is due to Consultant upon receipt of invoice. Failure to make any payment when due is a material breach of this AGREEMENT and will entitle Consultant, at its option, to suspend or terminate this AGREEMENT and the provision of the SERVICES. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

**NOTICES:** Each party shall designate a representative who is authorized to act on behalf of that party. All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party.

**TERMINATION:** Either party may terminate the AGREEMENT without cause upon thirty (30) days notice in writing. If either party breaches the AGREEMENT and fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the CLIENT of Consultant's invoices within 30 days of Consultant rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of Consultant are terminated. On termination by either party, the CLIENT shall forthwith pay Consultant all fees and charges for the SERVICES provided to the effective date of termination.

**ENVIRONMENTAL:** Except as specifically described in this AGREEMENT, Consultant's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater.

**PROFESSIONAL RESPONSIBILITY:** In performing the SERVICES, Consultant will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the SERVICES at the time and the location in which the SERVICES were performed.

**LIMITATION OF LIABILITY:** Each party releases the other from any liability and from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the SERVICES or of the other obligations set forth herein, excepting liability arising from the negligence or willful misconduct of the released party. As each party's sole and exclusive remedy under this AGREEMENT any claim, demand or suit shall be directed and/or asserted only against the other party and not against any of the other party's employees, officers or directors.

Each party's liability with respect to any claims arising out of this AGREEMENT shall be absolutely limited to direct damages arising out of the SERVICES or the other obligations set forth herein and neither party shall bear any liability whatsoever for any consequential loss, injury or damage incurred by the other party, including but not limited to claims for loss of use, loss of profits and/or loss of markets.

**DOCUMENTS:** All of the documents prepared by or on behalf of Consultant in connection with the PROJECT are instruments of service for the execution of the PROJECT. Consultant retains the property and copyright in these documents, whether the PROJECT is executed or not. These documents may not be used for any other purpose without the prior written consent of Consultant. In the event Consultant's documents are subsequently reused or modified in any material respect without the prior consent of Consultant, the CLIENT agrees to defend, hold harmless and indemnify Consultant from any claims advanced on account of said reuse or modification.

Any document produced by Consultant in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of Consultant, which may be withheld at Consultant's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract, and will only be authorized pursuant to the conditions of Consultant's standard form reliance letter.

Consultant cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). CLIENT shall release, indemnify and hold Consultant, its officers, employees, Consultant's and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of Consultant, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without Consultant's written consent.

**FIELD SERVICES:** Consultant shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work on the PROJECT, and shall not be responsible for any

contractor's failure to carry out the work in accordance with the contract documents. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the PROJECT. Consultant shall not be the prime contractor or similar under any occupational health and safety legislation.

**GOVERNING LAW/COMPLIANCE WITH LAWS:** The AGREEMENT shall be governed, construed and enforced in accordance with the laws of the jurisdiction in which the majority of the SERVICES are performed. Consultant shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

**DISPUTE RESOLUTION:** If requested in writing by either the CLIENT or Consultant, the CLIENT and Consultant shall attempt to resolve any dispute between them arising out of or in connection with this AGREEMENT by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of thirty (30) calendar days with the mediator, if mutually agreed, the dispute shall be referred to arbitration pursuant to laws of the jurisdiction in which the majority of the SERVICES are performed or elsewhere by mutual agreement.

**ASSIGNMENT:** The CLIENT and Consultant shall not, without the prior written consent of the other party, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

**SEVERABILITY:** If any term, condition or covenant of the AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the AGREEMENT shall be binding on the CLIENT and Consultant.

**PAYMENTS TO ENGINEER FOR SERVICES AND REIMBURSABLE EXPENSES - SUMMARY**

Task Number	Description	Fee	Method of Payment
1	LIFT STATION INVESTIGATION AND ASSESSMENT	\$50,598	Lump Sum
2	CONSTRUCTION AND BIDDING DOCUMENTS FOR 2016 CONSTRUCTION	\$74,518	Lump Sum
3	CONSTRUCTION OVERSIGHT SERVICES	\$136,562	Lump Sum
	Total Contract	\$261,678	

Notes:

1. See individual worksheets for development of fees and included work.
2. Lump Sum Tasks will be invoiced as a percentage of completion for each task, generally on a monthly basis.
2. T&M Tasks will be invoiced at cost, plus 10% allowance for overhead and profit.

## LIFT STATION INVESTIGATION AND ASSESSMENT

Work Plan Item	Estimated Fee	Important Notes About Your Estimate
<b>Lift Station Assessment, Includes:</b> Scoping Meeting, Safety Plans	\$3,550.00	Inspection kickoff meeting with city personnel to review scope, goals, coordination, desires, etc for project. Includes travel and lodging for out of town staff sufficient for entire task, investigation and safety plans. Condition survey done same trip.
Review of Record Documents	\$5,360.00	Includes review of system demands and flows using available records, electrical service and communications research.
Physical Condition Survey ----- Cary LS2-B Hurst LS5-B Tanana LS6-B Mockler LS6-C Stillmeyer LS (controls only).	\$9,840.00	Visual inspection of liftstation structure and mechanical from outside of liftstation; complete inspection of accessible electrical systems and controls. No entry will be performed, and it is understood by all parties that defects, corrosion in the wetwell or other unforeseen conditions may exist that will have to be addressed during construction. City of North Pole will remove at least one pump from each wetwell to allow Stantec to inspect name plate data. Expectation is that two liftstations will be done each day, in moderately cold weather (15 to 20 F). Cary location was previously inspected during Phase 2 project, will be reviewed briefly during this assessment. Stillmeyer location will focus only on the controls / electrical systems.
Topographic Survey	\$19,852.00	Topographic survey of each of the 4 new sites for development of site plans (Cary already surveyed). Will include establishment of horizontal and vertical control, elevation asbuilts on liftstation and adjacent manholes, site plan and ground contours, drainages, road locations, building locations, etc, property lines and easements where available. Site plans will be similar to those included in the 2010 construction drawings.
Condition Report, Prelim Drawings and Cost Estimates	\$11,996.00	Inspection report / memo with summary of condition and findings, and recommendations for the 5 sites. Preliminary site plans / drawing layout included, preliminary cost estimate.  Assumption is that Phase 3 project will be an adaptation of earlier standardized designs and control systems, continuation of the prior Phase 2 project.
Equipment Rentals	\$0.00	None expected.
Corrosion Inspection Subcontract	\$0.00	Corrosion inspection will be limited to visual assessment; this is included in the condition survey and report items above.
	\$50,598.00	lump sum
	\$0.00	T&M NTE
<b>Total Estimated Fee</b>	<b>\$50,598.00</b>	Total

**CONSTRUCTION AND BIDDING DOCUMENTS FOR 2016 CONSTRUCTION**

<b>Work Plan Item</b>	<b>Estimated Fee</b>	<b>Important Notes About Your Estimate</b>
<b>Design Development, Includes:</b> Design Review Meeting, Review of Lift Station Assessments	\$1,012.00	Teleconference with city staff to review results of liftstation inspections, develop wish list for rehabilitations, plan for procurement.
Selection of new Pumps, Calculations	\$6,832.00	Stantec will review flow data provided by the City, pump run times, pipe systems, and sizes of existing pumps versus areas served. Based on this Stantec will develop a basis for, and recommend pumps for the liftstations to be rehabilitated.
<b>Design Deliverables / Details, includes:</b>		
65% Drawings and Specifications --- Based upon intent to bid 5 liftstations (listed in order or City's priority) Cary LS2-B Hurst LS5-B Tanana LS6-B Mockler LS6-C Stillmeyer LS (controls only).	\$27,908.00	Stantec will provide drawings and specifications at a 65% level of completion. The drawings will be based on prior standardized details and incorporate everything learned during prior construction phases, and will be specific to the conditions of the liftstations and sites as determined during the assessment and survey work. Specifications will be provided in CSI format. Drawings will be specific to the rehabilitation of the listed liftstations. Task will include development of general bypass plans and general requirements for the liftstation locations. We are not providing project specific bypass direction.
95% Drawings and Specifications	\$19,424.00	Finalizes drawings and specifications after receipt of 65% review comments. Design will include plan and profile details of lift stations, details of critical elements, standard control drawings, standard electrical service drawings, and specifications for each of these elements.
Final Construction Documents	\$10,600.00	This final submittal will incorporate all 95% comments, and provide final documents ready to bid. Stantec will update the construction contract previously prepared for the city, incorporate current grant requirements, etc.
Sizing of Emergency Generator Cart, Purchase Specification	\$1,938.00	Sizing of generator included within design efforts shown above. Price shown here is for specification for use by city in separate procurement / equipment purchase of generator cart. Note: CONP is managing this procurement, Stantec has not included time to do this procurement or product review for the City.
Review Meetings	\$3,608.00	Held at the City offices, attended by the lead engineers for the purpose of review and discussing previous designs. A meeting would be held after the 65%, and 95% construction document submittal.
Cost Estimates	\$3,196.00	Itemized cost estimates for the standard designs, and for the bid package (performed by Stantec and based on the 2010 Rehab Construction)
		Note: this fee estimate includes preparation of construction documents for 5 lift stations, with all 5 lift stations in a single bid package. At least two locations will be called out as "alternates".
<b>Total Estimated Fee</b>	<b>\$74,518.00</b>	

## CONSTRUCTION OVERSIGHT SERVICES

Work Plan Item	Estimated Fee	Important Notes About Your Estimate
<p>Following construction oversight fee estimated is based upon the construction of 5 lift stations in Summer of 2016, complete prior to end of October 2016. Under this task, Stantec will monitor construction contractors compliance with the Construction Agreement and Contract Documents, (i.e., the plans, specifications, and contract provisions). Stantec will advise the City of contractor progress and compliance. In the event contractor materially deviates from the Contract Documents, we will advise the City of the deviation, and assist City to obtain remedial action to restore the Work to a satisfactory condition.</p> <p>Fee estimate is based upon five liftstations being rehabilitated within a five month construction period. This estimate is provided for initial contracting and planning purposes, but is subject to re-negotiation once actual degree of construction required is known, if complexity is greater than expected such that a longer construction period will be required, or if the City of North Pole desires additional or other services than those shown. Stantec is always willing to develop a CA program that meets your needs.</p>		
<b>Procurement Support</b>	\$8,082.00	The City of North Pole will provide solicitation, advertisement, and other City procurement requirements. Stantec will assist with the prebid conference, answer typical bidders questions, prepare addenda as required, and evaluate bids. We have not included printing or reproduction services for bid sets; instead Stantec will publish the documents as PDF for bidding via Submittal Exchange, and maintain electronic submittal logs via Submittal exchange. This line item includes the Submittal Exchange set up fee.
<b>Submittal and Document Review</b>	\$18,966.00	Includes all product data submittals, shop drawings, and control submittals, <u>assumes that 50% will have to be returned for corrections.</u>
<b>Inspections and Construction Assistance, to include</b>		
Preconstruction Meeting	\$4,440.00	Directed by Stantec, held at the City offices. Attended by Stantec engineer and inspectors.
Inspections	\$61,510.00	Based on three inspections per week for a four month field construction period. Includes reports and photos, travel, etc.
Weekly Construction Progress Mtg	\$19,064.00	Recommended to maintain schedule and control costs. Based on 12 meetings, typically 2 hours per mtg.
Process Pay requests	\$5,752.00	Based on 4 pay requests.
<b>Review and Process DCVRs, Change Orders, Etc</b>	\$7,936.00	Assumes eight or ten DCVRs over course of season, two change order requests.
<b>Materials Testing</b>	\$3,140.00	Typically required for restoration of pavements, concrete, excavation and backfill. This allowance is sufficient for three concrete pours and a road pavement, plus Stantec labor.
<b>Record Drawings</b>	\$7,672.00	With 5 lift stations, would expect plan set to have 12 to 18 drawings. For record drawings, there would be minor revisions to perhaps half. This task includes review and proofing of contractor's redlines against inspection notes. This also includes compilation of a project record file for the City.
<b>Permitting</b>	\$0.00	Not expected. If required, will be negotiated separately.
<b>Public Involvement</b>	\$0.00	Not included, available on request.
<b>Total Estimated Fee</b>	<b>\$136,562.00</b>	

- 1
- 2
- 3
- 4
- 5
- 6
- 7

2  
3  
4

5  
6  
7

89

0  
1
$$\begin{matrix} 2 \\ 3 \end{matrix}$$
4  
5

6

7  
8

9.0

## 1

2  
3  
4  
5  
6  
7  
8

901

2  
3  
4  
5  
6

37 D. The City Council establishes the following grant guidelines and process for the selection,  
38 application and distribution of bed tax funds.

39 1. The City of North Pole stipulates that applicants must provide and indicate to the  
40 Council on the appropriate forms supplied by the City of North Pole the following  
41 information:

42 a. If an applicant has the disbursement responsibility for other organizations,  
43 they must list all organizations that they represent.

44 b. The applicant must complete the application in its entirety and may submit  
45 financial information in their format including:

46 i. Balance sheet for the last fiscal year.

47 ii. Income and expense statement for the last fiscal year.

48 iii. Applicant's projected budget for the upcoming year.

49 iv. Wage and salary information for employees for current and  
50 upcoming year.

51 c. An applicant must answer questions in the order provided.

52 2. A successful applicant is required to report to the City of North Pole how bed tax  
53 funds were spent. Ten percent of these appropriations will be withheld until a report is  
54 filed with the Chief Financial Officer.

55 a. All organizations receiving bed tax funds must have completed the bed tax  
56 grant report (if applicable) for prior funds distributed, before any additional funds  
57 are distributed.

58 b. An organization applying for bed tax funds must be in good standing with the  
59 City of North Pole and have completed the bed tax report for the last period of  
60 bed tax funds distributed.

61 3. The City of North Pole bed tax grants cannot support requests for the following:

62 a. Loans, deficits, or debt reduction.

63 b. Endowments.

64 c. Scholarships.

65 d. Health and social services activities.

e. Entertainment cost or alcoholic beverages.

f. Lobbying.

g. Legal claims against the City of North Pole.

4. Grant Award Criteria.

a. Show how use of the funds will contribute significantly to the growth and promotion of the City of North Pole.

b. Show how the grant monies will be used to supplement a successful ongoing program of activities or a new program that needs initial support to accomplish its stated goals.

5. Grant applications will be available from the Office of the City Clerk and must be received at the Office of the City Clerk no later than close of business (5:00 p.m.) on the last business day of October of each year.

6. Bed tax grant amounts will be allocated by the North Pole City Council no later than December 31st of the year the applications are due.

7. Scoring proposals from applicants ~~shall be established and codified.~~

a. The Mayor ~~shall~~ ~~may~~ create a committee to review all applications and give recommendations to the Council for allocation amounts.

*i. Committee members may not serve on a board or have a controlling interest in any of the organizations applying for City of North Pole bed tax funds.*

b. All applicants who have turned in their applications on time and have completely filled them out will be given no more than ten ~~five~~ minutes to pitch their proposal and answer questions.

c. Each individual scorer will be given only one hundred points to allocate to the desired applicants. Once all applicants have presented, each applicant's score will be averaged. The point value given to an applicant shall be the percentage of the total bed tax grant amount to be awarded, after the City's administration fee of twenty-five percent. (Amended during 2015 reformat; Ord. 14-14 § 2, 2014)

*d. The Bed Tax Selection Committee shall meet on the fourth Tuesday of November to hear proposals from applicants*

**Section 3.** Effective date.

This ordinance shall become effective at 5:00 p.m. of the first City business day following its adoption.

**PASSED AND APPROVED** by a duly constituted quorum of the North Pole City Council this 5<sup>th</sup> day of October, 2015.

\_\_\_\_\_  
Bryce J. Ward, Mayor

ATTEST:

\_\_\_\_\_  
Kathryn M. Weber, MMC  
North Pole City Clerk

PASSED/FAILED Yes: No: Absent:
-----------------------------------------