

2015 ANNUAL BUDGET



1903-2015

ANNUAL BUDGET CITY OF FAIRBANKS FOR THE YEAR 2015

SUBMITTED BY

John Eberhart
CITY MAYOR

PREPARED BY

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**CITY OF FAIRBANKS
2015 ANNUAL GENERAL AND CAPITAL FUNDS BUDGET
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CITY OF FAIRBANKS

John Eberhart, Mayor

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FAIRBANKS, ALASKA 99701-4615

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mayor@ci.fairbanks.ak.us

October 31, 2014

To: City Council Members

I am pleased to submit my recommended Budget Estimate for 2015, which is in compliance with the City Charter and City of Fairbanks Code of Ordinances.

My thanks go to our City employees. They are extremely dedicated and provide first rate services to our community. Our City employees deserve to be recognized, valued, and rewarded.

Thanks also to our Department Heads for providing outstanding services to the citizens and our community while maintaining a high level of fiscal responsibility and efficiency. This past year I have gained a deeper understanding of the level of commitment and effort put forth by our Department Heads to accomplish our mission. I am honored to serve this phenomenal group of achievers.

CFO Jim Soileau and Controller Carmen Randle deserve particular recognition for their diligent work in preparing the annual budget. The City has received the Certificate of Achievement in Financial Reporting for the last 10 years. This award is given to municipalities that achieve the highest standards in governmental accounting and financial reporting.

2014 INITIATIVES

The 2014 Budget focused on improved public safety. This year saw the implementation of new or expanded initiatives in public safety and other areas:

1. Expansion of the Community Service Patrol (CSP), which previously only covered a small area downtown. Now CSP is a citywide program that operates seven days per week, approximately 18 hours per day. Calls for service and transports are at record highs. Thanks to the Downtown Association of Fairbanks and its Executive Director, David van den Berg, for this very successful partnership.
2. The addition of Public Safety Assistants (PSAs) to allow officers more time to focus on their core missions.
3. Creation of the Fairbanks Diversity Council.
4. Creation and implementation of the High School Student Work Study Program.
5. Continuation of the School Resource Officers Program.
6. Seasonal policing and foot patrol efforts in the downtown area.
7. Core-area focused efforts in snow removal and street maintenance.
8. Intensive meetings on formation of a Strategic Plan for the City of Fairbanks.

2015 INITIATIVES

In addition to a continued focus on public safety, in 2015 we will begin intensive measurement and monitoring of operational efficiencies and how we do business. As we move forward on implementation of new priorities and

continuation of current essential services to the citizenry, this budget will provide a means to facilitate those initiatives. Some ways to help us attain greater efficiencies include:

1. Keeping the Community Service Patrol partnership fully funded and functioning.
2. Strategic Planning focusing on the areas of transparency in communication with the public to include feedback systems.
3. Increased operational efficiencies and employee support (to include an employee recognition program).
4. Implement employee training in ethics, risk management and safety to reduce risk exposure and reduce costs.
5. Fund and implement an Employee Assistance Program.
6. We are also working on overall community viability and increased livability; the Bjerremark Subdivision improvements are in the public comment period. These efforts will create an improved neighborhood for residents.
7. Complete Streets project completion for Cushman and Barnette streets.
8. Adding new and updating current dispatch contracts to increase revenues.

BUDGET DETAILS

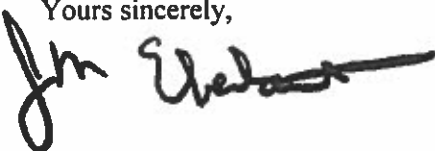
The 2015 budget includes incremental changes to be expected from one year to the next. The budget includes four much needed positions: three Public Safety Assistant positions were added to last year's budget and the two PSAs currently in place are freeing up police officers to focus on their core missions. Additionally, the Risk Management and Purchasing functions are being removed from the long over-taxed Human Resources Department and warrant a full time person performing those duties. With over 200 employees, the Human Resources Department needs at least two persons dedicated full time to human resource functions. Therefore, some duties are being shifted and a separate position will focus on Purchasing/Risk Management/Compliance.

The City financial outlook is positive. New businesses have recently come to our City and more are coming; Fort Wainwright is expanding; we anticipate getting two squadrons of F-35s based at Eielson Air Force Base; and lower cost energy is being worked on. The budget includes an anticipated surplus of \$1.1 million, resulting in an unassigned fund balance in excess of \$9 million.

The past year of full immersion in many aspects of City operations has reaffirmed my belief that we run a tight ship. However, there is always room for improvement or new ways of doing things. We will continue to look for ways to increase efficiencies and reduce costs. Implementation of strategic planning will increase our ability to effectively provide services and work toward clear goals and objectives, while keeping costs within fiscally sound and reasonable parameters.

I look forward to working with the City Council on behalf of all Fairbanksans in the coming year.

Yours sincerely,



Mayor John Eberhart

Introduced By: Mayor John Eberhart
Introduced: November 24, 2014

ORDINANCE NO. 5961, AS AMENDED

**AN ORDINANCE ADOPTING THE 2015
OPERATING AND CAPITAL BUDGETS**

WHEREAS, pursuant to City Charter Section 5.2, on October 31, 2014, Mayor Eberhart presented a recommended annual operating and capital budget estimate for 2015; and

WHEREAS, the proposed budget has been reviewed by the City Finance Committee (CFC) with the active participation of City Department Directors. The CFC's suggested changes to the Mayor's recommended budget are disclosed in the increase (decrease) columns;

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF FAIRBANKS, ALASKA, as follows [amendments shown in bold font; deleted text or amounts in ~~strikethrough~~ font]:

SECTION 1. There is hereby appropriated to the 2015 General Fund and the Capital Fund budgets the following sources of revenue and expenditures in the amounts indicated to the departments named for the purpose of conducting the business of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2015 and ending December 31, 2015 (see pages 2 and 3):

GENERAL FUND

<u>REVENUE</u>	MAYOR RECOMMENDS	INCREASE (DECREASE)	COUNCIL APPROPRIATION
Taxes, (all sources)	\$ 20,787,014	\$ -	\$ 20,787,014
Charges for Services	4,740,703	-	4,740,703
Intergovernmental Revenues	3,627,263	-	3,627,263
Licenses & Permits	1,965,194	-	1,965,194
Fines, Forfeitures & Penalties	962,605	-	962,605
Interest & Penalties	130,500	-	130,500
Rental & Lease Income	164,734	-	164,734
Other Revenues	224,500	-	224,500
Other Financing Sources	3,764,998	-	3,764,998
Total revenue appropriation	\$ 36,367,511	\$ -	\$ 36,367,511
 <u>EXPENDITURES</u>			
Mayor and Council	\$ 611,961	\$ (9,400)	\$ 602,561
Office of the City Attorney	181,316	-	181,316
Office of the City Clerk	349,232	-	349,232
Finance Department	936,547	-	936,547
Information Technology	1,600,140	57,000	1,657,140
General Account	5,659,528	46,633	5,706,161
Risk Management	1,413,460	-	1,413,460
Police Department	7,184,676	60,000	7,244,676
Dispatch Center	1,931,721	90,000	2,021,721
Fire Department	6,328,667	208,500	6,537,167
Public Works Department	7,377,995	200,000	7,577,995
Engineering Department	687,107	-	687,107
Building Department	671,099	-	671,099
Total expenditure appropriation	\$ 34,933,449	\$ 652,733	\$ 35,586,182
 12/31/14 estimated general fund balance	 \$ 10,107,086	 \$ -	 \$ 10,107,086
Increase (Decrease) to fund balance	1,434,062	(652,733)	781,329
Nonspendable	(424,514)	-	(424,514)
Committed for snow removal	(250,000)	-	(250,000)
Assigned self insurance	(785,248)	-	(785,248)
12/31/15 Unassigned balance	<u>\$ 10,081,386</u>	<u>\$ (652,733)</u>	<u>\$ 9,428,653</u>

Minimum unassigned fund balance requirement is 20% of budgeted annual expenditures but not less than \$4,000,000.

\$ 7,117,236

CAPITAL FUND

<u>REVENUE</u>	<u>MAYOR RECOMENDS</u>	<u>INCREASE (DECREASE)</u>	<u>COUNCIL APPROPRITAION</u>
Transfer from Permanent Fund	\$ 541,254	-	\$ 541,254
Transfer from General Fund	490,034	-	490,034
Public Works	250,000	-	250,000
Building	10,000	-	10,000
Police	180,000	60,000	240,000
Dispatch	50,000	90,000	140,000
Fire	250,000	141,500	391,500
IT	142,000	(42,000)	100,000
Property Repair & Replacement	145,000	-	145,000
Total revenues	\$ 2,058,288	\$ 249,500	\$ 2,307,788
 <u>EXPENDITURES</u>			
IT Department	\$ 142,500	\$ (110,500)	\$ 32,000
Police Department	180,000	-	180,000
Fire Department	480,000	(115,000)	365,000
Public Works Department	1,033,000	-	1,033,000
Property Repair & Replacement	693,000	-	693,000
Total expenditures	\$ 2,528,500	(225,500)	2,303,000
 12/31/14 capital fund balance	 \$ 5,405,547	 \$ -	 \$ 5,405,547
(Decrease) Increase to fund balance	(470,212)	475,000	4,788
12/31/15 assigned fund balance	\$ 4,935,335	\$ 475,000	\$ 5,410,335

SECTION 2. All appropriations made by this ordinance lapse at the end of the fiscal year to the extent they have not been expended or contractually committed to the departments named for the purpose of conducting the business of said departments of the City of Fairbanks, Alaska, for the fiscal year commencing on January 1, 2015 and ending December 31, 2015.

SECTION 3. The effective date of this ordinance shall be the 6th day of December 2014.

John D. Walker for Mayor Eberhart

JOHN EBERHART, MAYOR

AYES: Pruhs, Gatewood, Staley, Cleworth, Matherly, Walley
NAYS: None
ABSENT: None
ADOPTED: December 01, 2014

ATTEST:

APPROVED AS TO FORM

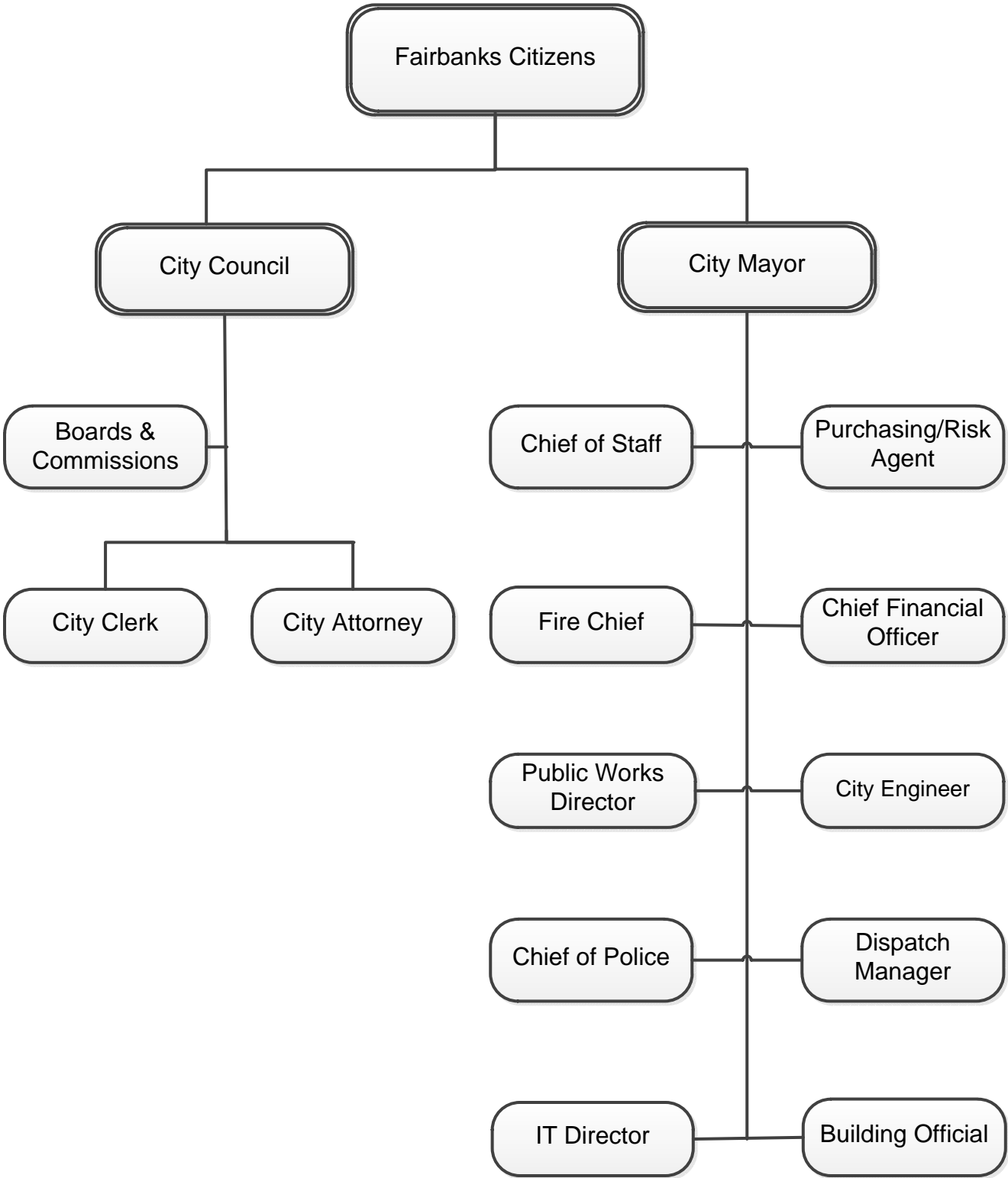
Janey Hovenden

Janey Hovenden, MMC, City Clerk

Paul J. Ewers

Paul J. Ewers, City Attorney

City of Fairbanks 2015



MAYOR

JOHN EBERHART

CITY COUNCIL MEMBERS

RENEE STALEY
PERRY WALLEY
BERNARD GATEWOOD
JIM MATHERLY
JERRY CLEWORTH
DAVID PRUHS

APPOINTED OFFICIALS

PAUL J. EWERS *City Attorney*
JANEY HOVENDEN *City Clerk*

STAFF

CHIEF OF STAFF

James Williams

PURCHASING/RISK AGENT

Shannon Kumpula

POLICE CHIEF

Randall Aragon

FIRE CHIEF

Warren Cummings

CHIEF FINANCIAL OFFICER

James Soileau

CITY ENGINEER

Michael Schmetzer

DIRECTOR OF PUBLIC WORKS

Michael Schmetzer

BUILDING OFFICIAL

Clem Clouten

INFORMATION TECH DIRECTOR

Ben Barrio

DISPATCH MANAGER

Stephanie Johnson

INTRODUCTION

PROFILE OF THE CITY OF FAIRBANKS

The City of Fairbanks (City) was incorporated in 1903 and is located in Alaska's interior. It is located some 360 road miles north of Anchorage and 120 miles south of the Arctic Circle. The City has a land area of 33.8 square miles and a population of approximately 31,535. It is located within the Fairbanks North Star Borough (FNSB); a unit of government analogous to a county with a land area of 7,361 square miles and a population of approximately 97,581, which includes City residents. There are two major military bases in the area. Fort Wainwright is an Army base located within City limits. Eielson Air Force base is located 23 miles southeast of the City.

The City's website www.fairbanksalaska.us is a valuable tool to use when discovering Fairbanks. Not only can you pay your garbage bill online, links to financial and budget information are available. Constituents can view fee schedules, information about street and snow maintenance, the Code of Ordinances, and the weather. At the top of the homepage information about the government, public safety, residents, businesses, visitors, and related topics can be found.

Among the related topics, the **Residents** link will give you access to a myriad of information about Fairbanks:

Moving to Fairbanks link will take you to "*The Greater Fairbanks and North Pole Area Alaska Relocation Guide*" with information on the history of the City, employment and economy, a map of Fairbanks, housing and real estate, education, health care, and community and recreation. Information is also given about the surrounding areas.

Economic Development redirects viewers to the Fairbanks Economic Development Corporation (FEDC) home page. Here, viewers will learn about important economic issues affecting our City and enjoy the scenic photos that change when clicking on the subject links at the top of the page (Home, About, Investors, Community...).

The ***Community Research Quarterly*** redirects viewers to the FNSB Community Research Center (CRC) website. The information gathered, resources and services maintained, and information disseminated by CRC is valuable. The Community Research Quarterly publication presents data on social and economic trends in the borough with five broad areas of interest: Economic Indicators, Employment, Housing, Cost of Living, and Population and Social Conditions. Much of the information reported in the **Local Economy** section below was compiled from this quarterly publication.

This Month in Fairbanks contains an Events Calendar with current community activities. The ***Weather Information*** link shows general information about Fairbanks weather as well as providing direct links to other weather

sources. The **Local History** link tells the gold rush origin of the City of Fairbanks and the characters involved. Also presented is the history of the current City Hall known as “*the Spirit of Old Main, A History of the Main School (1932-1995)*” by Chris Allan. The entire report may be downloaded as a PDF .

The **Tourism** link gives you the opportunity to learn more about Fairbanks from the Fairbanks Convention and Visitors Bureau and the Greater Fairbanks Chamber of Commerce. The last link **FAQ** will display frequently asked questions and answers. Some of the questions and answers are quite entertaining.

FACTORS AFFECTING BUDGET DEVELOPMENT

The information presented in the annual budget is perhaps best understood when it is considered from the broader perspective of the specific environment within which the City operates.

Local Economy

The total (estimated) net taxable value of commercial and residential property increased in 2014 to \$2,574,554,098 from \$2,496,940,119 in 2013. This increase (3.11%) is primarily due to new construction.

According to the Fairbanks North Star Borough’s *Community Research Quarterly, Summer 2014 Edition*, tourism revenue from hotel-motel receipts in the first quarter of 2014 increased by 14.5 percent over the same time period in 2013 while the second quarter receipts increased 3.5 percent. Foreclosures increased 25 percent during the first six months of 2014 from the same time period in 2013. The average annual unemployment rate for the first two quarters of 2014 fell to 6.0 percent from 6.3 percent during the same timeframe in 2013. In the first two quarters of 2014 mining and logging reported the largest increase in employment (7.1 percent) over 2013 followed by a 6.6 percent increase in trade, transportation and utilities and a 4.8 percent increase in construction. The Education & Health Services and Local Government employment both increased 1.9 percent while the Information Industry employment was flat. Federal employment decreased by 7.7 percent and Professional and Business Services decreased in employment by 12.5 percent. Total nonfarm employment increased .5 percent (from 38,300 to 38,500).

The City is the major transportation hub for the interior of the State. It is the northern terminus for the Alaska Railroad that extends southward through Anchorage to the ice-free port of Seward. Of the four major highways in the State, three pass through Fairbanks, connecting it to south and central Alaska by paved, all-weather roads. The Dalton Highway, which extends north to Prudhoe Bay, parallel to the oil pipeline, furthers Fairbanks’ role as a transportation center. The area supports the oil and defense industries through services, distribution and transportation services. Fort Wainwright, a U.S. Army installation, is situated within City limits. Eielson Air Force Base is approximately 23 miles southeast of the City.

The University of Alaska Fairbanks campus is located to the west of the City's boundaries. Enrollment at the University exceeds 5,000 students. The University employs over 3,000 people. The Fort Knox Gold Mine, located about 20 miles northeast of the City, is one of the world's largest open pit mines. The mine produces about 400,000 ounces of gold annually.

Fairbanks serves as a major center for petroleum-related activity. Alyeska Pipeline Service Company, operator of the Trans-Alaska pipeline system, has a significant presence in the City. Flint Hills, Inc. and Petro Star Inc. operate refineries nearby.

One of the biggest concerns for the future of Fairbanks is the cost of fuel. Most buildings are heated with fuel. There are several different proposed projects involving different routes for the construction of a natural gas pipeline to develop and market natural gas resources from Alaska's North Slope. None of these appear imminent. Fairbanks would benefit from any of these projects. A short-term proposed solution is the construction of a natural gas (LNG) plant on the North Slope from which gas would be trucked to Fairbanks. With the consent of the City and the other local governmental units, a municipal utility has been formed to help expedite the process of getting the lowest cost energy solution that delivers gas to the most people in the shortest time.

Significant Events

During 2014 the Fairbanks community was also notified that Eielson Air Force Base was selected to receive the next generation F-35 fighter planes. No further information concerning this addition to the base has been presented.

In 2013, the Fairbanks community was concerned about the economic affects resulting from the loss of the 18th Aggressor Squadron (F-16s) at Eielson Air Force Base. On October 2, 2013, after significant collaborative efforts by Alaska's congressional delegation, Senators Lisa Murkowski and Mark Begich, and Representative Don Young, as well as community leaders and organizations, it was announced that the F-16s are staying.

Form of Government

The City is a home rule City under the laws of the State of Alaska. Home rule municipalities in Alaska have a broad range of local autonomy as defined by the City Charter. Since 1995, Fairbanks is a "Council-Mayor" form of government. Policymaking and legislative authority are vested in the seven-member City Council, of which the Mayor is a member. The Council is authorized to adopt ordinances, the budget, and select the City Attorney and City Clerk. The Mayor is responsible for carrying out the City's policies and ordinances, overseeing the day-to-day operations, and supervising department heads. The Council is elected at large on a non-partisan basis. Council members and the Mayor are elected to three-year terms and cannot serve more than two consecutive terms.

General Government Functions

The City provides a variety of local government services, including Public Safety (police, fire suppression and prevention, emergency dispatch and emergency medical services), Public Works (street construction and maintenance and garbage collection), funding of economic development, public improvements, building and fire code enforcement, storm drain management, and general administrative services.

Strategic Plan

It is the mission of the City of Fairbanks to provide essential services to the residents of the City that increase the desirability of the City as a place to live, work, and visit.

This mission is the basis from which the Vision is being built. Currently this work-in-progress vision includes two different themes:

- Showcasing the uniqueness of Fairbanks
- Acknowledging our past, present and future

The Fairbanks City Council began developing a 3-year strategic plan during the spring of 2014 and identified six long-range priorities that should drive decision making and short-term planning. They are:

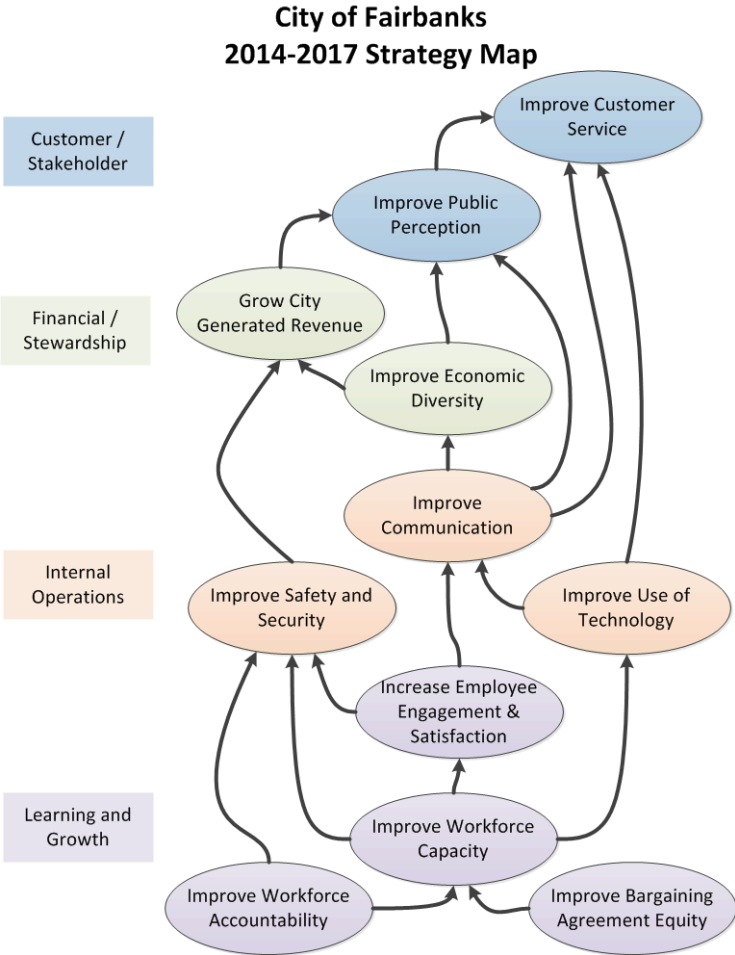
- Economic Diversity
- Fiscal Responsibility
- Accountability
- Energy
- Quality of Life
- Government to Government Partnerships

The City is implementing their strategic plan using the “Balanced Scorecard” methodology. This method is not a project but a long-term journey designed to align the organization in a balanced way in order to fulfill the mission of the City while at the same time recognizing the long-range priorities of the City Council. Traditionally, many organizations focus on only financial or operational performance measures to gauge overall health and improvement of the organization. By approaching our strategic plan from a balanced point of view, the City of Fairbanks identified eleven measurable, short-range performance objectives across four different organizational perspectives: Stakeholders, Financial, Operations and Learning and Growth.

Balanced Perspectives	Performance Objectives
Stakeholders <i>the citizens we serve</i>	<ul style="list-style-type: none"> • Improve Customer Service • Improve Public Perception
Finance and Stewardship <i>taking care of resources entrusted to us</i>	<ul style="list-style-type: none"> • Grow City Generated Revenue • Improve Economic Diversity
Internal Processes <i>How we do the work</i>	<ul style="list-style-type: none"> • Improve Communication • Improve use of technology • Improve safety and security
Learning and Growth <i>How we develop our people</i>	<ul style="list-style-type: none"> • Increase employee engagement and satisfaction • Improve equity in collective bargaining contracts • Improve workforce accountability • Improve workforce capacity

City of Fairbanks, 2014-2017 Strategic Objectives

The City of Fairbanks' strategic plan focus, organization efforts, and linkages between strategic objectives are depicted in the 2014-2017 Strategy Map.



During the 2014 strategic planning process, dozens of initiatives and projects were identified that could potentially help to improve organization performance. Unfortunately, there were many more ideas than available resources; the management team and workforce members needed to define which projects mattered most to the City and map the most valuable and relevant projects and initiatives to strategic objectives and priorities. This continuously assessed mapping exercise will focus City-wide total effort on meeting strategic objectives and council priorities. Below is the October 2014 table depicting the strategic initiative linkages of several, prioritized initiatives:

2015 Initiatives	Strategic Objectives										Council Priorities					
	Improve Customer Service	Improve Public Perception	Grow City Generated Revenue	Improve Economic Diversity	Improve Communications	Improve Use of Technology	Increase Employee Engagement & Satisfaction	Improve Workforce Capacity	Improve Workforce Accountability	Improve Bargaining Agreement Equity	Economic Diversity	Fiscal Responsibility	Accountability and Transparency	Energy	Quality of Life	Government to Government Cooperation
	1.1	1.2	2.1	2.2	3.1	3.2	3.3	4.1	4.2	4.3	C1	C2	C3	C4	C5	C6
Implement Strategic Plan	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x
Bjerremark Subdivision Revitalization	x	x	x	x	x		x		x		x	x	x	x	x	x
Complete Streets Project (Finish Cushman Street)	x	x	x	x	x		x		x		x	x	x	x	x	x
Increase FECC contracts and fees	x	x	x	x	x	x	x	x	x	x		x	x		x	x
Annual Employee Meeting	x	x	x	x	x	x	x	x	x	x			x		x	
Employee Satisfaction Survey	x	x	x	x	x	x	x	x	x	x		x	x		x	
Employee Recognition Program	x	x	x	x	x	x	x	x	x	x						
Operational Risk Management Training	x	x	x		x		x	x	x			x	x		x	
Establish Employee Evaluation System / 360 review	x	x	x		x		x	x	x			x	x		x	
Set up Council Field Trips (Educate Leaders)	x	x			x		x		x			x	x		x	x
IT specific training for employees	x		x		x	x	x	x	x			x	x		x	
Annual Ethcis Training	x	x	x	x	x		x	x	x		x	x	x		x	x
Safety Training Program	x	x	x	x	x		x	x	x			x	x		x	
Implement City Staff Intranet	x	x	x	x	x		x	x	x			x	x		x	

Part of strategic alignment is regular reporting and performance assessment of strategic objectives. Regular progress reports provided by department leaders will help the management team focus resources and effort toward underperforming activities, as well as help to identify continuous improvement opportunities at the City. Below is a draft City of Fairbanks performance score card. The data in the draft score card is for demonstration purposes and does not reflect actual performance. The Mayor's office anticipates the 4th quarter of 2014 to be the initial performance baseline for the City of Fairbanks' 2014-2017 strategic plan.

Perspective	Objective	Measure	Performance Goal	Baseline	2015			
				2014	1st Qtr	2nd Qtr	3rd Qtr	4th Qtr
Customer / Stakeholder	Improve Customer Service	PW: Avg response time - pot holes	< 24 hours	28				
		PW: % refuse cust served past 15 days	> 99%	99.5				
		PD: 90% avg days cases cleared	< 14 days	13.2				
		PD: Avg Call Response time	< 4 minutes	3.92				
		FD: EMS Avg Resp. time	< 4 minutes	3.05				
		FD: EMS % pt arrive at hosp w/pulse	> 98%	100				
		FD: Fire avg resp time	< 4 minutes	4.09				
		FECC: % calls protocol compliance	> 98 %	99.7				
		FECC: 911 avg call resp time	< 11 seconds	9				
		BLDG: Avg days plan review	< 7 days	5.5				
	BLDG: % permits approved 1st time	> 75%	8700%					
	CLK: % records requests w/in 8 hours	> 50%	92					
	Improve Public Perception	CTY: Facebook Stars	>= 4	4				
		PD: Facebook Stars	>= 4	4				
FD: Facebook Stars		>= 4	4					
CTY: Perception Survey		> 85% favorable	89					
Financial / Stewardship	Grow City Generated Revenue	BLDG: NewConst Permits (proj amt)	> \$10 mil	11.5				
		FIN: % delenquent rev accts	< 2%	1.34				
		CLRK: % court payments electronic	> 50%	68				
		FIN: % budget vs actual (gen fund)	25%, 50% 75% 100%	99.8				
		FIN: Unassigned Gen Fund Balance	> 20%	37				
	Improve Economic Diversity	FIN: Revenue Mixes	?? Set Standard??					
FIN: Track expenditure type per 1000		?? Set Standard??						
Internal Operations	Improve Communication	CTY: Facebook Stars	>= 4	4				
		CTY: % incidents initial response	< 2 days	1.7				
		CTY: % policies updated in past 2 yrs	> 98%	99.8				
	Improve Use of Technology	BLDG: % electronic permits	> 75%	77				
		CTY: Ratio IT Svc Tickets / # Employees	< .25	1.02				
		FD: % EMS reports done from truck	< 98%	98.2				
		PD: % e-vehicle enforcement	> 98%	99.8				
	Improve Safety and Security	CTY: # Safety Incidents / qtr	< 2	4				
		CTY: Experience Modifier	< 1.00	1.44				
		CTY: # days since last accident	> 45	12				
		CTY: Recordable Accident Freq. rate	< .10	0.34				
		CTY: % RFID door false entry attempt	< 3 per quarter	2				
	CTY: # ee request for trespass	< 1 per quarter	2					
Learning and Growth	Increase Employee Engagement and Satisfaction	CTY: % new ee at orientation	> 95%	97				
		CTY: retention rates	> 95%	95				
		CTY: % grievances w/out arbitration	100%	100				
		CTY: % ee 457 participation	> 25%	12				
	Improve Equity in Collective Bargaining Contracts	CTY: Health Benefits / total comp	< 9.8%	8.77				
		CTY: % employees w/current contract	> 75%	78				
		CTY: Avg grievance close time	< 180 days	67				
	Improve Workforce Accountability	CTY: per capita discipline per qtr	< 3 ee	2				
		CTY: % employees w/annual review	> 98%	12				
		CTY: % ee hours bad time	< 0.5%	0.09				
		CTY: EEO metrics						
		CTY: WC cost per employee	< \$2500	4598				
	Improve Workforce Capacity	CTY: Mgt span of control (ratio)	> .2	0.4				
		CTY: Avg hours of training per ee	< 8 per qtr	2				
		CTY: HR to Staff ratio	> .009	0.006				
		FIN: Revenue per FTE	> \$125,000	\$129,566				

AWARDS AND ACKNOWLEDGEMENTS

The Government Finance Officers Association (GFOA) of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the City of Fairbanks for its comprehensive annual financial report (CAFR) for the fiscal year ended December 31, 2013. The City received this prestigious award for the past eleven consecutive years (2002 - 2013). In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both GAAP and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only.

During 2013 and 2014, the City received the Distinguished Budget Presentation Award from the GFOA. The City will apply for this award upon completion of the 2015 budget document. Copies of both awards can be found on the following pages.



Government Finance Officers Association

**Certificate of
Achievement
for Excellence
in Financial
Reporting**

Presented to

**City of Fairbanks
Alaska**

For its Comprehensive Annual
Financial Report
for the Fiscal Year Ended

December 31, 2013

Executive Director/CEO



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

City of Fairbanks

Alaska

For the Fiscal Year Beginning

January 1, 2014

Jeffrey R. Egan

Executive Director

THE BUDGET

Long Term Financial Planning

Long-term financial planning is a challenge at the local government level. Generally, current Council actions are not allowed to tie the hands of future Council members. For that reason, significant measures to ensure the long-term finances of the City are determined by the vote of the citizens and are enacted into Charter.

Below is a list of financial policies that guide budget development. The significance of the policies are noted as Charter (most significant), City Code, (ordinances adopted by the City Council), or internal (not formally mandated).

Relevant Financial Policies

Accounting and Reporting Methods: (Internal) The City's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP) and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

Audit requirement: City Charter section 8.7 and City Code section 2.262 requires an independent audit to be completed annually and presented to the City Council within one-hundred and eighty days after the end of the fiscal year. The annual audit of the Comprehensive Annual Financial Report shall be made public.

Certificate of Achievement for Excellence in Financial Reporting Program: (Internal) After the audit is complete the City's CAFR will be submitted to the GFOA Certificate of Achievement for Excellence in Financial Reporting Program. The financial report should be in conformity with GAAP, demonstrate compliance with finance related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inference. The audit opinion will be included with the City's CAFR.

Distinguished Budget Awards Program: (Internal) The City's budget will be submitted to the GFOA Distinguished Budget Presentation Program for each fiscal year. The budget should satisfy criteria as a financial and programmatic policy document, a comprehensive financial plan, an operations guide for all organizational units and a communications device for all significant budgetary issues, trends, and resource choices.

Internal Controls: (Internal) Financial systems will maintain internal controls to monitor revenues, expenditures, and program performance on an ongoing basis.

Budget Adoption: City Charter section 5.2 requires the Mayor to prepare and submit a balanced annual budget estimate to the City Council by November 1st of each year. The City Council may amend the budget estimate at any time prior to adoption. The final budget adopted shall be a balanced budget. Code Section 5.5 states that the Council

shall adopt the budget and make the appropriation by ordinance no later than the 15th day of December. Failing adoption, the budget estimate as submitted or amended shall go into effect and be deemed to have been adopted by the council and the proposed expenditures therein shall become the appropriations for the next fiscal year.

Budget Amendment: City Charter section 5.6 states that the budget may be amended by the Council at any time after adoption provided no such amendment shall be made until after a public hearing upon the same notice as required for the budget estimate under section 5.4. The substance of the proposed amendment or amendments shall be published with the notice of hearing.

Fiscal Monitoring: (Internal) Year-to-date budget to actual reports on revenues and expenditures will be presented to the Finance Committee (comprised of all Council Members, the Mayor, the Chief Financial Officer, the Controller, and a member from the public) periodically throughout the year.

Fund Balance: City Code section 2-651 (b) requires that General Fund unassigned fund balance to be the greater of 20 percent of budgeted operational expenditures (\$7,117,236) or \$4,000,000.

The projected 2015 unassigned fund balance is \$9,428,653 (\$10,888,415 less \$424,514 non-spendable (inventory & prepaid items) less \$250,000 committed for snow removal less \$785,248 assigned for self-insurance).

Investment policies: City Code section 2-679 states the City's investment policy for all funds is to apply the prudent-person (investor) rule: The City Council, Permanent Fund Review Board, City staff, investment managers, and bank custodians shall exercise the judgment and care under the circumstances then prevailing which an investor of ordinary prudence, discretion and intelligence exercises in the management of large investments entrusted to it, not in regard to speculation, but in regard to the long-term investment of funds considering the probable safety of capital as well as probable income to be derived.

City Code sections 2-676 through 2-688 further define the application of investments, the objective of investments, delegation of authority, prudence, responsibility, monitoring and adjusting the portfolio, internal controls, instruments permitted for investments, competitive selection of investment instruments, qualified institutions, safekeeping and collateralization, reporting requirements, and authorized deposits.

Permanent Fund transfers: City Charter section 8.8(b) and Code section 2-260(j) provides that the City Council, in any fiscal year, may only appropriate an amount not to exceed four percent of the five-year average fund market value, to be computed using the five prior year's year-end audited market value, for City operations (General Fund), and an additional one-half percent solely for capital needs (Capital Fund).

Limitation on bonded indebtedness: Charter section 7.3 mandates the total amount of General Obligation Bonds issued and outstanding at any one time shall not exceed 15 percent of the average assessed value of the property subject to taxation by the City as of the first day of January. In any one year, such average assessed value shall be determined by adding the assessed valuations for the last three preceding years and dividing by three. Bonds in excess of said limit may be issued if 65 percent of the qualified voters at the referendum thereon vote in favor of said issue.

Authority to issue bonds: In accordance with Charter section 7.4, general obligation and revenue bonds must be approved by a vote of the citizens prior to issuance. By Council ordinance, refunding bonds may be issued in a greater principal amount than the outstanding bonds to be refunded in order to effect a saving by the City in the total principal and interest to be paid on the debt to be refunded. Industrial bonds may be issued provided that the borrowing is not repayable from taxes levied upon taxable real and personal property by and approved by Council ordinance.

Property Taxation: According to Charter section 6.5, the amount of tax that can be levied shall not exceed the total amount approved by the City Council for the preceding year by more than the Anchorage CPI from the preceding year, with limited adjustments. Of the total amount of taxes that can be collected, property taxes are limited by a maximum mill levy of 4.9 mills. Any new or additional sales tax levied, other than hotel/motel, alcohol, and tobacco, must be approved by the voters in a general election. Section 6.5(A) of the Fairbanks Code of Ordinance regulates the revenue generation of these taxes by stating *“Except as provided in this section, the total amount of municipal tax that can be levied during a fiscal year shall not exceed the total amount approved by the City council for the preceding year by more than a percentage determined by adding the percentage increase in the Federal Consumer Price Index for Anchorage from the preceding fiscal year. Of the total amount of taxes that can be collected, property taxes are limited by a maximum mill levy of 4.9 mills subject to Charter Section 6.5(B). Any new or additional sales tax levied, other than hotel/motel, alcohol, and tobacco, must be approved by the voters in a general election.”* Section 6.5(B) lists exemptions from 6.5(A) including new construction, payment to secure bonds, taxes to fund additional services as approved by voters, funding of judgments, and special appropriations necessary on an emergency basis to fund unavoidable expenses insuring the public peace, health, or safety. Section 6.5(C) states *“Increases in the hotel/motel tax levied by the City above the 1999 level shall be exempt from the application of Section 6.5.”* The revenue budget narrative begins on page 59.

Garbage Collection: City Code section 66-42(b) requires 12 percent of garbage collection revenue to be used to replace City equipment. In 2015, \$225,034 is budgeted in account 7610 in the Other Financing Sources (Uses) section of the General Fund Revenue Summary (page 66) and page 217 of the Capital fund.

Ambulance Mileage: City Code section 26-111 indicates that amount collected for mileage (related to emergency medical services) shall be placed in the capital appropriations fund. The General Fund collects the money and subsequently transfers

the amounts to the Capital Fund. In 2015 \$65,000 is budgeted in account 7614 in the Other Financing Sources (Uses) section of the General Fund Revenue Summary (page 66) and page 224 of the Capital fund.

Other Fees: Various City Code sections refer to a schedule of fees. The Council establishes fees for services, licenses and permits, fines forfeitures and penalties, rents and other revenues. A link to the City of Fairbanks Fee Schedule is available on the City website at www.fairbanksalaska.us. Revenue sources are closely monitored by Finance and the Administration. Trends and unexpected variances are presented to the Finance Committee for review. Recommended changes are forwarded to the Council for approval.

Expenditure Policies: Charter section 8.1 states that the Council shall prescribe by ordinance the procedures for the purchase, sale and interdepartmental transfer of property. Such ordinance shall contain a provision for centralized purchasing and for competitive bidding for purchases exceeding an amount to be fixed by general ordinance. Uniform exceptions for the requirement of competitive bidding may be prescribed by the ordinance.

City Code Section 54-1 through section 54-349 contains comprehensive rules relating to procurement. The following is a synopsis of some of the highlights. Centralized purchasing is provided under the direction of the purchasing agent. After a competitive sealed bid process, the purchasing agent may award contracts with identifiable appropriations for amounts \$50,000 or less. The Mayor awards contracts with identified appropriations for amounts up to \$250,000. The City Council awards all contracts over \$250,000 using identified appropriations. The City Council awards all contracts when competitive bidding is not deemed possible.

All contracts exceeding \$10,000 shall be memorialized in a formal, written contract. Resources costing between \$1,000 and \$10,000 must receive formal approval from the Department Head, Finance Director, and Mayor before purchase. Resources costing less than \$1,000 may be purchased using a "good-faith" effort to ensure the most reasonable price after approval from the Department Head.

No office or department shall expend or contract to expend any money or incur any liability for any purpose in excess of the amounts appropriated.

Section 8.9 of the Charter requires that all funds appropriated to the Capital fund remain in the capital fund only to be expended on capital projects as approved by the City Council.

Debt

The City of Fairbanks is virtually debt free. In October of 2011 voters approved a ballot initiative to pay off a 2005 general obligation bond and in November of 2011 an ordinance was passed by the Council to prepay a long-term capital lease. The City's remaining long-term debt is reimbursed by other entities. There are no plans to incur debt for capital improvements, or otherwise, unless a third-party reimbursement agreement is obtained.

Bonds

Limitation on bonded indebtedness

According to Section 7.3 of the City Code of Ordinances "*the total amount of general obligation bonds issued and outstanding at any one time shall not exceed fifteen per centum (15%) of the average assessed value of the property subject to taxation by the City as of the first day of January. In any one (1) year such average assessed value shall be determined by adding the assessed valuations for the last three (3) preceding fiscal years and dividing by three (3). Bonds in excess of said limit may be issued if sixty-five (65%) of the qualified voters voting at the referendum thereon vote in favor of said issue.*" For the three years ending 2014 the calculation is as follows:

2012 Assessment	\$2,452,798,320
2013 Assessment	2,496,940,119
2014 Assessment	<u>2,574,554,098</u>
Total	\$7,524,292,537
Divide by three	<u>3</u>
Average Assessed value	\$2,508,097,512
Times 15%	<u>.15</u>
Debt limit	\$ 376,214,627
General Obligation Bond's principal outstanding	-
Legal Debt Margin	<u>\$ 376,214,627</u>

On March 18, 2009 Standard and Poor's Rating Services raised the rating on the City's general obligation debt from "A-" to "A." The rating was upgraded following a review of credit strength. The City has not issued any debt since the upgrade was published.

Other Long-Term Debt

In 1997, the City sold its utility system to a consortium of buyers in exchange for \$87.5 million in cash, payoff of \$47.6 million in utility debt and other considerations; of the total proceeds, the City received \$2.0 million from the water/wastewater purchasers. As part of the overall utility sale, the Peger Road wastewater treatment plant has been operated by Golden Heart Utilities (GHU) subject to a lease-purchase agreement paying \$33,075 per month to the City's Permanent Fund. GHU has not exercised its option to purchase the treatment plant, opting to continue leasing the facility from the City. Over \$6 million has been received in lease payments to date.

In October 2012 voters approved a ballot initiative that allows the City to borrow funds from the Alaska Clean Water Fund (ACWF) at 1.5 percent interest and pass them on to GHU. In return, GHU will repay all principal, interest, and loan origination fees back to the City over the life of the loan. The initiative also ratified a previous loan from ACWF that originated in 2009 and 2010. The details of the ACWF loans are described below.

In 2010 and 2009, the City of Fairbanks received an ACWF loan in the amount of \$130,827 and \$577,873, respectively, for a sodium hypo-chloride system at the wastewater treatment plant on behalf of GHU. For the 20 year life of the loan GHU will repay all principal and interest to the City. On December 31, 2014 the receivable balance remaining is \$531,525. The loan is collateralized by rental income recorded in the MUS Enterprise Fund.

In 2013 and 2014, the City of Fairbanks received an ACWF loan in the amount of \$2,100,150 and \$2,525,450, respectively, for a sludge dewatering system on behalf of GHU. For the 15 year life of the loan GHU will repay all principal and interest to the City, plus a 0.5 percent loan original fee and other costs. On December 31, 2014, the receivable balance remaining is \$4,317,227. The loan is collateralized by rental income recorded in the MUS Enterprise Fund.

In 2014 the City applied to borrow another \$650,623 from ACWF at 1.5 percent interest for the clarifier rehab project. GHU has agreed to repay this loan and interest in full, plus pay the City a 0.5 percent loan origination fee and other costs. The receivable balance at December 31, 2014 is \$206,464.

Short Term Factors and Budget Guidelines

In accordance with the City Charter section 5.2 "the final budget adopted by the council shall be a balanced budget". The current year's budgeted revenues, including "Other Financing Sources and Uses," must equal or exceed the current year's budgeted expenditures. Other significant factors include:

- A conservative emphasis on resource utilization is respected by all departments to help ensure budgeted obligations will be met.
- State Revenue Sharing is subject to Legislative action. We have been informed that the 2015 amount will fall \$91,816 short of the amount received in 2014.
- By Charter, property taxes are restricted by a 4.9 mill revenue cap within a cap. The max increase is capped by inflation, which in turn is capped by valuation and new construction growth. If inflation is 2 percent and the prior year collection is \$100 then the maximum you can increase collections is \$2. However, if your property tax valuation base did not grow, collections are limited to the prior year amounts.
- Wages for the Mayors non-union group (6 individuals) include increases for 2015. There are no increases for all other groups because they are in negotiations or are not due for an increase in 2015.
- State on-behalf pension payments are subject to State Legislative action and could significantly increase the percentage paid for public safety pensions. Less funds and personnel will be available to provide services.

- Health care costs paid by employees are increasing 7 percent to 8 percent each year and could result in an affordability fine under the Affordable Care Act.
- Energy costs are crippling our economy. Participation in the Natural Gas Utility is vital to building a distribution network in the City. The utility will help bring natural gas to Fairbanks at an affordable rate. An increase in local employment should also result.
- Increased road maintenance responsibility transferred from the State of Alaska Department of Transportation to the City of Fairbanks. Addition of an operator and a clerk at Public Works to help absorb the additional duties is needed.
- The five year averaging of the permanent fund will no longer include the stock market crash year of 2008 and the low return year of 2009. Contributions from that fund should increase.

Major Initiatives

In 2014, the City:

- Continued a multi-year program for reconstruction of a number of City streets, funded by both grant and local revenues
- Made substantial progress on a “continuity of operations plan” for the City to be ready for natural disaster or breakdown in utility services. In 2014 construction was completed on a Public Works addition that will double as an alternate back-up government operations center
- Renovated the Police Station roof, using modern technology to increase energy efficiency
- Replaced the “backbone” of our Emergency Dispatch Center. New dispatch consoles and equipment, funded in large part by grants, will enable us to increase emergency dispatch reliability for both the City and our contract users throughout Interior Alaska
- Deployed the recently acquired medium duty ambulance with enhanced features beyond standard ambulances
- Acquired a heavy duty tow vehicle for moving large fire apparatus and other equipment
- Purchased EMS mobile field reporting, a system that saves time in life and death situations by transmitting essential medical data from an ambulance to the hospital staff as opposed to current paperwork
- Purchased a high efficiency snow blower and completed a new snow storage site in south Fairbanks to reduce snow hauling time and increase fuel efficiency

In 2015, the City will:

- Update city-wide electronic security systems on facility doors and install cameras at the impound lot
- Make LED lighting upgrades in the Police Station
- Purchase inventory shelving and drawer units for the Public Works mezzanine
- Purchase two packer trucks for garbage collection
- Install an overhead safety restraint system in the mechanic shop
- Purchase a grade tractor for use in road and drainage maintenance

- Purchase a mechanics shop truck for mobile repairs (will replace a 1970 truck)
- Purchase asphalt patching equipment for improved pot-hole patching
- Purchase hands-free CPR equipment for all ambulances
- Conduct soil and water testing for the environmental cleanup of the burn pit at the Fire Training Center
- Implement an employee recognition program
- Implement a “new employee” orientation program
- Conduct city-wide open house for the community
- Update city fee schedule
- Reorganize the Purchasing and Risk Department
- Liquidate excess City properties
- Implement Intranet
- Review feasibility associated with transferring all employees from union health plans to a consolidated city-health plan.
- City-wide employee and Council member ethics training.

Basis of Accounting

For financial reporting purposes Governmental Funds use the modified basis of accounting, under which revenues considered to be both measurable and available for funding current appropriations are recognized when earned. All other revenues are recognized when received in cash, except that revenues received in advance are reported as unearned. Expenditures are recorded at the time liabilities are incurred, except for accumulated annual leave which is treated as expenditure when paid. Enterprise Funds use the accrual basis of accounting under which revenues are recognized when earned, and expenses are recorded when liabilities are incurred. There are no Enterprise Funds subject to budget appropriation.

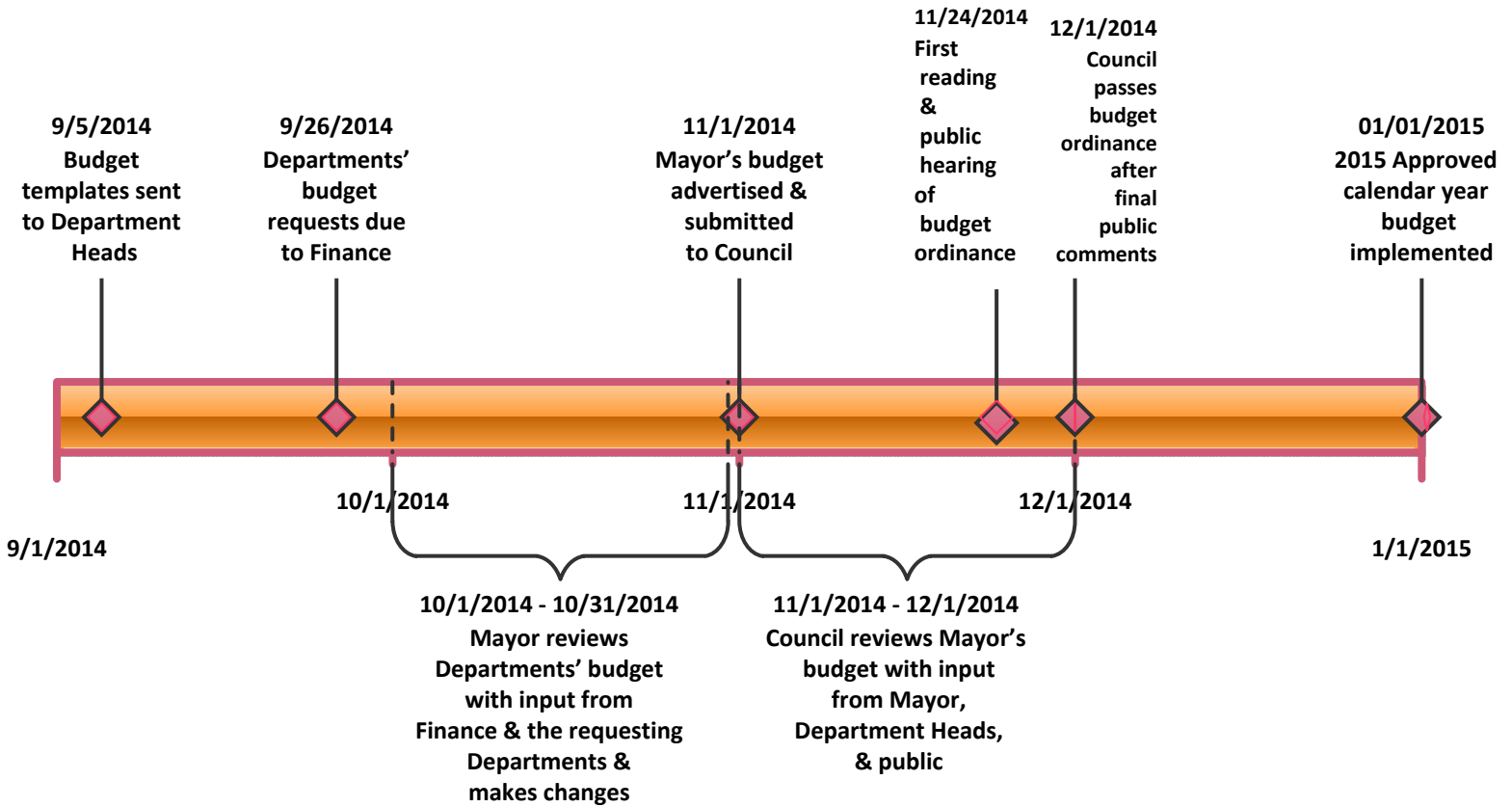
Budgetary Basis of Accounting

The annual budget is the foundation for the City’s financial planning and control. Budgets for the General and Capital Funds are adopted on an annual basis and are consistent with GAAP except that encumbrances are treated as budgeted expenditures in the year of incurrence of the commitment to purchase. The City uses modified accrual accounting for both budget and financial reporting. Budgetary comparisons presented in this report are on this budgetary basis. All annual appropriations lapse at year-end to the extent that they have not been expended or encumbered.

Balanced Budget Definition

Section 2-651 of the City Code defines a balanced budget as one where current expenditures are covered by current revenues. Current revenues are further defined to include General Fund balance accumulated in prior years subject to the fund balance limitations described in the fund balance policy previously stated.

2015 BUDGET PROCESS CALENDAR



Budget Timeline, Preparation, Adoption, and Enactment

The City of Fairbanks operates on a calendar year fiscal cycle. The 2015 Budget Process Calendar on the preceding page is a useful tool for reference throughout the budget process. There are three distinct phases in the adoption of the annual budget estimate. In the first phase, City departments submit their expenditure requests to the Mayor. In the second phase, the Mayor submits recommended budgets for revenue and expenditures to the Council, and in the third phase the Council reviews, amends, and adopts the budget.

General Fund expenditures are budgeted at the department level. There are five distinct expenditure classifications: personnel services, training, office/operating supplies, dues and publications, and other outside contracts. In addition, there are expenditure classifications for repair, maintenance or other specially classified expenditures based upon the character of the Department functions. General Fund budget narratives are submitted by Department Heads and are not changed when the Mayor recommends and Council approves different levels of funding. The changes occurring between the different phases of the budget process can easily be identified under the column total headings “**REQUESTS, RECOMMENDS, APPROVED**” in the budget narratives and financial worksheet preceding the departments’ narratives.

Capital Fund expenditures are also budgeted at the department level but have unique objects based on the nature of the capital project (equipment, road maintenance, property replacement).

The Budget Process

Every September, the Finance Department sends a budget template to each Department Head. The Department Heads have the discretion to propose changes for the following year. The Finance Department determines the impact of a request on personnel services accounts based on the relevant collective bargaining agreements. During the first three weeks of October, the Mayor meets with each Department Head to review the requested budget. After each meeting, Finance prepares a recommended budget which reflects any changes the Mayor proposes.

Once the Mayor’s recommended budget has been determined and compiled by Finance, the budget document is published on the City’s website at www.fairbanksalaska.us and, as required by City Charter, submitted in writing to the City Council by November 1st.

Throughout November and December, the City Council holds public meetings to discuss the budget. These meetings are held in accordance with Alaska's *Open Meetings Act* (AS 44.62.310). The intent of public meetings is to hear all opinions on all issues and ensure public control over the government that the public created. Public meetings are the means by which a person or group can be informed, express opinions, exercise choice, and affect outcomes. In order for this to occur the governing body must provide reasonable notice of its meetings, the governing body must hold the meetings as provided in the notice, and the public must be given an opportunity to provide input.

During these meetings the Department Heads are free to present their budget requests and why they differ from what the Mayor recommends. Council Members ask many questions and make inquiries to Finance. After each section of the budget has been carefully reviewed, and amended by Council, a budget ordinance is drafted. The ordinance is presented for first reading at a general Council Meeting, normally the last meeting in November. Ordinances require two readings at two different Council Meetings before passage.

The Council's consideration of the budget ordinance is open to public comment. At the beginning of every Council meeting, individuals from the public are afforded five minutes to make comments. When resolutions, ordinances, and other items of agenda are introduced during the meeting, individuals from the public are again afforded five minutes to make comments and ask questions pertaining to the specific subject.

During consideration of the budget ordinance, Council Members may propose changes. After much discussion, the Council will vote specifically on every change proposed. When all changes have been determined a full vote on the budget ordinance will be called. In accordance to City Code, the City Council must formally adopt an ordinance approving the budget estimate by December 15th.

Once the budget is approved, the CFO and Controller enter the amounts into the municipal software program. The program has controls and safeguards that prevent overspending at the object account level. All expenditures anticipated must go through the purchase requisition and approval process. Purchase requisitions can only be made for amounts that do not exceed the available budget.

Amending the Budget

Intra-department line item budget transfers are allowed to other non-personnel (wages & benefits) accounts within their department. The requested intra-budget transfers are documented on a form and must be signed for approval by the Department Head, CFO, and Mayor. For example, if a department discovers they do not have enough funds budgeted in office supplies they can fill out a form requesting to transfer a portion of the budgeted funds from dues and publications to office supplies. They cannot request transfers to wages and benefits from office supplies. Net intra-department transfers must not result in an increase or decrease to the overall department budget. Once approvals are done, either the CFO or Controller makes the budget transfer.

All changes to revenue budgets, department total budgets, increases to personnel budgets, and budget transfers between departments, are done through a formal ordinance amending the budget. An amended budget ordinance is introduced to the Finance Committee at a public meeting. Department Heads, community organizations, and the general public may comment on the proposed changes. The amended budget ordinance is moved on to the next Council Meeting for consideration. Subsequently it will be advanced to a second Council Meeting for formal approval or rejection.

The revenue budget is constantly monitored by Finance and the Mayor. If expected receipts yield significantly different results, the change is included in the ordinance amending the budget. Property and sales tax revenues are adjusted to match receipts. Fee changes approved by the Council are included, and new intergovernmental revenues are added. There are generally three or four budget amendment ordinances each year. By the end of the budget year there should not be any significant differences between the revenue and expenditure budgets and the actual results achieved.

Fund Balance (Governmental Funds)

Fund balance is the difference between assets and liabilities. Under the Governmental Accounting Standards Board (GASB) Statement No. 54 there are five different classifications of fund balance:

1. Non-Spendable Items that cannot be spent because they are not in a spendable form, or are legally or contractually required to be maintained intact. In the general fund balance, inventory is considered "non-spendable".
2. Restricted Constraints imposed on their use by external creditors, grantors, contributors, or laws and regulations. There are no restrictions associated with the general fund or capital fund balances.
3. Committed Resources can only be used for specific purposes as approved by formal action of the City Council. General fund balance includes commitments for emergency snow removal.
4. Assigned Constrained by the intent of Council, the Mayor, or by a body to which the City Council delegates authority. In the general fund, self-insurance losses and encumbrances are included in assigned fund balance.
5. Unassigned Available to spend, unrestricted

The City of Fairbanks maintains a healthy general fund balance while the capital fund balance is shrinking. At the bottom of the worksheets in the Financial Summary section an analysis of the changes in fund balance is made.

City of Fairbanks
List of Funds

Fund	Fund Type	Description	Major	Included in Budget Appropriation	Included in CAFR
General	Governmental	Accounts for resources traditionally associated with government which are not required legally or by sound financial matters to be accounted for in another fund.	Yes	Yes	Yes
Permanent	Governmental	Accounts for investment activities that generate income to transfer to the general fund and capital fund.	Yes	No*	Yes
Grants & Contracts	Governmental	Accounts for receipts and expenditures of grants and contracts, which provide for operations, equipment and capital activities.	Yes	No	Yes
Capital	Governmental	Accounts for funds appropriated for capital use.	No	Yes	Yes
Asset Forfeiture	Governmental	Accounts for forfeiture receipts under the United States Department of Justice Asset Forfeiture Program.	No	No	Yes
Fairbanks Transportation Center	Enterprise	Accounts for provisions of parking spaces in the downtown area.	No	No	Yes
Municipal Utility System	Enterprise	Accounts for receipts from the rental of the remaining assets of the former Municipal Utilities System which was sold in phases in 1997 and 1998.	No	No	Yes

Basis of Accounting

For financial reporting purposes the Governmental Funds use the modified accrual basis of accounting, under which revenues considered to be both measurable and available for funding current appropriations are recognized when earned. All other revenues are recognized when received in cash, except that revenues of a material amount that have not been received at the normal time of receipt are accrued, and any revenues received in advance are unearned. Expenditures are recorded at the time liabilities are incurred.

Proprietary Funds use the accrual basis of accounting under which revenues are recognized when earned and expenses are recorded when liabilities are incurred.

* The estimated portion of revenue to be transferred from the permanent fund to the general and capital funds is included in the Other Financing Sources (Uses) revenue section on the last page of the General Fund Revenue Summary.

City of Fairbanks
Departmental Relationship to Funds

Department	General Fund (Major)	Permanent Fund (Major)	Grants & Contracts (Major)	Capital Fund	Asset Forfeiture Fund	Fairbanks Transportation Center Fund	Municipal Utility System Fund
Mayor	X						
Attorney	X						
Clerk	X						
Finance	X						X
Information Technology	X			X			
General	X						
Risk	X						
Police	X		X	X	X		
Dispatch	X			X			
Fire	X		X	X			
Public Works	X		X	X			
Engineering	X		X	X			
FMATS			X				
Building	X			X			

The General Fund covers all departmental expenditures except those of FMATS which is wholly grant funded (see the FMATS tab for more information).

The Permanent Fund does not directly interact with departments. Instead, a portion of the revenue generated is included as a transfer from the Permanent Fund in Other Financing Sources (Uses) section on the last page of the General Fund Revenue Summary.

The Grants & Contracts Fund accounts for all receipts and expenditures associated with federal, state, and local projects. Departments that work on, or are benefitted by, these activities are noted above.

The Capital Fund receives general fund appropriation from the Departments (see account 7501 in the General Fund's departmental budgets). In return, funding for capital equipment and projects is built up in the Capital Fund and appropriated for expenditure when funding levels are sufficient.

Accounts for forfeiture receipts under the United States Department of Justice Asset Forfeiture Program ran by the Police Department.

The Fairbanks Transportation Center Fund and the Municipal Utility System Fund are both Enterprise Funds and do not have a relationship to the departments.

General Fund

Description

The General Fund is the City's primary operating fund and is used to account for resources traditionally associated with government which are not required legally or by sound financial management to be accounted for in another fund.

Major Fund

By definition, the General Fund is always reported as a major fund.

Revenues

Revenues are derived principally from taxation. Proceeds from property tax and sales tax account for 57 percent of General Fund revenue. Revenue derived from charges for services include garbage collection fees, ambulance fees, traffic tickets, administrative grant recoveries, and other fees. In total, these proceeds account for less than 12 percent of General Fund revenues. Intergovernmental revenues from the State of Alaska account for 12 percent of General Fund revenues. These state appropriations include revenue sharing, PERS on-behalf payments, and Fire Station bond reimbursement payments. License and permits, fines and forfeitures, interest, rental and lease income, other revenues and other financing sources and uses account for the remaining 18 percent of General Fund revenues. Of those categories, business license receipts and transfers from the Permanent Fund and to the Capital Fund are the most significant. An in-depth analysis of the General Fund revenue budget begins on page 56.

Personnel Budgets

Almost 65 percent of the General Fund budget is personnel costs. The significance of these costs deserves transparency and understanding. The *Personnel Summary* on page 70 shows the total number of approved positions for the years 2013, 2014, and 2015. Each department's *Schedule of Personnel Requirements* is located after the financial worksheet showing the department budget. Not only does this information show the yearly personnel cost paid by the General Fund and Grants Fund, it shows the number of authorized personnel employed in each department. The total from each department is carried forward to the *Personnel Summary*.

Following the personnel schedule is the *Personnel Hourly Wages and Benefits* worksheet. Wage and benefit information is presented in an hourly format to arrive at the hourly package rate. Note, wage rates and benefits may be rounded to four places to accurately reflect calculations performed by the municipal software system. Below is a summary of the benefits paid by the City by department and union:

Non-Union

Eight City positions are not represented by a labor union. Five of the positions are in the Mayor's Department, two are in the Office of the City Attorney, and one is in the Office of the City Clerk. All of these positions participate in the health care and pension program offered by the International Brotherhood of Electrical Workers (IBEW) through a special agreement between the City and the union trust. Below are the benefits related to this group:

IBEW Pension for all positions is \$6.00 per hour.

The monthly health premium is \$1,670 of which the City pays \$1,067.66 and the employee pays \$602.34. The hourly cost to the City for this coverage is calculated as follows: $\$1,067.66 \times 12 \text{ months} \div 2,080 \text{ hours} = \6.16 per hour. Other hourly benefits include 1.45 percent for Medicare and \$.0433 (cents) for life insurance.

IBEW

Every City department with personnel has employees that belong to the IBEW. Wages and benefits are formally negotiated every three years with a one-year option to renegotiate wages based on the change in the Municipality of Anchorage Consumer Price Index (CPI). The current bargaining agreement for IBEW expired on December 31, 2014 and negotiations are underway for a new agreement. Medicare and life insurance are not included in the CPI calculation. The union has the option to allocate the raise. They can put the entire amount to wages, to pension, to health, or split it among the base wage and different benefits proportionately. Normally, IBEW employees put 100 percent to wages.

Below is a breakdown of the benefits associated with IBEW union member positions:

The monthly health premium is \$1,670.00 of which the City pays \$850 and the employee pays \$820.00. The hourly cost to the City for this coverage is calculated as follows: $\$850.00 \times 12 \text{ months} \div 2,080 \text{ hours} = \4.90 per hour. In 2015 it is estimated that the health premium will increase 7 percent.

There are two different hourly pension rates: \$6.59 per hour for positions earning more than \$50,000 per year and \$5.59 per hour for positions earning less than \$50,000 per year.

Other benefits include Medicare at 1.45 percent X base rate (assumes no deductions) and life insurance at \$.0433 (cents) per hour.

Public Safety

In May of 2012 the Fire Fighters Union negotiated a 4.75 percent increase to base wages with no further increase through December 31, 2014. Firefighters with special certifications receive increases to their base wages. These “pro-pay” certification amounts are listed on the Fire Department’s *Personnel Hourly Wages and Benefits* worksheet on page 157.

Police and Dispatch employees represented by the Public Safety Employees Association (PSEA), participate in a seven-year step base wage schedule. In August of 2012, as part of a one-year wage reopener, PSEA negotiated a four percent increase to base wage steps through December 21, 2013. Negotiations for 2014 and beyond are underway. Amounts in affect from 2013 remain unchanged and are reflected in the 2015 budget.

Five and ten percent differentials are added to an employee’s base wage in the following circumstances:

Five Percent differentials:

Sergeant working as a Shift Commander

Field Training Officers performing department-sanctioned on-the-job training

Lieutenants and Sergeants assigned to the Investigations/Special Operations Bureau

K-9 Officers

Swing shifts beginning between 1200 hours and 1859 hours

Ten Percent differentials:

The Deputy Police Chief is paid a ten percent differential above the highest Lieutenant step (step 7).

Midnight shifts beginning between 1900 hours and 0459 hours

The Personnel Hourly Wages and Benefits worksheets for the Police, Dispatch, and Fire Departments are located on pages 134, 147, and 157, respectively. Below is a summary of the benefits paid by the City.

There are two different health care plans offered by PSEA to Police and Dispatch:

The Heritage plan monthly premium is \$1,707.00, of which the City pays \$1,040 and the employee pays \$667. The hourly cost to the City for this coverage is calculated as follows: $\$1,040.00 \times 12 \text{ months} \div 2,080 \text{ hours} = \6.00 per hour. Thirty-six Police employees and twelve Dispatch employees participate in the Heritage Plan.

The Catastrophic plan monthly premium is \$1,136, of which the City pays \$1,040 and the employees pay \$96. The hourly cost to the City for this coverage is the same as the Heritage plan. Thirteen Police employees and five Dispatch employees participate in this plan.

The Fire Department participates in the Northwest Fire Fighters Benefits Trust (NWFFT) health plan. The premium cost of the "500" plan is \$1,735.98 of which the City pays \$1,040.00 and the employee pays \$695.98. The premium of the "1500" plan is \$1,523.18 of which the City pays \$1,040.00 and the employee pays \$483.18.

The Police Chief, Fire Chief, Assistant Fire Chief and Dispatch manager participate in the IBEW health plan mentioned in the IBEW section above.

Public Safety employees participate in the State of Alaska Public Employees' Retirement System (PERS). Effective July 1, 2007 the Alaska legislature set the effective employer rate at 22 percent of the base rate paid.

The Fire Chief, Assistant Fire Chief and Dispatch manager participate in the IBEW pension plan mentioned in the IBEW section above.

Other benefits paid include Medicare, PSEA IRS section 125 health plans, life insurance, and a \$3,000 education pay for Lieutenants and the Deputy Chief. Fire employees also participate in a health savings account (HSA) with the Washington State Council of Fire Fighters (MERP Plan). Part-time employees who are not covered under health or pension plans are subject to FICA. The hourly rate for these deductions is calculated as follows:

Medicare is 1.45 percent X base rate (assume no deductions from base rate).

Social Security is (part-time employees only) 6.2 percent X base rate (assumes no deductions from base rate).

PSEA section 125 health costs the City \$1,200 per year divided by 2,080 hours equals \$.5769 (cents) per hour.

Life insurance costs the City \$90 per year divided by 2080 hours equals \$.0433 (cents) per hour.

For the Lieutenants and Deputy Chief only, educational pay costs \$3,000 per year divided by 2080 hours equals \$1.4423 per hour.

The City pays \$100 each month for the Fire HSA MERP Plan. The hourly rate associated for this benefit follows: \$100 X 12 months divided by 2,080 hours equals \$.5769 (cents) per hour.

AFL-CIO Joint Crafts

A variety of different unions collectively bargain for employee wages at Public Works under a Joint Crafts collective bargaining agreement ("CBA"). Each union maintains its own benefits. Contracts are formally negotiated every three years with one-year option to renegotiate wages. Negotiations are under way for a 2015 raise. On January 1, 2014 Public Works employees received a 1.5 percent (CPI) increase to their hourly package rate and a \$913 bonus. Historically, employees have allocated increases across wages and benefits. A description of the current allocations is shown below.

Laborers Union:

The hourly health premium is \$1,126.68/month X 12 months divided by 2,080 hours equals \$6.50 per hour.

Laborers' pension is \$10.09 per hour.

Two laborers in the Engineering Department have a specially agreed upon hourly pension of \$12.13 per hour (The Survey Party Chief and Engineer Tech).

Other hourly benefits include Medicare, life insurance at \$.0433 (cents per hour) and Laborers legal of \$.15 (cents) per hour.

Operators Union:

The hourly health premium is \$1,256.68/month X 12 months divided by 2,080 hours equals \$7.25 per hour.

Operator's pension is \$7.00 per hour.

Other hourly benefits include Medicare and \$.0433 (cents) for life insurance.

Teamsters Union:

The hourly health premium is \$1,275.00/month X 12 months divided by 2,080 hours equals \$7.36 per hour less the employee portion of \$1.00 (cents) per hour for a total employer expense of \$6.36 per hour.

Teamster's pension costs \$9.15 per hour.

Other hourly benefits include Medicare and \$.0433 (cents) for life insurance.

Carpenters Union:

The hourly health premium is \$1,482.00/month X 12 months divided by 2,080 hours equals \$8.55 per hour.

Carpenters pension is \$6.85 per hour.

Other hourly benefits include Medicare, \$.15 (cents) for the Carpenters Advancement fund, and \$.0433 (cents) for life insurance.

Plumbers and Pipefitters Union (plumbers):

The hourly health premium is \$1,130.00/month X 12 months divided by 2,080 hours equals \$6.52 per hour.

Plumbers' pension is \$7.75 per hour.

Other hourly benefits include Medicare, \$.0433 (cents) for life insurance, and \$.10 (cents) for plumbers political contributions.

Other Expenditures

Executive and legal services are accounted for in the General Fund because they provide supervision to all activities conducted by the City. These services include financial administration, human resources, and information technology. Specific public services accounted for in the General Fund include public safety (police, fire, and dispatch), public works (garbage collection, street maintenance, engineering, and facilities management), and building code enforcement. All General Fund expenditures are budgeted at the department level. Each department's annual budget is presented in the General Fund section of the budget.

Capital Fund

In October of 2006, City voters approved an amendment of the City Charter to establish a Capital Fund to designate funds for capital use. All funds appropriated to the Capital Fund shall remain in the fund until expended on capital projects as approved by the City Council. There is no requirement to capitalize all items included in the Capital Fund budget. Budget items may include amounts needed to maintain or replace current assets.

Capitalization Policy

The City reports capital assets, including, property, plant, equipment, and infrastructure (e.g., roads, sidewalks, and similar items), in the applicable governmental or business-type activities columns in the government-wide financial statements. The City defines capital assets as assets with an initial, individual cost of more than \$5,000 for machinery and equipment, \$1,000,000 for buildings and infrastructure, and an estimated useful life of greater than one year.

Initially the City recorded its infrastructure at estimated cost. As the City constructs or acquires additional capital assets, including infrastructure, they are capitalized and reported at historical cost. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized. Donated capital assets are recorded at estimated fair market value at the date of acquisition.

Infrastructure is depreciated using the straight-line method over the useful lives of the assets. Other capital assets are depreciated using the straight-line method over the useful lives of the assets. Below is a table of useful life (in years) for the different classes of assets:

<u>Asset Class</u>	<u>Life in years</u>
Buildings	50
Furniture and Equipment	5-20
Software	3
Infrastructure	30

Non-Major Fund

The Capital Fund is not a major fund. The total assets, liabilities, revenues or expenditures are 3.5 percent of the corresponding total for all governmental funds, far below the ten percent threshold. Also, the Capital Fund's assets, liabilities, revenues or expenditures are 3.2 percent of the corresponding total for all governmental and enterprise funds combined, which is well below the five percent threshold for determining major funds.

Revenues and Expenditures

There are 13 distinct categories included in the Capital Fund budget as displayed on the Summary Page (page 217). A summary of the budgeted revenues and expenditures in the categories can be found in the Capital Fund budget narrative beginning on page 211.

Other Fund Information

Included on the fund worksheets on pages 38 and 39 are two governmental funds that, while they do not have fund level budget appropriations, they are important to operations of the City. Below is a synopsis of these funds.

Permanent Fund

The Permanent Fund was established by a vote of duly qualified voters of Fairbanks who adopted and ratified Proposition F2 which established Charter section 8.8 on October 8, 1996. The vote for the establishment of the fund was: "Yes" votes were 4,763, "No" votes were 1,318 and blank ballots were 1,281.

The election also approved Proposition F1 - Sale of the Fairbanks Municipal Utility System to GVEA, Fairbanks Water and Sewer, Inc.; PTI Communications of Alaska, Inc., and Usibelli Coal Mine, Inc. for the sum of \$160,300,000. This sale provided a sum of money to begin the fund. This proposition passed with the following votes: "Yes" votes were 3,949, "No" votes were 3,278 and blank ballots were 133.

In addition to the Charter Amendment that governs the activities of the fund, Ordinance 5801 codified in Section 2.260 and 2.261 in the Fairbanks General Code (FGC), establishes the investment policy, procedures, and governance of the Fund. The FGC can be obtained on the City's web site at www.fairbanksalaska.us. Locate the link for City Ordinances and it will direct you to the City of Fairbanks Council Ordinances page and select the "Municode" link.

The purpose of the Permanent Fund is to maximize income for capital and operating expenses of the City and preserve in trust assets of the City for present and future generations of City residents. The principal goal shall be to preserve principal and maintain purchasing power while allowing contributions to the City's operating and capital budget. Investment standards are set by ordinance which provides limits of appropriate investments. The fund' target asset allocation is 55 percent fixed income and 45 percent equities; the Fund's advisors are granted limited discretion to vary from the target allocation.

The fund is managed by the Chief Financial Officer under the oversight of the Permanent Fund Review Board consisting of five members appointed by the Mayor and confirmed by the Council (FGC 2.414). Terms of members shall be staggered and the terms of the first members shall be for terms of one year, two years and three years. This committee reviews the performance of the investment fund and makes recommendations for changes to the City Council. The City Council adopts investment fund policy by ordinance.

The Board is directed by the ordinance to hold open quarterly meetings, keep and file minutes

with the City clerk and oversee the finance director in the handling of the fund. Other duties of the Board are to: oversee and review investment policies annually; prepare quarterly performance reviews of the fund; compare earnings against benchmarks; review performance of the money manager and trustee annually; and make recommendations for selection of the money manager.

At December 31, 2014 the total Permanent Fund balance is \$120,886,012 (unaudited). City code allows not more than four percent of the five-year average market value of the portfolio to be transferred to the general fund to support City operations. An additional one half of one percent of the five year average may be used for capital needs. The 2014 authorized transfer from the permanent fund to the general fund and capital fund was \$4,119,676 and \$514,960, respectively. In 2015, it is estimated that \$4,330,032 and \$541,254 will be transferred to the general fund and capital fund, respectively.

Current members and their terms are as follows:

<u>Members</u>	<u>Appointed</u>	<u>Serving Through</u>
Ron Woolf	January 2015	December 2017
Jeff Johnson	January 2015	December 2017
Patty Mongold	November 2009	December 2015
Jennifer Imus	January 2014	December 2016
<u>Council Member</u>		
Bernard Gatewood	November 2009	October 2016

Special Revenue Grants and Contracts Fund (Grants Fund)

Description

This fund accounts for the receipt and expenditures of grants and contracts which provide resources for operations, equipment, and capital activities. The Fairbanks City Council approves the budget for each individual project when it grants authority to the Mayor to apply for and accept the project via a resolution.

There is no budget appropriation for the fund as a whole. All grant and contract activities are dictated by the projects purpose, regulations, and budget. Each project's budget life cycle is unique. Some budgets cover a weekend, some cover a quarter, some cover a year and others cover multiple years. Because of this variability, the revenue and expenditures are not included in the City's annual budget process. As a rule, revenues match expenditures in the Grants Fund and there is no fund balance.

A listing of current grants and contracts is on the next page. Refer to this list while reading the Engineering Department's budget narrative and while viewing activity budgeted in the Capital Fund.

GRANTS AND CONTRACTS

AS OF DECEMBER 31, 2014

<u>Project</u>	<u>Type</u>	<u>Effective Dates</u>	<u>Primary Purpose</u>	<u>Award</u>	<u>Expenditures through 12/31/14</u>	<u>Remaining Budget</u>
Police Department						
AHSO 14/15 DUI Enforcement Unit	Fed	10/1/14 - 9/30/15	Personnel	261,512	(55,705)	205,807
AHSO 14/15 DUI Enforcement Equipment	Fed	10/1/14 - 9/30/15	Equipment	12,700	-	12,700
DCCED Emergency Service Patrol	State	7/1/14 - 6/30/19	Contractual	250,000	-	250,000
DOJ Bulletproof Vest Program	Fed	10/1/03 - 8/31/15	Equipment	67,462	(62,996)	4,466
DOJ Federal 2015 JAG Award	Fed	7/15/14 - 9/30/17	Personnel	36,041	(23,913)	12,128
DPS State 2015 JAG Award	State	7/1/14 - 6/30/15	Personnel	50,000	(25,000)	25,000
FNSB Emergency Service Patrol	Local	7/1/14 - 6/30/15	Contractual	50,000	(25,000)	25,000
Fire Department						
DCCED Heavy Duty Rescue Apparatus	State	7/1/13 - 6/30/18	Equipment	625,000	(256,940)	368,060
FEMA Fire Assistance Grant	Fed	6/18/14 - 6/17/15	Equipment	12,528	-	12,528
HLSP 2013 SHSP Grant	Fed	10/1/13 - 3/31/15	Equipment	398,574	(263,757)	134,817
HLSP 2014 EMPG Grant	Fed	7/1/14 - 6/30/15	Personnel	10,000	(3,130)	6,870
HLSP 2014 SHSP Grant	Fed	10/1/14 - 3/31/16	Equipment	803,358	-	803,358
HLSP 2015 LEPC Grant	State	7/1/14 - 6/30/15	Personnel	22,983	(7,474)	15,509
Public Works Department						
DOT CMAQ Articulated Tractor	Fed	8/10/12 - 10/31/15	Equipment	245,150	(170,308)	74,842
Engineering Department						
DCCED Local Road Improvements	State	7/1/13 - 6/30/18	Roads	1,000,000	(31,952)	968,048
DCCED Road Improvements	State	7/1/12 - 6/30/17	Roads	5,000,000	(2,268,116)	2,731,884
DOT Barnette Upgrade	State	6/3/11 - 10/31/16	Roads	1,592,000	(129,572)	1,462,428
DOT Chena River Walk Stage III	State	7/16/14 - 12/31/15	Roads	50,000	(11,129)	38,871
DOT Cushman/Gaffney Upgrade	State	5/2/11 - 10/31/15	Roads	4,840,065	(397,820)	4,442,245
DOT Helmericks Avenue Extension	State	4/20/10 - 10/31/14	Roads	8,104,330	(6,877,853)	1,226,477
DOT Lacey & Noble Street Project	Fed	4/5/05 - 12/31/15	Roads	84,315	(60,754)	23,561
DOT Pedestrian Facility Upgrades	Fed	7/19/13 - 11/27/14	Roads	457,000	(98,680)	358,320
DOT South Cushman Project Construction	Fed	11/29/10 - 2/28/14	Roads	190,000	(170,537)	19,463
DOT Third Street Widening	Fed	2/7/14 - 1/1/15	Roads	151,615	(97,660)	53,955
DOT Wickersham Project	State	10/20/05 - 12/31/16	Roads	5,123,407	(4,431,219)	692,188
FMATS Department						
FMATS 14/15 Program	Fed	10/1/14 - 09/30/15	Program	399,840	(81,696)	318,144
Finance Department						
DEC Clarifier Municipal Grant	Fed	9/20/11 - 9/30/15	GHU	1,626,558	(516,159)	1,110,399
Total				\$ 31,464,438	\$ (16,067,370)	\$ 15,397,068



FINANCIAL SCHEDULES

CITY OF FAIRBANKS, ALASKA
Consolidated General and Capital Fund Budget
January 1, 2015 through December 31, 2015

	General Fund	Capital Fund	Total 2015 Approved Budget
Revenue			
Taxes	\$ 20,787,014	-	\$ 20,787,014
Charges for services	4,740,703	-	4,740,703
Intergovernmental	3,627,263	-	3,627,263
Licenses and permits	1,965,194	-	1,965,194
Fines and forfeitures	962,605	-	962,605
Interest and penalties	130,500	-	130,500
Other revenues	389,234	-	389,234
Asset replacement and repair	-	1,276,500	1,276,500
Total revenues	<u>32,602,513</u>	<u>1,276,500</u>	<u>33,879,013</u>
Expenditures			
General Government*	10,846,417	32,000	10,878,417
Public Safety	15,803,564	545,000	16,348,564
Public Works	8,265,102	1,726,000	9,991,102
Buildings	671,099	-	671,099
Total expenditures	<u>35,586,182</u>	<u>2,303,000</u>	<u>37,889,182</u>
Other financing sources (uses)			
Transfers in	4,380,032	1,031,288	5,411,320
Transfers out	<u>(615,034)</u>	<u>-</u>	<u>(615,034)</u>
Total other financing sources (uses)	<u>3,764,998</u>	<u>1,031,288</u>	<u>4,796,286</u>
Net change in fund balances	781,330	4,788	786,118
Fund balance-beginning	10,107,086	5,405,547	15,512,633
Fund Balance	<u>\$ 10,888,415</u>	<u>\$ 5,410,335</u>	<u>\$ 16,298,750</u>
Percentage Change in Fund Balance	7%	0%	5%

Explanation of Changes in Fund Balance

General Fund: In 2014 a final reimbursement of \$855,000 from the State of Alaska for the 2004 General Obligation Fire Bond was received, but no offsetting expenditure will be made. This single event accounts for 65% of the change in general fund balance. Other factors include \$770,000 decrease in overall expenditures (no more bond payments) and there is a net increase of \$1,128,801 in transfers from other financing sources. Together these items account for \$1,128,801 of the general fund balance increase.

Capital Fund: The capital fund balance decreased 11% in 2014 and only a minor increase (\$4,788) is expected in 2015. The Primary reasons for the decrease is due to an increase in expenditures as more projects are being completed.

CITY OF FAIRBANKS, ALASKA
Five Year Consolidated General Fund Financial Schedule; Major Fund

	2011 Audited Actuals	2012 Audited Actuals	2013 Audited Actuals	2014 Adjusted Budget	2015 Approved Budget
Revenue					
Taxes	\$ 19,578,233	\$ 19,674,483	\$ 20,044,201	\$ 20,106,667	\$ 20,787,014
Charges for services	4,135,457	4,739,263	4,566,998	4,525,245	4,740,703
Intergovernmental	4,788,687	4,996,552	4,568,527	4,565,284	3,627,263
Licenses and permits	1,835,062	1,985,385	1,775,852	1,517,390	1,965,194
Fines and forfeitures	1,076,167	1,061,959	993,619	932,700	962,605
Interest and penalties	147,689	195,278	170,011	135,397	130,500
Other revenues	426,532	670,465	445,777	404,997	389,234
Total revenues	<u>31,987,827</u>	<u>33,323,385</u>	<u>32,564,985</u>	<u>32,187,680</u>	<u>32,602,513</u>
Expenditures					
General Government					
Mayor	475,551	469,962	447,253	507,865	602,561
City Attorney	159,033	164,425	162,306	178,104	181,316
City Clerk	283,086	302,672	318,631	351,914	349,232
Finance	861,196	862,235	884,647	923,640	936,547
Information Technology	1,292,757	1,372,979	1,440,149	1,420,382	1,657,140
Risk	1,398,814	1,394,335	1,026,026	1,040,819	1,413,460
General Government	4,899,778	5,332,314	5,414,671	5,731,031	5,706,161
Public Safety					
Police	6,070,172	6,396,946	6,507,173	7,206,291	7,244,676
Dispatch	1,861,555	1,847,103	1,976,823	2,143,609	2,021,721
Fire	5,818,689	6,101,977	6,217,283	6,357,074	6,537,167
Public Works					
Public Works	6,504,517	6,918,454	7,305,237	7,534,588	7,577,995
Engineering	605,511	658,572	619,455	598,153	687,107
Buildings					
Building Department	637,456	643,830	666,819	670,308	671,099
Debt Service					
Principal	1,380,000	830,000	855,000	-	-
Interest	195,570	55,190	28,216	-	-
Legal defeasance	2,083,137	-	-	-	-
Total expenditures	<u>34,526,822</u>	<u>33,350,994</u>	<u>33,869,688</u>	<u>34,663,778</u>	<u>35,586,182</u>
Other financing sources (uses)					
Transfers in	3,982,286	3,922,848	3,967,059	4,119,676	4,380,032
Transfers out	(3,709,874)	(3,068,430)	(1,421,182)	(4,806,532)	(615,034)
Sale of capital assets	474,339	209,138	-	-	-
Total other financing sources (uses)	<u>746,751</u>	<u>1,063,556</u>	<u>2,545,877</u>	<u>(686,856)</u>	<u>3,764,998</u>
Net change in fund balances	<u>(1,792,244)</u>	<u>1,035,947</u>	<u>1,241,174</u>	<u>(3,162,954)</u>	<u>781,330</u>
Fund balance-beginning	<u>12,785,163</u>	<u>10,992,919</u>	<u>12,028,866</u>	<u>13,270,040</u>	<u>10,107,086</u>
Total Fund Balance	<u>\$ 10,992,919</u>	<u>\$ 12,028,866</u>	<u>\$ 13,270,040</u>	<u>\$ 10,107,086</u>	<u>\$ 10,888,415</u>
Percent Change in Fund Balance	-16%	9%	9%	-31%	7%

The 2014 decrease in fund balance is due to a \$3,000,000 transfer to the permanent fund and a \$1,000,000 transfer to the capital fund. The 2015 general fund balanced decreased by less than one percent over 2011.

The general fund is the only major governmental fund subject to legal appropriation during the annual budget process.

CITY OF FAIRBANKS, ALASKA
Five Year Consolidated Capital Fund Financial Schedule; Non-major Fund

	2011 Audited Actuals	2012 Audited Actuals	2013 Audited Actuals	2014 Adjusted Budget	2015 Approved Budget
Revenue					
Asset replacement and repair	\$ 986,698	\$ 995,000	\$ 1,094,242	\$ 1,025,000	\$ 1,276,500
Total revenues	<u>986,698</u>	<u>995,000</u>	<u>1,094,242</u>	<u>1,025,000</u>	<u>1,276,500</u>
Expenditures					
General Government	1,164,189	254,663	155,363	637,300	32,000
Public Safety	167,027	80,804	567,647	1,334,959	545,000
Public Works	926,624	2,016,571	1,561,501	1,955,463	1,726,000
Buildings	8,348	-	-	-	-
Total expenditures	<u>2,266,188</u>	<u>2,352,038</u>	<u>2,284,511</u>	<u>3,927,722</u>	<u>2,303,000</u>
Other financing sources (uses)					
Transfers in	1,535,829	2,702,412	1,418,582	2,299,505	1,031,288
Transfers out	-	-	-	-	-
Total other financing sources (uses)	<u>1,535,829</u>	<u>2,702,412</u>	<u>1,418,582</u>	<u>2,299,505</u>	<u>1,031,288</u>
Net change in fund balances	256,339	1,345,374	228,313	(603,217)	4,788
Fund balance-beginning	4,178,738	4,435,077	5,780,451	6,008,764	5,405,547
Fund Balance	<u>\$ 4,435,077</u>	<u>\$ 5,780,451</u>	<u>\$ 6,008,764</u>	<u>\$ 5,405,547</u>	<u>\$ 5,410,335</u>
Percentage Change in Fund Balance	6%	23%	4%	-11%	0%

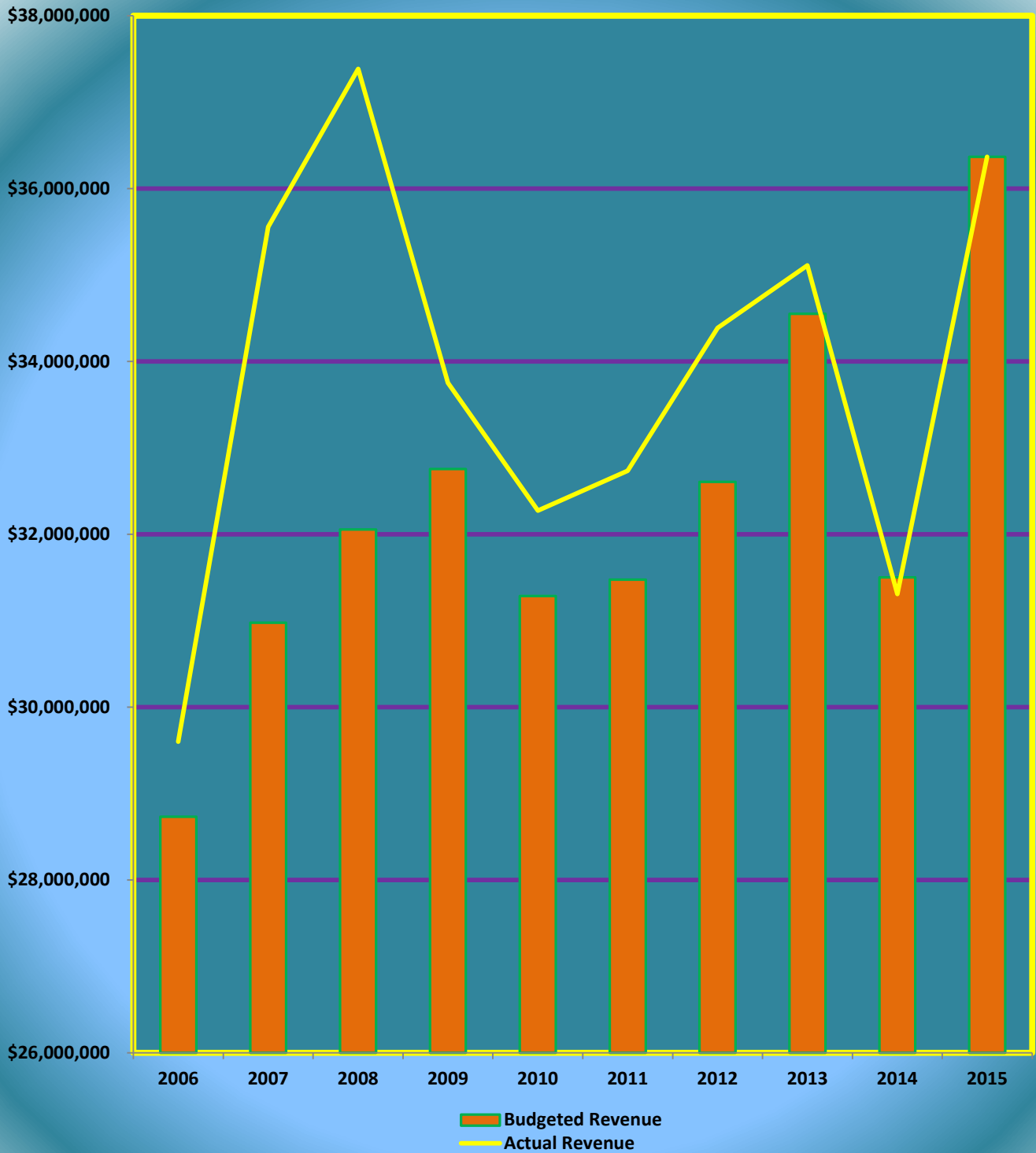
Capital fund balance has increased 22% since 2011. Comparing 2015 to 2011 we see that revenue is higher by \$289,802, expenditures are \$36,812 higher, and other financing sources transfers are \$504,541 less. These differences explain the \$975,258 increase in fund balance.

The capital fund is the only non-major governmental fund subject to legal appropriation during the annual budget process.

GENERAL FUND

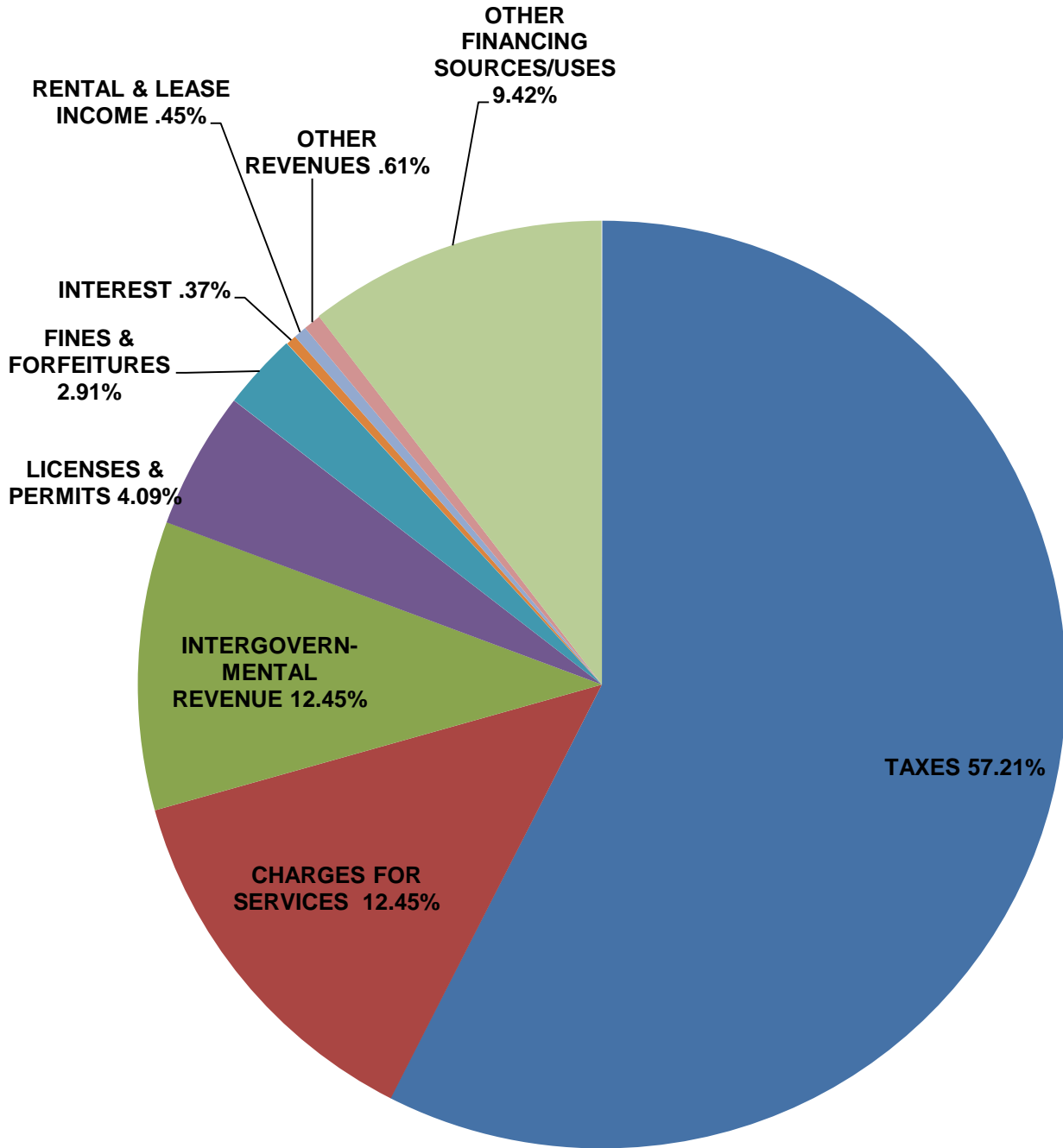
GENERAL FUND REVENUE

General Fund Actual & Budgeted Revenue



In the 2007 and 2008 the State of Alaska changed the way the Public Employees Retirement system operated. This resulted in recognizing additional \$4,548,127 in revenue and expense not previously budgeted. In 2014 the Council transferred \$4,000,000 to other funds.

GENERAL FUND REVENUE



General Fund Revenues

Taxes

The City collects property taxes and three sales taxes: Hotel/Motel, Alcohol, and Tobacco. As shown on the General Fund Revenue chart taxes make up 57% of general fund revenue.

Property tax assessments are limited to 4.9 mills of the property valuation after the application of the tax cap constraints and calculation documented in the Revenue Policies section of this document. The Fairbanks North Star Borough (FNSB) collects all property taxes for the City. The CFO coordinates with the FNSB assessor to determine property valuations and uses the amount to calculate the property tax revenue estimate for the new budget year. This method is somewhat hampered by timing differences between FNSB and the City. The City's budget is approved in December while the property valuations for the budget year are not certified until the following June. Actual differences are included in an amended budget ordinance.

A two percent Hotel/Motel sales tax was adopted by Ordinance 3793 in August 1979. The rate was increased to eight percent by Ordinance 4438 in June 1985. City code defines Hotel/Motel to mean any building, trailer or other facility in which the public may, for consideration obtain lodging, dwelling, or sleeping accommodations. The tax is on the daily rental of Hotel/Motel rooms and is primarily used for funding services for the promotion of the tourist industry and other economic development.

While the total Hotel/Motel collection of revenue is included in the general fund budget, only 22.5 percent is retained by the City. Another \$400,000 is distributed to multiple agencies. The Fairbanks Economic Development Corporation (FEDCO) receives \$100,000, Golden Heart Plaza and Barnette Landing Maintenance receive \$30,000 and \$270,000 is given out as discretionary grants by the Fairbanks City Council. The remaining funds are distributed to the Fairbanks Convention and Visitors Bureau for promotion of tourism and economic development. Account object 7201 on page 116 shows the actual distribution of \$2,035,447 in 2013 and the approved distribution in 2014 was \$2,152,811. The revenue budget was slightly increased in 2015. Currently there are 28 active Hotel/Motel sales tax accounts operating within the City of Fairbanks.

A five percent Alcohol sales tax is levied on the sales price of all retail sales of alcoholic beverages within City limits. The tax was enacted by Ordinance 4470 effective September 28, 1985. Alcoholic beverage includes, but is not limited to, whisky, brandy, rum, gin, wine, ale, porter, beer, and all spirituous, vinous, malt and other fermented or distilled liquors intended for human consumption. Currently there are 75 active Alcohol sales tax accounts operating within the City of Fairbanks. The 2015 budget is estimated based on the 2014 and 2013 revenue.

An eight percent Tobacco sales tax, levied against the wholesale price of tobacco products, was enacted by Ordinance 5074 with an effective date of February 1, 1993. The tax is levied against the (wholesale) distributors, or persons who ship or transport tobacco products to a retailer in the City for sale (or re-sale). Currently there are 7 active Tobacco sales tax accounts operating within the City of Fairbanks. The 2015 budget is estimated based on the 2014 and 2013 revenue.

Charges for Services

The primary revenue budgeted under Charges for Services includes amounts for public safety and public works services. Each year there are multiple emergency calls handled by the Fairbanks Fire Department. A large portion of those calls relate to people who do not live in the City or pay City property taxes. To spread the cost of responding to emergency services from property owners to those who receive the service, the City Council enacted fees to be collected from individuals involved. The

largest recovery relates to amounts billed for ambulance services. Over the last three years the fee revenue has been between \$1,100,000 and \$1,210,600. The 2015 estimate is based on the prior years' amounts and slightly increased for growth in our economy.

Other public safety charges include those contracted for dispatch services. The Dispatch department dispatches police and fire calls for the Fairbanks North Star Borough (FNSB), including the City of North Pole. A multi-year dispatch contract is signed with the FNSB, the multiple fire departments within the FNSB, and the City of North Pole police and fire. The amount budgeted in this line item is determined by the conditions outlined in the contracts with the agencies served.

The Public Works department is responsible for garbage pickup within the City of Fairbanks. All single family homes, duplexes, and tri-plex units are required to pay for garbage service. Four-plex units can opt out after showing proof of pickup by a commercial contractor. Each April the rate charged for garbage collection is changed based on the estimated Anchorage Consumer Price Index and possible increases charged by the FNSB for "tipping fees" at the local dump. The City Council must approve these changes prior to enactment.

Other public works related charges are those for engineering services. The State of Alaska Department of Transportation (ADOT) issues an indirect recovery rate after auditing the Engineering Department. Amounts budgeted in account object 3183 reflect the estimated overhead recovery we expect from ADOT projects in the coming year.

Intergovernmental Revenues

The City receives payments from the State of Alaska (State) in the form of Revenue Sharing. Amounts received for municipal assistance are determined during the State Legislative process that occurs after the adoption of the City's budget. Distributions from the State for Electric/Phone COOP shares and liquor license fees are calculated at the State and sent directly to the City. Prior year collections from the State of Alaska are used to determine the amounts budgeted in account objects 3301, 3302, and 3303.

The City of Fairbanks entered into a *Payment in Lieu of Taxes* (PILT) agreement with North Haven Communities (NHC) on December 18, 2010. This privately owned community is located on Fort Wainwright Army Base which is located within City limits. Under the terms of this agreement NHC will pay the City \$475,000 each year. This amount will be adjusted every five years, beginning July 15, 2015, for the percentage change, if any, in the Basic Allowance for Housing for the previous five-year period.

License and Permits

Beginning January 1, 2008, businesses in the City of Fairbanks are required to obtain a City business license. The City Council sets the fees based on the annual revenue generated by each business. The fees were increased effective January of 2011. Below is a chart showing the number of licenses and revenue generated in the years 2013, 2014, and 2015 (estimated). The 2015 budget is estimated from the 2013 and 2014 revenue levels and associated licenses.

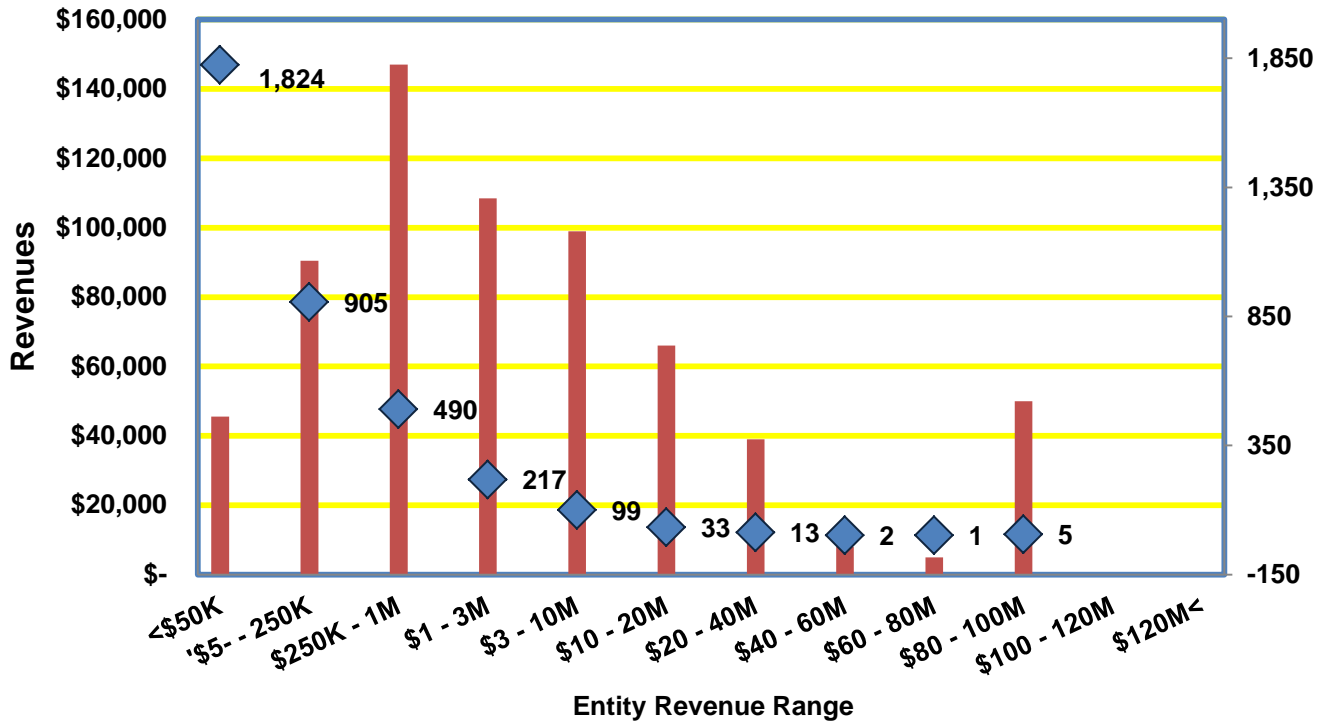
City of Fairbanks Business License 2011 Actual Through 2014 Budget								
Entity's Revenue Range	2012 Actual*		2013 Actual (unaudited)		2014 Actual Unaudited		2015 Projected	
	License Issued	Revenue	License Issued	Revenue	License Issued	Revenue	License Issued	Revenue
0 - 49,999	1739	\$ 43,475	1839	\$ 45,975	1839	\$ 45,975	1839	\$ 45,975
50,000 249,999	858	92,664	840	90,720	840	90,720	840	90,720
250,000 999,999	482	156,168	476	154,224	476	154,224	476	154,224
1,000,000 2,999,999	258	139,320	260	140,400	260	140,400	260	140,400
3,000,000 9,999,999	146	157,680	153	165,240	153	165,240	153	165,240
10,000,000 19,999,999	34	73,440	27	58,320	27	58,320	27	58,320
20,000,000 39,999,999	19	61,560	24	77,760	24	77,760	24	77,760
40,000,000 59,999,999	5	21,600	7	30,240	7	30,240	7	30,240
60,000,000 79,999,999	1	5,400	1	5,400	1	5,400	1	5,400
80,000,000 99,999,999	1	10,800	-	-	-	-	-	-
*100,000,000 119,999,999	1	15,000	2	30,000	2	30,000	2	30,000
*120,000,000 and above	3	60,000	3	60,000	3	60,000	3	60,000
Adjust to Actual	-	-	-	1,255	-	(3,279)	-	(3,279)
Totals	3,547	\$ 837,107	3,632	\$ 859,534	3,632	\$ 855,000	3,632	\$ 855,000

* Effective January 1, 2011, two new Entity Revenue Ranges were added and fees were increased for every category at or above the \$50,000 Entity Revenue Range

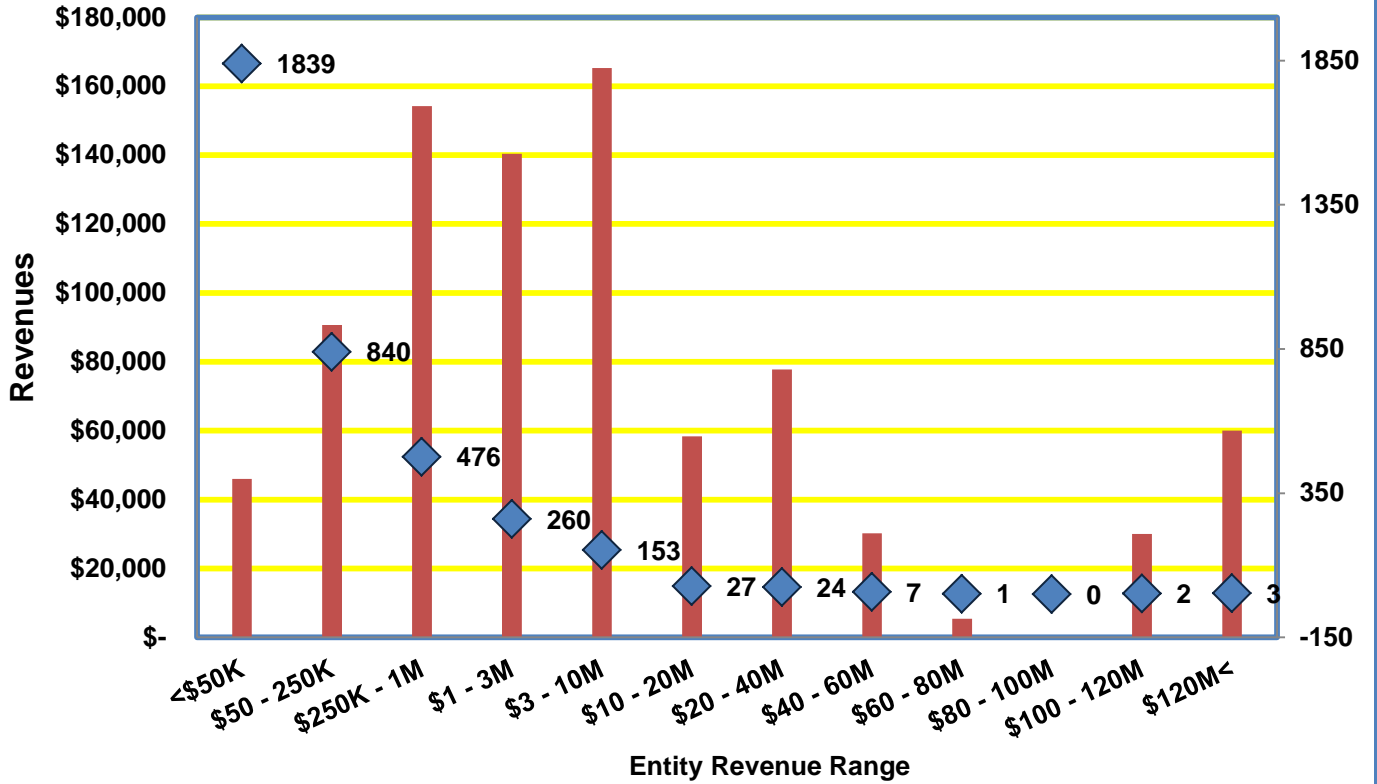
Adjust to Actual includes revenue from NSF's fees and revenue reversed for businesses no longer in operation.

The charts below show the Number of Licenses and Revenue by Receipt Level for the years 2008 and 2014. Notice that the number of licenses issued based on the entities' revenue range has increased for the almost every level. This shows that businesses are willing to invest in our community and our economy is growing. Revenue from Business License has grown from \$658,600 in 2008 to \$859,534 in 2013.

2008 Business License: Number of Licenses & Revenue by Receipt Level



2014 Business License: Number of Licenses & Revenue by Receipt Level



The City's Building Department issues building permits for all commercial and residential building construction and improvements within the City limits (account objects 3408, 3415-3424 on the Revenue Summary). As part of their function, the City Building Inspectors assure that all structures comply with the 2012 International Building Codes adopted by City Council. The 2015 budget was decided based on data provided from the Building Department concerning the construction planned for the upcoming year. According to their projections, construction in the City of Fairbanks will increase from \$37,500,000 in 2014 to \$80,000,000 in 2015 resulting in a substantial decrease of \$935,280 in permit revenue.

Fines and Forfeitures

The City of Fairbanks Police Department (FPD) conducts activities that generate revenue. Fines related to moving violations and other tickets are collected. Vehicles and other property seized from individuals driving while impaired results in the collection of impound fees, storage fees, administrative processing fees, and related fines. Individuals who have judgments issued against them may have their Permanent Fund Dividend (PFD) checks seized for non-payment of fines. These PFD seizures account for more than 50 percent of the revenue included in object account 3603.

FPD participates in a state-wide drug enforcement unit and property is seized by federal officers. Upon completion of the federal case the drug asset forfeitures are sold and the proceeds divided among the agencies participating in the case. Revenue for this activity is budgeted based on historical results and known future actions that could affect the amounts collected (i.e. the addition or reduction in traffic enforcement staffing).

Other Revenue

Other revenue includes amounts expected to be received from interest, rentals and leases, and other miscellaneous transactions. Most of the interest revenue is generated from delinquent taxes and garbage fees. The delinquent balances are reviewed to determine if the budget should be changed from the prior year.

Rental and lease revenue is derived from nine different contracts, three of which are for space located within City Hall. The 2015 revenue budget is derived from contractual specifications.

Other revenues include immaterial transactions coded to miscellaneous revenues and final principal amounts due for old assessments. Also included is a \$200,000 payment from the 2003 Techite Settlement. These payments will be received annually through 2031.

Other Financing (Sources) Uses

Other Financing (Sources) Uses includes amounts transferred (to) and from other funds. The \$4,330,032 budgeted under object account 4928 (Transfer from Perm Fund) is four percent of the five-year average market value of the permanent fund investment account. The \$200,000 budgeted under object account 7604 (Transfer to Cap Fund) is the amount Council feels they can afford to transfer from the general fund to support the capital fund. The \$225,034 in object account 7610 (Transfer to Cap Fund-Garbage Reserve) budget is derived from City code section 64-42(b) which requires 12 percent of garbage collection revenue to be used to replace City equipment. The \$65,000 in object account 7614 (Transfer to Cap Fund-Ambulance Mileage) budget is also derived from City code. Section 26-11 documents the amount of revenue collected for mileage shall be placed in the capital appropriations fund.

GENERAL FUND REVENUE SUMMARY

GENERAL FUND		2013 ACTUAL	2014 UNAUDITED	2015 MAYOR	2015 COUNCIL
TAXES					
3001	REAL PROPERTY TAXES	\$ 14,333,209	\$ 14,267,007	\$ 14,911,665	\$ 14,911,665
3002	HOTEL MOTEL TAXES	2,632,839	2,748,660	2,766,126	2,766,126
3003	ALCOHOL BEVERAGES TAXES	2,147,775	2,163,000	2,179,223	2,179,223
3004	TOBACCO DISTRIBUTION TAXES	930,378	928,000	930,000	930,000
	SUBTOTAL	20,044,201	20,106,667	20,787,014	20,787,014
CHARGES FOR SERVICES					
3101	RESERVE FOR LOSSES	(77,540)	(50,000)	(50,000)	(50,000)
3102	AMBULANCES	1,210,009	1,210,000	1,210,000	1,210,000
3103	FIRE BUREAU - FIRE PROTECTION SERVICES	38,151	60,033	60,033	60,033
3104	MOTOR VEHICLE ACCIDENT REVENUE	11,740	12,500	12,500	12,500
3108	ALARM SYSTEM BILLINGS	107,987	147,648	147,648	147,648
3110	FAIRBANKS POLICE DISPATCH SERVICES	565,754	580,000	589,149	589,149
3112	GARBAGE COLLECTION	1,520,756	1,610,000	1,650,250	1,650,250
3113	GARBAGE EQUIP REPLACEMENT RESERVE	209,107	219,545	225,034	225,034
3115	PW WARRANTY REIMBURSEMENT	-	2,282	-	-
3124	ENGINEERING MISCELLANEOUS CHARGES	5,202	3,006	3,000	3,000
3125	ATTORNEY FEES/COURT COSTS	4,810	-	-	-
3126	ELECTION PROCEEDS	100	100	125	125
3134	POLICE RECOVERY NON GRANTS	-	51,255	205,014	205,014
3140	COPY CHARGES	29,549	4,500	4,500	4,500
3180	ADMIN RECOVERY FROM GRANTS	27,783	25,000	25,000	25,000
3183	ENG LABOR RECOVERY FROM GRANTS	846,555	625,000	625,000	625,000
3184	ENG RECOVERY NON GRANTS	17,337	-	-	-
3185	PW RECOVERY GRANTS	19,896	15,000	25,000	25,000
3186	PW RECOVERY NON GRANTS	616	926	-	-
3187	FIRE RECOVERY GRANTS	24,871	5,000	5,000	5,000
3460	STORMWATER PPP PLAN REVIEW	200	200	200	200
3461	STORMWATER SITE REVIEW 1-5 ACRES	240	250	250	250
3130	BUILDING DEPARTMENT MISC. SERVICES	3,875	3,000	3,000	3,000
	SUBTOTAL	4,566,998	4,525,245	4,740,703	4,740,703
INTERGOVERNMENTAL REVENUES					
3301	SOA MUNICIPAL ASSISTANCE	1,621,774	1,630,844	1,539,028	1,539,028
3302	SOA - ELECTRIC / PHONE COOP SHARE	120,099	117,212	120,000	120,000
3303	LIQUOR LICENSE FEES	75,349	81,299	75,500	75,500
3304	PAYMENT IN LIEU OF TAXES - OTHER	8,317	8,500	8,500	8,500
3305	SOA-FIRE STATION BOND REIMBURSEMENT	871,703	869,108	-	-
3306	PERS - ON BEHALF PAYMENT	1,339,977	1,339,977	1,366,777	1,366,777
3314	SART EXAM REIMBURSEMENTS	56,308	16,886	16,000	16,000
3315	FT WW NORTH HAVEN PILT	475,000	475,000	475,000	475,000
3316	REST EASY PILT	-	26,458	26,458	26,458
	SUBTOTAL	4,568,527	4,565,284	3,627,263	3,627,263
LICENSES AND PERMITS					
3105	FIRE CODE INSPECTIONS	65,720	60,000	60,000	60,000
3117/3118	ENG-PLAT SVS- REPLAT 4 OR LESS	400	600	200	200
3119	ENG-PLAT SVS-QUICK PLATS	300	300	300	300
3401	BUSINESS LICENSES	861,914	851,914	861,914	861,914
3403	TRANSIENT VENDOR LICENSE	7,300	4,200	4,000	4,000
3404	SPECIAL EVENTS FEES	21,888	31,878	9,500	9,500
3405	PRIVATE DETECTIVE LICENSE	4,800	2,800	2,800	2,800
3407	MASSAGE PRACTITIONER LICENSE	6,000	10,950	5,000	5,000
3408	MASTER PLUMBER EXAM FEES	4,600	4,400	4,000	4,000

GENERAL FUND REVENUE SUMMARY

GENERAL FUND		2013 ACTUAL	2014 UNAUDITED	2015 MAYOR	2015 COUNCIL
3409	COMMERCIAL REFUSE LICENSE		2,000	2,000	2,000
3410	TOWING VEHICLE LICENSE	250	1,000	1,000	1,000
3411	CHAUFFEUR LICENSES AND FEES	37,827	35,000	35,000	35,000
3413	COMMERCIAL VEH FOR HIRE PERMITS	16,205	16,100	16,100	16,100
3414	BICYCLE LICENSE	17	-	-	-
3415	COMMERCIAL BUILDING PERMITS	409,463	239,320	622,874	622,874
3418	RESIDENTIAL BUILDING PERMITS	104,812	46,858	118,643	118,643
3420	MECHANICAL BUILDING PERMITS	64,755	33,750	46,691	46,691
3421	PLUMBING BUILDING PERMITS	31,954	23,750	46,691	46,691
3422	SIGN PERMITS	5,124	4,630	3,000	3,000
3423	ALARM PERMITS	50	-	200	200
3424	ELECTRICAL BUILDING PERMITS	92,973	67,500	93,382	93,382
3425	ENG-DRIVEWAY CONST PERMIT	1,500	1,250	1,250	1,250
3426	ENG-SIDEWALK/ST OBSTRUCTION	600	1,350	450	450
3428	RIGHT OF WAY PERMITS	22,375	64,540	17,500	17,500
3431	ENG ST EXCAVATION PERMITS	7,000	4,900	4,500	4,500
3432	TEMPORARY CATERERS APPLICATION	2,025	2,000	2,000	2,000
3433	COMERCIAL TRANS VEH COMPANY	4,900	5,800	5,600	5,600
3440	MISC PERMITS AND LICENSES	1,100	600	600	600
	SUBTOTAL	1,775,852	1,517,390	1,965,194	1,965,194
FINES, FORFEITURES AND PENALTIES					
3107	CORRECTIONAL FACILITY SURCHARGE	-	420	420	420
3109	TRAFFIC TICKET COLLECTION FEE	27,598	37,000	37,000	37,000
3602	PARKING VIOLATIONS	205	85	85	85
3603	MOVING TRAFFIC VIOLATIONS	300,121	285,000	300,000	300,000
3605	VEHICLE FORFEITURES	566,364	560,000	560,000	560,000
3606	VEH FORF-TOWING STORAGE AND ACCESS	24,857	20,000	35,000	35,000
3608	CITY FORFEITURES	74,274	30,000	30,000	30,000
3609	EMS SEATBELT OPTION	200	195	100	100
	SUBTOTAL	993,619	932,700	962,605	962,605
INTEREST AND PENALTIES					
4001	INVESTMENTS	3,660	3,500	3,500	3,500
4002	HOTEL MOTEL	2,099	4,250	500	500
4003	ALCOHOL	792	500	500	500
4004	TOBACCO		-	-	-
4005	PROPERTY TAX INTEREST AND PENALTIES	113,503	80,000	80,000	80,000
4007	GARBAGE COLLECTION	48,460	45,000	45,000	45,000
4008	SPECIAL ASSESSMENTS - REVENUE	1,497	2,147	1,000	1,000
	SUBTOTAL	170,011	135,397	130,500	130,500
RENTAL AND LEASE INCOME					
4201	UTILIDOR LEASES	80,000	80,000	80,000	80,000
4202	RENT - FIRE TRAINING CENTER	42,539	38,500	38,500	38,500
4203	RENT - OLD CITY HALL (410 CUSHMAN)	1	-	-	-
4205	RENT - SOA ETS	2,400	2,400	2,400	2,400
4207	RENT - YOUTH COURT	1,295	-	-	-
4208	RENT - BOYS AND GIRLS CLUB	16,260	16,260	16,260	16,260
4212	RENT - GOLDEN HEART PLAZA	1	1	1	1
4214	RENT - LOG CABIN	10	10	6,000	6,000
4216	LEASE - CELL TOWER	19,200	21,573	21,573	21,573
	SUBTOTAL	161,706	158,744	164,734	164,734

GENERAL FUND REVENUE SUMMARY

GENERAL FUND		2013 ACTUAL	2014 UNAUDITED	2015 MAYOR	2015 COUNCIL
OTHER REVENUES					
3801	SPECIAL ASSESSMENTS - PRINCIPAL	2,674	9,564	4,500	4,500
4700	ABATEMENTS RECOVERY	-	-	-	-
4701	BOA/TECHITE SETTLEMENT	200,000	200,000	200,000	200,000
4702	DONATIONS/CONTRIBUTION	-	1	-	-
4703	CASH OVER AND SHORT	(7)	-	-	-
4704	MISCELLANEOUS REVENUES	81,404	36,688	20,000	20,000
	SUBTOTAL	284,071	246,253	224,500	224,500
OTHER FINANCING SOURCES (USES)					
4900	SALE OF ASSETS - DUE TO PERMANENT FUND	-	13,687	-	-
4901	PROCEEDS FROM SALE OF ASSETS	72,375	-	50,000	50,000
4928	TRANSFER FROM PERM FUND	3,894,684	4,119,676	4,330,032	4,330,032
7602	TRANSFER TO PERMANENT FUND	(489,434)	(3,035,674)	-	-
7604	TRANSFER TO CAP FUND	(639,434)	(1,500,000)	(200,000)	(200,000)
7608	TRANSFER TO TRANS CENTER	-	-	(125,000)	(125,000)
7609	TRANSFER SALE PROCEEDS TO PERM FUND	-	-	-	-
7610	TRANSFER TO CAP FUND-GARBAGE RESERVE	(209,720)	(219,545)	(225,034)	(225,034)
7614	TRANSFER TO CAP FUND-AMBULANCE MILEAGE	(82,594)	(65,000)	(65,000)	(65,000)
	SUBTOTAL	2,545,877	(686,856)	3,764,998	3,764,998
	TOTAL	\$ 35,110,862	\$ 31,500,824	\$ 36,367,511	\$ 36,367,511

GENERAL FUND EXPENDITURES

General Fund Actual & Budgeted Expenditures



In the 2007 and 2008 the State of Alaska changed the way the Public Employees Retirement system operated. This resulted in recognizing additional \$4,548,127 in revenue and expense not previously budgeted. In 2014 the Council transferred \$4,000,000 to other city funds.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

GENERAL FUND EXPENDITURE SUMMARY

DEPT #	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
10	MAYOR AND COUNCIL	\$ 447,253	\$ 507,865	\$ 611,961	\$ 611,961	\$ 602,561
11	OFFICE OF THE CITY ATTORNEY	162,306	178,104	181,316	181,316	181,316
12	OFFICE OF THE CITY CLERK	318,631	351,914	358,350	349,232	349,232
13	FINANCE DEPARTMENT	884,647	923,640	938,547	936,547	936,547
14	INFORMATION TECHNOLOGY	1,440,149	1,420,382	1,712,540	1,600,140	1,657,140
15	GENERAL ACCOUNT	6,297,886	5,731,031	5,659,528	5,659,528	5,706,161
16	RISK MANAGEMENT	1,026,026	1,040,819	1,413,460	1,413,460	1,413,460
20	POLICE DEPARTMENT	6,507,173	7,206,291	7,291,839	7,184,676	7,244,676
21	DISPATCH CENTER	1,976,823	2,143,609	2,110,090	1,931,721	2,021,721
30	FIRE DEPARTMENT	6,217,283	6,357,074	6,619,438	6,328,667	6,537,167
50	PUBLIC WORKS DEPARTMENT	7,305,237	7,534,588	7,770,798	7,377,995	7,577,995
51	ENGINEERING DEPARTMENT	619,455	598,153	687,107	687,107	687,107
60	BUILDING DEPARTMENT	666,819	670,308	671,099	671,099	671,099
TOTALS		\$ 33,869,687	\$ 34,663,778	\$ 36,026,073	\$ 34,933,449	\$ 35,586,182

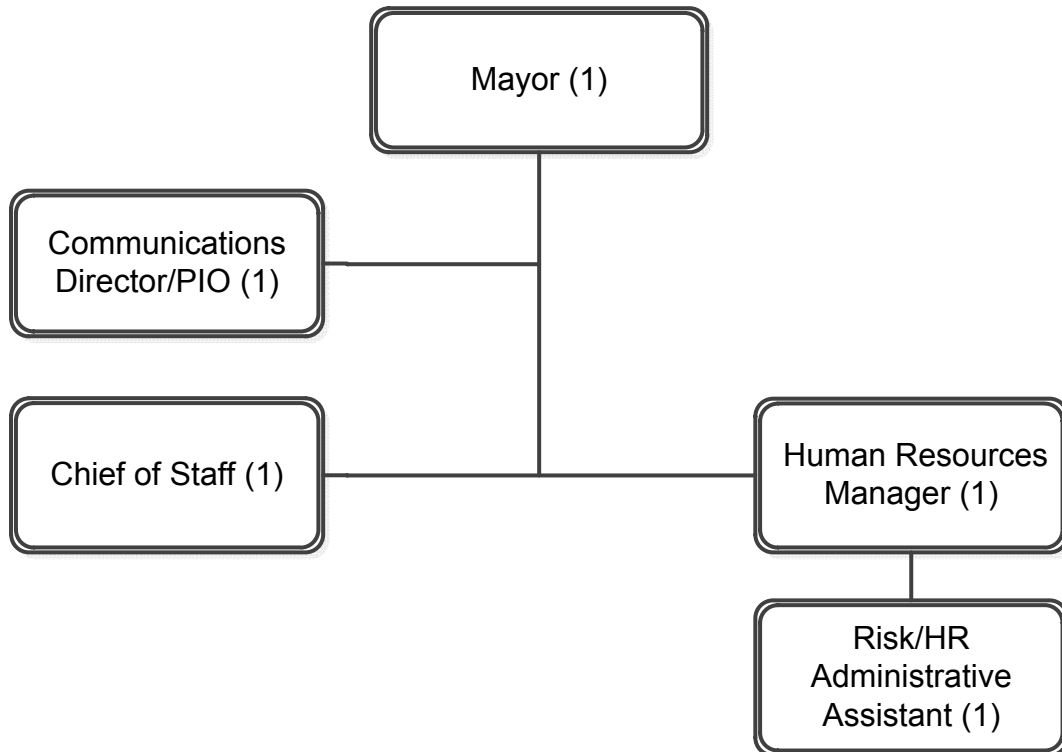
CITY OF FAIRBANKS, ALASKA

PERSONNEL SUMMARY

DEPT #	DESCRIPTION	2013 APPROVED POSITIONS	2014 APPROVED POSITIONS	2015 APPROVED POSITIONS	2015 INCREASE (DECREASE)
PERSONNEL					
10	MAYOR AND COUNCIL	5.0	5.0	5.0	-
11	OFFICE OF THE CITY ATTORNEY	2.5	2.5	2.5	-
12	OFFICE OF THE CITY CLERK	3.0	3.0	3.0	-
13	FINANCE DEPARTMENT	8.0	8.0	8.0	-
14	INFORMATION TECHNOLOGY	6.0	6.0	6.0	-
16	RISK/PURCHASING	-	-	1.0	1.0
20	POLICE DEPARTMENT	53.0	54.5	54.5	-
21	DISPATCH	18.0	18.5	18.5	-
30	FIRE DEPARTMENT	44.0	44.0	44.0	-
50	PUBLIC WORKS DEPARTMENT	36.0	37.5	37.5	-
51	ENGINEERING DEPARTMENT	13.5	14.0	15.0	1.0
52	FMATS	2.5	2.5	2.5	-
60	BUILDING DEPARTMENT	6.0	6.0	6.0	-
TOTAL PERSONNEL		197.5	201.5	203.5	2.0
Grant Funded					
10	MAYOR AND COUNCIL	-	-	-	-
11	OFFICE OF THE CITY ATTORNEY	-	-	-	-
13	FINANCE DEPARTMENT	-	-	-	-
14	INFORMATION TECHNOLOGY	-	-	-	-
20	POLICE DEPARTMENT	(5.0)	(5.0)	(3.0)	2.0
21	DISPATCH	-	-	-	-
30	FIRE DEPARTMENT	(3.0)	-	-	-
50	PUBLIC WORKS DEPARTMENT	-	-	-	-
51	ENGINEERING DEPARTMENT	(10.5)	(10.5)	(11.0)	(0.5)
52	FMATS	(2.5)	(2.5)	(2.5)	-
60	BUILDING DEPARTMENT	-	-	-	-
TOTAL GRANT FUNDS		(21.0)	(18.0)	(16.5)	1.5
TOTAL		176.5	183.5	187.0	3.5

A new Purchasing/Risk Management position was approved. A new Engineering positions was created in the general fund and 1.5 positions were removed from the grant fund. Two School Resource Officers are no longer grant funded. The changes increased net staffing by 3.5.

Office of the City Mayor 2015



Mayor's Department Actual & Budgeted Expenditures



The 2006 base year budget was \$444,909 and expenditures were \$407,712. For the period of 2005 through 2014 the Mayor's office budgets and expenditures have increased 36% and 48% above the 2006 level. The 2015 budget and actual expenditures are expected to increase because most of the risk services previously recovered by this department have been reassigned to the Purchasing/Risk Management department.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

MAYOR AND COUNCIL NO. 10

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2013 ACTUAL</u>	<u>2014 REVISED</u>	<u>2015 DEPT REQUEST</u>	<u>2015 MAYOR</u>	<u>2015 APPROVED</u>
5001	SALARIES AND WAGES	\$ 348,260	\$ 372,901	\$ 394,756	\$ 394,756	\$ 394,756
5002	OVERTIME	527	1,000	1,000	1,000	1,000
5004	COUNCIL	35,500	36,000	36,900	36,900	36,000
5101	PERSONAL LEAVE	(1,553)	15,000	23,000	23,000	23,000
5200	EMPLOYEE BENEFITS	135,521	127,636	136,844	136,844	136,844
5301	TRAVEL AND TRAINING	3,142	9,000	20,000	20,000	15,000
5401	OFFICE SUPPLIES	6,355	6,000	5,000	5,000	5,000
5407	DUES AND PUBLICATIONS	1,482	1,500	6,500	6,500	3,000
5599	OTHER OUTSIDE CONTRACTS	-	21,900	-	-	-
7203	COMMUNITY PROMOTIONS	2,992	3,000	4,500	4,500	4,500
7510	INTER-DEPT RISK SERVICES	(84,973)	(86,072)	(16,539)	(16,539)	(16,539)
GROSS DEPARTMENTAL OUTLAY		<u>532,226</u>	<u>593,937</u>	<u>628,500</u>	<u>628,500</u>	<u>619,100</u>
RECOVERY OF EXPENDITURES		<u>(84,973)</u>	<u>(86,072)</u>	<u>(16,539)</u>	<u>(16,539)</u>	<u>(16,539)</u>
TOTALS		<u>\$ 447,253</u>	<u>\$ 507,865</u>	<u>\$ 611,961</u>	<u>\$ 611,961</u>	<u>\$ 602,561</u>

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation POSITION	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
MAYOR	1.0	\$ 78,000	1.0	\$ 78,000	1.0	\$ 79,950	1.0	\$ 79,950	1.0	\$ 79,950
CHIEF OF STAFF	1.0	103,672	1.0	106,636	1.0	108,521	1.0	108,521	1.0	108,521
HUMAN RESOURCE DIR.	1.0	83,938	1.0	86,943	1.0	80,459	1.0	80,459	1.0	80,459
ADMN ASSISTANT/HR/RIS	1.0	55,334	1.0	55,495	1.0	57,805	1.0	57,805	1.0	57,805
COMMUNICATIONS										
DIRECTOR/PIO	1.0	54,504	1.0	61,469	1.0	68,021	1.0	68,021	1.0	68,021
COUNCIL PERSONS (6)		36,000		36,000		36,900		36,900		36,000
OVERTIME		1,000		1,000		1,000		1,000		1,000
BENEFITS		131,296		133,496		136,844		136,844		136,844
LEAVE ACCRUAL		22,000		15,000		23,000		23,000		23,000

TOTAL GENERAL FUND	5.0	\$ 565,744	5.0	\$ 574,039	5.0	\$ 592,500	5.0	\$ 592,500	5.0	\$ 591,600
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A 2.5% pay increase for non-bargaining employees is included in the Department Request
Approved Personnel budgets do not reflect interim budget amendments.

PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
NON-UNION					
MAYOR	\$ 37.4986	\$ 6.0000	\$ 6.1600	\$ 0.5870	\$ 50.2456
CHIEF OF STAFF	50.9011	6.0000	6.1600	0.7930	63.8541
HUMAN RESOURCE DIR. COMMUNICATIONS	37.7389	6.0000	6.1600	0.5905	50.4894
DIRECTOR/PIO	31.7827	6.0000	6.1600	0.5039	44.4466
IBEW					
ADMN ASSISTANT/HR/RISK	\$ 27.6844	\$ 6.5900	\$ 4.9000	\$ 0.4445	\$ 39.6189

Note - Other includes 1.45% for medicare and life insurance in the amount of \$90 annually displayed hourly.

MISSION STATEMENT

The mission of the Mayor's Office is to ensure citizens receive essential city services at the best value, and to improve Fairbanks as a City where people can live, work, visit, build, and invest.

LONG-TERM GOALS

Work with the City Council to:

1. Implement, monitor and report Strategic planning objectives.
2. Keep our capital projects on-time and on-budget.
3. Continue infrastructure build-out, including City-wide street repairs and building maintenance and restoration.
4. Keep spending within budget and remain a debt-free City.

2015 GOALS

1. Begin implementation of Strategic Planning objectives.
2. Negotiate and ratify long-term and equitable labor contracts.
3. Continue to create, implement, and improve diversity in public service.
4. Ensure fully operational and supported Community Service patrol.
5. Create and implement revitalization strategies and projects.
6. Reduce barriers to solutions and projects designed to provide energy cost relief.

PERFORMANCE MEASURES

1. City wide emergency response and crime rates.
2. Monitor strategic planning objectives.
3. Zero discrepancies on annual financial audit.
4. Meet construction project deadlines and budgets.
5. Employee accountability, feedback and turnover.

OPERATING ACCOUNTS

Account No. 5001: SALARIES AND WAGES – includes the Mayor, Chief of Staff, Human Resource, Human Resources Administrative Assistant, and Communications Director/PIO. All employees are enrolled in a fixed cost health care program and a defined contribution pension plan.

The Chief of Staff is responsible for the day-to-day operations of the City, coordination between Departments and other governments, employee disciplinary matters, labor relations,

contract negotiations, and assistance to the Mayor and Departments in policy development, ordinance drafting, and long term planning.

The Human Resource Manager, supported by an Administrative Assistant, is responsible for recruiting and interviewing applicants to fill vacancies. The position serves as a resource person for labor relations and contract negotiations, compliance with all EEOC laws and the Americans with Disabilities Act (“ADA”).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 394,756	\$ 394,756	\$ 394,756

Account No. 5002: *OVERTIME* – There is normally limited overtime in this Department.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,000	\$ 1,000	\$ 1,000

Account No. 5004: *COUNCIL* - A \$500.00 monthly stipend for council members.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 36,900	\$ 36,900	\$ 36,000

Account No. 5101: *PERSONAL LEAVE ACCRUAL* - As estimated by Finance using an average of prior year’s leave usage.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 23,000	\$ 23,000	\$ 23,000

Account No. 5200: *EMPLOYEE BENEFITS* - includes retirement contributions, health care coverage, and employer’s share of life insurance, Medicare, and Social Security tax. This account also includes payroll benefits paid for Council Members. Neither the City Council Members nor department employees are in the PERS system.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 136,844	\$ 136,844	\$ 136,844

Account No. 5301: *TRAVEL & TRAINING* - Participation in Alaska Municipal League meetings has been effective in the adoption of an equitable statewide resolution of the PERS pension crisis and restoration of revenue sharing. Travel to the Alaska State Legislature, the AML “Newly Elected Officials” training and Conference of Mayors events are crucial for the Mayor.

The Chief of Staff should also participate in emergency planning training, statewide Alaska Municipal Managers Association meetings through AML, and meet with the Alaska State Legislature. The Council should also meet with the Alaska State Legislature. The Human Resources Director and Administrative Assistant should participate, minimally, in the Society for Human Resources Management (SHRM) yearly training. The Communications Director/PIO should attend at least one emergency management or communications training per year.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 20,000	\$ 20,000	\$ 15,000

Account No. 5401: OFFICE SUPPLIES - includes the purchase of routine supplies, stationery, forms, gold pans for retiring employees, business cards, toner cartridges, chairs, filing cabinets, and water and coffee for council.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 5,000	\$ 5,000	\$ 5,000

Account No. 5407: DUES AND PUBLICATIONS - includes dues for the Alaska Conference of Mayors, Alaska Conference of Municipal Managers, SHRM, US Conference of Mayors, Alaska Bar Association, Public Relations Society of Alaska (PRSA) and National Information Officers Association, and other materials.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 6,500	\$ 6,500	\$ 3,000

Account No. 5599: OTHER OUTSIDE CONTRACTS – These funds will be used by the Mayor’s office to fund service contracts beyond staff capability such as emergency employee EAP services and key employee background checks and investigations.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ -	\$ -	\$ -

Account No. 7203: COMMUNITY PROMOTIONS - funds the costs of City presence and participation at public events. Previously funds used for Alaska Federation of Natives convention, Tanana Chiefs Conference, military events, Fairbanks Arts Association Awards, City of Fairbanks lapel pins, small gold pans for VIPS, and hosting of public events, etc.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 4,500	\$ 4,500	\$ 4,500

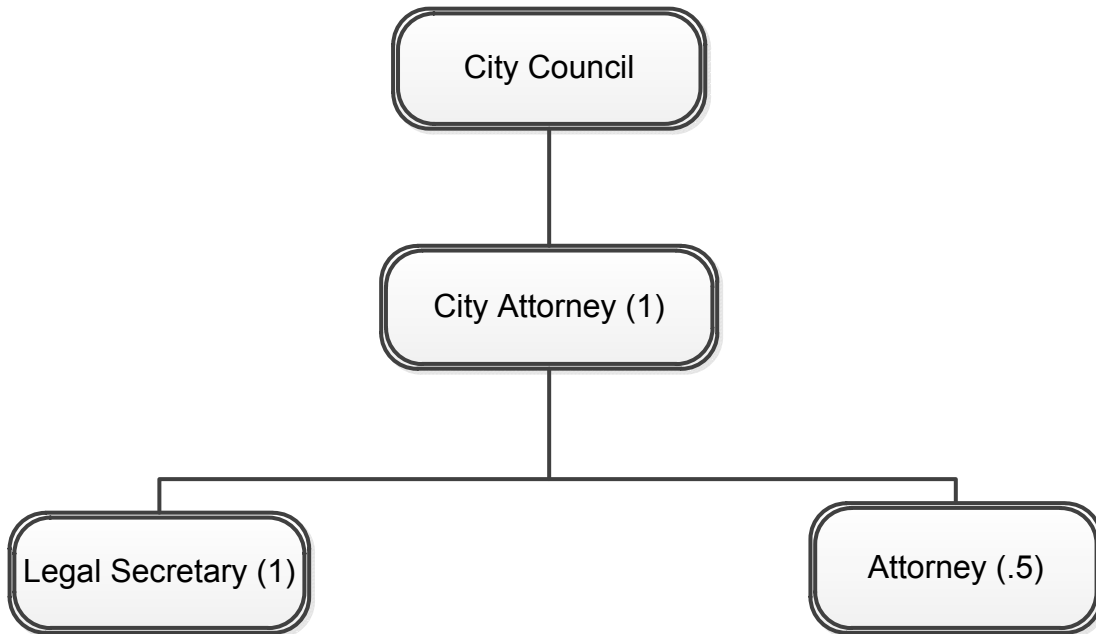
Account 7510: INTERDEPARTMENTAL RISK SERVICES- Personnel costs recovered

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ (16,539)	\$ (16,539)	\$ (16,539)

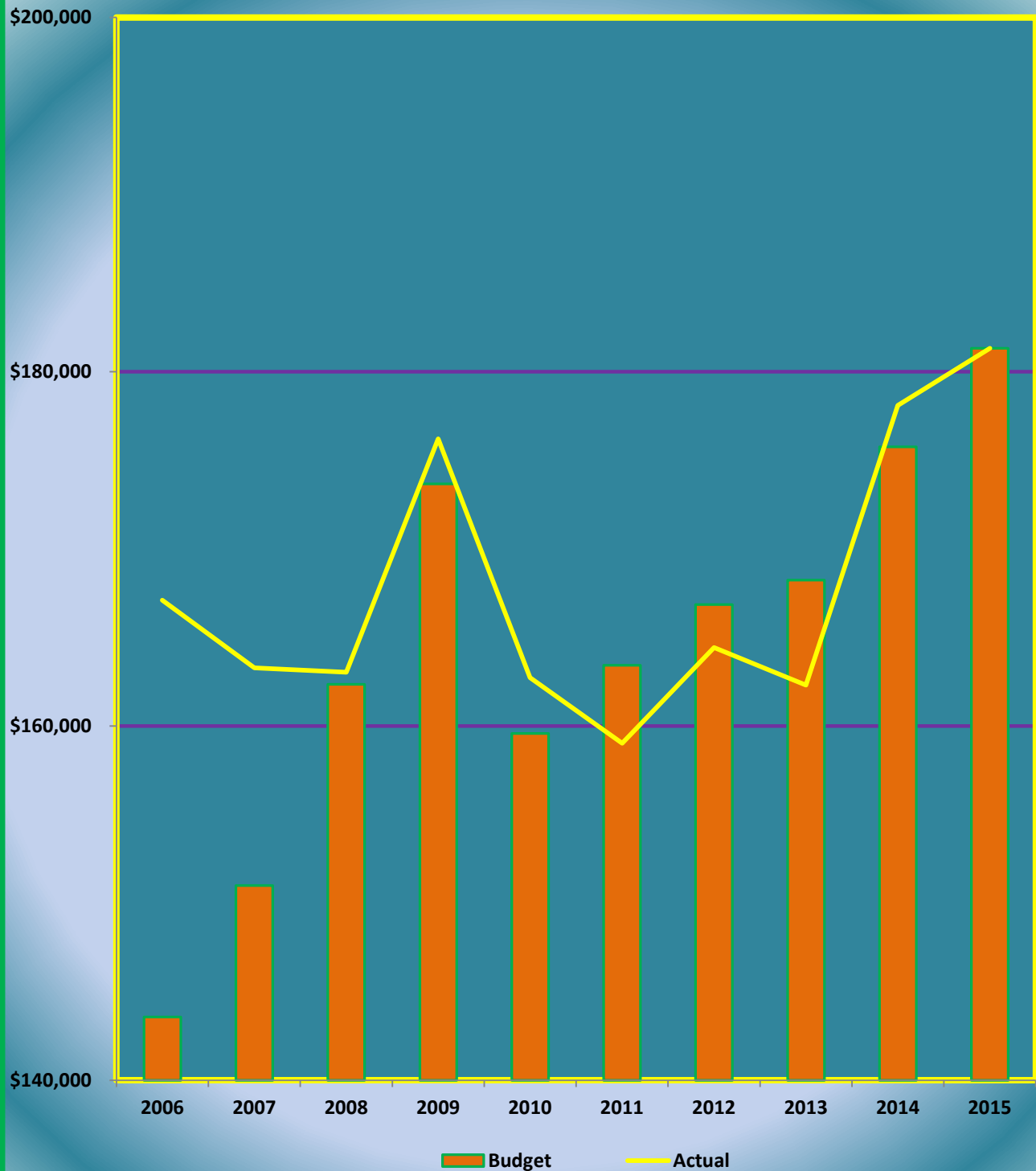
Total Department

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 611,961	\$ 611,961	\$ 602,561

Office of the City Attorney 2015



City Attorney Actual & Budgeted Expenditures



The 2006 base year budget was \$143,570 and expenditures were \$167,107. For the period of 2006 through 2014 the City Attorney's office budgets and expenditures have fluctuated between 80% and 90% of the 2006 level.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

OFFICE OF THE CITY ATTORNEY NO. 11

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES AND WAGES	\$ 209,918	\$ 217,390	\$ 219,457	\$ 219,457	\$ 219,457
5101	PERSONAL LEAVE	8,803	18,000	22,000	22,000	22,000
5200	EMPLOYEE BENEFITS	72,337	71,691	71,819	71,819	71,819
5302	TRAINING	-	2,200	2,000	2,000	2,000
5401	OFFICE SUPPLIES	1,600	2,200	1,700	1,700	1,700
5407	DUES AND PUBLICATIONS	4,612	5,000	5,000	5,000	5,000
5599	OTHER OUTSIDE CONTRACTS	5,268	3,200	3,200	3,200	3,200
7003	COURT COSTS	17,968	20,000	20,000	20,000	20,000
7510	INTER-DEPT RISK SERVICES	(158,200)	(161,577)	(163,860)	(163,860)	(163,860)
GROSS DEPARTMENTAL OUTLAY		<u>320,506</u>	<u>339,681</u>	<u>345,176</u>	<u>345,176</u>	<u>345,176</u>
RECOVERY OF EXPENDITURES		<u>(158,200)</u>	<u>(161,577)</u>	<u>(163,860)</u>	<u>(163,860)</u>	<u>(163,860)</u>
TOTALS		<u>\$ 162,306</u>	<u>\$ 178,104</u>	<u>\$ 181,316</u>	<u>\$ 181,316</u>	<u>\$ 181,316</u>

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
POSITION	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
CITY ATTORNEY	1.0	\$ 98,528	1.0	\$ 101,783	1.0	\$ 103,159	1.0	\$ 103,159	1.0	\$ 103,159
DEPUTY CITY ATTORNEY	0.5	47,796	0.5	49,494	0.5	50,334	0.5	50,334	0.5	50,334
LEGAL SECRETARY	1.0	63,591	1.0	63,770	1.0	65,964	1.0	65,964	1.0	65,964
BENEFITS		71,666		71,691		71,819		71,819		71,819
LEAVE ACCRUAL		16,000		18,000		22,000		22,000		22,000

TOTAL GENERAL FUND	2.5	\$ 297,581	2.5	\$ 304,738	2.5	\$ 313,276	2.5	\$ 313,276	2.5	\$ 313,276
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A 2.5% pay increase for non-bargaining employees is included in the Department Request

Approved Personnel budgets do not reflect interim budget amendments.

PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
NON-UNION					
CITY ATTORNEY	\$ 48.3859	\$ 6.0000	\$ 6.1600	\$ 0.7449	\$ 61.2908
DEPUTY CITY ATTORNEY	47.0371	5.0000	12.3200	0.7712	65.1283
IBEW					
LEGAL SECRETARY	\$ 31.5918	\$ 6.5900	\$ 4.9000	\$ 0.5012	\$ 43.5830

Note - Other includes 1.45% for medicare and life insurance in the amount of \$90 annually displayed hourly.

MISSION STATEMENT

The City Attorney is charged with the performance of all legal services for the city. The City Attorney is the head of the Legal Department and is the legal advisor to the City Council and to all city departments and city offices. The Legal Department’s mission is to provide effective, efficient legal service to all of its clients.

LONG-TERM GOALS

- 1. Continue close cooperation with AMLJIA on claims prevention and resolution.
- 2. Work with the administration on revising contract language for clarity and consistency for all collective bargaining agreements.
- 3. Develop contract drafting and review procedures for all departments.

2015 GOALS

- 1. Work with the administration to resolve outstanding labor issues.
- 2. Work with Deferred Compensation Committee to implement the transition to MetLife as the City’s 457(b) plan provider.
- 3. Continue efficient operation of vehicle impound/forfeiture program.

PERFORMANCE MEASURES

- 1. Low number of legal entanglements.
- 2. Successful outcomes in court proceedings.
- 3. Prompt resolution of claims.

OPERATING ACCOUNTS

Account No. 5001: SALARIES AND WAGES – Staffing for 2015 is unchanged from the past several years – the City Attorney, a half-time Deputy City Attorney, and a full-time Legal Secretary.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 219,457	\$ 219,457	\$ 219,457

Account No. 5101: PERSONAL LEAVE ACCRUAL – reflects the cost of new leave earned. These figures are estimated using an average of prior year’s leave usage and leave cashed out.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 22,000	\$ 22,000	\$ 22,000

Account No. 5200: EMPLOYEE BENEFITS – includes retirement contributions, health care coverage, and employer’s share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 71,819	\$ 71,819	\$ 71,819

Account No. 5302: TRAINING – provides funding for the training for the newly hired Deputy City Attorney and for both attorneys to attend the Alaska Municipal Attorneys Association’s annual conference in Anchorage (reduced by \$200 from 2014 budget).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 2,000	\$ 2,000	\$ 2,000

Account No. 5401: OFFICE SUPPLIES – provides funding for routine office supplies (reduced by \$500 from 2014 budget).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,700	\$ 1,700	\$ 1,700

Account No. 5407: DUES AND PUBLICATIONS – This account reflects all the legal dues and the costs of legal publications. The office continues to use less costly computer research services resulting in significant savings to the City (same as 2014 budget).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 5,000	\$ 5,000	\$ 5,000

Account No. 5599: OTHER OUTSIDE CONTRACTS – This account provides for support and maintenance of the office copier as well as the Court Courier Services contract (same as 2014 budget).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 3,200	\$ 3,200	\$ 3,200

Account No. 7003: COURT COSTS – This account pays the filing fees for all cases filed on behalf of the City. This account also pays other costs associated with City litigation. This year’s request is the same as last year. While there was a reduction in the number of DUI impound/forfeiture cases filed in 2014, that savings was offset by an increase in small claims cases filed on behalf of the Finance Department for delinquent garbage accounts.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 20,000	\$ 20,000	\$ 20,000

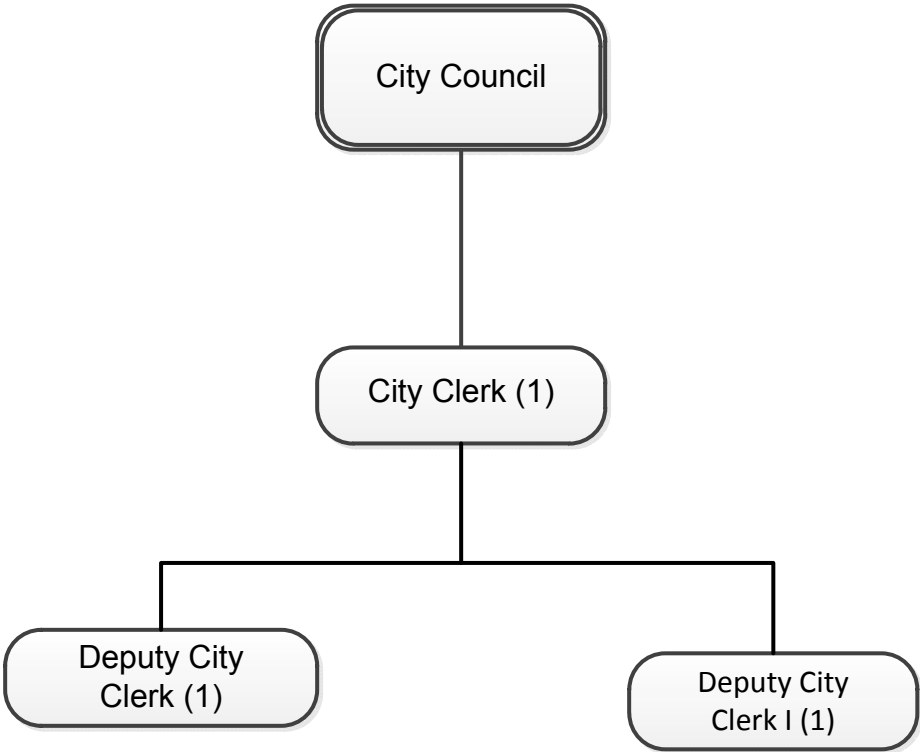
RISK MANAGEMENT PORTION

Account No. 7510: INTER-DEPARTMENTAL RISK SERVICES – reflects the allocation of personnel wages and benefits associated with the in-house management of claims adjustment costs.

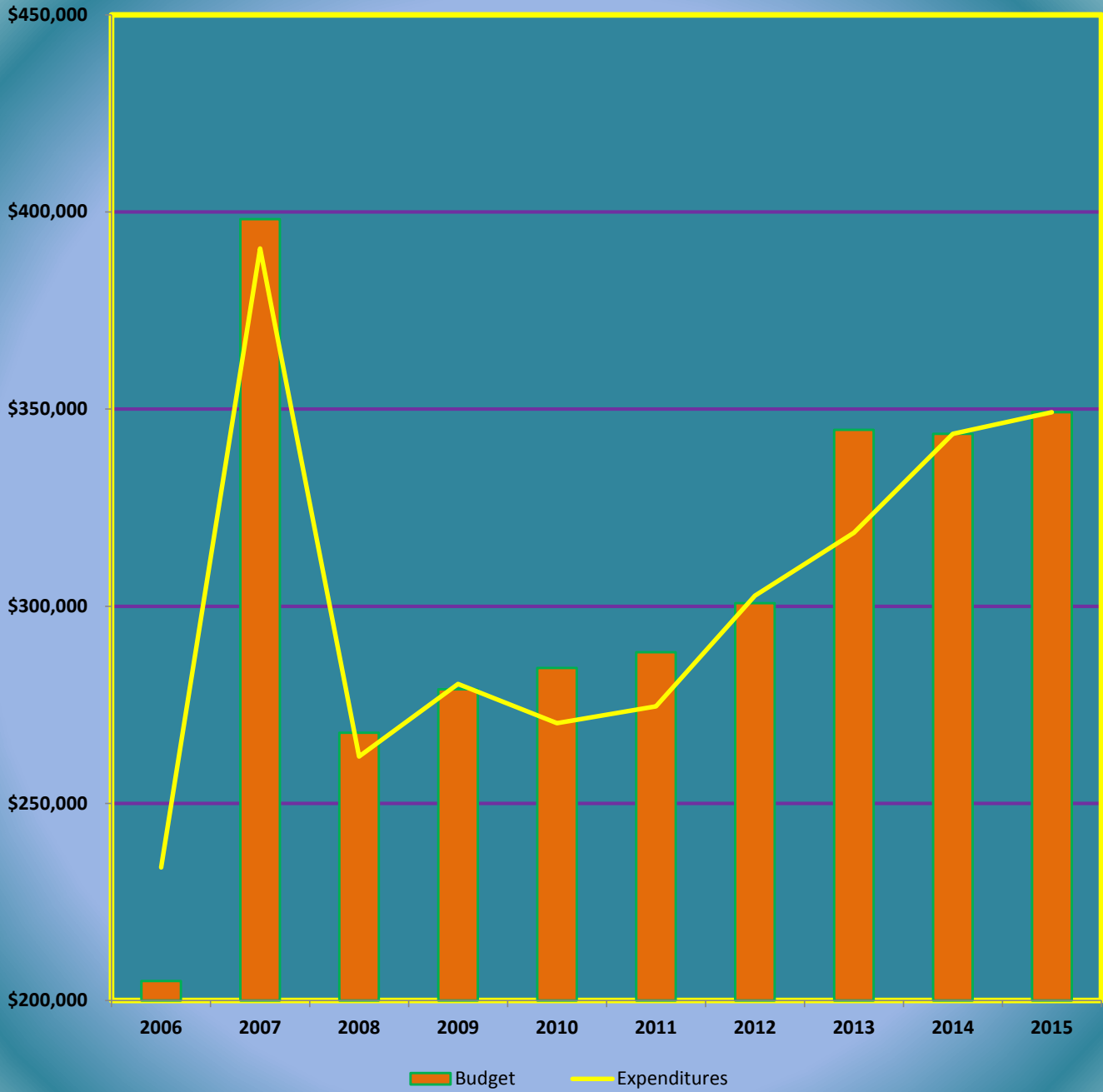
	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
City Attorney \$130,669 x 2/3	(\$ 87,112)	(\$ 87,112)	(\$ 87,112)
Deputy Attorney \$ 56,505 x 2/3	(46,425)	(46,425)	(46,425)
Clerical Support \$ 90,970 x 1/3	(30,323)	(30,323)	(30,323)
Total Risk Management	(\$ 163,860)	(\$ 163,860)	(\$ 163,860)

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Total Department	\$ 181,316	\$ 181,316	\$ 181,316

Office of the City Clerk 2015



Clerk's Office Actual & Budgeted Expenditures



The 2006 base year budget was \$204,978 and expenditures were \$233,748. The 2007 spike in expenditures is due to a run-off election.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

OFFICE OF THE CITY CLERK NO. 12

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES AND WAGES	\$ 182,257	\$ 204,309	\$ 206,752	\$ 206,752	\$ 206,752
5002	OVERTIME	1,131	1,000	1,000	1,000	1,000
5101	PERSONAL LEAVE	13,224	15,000	16,000	16,000	16,000
5200	EMPLOYEE BENEFITS	79,099	76,560	77,278	77,278	77,278
5302	TRAINING	7,732	6,350	5,957	5,957	5,957
5401	OFFICE SUPPLIES	1,675	3,850	3,500	3,500	3,500
5407	DUES AND PUBLICATIONS	771	1,095	1,095	1,095	1,095
5599	OTHER OUTSIDE CONTRACTS	16,273	21,750	20,150	20,150	20,150
5701	REPAIRS AND MAINTENANCE	-	-	500	500	500
7004	ELECTION EXPENSES	16,469	22,000	17,000	17,000	17,000
9001	EQUIPMENT	-	-	9,118	-	-
TOTALS		\$ 318,631	\$ 351,914	\$ 358,350	\$ 349,232	\$ 349,232

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
CITY CLERK	1.0	\$ 72,866	1.0	\$ 82,530	1.0	\$ 83,425	1.0	\$ 83,425	1.0	\$ 83,425
DEPUTY CITY CLERK	1.0	58,901	1.0	61,419	1.0	65,845	1.0	65,845	1.0	65,845
DEPUTY CITY CLERK I	1.0	51,378	1.0	55,495	1.0	57,482	1.0	57,482	1.0	57,482
OVERTIME		1,000		1,000		1,000		1,000		1,000
BENEFITS		76,372		76,560		77,278		77,278		77,278
LEAVE ACCRUAL		13,500		15,000		16,000		16,000		16,000

TOTAL GENERAL FUND	3.0	\$ 274,017	3.0	\$ 292,004	3.0	\$ 301,030	3.0	\$ 301,030	3.0	\$ 301,030
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A 2.5% pay increase for non-bargaining employees is included in the Department Request
 Approved Personnel budgets do not reflect interim budget amendments.

PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
NON-UNION					
CITY CLERK	\$ 39.1300	\$ 6.0000	\$ 6.1600	\$ 0.6107	\$ 51.9007
IBEW					
DEPUTY CITY CLERK	\$ 31.5349	\$ 6.5900	\$ 4.9000	\$ 0.5004	\$ 43.5253
DEPUTY CITY CLERK I	27.5298	6.5900	4.9000	0.4423	39.4621

Note - Other includes 1.45% for medicare and life insurance in the amount of \$90 an

MISSION STATEMENT

The mission of the City Clerk's Office is to be a vital part of local government and to be committed to serving as the link between residents, local governing bodies, and agencies of government at all levels. The Office pledges to be ever mindful of its neutrality and impartiality with respect to local government matters and to place service to the public as its first priority. The Office is dedicated to innovative processes and continued preservation of the City's history.

LONG-TERM GOALS

1. Continue to develop the electronic records program maintaining official City government documents in a manner that promotes security and ease of retrieval. Continue Laserfiche training in areas of security, administration, and template development, enhancing the ability for document retrieval and eliminating the need to retain and store hard copies of non-essential records.
2. Continue to digitize and catalogue the complete collection of all essential and historical records.
3. Refocus more time and effort to the core role and responsibilities of a municipal clerk.
4. Pursue educational opportunities to obtain the necessary credentials for the City Clerk staff and enhance the staff's knowledge base as technology grows.
5. Preserve the City's past to enhance the present and enrich the future history of Fairbanks by housing, preserving, and making available to the public the rich collection of our founding documents.

2015 GOALS

1. Deputy City Clerk I to attend Professional Development IV at the Northwest Clerks Institute in Tacoma, Washington to continue working towards her Certified Municipal Clerk (CMC) designation.
2. As the custodian of all City records, work with each department to implement a sustainable plan and records retention schedule to appropriately manage records on a regular basis.
3. Create an interactive wayfinding system and directory board for the main entrance of City Hall that will help direct visitors to the appropriate City department or outside agency.
4. Ensure that a full disaster recovery exercise is performed and executed on the Laserfiche backup data files.
5. Update the election compilation results for the years 2006 to present.
6. Overhaul City Code pertaining to Commercial Transport Vehicles to better define various types of commercial transportation, including the new wave of public transportation known as Transportation Network Companies (TNC's).
7. Reduce staff time and cut administrative costs by sending business license renewal notices by email whenever possible and implement online business license renewal system.
8. Digitize and catalogue all City ordinances and resolutions.
9. Explore technology that can provide greater service to the public while saving staff time.

PERFORMANCE MEASURES

1. Feedback from the public, internal departments, council members, and other governmental agencies.
2. Ability to retrieve, review, and reproduce essential records with efficiency and ease.
3. Improved service to the public, other departments, Mayor and City Council due to the efficiencies recognized by successful accomplishment of goals.
4. More available staff time to focus on core responsibilities of the Clerks Office.

OPERATING ACCOUNTS

Account No. 5001: *SALARIES AND WAGES* - provides for: one (1) full-time City Clerk, one (1) full time Deputy City Clerk II and one (1) full-time Deputy City Clerk I.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 206,752	\$ 206,752	\$ 206,752

Account No. 5002: *OVERTIME*

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,000	\$ 1,000	\$ 1,000

Account No. 5101: *PERSONAL LEAVE ACCRUAL* - reflects the cost of new leave earned. These figures are estimated using an average of prior year’s leave usage and leave cashed out.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 16,000	\$ 16,000	\$ 16,000

Account No. 5200: *EMPLOYEE BENEFITS* - includes retirement contributions, health care coverage, and employer’s share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 77,278	\$ 77,278	\$ 77,278

Account No. 5302: *TRAINING* - provides for the continued and required education at the NW Clerks Institute in Tacoma Washington for the Deputy City Clerk I in pursuit of CMC designation and the travel and registration costs for the City Clerk and the Deputy City Clerk to attend the 2015 AAMC Conference in Anchorage. Also provides for the travel and registration costs for the City Clerk to attend the 2015 IIMC Conference in Hartford, Connecticut.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Northwest Clerk’s Institute (PD IV)	1,695	1,695	1,695
AAMC Conference – Anchorage	2,282	2,282	2,282
IIMC Conference – Hartford, CT	1,980	1,980	1,980
	<u>\$ 5,957</u>	<u>\$ 5,957</u>	<u>\$ 5,957</u>

Account No. 5401: *OFFICE SUPPLIES* - provides funding for routine office supplies, in addition to audio SD cards, black and color print cartridges, specialty paper, copy paper, receipt paper, and general operating supplies.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 3,500	\$ 3,500	\$ 3,500

Account No. 5407: *DUES AND PUBLICATIONS* - provides funding for:

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Alaska Association of Clerks	\$ 350	\$ 350	\$ 350
International Clerks Association	375	375	375
Books and Publications	150	150	150
Daily News Miner Subscription	220	220	220
Total	\$ 1,095	\$ 1,095	\$ 1,095

Account No. 5599: *OTHER OUTSIDE CONTRACTS* - provides for payment of codification of all approved City of Fairbanks ordinances, supplements for the Fairbanks General Code of Ordinances, maintenance of the City Clerk's office copier, as well as live radio broadcasts of regular City Council meetings in addition to other unforeseen costs which may be incurred. Cost of codification has been increased due to general cleanup of several sections of the code and the Building Department intends to update all the building code regulations. We are also experimenting with updating the code only once annually and listing the un-codified ordinances on the Municode website as they are adopted (OrdBank). All criminal history background checks for all occupational licensing are now conducted in-house. With this increase in the number conducted and the department's additional efforts to enforce compliance, costs for background checks have increased substantially. These costs are recovered with each license that is processed.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Code of Ordinance Supplements	\$ 6,000	\$ 6,000	\$ 6,000
Online Municipal Code Fee	750	750	750
Online OrdBank	400	400	400
Copier Maintenance Agreement	700	700	700
Clear Channel Radio Contract	4,800	4,800	4,800
Criminal Background Check	7,000	7,000	7,000
Miscellaneous costs	500	500	500
Total	\$ 20,150	\$ 20,150	\$ 20,150

Account No. 5701: *REPAIRS AND MAINTENANCE* - provides funding for repairs for office equipment such as printers and audio equipment.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 500	\$ 500	\$ 500

Account No. 7004: ELECTION EXPENSES - provides funding for the regular election to be held in October of each year. All regular elections are conducted by the City Clerk in conjunction with the Fairbanks North Star Borough. If the Clerk's Office is directed to conduct a special election for any reason, it is responsible for conducting that election independently. The expenses of a special election cost more than a regular election because regular election expenses are shared with the Fairbanks North Star Borough.

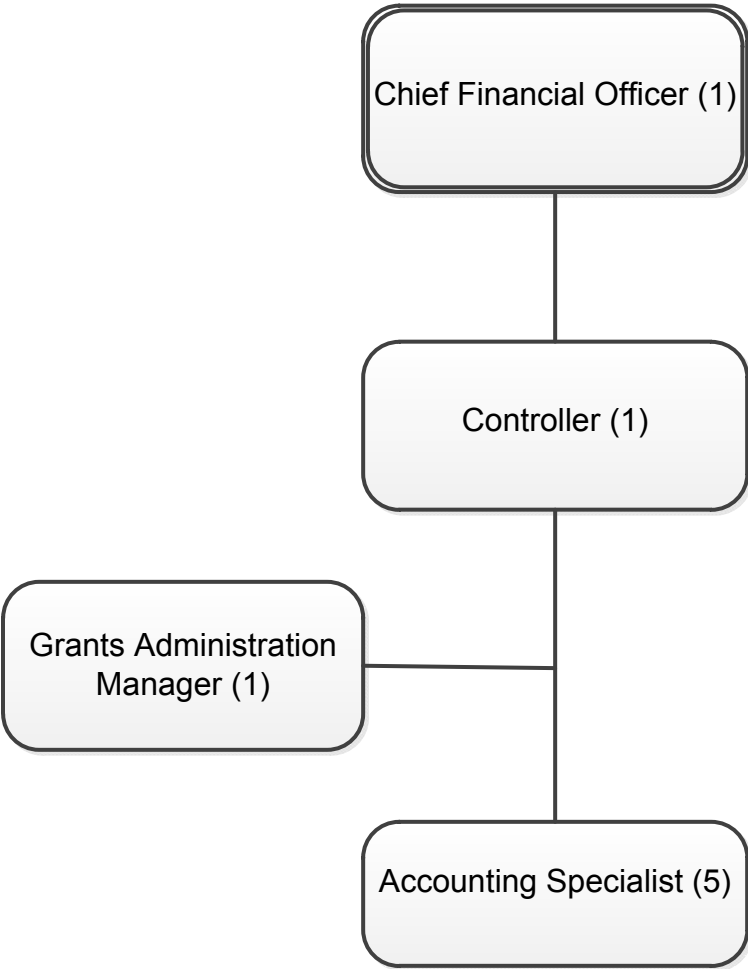
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 17,000	\$ 17,000	\$ 17,000

Account No. 9001: EQUIPMENT – Establishes a Wayfinding System in the entryway of the Patrick B. Cole City Hall that includes an interactive kiosk to facilitate citizens' needs for information, maps, directions, and directories for the City of Fairbanks, State of Alaska, Fairbanks North Star Borough, and other local organizations.

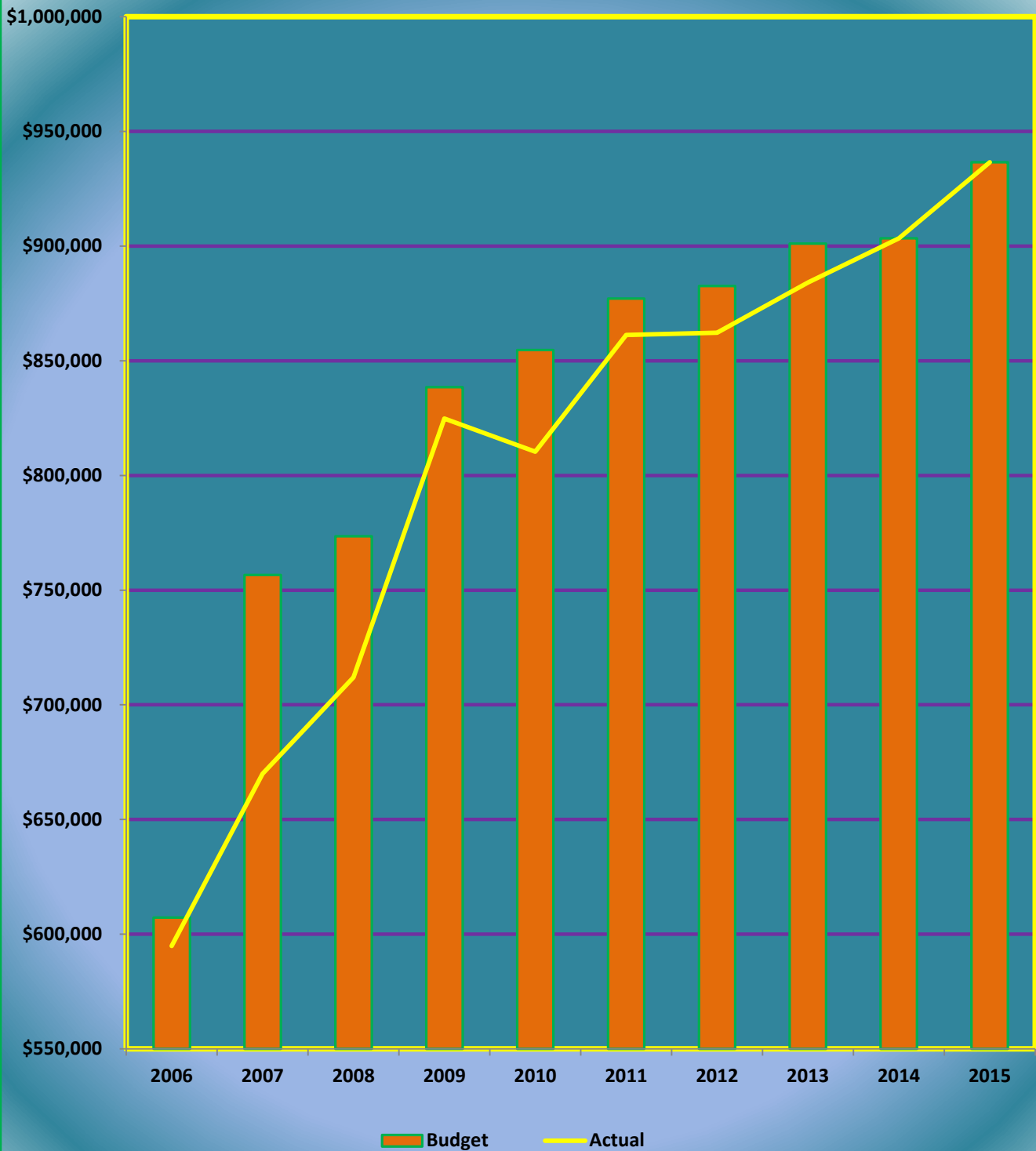
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 9,118	\$ -	\$ -

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Total Department	\$ 358,350	\$ 349,232	\$ 349,232

Finance Department 2015



Finance Actual & Budgeted Expenditures



The 2006 base year budget was \$607,269 and expenditures were \$594,904. In 2008 an additional personnel position was budgeted. Department not fully staffed until 2009.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

FINANCE DEPARTMENT NO. 13

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2013 ACTUAL</u>	<u>2014 REVISED</u>	<u>2015 DEPT REQUEST</u>	<u>2015 MAYOR</u>	<u>2015 APPROVED</u>
5001	SALARIES AND WAGES	\$ 550,102	\$ 584,204	\$ 587,299	\$ 587,299	\$ 587,299
5002	OVERTIME	501	2,500	2,500	2,500	2,500
5101	PERSONAL LEAVE	31,056	30,000	40,000	40,000	40,000
5200	EMPLOYEE BENEFITS	198,322	201,186	200,998	200,998	200,998
5302	TRAINING	12,308	14,500	15,500	15,500	15,500
5401	OFFICE SUPPLIES	5,070	5,500	5,500	5,500	5,500
5407	DUES AND PUBLICATIONS	3,775	3,250	3,250	3,250	3,250
5599	OTHER OUTSIDE CONTRACTS	83,513	82,500	83,500	81,500	81,500
TOTALS		<u><u>\$ 884,647</u></u>	<u><u>\$ 923,640</u></u>	<u><u>\$ 938,547</u></u>	<u><u>\$ 936,547</u></u>	<u><u>\$ 936,547</u></u>

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
CHIEF FINANCIAL OFFICER	1.0	\$ 103,736	1.0	\$ 104,001	1.0	\$ 107,198	1.0	\$ 107,198	1.0	\$ 107,198
CONTROLLER	1.0	90,705	1.0	90,943	1.0	93,814	1.0	93,814	1.0	93,814
ACTING PAY		1,004		502		1,030		1,030		1,030
GRANTS ADMIN MANAGER	1.0	85,250	1.0	85,477	1.0	88,211	1.0	88,211	1.0	88,211
ACCOUNTING SPECIALIST	5.0	282,143	5.0	282,962	5.0	297,046	5.0	297,046	5.0	297,046
OVERTIME		2,500		2,500		2,500		2,500		2,500
BENEFITS		201,179		201,186		200,998		200,998		200,998
LEAVE ACCRUAL		30,000		30,000		40,000		40,000		40,000

TOTAL GENERAL FUND	8.0	\$ 796,517	8.0	\$ 797,571	8.0	\$ 830,797	8.0	\$ 830,797	8.0	\$ 830,797
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The Dept requests to increase the accounting specialist wage in payroll to \$29,6050. After this \$1,9206 increase, both persons processing payroll will be paid the same base rate.

Approved Personnel budgets do not reflect interim budget amendments.

PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
IBEW					
CHIEF FINANCIAL OFFICER	\$ 51.5357	\$ 6.5900	\$ 4.9000	\$ 0.7906	\$ 63.8163
CONTROLLER	45.1010	6.5900	4.9000	0.6973	57.2883
GRANTS ADMIN MANAGER	42.4076	6.5900	4.9000	0.6582	54.5558
ACCOUNTING SPECIALIST	29.6050	6.5900	4.9000	0.4724	41.5674
ACCOUNTING SPECIALIST	27.6844	6.5900	4.9000	0.4445	39.6189

Note - Other includes 1.45% for medicare and life insurance in the amount of \$90 annually displayed hourly.

MISSION STATEMENT

The Finance Department provides fiscally responsible guidance over all financial matters of the City, including maintenance and reporting on the budget, the current financial position, and the internal controls that preserve the financial integrity of the City.

GOALS

1. Complete annual audit within first 180 days of the year.
2. Receive the Certificate of Achievement for Excellence in Financial Reporting issued by GFOA.
3. Receive the Distinguished Budget Presentation Award issued by GFOA.
4. Keep Mayor, Council, and Department Heads informed as to budget status, balance sheet position, cash flow, reporting, and portfolio position.
5. Monitor the Permanent Fund and money manager as guided by the Permanent Fund Review Board.
6. Continue training and job cross training to ensure efficient and timely operation of the Finance function at all times.
7. Continue to implement new financial software.

PERFORMANCE MEASURES

1. The date on the Independent Auditor's Report.
2. Unqualified opinion on the CAFR without a Management Letter being issued.
3. Zero Single Audit findings.
4. Receipt of the GFOA awards.
5. Earning of Continuing Professional Education credits.
6. Accounts payable and payroll checks issued timely without late fees or fines being generated.
7. Quarterly reports of performance and compliance of the permanent fund issued by the investment managers.

OPERATING ACCOUNTS

Account No. 5001: *SALARIES AND WAGES* - provides for salaries and wages for all employees within the Department.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 587,299	\$ 587,299	\$ 587,299

Account No. 5002: *OVERTIME* - provides for payment of work performed to meet critical deadlines during the year.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 2,500	\$ 2,500	\$ 2,500

Account No. 5101: *PERSONAL LEAVE ACCRUAL* - reflects the cost of new leave earned. These figures are estimated using an average of prior year's leave usage and leave cashed out.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 40,000	\$ 40,000	\$ 40,000

Account No. 5200: *EMPLOYEE BENEFITS* - includes retirement contributions, health care coverage, and employer's share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 200,998	\$ 200,998	\$ 200,998

Account No. 5302: *TRAINING* - provides for two employees to participate in the spring and fall Alaska Government Finance Officers' Association Conferences and to provide required training for three staff to maintain their CPA licenses. Funds are also budgeted for professional training required to keep the City's Finance Department in compliance with Generally Accepted Accounting Principles.

Two AGFOA Conferences	CFO & Controller	\$ 4,660
GFOA National Conference	CFO & Controller	6,000
CPE	Grants Admin Mgr.	2,500
Munis National Conference	CFO, Controller, or Grants Admin	2,000
Other	Staff Training	340
Total		\$15,500

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 15,500	\$ 15,500	\$ 15,500

Account No. 5401: *OFFICE SUPPLIES* - provides for the regular recurring purchase of supplies needed for daily operations.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 5,500	\$ 5,500	\$ 5,500

Account No. 5407: *DUES AND PUBLICATIONS* - provides funding for GFOA (national) and AGFOA (state) dues along with subscriptions and reference periodicals pertaining to governmental accounting, grant programs, investments, and payroll.

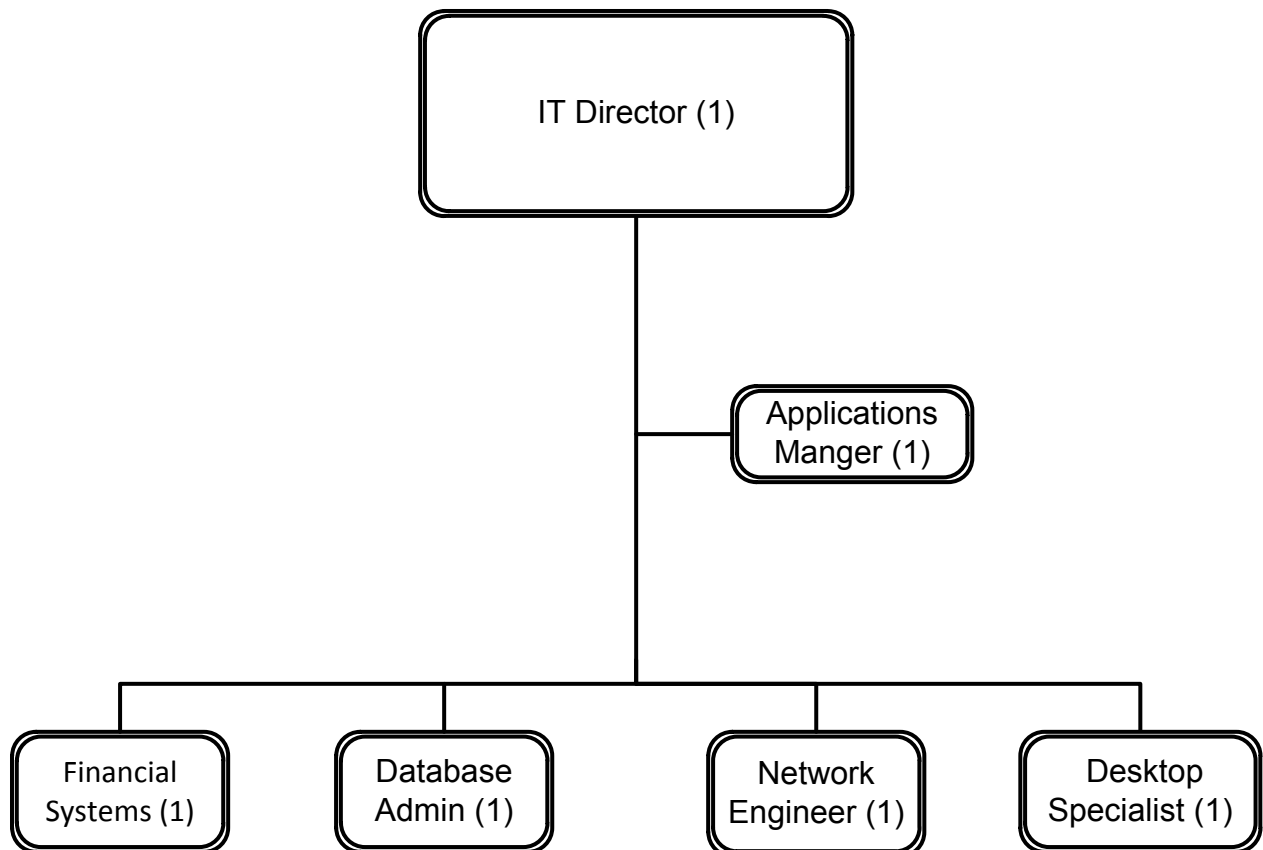
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 3,250	\$ 3,250	\$ 3,250

Account No. 5599: *OTHER OUTSIDE CONTRACTS*- provides funding needed to administer and audit Alcohol, Bed, and Tobacco Taxes and City Business License holders.

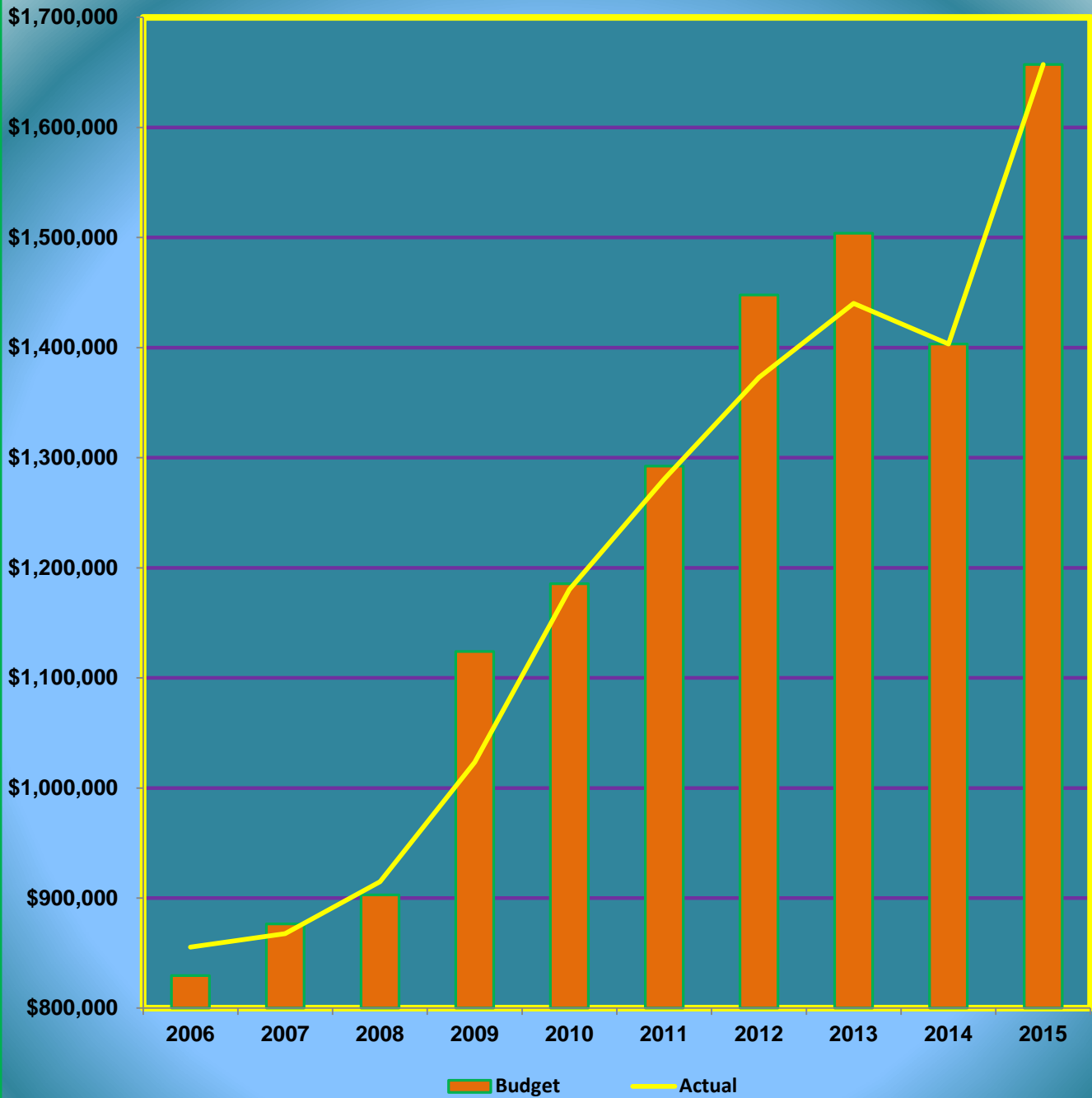
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 83,500	\$ 81,500	\$ 81,500

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
TOTAL DEPARTMENT	\$ 938,547	\$ 936,547	\$ 936,547

Information Technology 2015



Information Technology Actual & Budgeted Expenditures



The 2006 base year budget was \$829,666 and expenditures were \$855,464. The upward trend in costs is due to increasing technology and personnel costs.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

INFORMATION TECHNOLOGY NO. 14

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES AND WAGES	\$ 440,795	\$ 437,018	\$ 462,111	\$ 462,111	\$ 462,111
5002	OVERTIME	4,601	15,000	10,000	10,000	10,000
5101	PERSONAL/ANNUAL LEAVE	32,010	35,000	35,000	35,000	35,000
5200	EMPLOYEE BENEFITS	154,629	152,145	152,387	152,387	152,387
5302	TRAINING	31,818	30,000	52,575	52,575	52,575
5401	OFFICE SUPPLIES	421	1,000	1,000	1,000	1,000
5402	OPERATING SUPPLIES	31,420	35,000	45,000	45,000	45,000
5407	DUES AND PUBLICATIONS	349	1,000	1,000	1,000	1,000
5501	PROFESSIONAL SERVICES	27,084	10,000	21,000	21,000	21,000
5599	OTHER OUTSIDE CONTRACTS	393,623	410,000	493,967	491,567	480,567
5901	PHONE-MOBILE DATA & VOICE	82,340	93,000	90,000	90,000	90,000
5903	COMPUTER SERVICE-FIBER	71,570	75,000	96,500	96,500	96,500
7501	EQUIP REPLACEMENT	105,000	110,000	252,000	142,000	100,000
9001	EQUIPMENT	64,489	16,219	-	-	110,000

TOTALS	\$ 1,440,149	\$ 1,420,382	\$ 1,712,540	\$ 1,600,140	\$ 1,657,140
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SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
POSITION	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
IT DIRECTOR	1.0	\$ 93,279	1.0	\$ 93,522	1.0	\$ 96,457	1.0	\$ 96,457	1.0	\$ 96,457
APPLICATIONS MANAGER	1.0	84,133	1.0	84,357	1.0	87,063	1.0	87,063	1.0	87,063
FINANCIAL SYSTEMS	1.0	79,748	1.0	79,959	1.0	82,558	1.0	82,558	1.0	82,558
NETWORK ENGINEER	1.0	66,700	1.0	66,857	1.0	75,393	1.0	75,393	1.0	75,393
DATABASE ADMIN	1.0	63,524	1.0	63,702	1.0	65,895	1.0	65,895	1.0	65,895
DESKTOP SPECIALIST	1.0	54,009	1.0	52,825	1.0	54,745	1.0	54,745	1.0	54,745
OVERTIME		10,000		10,000		10,000		10,000		10,000
BENEFITS		152,245		152,145		152,387		152,387		152,387
LEAVE ACCRUAL		26,800		35,000		35,000		35,000		35,000

TOTAL GENERAL FUND	6.0	\$ 630,438	6.0	\$ 638,367	6.0	\$ 659,498	6.0	\$ 659,498	6.0	\$ 659,498
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IT Director requests a \$3.00 per hour increase to the Network Engineer wage.
Approved Personnel budgets do not reflect interim budget amendments.

PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
IBEW					
IT DIRECTOR	\$ 46.3720	\$ 6.5900	4.9000	\$ 0.7157	\$ 58.5777
APPLICATIONS MANAGER	41.8558	6.5900	4.9000	0.6502	53.9960
FINANCIAL SYSTEMS	39.5393	6.5900	4.9000	0.6164	51.6457
NETWORK ENGINEER	36.1075	6.5900	4.9000	0.5667	48.1642
DATABASE ADMIN	31.5588	6.5900	4.9000	0.5007	43.5495
DESKTOP SPECIALIST	26.2190	6.5900	4.9000	0.4233	38.1323

Note - Other includes 1.45% for medicare and life insurance in the amount of \$90 annually displayed hourly.

Executive Overview

The Information Technology (IT) Department is responsible for the management and support of the city-wide network infrastructure, telecommunications, audio and video systems. The department consists of 6 permanent personnel supporting an end user base of 225 and \$1.5M in city owned Information Systems assets. There are four distinct operating locations throughout the Fairbanks city limits; City Hall, Public Works, Fairbanks PD, and 3 Fairbanks FD locations.

MISSION STATEMENT

The IT Department will work toward successfully integrating emerging technologies which promote efficiency and effectiveness for internal and external customers.

2014 ACCOMPLISHMENTS

- Upgraded FECC communications infrastructure; integrated FNSB/City 911 systems
- Enterprise migration to Windows 7; removed legacy systems/enhanced security capabilities
- Police Department laptop update/enhancement; increased mobile system performance
- Implemented mobile device management function; enabled 100% accountability of assets
- Fielded new first responder software; allows on-scene management of incidents/information
- Enabled online payment capabilities; paves way for future accounting efficiencies city wide
- Public Works infrastructure upgraded; increased throughput capabilities and solidified future scalability
- Revamped Emergency Operations Center (EOC) command and control infrastructure; deployed cutting edge technologies through acquisition of federal grant
- FPD digital evidence migration from legacy system; developed in-house programming code to allow seamless transfer of data to new system--legacy system decommissioned
- Upgraded HR, Risk Management, Vehicle Impound legacy systems; eliminated inefficiencies, increased information entry, retrieval, and sharing capabilities

ONGOING PROJECTS

- Fairbanks FD transition to ImageTrend incident reporting and management application
- Enterprise migration to Windows 2012 Server infrastructure; upgrades to Email/Web/AD
- Deployment of SharePoint services for online collaboration/information sharing (intranet)
- Critical network core device upgrades; enhance system confidentiality, integrity, availability
- Upgrade Enterprise Storage Area Network; increase capacity to 96 Terabytes w/redundancy
- EnerGov implementation; building department's system for building permits and inspections
- Deployment of enterprise WiFi service; available at all city offices and operating locations

2015 OBJECTIVES (Prioritized)

- Build IT infrastructure for future scalability/recovery; deploy robust backup assets & devices
- Implement an Information Security and Awareness program compliant with industry standards
- Develop an IT-Disaster Recovery Plan; define contingency operation & recovery strategies
- Conduct a Network Security Assessment/Audit; determine vulnerabilities and remediation
- Implement a transparent central information repository for city employees and residents

OPERATING ACCOUNTS

Account No. 5001: *SALARIES AND WAGES* - provides for the salaries and wages for all employees within the department

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 462,111	\$ 462,111	\$ 462,111

Account No. 5002: *OVERTIME* - provides for the payment of work performed to meet critical deadlines throughout the year

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 10,000	\$ 10,000	\$ 10,000

Account No. 5101: *PERSONAL/ANNUAL LEAVE ACCRUAL* - reflects the costs of new leave earned. These figures are estimated using an average of the prior year's leave usage and leave cashed out

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 35,000	\$ 35,000	\$ 35,000

Account No. 5200: *EMPLOYEE BENEFITS* - includes retirement contributions, healthcare coverage, and employer's share of life insurance, Medicare, and Social Security Tax

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 152,387	\$ 152,387	\$ 152,387

Account No. 5302: *TRAINING* - provides funds necessary to keep staff skills current with new and existing technologies adopted by the City

Course	Quantity	Ind. Cost	Total
Cisco CCNP	2	\$5,595	\$11,190
Microsoft MCSE (Server 2012)	2	\$5,595	\$11,190
Sharepoint 2013 Administrator's Course	1	\$5,395	\$5,395
Munis (Fairbanks on-site)	2	\$3,000	\$6,000
LaserFiche	1	\$3,500	\$3,500
ImageTrend	2	\$3,900	\$7,800
Conferences	3	\$2,500	\$7,500
Total			\$52,575

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 52,575	\$ 52,575	\$ 52,575

Account No. 5401: *OFFICE SUPPLIES* - provides for the regular recurring purchase of office supplies needed for daily operations

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,000	\$ 1,000	\$ 1,000

Account No. 5402: *OPERATING SUPPLIES* - provides for the regular recurring purchase of information technology supplies needed to maintain and replace the diverse range of technology-based equipment

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 45,000	\$ 45,000	\$ 45,000

Account No. 5407: *DUES AND PUBLICATIONS* - provides for subscription costs for publications pertaining to information technology

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,000	\$ 1,000	\$ 1,000

Account No. 5501: *PROFESSIONAL SERVICES* - provides funds for consulting services necessary to maintain and operate specialized equipment and services outside existing service and support contracts

Item	Occurrence	Cost
Network Security Assessment/Audit/PCI Compliance	Annual	\$11,000
City website redesign/development	One time	\$1,000
Specialized services, as needed (ex: AS400)	Annual	\$9,000

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 21,000	\$ 21,000	\$ 21,000

Account No. 5599: *OTHER OUTSIDE CONTRACTS* - provides funds required to maintain ongoing licensing and support contracts for deployed software and hardware solutions

Application/Service	Vendor	Supported Dept.	Cost/year
OSSI Applications	Sunguard Public Sector	Dispatch, PD, FD	\$149,852
MUNIS System	Tyler Technologies	All	\$88,320
Pro QA	Priority Dispatch	Dispatch, PD, FD	\$25,820
Autodesk Auto CAD	DLT Solutions	Engineering	\$25,500
LaserFiche	eDocs Alaska	All	\$23,110
FireHouse	Xerox/ACS	FD	\$12,420
EnerGov Building Insp	EnerGov Solutions	Buildings	\$13,250

Telestaff	Kronos	PD, FD	\$6,439
VPN Server	NetMotion	All	\$8,550
Copier/Printer Mgt Service	Xerox Solutions	All	\$27,000
WAN Fiber Service	AlasConnect	FD, PW, City Hall	\$48,000
Envelope stuffer + Postage	Pitney Bowes	All	\$ 5,000
Symantec	Symantec	All	\$15,213
Network Management Suite	GFI Software	All	\$14,500
VM Ware	vSphere	IT	\$7,293
Unified Protection Suite	GFI Software	IT	\$8,600
IT Help desk	Incident tracking system	All	\$7,900
Boards & Commissions Scheduler	Ganicus	Clerks	\$7,200

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 493,967	\$ 491,567	\$ 480,567

Account No. 5901: *PHONE–MOBILE VOICE/DATA* - funds cellular phones and mobile data air-cards

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 90,000	\$ 90,000	\$ 90,000

Account No. 5903: *COMPUTER SERVICE-FIBER* - funds wire-line data connections between City facilities

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 96,500	\$ 96,500	\$ 96,500

Account No. 7501: *EQUIPMENT REPLACEMENT*- This expense is to pay for the costs of initial purchase/replacing capital Information Technology equipment.

Item	Occurrence	Costs
Network Edge Security Appliances (switches/routers)	Initial Buy	\$32,000
Storage Area Network (SAN) Expansion (176 TB)	Initial Buy	\$110,000
EnerGov Tablet/Laptop	Initial Buy	\$10,000
Ongoing equipment replacement and repairs	Annually	\$100,000

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 252,000	\$ 142,000	\$ 100,000

Account No. 9001: EQUIPMENT- provides for non-capital equipment upgrades and purchases necessary to keep the information technology, used by all departments, operational and secure.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
	\$ -	\$ -	\$ 110,000

TOTAL DEPARTMENT	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
	\$1,712,540	\$ 1,600,140	\$ 1,657,140

General Department Actual & Budgeted Expenditures



The 2006 base year budget was \$5,230,804 and expenditures were \$5,426,384. In 2007 and 2008 the City began recognizing PERS relief expenditures (and payments) from the State of Alaska. The PERS relief payments are reflected in this department.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

GENERAL ACCOUNT NO. 15

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2013 ACTUAL</u>	<u>2014 REVISED</u>	<u>2015 DEPT REQUEST</u>	<u>2015 MAYOR</u>	<u>2015 APPROVED</u>
5352	NEW EMPLOYEE TRAINING	\$ 15,000	\$ 10,000	\$ 5,000	\$ 5,000	\$ 76,633
5401	OFFICE SUPPLIES	8,628	10,530	8,500	8,500	8,500
5501	PROFESSIONAL SERVICES	118,335	120,155	142,365	142,365	142,365
5510	BANK CHARGES	1,855	1,500	750	750	750
5511	CREDIT CARD FEES	34,185	36,000	36,000	36,000	36,000
5599	OTHER OUTSIDE CONTRACTS	11,731	15,000	15,000	15,000	15,000
5602	ELECTRIC	452,933	450,000	478,000	478,000	478,000
5603	WATER & SEWER	62,287	70,000	70,000	70,000	70,000
5604	STREET LIGHTING	433,897	452,436	400,000	400,000	400,000
5605	TRAFFIC SIGNALS	28,088	37,000	30,000	30,000	30,000
5606	STEAM	200,764	205,172	255,188	255,188	255,188
5607	HEATING FUEL	163,292	235,000	235,000	235,000	210,000
5901	TELEPHONE	191,519	185,000	185,000	185,000	185,000
7001	ADVERTISING	25,350	28,000	28,000	28,000	28,000
7002	CONTINGENCY	14,307	18,000	18,000	18,000	18,000
7008	POSTAGE	15,127	17,000	17,000	17,000	17,000
7200	CLAY ST CEMETARY	4,833	7,250	-	-	-
7201	CONTRIBUTIONS TO AGENCIES	2,035,447	2,152,811	2,143,748	2,143,748	2,143,748
7202	COMMUNITY SERVICE PATROL	50,000	50,000	-	-	-
7215	EMERGENCY SERVICE PATROL	-	50,000	-	-	-
7213	ABATEMENTS	37,856	70,000	55,000	55,000	55,000
7214	PERS EMPLOYER RELIEF	1,339,977	1,339,977	1,366,777	1,366,777	1,366,777
7306	FIRE TRAINING CENTER	24,260	25,200	25,200	25,200	25,200
7502	PROPERTY REPAIR	145,000	145,000	145,000	145,000	145,000
8002	BOND DEBT PRINCIPAL	855,000	-	-	-	-
8003	BOND DEBT INTEREST	28,215	-	-	-	-
TOTALS		\$ 6,297,886	\$ 5,731,031	\$ 5,659,528	\$ 5,659,528	\$ 5,706,161

OPERATING ACCOUNT

This department is a cost center for expenditures that are not directly associated with a single department of the City.

Account No. 5352: *NEW EMPLOYEE TRAINING* - provides for unplanned training costs due to employee turnover and for overlap of incoming and outgoing employees. Expenditures are expected to increase in 2015.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 5,000	\$ 5,000	\$ 76,633

Account No. 5401: *OFFICE SUPPLIES* - provides for machine repair, paper, and supplies City Hall copiers

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 8,500	\$ 8,500	\$ 8,500

Account No. 5501: *PROFESSIONAL SERVICES* - provides funding for:

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Annual audit and reports	\$ 69,765	\$ 69,765	\$ 69,765
Lobbyist	40,000	40,000	40,000
Ambulance Audit	2,600	2,600	2,600
Deferred comp consultants	25,000	25,000	25,000
Other professional services	5,000	5,000	5,000
Subtotal	\$ 142,365	\$ 142,365	\$ 142,365

Account No. 5510: *BANK CHARGES* – provides funding for banking service fees

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 750	\$ 750	\$ 750

Account No. 5511: *CREDIT CARD FEES* - Fees incurred for the collection of City revenues.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 36,000	\$ 36,000	\$ 36,000

Account No. 5599: *OTHER OUTSIDE CONTRACTS* – Indigent criminal defense.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 15,000	\$ 15,000	\$ 15,000

Account No. 5602: *ELECTRIC* - provides funds for electric utility charges.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 478,000	\$ 478,000	\$ 478,000

Account No. 5603: *WATER & SEWER* - provides funds for sewer and water utility charges.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 70,000	\$ 70,000	\$ 70,000

Account No. 5604: *STREET LIGHTING* - provides funds for electric charges and maintenance costs for City street lights.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 400,000	\$ 400,000	\$ 400,000

Account No. 5605: *TRAFFIC SIGNALS* - provides funds for traffic signal maintenance.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 30,000	\$ 30,000	\$ 30,000

Account No. 5606: *STEAM* - provides funds for steam costs and hot water heat utility charges.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 255,188	\$ 255,188	\$ 255,188

Account No. 5607: *HEATING FUEL* - provides funds for the heating fuel for City buildings.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Diesel Heating Fuel	\$ 210,374	\$ 210,374	\$ 185,374
Natural Gas	24,626	24,626	24,626
Subtotal	\$ 235,000	\$ 235,000	\$ 210,000

Account No. 5901: *TELEPHONE* - provides funds to pay monthly telephone, long distance, cellular, and FAX lines for all City departments.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 185,000	\$ 185,000	\$ 185,000

Account No. 7001: *ADVERTISING* – legal and display. Advising the public of the activities in City government, whether a meeting, a change in code, upcoming ordinances and resolutions and disposition of same, increases in fees, position vacancies, and other events that are the legal responsibility of the City.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 28,000	\$ 28,000	\$ 28,000

Account No. 7002: *CONTINGENCY* - provides a small amount of funding for unforeseen costs that may occur during the year deemed necessary at the Mayor's discretion.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 18,000	\$ 18,000	\$ 18,000

Account No. 7008: *POSTAGE* - used by all departments for City mailings managed by IT Department.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 17,000	\$ 17,000	\$ 17,000

Account No. 7201: *CONTRIBUTIONS TO OTHER AGENCIES*

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Explore Fairbanks	\$ 1,743,748	\$ 1,743,748	\$ 1,743,748
Fairbanks Economic Dev Company	100,000	100,000	100,000
Discretionary Grants for Nonprofits	270,000	270,000	270,000
Festival Fairbanks Golden Heart	30,000	30,000	30,000
Plaza & Barnette Landing Maint			
Total for appropriation	\$ 2,143,748	\$ 2,143,748	\$ 2,143,748

Account No. 7215: EMERGENCY SERVICE PATROL – Funding for a grant to support the operation of an emergency service patrol (ESP), established pursuant to AS 47.37.230, in the City of Fairbanks. This grant cannot be the only source of funding for the ESP and is conditioned on the receipt by the ESP organization of funding from another governmental organization. Funding is also subject to terms and conditions to be negotiated by the Mayor.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ -	\$ -	\$ -

Account No. 7213: ABATEMENTS – An expense used to clean up properties that are deemed to be unsafe and/or a nuisance to the community.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 55,000	\$ 55,000	\$ 55,000

Account No. 7214: PERS EMPLOYER RELIEF- This expense is 100% off set by the PERS on-behalf payment included in intergovernmental revenue section of the Revenue Summary sheet.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,366,777	\$ 1,366,777	\$ 1,366,777

Account No. 7306: FIRE TRAINING CENTER – provides funding for utilities, maintenance, snow removal, and miscellaneous costs associated with the Fire Training Center building. It was directed during 1999 by the Council that this property be pursued as a self-sufficient center and be utilized more fully through more rentals. A revenue line has been established to account for rental revenue.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 25,200	\$ 25,200	\$ 25,200

Account No. 7502: PROPERTY REPAIR AND REPLACEMENT – This expense is to pay the cost of maintaining City buildings and property. Funds are being accrued in the Capital Appropriations fund to pay for major repairs.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 145,000	\$ 145,000	\$ 145,000

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
TOTAL DEPARTMENT \$ 5,659,528	\$ 5,659,528	\$ 5,706,161

Purchasing/Risk Management 2015

Purchasing/Risk Agent (1)

Purchasing/Risk Management Actual & Budgeted Expenditures



The 2006 base year budget was \$934,196 and expenditures were \$940,061. Risk actual expenditures vary due to claims and fluctuating insurance costs. Personnel expenditures were included in the 2015 budget for the first time.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

RISK MANAGEMENT NO. 16

<u>CODE</u>	<u>DESCRIPTION</u>	<u>2013 ACTUAL</u>	<u>2014 REVISED</u>	<u>2015 DEPT REQUEST</u>	<u>2015 MAYOR</u>	<u>2015 APPROVED</u>
5001	SALARIES AND WAGES	\$ -	\$ -	\$ 75,000	\$ 75,000	\$ 75,000
5101	PERSONAL/ANNUAL LEAVE	-	-	8,000	8,000	8,000
5200	EMPLOYEE BENEFITS	-	-	26,469	26,469	26,469
5351	MEDICAL AND TRAINING	11,795	23,923	23,000	23,000	23,000
5402	OPERATING SUPPLIES	361	1,200	1,200	1,200	1,200
5407	DUES AND PUBLICATIONS	370	800	800	800	800
5599	OTHER OUTSIDE CONTRACTS	1,109	2,500	7,500	7,500	7,500
6001	GENERAL INSURANCE	37,174	37,180	36,639	36,639	36,639
6002	WORKERS' COMPENSATION	567,728	567,728	671,935	671,935	671,935
6003	POLICE PROFESSIONAL INS	121,793	121,793	125,986	125,986	125,986
6004/ 6005	GENERAL & AUTOMOBILE LIABILITY INS	66,689	66,689	89,532	89,532	89,532
7401/7 405	WORKERS' COMP CLAIMS	(67,948)	(67,948)	58,750	58,750	58,750
7402	GENL LIABILITY CLAIMS	33,009	33,009	71,250	71,250	71,250
7403/740	AUTOMOBILE LIABILITY	10,773	10,772	37,000	37,000	37,000
7510	INTER-DEPT RISK SERVICES	243,173	243,173	180,399	180,399	180,399
TOTALS		<u>\$ 1,026,026</u>	<u>\$ 1,040,819</u>	<u>\$ 1,413,460</u>	<u>\$ 1,413,460</u>	<u>\$ 1,413,460</u>

50% OF THE SALARIES AND BENEFITS AND 100% OF THE INTER-DEPT RISK SERVICES, CLAIMS, AND INSURANCE ARE RECOVERED UNDER THE TAX CAP

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation POSITION	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
PURCHASING/RISK AGENT	-	\$ -	-	\$ -	1.0	\$ 75,000	1.0	\$ 75,000	1.0	\$ 75,000
BENEFITS		-		-		26,469		26,469		26,469
LEAVE ACCRUAL		-		-		8,000		8,000		8,000

TOTAL GENERAL FUND 0.0 \$ - 0.0 \$ - 1.0 \$ 109,469 1.0 \$ 109,469 1.0 \$ 109,469

Approved Personnel budgets do not reflect interim budget amendments.

PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
NON-UNION Purchasing/Risk Agent	\$ 36.0577	\$ 6.0000	\$ 6.1600	\$ 0.5661	\$ 48.7838

Note - Other includes 1.45% for medicare and life insurance in the amount of \$90 annually displayed hourly.

MISSION STATEMENT

Our mission is to create a culture of compliance and accountability and protect the City of Fairbanks' workforce, citizens and assets from the negative effects of unpredictable claims and losses.

The Purchasing and Risk Management Section ensures moral and legal duties to the citizens of Fairbanks are met through effective and efficient governance of procurement as well as identification, evaluation and mitigation of risks of potential loss to the City of Fairbanks.

In coordination with external partners and vendors, the Purchasing and Risk Management section manages the City's property, general and automobile liability and workers' compensation insurance; procures appropriate insurance coverage for professional liability, accident coverage and commercial property; maintains databases for claims, injuries, facility incidents and for contractor insurance certificates; provides occupational health and safety services to City employees, drug testing monitoring and employment-related medical exams; acts as the City's chief procurement officer; trains workforce members in ethics and purchasing policy; and is the City's primary point of contact for vendor relationship management.

LONG-TERM GOALS

1. Stabilize and reduce rising cost of liability and workers compensation insurance premiums by reducing or eliminating preventable mishaps. The key measure indicating City-wide risk performance success, on-par with other Alaska municipalities, will be an Experience Modifier (E.M.) score equal to or less than 1.00. The City's 2014 E.M. score is 1.44 and trending up. The City's 2020 E.M. goal is 0.85 or less.
2. Retire outdated IT system (Nebel) that tracks City claims information. Transition tracking of claims to MUNIS ERP system that City has already made valuable investments.
3. Implement internal compliance auditing and reporting system.
4. Ensure 100% of employees have been appropriately trained in ethics and City procurement policies. Establish recurring training as needed.

2015 GOALS

1. In coordination and partnership with AML/JIA, train 100% of employees in Operational Risk Management (ORM).
2. Continue 2014 work and solidify development of City-wide safety committee. Develop process to review 100% of mishaps in order to identify mishap root causes and empower committee to implement appropriate corrective actions and promote a culture of 'Safety First'.
3. Identify employee wellness opportunities and conduct cost/benefit analysis, report to Mayor's office for potential 2016 implementation.

4. Implement initial and recurring employee ethics training program. Ensure 75% of employees are trained by year end.
5. Implement comprehensive initial and recurring employee purchasing training program. Ensure 100% of employees are trained by year end.
6. Integrate new OSHA Globally Harmonized training to update SDS requirements.
7. Integrate rewards for safety performance improvement into employee recognition program.

OPERATING ACCOUNTS

Account No. 5001: SALARIES AND WAGES –wages for the Purchasing Agent/Risk Manager. Fifty percent of the salaries and benefits are recoverable under the tax cap.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 75,000	\$ 75,000	\$ 75,000

Account No. 5101: PERSONAL/ANNUAL LEAVE ACCRUAL – reflects the cost of new leave earned. These figures are estimated using an average of prior year’s leave usage and leave cashed out.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 8,000	\$ 8,000	\$ 8,000

Account No. 5200: EMPLOYEE BENEFITS – includes retirement contributions, health care coverage, and employer’s share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 26,469	\$ 26,469	\$ 26,469

Account No. 5351: MEDICAL AND TRAINING - represents funding for City safety and regulatory training and equipment. The City of Fairbanks has lost ground on gaining full safety and regulatory training compliance due to reduced funding in recent years as identified in our OSHA consultation inspection. In the meantime, additional training requirements are being placed on employers such as first aid, defibrillation and numerous other requirements. Appropriate safety training has a direct effect in the reduction of severity and frequency of work related employee injuries and illnesses. Safety training pays for itself by reducing the occurrence and severity of workers’ compensation claims. Departments receive direct savings through reduced medical costs, time loss, replacement and overtime. The majority of the training amounts will be managed in individual department accounts and facilitated through Risk Management with additional duties reassigned to Human Resources and the Risk Administrative Assistant position.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 23,000	\$ 23,000	\$ 23,000

Account No. 5402: OPERATING SUPPLIES - provides funding for non-expendable items such as computer accessories, software, small office equipment, office furniture and accessories, and printer supplies.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,200	\$ 1,200	\$ 1,200

Account No. 5407: DUES AND PUBLICATIONS - provides funding for manuals, subscriptions and periodicals. These resources are necessary to remain up to date with safety, environmental, workers' compensation and other risk management issues.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 800	\$ 800	\$ 800

Account No. 5599: OTHER OUTSIDE CONTRACTS - provides funding for travel, maintaining and upgrading risk management computer programs to maintain compliance with regulatory reporting procedures. Some funds will be used for emergency employee EAP services.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 7,500	\$ 7,500	\$ 7,500

Account No.6001: GENERAL INSURANCE - provides funding for the following:

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Treasurer's Bond	\$ 800	\$ 800	\$ 800
Fire and Property Insurance	32,839	32,839	32,839
Blanket Public Employee Bond	1,500	1,500	1,500
Notary Bonding	1,500	1,500	1,500
Total	\$ 36,639	\$ 36,639	\$ 36,639

Account No. 6002: WORKERS' COMPENSATION INSURANCE - provided by Alaska Municipal League Joint Insurance Association.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 671,935	\$ 671,935	\$ 671,935

Account No. 6003: POLICE PROFESSIONAL INSURANCE - provided by Alaska Municipal League Joint Insurance Association overs potential liability situations.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 125,986	\$ 125,986	\$ 125,986

Account No. 6004 and 6005: *GENERAL LIABILITY* – provided by Alaska Municipal League Joint Insurance Association covers auto liability and general liability under the City’s self-insured program.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 89,532	\$ 89,532	\$ 89,532

Account No. 7401 and 7404: *WORKERS’ COMP CLAIMS* - provides risk management and claims administrative services, settlement and adjustment expenses for claims of workers’ compensation, and legacy claims incurred while the City was self-insured.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 58,750	\$ 58,750	\$ 58,750

Account No. 7402: *GENERAL LIABILITY CLAIMS AND AUTOMOBILE INSURANCE-* pays claims below the City’s liability insurance deductible.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 71,250	\$ 71,250	\$ 71,250

Account No. 7403: *AUTOMOBILE LIABILITY CLAIMS* - pays claims below the City’s automobile liability insurance deductible.

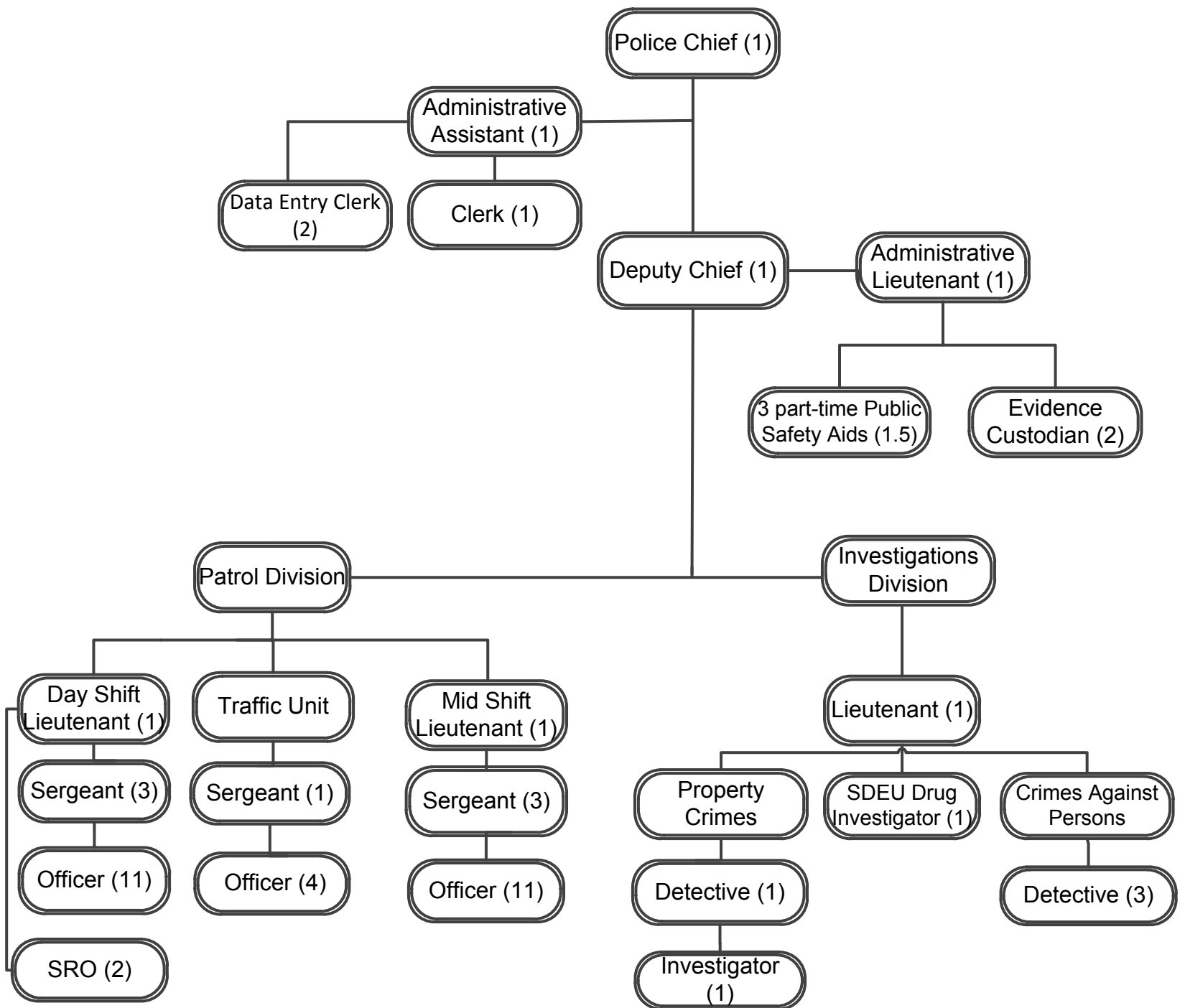
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 37,000	\$ 37,000	\$ 37,000

Account No. 7510: *INTER-DEPARTMENT RISK SERVICES* - includes City Attorney and admin recovery of personnel costs appropriated to self-insurance. This cost is 100% recoverable under the tax cap.

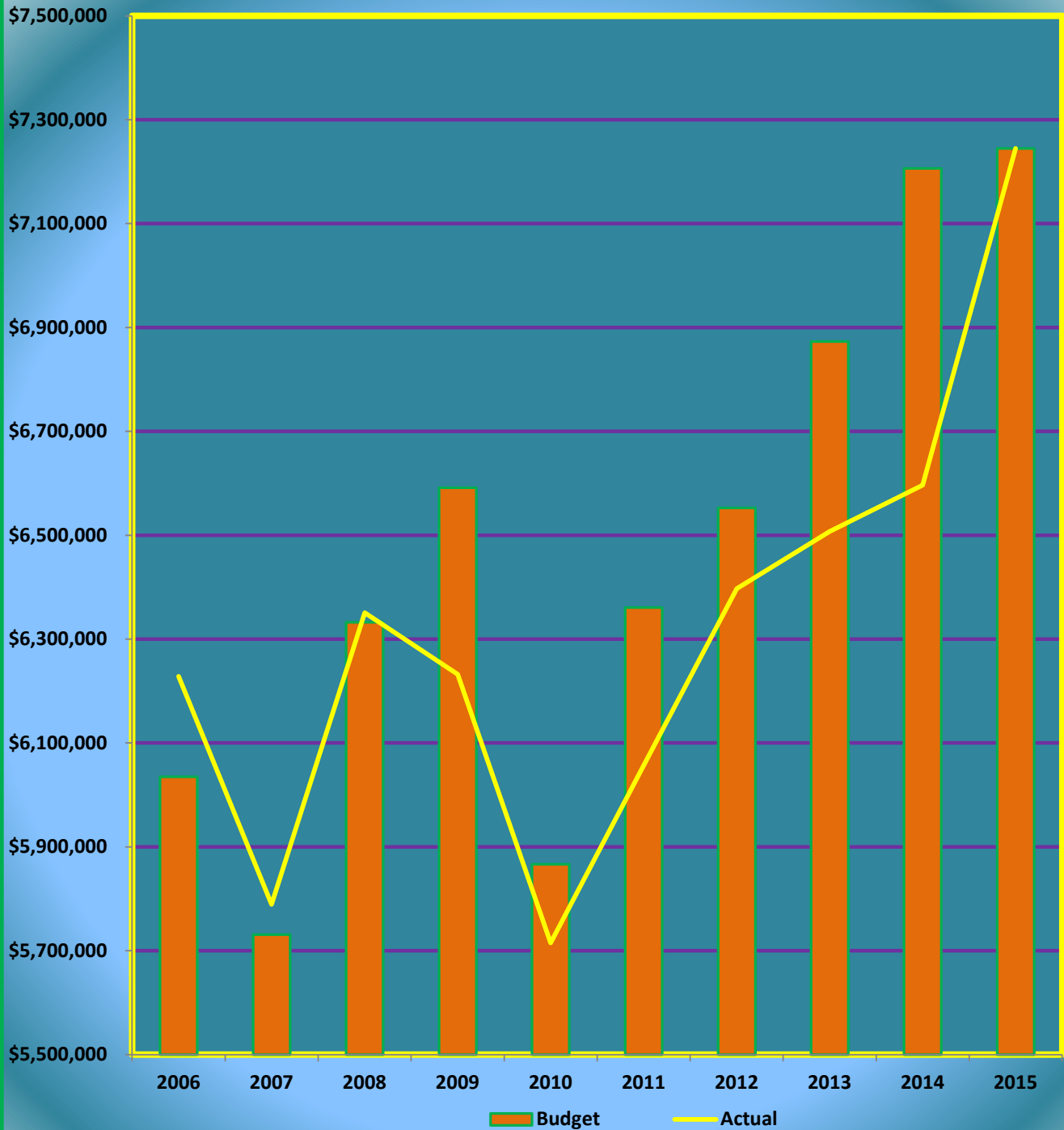
	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Attorney & admin recovery	\$ 180,399	\$ 180,399	\$ 180,399

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
TOTAL DEPARTMENT	\$ 1,413,460	\$ 1,413,460	\$ 1,413,460

Fairbanks Police Department 2015



Police Department Actual & Budgeted Expenditures



The 2006 base year budget was \$6,035,148 and expenditures were \$6,228,138. In other years, staffing shortages are responsible for actual expenditures being less than amounts budgeted.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

POLICE DEPARTMENT NO. 20

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES AND WAGES	\$ 3,770,881	\$ 4,032,617	\$ 4,076,167	\$ 4,055,105	\$ 4,055,105
5002	OVERTIME	330,692	360,000	360,000	360,000	360,000
5005	TEMP WAGES & BENEFITS	-	66,421	109,314	109,314	109,314
5020	HOLIDAY OT STAFFING	93,638	100,000	100,000	100,000	100,000
5101	PERSONAL/ANNUAL LEAVE	63,345	80,000	90,000	90,000	90,000
5200	EMPLOYEE BENEFITS	1,587,734	1,775,698	1,789,808	1,788,107	1,788,107
5302	TRAINING	35,768	42,000	50,000	50,000	50,000
5321	UNIFORMS & EQUIPMENT	31,948	44,356	38,000	38,000	38,000
5402	OPERATING SUPPLIES	97,719	152,905	99,000	99,000	99,000
5406	FUEL, OIL AND GREASE	146,144	165,000	165,000	150,000	150,000
5407	DUES AND PUBLICATIONS	955	1,000	1,000	1,000	1,000
5599	OTHER OUTSIDE CONTRACTS	62,410	82,794	80,550	79,150	79,150
5601	UTILITIES - APSIN	7,165	4,000	4,000	4,000	4,000
7001	ADVERTISING	1,184	6,000	6,000	2,000	2,000
7008	POSTAGE AND FREIGHT	2,605	3,500	3,500	3,500	3,500
7205	COMMUNITY POLICING	5,835	7,500	9,000	7,500	7,500
7206	K-9 UNIT	4,102	7,000	5,000	5,000	5,000
7208	INVESTIGATIVE EXPENSES	1,995	5,500	5,500	3,000	3,000
7209	MEDICAL AND EVIDENCE	83,053	90,000	60,000	60,000	60,000
7501	EQUIP REPLACEMENT	180,000	180,000	240,000	180,000	240,000
TOTALS		\$ 6,507,173	\$ 7,206,291	\$ 7,291,839	\$ 7,184,676	\$ 7,244,676

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation POSITION	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
POLICE CHIEF	1.0	\$ 112,100	1.0	\$ 112,350	1.0	\$ 115,414	1.0	\$ 115,414	1.0	\$ 115,414
DEPUTY POLICE CHIEF	1.0	104,541	1.0	104,540	1.0	104,540	1.0	104,540	1.0	104,540
ADMINISTRATIVE ASSISTANT	1.0	56,441	1.0	56,441	1.0	56,441	1.0	56,441	1.0	56,441
LIEUTENANT	4.0	403,085	4.0	403,769	4.0	404,547	4.0	404,547	4.0	404,547
SERGEANT	7.0	630,611	7.0	632,209	7.0	635,051	7.0	635,051	7.0	635,051
DETECTIVE	4.0	335,350	4.0	335,476	4.0	336,226	4.0	336,226	4.0	336,226
POLICE OFFICER PSA - PART TIME TEMPORARY (3)	31.5	2,494,046	30.0	2,275,095	30.0	2,337,112	30.0	2,337,112	30.0	2,337,112
WAGES & BENEFITS			1.5	99,497	1.5	109,314	1.5	109,314	1.5	109,314
EVIDENCE CUSTODIAN CLERK	2.0	115,692	2.0	114,910	2.0	115,384	2.0	115,384	2.0	115,384
CLEANING/FOOTWEAR/ EQUIP ALLOW	0.5	23,612	3.0	120,886	3.5	143,441	3.0	122,379	3.0	122,379
HOLIDAY OT STAFFING		100,000		100,000		100,000		100,000		100,000
OVERTIME		360,000		360,000		360,000		360,000		360,000
BENEFITS		1,808,279		1,763,788		1,805,743		1,804,042		1,804,042
LEAVE ACCRUAL		80,000		80,000		90,000		90,000		90,000
TOTAL PERSONNEL	52.0	6,683,672	54.5	6,617,171	55.0	6,771,423	54.5	6,748,660	54.5	6,748,660
LESS: GRANT FUNDED*										
AHSO-DUI ENFORCEMENT	(2.0)	(178,574)	(2.0)	(133,930)	(2.0)	(137,395)	(2.0)	(137,395)	(2.0)	(137,395)
POLICE OFFICER (JAG)	(1.0)	(83,580)	(1.0)	(34,594)	(1.0)	(34,594)	(1.0)	(34,594)	(1.0)	(34,594)
SCHOOL WAGES	(2.0)	(145,722)	(2.0)	(74,000)	-	-	-	-	-	-
BENEFITS		(176,168)		(100,692)		(74,145)		(74,145)		(74,145)
TOTAL GRANT FUNDS	(5.0)	(584,044)	(5.0)	(343,216)	(3.0)	(246,134)	(3.0)	(246,134)	(3.0)	(246,134)
TOTAL GENERAL FUND	47.0	\$ 6,099,628	49.5	\$ 6,273,955	52.0	\$ 6,525,289	51.5	\$ 6,502,526	51.5	\$ 6,502,526

The department's request extends the evaluation of the temporary part time Public Service Aides (PSA) through 12/31/2015 and adds an additional part-time data clerk to their staffing level.

Approved Personnel budgets do not reflect interim budget amendments.

PERSONNEL HOURLY WAGES AND BENEFITS

SEVEN YEAR STEP INCREASES							
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
PSEA							
SERGEANT	\$ 34.2026	\$ 35.8687	\$ 37.6780	\$ 38.6049	\$ 39.5316	\$ 39.9068	\$ 40.2708
HOURLY PSEA HEALTH	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	8.1906	8.5754	8.9985	9.2024	9.4236	9.5062	9.5923
OTHER	2.4747	2.5001	2.5279	2.5414	2.5560	2.5614	2.5670
HOURLY PACKAGE RATE	\$ 50.8449	\$ 52.9212	\$ 55.1814	\$ 56.3257	\$ 57.4882	\$ 57.9514	\$ 58.4071
DETECTIVE	\$ 33.5296	\$ 34.5336	\$ 36.2106	\$ 37.1374	\$ 38.0091	\$ 38.3622	\$ 38.7262
HOURLY HEALTH	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	7.7218	7.9437	8.3144	8.5193	8.7120	8.7901	8.8707
OTHER	2.4438	2.4585	2.4829	2.4964	2.5091	2.5142	2.5195
HOURLY PACKAGE RATE	\$ 49.6722	\$ 50.9128	\$ 52.9849	\$ 54.1301	\$ 55.2072	\$ 55.6435	\$ 56.0934
POLICE OFFICER	\$ 29.2377	\$ 30.7162	\$ 32.2387	\$ 34.5115	\$ 35.8576	\$ 36.1886	\$ 36.5306
HOURLY HEALTH	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	7.0437	7.3852	7.7369	8.2693	8.5854	8.3577	8.7283
OTHER	2.3990	2.4216	2.4447	2.4799	2.4994	1.1687	2.5102
HOURLY PACKAGE RATE	\$ 44.6574	\$ 46.5000	\$ 48.3973	\$ 51.2377	\$ 52.9194	\$ 51.6920	\$ 53.7461
ADMIN ASSISTANT	\$ 21.6469	\$ 22.7282	\$ 23.8536	\$ 25.5306	\$ 26.5347	\$ 26.7774	\$ 27.0311
HOURLY HEALTH	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	4.7623	5.0002	5.2478	5.6167	5.8376	5.8910	5.9468
OTHER	0.9317	0.9474	0.9637	0.9881	1.0026	1.0061	1.0098
HOURLY PACKAGE RATE	\$ 33.3179	\$ 34.6528	\$ 36.0421	\$ 38.1124	\$ 39.3519	\$ 39.6515	\$ 39.9647
EVIDENCE CUSTODIAN	\$ 22.7393	\$ 23.8536	\$ 25.0672	\$ 26.8104	\$ 27.8696	\$ 28.1123	\$ 28.3771
HOURLY HEALTH	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	5.0027	5.2478	5.5148	5.8983	6.1313	6.1847	6.2430
OTHER	0.9475	0.9638	0.9813	1.0066	1.0219	1.0254	1.0293
HOURLY PACKAGE RATE	\$ 34.6665	\$ 36.0421	\$ 37.5403	\$ 39.6923	\$ 40.9998	\$ 41.2995	\$ 41.6264
EVIDENCE CUSTODIAN II	\$ 21.6469	\$ 22.7282	\$ 23.8536	\$ 25.5306	\$ 26.5347	\$ 26.7774	\$ 27.0311
HOURLY HEALTH	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	4.7623	5.0002	5.2478	5.6167	5.8376	5.8910	5.9468
OTHER	0.9316	0.9474	0.9638	0.9881	1.0026	1.0060	1.0098
HOURLY PACKAGE RATE	\$ 33.3179	\$ 34.6528	\$ 36.0421	\$ 38.1124	\$ 39.3519	\$ 39.6515	\$ 39.9647
CLERK	\$ 17.5426	\$ 18.4694	\$ 19.3852	\$ 20.3450	\$ 21.1505	\$ 21.3601	\$ 21.5587
HOURLY HEALTH	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	3.8594	4.0633	4.2647	4.4759	4.6531	4.6992	4.7429
OTHER	0.8722	0.8856	0.8990	0.9128	0.9245	0.9276	0.9304
HOURLY PACKAGE RATE	\$ 28.2512	\$ 29.3953	\$ 30.5259	\$ 31.7107	\$ 32.7051	\$ 32.9639	\$ 33.2090
LIEUTENANT	\$ 39.0351	\$ 40.1054	\$ 41.1866	\$ 42.2788	\$ 43.4042	\$ 43.8125	\$ 44.2096
HOURLY HEALTH	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	9.0346	9.2779	9.5237	9.7720	10.0279	10.1208	10.5285
OTHER	2.6501	2.6661	2.6823	2.6987	2.7155	2.7218	2.7485
HOURLY PACKAGE RATE	\$ 56.6968	\$ 58.0264	\$ 59.3696	\$ 60.7265	\$ 62.1246	\$ 62.6321	\$ 63.4636
	IBEW	PSEA					
NON-STEP POSITIONS	POLICE CHIEF	DEPUTY CHIEF	BUREAU COMMANDER	K9 SAFETY OFFICER	P.O RECRUIT I	PO RECRUIT II	PO RECRUIT III
BASE RATE	\$ 54.0145	\$ 48.6304	\$ 46.4202	\$ 37.8243	\$ 24.8577	\$ 26.3250	\$ 27.7813
HOURLY HEALTH	4.9000	5.9770	5.9770	5.9770	5.9770	5.9770	5.9770
HOURLY PENSION @ 22%	11.8377	11.0148	11.0392	8.7375	5.7421	6.0811	6.4121
OTHER	0.8232	2.7805	2.7822	1.1937	0.9963	1.0186	1.0405
HOURLY PACKAGE RATE	\$ 71.5754	\$ 68.4027	\$ 66.2186	\$ 53.7325	\$ 37.5731	\$ 39.4017	\$ 41.2109

Note - Other includes 1.45% for medicare, Section 125 plan - \$1200 annually displayed hourly, and life insurance in the amount of \$90 annually displayed hourly. IBEW does not include the Section 125 plan. Some Police Officers have \$2,750 APSC Certificate pay and Lieutenants have \$3,000 education pay included in "Other." Part time clerks are paid 15% higher than clerks, and the only benefits they receive are Social Security and Medicare. Part-time PSAs are not included in this sheet. See the Dispatch "Personnel Hourly Wages and Benefits" Call Taker position for the equivalent rate and Police account 5005 narrative for details.

MISSION STATEMENT

To serve the public with integrity, wisdom, courage, and compassion while working in partnership with the community to make Fairbanks a better place to live, work, and visit.

CITY STRATEGIC PRIORITIES

1. Economic Diversity
2. Fiscal Responsibility
3. Accountability
4. Energy
5. Quality of Life
6. Unity of Purpose

LONG-TERM GOALS

1. To lessen the consequences of staffing deficiencies within current fiscal constraints: rather than eliminating police services or seeking additional staffing to meet work demands, instead reduce work demands to meet existing staffing levels through innovative crime reduction methods and redistributing functions throughout the City (Supports Priorities #3 and #5).
2. To improve diversity in staffing at the Fairbanks Police Department (Supports Priority #6).
3. To improve efficiency and economy in vehicle fleet operations (Supports Priorities #2 and #4).
4. To continue to improve our use of technology to be more effective and efficient in department operations (Supports Priority #2)
5. To optimize our use of outside money (grants, asset forfeiture, intergovernmental agreements), while simultaneously reducing our reliance on those sources (Supports Priorities #1 and #2)

2015 OBJECTIVES

1. To continue to transfer duties from other divisions and departments to the Data Management Team (DMT) and leverage their capabilities to support crime analysis and other intelligence led policing concepts (DDACTS) to enhance operations and reduce crime (Supports Long-Term Goal #1).
2. To complete implementation of Data Driven Approaches to Crime and Traffic Safety (DDACTS) into our operations. (Supports Long-Term Goal #1)
3. To work closely with minority advocacy groups and identify strategies to recruit viable minority candidates for all positions. (Supports Long-Term Goal #2)
4. To continue migrating our police vehicle fleet from conventional vehicles (eight-cylinder, two-wheel drive) to more efficient, cleaner, and practical vehicles (four- and six-cylinder, all-wheel drive, eco-rated vehicles). (Supports Long-Term Goal #3).

5. To accommodate the loss of various current and future grants in the least disruptive fashion possible (attrition, gradual reorganization), and to structure future grants in a less obligatory manner. (Supports Long-Term Goal #5).
6. To vigorously pursue a trial period using Public Safety Assistants to put lesser skilled functions with lower salaried staff, and grow the staff with those salary savings. (supports long-term goal #1).

PERFORMANCE MEASURES

1. DMT fully integrated into departmental and interdepartmental operations. All extraneous, administrative responsibilities transferred to DMT (from Dispatch, Watch Commanders, etc.) and Uniform Crime Reporting, data analysis products and statistical reports are part of daily routine.
2. DDACTS fully operational, providing crime and traffic “hot spot” analysis to guide both the Traffic Unit and Patrol in their deployments and focus.
3. Successfully hire a qualified minority applicant for any position during 2015.
4. Purchase and up-fit energy efficient vehicles (for support staff and Investigations) and police package vehicles (using six-cylinder engines—for Patrol) in 2015.
5. Respond to all possible losses of grant funding with individualized contingency plans, and to enact procedures to ensure future grants comport with best business practices. Offset possible attrition as a result of loss of grant funding through other sources, such as mutually supportive intergovernmental agreements.
6. Successfully hire, train, and equip three Public Safety Assistants and provide an assessment of that program at the end of 2015.

OPERATING ACCOUNTS

Account No. 5001: SALARIES AND WAGES

Civilian Staffing

But for the extension of funding sought for the PSA program (later line item), there is only one additional change in civilian staffing sought for 2015. Administrative support to both the police department and the Fairbanks Emergency Communications Center was provided by FPD’s administrative staff consisting of one full time Administrative Assistant and one part time Administrative Clerk. The demands placed on these two employees in supporting two full departments is daunting, and we found that the part time clerk was working at the highest level (maximum hours) within the classification’s limitations to try to keep up. In September 2014 the department requested, and the council approved, conversion of this clerk position from part time to full time effective 9/16/14.

This came at the expense, however, of the part time position in the newly instituted Data Management Team (DMT). The initial employee hired into that position was not retained at the end of probation, and since the position was not currently filled, it was eliminated in favor of the

Administrative Clerk conversion. Given the increased duties being transferred to the DMT, however, along with the department's increasing reliance on them for routine and special reporting, UCR maintenance and reporting, and emerging crime analysis functions, this part time position remains essential to the unit to perform its mission. The department requests to retain this part time clerk position back into the budget for 2015.

Sworn Staffing

The sworn staffing level found at the end of 2014 should continue into 2015. This includes the following positions that are fully or partially reimbursed by outside sources:

- Two traffic officer positions (impaired driver enforcement) funded by a renewed grant from the Alaska Highway Safety Office (AHSO);
- One drug investigator funded by federal direct and state pass through grant funding from the Department of Justice, Justice Assistance Grant (JAG);
- Two School Resource Officers who are 75% reimbursed by the Fairbanks North Star Borough School District through a five year Memorandum of Agreement with the City.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 4,076,167	\$ 4,055,105	\$ 4,055,105

Account No. 5002: OVERTIME - We continue to rely on overtime to compensate for shortages. This requested amount is equivalent to last year's overtime expenditures.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 360,000	\$ 360,000	\$ 360,000

Account No. 5005: TEMP WAGES & BENEFITS – This was a new line item for the department in 2014, needed to support a critical program: Public Safety Assistants. The department requests that this funding be continued for 2015. As with any new program, recruitment and hiring of qualified applicants, development and delivery of a new training regimen, and outfitting and equipping the new PSAs simply took longer than anticipated. Two new employees have been hired into the program and trained so far, and have just started working the position on their own as of October 2014. This simply does not leave an adequate evaluation period to determine the value of the program and whether it will accomplish intended outcomes. The justification remains as follows:

Over 50% of our sworn officers' time is spent on matters that simply do not require an officer. So why pay officer salaries, and why dedicate officer time, to perform these lower-skilled tasks? Many modern police agencies are answering these questions by creating a new classification commonly called "Public Service Aides" (PSAs). These "field aides" are uniformed but unarmed, and drive vehicles recognized as police-related but without

emergency gear.

PSAs perform a remarkably wide range of duties, but their responsibilities are easily stated: they perform virtually any police duties that are non-confrontational. PSAs take field reports of crimes that have no suspect information, run an endless supply of errands, transport evidence for the officers, and perform all manner of public services. Having lower-paid staff assume these time-intensive duties provides cost-saving opportunities while enhancing public service.

The Fairbanks Police Department remains keenly interested in exploring the viability of PSAs, and has developed a comprehensive plan characterized by an easy entry/exit strategy and low overhead. In its briefest form:

This remains a trial period of a pilot project. Various shifts will be used, different operational methods explored, and a running assessment made of the viability of the program. If our experiences show the PSA program is impractical, then the entire program sunsets on December 31, 2015. If, however, the program proves worthy, the department would seek continued funding in the budget for these positions.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 109,314	\$ 109,314	\$ 109,314

Account No. 5020: *HOLIDAY OT STAFFING* - This is the only category of overtime not found specifically in the line item 5002, "Overtime."

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 100,000	\$ 100,000	\$ 100,000

Account No. 5101: *PERSONAL/ANNUAL LEAVE ACCRUAL* - This category reflects the cost of new leave earned.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 90,000	\$ 90,000	\$ 90,000

Account No. 5200: *EMPLOYEE BENEFITS* - include retirement contributions, health care coverage, and employer's share of life insurance and Medicare.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,789,808	\$ 1,788,107	\$ 1,788,107

Account No.5302: TRAINING - The Alaska Police Standards Council (APSC) has a rich history of funding a significant portion of our training, but they will not do it all. This budget proposal covers the funding shortfall from APSC and other outside sources for on-going, *legally and contractually* mandated and *functionally essential* training. The requested increase would allow us to provide each officer 40 hours of in-service training on recurring and needed topics that we are otherwise unable to provide. This in-service training is essential in keeping officers updated on changes in policy, statutes, case law and also serves as a training vehicle to maintain needed certifications and refreshers in control tactics, defensive weapons, firearms training (as opposed to only qualification), etc.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 50,000	\$ 50,000	\$ 50,000

Account No. 5321: UNIFORMS AND EQUIPMENT - no change from last year.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 38,000	\$ 38,000	\$ 38,000

Account No. 5402: OPERATING SUPPLIES - This highly varied account pays for a wide range of expendable supplies. Many items are obvious: latex gloves, lights, batteries, road flares, and such. Others are neither obvious nor predictable: Taser and firearm repair and replacement, Unitrol fuses, and flash-bang diversion devices. The single largest expense for this line item is ammunition, which typically runs in excess of \$40,000 per year. This year's request is no change from last year's amount.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 99,000	\$ 99,000	\$ 99,000

Account No. 5406: FUEL, OIL, AND GREASE - The cost of petroleum products is never predictable, but our requested amount will start at the same level as last year.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 165,000	\$ 150,000	\$ 150,000

Account No. 5407: DUES AND PUBLICATIONS - There are no known changes in this year's anticipated costs.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,000	\$ 1,000	\$ 1,000

Account No. 5599: OTHER OUTSIDE CONTRACTS - This account provides funding for various (unpredictable) contractual agreements. The following list is a sample of the types of contracts FPD typically engages in:

- Department of Corrections Prisoner Housing—Averages \$20,000 per year
- Vehicle Upfitting (installation of equipment/technology)-estimate \$14,000
- ProComm Alaska-\$4,000
- Shredway-about \$2,500
- Psychological Examinations-ranges \$1,600 to \$5,100
- Copier Maintenance-Typically \$5,100
- IACPNet-fixed at \$1,900
- Satellite Telephone Air Time-about \$800
- **GCI-about \$1,400**
- Power DMS-\$1,800 allowance
- Maintenance contracts on various investigative technologies: \$12,600
- Ad Hoc-incidental events throughout the year requiring contracts: Varies.

Subtotal costs of sample expenses, using mid-range values: \$66,600, plus ad hoc events. Previous years suggest the amount of \$80,550 is sufficient.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 80,550	\$ 79,150	\$ 79,150

Account No. 5601: UTILITIES-APSIN - Terminal charges for access to the State Information Network and the annual fee for NCIC interface to the national database. No change is anticipated in this fee during 2015.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 4,000	\$ 4,000	\$ 4,000

Account No. 7001: ADVERTISING - This year appears to be identical from last, so the same amount is requested.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 6,000	\$ 2,000	\$ 2,000

Account No. 7008: POSTAGE AND FREIGHT - No postage changes in 2015.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 3,500	\$ 3,500	\$ 3,500

Account No. 7205: COMMUNITY POLICING - Grant funding for our traditional community-based policing activities and events has been eroding. Weed & Seed has concluded, and we do not receive any dedicated outside funding for community events such as Operation GLOW, Shop with a Cop, and Youth Safety Day. These programs have become so popular and essential that FPD is working hard to continue their benefits. The amount needed is requested below, which constitutes a modest increase from 2014 to cover increased costs.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 9,000	\$ 7,500	\$ 7,500

Account No. 7206: K-9 UNIT - The Fairbanks Police Department has a well-established, modern canine unit that continues to satisfy its intended mission. We believe we can ensure all essential costs are met to maintain this unit, at a reduced overall cost from last year.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 5,000	\$ 5,000	\$ 5,000

Account No. 7208: INVESTIGATIVE EXPENSES - This account supports investigative expenses such as street drug purchases and informant expenses. All such expenditures are pre-approved at the Deputy Chief level, and accounted for in a special ledger for audit. We request no change from last year.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 5,500	\$ 3,000	\$ 3,000

Account No. 7209: MEDICAL AND EVIDENCE - This pays for prisoner-related medical costs, and for the medical examinations for investigations, most notably DUI blood-draws and Sexual Assault (SART) Examinations-a cost ascribed to the City by State law, and disallowed by insurance carriers as being forensic, not treatment. Costs in this category rise relentlessly, with a very real possibility of losing State funding. Given that the state has continued to reimburse agencies for the costs associated with SART examinations, we are comfortable reducing this line item by 33%, with the understanding that should state reimbursements cease, we will need to request additional funding during the budget year to offset the loss.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 60,000	\$ 60,000	\$ 60,000

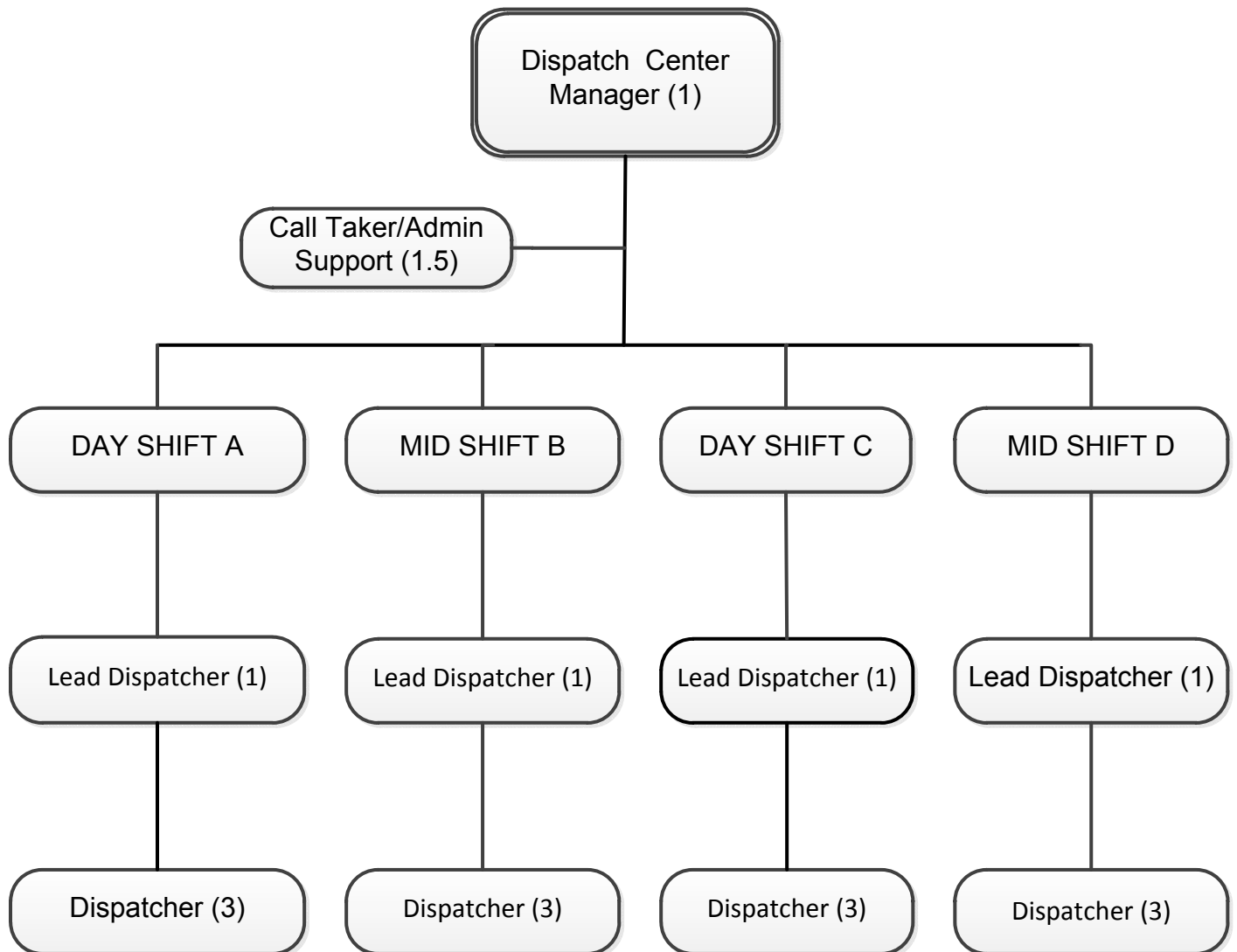
Account No. 7501: EQUIPMENT REPLACEMENT - This expense is transferred to the Capital Appropriation Fund to pay for the cost of replacing capital equipment. This account is used to allocate funds for the replacement of police fleet vehicles. While we have now established a solid

fleet replacement plan, as costs go up we are now in a position where current funding in the capital budget is only providing us with three new patrol vehicles per year which is not sufficient to rotate our fleet using our projected 10 year lifespan (already an exceptionally long programmed lifespan for police vehicles). We are requesting to increase our capital budget by 33% so that we can acquire four (4) properly up-fitted police vehicles in order to continue our established fleet rotation/replacement plan.

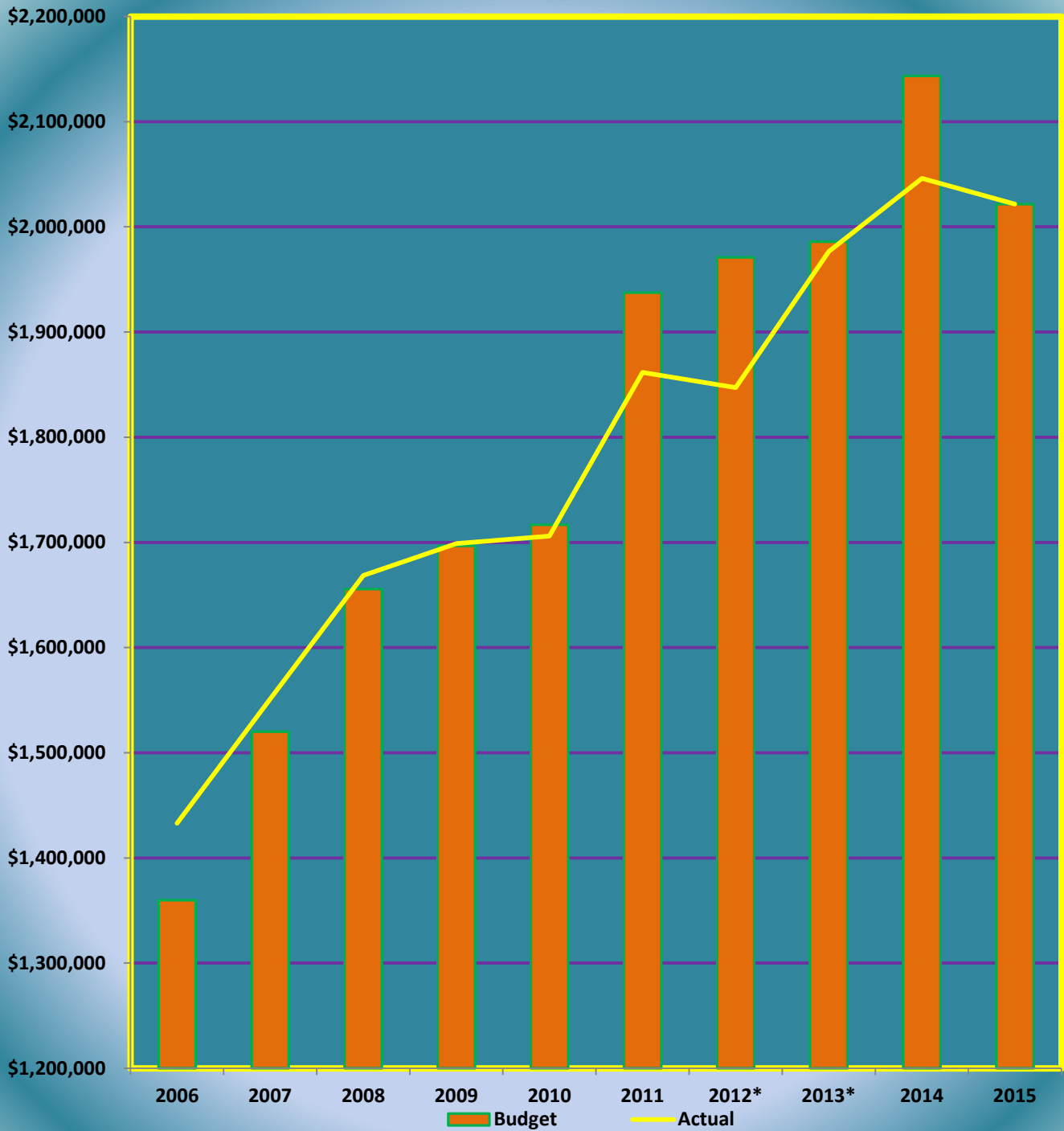
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 240,000	\$ 180,000	\$ 240,000

TOTAL DEPARTMENT	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
	\$ 7,291,839	\$ 7,184,676	\$ 7,244,676

Dispatch Center 2015



Dispatch Actual & Budgeted Expenditures



The 2005 base year budget was \$1,054,327 and expenditures were \$1,244,190. Dispatch was separated from the Police Department in 2005 and has been growing every year.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

DISPATCH CENTER NO. 21

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES AND WAGES	\$ 1,037,380	\$ 1,011,341	\$ 1,115,401	\$ 1,068,530	\$ 1,068,530
5002	OVERTIME	199,545	358,184	120,000	120,000	120,000
5005	TEMP WAGES & BENEFITS	-	-	45,506	-	-
5020	HOLIDAY OT STAFFING	31,151	32,000	32,000	32,000	32,000
5101	PERSONAL/ANNUAL LEAVE	15,721	26,000	40,000	40,000	40,000
5200	EMPLOYEE BENEFITS	525,982	535,140	543,603	518,841	518,841
5302	TRAINING	25,889	26,000	30,000	30,000	30,000
5321	UNIFORMS	-	-	8,500	-	-
5402	OPERATING SUPPLIES	16,637	17,320	16,000	16,000	16,000
5407	DUES AND PUBLICATIONS	262	500	500	500	500
5599	OTHER OUTSIDE CONTRACTS	46,429	53,274	52,000	52,000	52,000
5601	UTILITIES - APSIN	2,481	3,350	6,080	3,350	3,350
7008	POSTAGE AND FREIGHT	346	500	500	500	500
7501	EQUIP REPLACEMENT	75,000	80,000	100,000	50,000	140,000
TOTALS		\$ 1,976,823	\$ 2,143,609	\$ 2,110,090	\$ 1,931,721	\$ 2,021,721

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
POSITION	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
DISPATCH MANAGER	1.0	\$ 87,643	1.0	\$ 87,874	1.0	\$ 90,669	1.0	\$ 90,669	1.0	\$ 90,669
LEAD DISPATCHER	4.0	247,383	4.0	248,360	4.0	245,628	4.0	245,628	4.0	245,628
RADIO DISPATCHER	12.0	672,011	12.0	677,129	12.0	643,413	12.0	643,413	12.0	643,413
CALL TAKER/ADMIN SUPPORT	1.0	43,486	1.5	84,937	1.5	88,820	1.5	88,820	1.5	88,820
NEW EMPLOYEE TRAINING POOL		-		-	1	46,871		-	0.0	-
TEMP WAGES & BENEFITS		-		-		45,506		-		-
HOLIDAY OT STAFFING		32,000		32,000		32,000		32,000		32,000
OVERTIME		170,000		170,000		120,000		120,000		120,000
BENEFITS		535,388		541,501		543,603		518,841		518,841
LEAVE ACCRUAL		26,000		26,000		40,000		40,000		40,000
TOTAL GENERAL FUND	18.0	\$ 1,813,911	18.5	\$ 1,867,801	19.5	\$ 1,896,510	18.5	\$ 1,779,371	18.5	\$ 1,779,371

The Department is requesting to add a new employee "TRAINING" pool and temporary employees to help reduce OT related to employee turnover. Approved Personnel budgets do not reflect interim budget amendments.

SEVEN YEAR STEP INCREASES

PSEA	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7
LEAD DISPATCHER	\$ 22.7393	\$ 23.8536	\$ 25.0672	\$ 26.8104	\$ 27.8696	\$ 28.1123	\$ 28.3771
HOURLY PSEA HEALTH	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000
HOURLY PENSION	5.0027	5.2478	5.5148	5.8983	6.1313	6.1847	6.2430
OTHER	0.9475	0.9638	0.9813	1.0066	1.0219	1.0254	1.0293
HOURLY PACKAGE RATE	\$ 34.6895	\$ 36.0651	\$ 37.5633	\$ 39.7153	\$ 41.0228	\$ 41.3225	\$ 41.6494
DISPATCHER	\$ 21.6469	\$ 22.7282	\$ 23.8536	\$ 25.5306	\$ 26.5347	\$ 26.7774	\$ 27.0311
HOURLY HEALTH	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000
HOURLY PENSION	4.7623	5.0002	5.2478	5.6167	5.8376	5.8910	6.2442
OTHER	0.9316	0.9474	0.9638	0.9881	1.0026	1.0060	1.0098
HOURLY PACKAGE RATE	\$ 33.3409	\$ 34.6758	\$ 36.0651	\$ 38.1354	\$ 39.3749	\$ 39.6745	\$ 40.2851
FRONT DESK CALL TAKER	\$ 19.4735	\$ 20.4554	\$ 21.4704	\$ 22.9821	\$ 23.8977	\$ 24.0963	\$ 24.3390
HOURLY HEALTH	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000	6.0000
HOURLY PENSION	4.2842	4.5002	4.7235	5.0561	5.2575	5.3012	5.3546
OTHER	0.9002	0.9145	0.9291 #	0.9511	0.9643	0.9672	0.9707
HOURLY PACKAGE RATE	\$ 30.6579	\$ 31.8700	\$ 33.1230	\$ 34.9892	\$ 36.1195	\$ 36.3647	\$ 36.6643

IBEW

NON-STEP POSITIONS	Dispatch Manager
BASE RATE	\$ 43.5889
HOURLY HEALTH	4.9000
HOURLY PENSION	6.5900
OTHER	0.6753
HOURLY PACKAGE RATE	\$ 55.7542

Note - Other includes 1.45% for medicare, Section 125 plan - \$1,200 annually displayed hourly, and life insurance in the amount of \$90 annually displayed hourly. IBEW does not include Section 125.

MISSION STATEMENT

It is the mission of the Fairbanks Emergency Communications Center to provide professional 9-1-1 services to the Interior of Alaska. This mission is accomplished by a well trained staff of Dispatchers who are dedicated to the achievement of excellence through their motivation to continuously improve through training, feedback, and team work.

GOALS FOR 2015

1. Work with the Public Safety Employee's Association (PSEA), City Administration and City Council to achieve a mutually agreeable Collective Bargaining Agreement (CBA) which covers the Communications Center staff members.
2. Maintain full staffing of authorized positions.
3. Maintain trained staffing levels at ninety (90) percent of authorized FTE or higher to help control employee burnout and reduce overtime costs.
4. Complete contract renewals for expiring Dispatch Service Contracts.
5. Complete ongoing training for existing staff members in order to maintain certifications.

2014 BUDGET YEAR HIGHLIGHTS

In FY 2014, the Communications Center accomplished the following tasks:

1. Completed a major infrastructure upgrade which included the following:
 - a. Transitioned to Motorola MCC7500 radio console system, expanding to eight (8) positions in the Communications Center and adding two (2) radio positions at the Fairbanks North Star Borough (FNSB) Emergency Operations Center (EOC).
 - b. Installed workstations for eight (8) operator positions in the Communications Center
 - c. Upgraded the electrical, network wiring and installed new carpeting in the Communications Center.
2. Worked with Fairbanks North Star Borough (FNSB) Emergency Operations to coordinate the installation of a new next generation (NG) capable 9-1-1 system.
3. Continued the use of part-time, non-permanent Call Takers into the Communications Center operation to assist in peak call loads.
4. Hired and trained new dispatch employees.

2014 BUDGET YEAR AREAS FOR CONCERN

In FY 2014, the areas for concern affecting the Communications Center budget are as follows:

1. Staffing Levels – During the 2014 budget year, the Communications Center struggled to

maintain the authorized number of budgeted FTE.

2. Overtime – Due to extreme staffing shortages of trained Dispatchers during the fiscal year the department went over budget on overtime projections.
3. Employee Burnout – Extreme amount of overtime during 2014 caused employee burnout and fatigue.
4. Ongoing Training – Due to staffing shortages, the department was unable to conduct onsite biannual training.

OPERATING ACCOUNTS

Account No. 5001: *SALARIES AND WAGES* - The 2015 Dispatch budget requests one Department Head, four Lead Dispatcher positions, twelve Dispatcher positions, and 1.5 Front Desk/Call Taker positions. In addition we are requesting a “new employee training pool” labor line item at the cost of one full-time dispatch position. This will allow us to hire a position and get them in training in advance of an expected vacancy. If the request is granted there will be 19.5 Dispatch employee positions.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,115,401	\$ 1,068,530	\$ 1,068,530

Account No. 5002: *OVERTIME* - The Communications Center is a twenty-four hour operation with minimum staffing requirements. This account pays for overtime needed to maintain minimum staffing on a daily basis or the addition of staff during extreme emergencies (emergency call backs).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 120,000	\$ 120,000	\$ 120,000

Account No. 5005: *TEMPORARY WAGES & BENEFITS* - The amount shown is for three temporary employees working 15 hours per week for 52 weeks to mitigate overtime when staffing levels are not met.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 45,506	\$ -	\$ -

Account No. 5020: *HOLIDAY OT STAFFING* - The amount cited provides for eight City holidays where we are required to have a minimum amount of Dispatch personnel working on-duty.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 32,000	\$ 32,000	\$ 32,000

Account No. 5101: *PERSONAL/ANNUAL LEAVE ACCRUAL* - reflects the cost of new leave earned. These figures are estimated using an average of prior year's leave usage and leave cashed out.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 40,000	\$ 40,000	\$ 40,000

Account No. 5200: *EMPLOYEE BENEFITS* - includes retirement contributions, health care coverage, and employer's share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 543,603	\$ 518,841	\$ 518,841

Account No. 5302: *TRAINING* - The training budget provides for the initial training of new Dispatch employees in EMS, Fire and Police protocols. This budget also pays for Continuing Dispatch Education (CDE) and recertification of department member in order to maintain their existing certifications.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 30,000	\$ 30,000	\$ 30,000

Account No. 5321: *UNIFORMS* - This account provides for uniform allowance by the contract negotiated amount of \$500 per civilian employee. The department desires the ability to purchase uniforms for staff members to provide a more professional organizational appearance.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 8,500	\$ -	\$ -

Account No. 5402: *OPERATING SUPPLIES* - This account provides for all expendable supplies used in Communications Center operations. These include computer paper and printer toner cartridges, replacement parts for computerized workstations such as computer keyboards and KVM switches. Also covered are radio accessories used by dispatchers such as, but not limited to: external microphones and foot-switches, phone-jack replacement, radio / telephone headsets and standard office supplies. This account also covers the cost of testing dispatch applicants and any applicable background check fees.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 16,000	\$ 16,000	\$ 16,000

Account No. 5407: DUES AND PUBLICATIONS - This account provides for the professional literature/journals utilized by Dispatchers and Supervisors. The addition to this account reflects the need to acquire additional trade journals for maintaining Dispatcher certifications through Continuing Dispatch Education (CDE).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 500	\$ 500	\$ 500

Account No. 5599: OTHER OUTSIDE CONTRACTS - This category includes the cost of service agreements and annual maintenance costs for Dispatch equipment.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
➤ Motorola radio system maint.	\$ 34,750	34,750	34,750
➤ Motorola–Annual Maintenance Fireground Accountability System	1,875	1,875	1,875
➤ Motorola–Annual Maintenance on Fire Station Alerting (MOSCAD)	7,775	7,775	7,775
➤ Copier Annual Maintenance	1,200	1,200	1,200
➤ Dispatch Share–Power DMS	1,400	1,400	1,400
➤ Miscellaneous – Radio Maint.	5,000	5,000	5,000
	<u>\$ 52,000</u>	<u>\$ 52,000</u>	<u>\$ 52,000</u>

Account No. 5601: UTILITIES-APSIN - These funds pay the maintenance and service fees for the law enforcement information terminals in the Dispatch Center to access the Alaska Public Safety Information Network (APSIN), which also provides access to the National Crime Information Center (NCIC) and the National Law Enforcement Telecommunication System (NLETS).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 6,080	\$ 3,350	\$ 3,350

Account No. 7008: POSTAGE AND FREIGHT - This account is used to pay for shipping of items from the Dispatch Department.

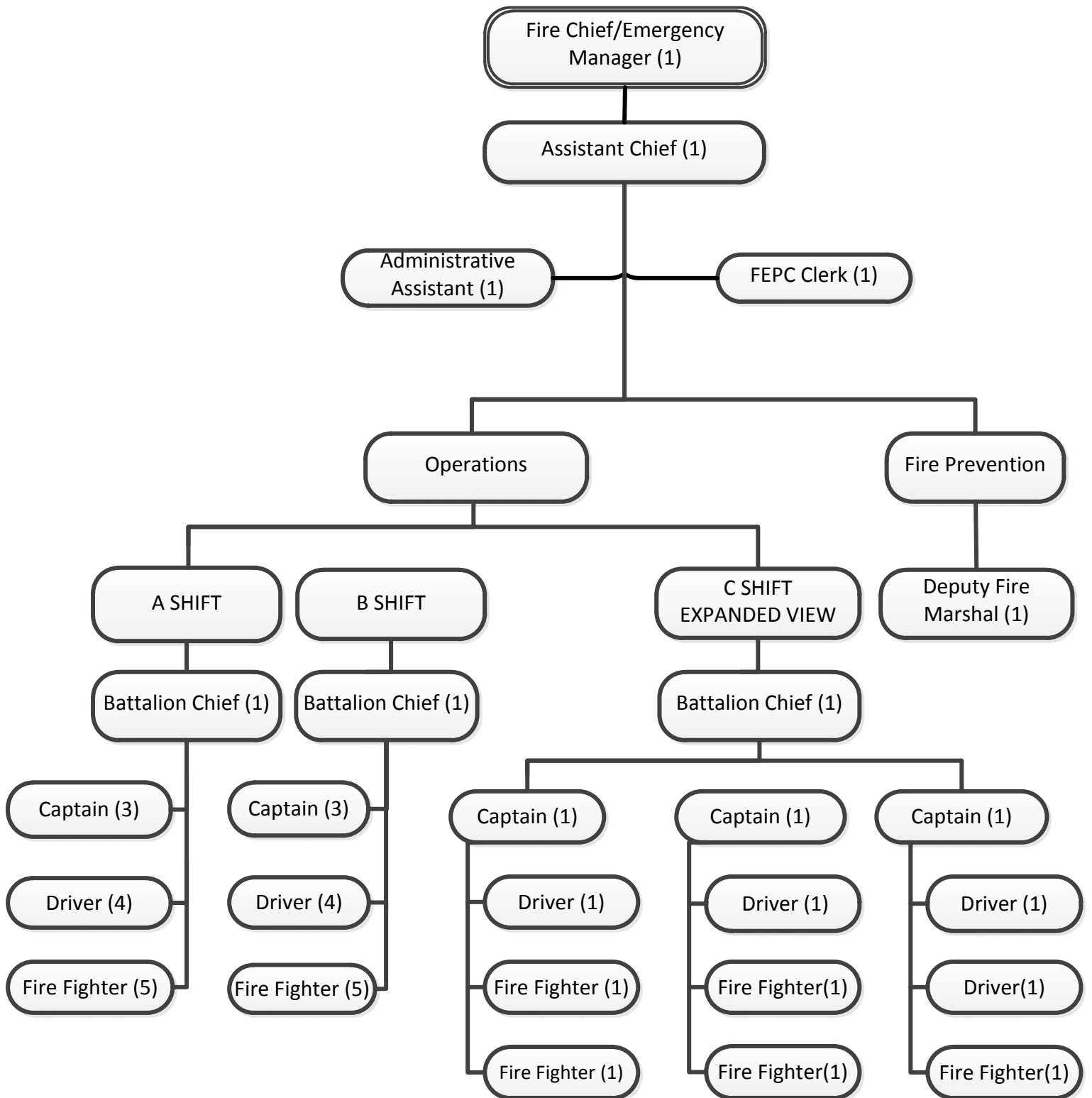
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 500	\$ 500	\$ 500

Account No. 7501: EQUIPMENT REPLACEMENT – This account funds the replacement capital equipment in the Dispatch Center.

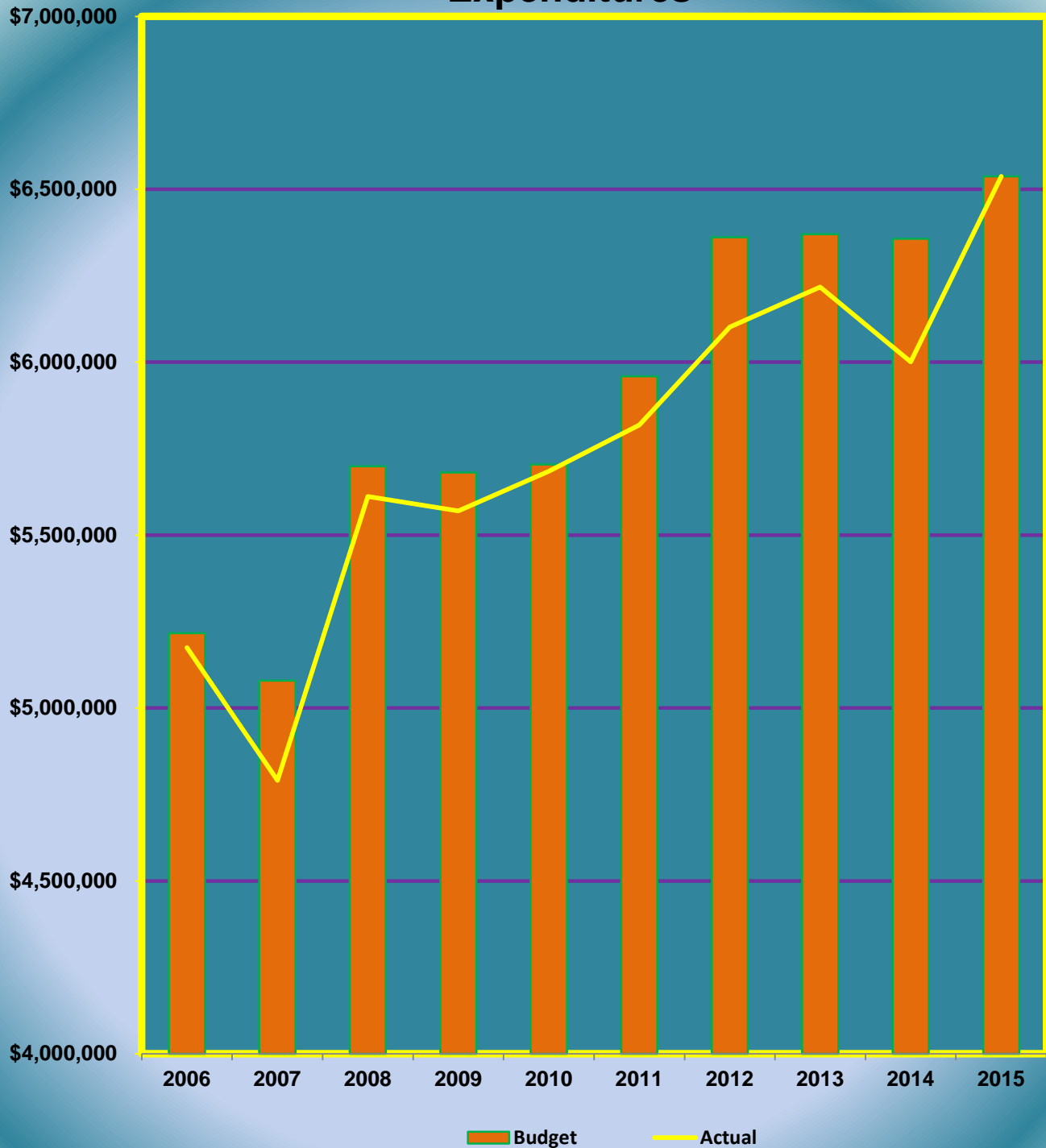
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 100,000	\$ 50,000	\$ 140,000

TOTAL DEPARTMENT	<u>REQUESTS</u> \$ 2,110,090	<u>RECOMMENDS</u> \$ 1,931,721	<u>APPROVED</u> \$ 2,021,721
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Fire Department 2015



Fire Department Actual & Budgeted Expenditures



The 2006 base year budget was \$5,216,430 and expenditures were \$5,174,325. The 2014 the budget was 22% higher than 2006 while the actual expenditures were 16% higher. 2015 expenditures are estimated to match the budget.

CITY OF FAIRBANKS, ALASKA
General Fund Appropriation

FIRE DEPARTMENT NO. 30

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES AND WAGES	\$ 3,486,111	\$ 3,548,358	\$ 3,524,092	\$ 3,513,106	\$ 3,513,106
5002	OVERTIME	423,871	412,322	160,574	159,680	159,680
5002a	FLSA	-	-	258,537	258,537	258,537
5101	PERSONAL/LEAVE ACCRUAL	76,494	65,000	65,000	65,000	65,000
5200	EMPLOYEE BENEFITS	1,513,576	1,584,023	1,635,317	1,575,101	1,575,101
5302	TRAINING	145,471	148,000	188,000	188,000	170,000
5320	FOOD, CLOTHING AND MEDICAL	26	1,400	3,500	2,500	2,500
5321	UNIFORMS AND EQUIPMENT	20,005	33,387	26,500	26,500	26,500
5401	OFFICE SUPPLIES	5,999	7,000	7,000	7,000	7,000
5402	OPERATING SUPPLIES	100,075	100,000	142,500	115,000	117,000
5406	FUEL, OIL AND GREASE	4,652	4,054	4,068	4,068	4,068
5407	DUES AND PUBLICATIONS	3,989	4,000	4,500	4,500	4,500
5501	PROFESSIONAL SERVICES	147,247	150,000	147,000	102,825	140,825
5599	OTHER OUTSIDE CONTRACTS	20,930	25,530	35,600	31,600	76,600
5701	PURCHASED R&M	17,089	22,000	23,000	23,000	23,000
7008	POSTAGE AND FREIGHT	1,748	2,000	2,750	2,250	2,250
7501	EQUIP REPLACEMENT	250,000	250,000	391,500	250,000	391,500
TOTALS		\$ 6,217,283	\$ 6,357,074	\$ 6,619,438	\$ 6,328,667	\$ 6,537,167

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
POSITION	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
FIRE CHIEF / EMERGENCY MGR	1.0	\$ 111,649	1.0	\$ 111,926	1.0	\$ 115,322	1.0	\$ 115,322	1.0	\$ 115,322
ASSISTANT FIRE CHIEF	1.0	91,956	1.0	92,193	1.0	95,095	1.0	95,095	1.0	95,095
ACTING PAY		1,518		2,846		5,835		5,835		5,835
ADMINISTRATIVE ASSISTANT(FEPC)	1.0	55,150	1.0	55,150	1.0	56,327	1.0	56,327	1.0	56,327
CLERK TYPIST	1.0	49,750	1.0	49,750	1.0	49,750	1.0	49,750	1.0	49,750
ACTING PAY		1,552		1,552		1,552		1,552		1,552
DEPUTY FIRE MARSHAL	1.0	77,856	1.0	67,737	1.0	67,737	1.0	67,737	1.0	67,737
BATTALION CHIEF	3.0	298,782	3.0	291,403	3.0	291,403	3.0	291,403	3.0	291,403
CAPTAIN	9.0	805,248	9.0	810,412	10.0	899,996	9.0	812,328	9.0	812,328
DRIVER	12.0	996,386	12.0	996,386	12.0	997,862	12.0	994,173	12.0	994,173
FIREFIGHTER	12.0	895,317	12.0	875,104	14.0	952,913	15.0	1,033,284	15.0	1,033,284
FIREFIGHTER - (SAFER)	3.0	180,282	3.0	197,784	-	-	-	-	-	-
OVERTIME		417,023		414,162		419,111		418,217		418,217
BENEFITS		1,591,727		1,587,551		1,639,617		1,579,401		1,579,401
LEAVE ACCRUAL		65,000		65,000		65,000		65,000		65,000
TOTAL PERSONNEL	44.0	5,639,196	44.0	5,618,956	44.0	5,657,520	44.0	5,585,424	44.0	5,585,424
LESS: GRANT FUNDED*										
ADMINISTRATIVE ASSISTANT (FEPC)	-	(11,545)	-	(9,700)	-	(9,700)	-	(9,700)	-	(9,700)
FIREFIGHTER-(SAFER)	(3.0)	(5,925)	-	-	-	-	-	-	-	-
BENEFITS		(9,273)		(4,300)		(4,300)		(4,300)		(4,300)
TOTAL GRANT FUND	(3.0)	(26,743)	-	(14,000)	-	(14,000)	-	(14,000)	-	(14,000)
TOTAL GENERAL FUND	41.0	\$ 5,612,453	44.0	\$ 5,604,956	44.0	\$ 5,643,520	44.0	\$ 5,571,424	44.0	\$ 5,571,424

Dept request includes a Data Processing Specialist pro-pay of 3% for the Administrative Assistant, \$0.5639 (cents) per hour.

* Grant funds do not always cover the total cost of the labor. The general fund pays the difference.

Approved Personnel budgets do not reflect interim budget amendments.

CITY OF FAIRBANKS, ALASKA

FIRE DEPARTMENT NO. 30

PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
IBEW					
FIRE CHIEF	\$ 55.4432	\$ 6.5900	\$ 4.9000	\$ 0.8971	\$ 67.8303
ASSISTANT FIRE CHIEF	45.7189	6.5900	4.9000	1.6007	58.8096
PSEA					
FIRE SUPPRESSION*					
RECRUIT FIREFIGHTER	\$ 17.0693	\$ 4.1965	\$ 5.0464	\$ 1.2556	\$ 27.5678
FIREFIGHTER I	18.7750	4.3993	5.0464	1.4073	29.6280
FIREFIGHTER II	22.1427	5.4967	5.0464	1.4797	34.1655
FIREFIGHTER III	26.3137	6.5107	5.0464	1.5465	39.4173
DRIVER/ENGINEER	27.8765	6.8906	5.0464	1.5715	41.3850
CAPTAIN	30.2316	7.4631	5.0464	1.6093	44.3504
BATALLION CHIEF	32.9058	8.1132	5.0464	1.6521	47.7175
ADMINISTRATION*					
DEPTUTY FIRE MARSHAL I	\$ 32.1536	\$ 7.1370	\$ 6.6319	\$ 1.9388	\$ 47.8613
ADMIN ASSISTANT	26.4127	5.9348	6.6319	1.8514	40.8308
PRO-PAY**					
PARAMEDIC	\$ 1.8420				
EMT III, FIREFIGHTER	0.7894				
EMT III, DRIVER & CAPTAIN	0.5263				
SCBA	0.7894				
DATA PROCESSING (40 hr)	0.5639				

*FIRE SUPPRESSION EMPLOYEES WORK 56 HOURS A WEEK/2920 HOURS A YEAR; ADMINISTRATION EMPLOYEES WORK 40 HOURS A WEEK

**ADDITIONAL PAY ADDED TO THE BASE RATE AFTER CERTIFICATION IS OBTAINED

Note - Other includes 1.45% for medicare, \$1,776 for OSHA physicals, \$1,200 for the Section 125 plan, and \$90 in life insurance. All amounts are displayed hourly. IBEW does not include the Section 125 plan.

MISSION STATEMENT

The City of Fairbanks Fire Department's mission is to protect life and property from fire and other emergencies. This mission is accomplished through public education, fire code management, fire suppression, paramedic level pre-hospital emergency medical care with transport, hazardous condition mitigation, and rescue services.

2015 GOALS

1. Reduce fire problems through continued public fire and life safety education in schools, businesses, and civic groups.
2. Increased initial and reoccurring proficiency training of our personnel.
3. Continue support of the "Risk Watch" children safety education program in the elementary schools, and "Remembering When" for our senior population.
4. Continue updating Fire Station #3 with emphasis on apparatus room floor and driveway.
5. Continuous reduction in overtime – by increasing shifts staffing.
6. Continue to update our Standard Operating Procedures.
7. Continued upgrades of our department equipment.
8. Establish Fire Corps (volunteer support staff) to augment our fire and life safety education program.
9. Expand training grounds at Fire Training Center to accommodate live fire burn props.
10. Complete upgrade of communication and network wiring in classroom building at Fire Training Center to accommodate expanded Incident Management Team (IMT) operations.

HIGHLIGHTS OF 2014 BUDGET YEAR

1. In 2014 we responded to building fires with a total building value of \$320,841,419 at risk, and saved 99.6% of that value.
2. The Department finished 2014 with a fire loss amount of \$1,298,990. This was an increase of \$78,751 from our 2012 fire loss. This total was \$116,501 under our ten-year fire loss average of \$1,415,491.
3. Took delivery of a Heavy Rescue Truck costing \$725,000 of which a 2013 Alaska State Legislative grant covered \$625,000, and the remainder was funded by matching COF Capital Funds.
4. Participated in statewide 2014 Alaska Shield exercise with training in structural collapse and three shift exercises.
5. Upgraded equipment associated with structural collapse rescues.
6. Completed upgrades to the City's EOC (Emergency Operations Center) at the Police Station.

7. ISO reevaluation was completed, with the City hoping to improve its ISO rating.
8. Took delivery of a Primary Mover (tow vehicle) to safely transport our rescue and training trailers.
9. Using funds secured from the State Legislature, constructed and put into service a Fire Apparatus Repair Facility at Public Works.

PROBLEM AREAS FOR 2014

1. A continuing increase in multiple simultaneous emergency calls.
2. Increased demand and mandated requirements for Fire and EMS training.
3. Continued need for increased public fire safety education.
4. Changes in air quality regulations have just about eliminated the possibility of any live fire training in acquired structures (controlled burns).

FIRE DEPARTMENT 5-YEAR PLAN

1. To have a residential sprinkler incentive program put in place to encourage builders and homeowners to install residential sprinkler systems.
2. Develop incentives for large fire flow buildings to install and maintain fire sprinkler systems.
3. Complete renovation of Fire Station No. 3.
4. Maintain up-to-date support equipment to include hose, breathing apparatus, medical equipment, safety equipment, rescue equipment, radios and fire equipment.
5. Maintain up-to-date vehicles on a 10, 20 and 30-year replacement cycle as appropriate.
6. Develop our Insurance Service Office Fire Protection Rating goals to obtain the insurance rating of class one (1) in 2016 from our current class two (2) rating.
7. Reduction of code problems in facilities by increasing Fire Prevention staff by two (2) to augment the inspection program.
8. Increase on-duty Fire Suppression staff.
9. Upgrade the Regional Fire Training Center to include repairs to the training tower, as well as the addition of propane burn props. Expand existing grounds to include an LPG live fire training area and a driving course.

OPERATING ACCOUNTS

The 2015 Mayor and Approved budget displayed in the financial pages is compiled into the General Division only. Classifications by General, Ambulance, Fire and Emergency Management in the narrative section is for informational purposes only.

Account No. 5001: SALARIES AND WAGES - The 2015 Fire Department staffing request is at a level that will continue to provide protection and service to the citizens of this community. It provides for forty-four (44) full-time Fire Department employees. Personnel assignments place five (5) in the Administration Staff Unit, and thirty-nine (39) in the Operational Unit. The administrative assistant position is also the coordinator for the Fairbanks area LEPC, and therefore is 20% funded by an agreement with the Fairbanks Emergency Planning Committee from funds provided by the State of Alaska, DMVA, Homeland Security and Emergency Management Section.

We are requesting an additional Captain slot to cover a fire Captain who will be in paramedic school and completing his Fairbanks Fire Department paramedic check off for 2015, at an additional cost of \$17,000 in place of a firefighter position.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 3,524,092	\$ 3,513,106	\$ 3,513,106

5 YEAR PLAN – PERSONNEL ADDITIONS

YEAR	POSITION	JUSTIFICATION
2016	3 – Fire Fighters 1 – Division Chief	Three person crew on Engine Three. Will oversee shift operations and training.
2017	3 – Fire Fighters 1 – Recruit Deputy Fire Marshal	Two person crew on platform at Station One, cross staffing second ambulance. To perform inspections and public education.
2018	3 – Fire Fighters 1 – Division Chief-EMS/Safety	Relief personnel To assist with overall operations of the Fire Department.
2019	3 – Fire Fighters 1 – Division Chief-Fire/Safety	Four person crew on Engine One. To assist with overall operations of the Fire Department.
2020	3 – Fire Fighters	Four person crew on Engine Three.

Account No. 5002: OVERTIME - The Fire Department, due to its mandated duties and the character of those duties, cannot function without overtime. It is management's responsibility and duty to reduce that level to its lowest possible number. The request considers minimum staffing, injuries, sicknesses, serious fires, labor contract provisions and circumstances that warrant callback of human resources. These staffing related overtime hours are generally beyond the control of the Department, which can only administer towards containment. Additional overtime hours are federally mandated FLSA and the hours shift personnel work on the nine actual City holidays.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Staffing Overtime	\$ 160,574	\$ 159,680	\$ 159,680
FLSA Overtime (42%)	\$ 108,586	\$ 108,586	\$ 108,586
Holiday Overtime (58%)	149,951	149,951	149,951
Total FLSA OT category	<u>\$ 258,537</u>	<u>\$ 258,537</u>	<u>\$ 258,537</u>
Total Overtime	\$ 419,111	\$ 418,217	\$ 418,217

Account No. 5101: PERSONAL/ANNUAL LEAVE ACCRUAL - reflects the cost of new leave earned. These figures are estimated using an average of prior year's leave usage.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 65,000	\$ 65,000	\$ 65,000

Account No. 5200: EMPLOYEE BENEFITS - includes retirement contributions, health care coverage, and employer's share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,635,317	\$ 1,575,101	\$ 1,575,101

Account No. 5302: TRAINING

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
General:			
Admin Train Allowance (2@ \$500 each)	\$ 1,000	\$ 1,000	\$ 1,000
State Conferences (Winter & Fall)	5,000	5,000	5,000
National Conferences (3)	9,000	9,000	6,000
Code Training	9,000	9,000	6,000
ImageTrend	3,000	3,000	1,500
Telestaff	3,000	3,000	1,500
MUNIS	3,000	3,000	1,500
Emergency Management:			
Disaster Preparedness (EMG)	\$ 2,000	2,000	2,000

Ambulance:

Paramedic Train Allowance (25 @ \$500 each)	12,500	12,500	12,500
Medical Certification Fees	1,000	1,000	1,000
Medical Director	84,000	84,000	84,000
Mechanic Training Ambulance	3,000	3,000	3,000
Phase 2 Paramedic Training UAF	14,000	14,000	14,000

Fire:

Firefighter Train Allowance (41 @ \$500 each)	20,500	20,500	20,500
2015 State Fire Conference	9,000	9,000	4,500
Drivers Training Fire	3,000	3,000	3,000
Mechanic Training Fire (x 2)	6,000	6,000	3,000
Total:	\$ 188,000	\$ 188,000	\$ 170,000

Account No. 5320: FOOD, CLOTHING AND MEDICAL - provides for the possible medical quarantine of ambulance and/or firefighting crews and provides medical expenses for possible client incurred injuries. This account provides for food at emergency scenes and prolonged emergency medical and fire operations, as well as the food costs for the Public Safety Commission Meetings hosted by FFD.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Ambulance	\$ 500	\$ 500	\$ 500
Emergency Management	1,000	1,000	1,000
Fire	2,000	1,000	1,000
Total:	\$ 3,500	\$ 2,500	\$ 2,500

Account No. 5321: UNIFORMS AND EQUIPMENT

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Ambulance:			
Replacement of duty damaged or destroyed clothing	\$ 1,000	\$ 1,000	\$ 1,000
Emergency Management:			
Replace old or damaged equipment	500	500	500
Fire:			
Replace duty damaged clothing	3,000	3,000	3,000
Replace old gear & equip (3@\$3,000)	9,000	9,000	9,000
Replacement Hire uniforms (2@\$1,500)	3,000	3,000	3,000
Replacement Hire gear & equip (2@\$5,000)	10,000	10,000	10,000
Total:	\$ 26,500	\$ 26,500	\$ 26,500

Account No. 5401: OFFICE SUPPLIES - Purchase of office supplies, forms, and pamphlets needed to implement the day to day compliance with state and federal regulations regarding HIPAA, Fire, Life & Safety requirements. This includes about \$1,500 for required forms and envelopes to meet federal regulations.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
General Supplies	\$ 4,000	\$ 4,000	\$ 4,000
Ambulance Supplies	2,000	2,000	2,000
Emergency Management	1,000	1,000	1,000
Total:	\$ 7,000	\$ 7,000	\$ 7,000

Account No. 5402: OPERATING SUPPLIES - provides for the purchase of operating supplies such as:

1. Medical supplies - used to supply our ambulances. This accounts for the largest amount of expenditures in our operating supplies account.
2. Janitorial supplies.
3. Incidental replacement of firefighting/rescue equipment, protective clothing (helmets, gloves, etc.), uniform badges and patches, forms, etc.
4. Firefighting foam and other chemical firefighting agents required for fighting flammable liquid fires.
5. Station furnishings and supplies; i.e. kitchen equipment and miscellaneous supplies.
6. Fire investigation and inspection supplies.
7. Emergency Management supplies for planning and response.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
General Supplies	\$ 30,000	\$ 30,000	\$ 30,000
Ambulance Supplies	65,000	65,000	65,000
Emergency Management Supplies	2,500	-	-
Fire Training Center Supplies	-	-	2,000
Fire Supplies	15,000	10,000	10,000
Fire (Foam)	10,000	10,000	10,000
Fire (Hydrants)	20,000	-	-
Total:	\$ 142,500	\$ 115,000	\$ 117,000

Account No. 5406: FUEL, OIL AND GREASE - provides for fuel for Fire Department vehicles purchased from Fleet One when Public Works Refueling System is out of service. The Fire Department expects to purchase 1000 gallons from Fleet One at \$4.08 per gallon for diesel and \$3.96 per gallon for unleaded.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Emergency Mgmt (100 gal)	\$ 396	\$ 396	\$ 396
Ambulance (500 gal)	2,040	2,040	2,040
Fire (400 gal)	1,632	1,632	1,632
Total:	\$ 4,068	\$ 4,068	\$ 4,068

Account No. 5407: DUES AND PUBLICATIONS - This account provides for the purchase of subscriptions, fire service and emergency management publications, fire codebooks, pamphlets, and other published materials used for training and to help maintain fire fighter/EMS/hazardous material and emergency management skills of employees. The Fire Department has also increased its participation in such public fire education programs as "Change Your Clock-Change Your Battery" and "Risk Watch." Publications supporting education updates to Federal HIPAA regulations are also needed.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
General	\$ 2,000	\$ 2,000	\$ 2,000
Ambulance	1,000	1,000	1,000
Emergency Management	500	500	500
Fire	1,000	1,000	1,000
Total:	\$ 4,500	\$ 4,500	\$ 4,500

Account No. 5501: PROFESSIONAL SERVICES - provides for those professional services, which may be required throughout the year.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Billing (approx 12% of \$1,250,000)	\$ 144,000	\$ 99,825	\$ 99,825
Fire Training Center Environmental	-	-	38,000
New hire testing for new hire list	3,000	3,000	3,000
Total:	\$ 147,000	\$ 102,825	\$ 140,825

Account No. 5599: OTHER OUTSIDE CONTRACTS - provides for special services as follows:

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
<u>General</u>			
Laundry services	\$ 2,000	\$ 2,000	\$ 2,000
Copier maintenance	600	600	600
Radio repair/install	5,000	4,000	4,000
Image Trend-Data Conversion	-	-	40,000
<u>Ambulance</u>			
Medical oxygen/gases	6,000	6,000	6,000
Zoll defibrillator (3) maintenance	4,000	4,000	4,000
Radio repair/install	5,000	4,000	4,000
<u>Emergency Management</u>			
Radio repair/install	2,000	1,000	1,000
<u>Fire</u>			
Air bottle testing/fire extinguishers	1,000	1,000	1,000
MAKO air testing	750	750	750
SCBA yearly calibration fit test equip	1,250	1,250	1,250
UFD Early MA FLSA Expenses	3,000	3,000	3,000
Fire Training Center	-	-	5,000
Radio repair/install	5,000	4,000	4,000
Total:	\$ 35,600	\$ 31,600	\$ 76,600

Account No. 5701: PURCHASED REPAIRS AND MAINTENANCE - This account funds repair of Fire Department equipment not handled by Public Works. It covers repair of air conditioning equipment, office equipment, self-contained breathing apparatus, firefighting equipment, medical equipment, small appliances, motors, turnouts and inexpensive repairs to the buildings.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
General	\$ 3,000	\$ 3,000	\$ 3,000
Ambulance	5,000	5,000	5,000
Fire	15,000	15,000	15,000
Total:	\$ 23,000	\$ 23,000	\$ 23,000

Account No. 7008: POSTAGE AND FREIGHT – postage for department correspondence, as well as mailing of equipment returned to manufacturers for repair, (i.e., life packs, nozzles, radios and test equipment) and all other mailings.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
General	\$ 500	\$ 250	\$ 250
Ambulance	750	750	750
Fire	1,500	1,250	1,250
Total:	\$ 2,750	\$ 2,250	\$ 2,250

Account No. 7501: EQUIPMENT REPLACEMENT EXPENDITURE - This expense is transferred to the Capital Appropriation Fund to replace capital equipment in the Fire Department. This does not cover the total cost necessary to replace fire equipment on a regular schedule. Below is a scheduled replacement plan for major apparatus.

- We recommend that we purchase a new ambulance every two (2) years and maintain a total of four (4) ambulances with two (2) years front line service and six (6) years reserve service. If the medium duty ambulance works out, we should be able to rotate our ambulances on a 3 or 4 year cycle instead of a 2 year cycle.
- We expect to maintain our first line Engine/Pumpers for ten (10) years, with replacement scheduled at that time.
- Engine/Tenders should be on a twenty (20) year replacement cycle.
- We have extended the replacement cycle of our aerial devices by ten (10) years (up from 20 to 30 years) with a fifteen (15) year first line service life and fifteen (15) years in reserve. We are able to do this due to the fine work being done by Public Works to maintain them, and the annual testing program done by Underwriters Laboratory. We are pursuing grants to replace our oldest platform.

Funding is needed to replace and upgrade hand equipment such as fire hose, radios, life packs, stretchers and firefighting appliances on a regular schedule. The budget request is based on average need over the next twenty (20) years.

MAJOR EQUIPMENT REPLACEMENT PLAN

YEAR	VEHICLE TYPE	TYPE	2015 ESTIMATED COST
2015	Ambulance	Regular	\$ 175,000
2016	Command/Investigations	Medium Duty	250,000
2017	Ambulance	Regular	175,000
2019	Ambulance	Regular	175,000
2020	Engine	Pumper	700,000
2021	Engine	Pumper	700,000
2021	Ambulance	Regular	175,000
2023	Ambulance	Regular	175,000
2024	Engine	Tender	700,000
2025	Engine	Tender	700,000
2025	Ambulance	Regular	175,000
2027	Ambulance	Regular	175,000
2027	Aerial Device	Platform	1,000,000
2029	Ambulance	Regular	175,000
2030	Engine	Pumper	700,000
2031	Engine	Pumper	700,000
2031	Ambulance	Regular	175,000
2033	Ambulance	Regular	175,000
Total			\$7,200,000

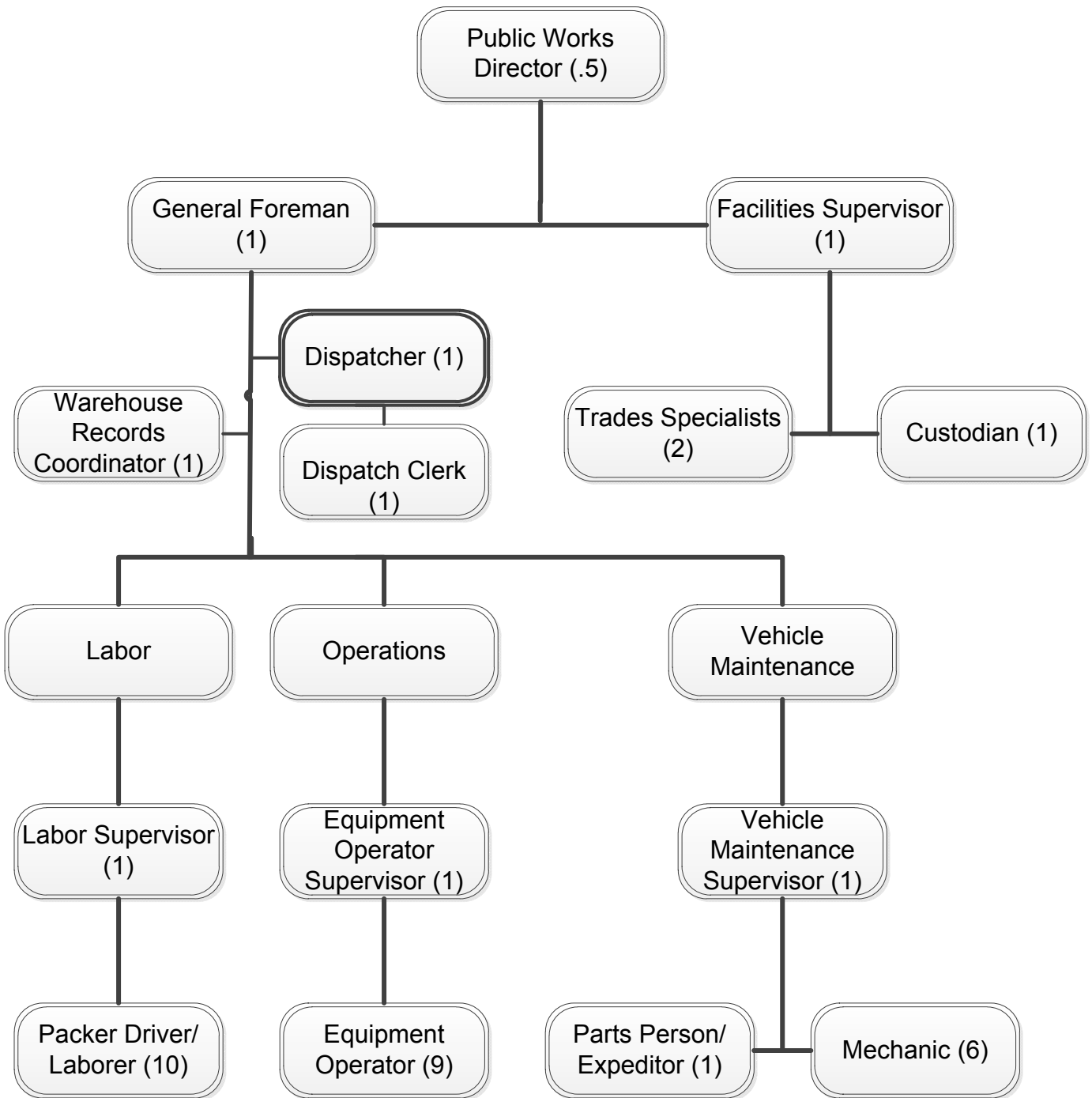
SMALL VEHICLE REPLACEMENT PLAN

YEAR	TYPE	REPLACES	2015 ESTIMATED COST
2015	Chief Vehicle (every 15 yrs)	1997 Vehicle	\$ 55,000
2016	BC Vehicle (every 5 yrs)	2006 Vehicle	55,000
2020	Pick up (every 20 yrs)	2000 Vehicle	40,000
2020	Pick up (every 20 yrs)	2000 Vehicle	40,000
2021	BC Vehicle (every 5 yrs)	2011 Vehicle	55,000
2021	Deputy Fire Marshal Vehicle (every 15 yrs)	2006 Vehicle	55,000
2023	Assistant Chief Vehicle (every 15 yrs)	2008 Vehicle	55,000
2025	Brush (every 20 yrs)	2005 Vehicle	55,000
2026	BC Vehicle (every 5 yrs)	2021 Vehicle	55,000
2029	Chief Vehicle (every 15 yrs)	2013 Vehicle	55,000
2031	BC Vehicle (every 5 yrs)	2026 Vehicle	55,000
2034	Tow Vehicle (every 20 yrs)	2014 Vehicle	55,000
			Total \$ 630,000

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Major Equipment Replacement	\$ 360,000	\$ not assigned	\$ not assigned
Small Vehicle Replacement	<u>31,500</u>	<u>not assigned</u>	<u>not assigned</u>
Total of Capital Requests	\$ 391,500	\$ 250,000	\$ 391,500
(Total replacement plan divided by 20 years)			

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
TOTAL DEPARTMENT	\$ 6,619,438	\$ 6,328,667	\$ 6,537,167

Public Works 2015



Public Works Actual & Budgeted Expenditures



The 2006 base year budget was \$5,210,184 and expenditures were \$4,951,022. Both the budget and actual expenditures have risen approximately 45% and 53%, respectively, over the time period 2006 through 2015.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

PUBLIC WORKS DEPARTMENT NO. 50

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES & WAGES	\$ 2,127,195	\$ 2,313,103	\$ 2,278,450	\$ 2,259,737	\$ 2,259,737
5002	OVERTIME	65,634	50,000	65,000	65,000	65,000
5005	TEMP WAGES & BENEFITS	1,055,418	756,000	900,000	750,000	900,000
5101	PERSONAL/ANNUAL LEAVE	29,275	37,000	46,000	46,000	46,000
5200	EMPLOYEE BENEFITS	1,124,034	1,193,580	1,244,448	1,220,858	1,220,858
5302	TRAINING	13,660	20,000	22,200	16,200	16,200
5401	OFFICE SUPPLIES	5,621	7,200	7,000	5,500	5,500
5402	OPERATING SUPPLIES	187,626	220,216	188,500	188,500	188,500
5403	VEHICLE & EQUIPMENT PARTS	460,271	470,403	470,000	464,000	464,000
5405	REPAIR & CONST MATERIAL	332,063	401,521	534,000	450,000	500,000
5406	FUEL, OIL & GREASE	479,725	500,000	500,000	500,000	500,000
5407	DUES & PUBLICATIONS	2,026	6,723	1,500	1,500	1,500
5599	OTHER OUTSIDE CONTRACTS	283,226	356,068	401,700	326,700	326,700
5609	GARBAGE COLLECTION SVCS	501,298	563,100	557,000	549,000	549,000
5701	REPAIRS & MAINTENANCE	110,494	105,000	100,000	110,000	110,000
5703	BUILDINGS & GROUNDS	96,862	100,000	100,000	100,000	100,000
5804	OTHER RENTALS	67,420	50,800	105,000	75,000	75,000
7501	EQUIP REPLACEMENT	250,000	250,000	250,000	250,000	250,000
9001	VEHICLE & EQUIPMENT	113,389	133,874	-	-	-
TOTALS		\$ 7,305,237	\$ 7,534,588	\$ 7,770,798	\$ 7,377,995	\$ 7,577,995

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED			
	POSITION	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY	
PERSONNEL												
DIRECTOR OF PUBLIC WORKS	0.5	\$	51,008	0.5	\$	51,215	0.5	\$	52,794	0.5	\$	52,794
FOREMAN / SUPERVISOR	5.0		360,446	5.0		370,469	5.0		367,491	5.0		367,491
EQUIPMENT MECHANIC/OPERATOR	14.0		840,841	15.0		935,012	15.0		914,401	15.0		914,401
TRADES SPECIALIST	2.0		128,365	2.0		134,506	2.0		130,987	2.0		130,987
LABORER	10.5		534,432	10.0		524,366	10.0		512,449	10.0		512,449
CUSTODIAN	1.0		48,035	1.0		49,274	1.5		65,612	1.0		46,899
DISPATCHER	1.0		50,428	1.0		55,726	1.0		54,351	1.0		54,351
OPERATOR CLERK				1.0		42,631	1.0		42,267	1.0		42,267
PARTS PERSON / EXPEDITOR	1.0		58,095	1.0		59,510	1.0		57,135	1.0		57,135
WAREHOUSE/RECORD CONT	1.0		64,054	1.0		68,378	1.0		62,963	1.0		62,963
TEMP WAGES AND BENEFITS			792,000			756,000			900,000			750,000
LEAD PAY, OUT CLASS, ETC.			10,250			10,000			10,000			10,000
CLOTHING ALLOWANCE			6,600			8,000			8,000			8,000
OVERTIME			51,250			50,000			65,000			65,000
BENEFITS			1,145,612			1,193,580			1,244,448			1,220,858
LEAVE ACCRUAL			32,000			37,000			46,000			46,000
TOTAL GENERAL FUND	36.0	\$	4,173,416	37.5	\$	4,345,667	38.0	\$	4,533,898	37.5	\$	4,341,595
	37.5			37.5						37.5		4,491,595

Department requests a part time (20 hours per week) custodian be added to the 2015 budget.
Approved Personnel budgets do not reflect interim budget amendments.

CITY OF FAIRBANKS, ALASKA
 PERSONNEL HOURLY WAGES AND BENEFITS

PUBLIC WORKS DEPARTMENT NO. 50

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
IBEW					
PUBLIC WORKS DIRECTOR	\$ 50.7632	\$ 6.5900	\$ 4.9000	\$ 0.7794	\$ 63.0326
FACILITIES MANAGER	38.2258	6.5900	4.9000	0.5974	50.3132
LABORERS					
FOREMAN (GRANDFATHERED)	\$ 31.4726	\$ 10.0900	\$ 6.5000	\$ 0.6495	\$ 48.7121
FOREMAN, NEW	25.7215	10.0900	6.5000	0.5681	42.8796
LEAD	28.3997	10.0900	6.5000	0.6049	45.5946
PACKER DRIVER PRE-2010	26.4179	10.0900	6.5000	0.5762	43.5841
LEAD/PACKER DRIVER, NEW	24.5015	10.0900	6.5000	0.5484	41.6399
LABORER	23.2815	10.0900	6.5000	0.5307	40.4022
OPERATORS					
GENERAL FOREMAN	\$ 38.3575	\$ 7.0000	\$ 7.2500	\$ 0.5993	\$ 53.2068
FOREMAN	33.9727	7.0000	7.0000	0.5357	48.5084
FOREMAN, NEW	31.8097	7.0000	7.2500	0.5043	46.5640
LEAD EQUIP MECH/OPERATOR (PRE-2010 HIRE)	30.9987	7.0000	7.2500	0.4926	45.7413
EQUIP MECHANIC/OPERATOR	28.9180	7.0000	7.2500	0.4624	43.6304
DISPATCHER	26.0300	7.0000	7.2500	0.4205	40.7005
CLERK	20.2426	7.0000	7.2500	0.3366	34.8292
TEAMSTERS					
WAREHOUSE RECORDS	\$ 30.1547	\$ 9.1500	\$ 6.3600	\$ 0.0431	\$ 45.7078
PARTS PERSON/EXPEDITOR	27.3636	9.1500	6.3600	0.4399	43.3135
CUSTODIAN	22.4612	9.1500	6.3600	0.3688	38.3400
PART-TIME CUSTODIAN - NEW	17.9244	9.1500	12.9500	0.4965	40.5209
CARPENTERS					
TRADE SPECIALIST	\$ 27.9632	\$ 6.8500	\$ 8.5500	\$ 0.5986	\$ 43.9618
PLUMBERS AND PIPEFITTERS					
TRADE SPECIALIST	\$ 34.7700	\$ 7.7500	\$ 6.5200	\$ 0.6473	\$ 49.6873

Note - Other includes 1.45% for medicare, Section 125 plan - \$1,200 annually displayed hourly, and life insurance in the amount of \$90 annually displayed hourly.

MISSION STATEMENT

The mission of the Public Works Department is to provide City residents with cost-effective and responsive customer service in maintaining the right-of-way infrastructure; collecting and disposing of residential solid waste; maintaining City-owned facilities, equipment, vehicles, and bulk fuel storage and distribution systems; and managing the collection, storage, and resale of impounded vehicles.

SUMMARY OF RESPONSIBILITIES

PUBLIC RIGHT-OF-WAY MAINTENANCE

In 2015, the Public Works Department will maintain a total of 354 lane miles of roadway, 2,803 streetlights, over 5,000 traffic signs, 97 miles of storm drain piping, 2,565 catch basins, 486 manholes, 7 storm water treatment units, and 93 outfalls to the Chena River and Noyes Slough.

Winter Maintenance – Public Works crews perform winter maintenance activities such as snow removal and street sanding from mid-October through late-March. During a winter snowfall event our maintenance priority is to open all arterials and collectors within 72 hours, then progress to clearing residential neighborhoods. Public Works also removes snow from pedestrian facilities including sidewalks, crosswalks, and curb ramps along collector streets.

Spring Maintenance – Spring snowmelt, occurring from late-March through mid-April, is a critical period for Public Works. During this time Public Works maintains two crews on 24-hour/ 7-day per week status, fully dedicated to thawing storm drain piping, opening surface drainages, and pumping water to ensure the right-of-way remains operational and to minimize flooding impacts to residential homes, businesses, and public facilities. Storm drain thawing and pumping operations started March 31st through April 29th. Hot asphalt patching started May 22nd with the last hot patch done September 29th. Cold patching started in April and will continue until snowfall.

Summer Maintenance & Construction – Public Works transitions to summer maintenance activities from May through September. Major tasks include street sweeping; road reconstruction including re-grading, re-profiling, drainage improvements, and new asphalt concrete pavement; pothole patching; cleaning and repairing the storm drainage system; removing brush from the edge of right-of-way; maintaining landscaping; and miscellaneous repairs to sidewalks, streetlights, traffic signs, lane and crosswalk striping.

2014 Accomplishments: Public Works maintains a two-year plan for construction in the right-of-way, and priorities often change based on the extremity of winter season, spring breakup, community needs and funding via legislative grants which are not confirmed until July, the mid-point of the City's fiscal year.

During the 2014 construction seasons Public Works completed the following projects:

1. Snow Removal: Hauled snow from downtown and residential areas to snow storage sites.
2. Winter Sanding: Placed gravel on driving surfaces during winter months. The City does not place gravel on pedestrian facilities, but vehicle movements often spread the gravel to sidewalks, which are broomed in the early summer months. From post break-up through August, sweepers collected gravel from driving surfaces and pedestrian facilities.
3. Pot Hole Patching: Public Works temporarily patched potholes with cold mix from March 27th and will continue cold patching through late fall. Hot mix patching, May 22nd – September 29th, was nominal due to heavy rains.
4. Storm Drain System: Cleaning storm drains, culverts, catch basin and ditch maintenance.
5. Drainage rehabilitation in Shannon Park Subdivision, Phase I completed.

2014-2015 Project Goals: Public Works has scheduled the following projects to be completed over the 2014 and 2015 construction seasons:

1. Shannon Park & Hamilton Acres Subdivisions: Extensive drainage improvements, cleaning of existing culverts and catch basins, and re-grading ditches along Shannon Drive, Baranof Street, Iditarod Street, and others based on field determination. Grinding and repaving of Juneau Street, southern portion of E and F Streets as time and funding allow.
2. Continued comprehensive seasonal maintenance of the public right-of-way as required including striping, signage, pothole repair, sanding, sweeping, and storm drain system maintenance.

RESIDENTIAL SOLID WASTE COLLECTION

Public Works collects and disposes of residential solid waste on a weekly basis. Public Works began implementing numerous cost saving measures in 2008 and will continue to utilize these measures throughout the current budget cycle. Through these efficiencies Public Works has reduced the solid waste collection effort from 5 days per week/8 hours per day to 3 days per week/10 hours per day. This 10 hour per week reduction by 7 employees results in a savings of 70 man hours per week that are now being directed to other priority areas such as right-of-way and facility maintenance and special projects that arise. Additional cost saving efforts included:

1. Standardized routes for each neighborhood that all packer drivers must adhere to during waste collection. These standardized routes minimize the number of miles travelled by our equipment and provide fuel savings.
2. Implemented a new policy that all residential solid waste must be placed curbside by 7:00 AM on the day of pickup. In prior years we made multiple passes through neighborhoods to accommodate residents that did not get their trash out on time and called for a late pick. By making one pass through each neighborhood we significantly reduce our fuel consumption rate.

STORM WATER MANAGEMENT

See the Engineering Department budget narrative for a detailed description of the City's Municipal Storm Water Permit and requirements for ensuring compliance.

STREET LIGHTING

In 2015 the City will maintain 2,816 streetlights. Of these lights, 200 are High Pressure Sodium (HPS), 2,522 are Light Emitting Diode (LED) technology and 94 are Ceramic Metal Halide (CMH), the new white lights on Illinois Street, Helmericks Ave, and Bentley Access Road. During 2014, the South Cushman project converted 40 lights to LEDs and the City's Capital Improvement project converted 35 downtown decorative lights to LEDs. System repairs and lamp replacements are performed for the City by an electrical contractor on term contract. The LED lights are a cost-effective replacement of our existing HPS fixtures, providing energy savings. The LED lights also virtually eliminate HPS lamp maintenance costs since their operation life is expected to be 25+ years based on an estimated 100,000+ hour life of the LED (vs. HPS lamp operation life expected to be 5 years based on an estimated 20,000 hour life). Savings in maintenance costs may be used for purchasing additional LED lights to replace existing HPS lights and reconfiguring additional street light circuits in order to be under control of the computerized master load centers.

FLEET MANAGEMENT

Public Works maintains the City equipment fleet supporting the Police and Fire Departments, Volunteers in Policing, Public Works, Building Department, City Attorney's Office, Mayor's Office, Information Technology Department, Risk Management, Engineering Division, and Fairbanks Metropolitan Area Transportation System Office. The City fleet currently comprises approximately 240 pieces of rolling stock including public safety vehicles such as ambulances, fire trucks, police vehicles, SWAT van, emergency response water purification trailer, mobile command posts, auxiliary lighting units, mobile heating units, emergency river rescue boat, rescue trailer, command water tanker and barricade trailer; Public Works vehicles such as plows, street sweepers (brooms), packers for refuse collection, loaders, backhoes, jet truck, boiler trucks for thawing storm drain piping, water tankers, forklifts, flat beds, pavement reclaimer, asphalt paver, and over 200 pieces of miscellaneous equipment including lawn mowers, water pumps, hoses, generators, trailers, chain saws, welders, etc.; and personnel vehicles including sport utility vehicles, sedans, and pickup trucks supporting the various City departments.

2014 Accomplishments (as of 8/30/14):

1. **Training:** Mechanics have received continued training this year including ATG Ford Engine Performance, MAHA wireless column lifts in new fire bay, Water Pump for Fire Apparatus, Spartan/EVT training and certification for fire equipment and AMLJIA Safety Training.
2. Drainage Projects support: Can Manufacturing

3. Installed Lube Hose Reels in PW new Fire Bay
4. Relocated parts inventory in new half of Mezzanine
5. Replaced Radiator in one dump truck and one grader
6. Replaced Engine Cooler Unit in dump truck
7. Replaced Controller in FFD vehicle (F-008)
8. Replaced Transmission in Grader
9. Hydraulic Repairs for five Graders, two Fire Platform Trucks, two Dump Trucks, two Loaders, one Snow Blower and the Vector Jet Truck
10. Transmission rebuilds for two Loaders and one grader
11. Installed Safety Camera Kit in Grader
12. Installed new attachments on Snow Blower
13. Comprehensive UL testing for Fire Department equipment, platform trucks and ladders.
14. Continued Fabrication of Rollover Simulator for VIP use.
15. Completed 276 Quarterly Preventative Monthly Maintenance Services (8/31/14)
16. Completed 145 Annual Preventative Maintenance Services (8/31/14)

VEHICLE IMPOUNDS

In conjunction with the City Attorney's Office, Public Works manages vehicles impounded by the City Police Department. Below is summary of impound, city surplus and FPD evidence auctions for the last three years:

IMPOUND AUCTIONS				CITY SURPLUS	FPD EVIDENCE (incl firearms)	CITY DAF	TOTAL
Year	# of Auctions	# of Vehicles Sold/Disposed	Revenue (Net)	Revenue (Net)	Revenue (Net)	Revenue (Net)	
*2014	2	196	151,288	8,187		1,674	161,149
2013	4	337	199,640	73,368	36,852	-	309,860
2012	5	350	203,334	124,599	47,883	-	375,816

**Thru 9/30/14 - two October auctions pending*

FACILITY MANAGEMENT

Public Works maintains or assists with maintenance of fourteen separate City-owned facilities comprising approximately 417,166 square feet of space in addition to Golden Heart Plaza, Clay Street Cemetery, and the downtown utilidor system. Public Works also supports other City departments with preparation of grant and capital requests, construction cost estimates, preparing bid documents, reviewing and scoring proposals and managing construction contracts.

2014 Accomplishments: In 2014 Public Works completed, or is in progress of completing, the following projects:

1. City Hall Elevator Upgrade
2. Installed new carpet at Fire Station 3 and FECC Dispatch Center
3. Installed Oil/Water Separator at Fire Station 2
4. Installed Concrete Pad at Fire Training Center Tower
5. Installed New Shelving and Mezzanine in the Public Works Parts Room
6. LED Lighting Upgrade in the Public Works Mechanics shop and Fire Station 1.
7. Installed Hose Reels in the Public Works new Fire Bay
8. Remodels: Building Department office to be ADA Compliant; FPD Evidence counter; City Hall hallway for Art Display (Jean Lester)
9. Landscaping in Shannon Park Subdivision (Drainage Project)
10. City Recycling Program: Operation of a recycling program on a weekly basis within all City departments. All recyclables are delivered to the Fairbanks Rescue Mission.
11. Annual State Inspections: Coordinate all State-required annual inspections of City facilities including crane inspections in Public Works maintenance bays, pressure vessel inspections of boiler trucks used for thawing the storm drainage system, and inspections of all elevators in City facilities.

OPERATING ACCOUNTS

Account No. 5001: *SALARIES AND WAGES* - This account requests funding for 38 permanent full-time positions. Included in the request is an increase for a part-time custodian.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 2,278,450	\$ 2,259,737	\$ 2,259,737

Account No. 5002: *OVERTIME* - for emergency situations primarily during snow removal and breakup, pumping water to deter flooding and property damage; emergency call outs; increased emergency assistance for Police and Fire in response to fires and automobile accidents; and the impound and City property auctions.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 65,000	\$ 65,000	\$ 65,000

Account No. 5005: *TEMP WAGES AND BENEFITS* - provides for seasonal temporary positions to support services to the residents of Fairbanks and to address emergencies as they occur.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 900,000	\$ 750,000	\$ 900,000

Account No. 5101: *PERSONAL/ANNUAL LEAVE ACCRUAL* - reflects the cost of new leave earned. These figures are estimated using an average of prior year's leave usage and leave cashed out.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 46,000	\$ 46,000	\$ 46,000

Account No. 5200: *EMPLOYEE BENEFITS* - includes retirement contributions, health care coverage, and employer's share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,244,448	\$ 1,220,858	\$ 1,220,858

Account No. 5302: TRAINING - provides for mandatory training and certifications required for all crafts, conferences (APWA, Waste Expo Paving and Safety), and general training.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
General	\$ 7,000	\$ 7,000	\$ 7,000
*Fire Equipment Training/Certification	3,200	3,200	3,200
Conferences	<u>12,000</u>	<u>6,000</u>	<u>6,000</u>
Total:	\$ 22,200	\$ 16,200	\$ 16,200

**Required for mechanics to maintain certifications to perform Fire equipment maintenance. PW funds one mechanic and FFD funds one mechanic.*

Account No. 5401: OFFICE SUPPLIES - provides for paper, forms, letterhead, toner cartridges and general office supplies.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 7,000	\$ 5,500	\$ 5,500

Account No. 5402: OPERATING SUPPLIES - provides for expendable items used by all Public Works crews.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Custodial Supplies	\$ 23,000	\$ 23,000	\$ 23,000
Shop Supplies	95,000	95,000	95,000
Personal Protective Equipment	15,000	15,000	15,000
Vehicle registration & equipment permits	3,300	3,300	3,300
Equipment supplies	28,000	28,000	28,000
Hazmat supplies	7,500	7,500	7,500
Miscellaneous	<u>16,700</u>	<u>16,700</u>	<u>16,700</u>
Total:	\$ 188,500	\$ 188,500	\$ 188,500

Account No. 5403: VEHICLE & EQUIPMENT PARTS - provides for expenditures for all vehicle and equipment parts and supplies.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Parts	\$ 355,000	\$ 355,000	\$ 355,000
Cutting Edges, sweeper brooms	38,000	32,000	32,000
*Tires: FPD, FFD and City fleet	57,000	57,000	57,000
FPD Winter & Summer tire rims	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
Total:	\$ 470,000	\$ 464,000	\$ 464,000

**Includes complete winter/summer tire change out for approximately 15 FPD units annually, resulting in each unit having a complete tire change out approximately every three to four (3-4) years (average tire life for FPD vehicles).*

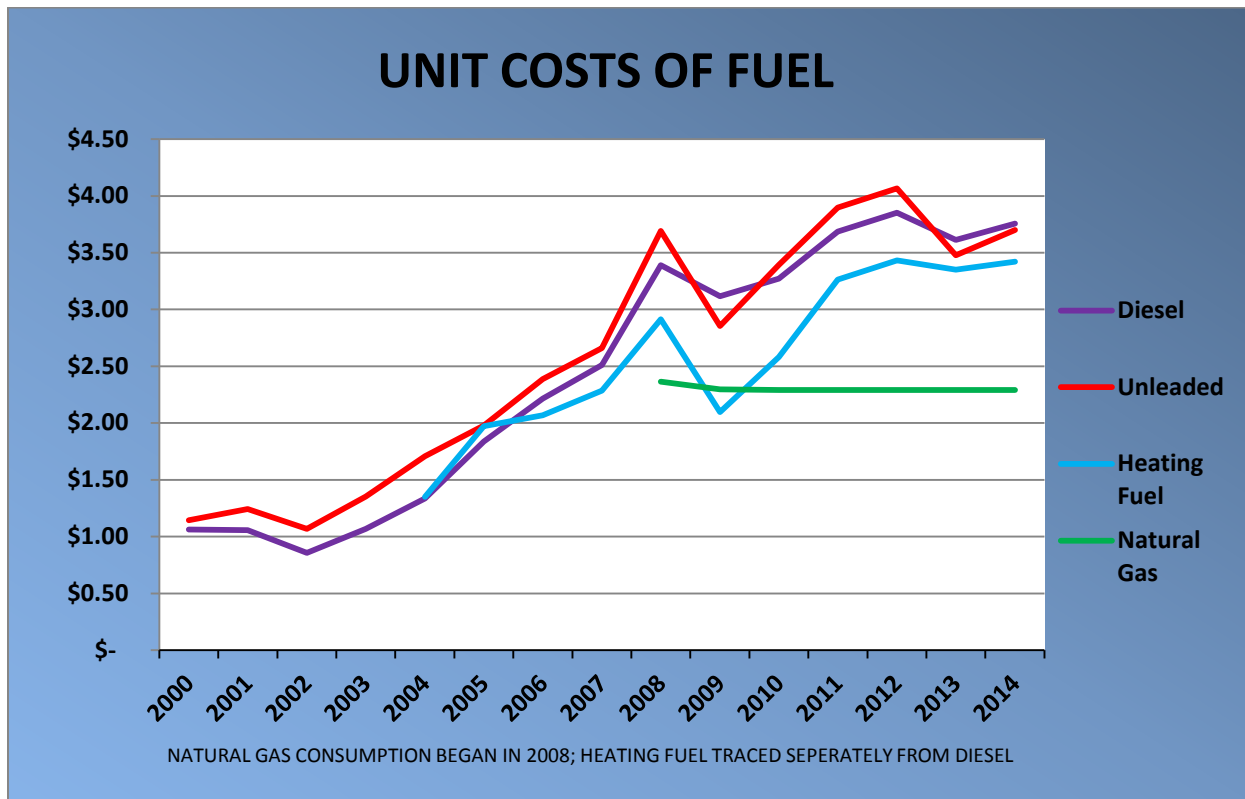
Account No. 5405: REPAIR AND CONSTRUCTION MATERIAL – provides for materials for maintenance and repair projects.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Road repair & maintenance	\$ 300,000	\$ 300,000	\$ 350,000
Drainage & survey supplies	45,000	30,000	30,000
*Street striping, paint for DOT	84,000	84,000	84,000
Sign material	10,000	10,000	10,000
Snow removal repairs	5,000	5,000	5,000
Miscellaneous expenses	90,000	21,000	21,000
Total:	\$ 534,000	\$ 450,000	\$ 500,000

**Per agreement with State DOT for striping City streets.*

Account No. 5406: FUEL, OIL AND GREASE -provides for vehicle fuel and lube products for City fleet.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Unleaded gas	\$ 76,600	\$ 76,600	\$ 76,600
Diesel fuel for equipment	361,500	361,500	361,500
Lube products: antifreeze, oil, etc.	61,900	61,900	61,900
Total:	\$ 500,000	\$ 500,000	\$ 500,000



Account No. 5407: DUES AND PUBLICATIONS – provides for parts manual updates, road and equipment publications, Polk directory, and membership dues to Public Works related organizations.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,500	\$ 1,500	\$ 1,500

Account No. 5599: OTHER OUTSIDE CONTRACTS – provides for contractual agreements including maintenance and inspection of equipment and facilities.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
*Elevators	\$ 16,900	16,900	16,900
*Crane inspections at PW	3,000	3,000	3,000
*Fire extinguisher inspections	4,000	4,000	4,000
*Sprinkler system inspections/repairs	6,000	6,000	6,000
*Fire alarm inspections/repairs	4,000	4,000	4,000
*Liebert equipment/UPS maintenance	9,800	9,800	9,800
*UL lab certification (fire equipment)	9,000	9,000	9,000
*Underground storage tank inspections	1,500	1,500	1,500
Towing service – impounds	72,500	72,500	72,500
Parking garage pigeon cleanup mod	125,000	-	-
Other Contracts	150,000	200,000	200,000
Total:	\$ 401,700	\$ 326,700	\$ 326,700

**Required or mandated to remain operational.*

Account No. 5609: GARBAGE COLLECTION SERVICES- provides for FNSB landfill “tipping” fees, garbage billing supplies (envelopes, billing paper), postage and other costs associated with billing and collections services. In 1980 the tipping fee was \$21/ton, from 2004 to 2008 the fee increased \$2/ton annually; from 2009 to 2013 the fee increased \$7/ton annually and in 2014 the fee increased by \$3/ton; the **current rate is \$95/ton** and the next anticipated increase will be July 1, 2015.

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
Tipping Fees for 5,400 tons*	\$ 527,000	\$ 527,000	\$ 527,000
Billing supplies, postage, & fees	30,000	22,000	22,000
Total:	\$ 557,000	\$ 549,000	\$ 549,000

2015 TIPPING FEE REQUEST			
Tonnage	Period	Rate/Ton	Tipping Fee
2,600	1/1-6/30/15	\$ 95	\$ 247,000
2,800	7/1-12/31/15	\$ 100	280,000
5,400			\$ 527,000

TONNAGE HISTORY	
Year	Tonnage
*2014	4,078.94
2013	5,424.53
2012	5,509.87

(*thru 9/30/14)

Account No. 5701: REPAIRS AND MAINTENANCE– provides for repairs to equipment and tools including non-accident body damage repairs, windshields, alignments, upholstery, electrical rebuilds, radio repairs, transmission, hydraulics and special calibrations, and FPD equipment (GPD, radar, camera).

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 100,000	\$ 110,000	\$ 110,000

Account No 5703: BUILDINGS AND GROUNDS MAINTENANCE - provides for repair, maintenance and special projects of City owned and leased buildings: City Hall, Police Station, downtown Fire Station, Fire Station #3-Aurora, Fire Training Center, Fire Station #2, Public Works Facility, Warm Storage Facility, and the Downtown Parking Garage. Grounds maintained include Golden Heart Plaza, Clay Street Cemetery, and the impound lot. Daily maintenance of these buildings and grounds include furnace, plumbing, electrical, and wiring repairs, carpentry, changing furnace filters, demobilization of the fountain at Golden Heart Plaza and vandalism repairs.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 100,000	\$ 100,000	\$ 100,000

Account No. 5804: OTHER RENTALS –provides for rental of equipment (dump trucks, excavator, dozer, etc) specialized tools and portable toilet rental for auctions and community volunteer projects.

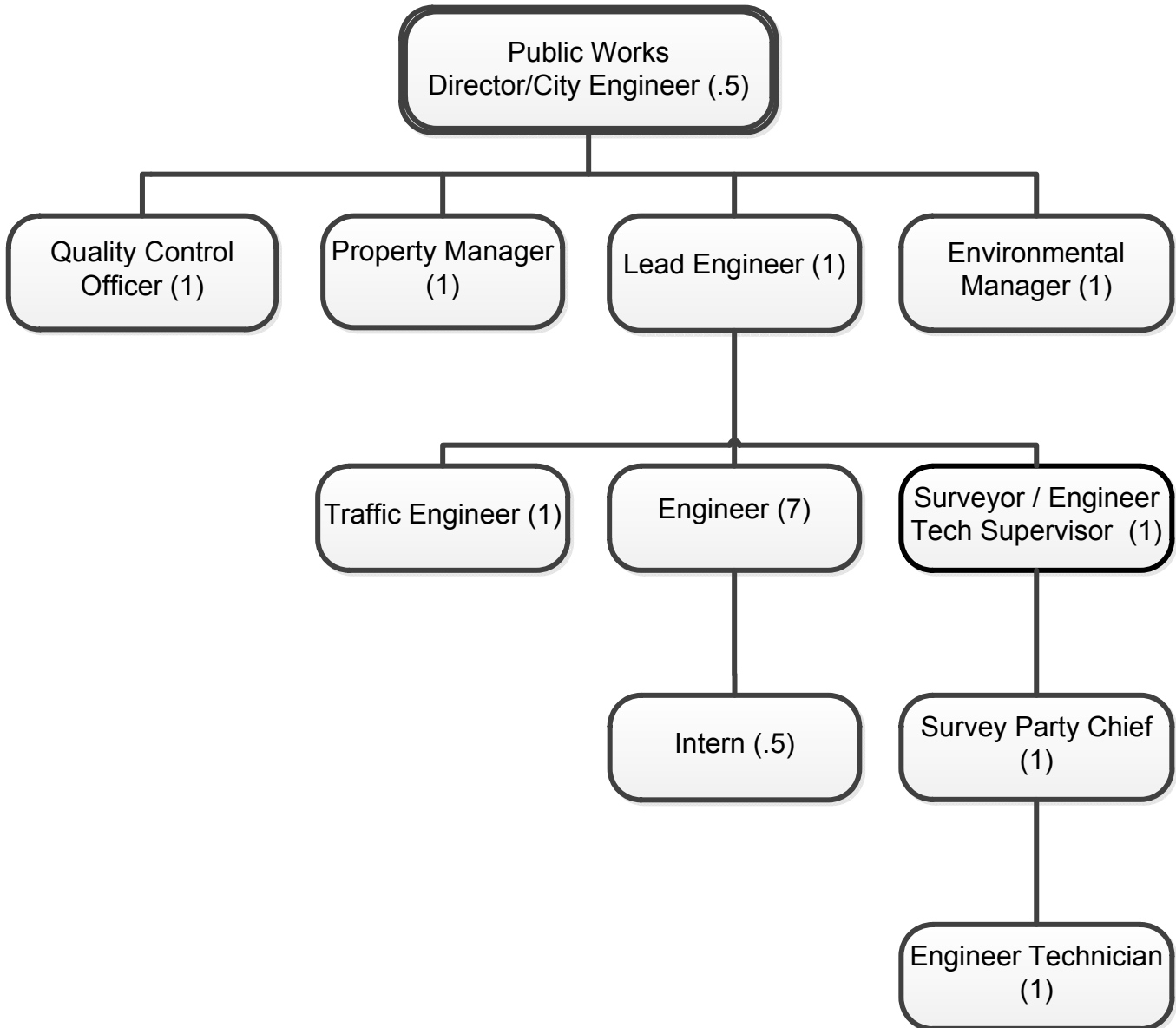
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 105,000	\$ 75,000	\$ 75,000

Account No. 7501: EQUIPMENT REPLACEMENT– This expense is transferred to the Capital Appropriation Fund to pay for the cost of replacing capital equipment in the Public Works Department. This does not cover the total cost necessary to replace public works equipment on a regular schedule.

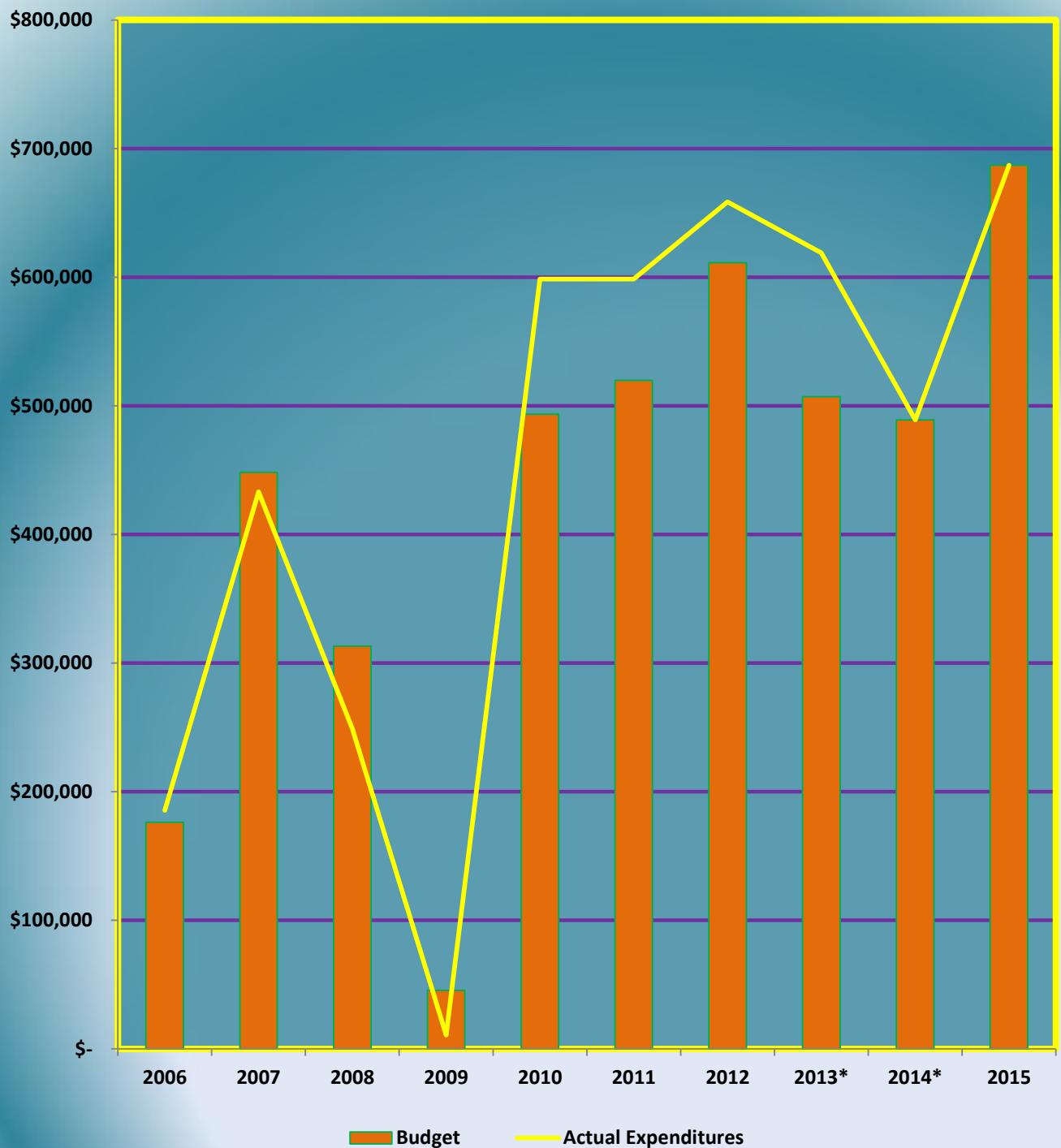
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 250,000	\$ 250,000	\$ 250,000

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
TOTAL DEPARTMENT	\$ 7,770,798	\$ 7,377,995	\$ 7,577,995

Engineering Division 2015



Engineering Actual & Budgeted Expenditures



The 2006 base year budget was \$176,299 and expenditures were \$185,548.
In 2009 Engineering expenditures were paid by State and Federal projects, not included in the general fund.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

ENGINEERING DEPARTMENT NO. 51

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES AND WAGES	\$ 397,746	\$ 377,054	\$ 410,895	\$ 410,895	\$ 410,895
5002	OVERTIME	3,700	2,581	7,000	7,000	7,000
5101	PERSONAL/ANNUAL LEAVE	18,318	22,000	35,000	35,000	35,000
5200	EMPLOYEE BENEFITS	164,302	156,168	186,412	186,412	186,412
5302	TRAINING	4,096	4,000	4,000	4,000	4,000
5401	OFFICE SUPPLIES	5,215	4,000	4,350	4,350	4,350
5402	OPERATING SUPPLIES	3,090	3,850	4,500	4,500	4,500
5407	DUES AND PUBLICATIONS	1,170	1,500	1,500	1,500	1,500
5599	OTHER OUTSIDE CONTRACTS	2,166	2,000	2,200	2,200	2,200
7005	ENVIRONMENTAL COMPLIANCE	19,652	25,000	31,250	31,250	31,250
7501	EQUIP REPLACEMENT	-	-	-	-	-
TOTALS		\$ 619,455	\$ 598,153	\$ 687,107	\$ 687,107	\$ 687,107

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 DEPT REQUEST		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
POSITION	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
CITY ENGINEER ENVIRONMENTAL MANAGER	0.5	\$ 51,283	0.5	\$ 51,412	0.5	\$ 52,794	0.5	\$ 52,794	0.5	\$ 52,794
ENGINEER I	1.0	73,510	1.0	73,708	1.0	90,346	1.0	90,346	1.0	90,346
ENGINEER II	2.0	132,748	2.0	133,116	4.0	217,935	4.0	217,935	4.0	217,935
ENGINEER III	3.0	217,433	3.0	218,022	2.0	150,181	2.0	150,181	2.0	150,181
ENGINEER IV	1.0	90,586	1.0	90,820	1.0	93,690	1.0	93,690	1.0	93,690
ENG TECHNICIAN SUPERVISOR	1.0	91,080	1.0	91,314	1.0	94,197	1.0	94,197	1.0	94,197
ENG TECHNICIAN	1.0	77,078	1.0	77,283	1.0	79,816	1.0	79,816	1.0	79,816
SURVEY PARTY CHIEF	0.5	21,935	1.0	45,536	1.0	45,244	1.0	45,244	1.0	45,244
PART TIME INTERN	1.0	50,299	1.0	52,085	1.0	51,793	1.0	51,793	1.0	51,793
QUALITY CONTROL OFFICER	0.5	22,423	0.5	22,423	0.5	23,965	0.5	23,965	0.5	23,965
PROPERTY MANAGER	1.0	63,950	1.0	64,130	1.0	66,333	1.0	66,333	1.0	66,333
OVERTIME	1.0	82,306	1.0	82,523	1.0	85,186	1.0	85,186	1.0	85,186
BENEFITS		72,000		72,000		72,000		72,000		72,000
LEAVE ACCRUAL		374,978		411,246		425,077		425,077		425,077
TOTAL GENERAL FUND	13.50	1,443,609	14.0	1,507,618	15.0	1,583,557	15.0	1,583,557	15.0	1,583,557
GRANT/PROJECT PERSONNEL										
ENGINEER I	(2.0)	(132,748)	(2.0)	(133,116)	(4.0)	(217,935)	(4.0)	(217,935)	(4.0)	(217,935)
ENGINEER II	(3.0)	(217,433)	(3.0)	(218,022)	(3.0)	(150,181)	(3.0)	(150,181)	(3.0)	(150,181)
ENGINEER III	(1.0)	(90,586)	(1.0)	(90,820)	(1.0)	(93,690)	(1.0)	(93,690)	(1.0)	(93,690)
ENGINEER IV	(1.0)	(91,080)	(1.0)	(91,314)	(1.0)	(94,197)	(1.0)	(94,197)	(1.0)	(94,197)
ENG TECHNICIAN SUPERVISOR	(1.0)	(77,078)	(1.0)	(77,283)	(0.5)	(39,908)	(0.5)	(39,908)	(0.5)	(39,908)
SURVEY PARTY CHIEF	(1.0)	(50,299)	(1.0)	(52,085)	(0.5)	(25,897)	(0.5)	(25,897)	(0.5)	(25,897)
ENG TECHNICIAN	(1.0)	(21,935)	(1.0)	(45,536)	(0.5)	(22,622)	(0.5)	(22,622)	(0.5)	(22,622)
PART TIME INTERN	(0.5)	(22,423)	(0.5)	(22,423)	(0.5)	(23,965)	(0.5)	(23,965)	(0.5)	(23,965)
REMOVE HOLIDAY PAY		27,008		27,063		27,809		27,809		27,809
OVERTIME		(65,000)		(65,000)		(65,000)		(65,000)		(65,000)
BENEFITS		(274,110)		(290,367)		(238,665)		(238,665)		(238,665)
TOTAL GRANT FUNDS	(10.50)	(1,015,684)	(10.5)	(1,058,903)	(11.0)	(944,251)	(11.0)	(944,251)	(11.0)	(944,251)
TOTAL GENERAL FUND	3.00	\$ 427,925	3.5	\$ 448,715	4.0	\$ 639,307	4.0	\$ 639,307	4.0	\$ 639,307

Approved Personnel budgets do not reflect interim budget amendments.

**CITY OF FAIRBANKS, ALASKA
PERSONNEL HOURLY WAGES AND BENEFITS**

ENGINEERING DEPARTMENT NO. 51

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
IBEW					
CITY ENGINEER	\$ 50.7632	\$ 6.5900	\$ 4.9000	\$ 0.7794	\$ 63.0326
ENVIRONMENTAL MANAGER	43.2692	6.5900	4.9000	0.6705	55.4297
ENGINEER I	32.9606	6.5900	4.9000	0.5210	44.9716
ENGINEER II	35.9630	6.5900	4.9000	0.5646	48.0176
ENGINEER III	44.8707	6.5900	4.9000	0.6937	57.0544
ENGINEER IV	45.1136	6.5900	4.9000	0.6972	57.3008
ENG TECHN SUPERVISOR	38.2258	6.5900	4.9000	0.5974	50.3132
INTERN	22.1900	10.4900	-	0.4051	33.0851
QUALITY CONTROL OFFICER	31.7685	6.5900	4.9000	0.5037	43.7622
PROPERTY MANAGER	40.7977	6.5900	4.9000	0.6347	52.9224
LABORER					
SURVEY PARTY CHIEF	\$ 24.3677	\$ 12.1300	\$ 6.5000	\$ 0.5464	\$ 43.5441
ENG TECH	21.2314	12.1300	6.5000	0.5010	40.3624

Note - Other includes 1.45% for medicare and life insurance in the amount of \$90 annually displayed hourly. AFLCIO includes an additional \$00.15 to legal fund which was redirected from wages.

MISSION STATEMENT

The mission of the Engineering Department is to plan and administer the construction of capital improvement projects to improve and maintain City streets, facilities, and associated infrastructure for the benefit of the public and to foster economic growth in Fairbanks.

DEPARTMENT SERVICES

Each year the Department designs and constructs projects funded by state and federal grants. The grants not only pay for the construction costs, but also reimburse the City for staff time and contracts used to design and oversee construction of the projects. Recovery of these costs makes the Department less reliant on General Fund revenues to fund its positions and meets its mission.

In addition to grant-funded projects, the Department is responsible for the services listed below. Some, but not all, of these services are paid for with plan review and permitting fees.

- Reviewing site plans for residential and commercial building permit applications
- Permitting street excavations and sidewalk/curb cuts for utility service connections, new driveways, lane closures for road work and public events, and cooling water discharges
- Environmental regulatory compliance for public and private development projects, ongoing municipal operations, and local storm water management
- Traffic safety planning and management
- City property and right-of-way management
- Horizontal and vertical survey control
- Repository for utility and roadway as-built drawings, technical reports, property plats, and right-of-way maps that date back to the early 1900s

2014 ACCOMPLISHMENTS

The Department designed and constructed the following projects in 2014:

1. South Cushman Street Reconstruction
2. Arctic Park & Council Subdivisions Improvements
3. Lemeta Subdivision Improvements
4. Brandt Subdivision Improvements
5. Wickersham Street Upgrade, Stage II
6. Police Station Surveillance System Upgrade & Reroof Projects
7. Public Works Facility Data Cabling & Storage Mezzanine Projects
8. Fire Training Center Oil/Water Separator

In addition to completion of these projects, the Department also helped sell the old City Hall building, generating \$180,000 in revenue and eliminating its maintenance cost to the City.

2015 GOALS

The Department plans to design and construct the following grant-funded projects in 2015:

1. Cushman Complete Street
2. Downtown Wayfinding Signage
3. Chena Riverwalk, Phase III
4. Gateway Subdivision Improvements
5. Bjerremark Subdivision Improvements
6. West Barnette Street Reconstruction
7. 3rd Street Widening

The City has also applied for grants for the following projects. If funded, the Department would pursue constructing these projects by the end of 2015.

1. Wastewater Treatment Plant Generator Replacements
2. Public Works Facility, Cold Storage, & Fire Station No. 3 Seismic Retrofits
3. Public Works Fuel Storage Relocation

PERFORMANCE MEASURES

1. Completion of projects on schedule and under budget.
2. Successful award of grant applications for capital improvement projects.
3. Timely site plan reviews and permit issuances (i.e. within 7 days of receipt of plans and permit applications).
4. Achievement of full environmental regulatory compliance (i.e. no violations or fines).

Engineering Revenue over Expenditures



During the years 2006 through 2009, very little non-grant/contract overhead was recovered. In 2008 a new City Engineer began restructuring the department so that it would support itself and add value to the city.

OPERATING ACCOUNTS

The following is a description of the engineering operating accounts. These accounts are necessary to fund the day to day operation of the Engineering Department. ***Only administrative accounts not directly associated with direct grant/contract expenditures are included in the general fund budget request.*** Below is a brief description of each administrative account and the associated budget requests.

Account No. 5001: *SALARIES AND WAGES* - provides for salaries and wages for all employees within the Department. It is recommended that requested staffing levels be provided as indicated by this document.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 410,895	\$ 410,895	\$ 410,895

Account No. 5002: *OVERTIME* - provides for anticipated overtime that may occur in the accomplishment of the non-identified projects during the year.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 7,000	\$ 7,000	\$ 7,000

Account No. 5101: *PERSONAL/ANNUAL LEAVE ACCRUAL* - reflects the cost of new leave earned. These figures are estimated using an average of prior year's leave usage and leave cashed out.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 35,000	\$ 35,000	\$ 35,000

Account No. 5200: *EMPLOYEE BENEFITS* - include retirement contributions, health care coverage, and employer's share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 186,412	\$ 186,412	\$ 186,412

Account No. 5302: TRAINING - Technical expertise is integral to Departmental efficiency, remaining in compliance with regulations, and remaining cost competitive. This account provides technical training opportunities and seminars. Trainings include Certified Erosion and Sediment Control Lead, Traffic Safety Control, AutoCAD and Civil Design Software, Roadway Design, Hazmat Management and Disposal Certification, Hazardous Waste Operator Training, etc.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 4,000	\$ 4,000	\$ 4,000

Account No. 5401: OFFICE SUPPLIES – This account allows for the purchase of standard office supplies for the Engineering Department.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 4,350	\$ 4,350	\$ 4,350

Account No. 5402: OPERATING SUPPLIES - provides for operating supplies such as calculators, survey equipment, software, etc.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 4,500	\$ 4,500	\$ 4,500

Account No. 5407: DUES AND PUBLICATIONS - This account is used for subscriptions to technical and professional periodicals, allowing the Department to keep abreast of changes occurring in the engineering field, computer technology, construction technology and project management. These publications are used directly and indirectly in conjunction with the planned capital projects.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,500	\$ 1,500	\$ 1,500

Account No. 5599: OTHER OUTSIDE CONTRACTS - Implementation of planned capital projects will require services and support from outside agencies, firms and information services that cannot otherwise be efficiently secured.

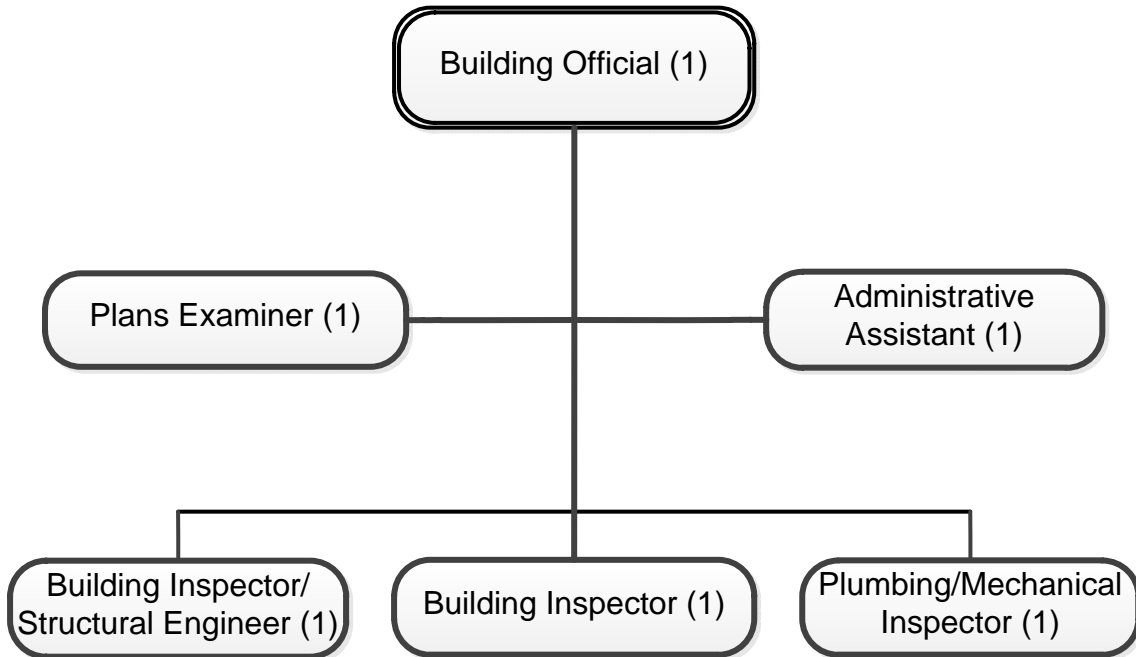
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 2,200	\$ 2,200	\$ 2,200

Account No. 7005: ENVIRONMENTAL COMPLIANCE - The projects proposed for this category include:

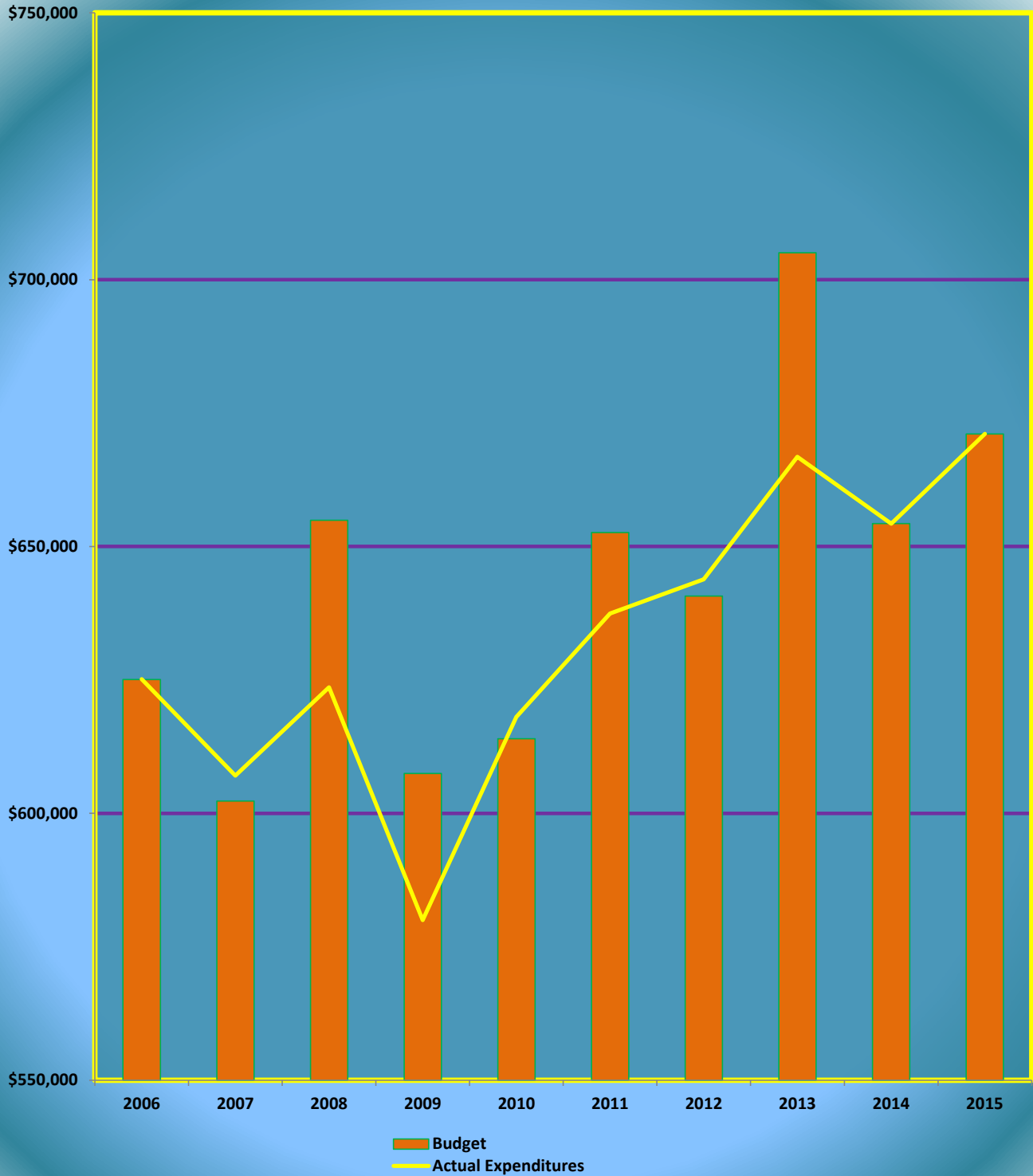
	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
ADEC Storm Water Compliance	\$ 16,500	\$ 16,500	\$ 16,500
EPA Hazardous Materials Disposal	<u>14,750</u>	<u>14,750</u>	<u>14,750</u>
Total:	\$ 31,250	\$ 31,250	\$ 31,250

	<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
TOTAL DEPARTMENT	\$ 687,107	\$ 687,107	\$ 687,107

Building Department 2015



Building Actual & Budgeted Expenditures



The 2006 base year budget was \$625,100 and expenditures were \$625,166. The spike in 2013 was due to short-term personell costs and outside consulting costs.

CITY OF FAIRBANKS, ALASKA

General Fund Appropriation

BUILDING DEPARTMENT NO. 60

CODE	DESCRIPTION	2013 ACTUAL	2014 REVISED	2015 DEPT REQUEST	2015 MAYOR	2015 APPROVED
5001	SALARIES AND WAGES	\$ 468,349	\$ 469,518	\$ 469,361	\$ 469,361	\$ 469,361
5002	OVERTIME	4,669	5,000	5,000	5,000	5,000
5101	PERSONAL/ANNUAL LEAVE	14,980	16,000	16,000	16,000	16,000
5200	EMPLOYEE BENEFITS	156,892	152,378	151,738	151,738	151,738
5302	TRAINING	5,429	3,000	6,000	6,000	6,000
5401	OFFICE SUPPLIES	4,638	4,912	5,000	5,000	5,000
5407	DUES AND PUBLICATIONS	1,391	4,000	2,500	2,500	2,500
5501	PROFESSIONAL SERVICES	-	2,000	2,000	2,000	2,000
5599	OTHER OUTSIDE CONTRACTS	239	2,000	2,000	2,000	2,000
7007	MEETING COSTS	232	1,500	1,500	1,500	1,500
7501	EQUIP REPLACEMENT EXPENDIT	10,000	10,000	10,000	10,000	10,000
TOTALS		\$ 666,819	\$ 670,308	\$ 671,099	\$ 671,099	\$ 671,099

SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013		2014		2015		2015		2015	
	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
BUILDING OFFICIAL	1.0	\$ 94,686	1.0	\$ 94,929	1.0	\$ 97,900	1.0	\$ 97,900	1.0	\$ 97,900
PLANS EXAMINER	1.0	74,378	1.0	75,033	1.0	77,508	1.0	77,508	1.0	77,508
ADMIN ASST	1.0	55,334	1.0	55,495	1.0	57,482	1.0	57,482	1.0	57,482
INSPECTOR	3.0	230,355	3.0	228,948	3.0	236,471	3.0	236,471	3.0	236,471
OVERTIME		5,000		5,000		5,000		5,000		5,000
BENEFITS		152,383		152,378		151,738		151,738		151,738
LEAVE ACCRUAL		16,000		16,000		16,000		16,000		16,000
TOTALS	6.0	\$ 628,136	6.0	\$ 627,783	6.0	\$ 642,099	6.0	\$ 642,099	6.0	\$ 642,099

Approved Personnel budgets do not reflect interim budget amendments.

PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
IBEW					
BUILDING OFFICIAL	\$ 47.0672	\$ 6.5900	\$ 4.9000	\$ 0.7258	\$ 59.2830
STRUCTRUAL INSPECTOR	40.4887	6.5900	4.9000	0.6302	52.6089
PLANS EXAMINER	37.1208	6.5900	4.9000	0.5814	49.1922
COMBO BUILDING INSPECTOR	36.8782	6.5900	4.9000	0.5778	48.9460
CODE COMPLIANCE INSPECTOR	35.8856	6.5900	4.9000	0.5634	47.9390
ADMIN ASSISTANT	27.5298	6.5900	4.9000	0.4423	39.4621

Note - Other includes 1.45% for medicare, Section 125 plan - \$1,200 annually displayed hourly, and life insurance in the amount of \$90 annually displayed hourly.

MISSION

The Fairbanks Building Department's mission is to provide safe, accessible, code compliant buildings for the community within the City of Fairbanks.

PERFORMANCE MEASURES

The mission is accomplished through public education, customer assistance, and enforcement of building codes from the permit application to final inspection approval.

OPERATING ACCOUNTS

Account No. 5001: *SALARIES AND WAGES* – covers the costs of wages for the department.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 469,361	\$ 469,361	\$ 469,361

Account No. 5002: *OVERTIME* – In 2014 we are requesting the same budget for overtime that was approved in 2013.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 5,000	\$ 5,000	\$ 5,000

Account No. 5101: *PERSONAL/ANNUAL LEAVE ACCRUAL* – reflects the cost of new leave earned. These figures are estimated using an average of prior year's leave usage and leave cashed out.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 16,000	\$ 16,000	\$ 16,000

Account No. 5200: *EMPLOYEE BENEFITS* - include retirement contributions, health care coverage, and employer's share of life insurance, Medicare, and Social Security tax.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 151,738	\$ 151,738	\$ 151,738

Account No. 5302: *TRAINING* – Cross training must be prioritized as a result of personnel changes within the department; therefore, we are requesting \$6,000. Training funding was cut in the last budget – this year sufficient funding will be even more critical.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 6,000	\$ 6,000	\$ 6,000

Account No. 5401: *OFFICE SUPPLIES* –Historical data indicates a static demand for such supplies; \$5,000 is sufficient for department operations.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 5,000	\$ 5,000	\$ 5,000

Account No. 5407: *DUES AND PUBLICATIONS* – This account will be used to purchase the 2015 International Building Code books and start the adoption process.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 2,500	\$ 2,500	\$ 2,500

Account No. 5501: *PROFESSIONAL SERVICES* –This account is used for independent structural consulting for evaluation of the unusual building construction the same level of funding is requested.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 2,000	\$ 2,000	\$ 2,000

Account No. 5599: *OTHER OUTSIDE CONTRACTS* – This account is used for copier maintenance.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 2,000	\$ 2,000	\$ 2,000

Account No. 7007: *MEETING COSTS* – The Building Department has three oversight commissions and boards that meet on a regular basis. This account includes the costs for lunches and meeting materials.

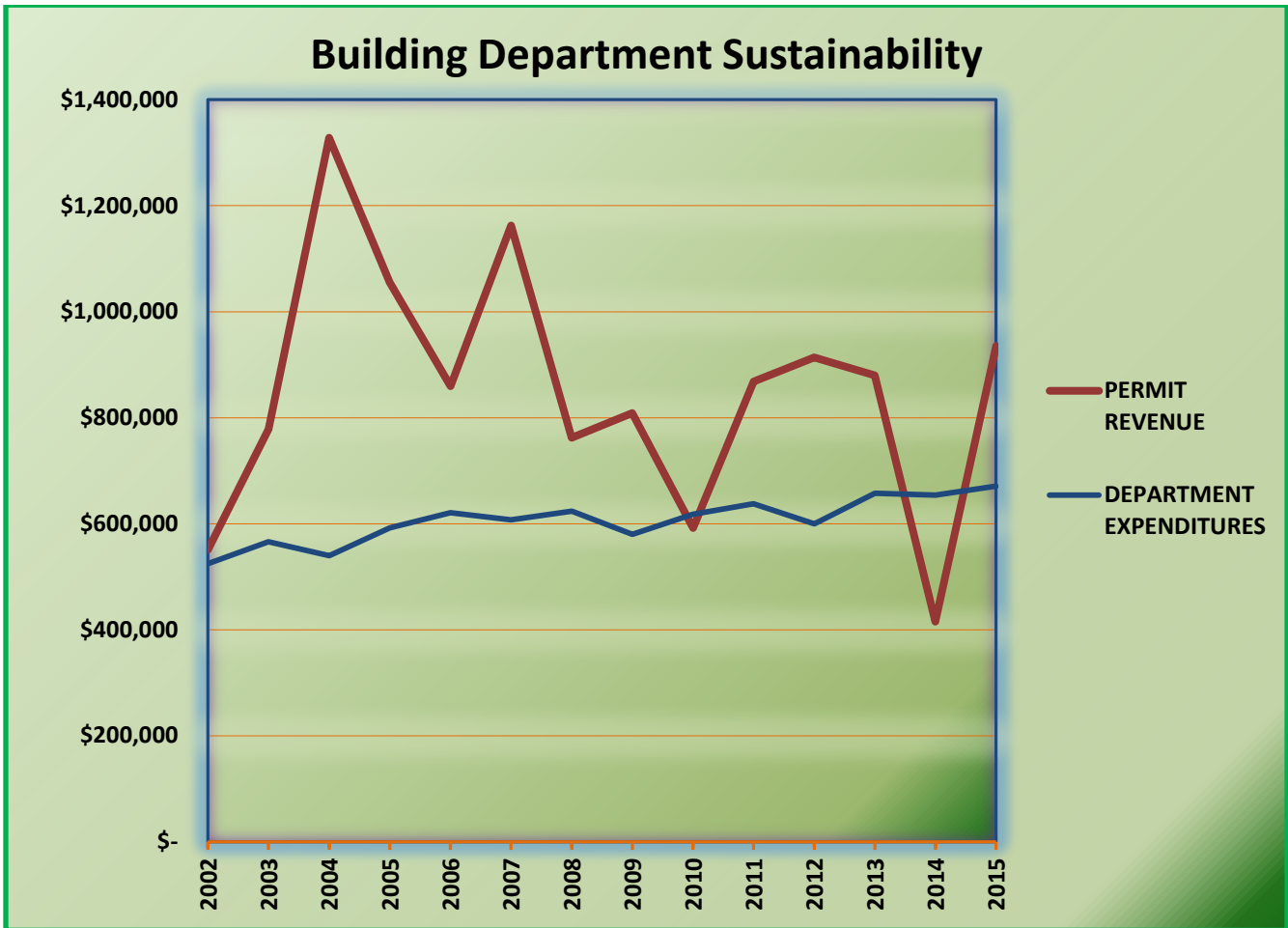
<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 1,500	\$ 1,500	\$ 1,500

Account No. 7501: *EQUIPMENT REPLACEMENT EXPENDITURE* – The Building Department is requesting \$10,000 to be transferred to the capital fund for the future purchase of a new truck.

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 10,000	\$ 10,000	\$ 10,000

TOTAL DEPARTMENT

<u>REQUESTS</u>	<u>RECOMMENDS</u>	<u>APPROVED</u>
\$ 671,099	\$ 671,099	\$ 671,099



Years 2002 through 2012 are based on audited amounts. Years 2014 and 2015 are estimated amounts.

Permit revenue is a product of the economy and construction activity in the City of Fairbanks. The level can fluctuate widely from year to year. While it is not a goal for the department to generate more revenue than it costs to operate, the chart above shows the value the Building Department adds to the City. During the time period 2002-2015 revenues have exceeded expenditures 12 times. Note how slowly the department's costs have risen. This increase is due to CBA raises in employee wages and benefits.

ESTIMATED 2015 CONSTRUCTION VALUATION = \$80 MILLION

ESTIMATED REVENUES:

Building permit and plan check fees	\$ 741,517
Plumbing, mechanical, and electrical permit fees	186,763
Plumber's licenses and testing fees	4,000
Sign Permits	3,000
TOTAL	\$ 935,280

RECOMMENDED EXPENDITURES:

2015 Budget Total	\$ 671,099
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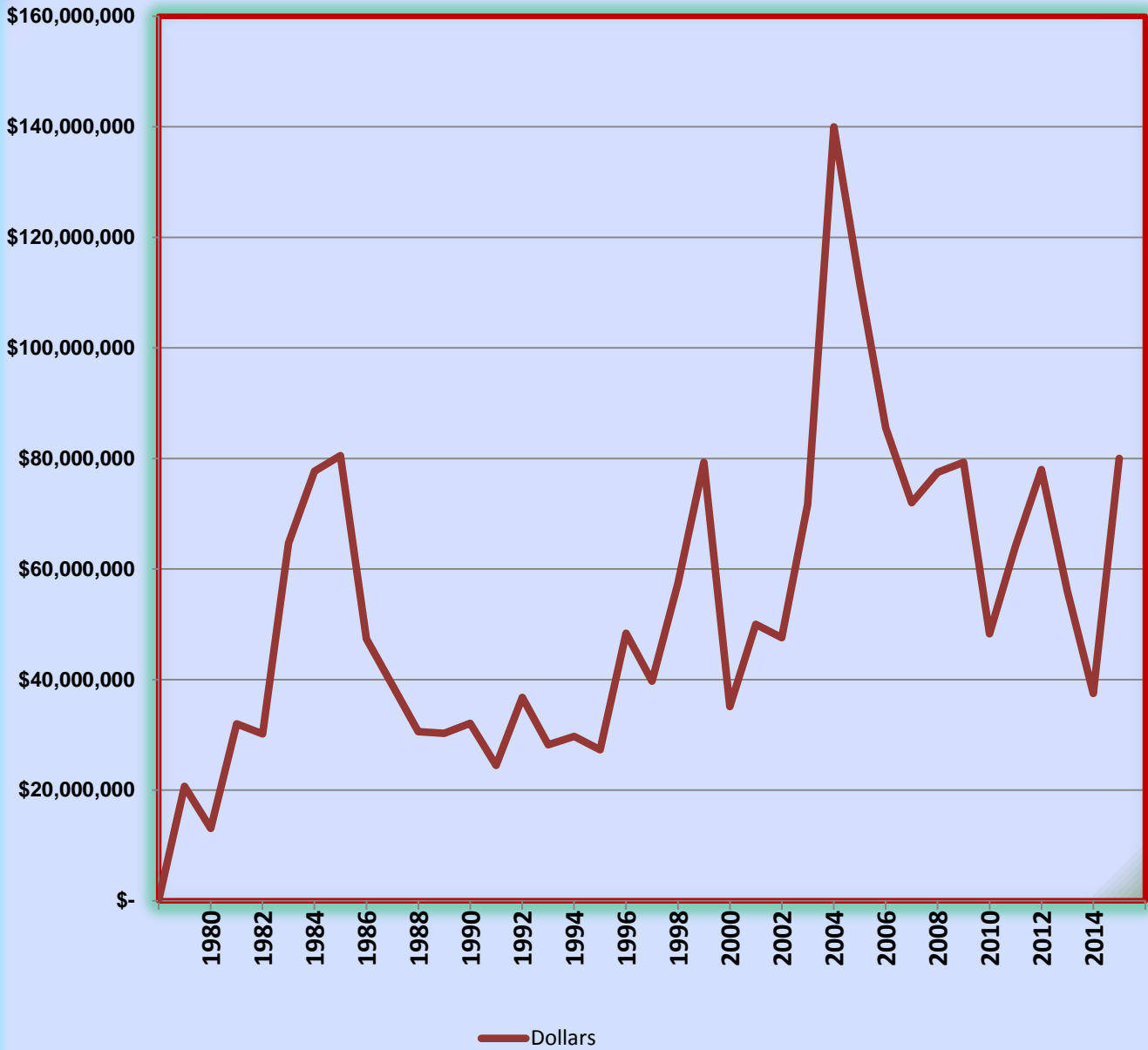
ESTIMATE: ANNUAL REVENUES IN EXCESS OF EXPENDITURES \$ 264,181

TOTAL PERMIT VALUATION

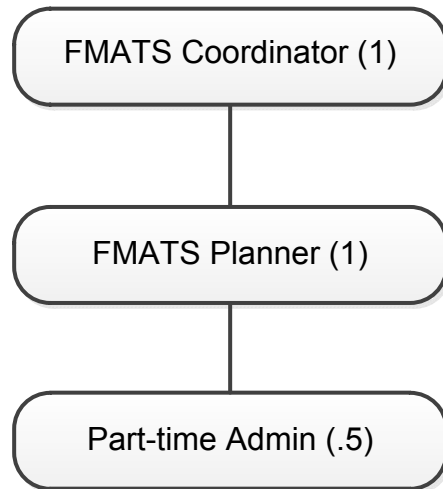
<u>YEAR</u>	<u>DOLLARS IN MILLIONS</u>	<u>YEAR</u>	<u>DOLLARS IN MILLIONS</u>	<u>YEAR</u>	<u>DOLLARS IN MILLIONS</u>
1978	20.7	1991	24.5	2003	71.7
1979	20.7	1992	36.8	2004	140.0
1980	13.1	1993	28.2	2005	111.7
1981	32.0	1994	29.7	2006	85.5
1982	30.2	1995	27.3	2007	72.0
1983	64.7	1996	48.4	2008	77.5
1984	77.7	1997	39.7	2009	79.3
1985	80.5	1998	57.4	2010	48.3
1986	47.4	1999	79.3	2011	64.1
1988	30.6	2000	35.1	2012	83.6
1989	30.3	2001	50.0	2013	52.3
1990	32.1	2002	47.6	2014	37.5
				2015	estimate 80.0

Permit revenue is calculated using the assessed value of construction. The table above and chart below document that construction can vary widely from year to year. The linear trend line does show the increasing valuations over the 37 years reported.

TOTAL PERMIT VALUATION



Fairbanks Metropolitan Area Transportation System (FMATS) 2015



SCHEDULE OF PERSONNEL REQUIREMENTS

General Fund Appropriation	2013 APPROVED		2014 APPROVED		2015 DEPT REQUEST		2015 MAYOR		2015 APPROVED	
POSITION	#	SALARY	#	SALARY	#	SALARY	#	SALARY	#	SALARY
PERSONNEL										
FMATS COORDINATOR	1.0	\$ 95,068	1.0	\$ 95,389	1.0	\$ 118,872	1.0	\$ 118,872	1.0	\$ 118,872
FMATS PLANNER	1.0	59,359	1.0	60,015	1.0	62,115	1.0	62,115	1.0	62,115
PART TIME ADMIN	0.5	25,035	0.5	28,681	0.5	29,671	0.5	29,671	0.5	29,671
OVERTIME		-		-		-		-		-
BENEFITS		71,640		66,873		67,205		67,205		67,205
LEAVE ACCRUAL		5,000		5,000		14,000		14,000		14,000
	2.5	256,102	2.5	255,958	2.5	291,863	2.5	291,863	2.5	291,863

GRANT/PROJECT PERSONNEL

FMATS COORDINATOR	(1.0)	(95,068)	(1.0)	(95,389)	(1.0)	(118,872)	(1.0)	(118,872)	(1.0)	(118,872)
FMATS PLANNER	(1.0)	(59,359)	(1.0)	(60,015)	(1.0)	(62,115)	(1.0)	(62,115)	(1.0)	(62,115)
PART TIME ADMIN	(0.5)	(25,035)	(0.5)	(28,681)	(0.5)	(29,671)	(0.5)	(29,671)	(0.5)	(29,671)
OVERTIME		-		-		-		-		-
BENEFITS		(71,640)		(66,873)		(67,205)		(67,205)		(67,205)
LEAVE ACCRUAL		(5,000)		(5,000)		(14,000)		(14,000)		(14,000)
	(2.5)	(256,102)	(2.5)	(255,958)	(2.5)	(291,863)	(2.5)	(291,863)	(2.5)	(291,863)

TOTAL GENERAL FUND	0.0	\$	-	0.0	\$	-	0.0	\$	-	0.0	\$	-
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PERSONNEL HOURLY WAGES AND BENEFITS

POSITION	BASE WAGE	HOURLY PENSION	HOURLY HEALTH	OTHER HOURLY BENEFITS	HOURLY PACKAGE RATE
IBEW					
FMATS COORDINATOR	\$ 57.1498	\$ 6.5900	\$ 4.9000	\$ 0.8720	\$ 69.5118
FMATS PLANNER	29.7485	6.5900	4.9000	0.4747	41.7132
PART-TIME ADMIN	28.5298	5.5900	4.9000	0.4570	39.4768

Note - Other includes 1.45% for medicare and life insurance in the amount of \$90 annually displayed hourly.

Introduction

The Fairbanks Metropolitan Area Transportation System (FMATS) became a City department in 2008. FMATS is funded with State and Federal funds and in-kind contributions from the City of Fairbanks and cash contributions from the City of North Pole.

Currently there are two and one-half employees working in FMATS; the FMATS Coordinator, the FMATS Transportation Planner and a half-time Administrative Assistant. The FMATS Coordinator reports directly to the Policy Committee of FMATS made up of the three local Mayors, the Northern Region Director of DOT & PF, the Director of Air Quality of the DEC, a City Council Representative and a FNSB Assembly Representative.

In order to continue to receive federal transportation funding, the Fairbanks Urban area, as designated by the Census, was required to form a Metropolitan Planning Organization (MPO). FMATS is the Metropolitan Planning Organization formed with the approval of the Governor in 2003. FMATS is required to produce several work products to be in compliance with federal regulations: a Metropolitan Transportation Plan, a four-year Transportation Improvement Program, a Public Participation Plan, Air Quality Conformity Determination (as required), and a Unified Planning Work Program. As a result of the 2010 Census, FMATS amended its boundaries to include those areas that are now urbanized that were not considered urban in the 2000 census.

A full copy of the Fairbanks Metropolitan Area Transportation System (FMATS) Unified Planning Work Program (UPWP) PL-1260(7) Federal Fiscal Years 2015/2016 is available online at the FMATS website: www.fmats.alaska.gov. The UPWP documents the products and milestones of the MPO for the two-year planning period.

FMATS History

Although it was not formally recognized as an urbanized area until 2000, FMATS originated in 1969 in recognition of the multi-jurisdictional responsibilities relating to transportation issues. FMATS has provided an important mechanism to identify transportation issues and problems common to the local and State governments in the Fairbanks area and to suggest solutions.

The U.S. Census determined that an area including the City of Fairbanks, City of North Pole and a part of the Fairbanks North Star Borough had more than 50,000 in population in close proximity and therefore qualified as an "urban area". Federal regulations state that areas with a population over 50,000 (urban area) must develop an MPO to perform all regional transportation planning. The Policy Committee is the decision-making body of the MPO. The FMATS Technical Committee makes recommendations to the Policy Committee. It includes representation from FNSB Transit, FNSB Planning Commission, FNSB Community Planning, Alaska Railroad Corporation, Department of Transportation and Public Facilities, Department of Environmental Conservation, City of Fairbanks, City of North Pole, Fort Wainwright, University of Alaska Fairbanks, Tanana Chiefs Conference and freight carriers. The following illustrates efforts to date that have addressed transportation planning within the MPO:

- 1971 – Original FMATS Plan
- 1983 – Richardson Highway Corridor Study
- 1984 – FNSB Comprehensive Plan (Last Updated 2005)
- 1985 – FNSB Comprehensive Recreational Trail Plan (Last Updated 2006)
- 1985 – The FMATS Update Report re-evaluated area forecasts through the year 2005 and developed a list of project recommendations to be implemented over the next 20 years.
- 1986 – Southwest Neighborhood Transportation Study
- 1989 – FNSB Bike Plan
- 1991 – Fairbanks North Star Borough Comprehensive Road Plan
- 1994 – North Pole Area Supplement to the FNSB Bike Plan
- 2001 – Downtown Transportation Study for the City of Fairbanks
- 2005 – FMATS Long Range Transportation Plan
- 2006 – FNSB/City of Fairbanks – The Historic Preservation Plan
- 2007 – Airport Way Improvements Reconnaissance Study
- 2008 – Vision Fairbanks Downtown Plan
- 2009 – North Pole Land Use Plan
- 2009 – 2010 – 2013 Transportation Improvement Program
- 2010 – Steese Highway/Johansen Expressway Area Traffic Improvements
- 2010 – Seasonal Mobility Task Force Recommendations Report
- 2010 – Metropolitan Area Transportation Plan 2010 – 2035, including a Freight Plan Element
- 2010 – Transportation Conformity Determination for Air Quality (Carbon Monoxide and PM_{2.5}) for the MTP and TIP
- 2010 – 2011/2012 Unified Planning Work Program
- 2010 – 2010 – 2013 Transportation Improvement Program Amendments 1 and 2
- 2011 – 2010 – 2013 Transportation Improvement Program Administrative Modification 3 and 4 and Amendment 5
- 2011 – 2012 – 2015 Transportation Improvement Program and Air Quality Conformity Determination

2012 – Safe Routes to School Plan

2012 – Non-Motorized Transportation Plan

2012 - Greenspace Artwork RFP and selection

2012 – 2012 – 2015 TIP Amendment 1, Administrative Modification 2, and Amendment 3

2012 – 2013/2014 Unified Planning Work Program

2013 – 2012 – 2015 TIP Amendment 4 and 5

2013 – Operating Agreement Amended with revised MPO Boundary

2013 – 2004 – Metropolitan Transportation Plan Update (to be completed in January 2015)

2014 – College Road Corridor Study

2014 – 2015 – 2016 Unified Planning Work Program

2014 – TIP Administrative Modification #6, Amendment 7, Draft Amendment 8

2014 – Polaris Artwork Installed

2014 – Initiate the Freight Mobility Plan

CAPITAL FUND

CAPITAL FUND, BUDGET NARRATIVE – CITY OF FAIRBANKS

Description

In October of 2006, City voters approved amendment of the City Charter to establish a capital fund to designate funds for capital use. All funds appropriated to the capital fund shall remain in the fund until expended on capital projects as approved by the City Council. There is no requirement to capitalize all items included in the capital fund budget. Budget items may include amounts needed to maintain or replace current assets.

Budgeted Additions (Revenues)

Transfers

The City maintains a Permanent Fund comprised of receipts associated with the sale of assets. The fund was originally established by the 1997 sale of the City-owned Municipal Utility System. City code allows not more than one half of one percent of the five year average Permanent Fund value to be used for capital needs. In 2015, it is estimated that the Permanent Fund Appropriation Transfer into the Capital Fund will be \$541,254 as reflected on the Permanent Fund worksheet in the capital budget.

Transfers from the general fund are reflected in the Other Financing (Sources) Uses additions column in the general fund budget in the capital fund budget. Also see the General Fund Capital worksheet. The amount of the transfer is determined by the Mayor and Council after looking at the annual general fund budgeted revenues and expenditures and determining how much the general fund can feasibly transfer to the capital fund without eroding general fund balance. The amount fluctuated from \$1,985,012 in 2012, \$639,434 in 2013, to \$1,500,000 in 2014. City code prohibits the transfer of resources from the capital fund to other funds. Reflected in the 2015 capital budget is an internal transfer of \$200,000 from the General Fund.

City code section 64-42(b) requires 12 percent of general fund garbage collection revenue to be used to replace City equipment. The 2015 budget addition amount is \$225,034 as shown on the **Garbage Equipment Replacement Reserve worksheet**.

The City charges for emergency medical services provided to the public. Section 26-111 of the City code documents the amount of general fund revenue collected for mileage shall be placed in the capital appropriations fund. In 2015 \$65,000 has been budgeted in the Fire Department Capital Budget for **Ambulance Mileage Revenue** collected.

Total transfers to the capital fund from the general and permanent funds are \$1,031,288 in 2015 as reflected on the **Five Year Consolidated Capital Fund Financial Schedule; Non-major Fund** statement and on the **Consolidated General and Capital Fund Budgets**.

Internal Transfers

Internal transfers out are reported in the expenditure column and are transferred to other categories in the capital budget. In 2015, \$939,113 is eliminated on the Summary page as an internal transfer.

Internal Transfer Eliminations

General Fund and Permanent Fund capital appropriations that are transferred to other categories in the Capital Fund budget are reflected as **Internal Transfer Out** on the General Fund Capital and Permanent Fund worksheets and as **Internal Transfer In** on the affected category worksheets.

These transfers are shown as ***Internal Transfer Eliminations*** at the bottom of the Summary Page. The total internal transfers net to zero and do not have a fund balance effect.

Asset Repair and Replacement Revenue

City departments are encouraged to plan ahead for capital additions and replacements pertinent to the services they provide. Each year as part of the department General Fund budget, departments may request an amount to be transferred from their department budget to the Capital Fund. The amount is an expenditure under account codes ***7501- Equipment Replacement*** and ***7502- Property Repair and Replacement*** in the General Fund department budget appropriations and narratives, and is reflected as a ***General Fund capital replacement*** revenue in the departments' capital budget worksheet. In total the general fund departments are being charged \$1,276,500. This amount is shown as "Asset repair and replacement" revenue on the ***Five Year Consolidated Capital Fund Financial Schedule; Non-major Fund*** statement and on the ***Consolidated General and Capital Fund Budgets***.

Fund Balance

The Capital Fund balance amounts are reflected in the budget ordinance as well as on the **2015 Capital Appropriations Fund Summary**, the **Five Year Consolidated Capital Fund Financial Schedule; Non-major Fund** and the **Consolidated General and Capital Fund Budget** statement.

Nonspendable

The capital fund budget does not include items that are classified as "nonspendable" fund balance.

Restricted

The capital fund budget does not include items with external or legal restrictions of fund balance.

Commitments

In the Property Replacement section \$12,500 has been committed toward the replacement of the audio system in the Council Chambers.

Replacing fire engines is very costly. In the Fire Department capital budget there is \$250,000 committed for the future purchase of a fire engine and another \$30,000 committed for grant match.

The Building Department has four different vehicles that inspectors use. Each year the Building Department general fund budget transfers \$10,000 to the Building Department capital budget for the future replacement of their vehicles. At 12/31/14, \$40,052 will be committed for this purpose. Another \$10,000 was added to the commitment in the 2015 budget.

The most costly City projects are for road maintenance and construction. Fortunately, federal, state, and local sources share in this burden. Included in the Road Maintenance capital budget is a commitment of \$475,000 in matching funds that will be required by state and federal grants in future years.

The total committed fund balance at 12/31/2014 is \$807,552. The expected committed balance at 12/31/15 is \$817,552, as shown in the table below.

<u>Department</u>	<u>Commitment</u>	<u>12/31/2014</u>	<u>Additions</u>	<u>Deletions</u>	<u>12/31/2015</u>
Property Replacement	Audio System	12,500	-	-	12,500
Fire Department	Fire Engine	250,000	-	-	250,000
Fire Department	Grant Match	30,000	-	-	30,000
Building Department	Vehicle	40,052	10,000	-	50,052
Road Maintenance	Grant Match	475,000	-	-	475,000
		<u>\$ 807,552</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ 817,552</u>

Assignments

The capital fund budget does not include items that are classified as assignments of capital fund balance.

Unassigned

The capital budget is an annual budget. Budgets that are neither spent nor committed during the year are included in the unassigned fund balance of the subsequent year's budget. These amounts are available to be budgeted as expenditures in subsequent years. At 12/31/2015 the expected unassigned fund balance is \$4,160,284.

Total capital fund balance expected at 12/31/2015 is as follows:

Committed fund balance	\$ 817,552
Unassigned fund balance	<u>4,592,783</u>
Total 2015 fund balance	<u>\$5,410,335</u>

**CITY OF FAIRBANKS
2015 CAPITAL FUND PROJECTS**

PROPERTY REPAIR & REPLACEMENT-TOTAL PROJECTS COST \$693,000

FACILITY UPGRADES

PROJECT/EQUIPMENT: SECURITY UPGRADES

DESCRIPTION OF WORK: Install new key card security systems on all facility doors and a camera system at the impound lot

IMPACT ON OPERATIONS: Security of City facilities

PROJECT ESTIMATED COST: \$200,000

FUNDING SOURCE: Capital Fund Account 11035000-9003-\$200,000

CITY HALL

PROJECT: MAYOR'S CONTINGENCY

DESCRIPTION OF WORK: Funding available for emergency capital projects or budget short falls.

IMPACT ON OPERATIONS: Funding for unexpected events

PROJECT ESTIMATED COST: \$100,000

FUNDING SOURCE: Capital Fund Account 11035000-9001-\$100,000

POLICE STATION

PROJECT/EQUIPMENT: SOUNDPROOF INVESTIGATIONS ROOM

DESCRIPTION OF WORK: Install soundproofing

IMPACT ON OPERATIONS: Public Safety security

PROJECT ESTIMATED COST: \$10,000

FUNDING SOURCE: Capital Fund Account 11035000-9003-\$10,000

PROJECT/EQUIPMENT: LED LIGHTING UPGRADES

DESCRIPTION OF WORK: Contractor services: install LED lighting at the Police Station

IMPACT ON OPERATIONS: Electrical cost savings and enhanced lighting

PROJECT ESTIMATED COST: \$80,000

FUNDING SOURCE: Capital Fund Account 11035000-9003-\$80,000

PUBLIC WORKS

PROJECT/EQUIPMENT: PARTS ROOM MEZZANINE SHELVING AND DRAWER UNITS

DESCRIPTION OF WORK: Remove furnace from mechanics shop area (upgraded with overhead hot water heat exchange units)

IMPACT ON OPERATIONS: Storage space for parts inventory items

PROJECT ESTIMATED COST: \$153,000

FUNDING SOURCE: Capital Fund Account 11035000-9003-\$153,000

PROJECT/EQUIPMENT: LIGHTING FOR TIRE SHEDS AND HEADBOLTS

DESCRIPTION OF WORK: Install lighting and headbolt outlets.

IMPACT ON OPERATIONS: Access to the tire shed in dark periods and ability to start equipment in cold winter months.

PROJECT ESTIMATED COST: \$50,000

FUNDING SOURCE: Capital Fund Account 11035000-9003-\$50,000

PROJECT/EQUIPMENT: PUBLIC WORKS IT NETWORK CABLING PROJECT

DESCRIPTION OF WORK: Improve network and fiber optic data connections.

IMPACT ON OPERATIONS: These upgrades directly aid in the hardening of City information systems against failure.

PROJECT ESTIMATED COST: \$100,000

FUNDING SOURCE: Capital Fund Account 11035000-9003-\$100,000

GARBAGE EQUIPMENT REPLACEMENT- TOTAL PROJECT COST\$400,000

PROJECT/EQUIPMENT: PURCHASE TWO PACKER TRUCKS

DESCRIPTION OF WORK: Purchase of new portable digital sign message boards

IMPACT ON OPERATIONS: Keeps City clean by removing garbage

PROJECT ESTIMATED COST: \$400,000

FUNDING SOURCE: Capital Fund Account 11035000-9005-\$400,000

PUBLIC WORKS-TOTAL PROJECTS COST \$633,000

PROJECT/EQUIPMENT: SAFETY RESTRAINT SYSTEM IN MECHANIC SHOP

DESCRIPTION OF WORK: Install overhead safety restraints for use while working on equipment

IMPACT ON OPERATIONS: Safety of mechanics

PROJECT ESTIMATED COST: \$100,000

FUNDING SOURCE: Capital Fund Account 11035000-9001-\$100,000

PROJECT/EQUIPMENT: TRACTOR WITH GANNON BOX, LITTER PICKER & MOWER

DESCRIPTION OF WORK: Purchase tractor with associated attachments

IMPACT ON OPERATIONS: Seasonal equipment for street, grounds, and facility maintenance

PROJECT ESTIMATED COST: \$150,000

FUNDING SOURCE: Capital Fund Account 11035000-9001-\$150,000

PROJECT/EQUIPMENT: MECHANICS TRUCK WITH BOOM, AIR, & TORCHES

DESCRIPTION OF WORK: Purchase of new mechanic truck with associated attachments

IMPACT ON OPERATIONS: New mechanics truck for mobile repairs on city equipment

PROJECT ESTIMATED COST: \$120,000

FUNDING SOURCE: Capital Fund Account 11035000-9001-\$120,000

PROJECT/EQUIPMENT: ASPHALT PATCHING EQUIPMENT

DESCRIPTION OF WORK: Purchase asphalt equipment for repairing and maintaining City streets

IMPACT ON OPERATIONS: Increased productivity and higher efficiency

PROJECT ESTIMATED COST: \$70,000

FUNDING SOURCE: Capital Fund Account 11035000-9001-\$70,000

PROJECT/EQUIPMENT: SIDEWALK SWEEPER

DESCRIPTION OF WORK: Purchase sweeper for cleaning and maintaining City sidewalks

IMPACT ON OPERATIONS: Increased productivity and higher efficiency

PROJECT ESTIMATED COST: \$103,000

FUNDING SOURCE: Capital Fund Account 11035000-9001-\$103,000

PROJECT/EQUIPMENT: DUMP TRUCK (5 YARDS)

DESCRIPTION OF WORK: Purchase new dump truck for maintaining City streets, sidewalks, and facilities

IMPACT ON OPERATIONS: Increased productivity and higher efficiency

PROJECT ESTIMATED COST: \$90,000

FUNDING SOURCE: Capital Fund Account 11035000-9001-\$90,000

INFORMATION TECHNOLOGY-TOTAL PROJECTS COST \$32,500

PROJECT/EQUIPMENT: NETWORK EDGE SECURITY APPLIANCES (SWITCHES)

DESCRIPTION OF WORK: Install internet security appliances.

IMPACT ON OPERATIONS: Prohibit the compromise of network integrity and city information.

PROJECT ESTIMATED TOTAL COST: \$32,000

FUNDING SOURCE: Capital Fund Account 11011400-9001-\$32,000

FIRE-TOTAL PROJECTS COST \$365,000

PROJECT/EQUIPMENT: AMBULANCE

DESCRIPTION OF WORK: Purchase new ambulance

IMPACT ON OPERATIONS: Safety and protection of public

PROJECT ESTIMATED TOTAL COST: \$175,000

FUNDING SOURCE: Capital Fund Account 11023000-9001-\$175,000

PROJECT/EQUIPMENT: MEDICAL EQUIPMENT

DESCRIPTION OF WORK: Purchase new hands-free CPR equipment for the ambulances

IMPACT ON OPERATIONS: Life-saving equipment and fire fighter safety

PROJECT ESTIMATED TOTAL COST: \$140,000

FUNDING SOURCE: Capital Fund Account 11023000-9001-\$140,000

PROJECT/EQUIPMENT: PORTABLE RADIOS-GRANT MATCH

DESCRIPTION OF WORK: Replace city radios.

IMPACT ON OPERATIONS: Capability to efficiently respond to emergency incidents while mobile.

PROJECT ESTIMATED TOTAL COST: \$50,000

FUNDING SOURCE: Capital Fund Account 11023000-9001-\$50,000

POLICE DEPARTMENT TOTAL PROJECTS COST \$180,000

PROJECT/EQUIPMENT: POLICE CARS

DESCRIPTION OF WORK: Purchase of 3 Police cars

IMPACT ON OPERATIONS: Maintain a vehicle replacement rotation schedule for police cars for public safety

PROJECT ESTIMATED TOTAL COST: \$180,000

FUNDING SOURCE: Capital Fund Account 11023000-5703-\$180,000

**CITY OF FAIRBANKS, ALASKA
2015 CAPITAL APPROPRIATIONS FUND**

Summary Page

<u>Capital Appropriation</u>	<u>12/31/14 Fund Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>12/31/15 Fund Balance</u>
Permanent Fund Capital Appropriations	\$ 645,236	\$ 541,254	\$ (939,113)	\$ 247,377
General Fund Transfer to Capital Fund	2,213,991	200,000	-	2,413,991
Property Replacement Fund	191,886	501,113	(693,000)	(1)
Garbage Equipment Replacement	497,188	225,034	(400,000)	322,222
Public Works	-	633,000	(633,000)	-
Information Technology Department	10,013	100,000	(32,000)	78,013
Fire Department	971,535	456,500	(365,000)	1,063,035
Police Department	93,938	240,000	(180,000)	153,938
Dispatch	-	140,000	-	140,000
Engineering Department	8,452	-	-	8,452
Building Department	40,052	10,000	-	50,052
Road Maintenance	733,256	200,000	-	933,256
Internal Transfer Eliminations	-	(939,113)	939,113	-
Capital Fund Balance	<u>\$ 5,405,547</u>	<u>\$ 2,307,788</u>	<u>\$ (2,303,000)</u>	<u>\$ 5,410,335</u>

**PERMANENT FUND
2015 CAPITAL BUDGET**

<u>Capital Appropriations</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 645,236	\$ -	\$ -	\$ 645,236
Transfer In/Funding Source				
Permanent Fund Appropriation Transfer	-	541,254	-	541,254
Transfer Out/Budgeted Expenditures				
Internal Transfer to Property Replacement	-	-	(356,113)	(356,113)
Internal Transfer to Public Works	-	-	(383,000)	(383,000)
Internal Transfer to Road Maintenance	-	-	(200,000)	(200,000)
Balance	<u>\$ 645,236</u>	<u>\$ 541,254</u>	<u>\$ (939,113)</u>	<u>\$ 247,377</u>

**GENERAL FUND
2015 CAPITAL BUDGET**

<u>Capital Appropriations</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 2,213,991	\$ -	\$ -	\$ 2,213,991
Transfer In/Funding Source				
Transfer from General Fund		200,000		200,000
Transfer Out/Budgeted Expenditures				
Internal Transfer to				
Internal Transfer to				
Internal Transfer to				
Balance	<u>\$ 2,213,991</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ 2,413,991</u>

**PROPERTY REPLACEMENT
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 179,386	\$ -	-	\$ 179,386
Committed for Council Chambers audio system replacement	12,500			12,500
Transfer In/Funding Source				
General Fund capital replacement		145,000		145,000
Internal transfer from Permanent Fund Capital		356,113		356,113
Internal transfer from				
Transfer Out/Budgeted Expenditures				
Facility upgrades				
Security upgrades			(200,000)	(200,000)
City Hall				
Mayor's Contingency			(100,000)	(100,000)
Police Station				
Soundproof investigations room			(10,000)	(10,000)
LED light upgrades			(80,000)	(80,000)
Fire Station 1				
Fire Station 3				
Fire Training Center				
Public Works				
Parts room mezzanine shelving and drawer units-phase II			(153,000)	(153,000)
Lighting for tire sheds & headbolts			(50,000)	(50,000)
IT Network and cabling project (fiber optic data connection)			(100,000)	(100,000)
Balance	<u>\$ 191,886</u>	<u>\$ 501,113</u>	<u>\$ (693,000)</u>	<u>\$ (1)</u>

**GARBAGE EQUIPMENT REPLACEMENT RESERVE
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 497,188	\$ -	\$ -	\$ 497,188
	-			-
Transfer In/Funding Source				
Garbage Equipment replacement reserve	-	225,034	-	225,034
Transfer Out/Budgeted Expenditures				
2 Packer Trucks			(400,000)	(400,000)
Balance	<u>\$ 497,188</u>	<u>\$ 225,034</u>	<u>\$ (400,000)</u>	<u>\$ 322,222</u>

**PUBLIC WORKS
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ -	\$ -	\$ -	\$ -
Transfer In/Funding Source				
General Fund capital replacement		250,000		250,000
Internal transfer from Permanent Fund Capital		383,000		383,000
Internal transfer from				
Transfer Out/Budgeted Expenditures				
Safety Restraint System for Mechanics Shop			(100,000)	(100,000)
Tractor with Gannon Box, Litter Picker & Mower			(150,000)	(150,000)
Mechanics truck with Boom, Air, Torches			(120,000)	(120,000)
Asphalt Patching Equipment			(70,000)	(70,000)
Sidewalk Sweeper			(103,000)	(103,000)
Dump Truck 5 yard			(90,000)	(90,000)
Balance	<u>\$ -</u>	<u>\$ 633,000</u>	<u>\$ (633,000)</u>	<u>\$ -</u>

**INFORMATION TECHNOLOGY
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 10,013	\$ -	\$ -	\$ 10,013
				-
				-
Transfer In/Funding Source				
General Fund capital replacement		100,000		100,000
Internal transfer from				-
Transfer Out/Budgeted Expenditures				
Network Edge Security Appliances (switches)			(32,000)	(32,000)
Balance	<u>\$ 10,013</u>	<u>\$ 100,000</u>	<u>\$ (32,000)</u>	<u>\$ 78,013</u>

**FIRE DEPARTMENT
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 691,535	\$ -	\$ -	\$ 691,535
Committed for Fire Engines	250,000	-	-	250,000
Committed for grant match	30,000			30,000
			-	-
Transfer In/Funding Source				
General Fund capital replacement		391,500	-	391,500
Ambulance Mileage Revenue		65,000	-	65,000
Transfer Out/Budgeted Expenditures				
Fire Department Equipment				
Ambulance			(175,000)	(175,000)
Medical equipment			(140,000)	(140,000)
Portable radios			(50,000)	(50,000)
Balance	<u>\$ 971,535</u>	<u>\$ 456,500</u>	<u>\$ (365,000)</u>	<u>\$ 1,063,035</u>

**POLICE DEPARTMENT
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 93,938	\$ -	\$ -	\$ 93,938
	-			-
Transfer In/Funding Source				
General Fund capital replacement	-	240,000	-	240,000
Transfer Out/Budgeted Expenditures				
Police Cars	-	-	(180,000)	(180,000)
Balance	<u>\$ 93,938</u>	<u>\$ 240,000</u>	<u>\$ (180,000)</u>	<u>\$ 153,938</u>

DISPATCH
2015 CAPITAL BUDGET

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ -	\$ -	\$ -	\$ -
	-	-	-	-
Transfer In/Funding Source				
General Fund capital replacement	-	140,000	-	140,000
Internal transfer from GF Capital	-	-	-	-
Transfer Out/Budgeted Expenditures				
Grant match for radio consoles	-	-	-	-
Wiring upgrades	-	-	-	-
Copier replacement	-	-	-	-
		-	-	-
			-	-
			-	-
Balance	\$ -	\$ 140,000	\$ -	\$ 140,000

**ENGINEERING DEPARTMENT
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 8,452	\$ -	\$ -	\$ 8,452
Transfer In/Funding Source				
Transfer to road maintenance	-	-	-	-
General Fund capital replacement	-	-	-	-
Transfer Out/Budgeted Expenditures				
Balance	<u>\$ 8,452</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 8,452</u>

**BUILDING DEPARTMENT
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ -	\$ -	\$ -	\$ -
Committed for vehicle replacement	40,052	-	-	40,052
Transfer In/Funding Source				
General Fund capital replacement		10,000	-	10,000
Transfer Out/Budgeted Expenditures				
Balance	<u>\$ 40,052</u>	<u>\$ 10,000</u>	<u>\$ -</u>	<u>\$ 50,052</u>

**ROAD MAINTENANCE
2015 CAPITAL BUDGET**

<u>Capital Appropriation</u>	<u>2014 Ending Balance</u>	<u>Additions</u>	<u>Expenditures</u>	<u>2015 Ending Balance</u>
Unassigned Balance 12/31/14	\$ 258,256	\$ -	\$ -	\$ 258,256
Committed for grant match	475,000	-	-	475,000
Transfer In/Funding Source				
Internal transfer from Permanent Fund		200,000		200,000
Internal transfer from				
Transfer Out/Budgeted Expenditures				
Balance	<u>\$ 733,256</u>	<u>\$ 200,000</u>	<u>\$ -</u>	<u>\$ 933,256</u>

HISTORICAL DOCUMENTS

COUNCIL MEMBERS

Rappolt	1910-1911	Thomas B. Wright	1924-1926	Ray Kohler	1946-1948
F. S. Gordon	1910-1912	Thomas B. Wright	1927-1929	Kenneth D. Bell	1946-1948
F. S. Gordon	1914-1915	Forbes Baker	1925-1927	Kenneth D. Bell	1950-1950
Sabin	1910-1911	R. T. Kubon	1925-1929	William McRoberts	1946-1946
Dan Driscoll	1910-1913	Charles F. Petersen	1925-1933	E. C. Hodge	1946-1947
Dan Callahan	1910-1912	W. H. Gilcher	1925-1930	Ruel M. Griffin	1947-1949
Dan Callahan	1913-1916	W. H. Gilcher	1931-1933	George Nehrbas	1947-1949
Gardner	1910-1911	B. S. Kennedy	1926-1929	Francis Holstrom	1947-1949
A.J. Nordale	1911-1913	J. G. Rivers	1926-1927	J. P. Doogan	1947-1950
Oscar H. Frey	1911-1912	G. B. Bushman	1927-1928	J. P. Doogan	1956-1959
Edgar Peoples	1911-1913	J. E. Barrack	1928-1932	R. M. Fenton	1948-1950
E. C. Heacock	1911-1913	Jessie Bryant	1929-1931	George Rayburn	1948-1950
F. B. Parker	1912-1913	E. H. Stoecker	1929-1931	Harry Champlin	1949-1949
George Smith	1912-1917	Vance R. McDonald	1929-1931	Robert Hoopes	1949-1950
R. S. McDonald	1912-1914	Charles Schiek	1930-1932	C. H. Van Scoy	1949-1950
Murry C. Smith	1913-1915	Arnold Nordale	1931-1933	Phillip Anderson	1949-1950
Frank Ahlburg	1913-1913	Irving Reed	1931-1932	Geo. Gilbertson	1950-1951
Luther C. Hess	1913-1914	Irving Reed	1933-1938	C.L. Lindberg	1950-1951
William Baltuff	1913-1914	E. L. Shermer	1932-1938	Gene Immel	1950-1951
Ben Sherman	1913-1914	Virgil Bail	1932-1934	Myra Rank	1950-1955
Ben Sherman	1918-1919	Fred Lewis	1932-1936	Thomas K. Downes	1950-1953
Pete Lorentzen	1914-1916	Andrew Anderson	1933-1936	Thomas K. Downes	1956-1956
R. R. Myers	1914-1917	P. J. McDonald	1933-1940	Earl Hausman	1950-1953
Andrew Nerland	1914-1916	P. J. McDonald	1941-1942	Don S. Gordon	1951-1952
S. R. Bredlie	1915-1916	Leslie A. Nerland	1934-1938	Robert I. Sachs	1951-1952
E. H. Mack	1915-1918	William N. Growden	1935-1940	Richard J. Greuel	1951-1957
August Burglin	1916-1918	Paul G. Greimann	1935-1941	Sylvia Ringstad	1952-1955
Robert J. Geis	1916-1916	Paul G. Greimann	1944-1944	Ted Mainella	1953-1956
John McIntosh	1916-1920	Hjalmar Nordale	1938-1940	Ben F. Potter	1954-1957
Henry T. Ray	1916-1917	Frank Pollack	1938-1940	Paul B. Haggland	1955-1957
H.C. Kelley	1916-1917	Howard G. Hughes	1938-1942	Byron A. Gillam	1955-1956
A. L. Wilbur	1917-1919	Larry Rogge	1940-1942	James P. Whaley	1956-1956
Louis Golden	1917-1919	Ike Thompson	1940-1941	George Sullivan	1956-1959
C. W. Woodward	1917-1921	Earl Hausmann	1940-1942	Harvey Anderson	1956-1957
George Johnson	1918-1919	John Butrovich Jr	1941-1943	Jack B. Wilbur	1956-1961
H. H. Ross	1919-1923	Alden Wilbur Jr	1941-1942	Robert W. Johnson	1957-1959
Joseph H. Smith	1919-1920	Larry Meath	1941-1941	Edmund Orbeck	1957-1959
Robert Lavery	1919-1921	E. F. Wann	1942-1944	Edward M. Cox	1959-1963
J. R. Rowler	1919-1922	Charles Main	1942-1944	Joseph M. Ribar	1959-1960
R. W. Ferguson	1920-1922	Percy Hubbard	1942-1944	Charles J. Clasby	1959-1960
R. W. Ferguson	1928-1929	Alden Wilbur Sr	1942-1943	Thomas M. Roberts	1959-1962
Alfred M. Ohlsen	1920-1922	John Clark	1943-1945	Sylvia Ringstad	1960-1965
Frank R. Clark	1921-1923	Kennath A. Murray	1944-1946	Wilbur Walker	1960-1962
W. T. Pinkerton	1921-1923	Bud Foster	1944-1944	Henry A. Boucher	1961-1964
S. L. Magnusses	1922-1925	Sylvia Ringstad	1944-1946	Darrell Brewington	1961-1962
C. Harry Woodward	1922-1925	T. S. Batchelder	1944-1944	Arthur H. Sexauer	1962-1964
Martin A. Pinska	1923-1923	C. N. Petersen	1944-1946	Howard Alexander	1962-1965
August W. Conradt	1923-1925	P. J. McDonald	1944-1945	Walter F. Lefevre	1962-1963
Frank P. Wood	1923-1925	A. F. Cole	1945-1947	Harold Gillam	1963-1966
T. C. Voule	1923-1925	J. C. Phillips	1945-1946	Stanley Sailors	1963-1966
Charles Thompson	1924-1926	S. N. Bredlie	1945-1947	Jack Markstrom	1965-1966

COUNCIL MEMBERS (CONTINUED)

Jack H. Richardson	1965-1965	Jim Whitaker	1995-1998
Kenneth C Haycraft	1966-1967	Billie Ray Allen	1995-2001
Harry J. Porter	1964-1970	Charlie Rex	1998-2001
John H. Huber	1965-1971	Bob Boko	1997-2003
G. A. Seeliger	1965-1969	Howard Thies	1998-2006
William W. Walley	1966-1968	Gene Redden	1999-2001
Thomas Miklautsch	1966-1974	Scott Kawasaki	1999-2005
Brian H. Cleworth	1967-1970	Jerry Cleworth	2001-2007
Wallace F. Burnett	1968-1972	Donna Gilbert	2001-2004
Earnest G. Carter	1969-1978	Jeff Johnson	2002-2005
Joseph Jackovich	1970-1973	John Eberhart	2003-2006
Robert G. Parsons	1970-1979	Don Seeliger	2004-2007
Joseph D. Marshall	1971-1982	Lloyd Hilling	2005-2008
Ken W. Carson	1972-1975	Tonya Brown	2005-2008
James W. Rolle	1973-1977	Steve Thompson	2007-2008
Richard Greuel	1974-1977	John Eberhart	2007-2010
Ralph W. Migliaccio	1975-1977	Emily Bratcher	2008-2011
Ted Manville	1977-1977	Jerry Cleworth	2008-2010
Frank Gold	1977-1977	Chad Roberts	2006-2012
H. Ted Lehne	1977-1986	Vivian Stiver	2006-2012
Charles Rees	1977-1979	John Eberhart	2010-2013
Wallis C. Droz	1977-1979	Bernard Gatewood	2008-Present
Robert J. Sundberg	1978-1982	Jim Matherly	2010-Present
Ray Kohler	1979-1979	Lloyd Hilling	2011-2014
Ruth E. Burnett	1979-1980	Renee Staley	2012-Present
Mike L. Mikell	1979-1982	Perry Walley	2012-Present
Ron Punton	1979-1980	Christian Anderson	2013-2014
Richard E. Cole	1980-1981	Jerry Cleworth	2014-Present
Chris Anderson	1980-1985	David Pruhs	2014-Present
William W. Walley	1981-1982		
Mark S. Hewitt	1982-1983		
Valerie Therrien	1982-1983		
Sherill L. Long	1982-1983		
Paul J. Whitney	1983-1987		
John P. Immel	1983-1987		
Mary Hajdukovich	1986-1989		
Lowell Purcell	1983-1983		
Lowell Purcell	1983-1994		
Jerry Norum	1985-1991		
James C. Hayes	1987-1992		
Jerry Cleworth	1987-1999		
Robert Sundberg	1989-1992		
Bill Walley	1989-1991		
Bob Eley	1991-1995		
Mike Andrews	1991-1992		
Randall Wallace	1992-1995		
Donna G. Lewis	1992-1993		
Romar Swarner	1993-1998		
John P. Immel	1993-1999		
Robert Wolting	1994-1997		

CITY MANAGERS

Louis D. Keise	January	1947	-	April	1948
James R. Wilcox	April	1948	-	August	1948
Irving H. Call	August	1948	-	August	1951
Robert Hoopes	August	1951	-	November	1951
Evan L. Peterson	November	1951	-	August	1952
Donald H. Eynck (Acting)	August	1952	-	December	1952
Donald H. Eynck	January	1953	-	March	1955
Donald MacDonald III	March	1955	-	August	1955
Matt W. Slankard	August	1955	-	July	1958
Edward A. Merdes (Acting)	July	1958	-	August	1958
Clifford A. Nordby	August	1958	-	May	1962
Robert L. Crow (Acting)	June	1962	-	December	1962
Gerald F. McMahon	January	1963	-	January	1965
Wallis C. Droz (Acting)	January	1965	-	May	1965
Wallis C. Droz	June	1965	-	December	1975
Edward L. Martin	January	1975	-	January	1977
Robert R. Wolting	February	1977	-	May	1979
Wallis C. Droz	June	1979	-	June	1986
John C. Phillips	July	1986	-	September	1986
Brian C. Phillips	September	1986	-	April	1990
Robert R. Wolting (Acting)	May	1990	-	June	1990
Robert R. Wolting	July	1990	-	September	1993
Mark E. Boyer	October	1993	-	October	1994
Partrick B. Cole	November	1994	-	October	1995

City Manager form of government was ratified by the voters on April 2, 1946

Mayor-Council form of government was ratified by the voters on October 4, 1995

CITY CLERKS

Whitney W. Clark	1910	—	1912
A. J. Pauli	1912	—	1915
John C. Buckley	1915	—	1918
F. C. Wiseman	1918	—	1919
E. L. Sanderlin	1919	—	1923
E. O. Johnson	1923	—	1923
J. G. Rivers	1923	—	1924
J. E. Ruder	1924	—	1927
C. W. Joynt	1927	—	1934
Grace Fisher	1934	—	1947
Einar A. Tonseth	1947	—	1961
Wallis C. Droz	1961	—	1970
Evelyn M. Rusnell	1970	—	1973
Kathleen I. Day	1973	—	1980
Carma B. Roberson	1980	—	1990
Toni W. Connor	1991	—	1996
Nancy L. DeLeon	1996	—	2001
Carol L. Colp	2001	—	2006
Janey L. Hovenden	2006	—	Present

ANNEXATIONS

City of Fairbanks Incorporated	11/10/1903	
North Addition (Garden Island)	09/29/1921	
Day Homestead	02/21/1950	
Brandt Subdivision	08/15/1952	Utilities Ord. #719
Mooreland Acres	12/15/1952	
South Fairbanks	08/24/1954	Utilities Ord. #716
Slaterville	01/01/1959	Ord. #949
Section 16 (School Section)	03/15/1962	
Industrial Air Products & Smith Property (lower 2nd Avenue)	12/01/1962	Ord #1211
Certain Parcels South of 23rd Avenue	12/15/1962	
Rabbit Island and Rest of Properties South of 23rd Avenue	03/17/1963	
Island Homes and Industrial Portion of Graehl	03/21/1963	
City Refuse Site	03/21/1963	
Birch Hill Cemetery	03/22/1963	
Block M and N, Island Homes	07/12/1965	Ord. #1334
Hamilton Acres and Timberland Subdivision	10/01/1965	Ord. #1365/1346
Block 3, Graehl	11/27/1965	Ord. #1383
Block 2, Graehl	11/27/1965	Ord. #1385
North Addition Fairwest Tax Lot 827, 832 Blk 5 Riverside Park	10/10/1969	Ord. #1902
Lot 14 of Derby Tract	11/14/1959	Ord. #1897
Lots 3,4, and 5, Block 1, Riverside Park	11/14/1969	Ord. #1890
Portion of U.S. Survey 3148 and Portion of Bjerremark	08/01-1969	Ord. #1903
Block 5, Graehl	07/07/1969	Ord. #1843
Lots 9, 10, 11, and 12, Block 6, Graehl	10/10/1969	
Lemeta, Aurora, Johnston, Graehl, Fairwest and the area between South Cushman and Peger Road South to Van Horn Road	03/09/1970	
40 Acres North East of Lemeta – Sec 3 T1S, R1W, F.M.	06/12/1970	Ord. #2004
Lots 4 and 5, Block 2, Riverside Park	05/29/1970	Ord. #1995
Block R, Slater Subdivision	09/28/1970	Ord. #1997
Lots 1 and 2, Block 6, Riverside	08/28/1970	Ord. #2020
Block 3, Highland Park	10/22/1971	Ord. #3006
Portion of Fbks Management Area, Section 3, T1S, R1W	06/01/1972	Ord. #3066
Portion of Island Homes	04/08/1973	
Fort Wainwright	04/08/1973	
Birch Hill Recreation Area, Section 35, T1N, R1W	04/08/1973	
Lots 1 and 2, Block 1, West Addition to Fairwest	03/29/1974	Ord. #3246
Blocks 12 and 13, South Addition to Westgate	08/09/1974	
Executive Park	11/29/1974	Ord. #3349
E 1/4 of the NW 1/4 of Section 17, T1S, R1W, FM		
Block H, Slater Subdivision (Island Homes)	06/13/1975	Ord. #3394
Lot 13, Derby Tract	06/27/1975	Ord. #3401
Bentley Family Trust	02/17/1976	Ord. #3435

ANNEXATIONS (Continued)

Derby Tract	05/14/1976	Ord. #3487
West Park II	06/12/1978	Ord. #3703
Sunset Subdivision, Second Addition	09/15/1978	Ord. #3720
Government Lot 14, Section 8, T1S, R1W, F.B. & M. (Chena River State Recreation Site)	07/30/1983	Ord. #4241
The NW 1/4 of the NW 1/4 of Section 17, T1S, R1W, F.B. & M (Sophie Plaza)	07/30/1983	Ord. #4242
Lot 3, Block 6, Riverside Park Subdivision	07/30/1983	Ord. #4244
Royal Court Village	09/17/1983	Ord. #4265
E. M. Jones Homestead Subdivision (77 acres)	09/16/1985	
SW 1/4 of NE 1/4 of Sect 17, T1S, R1W, F.B. & M. (40 acres)	09/16/1985	Ord. #4395
Portions of the NW 1/4 of the SW 1/4 of Section 22, T1S F.B. & M., and King Industrial Park (9 acres)	09/16/1985	Ord. #4405
Approximately 164 acres of property located along both sides of the Old Richardson Highway	01/01/1986	Ord. #4500
Approximately 20 acres of the Eastern portion of the Fairbanks Industrial Park	01/27/1986	Ord. #4505
Alaska Gold Property owned by Dennis Wise (140 acres) (Local Boundary Commission action August 2, 1986)	01/01/1987	Ord. #4520
Riverside Park Subdivision	01/01/1987	Ord. #4523
Lot 6, Block 2, Riverside Park Subdivision	02/13/1990	Ord. #4878
Lots 4-8, Block 4, Riverside Park Subdivision	04/14/1990	Ord. #4922
W 1/2 S23, SE 1/4 S22, T1S, R1W, FM (380 acres)	01/27/1992	Ord. #5034
Lots 1-3, Block 2, Riverside Park Subdivision	06/21/1993	Ord. #5113
Lots 8-10 Block 1, Riverside Park Subdivision	07/25/1994	Ord. #5189
Government Lot 10, Section 8, T1S, R1W, FM	07/25/1994	Ord. #5190
Tax Lots 2155 & 2101 within Section 21, T1S, R1W, FM and Lot 1A, Block 7, Metro Industrial Airpark Subdivision	10/14/1995	Ord. #5252
Lots 1-7, Block 1, Riverside Park Subdivision and Lots 7-19, Block 2, Riverside Park Subdivision and Lots 1A-2A, Block 3, Plat of Riverside Subdivision and Lots 3-12, Block 3, Riverside Park Subdivision and Lots 1-9, Block 4, Riverside Park Subdivision and Lots 1-3, Nance Subdivision and Tract A-Tract C, Fred Meyer Subdivision and attendant roads within the areas above (Local Boundary Commission action 12/02/2009)	08/25/2008	Res. # 4335

GLOSSARY

AAMC – Alaska Association of Municipal Clerks

ACWF – Alaska Clean Water Fund

ADA – Americans with Disabilities Act

ADEC – Alaska Department of Environmental Conservation

ADOT– State of Alaska Department of Transportation and Public Facilities (**ADOT&PF, DOT**)

AFG – Assistance to Firefighters Grant

AFL-CIO Joint Crafts – Group of unions collectively bargaining for their members.

AGFOA – Alaska Government Finance Officers Association

AML – Alaska Municipal League

AML/JIA – Alaska Municipal League/Joint Insurance Association

APSC – Alaska Police Standards Council

Appropriation – Authorization by the City Council to make expenditures. Appropriations not spent or encumbered at year-end lapse.

Assigned – Fund balance that has constraint based on the city's intent to be used for a specific purpose, but are neither restricted nor committed. The City Council has the authority to assign amounts to be used for a specific purpose. The City Council may delegate the authority to assign amount to another City body (Finance Committee, City Mayor, or Chief Financial Officer, for example). Assigned fund balances include all remaining amounts (except negative balances) that are reported in governmental funds, other than the general fund, that are not classified as nonspendable and are neither restricted nor committed.

Balance Budget – A budget in which sufficient revenues will be available to fund anticipated expenditures.

CAD – Computer Aided Dispatch

CAFR – Comprehensive Annual Financial Report

CAP – Capital Fund

CDE – Continuing Dispatch Education

CFO – Chief Financial Officer

CPE – Continuing Professional Education

CPI – Consumer Price Index calculated for the Municipality of Anchorage

Charge for Services – The charges for goods or services provided by the City individuals and other private entities.

Committed – Fund balances are reported as committed when the resources can only be used for specific purposes imposed by formal action of the City Council – the government’s highest level of decision making authority. The City Council may remove or modify the commitment by taking the same formal action that imposed the constraint originally. This can occur as part of the annual budget appropriation, budget amendments, ordinances or resolutions. Prior year encumbrances are included in committed fund balance.

DCCED –Alaska Department of Commerce, Community and Economic Development

DHS & EM – Department of Homeland Security and Emergency Management

DMVA – State of Alaska Department of Military and Veterans Affairs

DUI – Driving Under the Influence of Drugs or Alcohol

Debt Service – Payment of interest and principal related to long-term debt.

Depreciation – Expense allowance made for wear and tear on an asset over its estimated useful life.

EEOC – Equal Employment Opportunity Commission

Encumbrances – Commitments related to unperformed contracts for goods or services.

FCC – Federal Communications Commission

FCVB – Fairbanks Convention and Visitors Bureau

FEDCO – Fairbanks Economic Development Corporation

FFA – Fairbanks Firefighters Association

FFD – Fairbanks Fire Department

FGC – Fairbanks General Code

FMATS – Fairbanks Metropolitan Area Transportation System

FNSB – Fairbanks North Star Borough

FPD – Fairbanks Police Department

Fines and Forfeitures – revenue received from moving violations and other tickets, as well as forfeitures related to property seized by the state-wide drug enforcement unit.

Fund Balance – The difference between assets and liabilities reported in a governmental fund.

GAAP – Generally Accepted Accounting Principles

GF – General Fund

GFOA – Government Finance Officers Association (of the United States and Canada)

GHU – Golden Heart Utilities

GPS – Global Positioning System

GVEA – Golden Valley Electric Association

HIPAA - Health Insurance Portability and Accountability Act

HR – Human Resources

IBEW – International Brotherhood of Electrical Workers

ISO – Insurance Services Offices

IT – Information Technology

Inter-Departmental Charges – Personnel costs recovered from Risk Management.

Intergovernmental Revenues – General fund receipts from other governmental units (local, state, and federal).

LED – Light Emitting Diode

LEPC – Local Emergency Planning Committee

LID – Local Improvement District

LPG – Liquefied Petroleum Gas

License and Permits – Revenue received through the issuance of licenses and permits.

Modified Accrual – Revenues recognized when they are measurable and available and expenditures are recognized when incurred.

MUS – Municipal Utilities System

NW –North West

Nonspendable – Fund balance classification of amounts that cannot be spent because they are either (a) not in spendable form, long-term amounts of loans and notes receivable, property held for resale or (b) legally or contractually required to be maintained intact. Nonspendable items include items not expected to be converted to cash, for example prepaid amounts and inventories.

Other Financing Sources (Uses) – Amounts transferred (to) and from other funds.

PD – Professional Development

PERS – Alaska Public Employees' Retirement System

PFD – Permanent Fund Dividend

PSEA – Public Safety Employees Association

PILT – Payment in Lieu of Taxes

PIO – Public Information Officer

POD - Point of Distribution

PW – Public Works

Pro Pay – Remuneration added to base wage upon obtaining certification.

Property Tax – Total amount of revenue to be raised by levying taxes on real property.

Public Safety - Police, Dispatch and Fire suppression and EMT (emergency medical treatment) services.

ROW – Right of Way

Restricted – Fund balances are reported as restricted when constraints imposed on their use through either (a) externally by creditors, grantors, contributors, or laws or regulations of other governments; or (b) imposed by law through constitutional provisions or enabling legislation.

SANS – Storage Area Network System used to increase data and data backup storage capabilities.

SRO – School Resource Officer is a grant funded program that places police officers in local high schools on a full-time basis. Currently there are two SROs.

Sales Tax – Legal tax assessed by the City on Hotel/Motel bed rental, retail sales of alcohol, and the wholesale sales of tobacco.

Special Assessment – Balance levied against real property for improvements made.

Unassigned – Residual classification of fund balance in the general fund. The general fund always reports positive unassigned fund balance but it may be necessary to report negative unassigned fund balance in other governmental funds.

VIP – Volunteers in Policing is an organization that assists the police department in non-emergency matters (paperwork, traffic control, public education, etc).