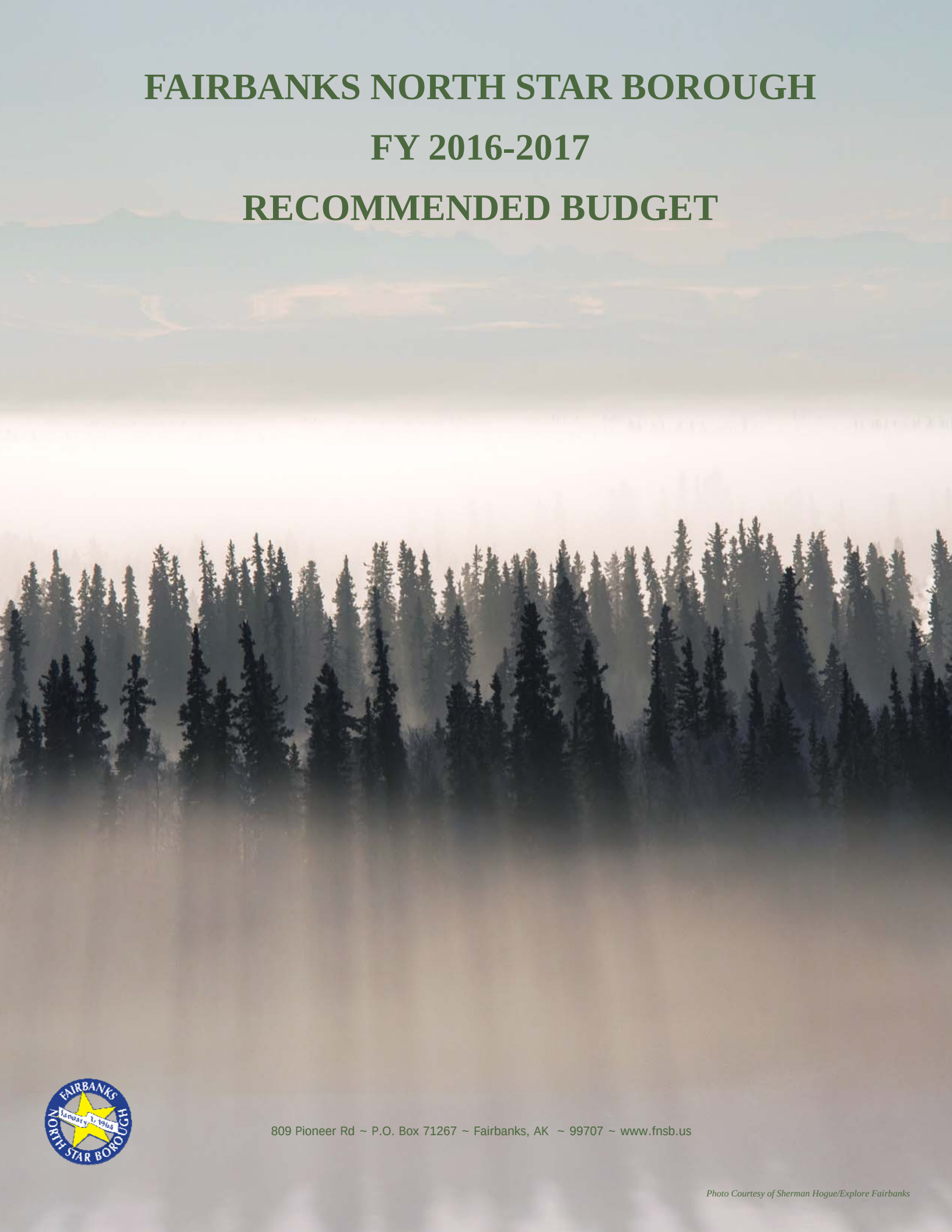
FAIRBANKS NORTH STAR BOROUGH

FY 2016-2017

RECOMMENDED BUDGET



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GOVERNMENT FINANCE OFFICERS ASSOCIATION

Distinguished Budget Presentation Award

PRESENTED TO

Fairbanks North Star Borough

Alaska

For the Fiscal Year Beginning

July 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Fairbanks North Star Borough for its annual budget for the fiscal year beginning July 1, 2015.

In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to GFOA to determine its eligibility for another award.

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MAYOR MESSAGE

Fairbanks North Star Borough
Mayor's Office
809 Pioneer Road PO Box 71267 Fairbanks, Alaska 99707-1267 (907)459-1300 FAX (907)459-1102

April 7, 2016

The Honorable John Davies, Presiding Officer
Fairbanks North Star Borough Assembly
809 Pioneer Road
Fairbanks, Alaska 99701

Dear Mr. Davies:

With this letter, I am submitting borough administration's proposed budget for the fiscal year starting July 1, 2016 through June 30, 2017 (FY16-17). The attached budget reflects my determination to ensure taxpayers receive high value services from their borough government while at the same time managing resources as efficiently as possible. My proposed FY16-17 budget is $160,251,473; a 4.29% decrease as compared to the prior fiscal year revised budget.

The proposed FY16-17 budget was developed collaboratively with staff and with two goals in mind: introduce a budget that ensures a desired level and quality of services; and, keep the property tax mill rate flat. We accomplished those two goals while considering the following borough administration objectives:

- Improve air quality and reduce PM2.5 emissions
- Secure and expand our military missions
- Reduce energy costs and support buildout of the Interior Gas Utility
- Allocate appropriate resources to ensure continued economic growth
- Address the deferred capital improvement and maintenance back-log
- Ensure adequate impact cost funding from future oil and gas projects
- Build a corporate culture of operational excellence and exceptional customer service
- Insulate the borough from fiscal problems at the State level

Despite the State's budget problems, the borough's future is remarkably bright! New businesses have come to Fairbanks, and more are coming or are starting new. Eielson Air Force Base will soon see two new squadrons of F-35s, while Fort Wainwright has recently expanded its mission to include Apache attack helicopters and Grey Eagle unmanned aircraft. As a borough, Fairbanks is positioned well to be the best place in Alaska to live, work and raise our families.

Respectfully submitted,

Karl Kassel

Karl Kassel, Mayor

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Budget Highlights

Organizational Highlights

NOTEWORTHY BUDGET ACCOMPLISHMENTS/CHANGES/ADJUSTMENTS/CONSIDERATIONS

- Maintaining areawide mill rate stability and being efficient and responsible to residents and taxpayers was a paramount goal of the Mayor's recommended budget. State economic challenges and uncertainties continued to be a major consideration in this budget's development. In particular, the Borough considered the State government's bleak revenue picture, caused by its direct tie to very low oil prices, and the resulting large reductions in State and University expenditures in the Borough. The Mayor's recommended budget was introduced with a stable mill rate to provide some flexibility should the Borough's citizens be required to absorb taxes or other costs from the State, while still providing a reasonable level of services to maintain a quality of life that would entice citizens and taxpayers to remain residents of this Borough.
- To maintain that stable general government mill rate, the effects were shared between the Borough and the School District. The Borough's general fund departments absorbed about $270,000 in cost increases and further reduced their budgets by another $420,000. In addition, certain select user fees and charges for services were added or increased. Decreases in fuel and utilities were a positive effect of lower oil prices. Additional decreases in general fund departmental expenditures included reductions in travel and training, in various contingencies, and in numerous other specific items within all of the departments. The Mayor does not consider this a sustainable budget in that travel and training can only be foregone for a temporary period of time as they are critical in the long-term to modern, efficient, and cost-effective government to the citizens of the Borough. Furthermore, supplemental appropriations may be needed if circumstances arise where one or more particular contingencies are insufficient. On the School District side, an expected increase in enrollment will result in $3.6 million of additional State and federal which more than offset the $1.2 million reduction in the Borough's direct local contribution to education.
- In addition to the reductions described above, the Mayor is discontinuing the Borough's operation of the three federally-required air quality monitors. The operation of the monitors is a State responsibility which the Borough currently performs with a grant from the State. The grant will expire June 30, 2016 at which time the State will take over the required monitoring responsibility. Three Borough positions are eliminated in this budget.
- The Borough has increased its property tax delinquency factor from 2% to 3%. In FY15, the Borough's fourth largest taxable property is the privatized military housing on Eielson Air Force Base. The private housing company has taken the Borough to State court over the taxability of the property and has not paid its FY14 and FY15 taxes (approximately $1.6M each year). The Borough expects that the private housing company will not pay its taxes until the court case and any appeal case are decided. The increase in the delinquency factor (approximately $1M) is a reflection of those circumstances and of a lowered delinquency factor of about 1.34% for all remaining properties.
- This budget incorporates using $2.17M of general fund fund balance, but also contains a contingent appropriation to replenish all of that amount with FY17 Community Revenue Sharing (CRS) dollars included in the Governor's proposed budget. Its contingent nature is due to uncertainty about the Alaska Legislature's ultimate FY17 budget decisions. If the Legislature makes any changes in the CRS program or draws money out of the CRS Fund, the Borough may not be able to replenish some or all of the $2.17 million contribution from the Borough's general fund fund balance.
- There is a $7,189,652 decrease in the overall budget for all funds. The FY16 revised budget at 12/31/15 of $167,441,125 decreases to $160,251,473 in the FY17 approved budget.

MAJOR ISSUES AND CONCERNS

- Providing year-to-year stability of services, budgets, and mill rates with rising costs, increasing property tax exemptions, and flat or declining revenues while maintaining an adequate fund balance for cash flows, emergencies, credit-worthiness, and as a hedge for economic uncertainty is an unending challenge.
- The major concern for the Borough and its component unit School District is the State government's enormous revenue shortfalls for FY16, FY17, and beyond – an estimated shortfall of about $4B for each year – shortfalls brought on by the global plunge in oil prices, a revenue source that through FY14 comprised almost 90% of the State's unrestricted funding sources. Even if all State agencies were eliminated in FY17, the State would still face

Budget Highlights

Organizational Highlights (Continued)

over a $1B shortfall. These circumstances are mitigated, however, by the State's very large reserves, which are several times larger than the FY16 unrestricted general fund operating appropriations, allowing the State flexibility in managing the current and projected revenue shortfalls. However, in early January 2016, Standard and Poor's lowered the State's bond rating to AA+ from AAA and maintained its negative outlook. In late February 2016, Moody's dropped the State's bond rating to AA1 from AAA and also maintained its negative outlook. While Fitch did not lower the State's bond AAA rating, it did put the State on a "negative watch" in late February. The Alaska Governor and the Alaska Legislature cut expenditures by $800 million in the FY16 budget. Virtually all capital grants to municipalities were eliminated as was the FY16 contribution to the Community Revenue Sharing fund. Additionally, there is now a five-year suspension of State approvals for 70% reimbursement of debt service for School construction projects. The Alaska Governor has proposed a fiscal year 2017 budget which cuts additional expenditures, leverages reserve funds (including the Alaska Permanent Fund), and diversifies revenues (including a new personal income tax). All three bond rating agencies support the Governor's multi-faceted approach to work toward bringing the State's budget into balance. However, they are also critical of the Legislature's failure to yet support any multi-faceted approach that deals with the deficit this session.

- This TAPS valuation settlement brings greater stability to the budget development process as TAPS is the Borough's largest taxable property. (See more discussion about the TAPS valuation disputes and their settlement in the last bullet on this page.)
- New construction assessed values added to the tax rolls (as a percent of all taxable property) had, for more than ten years (through FY12), been fairly steady at about 3.6% to 5.0% per year. With the national and global recession, new construction added for FY13 dipped below that average to 2.8%; FY14 was 2.5%; FY15 was 2.9% (excluding the newly privatized housing at Eielson Air Force Base which brings FY15 to 4.5%); FY16 is 2.6% and FY17 is estimated at 2.0%. New construction values help keep the mill rate stable, effectively offsetting real year-over-year cost increases of Borough programs and services. Lower additions, however, have made it more difficult to sustain a maintenance-level budget and a stable mill rate.
- The continued increases in State-mandated senior citizen and disabled veterans property tax exemptions, both in total dollars and as a percent of full value, are of concern. Over the past decade, the impact of increased mill rates on non-exempted property, as a result of the mill levy having to increase to offset the net taxable assessed value decreases from exemptions, has grown to be 1.240 mills, or $248.00 per $200,000 of net taxable assessed value. As new construction trends decrease, the impact to non-exempted properties will continue to increase.
- The federal requirements for air quality monitoring and containment of $PM_{2.5}$ is an issue that has far-reaching consequences, both in terms of dollars required and the time period involved to reach attainment. This issue is neither a short-term nor an inexpensive issue. Further, State and Federal oversight and involvement make resolution even more complex. The sheer sensitivity of this issue compounds the money and the time issues. This budget continues to include funding for this program, despite the Borough's relinquishment of operating the three stationary, federally-required monitors.
- In the current the federal budget climate, there remains uncertainty about whether expected federal CMAQ (congestion mitigation and air quality) grants can be awarded for bus and van replacements as they come due in the future.
- Despite the current low cost of energy, the Interior's necessity for energy, and its cost volatility, brings another dimension of concern to the economy. The Borough established the Interior Gas Utility, which is moving forward in building a natural gas distribution system for the medium-density population areas of the Borough, and supports the State's Interior Energy Project for bringing gas to the Interior via truck or rail.
- Due to disputes of the assessed valuations of the TAPS, and related properties, taxes for fiscal years 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014, and 2015 were paid under protest by Alyeska Pipeline Service Company and other pipeline system owners. The Alaska Department of Revenue is responsible for setting the valuation. The Department's valuations were appealed by the pipeline owners as being too high and by certain affected municipalities, including the Borough, as being too low. The State Assessment Review Board (SARB) heard the fiscal years 2007, 2008, 2009, 2010, 2011, 2012, 2014, and 2015 appeals and sided with the municipalities. The owners appealed the SARB's decisions to the Superior Court, and certain municipalities, including the Borough, cross-appealed.

  For the fiscal year 2013 valuation, the parties agreed to suspend the SARB hearing and allow the valuation to be determined by averaging the ultimate values for FY2012 and FY 2104 as determined by the Superior Court after a de novo trial.

Budget Highlights

Organizational Highlights (Continued)

For the Superior Court trials for the fiscal year 2007 (tax year 2006) and for fiscal years 2008, 2009, and 2010 (tax years 2007, 2008, and 2009) combined, final decisions were rendered setting the value favorable to the municipalities. Settlements of the TAPS valuation litigation by the Superior Court for tax year 2006, and tax years 2007, 2008, and 2009 combined, resulted in the Borough receiving $8.6 million (in FY2011) and $10.5 million in (FY2012) respectively, of combined property tax revenue and related interest and penalties for those tax years. Furthermore, the decisions for the tax year 2006 and the tax years 2007, 2008, and 2009 also included the recovery of attorney fees and costs. The Borough received $976,000 for the tax year 2006 award during fiscal year 2012, and $892,000 was received in fiscal year 2014 for the tax years 2007, 2008, and 2009 award. The owners appealed both valuation decisions to the Alaska Supreme Court. In February 2014, the Supreme Court upheld the tax year 2006 valuation in favor of the municipalities. In August 2015, the Supreme Court upheld the Superior Court's decision for the tax years 2007, 2008, and 2009 valuations.

The Borough Assembly directed that receipts from the Superior Court's rulings (excluding attorneys' fees) be set aside in Court accounts until final determination by the Alaska Supreme Court. The Court approved the voluntary deposits of the awards into two separate (Court) Rule 67 accounts, one for the fiscal year 2007 (tax year 2006) award and one for the award for fiscal years 2008, 2009, and 2010 (tax years 2007, 2008, and 2009). In July 2014, the Superior Court granted the Borough's motion for an order to release the funds from the Court's Rule 67 account for the tax year 2006 awards and following the liquidation of investments, the Borough received those funds in November 2014. The Borough received its funds from the 2007, 2008, and 2009 Rule 67 account in January 2016.

In March of 2016, a settlement was reached between all parties. The terms of the settlement include a) setting the valuation of the pipeline for tax years 2010 through 2015 (fiscal years 2011 through 2016) to the amounts previously set prior to Court appeals (no payments and no refunds to or from any of the parties), b) setting the total valuation for tax years 2016 through 2020 (fiscal years 2017 through 2021) at $8.0 billion for each year, c) determining the valuation allocation for the Borough's portion for tax years 2016 through 2020 (fiscal years 2017 through 2021), and d) settling separate litigation (not involving the Borough) between the other municipalities and the State regarding a dispute about how to interpret a State tax cap law as it relates to tax payments made by the pipeline owners after the Court decisions.

- The Mayor supports State pursuit of a large diameter natural gas pipeline. The Mayor is appointed to the State's Municipal Advisory Gas Project Review Board (MAG Board) to review a North Slope natural gas project (the Project) and provide an annual report. The Board is charged with developing a framework to evaluate the local governmental options (e.g., property taxes, PILT, payments by the State to municipalities) to address impacts and potential benefits of the Project. The Mayor is particularly concerned about municipalities' involvement being only advisory when State officials negotiate final financial agreements directly affecting almost all municipalities.
- PERS employers (inclusive of the FNSB) currently pay a flat rate of 22% on both their defined benefit and defined contribution employees. The balance is paid by the State of Alaska and is continuing to increase. The adoption of the 22% cap on the employers' rate and the statutorily-required additional State contribution was, in part, a recognition of the State's obligation to the Plan arising from its fiduciary duty to, and its administrative control of, the PERS. Legislation was passed in 2014 infusing $1B toward the unfunded liability, changing the amortization method used for funding, and restarting the 25-year amortization period, pushing the payoff of the unfunded liability from 2030 to 2039. This resulted in smaller (though still increasing) State payments over a longer period of time and a greater total contribution from municipalities. The Senate Finance Committee introduced a bill to increase, over three years, the employer rate to 26.5% (disregarding the prior negotiations for the capped rate). However, in a recent press release, Senate majority leaders announced they would not move the bill forward. However, a similar bill for TRS employers is still active.
- Impacts of the Borough's aging workforce are four-fold: 1) health care cost containment becomes more challenging, 2) as individuals in key management positions approach retirement eligibility, there is concern over a loss of institutional knowledge, 3) hiring "qualified" staff as the overall work force shrinks (boomer effect), and 4) if we find "qualified" staff, the impact of competing wage levels and benefit packages compounds hiring and retention issues/concerns. These impacts are especially evident in the Borough's professional positions where the private sector demand lures the supply of qualified job-seekers away from the public sector.
- Fixed-income investment returns have been extraordinarily low since 2008 and continue to be low today due to federal intervention in the markets. Economic circumstances and events have led the fed funds rate to be kept near to, or at zero. In mid-December, the Federal Open Market Committee raised the fed funds rate by 0.25

Budget Highlights

Organizational Highlights (Continued)

percent. The feds expect only gradual increases in the rate and that the rate will likely remain low for some time. Unfortunately, the Borough's fixed-income investments closely track this rate, and accordingly, investment income will almost certainly stay low for the near- to intermediate-term future.

- Identification of local revenue alternatives to replace lost State capital grants has remained elusive. Although Borough Code transfers a certain amount of annual lapsed funds into the facilities maintenance reserve fund, the amount is inadequate, and shrinking due to tighter Borough budgets. The Mayor is strongly considering placing a ballot proposition before the voters in the fall to fund a small portion of the Borough's major maintenance needs. A ballot would likely include major maintenance projects for school facilities as well since these are all owned by the Borough, too.

Expenditure Highlights

Borough Budget Expenditures Overview

- The FY 2017 operating budget is $160,251,473. It is $7,189,652 (see the detailed breakdown on page 29) less than the FY 2016's revised $167,441,125 budget, and $283,215 more than FY 2016's approved $159,968,258 budget.

General Fund Expenditures Overview

- The general fund budget is $128,815,093, a 7.268% decrease ($10,096,762) from the FY 2016's revised $138,911,855. This includes inflation (0.5% was the 2015 annual average CPI-U for Anchorage), a 2.2% decrease ($1,200,000) in the Borough's local contribution to the School District for education, and a 17.4% increase ($983,570) in net debt service for schools after State and federal reimbursements.
- General fund departments absorbed approximately $270,000 in cost increases from FY15's approved budget and further reduced their budgets by another $420,000.
- See tables on next two pages for position count and FTE reductions.

Transit Enterprise Fund Expenditures Overview

- See bullets in the two previous sections above regarding 1) the three stationary, federally-required air monitors that the Borough is the operations of which the Borough is turning back over to the State and 2) the Borough's ongoing efforts to reach federal air quality attainment for $PM_{2.5}$.
- See tables on next two pages for position count and FTE reductions

Local Effort toward Education

54.8% of general fund revenues are dedicated to education, comprised of the direct local contribution of 42.1% ($54,169,000) and 12.7% ($16,386,200) for school debt servicing. In addition to providing all of the school buildings and facilities, there are other additional indirect administrative services provided that equal $1,103,390 which are waived by the Borough. Some of these contributions not displayed in the budget include legal services, banking services, cash management, and other services.

Effort toward Debt Servicing

- Total debt servicing increased $1,304,188 from FY 2016's $18,878,670 to FY 2017's $20,182,788 with the anticipated sale of the remainder of the voters' 2011 authorization and of a major portion of the voters' 2013 authorization which includes the new Ryan Middle School building.
- Total existing areawide debt is estimated to be $142,865,000 at June 30, 2016 and $128,131,250 at June 30, 2017.

Local Effort toward grants

- Funding for local grants and for matching grants was $2,073,682 in FY16; the FY17 budget is $2,066,025.

Wage and Benefit Adjustments

- The benefit rate is 62.6%, stayed the same as FY 2016's rate of 62.6%, primarily due to the Borough's active management of its health care benefits plan.

Budget Highlights

Expenditure Highlights (Continued)

STAFFING CHANGES TO BOROUGH SERVICES AND PROGRAMS

- Boroughwide, benefit-eligible employees decreased by three employees, to 429 employees from FY 2016's revised budget of 432 employees.

SUMMARY OF EMPLOYEE NUMBER CHANGES	
FY 2016 Approved Number of Employees	**431.00**
General Fund	
Law - Attorney	1.00
FY 2016 Revised Number of Employees	**432.00**
FY 2017 Recommended Changes	
ONESolution/Encompass upgrade	
Human Resources - Personnel/Payroll	(1.00)
General Fund	
Mayor - Grants Writer Coordinator	(1.00)
Mayor - Special Assistant to the Mayor	1.00
Library - Outreach Services (transferred to Community Services)	(8.00)
Library - Public Services (transferred to Community Services)	(27.00)
Library - Community Services	35.00
Parks & Recreation - Administration (transferred to Recreation)	(7.00)
Parks & Recreation - Aquatics (transferred to Recreation)	(27.00)
Parks & Recreation - Recreation	33.00
General Fund Subtotal:	**(1.00)**
Transporation Enterprise Fund	
Administration - (transferred to Transit)	(1.00)
Air Quality - AQ Technician	(3.00)
Air Quality - Data Collecton Technician (Ordinance NO. 2015-20-1Y)	2.00
Transit - Driver	1.00
Transit - Mechanics (transferred to Vehicle Fleet Maintenance)	(3.00)
Vehicle Fleet Maintenance	3.00
Transportation Enterprise Subtotal:	**(1.00)**
FY 2017 Recommended Number of Employees	**429.00**

Budget Highlights

Expenditure Highlights (Continued)

STAFFING CHANGES TO BOROUGH SERVICES AND PROGRAMS (CONTINUED)

- Boroughwide, staffing decreased to 392.24 full-time equivalent positions (FTEs), a net decrease of 2.42 FTEs from FY 2016's revised budget of 394.66 FTEs.

SUMMARY OF FTE CHANGES	
FY 2016 Approved FTEs	**394.16**
General Fund	
Law - Attorney	0.50
FY 2016 Revised FTEs	**394.66**
FY 2017 Recommended Changes	
ONESolution/Encompass upgrade	
Human Resources - Personnel/Payroll Assistant	(1.00)
General Fund	
Law - Attorney	(0.50)
Law - Attorney	0.08
Mayor - Grants Writer Coordinator	(1.00)
Mayor - Special Assistant to the Mayor	1.00
Library - Outreach Services (transferred to Community Services)	(5.50)
Library - Public Services (transferred to Community Services)	(21.85)
Library - Community Services	27.35
Parks & Recreation - Administration (transferred to Recreation)	(6.13)
Parks & Recreation - Aquatics (transferred to Recreation)	(19.05)
Parks & Recreation - Recreation	25.18
General Fund Subtotal:	**(1.42)**
Transporation Enterprise Fund	
Administration - (transferred to Transit)	(1.00)
Air Quality - AQ Technician	(3.00)
Air Quality - Data Collecton Technician (Ordinance NO. 2015-20-1Y)	2.00
Transit - Driver	1.00
Transit - Mechanics (transferred to Vehicle Fleet Maintenance)	(3.50)
Vehicle Fleet Maintenance	3.50
Transporation Enterprise Subtotal:	**(1.00)**
FY 2017 Recommended FTEs	**392.24**

Budget Highlights

Expenditure Highlights (Continued)

DEPARTMENT	2015/16 APPROVED BUDGET	CHANGES THRU 12/31/14	2015/16 REVISED BUDGET	ADJUSTMENTS TO PROGRAMS	2016/17 RECOMMENDED BUDGET
Assembly	1,790,100	-	1,790,100	(52,340)	1,737,760
Mayor	1,145,320	(25,833)	1,119,487	20,093	1,139,580
Law	1,265,680	91,385	1,357,065	(133,375)	1,223,690
Assessing	3,367,080	-	3,367,080	(34,300)	3,332,780
Community Planning	1,808,690	(4,306)	1,804,384	11,896	1,816,280
Computer Services	4,742,300	(4,300)	4,738,000	288,130	5,026,130
Emergency Operations	6,160,540	59,374	6,219,914	92,346	6,312,260
Financial Services	4,510,440	-	4,510,440	(41,147)	4,469,293
General Services	1,957,790	-	1,957,790	25,380	1,983,170
Human Resources	3,486,340	(47,300)	3,439,040	110,560	3,549,600
Library Services	6,158,850	-	6,158,850	64,520	6,223,370
Parks and Recreation	8,647,798	24,000	8,671,798	319,032	8,990,830
Public Works	20,213,610	-	20,213,610	2,474,100	22,687,710
Transportation	7,111,850	(16,530)	7,095,320	(247,600)	6,847,720
Education	55,369,000	-	55,369,000	(1,200,000)	54,169,000
Debt Service	18,878,670	-	18,878,670	1,307,530	20,186,200
Non-Departmental	576,950	197,300	774,250	(517,950)	256,300
Interfund Charges	4,023,670	-	4,023,670	5,540	4,029,210
Multi-Year and Capital Projects	1,940,200	3,513,905	5,454,105	(4,654,105)	800,000
Grant Programs	1,870,250	-	1,870,250	48,500	1,918,750
Contributions to Fund Balance	4,943,130	3,685,172	8,628,302	(5,076,462)	3,551,840
	159,968,258	7,472,867	167,441,125	(7,189,652)	160,251,473

Summary of Major Changes in Expenditures from FY 2016

159,968,258		***FY 2016 Approved Budget***
	1,013,905	Multi-Year and Capital Projects
	287,300	Community Revenue Sharing Unincorporated Communites
	2,500,000	Law (TAPS valuation disputes)
	24,000	Parks & Recreation Tanana Lakes Ord. No. 2015-20-1O
	3,685,172	Contribution to Fund Balance (mainly revenue sharing)
	(37,510)	Net of all other adjustments
7,472,867		***Total of Changes from FY 2016 Approved to FY 2016 Revised Budget***
167,441,125		***FY 2016 Revised Budget***
	(308,438)	Permanent salary changes
	63,516	Overtime wages, and temporary salaries
	(208,983)	Benefit changes due to benefit rate and salary adjustments
	(1,200,000)	Education
	1,307,530	Debt Service
	(4,605,605)	Net funding to Multi-Year and Capital Projects/Grants
	(517,950)	Non-Departmental
	2,300,000	Public Works- Solid Waste Disposal Cell 3 Loan Payment
	1,051,200	Other program cost adjustments, all funds and excludes salaries
	5,540	Changes to Interfund Charges (IGCP)
	(5,076,462)	Decrease in Contributions to Fund Balance, net for all funds
(7,189,652)		***Total of Changes from FY 2016 Revised to FY 2017 Budget***
160,251,473		***FY 2017 Recommended Budget***

Budget Highlights

Revenue Highlights

BOROUGH BUDGET REVENUE OVERVIEW

- The FY 2017 budget includes property taxes for the general fund that are $7,161,732 under the areawide maximum property tax limitation ("tax cap").
- Total property taxes (current taxes less estimated 3% delinquency factor, estimated payments for prior years' delinquent taxes, interest and penalties, and PILT for privatized military housing/hotel): $98,132,713 areawide, $2,897,973 non-areawide, and $8,030,610 solid waste collection district ($109,706,038 combined all funds) make up 68.1% of the revenue budget, as compared to FY 2016 approved budget's $109,706,038 at 68.6%.
- State revenues: $13,636,760 vs $12,696,300 (FY 2016 approved budget); make up 8.5% of the revenues, compared to 7.9% in the FY 2016 approved budget.
- Certain select user fees and charges for services were added or increased in the following funds/departments: General Fund – Clerk's Office, Community Planning, Financial Services - Tax Foreclosure, Land Management, Library Services, and Parks and Recreation; Transit Enterprise Fund – Transportation; Solid Waste Disposal Enterprise Fund – Public Works.
- Boroughwide budgeted interest earnings projections increase from $247,070 to $282,070 from FY 2016 due to projected prevailing market conditions.

GENERAL FUND REVENUES

- Property tax revenues (excluding PILT) increased from FY 2016's $98,082,988 to FY 2017's $97,261,663, providing 75.5% of FY 2017's general fund revenues (Also see Mill Rate Highlights, below).
- Hotel-motel room taxes are projected to increase to $1,775,000 from $1,725,000 (FY 2016 approved estimate).
- Alcoholic beverage sales taxes are projected to be $1,000,000 from $1,040,000 (FY 2016 approved estimate).
- Tobacco distribution excise taxes are projected to be $1,450,000 from $1,425,000 (FY 2016 approved estimate).
- Certain select user fees and charges for services were added or increased. (See section above.)

Mill Rate / Tax Levy Highlights

AREAWIDE MILL RATE/ASSESSED VALUES

- Assessed valuation changes to "full" value: pipeline and associated personal property decreased 103,428,110; calendar year (CY) 2016 estimated new construction should add almost $167 million; and valuations for the remaining properties increased $25 million. Combined with the exemption increases of $108.9 million, the total taxable assessed values increased from $8.49 billion to $8.52 billion.
- Levied areawide property taxes in the FY 2017 approved budget are $98,723,363 ($95,761,663 when adjusted for delinquencies); an increase from the FY 2016 approved budget at $98,554,078 ($96,582,988 when adjusted for delinquencies).
- The CY 2016 areawide mill rate for the FY 2017 approved budget is 11.578, which is 0.021 mills less then CY 2015 levy of 11.599 mills.

APPROPRIATION ORDINANCE

By: Karl W. Kassel, Mayor
Introduced: April 14, 2016

FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2016-20

AN ORDINANCE APPROPRIATING FUNDS AS LISTED FOR THE FISCAL YEAR BEGINNING JULY 1, 2016; RATIFYING FISCAL POLICIES AND USER FEES; AND LEVYING TAXES

WHEREAS, Stability is a primary objective in the Mayor's FY 2016-17 recommended budget for the Fairbanks North Star Borough (Borough); and

WHEREAS, Based on the Governor's proposed FY 2016-17 budget, an estimated $2,173,600 allocation of community revenue sharing funds from the State of Alaska could be available to the Borough; and

WHEREAS, A reasonable plan is to provide taxpayer relief in the FY 2016-17 budget by using prudent levels of fund balance of the General Fund to reduce the areawide property tax levy, but to replenish that fund balance with the above anticipated funding source, upon its availability to the Borough.

NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks North Star Borough (Borough):

Section 1. Classification. This ordinance is not of a general and permanent nature and shall not be codified.

Section 2. Appropriations for All Departments and Funds. There is hereby appropriated for the fiscal year beginning July 1, 2016, the amounts set forth in Attachment A, attached hereto and made a part of this ordinance. Appropriations to

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
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33 recipients named in the worksheets and budget document underlying this ordinance and
34 its attachment are hereby made notwithstanding the provisions of Title 16 of the
35 Fairbanks North Star Borough Code of Ordinances.
36
37 Section 3. Education Appropriation. As required by Alaska Statutes
38 (A.S.) 14.14.060(c) and Fairbanks North Star Borough Code of Ordinances (FNSBC)
39 3.03.030A, the sum of $175,532,167 plus the amount of the final Borough adopted
40 contribution to education plus the amount of on-behalf payments from the State of
41 Alaska for PERS and TRS is hereby approved as the total amount of the Fairbanks
42 North Star Borough School District budget for the fiscal year beginning July 1, 2016 and
43 ending June 30, 2017. This amount is not appropriated. The appropriation set forth in
44 Attachment A of this ordinance is the total amount of money, from local sources for
45 school purposes, which shall be made available during said fiscal year. The Borough
46 operates a central treasury; consequently, it may receive, throughout the fiscal year,
47 sums from other entities for use by the School District. Said sums are not appropriated
48 by the Borough as relates to specific uses, which is the purview of the School Board.
49 Individual amounts received under $500,000 shall be communicated in writing to the
50 Borough and shall be added to the total approved amount and the Mayor shall deposit
51 said sums to the accounts of the School District and shall make said sums available for
52 use by the School District in accordance with law. Individual amounts received equal to
53 or greater than $500,000 shall not be added to the total amount unless approved by the
54 Fairbanks North Star Borough Assembly by supplemental ordinance. In accordance
55 with state law, the appropriation contained in this ordinance for local support to
56 Education is stated only as a lump sum and individual School District appropriation
57 items are not included in this ordinance.
58
59 Section 4. Appropriation Level. The appropriations set forth in
60 Attachment A of this ordinance are at the department and fund level, with expenditure

allocations at the division level. Transfers of appropriations or supplemental appropriations may be made by the Assembly by ordinance.

Section 5. All Funds Contingent Appropriations.

A. Health Benefits. Contingent upon the Health Care Contingency Reserve contribution requirements, as outlined in all three current collective bargaining agreements, not being met, the respective actual amounts required by department and fund are appropriated to cover the requirements and Contributions from Fund Balance/Unrestricted Net Position, as applicable, are increased by like amounts.

B. Insufficient Funds. These department and fund appropriations are further contingent on each fund/department not having sufficient funds available for these purposes.

Section 6. Community Revenue Sharing.

A. General Fund Contingent Appropriation. Contingent upon receipt of the funds, an estimated $2,173,600 is appropriated to the General Fund budgetary guideline entitled "Contribution to Fund Balance" and Community Revenue Sharing revenue is increased by a like amount.

The "Contribution to Fund Balance" appropriation and the estimated revenue may be adjusted to reflect the actual amount(s) received.

B. Unincorporated Communities. Contingent upon receipt of the funds and in accordance with A.S. 29.60.850 - 29.60.879, amounts received from the State, for eligible unincorporated communities within the Borough, are appropriated in General Fund - Non-Departmental and shall be distributed to those communities' selected non-profit(s) which have complied with the Borough's administrative procedures for receipt of the funds.

89 accordance with A.S. 29.35.110(c) and an agreement, dated May 20, 2004, among the
90 Mayors of the Borough and the Cities of Fairbanks and North Pole.
91
92 Section 8. General Fund - Non-Departmental Reappropriation.
93 The amounts in the Non-Departmental - Areawide appropriation for
94 Reserve for Personnel Services and for Valuation and Other Expertise are
95 reappropriated to the respective departments and funds for the purposes described in
96 the Budget Document. The amount in the Non-Departmental - Areawide appropriation
97 for Reserve for Unforeseen Time-Critical Events is reappropriated to the respective
98 departments and funds, excluding the Non-Areawide fund, for the purpose described in
99 the Budget Document.
100
101 Section 9. Non-Areawide Fund - Non-Departmental Reappropriation.
102 The amount in the Non-Departmental - Non-Areawide appropriation for Reserve for
103 Unforeseen Time-Critical Events is reappropriated to the respective departments within
104 the Non-Areawide Fund for the purposes described in the Budget Document.
105
106 Section 10. Provisions for Grants, Capital and Multi-Year Projects.
107 A. Grants. The appropriations of $71,000 of the General Fund Federal Revenue,
108 the $71,000 of Non-Areawide Fund Federal Revenue, and for "Recurring Grants to the
109 Borough", all set forth in Attachment A of this ordinance, are estimated amounts. Actual
110 amounts will be appropriated contingent, and based, upon the respective signed grant
111 agreements, unless materially different, as determined by the Chief Financial Officer.
112 The appropriations for these grants are effective for the periods specified in the
113 respective signed grant agreements. Furthermore, these appropriations are to be
114 recorded and accounted for on the Borough's books using the most suitable fund(s) and
115 method, as determined by the Chief Financial Officer.

116 B. Disallowed Costs. For positions that are grant-funded, if immaterial
117 personnel costs are incurred by a position which are not eligible to be funded by grants
118 ("disallowed"), the Borough shall record those costs against any other allowable funding
119 source(s), as determined by the Chief Financial Officer.
120 C. Capital and Multi-Year Projects. The appropriations for these projects are to be
121 recorded and accounted for on the Borough's books using the most suitable fund(s) and
122 methods as determined by the Chief Financial Officer.
123
124 Section 11. Intent for Recurring Match Assistance Grants Funded by the
125 Borough. The $200,000 General Fund operating transfer to "Recurring Grants Funded
126 by the Borough" for the "Match Assistance Grant" is set aside as a funding source for
127 any required local match assistance needed for grants received by non-profit
128 organizations serving the health and social services needs of the Borough community.
129
130 Section 12. Health Care Contingency Reserve Fund Appropriations.
131 Personnel benefits appropriated for the Health Care Contingency Reserve Fund are
132 transferred to the Health Care Contingency Reserve Fund in the Local Programs
133 Special Revenue Fund. Monies in the Health Care Contingency Reserve Fund are to
134 be used in accordance with the Fund's provisions and with the current collective
135 bargaining agreements, and the respective amounts required by department and fund
136 are appropriated for those purposes.
137
138 Section 13. Labor/Management Committee (LMC) and Labor/ Manage-
139 ment Committee on Employee Benefits (LMCEB) Appropriation. Personnel benefits
140 appropriated for the LMC/LMCEB are transferred to the LMC/LMCEB Account in the
141 Local Programs Special Revenue Fund. Monies in the LMC/LMCEB Account are to be
142 used in accordance with the Account's provisions and with the current collective

143 bargaining agreements and are appropriated for those purposes that were effective July
144 1, 2015.
145
146 Section 14. Health Wellness Funds Appropriation. Monies in the
147 Wellness Account in the Local Programs Special Revenue Fund are to be used in
148 accordance with the Account's provisions and with the current collective bargaining
149 agreements and are appropriated for those purposes.
150
151 Section 15. Multi-Year - Merit Pay Program Reappropriations. The
152 amounts in the Merit Pay Program are reappropriated to the respective departments
153 and funds for the purposes described in the Borough's Merit Pay Policy when the
154 fund/department does not have sufficient funds to cover the increase or award.
155
156 Section 16. Lease Financing versus Direct Purchase. Vehicles and
157 equipment to be procured by the Vehicle & Equipment Fleet Fund are budgeted to be
158 financed through the Borough's Master Lease agreement, unless the Chief Financial
159 Officer determines an outright purchase can be made. The Chief Financial Officer is
160 authorized to determine whether use of the master lease for other large procurements is
161 appropriate, and if so, the related appropriations in this budget are hereby adjusted to
162 reflect that determination.
163
164 Section 17. School District Facilities Maintenance Reserve
165 Appropriation. There is hereby appropriated $3,477 as a Contribution to Fund Balance
166 in the School District Facilities Maintenance Reserve, with corresponding estimated
167 revenue from State Aid for School Construction of a like amount.
168

Section 18. Lapse of Funds.

A. General Fund - Mayor - Economic Development (Areawide) - Local Match for ARDOR (Alaska Regional Economic Development Organization) Grant. Notwithstanding FNSBC 3.01.060, any unexpended, unencumbered remainder of the local match shall not lapse until the ARDOR grant expires.

B. General Fund – Community Planning – Local Match for the Fairbanks Metropolitan Area Transit System (FMATS) Planning Grant. Notwithstanding FNSBC 3.01.060, any unexpended, unencumbered remainder of the local match shall not lapse until the FMATS grant expires.

C. General Fund – Computer Services – Local Match for the Fairbanks Metropolitan Area Transit System (FMATS) Planning Grant. Notwithstanding FNSBC 3.01.060, any unexpended, unencumbered remainder of the local match shall not lapse until the FMATS grant expires.

D. General Fund - Financial Services - Health & Social Services Local Match for the Human Services Community Matching (HSCM) Grant. Notwithstanding FNSBC 3.01.060, any unexpended, unencumbered remainder of the local match shall not lapse until the HSCM grant expires.

E. Transit Enterprise Fund - Transportation Department – Local Match for the Fairbanks Metropolitan Area Transit System (FMATS) Planning Grant. Notwithstanding FNSBC 3.01.060, any unexpended, unencumbered remainder of the local match shall not lapse until the FMATS grant expires.

F. Vehicle & Equipment Fleet Fund Transportation Department. Notwithstanding FNSBC 3.01.060, if any item on the "List of Vehicles and Equipment to be replaced in FY 2017" or a piece of equipment not materially different as determined by the CFO has not yet been purchased, its appropriation shall not lapse until the purchase is complete or has been abandoned.

G. Grants, Capital and Multi-Year Projects. In furtherance of FNSBC 3.01.060B, upon completion or abandonment of the purposes of the appropriations for grants, capital and multi-year projects, set forth in Attachment A of this ordinance, any unexpended, unobligated portion of each respective contribution from another fund shall lapse to the fund balance or unrestricted net position, as appropriate, of the contributing fund.

Section 19. Rate of Real Property Tax for Areawide General Government Purposes. There is hereby levied for areawide general government functions of the Borough, a tax upon each dollar of property taxable under FNSBC 3.08, 3.12 and 3.46, for property located within the Borough, at a rate of levy to be fixed by resolution which shall be adopted before the 15th of June, 2016.

Section 20. Rate of Real Property Tax for Areawide Education Purposes. There is hereby levied for areawide education functions of the Borough, a tax upon each dollar of property taxable under FNSBC 3.08, 3.12 and 3.46, for property located within the Borough, at a rate of levy to be fixed by resolution which shall be adopted before the 15th of June, 2016.

Section 21. Rate of Real Property Tax for Non-Areawide Purposes. There is hereby levied for non-areawide functions of the Borough, a tax upon each dollar of property taxable under FNSBC 3.08, 3.12 and 3.46, for property located within the Borough outside the cities of Fairbanks and North Pole, at a rate of levy to be fixed by resolution which shall be adopted before the 15th of June, 2016.

Section 22. Rate of Real Property Tax for Solid Waste Collection District Purposes. There is hereby levied for solid waste collection functions of the Borough, a tax upon each dollar of property taxable under FNSBC 3.08, 3.12 and 3.46, for property

223 located within the Borough outside the city of Fairbanks, at a rate of levy to be fixed by
224 resolution which shall be adopted before the 15th of June, 2016.
225
226 Section 23. Rate of Real Property Tax for Service Area Purposes. There
227 is hereby levied for the various service area functions of the Borough, a tax upon each
228 dollar of property taxable under FNSBC 3.08, 3.12 and 3.46, for property located within
229 each service area of the Borough, at a rate of levy to be fixed by resolution which shall
230 be adopted before the 15th of June, 2016.
231
232 Section 24. Rate of Real Property Tax for Service Area Administrative
233 Fee. There is hereby levied, pursuant to FNSBC 14.01.161B, a tax upon each dollar of
234 property taxable under FNSBC 3.08, 3.12 and 3.46, for property located within each
235 service area of the Borough, at a rate of levy sufficient to at least pay the administrative
236 fee. The exact rate of levy will be fixed by resolution which shall be adopted before the
237 15th of June, 2016.
238
239 Section 25. Ratification and Adoption. Adoption of this ordinance
240 constitutes approval of the Fiscal Policies, and approval of the User Fee Schedule, to
241 be effective July 1, 2016, as found in Appendix E of the Budget Document.
242
243 Section 26. Approval of Final Budget Document. Notwithstanding
244 FNSBC 3.03.040F, the Assembly of the Fairbanks North Star Borough hereby approves
245 the Budget Document, which allocates appropriations to various expenditure categories.
246

PASSED AND APPROVED THIS _____ DAY OF _____, 2016.

_____
John Davies
Presiding Officer

ATTEST:

_____
Nanci Ashford-Bingham, MMC
Borough Clerk

APPROVED:

_____
A. René Broker
Borough Attorney

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
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FAIRBANKS NORTH STAR BOROUGH

ORDINANCE NO. 2016-20

ATTACHMENT A

SUMMARY OF APPROPRIATIONS BY DEPARTMENT (excludes Transfers Out)

Departments	Number of Employees	Number of FTEs	TOTAL
Assembly	10.00	9.80	$1,737,760
Mayor	6.00	6.00	1,139,580
Law	7.00	6.08	1,223,690
Assessing	26.00	26.00	3,332,780
Community Planning	16.00	16.00	1,816,280
Computer Services	23.00	23.00	5,026,130
Emergency Operations	23.00	23.00	6,312,260
Financial Services	32.00	31.35	4,469,293
General Services	11.00	11.00	1,983,170
Human Resources	12.00	12.00	3,549,600
Library Services	56.00	47.60	6,223,370
Parks and Recreation	77.00	58.19	8,990,830
Public Works	62.00	60.88	22,687,710
Transportation	68.00	61.34	6,847,720
Non-Departmental			256,300
Interfund Charges			4,029,210
Debt Service			20,186,200
Education			54,169,000
Multi -Year and Capital Projects - Excluding Reserves			730,000
Multi -Year and Capital Projects - ECC Technology and Equipment Replacement Reserve			70,000
Recurring Grants Funded by the Borough			1,918,750
Contributions to Fund Balances/Unrestricted Net Position			3,551,840
Subtotal Appropriations			160,251,473
Recurring Grants to the Borough - Special Revenue Funds			594,354
Recurring Grants to the Borough - Enterprise Funds			1,469,792
Road and Miscellaneous Service Areas			4,513,870
Service Area Differential Tax Zone			18,827
Fire Service Areas			8,574,720
Service Area Funds Multi -Year and Capital Projects			233,000
TOTAL PERMANENT POSITIONS	429.00	392.24	
TOTAL APPROPRIATIONS			$175,656,036

SUMMARY OF APPROPRIATIONS BY FUND (includes Interfund Charges & Other Transfers Out)

GENERAL BOROUGH OPERATIONS	Number of FTEs	TOTAL
General Fund	303.97	$128,815,093
Special Revenue Funds:		
Non-Areawide	4.35	4,309,320
Solid Waste Collection District	1.32	8,030,610
Enhanced 911	3.45	1,291,770
Land Revenue Reserve		240,000
Facilities Maintenance Reserve		350,000
Hotel-Motel Room Tax		1,153,750
Asset Replacement Reserve		100,000

SUMMARY OF APPROPRIATIONS BY FUND, continued
(includes Interfund Charges & Other Transfers Out)

	Number of FTEs	TOTAL
Enterprise Funds:		
Community Activity Center	0.25	$1,324,130
Solid Waste Disposal	17.56	10,200,700
Transit	61.34	7,399,820
Internal Service Fund:		
Vehicle and Equipment Fleet		1,268,700
CAPITAL AND MULTI-YEAR PROJECTS		800,000
DEBT SERVICE FUND		20,186,200
EDUCATION		54,169,000
GRANTS		
Recurring Grants Funded by the Borough		1,918,750
Recurring Grants to the Borough - Special Revenue Funds		594,354
Recurring Grants to the Borough - Enterprise Funds		1,469,792
ROAD AND MISCELLANEOUS SERVICE AREA FUNDS		4,513,870
SERVICE AREA FUNDS DIFFERENTIAL TAX ZONE		18,827
FIRE SERVICE AREA FUNDS		8,574,720
SERVICE AREA FUNDS CAPITAL AND MULTI-YEAR PROJECTS		233,000

GENERAL FUND - APPROPRIATIONS

Department/Division	Number of Employees	Division Allocations	Appropriations
Dept: ASSEMBLY			
Div: Assembly	0.00	$481,450	
Div: Borough Clerk	5.00	749,560	
Div: Elections	0.00	122,520	
Div: Records Management	5.00	384,230	
TOTAL	10.00		$1,737,760
Dept: MAYOR			
Div: Administration	5.00	$802,330	
Div: Economic Development - Areawide	1.00	213,250	
TOTAL	6.00		1,015,580
Dept: LAW	7.00		1,223,690
Dept: ASSESSING			
Div: Assessing	21.00	$2,669,200	
Div: Land Management	5.00	663,580	
TOTAL	26.00		3,332,780
Dept: COMMUNITY PLANNING			
Div: Administration	3.00	$379,140	
Div: Planning & Zoning	8.00	871,170	
Div: Platting & Mapping	5.00	565,970	
TOTAL	16.00		1,816,280

GENERAL FUND - APPROPRIATIONS, continued

Department/Division	Number of Employees	Division Allocations	Appropriations
Dept: COMPUTER SERVICES			
Div: Administration	3.00	$402,550	
Div: Application Support Services	9.75	1,688,030	
Div: Geographic Information Services	3.25	487,210	
Div: Network Services	7.00	2,448,340	
TOTAL	23.00		$5,026,130
Dept: EMERGENCY OPERATIONS			
Div: Animal Control	15.20		2,074,000
Dept: FINANCIAL SERVICES			
Div: Administration	2.00	$408,240	
Div: Accounting	20.00	2,246,750	
Div: Health and Social Services	1.00	235,243	
Div: Treasury/Budget	9.00	1,579,060	
TOTAL	32.00		4,469,293
Dept: GENERAL SERVICES			
Div: Administration	3.00	$318,440	
Div: Purchasing	5.00	432,830	
Div: Support Services	3.00	1,231,900	
TOTAL	11.00		1,983,170
Dept: HUMAN RESOURCES			
Div: Personnel/Payroll	6.00	$959,090	
Div: Risk Management	6.00	2,590,510	
TOTAL	12.00		3,549,600
Dept: LIBRARY SERVICES			
Div: Administration	5.00	$745,970	
Div: Automated Services	5.00	872,340	
Div: Collection Services	11.00	1,743,310	
Div: Community Services	35.00	2,861,750	
TOTAL	56.00		6,223,370
Dept: PARKS AND RECREATION			
Div: Administration	2.75	$334,330	
Div: Parks Maintenance	32.00	3,628,740	
Div: Pioneer Park	9.00	1,560,520	
Div: Recreation	33.00	2,792,140	
TOTAL	76.75		8,315,730
Dept: PUBLIC WORKS			
Div: Administration	3.00	$503,480	
Div: Design & Construction	17.00	1,064,760	
Div: Facilities Maintenance	17.00	6,412,390	
Div: Rural Services	5.00	704,450	
TOTAL	42.00		8,685,080
NON-DEPARTMENTAL			236,300

GENERAL FUND - APPROPRIATIONS, continued

Department/Division	Number of Employees	Division Allocations	Appropriations
EDUCATION			$54,169,000
TRANSFERS OUT			
Special Revenue Fund: Hotel-Motel Room Tax			1,153,750
Community Activity Center Enterprise Fund			1,324,130
Transit Enterprise Fund			5,563,250
Capital and Multi-Year Projects			155,000
Recurring Grants Funded by the Borough			375,000
Debt Service Fund			16,386,200
TOTAL PERMANENT POSITIONS	331.95		
TOTAL GENERAL FUND APPROPRIATIONS			$128,815,093

Sources of Funds	Estimated Revenue	Total Revenue
LOCAL REVENUE		
Property Taxes - Areawide	$98,132,713	
Hotel-Motel Room Taxes	1,777,000	
Alcoholic Beverage Sales Tax	1,004,000	
Tobacco Distribution Excise Tax	1,450,100	
Charges for Services - Areawide	2,423,650	
Other Local	326,250	
Interfund Revenues from Other Funds:		
Non-Areawide Special Revenue	620,340	
Solid Waste Collection District Special Revenue	233,550	
Enhanced 911 Special Revenue	129,200	
Community Activity Center Enterprise	649,030	
Solid Waste Disposal Enterprise	1,043,990	
Transit Enterprise	1,293,290	
Vehicle and Equipment Fleet Internal Service	59,810	
Education	2,036,880	
Service Areas	732,980	
Indirect Charges to Grants	578,800	
TRANSFERS IN		
Land Revenue Reserve	240,000	
Contributions from Fund Balance		
Designated for Tax Reduction (from Community Revenue Sharing)	2,173,600	
TOTAL LOCAL REVENUE		$114,905,183
STATE REVENUE		13,636,760
FEDERAL REVENUE		273,150
TOTAL GENERAL FUND ESTIMATED REVENUE		$128,815,093

SPECIAL REVENUE FUNDS - APPROPRIATIONS

NON-AREAWIDE FUND

Department/Division	Number of Employees	Division Allocations	Appropriations
Dept: MAYOR			
Div: Economic Development	0.00	$124,000	
Interfund Charges		38,800	
TOTAL			$162,800
Dept: EMERGENCY OPERATIONS			
Div: Emergency Management	3.45	$619,440	
Interfund Charges		465,040	
Div: Emergency Medical Services	0.90	2,505,540	
Interfund Charges		116,500	
TOTAL			3,706,520
NON-DEPARTMENTAL			20,000
Transfer Out to Capital Projects ECC Technology and Equipment Replacement Reserve -			70,000
Transfer Out to Recurring Grants Funded by the Borough			350,000
TOTAL PERMANENT POSITIONS	4.35		
TOTAL NON-AREAWIDE FUND APPROPRIATIONS			$4,309,320

Sources of Funds	Estimated Revenue	Total Revenue
Property Taxes - Non-Areawide	$2,897,973	
Emergency Medical Services Fees	1,234,240	
State Revenue	71,000	
Contributions from Fund Balance	10,283	
Interfund Revenues from Other Funds:		
Fire Service Areas	95,824	
TOTAL NON-AREAWIDE FUND ESTIMATED REVENUE		$4,309,320

SOLID WASTE COLLECTION DISTRICT FUND

Department/Division	Number of Employees	Division Allocations	Appropriations
Dept: PUBLIC WORKS			
Div: Solid Waste Collections	1.32	$6,946,520	
Interfund Charges		233,550	
TOTAL			$7,180,070
Transfer Out to Recurring Grants Funded by the Borough			40,000
Transfer Out to Capital and Multi-Year Projects			62,500
Contribution to Fund Balance			748,040
TOTAL SOLID WASTE COLLECTION FUND APPROPRIATIONS			$8,030,610

Sources of Funds	Estimated Revenue	Total Revenue
Property Taxes - Solid Waste Collection District	$8,030,610	
TOTAL SOLID WASTE COLLECTION FUND ESTIMATED REVENUE		$8,030,610

ENHANCED 911 FUND

Department/Division	Number of Employees	Division Allocations	Appropriations
Dept: EMERGENCY OPERATIONS			
Div: Enhanced 911	3.45	$1,113,280	
Interfund Charges		129,200	
TOTAL			$1,242,480
Contribution to Fund Balance			49,290
TOTAL ENHANCED 911 FUND APPROPRIATIONS			$1,291,770

Sources of Funds	Estimated Revenue	Total Revenue
Interest Earnings	$1,770	
Enhanced 911 Fees	1,290,000	
TOTAL ENHANCED 911 FUND ESTIMATED REVENUE		$1,291,770

HOTEL-MOTEL ROOM TAX FUND

	Appropriations
Transfer Out to Recurring Grants Funded by the Borough	$1,153,750
TOTAL HOTEL-MOTEL ROOM TAX FUND APPROPRIATION	$1,153,750

Source of Funds	Estimated Revenue	Total Revenue
Transfer In from General Fund	$1,153,750	
TOTAL HOTEL-MOTEL ROOM TAX FUND ESTIMATED REVENUE		$1,153,750

ASSET REPLACEMENT RESERVE SPECIAL REVENUE ACCOUNT

	Appropriation
Transfer Out to Capital and Multi-Year Projects	$100,000
TOTAL ASSET REPLACEMENT RESERVE APPROPRIATION	$100,000

Source of Funds	Total Revenue
Contribution from Fund Balance	$100,000
TOTAL ASSET REPLACEMENT RESERVE ESTIMATED REVENUE	$100,000

FACILITIES MAINTENANCE RESERVE SPECIAL REVENUE ACCOUNT

	Appropriation
Transfer Out to Capital and Multi-Year Projects	$350,000
TOTAL FACILITIES MAINTENANCE RESERVE APPROPRIATION	$350,000

Source of Funds	Total Revenue
Contribution from Fund Balance	$350,000
TOTAL FACILITIES MAINTENANCE RESERVE ESTIMATED REVENUE	$350,000

LAND REVENUE RESERVE SPECIAL REVENUE ACCOUNT

		Appropriation
Transfer Out to General Fund	$240,000	
Contribution to Fund Balance	248,710	
TOTAL LAND REVENUE RESERVE APPROPRIATION		$488,710

Source of Funds	Estimated Revenue	Total Revenue
Interest Earnings	$1,200	
Charges for Services	247,510	
Contribution from Fund Balance	240,000	
TOTAL LAND REVENUE RESERVE ESTIMATED REVENUE		$488,710

RECURRING GRANTS TO THE BOROUGH

	Appropriations
State Grants:	
Alaska Regional Development Organization (ARDOr)	$93,733
Public Library Assistance	21,000
Health and Social Services	377,035
Federal Pass-Through Grants:	
Fairbanks Metropolitan Area Transportation Study (FMATS)	95,086
Library Services - Continuing Education # 1	1,000
Library Services - Continuing Education # 2	1,000
Library Services - Continuing Education # 3	1,000
Library Services - Continuing Education # 4	1,500
Library Services - Continuing Education # 5	1,500
Library Services - Continuing Education # 6	1,500
memorandum total	*$594,354*

Sources of Funds	Estimated Revenue	Total Revenue
ARDOr - State Revenue from DCCED	$70,300	
Local Match from General Fund	23,433	
Total ARDOr		$93,733
Health and Social Services - State Revenue from DHFS	$259,760	
Local Match from General Fund	117,275	
Total Health and Social Services		377,035
Public Library Assistance - State Revenue from DEED		21,000
FMATS - Federal Revenue from USDOT through DOT/PF	$86,500	
Local Match from General Fund	8,586	
Total FMATS		95,086
Alaska State Library Services - Federal Revenue from NFH through DEED		7,500
memorandum total		*$594,354*

These are estimated grant amounts. The actual grant amounts in the signed grant agreements will be the appropriation amounts, unless materially different.

ENTERPRISE FUNDS - APPROPRIATIONS

COMMUNITY ACTIVITY CENTER ENTERPRISE FUND

Department/Division	Number of Employees	Division Allocations	Appropriation
Dept: PARKS AND RECREATION			
Div: Community Activity Center	0.25	$675,100	
Interfund Charges		649,030	
TOTAL COMMUNITY ACTIVITY CENTER FUND APPROPRIATION			$1,324,130

Sources of Funds	Estimated Revenue	Total Revenue
Transfer In from General Fund	$1,324,130	
TOTAL COMMUNITY ACTIVITY CENTER FUND ESTIMATED REVENUE		$1,324,130

SOLID WASTE DISPOSAL ENTERPRISE FUND

Department/Division	Number of Employees	Division Allocations	Appropriations
Dept: PUBLIC WORKS			
Div: Solid Waste Disposal	18.68	$7,056,110	
Interfund Charges		1,043,990	
TOTAL			$8,100,100
Transfer Out to Capital and Multi-Year Projects			62,500
Contribution to Unrestricted Net Position			2,038,100
TOTAL SOLID WASTE DISPOSAL FUND APPROPRIATIONS			$10,200,700

Sources of Funds	Estimated Revenue	Total Revenue
Landfill Disposal Fees	$10,150,500	
Household Hazardous Waste Fees	30,000	
Recycling Revenues	10,000	
Interest Earnings	10,200	
TOTAL SOLID WASTE DISPOSAL FUND ESTIMATED REVENUE		$10,200,700

TRANSIT ENTERPRISE FUND

Department/Division	Number of Employees	Division Allocations	Appropriation
Dept: TRANSPORTATION			
Div: Administration	4.00	$546,880	
Interfund Charges		163,770	
Div: Air Quality Program	10.00	437,660	
Interfund Charges		218,100	
Div: Transit	46.00	3,354,300	
Interfund Charges		639,970	
Div: Vehicle Fleet Maintenance	8.00	1,767,690	
Interfund Charges		271,450	
TOTAL PERMANENT POSITIONS	68.00		
TOTAL TRANSIT ENTERPRISE FUND APPROPRIATION			$7,399,820

Sources of Funds	Estimated Revenue	Total Revenue
Fares	$409,980	
Advertising	22,000	
Charges to Other Funds	324,160	
Fuel Sales	153,600	
Interest Earnings	1,830	
Other	5,000	
Transfer In from General Fund	5,563,250	
Contribution from Unrestricted Net Position	920,000	
TOTAL TRANSIT ENTERPRISE FUND ESTIMATED REVENUE		$7,399,820

RECURRING GRANTS TO THE BOROUGH

	Appropriations
Federal Pass-Through Grants:	
FTA Operating Assistance - Federal Share *	$764,001
FTA Operating Assistance - Federal Share	353,046
FTA Operating Assistance - State Match	112,740
Federal Pass-Through Grants:	
Fairbanks Metropolitan Area Transportation Study (FMATS) FFY16 & FFY17	240,005
memorandum total	*$1,469,792*

Source of Funds		Total Revenue
FTA Operating Assistance - Federal Revenue from USDOT		$764,001
Federal Revenue from USDOT	$187,661	
Local Match from Transit Enterprise Fund	165,385	
		353,046
State Match to FTA Operating Assistance - State Revenue from DOT/PF		112,740
FMATS - Federal Revenue from USDOT through DOT/PF	$192,004	
Local Match from Transit Enterprise Fund	48,001	
Total FMATS		240,005
memorandum total		*$1,469,792*

* The cash match of $651,261 is appropriated in the Transit division of the Transportation department, above.

These are estimated grant amounts. The actual grant amounts in the signed grant agreements will be the appropriation amounts, unless materially different.

INTERNAL SERVICE FUND - APPROPRIATION

VEHICLE AND EQUIPMENT FLEET FUND

Department/Division	Division Allocations	Appropriation
Dept: TRANSPORTATION		
Div: Vehicle and Equipment Fleet	$741,190	
Interfund Charges	59,810	
Contribution to Unrestricted Net Position	467,700	
TOTAL VEHICLE AND EQUIPMENT FLEET FUND APPROPRIATION		$1,268,700

Sources of Funds	Estimated Revenue	Total Revenue
Charges for Services	$1,268,700	
TOTAL VEHICLE AND EQUIPMENT FLEET FUND ESTIMATED REVENUE		$1,268,700

RECURRING GRANTS FUNDED BY THE BOROUGH - APPROPRIATIONS

RECURRING GRANTS FUNDED BY THE BOROUGH

General Fund, Special Revenue Funds, Capital Projects Funds, Internal Service Fund, and/or Enterprise Funds

	Appropriations
Fairbanks Convention and Visitors Bureau *	$1,153,750
Fairbanks Economic Development Corporation *	400,000
World Eskimo-Indian Olympics	10,000
City of Fairbanks Community Service Patrol	25,000
KUAC Public Radio	20,000
North Pole Economic Development Center	10,000
Alaska Small Business Development Center	5,000
Fairbanks Arts Association	50,000
Yukon Quest	5,000
Fairbanks Litter Patrol	40,000
Match Assistance Grant	200,000
TOTAL RECURRING GRANTS FUNDED BY THE BOROUGH APPROPRIATIONS	$1,918,750

Sources of Funds	Total Revenue
Transfer In from General Fund	$375,000
Transfer In from Non-Areawide Fund	350,000
Transfer In from Solid Waste Collection District	40,000
Transfer In from Hotel-Motel Room Tax Fund	1,153,750
TOTAL RECURRING GRANTS FUNDED BY THE BOROUGH ESTIMATED REVENUE	$1,918,750

* Funds are appropriated contingent upon grant agreement requiring the establishment of uniform procedures to encourage, to the maximum extent possible, the participation of and the award to local bidders in all procurements for Fairbanks Convention and Visitor's Bureau and Fairbanks Economic Development Corporation.

MULTI-YEAR AND CAPITAL PROJECTS BUDGET - APPROPRIATIONS

MULTI-YEAR AND CAPITAL PROJECTS BUDGET

	Appropriations
General Fund - various projects and programs	$155,000
Special Revenue Fund - various projects and programs	350,000
Solid Waste Disposal Enterprise Fund	62,500
Solid Waste Collections District Fund	62,500
Capital Projects - Replacement of assets	100,000
Reserves:	
Emergency Coordination Center Technology and Equipment Replacement Reserve	70,000
TOTAL MULTI-YEAR AND CAPITAL PROJECTS BUDGET APPROPRIATIONS	$800,000

Sources of Funds	Total Revenue
Transfer In from General Fund	$155,000
Transfer In from Non-Areawide Fund	70,000
Transfer In from Solid Waste Disposal Enterprise Fund	62,500
Transfer In from Solid Waste Collections District Fund	62,500
Transfer In from Facilities Maintenance Reserve	350,000
Contribution from Asset Replacement Reserve special revenue account	100,000
TOTAL MULTI-YEAR AND CAPITAL PROJECTS BUDGET ESTIMATED REVENUE	$800,000

MULTI-YEAR AND CAPITAL PROJECTS BUDGET - APPROPRIATIONS, continued

SERVICE AREA MULTI-YEAR AND CAPITAL PROJECTS BUDGET

	Appropriation
Fire Service Areas - various projects and programs	$233,000
TOTAL SA MULTI-YEAR AND CAPITAL PROJECTS BUDGET APPROPRIATIONS	$233,000

Sources of Funds	Total Revenue
Transfer In from Fire Service Areas	$233,000
TOTAL SA MULTI-YEAR AND CAPITAL PROJECTS BUDGET ESTIMATED REVENUE	$233,000

DEBT SERVICE FUND - APPROPRIATION

DEBT SERVICE FUND

	Appropriation
Debt Service	$20,186,200

Sources of Funds	Total Revenue
Transfer In from General Fund	$16,386,200
Contribution from Fund Balance	3,800,000
TOTAL DEBT SERVICE FUND ESTIMATED REVENUE	$20,186,200

SERVICE AREA FUNDS - APPROPRIATIONS

Each Service Area appropriation contains a separate operating savings account which reflects the Service Area's available fund balance as of June 30, 2015. Upon completion of the annual audit for fiscal year 2016, the operating savings account in each Service Area appropriation is to be adjusted to reflect the Service Area's total available fund balance, notwithstanding Chapters 3.03.55, 3.03.300 H and 14.01.161 of the Fairbanks North Star Borough Code of Ordinances.

ROAD AND MISCELLANEOUS SERVICE AREA FUNDS

Service Area	Appropriations
Airway	$14,710
Arctic Fox	5,960
Aztec	34,060
Ballaine Lake Sewer & Water	31,300
Becker Ridge	134,390
Birch Hill	143,940
Bluebird Road	8,700
Borda Road	33,490
Brookside	9,590
Chena Hills Road	119,590
Chena Marina	31,070
Chena Point Road	150,850
Chena Spur	51,280
College	478,580
College Hills	29,610
Cooper Estates	33,640
Cordes Drive	29,350
Cripple Creek	83,650
Deep Forest	26,590
Diane Subdivision	4,030
Drake Estates	9,230
Edanella Heights Road	49,700
Ester Lump Road	37,160
Fairfields	18,070
Fairhill	12,750
Fairwest	26,720
Garden	49,900
Golden Valley Road	19,150
Goldstream-Alaska	31,930
Goldstream Moose Creek	66,820
Gordon	62,650
Granola Estates	7,410
Greime Road	25,780
Haystack	46,210
Herning Hills	31,070
Hopeless	40,150
Horseshoe Downs	26,950
Jennifer Drive	6,550

SERVICE AREA FUNDS - APPROPRIATIONS, continued

Service Area	Appropriations
Jones Road	$76,920
Joy Road	9,450
Keeney Road	2,410
Kendall	13,430
Keystone	18,520
Kris Kringle	15,940
Lakloey Hill	53,350
Lee Lane	7,960
Loose Moose	7,260
Martin	43,560
McCloud	30,100
McGrath Estates	80,390
McKinley View	8,070
Mellow Woods Road	17,800
Miller Hill Extension	109,550
Moose Creek	17,690
Moose Meadows	211,740
Mt. View	29,440
Murphy	16,650
Musk Ox	40,430
Newby Park	18,800
North Ridge	15,040
O'Connor Creek	134,850
Old Wood Road	15,900
Our	4,960
Parksridge	15,130
Peede Country Estates	9,770
Pine Stream	35,060
Pleasureland	8,830
Polar Heights	21,790
Potlatch	15,220
Prospect Park	8,970
Reed Acres Road	10,710
Ridgecrest	3,000
Salchaket Heights	5,280
Scenic Heights	21,870
Seavy	11,410
Secluded Acres	13,890
Serendipity Hill	7,550
Six Mile Village Road	10,220
Smallwood Trail Road	15,760
Smith Ranch	18,860
Spring Glade	53,920
Spruce Acres	7,570
Steamboat Landing	21,360

SERVICE AREA FUNDS - APPROPRIATIONS, continued

Service Area	Appropriations
Straight Creek	$20,510
Summerwood	47,560
Summit Drive	193,660
Sunny Hills Terrace	35,920
Sunrise	14,050
Tan Terra	66,780
Thomas	13,820
Timberlane Road	8,620
Tungsten	55,570
Twenty-Three Mile Slough	45,300
Ullrhaven	4,700
University Heights	62,600
University West Street Light	71,450
Vienna Wood	27,850
Viewpointe	20,330
Violet Drive	81,250
Vista Gold Road	47,730
Vue Crest	39,570
Whitman	5,140
Wildview	219,720
Woodland	2,910
Yak Road	89,870
TOTAL ROAD & MISCELLANEOUS SERVICE AREAS' APPROPRIATIONS	$4,513,870

Sources of Funds	Estimated Revenue	Total Revenue
Property Taxes - Road & Miscellaneous Service Areas	$4,374,030	
Interest Earnings	10,030	
Contributions from Fund Balances	129,810	
TOTAL ROAD & MISCELLANEOUS SERVICE AREAS' ESTIMATED REVENUE		$4,513,870

SERVICE AREA FUNDS - APPROPRIATIONS, continued

FIRE SERVICE AREA FUNDS

Service Area	Appropriations
Chena Goldstream Fire	$1,599,340
Ester Volunteer Fire	490,160
North Star Fire	2,004,130
Steese Volunteer Fire	1,591,570
University Fire	2,889,520
TOTAL FIRE SERVICE AREAS' APPROPRIATIONS	$8,574,720

Sources of Funds	Estimated Revenue	Total Revenue
Property Taxes - Fire Service Areas	$8,568,930	
Interest Earnings	5,790	
TOTAL FIRE SERVICE AREAS' ESTIMATED REVENUE		$8,574,720

SERVICE AREA DIFFERENTIAL TAX ZONE MULTI-YEAR AND CAPITAL PROJECT

Service Area	Appropriations
Goldstream Moose Creek-Moose Mountain	$5,280
Murphy Service Area - Yellowknife	9,869
Potlatch Service Area - Heritage Hills	3,678
TOTAL SERVICE AREAS' DIFFERENTIAL TAX ZONE APPROPRIATIONS	$18,827

Sources of Funds	
Property Taxes - Differential Tax Zone	$18,827
TOTAL SERVICE AREAS' DIFFERENTIAL TAX ZONE ESTIMATED REVENUE	$18,827

By: Karl W. Kassel, Mayor
Introduced: April 14, 2016

FAIRBANKS NORTH STAR BOROUGH

RESOLUTION NO. 2016 – 20

A RESOLUTION ESTABLISHING THE RATE OF LEVY OF 2016 REAL PROPERTY TAXES FOR AREAWIDE, NON-AREAWIDE, SOLID WASTE COLLECTION DISTRICT, AND SERVICE AREAS JURISDICTIONS

WHEREAS, The Assembly of the Fairbanks North Star Borough (Borough) has approved the FY 2017 Borough Budget, including proposed 2016 mill levies for Areawide, Non-Areawide, Solid Waste Collection District, and Service Areas jurisdictions; and

WHEREAS, Sections 19, 20, 21, 22, 23, and 24, of Ordinance 2016-20 provide for a resolution setting forth provisions for the establishment of rates of levy for Areawide, Non-Areawide, Solid Waste Collection District, and Service Area purposes.

NOW, THEREFORE, BE IT RESOLVED by the Assembly of the Fairbanks North Star Borough:

Section 1. Rates of Real Property Levy for Areawide, Non-Areawide, Solid Waste Collection District, and Service Areas. There is hereby levied for Areawide, Non-Areawide, Solid Waste Collection District, and the named Service Areas, a rate of levy as set out in Attachment A, attached hereto and made a part of this resolution, upon each dollar of property taxable under Chapters 3.08, 3.12, and 3.46 of the FNSB Code of Ordinances in the named taxing jurisdictions.

Section 2. Real Property Tax Delinquent Dates. The dates upon which the real property taxes levied by Ordinance No. 2016-20 shall become delinquent are September 2, 2016, for the first half of said taxes, and November 2, 2016, for the second half

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be *added* is underlined
Text to be *deleted* is [BRACKETED, CAPITALIZED]

of said taxes, as more particularly set forth in Section 3.08.030 of the FNSB Code of Ordinances and according to the terms thereof.

Section 3. Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED AND APPROVED THIS ___ DAY OF _____, 2016.

_____
John Davies
Presiding Officer

ATTEST:

_____
Nanci Ashford-Bingham, MMC
Borough Clerk

APPROVED:

_____
A. René Broker
Borough Attorney

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT
Text to be *added* is underlined
Text to be *deleted* is [BRACKETED, CAPITALIZED]

RESOLUTION NO. 2016-20
ATTACHMENT A

2016 RATE OF REAL PROPERTY TAX LEVY

	Mill Rate Allocation	Mill Rate
Areawide Functions		
Areawide General Government		
General Government	4.404	
Library Bonds	0.011	
Total Areawide General Government Mill Rate	4.415	
Areawide Education		
Education	6.353	
School Bonds	0.810	
Total Areawide Education Mill Rate	7.163	
Total Areawide Mill Rate		11.578
Non-Areawide Functions		
Economic Development	0.015	
Emergency Management/EMS	0.507	
Total Non-Areawide Mill Rate		0.522
Solid Waste Collection District		
Solid Waste Collection District Mill Rate		1.393

Note: Estimated net taxable assessed values for service areas are not available yet

Service Areas	Mill Rate
Airway	
Arctic Fox	
Aztec	
Ballaine Lake Sewer & Water	
Bears Den	
Becker Ridge	
Birch Hill	
Bluebird Road	
Borda Road	
Brookside	
Chena Goldstream Volunteer Fire	
Chena Hills Road	
Chena Marina	
Chena Point Road	
Chena Spur	
College	
College Hills	
Cooper Estates	
Cordes Drive	
Cripple Creek	
Deep Forest	
Diane Subdivision	
Drake Estates	
Edanella Heights Road	
Ester Lump Road	
Ester Volunteer Fire	
Fairfields	

2016 RATE OF REAL PROPERTY TAX LEVY

Fairhill
Fairwest
Garden
Golden Valley Road
Goldstream-Alaska
Goldstream Moose Creek
Gordon
Granola Estates
Grieme Road
Haystack
Herning Hills
Hopeless
Horseshoe Downs
Jennifer Drive
Jones Road
Joy Road
Keeney Road
Kendall
Keystone
Kris Kringle
Lakloey Hill
Lee Lane
Loose Moose
Martin
McCloud
McGrath Estates
McKinley View
Mellow Woods Road
Miller Hill Extension
Moose Creek
Moose Meadows
Mountain View
Murphy
Musk Ox
Newby Park
North Ridge
North Star Volunteer Fire
O'Connor Creek
Old Wood Road
Our
Parksridge
Peede Country Estates
Pine Stream
Pleasureland
Polar Heights
Potlatch
Prospect Park
Reed Acres Road
Ridgecrest
Salchaket Heights
Scenic Heights
Seavy
Secluded Acres

2016 RATE OF REAL PROPERTY TAX LEVY

Serendipity Hill
Six-Mile Village Road
Smallwood Trail Road
Spring Glade
Spruce Acres
Steamboat Landing
Steese Volunteer Fire
Straight Creek
Summerwood
Summit Drive
Sunny Hills Terrace
Sunrise
Tan Terra
Thomas
Timberlane Road
Tungsten
Twenty-Three Mile Slough
Ullrhaven
University Fire
University Heights
University West Street Light
Vienna Wood
Viewpointe
Violet Drive
Vista Gold Road
Vue Crest
Whitman
Wildview
Woodland
Yak Road

Service Areas Differential Tax Zones
Murphy - Yellowknife
Potlatch - Heritage Hills
Goldstream Moose Creek - Moose Mountain

FISCAL POLICIES

I. Borough Organization

A. The Annual Borough Budget is organized to reflect the organizational structure of the borough which is: Department, Division, Section, and Sub-Section under the following criteria: 1) by general programmatic function and 2) by fund.

II. Operating Budget Policies

A. All current operating expenditures are to be paid from current and from excess revenues. The Borough will avoid budgetary and accounting procedures that balance the current budget at the expense of meeting future years' obligations. The use of one-time revenues for ongoing operations will not be encouraged.

B. All budgetary procedures will conform to existing State law and the Fairbanks North Star Borough Code of Ordinances.

C. The budget development process will examine and effect changes in program delivery responsibilities or management to improve productivity, maintain or lower costs, enhance service, and further communication with the public.

D. Where appropriate, the Borough's Boards and Commissions will be encouraged to be involved in the planning, programming, and budgeting process in order that the annual budget best reflects the current requirements of the Borough residents.

E. The Borough's annual operating budget is to reflect known salary and benefits adjustments.

F. The Borough will maintain a budgetary control system to ensure adherence to the budget and will prepare monthly reports comparing actual expenditures to current appropriations.

G. As is practical, the various taxing jurisdictions and grant programs/projects will be charged for the services received from general government departments/divisions.

H. If it becomes apparent that revenue shortfalls or extraordinary expenses will create a deficit, efforts will be made first to reduce the deficiency through budgetary management techniques. The use of existing reserve funds may be recommended to cover revenue shortfalls if such use does not deplete the fund balance to an inappropriate level.

I. Debt will not be used to cover current operating expenses.

J. The Borough is expected to continue its scheduled level of facility maintenance and replacement of its facilities and equipment in order to maintain its facilities and equipment in good operating condition.

III. Revenue Policies

A. The Borough will attempt to develop a diversified and stable revenue system to shelter it from short-run fluctuations in any one revenue source.

B. The Borough will aggressively seek Federal and State grants, with a target emphasis to capital improvements funding.

C. The voter-approved tax limitation (tax caps) will be conservatively applied; i.e., careful consideration will be given to providing services by levying taxes at a level below, rather than at, the cap.

D. When considering a new revenue source, an effort will be made to include provisions for revenues to increase over time at the same rate as the costs of providing the services being considered.

E. The Borough will endeavor to pursue that the Borough receives a fair proportion of all State shared taxes and revenue.

F. The Borough will take all cost-effective actions available to collect delinquent revenues.

G. The Borough will set fees and rates for vehicle fleet maintenance in the Transit enterprise fund, and for the Solid Waste Disposal enterprise fund at a level that as fully as possible supports the total direct, indirect, and capital costs of the activity.

H. Investment income, including interest earnings, is allocated to the funds and accounts provided for in the Fairbanks North Star Borough Code of Ordinances on the basis of cumulative, month-end cash equity balances.

IV. Reserve Policies

A. Adequate reserves shall be maintained for all known liabilities, including employees' leave liabilities, workers' compensation liabilities, and self-insured retention limits.

B. The Borough will endeavor to maintain a reserve in each operating fund to cover cash flow requirements, normal variance in revenue and expenditure estimates, abnormal variance in state revenue estimates versus state appropriations, potential for unreserved litigation expenses and judgments, and expenditures of an emergency nature.

In addition to the requirements in the preceding paragraph, the general fund must also forward-fund certain appropriations in the special revenue and capital projects funds, such as expenditure-driven grants and approved bond projects for which bonds have not yet been issued, and is used to cover supplemental appropriations for needs that arise outside the annual budget process, for the general fund and for those funds subsidized by the general fund. The Borough will work toward increasing its target amount of general fund reserves to 17 percent of the greater of either the most recent, audited, prior-year expenditure level or the most recently adopted annual appropriation level (approximately two months' cash flow). The most recently adopted annual appropriation level is the approved annual budget for the current year or the upcoming year, whichever is most recently adopted, plus supplemental appropriations for ongoing operational expenditures, but excluding supplemental appropriations for one-time expenditures.

IV. Reserve Policies (continued)

For service areas with expenditures less than $500,000, the target amount of reserves is 20 percent of either the prior year's expenditure level or the current year appropriation level (both amounts as defined in the preceding paragraph), whichever is greater (approximately 10 weeks' cash flow). The target amount of reserves for all remaining operating funds (expenditure levels in excess of $500,000) is 10 percent of either the prior year's expenditure level or the current year appropriation level (both amounts as defined in the preceding paragraph), whichever is greater (approximately one month's cash flow).

The amount of the reserve requirement will be reviewed annually. In addition, the reserve requirement may be increased by the amount necessary to meet future identified, one-time, and specific expenditures requiring the accumulation of funds over a period of time.

V. Debt Policies

A. Tax and revenue anticipation borrowing shall be consistent with state and federal laws and regulations.

B. Under Alaska law, the Borough may issue general obligation bonds, revenue bonds, and assessment bonds. General obligation bonds may be issued without limitation upon approval by a majority of Borough voters. There are no constitutional or statutory debt limitations under Alaska law, but the voters must approve all general obligation debt.

   The issuance of long-term debt will be only for construction and acquisition of land, capital improvements, or equipment when the useful life of the asset will exceed the term of the debt.

C. Debt financing will not be considered appropriate for current operating or maintenance expenses or for any recurring purposes.

D. Debt financing based on a project's revenue-generating capacity will be used only when the projected revenues or other identified sources are sufficient to service the debt.

E. The Borough will endeavor to consolidate small debt issues or financing of equipment through lease-purchase financing to the maximum extent possible in order to obtain the lowest market rate of interest.

F. When the Borough obtains debt financing on behalf of or benefiting a third party (as with a special assessment district) such debt will be issued in conformance with existing Borough priorities and policies without contingent liability of the Borough and with all costs of issuance and administration fully reimbursed. When the Borough obtains debt financing on behalf of or benefiting a third party (non-borough entity), the Borough will charge a debt issuance fee to cover the cost of the administrative time required in preparation of the issuance, in addition to the cost of issuance.

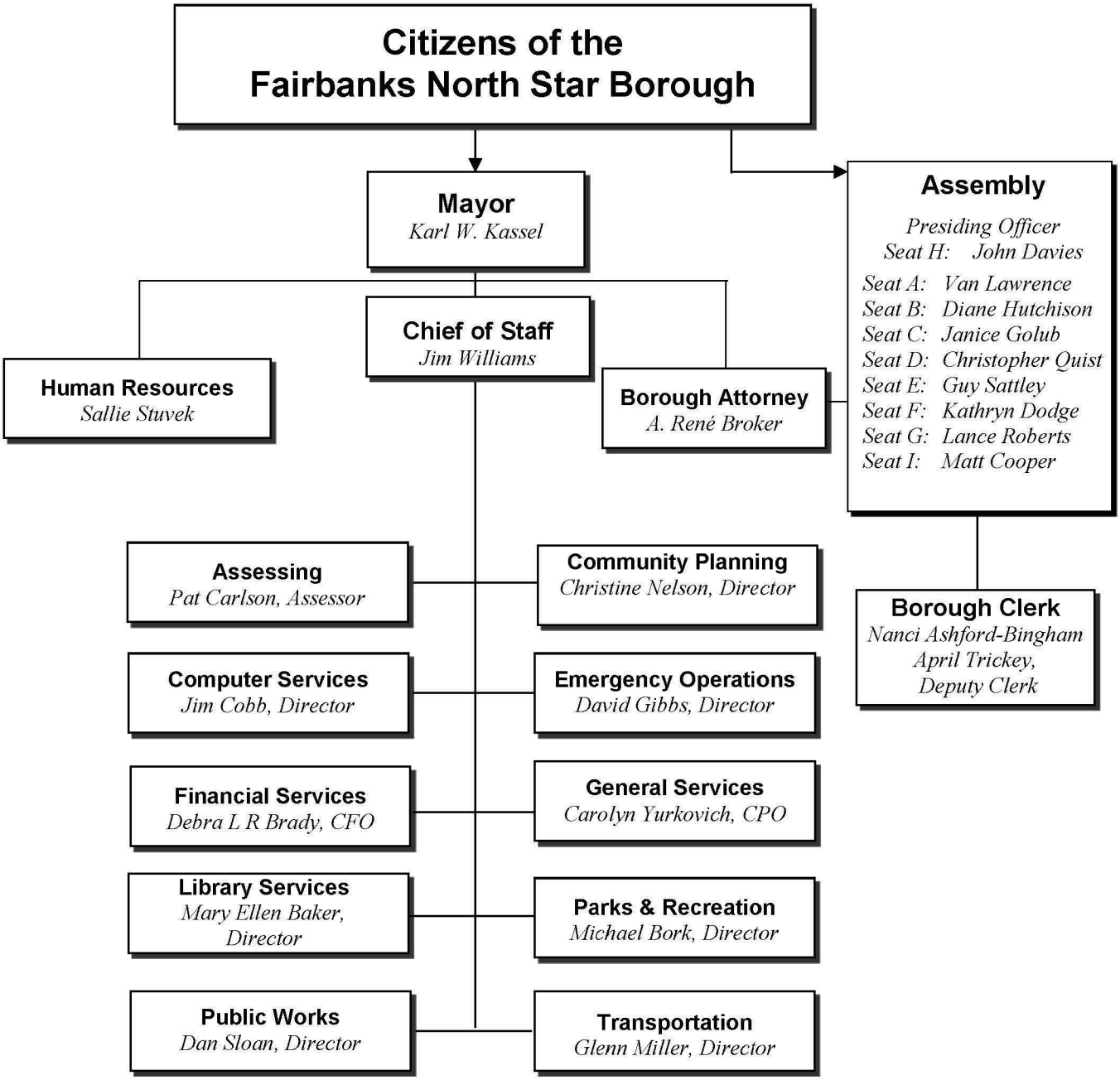
V. Debt Policies (continued)

G. The Borough's preference is to issue fixed-rate long-term debt with level debt service. Other debt service structures may be considered if an economic advantage is identified for a particular issuance. The Borough's preference is to place the debt through a public bid process. It is recognized that a sale through negotiation may be considered due to fluctuating market conditions, time constraints, size, or nature of the issue.

H. The Borough will actively endeavor to maintain a minimum bond rating objective for all debt issues with at least two rating agencies. Credit enhancements will be used to achieve higher ratings when there is an economic benefit.

INTRODUCTION

Organization



Karl W. Kassel, Borough Mayor

Fairbanks North Star Borough Assembly Members

John Davies (Seat H), Presiding Officer

Seat A:	Van Lawrence
Seat B:	Diane Hutchison
Seat C:	Janice Golub
Seat D:	Christopher Quist
Seat E:	Guy Sattley
Seat F:	Kathryn Dodge
Seat G:	Lance Roberts
Seat I:	Matt Cooper

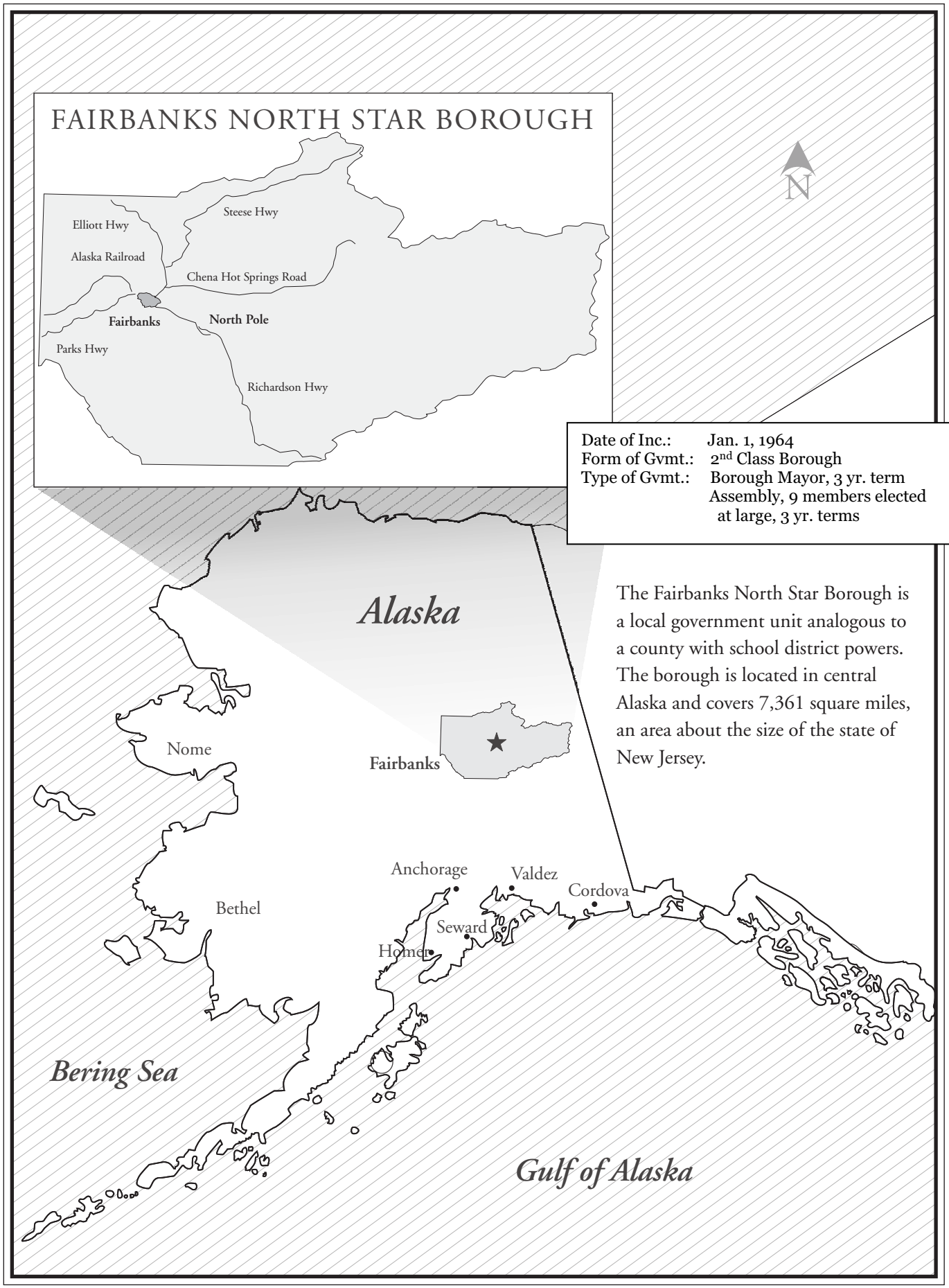
Nanci Ashford-Bingham, Borough Clerk
April Trickey, Deputy Borough Clerk

Fairbanks North Star Borough Staff

Jim Williams
Chief of Staff

Department Directors

A. René Broker	Borough Attorney
Pat Carlson	Director of Assessing
Christine Nelson	Director of Community Planning
Jim Cobb	Director of Computer Services
David Gibbs	Director of Emergency Operations
Debra L. R. Brady	Chief Financial Officer
Carolyn Yurkovich	Chief Procurement Officer
Sallie Stuvek	Director of Human Resources
Mary Ellen Baker	Director of Library Services
Michael Bork	Director of Parks and Recreation
Dan Sloan	Director of Public Works
Glenn Miller	Director of Transportation



Date of Inc.: Jan. 1, 1964
Form of Gvmt.: 2nd Class Borough
Type of Gvmt.: Borough Mayor, 3 yr. term
Assembly, 9 members elected at large, 3 yr. terms

The Fairbanks North Star Borough is a local government unit analogous to a county with school district powers. The borough is located in central Alaska and covers 7,361 square miles, an area about the size of the state of New Jersey.

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Readers' Guide

READERS' GUIDE OVERVIEW

Welcome to the Fairbanks North Star Borough's Budget for Fiscal Year 2017

This READERS' GUIDE is a tool to guide you through this document. Its primary goal is to enhance the readability of the budget document, thereby increasing its usefulness as a communications device. It provides some basic information about the area and its governmental structure. It explains the formatting of individual departmental budget sections, and the process of creating and adopting the Borough's primary planning and policy tool—the annual budget.

The READERS' GUIDE has been designed to answer some of the more commonly asked questions regarding the Fairbanks North Star Borough budget and other topics.

- Under what type of government structure does the Borough operate?
- What are the Borough's areas of responsibilities or "powers?"
- How does the School District and the Borough interrelate?
- When is the budget prepared, and how does the budget cycle operate?
- What is contained in the department sections?
- How is the departmental budget data organized?
- What is fund accounting?
- What are the Borough's basis of accounting and basis of budget?

Readers, who are primarily interested in the "bottom line" of expenditures, personnel, revenues, or the approved mill levies, can find these items in the "Budget Highlights" section immediately following the Mayor's Message as well as the "Budget Summary" section.

Copies of the Recommended and Approved Borough Budget are available for viewing at the Noel Wien and North Pole Public Libraries as well as at the Financial Services Department and Borough Clerk's Office located in the Borough Administrative Center, 809 Pioneer Road. Electronic copies of the Recommended and Approved Borough Budget (as well as past budgets) are available on the Fairbanks North Star Borough Website, http://www.co.fairbanks.ak.us/fs.

MISSIONS, MEASURES AND STATISTICAL ACCOMPLISHMENTS:

The Narrative pages, part of the expenditure part of the budget, are composed of three components: the Mission Statement, the Measures, and the Statistical Accomplishments. The Mission Statement (the first page) defines the purpose or reason for the existence of a division or section. The Measures, listed at the top of the Statistical Accomplishment page, are intended to tie together and integrate the Mission with the past, present, and future assessments and expectations, based upon the listed quantifiable accomplishment data. The Measures are intended to aid in answering the question–"How well are we meeting our Mission?" Readers will find that this information provides further explanations to departmental and funding descriptions. These performance indicators assist Directors and Managers as a basis for budgeting, an area to highlight significant accomplishments, and to examine potential areas of problems in terms of inefficiencies and resource allocation.

Readers' Guide

THE FAIRBANKS NORTH STAR BOROUGH

BOROUGH GOVERNMENT STRUCTURE:

Brief Introduction to the Borough

The Fairbanks North Star Borough is a second-class Borough incorporated on January 1, 1964 under the provisions of the State of Alaska Borough Act (1963), as amended. The Borough covers 7,361 square miles within the Tanana River Valley of the interior region of Alaska.

Per the State of Alaska, Department of Commerce, Community, and Economic Development, Division of Community Advocacy, the 2014 Borough population is 97,972 and the two first-class cities located within the Borough's boundaries North Pole and Fairbanks, have 2014 populations of 2,198, and 31,721, respectively. North Pole was incorporated in 1953. The City of Fairbanks was incorporated in 1903 following the nearby discovery of gold by Felix Pedro. There are also two large military installations within the Borough, Fort Wainwright Army Post (population 9,211) and Eielson Air Force Base (population 2,867).

Further information regarding the demographics of the Fairbanks North Star Borough can be found in the Appendices section.

Economics

The "health" of the Fairbanks North Star Borough community is good. Located near the center of the state, and as Alaska's second largest urban area, the borough serves as the economic hub for interior and northern Alaska, including the oil-rich North Slope. Over the last five years, all industry sectors have retained fairly constant rates of employment relative to total borough employment.

Government remains the largest employment sector at 29 percent of total borough employment (7 percent federal, 14 percent State, 8 percent local). Trade, transportation, and utilities is the next largest employment sector in the borough, accounting for 21 percent of total employment. Fourteen percent of total borough employment is in the educational and health services sector. Approximately ten percent of the borough workforce is employed in the leisure and hospitality sector. The borough's smallest sector, information, at 1.3 percent of total employment, includes the telecommunications industry. (Information from the *Alaska Department of Labor and Workforce Development*, Research and Analysis Section.)

Government Structure

The Borough operates under a Mayor-Assembly form of government. This is the strong mayor form of government, as the mayor is the chief executive officer. The mayor can introduce legislation, has veto power, and manages the everyday operations of the Borough.

The legislative powers are vested in an Assembly. The Assembly is composed of nine elected officials, each elected at-large for three-year, staggered terms. Initially, the Borough exercised three mandatory

powers: assessment and tax collection, schools, and planning and zoning. Voters have approved, and State statutes have added additional powers. Currently, the Borough has the following powers:

Areawide powers: assessment and collection of taxes, education, elections, planning and zoning, animal control, flood control, hospital (not exercised), library, air pollution control, 911, solid waste disposal (landfill), parks and recreation, transportation system, housing finance, limited health and social services powers, and natural gas utility.

Non-areawide powers: fireworks control, emergency disaster, emergency medical services, and economic development. These powers are exercised in the area of the Borough outside the cities of Fairbanks and North Pole.

Special district powers: Solid Waste Collection powers are exercised in a special district created in 1991 that includes the area outside the City of Fairbanks.

Service area powers: road maintenance and construction, fire protection, water supply, sewage disposal, and streetlights in specific service areas. These services are exercised in specific areas upon petition and adoption by vote of the residents of the specific service area. Currently there are 107 active service areas in the Borough outside the cities of Fairbanks and North Pole in which one or more of these services are provided.

SCHOOL DISTRICT:

The Fairbanks North Star Borough School District is a component unit of the Borough. The School District has its own elected board which is responsible for setting policy and expenditure appropriations.

The Borough does assume various funding responsibilities for the School District. The Borough is responsible for the construction and capital improvement of all facilities used by the School District as well as the issuance and repayment of school construction debt. The Borough also determines the amount of local funding the School District will receive in excess of the state mandated minimum contribution of 4 mills of property tax. Additional information about School District funding can be found in the Education section of the Expenditure budget.

THE BUDGET PROCESS

BUDGET APPROPRIATIONS:

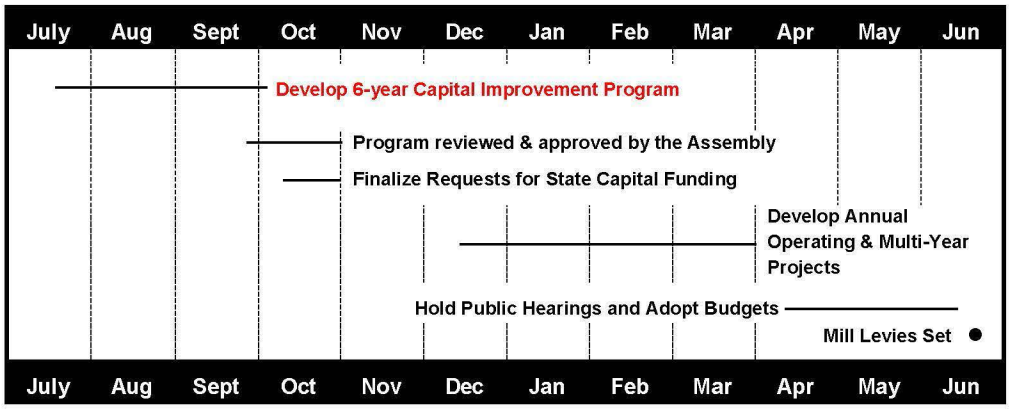
The annual budget is the vehicle through which the Borough Assembly establishes the appropriations for the Borough. The budget is a policy document, financial plan, operations guide, and communications device that reflect the allocation of limited revenue among competing uses. The allocation is accomplished through passage of an annual appropriation ordinance.

This appropriation ordinance authorizes spending during the fiscal year based on estimates of the financial resources required to support these expenditures. The appropriation level is by "fund" and by "department"; therefore, the budget is developed and presented to facilitate both.

Readers' Guide

BUDGET CYCLE:

Annual Budget Cycle – The annual budget cycle begins with the development of the Six-Year Capital Improvement Program in July and is completed with the appropriation for the budget in the following May, for the fiscal year beginning on July 1st.



Annual Budget Cycle

CAPITAL IMPROVEMENT PROGRAM:

Developing the annual budget begins in July, with updates to the six-year Capital Improvement (CIP) and Major Maintenance Programs. Borough Departments and the School District are asked for their input regarding the capital improvement and major maintenance project data compiled the previous year. These submittals result in the deletion of projects completed, addition of new projects, changes in requested year, changes in project descriptions and project modifications.

The Public Works Department assists the Capital Improvements Committee in prioritization, cost estimating, and project scoping. The Mayor presents an information copy of the Six-Year Program to the Assembly in late September. Hearings are held and the capital requests for State capital funding are finalized and a capital funding request is submitted in November to the Interior Delegation of the legislature.

Capital improvement projects identified for local funding become part of the Multi-Year Projects Budget for the following fiscal year. The Multi-Year Projects Budget is presented to the Assembly in April with the annual operating budget for appropriation of local funds.

ANNUAL OPERATING BUDGET GUIDELINES:

During December and January the Mayor and Department Directors assess the financial environment and prepare documentation about needed changes in doing business for the following budget year. Given revenue constraints, the Mayor evaluates these recommendations for changes in existing programs and/or new programs, and prepares a program and funding authorization level for each department.

Readers' Guide

OPERATING AND MULTI-YEAR PROJECTS DEVELOPMENT:

Departments prepare their budget detail within the Mayor's authorization level. The Mayor reviews the submittals and makes final adjustments. The Mayor's Recommended Budget is presented to the Assembly on the first Thursday following the 1st of April. The Assembly Finance Committee holds work sessions with the Departments and makes recommendations to the full Assembly.

The School Board presents its request for local funding for education on April 1st. The Assembly must determine the minimum local effort for education on or before May 1, or the School Board's request becomes final. The Assembly often passes a resolution specifying the local effort prior to the end of April, and includes the appropriation of the local effort in the annual operating budget appropriation.

PUBLIC HEARINGS AND ADOPTION:

The Assembly holds budget hearings and accepts the budget, with or without amendment, prior to the end of May for the budget year beginning the following July 1st. For a minimum of thirty days prior to the public hearing, reference copies of the entire budget document are available at key public locations throughout the Borough. According to Alaska Statutes, the appropriation for local support of education must be adopted by May 31. Funds are appropriated by ordinance. Appropriations are made for each department and each fund in the annual operating and Multi-Year Projects budgets. Supplemental appropriations and transfers of appropriations are also approved by ordinance.

MILL LEVIES:

A resolution establishing mill levies is presented by the Mayor. Alaska Statutes provides that the mill levy must be established by June 15th. The voter-approved tax limitation is recomputed prior to the setting of mill levies. These tax caps limit the amount of taxes that can be levied one year to the same amount as was levied the previous year, with exceptions for debt service, judgments, new construction and property improvements, and voter-approved special services. The maximum tax that can be levied this fiscal year for each taxing jurisdiction is detailed in the Appendices section of this budget.

BUDGET AMENDMENT:

As provided by Alaska Statutes and the FNSB Code of Ordinances, the Borough Assembly must adopt any amendments to the budget, made throughout the fiscal year, by ordinance. Advance public notice and a public hearing are required prior to adoption of an ordinance.

ADDITIONAL STATISTICAL INFORMATION REGARDING THE FAIRBANKS NORTH STAR BOROUGH

Statistical information that is updated annually can be found in the Borough's Comprehensive Annual Financial Report (CAFR). Accordingly, we would like to direct the reader to the supplemental information that can be found there. The CAFR is available online at http://www.co.fairbanks.ak.us/fs. In addition to the annual financial report, another comprehensive source of statistical information that the Borough is especially proud of is its publication titled: Fairbanks Community Research Quarterly. This document, approximately 50 pages in length, is updated and published quarterly by the Community Research Center, a division of the Community Planning Department. There the reader will find a broad range of

very current information under the major category headings of: Fairbanks Economy at a Glance, Economic Indicators, Employment, Housing, Cost of Living, and Population & Social Conditions. The reader may request this document at: Community Research Center, P.O. Box 71267, Fairbanks, Alaska, 99707-1267, or by calling: (907) 459-1212. This document is also available online at http://www.co.fairbanks.ak.us/cp/Pages/crc.aspx.

BUDGET PRESENTATION/LAYOUT

The budget document is divided into several tabbed sections. The contents of each section are summarized below.

The **Table of Contents** section is the beginning of the document. This section contains the Table of Contents for the budget document as well as the Borough's Distinguished Budget Presentation Award.

The **Mayor's Message** section contains the Mayor's transmittal letter to the Assembly and Borough residents and budget highlights.

The **Appropriation Ordinance** section contains the budget ordinance, and the mill levy resolution.

The **Introduction** section contains the FNSB organization chart, Assemblymember and key personnel lists, a map of the Borough, and this Readers' Guide, all of which contain statistical information about the Borough.

The **Budget Summary** section of the document contains charts, graphs, and schedules giving an overview of the revenues, expenditures, and position counts.

It also gives assessed valuation and tax rate information for the taxing jurisdictions. The **Revenue Budget** section presents the revenue side of the annual budget in detail and in summary form. All revenue assumptions are explained.

The **Budget by Funds** section contains the details of the appropriations at the fund level. The appropriation level is by "fund" and by "department". This section presents the "crosswalk" between the appropriations at the "fund" level and the departmental appropriations. It also provides a brief description of each fund for which expenditure detail is contained in the budget document. All changes in the structure of funds, from FY 2016 to FY 2017, are noted. Each fund budget contains a three-year history of fund activity, revenues, and expenditures.

The **Expenditure Budget** section presents each department's detailed expenditure plan. A department or division budget contains a mission/program description, major long-term issues and concerns, objectives for the fiscal year, significant budget changes, and previous year's accomplishments. Expenditure detail (at line-item level) is provided for each division and in summary for each department. All detail pages contain historical data for the current budget year and two prior fiscal years. In addition, each division provides a page of statistical accomplishments that provide data specific to the division for the last four years and a projection of expected results for the future budget year. The full funding sources and revenues generated for the budgets are shown in the Revenue Budget section and the Budget by Funds section of the budget. Program revenues and/or fees directly related to services

provided by a division are also shown at the bottom of the expenditure detail pages of each division, where applicable.

Additionally, contained in the Expenditure section is the budget detail for Education, Debt Service, Non-Departmental, Multi-Year Programs/Capital Projects, Facilities Major Maintenance & 6-Year Plan, Grants, Interfund Charges, and Service Areas.

Education: Is fully explained in the Readers' Guide under School District.

Debt Service: Accounts for the payment of principal and interest on areawide general obligation debt for education and general government construction.

Non-Departmental: Contains funding for valuation of specialty properties, unanticipated job reclassifications, excess health care costs up to five percent over the budgeted amount and other benefit overages, and areawide local matching funds for anticipated grants.

Multi-Year Programs/Capital Projects: Contains the projects identified for local funding in the first year of the Six-Year Capital Improvement Program; projects identified as Other Capital Expenditures, which include large dollar item capital requirements for facilities improvements and upgrades; major computer requirements; other capital equipment replacements; and non-capital multi-year projects and programs.

Facilities Major Maintenance and Six-Year Plan: Shows funding needs for the Facilities Maintenance Reserve Fund as detailed in the Six-Year Capital Improvement Program for the current year and prior years. In establishing the Facilities Maintenance Reserve Fund, the Borough recognized that their major investment in public assets requires regular, ongoing care and maintenance to allow uninterrupted services to the community and to prevent premature aging of the facilities. The Facilities Maintenance Reserve Fund will accumulate local funds, when available, and other revenues, as they become available, for major facilities maintenance, repairs, and upgrade costs. Some projects could result in energy efficiency savings and life/safety improvements. The Facilities Major Maintenance section includes a list of all major Borough-owned school facilities, Borough facilities, and fire stations, with insured building values, square feet, calculated replacement values, calculated major maintenance funding recommendations, and projects included in the Six-Year Capital Improvement Program, both new projects and projects deferred from prior years.

Grants: Shows operating grants for current year and prior years. The Borough receives recurring operating grants in predictable amounts each year. These subsidize the funding of general, ongoing Borough operations such as transportation, community and economic development, and library services. These operating grants, because of their yearly occurrence as well as predictable amounts, are appropriated in the estimated funding of the annual operating budget.

Interfund Charges: Presents the calculation of the intragovernmental cost pools and their allocations for both revenues and expenditures, at the budgetary unit level. Those amounts/calculations that cross funds (as opposed to calculations which are for services between

Readers' Guide

budgetary units within the same fund) are appropriated. These interfund charges are the mechanism used to redistribute direct costs incurred in one budgetary unit to the benefiting unit.

Service Areas: Covers road, fire, and other service areas established to provide road maintenance and construction, fire protection, water supply, sewage disposal, and streetlights to Borough residents in specific areas. Revenue for these services is provided by local taxation, specific grants, and interest earnings (accrued from their share of the Central Treasury cash balances).

The **Appendices** section contains salary schedules, personnel detail, benefit rate detail, the maximum tax computation schedule, user fees, Borough demographics, and a glossary.

Readers' Guide

BASIS OF ACCOUNTING/BUDGETING

FUND ACCOUNTING

The accounts of the Borough are organized on the basis of funds; each is considered a separate accounting entity. Fund accounting is designed to demonstrate legal compliance and to aid in financial management by segregating transactions of various Borough functions and activities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to, and accounted for, in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped into three generic fund types: governmental, proprietary, and fiduciary. In addition, the School District is classified as a component unit of the Borough. More detailed information about the funds of the Borough can be found at the beginning of the Budget By Funds section of this budget.

BASIS OF ACCOUNTING

Basis of accounting refers to the method by which revenues and expenditures (or expenses) are recognized in the accounts and reported in the financial records of the Borough.

Modified Accrual

For financial reporting at the fund level, in accordance with generally accepted accounting principles (GAAP), all governmental funds of the Borough use the modified accrual basis of accounting. Revenues are recognized when they become both measurable and available. A revenue is "measurable" when the amount of the transaction can be reasonably determined. "Available" means the revenues are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For the Borough, revenues collected within 45 days of the end of the fiscal year are available for that fiscal year. Property tax revenues are accounted for (accrued) when they are levied and available to finance expenditures of the current period. Hotel-motel room taxes are accounted for (accrued) in the period they are both due and collected. Delinquent sales tax revenues are accrued when collected. Certain grant revenues are dependent upon expenditures, and revenues from these grants are recognized when the expenditures are made; revenues from other grants are recognized on the cash basis. Charges for services and miscellaneous revenues are recognized on the cash basis. Interest income is accrued when earned. For investments with maturities greater than one year, unrealized gains and losses are recorded at the end of the reporting period. Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. However, principal and interest on general long-term debt and compensated absences for employees are recognized when due.

Accrual

The proprietary funds are accounted for using the accrual basis of accounting for financial reporting in accordance with GAAP. Revenues are recognized when earned, except for revenues from land sales, which are recognized on the installment method. Expenses are recognized when they are incurred, except for estimated landfill closure and postclosure care costs which are recognized based on landfill usage.

Readers' Guide

Transfers

Transactions between funds are reflected as transfers in this budget document. Transfers from the General Fund exceed transfers in from other funds because taxes and state revenues are collected in the general fund and transferred to other funds to cover expenditures/expenses. Debt service, multi-year programs/capital projects, transit, and Carlson Center are the usual funds that receive transfers from revenues collected in the general fund. The expenditures/expenses for these services are accounted for in their own funds, rather than in the general fund, in order to demonstrate legal compliance and to aid in financial management by segregating transactions of these Borough functions and activities.

BASIS OF BUDGETING

For the governmental funds, the Borough recognizes revenues and expenditures for budgetary purposes on a basis most similar to the modified accrual basis of accounting described above. The proprietary funds (enterprise and internal service), however, use a budgetary basis very different from their accounting basis. Only one budgetary basis is used for the entire Borough. Therefore, the budgetary basis of the proprietary funds is the same as for the governmental funds.

Although proprietary funds use the accrual basis of accounting, their budgets more closely follow the modified accrual method used for other funds. For example, the proprietary fund budgets include capital outlay amounts for the initial purchase of capital assets, but do not include budget amounts for depreciation of those capital assets. Conversely, the proprietary fund statements in the Borough's Comprehensive Annual Financial Report do not reflect capital outlay expenditures but do include depreciation expense. In addition, the Solid Waste Disposal Enterprise Fund budget does not include an amount for recognition of increases or decreases in the landfill closure and postclosure care cost liability; when landfill closure and postclosure care activity is ready to begin, those amounts are budgeted.

There are three primary differences between the modified accrual basis of accounting and the budgetary basis used by the Borough: encumbrances, intragovernmental cost allocations (IGCP), and compensated absences for employees.

Encumbrances. Encumbrances represent commitments related to unperformed contracts for goods or services and are recognized as expenditures under the Borough's budgetary basis. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is utilized as an extension of formal budgetary control. Encumbrances outstanding at year-end and related budgets are carried forward to the new fiscal year for budgetary purposes in the Borough's financial records. The budgets presented in this document, however, do not include budget increases related to carried-forward encumbrances. For GAAP financial reporting purposes, outstanding encumbrances at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during the subsequent fiscal year.

Intragovernmental Cost Allocations (IGCP). For budgetary purposes, the intragovernmental allocations of overhead costs among funds are treated as revenues and expenditures/expenses. However, for GAAP financial reporting, intragovernmental allocations are considered reimbursements and are treated as an adjustment to expenditures/expenses; that is, an increase in expenditures/expenses in the reimbursing fund and a corresponding decrease in expenditures/expenses in the reimbursed fund.

Readers' Guide

The Borough's budgetary basis allows for the appropriation of the full cost of providing support functions, rather than the net cost after the other funds reimburse the support functions.

Compensated Absences. Annual leave (paid time off) is earned by employees as they work. Any unused leave must be paid to terminating employees. Under the modified accrual basis of accounting, the Borough's liability for annual leave is only recorded when it becomes due and payable to an employee. However, the Borough budgets for annual leave as it is earned by employees. This ensures that the Borough has the resources to pay its obligations to employees when they come due.

LAPSING OF APPROPRIATIONS

Annual operating appropriations lapse at year-end, except for that portion related to encumbered amounts. Encumbrances and encumbrance accounting are described above. Appropriations for those special revenue, capital projects, and enterprise projects funds with multi-year budgets do not lapse until the purpose of the appropriation has been accomplished.

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BUDGET SUMMARY

Powers of the Fairbanks North Star Borough

The Assembly of the Fairbanks North Star Borough has provided funding for the services and programs it has determined to be a priority in this budget. The left hand column (titled Power) provides the legal authority for the governing body to exercise its appropriating and prioritization authority. The right hand column (titled Department), are the departments where the appropriation amount and the expenditure authority can be found that reflect the governing body's priorities.

Powers of the Fairbanks North Star Borough

Power	Date of Acquisition	Statutory Reference	Method of Acquisition	Department(s)
Mandatory Areawide Powers				
Public Schools	1/1/64	AS 29.35.160	Mandated	Education
Assessment & Collection of Taxes	1/1/64	AS 29.45	Mandated	Assessing/Finance
Planning, Platting, Land Use	1/1/64	AS 29.40	Mandated	Community Planning/ Land Mgmt.
Conferred Areawide Powers				
Transportation System	10/7/75	AS 29.35.210(b)(1)	Ordinance	Transportation
Animal Control	10/5/65	AS 29.35.210(b)(2)	Ordinance	Emergency Operations
Air Pollution Control	5/14/70	AS 46.03.230- AS 46-03-230	Ordinance	Transportation
Acquired Areawide Powers				
Flood Control	10/5/65		Election	Community Planning
Library	6/21/66		Election	Library
Hospital (Not Exercised)	6/21/66		Election	
Garbage & Solid Waste Disposal	9/28/73	AS 29.35.050	Transferred	Public Works
Parks & Recreation	10/3/72		Election	Parks & Recreation
Additional Animal Control Powers to prohibit cruelty to animals	10/8/96		Election	Emergency Operations
Limited Health & Social Services	10/5/93		Election	Financial Services
Natural Gas Utility	11/5/12		Transferred	Public Corporation
Conferred Non-Areawide Powers				
Fireworks Control		AS 29.35.210(a)(2)	Ordinance	Emergency Operations
Economic Development		AS 29.35.210(a)(8)	Ordinance	Mayor's Office
Acquired Non-Areawide Powers				
Emergency Medical Services	10/4/83		Election	Emergency Operations
Emergency Management		AS 29.35.040		Emergency Operations
Powers of Some Service Areas				
Road Construction & Maintenance		AS 19.30.111	Election	Public Works
Fire Protection		AS 29.35.450	Election	Emergency Operations
Water Supply & Distribution		AS 29.35.450	Election	Public Works
Sewage Disposal & Treatment		AS 29.35.450	Election	Public Works
Street Lights	4/23/81	AS 29.35.450	Election	Public Works
Other				
Solid Waste Collection	6/13/91	AS 29.35.050	Ordinance	Public Works
Emergency Communication Services		AS 29.35.130	Ordinance	Emergency Operations

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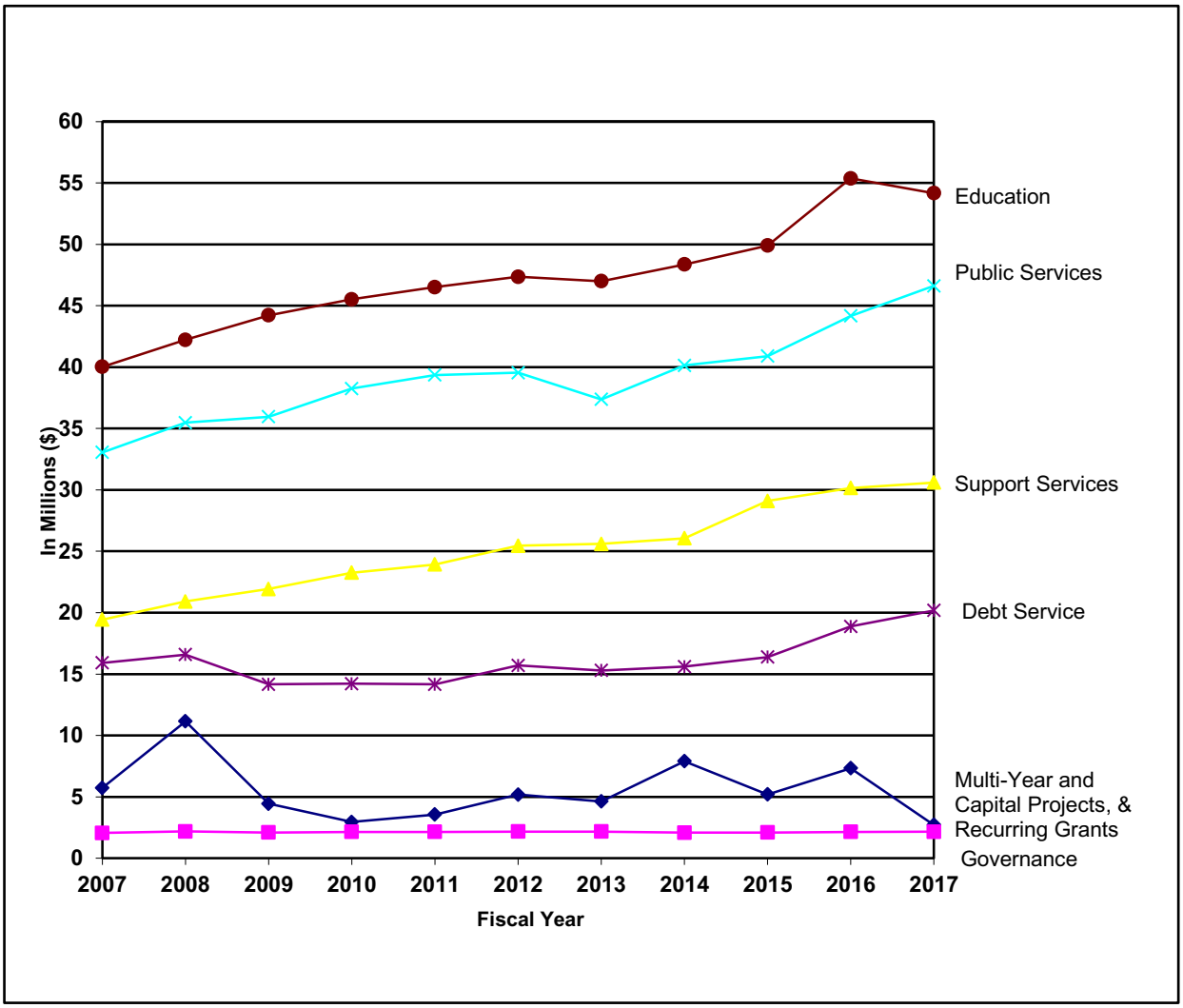
Summary of Budget by Funds
(includes operating transfers between funds)

Governmental Funds					
Fund	**Revenue**	**Expenditure**	**Net Revenue / (Expenditure)**	**Estimated Beginning Fund Balance**	**Estimated Ending Fund Balance**
General	126,641,493	128,815,093	(2,173,600)	21,096,558	18,922,958
Non-Areawide	4,299,037	4,309,320	(10,283)	3,052,443	3,042,160
Solid Waste Collection	8,030,610	7,282,570	748,040	4,217,082	4,965,122
911 Fund	1,291,770	1,242,480	49,290	2,292,530	2,341,820
Debt Service	16,386,200	20,186,200	(3,800,000)	4,134,882	334,882
Education *	54,169,000	54,169,000	-	-	-
Multi-Year Projects	800,000	800,000	-	-	-

Proprietary Funds and Internal Service Fund					
Fund	**Revenue**	**Expenditure**	**Net Revenue / (Expenditure)**	**Estimated Beginning Unrestricted Net Position**	**Estimated Ending Unrestricted Net Position**
Community Activity Center	1,324,130	1,324,130	-	591,596	591,596
Solid Waste Disposal	10,200,700	8,162,600	2,038,100	313,758	2,351,858
Transit	6,479,820	7,399,820	(920,000)	976,991	56,991
Vehicle Replacement	1,268,700	801,000	467,700	829,816	1,297,516
Total	**230,891,460**	**234,492,213**	**(3,600,753)**	**37,505,656**	**33,904,903**

* Education's fund balance includes the School District operating fund's revenues and expenditures and includes the local direct appropriation from the Borough to the School District for operations.

Cost Comparison By Service Category

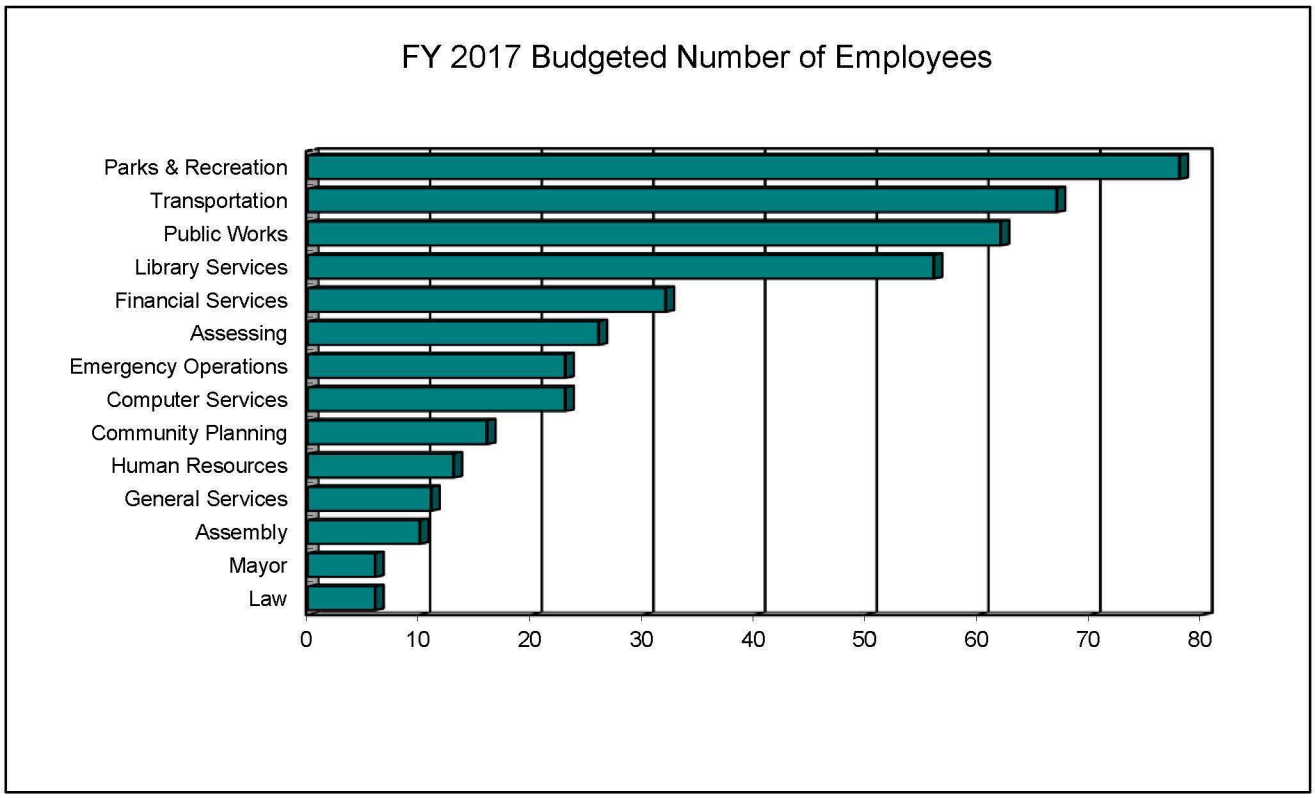


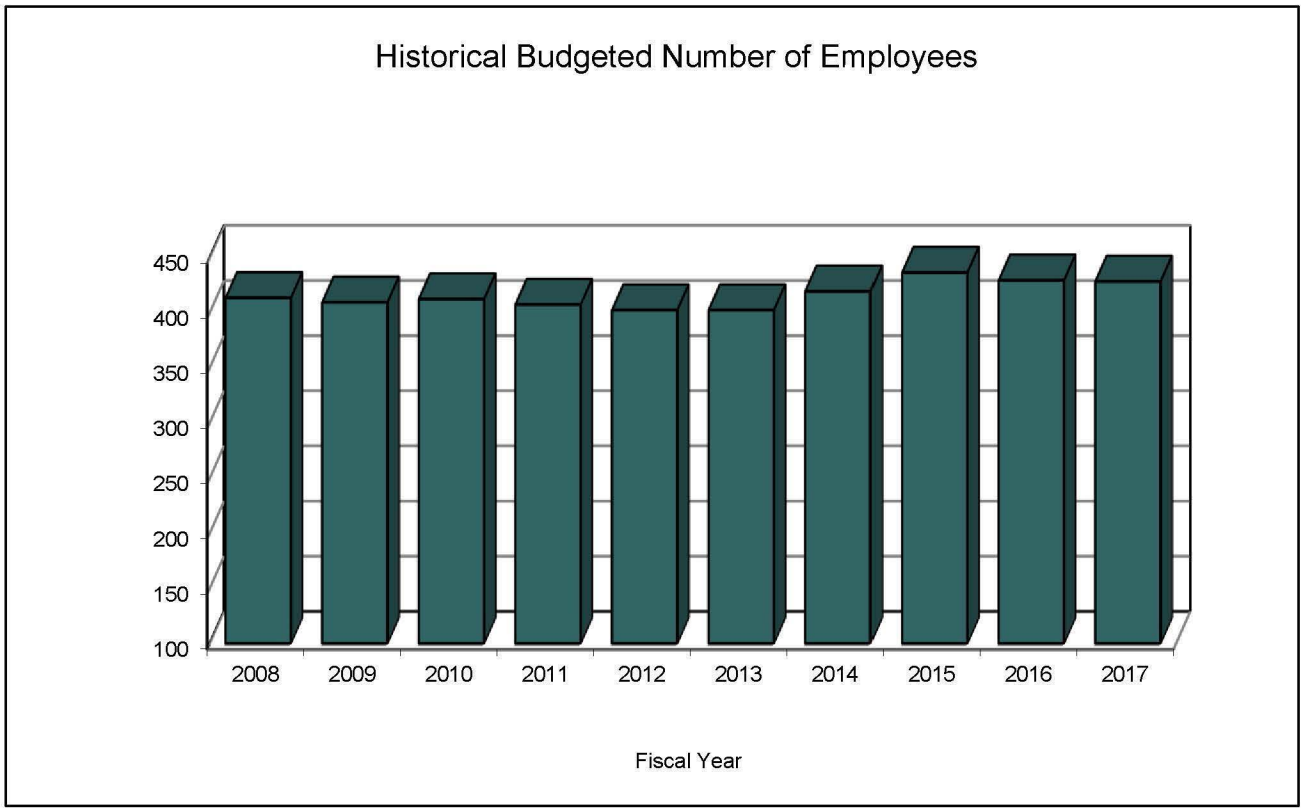
Due to the continuing declines in the purchasing power of state funding for education, local effort has increased since FY 2007. Public Services has increased since FY 2007 due to the implementation of the Solid Waste Management Plan, increased Parks and Recreation services, 911 services and increases in Economic Development. The increase between FY 2013 and FY 2017 in Public Services is also due to collective bargaining agreement changes for personnel, and benefit rates changes. Debt Service steady decrease from FY 2007 to 2011 is due to the pay off of the 1993 Series S debt, early retirement of Series U, Series A, Series B, Series C and Series D, E, and F. Support Services increases between FY 2007 and FY 2017 were mainly related to collective bargaining agreement changes for personnel, benefit rates, the addition of the vehicle equipment fleet fund in FY 2000 and Records Management Division in FY 2006. Governance has had a slight increase over the past ten years.

Cost Comparison by Service Category

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
DIRECT PUBLIC SERVICE CATEGORY:						
Community Planning Department	1,617,391	1,635,311	1,584,056	1,808,690	1,804,384	1,816,280
Economic Development	248,660	170,018	206,231	355,130	329,297	337,250
Library Services Department	5,736,017	5,781,056	6,031,983	6,158,850	6,158,850	6,223,370
Parks and Recreation Department	6,720,436	7,025,078	7,389,339	7,970,728	7,994,728	8,315,730
Emergency Operations Department	5,291,253	5,487,579	5,584,380	6,160,540	6,219,914	6,312,260
Financial Services / HSS Division	135,287	142,070	166,673	280,590	280,590	235,243
Land Management Department	1,048,710	806,434	-	-	-	-
Land Management Division	-	-	611,489	662,910	662,910	663,580
Community Activity Center Division	1,143,675	1,296,826	1,445,693	677,070	677,070	675,100
Transit Air Quality Division	379,841	251,071	63,659	517,430	517,430	437,660
Transit Operations Division	2,081,416	2,148,793	2,609,260	4,002,940	3,986,410	3,354,300
Rural Services Division	598,450	638,585	659,248	709,970	709,970	704,450
Solid Waste Collection Division	5,753,622	6,408,374	6,150,178	6,649,210	6,649,210	6,946,520
Solid Waste Disposal Division	5,076,064	5,262,240	5,039,612	4,688,660	4,688,660	7,056,110
Intragovernmental Charges	2,540,680	3,083,070	3,359,360	3,487,610	3,487,610	3,534,180
TOTAL FOR DIRECT PUBLIC SERVICES	38,371,502	40,136,505	40,901,161	44,130,328	44,167,033	46,612,033
SUPPORT SERVICE CATEGORY:						
Assessing Department	2,578,955	2,426,656	2,480,414	2,704,170	2,704,170	2,669,200
Computer Services Department	4,000,319	3,860,518	4,860,538	4,742,300	4,738,000	5,026,130
Financial Services (w/o HSS)	3,452,640	3,160,543	3,629,796	4,229,850	4,229,850	4,234,050
General Services Department	1,650,470	1,774,125	1,967,764	1,957,790	1,957,790	1,983,170
Human Resources Department	3,198,289	3,267,094	3,255,782	3,486,340	3,439,040	3,549,600
Law Department	1,017,779	1,050,667	1,765,421	1,265,680	1,357,065	1,223,690
Records Management Division	237,629	257,721	403,632	434,280	434,280	384,230
Public Works Dept (w/o Solid Waste)	7,072,655	7,389,394	7,558,298	8,165,770	8,165,770	7,980,630
Transportation Admin. & Vehicle Maint.	1,897,060	1,925,898	2,170,865	1,802,370	1,802,370	2,314,570
Vehicle Equipment Fleet Fund	504,269	521,260	517,782	789,110	789,110	741,190
Intragovernmental Charges	494,210	423,160	483,590	536,060	536,060	495,030
TOTAL FOR SUPPORT SERVICES	26,104,275	26,057,036	29,093,882	30,113,720	30,153,505	30,601,490
GOVERNANCE CATEGORY:						
Borough Assembly Division	579,040	556,094	568,319	621,630	621,630	603,970
Borough Clerk and Elections Division	812,270	737,292	709,893	734,190	734,190	749,560
Mayor's Department	771,450	792,560	811,074	790,190	790,190	802,330
Intragovernmental Charges	-	-	-	-	-	-
TOTAL FOR GOVERNANCE	2,162,760	2,085,946	2,089,286	2,146,010	2,146,010	2,155,860
Education	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Debt Service	15,289,568	15,607,450	16,380,800	18,878,670	18,878,670	20,186,200
Non-Departmental	643,369	285,694	239,922	576,950	774,250	256,300
Multi-Year and Capital Projects	3,033,687	5,841,986	4,256,220	1,940,200	5,454,105	800,000
Recurring Grants	1,594,000	2,056,500	1,939,000	1,870,250	1,870,250	1,918,750
Cont. to Fund Bal./Unrestricted Net Position	-	-		4,943,130	8,628,302	3,551,840
TOTAL COSTS	134,199,161	140,431,117	144,806,271	159,968,258	167,441,125	160,251,473

Number of Regular and Term Employee Summary





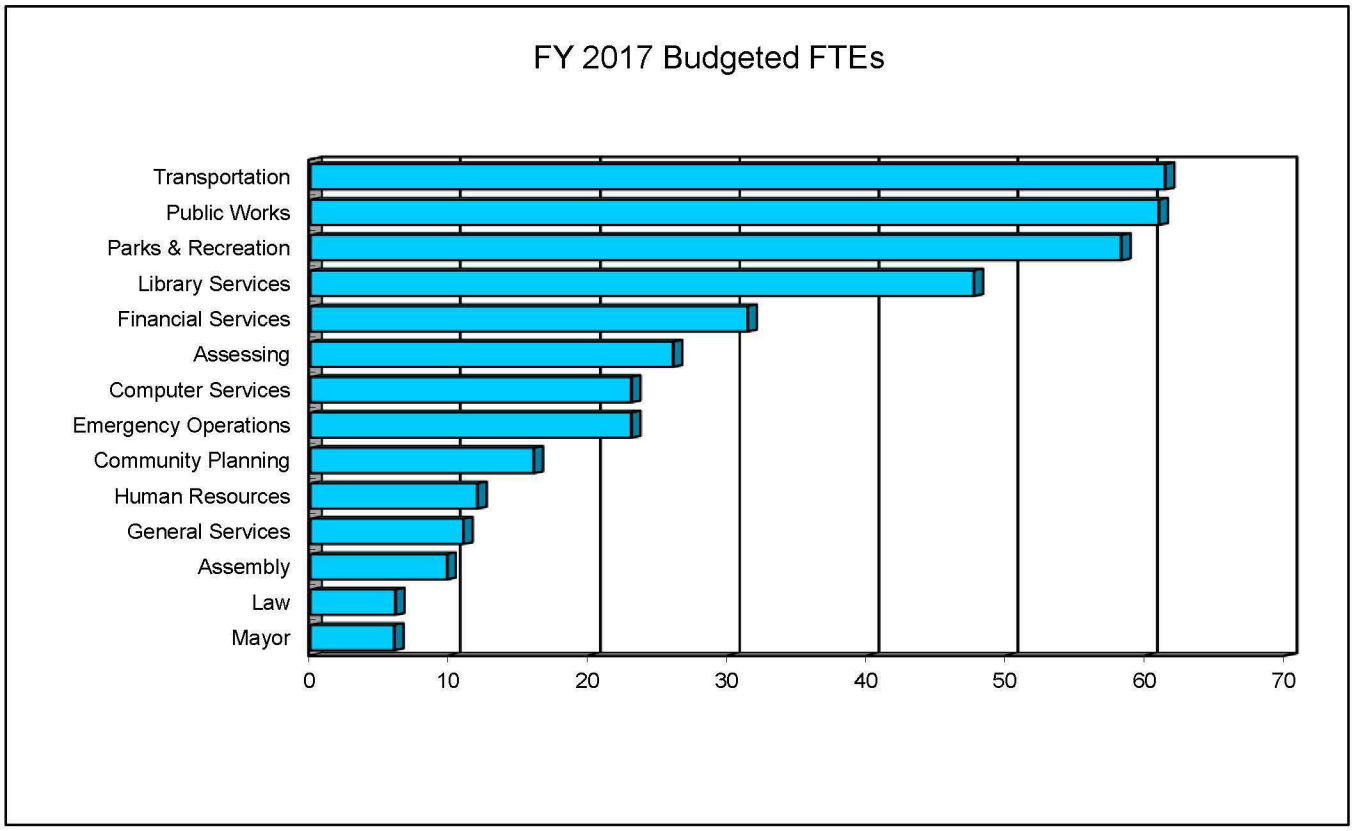
Number of Regular and Term Employee Summary

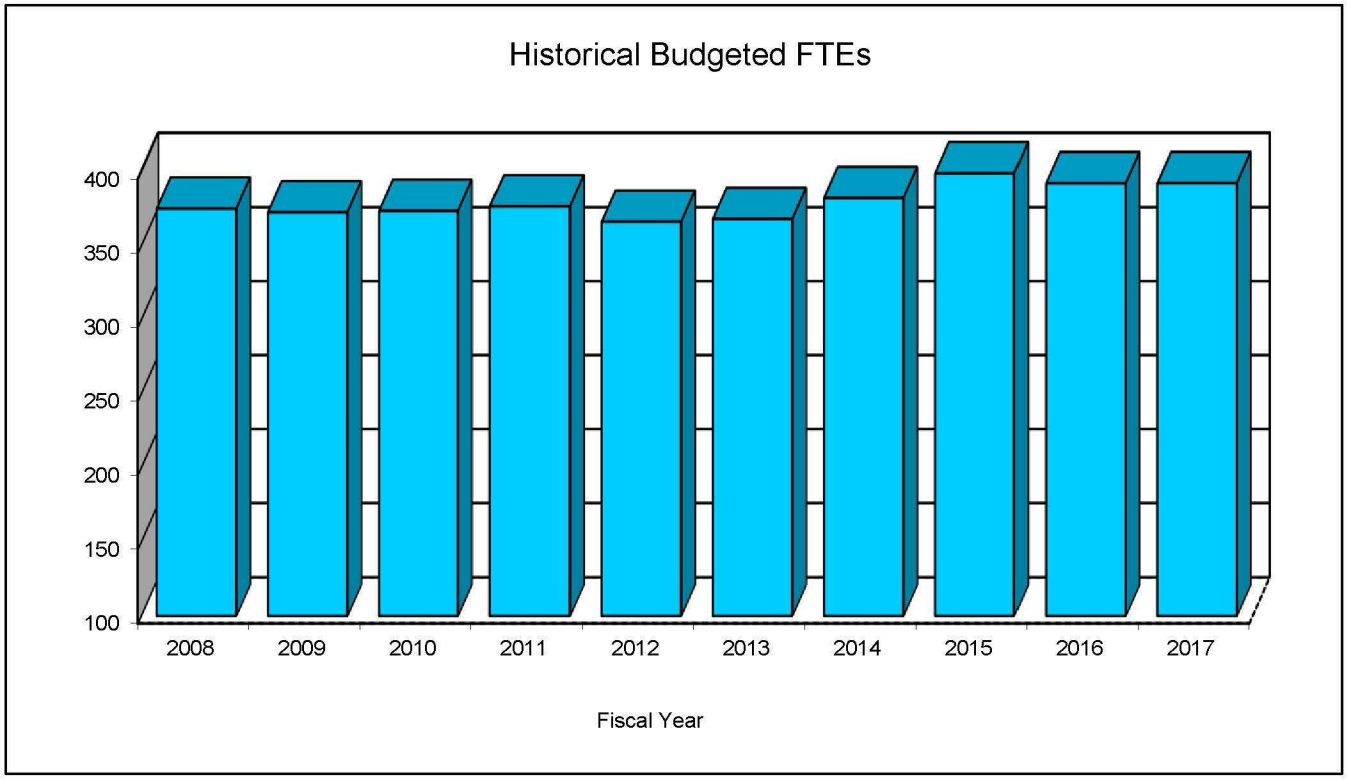
	2012/13 Approved	2013/14 Approved	2014/15 Approved	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Assembly	8.00	9.00	9.00	10.00	10.00	10.00
Mayor	6.00	6.00	6.00	6.00	6.00	6.00
Law	6.00	6.00	6.00	6.00	7.00	7.00
Assessing	22.00	22.00	27.00	26.00	26.00	26.00
Community Planning	17.00	18.00	18.00	16.00	16.00	16.00
Computer Services	22.00	22.00	23.00	23.00	23.00	23.00
Emergency Operations	21.00	21.00	23.00	23.00	23.00	23.00
Financial Services	27.00	27.00	29.00	32.00	32.00	32.00
General Services	8.00	9.00	9.00	11.00	11.00	11.00
Human Resources	12.00	12.00	12.00	13.00	13.00	12.00
Land Management	8.00	8.00	0.00	0.00	0.00	0.00
Library Services	55.00	57.00	57.00	56.00	56.00	56.00
Parks and Recreation	73.00	73.00	77.00	78.00	78.00	77.00
Public Works	59.00	60.00	63.00	62.00	62.00	62.00
Transportation	58.00	69.00	68.00	69.00	69.00	68.00
Total	**402.00**	**419.00**	**427.00**	**431.00**	**432.00**	**429.00**

SUMMARY OF EMPLOYEE NUMBER CHANGES

FY 2016 Approved Number of Employees	**431.00**
General Fund	
Law - Attorney	1.00
FY 2016 Revised Number of Employees	**432.00**
FY 2017 Recommended Changes	
ONESolution/Encompass upgrade	
Human Resources - Personnel/Payroll	(1.00)
General Fund	
Mayor - Grants Writer Coordinator	(1.00)
Mayor - Special Assistant to the Mayor	1.00
Library - Outreach Services (transferred to Community Services)	(8.00)
Library - Public Services (transferred to Community Services)	(27.00)
Library - Community Services	35.00
Parks & Recreation - Administration (transferred to Recreation)	(7.00)
Parks & Recreation - Aquatics (transferred to Recreation)	(27.00)
Parks & Recreation - Recreation	33.00
General Fund Subtotal:	**(1.00)**
Transporation Enterprise Fund	
Administration - (transferred to Transit)	(1.00)
Air Quality - AQ Technician	(3.00)
Air Quality - Data Collecton Technician (Ordinance NO. 2015-20-1Y)	2.00
Transit - Driver	1.00
Transit - Mechanics (transferred to Vehicle Fleet Maintenance)	(3.00)
Vehicle Fleet Maintenance	3.00
Transporation Enterprise Subtotal:	**(1.00)**
FY 2017 Recommended Number of Employees	**429.00**

Budgeted FTE Summary





FY 2016-2017 Budget
Fairbanks North Star Borough

FTE Summary

	2012/13 Approved	2013/14 Approved	2014/15 Approved	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Assembly	8.00	8.80	9.80	9.80	9.80	9.80
Mayor	6.00	6.00	6.00	6.00	6.00	6.00
Law	6.00	6.00	6.00	6.00	6.50	6.08
Assessing	22.00	22.00	27.00	26.00	26.00	26.00
Community Planning	17.00	18.00	17.50	16.00	16.00	16.00
Computer Services	22.00	22.00	24.00	23.00	23.00	23.00
Emergency Operations	21.00	21.00	23.00	23.00	23.00	23.00
Financial Services	26.60	26.60	31.60	31.35	31.35	31.35
General Services	8.00	9.00	11.00	11.00	11.00	11.00
Human Resources	12.00	12.00	13.00	13.00	13.00	12.00
Land Management	8.00	8.00	0.00	0.00	0.00	0.00
Library Services	47.85	47.60	48.70	47.60	47.60	47.60
Parks and Recreation	55.50	55.50	58.19	58.19	58.19	58.19
Public Works	57.88	58.88	61.88	60.88	60.88	60.88
Transportation	50.21	60.84	61.20	62.34	62.34	61.34
Total	**368.04**	**382.22**	**398.87**	**394.16**	**394.66**	**392.24**

SUMMARY OF FTE CHANGES

FY 2016 Approved FTEs	**394.16**
General Fund	
Law - Attorney	0.50
FY 2016 Revised FTEs	**394.66**
FY 2017 Recommended Changes	
ONESolution/Encompass upgrade	
Human Resources - Personnel/Payroll Assistant	(1.00)
General Fund	
Law - Attorney	(0.50)
Law - Attorney	0.08
Mayor - Grants Writer Coordinator	(1.00)
Mayor - Special Assistant to the Mayor	1.00
Library - Outreach Services (transferred to Community Services)	(5.50)
Library - Public Services (transferred to Community Services)	(21.85)
Library - Community Services	27.35
Parks & Recreation - Administration (transferred to Recreation)	(6.13)
Parks & Recreation - Aquatics (transferred to Recreation)	(19.05)
Parks & Recreation - Recreation	25.18
General Fund Subtotal:	**(1.42)**
Transportation Enterprise Fund	
Administration - (transferred to Transit)	(1.00)
Air Quality - AQ Technician	(3.00)
Air Quality - Data Collecton Technician (Ordinance NO. 2015-20-1Y)	2.00
Transit - Driver	1.00
Transit - Mechanics (transferred to Vehicle Fleet Maintenance)	(3.50)
Vehicle Fleet Maintenance	3.50
Transportation Enterprise Subtotal:	**(1.00)**
FY 2017 Recommended FTEs	**392.24**

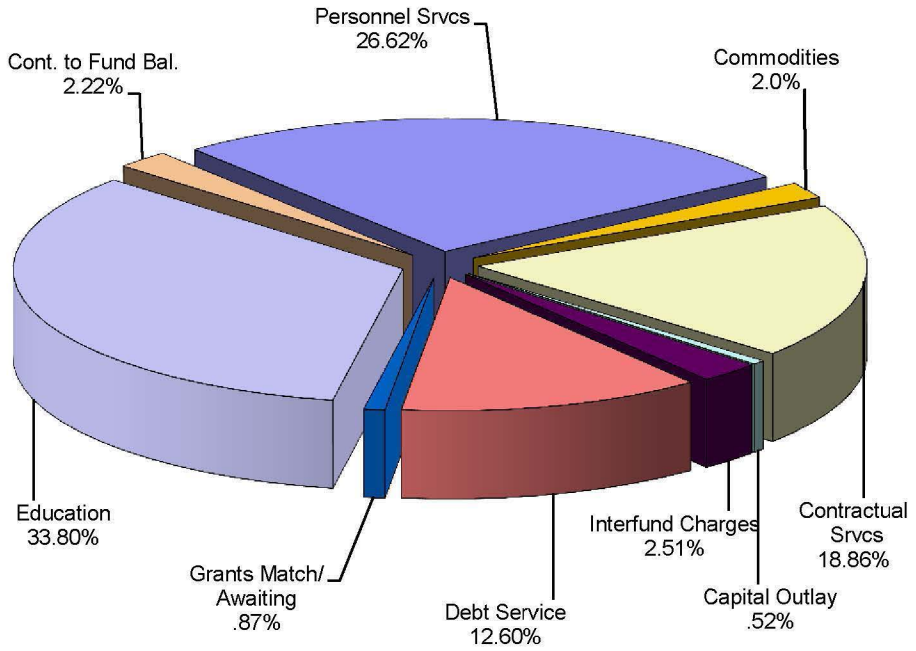
Comparative Summary of Revenues by Type and Expenditures by Function for all Operating Funds

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
REVENUES (BY TYPE)						
Property and Other Taxes	103,727,794	107,383,305	109,956,246	113,902,138	113,902,138	113,292,396
Charges for Services (AW, NAW, VEFF)	3,809,577	3,263,830	3,706,113	4,467,540	4,467,540	5,175,300
Interest Earnings (all funds)	96,141	282,723	179,091	225,050	225,050	265,050
Other Local Revenues	151,281	103,861	213,045	80,000	82,424	75,000
State and Federal Revenue	16,528,539	15,317,823	15,057,190	13,048,080	16,541,127	13,980,910
911 Surcharge	1,336,708	1,274,065	1,322,397	1,318,660	1,318,660	1,290,000
Enterprise Fund Fees & Misc. Revenue	9,314,299	10,462,107	10,703,466	10,707,720	10,707,720	11,105,240
Intergovernmental Revenue	6,493,169	7,541,482	7,159,207	7,881,496	7,834,196	7,473,694
Contrib. from Fund Bal./Unrestricted Net Position	-	-	-	8,337,574	12,362,270	7,593,883
TOTAL REVENUES	141,457,508	145,629,196	148,296,755	159,968,258	167,441,125	160,251,473
EXPENDITURES (BY FUNCTION)						
Assembly	1,628,939	1,551,107	1,681,844	1,790,100	1,790,100	1,737,760
Mayor	1,020,110	962,578	1,017,305	1,145,320	1,119,487	1,139,580
Law	1,017,779	1,050,667	1,765,421	1,265,680	1,357,065	1,223,690
Assessing	2,578,955	2,426,656	3,091,903	3,367,080	3,367,080	3,332,780
Community Planning	1,617,391	1,635,311	1,584,056	1,808,690	1,804,384	1,816,280
Computer Services	4,000,319	3,860,518	4,860,538	4,742,300	4,738,000	5,026,130
Emergency Operations	5,291,253	5,487,579	5,584,380	6,160,540	6,219,914	6,312,260
Financial Services	3,587,927	3,302,613	3,796,469	4,510,440	4,510,440	4,469,293
General Services	1,650,470	1,774,125	1,967,764	1,957,790	1,957,790	1,983,170
Human Resources	3,198,289	3,267,094	3,255,782	3,486,340	3,439,040	3,549,600
Land Management	1,048,710	806,434	-	-	-	
Library Services	5,736,017	5,781,056	6,031,983	6,158,850	6,158,850	6,223,370
Parks and Recreation	7,864,112	8,321,904	8,835,032	8,647,798	8,671,798	8,990,830
Public Works	18,500,791	19,698,593	19,407,336	20,213,610	20,213,610	22,687,710
Transportation	4,862,586	4,847,022	5,361,566	7,111,850	7,095,320	6,847,720
Multi-Year and Capital Projects	3,033,687	5,841,986	4,256,220	1,940,200	5,454,105	800,000
Recurring Grants	1,594,000	2,056,500	1,939,000	1,870,250	1,870,250	1,918,750
Debt Service	15,289,568	15,607,450	16,380,800	18,878,670	18,878,670	20,186,200
Education	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Non-Departmental	643,369	285,694	239,922	576,950	774,250	256,300
Contrib. To Fund Bal./Unrestricted Net Position	-	-	-	4,943,130	8,628,302	3,551,840
Intragovernmental Charges	3,034,890	3,506,230	3,842,950	4,023,670	4,023,670	4,029,210
TOTAL EXPENDITURES	134,199,162	140,431,117	144,806,271	159,968,258	167,441,125	160,251,473
NET REV. OVER(UNDER) EXPEND.	7,258,346	5,198,079	3,490,484	-	-	-

Variance Analysis of Revenues by Type and Expenditures by Function for all Operating Funds

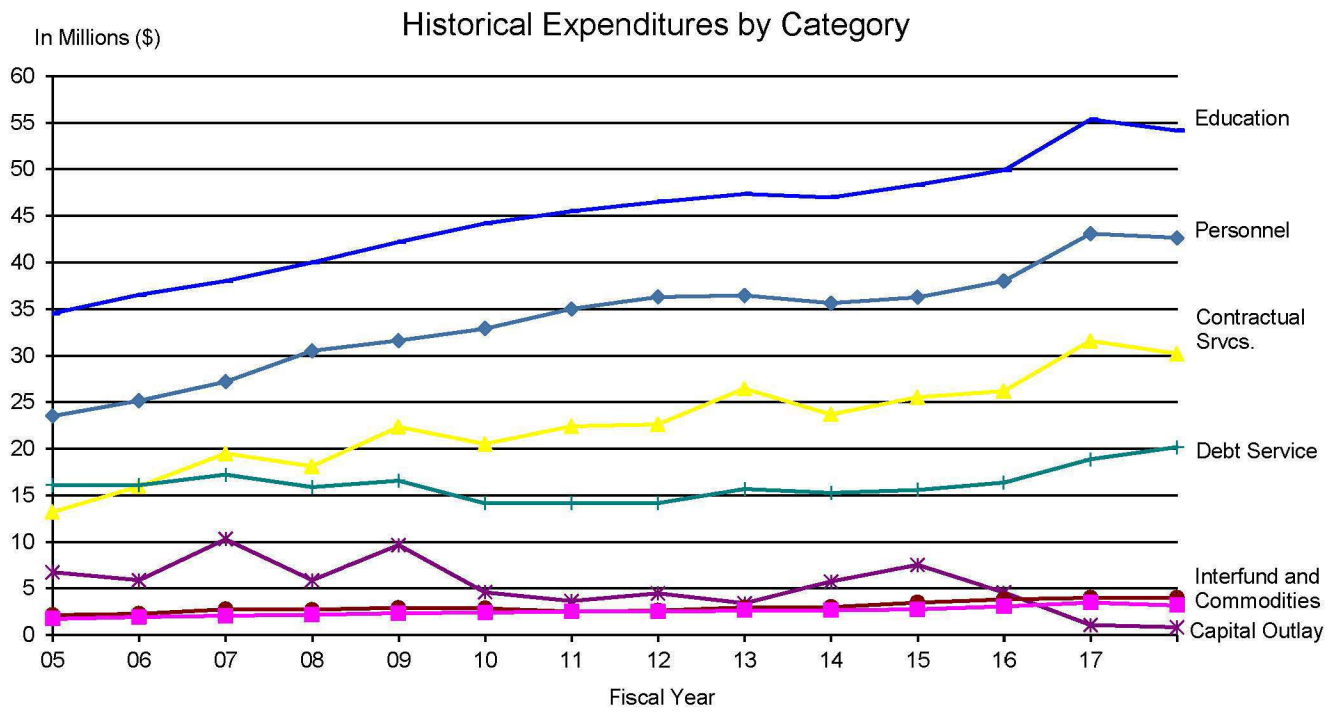
	2015/16 Revised	2016/17 Recommended	Dollar Variance	Percentage Variance
REVENUES (BY TYPE)				
Property Taxes:				
Areawide	98,082,988	97,261,663	(821,325)	-0.84%
Non-Areawide	2,852,760	2,897,973	45,213	1.58%
Solid Waste Collection Dist.	7,899,240	8,030,610	131,370	1.66%
Hotel-Motel Room Tax - Areawide	1,727,000	1,777,000	50,000	2.90%
Alcoholic Beverage Tax - Areawide	1,044,000	1,004,000	(40,000)	-3.83%
Tobacco Distribution Excise Tax - Areawide	1,425,100	1,450,100	25,000	1.75%
PILOT for privatized military housing	871,050	871,050	-	0.00%
Charges for Services (AW, NAW, VEFF)	4,472,540	5,175,300	702,760	15.71%
Interest Earnings (all funds)	225,050	265,050	40,000	17.77%
Other Local Revenues	77,424	75,000	(2,424)	-3.13%
State and Federal Revenue:				
School Debt Reimbursement	12,246,300	13,186,760	940,460	7.68%
Other State and Federal Revenue	4,294,827	794,150	(3,500,677)	-81.51%
911 Surcharge	1,318,660	1,290,000	(28,660)	-2.17%
Enterprise Fund fees & misc. revenue	10,707,720	11,105,240	397,520	3.71%
Intragovernmental Revenues	7,834,196	7,473,694	(360,502)	-4.60%
Contrib. fr. Fund Bal./Unrestricted Net Position	12,362,270	7,593,883	(4,768,387)	-38.57%
TOTAL REVENUES	167,441,125	160,251,473	(7,189,652)	-4.29%
EXPENDITURES (BY FUNCTION)				
Assembly	1,790,100	1,737,760	(52,340)	-2.92%
Mayor	1,119,487	1,139,580	20,093	1.79%
Law	1,357,065	1,223,690	(133,375)	-9.83%
Assessing	3,367,080	3,332,780	(34,300)	-1.02%
Community Planning	1,804,384	1,816,280	11,896	0.66%
Computer Services	4,738,000	5,026,130	288,130	6.08%
Emergency Operations	6,219,914	6,312,260	92,346	1.48%
Financial Services	4,510,440	4,469,293	(41,147)	-0.91%
General Services	1,957,790	1,983,170	25,380	1.30%
Human Resources	3,439,040	3,549,600	110,560	3.21%
Library Services	6,158,850	6,223,370	64,520	1.05%
Parks and Recreation	8,671,798	8,990,830	319,032	3.68%
Public Works	20,213,610	22,687,710	2,474,100	12.24%
Transportation	7,095,320	6,847,720	(247,600)	-3.49%
Multi-Year and Capital Projects	5,454,105	800,000	(4,654,105)	-85.33%
Recurring Grants	1,870,250	1,918,750	48,500	2.59%
Debt Service	18,878,670	20,186,200	1,307,530	6.93%
Education	55,369,000	54,169,000	(1,200,000)	-2.17%
Non-Departmental	774,250	256,300	(517,950)	-66.90%
Contrib. to Fund Balance/Unrestricted Net Position	8,628,302	3,551,840	(5,076,462)	-58.84%
Intragovernmental Charges	4,023,670	4,029,210	5,540	0.14%
TOTAL EXPENDITURES	167,441,125	160,251,473	(7,189,652)	-4.29%

Expenditures by Category



In Millions ($)

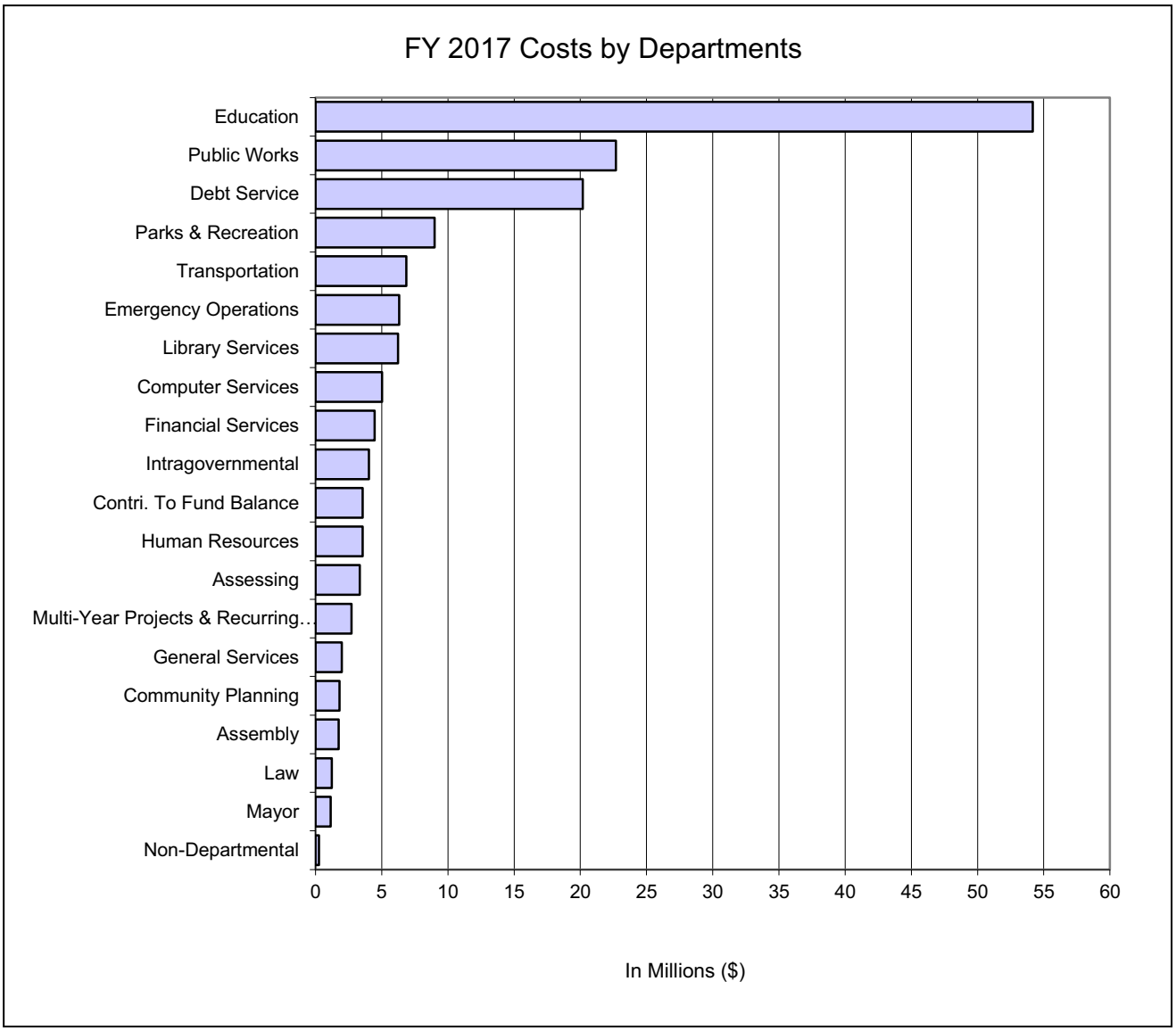
Education	54.17
Personnel Services	42.65
Contractual Srvcs	30.22
Debt Service	20.19
Capital Outlay	0.84
Interfund Charges	4.03
Commodities	3.20
Grants Match/Awaiting	1.40
Cont. To Fund Bal.	3.55
TOTAL	160.25



Boroughwide Summary
Line Item Totals

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	21,163,426	21,246,700	22,009,344	25,066,680	25,093,388	24,784,950
Overtime Wages	232,600	329,813	347,295	361,720	366,254	377,400
Temporary Salaries	1,417,351	1,565,943	1,473,856	1,506,800	1,510,180	1,562,550
Benefits	13,339,513	13,143,103	14,188,969	16,116,728	16,136,313	15,927,330
Subtotal:	36,152,890	36,285,559	38,019,464	43,051,928	43,106,135	42,652,230
COMMODITIES						
Office Supplies	107,927	148,619	121,906	130,990	131,049	125,960
Computer Supplies	205,161	199,848	277,740	199,150	206,478	215,850
Operating Supplies	530,130	568,018	549,267	644,150	655,306	689,900
Books and Periodicals	44,000	41,599	48,002	55,140	55,380	52,610
Repair and Maint. Supplies	662,543	730,937	802,918	883,000	881,074	884,600
Clothing Supplies	42,976	47,613	44,739	51,680	51,788	50,340
Motor Fuels and Lubricants	862,781	909,140	895,682	1,162,090	1,162,090	799,970
Equipment Parts	232,971	126,327	342,530	344,770	343,891	379,810
Subtotal:	2,688,489	2,772,101	3,082,784	3,470,970	3,487,056	3,199,040
CONTRACTUAL SERVICES						
Professional Services	1,152,359	1,009,437	1,862,888	1,952,718	4,459,680	1,057,118
Communications	500,141	628,264	825,317	907,980	896,263	884,160
Travel	105,650	134,071	136,862	133,650	144,155	106,180
Profesional Dues/Mtgs	87,404	83,250	94,187	98,490	98,490	101,560
Training	363,380	385,523	353,040	491,320	456,122	455,170
Advertising, Printing & Binding	386,479	390,388	351,282	423,760	426,842	407,250
Insurance and Bonding	1,451,517	1,471,457	1,490,662	1,687,360	1,640,060	1,739,690
Repairs & Maint. -Bldg. & Grounds	882,929	1,259,061	1,615,119	1,455,970	1,455,970	1,433,720
Repairs & Maint. -Office Equipment	110,588	148,579	159,305	218,990	223,084	356,880
Repairs & Maint. -Other Equipment	736,814	547,059	704,201	823,570	832,021	735,980
Rent	-	-	-	-	-	-
Utilities	3,183,361	2,967,916	2,724,671	3,183,870	3,183,870	2,934,530
Equipment Leases	1,241,504	917,982	966,995	2,144,160	2,144,160	2,518,560
Other Contractual Services	13,513,579	15,602,274	15,811,988	14,591,530	15,623,256	17,493,670
Subtotal:	23,715,705	25,545,261	27,096,517	28,113,368	31,583,973	30,224,468
Grants Match, Indirect, Awaiting Budget	555,000	805,078	1,881,220	1,280,692	1,268,659	1,397,435
CAPITAL OUTLAY						
Controlled Assets	455,745	466,830	570,345	259,850	281,573	323,670
Buildings & Structures	1,300,000	2,646,756	100,000	100,000	100,000	150,000
Office Furniture	-	-	-	1,800	1,800	1,800
Office Equipment	70,501	114,067	525,551	6,470	21,672	-
Rolling Equipment	11,356	-	11,525	-	-	-
Machinery and Equipment	-	13,813	176,831	67,000	75,000	-
Land & Land Improvements	1,000,000	1,000,000	-	-	213,905	-
Library Materials	376,335	364,879	364,485	401,710	401,710	366,580
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	2,548,683	2,943,093	2,847,799	-	-	-
Subtotal:	5,762,620	7,549,438	4,596,536	836,830	1,095,660	842,050
INTERFUND CHARGES	3,034,890	3,506,230	3,842,950	4,023,670	4,023,670	4,029,210
DEBT SERVICE	15,289,568	15,607,450	16,380,800	18,878,670	18,878,670	20,186,200
TRANSFER TO EDUCATION	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
CONTRIBUTIONS TO FUND BALANCE	-	-	-	4,943,130	8,628,302	3,551,840
TOTAL EXPENDITURES BY LINE ITEM	134,199,162	140,431,117	144,806,271	159,968,258	167,441,125	160,251,473

Comparison of Direct Cost

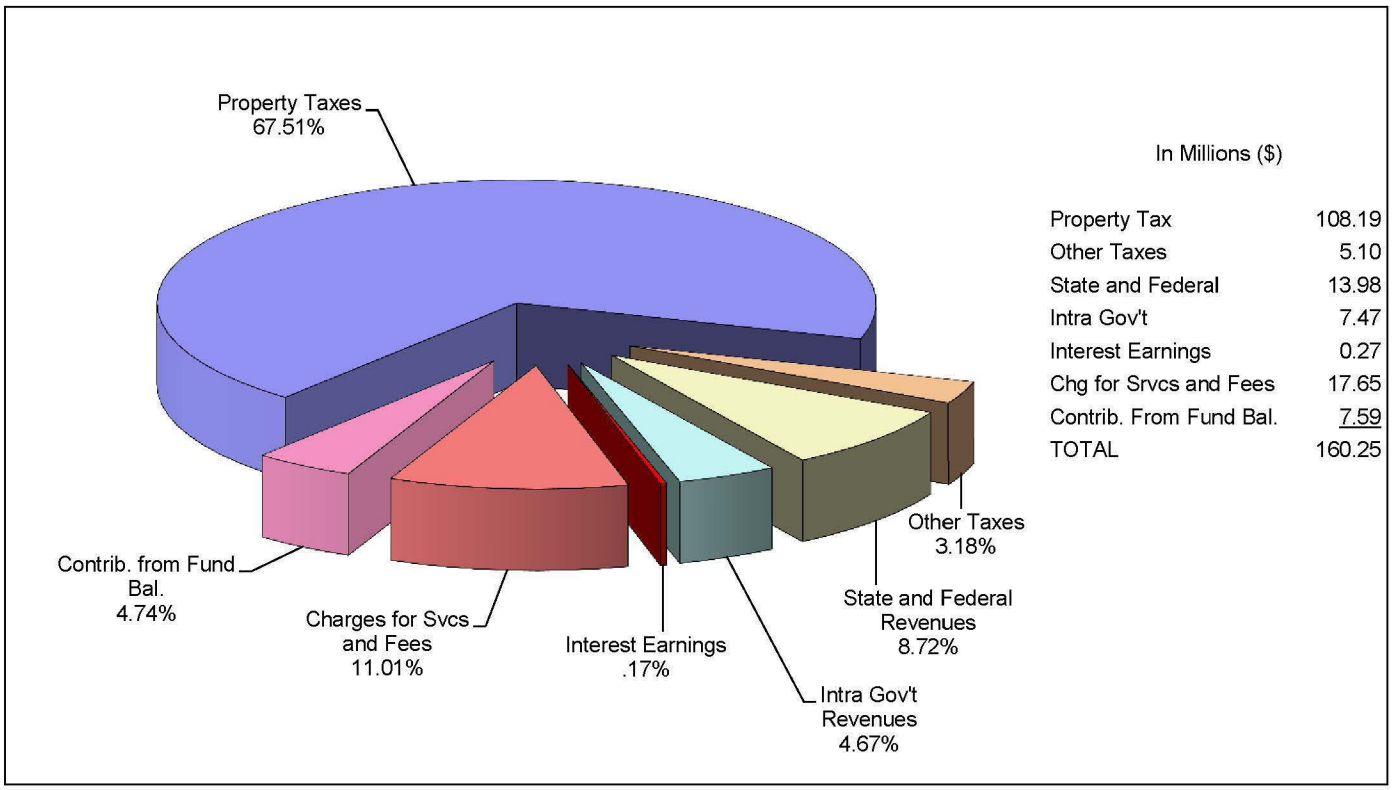


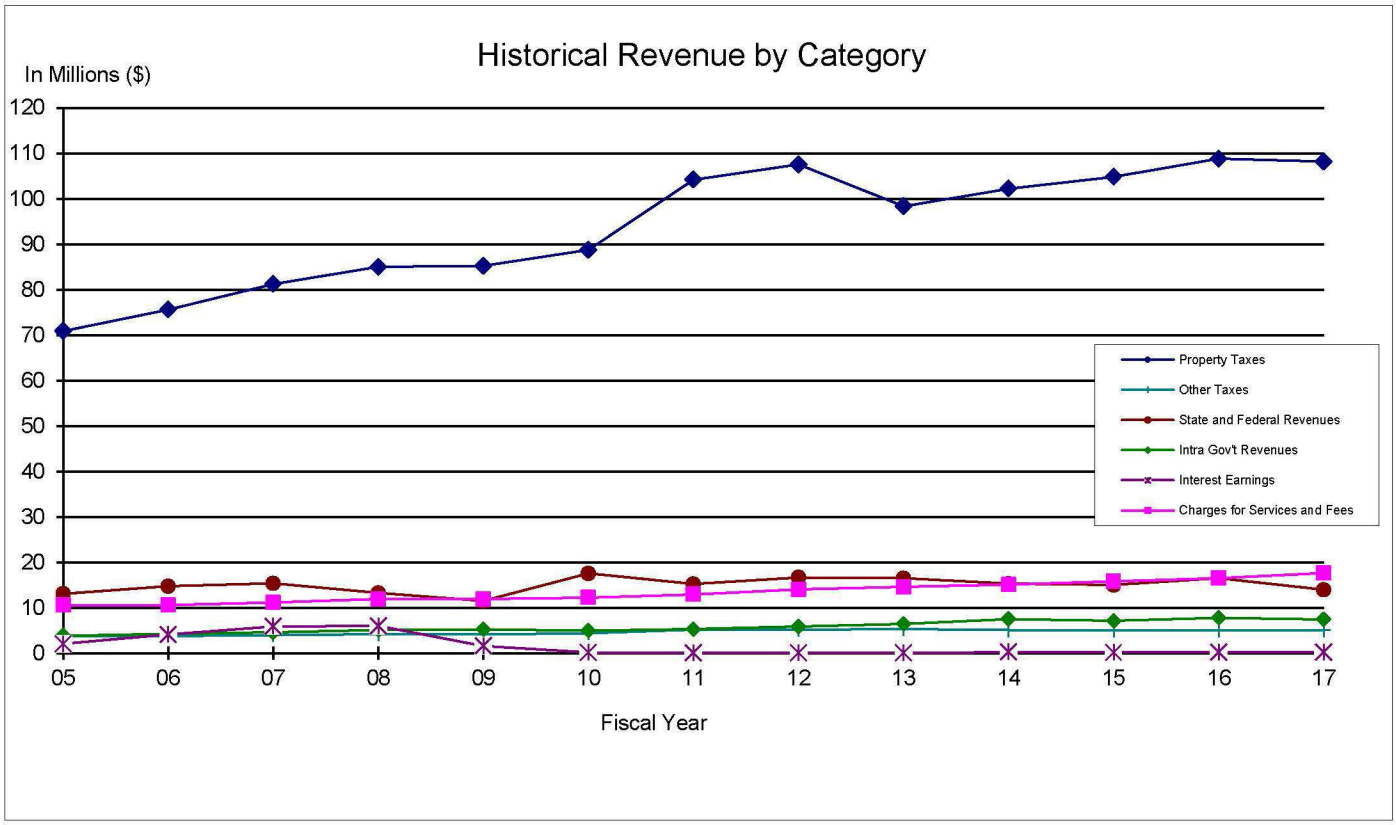
The above chart shows the total direct cost (i.e. excludes interfund charges) relationship of the departments.

Direct Cost Comparison by Departments

Department	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Assembly	1,628,939	1,551,107	1,681,844	1,790,100	1,790,100	1,737,760
Mayor	1,020,110	962,578	1,017,305	1,145,320	1,119,487	1,139,580
Law	1,017,779	1,050,667	1,765,421	1,265,680	1,357,065	1,223,690
Assessing	2,578,955	2,426,656	3,091,903	3,367,080	3,367,080	3,332,780
Community Planning	1,617,391	1,635,311	1,584,056	1,808,690	1,804,384	1,816,280
Computer Services	4,000,319	3,860,518	4,860,538	4,742,300	4,738,000	5,026,130
Emergency Operations	5,291,253	5,487,579	5,584,380	6,160,540	6,219,914	6,312,260
Financial Services	3,587,927	3,302,613	3,796,469	4,510,440	4,510,440	4,469,293
General Services	1,650,470	1,774,125	1,967,764	1,957,790	1,957,790	1,983,170
Human Resources	3,198,289	3,267,094	3,255,782	3,486,340	3,439,040	3,549,600
Land Management	1,048,710	806,434	-	-	-	-
Library Services	5,736,017	5,781,056	6,031,983	6,158,850	6,158,850	6,223,370
Parks and Recreation	7,864,112	8,321,904	8,835,032	8,647,798	8,671,798	8,990,830
Public Works	18,500,791	19,698,593	19,407,336	20,213,610	20,213,610	22,687,710
Transportation	4,862,586	4,847,022	5,361,566	7,111,850	7,095,320	6,847,720
Multi-Year and Capital Projects	3,033,687	5,841,986	4,256,220	1,940,200	5,454,105	800,000
Recurring Grants	1,594,000	2,056,500	1,939,000	1,870,250	1,870,250	1,918,750
Debt Service	15,289,568	15,607,450	16,380,800	18,878,670	18,878,670	20,186,200
Education	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Non-Departmental	643,369	285,694	239,922	576,950	774,250	256,300
Contribution to Fund Bal./Unrestricted Net Position	-	-	-	4,943,130	8,628,302	3,551,840
Intragovernmental Charges	3,034,890	3,506,230	3,842,950	4,023,670	4,023,670	4,029,210
TOTAL DIRECT COSTS	134,199,162	140,431,117	144,806,271	159,968,258	167,441,125	160,251,473

Revenues by Category





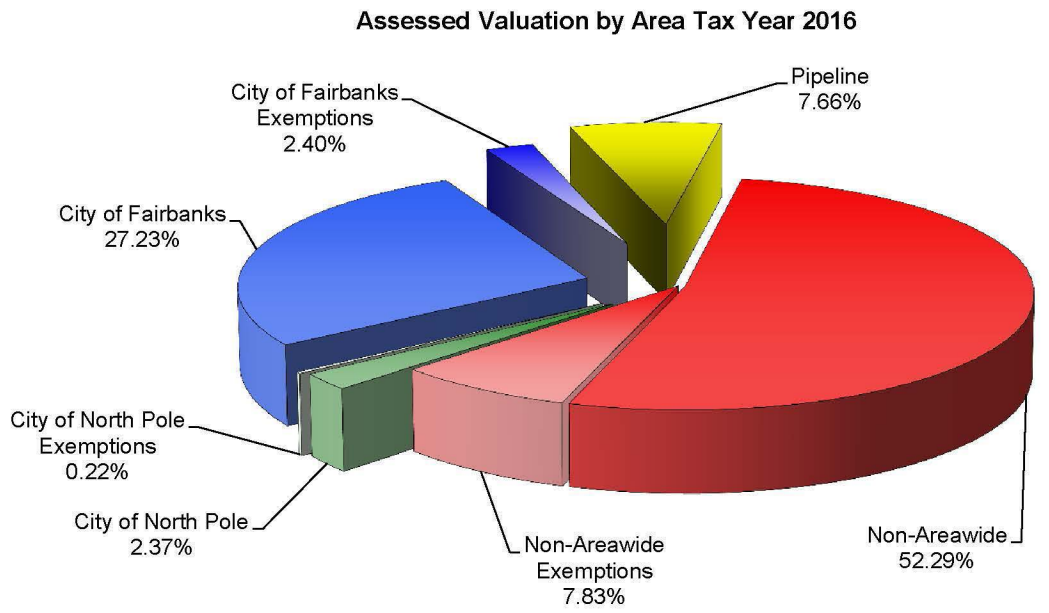
Revenue Summary

REVENUE SOURCE	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
LOCAL REVENUE						
Property Taxes - Areawide	88,999,990	92,411,671	94,717,483	98,082,988	98,082,988	97,261,663
Property Taxes - Non-Areawide	2,690,126	2,828,050	2,689,338	2,852,760	2,852,760	2,897,973
Property Taxes - SW Collection District	6,690,039	7,022,838	7,462,602	7,899,240	7,899,240	8,030,610
Hotel-Motel Room Tax - Areawide	2,031,249	1,857,091	1,746,676	1,727,000	1,727,000	1,777,000
Alcoholic Beverage Tax - Areawide	1,109,107	1,049,356	998,195	1,044,000	1,044,000	1,004,000
Tobacco Distribution Excise Tax - Areawide	1,464,783	1,421,503	1,470,899	1,425,100	1,425,100	1,450,100
PILT for privatized military housing	742,500	792,796	871,053	871,050	871,050	871,050
Charges for Services - Areawide	2,060,079	1,950,878	1,936,456	2,313,780	2,313,780	2,423,650
Charges for Services - Land Revenue Reserve	-	-	-	160,150	160,150	248,710
Charges for Services - Non-Areawide (EMS)	1,123,019	715,592	1,144,437	1,123,910	1,123,910	1,234,240
Charges for Services - Veh. Eq. Fleet Fund	607,490	597,360	625,220	869,700	869,700	1,268,700
Lease/Other Revenue - Veh. Eq. Fleet Fund	18,989	42,327	77,152	5,000	5,000	-
Miscellaneous Other Revenue - Areawide	151,281	61,534	135,893	75,000	77,424	75,000
Interest Earnings - Areawide	87,162	266,805	161,357	211,250	211,250	251,250
Interest Earnings - 911 Fund	1,123	1,919	1,425	1,770	1,770	1,770
Interest Earnings - Solid Waste Disposal	5,745	10,845	12,094	10,200	10,200	10,200
Interest Earnings - Carlson Activity Center	831	1,115	1,935	-	-	-
Interest Earnings- Transit Enterprise Fund	1,280	2,039	2,280	1,830	1,830	1,830
Enhanced 911 Surcharge	1,336,708	1,274,065	1,322,397	1,318,660	1,318,660	1,290,000
Solid Waste Disposal Fees	8,321,001	9,448,843	9,677,295	9,546,000	9,546,000	10,190,500
Transportation Fees	993,298	1,013,264	1,026,171	1,161,720	1,161,720	914,740
Intragovernmental Revenues	6,493,169	7,541,482	7,159,207	7,881,496	7,834,196	7,473,694
Contrib. from Fund Bal./Unrestricted Net Position	-	-	-	8,337,574	12,362,270	7,593,883
Total Local Revenue	124,928,969	130,311,373	133,239,565	146,920,178	150,899,998	146,270,563
STATE REVENUE						
Aid for School Construction	9,979,176	10,350,725	9,732,470	12,246,300	12,246,300	13,186,760
Safe Communities (Municipal Assistance)	5,348,361	3,756,906	3,710,625	-	3,475,047	-
Alaska State Housing	4,810	-	7,125	5,000	5,000	5,000
Alaska Interior Regional	27,070	-	26,782	25,000	25,000	25,000
Telephone & Elec. Co-op/Fish Tax/Games	118	423,939	837,886	420,000	420,000	420,000
Child Care Assistance/HSS Grant	413,947	-	-	-	-	-
TOTAL STATE REVENUE	15,773,482	14,531,570	14,314,888	12,696,300	16,171,347	13,636,760
FEDERAL REVENUE						
Federal Payment in Lieu of Taxes	409,639	438,822	399,833	-	-	-
Federal Aid for Debt Service	225,418	204,931	200,469	209,780	209,780	202,150
Emergency Mngmt Grant	120,000	142,500	142,000	142,000	160,000	142,000
TOTAL FEDERAL REVENUE	755,057	786,253	742,302	351,780	369,780	344,150
TOTAL REVENUES - ALL SOURCES	141,457,508	145,629,196	148,296,755	159,968,258	167,441,125	160,251,473

Estimated Taxable Assessed Valuation by Jurisdiction Tax Year 2016

Area	New Construction Property Impv.		Prior Existing Real Property Valuation Net of BOE Adj.		Plus Pipeline Assessed (2)		2016 Full Value		Less Mandatory Exempt (3)		Less Resid. & Fire Exempt (4)		Taxable Assessed Value
Non-Areawide (1) (6)	$123,215,894		$5,619,255,419		$685,030,460		$6,427,501,773		$526,464,555		$238,520,233		$5,662,516,985
City of Fairbanks (5)	34,400,439		2,793,217,765		43,072,450		2,870,690,654		176,066,357		58,388,885		2,636,235,412
City of North Pole	9,789,977		238,558,513		1,214,250		249,562,740		15,747,765		7,161,791		226,653,184
Borough Only in City *	-		1,673,370		-		1,673,370		-		-		1,673,370
Totals:	$167,406,310	+	$8,652,705,067	+	$729,317,160	=	$9,549,428,537	-	$718,278,677	-	$304,070,909	=	8,527,078,951

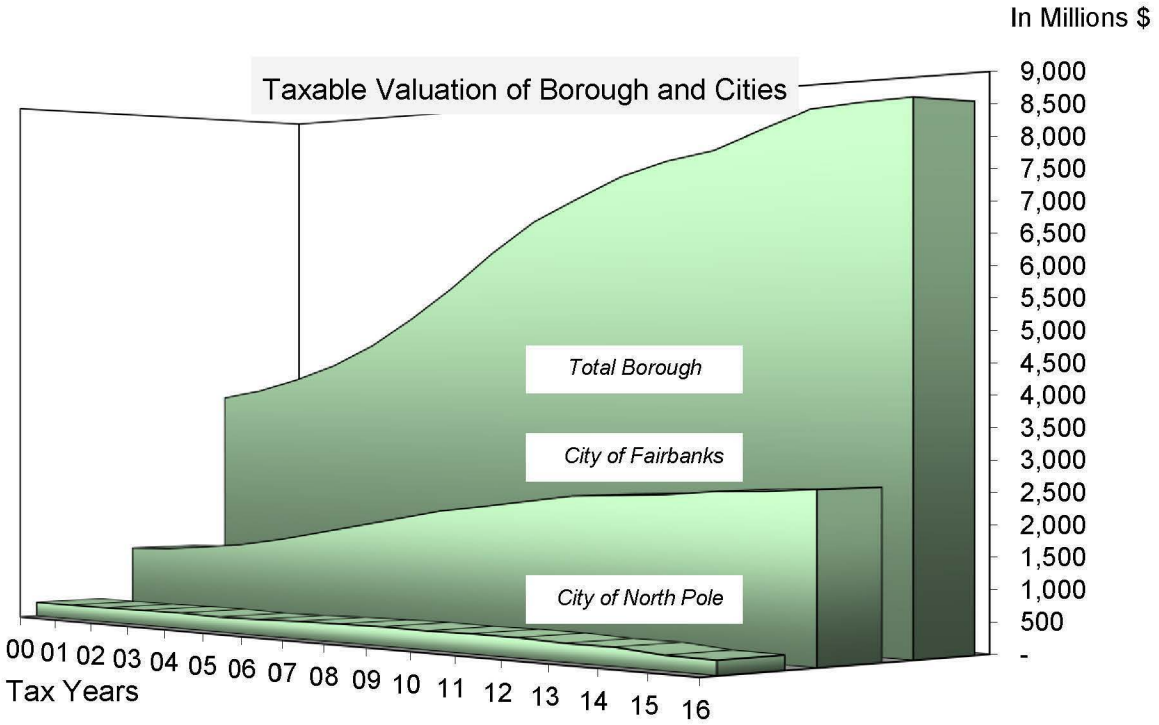
(1) Outside of the Cities
(2) Pipeline Assessment from the Alaska Department of Revenue
(3) Estimated State Mandated Exemptions
(4) Estimated Residential and Fire Exemptions
(5) The Borough has exempted properties that the City of Fairbanks has not. These values only include the values for the Borough.
(6) Excludes Eielson on Base housing
Source: Borough Assessor BOE = Board of Equalizatoin *Included in the Non-Areawide for the chart below.



Note: Areawide is the combination of all four areas (exempt pieces do not have taxes applied against them)

Taxable Assessed Valuation

*** Excludes Exempt Property Values**



*Mandatory Exemptions:
(senior citizens, widow/widowers, and disabled veterans)
Optional Exemptions:
(partial residential, and community purpose)

Year	City of North Pole	City of Fairbanks	Fairbanks North Star Borough*
1990	150,286,497	826,372,551	2,614,790,263
1991	145,464,403	828,367,490	2,612,806,128
1992	143,804,996	845,154,734	2,669,450,360
1993	143,672,307	863,320,738	2,711,208,083
1994	152,719,281	910,975,881	2,756,962,309
1995	154,968,164	936,445,984	2,843,901,864
1996	155,715,877	961,552,639	3,020,102,254
1997	167,494,254	990,843,175	3,257,580,426
1998	185,682,280	1,033,913,622	3,428,460,972
1999	242,533,161	1,072,506,196	3,697,701,845
2000	243,425,567	1,140,048,030	3,849,675,466
2001	243,878,124	1,168,052,028	3,983,988,998
2002	249,762,217	1,239,597,426	4,189,976,499
2003	259,411,926	1,318,546,675	4,447,691,514
2004	266,133,121	1,443,462,123	4,798,307,827
2005	250,955,004	1,594,610,680	5,258,126,020
2006	265,721,292	1,750,438,331	5,776,355,911
2007	287,926,651	1,907,859,011	6,364,049,229
2008	300,482,926	2,064,301,167	6,874,675,761
2009	311,311,138	2,166,993,062	7,226,285,663
2010	303,819,332	2,280,932,933	7,558,834,157
2011	317,399,960	2,395,846,015	7,768,493,733
2012	315,634,759	2,433,755,688	7,894,891,212
2013	293,354,670	2,474,466,799	8,178,160,586
2014	291,192,661	2,551,978,390	8,444,414,767
2015	233,776,176	2,579,976,644	8,496,941,334
2016~	226,653,184~	2,636,235,412~	8,527,078,951~
	~Estimated		Source: Assessor

** Includes the cities of North Pole and Fairbanks*

Mill Levies within the Borough

Mill Levy by Area						Mill Levy by Taxing District		
Year	Non-Areawide	Solid Waste District	Areawide	City of North Pole	City of Fairbanks	Total Outside Cities	Total City of North Pole	Total City of Fairbanks
1975	0.0	0.0	6.5	2.0*	11.5	6.5	8.5**	18.0
1976	0.0	0.0	6.3	5.8	10.0	6.3	12.1	16.3
1977	0.0	0.0	5.1	5.8	9.0	5.1	10.9	14.1
1978	0.0	0.0	7.2	5.8	8.5	7.2	13.0	15.7
1979	0.0	0.0	7.18	4.5	8.5	7.18	11.68	15.68
1980	0.0	0.0	6.2	4.0	7.5	6.2	10.2	13.7
1981	0.0	0.0	5.5	2.0	0.5	5.5	7.5	6.0
1982	0.0	0.0	6.4	2.0	0.5	6.4	8.4	6.9
1983	0.0	0.0	6.7	2.0	1.0	6.7	8.7	7.7
1984	0.0	0.0	7.0	2.0	1.8	7.0	9.0	8.8
1985	1.1	0.0	7.3	2.0	2.8	8.4	9.3	10.1
1986	.78	0.0	8.45	2.0	2.8	9.23	10.45	11.25
1987	.8246	0.0	9.692	2.0	2.8	10.5166	11.692	12.492
1988	1.065	0.0	11.178	2.0	2.8	12.243	13.178	13.978
1989	.995	0.0	11.756	2.0	7.0	12.751	13.756	18.756
1990	1.126	0.0	12.278	2.0	4.31	13.404	14.278	16.588
1991	.400	.738	13.112	2.0	4.967	14.250	15.85	18.079
1992	.424	1.050	14.061	2.0	5.152	15.535	17.111	19.213
1993	.438	1.088	14.377	2.0	5.393	15.903	17.465	19.77
1994	.620	1.145	14.340	2.35	4.803	16.105	17.835	19.143
1995	.594	1.158	13.777	2.35	5.055	15.529	17.285	18.832
1996	.543	1.136	13.495	2.30	4.964	15.174	16.931	18.459
1997	.552	1.159	13.390	2.30	5.966	15.101	16.849	19.356
1998	.511	1.166	13.775	2.30	5.999	15.452	17.241	19.774
1999	.516	1.188	14.480	2.30	6.000	16.184	17.968	20.480
2000	.522	1.159	13.662	2.40	6.442	15.343	17.221	20.104
2001	.521	1.162	13.860	2.40	6.426	15.543	17.422	20.286
2002	.525	1.187	13.693	3.00	6.511	15.405	17.880	20.204
2003	.523	1.187	13.693	3.00	6.516	15.403	17.880	20.209
2004	.435	1.183	13.606	3.00	7.171	15.224	17.789	20.777
2005	.425	1.167	13.219	3.00	6.804	14.811	17.386	20.023
2006	.418	1.150	12.923	3.00	6.700	14.491	17.073	19.623
2007	.409	1.126	12.209	3.00	6.594	13.744	16.335	18.803
2008	.400	1.103	11.287	3.00	5.991	12.790	15.390	17.278
2009	.393	1.121	11.186	3.00	5.927	12.700	15.307	17.113
2010	.400	1.141	11.432	3.00	5.803	12.973	15.573	17.235
2011	.511	1.194	11.294	3.00	5.843	12.999	15.488	17.137
2012	.525	1.229	11.216	3.00	5.734	12.970	15.445	16.950
2013	.523	1.232	11.216	3.50	5.716	12.971	15.948	16.932
2014	.493	1.300	11.356	3.50	5.549	13.149	16.156	16.905
2015	.507	1.350	11.599	3.50	5.678	13.456	16.449	17.277
2016~	.522~	1.393~	11.578~	3.50	5.678~	13.493	16.471	17.253

*Improvements only.
**6.5 on land, 8.5 on improvements.
~Estimated

History of Areawide Mill Levy

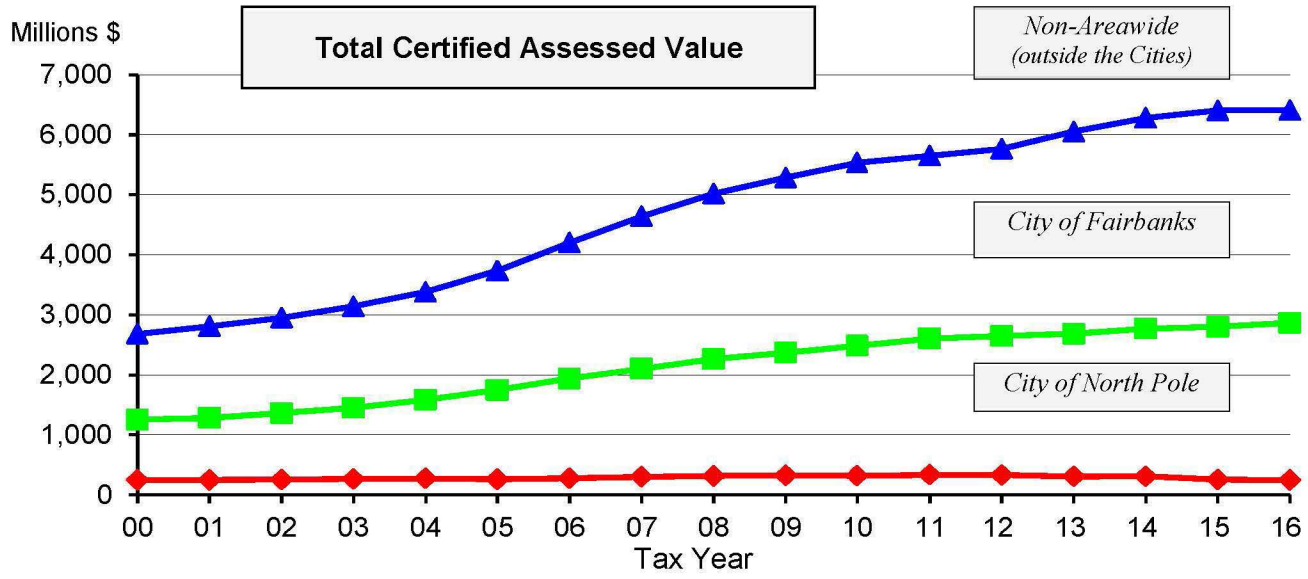
	Calendar Year												
Areawide Functions	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016
General Government	4.979	5.004	5.085	4.767	4.166	4.231	4.664	4.489	4.536	4.710	4.777	4.302	4.404
Library Bonds	0.021	0.020	0.018	0.016	0.015	0.014	0.012	0.012	0.012	0.012	0.011	0.011	0.011
Education	7.616	7.231	6.929	6.635	6.432	6.300	6.155	6.061	5.953	5.916	5.910	6.516	6.353
School Bonds	0.990	0.964	0.891	0.791	0.674	0.641	0.601	0.732	0.715	0.578	0.658	0.770	0.810
Total Areawide Mill Levy	13.606	13.219	12.923	12.209	11.287	11.186	11.432	11.294	11.216	11.216	11.356	11.599	11.578

Certified Assessed Valuations

Total Valuations Includes Exempt Properties Required To Be Assessed

Year	City of North Pole	City of Fairbanks	Fairbanks North Star Borough *
1977	11,386,625	417,157,225	1,361,445,355
1978	46,103,350	478,743,650	1,634,074,655
1979	48,954,050	530,001,850	1,950,563,235
1980	52,823,935	554,721,800	1,910,520,130
1981	60,259,000	607,650,600	2,022,635,830
1982	68,764,650	706,122,900	2,239,971,525
1983	77,867,757	783,733,529	2,528,942,719
1984	79,434,770	889,498,921	2,719,591,413
1985	132,139,742	1,028,480,928	3,228,913,024
1986	161,131,467	1,082,115,401	3,443,986,257
1987	166,364,882	1,131,444,215	3,506,661,179
1988	151,991,526	996,957,690	3,130,154,477
1989	151,667,649	934,388,859	2,962,269,535
1990	153,138,172	889,744,049	2,784,499,953
1991	148,247,054	888,935,828	2,785,983,101
1992	146,969,545	909,127,289	2,851,468,742
1993	146,817,438	931,115,941	2,905,687,944
1994	155,813,882	990,322,304	2,976,218,127
1995	158,501,213	1,025,109,698	3,090,824,209
1996	159,314,035	1,055,026,485	3,282,761,225
1997	171,347,896	1,084,370,672	3,538,325,405
1998	189,911,559	1,159,033,049	3,762,871,645
1999	246,816,613	1,180,012,875	4,018,358,313
2000	248,056,291	1,253,327,884	4,184,453,591
2001	248,985,033	1,283,272,753	4,340,749,676
2002	255,433,736	1,361,917,721	4,568,512,361
2003	265,693,576	1,449,755,340	4,854,771,052
2004	273,674,029	1,585,848,525	5,239,380,208
2005	258,956,444	1,746,439,420	5,739,614,003
2006	276,432,767	1,938,844,008	6,417,556,567
2007	299,991,338	2,101,483,593	7,043,522,263
2008	313,986,991	2,264,097,378	7,596,404,767
2009	325,488,828	2,370,054,282	7,982,203,416
2010	318,924,238	2,485,690,348	8,340,537,412
2011	333,482,008	2,606,403,944	8,589,702,505
2012	332,587,860	2,648,076,352	8,746,342,774
2013	311,020,689	2,686,478,155	9,052,207,358
2014	310,166,459	2,769,087,625	9,360,448,625
2015	254,052,996	2,801,450,184	9,460,375,090
2016~	247,669,898~	2,865,012,234~	9,522,928,537~
		~Estimated	Source: Assessor

* includes City of Fairbanks and City of North Pole



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Revenue

The Fairbanks North Star Borough receives revenue from many different sources. The principal sources of revenue are property taxes and revenue received from the State of Alaska.

In October of 1987, Borough voters adopted a Tax Cap Ordinance that provided for a maximum tax revenue that may be generated by the Borough government. The 1988–89 fiscal year was the initial year of the implementation of the property tax cap. The tax cap initiative was reaffirmed by the voters in October of 1989 and by an advisory vote in October of 1991, again reaffirmed by the voters in October of 1993. In addition, a slight modification was approved that allows the cap to be increased by voter approval for existing services as well as new services. In October of 1996, voters approved a change in the maximum tax cap code to include all tax revenues. The voters reaffirmed the tax cap initiative in October of 2000, October 2002, October 2004, October 2006, October 2008, October 2010, October 2012 and in October 2014.

The Borough administration continues to evaluate alternative revenues to support Borough programs in the community. In FY 1993, a transient room tax (hotel/motel, bed & breakfasts, etc.) was enacted. In October 2003, the Borough voters approved the levy of an alcoholic beverage sales tax. In April 2004, the Borough Assembly approved the levy of a tobacco distribution excise tax. Based on actual revenue in FY 2015, additional adjustments to estimated revenues and fee increases/decreases have been incorporated into the FY 2017 budget.

This section provides a view of revenues, both at summary level and detail level. The assumptions, which are used to base the year's revenue estimates (FY 2017), are given in the revenue detail narrative. The Budget Summary section contains the historical and current data on assessed valuations and mill levies for the taxing districts.

Revenue Detail - Descriptions and Assumptions

PROPERTY TAX

All taxable real property within the Borough is subject to ad valorem taxation, a tax based on value and which is secured by a lien on real property, unless exempted by Alaska State Statute or Borough Code. This levy supports general government services and education.

Tax revenues for FY 2017 reflect minor differences from the prior year to cover ongoing expenses. Additionally, there is also levied an ad valorem tax on real property located within the Borough boundaries but outside the cities of Fairbanks and North Pole. This non-areawide tax is specifically to fund Emergency Management, Emergency Medical Services and Economic Development.

In FY 1992, the Solid Waste Collection function was expanded to include the real property of the City of North Pole in addition to the real property in the Non-Areawide boundaries (the entire Borough area except the City of Fairbanks). In addition, the Borough levies and collects ad valorem taxes in specific Borough Service Areas. The ad valorem taxes levied by the cities of Fairbanks and North Pole are collected by the Borough and remitted directly to the levying city. These city taxes are not Borough revenues and thus, are not reflected in this revenue detail.

Assumptions Used - Assessed Value and Tax Limitation

The overall taxable assessed value of the Borough has increased approximately 0.35% for CY 2017 due mainly to adjustments in market values and increases to state mandatory exemptions. Pipeline-related assessed value decreased 12.42% for CY 2017.

The FY 2017 budget reflects a three percent delinquency rate. Delinquent real property taxes shall be charged a penalty equal to one percent of the principal tax for each business day or part of a business day that the tax is unpaid up to a maximum penalty of five percent of the principal tax. Interest at the rate of eight percent (8%) per year shall accrue on the principal amount of the delinquent tax from the date the installment is due until paid in full.

The above factors are reflected in the current and delinquent property tax revenue projections and the projected penalty and interest revenues. Tax collections are projected to be in compliance with the tax limitation established by the voters. The tax limitation calculation for FY 2017 is found in Appendix D.

Foreclosure Fees

Costs incurred by the Borough to foreclose on real property and to hold a land sale are added on to the redemption cost of each parcel being foreclosed against.

HOTEL/MOTEL ROOM TAX

In October 1992, the Borough voters approved the levy of an 8% Hotel-Motel Room Tax. It is the intent of the Borough to exempt from taxation those room rentals that are subject to another similar tax that is levied by a different jurisdiction within the Borough. The City of Fairbanks and City of North Pole levies an 8% tax; therefore, the Borough only collects hotel/motel taxes outside the Cities.

The Borough implemented the tax on January 1, 1993. As of December 31, 2015, 82 businesses were registered and active, with 70 of the businesses being bed & breakfast establishments. Revenue is predominantly seasonal. Revenue estimates for FY 2017 are based on current and historical data.

ALCOHOLIC BEVERAGE SALES TAX

In October 2003, the Borough voters approved the levy of a 5% Alcoholic Beverage Sales Tax. It is the intent of the Borough to exempt from taxation those sales that are subject to a similar tax that is levied by a different jurisdiction within the Borough. The City of Fairbanks levies a 5% tax; therefore, the Borough will only collect taxes outside the City of Fairbanks. The City of North Pole adopted an Alcoholic Beverage Sales tax in January 2015 and now levies a 6% tax. The Borough implemented the tax on July 1, 2004, and revenue estimates for FY 2017 are based on FY 2017 data.

TOBACCO DISTRIBUTION EXCISE TAX

In April 2004, the Borough Assembly approved the levy of an 8% Tobacco Distribution Excise Tax. It is the intent of the Borough Assembly that the revenue received from an areawide Tobacco Distribution Excise Tax will reduce the assessed tax revenue derived from real property taxes thereby contributing to a diversified tax base. The Borough implemented the tax on July 1, 2004, and revenue estimates for FY 2017 are based on FY 2017 data.

Revenue Detail

REVENUE SOURCE	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
LOCAL REVENUE						
LOCAL TAXES & ASSESSMENTS						
Total Taxable Levy				98,554,078	98,554,078	98,723,363
Less: Estimated Delinquent Taxes				(1,971,090)	(1,971,090)	(2,961,700)
Current Taxes	87,427,560	90,635,740	93,194,499	96,582,988	96,582,988	95,761,663
Delinquent Taxes	778,931	988,963	947,663	920,000	920,000	920,000
Interest & Penalties	793,499	786,968	575,321	580,000	580,000	580,000
Payment in lieu of taxes for privatized military housing	742,500	792,796	871,053	871,050	871,050	871,050
SUB-TOTAL	89,742,490	93,204,467	95,588,536	98,954,038	98,954,038	98,132,713
PROPERTY TAX - NON-AREAWIDE						
Total Taxable Levy				2,880,350	2,880,350	2,956,673
Less: Estimated Delinquent Taxes				(57,590)	(57,590)	(88,700)
Current Taxes	2,663,526	2,795,909	2,658,212	2,822,760	2,822,760	2,867,973
Delinquent Taxes	26,600	32,141	31,126	30,000	30,000	30,000
SUB-TOTAL	2,690,126	2,828,050	2,689,338	2,852,760	2,852,760	2,897,973
PROPERTY TAX - SOLID WASTE COLLECTION						
Total Taxable Levy				7,983,900	7,983,900	8,201,660
Less: Estimated Delinquent Taxes				(159,660)	(159,660)	(246,050)
Current Taxes	6,621,297	6,945,677	7,386,920	7,824,240	7,824,240	7,955,610
Delinquent Taxes	68,742	77,161	75,682	75,000	75,000	75,000
SUB-TOTAL	6,690,039	7,022,838	7,462,602	7,899,240	7,899,240	8,030,610
TOTAL PROPERTY TAXES:	99,122,655	103,055,355	105,740,476	109,706,038	109,706,038	109,061,296
ALCOHOLIC BEVERAGE SALES TAX	1,088,021	1,044,090	995,276	1,040,000	1,040,000	1,000,000
Alcoholic Beverage Tax - Pen. & Int.	21,086	5,266	2,919	4,000	4,000	4,000
SUB-TOTAL	1,109,107	1,049,356	998,195	1,044,000	1,044,000	1,004,000
TOBACCO DISTRIBUTION EXCISE TAX	1,464,733	1,421,403	1,469,443	1,425,000	1,425,000	1,450,000
Penalties & Interest	50	100	1,456	100	100	100
SUB-TOTAL	1,464,783	1,421,503	1,470,899	1,425,100	1,425,100	1,450,100
HOTEL/MOTEL TAX	2,028,262	1,853,946	1,735,740	1,725,000	1,725,000	1,775,000
Hotel/Motel Tax - Pen & Int	2,987	3,145	10,936	2,000	2,000	2,000
SUBTOTAL	2,031,249	1,857,091	1,746,676	1,727,000	1,727,000	1,777,000
TOTAL LOCAL TAXES:	103,727,794	107,383,305	109,956,246	113,902,138	113,902,138	113,292,396

Revenue Detail - Descriptions and Assumptions

CHARGES FOR SERVICES AREAWIDE

Various departments and programs within Borough government collect user, permit, and activity fees as described below:

Permits – Engineering - Charges for utility and driveway permits. FY 2017 estimate is based on historical data.

Animal Control - Redemption fees for impounded animals (principally dogs and cats), adoption fees, donations, cremations, miscellaneous room and board, bark collar rentals, and rabies clinics. FY 2017 estimate is based on historical data.

Big Dipper Ice Fees - Facility user fees for the ice arena and skating instruction at the Big Dipper. FY 2017 estimate is based on historical data.

Pioneer Park – Concessions - The Borough assumed operations of Pioneer Park from the City of Fairbanks on August 1, 1987. All concession contracts pay market rental rates based on square footage and utilities provided, with the exception of those providing capital investments. The FY 2017 estimate is based on projected occupancy.

Pioneer Park – Other - Consists of fees charged for overnight parking facilities and all other revenues at Pioneer Park. Tourism revenues are expected to remain steady.

Chena Lake - Includes all fees charged at the Chena Lake Recreation Area, such as day use, overnight camping fees, pavilion rental, boat rentals, and ice house rentals. FY 2017 estimate is based on historical data.

Swimming Pool Fees - Pool fees are for use of the three area pools for a wide variety of aquatic activities such as swimming classes, aquacize, and shower facilities. FY 2017 estimate is based on historical data.

Big Dipper Recreational Fees - Fees for all other physical/recreational activities are accumulated here, in addition to various special event revenues. FY 2017 estimate is based on historical data.

Birch Hill Cross Country Ski Center - Consists of fees charged for room rental and vending machine revenue. FY 2017 estimate is based on historical data.

Other Recreation Fees - In this category are special service fees for Zamboni blade sharpening, and other miscellaneous parks maintenance fees. FY 2017 estimate is based on historical data.

Foreclosure Fees - Costs incurred by the Borough to foreclose on real property and to hold a land sale are added on to the redemption cost of each parcel being foreclosed against. FY 2017 revenues are based on current year projections.

Legal Department Fines/Fees – Curfew fines and miscellaneous other legal costs recovered. Tracking this revenue source separately began in FY 1999. We are collecting data to determine if revenues will be predictable enough to budget for in the future.

LIBRARY FEES

Circulation fees include lost cards, lost or damaged materials, and copying. FY 2017 estimate is based on historical data.

Media fees include video user fees and equipment rentals. FY 2017 estimate is based on historical data.

Computer fees are charged to the School District for their portion of sharing a library circulation system.

COMMUNITY PLANNING FEES

Applications and Publications include fees charged for rezone applications, various permits, and planning-related fees. Reproduction costs of applicable regulations/publications are also accounted for in this account. FY 2017 estimate is based on historical data and increase in fees.

LAND REVENUE RESERVE

Gravel & Timber Sales - Sale of gravel and timber sales. FY 2017 revenue is based on projected revenues from the commercial timber sale program.

Land Sales, Net of Costs - Real property owned by the Borough can be selected and approved for sale, and may be sold through a scheduled public sale, or over-the-counter.

Land Leases - Real property owned by the Borough is leased principally to other governmental agencies but may also be leased to private citizens. Revenues for FY 2017 estimated based on current year levels.

Interest on Receivables - All land sale contracts and notes have an interest rate that has been approved by the Borough Assembly. The interest revenue is accounted for here, as contracts/notes age, the amount applied to interest declines.

Other - Includes all other fees or licenses relating to the Land Enterprise Fund. Examples would be: temporary-use licenses, land-use fees, and private easement fees. FY 2017 revenues are based on current year projections.

Revenue Detail

REVENUE SOURCE	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
CHARGES FOR SERVICES - AREAWIDE						
Permits - Utility and Driveway	16,920	15,408	46,560	15,580	15,580	15,580
Animal Control	259,417	249,642	215,745	314,410	314,410	305,750
Big Dipper Ice Fees	277,673	255,508	248,655	265,160	265,160	265,060
Pioneer Park Concession Rents	86,272	89,089	89,833	95,140	95,140	95,140
Pioneer Park Other Revenue	114,241	115,874	131,412	123,850	123,850	158,310
Chena Lake	166,730	141,476	104,297	151,590	151,590	152,690
Swimming Pool Fees	496,501	494,986	481,563	562,760	562,760	555,870
Big Dipper Recreational Fees	120,579	111,157	106,935	118,960	118,960	152,270
Birch Hill Cross Country Ski Center	12,273	32,553	39,126	32,250	32,250	42,470
Other Recreation Fees	7,380	7,751	23,376	12,480	12,480	34,800
Foreclosure Fees	387,319	317,868	332,073	401,500	401,500	351,500
Legal Department Fines/Fees	1,350	1,125	1,058	5,000	5,000	5,000
Library						
Circulation Fees	42,257	46,359	63,278	69,000	69,000	63,590
Media Fees	1,568	1,714	1,616	1,720	1,720	5,850
Other Library Revenue	33,062	31,999	-	35,680	35,680	15,630
Community Planning Fees						
Applications & Publications	36,537	38,369	50,929	108,700	108,700	204,140
SUBTOTAL CHARGES - Areawide	2,060,079	1,950,878	1,936,456	2,313,780	2,313,780	2,423,650
CHARGES FOR SERVICES - LAND REVENUE RESERVE						
Gravel & Timber Sales	-	-	-	47,760	47,760	47,760
Proceeds from Land Sales, Net of Costs	-	-	-	-	-	67,770
Land Lease Revenue	-	-	-	80,980	80,980	80,980
Interest on Receivables	-	-	-	16,030	16,030	36,820
Other	-	-	-	14,180	14,180	14,180
Interest				1,200	1,200	1,200
SUBTOTAL CHARGES: Land Revenue Reserve	-	-	-	160,150	160,150	248,710

Revenue Detail - Descriptions and Assumptions

911 FUND

911 Surcharge - A surcharge in the amount of one dollar per month per line, land and wireless, is imposed on all exchange lines in the Fairbanks North Star Borough to fund the enhanced 911 system. FY 2017 estimate is based upon the current trend.

SOLID WASTE DISPOSAL REVENUES

Landfill Disposal Fees - The Solid Waste Disposal fund is self-supporting through tipping fees charged. Landfill tipping fees for FY 2017 are based upon $101/ton to cover landfill operations, landfill closure costs, and construction of new landfill cells. Revenues for FY 2017 are based on current year projections.

Recycling Revenue - Recycling revenues for FY 2017 are based on current year projections.

Recycling/Hazardous Waste Fees - Conditionally exempt small quantity generator's (CESQG) are charged nominal fees to use the recycled hazardous waste facilities. FY 2017 revenues are based on current year projections.

Miscellaneous Revenue & Sale of Fixed Assets - This revenue item reflects money received from miscellaneous sources or from the sale of surplus equipment or furniture that has reached the end of its service life. Revenue proceeds are immaterial and difficult to predict.

VEHICLE EQUIPMENT FLEET FUND

Charges for Services - Borough departments that use vehicles and equipment owned by the internal service fund provide annual payments to the fund towards the future replacement of the vehicles and equipment.

Lease Revenues - The Borough secured a capital lease to pay for vehicle and equipment purchases. FY 2017 projections are based on required revenues to lease/purchase vehicles and equipment for FY 2017.

Sale of Fixed Assets - This revenue item reflects money anticipated to be received from the sale of surplus equipment and vehicles that have reached the end of their service life.

CHARGES FOR SERVICES -- NON-AREAWIDE

Emergency Medical Services - Revenue for ambulance service is provided on a non-areawide basis. Payment is received from the patient, insurance company or governmental agency by a contractor and transmitted to the Borough. FY 2017 revenue is based on current service levels.

Miscellaneous Revenue - This revenue item reflects money received from miscellaneous sources. Revenue proceeds are immaterial and difficult to predict.

OTHER LOCAL REVENUES

Sale of Fixed Assets - This revenue item reflects money received from the sale of surplus equipment or furniture that has reached the end of its service life. Revenue proceeds are immaterial and difficult to predict.

Interest - Earnings from the prudent investment of periodic excess cash is a source of revenue for the Borough. The types of investments are limited by Borough Code to protect the safety of the public's money and include such items as U.S. Government securities and repurchase agreements. All excess funds are automatically swept into an overnight investment account backed by U.S. Government securities. Funds invested in overnight investment agreements and in term securities generate interest earnings. The estimated interest rate for FY 2017 revenue is 0.20% based on current invested balances and market conditions. Funds are invested to provide safety and liquidity while earning at the maximum available rate. All Borough cash is pooled which allows the Borough to maximize investment earnings. At the close of the fiscal year, interest earned is prorated to the various funds where interest allocation is mandated by the Borough Code or other statutory requirements.

Miscellaneous Revenue - This revenue item reflects money received from miscellaneous sources.

Revenue Detail

REVENUE SOURCE	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
911 FUND						
911 Surcharge	1,336,708	1,274,065	1,322,397	1,318,660	1,318,660	1,290,000
SOLID WASTE DISPOSAL REVENUES						
Landfill Disposal Fees	8,287,232	9,361,236	9,643,471	9,506,000	9,506,000	10,150,500
Recycling Revenues	7,378	3,348	8,420	10,000	10,000	10,000
Household Hazardous Waste Fees	26,230	26,302	25,191	30,000	30,000	30,000
Misc Revenues & Surplus Sale	161	57,957	213	-	-	-
SUB-TOTAL CHARGES - SW DISPOSAL	8,321,001	9,448,843	9,677,295	9,546,000	9,546,000	10,190,500
SUB-TOTAL CHARGES - AW, 911, & SW	11,717,788	12,673,786	12,936,148	13,338,590	13,338,590	14,152,860
VEHICLE EQUIPMENT FLEET FUND						
Charges for Services-VE Replacement	607,490	597,360	625,220	869,700	869,700	1,268,700
Lease Revenues/Misc Rev	-	5,652	-	-	-	-
Misc Revenues & Sale of Fixed Assets	18,989	36,675	77,152	5,000	5,000	-
SUB-TOTAL CHARGES - Fleet Fund	626,479	639,687	702,372	874,700	874,700	1,268,700
CHARGES FOR SERVICES - NON-AREAWIDE						
Emergency Medical Services	1,122,973	714,998	1,133,148	1,123,910	1,123,910	1,234,240
Miscellaneous - NAW	46	594	11,289	-	-	-
SUB-TOTAL CHARGES Non-Areawide	1,123,019	715,592	1,144,437	1,123,910	1,123,910	1,234,240
OTHER LOCAL REVENUES						
Interest - General Fund	87,162	266,805	161,357	211,250	211,250	251,250
Interest - 911 Fund	1,123	1,919	1,425	1,770	1,770	1,770
Interest - Solid Waste Disposal Fund	5,745	10,845	12,094	10,200	10,200	10,200
Miscellaneous - General Fund	151,281	61,534	135,893	75,000	77,424	75,000
SUBTOTAL OTHER REVENUES	245,311	341,103	310,769	298,220	300,644	338,220

Revenue Detail - Descriptions and Assumptions

INTERFUND REVENUES FROM:

Contributions From Other Funds - Revenue received by the General Fund and the Land Enterprise Fund from Interfund Charges. These are charges for services provided by administrative departments. The services rendered include legal representation, computer support, financial services, space rental, and other administrative charges. The expenses to other funds are based on the estimated levels of services provided. Interfund charges to the School District are restricted to legal representation, insurance coverage, and safety inspections. FY 2017 revenues are based on estimates of services to be provided to other funds.

Contribution from Service Areas - Revenue received by the General Fund for administration of the road and fire service areas. Beginning in FY 2000, the Borough began recovering more of the administrative and overhead costs associated with supporting road service areas. To date, road service areas have not been required to cover the full cost of supporting the services provided by the Borough. In FY 2017 all road service areas have a base charge of $500 and a percentage of overall expenditures charged.

Contribution from Indirects - Revenue received by the General Fund for administering federal, state and local grants. Historically, the Borough charges a 10% administration fee to cover the costs of purchasing, legal, payroll, accounts payable, grant coordination, and billings, etc., related to grants. The FY 2017 revenue estimate is based on departments' analysis of grant activity that will take place in FY 2017 at the applicable administrative rates.

TRANSFERS

When the General Fund or other funds make a contribution to another fund, it becomes revenue in the receiving fund.

CONTRIBUTION FROM FUND BALANCE/UNRESTRICTED NET ASSETS

Each year fund balances are reviewed to determine if excess funds are available for use in the next year's budget. Likewise, when a fund balance falls below the prudent fund balance level, 15-20% for most operating funds, funds are not considered available for use. Use of fund balance appears as a revenue source (contribution from), and an increase in fund balance appears as an expenditure (contribution to).

Revenue Detail

REVENUE SOURCE	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
INTERFUND REVENUES FROM:						
Transit Enterprise Fund	826,459	830,862	1,047,439	1,259,180	1,259,180	1,293,290
Vehicle Equipment Fleet Fund	50,842	47,031	52,102	67,470	67,470	59,810
Education	1,660,385	1,798,235	1,726,561	2,000,880	2,000,880	2,036,880
Non-Areawide Fund	443,185	533,319	614,937	636,410	589,110	620,340
SW Collection District Fund	190,278	170,071	187,922	205,650	205,650	233,550
SW Disposal Fund	895,322	867,379	939,817	1,053,550	1,053,550	1,043,990
911 Fund	107,250	113,819	156,622	171,020	171,020	129,200
Community Center Enterprise Fund	433,679	556,124	742,283	630,390	630,390	649,030
Service Areas	626,771	679,624	698,072	698,960	698,960	732,980
Indirect Charges to Grants	1,258,998	1,861,687	904,576	1,069,110	1,069,110	578,800
IGCP to Non-Areawide Fund	-	83,331	88,876	88,876	88,876	95,824
SUB-TOTAL INTERFUND REVENUES	6,493,169	7,541,482	7,159,207	7,881,496	7,834,196	7,473,694
TRANSFERS						
Gen. Fund to Debt Service	14,891,180	15,127,450	15,580,800	17,378,670	17,378,670	16,386,200
Gen. Fund to Transit Enterprise Fund	5,066,572	5,433,720	5,925,240	5,321,550	5,821,550	5,563,250
Gen. Fund to Special Rev.-HSS Grants	403,835	403,834	151,881	-	-	-
Direct Appropriation to Education	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Gen. Fund to Capital and Multi-Year Projects	3,896,423	1,698,298	5,326,390	1,295,200	4,524,470	155,000
Gen. Fund to Facilities Maintenance Reserve	1,200,000	2,491,756	-	-	-	-
Gen. Fund to Community Activity Center	1,191,824	1,306,290	1,278,300	1,007,460	1,227,290	1,324,130
Gen. Fund to Special Revenue Funds	62,122	64,508	186,509	-	-	-
Gen. Fund Hotel-Motel Tx to Hotel Motel Tx Fund	1,248,712	1,318,370	1,205,065	1,121,250	1,121,250	1,153,750
Gen. Fund to Recurring Grants	-	595,000	435,000	375,000	375,000	375,000
Transit Entr.Fund to Capital and Multi-Year Projects	-	-	75,000	-	-	-
NAW to Capital and Multi-Year Projects	-	-	70,000	70,000	70,000	70,000
NAW to Recurring Grants	300,000	300,000	320,000	350,000	350,000	350,000
Land Revenue Reserve to General Fund	750,810	270,000	350,000	360,000	360,000	240,000
Special Revenue to General Fund	-	59,619	-	-	-	-
Capital Projects Fund to General Fund	163,310	41,081	102,825	-	-	-
SW Disposal to SW Capital and Multi-Year Projects	1,000,000	-	-	-	-	-
SW Collection to Recurring Grants	24,000	24,000	24,000	24,000	3,094,000	40,000
SW Collections to Capital and Multi-Year Projects	-	1,062,500	87,500	62,500	62,500	62,500
SW Disposal to Capital and Multi-Year Projects	-	62,500	62,500	62,500	62,500	62,500
CAC to Capital and Multi-Year Projects	240,000	-	-	-	-	-
911 to Capital and Multi-Year Projects	345,000	31,268	-	-	-	-
Facilities Maint. Res. to Capital/Multi-Year Projects	-	-	200,000	350,000	350,000	350,000
Hotel Motel Tax Fund to Recurring Grants	1,105,000	1,137,500	1,170,000	1,121,250	1,121,250	1,153,750
Hotel Motel Tax Fund to General Fund	200,000	145,000	145,000	50,000	50,000	-
Asset Replacement Fund to Capital/Multi-Yr Proj.	100,000	116,200	441,220	100,000	100,000	100,000
SUB-TOTAL FOR TRANSFERS	79,188,788	80,048,894	83,043,230	84,418,380	91,437,480	81,555,080
CONTRIBUTIONS FROM FUND BALANCE/UNRESTRICTED NET POSITION						
Vehicle Equipment Fleet Fund	-	-	-	-	-	-
General Fund	-	-	-	4,527,770	8,542,816	2,173,600
Transit Enterprise Fund	-	-	-	1,096,820	1,096,820	920,000
Community Activity Center Fund	-	-	-	300,000	300,000	-
Non-Areawide Fund	-	-	-	52,984	62,634	10,283
Land Revenue Reserve Special Revenue Fund	-	-	-	360,000	360,000	240,000
SW Collection District Fund	-	-	-	-	-	-
SW Disposal Fund	-	-	-	-	-	-
Debt Service Fund	-	-	-	1,500,000	1,500,000	3,800,000
911 Fund	-	-	-	-	-	-
Facilities Maintenance Reserve (to Multi-Year Proj.)	-	-	-	350,000	350,000	350,000
Hotel-Motel Tax Fund	-	-	-	50,000	50,000	-
Asset Replacement	-	-	-	100,000	100,000	100,000
SUBTOTAL CONTR FROM FUND BALANCE/UNRESTRICTED NET POSITION	-	-	-	8,337,574	12,362,270	7,593,883

Revenue Detail - Descriptions and Assumptions

CARLSON ACTIVITY CENTER ENTERPRISE FUND

Interest Earnings - Carlson Activity Center Enterprise Fund cash is deposited in Central Treasury and invested according to the Borough's investment program. The FY 2017 projected interest is based on historical cash balances and projected market conditions.

TRANSIT ENTERPRISE FUND

Fares - Revenues received by the transit system through the fare boxes and from the purchase of monthly passes and tokens. The FY 2017 revenue is based on current data and trends.

Advertising - Local businesses and/or organizations contract for advertising space on the Borough buses. FY 2017 estimate is based on FY 2015 actuals.

Vehicle Fleet Maintenance - These revenues include charges to departments and other organizations such as fire service areas and (FNSB and non-FNSB) and fire service vehicle maintenance. Projected revenue for FY 2017 is based on work order projections for the coming fiscal year.

Fuel Sales - Borough departments may purchase fuel from Transportation at cost. Decrease in revenue is based on current data and trends.

Interest Earnings - Transit Enterprise Fund cash is deposited in the Central Treasury and invested according to the Borough's investment program. FY 2017 is based on historical cash balances and projected market conditions.

Other - All other revenue of the Transit Enterprise Fund are accumulated here. Examples are: special contractual services, casualty reimbursements, etc.

Revenue Detail

REVENUE SOURCE	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
CARLSON ACTIVITY CENTER ENTERPRISE FUND						
Interest Earnings	783	7	292	-	-	-
Other	48	1,108	1,643	-	-	-
SUBTOTAL:	831	1,115	1,935	-	-	-
TRANSIT ENTERPRISE FUND						
Fares	307,934	343,751	435,180	409,980	409,980	409,980
Advertising	28,386	20,521	19,086	24,000	24,000	22,000
Vehicle Fleet Maintenance/Bus Washing Fees	462,464	399,932	359,461	486,300	486,300	324,160
Fuel Sales	186,750	194,845	188,104	236,440	236,440	153,600
Interest Earnings	1,280	2,039	2,280	1,830	1,830	1,830
Other	7,764	54,215	24,340	5,000	5,000	5,000
SUBTOTAL:	994,578	1,015,303	1,028,451	1,163,550	1,163,550	916,570
SUBTOTAL FOR LOCAL REVENUES:	204,117,757	210,360,267	216,282,795	231,338,558	242,337,478	227,825,643

Revenue Detail - Descriptions and Assumptions

STATE REVENUE

Aid For School Construction - This is state aid to organized boroughs or cities for retirement of debt for school construction. The state computes the entitlement at various percentages (presently 60-70%) based upon year of authorization on the debt. FY 2017 estimate is based on anticipated state funding at 100% of the entitlement. Debt Service Reimbursement Entitlement can be found in the Debt Service Section of the Expenditure Budget.

Community Revenue Sharing Program – The Community Revenue Sharing Program annually provides Alaska's communities with funds vital to the delivery of basic public services. Payments received by communities can be used at the discretion of the community for any public purpose as it is generally recognized that local residents are in the best position to determine the needs and priorities of their own communities.

Alaska State Housing - Represents payment-in-lieu of taxes on rental housing property owned by the Alaska State Housing Authority. FY 2017 estimate is based on FY 2015 actuals. The payment is the lesser of 10% of the shelter rent charged or the actual tax levied.

Alaska Interior Regional - Interior Regional Housing Authority (I.R.H.A.) represents payment in-lieu of taxes for properties owned by I.R.H.A. These properties were acquired through funding from HUD in order to place eligible families in the Mutual Help Home Ownership Opportunity Program.

Telephone and Electricity Co-Op - A specific state shared revenue on telephone and electric cooperatives. One hundred percent of revenue taxes in excess of the amount expended for collection are returned to the local government where the tax was incurred. FY 2017 is based on recent historical data.

Fish Tax – Specific state shared revenue received from taxes levied on fisheries. Fifty percent of the taxes collected are returned to the organized borough wherein the fishery is located. FY 2017 is based on recent historical data.

Emergency Management Grant - Pass-through Emergency Management Grant (FEMA Grant) used to help offset the cost of the emergency management program.

Child Care Assistance Program - Funds are available to municipalities to administer a program that assists eligible parents with child care costs. To be eligible, the parent(s) must be working or attending school and must meet income guidelines. The municipality determines the parents' eligibility and the State makes payments to licensed or registered homes and centers on their behalf. Prior to FY 2006, the Borough received monies from the State to pay the providers directly. The Borough stopped renewing the contract with the State in FY2012.

Health & Social Services Grant - As part of the Borough's limited health and social services powers, the Borough receives Health & Social Service grant funding which requires a 30% local match. These funds are allocated to local non-profit agencies by the Borough Health and Social Services Commission to address essential human service needs in the community. Grants are allocated on the basis of the local non-profits ability to fulfill a critical community service need.

Revenue Detail

REVENUE SOURCE	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
STATE REVENUE						
Aid for School Construction	9,979,176	10,350,725	9,732,470	12,246,300	12,246,300	13,186,760
Communities Revenue Program						
Areawide	5,348,361	3,756,906	3,710,625	-	3,475,047	-
State Revenue						
Areawide	-	-	-	-	-	-
Non-Areawide Emergency Mngmt Grant	-	-	-	-	-	-
SW Collection District	-	-	-	-	-	-
State Revenue						
Areawide	-	-	-	-	-	-
Non-Areawide	-	-	-	-	-	-
SW Collection District	-	-	-	-	-	-
SW Disposal	-	-	-	-	-	-
Transit Enterprise Fund	-	-	-	-	-	-
Carlson Activity Center	-	-	-	-	-	-
Land Enterprise Fund	-	-	-	-	-	-
911 Fund	-	-	-	-	-	-
Alaska State Housing	4,810	-	7,125	5,000	5,000	5,000
Alaska Interior Regional	27,070	-	26,782	25,000	25,000	25,000
Telephone & Electricity Co-op	-	423,939	837,691	420,000	420,000	420,000
Fish Tax	118	-	195	-	-	-
Health & Social Service Grant	358,947	-	-	-	-	-
Best Beginnings Early Childhd Grant	55,000	-	-	-	-	-
SUBTOTAL STATE:	15,773,482	14,531,570	14,314,888	12,696,300	16,171,347	13,636,760

Revenue Detail - Descriptions and Assumptions

FEDERAL REVENUE

Federal Payment In Lieu of Taxes - Local governments receive money through the federal Bureau of Land Management to partially offset the cost of services provided to tax-exempt federal lands within local government boundaries. Payments are allocated under a formula based on acreage, population, and other revenue-producing programs, such as existing timber, grazing, and mineral lease payments. In addition to the reduction of acreage, the federal government continues to not fully fund entitlements and cut allocations.

Emergency Management Grant - Pass-through Emergency Management Grant (FEMA Grant) used to help offset the cost of the emergency management program. FY 2017 projected revenue is based on projected funding.

NET REVENUES

Transfers - When the General Fund makes a contribution to another fund, it becomes revenue in the receiving fund.

Revenue Detail

REVENUE SOURCE	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
FEDERAL REVENUE						
Federal Payment in Lieu of Taxes	409,639	438,822	399,833	-	-	-
Federal Aid for Debt Service	225,418	204,931	200,469	209,780	209,780	202,150
Areawide Emergency Mngmt Grant	60,000	71,250	71,000	71,000	80,000	71,000
Non-Areawide Emergency Mngmt Grant	60,000	71,250	71,000	71,000	80,000	71,000
SUBTOTAL:	755,057	786,253	742,302	351,780	369,780	344,150
TOTAL REVENUES:	220,646,296	225,678,090	231,339,985	244,386,638	258,878,605	241,806,553
LESS: TRANSFERS						
Gen. Fund to Debt Service	14,891,180	15,127,450	15,580,800	17,378,670	17,378,670	16,386,200
Gen. Fund to Transit Enterprise Fund	5,066,572	5,433,720	5,925,240	5,321,550	5,821,550	5,563,250
Gen. Fund to Special Rev.-HSS Grants	403,835	403,834	151,881	-	-	-
Direct Appropriation to Education	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Gen. Fund to Capital and Multi-Year Projects	3,896,423	1,698,298	5,326,390	1,295,200	4,524,470	155,000
Gen. Fund to Facilities Maintenance Reserve	1,200,000	2,491,756	-	-	-	-
Gen. Fund to Community Center	1,191,824	1,306,290	1,278,300	1,007,460	1,227,290	1,324,130
Gen. Fund to Special Revenue Funds	62,122	64,508	186,509	-	-	-
Gen. Fund Hotel-Motel Tx to Hotel Motel Tx Fund	1,248,712	1,318,370	1,205,065	1,121,250	1,121,250	1,153,750
Gen. Fund to Recurring Grants	-	595,000	435,000	375,000	375,000	375,000
Transit Enterprise Fund to Capital/Multi-Year Projects	-	-	75,000	-	-	-
NAW to Capital and Multi-Year Projects	-	-	70,000	70,000	70,000	70,000
NAW to Recurring Grants	300,000	300,000	320,000	350,000	350,000	350,000
Land Revenue Reserve to General Fund	750,810	270,000	350,000	360,000	360,000	240,000
Special Revenue to General Fund	-	59,619	-	-	-	-
Capital Projects Fund to General Fund	163,310	41,081	102,825	-	-	-
SW Disposal to SW Capital and Multi-Year Projects	1,000,000	-	-	-	-	-
SW Collections to Capital and Multi-Year Projects	-	1,062,500	87,500	62,500	62,500	62,500
SW Disposal to Capital and Multi-Year Projects	-	62,500	62,500	62,500	62,500	62,500
CAC to Capital and Multi-Year Projects	240,000	-	-	-	-	-
SW Collection to Recurring Grants	24,000	24,000	24,000	24,000	3,094,000	40,000
911 to Capital and Multi-Year Projects	345,000	31,268	-	-	-	-
Facilities Maint. Res. to Capital/Multi-Year Projects	-	-	200,000	350,000	350,000	350,000
Hotel Motel Tax Fund to Recurring Grants	1,105,000	1,137,500	1,170,000	1,121,250	1,121,250	1,153,750
Hotel Motel Tax Fund to General Fund	200,000	145,000	145,000	50,000	50,000	-
Asset Replacement Fund to Capital/Multi-Yr Proj.	100,000	116,200	441,220	100,000	100,000	100,000
SUBTOTAL FOR TRANSFERS	79,188,788	80,048,894	83,043,230	84,418,380	91,437,480	81,555,080
NET REVENUES:	141,457,508	145,629,196	148,296,755	159,968,258	167,441,125	160,251,473

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BUDGET BY FUNDS

GOVERNMENTAL FUNDS

The accounts of the Borough are organized on the basis of funds; each is considered a separate accounting entity. Fund accounting is designed to demonstrate legal compliance and to aid in financial management by segregating transactions of various Borough functions and activities. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues, and expenditures or expenses, as appropriate. Government resources are allocated to, and accounted for, in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The various funds are grouped into three generic fund types: governmental, proprietary, and fiduciary. In addition, the School District is classified as a component unit of the Borough.

GENERAL FUND. The general fund is the general operating fund of the Borough. This fund accounts for all transactions not recorded in other funds and receives financial support from such sources as areawide property taxes, licenses, permits, and intergovernmental revenues. Expenditures are authorized for the following Departments:

Assembly
Mayor (except Economic Development – Non-Areawide)
Law
Assessing
Community Planning
Computer Services
Emergency Operations (Animal Control)
Financial Services
General Services
Human Resources
Library Services
Parks & Recreation (except Carlson Community Activity Center)
Public Works (except Solid Waste Collections and Solid Waste Disposal)

Expenditures are controlled by means of this annual budget appropriation. All unencumbered appropriations to this fund lapse at the end of the fiscal year.

MULTI-YEAR GENERAL SUBFUND. The multi-year general subfund is used to account for projects that are of a non-capital, non-enterprise nature. The appropriations of these funds do not lapse until the purpose of the project has been accomplished.

SPECIAL REVENUE FUNDS. Special revenue funds are used to account for the proceeds of specific revenue sources (other than major capital projects) that are legally restricted to expenditures for specific purposes. Revenues are provided by local taxation and fees, state and federal grants, and the assets of and from a trust that has designated the Fairbanks North Star Borough Public Library as a beneficiary. Funds categorized as special revenue include the non-areawide fund (Economic Development, Emergency Management and Emergency Medical Services), the Solid Waste Collection fund (transfer sites and transfer stations), the 911 fund, and the Service Area funds (primarily fire protection and roads). Expenditures for the Divisions/Department below are controlled by means of this annual budget appropriation. Any unencumbered appropriations to these funds lapse at the end of the fiscal year.

Non-Areawide Economic Development /Mayor's Department
Emergency Operations Department (except Animal Control)
Library Special Revenue/Library Services Department
Solid Waste Collections/Public Works Department
Service Area Funds

All other special revenue funds are controlled through the use of program/project budgets by comparing program/project-to-date expenditures with program/project budgets. The appropriations for these funds do not lapse until the purpose of the program/project has been accomplished.

DEBT SERVICE FUND. The debt service fund accounts for the payment of principal and interest on general obligation debt for education and general government. Expenditures are controlled by means of this annual budget appropriation. All unencumbered appropriations of this fund lapse at the end of the fiscal year.

CAPITAL PROJECTS FUNDS. Capital projects funds are used to account for the acquisition or construction of major capital items (other than those financed by proprietary funds). Most projects funded through the multi-year projects budget are accounted for in these funds. These funds are controlled through the use of project budgets by comparing project-to-date expenditures with project budgets. The appropriations of these funds do not lapse until the purpose of the project has been accomplished.

PROPRIETARY FUNDS

ENTERPRISE FUNDS. The Borough has three enterprise funds that are used to account for the revenues earned, expenses incurred, and net income of the enterprise activities. These funds are financed and operated in a manner similar to a private business enterprise — where the intent of the Borough Assembly is that costs of providing goods or services to the general public be financed or recovered primarily through user charges or where the Assembly has decided that the calculation of annual net income is necessary for management accountability. Expenditures are controlled by means of this annual budget appropriation. All unencumbered appropriations of these funds lapse at the end of the fiscal year. The Borough's enterprise funds are as follows:

1. **Transit/Transportation Department** – including Borough fleet maintenance and air quality monitoring functions, and excluding vehicle and equipment replacement
2. **Carlson Community Activity Center/Parks & Recreation Department**
3. **Solid Waste Disposal/Public Works Department**

INTERNAL SERVICE FUND. The **Vehicle and Equipment Fleet Fund (Transportation Department)** accounts for new acquisitions, replacements, depreciation, financing, and disposals of vehicles and equipment used by all of the Borough's functions, except for buses and paratransit vans in the Transit Enterprise Fund (Transportation Department), heavy (iron) equipment used in the Solid Waste Disposal Enterprise Fund (Public Works Department), and fire trucks used in the Service Area funds. The fund accounts for the provided services on a cost-reimbursement basis through charges to user departments within the Borough. The user charges provide sufficient revenues to fund all current costs and to provide a reserve for future replacement of vehicles and equipment. Expenditures are controlled by means of this annual budget appropriation. Any item on the replacement list that has not yet been purchased at the end of the fiscal year will not have its appropriation lapse until the purchase is complete or abandoned.

FIDUCIARY FUND

AGENCY FUND. An agency fund is used to account for assets held by the Borough as an agent for others. This includes real property taxes for other governmental units. Agency funds are custodial in nature and do not involve the measurement of results of operations.

COMPONENT UNIT

SCHOOL DISTRICT. The School District is governed by an independently elected school board and is responsible for adoption of the School District's annual budget. However, the Borough Assembly is responsible for appropriating the Borough's direct appropriation to education. The Borough Assembly is also responsible for levying taxes and collecting and distributing the local support amount to the School District. The School District cannot borrow funds, but the Borough may and does issue bonds to finance school construction. Schools located on military bases are operated by the School District through School District, State, and U.S. Department of Education agreements. Ownership of the on-base schools is being individually transferred to the Borough as new on-base schools are constructed.

Consolidated Fund List

SPECIAL REVENUE FUNDS - Service Areas

Airway
Arctic Fox
Aztec
Ballaine Lake Sewer & Water
Bear's Den Road
Becker Ridge
Birch Hill
Bluebird Road
Borda Road
Brookside
Chena Goldstream Volunteer Fire
Chena Hills Road
Chena Marina
Chena Point Road
Chena Spur
College
College Hills
Cooper Estates
Cordes Drive
Cripple Creek
Deep Forest
Diane Subdivision
Drake Estates
Edanella Heights Road
Ester Lump Road
Ester Volunteer Fire
Fairfields
Fairhill
Fairwest
Garden
Golden Valley Road
Goldstream Alaska
Goldstream Moose Creek
Gordon
Granola Estates
Grieme Road
Haystack
Herning Hills
Hopeless
Horseshoe Downs
Jennifer Drive
Jones Road
Joy Road
Keeney Road
Kendall
Keystone
Kris Kringle
Lakloey Hill
Lee Lane
Loose Moose
Martin
McCloud
McGrath Estates
McKinley View
Mellow Woods Road
Miller Hill Extension
Moose Creek
Moose Meadows
Mt. View
Murphy
Musk Ox
Newby Park
North Ridge
North Star Volunteer Fire
O'Connor Creek
Old Wood Road
Our
Parksridge
Peede Country Estates
Pine Stream
Pleasureland
Polar Heights
Potlatch
Prospect Park
Reed Acres Road
Ridgecrest
Salchaket Heights
Scenic Heights
Seavy
Secluded Acres
Serendipity Hill
Six Mile Village Road
Smallwood Trail Road
Smith Ranch
Spring Glade
Spruce Acres
Steamboat Landing
Steese Volunteer Fire
Straight Creek
Summerwood
Summit Drive
Sunny Hills Terrace
Sunrise
Tan Terra
Thomas
Timberlane Road
Tungsten
TwentyThree Mile Slough
Ullrhaven
University Fire
University Heights
University West Street Light
Vienna Wood
Viewpointe
Violet Drive
Vista Gold Road
Vue Crest
Whitman
Wildview
Woodland
Yak Road

CONSOLIDATED FUND LIST

This is a list of all funds for FY 2017. The financial activity for each fund marked with an asterisk is included in this Budget.
Appropriations to other funds are authorized through supplemental appropriations.

GENERAL FUND

05 * General
06 Multi-Year General subfund (2)

SPECIAL REVENUE FUNDS

10 * Service Areas (1) [see above]
11 State Grants (2)
12 Federal Pass-Through Grants
13 Federal Grants
14 Local/Other Projects
16 * 911 Fund
17 * Non-Areawide
18 * Solid Waste Collection District
61 Library

DEBT SERVICE FUND

25 * Debt Service

CAPITAL PROJECTS FUNDS (2)

31 State Grants
32 Federal Pass-Through Grants
33 Federal Grants
34 Bond Projects
35 Local/Other Projects
36 Capital Purchases

ENTERPRISE FUNDS

40 * Transit Operating
41 Transit Projects (2)
44 * Carlson Community Activity Center Operating
45 Carlson Community Activity Center Projects (2)
46 * Solid Waste Disposal Operating
47 Solid Waste Disposal Projects (2)

INTERNAL SERVICE FUND

50 * Vehicle and Equipment Fleet
51 Vehicle and Equipment Projects(2)

AGENCY FUNDS

71 Taxes
74 Benefits Clearing

COMPONENT UNIT

95 School District (3)

(1) Only appropriation information is provided for Road, Fire, and Other Service Areas; see the Expenditure Section of this Budget.
(2) Appropriations for the FY 2017 Multi-Year Projects can be included in this Budget.
(3) This Budget includes the direct appropriation for education.

Funds – Old & New

The following is a list of funds for FY 2015–2016 and FY 2016–2017 with an explanation of the changes:

FY 2015–2016	CHANGES	FY 2016–2017
	GENERAL FUND	
05 General	*None*	05 General
06 Multi-Year General Subfund		06 Multi-Year General Subfund
	SPECIAL REVENUE FUNDS	
10 Service Areas (see previous page)	*None*	10 Service Areas (see previous page)
11 State Grants		11 State Grants
12 Federal Pass-Through Grants		12 Federal Pass-Through Grants
13 Federal Grants		13 Federal Grants
14 Local/Other Projects		14 Local/Other Projects
16 911 Fund		16 911 Fund
17 Non-Areawide		17 Non-Areawide
18 Solid Waste Collection District		18 Solid Waste Collection District
61 Library		61 Library
	DEBT SERVICE FUND	
25 Debt Service	*None*	25 Debt Service
	CAPITAL PROJECTS FUNDS	
31 State Grants	*None*	31 State Grants
32 Federal Pass-Through Grants		32 Federal Pass-Through Grants
33 Federal Grants		33 Federal Grants
34 Bond Projects		34 Bond Projects
35 Local/Other Projects		35 Local/Other Projects
36 Capital Purchases		36 Capital Purchases
	ENTERPRISE FUNDS	
40 Transit Operating	*None*	40 Transit Operating
41 Transit Projects		41 Transit Projects
44 Carlson CAC Operating	*None*	44 Carlson CAC Operating
45 Carlson CAC Projects		45 Carlson CAC Projects
46 Solid Waste Disposal Operating		46 Solid Waste Disposal Operating
47 Solid Waste Disposal Projects		47 Solid Waste Disposal Projects
	INTERNAL SERVICE FUND	
50 Vehicle and Equipment Fleet	*None*	50 Vehicle and Equipment Fleet
51 Vehicle and Equipment Projects		51 Vehicle and Equipment Projects
	AGENCY FUNDS	
71 Taxes	*None*	71 Taxes
74 Benefits Clearing		74 Benefits Clearing
	COMPONENT UNIT	
95 School District	*None*	95 School District

Relationship of Funds

The chart below shows the revenue and expenditure categories typical of the various funds. The arrows represent the flow of the contributions between funds in a typical budget year. (Each fund must be self-balancing: expenditures = revenues) ***This sheet is a representation only – it does not contain all the operating funds.***

GENERAL FUND

Expenditures	= *Revenues*
Assembly	Local Sources
Mayor	Taxes (see Note #1)
Law	Charges for Services
Assessing	Other Local
Community Planning	
Other Departments	State Sources
Non-Departmental	Debt Reimbursement
Education	Other State Revenue
Contributions to:	
Debt Service Fund	
Multi-Year Projects	
Health & Social Services Fund	Federal Sources
Transit Operating Fund	
Carlson Community Activity Center (CCAC) Operating Fund	

ENTERPRISE FUNDS

Expenditures	= *Revenues*
CCAC Operating Fund	
Parks & Recreation Dept: CCAC Division	Interest Earnings Contribution from General Fund
Transit Operating Fund	
Transportation Dept.	Fares & I/M Fees Other Charges for Services Interest Earnings Contribution from General Fund
CCAC Capital Reserve Fund	
Parks & Recreation Dept: CCAC Division	Contribution from CCAC Operating Fund
Solid Waste Disposal Operating Fund	
Public Works Dept: Solid Waste Disposal Division	Landfill Disposal Fees Interest Earnings

INTERNAL SERVICE FUND

Expenditures	= *Revenues*
Vehicle and Equipment Fleet Fund (VEFF)	
Transportation Dept: VEFF Division	Interfund Charges Proceeds from Capital Leases

OTHER FUNDS

Expenditures	= *Revenues*
Education	
Education Expense	Direct Appropriation from General Fund
Debt Service Fund	
Debt Retirement Paying Agent Fees	Interest Earnings Contributions from General Fund
Multi-Year Projects and Capital Projects Funds	
Projects	Contribution from General, Non-Areawide, etc. (as needed)
Health & Social Services Fund	
Financial Services Dept: Health & Social Services Division	State Grant Contribution from General Fund
911 Fund	
Emergency Operations Dept: 911 Division	911 Surcharge Revenues Interest Earnings
Non-Areawide Fund	
Emergency Operations Dept.: Emergency Management Emergency Medical Services	Taxes (see Note #2) Emergency Medical Fees
Mayor's Office: Economic Development	
Contribution to Multi-Year Projects	
Solid Waste Collection District Fund	
Public Works Dept: Solid Waste Collections Div.	Taxes (see Note #3)
Service Area Funds	
100+ separate active Road, Fire, & Other Service Area Funds	Taxes (see Note #4) Interest Earnings

Notes: #1 Taxes levied are Areawide.
#2 Taxes levied are Non-Areawide, outside the Cities.
#3 Taxes are levied outside the City of Fairbanks.
#4 Taxes are levied within specific service areas.

FY 2016 - 2017 Budget
Fairbanks North Star Borough

Appropriations by Funds

DEPARTMENT	AREAWIDE GENERAL	ENTERPRISE FUNDS COMMUNITY ACTIVITY CNTR	TRANSIT	SOLID WASTE DISPOSAL	VEHICLE / EQUIP FLEET	CAPITAL & MULTI-YEAR PROJECTS
Assembly	1,737,760					
Mayor	1,015,580					
Law	1,223,690					
Assessing	3,332,780					
Community Planning	1,816,280					
Computer Services	5,026,130					
Emergency Operations	2,074,000					
Financial Services	4,469,293					
General Services	1,983,170					
Human Resources	3,549,600					
Library Services	6,223,370					
Parks and Recreation	8,315,730	675,100				
Public Works	8,685,080			7,056,110		
Transportation			6,106,530		741,190	
Multi-Year Projects						800,000
Debt Service						
Education						
Non-Departmental	236,300					
Intragovernmental Charges		649,030	1,293,290	1,043,990	59,810	
Transfers:						
Direct Appropriation to Education	54,169,000					
Gen Fund to Debt Service	16,386,200					
Gen Fund to Transit Enterprise Fund	5,563,250					
Gen Fund to Grants	375,000					
All Funds to Capital/Multi-Year Projects	155,000		-	62,500		
Gen Fund to Community Center	1,324,130					
Gen Fund to Hotel Motel Rm Tax Fund	1,153,750					
Transfer to General Fund						
Contributions to Fund Balance:	-			2,038,100	467,700	
TOTAL APPROPRIATIONS	128,815,093	1,324,130	7,399,820	10,200,700	1,268,700	800,000

FY 2016 - 2017 Budget
Fairbanks North Star Borough

Appropriations by Funds

DEPARTMENT	SPECIAL REVENUE FUNDS NON - AREAWIDE	SOLID WASTE COLLECTION	911	DEBT SERVICE	EDUCATION	TOTAL APPROP-RIATIONS
Assembly						1,737,760
Mayor	124,000					1,139,580
Law						1,223,690
Assessing						3,332,780
Community Planning						1,816,280
Computer Services						5,026,130
Emergency Operations	3,124,980		1,113,280			6,312,260
Financial Services						4,469,293
General Services						1,983,170
Human Resources						3,549,600
Library Services						6,223,370
Parks and Recreation						8,990,830
Public Works		6,946,520				22,687,710
Transportation						6,847,720
Multi-Year Projects						800,000
Debt Service				20,186,200		20,186,200
Education					54,169,000	54,169,000
Non-Departmental	20,000					256,300
Intragovernmental Charges	620,340	233,550	129,200			4,029,210
Transfers:						
Direct Appropriation to Education						54,169,000
Gen Fund to Debt Service						16,386,200
Gen Fund to Transit Enterprise Fund						5,563,250
Gen Fund to Grants						375,000
All Funds to Capital/Multi-Year Projects	420,000	102,500				740,000
Gen Fund to Community Center						1,324,130
Gen Fund to Hotel Motel Rm Tax Fund						1,153,750
Transfer to General Fund						
Contributions to Fund Balance:	-	748,040	49,290			3,303,130
TOTAL APPROPRIATIONS	4,309,320	8,030,610	1,291,770	20,186,200	54,169,000	237,795,343

Revenue Sources by Funds

REVENUE SOURCES	AREAWIDE GENERAL	ENTERPRISE FUNDS COMMUNITY ACTIVITY CNTR	TRANSIT	SOLID WASTE DISPOSAL	VEHICLE EQUIPMENT FLEET	CAPITAL & MULTI-YEAR PROJECTS
LOCAL REVENUE						
Property Taxes	98,132,713					
Other Local Taxes	4,231,100					
Charges for Services	2,423,650		914,740	10,190,500	1,268,700	
Interest Earnings/Misc Revenue	326,250		1,830	10,200		
Intragovernmental Revenues						
General Fund						
Non-Areawide	620,340					
Solid Waste Collection District	233,550					
Solid Waste Disposal Fund	1,043,990					
Community Activity Center	649,030					
Transportation	1,293,290					
Vehicle Equipment Fleet Fund	59,810					
911	129,200					
Education	2,036,880					
Service Areas	732,980					
Interfund Revenue	578,800					
Transfers						
General Fund To Community Center		1,324,130				
General Fund To Transit Enterprise Fund			5,563,250			
Direct Appropriation To Education						
All Funds To Debt Service						
All Funds To Capital/Multi-Year Projects						800,000
Contrib. from CAC Enterprise Fund						
Contrib. from Fund Bal./Unrestricted Net Assets	2,173,600		920,000			
Contrib. from CAC Res. Fund to Capital						
Special Revenue: Land Revenue Reserve	240,000					
SUBTOTAL LOCAL REVENUE:	114,905,183	1,324,130	7,399,820	10,200,700	1,268,700	800,000
STATE REVENUE						
Aid for School Construction	13,186,760					
Alaska State Housing	5,000					
Alaska Interior Regional Housing	25,000					
Telephone & Elec. Co-op/Fish Tax	420,000					
SUBTOTAL:	13,636,760					
FEDERAL REVENUE						
Federal Aid for Debt Service	202,150					
Emergency Mngmt Grant	71,000					
SUBTOTAL:	273,150					
TOTAL REVENUES - ALL SOURCES	128,815,093	1,324,130	7,399,820	10,200,700	1,268,700	800,000

Revenue Sources by Funds

REVENUE SOURCES	SPECIAL REVENUE FUNDS NON - AREAWIDE	SOLID WASTE COLLECTION	911	DEBT SERVICE	EDUCATION	TOTAL REVENUES
LOCAL REVENUE						
Property Taxes	2,897,973	8,030,610				109,061,296
Other Local Taxes						4,231,100
Charges for Services	1,234,240		1,290,000			17,321,830
Interest Earnings/Misc Revenue			1,770			340,050
Intragovernmental Charges						
General Fund						
Non-Areawide						620,340
Solid Waste Collection District						233,550
Solid Waste Disposal Fund						1,043,990
Community Activity Center						649,030
Transportation						1,293,290
Vehicle Equipment Fleet Fund						59,810
911						129,200
Education						2,036,880
Service Areas						732,980
Interfund Revenue	95,824					674,624
Transfers						
General Fund To Community Center						1,324,130
General Fund To Transit Enterprise Fund						5,563,250
Direct Appropriation To Education					54,169,000	54,169,000
All Funds To Debt Service				16,386,200		16,386,200
All Funds To Capital/Multi-Year Projects						800,000
Contrib. from CAC Enterprise Fund						
Contrib. from Fund Bal./Unrestricted Net Assets	10,283			3,800,000		6,903,883
Contrib. from CAC Res. Fund to Capital						
Special Revenue: Land Revenue Reserve						240,000
SUBTOTAL LOCAL REVENUE:	4,238,320	8,030,610	1,291,770	20,186,200	54,169,000	223,814,433
STATE REVENUE						
Aid for School Construction						13,186,760
Alaska State Housing						5,000
Alaska Interior Regional Housing						25,000
Telephone & Elec. Co-op/Fish Tax						420,000
SUBTOTAL:						13,636,760
FEDERAL REVENUE						
Federal Payment in Lieu of Taxes						202,150
Emergency Mngmt Grant	71,000					142,000
SUBTOTAL:	71,000					344,150
TOTAL REVENUES - ALL SOURCES	4,309,320	8,030,610	1,291,770	20,186,200	54,169,000	237,795,343

Combining Summary of Operating Funds by Revenue Source, Expenditure Category and Increase/(Decrease) to Fund Balance

REVENUE SOURCES/ EXPENDITURE CATEGORY	AREAWIDE GENERAL	ENTERPRISE FUNDS COMMUNITY ACTIVITY CTR	TRANSIT	SOLID WASTE DISPOSAL	VEHICLE EQUIPMENT FLEET	CAPITAL & MULTI-YEAR PROJECTS
RESOURCES/REVENUES						
Revenues:						
Local Revenue	112,491,583		916,570	10,200,700	1,268,700	
State Revenue	13,636,760					
Federal Revenue	273,150					
Other						
Total Revenues	126,401,493		916,570	10,200,700	1,268,700	
Transfers In	240,000	1,324,130	5,563,250			800,000
TOTAL AVAILABLE RESOURCES/REVENUES	126,641,493	1,324,130	6,479,820	10,200,700	1,268,700	800,000
REQUIREMENTS/EXPENDITURES						
Expenditures:						
Personnel Services	34,844,050	45,250	4,436,590	2,113,960		
Commodities	1,884,770	140	795,580	474,750		
Contractual Services	12,073,828	629,710	660,490	4,401,400	741,190	430,000
Grants Match, Indirect, Awaiting Budget	216,895		207,040			270,000
Capital Outlay	669,220		6,830	66,000		100,000
Interfund Charges		649,030	1,293,290	1,043,990	59,810	
Education						
Debt Service						
Other Expenditures						
Total Expenditures	49,688,763	1,324,130	7,399,820	8,100,100	801,000	800,000
Transfers Out	79,126,330			62,500		
TOTAL REQUIREMENTS/EXPENDITURES	128,815,093	1,324,130	7,399,820	8,162,600	801,000	800,000
INCREASE/(DECREASE) TO FUND BALANCE	(2,173,600)		(920,000)	2,038,100	467,700	

Combining Summary of Operating Funds by Revenue Source, Expenditure Category and Increase/(Decrease) to Fund Balance

REVENUE SOURCES/ EXPENDITURE CATEGORY	SPECIAL REVENUE FUNDS NON - AREAWIDE	SOLID WASTE COLLECTION	911 FUND	DEBT SERVICE FUND	EDUCATION	TOTALS
RESOURCES/REVENUES						
Revenues:						
Local Revenue	4,228,037	8,030,610	1,291,770			138,427,970
State Revenue	71,000					13,707,760
Federal Revenue						273,150
Other Revenue						
Total Revenues	4,299,037	8,030,610	1,291,770			152,408,880
Transfers In				16,386,200	54,169,000	78,482,580
TOTAL AVAILABLE RESOURCES/REVENUES	4,299,037	8,030,610	1,291,770	16,386,200	54,169,000	230,891,460
REQUIREMENTS/EXPENDITURES						
Expenditures:						
Personnel Services	599,450	203,650	409,280			42,652,230
Commodities	31,100	9,600	3,100			3,199,040
Contractual Services	2,534,930	6,733,270	700,900			28,905,718
Grants Match, Indirect, Awaiting Budget	103,500					797,435
Capital Outlay						842,050
Interfund Charges	620,340	233,550	129,200			4,029,210
Education						
Debt Service				20,186,200		20,186,200
Other Expenditures						
Total Expenditures	3,889,320	7,180,070	1,242,480	20,186,200		100,611,883
Transfers Out	420,000	102,500			54,169,000	133,880,330
TOTAL REQUIREMENTS/EXPENDITURES	4,309,320	7,282,570	1,242,480	20,186,200	54,169,000	234,492,213
INCREASE/(DECREASE) TO FUND BALANCE	(10,283)	748,040	49,290	(3,800,000)		(3,600,753)

General Fund
Expenditure Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
REQUIREMENTS/EXPENDITURES						
EXPENDITURES						
Assembly	1,628,939	1,551,107	1,681,844	1,790,100	1,790,100	1,737,760
Mayor	894,993	889,846	908,701	1,020,320	994,487	1,015,580
Law	1,017,779	1,050,667	1,765,421	1,265,680	1,357,065	1,223,690
Assessing	2,578,955	2,426,656	3,091,903	3,367,080	3,367,080	3,332,780
Community Planning	1,617,392	1,635,311	1,584,056	1,808,690	1,804,384	1,816,280
Computer Services	4,000,320	3,860,518	4,860,538	4,742,300	4,738,000	5,026,130
Emergency Operations	1,787,421	1,889,585	1,874,106	2,078,500	2,080,924	2,074,000
Financial Services	3,587,928	3,302,613	3,796,469	4,510,440	4,510,440	4,469,293
General Services	1,650,470	1,774,125	1,967,764	1,957,790	1,957,790	1,983,170
Human Resources	3,198,289	3,267,094	3,255,782	3,486,340	3,439,040	3,549,600
Land Management	1,048,711	806,434	-	-	-	-
Library Services	5,736,017	5,781,056	6,031,983	6,158,850	6,158,850	6,223,370
Parks and Recreation	6,720,437	7,025,078	7,389,339	7,970,728	7,994,728	8,315,730
Public Works	7,671,105	8,027,978	8,217,546	8,875,740	8,875,740	8,685,080
Non-Departmental	623,369	265,694	239,922	556,950	754,250	236,300
TOTAL EXPENDITURES	43,762,125	43,553,761	46,665,374	49,589,508	49,822,878	49,688,763
TRANSFERS OUT						
Capital and Multi-Year Projects	5,096,423	4,190,054	5,326,390	1,295,200	4,524,470	155,000
Community Activity Center	1,191,824	1,306,290	1,278,300	1,007,460	1,227,290	1,324,130
HHS	403,835	403,834	151,881	-	-	-
Debt Service	14,891,180	15,127,450	15,580,800	17,378,670	17,378,670	16,386,200
Education	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Transit Enterprise Fund	5,066,572	5,433,720	5,925,240	5,321,550	5,821,550	5,563,250
Recurring Grants	-	595,000	435,000	375,000	375,000	375,000
Special Revenue Funds	62,122	64,508	186,509	-	-	-
Solid Waste Disposal Enterprise Fund	-	-	-	-	-	-
Hotel-Motel Room Tax Fund	1,248,712	1,318,370	1,205,065	1,121,250	1,121,250	1,153,750
TOTAL TRANSFERS	74,960,668	76,799,226	79,995,185	81,868,130	85,817,230	79,126,330
CONTRIBUTION TO FUND BALANCE	-	-	-	-	3,271,747	-
TOTAL GENERAL FUND REQUIREMENTS	118,722,793	120,352,987	126,660,559	131,457,638	138,911,855	128,815,093

General Fund
Expenditure Line Item Detail

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	18,247,063	18,107,939	18,521,326	20,189,560	20,226,311	20,168,160
Overtime Wages	180,234	265,959	301,049	281,370	285,904	298,540
Temporary Salaries	1,317,701	1,464,182	1,402,192	1,385,980	1,389,360	1,429,230
Benefits	11,240,664	11,217,770	12,103,687	12,945,978	12,972,050	12,948,120
Subtotal:	30,985,662	31,055,850	32,328,254	34,802,888	34,873,625	34,844,050
COMMODITIES						
Office Supplies	90,901	106,574	109,324	115,730	115,789	110,750
Computer Supplies	194,300	194,100	265,492	190,050	198,929	206,800
Operating Supplies	427,912	434,231	447,837	452,680	463,836	500,330
Books and Periodicals	42,500	41,599	47,847	53,940	54,180	51,360
Repair and Maint. Supplies	616,802	667,300	730,545	790,670	788,744	783,130
Clothing Supplies	24,531	28,519	28,869	26,840	26,948	26,840
Motor Fuels and Lubricants	171,448	161,600	162,816	196,890	196,890	195,890
Equipment Parts	8,076	6,086	6,577	11,670	11,670	9,670
Subtotal:	1,576,470	1,640,011	1,799,307	1,838,470	1,856,986	1,884,770
CONTRACTUAL SERVICES						
Professional Services	687,081	614,902	1,305,571	1,050,548	1,058,098	758,948
Communications	478,658	537,149	744,319	775,180	763,463	768,940
Travel	88,037	92,661	93,750	109,830	119,747	88,760
Profesional Dues/Mtgs	83,752	80,356	84,571	93,100	93,100	96,560
Training	329,613	337,406	300,407	414,370	379,172	384,720
Advertising, Printing & Binding	371,809	349,364	325,281	388,060	390,942	378,550
Insurance and Bonding	1,451,517	1,471,457	1,490,595	1,687,360	1,640,060	1,739,690
Repairs & Maint. -Bldg. & Grounds	812,463	1,118,294	1,530,894	1,170,200	1,170,200	1,170,250
Repairs & Maint. -Office Equipment	110,588	146,681	159,215	218,790	222,884	356,680
Repairs & Maint. -Other Equipment	192,219	171,623	190,965	227,390	236,041	234,290
Utilities	2,792,056	2,604,382	2,368,386	2,765,600	2,765,600	2,564,930
Equipment Leases	934,905	612,723	652,121	1,043,230	1,043,230	1,370,440
Other Contractual Services	2,005,621	1,802,409	2,212,405	2,073,070	2,287,846	2,161,070
Subtotal:	10,338,319	9,939,405	11,458,480	12,016,728	12,170,383	12,073,828
Grants Match, Indirect, Awaiting Budget	-			285,422	235,989	216,895
CAPITAL OUTLAY						
Controlled Assets	444,283	450,737	555,941	236,020	260,713	300,840
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	1,800	1,800	1,800
Office Equipment	30,501	89,067	45,551	6,470	21,672	-
Rolling Equipment	10,556	-	11,525	-	-	-
Machinery and Equipment	-	13,813	101,831	-		-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	376,335	364,879	364,485	401,710	401,710	366,580
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	861,675	918,496	1,079,333	646,000	685,895	669,220
INTERFUNDS	-	-	-	-	-	-
CONTRIBUTION TO FUND BALANCE	-	-	-	-	3,271,747	-
SUBTOTAL:	43,762,126	43,553,762	46,665,374	49,589,508	53,094,625	49,688,763
Transfers to Capital, SR, EF's	13,069,488	13,311,776	14,508,385	9,120,460	13,069,560	8,571,130
Transfer to Debt Service	14,891,180	15,127,450	15,580,800	17,378,670	17,378,670	16,386,200
Direct Appropriation to Education	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
TOTAL EXPENDITURES BY LINE ITEM	118,722,795	120,352,987	126,660,559	131,457,638	138,911,855	128,815,093

General Fund
Revenue Summary

The General Fund is used to account for all of the general revenues of the Borough not specifically levied or collected for in other Borough funds, and for the expenditures related to the rendering of general services such as community planning and zoning, public works, community safety, parks and recreation, and library. The General Fund is used to account for all resources not required to be accounted for in another fund.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
LOCAL REVENUE						
Property Taxes	88,999,990	92,411,670	94,717,483	98,082,988	98,082,988	97,261,663
Hotel-Motel Room Tax	2,031,249	1,857,091	1,746,676	1,727,000	1,727,000	1,777,000
Alcoholic Beverage Tax	1,109,107	1,049,356	998,195	1,044,000	1,044,000	1,004,000
Tobacco Distribution Excise Tax	1,464,783	1,421,503	1,470,899	1,425,100	1,425,100	1,450,100
Payment in lieu of taxes for privatized military housing	742,500	792,796	871,053	871,050	871,050	871,050
Charges for Services	2,060,079	1,950,878	1,936,456	2,313,780	2,313,780	2,423,650
Interest Earnings	87,162	266,805	161,357	211,250	211,250	251,250
Other Local Revenue	151,281	61,534	135,893	75,000	77,424	75,000
Intragovernmental Revenues	6,493,169	7,458,151	7,070,331	7,792,620	7,745,320	7,377,870
Contribution from Fund Balance	-	-		4,527,770	8,542,816	2,173,600
Transfer from Special Revenue	-	59,619	-	-	-	-
Transfer from Land Revenue Reserve	750,810	270,000	350,000	360,000	360,000	240,000
Transfer from Multi-Year and Capital Proj.	163,310	41,081	102,825	-	-	-
Transfer from Hotel Motel Tax Fund	200,000	145,000	145,000	50,000	50,000	-
Transfer from Transit Entr Fund	-	-	-	-	-	-
Transfer from Carlson Enterprise Fund	37	-	-	-	-	-
TOTAL LOCAL REVENUE	104,253,477	107,785,484	109,706,168	118,480,558	122,450,728	114,905,183
STATE REVENUE						
Aid for School Construction	9,979,176	10,350,725	9,732,470	12,246,300	12,246,300	13,186,760
State Federal Fiscal Relief	-	-	-	-	-	-
Communities Revenue Sharing	5,348,361	3,756,906	3,710,625	-	3,475,047	-
State Revenue	-	-	-	-	-	-
Housing-Pmt.in Lieu of Taxes	31,880		33,907	30,000	30,000	30,000
Tele & Elec Co-op		423,939	837,691	420,000	420,000	420,000
Fish Tax	118	-	195	-	-	-
FEMA Emergency Mngmt Grant	-	-	-	-	-	
TOTAL STATE REVENUE	15,359,535	14,531,570	14,314,888	12,696,300	16,171,347	13,636,760
FEDERAL REVENUE						
Payment in Lieu of Taxes	409,639	438,822	399,833	-	-	-
Federal Aid for Debt Service	225,418	204,931	200,469	209,780	209,780	202,150
FEMA Emergency Mngmt Grant	60,000	71,250	71,000	71,000	80,000	71,000
TOTAL FEDERAL REVENUE	695,057	715,003	671,302	280,780	289,780	273,150
TOTAL GENERAL FUND REVENUES	120,308,069	123,032,057	124,692,358	131,457,638	138,911,855	128,815,093

General Fund
Estimated Fund Balance

	2012/13 Actual	2013/14 Actual	2014/15 Actual *	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING FUND BALANCE (Unassigned)	19,357,703	21,874,918	23,934,205	22,051,877	22,051,877	21,096,558
(Undesignated) Reserved for Deposit						
Assigned for Subsequent Year's Expenditures	4,413,380	3,544,100	3,500,000	-	-	-
Committed for Annual Leave	2,237,411	2,279,039	2,295,739	-	-	-
Committed for Pipeline Valuation	17,074,942	17,034,410	9,669,600	-	-	-
Committed for IGU line of credit			7,500,000			
RESOURCES/REVENUES						
Local Revenue	103,139,318	107,269,784	109,108,342	113,542,788	113,497,912	112,491,583
State Revenue	15,359,535	14,531,570	14,314,889	12,696,300	16,171,347	13,636,760
Federal Revenue	695,057	715,003	671,302	280,780	289,780	273,150
TOTAL REVENUES	119,193,910	122,516,357	124,094,533	126,519,868	129,959,039	126,401,493
Transfers In	1,114,157	515,700	597,825	410,000	410,000	240,000
TOTAL AVAILABLE	163,391,503	167,764,524	171,591,902	148,981,745	152,420,916	147,738,051
REQUIREMENTS/EXPENDITURES						
Personnel Services	30,985,662	31,055,850	32,328,254	34,802,888	34,873,625	34,844,050
Commodities	1,576,470	1,640,011	1,799,308	1,838,470	1,856,986	1,884,770
Contractual Services	10,338,319	9,939,405	11,458,479	12,016,728	12,170,383	12,073,828
Grants Match, Indirect, Awaiting Budget	-	-	-	285,422	235,989	216,895
Capital Outlay	861,677	918,496	1,079,337	646,000	685,895	669,220
Interfund Charges	-	-	-	-	-	-
TOTAL EXPENDITURES	43,762,128	43,553,762	46,665,378	49,589,508	49,822,878	49,688,763
Transfers Out						
Capital and Multi-Year Projects Funds	5,096,423	4,190,054	5,326,390	1,295,200	4,524,470	155,000
Carlson CAC Enterprise Fund	1,191,824	1,306,290	1,278,300	1,007,460	1,227,290	1,324,130
Health & Social Services Spec Rev Fund	403,835	403,834	151,881	-	-	-
Debt Service Fund	14,891,180	15,127,450	15,580,800	17,378,670	17,378,670	16,386,200
Direct Appropriation to Education	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Transit Enterprise Fund	5,066,572	5,433,720	5,925,240	5,321,550	5,821,550	5,563,250
Special Revenue Funds	62,122	64,508	186,509	-	-	-
Hotel-Motel Room Tax Fund	1,248,712	1,318,370	1,205,065	1,121,250	1,121,250	1,153,750
Solid Waste Disposal Enterprise Fund	-	-	-	-	-	-
Grants	-	595,000	435,000	375,000	375,000	375,000
TOTAL TRANSFERS	74,960,668	76,799,226	79,995,185	81,868,130	85,817,230	79,126,330
TOTAL REQUIREMENTS	118,722,796	120,352,987	126,660,563	131,457,638	135,640,108	128,815,093
Adjustments to GAAP Basis	33,865	25,672	(21,571)	-	-	-
Reserve Adjustment/Restatement	29,895	(537,665)	384,756	-	-	-
Assigned for Subsequent Year's Expenditures	(3,544,100)	(3,500,000)	(4,527,770)	-	-	-
Committed for IGU line of credit	-	(7,500,000)	(7,000,000)	-	-	-
Committed for Compensated absences	(2,279,039)	(2,295,739)	(2,278,313)	-	-	-
Committed for Pipeline Valuation Deposit	(17,034,410)	(9,669,600)	(9,436,565)	-	9,436,565	-
ENDING FUND BALANCE (Unassigned)	21,874,918	23,934,205	22,051,877	17,524,107	26,217,373	18,922,958
Appropriations of Fund Balance After 12/31/15:					(5,120,815)	
Projected Available Fund Balance at 6/30/16					21,096,558	

* Implemented GASB Statement No 54

Non-Areawide
Special Revenue Fund
Estimated Fund Balance

This fund is used to account for revenues received and expenditures made for emergency management, emergency medical services and economic development, for areas located within the Borough but outside the Cities of Fairbanks and North Pole. Prior to FY 2011/12 Emergency Management was reported in the General Fund.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING FUND BALANCE	2,022,980	2,455,770	2,551,775	2,879,014	2,879,014	3,052,443
Restricted for Pipeline Valuation	403,178	403,178	403,178	-	-	-
RESOURCES/REVENUES						
Property Taxes	2,663,526	2,795,909	2,658,212	2,822,760	2,822,760	2,867,973
Property Taxes-Prior	26,600	32,141	31,126	30,000	30,000	30,000
Charges For Services	1,122,973	714,998	1,133,148	1,123,910	1,123,910	1,234,240
Other Revenues	46	83,926	100,165	88,876	88,876	95,824
State/Federal Revenue	60,000	71,250	71,000	71,000	80,000	71,000
TOTAL REVENUES	3,873,145	3,698,224	3,993,651	4,136,546	4,145,546	4,299,037
Transfers In	-	1,337	-	-	-	-
TOTAL AVAILABLE RESOURCES	6,299,303	6,558,509	6,948,604	7,015,560	7,024,560	7,351,480
REQUIREMENTS/EXPENDITURES						
Personnel Services	468,293	532,289	557,191	583,340	583,340	599,450
Commodities	21,860	55,412	22,573	32,100	32,100	31,100
Contractual Services	2,205,716	2,165,686	2,257,942	2,414,180	2,481,130	2,534,930
Grants Match, Indirect, Awaiting Budget	-	-	-	103,500	90,900	103,500
Capital Outlay	5,204	9,948	3,362	-	2,600	-
Interfund Charges	443,185	533,319	614,937	636,410	589,110	620,340
TOTAL EXPENDITURES	3,144,258	3,296,654	3,456,005	3,769,530	3,779,180	3,889,320
Transfers Out	300,000	300,000	390,000	420,000	420,000	420,000
TOTAL REQUIREMENTS	3,444,258	3,596,654	3,846,005	4,189,530	4,199,180	4,309,320
Adjustments to GAAP Basis	3,903	(6,902)	3,478	-	-	-
Restricted for Pipeline Valuation deposit	(403,178)	(403,178)	(227,063)	-	227,063	-
Reserve Adjustment	-	-	-	-	-	-
ENDING FUND BALANCE	2,455,770	2,551,775	2,879,014	2,826,030	3,052,443	3,042,160
(Restricted)						

Solid Waste Collection District
Special Revenue Fund
Estimated Fund Balance

This fund is used to account for revenues received and expenditures made for the Solid Waste Collection District. Solid waste is collected at transfer sites from all areas located within the Borough, except for the City of Fairbanks, and then transferred to the Borough landfill.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING FUND BALANCE	4,079,769	4,827,327	4,182,952	5,703,072	5,703,072	4,217,082
Restricted for Pipeline Valuation	1,110,657	1,110,657	1,110,657	-	-	-
RESOURCES/REVENUES						
Property Taxes	6,621,297	6,945,677	7,386,920	7,824,240	7,824,240	7,955,610
Property Taxes-Prior	68,742	77,161	75,682	75,000	75,000	75,000
State Shared Revenue	-	-	-	-	-	-
State Revenue - PERS	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-
TOTAL REVENUES	6,690,039	7,022,838	7,462,602	7,899,240	7,899,240	8,030,610
Transfers In	24,000	-	27,404	-	-	-
TOTAL AVAILABLE	11,904,465	12,960,822	12,783,615	13,602,312	13,602,312	12,247,692
REQUIREMENTS/EXPENDITURES						
Personnel Services	170,623	147,862	78,228	200,270	200,270	203,650
Commodities	8,723	9,802	9,585	9,600	9,600	9,600
Contractual Services	5,574,276	6,250,710	6,062,365	6,439,340	6,439,340	6,733,270
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Interfund Charges	190,278	170,071	187,922	205,650	205,650	233,550
TOTAL EXPENDITURES	5,943,900	6,578,445	6,338,100	6,854,860	6,854,860	7,180,070
Transfers Out	24,000	1,086,500	111,500	86,500	3,156,500	102,500
TOTAL REQUIREMENTS	5,967,900	7,664,945	6,449,600	6,941,360	10,011,360	7,282,570
Adjustments to GAAP Basis	1,418	(2,268)	(4,814)	-	-	-
Restricted for Pipeline Valuation deposit	(1,110,657)	(1,110,657)	(626,130)	-	626,130	-
Reserve Adjustment	-	-	-	-	-	-
ENDING FUND BALANCE (Restricted)	4,827,327	4,182,952	5,703,072	6,660,952	4,217,082	4,965,122

911
Special Revenue Fund
Estimated Fund Balance

This fund is used to account for revenues received and expenditures needed to operate the 911 system throughout the Borough. A surcharge in the amount of one dollar per month per line, land and wireless, is imposed on all local exchange access lines in the Borough to fund the 911 system.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING FUND BALANCE						
(Restricted for system replacement)	1,878,319	1,838,465	2,042,168	2,237,040	2,237,040	2,292,530
RESOURCES/REVENUES						
911 Surcharge	1,336,708	1,274,065	1,303,977	1,318,660	1,318,660	1,290,000
Interest Earnings	1,123	1,919	1,425	1,770	1,770	1,770
Miscellaneous Revenue	-	-	18,420	-	-	-
TOTAL REVENUES	1,337,831	1,275,984	1,323,822	1,320,430	1,320,430	1,291,770
Transfers In	-	-	-	-	-	-
TOTAL AVAILABLE	3,216,150	3,114,449	3,365,990	3,557,470	3,557,470	3,584,300
REQUIREMENTS/EXPENDITURES						
Personnel Services	172,685	160,423	262,472	377,020	377,020	409,280
Commodities	1,126	455	1,624	2,900	1,349	3,100
Contractual Services	754,066	766,513	713,714	714,000	714,000	700,900
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
Capital Outlay	-	-	-	-	1,551	-
Interfund Charges	107,250	113,819	156,622	171,020	171,020	129,200
TOTAL EXPENDITURES	1,035,127	1,041,210	1,134,432	1,264,940	1,264,940	1,242,480
Transfers Out	345,000	31,268	-	-	-	-
TOTAL REQUIREMENTS	1,380,127	1,072,478	1,134,432	1,264,940	1,264,940	1,242,480
Adjustments to GAAP Basis	2,442	198	5,482	-	-	-
Reserve Adjustment	-	-	-	-	-	-
ENDING FUND BALANCE	1,838,465	2,042,168	2,237,040	2,292,530	2,292,530	2,341,820
(Restricted for system replacement)						
Restricted Fund Balance	25,000	25,000	25,000			

Ordinance 96-20-1Q established this fund, along with the provision to accumulate funds for service additions, upgrades, major repairs, and capital replacement. The Borough's Reserve Policies are found under the Appropriation Ordinance tab, in the Fiscal Policies section. Given the large designation, this fund can be covered with the lower reserve target of seven to ten percent of the prior year's expenditures. The $25,000 amount allocated as restricted is within this range and is considered sufficient.

Solid Waste Disposal
Enterprise Fund
Estimated Unrestricted Net Position (Liabilities)

This fund is used to account for the operations of the landfill. It excludes the collection of solid waste, which is accounted for in the Solid Waste Collection District fund. The Disposal fund has secured low-interest governmental loans for expanding the landfill and landfill closure on a cell-by-cell basis. In accordance with U.S. and State laws and regulations, the right to operate the landfill is contingent upon the Borough's obligation to perform certain closing functions and postclosure monitoring and maintenance functions. GAAP for governments require the Borough to recognize these closure and postclosure care costs throughout the life of the landfill based on the amount of the landfill "used up" each year. Furthermore, the Borough has met U.S. regulations for financial assurance which demonstrate the Borough's financial capacity and ability to cover both current and future operating, capital, closure, and postclosure care needs.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING UNRESTRICTED NET POSITION (LIABILITIES)	(4,652,977)	(1,898,177)	(3,622,039)	62,268	62,268	313,758
Decrease to beginning balance due to change in accounting principle			(1,454,572)			
RESOURCES/REVENUES						
Landfill Disposal Fees	8,287,232	9,361,236	9,643,471	9,506,000	9,506,000	10,150,500
Recycling Revenue	7,378	3,348	8,420	10,000	10,000	10,000
Household Hazardous Waste Fees	26,230	26,303	25,191	30,000	30,000	30,000
Misc. Rev. & Surplus Sale	161	2,957	213	-	-	-
Grant Revenue	352,485	96,128	644,078	-	-	-
Sale of Fixed Assets	-	55,000				
Interest Earnings	9,338	16,475	16,029	10,200	10,200	10,200
TOTAL REVENUES	8,682,824	9,561,447	10,337,402	9,556,200	9,556,200	10,200,700
Transfers In	-	212,500	87,500	-	-	-
TOTAL AVAILABLE	4,029,847	7,875,770	5,348,291	9,618,468	9,618,468	10,514,458
REQUIREMENTS/EXPENDITURES						
Personnel Services	1,640,940	1,726,806	1,918,242	2,068,940	2,068,940	2,113,960
Commodities	455,497	443,222	407,761	544,750	544,750	474,750
Contractual Services	3,232,223	2,327,483	3,004,120	2,057,970	2,057,970	4,401,400
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
Capital Outlay				17,000	17,000	66,000
Interfund Charges	895,322	867,379	939,817	1,053,550	1,053,550	1,043,990
Capital Leases/Interest Expense	20,782	8,194	56,434	-	-	-
Landfill Closure & Post Closure Cost	(941,463)	2,025,465	2,096,534	-	-	-
TOTAL EXPENDITURES	5,303,301	7,398,549	8,422,908	5,742,210	5,742,210	8,100,100
Depreciation	1,072,745	1,304,964	1,106,726	-	-	-
Transfers Out			27,405	62,500	62,500	62,500
Adjustments to GAAP Basis	(448,024)	2,794,296	(4,271,016)	-	-	-
ENDING UNRESTRICTED NET POSITION (LIABILITIES)	(1,898,177)	(3,622,039)	62,268	3,813,758	3,813,758	2,351,858
Invested in Capital Assets (Net of Debt)	12,426,164	15,121,460	10,829,579			
Restricted for SWCD			20,865			
ENDING TOTAL NET POSITION:	10,527,988	11,499,422	10,912,713			
Claim on Cash in the Central Treasury**	7,627,536	12,140,151	13,475,438			

Appropriation of Net Position after 12/31/15	(3,500,000)
Projected Unrestricted Net Position at 6/30/16	313,758

Note: Actual columns include operating and project funds. **Claim on cash includes the operating fund only.

The budget columns 2016-2017 include only the operating fund which is appropriated in the annual budget document.

Carlson Community Activity Center
Enterprise Fund
Estimated Unrestricted Net Position

This fund is used to account for the revenues and expenses of operating the John A. Carlson Community Activity Center. The fund is subsidized by the General Fund, but is partially financed by user fees. It is operated in a manner similar to a private business.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING UNRESTRICTED NET POSITION (LIABILITIES)	636,681	528,856	590,621	371,766	371,766	591,596
RESOURCES/REVENUES						
Interest Earnings	783	7	292			
Other	48	1,108	1,643	-	-	-
TOTAL REVENUES	831	1,115	1,935			
Transfers In	1,191,824	1,306,290	1,278,300	1,527,290	1,527,290	1,324,130
TOTAL AVAILABLE	1,829,336	1,836,261	1,870,856	1,899,056	1,899,056	1,915,726
REQUIREMENTS/EXPENDITURES						
Personnel Services	38,976	38,460	42,547	44,130	44,130	45,250
Commodities	129	138	39	140	140	140
Contractual Services	587,696	650,918	714,221	632,800	632,800	629,710
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
Capital Outlay	-	-	-	-	-	-
Interfund Charges	433,679	556,124	742,283	630,390	630,390	649,030
TOTAL EXPENDITURES	1,060,480	1,245,640	1,499,090	1,307,460	1,307,460	1,324,130
Depreciation	517,708	607,310	689,444	-	-	-
Transfers Out	240,000	-	-	-	-	-
Adjustments to GAAP Basis	(517,708)	(607,310)	(689,444)	-	-	-
TOTAL REQUIREMENTS	1,300,480	1,245,640	1,499,090	1,307,460	1,307,460	1,324,130
Reserve Adjustment	-	-	-	-	-	-
ENDING UNRESTRICTED NET POSITION	528,856	590,621	371,766	591,596	591,596	591,596
Reserved for Asset Replacement	326,291	379,595	472,080			

Note: The schedule of Unrestricted Net Position for the Enterprise Fund is for operations only. It does not include Enterprise Fund projects.

Transit Enterprise Fund
Estimated Unrestricted Net Positon

This fund accounts for the revenues and expenses of the Metropolitan Area Commuter System (MACS) and corresponding paratransit program, the air quality function, and maintenance of the Borough's vehicle fleet. The fund is subsidized by the General Fund, but is partially financed by user fees. It is operated and financed in a manner similar to a private business.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING UNRESTRICTED NET POSITION	658,258	1,458,798	2,725,901	2,444,811	2,444,811	976,991
RESOURCES/REVENUES						
Fares	307,933	343,751	435,180	409,980	409,980	409,980
Advertising	28,386	20,521	19,086	24,000	24,000	22,000
Transit Servicing	462,464	399,932	359,461	486,300	486,300	324,160
Fuel Sales	186,750	194,845	188,104	236,440	236,440	153,600
Interest Earnings	1,280	2,039	2,280	1,830	1,830	1,830
Other	7,766	54,215	24,340	5,000	5,000	5,000
TOTAL REVENUES	994,579	1,015,303	1,028,451	1,163,550	1,163,550	916,570
Transfers In	4,836,270	5,481,107	4,903,520	5,321,550	5,321,550	5,563,250
TOTAL AVAILABLE	6,489,107	7,955,208	8,657,872	8,929,911	8,929,911	7,456,811
REQUIREMENTS/EXPENDITURES						
Personnel Services	2,724,700	2,655,465	2,909,337	4,435,140	4,418,610	4,436,590
Commodities	626,212	629,210	848,521	1,043,010	1,042,131	795,580
Contractual Services	492,429	486,112	503,742	748,990	748,990	660,490
Grants Match, Indirect, Awaiting Budget	-	-	-	21,770	21,770	207,040
Capital Outlay	1,959	-	4,417	73,830	74,709	6,830
Interfund Charges	826,459	830,862	1,047,439	1,259,180	1,259,180	1,293,290
TOTAL EXPENDITURES	4,671,759	4,601,649	5,313,456	7,581,920	7,565,390	7,399,820
Depreciation	515,449	565,374	588,900	-	-	-
Transfers Out	358,550	627,660	899,605	-	202,030	-
Adjustments to GAAP Basis	(515,449)	(565,376)	(588,900)	-	-	-
TOTAL REQUIREMENTS	5,030,309	5,229,307	6,213,061	7,581,920	7,767,420	7,399,820
ENDING UNRESTRICTED NET POSITION	1,458,798	2,725,901	2,444,811	1,347,991	1,162,491	56,991
Appropriation of Net Position after 12/31/15					(185,500)	
Projected Unrestricted Net Position at 6/30/16					976,991	

Note: The schedule of Unrestricted Net Position for the Enterprise Fund is for operations only. It does not include Enterprise Fund projects.

Vehicle and Equipment Fleet
Internal Service Fund
Estimated Unrestricted Net Position

This fund accounts for the management and financing of vehicles and equipment for almost all departments within the Borough. Exceptions are buses and paratransit vans used by the Transportation department, "heavy iron" equipment used by the Solid Waste Disposal division, and certain ambulances used by the Emergency Medical Services division and financed by the State of Alaska. The services are provided on a cost-reimbursement basis through charges to user departments. The user charges provide sufficient revenues to fund all operating costs and to accumulate adequate resources for future replacements of vehicles and equipment.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING UNRESTRICTED NET POSITION	908,856	784,877	847,542	811,696	811,696	829,816
RESOURCES/REVENUES						
Lease Revenues/Misc. Rev	-	5,652	-	-	-	-
Charges for Services	607,490	597,360	625,220	869,700	869,700	1,268,700
Gain (loss) on sale of capital assets	18,989	36,675	77,152	5,000	5,000	-
TOTAL REVENUES	626,479	639,687	702,372	874,700	874,700	1,268,700
Transfers In	-	-	-	-	-	-
TOTAL AVAILABLE	1,535,335	1,424,564	1,549,914	1,686,396	1,686,396	2,098,516
REQUIREMENTS/EXPENDITURES						
Personnel Services	-	-	-	-	-	-
Commodities	-	-	-	-	-	-
Contractual Services	57,812	55,815	55,053	789,110	789,110	741,190
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
Capital Outlay	3,676	-	-	-	-	-
Interfund Charges	50,842	47,031	52,102	67,470	67,470	59,810
TOTAL EXPENDITURES	112,330	102,846	107,155	856,580	856,580	801,000
Depreciation	442,781	465,445	462,729	-	-	-
Transfers Out	-	-	-	-	-	-
Adjustments to GAAP Basis	195,347	8,731	168,334	-	-	-
TOTAL REQUIREMENTS	750,458	577,022	738,218	856,580	856,580	801,000
ENDING UNRESTRICTED NET POSITION	784,877	847,542	811,696	829,816	829,816	1,297,516

Note: The schedule of Unrestricted Net Position for the Proprietary Fund is for operations only.

With a purpose of this fund being to accumulate resources (see above), the fund does not follow the Borough's standard Reserve Policies. Instead, it accumulates funds based on the need to replace the various vehicles and equipment as the assets' useful lives expire. (The Borough's Reserve Policies are in the Fiscal Policies section under the Appropriation Ordinance tab.)

Debt Service Fund
Estimated Fund Balance

This fund accounts for the payments of principal, interest, and related expenditures on general obligation debt. The debt is for education, and general government construction. The payments are funded primarily by contributions from the General Fund.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
BEGINNING FUND BALANCE (Committed)	576,001	895,836	1,061,830	1,702,124	1,702,124	4,134,882
RESOURCES/REVENUES						
Interest Earnings	-	1	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-	-
TOTAL REVENUES	1	-	-	-	-	-
Bond Proceeds	18,717,271					
Transfers In	15,389,157	15,127,450	15,580,800	17,378,670	17,378,670	16,386,200
TOTAL AVAILABLE	34,682,430	16,023,286	16,642,630	19,080,794	19,080,794	20,521,082
REQUIREMENTS/EXPENDITURES						
Principal Retirement of Bonds	10,185,000	10,515,000	10,850,000	13,515,000	13,515,000	14,733,750
Interest on Bonds	4,895,169	4,445,156	4,089,056	5,360,256	5,360,256	5,449,038
Fiscal Paying Agent Fees & Other	209,400	1,300	1,450	3,414	3,414	3,412
TOTAL EXPENDITURES	15,289,569	14,961,456	14,940,506	18,878,670	18,878,670	20,186,200
Payment to Refund Bond Escrow Agent	18,497,025	-	-	-	-	-
TOTAL REQUIREMENTS	33,786,594	14,961,456	14,940,506	18,878,670	18,878,670	20,186,200
Lapse budget for Proposed Series T	-	-	-	-	3,932,758	-
Reserve Adjustment	-	-	-	-	-	-
ENDING FUND BALANCE (Committed)	895,836	1,061,830	1,702,124	202,124	4,134,882	334,882

Given the nature of this fund, described above, with current year payments funded by current contributions from the obligated funds, there is no need to maintain any amount of fund balance. Fund balances vary through the years due to estimations used for upcoming, but unsold, bond obligations and to the variability of interest earnings and fiscal paying agent fees.

Education
Estimated Fund Balance

The School District is governed by an independently elected school board which is responsible for adoption of the School District's annual budget. However, the Borough Assembly is responsible for determining the amount of, and appropriating the Borough's direct appropriation to education. The Borough Assembly is also responsible for levying taxes and collecting and distributing the local support amount to the School District. The School District cannot borrow funds, but the Borough may and does issue bonds to finance school construction.

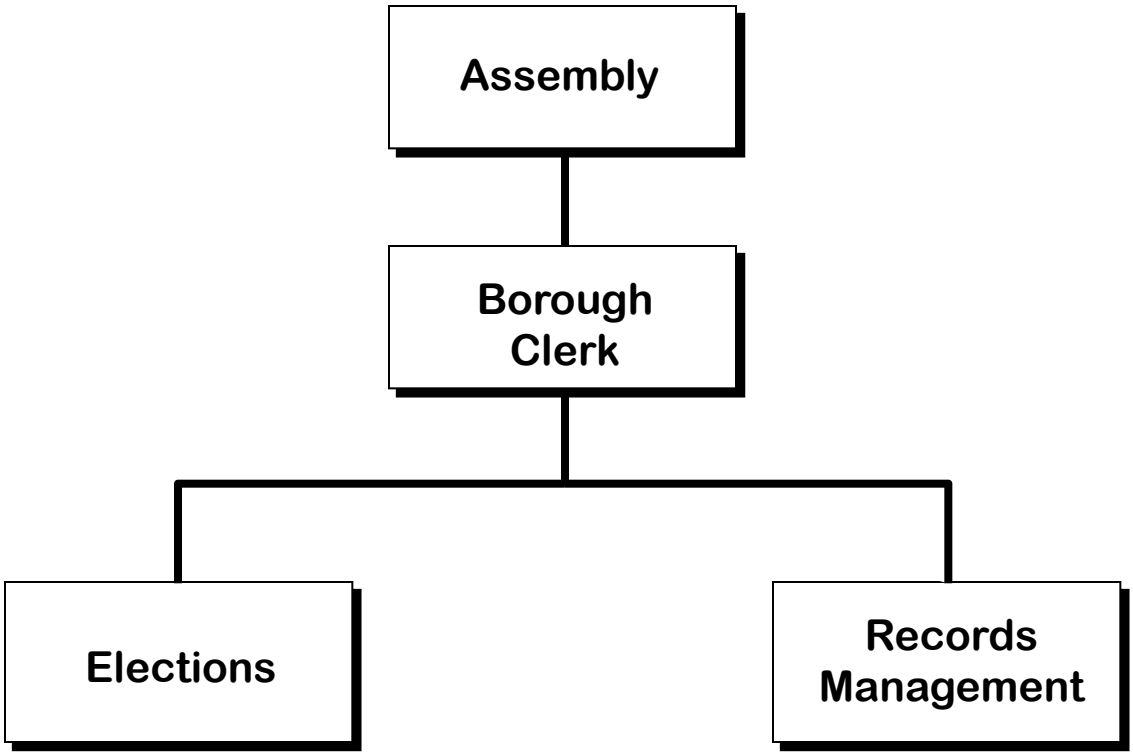
All land and school buildings are owned and accounted for by the Borough and are provided to the School District without charge. Schools located on military bases are operated by the Borough School District through School District, State, and U.S. Department of Education agreements. Ownership of the on-base schools is being individually transferred to the Borough as new on-base schools are constructed or existing schools renovated to Borough standards with State and Federal construction funds.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
ENDING FUND BALANCE (Unassigned)	1,372,848	3,616,590	4,342,757	-	-	-

Note: Presentation includes the Operating fund only.

EXPENDITURE BUDGET

Department of Assembly



DEPARTMENT OF ASSEMBLY

MISSION/Program Description

THE LEGISLATIVE POWER OF THE FAIRBANKS NORTH STAR BOROUGH IS VESTED IN THE ASSEMBLY. THE MISSION OF THE FAIRBANKS NORTH STAR BOROUGH ASSEMBLY AND STAFF IS TO PROVIDE THE COMMUNITY QUALITY PUBLIC SERVICE IN PARTNERSHIP WITH ITS CITIZENS, SCHOOLS, OTHER GOVERNMENTAL AGENCIES AND BUSINESS COMMUNITY BY PROVIDING A FULL RANGE OF MUNICIPAL SERVICES, AND MAINTAINING THE HISTORICAL SENSE OF COMMUNITY VALUES.

The Assembly formulates policies and ordinances to guide the orderly development and administration of the Borough.

Major Long-Term Issues and Concerns

- Continue to provide a sufficient level of funding for borough departments to ensure their continued ability to meet the needs of borough residents.
- Provide local educational funding borough residents can reasonably afford and sustain.
- Develop high quality capital and operational maintenance program ensuring the continued use and economic value of borough assets.
- Continue to support local and statewide efforts to bring natural gas to borough residents.
- Continue to work with federal, state and local entities to resolve the PM2.5 air pollution issues.
- Support the needs of Borough Road and Fire Service Areas.
- Continue to work to resolve Alaska Public Employees' Retirement System (PERS) / Alaska Teachers' Retirement System (TRS) issue.
- Continue to work to resolve recycling and solid waste issues within the borough.

Objectives for FY 2017

- Protect and improve the quality of life for Borough citizens through adoption of policy and programs that reflect the values, needs, and desires of Borough residents.
- Maintain the highest standard of conduct in the performance of our public duties; reflect the priorities of Borough citizens to provide the best service without sacrificing quality and fiscal responsibility.
- Recognize the changing needs of the Borough by striving to continuously improve economic development.
- Reduce the cost of energy for all Borough citizens.
- Support the adoption and implementation of a plan to reduce PM2.5 air pollution in the borough.
- Support the adoption and implementation of a program to provide borough-wide recycling of solid waste material.

Significant Budget Changes

- Reduced travel budget by 36 percent and training budget by 44 percent.

Previous Year's Accomplishments

- Enacted legislation that continued to improve the quality of life for Borough residents.
- Resolved the TAPS valuation litigation issue for the next five years.
- Advanced the mission of the Interior Gas Utility, and made progress toward bringing affordable natural gas to the majority of Borough citizens.
- Enacted regulations and zoning for marijuana and marijuana establishments.
- Enacted legislation regarding PM 2.5 air quality control program and voluntary burn cessation program.
- Began planning for a borough wide recycling program; issued an RFI to gauge interest in potential operators of such a program.

Dept: Assembly
Div: All Divisions - Assembly/Clerk/Elections/Records
Measures & Statistical Accomplishments

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Documents Processed	203,000	453,521	458,477	476,217	476,217
Measure 2. Number Appeals Processed	1	3	1	6	6
Measure 3. Petitions Submitted	7	1	2	2	1
Measure 4. Meetings noticed & packets processed timely	100%	100%	100%	100%	100%
Measure 5. Number of Documents Microfilmed/Scanned	504,600	545,000	548,280	525,000	560,000
Measure 6. Number of evening meetings/hours (Assembly)		99/249	99/215	85/190	85/190
Measure 7. Number of evening meetings/hours (Staff)		104/461	109/430	95/440	95/440
Additional Statistical Accomplishments					
Assembly Requests and Others					
Ordinances/Resolutions	178	177	145	200	200
Ordinance/Resolutions/Research Requests	415	366	290	350	350
Preparation for Meetings					
Paper - Agenda Packets prepared, distributed	182	854	713	700	700
Electronic agenda packets prepared & distributed		2,128	2,280	2,184	2,184
Printed pages *saved by electronic packets*		169,862	146,000	170,000	170,000
Minutes and Action Statements (Regular, Special & Committee Mtg)	148	137	110	130	130
Notifications sent - DPO's, other notifications.	2,200	819	916	900	900
Advertising (News Page and other)	550	758	818	825	825
General Day to Day					
Phone Calls	47,820	29,800	31,616	32,000	3,200
Emails	147,500	151,600	152,000	153,000	153,000
Counter	5,856	3,890	4,100	5,000	5,000
Contracts, leases and agreements	660	1,137	1,200	1,200	1,200
Copy/Print/Scan Documentation	357,200	275,460	280,000	275,000	275,000
Information Posted on Web Site	1,300	1,360	1,170	1,300	1,300
Process TA, PO, BT, P-card	550	586	459	500	500
Elections - Regular - Run Off and Special					
Regular\Run Off Elections (Borough, Fairbanks, NP)	3	3	3	3	3
Candiate Information/Information Insert Reviewed/Processed		10	16	16	12
Absentee Ballots Mailed/Electronic Transmission	402	131	283	307	350
Absentee Voters In Person	635	471	634	1,281	1,000
Notification to Election Officials/Facilities	350	328	304	300	300
Canvass Board/Ballots (cards) reviewed and Processed	35,910	13,100	14,368	17,130	19,000
Special Elections (Includes Special Service Area Elections)	0	2	0	0	0
Service Area Elections (Road & Fire)	9	15	9	4	10
Absentee Ballots Mailed /Electronic Transmission/In Person	1,300	239	227	88	160
Notification DPO/Ballot Applications Mailed	1,400	5,630	1,625	845	1,300
Canvassed Board/Ballots Reviewed and Processed		191	200	50	200
Advertisements - Regular, Special & Service Area	115	109	96	97	100
Initiative Petition Applications Received/Certified	3	1/1	1/1	2/2	1/1
Initiative Petitions Issued to Sponsors/Reviewed	2	50/42	40/36	81/73	40/40
Initiative Petitions Certified	2	1	1	2	1
Records					
Processed - Retrieved for Departments and Public	450	410	400	300	212
Destroyed per Retention Schedule (boxes)	199	164	122	200	210
Records Microfilmed (images)	274,600	302,000	309,600	285,000	320,000
Historical records preserved	3 binders	3 binders	3 binders	15 binders	0
Records Scanned (images)	230,000	243,000	238,680	240,00	240,00
Boxes scanned	350	305	338	336	336
Quasi-Judicial Boards					
Board of Adjustment Appeals Filed	1	2	2	7	10
Board of Equalization - appeals heard	32	12	30	40	40
Assembly Board of Ethics	0	0	0	0	0

* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Assembly
Div: Assembly

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Assemblymembers	TH				99,600		99,600		99,600
TOTALS:		0.00	0.00	0.00	99,600	0.00	99,600	0.00	99,600

FY 2017 Budget Worksheet:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		Asm	Asm		0.00	0.00	0.00	NormOpr	PS-FTE		

Operating Budget

11			Asm	Asm	50505	0	0	0	NormOpr	PS-Permanent Salaries		11
12			Asm	Asm	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13			Asm	Asm	50515	99,600	99,600	99,600	NormOpr	PS-Temporary Salaries	Monthly stipend for Assemblymembers	13
14			Asm	Asm	50520	9,422	7,580	8,506	NormOpr	PS-Benefits	Payroll/stipend deductions (FICA, medicare, etc)	14
15	nab	1/30/16	Asm	Asm	51105	127	293	967	NormOpr	COMD-Office Supplies	Ruled paper, pens, misc. office supplies	15
16	nab	1/30/16	Asm	Asm	51106	94	164	2,216	NormOpr	COMD-Computer Supplies	4 Replacement Tablets and accessories	16
17	nab	1/30/16	Asm	Asm	51110	0	79	95	NormOpr	COMD-Operating Supplies	Disposable ear buds for hearing impaired equipment	17
18			Asm	Asm	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			Asm	Asm	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			Asm	Asm	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			Asm	Asm	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			Asm	Asm	51215	0	0	0	NormOpr	COMD-Equipment Parts		22
23	nab	1/30/16	Asm	Asm	61510				NormOpr	CONTR-Professional Services	Hearing Officer (if requested)	23
24	nab	1/30/16	Asm	Asm	61510				NormOpr	CONTR-Professional Services	FNSB Juneau Lobbyist Contract	24
25	nab	1/30/16	Asm	Asm	61510				NormOpr	CONTR-Professional Services	FNSB Juneau Lobbyist - Expenses	25
26	nab	1/30/16	Asm	Asm	61510				NormOpr	CONTR-Professional Services	External Audit Services for FY2016	26
27	nab	1/30/16	Asm	Asm	61510				NormOpr	CONTR-Professional Services	Additional External Audit Services for FY2016	27
28	nab	2/20/16	Asm	Asm	61510				NormOpr	CONTR-Professional Services	Additional Procedures for External Audit Services	28
29	nab	1/29/16	Asm	Asm	61510	250,835	257,861	280,374	NormOpr	CONTR-Professional Services	Legal Confirmation Funds for External Audit Response letter(s)	29

Assembly

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
11	0	0	0	0	0	0		0	11
12	0	0	0	0	0	0		0	12
13	99,600	99,600	0	99,600	99,600	99,600		99,600	13
14	9,660	9,660	0	9,660	9,660	9,660		9,660	14
15	500	500	0	500	500	500	No increase requested.	500	15
16	2,800	2,800	800	3,600	3,600	3,600	Replacement program of tablets (4 new tablets for the newly elected assembly members and the clerk/backup tablet).	3,600	16
17	100	100	0	100	100	100	No increase requested.	100	17
18	0	0	0	0	0	0		0	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	5,000	5,000	(5,000)	0		0	Removed at the request of the presiding officer.	0	23
24	100,000	100,000	0	100,000		0	The initial term of this contract ends August 31, 2016. The Borough may at is option renew the contract for one additional contract year. Renewal would be the same terms, conditions and contract sum.	0	24
25	5,000	5,000	(4,000)	1,000		0	Adjusted to reflect actuals.	0	25
26	158,000	158,000	3,900	161,900		0	Increase per contract (RFP No. 13017). Renewal option 1 of 2 exercised. Term of contract March 2016-February 2017.	0	26
27	2,000	2,000	0	2,000		0	No increase projected.	0	27
28	9,000	9,000	0	9,000		0	High risk findings from the FY 2014 external audit, GASB 68 and implementation of the OneSolution Financial software.	0	28
29	4,400	4,400	300	4,700	278,600	278,600	Adjusted to reflect actuals.	278,600	29

FY 2017 Budget Worksheet:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
30			Asm	Asm	61525	3,177	0	0	NormOpr	CONTR-Communications		30
31	nab	1/30/16	Asm	Asm	61580				NormOpr	CONTR-Travel	Miscellaneous Travel	31
32	nab	1/30/16	Asm	Asm	61580				NormOpr	CONTR-Travel	February 2017 NACo Legislative Conference - Washington DC	32
33	nab	1/30/16	Asm	Asm	61580				NormOpr	CONTR-Travel	February 2017 NACo Legislative Conference - Washington DC	33
34	nab	1/30/16	Asm	Asm	61580				NormOpr	CONTR-Travel	May 2017 NACo/Western Interstate Region (WIR) Conference - Sunriver, Oregon	34
35	nab	1/30/16	Asm	Asm	61580				NormOpr	CONTR-Travel	July 2017 NACo Annual Conference in Columbus, Ohio	35
36	nab	1/30/16	Asm	Asm	61580				NormOpr	CONTR-Travel	February 2017 AML Legislative Committee & Executive Committee Meetings in Juneau	36
37	nab	1/30/16	Asm	Asm	61580	22,190	21,025	15,200	NormOpr	CONTR-Travel	August 2016 AML Legislative Committee & Executive Committee Meetings in Mat-Su	37
38	nab	1/30/16	Asm	Asm	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Board of Equalization - Meeting Expenses	38
39	nab	1/30/16	Asm	Asm	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Regular & Committee Meeting Expenses	39
40	nab	1/30/16	Asm	Asm	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Municipal (AML) Dues	40
41	nab	1/30/16	Asm	Asm	61581	45,876	43,713	44,678	NormOpr	CONTR-Profnl Dues/Mtgs	National Association of Counties (NACo) Dues	41
42	nab	1/30/16	Asm	Asm	61582				NormOpr	CONTR-Training	3 Members to attend the November 2016 AML Newly Elected Officials Training in Anchorage	42
43	nab	1/30/16	Asm	Asm	61582	5,208	6,377	7,336	NormOpr	CONTR-Training	3 Members to attend the November 2016 Annual AML Conference in Anchorage	43
44	nab	1/30/16	Asm	Asm	61610				NormOpr	CONTR-Advertising, Printing & Binding	FNSB Code quarterly printed supplements	44
45	nab	1/30/16	Asm	Asm	61610				NormOpr	CONTR-Advertising, Printing & Binding	Photo Frame & Mat replacement	45
46	nab	1/30/16	Asm	Asm	61610	5,142	3,724	2,167	NormOpr	CONTR-Advertising, Printing & Binding	Gifts/Engraving, Flowers, Assembly Business Cards & Assembly Photographs for the Gallery	46
47			Asm	Asm	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		47

Assembly

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
30	0	0	0	0	0	0		0	30
31	8,000	8,000	(6,000)	2,000		0	Reduced at the request of the presiding officer. Use of funds to be determined by the Presiding Officer.	0	31
32	3,800	3,800	0	3,800		0	No increase requested. Use of funds to be determined by the Presiding Officer.	0	32
33	3,800	3,800	0	3,800		0	No increase requested. Travel for Jill Dolan, Borough Attorney.	0	33
34	3,800	3,800	(1,300)	2,500		0	Replaced one February NACo Legislative Conference trip with funds for NACo/WIR Board Member travel.ML will reimburse 50% of travel or $1,750 whichever is less, plus conference registration.	0	34
35	3,500	3,500	0	3,500		0	No increase requested. Use of funds to be determined by the Presiding Officer.	0	35
36	3,900	3,900	(2,200)	1,700		0	Removed funds for AML Committee member travel. Funds for AML Board of Director's travel only.	0	36
37	3,000	3,000	(1,300)	1,700	19,000	19,000	Removed funds for AML Committee member travel. Funds for AML Board of Director's travel only.	19,000	37
38	1,220	1,220	0	1,220		0	No increase requested.	0	38
39	4,000	4,000	0	4,000		0	No increase requested	0	39
40	38,150	38,150	0	38,150		0	No increase projected.	0	40
41	1,950	1,950	0	1,950	45,320	45,320	No increase projected.	45,320	41
42	6,800	6,800	(3,300)	3,500		0	Eliminated estimated funds for new members to attend the full AML Conference (registration fee, hotel and per diem) at the request of the Presiding Officer.	0	42
43	6,200	6,200	(2,480)	3,720	7,220	7,220	Reduced funding from 5 attendees to 3 at the request of the Presiding Officer.	7,220	43
44	5,000	5,000	0	5,000		0	No increase projected.	0	44
45	100	100	0	100		0	No increase projected.	0	45
46	1,200	1,200	0	1,200	6,300	6,300	No increase projected.	6,300	46
47	0	0	0	0	0	0		0	47

FY 2017 Budget Worksheet:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
48			Asm	Asm	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		48
49	nab	1/30/16	Asm	Asm	61750	0	0	150	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Assembly Chambers equipment (microphone/recording/mixer)	49
50			Asm	Asm	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		50
51			Asm	Asm	61810	0	0	0	NormOpr	CONTR-Rent		51
52			Asm	Asm	61830	0	0	0	NormOpr	CONTR-Utilities		52
53			Asm	Asm	61920	0	0	0	NormOpr	CONTR-Equipment Leases		53
54			Asm	Asm	61950				NormOpr	CONTR-Other Contractual Services	Wells Fargo Bank Fees for the Assembly travel credit card	54
55	nab	1/30/16	Asm	Asm	61950	7,899	14,876	5,127	NormOpr	CONTR-Other Contractual Services	Software Support & Maintenance/immediate updates to the on-line FNSB Code	55
56			Asm	Asm		0	0	0	NormOpr	Grants-Local Match & Indirects Costs		56
57			Asm	Asm	72001	11,579	0	2,355	NormOpr	CAPITAL-Controlled Assets		57
58			Asm	Asm	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		58
59			Asm	Asm	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		59
60			Asm	Asm	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		60
61			Asm	Asm	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		61
62			Asm	Asm	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		62
63			Asm	Asm	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		63
64			Asm	Asm	72030	0	0	0	NormOpr	CAPITAL-Library Materials		64
65			Asm	Asm	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		65
66			Asm	Asm	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		66
67						**461,149**	**455,292**	**468,771**			**Normal Operations Totals:**	67
68												68
69												69

Assembly

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
48	0	0	0	0	0	0		0	48
49	1,000	1,000	0	1,000	1,000	1,000	Funds to be used on an as needed basis.	1,000	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	50	50	0	50		0	No increase projected.	0	54
55	10,500	10,500	0	10,500	10,550	10,550	No increase projected.	10,550	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61	0	0	0	0	0	0		0	61
62	0	0	0	0	0	0		0	62
63	0	0	0	0	0	0		0	63
64	0	0	0	0	0	0		0	64
65	0	0	0	0	0	0		0	65
66	0	0	0	0	0	0		0	66
67	**502,030**	**502,030**	**(20,580)**	**481,450**	**481,450**	**481,450**		**481,450**	67
68									68
69					**481,450**	**xcheck total**			69

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DEPARTMENT OF ASSEMBLY – OFFICE OF BOROUGH CLERK DIVISION

MISSION STATEMENT

THE OFFICE OF THE BOROUGH CLERK PROVIDES THE PROFESSIONAL LINK BETWEEN CITIZENS, LOCAL GOVERNING BODIES, BOROUGH ADMINISTRATION AND AGENCIES OF GOVERNMENT AT ALL LEVELS.

The Borough Clerk must adhere to constitutional government and laws of the community and state; impart standards of quality and integrity that merit public confidence; and maintain professional ethical standards. The Clerk is responsible for administrative support to the Assembly; accurate records of proceedings of the governing body; administration of Borough elections; maintaining all records of the Borough; research and development of ordinances, resolutions, and reports; provide public information to citizens of the borough; serve as a conduit to the Administration from the Assembly.

Major Long-Term Issues and Concerns

- Continue to challenge, develop, train and improve the administration of the office, to ensure consistent and sound management practices, in order to fulfill the responsibilities of the Office of the Borough Clerk.

Objectives for FY 2017

- Ensure public access to their local government and public information.
- Continue to provide professional and efficient administrative support to the Assembly.
- Provide valuable training opportunities for staffs' professional growth.

Significant Budget Changes

- The budget reflects a net change in personnel costs due to cost of living adjustments, longevity and personnel changes.
- Reduced training budget by 21 percent

Previous Year's Accomplishments

- Successfully published 109 assembly/committee and board of equalization meeting notices and agendas to meet FNSB code and OMA requirements.
- Provided professional staff support to the assembly for 99 evening and Saturday meetings, four daytime meetings, and 10 board of equalization meetings (430 hours of combined staff support hours).
- Improved internal procedures to streamline the preparation of assembly and committee meetings agenda and agenda packets.
- Provided professional etiquette and manners when interacting with customers resulting in positive feedback from both internal and external customers.
- Successfully transitioned into maintaining department websites (assembly, borough clerk and election).
- Successfully completed the review of the FNSB Code for recodification with the Legal department.

Dept: Assembly
Div: All Divisions - Assembly/Clerk/Elections/Records
Measures & Statistical Accomplishments

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
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Preparation for Meetings					
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Special Elections (Includes Special Service Area Elections)	0	2	0	0	0
Service Area Elections (Road & Fire)	9	15	9	4	10
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Initiative Petitions Certified	2	1	1	2	1
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Historical records preserved	3 binders	3 binders	3 binders	15 binders	0
Records Scanned (images)	230,000	243,000	238,680	240,00	240,00
Boxes scanned	350	305	338	336	336
Quasi-Judicial Boards					
Board of Adjustment Appeals Filed	1	2	2	7	10
Board of Equalization - appeals heard	32	12	30	40	40
Assembly Board of Ethics	0	0	0	0	0

* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Assembly
Div: Clerk's Office

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Borough Clerk	II	1.00	1.00	1.00	117,620	1.00	117,620	1.00	120,590
Deputy Borough Clerk	I	1.00	1.00	1.00	92,150	1.00	92,150	1.00	94,480
Research Assistant	9	1.00	1.00	1.00	54,010	1.00	54,010	1.00	56,040
Administrative Assistant III	7	1.00	1.00	1.00	50,390	1.00	50,390	1.00	52,180
Administrative Assistant I	5	1.00	1.00	1.00	47,060	1.00	47,060	1.00	48,750
Overtime	OT				7,000		7,000		7,000
Temporaries	TH				7,000		7,000		7,000
Standby	SD				3,890		3,890		3,890
Former Position:									
Assistant Deputy Clerk (T)	I	1.00							
TOTALS:		6.00	5.00	5.00	379,120	5.00	379,120	5.00	389,930

Footnotes:
(T) Transferred to Records Mngt

FY 2017 Budget Worksheet:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
lw	1/15/15	Asm	clrk		6.00	6.00	5.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16		clrk	50505	431,060	373,832	346,879	NormOpr	PS-Permanent Salaries		11
12	at			clrk	50510	4,973	4,520	5,733	NormOpr	PS-Overtime Wages		12
13	at			clrk	50515	755	20,339	0	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16		clrk	50520	278,356	240,037	248,634	NormOpr	PS-Benefits		14
15	nab	2/20/16		clrk	51105	2,722	3,177	4,105	NormOpr	COMD-Office Supplies		15
16	nab	2/20/16		clrk	51106	35	830	611	NormOpr	COMD-Computer Supplies		16
17				clrk	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18	nab	2/20/16		clrk	51115	977	762	795	NormOpr	COMD-Books and Periodicals	Alaska Statutes, E-edition of news paper and misc. publications	18
19				clrk	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20				clrk	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21				clrk	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22				clrk	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23				clrk	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24				clrk	61525	0	0	0	NormOpr	CONTR-Communications		24
25				clrk	61580	23	0	0	NormOpr	CONTR-Travel		25
26	nab	2/20/16		clrk	61581				NormOpr	CONTR-Profnl Dues/Mtgs	International Institute of Municipal Clerks Dues for Clerk & Deputy Clerk	26
27	nab	2/20/16		clrk	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Association of Municipal Clerks Dues for Clerk, Deputy, and Associate Dues for Research Assistant	27
28	nab	2/20/16		clrk	61581				NormOpr	CONTR-Profnl Dues/Mtgs	National Association of County Recorders, Elected Officials (NACRC) Dues	28
29	nab	2/20/16		clrk	61581	512	444	814	NormOpr	CONTR-Profnl Dues/Mtgs	National Notary Association	29
30	nab	2/20/16			61582				NormOpr	CONTR-Training	Continuing Education for staff	30
31	nab	2/20/16		clrk	61582				NormOpr	CONTR-Training	Alaska Association of Municipal Clerks (AAMC) Conference - Clerk, Deputy Clerk and Research Assistant	31
32	nab	2/20/16		clrk	61582				NormOpr	CONTR-Training	International Institute of Municipal Clerks Conference & Academy Sessions for Clerk or Deputy Clerk	32
33	nab	2/20/16		clrk	61582	2,460	5,668	5,063	NormOpr	CONTR-Training	Certified Municipal Clerk Professional Development (PD) Training - PD 4 for the Deputy Clerk	33

Assembly - Clerk's Office

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	5.00	5.00	0.00	5.00	5.00	5.00		5.00	
11	365,120	365,120	10,810	375,930	375,930	375,930	Net change in personnel cost due to longevity adjustments	375,930	11
12	7,000	7,000	0	7,000	7,000	7,000		7,000	12
13	7,000	7,000	0	7,000	7,000	7,000		7,000	13
14	233,630	233,630	6,760	240,390	240,390	240,390	Net change is due to salary adjustment and benefit rate	240,390	14
15	4,000	4,000	0	4,000	4,000	4,000	No increase requested.	4,000	15
16	500	500	0	500	500	500	No increase requested.	500	16
17	0	0	0	0	0	0		0	17
18	790	790	0	790	790	790	No increase requested.	790	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	300	300	0	300		0	No increase requested.	0	26
27	350	350	0	350		0	No increase requested.	0	27
28	180	180	0	180		0	No increase requested.	0	28
29	60	60	0	60	890	890	No increase requested.	890	29
30	1,000	1,000	0	1,000		0	No increase requested.	0	30
31	3,400	3,400	0	3,400		0	No increase requested.	0	31
32	3,200	3,200	0	3,200		0	No increase requested.	0	32
33	2,000	2,000	(2,000)	0	7,600	7,600	No funds requested. Deputy Clerk completed training series in FY15/16.	7,600	33

FY 2017 Budget Worksheet:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
34	nab	2/20/16		clrk	61610	89,740	86,946	95,102	NormOpr	CONTR-Advertising, Printing & Binding	Borough News Page & Display Ads	34
35				clrk	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		35
36				clrk	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		36
37				clrk	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		37
38				clrk	61780	0	0	0	NormOpr	CONTR-Repair & maint - Other Equipment		38
39				clrk	61810	0	0	0	NormOpr	CONTR-Rent		39
40				clrk	61830	0	0	0	NormOpr	CONTR-Utilities		40
41				clrk	61920	0	0	0	NormOpr	CONTR-Equipment Leases		41
42	nab	2/20/16		clrk	61950	657	737	657	NormOpr	CONTR-Other Contractual Services	ISYS Search Software Annual Maintenance Fee (3 Licenses)	42
43				clrk		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		43
44				clrk	72001	0	0	1,500	NormOpr	CAPITAL-Controlled Assets		44
45				clrk	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		45
46				clrk	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		46
47				clrk	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		47
48				clrk	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		48
49				clrk	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		49
50				clrk	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		50
51				clrk	72030	0	0	0	NormOpr	CAPITAL-Library Materials		51
52				clrk	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		52
53				clrk	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		53
54						**812,270**	**737,292**	**709,893**			**Normal Operations Totals:**	54
55												55
56												56
57												57
58												58
59												59
60												60
61												61
62												62

Assembly - Clerk's Office

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	105,000	105,000	0	105,000	105,000	105,000	No increase requested.	105,000	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	660	660	(200)	460	460	460	Reduction reflects 5 to 3 licenses	460	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	**734,190**	**734,190**	**15,370**	**749,560**	**749,560**	**749,560**		**749,560**	54
55									55
56					**749,560**	**xcheck total**			56
57									57
58									58
59	Amount allocated through staff benefit rate			$ 375,930	27.0%	$ 101,501	Perm wages x 27.0% Health & life insurance cos		59
60									60
61	Health & life insurance cost by employee			$ 1,720	5	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		61
62									62

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF ASSEMBLY – ELECTION DIVISION

MISSION/Program Description

ADMINISTER AND CONDUCT MUNICIPAL ELECTIONS IN ACCORDANCE WITH APPLICABLE LOCAL, STATE, AND FEDERAL ELECTION LAWS IN THE HIGHEST POSSIBLE STANDARDS.

The Borough Clerk is responsible for programming and processing municipal elections including elections of the cities of Fairbanks and North Pole. Knowledge of election laws (federal, state and local) is imperative in performing the mission of this division.

Major Long-Term Issues and Concerns

- Federal laws that affect state and local elections require constant monitoring.
- Recruiting competent election workers for the October Borough, City of Fairbanks and North Pole Elections and Service Area Elections.
- Work to get Federal and State election laws passed that enhance the election process while protecting the rights of citizens.
- Monitor and review Alaska Statutes on election laws making changes to the Borough's process as needed.
- The future replacement of the State of Alaska ballot tabulation system and its effect on current system and equipment used in municipal elections.
- The continued availability of refurbishing existing memory cards used in the ballot tabulation system.

Objectives for FY 2017

- Conduct efficient and litigation free elections.
- Conduct training for election workers and have 100 percent participation.
- Establish procedures for service areas to pay for spring elections to increase their mill levy for services provided and other service area elections, excluding boundary/annexation elections.
- Review election code and procedures.

Significant Budget Changes

None

Previous Year's Accomplishments

- Prepared, programmed and conducted Regular Municipal Elections (to include the Fairbanks North Star Borough, City of Fairbanks and City of North Pole).
- Conducted Borough elections free of litigation.
- Conducted four service area elections in the spring.
- Prepared and published an Informational Insert for the ballot initiatives for the Regular Election, as required by code.
- Filed an Independent Expenditure report with the Alaska Public Offices Commission for the inclusion of the pro and con statement within the Informational Insert.

Dept: Assembly
Div: All Divisions - Assembly/Clerk/Elections/Records
Measures & Statistical Accomplishments

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Documents Processed	203,000	453,521	458,477	476,217	476,217
Measure 2. Number Appeals Processed	1	3	1	6	6
Measure 3. Petitions Submitted	7	1	2	2	1
Measure 4. Meetings noticed & packets processed timely	100%	100%	100%	100%	100%
Measure 5. Number of Documents Microfilmed/Scanned	504,600	545,000	548,280	525,000	560,000
Measure 6. Number of evening meetings/hours (Assembly)		99/249	99/215	85/190	85/190
Measure 7. Number of evening meetings/hours (Staff)		104/461	109/430	95/440	95/440
Additional Statistical Accomplishments					
Assembly Requests and Others					
Ordinances/Resolutions	178	177	145	200	200
Ordinance/Resolutions/Research Requests	415	366	290	350	350
Preparation for Meetings					
Paper - Agenda Packets prepared, distributed	182	854	713	700	700
Electronic agenda packets prepared & distributed		2,128	2,280	2,184	2,184
Printed pages *saved by electronic packets*		169,862	146,000	170,000	170,000
Minutes and Action Statements (Regular, Special & Committee Mtg)	148	137	110	130	130
Notifications sent - DPO's, other notifications.	2,200	819	916	900	900
Advertising (News Page and other)	550	758	818	825	825
General Day to Day					
Phone Calls	47,820	29,800	31,616	32,000	3,200
Emails	147,500	151,600	152,000	153,000	153,000
Counter	5,856	3,890	4,100	5,000	5,000
Contracts, leases and agreements	660	1,137	1,200	1,200	1,200
Copy/Print/Scan Documentation	357,200	275,460	280,000	275,000	275,000
Information Posted on Web Site	1,300	1,360	1,170	1,300	1,300
Process TA, PO, BT, P-card	550	586	459	500	500
Elections - Regular - Run Off and Special					
Regular\Run Off Elections (Borough, Fairbanks, NP)	3	3	3	3	3
Candiate Information/Information Insert Reviewed/Processed		10	16	16	12
Absentee Ballots Mailed/Electronic Transmission	402	131	283	307	350
Absentee Voters In Person	635	471	634	1,281	1,000
Notification to Election Officials/Facilities	350	328	304	300	300
Canvass Board/Ballots (cards) reviewed and Processed	35,910	13,100	14,368	17,130	19,000
Special Elections (Includes Special Service Area Elections)	0	2	0	0	0
Service Area Elections (Road & Fire)	9	15	9	4	10
Absentee Ballots Mailed /Electronic Transmission/In Person	1,300	239	227	88	160
Notification DPO/Ballot Applications Mailed	1,400	5,630	1,625	845	1,300
Canvassed Board/Ballots Reviewed and Processed		191	200	50	200
Advertisements - Regular, Special & Service Area	115	109	96	97	100
Initiative Petition Applications Received/Certified	3	1/1	1/1	2/2	1/1
Initiative Petitions Issued to Sponsors/Reviewed	2	50/42	40/36	81/73	40/40
Initiative Petitions Certified	2	1	1	2	1
Records					
Processed - Retrieved for Departments and Public	450	410	400	300	212
Destroyed per Retention Schedule (boxes)	199	164	122	200	210
Records Microfilmed (images)	274,600	302,000	309,600	285,000	320,000
Historical records preserved	3 binders	3 binders	3 binders	15 binders	0
Records Scanned (images)	230,000	243,000	238,680	240,00	240,00
Boxes scanned	350	305	338	336	336
Quasi-Judicial Boards					
Board of Adjustment Appeals Filed	1	2	2	7	10
Board of Equalization - appeals heard	32	12	30	40	40
Assembly Board of Ethics	0	0	0	0	0

* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Assembly
Div: Elections

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Temporary Election Workers	TH				37,000		38,000		37,000
Overtime	OT				500		500		500
TOTALS:		0.00	0.00	0.00	37,500	0.00	38,500	0.00	37,500

FY 2017 BUDGET WORKSHEET:

b	c	d	e	f	g	h	i	j	k	l	
By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
		Asm	Elec					NormOpr	PS-FTE		

Operating Budget

11			Asm	Elec	50505	0	0	0	NormOpr	PS-Permanent Salaries		11
12			Asm	Elec	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13	nab	2/20/16	Asm	Elec	50515	35,500	30,865	33,650	NormOpr	PS-Temporary Salaries	Election Workers (Precinct, Election Night, and Canvass Boards for Regular and Service Area Elections & Petitions)	13
14			Asm	Elec	50520	50	45	56	NormOpr	PS-Benefits		14
15	nab	2/20/16	Asm	Elec	51105	224	649	694	NormOpr	COMD-Office Supplies	Precinct supplies	15
16			Asm	Elec	51106	0	0	106	NormOpr	COMD-Computer Supplies		16
17	nab	2/20/16	Asm	Elec	51110	0	0	179	NormOpr	COMD-Operating Supplies	Individual precinct flex-file, supply containers and carts	17
18	nab	2/20/16	Asm	Elec	51115	219	219	219	NormOpr	COMD-Books and Periodicals	Election Administration Report	18
19			Asm	Elec	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			Asm	Elec	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			Asm	Elec	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			Asm	Elec	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			Asm	Elec	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	nab	2/20/16	Asm	Elec	61525	33	30	32	NormOpr	CONTR-Communications	Courier services for test memory card to printer	24
25	nab	2/20/16	Asm	Elec	61580	196	743	300	NormOpr	CONTR-Travel	Mileage for rovers & staff using personal vehicles during election	25
26	nab	2/20/16	Asm	Elec	61581	308	289	261	NormOpr	CONTR-Profnl Dues/Mtgs	Deli trays, drinks and misc. supplies for election night workers	26
27	nab	2/20/16	Asm	Elec	61582	0	0	0	NormOpr	CONTR-Training	Election Training for Clerk	27
28	nab	2/20/16	Asm	Elec	61610				NormOpr	CONTR-Advertising, Printing & Binding		28
29	nab	2/20/16	Asm	Elec	61612				NormOpr	CONTR-Advertising, Printing & Binding	Informational Insert for Initiative's & Referendum's, if needed	29
30	nab	2/20/16	Asm	Elec	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising for Municipal and Service Area Elections	30
31	nab	2/20/16	Asm	Elec	61610	45,864	49,503	46,452	NormOpr	CONTR-Advertising, Printing & Binding	Printing of Election Materials (ballots, envelopes, signage etc.)	31
32			Asm	Elec	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		32

Assembly - Elections

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
			0		0.00	0.00		0.00	
11	0	0	0	0	0	0		0	11
12	500	500	0	500	500	500	Computer Services staff support election night if needed.	500	12
13	37,000	38,000	(1,000)	37,000	37,000	37,000	Realign with approved budget. No increase requested.	37,000	13
14	600	600	0	600	600	600		600	14
15	500	739	11	750	750	750	Adjusted to reflect actuals.	750	15
16	0	0	0	0	0	0		0	16
17	500	261	(11)	250	250	250	Funds requested to replaced damaged items as needed.	250	17
18	220	220	0	220	220	220	No increase requested.	220	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	50	50	0	50	50	50	No increase requested.	50	24
25	300	363	(63)	300	300	300	Realign with approved budget. No increase requested.	300	25
26	350	350	0	350	350	350	No increase requested.	350	26
27	3,000	3,000	0	3,000	3,000	3,000	No increase requested.	3,000	27
28	0	(3,142)	3,142	0		0	Budget Transfer for increases reflected on 12/31 revised budget for lines 13, 25 and 39.	0	28
29	4,500	4,500	0	4,500		0	No increase requested.	0	29
30	22,000	22,000	0	22,000		0	No increase requested.	0	30
31	30,000	30,000	0	30,000	56,500	56,500	No increase requested.	56,500	31
32	0	0	0	0	0	0		0	32

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
33			Asm	Elec	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		33
34			Asm	Elec	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		34
35			Asm	Elec	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		35
36			Asm	Elec	61810	0	0	0	NormOpr	CONTR-Rent		36
37			Asm	Elec	61830	0	0	0	NormOpr	CONTR-Utilities		37
38			Asm	Elec	61920	0	0	0	NormOpr	CONTR-Equipment Leases		38
39	nab	2/20/16	Asm	Elec	61950				NormOpr	CONTR-Other Contractual Services	Delivery of election equipment to Polling Places	39
40	nab	2/20/16	Asm	Elec	61950				NormOpr	CONTR-Other Contractual Services	Software Support/Maintenance	40
41	nab	2/20/16	Asm	Elec	61950				NormOpr	CONTR-Other Contractual Services	Polling Place Usage Fee	41
42	nab	2/20/16	Asm	Elec	61950	27,196	18,459	17,599	NormOpr	CONTR-Other Contractual Services	Carpet Cleaning Services (if needed)	42
43			Asm	Elec		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		43
44			Asm	Elec	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		44
45			Asm	Elec	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		45
46			Asm	Elec	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		46
47			Asm	Elec	72012	8,301	0	0	NormOpr	CAPITAL-Office Equipment		47
48			Asm	Elec	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		48
49			Asm	Elec	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		49
50			Asm	Elec	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		50
51			Asm	Elec	72030	0	0	0	NormOpr	CAPITAL-Library Materials		51
52			Asm	Elec	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		52
53			Asm	Elec	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		53
54						**117,891**	**100,802**	**99,548**			**Normal Operations Totals:**	54
55												55
56												56

Assembly - Elections

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	10,000	12,079	921	13,000		0	Increase from FY15/16 approved budget reflects actual cost of equipment delivery.	0	39
40	7,880	7,880	420	8,300		0	Increase to reflect actual.	0	40
41	2,000	2,000	(500)	1,500		0	Reduction better reflects actual.	0	41
42	200	200	0	200	23,000	23,000	No increase requested.	23,000	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	**119,600**	**119,600**	**2,920**	**122,520**	**122,520**	**122,520**		**122,520**	54
55									55
56					**122,520**	**xcheck total**			56

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
57	**Revenue - General Fund**											57
58	b	c	d	e	f	g	h	i	j	k	l	58
59												59
60					Object	FY 12/13	FY 13/14	FY 14/15	Program			60
61	By	Date	Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	61
62					Number							62
63	nab	2/20/16	Asm	Elec		29,000	18,320	20,000		CLERKS Misc. Revenue	City of Fairbanks and City of North Pole Municipal Election Chargeback estimate	63
64	nab									CLERKS Misc. Revenue	Service Area Election Chargeback estimate	64
65						**29,000**	**18,320**	**20,000**			**Revenue Totals**	65
66												66
67												67

Assembly - Elections

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
57									57
58	n	o	p	q	r	s	t	u	58
59		12/31	(q - o)						59
60	FY 15/16	Revised	Proposed	FY 16/17	Formula	FY 16/17	Change Request Justification	FY 16/17	60
61	Approved	Budget	Increase	Recommended	Column	Recommended	(column "p" numbers)	Approved	61
62			(Decrease)	Detail					62
63	20,000	20,000	2,000	22,000	22,000	22,000		22,000	63
64			0	0		0		0	64
65	**20,000**	**20,000**	**2,000**	**22,000**	**22,000**	**22,000**		**22,000**	65
66									66
67					**22,000**	**xcheck total**			67

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DEPARTMENT OF ASSEMBLY – RECORDS MANAGEMENT DIVISION

MISSION/Program Description

THE MISSION OF THE RECORDS MANAGEMENT DIVISION IS TO PRESERVE PUBLIC RECORDS OF THE FAIRBANKS NORTH STAR BOROUGH.
The Borough Clerk is responsible for managing and overseeing compliance with borough, state and federal laws and regulations relating to the preservation and destruction of electronic and physical records. Establish and adhere to standards of quality and integrity to ensure public confidence through compliance with federal and state records retention guidelines.

Major Long-Term Issues and Concerns

- Continuation of the borough-wide implementation of Encompass electronic records management program, to include work flow component.
- Transition from borough-wide microfilm scanning of permanent records to digital scanning using the Encompass electronic records management software.
- Conversion of archived paper records in the Records Center to electronic records system borough-wide.
- Environmental concerns with the storage of borough-wide physical records within the Markia Street Maintenance/Warehouse.

Objectives for FY 2017

- Evaluate and update current records management policies and procedures.
- Evaluate borough-wide department retention schedules and needs for transitioning from a physical records system into the electronic records management system.
- Continue the conversion of Public Works projects files from paper to microfilm/electronic record by the .8 perm-term position.
- Implementation of work flow process for ordinances, resolutions and agenda items within the electronic records management system.
- Continue working to reduce paper records stored in Records Center.

Significant Budget Changes

- Lower personnel costs due to retirement transition and staffing changes.
- Reduction in other contractual services due to the completion of the restoration of permanent and historical paper ordinances, resolutions and minutes, and the replacement of RMS and OPTIX.

Previous Year's Accomplishments

- Final restoration of permanent and historical ordinances, resolutions and meeting minutes completed (2005-2011).
- Replacement of RMS with TAB Fusion software for the management of physical records.
- Conversion of electronic records within OPTIX to Encompass.
- Trained users in the use of TAB Fusion and Encompass.
- The evening .8 perm-term position has successfully converted an estimated 75 boxes of Public Works project records from paper to microfilm scanning to the electronic records management system.

Dept: Assembly
Div: All Divisions - Assembly/Clerk/Elections/Records
Measures & Statistical Accomplishments

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Documents Processed	203,000	453,521	458,477	476,217	476,217
Measure 2. Number Appeals Processed	1	3	1	6	6
Measure 3. Petitions Submitted	7	1	2	2	1
Measure 4. Meetings noticed & packets processed timely	100%	100%	100%	100%	100%
Measure 5. Number of Documents Microfilmed/Scanned	504,600	545,000	548,280	525,000	560,000
Measure 6. Number of evening meetings/hours (Assembly)		99/249	99/215	85/190	85/190
Measure 7. Number of evening meetings/hours (Staff)		104/461	109/430	95/440	95/440
Additional Statistical Accomplishments					
Assembly Requests and Others					
Ordinances/Resolutions	178	177	145	200	200
Ordinance/Resolutions/Research Requests	415	366	290	350	350
Preparation for Meetings					
Paper - Agenda Packets prepared, distributed	182	854	713	700	700
Electronic agenda packets prepared & distributed		2,128	2,280	2,184	2,184
Printed pages *saved by electronic packets*		169,862	146,000	170,000	170,000
Minutes and Action Statements (Regular, Special & Committee Mtg)	148	137	110	130	130
Notifications sent - DPO's, other notifications.	2,200	819	916	900	900
Advertising (News Page and other)	550	758	818	825	825
General Day to Day					
Phone Calls	47,820	29,800	31,616	32,000	3,200
Emails	147,500	151,600	152,000	153,000	153,000
Counter	5,856	3,890	4,100	5,000	5,000
Contracts, leases and agreements	660	1,137	1,200	1,200	1,200
Copy/Print/Scan Documentation	357,200	275,460	280,000	275,000	275,000
Information Posted on Web Site	1,300	1,360	1,170	1,300	1,300
Process TA, PO, BT, P-card	550	586	459	500	500
Elections - Regular - Run Off and Special					
Regular\Run Off Elections (Borough, Fairbanks, NP)	3	3	3	3	3
Candiate Information/Information Insert Reviewed/Processed		10	16	16	12
Absentee Ballots Mailed/Electronic Transmission	402	131	283	307	350
Absentee Voters In Person	635	471	634	1,281	1,000
Notification to Election Officials/Facilities	350	328	304	300	300
Canvass Board/Ballots (cards) reviewed and Processed	35,910	13,100	14,368	17,130	19,000
Special Elections (Includes Special Service Area Elections)	0	2	0	0	0
Service Area Elections (Road & Fire)	9	15	9	4	10
Absentee Ballots Mailed /Electronic Transmission/In Person	1,300	239	227	88	160
Notification DPO/Ballot Applications Mailed	1,400	5,630	1,625	845	1,300
Canvassed Board/Ballots Reviewed and Processed		191	200	50	200
Advertisements - Regular, Special & Service Area	115	109	96	97	100
Initiative Petition Applications Received/Certified	3	1/1	1/1	2/2	1/1
Initiative Petitions Issued to Sponsors/Reviewed	2	50/42	40/36	81/73	40/40
Initiative Petitions Certified	2	1	1	2	1
Records					
Processed - Retrieved for Departments and Public	450	410	400	300	212
Destroyed per Retention Schedule (boxes)	199	164	122	200	210
Records Microfilmed (images)	274,600	302,000	309,600	285,000	320,000
Historical records preserved	3 binders	3 binders	3 binders	15 binders	0
Records Scanned (images)	230,000	243,000	238,680	240,00	240,00
Boxes scanned	350	305	338	336	336
Quasi-Judicial Boards					
Board of Adjustment Appeals Filed	1	2	2	7	10
Board of Equalization - appeals heard	32	12	30	40	40
Assembly Board of Ethics	0	0	0	0	0

* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Assembly
Div: Records Management

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Records Manager	II							1.00	74,410
Records/Micrographics Tech	8	1.00	1.00	1.00	68,160	1.00	68,160	1.00	50,930
Records Data Clerk	1	1.00	1.00	1.00	44,390	1.00	44,390	1.00	40,260
Records Data Clerk	1	0.80	0.80	0.80	32,980	0.80	32,980	0.80	34,190
Overtime	OT				6,000		6,000		6,000
Temporaries	TH								
ONESolution/Encompass Project									
Records Technican (TF)	8		1.00	1.00	43,030	1.00	43,030	1.00	57,360
Less Direct Charges to Projects	8				(43,030)		(43,030)		(57,360)
Former Position:									
Assistant Deputy Clerk (T)	I		1.00	1.00	75,290	1.00	75,290		
TOTALS:		2.80	4.80	4.80	226,820	4.80	226,820	4.80	205,790

Footnotes:
(T) Transferred from Clerks Office
(TF) Term Funded Position

FY 2017 Budget Worksheet:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
lw	1/18/16	ASM	RM		2.00	2.80	4.80	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	ASM	RM	50505	103,328	140,535	218,555	NormOpr	PS-Permanent Salaries		11
12			ASM	RM	50510	1,947	2,830	3,435	NormOpr	PS-Overtime Wages		12
13			ASM	RM	50515	15,327	0	0	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16	ASM	RM	50520	58,610	65,974	138,220	NormOpr	PS-Benefits		14
15	nab	2/20/16	ASM	RM	51105	2,967	5,130	5,185	NormOpr	COMD-Office Supplies		15
16	nab	2/20/16	ASM	RM	51106	139	16	309	NormOpr	COMD - Computer Supplies		16
17			ASM	RM	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18	nab	2/20/16	ASM	RM	51115	23	0	0	NormOpr	COMD-Books and Periodicals		18
19			ASM	RM	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			ASM	RM	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			ASM	RM	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			ASM	RM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			ASM	RM	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	nab	2/20/16	ASM	RM	61525	309	516	715	NormOpr	CONTR-Communications	Shipping for transporting microfilm and diskettes to and from vendor for processing and to archive storage	24
25	nab	2/20/16	ASM	RM	61580	0	0	0	NormOpr	CONTR-Travel	Mileage reimbursement for personal vehicle use to retrieve/deliver records as needed.	25
26	nab	2/20/16	ASM	RM	61581	400	400	625	NormOpr	CONTR-Profnl Dues/Mtgs	Annual dues for ARMA, AAMC and IIMC	26
27	nab	2/20/16	ASM	RM	61582				NormOpr	CONTR-Training	Continuing Education	27
28	nab	2/20/16	ASM	RM	61582				NormOpr	CONTR-Training	Alaska Association of Municipal Clerks conference in Anchorage for Assistant Deputy Clerk	28
29	nab	2/20/16	ASM	RM	61582	3,238	4,388	1,286	NormOpr	CONTR-Training	Association of Records Managers and Administrators (ARMA) annual conference or regional conference	29
30	nab	2/20/16	ASM	RM	61610	0	0	30	NormOpr	CONTR-Advertising, Printing & Binding	Custom rubber stamps for microfilming/scanning	30

Assembly - Records Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q 16/17 Recommended Detail	r Formula Column	s 16/17 Recommended	t Change Request Justification (column "p" numbers)	u 16/17 Approved	
	4.80	4.80	0.00	4.80	4.80	4.80		4.80	
11	220,820	220,820	(21,030)	199,790	199,790	199,790	Net change in personnel changes and costs due to longevity adjustments.	199,790	11
12	6,000	6,000	0	6,000	6,000	6,000		6,000	12
13	0	0	0	0	0	0		0	13
14	141,990	141,990	(13,170)	128,820	128,820	128,820	Net change is due to salary adjustments and benefit rate.	128,820	14
15	4,550	4,040	510	4,550	4,550	4,550	Realign with approved budget. No increase requested.	4,550	15
16	400	910	(510)	400	400	400	Realign with approved budget. No increase requested.	400	16
17	0	0	0	0	0	0		0	17
18	50	50	(50)	0	0	0	No funds requested.	0	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	500	500	0	500	500	500	No increase requested.	500	24
25	20	20	0	20	20	20	No increase requested.	20	25
26	440	440	0	440	440	440	No increase requested.	440	26
27	0	0	1,000	1,000		0	Data Base training for the Data Clerk due to the implementation of Encompass.	0	27
28	0	0	1,300	1,300		0	Funds were not requested in FY15/16 due to the implementation of Encompass and TAB Fusion.	0	28
29	2,500	2,500	0	2,500	4,800	4,800	No increase requested.	4,800	29
30	50	50	0	50	50	50	No increase requested.	50	30

FY 2017 Budget Worksheet:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
31			ASM	RM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		31
32			ASM	RM	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		32
33	nab	2/23/16	ASM	RM	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	i640 scanner, i9610 Archive Writer, i7300 scanner	33
34	nab	2/23/16	ASM	RM	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Film Controller	34
35	nab	2/23/16	ASM	RM	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Film Controller	35
36	nab	2/23/16	ASM	RM	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Kodak 1000 Retrieval Workstation	36
37	nab	2/23/16	ASM	RM	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Kodak 1000 Retrieval Workstation	37
38	nab	2/23/16	ASM	RM	61750	23,060	23,295	23,637	NormOpr	CONTR-Repairs & Maint. - Office Equipment	fi6240 Fujitsu scanner	38
39			ASM	RM	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		39
40			ASM	RM	61810	0	0	0	NormOpr	CONTR-Rent		40
41	nab	2/20/16	ASM	RM	61830	237	369	390	NormOpr	CONTR-Utilities	Records destruction	41
42			ASM	RM	61920	0	0	0	NormOpr	CONTR-Equipment Leases		42
43	nab	2/20/16	ASM	RM	61950				NormOpr	CONTR-Other Contractual Services	Restoration of Assembly Meeting Minutes, Ordinances and Resolutions for project years 2005-2013	43
44	nab	2/20/16	ASM	RM	61950				NormOpr	CONTR-Other Contractual Services	Microfilm services; processing & duplication	44
45	nab	2/20/16	ASM	RM	61950				NormOpr	CONTR-Other Contractual Services	License renewal for - Records Management System-RMS	45
46	nab	2/20/16	ASM	RM	61950				NormOpr	CONTR-Other Contractual Services	Kodak Capture Pro software maint/license renewal	46
47	nab	2/20/16	ASM	RM	61950				NormOpr	CONTR-Other Contractual Services	TAB Fusion software maint/license renewal	47
48	nab	2/20/16	ASM	RM	61950	22,645	13,140	9,295	NormOpr	CONTR-Other Contractual Services	OPTIX software maintenance/support	48
49			ASM	RM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		49
50			ASM	RM	72001	5,399	1,129	1,950	NormOpr	CAPITAL-Controlled Assets		50
51			ASM	RM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		51
52			ASM	RM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		52

Assembly - Records Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q 16/17 Recommended Detail	r Formula Column	s 16/17 Recommended	t Change Request Justification (column "p" numbers)	u 16/17 Approved	
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32
33	19,900	19,900	0	19,900		0	No increase projected.	0	33
34	1,430	1,430	0	1,430		0	No increase projected.	0	34
35	1,430	1,430	0	1,430		0	No increase projected.	0	35
36	2,750	2,750	0	2,750		0	No increase projected.	0	36
37	2,750	2,750	0	2,750		0	No increase projected.	0	37
38	150	150	0	150	28,410	28,410	No increase projected.	28,410	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	500	500	200	700	700	700	Anticipate an increase of disposal of paper records from Records Center.	700	41
42	0	0	0	0	0	0		0	42
43	8,100	8,100	(8,100)	0		0	No funds requested, project completed in current fiscal year.	0	43
44	3,400	3,400	0	3,400		0	No increase requested.	0	44
45	2,700	2,700	(2,700)	0		0	No funds requested, RMS has been replaced with TAB Fusion.	0	45
46	1,650	1,650	0	1,650		0	No increase projected.	0	46
47	4,700	4,700	0	4,700		0	No increase projected.	0	47
48	7,500	7,500	(7,500)	0	9,750	9,750	OPTIX replaced with Encompass. Encompass software maintenance/license will appear in the Computer Services budget.	9,750	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52

FY 2017 Budget Worksheet:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
53			ASM	RM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		53
54			ASM	RM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		54
55			ASM	RM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		55
56			ASM	RM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		56
57			ASM	RM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		57
58			ASM	RM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		58
59			ASM	RM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		59
60						**237,629**	**257,722**	**403,632**			**Normal Operations Totals:**	60
61												61
62												62
63												63
64												64
65												65
66												66

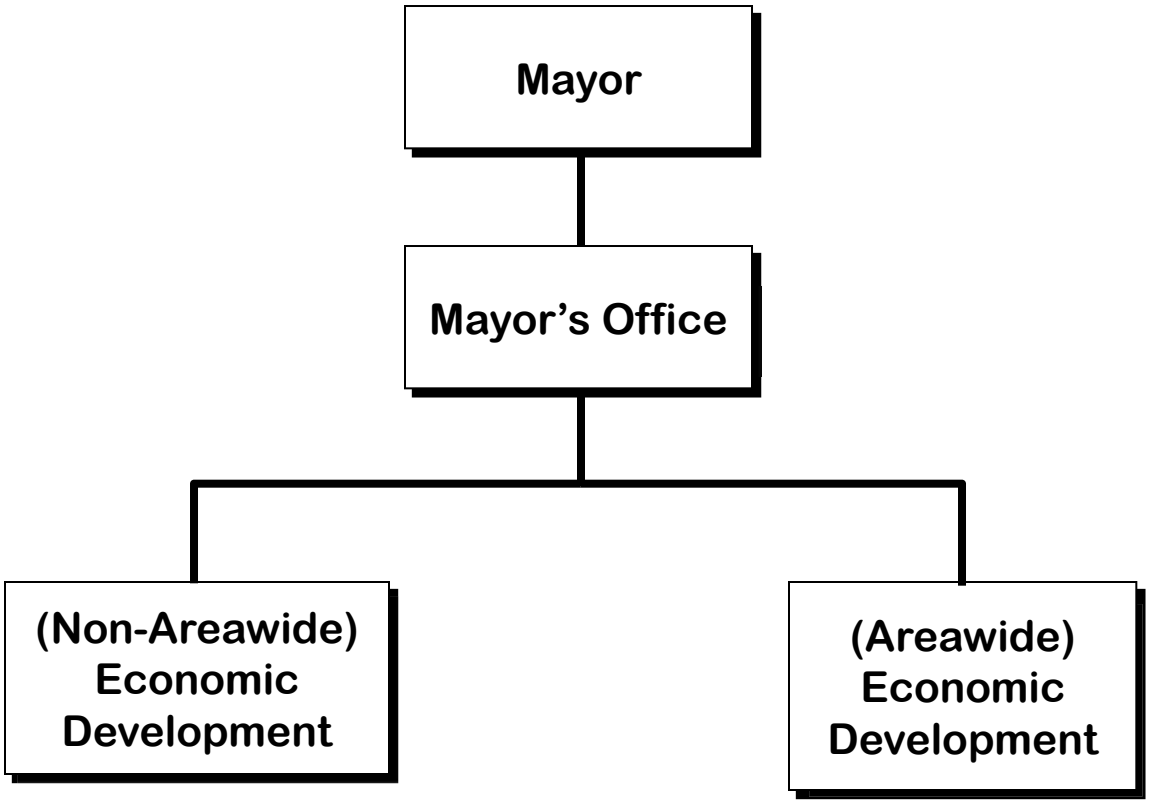
Assembly - Records Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q 16/17 Recommended Detail	r Formula Column	s 16/17 Recommended	t Change Request Justification (column "p" numbers)	u 16/17 Approved	
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	**434,280**	**434,280**	**(50,050)**	**384,230**	**384,230**	**384,230**		**384,230**	60
61									61
62					**384,230**	**xcheck total**			62
63									63
64	Amount allocated through staff benefit rate			$ 199,790	27.0%	$ 53,943	Perm wages x 27.0% Health & life insurance cost		64
65									65
66	Health & life insurance cost by employee			$ 1,720	5	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		66

Dept: Assembly
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	534,388	514,367	565,434	585,940	585,940	575,720
Overtime Wages	6,921	7,350	9,168	13,500	13,500	13,500
Temporary Salaries	151,182	150,804	133,250	143,600	144,600	143,600
Benefits	346,438	313,635	395,416	385,880	385,880	379,470
Subtotal:	1,038,929	986,156	1,103,268	1,128,920	1,129,920	1,112,290
COMMODITIES						
Office Supplies	6,040	9,249	10,951	9,550	9,279	9,800
Computer Supplies	268	994	3,242	3,700	4,210	4,500
Operating Supplies	-	79	274	600	361	350
Books and Periodicals	1,219	997	1,014	1,060	1,060	1,010
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	7,527	11,319	15,481	14,910	14,910	15,660
CONTRACTUAL SERVICES						
Professional Services	250,835	257,861	280,374	283,400	283,400	278,600
Communications	3,519	547	747	550	550	550
Travel	22,409	21,767	15,500	30,120	30,183	19,320
Professional Dues/Meetings	47,096	44,846	46,378	47,000	47,000	47,000
Training	10,906	16,433	13,685	28,100	28,100	22,620
Advertising, Printing & Binding	140,746	140,173	143,751	167,850	164,708	167,850
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	-	-	-	-
Repairs & Maint. -Office Equipment	23,060	23,295	23,787	29,410	29,410	29,410
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	237	369	390	500	500	700
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	58,397	47,212	32,678	59,340	61,419	43,760
Subtotal:	557,205	552,503	557,290	646,270	645,270	609,810
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	16,977	1,129	5,805	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	8,301	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	25,278	1,129	5,805	-	-	-
GRAND TOTAL:	1,628,939	1,551,107	1,681,844	1,790,100	1,790,100	1,737,760
FUNDING SOURCES:						
General Fund Revenues						

Department of Mayor



PROGRAM BUDGET SUMMARY

MAYOR'S DEPARTMENT – SUMMARY

MISSION

THE MISSION OF THE MAYOR'S OFFICE IS TO EFFICIENTLY AND EFFECTIVELY ADMINISTER ONGOING OPERATIONS AND FUNCTIONS OF THE BOROUGH; ADVOCATE FOR THE BEST INTERESTS OF THE CITIZENS OF THE BOROUGH; PROTECT AND DEFEND THE BEST INTERESTS OF THE CITIZENS OF THE BOROUGH; FACILITATE ECONOMIC GROWTH; AND PROVIDE COMMUNITY DIRECTION AND PRINCIPLED LEADERSHIP.

Major Long-Term Issues and Concerns

- Air Quality
- Operational Excellence and Efficiency
- Securing Military Missions
- Reduce Energy Costs within the Borough
- Economic Growth

Goals and Objectives for FY 2017

- Build a culture of exceptional customer service to the benefit of our citizen stakeholders and internal employees, contractors, boards and commissions
- Continue efforts to educate citizens, monitor for compliance and enforce regulations in order to reduce PM2.5 emissions in the Fairbanks North Star Borough
- Engage State and Federal agencies to address air quality mandates and assist the state in providing stronger control measures
- Protect and expand the mission of the military in the Interior to include continued basing of the Stryker Brigade and Apache Attack Helicopters at Ft. Wainwright and the future basing of F-35's at Eielson Air Force Base
- Assist the Interior Gas Utility (IGU) in its mission to continue build out of natural gas infrastructure to the most borough residents, as soon as possible and at the most affordable cost by securing a source for natural gas
- Improve departmental operational efficiency to gain cost savings and increase the value of services through process reengineering, automation and other means
- Implement and exercise continuity of operations plans to ensure continuity of the borough government during unforeseen disasters and emergencies
- Maintain careful budget discipline and healthy fund reserves, allowing the Mayor's office to proactively manage developing or unforeseen issues without seeking additional local revenues
- Safeguard the high standards of financial reporting for the Borough government to preserve our AA+ bond rating
- Ensure that a major gas line project provides the Borough adequate funding for its impact costs and valuation

Significant 2017 Budget Highlights

- Introduced budget that provided desired level of services to residents while at the same time realizing no increases in property taxes
- Appropriately allocate resources for continued Economic Development through FCVB, FEDC, Tiger Team and the Economic Development Commission
- Ensure consistent funding for education, both operations and capital projects
- Budgeted property tax revenue continues to significantly remain under the area-wide Maximum Property Tax Computation

Previous Year's Accomplishments

See accomplishments at the departmental and division level.

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Fairbanks North Star Borough

Personnel Summary
Dept: Mayor
Div: Mayor's Office - Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Borough Mayor	VII	1.00	1.00	1.00	104,440	1.00	104,440	1.00	104,960
Chief of Staff	II	1.00	1.00	1.00	131,690	1.00	131,690	1.00	116,140
Special Assistant to the Mayor	I							1.00	89,290
Grants Writer Coordinator	17	1.00	1.00	1.00	73,130	1.00	73,130		
Executive Communications Specialist	14	1.00	1.00	1.00	65,350	1.00	65,350	1.00	68,780
Executive Administrative Assistant (RD)	11			1.00	58,810	1.00	58,810	1.00	60,970
Overtime	OT				5,030		9,564		15,000
Temporaries	TH				6,720				6,720
Former Position:									
Executive Administrative Assistant	12	1.00	1.00						
TOTALS:		5.00	5.00	5.00	445,170	5.00	442,984	5.00	461,860

Footnotes:
(RD) Reclass Position Downgraded.

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		MAY	MAY		5.00	5.00	5.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	MAY	MAY	50505	370,604	402,866	445,649	NormOpr	PS-Permanent Salaries		11
12			MAY	MAY	50510	176	21,704	20,699	NormOpr	PS-Overtime Wages		12
13			MAY	MAY	50515	9,775	7,147	8,170	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	MAY	MAY	50520	232,311	258,521	285,416	NormOpr	PS-Benefits		14
15			MAY	MAY	51105	4,689	8,694	4,519	NormOpr	COMD-Office Supplies		15
16			MAY	MAY	51106	265	42	0	NormOpr	COMD - Computer Supplies		16
17			MAY	MAY	51110	0	0	51	NormOpr	COMD-Operating Supplies		17
18			MAY	MAY	51115	3,199	1,557	3,612	NormOpr	COMD-Books and Periodicals		18
19			MAY	MAY	51120	114	86	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			MAY	MAY	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			MAY	MAY	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			MAY	MAY	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			MAY	MAY	61510	101,695	48,906	0	NormOpr	CONTR-Professional Services		23
24			MAY	MAY	61525				NormOpr	CONTR-Communications	Public Research and Communications	24
25			MAY	MAY	61525	0	1,636	111	NormOpr	CONTR-Communications	Postage Services	25
26			MAY	MAY	61580	20,455	20,775	18,159	NormOpr	CONTR-Travel	Travel, Mileage and Car Allowance	26
27			MAY	MAY	61581	4,659	3,969	5,590	NormOpr	CONTR-Profnl Dues/Mtgs		27
28			MAY	MAY	61582	3,297	119	4,757	NormOpr	CONTR-Training	Office Staff Training	28
29			MAY	MAY	61610	17,568	10,975	11,283	NormOpr	CONTR-Advertising, Printing & Binding	Employee of the Month, FNSB pins, promotional, items for visiting dignitaries, and advertising for Boards and Commissions.	29
30			MAY	MAY	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		30
31			MAY	MAY	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		31
32			MAY	MAY	61750	0	65	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		32
33			MAY	MAY	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		33

Mayor - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	5.00	5.00	0.00	5.00	5.00	5.00		5.00	
11	433,420	433,420	6,720	440,140	440,140	440,140	Net change in personnel costs due to cost of living, longevity, and change in positions from Grants Writer Coordinator to Special Assistant to the Mayor	440,140	11
12	5,030	9,564	5,436	15,000	15,000	15,000	Increase based on current and prior year actuals	15,000	12
13	6,720	0	6,720	6,720	6,720	6,720	Increase based on current and prior year actuals	6,720	13
14	275,120	277,306	8,264	285,570	285,570	285,570	Net change is due to salary adjustments, benefit rate and change in positions	285,570	14
15	4,000	4,000	0	4,000	4,000	4,000		4,000	15
16	500	500	0	500	500	500		500	16
17	0	0	0	0	0	0		0	17
18	4,000	4,000	(1,000)	3,000	3,000	3,000	Decrease based on current and prior year actuals	3,000	18
19	200	200	0	200	200	200		200	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	12,000	12,000	(4,000)	8,000		0	Decrease to public research and commuications.	0	24
25	200	200	0	200	8,200	8,200		8,200	25
26	25,000	25,000	(5,000)	20,000	20,000	20,000	Decrease based on current and prior year actuals	20,000	26
27	10,000	10,000	(4,000)	6,000	6,000	6,000	Decrease based on current and prior year actuals	6,000	27
28	2,500	2,500	(1,000)	1,500	1,500	1,500	Decrease based on current and prior year actuals	1,500	28
29	6,500	6,500	0	6,500	6,500	6,500		6,500	29
30	0	0	0	0	0	0		0	30
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
34			MAY	MAY	61810	0	0	0	NormOpr	CONTR-Rent		34
35			MAY	MAY	61830	0	0	0	NormOpr	CONTR-Utilities		35
36			MAY	MAY	61920	0	0	0	NormOpr	CONTR-Equipment Leases		36
37			MAY	MAY	61950	180	1,595	58	NormOpr	CONTR-Other Contractual Services	Funding to cover unpredictable contractual needs such as bid awards and appeals	37
38			MAY	MAY		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		38
39			MAY	MAY	72001	2,463	3,903	3,000	NormOpr	CAPITAL-Controlled Assets		39
40			MAY	MAY	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		40
41			MAY	MAY	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		41
42			MAY	MAY	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		42
43			MAY	MAY	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		43
44			MAY	MAY	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		44
45			MAY	MAY	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		45
46			MAY	MAY	72030	0	0	0	NormOpr	CAPITAL-Library Materials		46
47			MAY	MAY	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		47
48			MAY	MAY	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		48
49						**771,450**	**792,560**	**811,074**			**Normal Operations Totals:**	49
50												50
51												51
52												52
53												53
54												54
55												55
56												56

Mayor - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	5,000	5,000	0	5,000	5,000	5,000		5,000	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	**790,190**	**790,190**	**12,140**	**802,330**	**802,330**	**802,330**		**802,330**	49
50									50
51					**802,330**	**xcheck total**			51
52									52
53									53
54	Amount allocated through staff benefit rate			$ 440,140	27.0%	$ 118,838	Perm wages x 27.0% Health & life insurance cost		54
55									55
56	Heath & life insurance cost by employee			$ 1,720	5	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		56

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PROGRAM BUDGET SUMMARY

MAYOR'S DEPARTMENT – ECONOMIC DEVELOPMENT – AREAWIDE

MISSION/Program Description

THE MISSION OF THE ECONOMIC DEVELOPMENT DIVISION IS TO GROW, DIVERSIFY, AND DEFEND THE FAIRBANKS NORTH STAR BOROUGH'S ECONOMIC BASE. In partnership with local, regional, state, and national partners, facilitate the diversification and growth of the local, regional and state economy. This is accomplished by educating the FNSB community about its economy, developing a strategy based upon this understanding, and implementing agreed strategies. This Division works with the Economic Development Commission; manages the Borough's Alaska Regional Development Organization's projects; partners with the University and local, state, and national entrepreneurial development organizations; ensures the Comprehensive Economic Development Strategy reflects the community's economic strategy and partners with community organizations to implement it.

Major Long Term Opportunities and Concerns

Despite the immediate state-wide economic uncertainty related to declining state oil revenues and probable reductions in state spending in the region, the future of the FNSB is bright. In other areas of the state, where communities are bracing for the uncertainty of Alaska's fiscal situation, the FNSB is experiencing and preparing for unprecedented growth in military presence at Fort Wainwright, Eielson Air Force Base, Clear Air Station, and Fort Greely. The bed down of AH-64 Apache attack helicopters and the probable assignment of F-35s in our community will bring hundreds of new high-tech jobs and families to the borough. The Interior Energy Project continues to make progress in bringing clean burning and lower-cost cost energy to Interior Alaska. The FNSB Economic Development Division is working to position the Borough for sustainable growth; by focusing on diversification and investing in expanding our economic base we strengthen our resilience in the face of current and future economic cycles.

Objectives for FY 2017

- Monitor and participate in Municipal Advisory Gasline Project Review Board (MAG Board) to help craft a fair and balanced Payment in Lieu of Taxes system for the proposed Alaska LNG Project that ensures the FNSB receives adequate community impact payments arising from project construction
- Work with Interior Gas Utility (IGU), the Alaska Industrial and Export Development Authority (AIDEA), and the State to deliver sustainable, affordable energy to Interior Alaska and continue build out a natural gas distribution system
- Continue strengthening the case for maintaining and expanding the missions at Fort Wainwright and Eielson Air Force Base, to include Intergovernmental Support Agreements to create efficiencies and/or reduce the cost of services
- Establish military facility zones (i.e. financing districts) within the Fairbanks North Star Borough and explore financing opportunities to leverage state and local support for new and improved military facilities
- Begin implementation of the newly updated Comprehensive Economic Development Strategy (CEDS)
- Work with Community Planning and Legal Departments to help facilitate entrepreneurial interest in new marijuana businesses within the borough

Dept: Mayor's Office
Div: Economic Development
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures*	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Change in Gross Borough Product	4.8%	4.8%	4.8%	4.8%	4.8%
Measure 2. Change in annual average monthly employment	-0.5%	-0.5%	-0.5%	-0.5%	-0.5%
Measure 3. Change in annual average monthly wage	1.0%	1.0%	1.0%	1.0%	1.0%
Measure 4. Change in unemployment rate	-0.5%	-0.5%	-0.5%	-0.5%	-0.5%
Additional Statistical Accomplishments					
Assisted local businesses and non-profits by providing information about funding opportunities, developing their business, the economy and referrals.	421	432	442	453	465
Conducted economic development summits, trainings, increase economic development capacity of borough.	50	50	50	50	50

Continued implementing Community Priority #1 develop local energy resources

Continued working with the Interior Alaska Natural Gas Utility and State on LNG trucking and the natural gas distribution system build out.

Continued implementing Community Priority #2 Anchor the missions of Fort Wainwright, Eielson AFB, Fort Greely, and Clear Air Force Station and encourage increased utilization of facilities

Continued working with installations on joint contracting with state and local government for goods and services to create efficiencies and/or reduce the cost of services for all involved. Organized an F-35 steering committee and began community meetings for potential basing of two squadrons at Eielson AFB.

Challenges

Maintaining momentum on Interior Energy Project

Flint Hills Effects - Property taxes, jobs, energy security

Local impact of dramatically reduced state spending

Finding timely cost effective solution to PM 2.5

Local, state, and government employees constitute 43% of total employment

Maintaining Eielson and Ft. Wainwright's strategic value at an affordable cost during national funding downsizing

Additional Accomplishments

Continued to work closely with UAF on emerging industry, including rare earth minerals, agricultural, and unmanned aircraft, and engage them in regional economic development

Quarterly analysis of FNSB economy and opportunities or challenges

Borough completion of process to be designated an Economic Development District

*All of the measures are reported by other sources on a calendar year basis.

Fairbanks North Star Borough

Personnel Summary
Dept: Mayor
Div: Economic Development - Areawide

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Special Assistant to the Mayor	I	1.00	1.00	1.00	92,150	1.00	92,150	1.00	94,480
Overtime	OT								
Temporaries	TH								
Less Direct Charges to Grant:	II				(57,010)		(57,010)		(57,010)
TOTALS:		1.00	1.00	1.00	35,140	1.00	35,140	1.00	37,470

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		mayr	AWE		1.00	1.00	1.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	mayr	AWE	50505	13,285	5,404	15,739	NormOpr	PS-Permanent Salaries		11
12			mayr	AWE	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13			mayr	AWE	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	mayr	AWE	50520	20,239	5,308	15,323	NormOpr	PS-Benefits		14
15			mayr	AWE	51105	0	28	0	NormOpr	COMD-Office Supplies		15
16			mayr	AWE	51106	0	0	0	NormOpr	COMD - Computer Supplies		16
17			mayr	AWE	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18			mayr	AWE	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			mayr	AWE	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			mayr	AWE	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			mayr	AWE	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			mayr	AWE	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			mayr	AWE	61510	44,962	32,903	23,006	NormOpr	CONTR-Professional Services		23
24			mayr	AWE	61525	0	0	0	NormOpr	CONTR-Communications		24
25			mayr	AWE	61580	7,063	13,299	21,302	NormOpr	CONTR-Travel		25
26			mayr	AWE	61581	2,009	0	502	NormOpr	CONTR-Profnl Dues/Mtgs		26
27			mayr	AWE	61582	4,249	4,346	0	NormOpr	CONTR-Training		27
28			mayr	AWE	61610	11,235	13,520	84	NormOpr	CONTR-Advertising, Printing & Binding		28
29			mayr	AWE	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		29
30			mayr	AWE	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		30
31			mayr	AWE	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		31
32			mayr	AWE	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		32
33			mayr	AWE	61810	0	0	0	NormOpr	CONTR-Rent		33
34			mayr	AWE	61830	0	0	0	NormOpr	CONTR-Utilities		34

Mayor - Economic Development (Areawide)

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	1.00	1.00	0.00	1.00	1.00	1.00		1.00	
11	35,140	35,140	2,330	37,470	37,470	37,470	Net change in personnel costs due to longevity	37,470	11
12	0	0	0	0	0	0		0	12
13	0	0	0	0	0	0		0	13
14	22,000	22,000	1,460	23,460	23,460	23,460	Net change is due to salary adjustments and benefit rate	23,460	14
15	0	0	0	0	0	0		0	15
16	0	0	0	0	0	0		0	16
17	0	0	0	0	0	0		0	17
18	0	0	0	0	0	0		0	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	30,000	30,000	(10,000)	20,000	20,000	20,000	Decrease based on current and prior year actuals	20,000	23
24	0	0	0	0	0	0		0	24
25	13,500	13,500	(1,500)	12,000	12,000	12,000	Decrease based on current and prior year actuals	12,000	25
26	0	0	0	0	0	0		0	26
27	4,300	4,300	(1,000)	3,300	3,300	3,300	Decrease based on current and prior year actuals	3,300	27
28	11,800	11,800	(5,800)	6,000	6,000	6,000	Decrease based on current and prior year actuals	6,000	28
29	0	0	0	0	0	0		0	29
30	0	0	0	0	0	0		0	30
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
35			mayr	AWE	61920	0	0	0	NormOpr	CONTR-Equipment Leases		35
36			mayr	AWE	61950	20,500	16,600	18,455	NormOpr	CONTR-Other Contractual Services		36
37			mayr	AWE					NormOpr	Awaiting Budget	Support for Economic Development in FNSB	37
38			mayr	AWE					NormOpr	Grants -Awaiting Grant Agreement	ARDOR Regional Economic Development Grant	38
39			mayr	AWE					NormOpr	Grants -Awaiting Grant Agreement	ARDOR Regional Economic Development Grant	39
40			mayr	AWE		0	0	0	NormOpr	Grants-Local Match & Indirect Costs	ARDOR Regional Economic Development Grant Match	40
41			mayr	AWE	72001	0	5,878	3,216	NormOpr	CAPITAL-Controlled Assets		41
42			mayr	AWE	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		42
43			mayr	AWE	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		43
44			mayr	AWE	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		44
45			mayr	AWE	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		45
46			mayr	AWE	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		46
47			mayr	AWE	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		47
48			mayr	AWE	72030	0	0	0	NormOpr	CAPITAL-Library Materials		48
49			mayr	AWE	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		49
50			mayr	AWE	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		50
51						**123,542**	**97,286**	**97,627**			**Normal Operations Totals:**	51
52												52
53												53
54												54
55												55
56												56
57												57
58												58
59												59

Mayor - Economic Development (Areawide)

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
35	0	0	0	0	0	0		0	35
36	20,000	20,000	0	20,000	20,000	20,000		20,000	36
37	67,580	67,580	0	67,580		0		0	37
38	77,500	77,500	(7,200)	70,300		0		0	38
39	(77,500)	(77,500)	7,200	(70,300)		0		0	39
40	25,810	25,810	(2,370)	23,440	91,020	91,020		91,020	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	**230,130**	**230,130**	**(16,880)**	**213,250**	**213,250**	**213,250**		**213,250**	51
52									52
53					**213,250**	**xcheck total**			53
54									54
55	Amount allocated through staff benefit rate			$ 37,470	27.0%	$ 10,117	Perm wages x 27.0% Health & life insurance cost		55
56	Amount allocated through staff benefit rate			$ 57,010	27.0%	$ 15,393	Project wages x 27.0% Health & life insurance cost		56
57						$ 25,510			57
58									58
59	Heath & life insurance cost by employee			$ 1,720	1	$ 20,640	$1,720 per employee per month x # employees (bodies) x 12 months		59

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PROGRAM BUDGET SUMMARY

MAYOR'S DEPARTMENT – ECONOMIC DEVELOPMENT – NON-AREAWIDE

MISSION/Program Description

THE MISSION OF THE ECONOMIC DEVELOPMENT DIVISION IS TO GROW, DIVERSIFY, AND DEFEND THE FAIRBANKS NORTH STAR BOROUGH'S ECONOMIC BASE. In partnership with local, regional, state, and national partners, facilitate the diversification and growth of the local, regional and state economy. This is accomplished by educating the FNSB community about its economy, developing a strategy based upon this understanding, and implementing agreed strategies. This Division works with the Economic Development Commission; manages the Borough's Alaska Regional Development Organization's projects; partners with the University and local, state, and national entrepreneurial development organizations; ensures the Comprehensive Economic Development Strategy reflects the community's economic strategy and partners with community organizations to implement it.

Major Long Term Opportunities and Concerns

Despite the immediate state-wide economic uncertainty related to declining state oil revenues and probable reductions in state spending in the region, the future of the FNSB is bright. In other areas of the state, where communities are bracing for the uncertainty of Alaska's fiscal situation, the FNSB is experiencing and preparing for unprecedented growth in military presence at Fort Wainwright, Eielson Air Force Base, Clear Air Station, and Fort Greely. The bed down of AH-64 Apache attack helicopters and the probable assignment of F-35s in our community will bring hundreds of new high-tech jobs and families to the borough. The Interior Energy Project continues to make progress in bringing clean burning and lower-cost cost energy to Interior Alaska. The FNSB Economic Development Division is working to position the Borough for sustainable growth; by focusing on diversification and investing in expanding our economic base we strengthen our resilience in the face of current and future economic cycles.

Objectives for FY 2017

- Monitor and participate in Municipal Advisory Gasline Project Review Board (MAG Board) to help craft a fair and balanced Payment in Lieu of Taxes system for the proposed Alaska LNG Project that ensures the FNSB receives adequate community impact payments arising from project construction
- Work with Interior Gas Utility (IGU), the Alaska Industrial and Export Development Authority (AIDEA), and the State to deliver sustainable, affordable energy to Interior Alaska and continue build out a natural gas distribution system
- Continue strengthening the case for maintaining and expanding the missions at Fort Wainwright and Eielson Air Force Base, to include Intergovernmental Support Agreements to create efficiencies and/or reduce the cost of services
- Establish military facility zones (i.e. financing districts) within the Fairbanks North Star Borough and explore financing opportunities to leverage state and local support for new and improved military facilities
- Begin implementation of the newly updated Comprehensive Economic Development Strategy (CEDS)
- Work with Community Planning and Legal Departments to help facilitate entrepreneurial interest in new marijuana businesses within the borough

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		mayr	Econ		0.00	0.00	0.00	NormOpr	PS-FTE		

Operating Budget

11			mayr	Econ	50505	0	0	0	NormOpr	PS-Permanent Salaries		11
12			mayr	Econ	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13			mayr	Econ	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14			mayr	Econ	50520	(19)	0	0	NormOpr	PS-Benefits		14
15			mayr	Econ	51105	0	59	34	NormOpr	COMD-Office Supplies		15
16			mayr	Econ	51106	0	0	0	NormOpr	COMD - Computer Supplies		16
17			mayr	Econ	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18			mayr	Econ	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			mayr	Econ	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			mayr	Econ	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			mayr	Econ	51210	0	0	36	NormOpr	COMD-Motor Fuels and Lubricants		21
22			mayr	Econ	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			mayr	Econ	61510	85,923	0	0	NormOpr	CONTR-Professional Services		23
24			mayr	Econ	61525	0	0	0	NormOpr	CONTR-Communications		24
25			mayr	Econ	61580	11,578	34,444	37,116	NormOpr	CONTR-Travel	Two 3 day trips to Juneau	25
26			mayr	Econ	61581	200	0	6,583	NormOpr	CONTR-Profnl Dues/Mtgs	Meeting expenses	26
27			mayr	Econ	61582	0	0	0	NormOpr	CONTR-Training		27
28			mayr	Econ	61610	2,000	23,669	15,300	NormOpr	CONTR-Advertising, Printing & Binding	Advertising for Community Economic Development	28
29			mayr	Econ	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		29
30			mayr	Econ	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		30
31			mayr	Econ	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		31
32			mayr	Econ	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		32
33			mayr	Econ	61810	0	0	0	NormOpr	CONTR-Rent		33
34			mayr	Econ	61830	0	0	0	NormOpr	CONTR-Utilities		34
35			mayr	Econ	61920	0	0	0	NormOpr	CONTR-Equipment Leases		35
36			mayr	Econ	61950	25,436	14,560	49,535	NormOpr	CONTR-Other Contractual Services		36
37			mayr	Econ					NormOpr	Awaiting Budget	Support for North Pole Economic Development	37
38			mayr	Econ		0	0	0	NormOpr	Awaiting Budget	Support for Economic Development in FNSB	38
39			mayr	Econ	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		39

Mayor - Economic Development (Non-Areawide)

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	0.00	0.00	0.00	0.00	0.00	0.00		0.00	
11	0	0	0	0	0	0		0	11
12	0	0	0	0	0	0		0	12
13	0	0	0	0	0	0		0	13
14	0	0	0	0	0	0		0	14
15	250	250	0	250	250	250		250	15
16	500	500	0	500	500	500		500	16
17	0	0	0	0	0	0		0	17
18	250	250	0	250	250	250		250	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	5,000	5,000	(1,000)	4,000	4,000	4,000	Decrease based on current and prior year actuals	4,000	25
26	500	500	0	500	500	500		500	26
27	0	0	0	0	0	0		0	27
28	10,000	10,000	(5,000)	5,000	5,000	5,000	Decrease based on current and prior year actuals	5,000	28
29	0	0	0	0	0	0		0	29
30	0	0	0	0	0	0		0	30
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	5,000	15,000	(5,000)	10,000	10,000	10,000	Decrease based on current and prior year actuals	10,000	36
37	10,000	10,000	0	10,000		0		0	37
38	93,500	80,900	12,600	93,500	103,500	103,500	Realign to Approved	103,500	38
39	0	2,600	(2,600)	0	0	0		0	39

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
40			mayr	Econ	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		40
41			mayr	Econ	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		41
42			mayr	Econ	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		42
43			mayr	Econ	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		43
44			mayr	Econ	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		44
45			mayr	Econ	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		45
46			mayr	Econ	72030	0	0	0	NormOpr	CAPITAL-Library Materials		46
47			mayr	Econ	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		47
48			mayr	Econ	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		48
49						**125,118**	**72,732**	**108,604**			**Normal Operations Totals:**	49
50												50
51												51

Mayor - Economic Development (Non-Areawide)

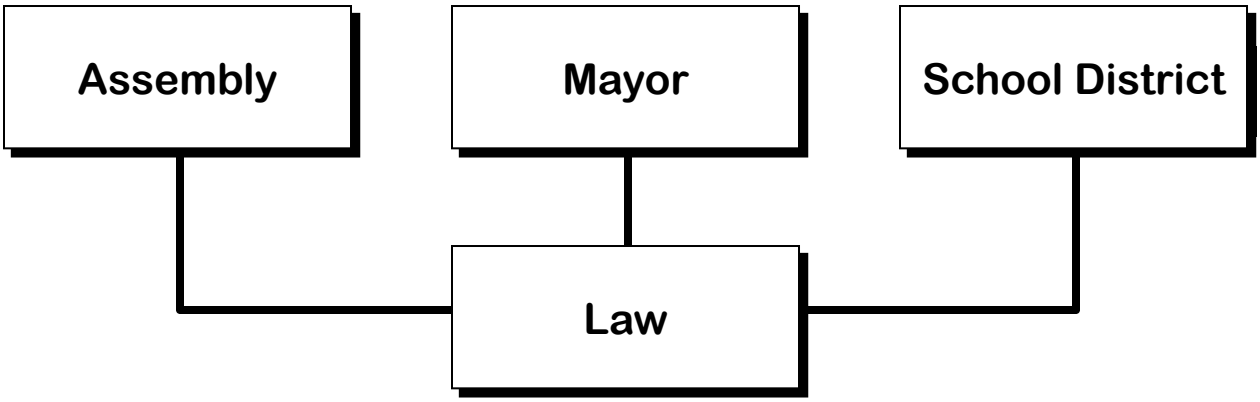
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	**125,000**	**125,000**	**(1,000)**	**124,000**	**124,000**	**124,000**		**124,000**	49
50									50
51					**124,000**	**xcheck total**			51

Dept: Mayor
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Personnel Services						
Permanent Salaries	383,889	408,270	461,388	468,560	468,560	464,070
Overtime Wages	176	21,704	20,699	5,030	9,564	15,000
Temporary Salaries	9,775	7,147	8,170	6,720	-	6,720
Benefits	252,531	263,829	300,739	297,120	299,306	300,550
Subtotal:	646,371	700,950	790,996	777,430	777,430	786,340
Commodities						
Office Supplies	4,689	8,781	4,553	4,250	4,250	4,250
Computer Supplies	265	42	-	1,000	1,000	1,000
Operating Supplies	-	-	51	-	-	-
Books and Periodicals	3,199	1,557	3,612	4,250	4,250	3,250
Repair and Maint. Supplies	114	86	-	200	200	200
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	36	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	8,267	10,466	8,252	9,700	9,700	8,700
Contractual Services						
Professional Services	232,580	81,809	23,006	30,000	30,000	20,000
Communications	-	1,636	111	12,200	12,200	8,200
Travel	39,096	68,518	76,577	43,500	43,500	36,000
Professional Dues/Meetings	6,868	3,969	12,675	10,500	10,500	6,500
Training	7,546	4,465	4,757	6,800	6,800	4,800
Advertising, Printing & Binding	30,803	48,164	26,667	28,300	28,300	17,500
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	-	-	-	-
Repairs & Maint. -Office Equipment	-	65	-	-	-	-
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	46,116	32,755	68,048	30,000	40,000	35,000
Subtotal:	363,009	241,381	211,841	161,300	171,300	128,000
Grants Match, Indirect, Awaiting Budget	-	-	-	196,890	158,457	194,520
Capital Outlay						
Controlled Assets	2,463	9,781	6,216	-	2,600	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	2,463	9,781	6,216	-	2,600	-
GRAND TOTAL:	1,020,110	962,578	1,017,305	1,145,320	1,119,487	1,117,560

FUNDING SOURCES:
General Fund Revenues
Non-Areawide Fund Revenues

Department of Law



Depicts Reporting Responsibility

PROGRAM BUDGET SUMMARY

DEPARTMENT OF LAW

MISSION/Program Description

OUR MISSION IS TO PROVIDE TO OUR CLIENTS TIMELY, HIGH-QUALITY, AND PROFESSIONAL LEGAL SERVICES IN A COST-EFFECTIVE AND RESPONSIVE MANNER. We serve three primary clients: the Assembly, the Administration (Mayor and Departments) and the School District. Because our clients provide a vast array of services, our attorneys have to be knowledgeable in numerous and varied areas of law including land use, legislative drafting, personal injury, employment, taxation, education, transportation, environmental, condemnation, grants, code enforcement, civil rights, criminal law, public records/meetings, and public ethics.

Our work in these areas is primarily performed through four distinct functions: Advisory, legislative, litigation, and contract review.

Major Long-Term Issues and Concerns

- Continue to challenge, develop and update our legal skills and talents in order to ensure that our clients have available necessary expertise, minimize outside counsel costs, enable excellence in our work, and improve departmental efficiency in the delivery of legal services.

- Unless settled, the litigation arising from the TAPS appeals/litigation will continue to significantly challenge our financial resources due to the necessity of paying for outside counsel and numerous experts.

- Handling unpredictable and sporadic increases of school district legal matters.

Objectives for FY 2017

- Provide high-quality, reliable, and timely legal advice and customer service to the Mayor, Borough Departments, Assembly, and School District.

- Continue to work proactively with all of our clients to identify and manage legal issues early before they result in substantial disputes or litigation.

Significant Budget Changes

- Lower personnel costs due to retirement transition and other staffing changes.

Previous Year's Accomplishments

Continue, with the assistance of outside counsel, to litigate the annual TAPS value including successfully overturning the State Oil and Gas Assessor's attempt to lower the 2015 SARB value.

Successfully obtained Order from the Regulatory Commission of Alaska in tariff proceeding with ACS.

Successfully defended employee termination action at arbitration.

Assisted Human Resources in negotiating Collecting Bargaining Agreements for two unions.

Successfully defended the Assessor in Corvias' property valuation challenge to the Board of Adjustment. Additionally participated in ongoing litigation in Superior Court defending against Corvias' challenge to the taxability of its property.

Participated extensively in developing laws and regulations related to the marijuana initiative, including participation at the state legislative and regulatory levels, as well as assisting the development of a comprehensive zoning scheme to address new marijuana-related uses of land in the Borough.

- Obtained $5,175.00 in FY16 through PFD garnishments for animal control, curfew citations, and miscellaneous judgments.

- Obtained $48,582.64 in FY15 from miscellaneous collection actions.

Dept: Law

Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Number of Billable Hours	6400	6400	6400	6400	6400
Measure 2. Dollar Value of Billable Hours	$1,600,000	$1,600,000	$1,600,000	$1,600,000	$1,600,000
Measure 3. Average Turnaround (in days), All Documents Reviewed	2.00	1.00	1.00	2.00	2.00
Measure 4. Trainings Presented	10	4	4	4	4
Measure 5. Evening Mtg. (hrs) Attended by Attorneys		460	464	451	462
Measure 6. Payments for Services by Outside Counsel	$1,500,000	$65,000	$120,000	$120,000	$120,000
Additional Statistical Accomplishments					
Ordinances and Resolutions Reviewed	172	185	146	181	168
For Assembly	48	50	36	44	45
For Mayor and all Borough Depts. Combined	124	135	110	137	123
Contract/Document Review by Type					
Contracts/Agreements	847	885	946	853	893
Deeds	55	45	42	50	47
Conflicts of Interest	19	27	23	26	23
Grants	78	118	75	95	90
Other	91	82	84	86	86
Average turnaround (in days) of Contract/Documents by Type					
Contracts/Agreements	1.00	1.00	1.00	1.00	1.00
Deeds	2.00	1.00	1.00	2.00	2.00
Conflicts of Interest	1.00	2.00	3.00	1.00	2.00
Grants	2.00	2.00	1.00	2.00	2.00
Other	3.00	3.00	2.00	2.00	2.00
Top 10 Legal Services Users by %					
Assembly	9%	13%	15%	13%	13%
Assessing	5%	5%	16%	5%	5%
Code Enforcement		4%		4%	4%
Community Planning	8%	6%	6%	6%	6%
Emergency Operations	5%	5%	12%	5%	5%
Finance	3%	6%	5%	6%	6%
General Services		3%	3%	3%	3%
Human Resources/Risk	28%	19%	8%	19%	19%
Land Management	3%				
Mayor	10%	12%	17%	12%	12%
Public Works	3%		2%		
School District		11%	7%	11%	11%
Transportation	2%				
Board of Equalization Appeals Attended / Findings of Fact and Conclusions of Law Prepared	12	12	23	17	16

* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Law

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Borough Attorney	II	1.00	1.00	1.00	150,230	1.00	152,500	0.08	12,840
Borough Attorney	II							1.00	135,010
Asst Borough Attorney	IV	1.00	1.00	1.00	117,420	1.00	117,420	1.00	94,430
Asst Borough Attorney	IV	1.00	1.00	1.00	121,920	1.00	121,920	1.00	125,240
Asst Borough Attorney	IV	1.00	1.00	1.00	95,460	1.00	95,460	1.00	101,810
Asst Borough Attorney	IV					0.50	53,930		
Legal Assistant II	15	1.00	1.00	1.00	80,110	1.00	80,110	1.00	79,410
Legal Assistant I	11	1.00	1.00	1.00	67,260	1.00	67,260	1.00	57,460
Overtime	OT				3,670		3,670		3,670
Temporaries	TH				8,570		8,570		8,570
TOTALS:		6.00	6.00	6.00	644,640	6.50	700,840	6.08	618,440

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
lw	1/18/16	Law			6.00	6.00	6.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	Law		50505	566,432	595,791	607,459	NormOpr	PS-Permanent Salaries		11
12			Law		50510	0	0	21	NormOpr	PS-Overtime Wages		12
13			Law		50515	0	4,958	7,694	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	Law		50520	341,669	357,045	397,163	NormOpr	PS-Benefits		14
15			Law		51105	2,657	2,934	3,724	NormOpr	COMD-Office Supplies		15
16			Law		51106	0	0	0	NormOpr	COMD - Computer Supplies		16
17			Law		51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18			Law		51115	2,852	3,799	6,603	NormOpr	COMD-Books and Periodicals		18
19			Law		51120	18	0	50	NormOpr	COMD-Repair and Maint. Supplies		19
20			Law		51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			Law		51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			Law		51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			Law		61510	65,000	51,666	681,957	NormOpr	CONTR-Professional Services	Outside Counsel Fees	23
24			Law		61525	129	688	(48)	NormOpr	CONTR-Communications	Express mail	24
25			Law		61580	2,954	2,517	4,617	NormOpr	CONTR-Travel	Attorneys travel for Litigation	25
26			Law		61581				NormOpr	CONTR-Profnl Dues/Mtgs	International Muni. Lawyers Assn.	26
27			Law		61581				NormOpr	CONTR-Profnl Dues/Mtgs	Borough Attorney Alaska Bar Dues	27
28			Law		61581				NormOpr	CONTR-Profnl Dues/Mtgs	Assistant Borough Attorney Alaska Bar Dues	28
29			Law		61581				NormOpr	CONTR-Profnl Dues/Mtgs	Assistant Borough Attorney Alaska Bar Dues	29
30			Law		61581				NormOpr	CONTR-Profnl Dues/Mtgs	Assistant Borough Attorney Alaska Bar Dues	30
31			Law		61581				NormOpr	CONTR-Profnl Dues/Mtgs	National Association of Subrogation Professionals	31
32			Law		61581				NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Municipal Attorneys Association Conference Dues	32
33			Law		61581	3,833	3,595	3,430	NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Association of Municipal Attorneys Registration	33

Law

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	6.00	6.00	0.08	6.08	6.08	6.08		6.08	
11	632,400	688,602	(82,402)	606,200	606,200	606,200	Net change in personnel costs due to staffing changes	606,200	11
12	3,670	3,670	0	3,670	3,670	3,670		3,670	12
13	8,570	8,570	0	8,570	8,570	8,570		8,570	13
14	399,010	434,193	(50,973)	383,220	383,220	383,220	Net change is due to salary adjustments and benefit rate	383,220	14
15	3,280	3,280	0	3,280	3,280	3,280		3,280	15
16	500	500	0	500	500	500		500	16
17	0	0	0	0	0	0		0	17
18	6,000	6,000	0	6,000	6,000	6,000		6,000	18
19	100	100	0	100	100	100		100	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	120,000	120,000	0	120,000	120,000	120,000		120,000	23
24	300	300	0	300	300	300		300	24
25	15,000	15,000	0	15,000	15,000	15,000		15,000	25
26	560	560	0	560		0		0	26
27	660	660	0	660		0		0	27
28	680	680	0	680		0		0	28
29	660	660	0	660		0		0	29
30	660	660	0	660		0		0	30
31	400	400	0	400		0		0	31
32	50	50	0	50		0		0	32
33	300	300	0	300	3,970	3,970		3,970	33

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
34			Law		61582				NormOpr	CONTR-Training	International Muni. Lawyers Assn. Annual Conference	34
35			Law		61582				NormOpr	CONTR-Training	International Muni. Lawyers Assn. Mid-Year Seminar	35
36			Law		61582				NormOpr	CONTR-Training	Attorney training specific to departmental assignment	36
37			Law		61582				NormOpr	CONTR-Training	Alaska Bar Association Annual Conference	37
38			Law		61582	16,643	13,342	15,348	NormOpr	CONTR-Training	Attorneys attend Alaska Municipal Attorneys Association Conference	38
39			Law		61610	0	88	0	NormOpr	CONTR-Advertising, Printing & Binding	Misc. copy fees	39
40			Law		61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		40
41			Law		61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		41
42			Law		61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		42
43			Law		61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		43
44			Law		61810	0	0	0	NormOpr	CONTR-Rent		44
45			Law		61830	0	0	0	NormOpr	CONTR-Utilities		45
46			Law		61920	0	0	0	NormOpr	CONTR-Equipment Leases		46
47			Law		61950				NormOpr	CONTR-Other Contractual Services	Courier fees, small claims filing fees, court copy fees, recording fees, notary renewal fees	47
48			Law		61950				NormOpr	CONTR-Other Contractual Services	Litigation expenses	48
49			Law		61950				NormOpr	CONTR-Other Contractual Services	Timeslips	49
50			Law		61950				NormOpr	CONTR-Other Contractual Services	Perceptive Software (ISYS)	50
51			Law		61950				NormOpr	CONTR-Other Contractual Services	Collection Costs	51
52			Law		61950	15,592	14,244	30,004	NormOpr	CONTR-Other Contractual Services	On-Line Legal Research	52
53			Law			0	0	0	NormOpr	Grants-Local Match & Indirect Cost		53
54			Law		72001	0	0	7,399	NormOpr	CAPITAL-Controlled Assets		54
55			Law		72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		55
56			Law		72010	0	0	0	NormOpr	CAPITAL-Office Furniture		56
57			Law		72012	0	0	0	NormOpr	CAPITAL-Office Equipment		57

Law

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	4,000	4,000	0	4,000		0		0	34
35	5,400	5,400	0	5,400		0			35
36	12,000	12,000	0	12,000		0		0	36
37	0	0	0	0		0		0	37
38	1,500	1,500	0	1,500	22,900	22,900		22,900	38
39	800	800	0	800	800	800		800	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	3,180	3,180	0	3,180		0		0	47
48	7,500	7,500	0	7,500		0		0	48
49	0	0	0	0		0		0	49
50	800	800	0	800		0		0	50
51	30,000	30,000	0	30,000		0		0	51
52	7,700	7,700	0	7,700	49,180	49,180		49,180	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
58			Law		72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		58
59			Law		72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		59
60			Law		72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		60
61			Law		72030	0	0	0	NormOpr	CAPITAL-Library Materials		61
62			Law		72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		62
63			Law		72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		63
64						**1,017,779**	**1,050,667**	**1,765,421**			**Normal Operations Totals:**	64
65												65
66												66
67												67
68												68
69												69
70												70

Law

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61	0	0	0	0	0	0		0	61
62	0	0	0	0	0	0		0	62
63	0	0	0	0	0	0		0	63
64	**1,265,680**	**1,357,065**	**(133,375)**	**1,223,690**	**1,223,690**	**1,223,690**		**1,223,690**	64
65									65
66					**1,223,690**	**xcheck total**			66
67									67
68	Amount allocated through staff benefit rate			$ 606,200	27.0%	$ 163,674	Perm wages x 27.0% Health & life insurance cost		68
69									69
70	Health & life insurance cost by employee			$ 1,720	6	$ 123,840	$1,720 per employee per month x # employees (bodies) x 12 months		70

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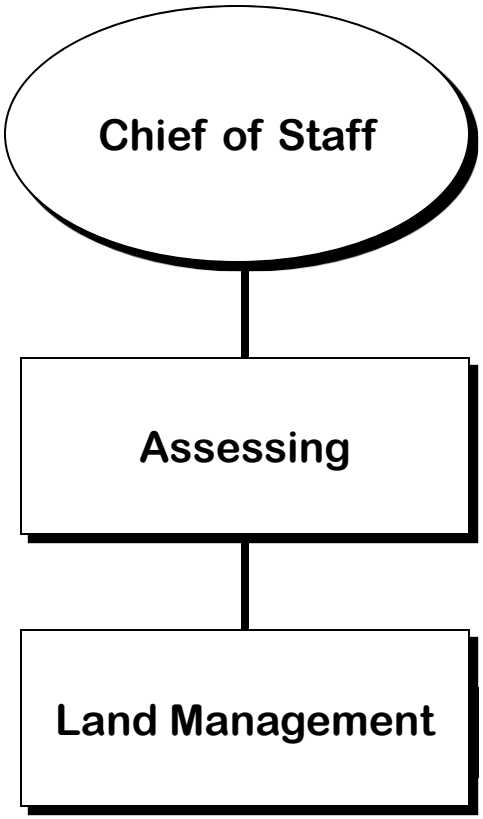
Department of Assessing



PROGRAM BUDGET SUMMARY

DEPARTMENT OF ASSESSING - ASSESSING DIVISION

MISSION/Program Description

THE MISSION OF THE DEPARTMENT OF ASSESSING IS TO PRODUCE THE ANNUAL TAX ROLL THAT IS FAIR, UNIFORM AND EQUITABLE, AND TO MAINTAIN AN ACCURATE AND UP TO DATE OWNERSHIP AND ADDRESS FILE FOR EVERY PROPERTY IN THE BOROUGH. ASSESSING HAS TWO PRIMARY DUTIES.

ONE—administer a property assessment process that is fair, uniform, and equitable by employing the following eight procedures:

1) Locate and identify all taxable property within each taxing jurisdiction;
2) Inventory the quantity, quality, and important characteristics of all taxable property;
3) Accurately estimate the value of each taxable property;
4) Determine the extent of taxability of each property;
5) Calculate the taxable value(s) for each property;
6) Timely notify the owner(s) of the assessed value;
7) Respond to inquiries regarding methods and values, defending same during appeals; and
8) Prepare and certify the official assessment roll of the entire Borough.

TWO—provide up-to-date information about assessment and related property matters, a service that has grown in importance to the community over the years. Inquiries from the public sector have increased significantly in recent years, requiring ever-increasing staffing resources. This is due in part to the public's growing awareness of the wealth of information, both current and historical, available in the Assessing records. Nowhere else can citizens obtain such a wide spectrum of information about a particular property.

Major Long-Term Issues and Concerns

- Continue to upgrade the use and efficiency of field based computers & in-house interface.
- Complete transition of department staff through training of new personnel in office systems and field work.
- Review and implement records management systems that minimize staff time and maximize efficiency.
- Continue to update office procedures manuals for administration, appraisal and title operations.

Objectives for FY 2017

- Continue the efficient and cost effective use of digital data, image files, sketches and historical data.
- Complete Phase 2 of property re-inventory over a 4 year period.
- Complete integration of the new Land Management division into the department operation.
- Create and integrate into operations a computerized system for the audit and processing of properties with exempt status to insure compliance.
- Complete the implementation of the Aurora based system for the Land Management Division.
- Create and implement on-line exemption application processing and address changes with electronic signatures.
- Focus on training of new staff and appraisers in policies and procedures including field operations.

Significant Budget Changes

None

Previous Year's Accomplishments

- Completed a total review of the Borough for new construction and additions;
- Continued the phased ongoing property exemption audit program;
- Completed Phase 4 reappraisal and audit of major commercial property;
- Completed valuation of Eielson Base Housing;
- Completed transfer of all Land Management records into a paperless storage and retrieval system;
- Completed all basic mapping, title review and research for all Borough Lands;
- Implemented an apprentice/journeyman type structure for the appraisal division to offset FTE loss;
- Initiated an ongoing process review of office operations including creation of a manual and policies.

Dept: Assessing
Div: Assessing
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17* Budget
1) % Change in Net Taxable no Oil & Gas	2.31%	0.01%	5.18%	1.07%	1.50%
2) % Change AS 43.56 Oil & Gas	-5.17%	42.21%	-8.61%	-4.25%	0.00%
3) % Change In Total Net Taxable	1.63%	3.59%	3.58%	0.52%	0.88%
4) % Change in Sen Cit/Dis Vet Exemp $	5.30%	3.30%	3.05%	8.03%	7.00%

Additional Statistical Accomplishments	CY 2012	CY 2013	CY 2014	CY 2015	CY 2016*
Local Net Taxable w/o 43.56 Oil & Gas	$ 7,225,725,438	$ 7,226,523,375	$ 7,601,080,923	$ 7,682,268,107	$ 7,750,000,000
AS 43.56 Oil & Gas	$ 669,165,790	$ 951,650,030	$ 869,679,750	$ 832,741,900	$ 832,741,900
Total Net Taxable	$ 7,894,891,228	$ 8,178,173,405	$ 8,470,760,673	$ 8,515,010,007	$ 8,582,741,900
Full Value Determination	$ 10,166,370,790	$ 10,501,572,030	$ 10,821,487,250	$ 10,798,941,900	$ 10,821,487,250
Sen. Cit./Dis. Vet. # of Applicants	4,216	4,483	4,867	5,000	5,200
Sen. Cit./Dis. Vet. Total Value Exempt	$ 565,128,196	$ 594,646,723	$ 628,574,531	$ 679,059,476	$ 726,593,639
Ownership Changes	4,302	3,974	4,787	4,677	4,700
Number of Appraisals	38,198	30,036	31,000	28,455	28,500
Number of Appeals Filed	141	145	165	114	150
Number of Appeals Heard by BOE	12	30	12	31	30
Parcels per Appraiser	3,805	3,614	3,647	3,990	4,000
Total Number Taxable Parcels	45,661	43,369	43,767	43,886	44,000
New Construction	$200,407,416	$431,153,082	$383,260,065	$150,000,000	$150,000,000
Assessment Ratio	94.53%	94.50%	95.00%	95.20%	95.00%
Date Tax Roll Certified	5/30/12	5/30/13	5/30/14	5/30/15	5/30/16

* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Assessing
Div: Assessing

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Borough Assessor	V	1.00	1.00	1.00	128,620	1.00	128,620	1.00	131,870
Deputy Assessor	III	1.00	1.00	1.00	106,660	1.00	106,660	1.00	109,350
Commercial Property Appraiser	17	1.00	1.00	1.00	88,720	1.00	88,720	1.00	90,640
Appraiser II	16	1.00	1.00	1.00	78,200	1.00	78,200	1.00	70,930
Appraiser II	16	1.00	1.00	1.00	101,340	1.00	101,340	1.00	70,930
Appraiser II	16	1.00	1.00	1.00	80,570	1.00	80,570	1.00	82,250
Appraiser II	16	1.00	1.00	1.00	86,800	1.00	86,800	1.00	88,610
Appraiser II	16	1.00	1.00	1.00	70,490	1.00	70,490	1.00	68,840
Appraiser II	16	1.00	1.00	1.00	70,490	1.00	70,490	1.00	73,040
Appraiser II	16	1.00	1.00	1.00	84,220	1.00	84,220	1.00	94,630
Appraiser II	16	1.00	1.00	1.00	84,720	1.00	84,720	1.00	86,550
Appraiser I	11		1.00	1.00	57,120	1.00	57,120	1.00	57,460
Appraiser I (RD)	11					1.00	70,490	1.00	57,460
Office Manager	13	1.00	1.00	1.00	76,570	1.00	76,570	1.00	78,170
Title Examiner II	13	1.00	1.00	1.00	82,480	1.00	82,480	1.00	82,980
Title Examiner I	10	1.00	1.00	1.00	62,210	1.00	62,210	1.00	63,540
Assessing Technician II	8			1.00	50,620	1.00	50,620	1.00	52,490
Assessing Technician	7	1.00	1.00	1.00	54,290	1.00	54,290	1.00	55,370
Senior Assessing Clerk	6	1.00	1.00	1.00	55,630	1.00	55,630	1.00	56,770
Assessing Clerk	3	1.00	1.00	1.00	45,080	1.00	45,080	1.00	42,800
Assessing Clerk	3	1.00	1.00	1.00	43,790	1.00	43,790	1.00	42,800
Overtime	OT				9,000		9,000		9,000
Temporaries	TH				5,000		5,000		5,000
Standby	SD				2,650		2,650		2,650
Former Position:									
Special Property Appraiser	17	1.00							
Appraiser II	16	1.00							
Appraiser II	16		1.00						
Appraiser II	16	1.00	1.00	1.00	70,490				
Assessing Technician	7	1.00	1.00						
TOTALS:		22.00	22.00	21.00	1,595,760	21.00	1,595,760	21.00	1,574,130

Footnotes:

(RD) Reclass Position Downgraded

FY 2017 Budget Worksheet:

b By	c Date	d Dept	e Div	f Object Code Number	g FY12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
lw	1/18/16	ASG			22.00	22.00	22.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	ASG		50505	1,585,948	1,425,054	1,449,046	NormOpr	PS-Permanent Salaries		11
12			ASG		50510	2,351	10,423	6,005	NormOpr	PS-Overtime Wages		12
13			ASG		50515	7,114	19,867	7,257	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16	ASG		50520	917,940	886,706	930,566	NormOpr	PS-Benefits		14
15			ASG		51105	5,029	9,894	5,516	NormOpr	COMD-Office Supplies		15
16			ASG		51106	1,754	4,890	4,185	NormOpr	COMD - Computer Supplies		16
17			ASG		51110	0	1,521	1,058	NormOpr	COMD-Operating Supplies		17
18			ASG		51115	1,318	2,145	2,734	NormOpr	COMD-Books and Periodicals		18
19			ASG		51120	151	202	302	NormOpr	COMD-Repair and Maint. Supplies		19
20			ASG		51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			ASG		51210	7,173	6,779	7,739	NormOpr	COMD-Motor Fuels and Lubricants		21
22			ASG		51250	11	0	151	NormOpr	COMD-Equipment Parts		22
23			ASG		61510	0	0	0	NormOpr	CONTR-Professional Services	Appraisal assistance for large specialty properties & Major Appeal Legal Support	23
24			ASG		61525				NormOpr	CONTR-Communications	Certified mailing	24
25			ASG		61525	1,300	1,725	1,375	NormOpr	CONTR-Communications	Computer Link-Up to State of Alaska & Title Plant Support for GIS interface	25
26			ASG		61580	84	0	0	NormOpr	CONTR-Travel	Appraisal Staff - Mileage - Reimbursement per contract	26
27			ASG		61581				NormOpr	CONTR-Profnl Dues/Mtgs	Assessing Staff Alaska Association of Assessing Officers - Annual Dues	27
28			ASG		61581				NormOpr	CONTR-Profnl Dues/Mtgs	International Association of Assessing Officers - Annual Dues	28
29			ASG		61581	1,249	1,350	1,250	NormOpr	CONTR-Profnl Dues/Mtgs	International Association Assessing Officer Mapping for Title Staff - Annual Dues	29

Assessing - Department of Assessing

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	21.00	21.00	0.00	21.00	21.00	21.00		21.00	
11	1,581,760	1,581,760	(21,630)	1,560,130	1,560,130	1,560,130	Net change in personnel costs due to longevity adjustments.	1,560,130	11
12	9,000	9,000	0	9,000	9,000	9,000		9,000	12
13	5,000	5,000	0	5,000	5,000	5,000		5,000	13
14	996,300	996,300	(13,540)	982,760	982,760	982,760	Net change is due to salary adjustments and benefit rate	982,760	14
15	11,000	11,000	(3,500)	7,500	7,500	7,500	Transferred to lines 16,17,24 and 37	7,500	15
16	2,200	2,200	1,000	3,200	3,200	3,200	Increase transferred from line 15 based on current year actuals	3,200	16
17	0	0	1,000	1,000	1,000	1,000	Increase transferred from line 15	1,000	17
18	1,800	1,800	0	1,800	1,800	1,800		1,800	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	9,000	9,000	0	9,000	9,000	9,000		9,000	21
22	400	400	0	400	400	400		400	22
23	7,000	7,000	0	7,000	7,000	7,000		7,000	23
24	0	0	300	300		0	Cost to process additional certified mailings	0	24
25	3,600	3,600	0	3,600	3,900	3,900		3,900	25
26	500	500	0	500	500	500		500	26
27	600	600	0	600		0		0	27
28	630	630	0	630		0		0	28
29	500	500	0	500	1,730	1,730		1,730	29

FY 2017 Budget Worksheet:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
30			ASG		61582				NormOpr	CONTR-Training	Support Staff - Internet Webinar Courses	30
31			ASG		61582				NormOpr	CONTR-Training	International Association of Assessing Officers - Annual Conference	31
32			ASG		61582				NormOpr	CONTR-Training	Alaska Association of Assessing Officers Annual Winter Meeting	32
33			ASG		61582				NormOpr	CONTR-Training	AAAO Course 1A Training (support staff)	33
34			ASG		61582				NormOpr	CONTR-Training	IAAO Course 101	34
35			ASG		61582				NormOpr	CONTR-Training	International Association of Assessing Officers - Course 102	35
36			ASG		61582	7,660	12,064	10,850	NormOpr	CONTR-Training	Alaska Association of Assessing Officers Board Mtg & Workshop - Summer staff	36
37			ASG		61610				NormOpr	CONTR-Advertising, Printing & Binding	Certified mailing	37
38			ASG		61610				NormOpr	CONTR-Advertising, Printing & Binding	Assessment Notices - Printed	38
39			ASG		61610				NormOpr	CONTR-Advertising, Printing & Binding	Assessment Notices - Advertised	39
40			ASG		61610	888	6,668	4,575	NormOpr	CONTR-Advertising, Printing & Binding	Public Notification Cards	40
41			ASG		61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		41
42			ASG		61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		42
43			ASG		61750	49	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		43
44			ASG		61780	15,500	10,600	10,300	NormOpr	CONTR-Repair & Maint - Other Equipment	Vehicle Equipment Fleet Repairs and Maint	44
45			ASG		61810	0	0	0	NormOpr	CONTR-Rent		45
46			ASG		61830	0	0	0	NormOpr	CONTR-Utilities		46
47			ASG		61920	15,560	15,560	15,560	NormOpr	CONTR-Equipment Leases	Vehicle Equipment Leases	47
48			ASG		61950				NormOpr	CONTR-Other Contractual Services	Purchase CD's and Recorded Documents/Plats	48
49			ASG		61950				NormOpr	CONTR-Other Contractual Services	Equipment Parts	49
50			ASG		61950				NormOpr	CONTR-Other Contractual Services	Transportation for off-road system appraisal. Salcha, Wood & Chatanika Rivers	50
51			ASG		61950	5,483	3,251	2,512	NormOpr	CONTR-Other Contractual Services	Marshall & Swift Site License & Korpacz for Commercial Valuation	51
52			ASG			0	0	0	NormOpr	Grants-Local Match & Indirect Costs		52
53			ASG		72001	2,393	7,957	10,058	NormOpr	CAPITAL-Controlled Assets		53
54			ASG		72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		54

Assessing - Department of Assessing

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
30	600	600	0	600		0		0	30
31	3,080	3,080	(3,080)	0		0	Administrative reduction in support of General Staff Training	0	31
32	2,500	2,500	0	2,500		0		0	32
33	750	750	0	750		0		0	33
34	7,720	7,720	(1,000)	6,720		0	Administrative reduction by sending fewer staff to the course	0	34
35	3,750	3,750	0	3,750		0		0	35
36	2,730	2,730	0	2,730	17,050	17,050		17,050	36
37	0	0	1,200	1,200		0	As noted in Line 24 this is to cover additional mailing costs	0	37
38	9,000	9,000	(2,000)	7,000		0	Administrative reduction due to lower contingency costs	0	38
39	1,200	1,200	0	1,200		0		0	39
40	300	300	0	300	9,700	9,700		9,700	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	15,600	15,600	(4,900)	10,700	10,700	10,700	Decrease in charges for Vehicle Equipment Fleet Repairs and Maintenance	10,700	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	16,350	16,350	11,180	27,530	27,530	27,530	Increase for Vehicle Equipment Leases	27,530	47
48	1,200	1,200	0	1,200		0		0	48
49	2,400	2,400	0	2,400		0		0	49
50	5,000	5,000	0	5,000		0		0	50
51	2,700	2,700	0	2,700	11,300	11,300		11,300	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54

FY 2017 Budget Worksheet:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
55			ASG		72010	0	0	0	NormOpr	CAPITAL-Office Furniture		55
56			ASG		72012	0	0	9,375	NormOpr	CAPITAL-Office Equipment		56
57			ASG		72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		57
58			ASG		72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		58
59			ASG		72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		59
60			ASG		72030	0	0	0	NormOpr	CAPITAL-Library Materials		60
61			ASG		72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		61
62			ASG		72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		62
63						**2,578,955**	**2,426,656**	**2,480,414**			**Normal Operations Totals:**	63
64												64
65												65
66												66
67												67
68												68
69												69

Assessing - Department of Assessing

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61	0	0	0	0	0	0		0	61
62	0	0	0	0	0	0		0	62
63	**2,704,170**	**2,704,170**	**(34,970)**	**2,669,200**	**2,669,200**	**2,669,200**		**2,669,200**	63
64									64
65					**2,669,200**	**xcheck total**			65
66									66
67	Amount allocated through staff benefit rate			$ 1,560,130	27.0%	$ 421,235	Perm wages x 27.0% Health & life insurance cost		67
68									68
69	Health & life insurance cost by employee			$ 1,720	21	$ 433,440	$1,720 per employee per month x # employees (bodies) x 12 months		69

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PROGRAM BUDGET SUMMARY

ASSESSING - LAND MANAGEMENT DIVISION

MISSION/Program Description

THE LAND MANAGEMENT DIVISION IS RESPONSIBLE FOR THE PROTECTION AND MANAGEMENT OF BOROUGH OWNED LAND. The Division serves as the custodian of Borough owned lands to ensure professional management of land and resources, in the best interest of Borough citizens. Prudent and timely management of the use, acquisition, transfer, and sale of lands is conducted in an open and ethical manner; within the legal constraints of law and policy, and under the direction of the administration and assembly. Protection of Borough lands and resources from trespass, encroachment, physical and environmental degradation, are a priority. Fair and reasonable administration of the use and access to these lands is actively monitored to ensure compliance with agreements and the interests of the community at large. To the extent required by due process and authorized by the administration, the division conducts land sales in a cost effective manner; maximizing fiscal productivity through prudent budget management and market based analysis, while minimizing where possible, negative financial and physical impacts to community interests.

Major and Long Term Issues and Concerns

- Land Management's ability to protect Borough owned lands from undue degradation related to mining activity, while ensuring the safety of Borough residents concurrently accessing these lands for casual use.
- Development of mechanisms which support economically feasible operating conditions for the miner, yet offer financial security to the Borough.
- Creating alternative strategies for encouraging development of large tracts of Borough owned lands by the private sector in challenging economic times.

Objectives for FY 2017

- Conduct a sale of Borough owned land in the fall of 2016.
- Hold an Open House Work Session with local builders/developers to initiate discussion on desirable areas for sale and/or long term lease, terms, incentives, and other critical factors.
- Prepare land sale projects for the spring of 2017 through reappropriation of funds from existing land development projects.
- Explore long term ground lease prospects for commercial and residential development of borough land by the private sector.
- Develop Land Management's interface within Aurora for public level access of records.
- Continue to develop a comprehensive community wetlands mitigation bank with a focus on high habit value borough-owned wetlands for sale consideration.
- Revise Borough Code and Policy to expand Land Management's potential for direct sales.
- Revise Borough Code and Policy pertaining to mining and casual use on Borough owned lands.
- Grant and monitor road / utility easements, rights-of-way, leases and land-use licenses on Borough land to ensure compliance.

Significant Budget Changes

- None.

Previous Year's Accomplishments

- Conducted an online sealed bid sale yielding roughly $370,000.00 in net revenue.
- Reconfigured land management's file structure to mirror the records management retention schedule- better control of records disposal, and future integration with the Encompass system.
- Expanded the Aurora system to accommodate documentation on all completed projects. All pertinent records are now tied geospatially; through the Aurora System GIS map.
- Created an online land management permitting system allowing applicants to send land use applications and payment online via a secure external web service provider.
- Retired LUMPS, a 30 year old Access database used to track land management projects, and integrated all active and ongoing projects in IssueTrak (web based, over the counter IT system).

Dept: Assessing
Div: Land Management
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this Division by the use of the following measures, over time.

Measures	2012/13** Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Number of acres sold/gross revenue generated (principal and interest)		0/0	1489/$318,215	132/$387,000	120/$362,000
Measure 2. Number of Leases, Licenses, Easements Issued/Revenue generated (newly created)		0/0	11/$77,000	22/$9000	10/$6000
Measure 3. Total Revenue Generated from Leases, Licenses, Easements In Place		38146	93791	102791	108791
Measure 4. Number of Personal use timber and gravel licenses issued/revenue generated		100/$3010	62/$2280	50/$1800	40/$1600
Measure 5. Number of Commercial timber and gravel contracts issued/ revenue generated		4/$4590	2/$6320	2/$4500	2/$4500
Statistical Accomplishments					
Number of surveys commissioned/cost		0/0	0/0	1/$40,000	2/$80,000
Number of Title Reports commissioned/cost		0/0	2/$500	11/$2750	4/$1000
Number of appraisals commissioned/cost		0/0	0/0	5/$3400	10/$6800
Number of advertising purchase orders awarded/cost		0/0	0/0	1/$2400	0.00
Number of deed of trust accounts in default		4.00	4.00	0.00	0.00
Number of non-judicial and deed in lieu of foreclosures		0.00	0.00	1.00	1.00
Number of public inquiries addressed by staff (counter) received		218	206	200	200
Number of applications for licenses/leases/easements received		18	23	25	25
Number of property inspections conducted/#acres inspected		30/10,000	30/10,000	16/4,000	40/20,000
Number of encroachments or trespasses detected/resolved		0/0	1/0	4/0	5/5
Number of environmental assessments contracted/cost		0/0	1/$4900	2/$4800	1/$2400
LM staff time (hours) in support of other departments		1,600	1000	1200	800
Number of mining applications (APMAs) reviewed		656	532	600	600
Number of acres acquired (fee title or lesser interest)/cost		0/0	0/0	7/$183,905	5/$15000

*Estimated

**See Department of Land Management for historical

Personnel Summary
Dept: Assessing
Div: Land Management

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Land Manager	II		1.00	1.00	76,800	1.00	76,800	1.00	80,230
Land Officer - Retained Lands	14		1.00	1.00	71,520	1.00	71,520	1.00	65,750
Land Officer - Development	14		1.00	1.00	72,560	1.00	72,560	1.00	74,080
Land Tech	9		1.00	1.00	57,330	1.00	57,330	1.00	58,550
Land Tech - Retained Lands	9		1.00	1.00	52,460	1.00	52,460	1.00	54,350
Overtime	OT				8,000		8,000		8,000
Temporaries	TH				24,870		24,870		24,870
Standby	SD				1,000		1,000		1,000
TOTALS:		0.00	5.00	5.00	364,540	5.00	364,540	5.00	366,830

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		ASG	LM			0.00	5.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	ASG	LM	50505	0	0	303,732	NormOpr	PS-Permanent Salaries		11
12			ASG	LM	50510	0	0	842	NormOpr	PS-Overtime Wages	After hours, Nominations, Land Development & Public Meeting	12
13			ASG	LM	50515	0	0	21,782	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16	ASG	LM	50520	0	0	188,487	NormOpr	PS-Benefits		14
15			ASG	LM	51105	0	0	1,451	NormOpr	COMD-Office Supplies		15
16			ASG	LM	51106	0	0	576	NormOpr	COMD - Computer Supplies		16
17			ASG	LM	51110	0	0	1,987	NormOpr	COMD-Operating Supplies	Supplies for field work	17
18			ASG	LM	51115	0	0	186	NormOpr	COMD-Books and Periodicals		18
19			ASG	LM	51120	0	0	106	NormOpr	COMD-Repair and Maint. Supplies		19
20			ASG	LM	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			ASG	LM	51210	0	0	851	NormOpr	COMD-Motor Fuels and Lubricants		21
22			ASG	LM	51250	0	0	529	NormOpr	COMD-Equipment Parts		22
23			ASG	LM	61510				NormOpr	CONTR-Professional Services	Contract appraisals services for acquisitions and transfers	23
24			ASG	LM	61510				NormOpr	CONTR-Professional Services	Survey Contingency	24
25			ASG	LM	61510	0	0	22,216	NormOpr	CONTR-Professional Services	Forestry Management Plan	25
26			ASG	LM	61525				NormOpr	CONTR-Communications	Miscellaneous courier services	26
27			ASG	LM	61525	0	0	100	NormOpr	CONTR-Communications	Subscription fee, DNR Land Records Search Services	27
28			ASG	LM	61580	0	0	0	NormOpr	CONTR-Travel		28
29			ASG	LM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Misc. Meeting Expenses	29
30			ASG	LM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	International Right of Way Association Membership Dues	30
31			ASG	LM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Land Management Advisory Commission - for Commission meetings	31
32			ASG	LM	61581	0	0	864	NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Miners Association - annual dues	32
33			ASG	LM	61582	0	0	3,148	NormOpr	CONTR-Training	Professional Development	33

Assessing - Land Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	5.00	5.00	0.00	5.00	5.00	5.00		5.00	
11	331,670	331,670	2,290	333,960	333,960	333,960	Net change in personnel costs due to longevity adjustments.	333,960	11
12	8,000	8,000	0	8,000	8,000	8,000		8,000	12
13	24,870	24,870	0	24,870	24,870	24,870		24,870	13
14	215,050	215,050	1,430	216,480	216,480	216,480	Net change is due to salary adjustments and benefit rate.	216,480	14
15	2,060	2,060	0	2,060	2,060	2,060		2,060	15
16	500	500	0	500	500	500		500	16
17	2,700	2,700	0	2,700	2,700	2,700		2,700	17
18	980	980	(400)	580	580	580	Adjusted to more accurately reflect anticipated expenditures	580	18
19	300	300	0	300	300	300		300	19
20	0	0	0	0	0	0		0	20
21	1,300	1,300	0	1,300	1,300	1,300		1,300	21
22	1,000	1,000	0	1,000	1,000	1,000		1,000	22
23	5,750	5,750	0	5,750		0		0	23
24	0	0	0	0		0		0	24
25	10,000	10,000	0	10,000	15,750	15,750		15,750	25
26	100	100	0	100		0		0	26
27	200	200	0	200	300	300		300	27
28	0	0	0	0	0	0		0	28
29	300	300	0	300		0		0	29
30	700	700	0	700		0		0	30
31	300	300	0	300		0		0	31
32	100	100	0	100	1,400	1,400		1,400	32
33	5,590	5,590	0	5,590	5,590	5,590		5,590	33

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
34			ASG	LM	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising for the biennial Land Nomination Program & Commercial Timber Sales	34
35			ASG	LM	61610	0	0	305	NormOpr	CONTR-Advertising, Printing & Binding	Advertising for annual Land Management Program Open House	35
36			ASG	LM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		36
37			ASG	LM	61710	0	0	32,907	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		37
38			ASG	LM	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		38
39			ASG	LM	61780	0	0	1,300	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle maintenance	39
40			ASG	LM	61810	0	0	0	NormOpr	CONTR-Rent		40
41			ASG	LM	61830	0	0	13	NormOpr	CONTR-Utilities	Payment for utility service on retained lands and properties taken in tax foreclosure	41
42			ASG	LM	61920	0	0	170	NormOpr	CONTR-Equipment Leases	Vehicle leases	42
43			ASG	LM	61950				NormOpr	CONTR-Other Contractual Services	Trustee sale guarantees for non-judicial foreclosure on over-the-counter properties (3 @ $250/ea)	43
44			ASG	LM	61950				NormOpr	CONTR-Other Contractual Services	Crier and recording fees for non-judicial foreclosures. (3 @ $250/ea.)	44
45			ASG	LM	61950				NormOpr	CONTR-Other Contractual Services	Recording Fees - miscellaneous documents	45
46			ASG	LM	61950				NormOpr	CONTR-Other Contractual Services	Payment of property taxes levied on lots sold by the Borough and repossessed for non-payment	46
47			ASG	LM	61950				NormOpr	CONTR-Other Contractual Services	Retained Lands & Default Properties Pollution and Vandalism Contingency	47
48			ASG	LM	61950	0	0	11,063	NormOpr	CONTR-Other Contractual Services	Annual Fee for Credit Reports-Annual Land Sales	48
49			ASG	LM		0	0	0	NormOpr	Grants - Local Match & Indirect Cost		49
50			ASG	LM	72001	0	0	18,874	NormOpr	CAPITAL-Controlled Assets		50
51			ASG	LM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		51
52			ASG	LM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		52
53			ASG	LM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		53
54			ASG	LM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		54
55			ASG	LM	72020	0	0	0	Norm Opr	CAPITAL-Machinery & Equipment		55
56			ASG	LM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		56

Assessing - Land Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	250	250	0	250		0		0	34
35	500	5,500	(5,000)	500	750	750	Realign to approved budget	750	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	1,800	1,800	2,600	4,400	4,400	4,400	Increase in charges for Vehicle Equipment Fleet Repairs and Maintenance	4,400	39
40	0	0	0	0	0	0		0	40
41	600	600	0	600	600	600		600	41
42	11,340	11,340	(250)	11,090	11,090	11,090	Decrease for Vehicle Equipment Leases	11,090	42
43	750	750	0	750		0		0	43
44	750	750	0	750		0		0	44
45	800	800	0	800		0		0	45
46	4,500	4,500	0	4,500		0		0	46
47	30,000	25,000	0	25,000		0		0	47
48	150	150	0	150	31,950	31,950		31,950	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
57			ASG	LM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		57
58			ASG	LM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		58
59			ASG	LM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		59
60						**0**	**0**	**611,489**			**Totals:**	60
61												61
62												62
63												63
64												64
65												65
66												66
67												67
68												68

Revenue-Land Revenue Reserve Special Revenue Fund

69	b	c	d	e	f	g	h	i	j	k	l	
70–73	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
74			ASG	LM	45027 45028 45047 45071		7,960	19,790	NormOpr	Other Revenues	Application, Use and Reclamation Fees	74
75			ASG	LM	45074		7,598	8,621	NormOpr	Gravel & Timber Sales	Firewood & Timber Sale Contracts	75
76			ASG	LM	45032		41,267	87,997	NormOpr	Land Leases		76
77			ASG	LM	45030		19,849	30,103	NormOpr	Interest on Receivables		77
78			ASG	LM	45088 52095		87,973	112,163	NormOpr	Proceeds from Land Sales net of costs		78
79			ASG	LM	45025		1,172	734	NormOpr	Interest Earnings		79
80						**0**	**165,819**	**259,408**			**Totals:**	80
81												81
82												82
83												83

Assessing - Land Management

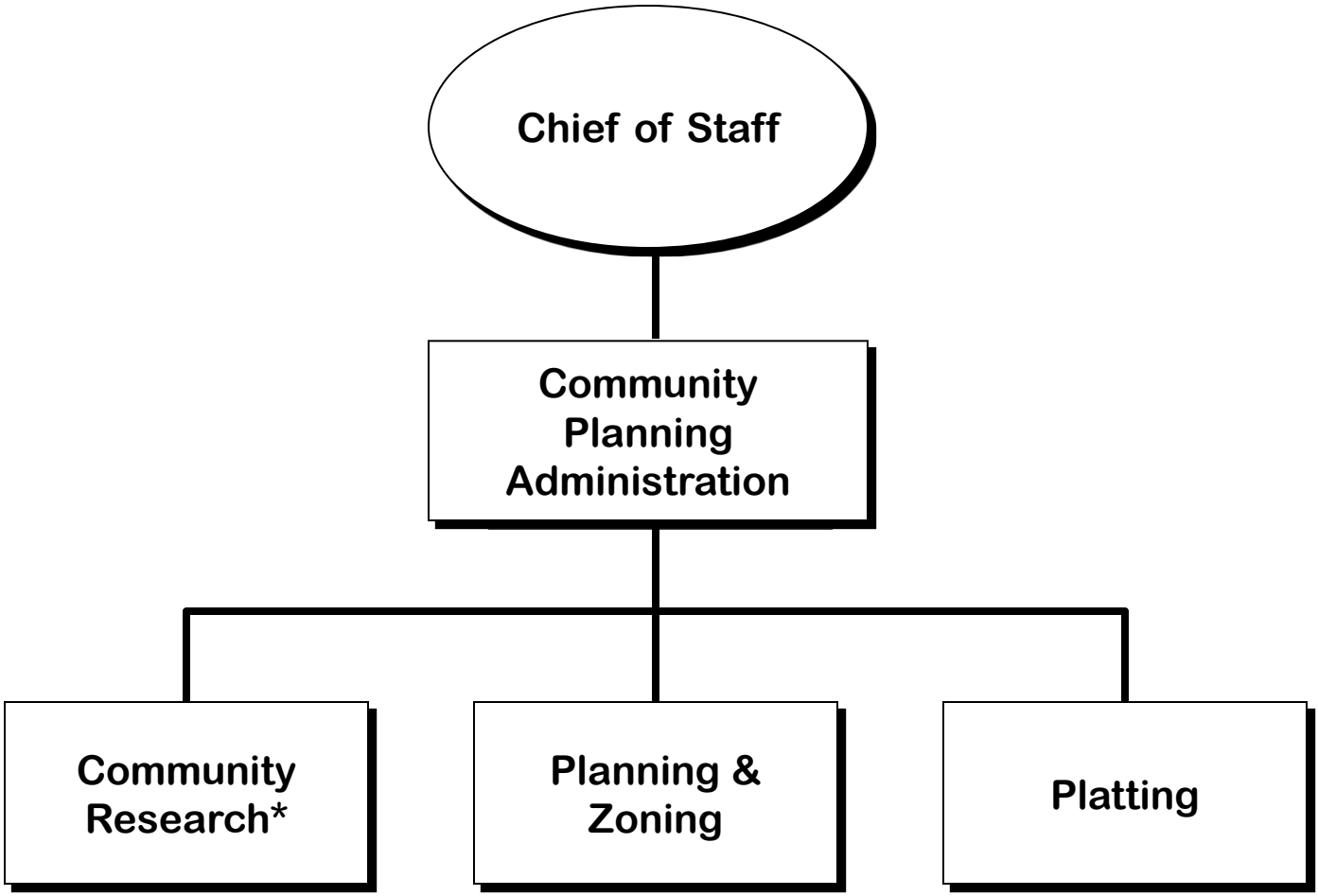
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	**662,910**	**662,910**	**670**	**663,580**	**663,580**	**663,580**		**663,580**	60
61									61
62					**663,580 check total**				62
63									63
64	Amount allocated through staff benefit rate			$ 333,960	27.0%	$ 90,169	Perm wages x 27.0% Health & life insurance cost		64
65									65
66	Health & life insurance cost by employee			$ 1,720	5	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		66
67									67
68									68

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
69									69
70									70
71									71
72									72
73									73
74	14,180	14,180	0	14,180	14,180	14,180		14,180	74
75	47,760	47,760	0	47,760	47,760	47,760		47,760	75
76	80,980	80,980	0	80,980	80,980	80,980		80,980	76
77	16,030	16,030	20,790	36,820	36,820	36,820	Increase based on current projections	36,820	77
78	0	0	67,770	67,770	67,770	67,770	Increase based on current projections	67,770	78
79	1,200	1,200	0	1,200	1,200	1,200		1,200	79
80	**160,150**	**160,150**	**88,560**	**248,710**	**248,710**	**248,710**		**248,710**	80
81									81
82					**248,710 check total**				82
83									83

Dept: Assessing
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	1,585,948	1,425,054	1,752,778	1,913,430	1,913,430	1,894,090
Overtime Salaries	2,351	10,423	6,847	17,000	17,000	17,000
Temporary Salaries	7,114	19,867	29,039	29,870	29,870	29,870
Benefits	917,940	886,706	1,119,053	1,211,350	1,211,350	1,199,240
Subtotal:	2,513,353	2,342,050	2,907,717	3,171,650	3,171,650	3,140,200
COMMODITIES						
Office Supplies	5,029	9,894	6,967	13,060	13,060	9,560
Computer Supplies	1,754	4,890	4,761	2,700	2,700	3,700
Operating Supplies	-	1,521	3,045	2,700	2,700	3,700
Books and Periodicals	1,318	2,145	2,920	2,780	2,780	2,380
Repair and Maint. Supplies	151	202	408	300	300	300
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	7,173	6,779	8,590	10,300	10,300	10,300
Equipment Parts	11	-	680	1,400	1,400	1,400
Subtotal:	15,436	25,431	27,371	33,240	33,240	31,340
CONTRACTUAL SERVICES						
Professional Services	-	-	22,216	22,750	22,750	22,750
Communications	1,300	1,725	1,475	3,900	3,900	4,200
Travel	84	-	-	500	500	500
Professional Dues/Meetings	1,249	1,350	2,114	3,130	3,130	3,130
Training	7,660	12,064	13,998	26,720	26,720	22,640
Advertising, Printing & Binding	888	6,668	4,880	11,250	16,250	10,450
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	32,907	-	-	-
Repairs & Maint. -Office Equipment	49	-	-	-	-	-
Repairs & Maint. -Other Equipment	15,500	10,600	11,600	17,400	17,400	15,100
Rent	-	-	-	-	-	-
Utilities	-	-	13	600	600	600
Equipment Leases	15,560	15,560	15,730	27,690	27,690	38,620
Other Contractual Services	5,483	3,251	13,575	48,250	43,250	43,250
Subtotal:	47,773	51,218	118,508	162,190	162,190	161,240
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	2,393	7,957	28,932	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	9,375	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	2,393	7,957	38,307	-	-	-
GRAND TOTAL:	2,578,955	2,426,656	3,091,903	3,367,080	3,367,080	3,332,780
FUNDING SOURCES:						
General Fund Revenues						

Department of Community Planning



* For current data see Planning and Zoning

PROGRAM BUDGET SUMMARY

DEPARTMENT OF COMMUNITY PLANNING – ADMINISTRATION DIVISION

MISSION/Program Description

THE MISSION OF THE ADMINISTRATION DIVISION IS TO SUPPORT, MANAGE, COORDINATE AND ASSUME THE LEAD ON THE ACTIVITIES WITHIN THE DEPARTMENT, OTHER DEPARTMENTS, AGENCIES, AND THE COMMUNITY. The Administration Division exercises sound fiscal management, maintains and trains professional staff, strives for effective operations, and provides overall direction on Planning and Platting Division activities and projects. The Administration Division provides services to the Department's two other divisions, including administrative coordination, accounting, technical support, and clerical backup services. The Division also provides systematic and accurate addressing of the FNSB, the City of Fairbanks, and the City of North Pole.

Major Long-Term Issues and Concerns

- Rapidly increasing number of permit requests resulting from several new ordinances and amendments to Title 18 is already straining the capacity of existing department staff to handle the workload within required timelines and the number of permit requests is expected to continue to increase.
- Over the past several years the majority of the department staff has been replaced due to retirements and resignations requiring the Administration to hire and train new staff.

Objectives for FY 2017

- Provide overall direction for updates to the zoning code including communication towers, sign regulations, several JLUS implementation ordinances, and neighborhood rezones,
- Begin development a GIS-compatible database for all zoning history in the FNSB, significantly reducing future research obligations.
- Coordinate the Department's fiscal budget, grant applications and reporting, and special projects assigned by the Mayor.
- Continuous review of operating procedures to reduce costs and improve service.
- Continue to advance staff education certifications to improve skills that benefit service to the public.
- Improve the Department's public presence by developing a Community Education and Public Outreach Plan and supporting additional outreach/educational activities.
- Update FNSB addresses on the Borough GIS. Update the centerline address ranges. Update the Master Street & Address Guide for 911.

Previous Year's Accomplishments

- Provide overall direction for updates in the zoning code for including amendments for marijuana businesses, sexually oriented businesses, shooting ranges, and several JLUS ordinances.
- Provided applicable training to keep staff current with policies and regulations in the Department.
- Hired and trained four new staff to replace staff that retired or were promoted.
- Provided direction on three FNSB Title 17 amendments to streamline and improve platting processes and six FNSB Title 18 amendments.
- Responded to over 10,200 requests (20% increase) from the public for planning & platting information
- Continued to improve accuracy of street address, street line data, and updated GIS data to 911 data.

Ongoing Projects

- Electronic Permitting System Enhancements – Through enhancements to the Aurora database, web-based applications, the Community Planning Department is working to make permits easier to obtain and track, to make workflows more intuitive, and to help planners work more efficiently.
- Development of a GIS-capable database for zoning history
- Chena Slough Flood Study and Salcha Flood Study.

Dept: Community Planning
Div: Administration
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
Measure 1. Ratio of staff taking training	17/17	18/18	16/17	16/17	16/17
Additional Statistical Accomplishments					
Addressing - New, edited, researched/corrected (including Aurora and GIS)	10,937	1,635	5,223	1,680	5,000
Road centerline, road segment address ranges assigned, researched, and edited	1,077	11,070	979	770	600
Purchase orders processed	28	9	20	20	20
Check requests processed	25	42	30	15	15
Number of soft ledgers maintained	6	6	6	6	6
Deposits for two revenue accounts	131	228	120	235	235
Number of petty cash transactions processed for the 2nd floor	22	20	21	18	16
Number of petty cash reconciliation / summary reports processed	4	4	5	4	4
Number of procurement card transactions	125	184	241	170	250
Grants and projects administratively maintained	8	8	8	8	8
Visitors at counter	2,669	2,755	2,633	2,515	2,738
Job-related educational training courses	22	27	24	30	50
Public Speaking Presentations	N/A	N/A	3	6	20

	2012/13 Actual	2013/14 Actual	2014/15 Budget	2015/16 Budget	2016/17 Budget
Website Hits					
Website Hits	9,339	10,669	13,618	11,700	11,700

**GIS Division no longer in our Dept.
***Does not include transferred or to voicemail

Personnel Summary
Dept: Community Planning
Div: Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Community Planning Director	V	1.00	1.00	1.00	108,570	1.00	108,570	1.00	111,320
Administrative Assistant IV	10	1.00	1.00	1.00	67,030	1.00	67,030	1.00	59,860
Permit Technician (RU)	6					1.00	47,870	1.00	51,140
Overtime	OT								
Temporary	TH				2,000		2,000		4,000
Former Position:									
Clerk Typist/Receptionist	3	1.00	1.00	1.00	47,870				
TOTALS:		3.00	3.00	3.00	225,470	3.00	225,470	3.00	226,320

Footnotes:
(RU) Reclass Position Upgraded

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		CP	ADM		3.00	3.00	3.00	NormOpr	PS-FTE		

Operating Budget

11	ks	2/12/16	CP	ADM	50505	211,617	216,479	184,540	NormOpr	PS-Permanent Salaries		11
12			CP	ADM	50510	738	8	0	NormOpr	PS-Overtime Wages		12
13	ks	2/12/16	CP	ADM	50515	6,826	1,359	10,901	NormOpr	PS-Temporary Salaries		13
14	ks	2/12/16	CP	ADM	50520	141,820	134,387	116,805	NormOpr	PS-Benefits		14
15			CP	ADM	51105	1,660	1,550	1,816	NormOpr	COMD-Office Supplies		15
16	mb	3/1/16	CP	ADM	51106	52	187	259	NormOpr	COMD - Computer Supplies		16
17	mb	3/1/16	CP	ADM	51110	0	0	8	NormOpr	COMD-Operating Supplies		17
18			CP	ADM	51115	63	49	17	NormOpr	COMD-Books and Periodicals		18
19			CP	ADM	51120	16	18	66	NormOpr	COMD-Repair and Maint. Supplies	Large Format Engineer copier supplies	19
20			CP	ADM	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			CP	ADM	51210	863	1,023	556	NormOpr	COMD-Motor Fuels and Lubricants	1 vehicle shared by Community Planning Staff	21
22			CP	ADM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			CP	ADM	61510	0	0	4,500	NormOpr	CONTR-Professional Services		23
24			CP	ADM	61525	0	0	0	NormOpr	CONTR-Communications	Express Mail	24
25			CP	ADM	61580	83	0	8,690	NormOpr	CONTR-Travel	Mileage for site inspections if SUV is unavailable	25
26			CP	ADM	61581	1,115	1,115	972	NormOpr	CONTR-Profnl Dues/Mtgs	American Planning Association Dues	26
27			CP	ADM	61582				NormOpr	CONTR-Training	Training for Planning Commissioners and Platting Board Members	27
28			CP	ADM	61582				NormOpr	CONTR-Training	American Planning Association Conference for Director	28
29	mb	3/1/16	CP	ADM	61582	3,614	0	11,614	NormOpr	CONTR-Training	Local training for staff	29
30			CP	ADM	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding		30
31			CP	ADM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		31
32			CP	ADM	61710	0	0	13,622	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		32
33	mb	3/1/16	CP	ADM	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		33

Community Planning - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	3.00	3.00	0.00	3.00	3.00	3.00		3.00	
11	223,470	223,470	(1,150)	222,320	222,320	222,320	Net change in personnel costs due to turnover and re-hires at a lower step.	222,320	11
12	0	0	0	0	0	0		0	12
13	2,000	2,000	2,000	4,000	4,000	4,000	Increase for temporary staff to backfill front counter for customer service.	4,000	13
14	140,090	140,090	(530)	139,560	139,560	139,560	Net change is due to salary adjustments and benefit rate/hiring new staff at a lower step.	139,560	14
15	1,700	1,700	0	1,700	1,700	1,700		1,700	15
16	1,000	199	801	1,000	1,000	1,000	Realign to approve.	1,000	16
17	250	0	250	250	250	250	Realign to approve.	250	17
18	100	100	0	100	100	100		100	18
19	500	500	0	500	500	500		500	19
20	0	0	0	0	0	0		0	20
21	800	800	0	800	800	800		800	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	180	180	0	180	180	180		180	25
26	1,000	1,000	0	1,000	1,000	1,000		1,000	26
27	1,500	1,500	0	1,500		0		0	27
28	3,200	3,200	(2,000)	1,200		0	Decrease is part of 10% cut in CP Department's training and travel.	0	28
29	410	410	0	410	3,110	3,110	CP Director to Summit on Defense Communities with Mayor Hopkins & Colorado for research on marijuana zoning.	3,110	29
30	100	100	0	100	100	100		100	30
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32
33	0	70	(70)	0	0	0	Realign to approve.	0	33

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
34			CP	ADM	61780	1,300	750	800	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle Equipment Fleet Maint. & Repairs Misc. equipment	34
35			CP	ADM	61810	0	0	0	NormOpr	CONTR-Rent		35
36			CP	ADM	61830	0	0	0	NormOpr	CONTR-Utilities		36
37			CP	ADM	61925	2,700	2,700	2,700	NormOpr	CONTR-Vehicle Equipment Fleet Charges	Vehicle Equipment Fleet Lease	37
38			CP	ADM	61950	0	61	13,597	NormOpr	CONTR-Other Contractual Services		38
39			CP	ADM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		39
40	mb	3/1/16	CP	ADM	72001	0	0	5,634	NormOpr	CAPITAL-Controlled Assets		40
41			CP	ADM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		41
42			CP	ADM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		42
43			CP	ADM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		43
44			CP	ADM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		44
45			CP	ADM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		45
46			CP	ADM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		46
47			CP	ADM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		47
48			CP	ADM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		48
49			CP	ADM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		49
50						**372,467**	**359,686**	**377,097**			**Normal Operations Totals:**	50
51												51
52												52
53												53
54												54
55												55
56												56
57												57
58												58

Revenue - General Fund

	b	c	d	e	f	g	h	i	j	k	l	
59												
60												
61												
62	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
63												
64	ks	2/12/16	CP	ADM	44001	712	6,400	4,349	NormOpr	Applications & Publications	Over the counter sales of various Community Planning publications.	64
65						**712**	**6,400**	**4,349**			**Normal Operations Totals:**	65
66												66
67												67
68												68

Community Planning - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	1,150	1,150	(650)	500	500	500	Decrease in charges for Vehicle Equipment Fleet Repairs and Maintenance	500	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	2,700	2,700	1,320	4,020	4,020	4,020	Increase for Vehicle Equipment Leases	4,020	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	981	(981)	0	0	0	Realign to approve.	0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	**380,150**	**380,150**	**(1,010)**	**379,140**	**379,140**	**379,140**		**379,140**	50
51									51
52					**379,140**	**xcheck total**			52
53									53
54	Amount allocated through staff benefit rate			$ 222,320	27.0%	$ 60,026	Perm wages x 27.0% Health & life insurance cost		54
55									55
56	Heath & life insurance cost by employee			$ 1,720	3	$ 61,920	$1,720 per employee per month x # employees (bodies) x 12 months		56
57									57
58									58

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
59									59
60									60
61									61
62									62
63									63
64	3,710	3,710	370	4,080	4,080	4,080		4,080	64
65	**3,710**	**3,710**	**370**	**4,080**	**4,080**	**4,080**		**4,080**	65
66									66
67									67
68					**4,080**	**xcheck total**			68

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF COMMUNITY PLANNING – COMMUNITY RESEARCH CENTER DIVISION

THIS DIVISION WAS DISSOLVED AT THE END OF FISCAL YEAR 2015 AND COMBINED WITH THE DIVISION OF PLANNING & ZONING.

Dept: Community Planning
Div: Community Research Center
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
Measure 1. Percent of times the *Community Research Quarterly* was published in a timely fashion	100%	100%	100%		
Measure 2. Percentage of time-sensitive surveys completed on time: C2ER, rental survey, heating oil	100%	100%	100%		
Additional Statistical Accomplishments					
Provide information at the counter	95	41	50		
Fill Information Request	280	164	200		
Community Research Quarterly Circulations	3,000	940	1,000		
CRC Library book stock	2,820	2,029	2,030		
Public Speaking Presentations	2	1	1		

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
Website Hits					
CRC Website Hits	8,307	6,879	7,197		

Personnel Summary
Dept: Community Planning
Div: Community Research

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Documentation Coordinator II	8	1.00	1.00						
Temporaries	TH				-		-		-
TOTALS:		1.00	1.00	0.00	0	0.00	0	0.00	0

Dept: Community Planning
Div: Community Research

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	57,928	39,753	34,800	-	-	-
Overtime Wages	-	911	-	-	-	-
Temporary Salaries	-	849	969	-	-	-
Benefits	36,475	26,595	21,724	-	-	-
Subtotal:	94,403	68,108	57,493	-	-	-
COMMODITIES						
Office Supplies	690	206	677	-	-	-
Computer Supplies	-	-	-	-	-	-
Operating Supplies	-	-	-	-	-	-
Books and Periodicals	250	452	379	-	-	-
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	940	658	1,056	-	-	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	-	-	-
Communications	-	-	-	-	-	-
Travel	59	-	-	-	-	-
Professional Dues/Meetings	438	300	300	-	-	-
Training	2,010	1,877	3,526	-	-	-
Advertising, Printing & Binding	-	-	-	-	-	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	-	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	400	400	400	-	-	-
Subtotal:	2,907	2,577	4,226	-	-	-
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	-	-	-	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
GRAND TOTAL:	98,250	71,343	62,775	-	-	-

FUNDING SOURCE:
General Fund Revenues

PROGRAM BUDGET SUMMARY

DEPARTMENT OF COMMUNITY PLANNING – PLANNING AND ZONING DIVISION

MISSION/Program Description

THE MISSION OF THE PLANNING AND ZONING DIVISION IS TO PLAN FOR THE PHYSICAL, SOCIAL, AND ECONOMIC DEVELOPMENT OF OUR COMMUNITY. The Division administers Titles 2, 12, 15, 18, and 19 of the Borough Code of Ordinances. This division is responsible for updating and implementing the Borough Comprehensive Plan including a variety of land use applications such as rezones, conditional uses, variances, zoning permits, legal non-conforming status affirmations, and enforcement of FNSB code. The division is responsible for managing the floodplain and issuing floodplain permits. The division also performs transportation planning and processes DOT highway projects for Planning Commission and Borough Assembly public hearings...

Major Long-Term Issues and Concerns

- Updating the Comprehensive Plan Land Use Map and Title 18 (Zoning) to meet changing community needs.
- Amendments to Title 18 referencing marijuana legalization, quasi-judicial procedures, Federal legislation governing communication towers and Federal legislation regarding real estate transactions which have significant impact on division workload.
- Need for greater outreach and education in the community on the basics of zoning and the need for zoning permits.
- Ability to meet required permit timelines and legal deadlines for rapidly increasing permit application volumes with existing staff resources.
- Ability to continue training of new and less experienced planning staff.
- Incompatible rural zones applied to densely developed urban neighborhoods.
- Conflicting new uses in residentially-developed neighborhoods with GU-1 zoning.
- Potential reduction in Federal grant funding used to employ the Borough Transportation Planner.
- Maintaining participation in the National Flood Insurance Program (NFIP), including increased outreach on floodplain issues and benefits of floodplain permits.

Objectives for FY 2017

- Process a projected caseload of 250 zoning permits, 10 Rezones, 15 Conditional Uses, 25 Variances, 5 Highway Projects and 300 legal non-conforming status affirmation requests.
- Draft ordinances and prepare staff reports for updates of the zoning code for communication towers, parking, signage, commercial marijuana facilities and rezones of several inappropriately zonedneighborhoods.
- Update the Historic Preservation Plan.
- Improve floodplain management program by updating flood hazard maps, including the Chena Slough and Salcha area.
- Complete JLUS recommendations by developing and facilitating adoption of ordinances.
- Ongoing coordination with the military to provide data and information related to the bases' economic impact on the FNSB.
- Continue providing staff and GIS support to FMATS.
- Develop a GIS database of complete zoning history, which will significantly reduce the staff time involved in researching legal non-conforming status affirmation requests.

DEPARTMENT OF COMMUNITY PLANNING – PLANNING AND ZONING DIVISION continued

- Provide assistance/expertise for future population challenges or annual state/federal population estimates, which determine various state or federal funding based on these estimates. Research, analyze and compile data, publish and distribute the CRQ each quarter.
- Interact with the US Census Bureau to maintain census data for FNSB/Alaska and begin preparation for 2020 Census activities.
- Provide training to boards and commissions regarding their roles and responsibilities and decision-making in a continuously changing legal environment.

Significant Budget Changes

- Addition of cost for expert technical review such as radio frequency engineering, hydrology, etc.
- Increased cost of providing catered meals for Planning Commission and Platting Board due to new borough policy.

Previous Year's Accomplishments

- Processed 200 zoning permits, 10 Rezones, 18 Conditional Uses, 15 Variances, 5 Highway Projects and 200 legal non-conforming status affirmation requests.
- Developed first marijuana zoning ordinance in the state of Alaska.
- Updated the sexually oriented business section of Title 18.
- Facilitated the adoption of the shooting range ordinance.
- Began land-use research and inventory to facilitate discussion at neighborhood meetings in the Smith Ranch area to gauge interest in a potential rezone.
- Continued public outreach to affected property owners in high risk flood zones and provided assistance to mortgage lenders, surveyors, real estate and insurance agents.
- Reduced flood insurance costs for property owners located in flood hazard areas by promoting use of the Letter of Map Amendment (LOMA) process, where applicable and the Railroad Letter of Map Revision (LOMR) will be approved.
- Continued implementation of the Joint Land Use Study (JLUS) Public Participation Plan.
- Were awarded a grant to update the Historic Preservation Plan.
- Provided staff support to five FNSB boards and commissions.
- Took over enforcement responsibility and authority over FNSB Titles 3, 8, 9, 14, 15, 17, 18, and 19.
- Published 4 FNSB Community Research Center Quarterly Reports.
- Hosted a data collection webinar to connect community agencies and project staff with data sources and agency contacts and resources.

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Dept: Community Planning
Div: Planning and Zoning
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
Measure 1. Percentage of land use applications processed on time	100%	100%	100%	100%	100%
Measure 2. Percentage of public hearings conducted without public notice infractions	100%	100%	100%	100%	100%
Measure 3. Percentage of code enforcement complaints addressed	100%	100%	100%	100%	100%
Measure 4. Percentage of times the *Community Research Quarterly* was published in a timely fashon	100%	100%	100%	100%	100%
Measure 5. Percentage of time-sensitive surveys completed on time: C2ER, rental survey, heating oil	100%	100%	100%	100%	100%
Additional Statistical Accomplishments					
Rezones	9	9	7	10	10
Conditional Use Permits	11	9	7	9	15
Variances - Planing Commission Hearing	15	7	22	12	20
* Variances - Admin W/Hearing	N/A	N/A	0	10	5
* Appeals of Admin Decisions	N/A	N/A	3	2	7
Highway Projects	5	5	4	5	5
Zoning Permits	163	183	218	212	250
Floodplain Permits	39	34	23	30	40
FEMA Letters of map Amendment (Assisted clients)	31	86	125	100	118
* Legal Non-Conforming (use/structure/lot size)(Grandfather Rights)	53	94	98	120	300
Title 18 Changes/Amendments	2	2	7	5	8
Planning Commission Meetings	N/A	N/A	20	22	22
Planning Commission Worksessions	N/A	N/A	11	9	9
Comprehensive Plan Advisory Board Meetings	0	0	0	0	0
Chena Riverfront Commission Meetings	12	12	11	11	11
Commission on Historic Preservation Meetings	11	10	12	12	12
Joint Land Use Study Meetings (Policy and Technical)	13	17	0	18	18
Landscape Review Board Meetings	1	3	2	3	2
Mobile Home Park Permits	13	13	13	13	13
Zoning Liquor Licenses researched	13	14	15	20	20
Code Violations:					
a. New Cases	9	27	23	30	25
b. Closed Cases	44	56	14	35	30
c. Total Open Cases	325	252	265	242	260
d. Non-violations investigated	22	0	0	0	0
e. Citations Issued	0	0	0	2	2
Community Research Quarterly Circulations	3,000	940	1,000	1,000	1,000
CRC Library Book Stock	2,820	2,029	2,030	2,030	2,030
Fill CRC Information Request	375	205	250	250	250

Website Hits	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
P&Z Website Hits	29,673	56,184	48,740	48,740	48,740
CRC Website Hits	8,307	6,879	6,525	6,525	6,525

*New or Item has been broken out/separated

Personnel Summary
Dept: Community Planning
Div: Planning & Zoning

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Deputy Planning Director (S)	III	0.50	0.50	0.50	42,550	0.50	42,550	0.50	43,620
Planner IV (P)	17	1.00	1.00	1.00	70,970	1.00	70,970	1.00	71,410
Flood Plain Administrator	14	1.00	1.00	1.00	85,470	1.00	77,240	1.00	68,780
Planner III - Code Enforcement Officer	13	1.00	1.00	1.00	61,270	1.00	61,270	1.00	63,480
Planner III (P)	13	1.00	1.00	1.00	68,980	1.00	68,980	1.00	70,450
Planner III	13	1.00	1.00	1.00	65,000	1.00	65,000	1.00	61,640
Planner II	11	1.00	1.00	1.00	57,120	1.00	57,120	1.00	59,170
Community Research Tech (S) (RU)	8					0.50	27,140	0.50	28,680
Administrative Assistant I	5	1.00	1.00	1.00	49,190	1.00	49,190	1.00	50,260
Overtime	OT				15,000		15,000		15,000
Temporaries	TH				4,000		4,000		22,000
Standby	SD				1,690		1,690		1,690
Less Direct Charges to Grants:									
Planner IV (P)	17				(29,000)		(29,000)		(38,000)
Planner III (P)	13								
Former Position:									
Planner III (P)	13	1.00	0.50						
Planning/Platting Technician (S)	7	0.50	0.50	0.50	27,140				
TOTALS:		9.00	8.50	8.00	519,380	8.00	511,150	8.00	518,180

Footnotes:
(P) Project Funded.
(RU) Position upgraded.
(S) Position split between divisions. See Platting & Mapping.

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		CP	P&Z		8.00	9.00	8.50	NormOpr	PS-FTE		

Operating Budget

11	ks	2/12/16	CP	P&Z	50505	380,270	413,183	373,222	NormOpr	PS-Permanent Salaries		11
12			CP	P&Z	50510	3,656	2,696	11,161	NormOpr	PS-Overtime Wages		12
13	ks	2/12/16	CP	P&Z	50515	0	384	3,387	NormOpr	PS-Temporary Salaries		13
14	ks	2/12/16	CP	P&Z	50520	220,114	239,581	246,744	NormOpr	PS-Benefits		14
15	mb	3/1/16	CP	P&Z	51105	2,053	1,821	2,364	NormOpr	COMD-Office Supplies		15
16	ks	2/12/16	CP	P&Z	51106	261	1,139	208	NormOpr	COMD-Computer Supplies		16
17			CP	P&Z	51110	0	73	265	NormOpr	COMD-Operating Supplies		17
18			CP	P&Z	51115	1,066	1,638	1,673	NormOpr	COMD-Books and Periodicals		18
19			CP	P&Z	51120	0	3	0	NormOpr	COMD-Repair and Maint. Supplies		19
20	mb	3/1/16	CP	P&Z	51130	47	540	0	NormOpr	COMD-Clothing Supplies		20
21			CP	P&Z	51210	525	638	514	NormOpr	COMD-Motor Fuels and Lubricants	Vehicle fuel	21
22			CP	P&Z	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	ks	2/12/16	CP	P&Z	61510	0	0	7,748	NormOpr	CONTR-Professional Services		23
24			CP	P&Z	61525	197	164	68	NormOpr	CONTR-Communications	Motznik Public Records Database	24
25	mb	3/8/16	CP	P&Z	61580	3,065	2,081	86	NormOpr	CONTR-Travel	Travel	25
26	ks	2/12/16	CP	P&Z	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Staff support for Planning Commission - 23 meetings for 11 Commissioners	26
27			CP	P&Z	61581				NormOpr	CONTR-Profnl Dues/Mtgs	C2ER Annual Membership Dues	27
28			CP	P&Z	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Staff support for the Riverfront Commission, Comp Plan Advisory Board and Landscape Review Committees	28
29			CP	P&Z	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Staff support for Historical Preservation Commission	29
30			CP	P&Z	61581	1,160	1,007	1,607	NormOpr	CONTR-Profnl Dues/Mtgs	Staff Support - Certification Dues	30

Community Planning - Planning & Zoning

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	8.00	8.00	0.00	8.00	8.00	8.00		8.00	
11	500,380	492,148	(10,968)	481,180	481,180	481,180	Net change in personnel costs due to turnover and re-hires at a lower step.	481,180	11
12	15,000	15,000	0	15,000	15,000	15,000		15,000	12
13	4,000	4,000	18,000	22,000	22,000	22,000	Increase for temporary employee to backfill Planning Admininstrative Assistant I and increased planning duties.	22,000	13
14	323,020	317,866	(5,126)	312,740	312,740	312,740	Net change is due to salary adjustments and benefit rate/hiring new staff at a lower step.	312,740	14
15	3,000	2,892	108	3,000	3,000	3,000	Realign to approve.	3,000	15
16	200	8,668	(8,468)	200	200	200	FY16 increase was due to purchasing I-Pads for the Planning Commissoners	200	16
17	100	100	0	100	100	100		100	17
18	1,700	1,700	0	1,700	1,700	1,700		1,700	18
19	0	0	0	0	0	0		0	19
20	0	108	(108)	0	0	0	Realign to approve.	0	20
21	800	800	0	800	800	800		800	21
22	0	0	0	0	0	0		0	22
23	0	0	5,000	5,000	5,000	5,000	Increase to cover costs of technical expert review of applications per approval of Mayor Kassel.	5,000	23
24	300	300	0	300	300	300		300	24
25	2,090	7,008	(5,318)	1,690	1,690	1,690	FY17 Decrease is part of 10% cut in CP Department training and travel. FY16 Adjustment is for travel and training incurred when CP director attended DC Summit on Defense Communities and research in Colorado on marijuana zoning.	1,690	25
26	1,100	1,100	2,900	4,000		0	Increase to cover costs of meetings and new Board and Commission food policy.	0	26
27	300	300	0	300		0		0	27
28	950	950	0	950		0		0	28
29	200	200	0	200		0		0	29
30	1,300	1,300	0	1,300	6,750	6,750		6,750	30

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
31			CP	P&Z	61582				NormOpr	CONTR-Training	American Chamber of Commerce Researchers Assoc (ACCRA) Technical Training	31
32			CP	P&Z	61582				NormOpr	CONTR-Training	Annual Census Bureau Workshop	32
33			CP	P&Z	61582				NormOpr	CONTR-Training	Local Training	33
34			CP	P&Z	61582				NormOpr	CONTR-Training	Advanced technical training for planners	34
35			CP	P&Z	61582	1,148	6,084	9,176	NormOpr	CONTR-Training	Technical Training for Planning Staff	35
36			CP	P&Z	61610				NormOpr	CONTR-Advertising, Printing & Binding	Zoning & Flood Zone Permits; advertisement and meetings that require special notices	36
37			CP	P&Z	61610	8,141	3,043	3,713	NormOpr	CONTR-Advertising, Printing & Binding	Contingency funds for special reports	37
38			CP	P&Z	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		38
39			CP	P&Z	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		39
40			CP	P&Z	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		40
41			CP	P&Z	61780	1,300	750	800	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle Equipment Fleet Repairs and Maintenance	41
42			CP	P&Z	61810	0	0	0	NormOpr	CONTR-Rent		42
43			CP	P&Z	61830	0	0	0	NormOpr	CONTR-Utilities		43
44			CP	P&Z	61925	2,620	2,620	2,620	NormOpr	CONTR-Vehicle Equipment Fleet Charges	Vehicle Equipment Fleet Lease	44
45			CP	P&Z	61950	195	655	1,159	NormOpr	CONTR-Other Contractual Services	Fairbanks Board of Realtors multiple listing service and other real estate data	45
46			CP	P&Z		0	0	0	Grant	Grants -Local Match FMATS	Local cash match for FMATS Grant	46
47			CP	P&Z	72001	1,015	1,709	0	NormOpr	CAPITAL-Controlled Assets		47
48			CP	P&Z	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		48
49			CP	P&Z	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		49
50			CP	P&Z	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		50
51			CP	P&Z	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		51
52			CP	P&Z	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		52
53			CP	P&Z	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		53
54			CP	P&Z	72030	0	0	0	NormOpr	CAPITAL-Library Materials		54
55			CP	P&Z	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		55

Community Planning - Planning & Zoning

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
31	1,490	1,490	0	1,490		0		0	31
32	360	360	0	360		0		0	32
33	180	180	0	180		0		0	33
34	2,250	2,250	0	2,250		0		0	34
35	4,130	4,130	0	4,130	8,410	8,410		8,410	35
36	3,000	3,000	0	3,000		0		0	36
37	200	200	0	200	3,200	3,200		3,200	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	1,150	1,150	(650)	500	500	500	Decrease in charges for Vehicle Equipment Fleet Repairs and Maintenance	500	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	2,630	2,630	1,270	3,900	3,900	3,900	Increase for Vehicle Equipment Leases	3,900	44
45	400	400	0	400	400	400		400	45
46	4,300	4,300	0	4,300	4,300	4,300		4,300	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
56			CP	P&Z	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		56
57						**626,833**	**679,809**	**666,515**			**Normal Operations Totals:**	57
58												58
59												59
60												60
61												61
62												62
63												63
64												64
65												65
66												66
67												67

Revenue - General Fund

	b	c	d	e	f	g	h	i	j	k	l	
68												
69												
70												
71	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
72												
73	mb	3/1/16	CP	P&Z	44001	9,450	15,980	15,860	NormOpr	Applications & Publications	Application and permit fees	73
74												74
75						**9,450**	**15,980**	**15,860**			**Normal Operations Totals:**	75
76												76
77												77
78												78
79												79

Community Planning - Planning & Zoning

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
56	0	0	0	0	0	0		0	56
57	**874,530**	**874,530**	**(3,360)**	**871,170**	**871,170**	**871,170**		**871,170**	57
58									58
59					**871,170**	**xcheck total**			59
60									60
61	Amount allocated through staff benefit rate			$ 481,180	27.0%	$ 129,919	Perm wages x 27.0% Health & life insurance cost		61
62	Amount allocated through staff benefit rate			$ 38,000	27.0%	$ 10,260	Project wages x 27.0% Health & life insurance cost		62
63						$ 140,179			63
64									64
65	Heath & life insurance cost by employee			$ 1,720	8	$ 165,120	$1,720 per employee per month x # employees (bodies) x 12 months		65
66									66
67									67
68	n	o	p	q	r	s	t	u	68
69									69
70	FY 15/16	12/31	(q - o)	FY 16/17	Formula	FY 16/17	Change Request Justification	FY 16/17	70
71	Approved	Revised	Proposed	Recommended	Column	Recommended	(column "p" numbers)	Approved	71
72		Budget	Increase	Detail					72
73	29,400	29,400	34,000	63,400	63,400	63,400		63,400	73
74			0			0		0	74
75	**29,400**	**29,400**	**34,000**	**63,400**	**63,400**	**63,400**		**63,400**	75
76									76
77					**63,400**	**xcheck total**			77
78									78
79									79

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF COMMUNITY PLANNING – PLATTING DIVISION

MISSION/Program Description

THE MISSION OF THE PLATTING DIVISION IS TO ASSIST THE PUBLIC TO SUBDIVIDE LAND IN A SAFE AND EFFICIENT MANNER. Platting administers Title 17 of the Code of Ordinances, provides for the orderly creation of new lots, new public utility easements, new roads and their naming, including the vacation of old unused rights-of-way and other designated public access throughout the Borough; ensures accurate land surveys and promotes an adequate and efficient road system.

Major Long-Term Issues and Concerns

- The entire platting staff has been with the division for less than five years and training all staff to understand and implement highly technical Title 17 regulations is a priority. Growth in subdivision development is expected with the Interior Gas Utility pipeline development and the F-35 Joint Strike Fighter program for Eielson AFB, similar to the high subdivision activity experienced in the Borough during the Trans-Alaska Pipeline development.

Objectives for FY 2017

- Provide timely response to public walk-ins and phone calls requesting staff's expertise regarding platting history, legal access issues, title issues, land surveying, and land related issues.
- Maintain an up-to-date computerized database of platting information.
- Continue processing subdivision applications to provide staff reports to the public and board within deadlines.
- Post timely updates of information on the internet for Platting Board Meetings, Staff Reports, Recorded Plats List, and pertinent subdivision application self-help guidelines for the public.
- Provide research into survey records for Assessing, Rural Services, Addressing and Emergency Services.
- Propose Title 17 amendments to the Platting Board and Assembly to clarify and improve the platting process for the public.
- Review Assembly-sponsored Title 17 amendments and present findings/recommendations to the Platting Board and Assembly.
- Continue participation in the GPS Control Project to help correct the alignment of the parcel layer in GIS.
- Coordinate preliminary review/distribution of major plats with Public Works, Assessing, Floodplain Administrator, Zoning, Parks & Recreation Trails Coordinator, Transportation Planner and Land Management for a more efficient plat review process.
- Collaborate with the Legal Department to educate the Platting Board via work sessions on various aspects of the platting and quasi-judicial processes.
- Continue file scanning for platting cases from 1983 to present (approximately 1400 files).
- Provide outreach to the public and stakeholders to facilitate a better understanding of platting procedure, including real estate professionals and the International Right-of-Way Association.

Previous Year's Accomplishments

- Processed a total of 206 platting applications. These include preliminary plats, quick plats, right-of-way vacations, Title 17 variances, and final plat actions.
- Developed and processed three Title 17 ordinance changes to improve platting processes and to expand eligibility for the quick plat process.
- Increased knowledge and skills by attending professional development/training opportunities.
- Continued participation in the GPS Control Project in conjunction with GIS division.
- Revised and updated platting applications and forms.

Dept: Community Planning
Div: Platting
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
Measure 1. Percentage of plats recorded without error including minor technical errors and typo's	100%	100%	100%	100%	100%

Platting Statistical Accomplishments

1. Number of Quick Plat Applications	49	55	34	45	75
* 2. Number of Quick Plat Lots	N/A	92	68	75	130
3. Number of Preliminary Subdivision Applications	40	44	31	40	40
* 4. Number of Preliminary SubdivisionLots	N/A	177	128	161	240
5. Number of Prelim. Replat Applications	8	7	16	12	5
* 6. Number of Prelim. Replat Lots	N/A	56	50	96	25
* 7. Number of Modifications	N/A	6	3	3	3
* 8. Number of Extensions	N/A	3	5	3	2
9. Number of Naming of Road Applications	1	0	1	2	5
* 10. Number of Preliminary Variance Applications	N/A	28	40	36	35
11. Number of Prelim. Vacation Applications	7	10	4	4	10
* 12. Number of Appeals	N/A	0	5	3	4
* 13. Number of Ordinance Revisions	N/A	6	4	12	10
* 14. Number of Final Plat Applications	N/A	83	59	79	64
* 15. Number of Final Plat Lots	N/A	257	180	245	150
16. Number of Final Plats Recorded	77	94	57	80	80
Total Number of Platting Applications Processed	182	236	198	227	243

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
Website Hits					
Website Hits**	8,756	8,936	7,800	7,800	7,800

*New or item has been broken out/separated
**Includes static maps and internet based GIS

Fairbanks North Star Borough

Personnel Summary
Dept: Community Planning
Div: Platting

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Deputy Planning Director (S)	III	0.50	0.50	0.50	42,550	0.50	42,550	0.50	43,620
Platting Officer IV	16	1.00	1.00	1.00	73,670	1.00	73,670	1.00	75,250
Platting Officer II	12			1.00	59,170	1.00	59,170	1.00	59,530
Platting Officer II	12		1.00	1.00	62,840	1.00	62,840	1.00	64,140
Community Research Tech (S) (RU)	8					0.50	27,140	0.50	28,260
Administrative Assistant I	5	1.00	1.00	1.00	51,460	1.00	51,460	1.00	52,530
Overtime	OT				12,000		12,000		12,000
Temporaries	TH								
Standby	SD				1,690		1,690		1,690
Former Position:									
Platting Officer I (IV-I)	16	1.00							
Platting Officer IV	16	1.00	1.00						
Planning/Platting Technician (S)	7	0.50	0.50	0.50	27,140				
TOTALS:		5.00	5.00	5.00	330,520	5.00	330,520	5.00	337,020

Footnotes:
(RU) Reclass Position Upgraded
(S) Position split between divisions. See Planning & Zoning

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		CP	P&M		5.00	5.00	5.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	CP	P&M	50505	309,549	322,112	275,342	NormOpr	PS-Permanent Salaries		11
12	ks	2/12/16	CP	P&M	50510	9,745	6,783	9,423	NormOpr	PS-Overtime Wages		12
13	ks	2/12/16	CP	P&M	50515	4,450	0	0	NormOpr	PS-Temporary Salaries		13
14	ks	2/12/16	CP	P&M	50520	180,795	184,345	175,133	NormOpr	PS-Benefits		14
15			CP	P&M	51105	1,047	995	1,515	NormOpr	COMD-Office Supplies		15
16			CP	P&M	51106	358	0	90	NormOpr	COMD-Computer Supplies		16
17			CP	P&M	51110	0	40	315	NormOpr	COMD-Operating Supplies		17
18			CP	P&M	51115	0	235	0	NormOpr	COMD-Books and Periodicals	Publications and Subscriptions renewals	18
19			CP	P&M	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			CP	P&M	51130	47	540	0	NormOpr	COMD-Clothing Supplies		20
21			CP	P&M	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			CP	P&M	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			CP	P&M	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24			CP	P&M	61525	0	0	0	NormOpr	CONTR-Communications		24
25			CP	P&M	61580	7,205	0	0	NormOpr	CONTR-Travel	Travel	25
26			CP	P&M	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Platting Board Work Session meeting expenses 3 meetings & 9 members	26
27			CP	P&M	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Staff support - Certification for PLS & CFM dues.	27
28	mb	3/4/16	CP	P&M	61581	887	848	889	NormOpr	CONTR-Profnl Dues/Mtgs	Platting board meeting expenses 12 meetings & 9 members	28
29			CP	P&M	61582				NormOpr	CONTR-Training	Platting Staff - Advanced Technical Training	29
30			CP	P&M	61582				NormOpr	CONTR-Training	Surveying & Mapping Conference	30
31			CP	P&M	61582	2,882	6,060	11,411	NormOpr	CONTR-Training	Staff training	31
32	mb	3/1/16	CP	P&M	61610	50	300	0	NormOpr	CONTR-Advertising, Printing & Binding	Publication of special meeting notices and printing of specialized maps	32
33			CP	P&M	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		33
34			CP	P&M	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		34
35			CP	P&M	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		35
36			CP	P&M	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		36

Community Planning - Platting

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	5.00	5.00	0.00	5.00	5.00	5.00		5.00	
11	318,520	318,520	6,500	325,020	325,020	325,020	Net change in personnel costs due to longevity adjustments.	325,020	11
12	12,000	12,000	0	12,000	12,000	12,000		12,000	12
13	0	0	0	0	0	0		0	13
14	206,910	206,910	4,060	210,970	210,970	210,970	Net change is due to salary adjustments and benefit rate.	210,970	14
15	1,500	1,500	0	1,500	1,500	1,500		1,500	15
16	100	100	0	100	100	100		100	16
17	100	100	0	100	100	100		100	17
18	100	69	31	100	100	100	Realign to approved.	100	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	100	100	0	100	100	100		100	25
26	600	600	0	600		0		0	26
27	760	760	0	760		0		0	27
28	600	600	1,200	2,000	3,360	3,360	Increase to cover costs of meetings and new Board and Commission food policy.	3,360	28
29	4,820	4,820	0	4,820		0		0	29
30	2,000	2,000	0	2,000		0		0	30
31	1,800	1,800	0	1,800	8,620	8,620		8,620	31
32	100	131	(31)	100	100	100	Realign to approve.	100	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
37			CP	P&M	61810	0	0	0	NormOpr	CONTR-Rent		37
38			CP	P&M	61830	0	0	0	NormOpr	CONTR-Utilities		38
39			CP	P&M	61920	0	0	0	NormOpr	CONTR-Equipment Leases		39
40			CP	P&M	61950				NormOpr	CONTR-Other Contractual Services	Road Name Changes for Safety Issues	40
41			CP	P&M	61950	1,811	2,215	1,280	NormOpr	CONTR-Other Contractual Services	Recorder Office fees	41
42			CP	P&M		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		42
43			CP	P&M	72001	1,015	0	2,271	NormOpr	CAPITAL-Controlled Assets		43
44			CP	P&M	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		44
45			CP	P&M	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		45
46			CP	P&M	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		46
47			CP	P&M	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		47
48			CP	P&M	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		48
49			CP	P&M	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		49
50			CP	P&M	72030	0	0	0	NormOpr	CAPITAL-Library Materials		50
51			CP	P&M	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		51
52			CP	P&M	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		52
53						**519,841**	**524,473**	**477,669**			**Normal Operations Totals:**	53
54												54
55												55
56												56
57												57
58												58
59												59
60												60

61 **Revenue - General Fund** 61

62–66	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
67	ks	2/12/16	CP	P&M	44001	26,375	15,990	30,720	NormOpr	Application & Publications	Applications and Final Plat Fees	67
68						0	0	0				68
69						**26,375**	**15,990**	**30,720**			**Normal Operations Totals:**	69
70												70
71												71

Community Planning - Platting

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	500	500	0	500		0		0	40
41	3,500	3,500	0	3,500	4,000	4,000		4,000	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	**554,010**	**554,010**	**11,760**	**565,970**	**565,970**	**565,970**		**565,970**	53
54									54
55					**565,770**	**xcheck total**			55
56									56
57	Amount allocated through staff benefit rate			$ 325,020	27.0%	$ 87,755	Perm wages x 27.0% Health & life insurance cost		57
58									58
59	Heath & life insurance cost by employee			$ 1,720	5	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		59
60									60
61									61

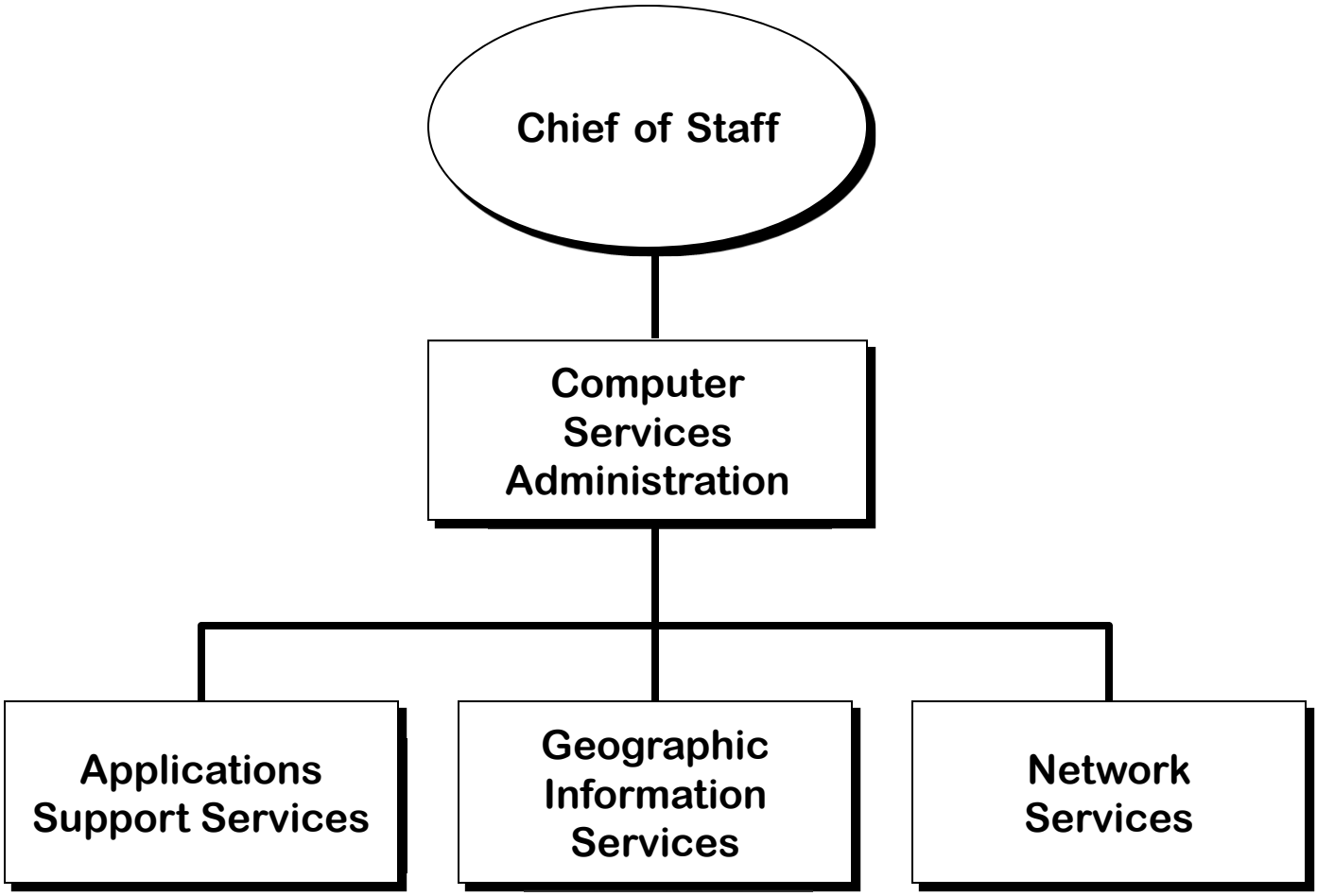
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
62									62
63									63
64									64
65									65
66									66
67	75,590	75,590	61,650	137,240	137,240	137,240		137,240	67
68	0	0	0	0	0	0		0	68
69	**75,590**	**75,590**	**61,650**	**137,240**	**137,240**	**137,240**		**137,240**	69
70									70
71					**137,240**	**xcheck total**			71

Dept: Community Planning
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	959,364	991,527	867,904	1,042,370	1,034,138	1,028,520
Overtime Wages	14,139	10,398	20,584	27,000	27,000	27,000
Temporary Salaries	11,276	2,592	15,257	6,000	6,000	26,000
Benefits	579,204	584,908	560,406	670,020	664,860	663,270
Subtotal:	1,563,983	1,589,425	1,464,151	1,745,390	1,731,998	1,744,790
COMMODITIES						
Office Supplies	5,450	4,572	6,372	6,200	6,092	6,200
Computer Supplies	671	1,326	557	1,300	8,967	1,300
Operating Supplies	-	113	588	450	200	450
Books and Periodicals	1,379	2,374	2,069	1,900	1,869	1,900
Repair and Maint. Supplies	16	21	66	500	500	500
Clothing Supplies	94	1,080	-	-	108	-
Motor Fuels and Lubricants	1,388	1,661	1,070	1,600	1,600	1,600
Equipment Parts	-	-	-	-	-	-
Subtotal:	8,998	11,147	10,722	11,950	19,336	11,950
CONTRACTUAL SERVICES						
Professional Services	-	-	12,248	-	-	5,000
Communications	197	164	68	300	300	300
Travel	10,412	2,081	8,776	2,370	7,288	1,970
Professional Dues/Meetings	3,600	3,270	3,768	6,810	6,810	11,110
Training	9,654	14,021	35,727	22,140	22,140	20,140
Advertising, Printing & Binding	8,191	3,343	3,713	3,400	3,431	3,400
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	13,622	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	70	-
Repairs & Maint. -Other Equipment	2,600	1,500	1,600	2,300	2,300	1,000
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	5,320	5,320	5,320	5,330	5,330	7,920
Other Contractual Services	2,406	3,331	16,436	4,400	4,400	4,400
Subtotal:	42,380	33,030	101,278	47,050	52,069	55,240
Grants Match, Indirect, Awaiting Budget	-	-	-	4,300	-	4,300
CAPITAL OUTLAY						
Controlled Assets	2,030	1,709	7,905	-	981	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	2,030	1,709	7,905	-	981	-
GRAND TOTAL:	1,617,391	1,635,311	1,584,056	1,808,690	1,804,384	1,816,280

FUNDING SOURCES:	
General Fund Revenues	
Application & Publication Fees	204,140

Department of Computer Services



PROGRAM BUDGET SUMMARY

DEPARTMENT OF COMPUTER SERVICES – ADMINISTRATION DIVISION

MISSION\Program Description

THE MISSION OF THE COMPUTER SERVICES ADMINISTRATION DIVISION IS TO BRING VALUE TO BOROUGH STAFF & RESIDENTS BY PROVIDING VISION AND LEADERSHIP FOR DEVELOPING & IMPLEMENTING INFORMATION TECHNOLOGY (IT) INITIATIVES. This division directs the planning, implementation, and operation of enterprise IT systems in support of emergency and business operations to improve cost effectiveness, service quality, and public service. The division facilitates the expanded use of computing technology by enhancing network operations and security, providing technical support to staff, verifying the non-duplication and integrity of database systems, ensuring the integration of data flows between systems and Borough locations, providing applications development, support, and technical liaison for vendor-supported systems, and enabling information sharing. The division reviews hardware and software acquisitions and maintenance contracts and pursues master agreements to capitalize on economies of scale. The division defines and communicates Borough plans, policies, and standards for acquiring, implementing, and operating IT systems.

Major Long-Term Issues and Concerns

- Complete the ONESolution/Encompass Project to update IFAS & replace RMS within cost and on schedule.
- Complete the implementation of a replacement Tax Accounting System using modern development languages, data structures, hardware, and tools to ensure effective, sustainable support.
- Design & implement a more resilient IT network infrastructure that can sustain existing systems and lay the foundation for anticipated growth over the next five years.
- Supervise recruitment, development, retention, and organization of all IT staff in accordance with Borough budgetary objectives and personnel policies.

Objectives for FY 2017

- Smartly configure the new business wide area network to accommodate centralized data systems operating within a virtualized environment in support of all Borough staff.
- Complete the replacement of the 20+ year old IFAS financial management, records management and tax accounting systems.
- Exploit recent upgrades in networking, computing bandwidth and power to consolidate and return external building server operations back to the Borough Administrative Center server room and the alternate remote data center.
- Identify opportunities for the appropriate and cost-effective investment in IT systems and resources, including staffing, consultants, sourcing, purchasing, and in-house development.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to longevity adjustments and benefit rate changes.
- Reflects a major upgrade in production systems' computer hardware and operating systems and changes in bandwidth and quality of service to the Borough's new fiber optics Metro Ethernet business wide area network (WAN) and the alternate data center.
- Reflects the continuation of the upgrade of the entire IT infrastructure to support current and future needs.

Previous Year's Accomplishments

- Created a new Borough alternate backup data center to mirror the production systems available in the Borough administrative center for rapid availability in emergency situations.
- Completed the installation of a new fiber optic Metro Ethernet business WAN to external buildings.
- Developed the infrastructure for an enterprise-wide disaster recovery and business continuity plan and initiated major steps towards its full implementation.
- Replaced all Borough staff desktop computers with supported operating systems and productivity software.
- Completed two evaluations of the infrastructure looking at cyber security and systems configuration.

(See CS Divisions for measures and statistical accomplishments)

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Personnel Summary
Dept: Computer Services
Div: Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Computer Services Director	V	1.00	1.00	1.00	108,570	1.00	108,570	1.00	111,320
Administrative Assistant IV	9			1.00	70,610	1.00	70,610	1.00	71,050
Administrative Assistant I	5		1.00	1.00	53,780	1.00	53,780	1.00	54,120
Temporaries	TH				2,200		2,200		2,200
Standby	SD				2,000		2,000		2,000
Former Position:									
Administrative Assistant III	7	1.00	1.00						
TOTALS:		2.00	3.00	3.00	237,160	3.00	237,160	3.00	240,690

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		CS	CS		2.00	2.00	3.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	CS	Adm	50505	143,011	167,546	215,072	NormOpr	PS-Permanent Salaries		11
12			CS	Adm	50510	0	0	695	NormOpr	PS-Overtime Wages		12
13			CS	Adm	50515	0	1,359	1,991	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16	CS	Adm	50520	88,727	106,206	136,553	NormOpr	PS-Benefits		14
15			CS	Adm	51105	1,529	1,017	1,632	NormOpr	COMD-Office Supplies		15
16			CS	Adm	51106	0	391	3,242	NormOpr	COMD-Computer Supplies		16
17			CS	Adm	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18			CS	Adm	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			CS	Adm	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			CS	Adm	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			CS	Adm	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			CS	Adm	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			CS	Adm	61510	0	10,000	10,000	NormOpr	CONTR-Professional Services	Information Technology Analysts	23
24			CS	Adm	61525	303	430	0	NormOpr	CONTR-Communications	Miscellaneous express mail & postage costs	24
25			CS	Adm	61580	0	0	0	NormOpr	CONTR-Travel		25
26			CS	Adm	61581	0	0	199	NormOpr	CONTR-Profnl Dues/Mtgs	Membership in Information Technology organizations	26
27			CS	Adm	61582				NormOpr	CONTR-Training	Information Technology Management Training	27
28			CS	Adm	61582	4,977	558	21	NormOpr	CONTR-Training	Local seminars	28
29			CS	Adm	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding	Miscellaneous printing & advertising costs	29
30			CS	Adm	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		30
31			CS	Adm	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		31
32			CS	Adm	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		32
33			CS	Adm	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		33
34			CS	Adm	61810	0	0	0	NormOpr	CONTR-Rent		34
35			CS	Adm	61830	0	0	3	NormOpr	CONTR-Utilities		35
36			CS	Adm	61920	0	0	0	NormOpr	CONTR-Equipment Leases		36

Computer Services - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	3.00	3.00	0.00	3.00	3.00	3.00		3.00	
11	234,960	234,960	3,530	238,490	238,490	238,490	Net change in personnel costs due to longevity adjustments.	238,490	11
12	0	0	0	0	0	0		0	12
13	2,200	2,200	0	2,200	2,200	2,200		2,200	13
14	147,300	147,300	2,210	149,510	149,510	149,510	Net change is due to salary adjustments and benefit rate.	149,510	14
15	700	700	0	700	700	700		700	15
16	600	600	0	600	600	600		600	16
17	0	0	0	0	0	0		0	17
18	400	400	0	400	400	400		400	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	10,000	3,000	7,000	10,000	10,000	10,000	Increased to previous budget level for short consultation requests.	10,000	23
24	500	500	0	500	500	500		500	24
25	0	0	0	0	0	0		0	25
26	150	150	0	150	150	150		150	26
27	0	0	0	0		0		0	27
28	0	0	0	0	0	0		0	28
29	280	280	(280)	0	0	0	Previously used to pay for advertising for open position and no longer needed	0	29
30	0	0	0	0	0	0		0	30
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
37			CS	Adm	61950	0	23,800	41,594	NormOpr	CONTR-Other Contractual Services		37
38			CS	Adm		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		38
39			CS	Adm	72001	0	0	31,006	NormOpr	CAPITAL-Controlled Assets		39
40			CS	Adm	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		40
41			CS	Adm	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		41
42			CS	Adm	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		42
43			CS	Adm	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		43
44			CS	Adm	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		44
45			CS	Adm	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		45
46			CS	Adm	72030	0	0	0	NormOpr	CAPITAL-Library Materials		46
47			CS	Adm	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		47
48			CS	Adm	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		48
49												49
50						**238,547**	**311,307**	**442,008**			**Normal Operations Totals:**	50
51												51
52												52
53												53
54												54
55												55
56												56

Computer Services - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49									49
50	**397,090**	**390,090**	**12,460**	**402,550**	**402,550**	**402,550**		**402,550**	50
51									51
52					**402,550**	**xcheck total**			52
53									53
54	Amount allocated through staff benefit rate			$ 238,490	27.0%	$ 64,392	Perm wages x 27.0% Health & life insurance cost		54
55									55
56	Health & life insurance cost by employee			$ 1,720	3	$ 61,920	$1,720 per employee per month x # employees (bodies) x 12 months		56

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF COMPUTER SERVICES – APPLICATIONS SUPPORT DIVISION

MISSION\Program Description

THE MISSION OF THE APPLICATIONS SUPPORT DIVISION IS TO PROVIDE A RELIABLE AND COST EFFECTIVE COMPUTING INFRASTRUCTURE TO THE BOROUGH GOVERNMENT. This division facilitates the use of computing technology by providing applications development and support, serving as technical liaison for vendor-supported systems, and enabling information sharing.

Major Long-Term Issues and Concerns

- Implement Web 2.0 technologies to enhance critical bi-directional communication with citizens (RSS feeds, Twitter, Facebook, etc.) and automate Borough services in a responsive and efficient manner.
- Amalgamate the disparate real property system related data into a single database.
- Evaluate disposition of electronic records to be compliant with Record Management policy and federal e-discovery requirements through the Encompass Records Management Technology.
- Support deployment of Disaster Recovery and Continuity of Operations infrastructure improvements.
- Enhance the land valuation engine in the Aurora System to generate more accurate assessed values and meet State requirements.
- Effective integration of mobility solutions into the enterprise.
- Replace UNIX and Informix database technology with Microsoft operating system and database.

Objectives for FY 2017

- Deliver the first major release of Borealis, the replacement to the Borough's TACS system.
- Continue implementation of various ONESolution - Finance technologies, including a P-Card module.
- Go-live with ONESolution – Work Management product suite to support various Department functions.
- Continue the integration of the Encompass Records Management across Borough Departments.
- Assist Community Planning and the GIS Division with the reconstruction of the FNSB Zoning Map.
- Advance integration of SharePoint content management system for Borough website and Intranet site.
- Institute a major upgrade of technology components of the Aurora system to provide for a future foundation.
- Upgrade to SQL Server 2014 software to stay on supported version for security purposes as well as offer Disaster Recover Solutions and High Availability for database servers in support of critical Borough infrastructure.

Significant Budget Changes

- The FY 2017 budget reflects longevity adjustments, benefit rate changes and addition of the maintenance cost for ONESolution Finance Core and Encompass Records Management System.

Previous Year's Accomplishments

- Delivered a number of pre-release versions of Borealis, the TACS system replacement, for testing, and completed a parallel tax-roll with TACS and Borealis.
- Provided Project Management and infrastructure planning for the ONESolution project.
- Went live with ONESolution - Finance to replace the Borough's financial system (IFAS).
- As part of the ONESolution project, deployed an improved Employee self-service portal.
- Implemented the Encompass technology to replace the Optix imagining system, and provide a future platform for Borough electronic records, including ONESolution Finance and Work Management.
- Implemented TABFusion to replace the aging RMS software to manage the Borough's physical records.
- Migrated the Land Use Management Planning system into the Aurora System.
- Deployed a number of new infrastructure related technologies to provide better systems management.
- Went live with a new public internet site with a modern design and based on content management software that can provide more timely updates to the Borough's web presence.
- Updated the Air Quality web presence to support burn restrictions instituted by ordinance.
- Delivered a mobile web app to provide residents a convenient access point to Air Quality information.

Dept: Computer Services
Div: Applications Support
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1: Percent of total programming time spent creating new solutions and providing enhancements to existing solutions.	20%	32%	50%	35%	45%
Measure 2. Number of issues closed in FY	672	725	708	1,000	600
Measure 3. Aurora installed base	216	225	220	215	220
Measure 4. ArcGIS Extension installed base	115	140	150	180	170

Additional Statistical Accomplishments

Issue Backlog Detail					
Number of issues open more than 6 months at any time in the FY	245	266	312	300	250
Number of issues open at end of the FY	243	280	287	350	300
Mean age (in days) of issues closed in FY	84	91	122	60	90
Issue Type Detail					
Number of issues responding to Consulting Requests	194	187	211	230	200
Number of issues relating to Database Support	169	179	150	105	120
Number of issues requesting Modification of Existing Code Base	281	285	232	600	275
Number of issues requiring New Code Generation	130	173	111	150	130
Issue Priority Detail					
Priority #1	85	102	114	270	225
Priority #2	203	240	220	380	300
Priority #3	468	592	512	990	600
Database Support					
Server Instances Supported	90	97	121	140	140
Databases Supported	587	650	694	730	750
Volume of Data Overseen (GB)	1,274	1,455	1,930	2,062	2,150

*Estimated

Personnel Summary
Dept: Computer Services
Div: Applications Support Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Applications Support Manager (S)	III	0.75	0.75	0.75	81,510	0.75	81,510	0.75	83,570
Database Administrator	II	1.00	1.00	1.00	87,850	1.00	87,400	1.00	74,610
Analyst/Programmer	II	1.00	1.00	1.00	87,850	1.00	87,850	1.00	90,070
Analyst/Programmer	II	1.00	1.00	1.00	74,160	1.00	74,160	1.00	77,480
Analyst/Programmer	II	1.00	1.00	1.00	86,210	1.00	86,210	1.00	88,390
Analyst/Programmer (TF)	II	1.00	1.00						
Analyst/Programmer	II	1.00	1.00	1.00	74,160	1.00	74,160	1.00	76,030
Analyst/Programmer	II	1.00	1.00	1.00	75,570	1.00	75,570	1.00	77,480
Analyst/Programmer	II	1.00	1.00	1.00	89,520	1.00	89,520	1.00	91,780
Analyst/Programmer	II	1.00	1.00	1.00	89,520	1.00	89,520	1.00	91,780
Overtime	OT				500		500		500
Standby	SD				2,200		2,200		2,200
Temporaries	TH				10,000		10,000		10,000
ONESolution/Encompass Project									
Analyst/Programmer (TF)	II		1.00	1.00	54,580	1.00	54,580	1.00	74,610
Less Direct Charges to Projects	II				(54,580)		(54,580)		(74,610)
TOTALS:		9.75	10.75	9.75	759,050	9.75	758,600	9.75	763,890

Footnotes:
(S) Position split between divisions. See Geographics Information Services
(TF) Term Funded Position

FY 2017 BUDGET WORKSHEET:

b	c	d	e	f	g	h	i	j	k	l	
By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
BEM	1/21/16	CS	APPS		9.75	9.75	9.75	NormOpr	PS-FTE		

Operating Budget

11	BEM	1/21/16	CS	APPS	50505	685,612	657,416	633,098	NormOpr	PS-Permanent Salaries		11
12	BEM	1/23/16	CS	APPS	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13	BEM	1/23/16	CS	APPS	50515	17,266	18,948	24,260	NormOpr	PS-Temporary Salaries		13
14	BEM	1/21/16	CS	APPS	50520	391,876	398,539	409,714	NormOpr	PS-Benefits		14
15	BEM	1/23/16	CS	APPS	51105	631	642	2,465	NormOpr	COMD-Office Supplies		15
16	BEM	1/23/16	CS	APPS	51106				NormOpr	COMD-Computer Supplies	Purchases of development & desktop software	16
17	BEM	1/23/16	CS	APPS	51106	9,189	7,779	7,800	NormOpr	COMD-Computer Supplies	Miscellaneous software for other department's requirements	17
18			CS	APPS	51110	0	0	0	NormOpr	COMD-Operating Supplies		18
19	BEM	1/23/16	CS	APPS	51115	821	550	421	NormOpr	COMD-Books and Periodicals		19
20			CS	APPS	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		20
21			CS	APPS	51130	0	0	0	NormOpr	COMD-Clothing Supplies		21
22			CS	APPS	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		22
23			CS	APPS	51250	0	0	0	NormOpr	COMD-Equipment Parts		23
24			CS	APPS	61510	7,600	39,908	44,106	NormOpr	CONTR-Professional Services	IT Programming Consultant	24
25	BEM	1/23/16	CS	APPS	61525	537	1,315	56	NormOpr	CONTR-Communications	Miscellaneous express mail, postage and communication costs	25
26	BEM	1/23/16	CS	APPS	61580	1,263	5,000	101	NormOpr	CONTR-Travel	Local mileage	26
27			CS	APPS	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs	Membership in Information Technology organizations	27
28	BEM	1/23/16	CS	APPS	61582				NormOpr	CONTR-Training	SQL Server database admin training	28
29	BEM	1/23/16	CS	APPS	61582				NormOpr	CONTR-Training	Aurora/GIS Developer's training	29
30	BEM	1/23/16	CS	APPS	61582	61,021	28,124	14,430	NormOpr	CONTR-Training	SunGard ONESolution Systems Training	30
31	BEM	1/23/16	CS	APPS	61610	0	60	112	NormOpr	CONTR-Advertising, Printing & Binding	Miscellaneous printing & advertising costs	31
32			CS	APPS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		32
33			CS	APPS	61710	0	0	71,000	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		33

Computer Services - Application Support Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	9.75	9.75	0.00	9.75	9.75	9.75		9.75	
11	748,550	748,100	5,290	753,390	753,390	753,390	Net change in personnel costs due to longevity adjustments.	753,390	11
12	500	500	0	500	500	500		500	12
13	10,000	10,000	0	10,000	10,000	10,000		10,000	13
14	469,880	469,598	3,312	472,910	472,910	472,910	Net change is due to salary adjustments and benefit rate.	472,910	14
15	800	2,038	(1,238)	800	800	800	Realign to approved budget. See lines 11 and 17.	800	15
16	4,000	4,000	0	4,000		0		0	16
17	2,000	1,494	506	2,000	6,000	6,000	Realign to approved budget. See line 15.	6,000	17
18	0	0	0	0	0	0		0	18
19	600	600	0	600	600	600		600	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	200	200	0	200	200	200		200	25
26	50	50	0	50	50	50		50	26
27	0	0	0	0	0	0		0	27
28	4,610	4,610	0	4,610		0		0	28
29	28,000	28,000	0	28,000		0		0	29
30	8,770	8,770	0	8,770	41,380	41,380		41,380	30
31	200	200	0	200	200	200		200	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
34			CS	APPS	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		34
35			CS	APPS	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		35
36			CS	APPS	61810	0	0	0	NormOpr	CONTR-Rent		36
37			CS	APPS	61830	0	0	0	NormOpr	CONTR-Utilities		37
38			CS	APPS	61920	0	0	0	NormOpr	CONTR-Equipment Leases		38
39	BEM	1/23/16	CS	APPS	61950				NormOpr	CONTR-Other Contractual Services	SunGard IFAS annual maintenance & support for software (financial management system)	39
40	BEM	1/23/16	CS	APPS	61950				NormOpr	CONTR-Other Contractual Services	SunGard IFAS Remote Service Provider support for software (financial management system)	40
41	BEM	1/23/16	CS	APPS	61950				NormOpr	CONTR-Other Contractual Services	Informix database software annual maintenance & support	41
42	BEM	1/23/16	CS	APPS	61951				NormOpr	CONTR-Other Contractual Services	ONESolution Core and Reporting annual maintenance & support	42
43	BEM	1/23/16	CS	APPS	61952				NormOpr	CONTR-Other Contractual Services	ONESolution Encompass Records Management annual maintenance & support	43
44	BEM	1/23/16	CS	APPS	61950				NormOpr	CONTR-Other Contractual Services	Fund Balance Capital Assets software annual maintenance & support	44
45	BEM	1/23/16	CS	APPS	61950				SocialMedia	CONTR-Other Contractual Services	Social Media Sites Archiving	45
46	BEM	1/23/16	CS	APPS	61950				NormOpr	CONTR-Other Contractual Services	Microsoft Developers Network annual maintenance (programming & development software & support)	46
47	BEM	1/23/16	CS	APPS	61950	305,036	352,679	409,597	NormOpr	CONTR-Other Contractual Services	Annual maintenance for programming & development	47
48			CS	APPS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		48
49			CS	APPS	72001	839	2,828	847	NormOpr	CAPITAL-Controlled Assets		49
50			CS	APPS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		50
51			CS	APPS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		51
52			CS	APPS	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		52
53			CS	APPS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		53
54			CS	APPS	72020	0	0	76,148	NormOpr	CAPITAL-Machinery & Equipment		54
55			CS	APPS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		55
56			CS	APPS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		56

Computer Services - Application Support Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	108,000	108,000	4,000	112,000		0	Adjusted to accommodate changes in maintenance costs.	0	39
40	121,000	121,000	5,000	126,000		0	Adjusted to accommodate changes in maintenance costs.	0	40
41	24,000	24,000	0	24,000		0		0	41
42	13,000	13,000	25,000	38,000		0	Adjusted to accommodate changes in maintenance cost. Added maintenance for new components coming online this year and for a ONESolution test system.	0	42
43	48,000	48,000	12,500	60,500		0	Adjusted to accommodate changes in maintenance cost. Added maintenance for the Encompass test system.	0	43
44	1,500	1,500	0	1,500		0		0	44
45	2,000	2,000	3,000	5,000		0	Increased due to change in vendor.		45
46	30,000	30,000	0	30,000		0		0	46
47	5,000	5,000	0	5,000	402,000	402,000		402,000	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
57			CS	APPS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		57
58			CS	APPS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		58
59						**1,481,691**	**1,513,788**	**1,694,155**			**Normal Operations Totals:**	59
60												60
61												61
62												62
63												63
64												64
65												65

Computer Services - Application Support Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	**1,630,660**	**1,630,660**	**57,370**	**1,688,030**	**1,688,030**	**1,688,030**		**1,688,030**	59
60									60
61					**1,688,030**	**xcheck total**			61
62									62
63	Amount allocated through staff benefit rate			$ 753,390	27.0%	$ 203,415	Perm wages x 27.0% Health & life insurance cost		63
64									64
65	Health & life insurance cost by employee			$ 1,720	9.75	$ 201,240	$1,720 per employee per month x # employees (bodies) x 12 months		65

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF COMPUTER SERVICES – GEOGRAPHIC INFORMATION SERVICES DIVISION

MISSION\Program Description

THE MISSION OF THE GEOGRAPHIC INFORMATION SERVICES DIVISION IS TO MANAGE, COORDINATE, AND IMPLEMENT THE BOROUGH'S GEOGRAPHIC INFORMATION SYSTEM (GIS). The division maintains the spatial data layers for the GIS by: providing mapping services and obtaining data from other agencies and private contractors; coordinating the GIS with Borough Departments, other agencies, and the private sector; providing support and training to users of the Borough's GIS.

Major Long-Term Issues and Concerns

- Continue integration of the Esri Parcel Fabric technology into the Borough GIS processes in order to register layers depicted more closely to their true location on the ground.
- Acquire sufficient funding to staff the division to meet the demand for GIS services, provide software and contractual services, and acquire up to date aerial photography and elevation data.
- Adjusting to continually evolving technologies, software requirements, and regulatory mandates.
- Enhance data organization and workflow of the Borough's Street Addressing/911 system.
- Support deployment of Disaster Recovery and Continuity of Operations infrastructure improvements.
- Provide support to the effort to develop a natural gas distribution system for the Borough.

Objectives for FY 2017

- Progress to next phase of the BaseMap Realignment Project by collecting more high quality GPS points that will help tie the Borough's BaseMap to more accurate ground location.
- Expand realignment of the Control Grid within the extents of the 2016 BaseMap Realignment effort.
- Continue to enhance the use of ArcGIS Online in order to facilitate more efficient data workflows, access to Borough data, and more simplified public services that consume Borough GIS data.
- Deliver improved functionality to the Borough's Internet GIS by implementing ArcGIS Server.
- Advance implementation of the GIS solution to support Community Planning's reconstruction of the FNSB Zoning Map by Ordinance to include a Zoning History.
- Continue to provide training for all GIS users in support of the conversion to ArcGIS 10.2.
- Develop more efficient and automated methods for managing data.

Significant Budget Changes

- The FY 2017 budget reflects longevity adjustments and benefit rate changes.

Previous Year's Accomplishments

- Rebuilt and archived the Borough parcels directly from Recorded Documents to cover the extent of the 2014 BaseMap Realignment Collection effort.
- Realigned the Control Grid within the extents of the 2015 BaseMap Realignment Collection effort.
- Enhanced the use of ArcGIS Online in order to facilitate more efficient data workflows, access to Borough data, and more simplified public services that consume Borough GIS data.
- Assisted Air Quality Division with database and software presentation in order to improve data tracking and public communication of Borough Air Quality improvement programs.
- Continued developing a GIS solution to help Community Planning reconstruct the FNSB Zoning layer.
- Began migration of the Borough's Internet GIS system from dated to modern ArcGIS Server technology in order to improve ease of use for the public and access to information.
- Worked with Applications Support and contractor to convert FNSBGIS Extension to ArcGIS 10.2 as a necessary step in the transition of the entire GIS system from ArcGIS 10.0 to ArcGIS 10.2.
- Interacted with University of Alaska, FNSB School District, and community to enhance understanding of Borough GIS.

Dept: Computer Services
Div: Geographic Information Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent of departments using GIS	80%	80%	86%	85%	85%
Measure 2. Percent of employees with GIS within departments that use GIS	60%	60%	55%	60%	60%
Measure 3. ArcGIS single seat licenses tracked	115	140	150	180	170
Measure 4. ArcEngine (Aurora Map Viewer) licenses tracked	216	225	220	215	220
Measure 5. Other GIS licenses tracked (including concurrent)	61	63	65	65	65
Measure 6. Number of unique public visitors to Internet GIS	32,718	35,829	34,401	36,000	36,000
Measure 7. Number of public visits to Internet GIS	81,645	86,796	87,948	87,000	87,000
Measure 8. Bandwidth used on Internet GIS (GB)	109	114	120	115	115
Measure 9. Number of unique public visitors to FTP site	6,887	10,442	9,517	10,000	10,000
Measure 10. Number of public visits to FTP site	14,029	22,082	27,177	28,000	29,000
Measure 11. Bandwidth used on FTP site (GB)	244	289	338	350	360

Additional Statistical Accomplishments

Base Map Tasks Issue Details					
Number of Base Map Tasks Opened (Edits to parcels, annotation, or easements)	904	697	635	650	600
Number of Base Map Tasks Closed	849	740	625	600	600
Average age (in days) of closed issues	7	27	13	16	15
Average labor hours spent on closed issues	1.6	2.3	2.6	3.0	4.0
Number of Base Map tasks open more than 6 months at any time in FY	28	35	18	25	20
GIS Support Issue Details					
Number of GIS Support Issues Opened (Coordination, data edits, tech & project support, training)	518	339	365	300	300
Number of GIS Support Issues Closed	494	319	337	320	300
Average age (in days) of closed issues	56	91	79	90	100
Average labor hours spent on closed issues	8.9	16.0	14.1	13.0	14.0
Number of GIS Support issues open more than 6 months at any time in FY	152	159	173	180	190

*Estimated

Personnel Summary
Dept: Computer Services
Div: Geographic Information Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Applications Support Manager (S)	III	0.25	0.25	0.25	27,170	0.25	27,170	0.25	27,860
GIS Coordinator	16	1.00	1.00	1.00	96,880	1.00	96,880	1.00	98,930
GIS Technician III	14	1.00	1.00	1.00	71,520	1.00	71,520	1.00	73,020
GIS Techinican II	9	1.00	1.00	1.00	56,490	1.00	56,490	1.00	57,670
Overtime	OT				3,000		3,000		3,500
Standby	SD				1,300		1,300		1,300
Temporaries	TH				17,000		17,000		20,000
Less Direct Charges to Grants:	16				(29,000)		(29,000)		(29,000)
TOTALS:		3.25	3.25	3.25	244,360	3.25	244,360	3.25	253,280

Footnotes:
(S) Position split between divisions. See Applications Support Services

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
BEM	1/23/16	CS	APPS		3.25	3.25	3.25	NormOpr	PS-FTE		

Operating Budget

11	BEM	1/23/16	CS	GIS	50505	207,868	194,028	226,035	NormOpr	PS-Permanent Salaries		11
12	BEM	1/23/16	CS	GIS	50510	2,799	4,604	5,406	NormOpr	PS-Overtime Wages		12
13	BEM	1/23/16	CS	GIS	50515	13,403	2,595	16,009	NormOpr	PS-Temporary Salaries		13
14	BEM	1/23/16	CS	GIS	50520	125,702	123,230	144,081	NormOpr	PS-Benefits		14
15	BEM	1/23/16	CS	GIS	51105	165	269	1,268	NormOpr	COMD-Office Supplies		15
16	BEM	1/23/16	CS	GIS	51106	807	546	1,432	NormOpr	COMD-Computer Supplies		16
17	BEM	1/23/16	CS	GIS	51110	0	205	549	NormOpr	COMD-Operating Supplies		17
18	BEM	1/23/16	CS	GIS	51115	108	79	0	NormOpr	COMD-Books and Periodicals		18
19			CS	GIS	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			CS	GIS	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21	BEM	1/23/16	CS	GIS	51210	0	0	559	NormOpr	COMD-Motor Fuels and Lubricants		21
22			CS	GIS	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	BEM	1/23/16	CS	GIS	61510	12,600	18,058	4,300	Fabric	CONTR-Professional Services	GIS Consultant	23
24			CS	GIS	61525	0	0	0	NormOpr	CONTR-Communications	Miscellaneous express mail & postage costs	24
25			CS	GIS	61580	0	0	0	NormOpr	CONTR-Travel		25
26	BEM	1/23/16	CS	GIS	61581	175	175	175	NormOpr	CONTR-Profnl Dues/Mtgs	Urban and Regional Information Systems Association Dues	26
27	BEM	1/23/16	CS	GIS	61582				NormOpr	CONTR-Training	Training for GIS Coordinator.	27
28	BEM	1/23/16	CS	GIS	61582				NormOpr	CONTR-Training	Training for Cartographic Personnel	28
29	BEM	3/11/16	CS	GIS	61582				NormOpr	CONTR-Training	ArcGIS training for Borough wide staff	29
30	BEM	1/23/16	CS	GIS	61582	28,193	22,987	18,698	NormOpr	CONTR-Training	Local seminars	30
31	BEM	1/23/16	CS	GIS	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding	Miscellaneous printing & advertising costs	31
32			CS	GIS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		32
33			CS	GIS	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		33

Computer Services - Geographic Information Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved
	3.25	3.25	0.00	3.25	3.25	3.25		3.25

11	224,360	224,360	5,420	229,780	229,780	229,780	Net change in personnel costs due to longevity adjustments.	229,780	11
12	3,000	3,000	500	3,500	3,500	3,500	Adjusted to reflect anticipated costs.	3,500	12
13	17,000	17,000	3,000	20,000	20,000	20,000	Net change is due to salary adjustments.	20,000	13
14	143,980	143,980	3,990	147,970	147,970	147,970	Net change is due to salary adjustments and benefit rate.	147,970	14
15	500	500	0	500	500	500		500	15
16	500	500	0	500	500	500		500	16
17	500	500	0	500	500	500		500	17
18	100	100	0	100	100	100		100	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	900	900	0	900	900	900		900	21
22	0	0	0	0	0	0		0	22
23	1,000	1,000	0	1,000	1,000	1,000		1,000	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	180	180	0	180	180	180		180	26
27	2,700	2,700	0	2,700		0		0	27
28	2,700	2,700	0	2,700		0		0	28
29	3,100	3,100	(1,000)	2,100		0	Adjusted to reflect actual expenditures this FY	0	29
30	180	180	0	180	7,680	7,680		7,680	30
31	100	100	0	100	100	100		100	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
34			CS	GIS	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		34
35			CS	GIS	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		35
36			CS	GIS	61810	0	0	0	NormOpr	CONTR-Rent		36
37			CS	GIS	61830	0	0	0	NormOpr	CONTR-Utilities		37
38			CS	GIS	61920	0	0	0	NormOpr	CONTR-Equipment Leases		38
39	BEM	1/23/16	CS	GIS	61950	0	0	55,499	NormOpr	CONTR-Other Contractual Services	Annual maintenance to support GIS	39
40	BEM	1/23/16	CS	GIS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs	FMATS Planning Grant	40
41	BEM	1/23/16	CS	GIS	72001	4,950	0	5,582	NormOpr	CAPITAL-Controlled Assets		41
42			CS	GIS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		42
43			CS	GIS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		43
44			CS	GIS	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		44
45			CS	GIS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		45
46			CS	GIS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		46
47			CS	GIS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		47
48			CS	GIS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		48
49			CS	GIS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		49
50			CS	GIS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		50
51												51
52						**396,770**	**366,776**	**479,593**			**Normal Operations Totals:**	52
53												53
54												54
55												55
56												56
57												57
58												58
59												59
60												60

Computer Services - Geographic Information Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	68,500	67,611	2,589	70,200	70,200	70,200	Realign to approved budget. See line 41. Adjusted for anticipated increase in costs based on current year actuals.	70,200	39
40	4,300	4,300	0	4,300	4,300	4,300		4,300	40
41	0	889	(889)	0	0	0	Realign to approved budget. One time Budget Transfer for purchase of equipment for Parcel Realignment Project. See line 39.	0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51									51
52	**473,600**	**473,600**	**13,610**	**487,210**	**487,210**	**487,210**		**487,210**	52
53									53
54					**487,210**	**xcheck total**			54
55									55
56	Amount allocated through staff benefit rate			$ 229,780	27.0%	$ 62,041	Perm wages x 27.0% Health & life insurance cost		56
57	Amount allocated through staff benefit rate			$ 29,000	27.0%	$ 7,830	Perm wages x 27.0% Health & life insurance cost		57
58						$ 69,871			58
59									59
60	Health & life insurance cost by employee			$ 1,720	3.25	$ 67,080	$1,720 per employee per month x # employees (bodies) x 12 months		60

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF COMPUTER SERVICES – NETWORK SERVICES

MISSION\Program Description

THE MISSION OF THE NETWORK SERVICES DIVISION IS TO PROVIDE A RELIABLE AND COST-EFFECTIVE COMPUTING INFRASTRUCTURE TO THE BOROUGH GOVERNMENT. This division facilitates the proactive use of computing technology by optimizing network operations and security, supporting and repairing all computers and printers, providing technical support to staff, and enabling information-sharing.

Major Long-Term Issues and Concerns

- Tailor the Borough's computer and telecommunications network and computing infrastructure to meet current and future IT needs by improving system performance, providing reliable backup capability, protecting against malicious software, and ensuring data security.
- Continue to evaluate the growing performance needs of our Metro Ethernet Wide Area Network (WAN) supporting Borough facilities and develop options to expand capacity using current technology.
- Leverage our new Storage Area Networks (SANs) and virtualization technologies to provide increased levels of service, security, and reliability.
- Provide a production system disaster recovery and backup digital data repository at the AlasConnect Data Center to support continuity of operations (COOP) at the Birch Hill Ski Lodge Facility if the Borough Administrative Center (BAC) server room or the entire facility is somehow compromised.
- Work closely with the Clerk's office to control the increase in Borough data storage requirements through automated adherence to retention policies – historically, our storage capacity has doubled approximately every three years.

Objectives for FY 2017

- Install, configure and manage the supporting server hardware, data storage equipment, and software to support the ONESolution/Encompass implementation, a major change in how the Borough does business.
- Design, configure and manage the new Borough Metro Ethernet WAN infrastructure to increase the availability, speed (bandwidth), and reliability of our business systems for staff and resident users.
- Continue the modernization of staff desktop computer systems Borough-wide.
- Continue migration of Borough server equipment to Microsoft Windows Server 2012 system software.
- Upgrade Microsoft Exchange email system from 2003 to 2013 to support mobile users.
- Move the existing FNSB website to Microsoft SharePoint to provide relevant and timely information in a user-friendly manner that is fully compliant with Americans with Disabilities Act requirements.
- Modernize the Borough's business Metro Ethernet WAN flat architecture including routers and subnets to improve network performance, support security policies, and restructure delegation of administrative tasks.

Significant Budget Changes

- The FY 2017 budget reflects net increases in personnel costs due to longevity adjustments and benefit rate changes, along with growth in the number of computers and automated systems supported.
- Significant increase in expenditure is required to meet the growing needs of our capabilities to support the ONESolution/Encompass implementation, emergency disaster recovery and backup system improvements, and the tailoring of the Metro Ethernet WAN.

Previous Year's Accomplishments

- Contracted for the installation of the Metro Ethernet WAN connecting the BAC with eleven external buildings to improve information sharing required for ONESolution/Encompass processes and other key business systems.
- Upgraded the BAC server room wiring and environmental configuration by providing additional power (a new UPS) and air conditioning capability and installing new server racks and cable trays.
- Purchased new server and data storage hardware for the ONESolution/Encompass implementation and as a major upgrade for other key Borough production systems.

Dept: Computer Services
Div: Network Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1: Number of pages available on the Borough web sites, both public and internal.	20,000	20,000	20,000	20,000	20,000
Measure 2: % of help calls resolved within 1 day	61%	61%	64%	70%	70%
Measure 3: Unscheduled production server downtime	5 hours	10 hours	15 hours	5 hours	5 hours

Additional Statistical Accomplishments

Help Desk Calls resolved-Network Services	3,861	4,208	4,100	4,100	4,100
Number of computers supported (excluding servers)	526	570	570	570	570
Number of servers supported	34	43	50	44	44
Number of virtual servers supported	28	30	80	120	120
Number of Printers supported	205	205	205	205	205
Total server disk usage in gigabytes	7,500	10,580	12,000	17,000	17,000
Number of Virus Scan Updates distributed	409	389	385	385	385
Number of virus attacks defeated	20,385	20,712	20,712	20,712	20,712
Number of SPAM (junk mail) items blocked or quarantined	10,627,573	10,813,786	10,906,892	11,000,000	11,000,000
Number of unique visitors to the Borough web site, per month.	21,940	26,342	27,000	28,000	28,000
Number of visits to the Borough web site, per month.	79,469	80,818	80,000	81,000	81,000
Number of pages viewed on the Borough web site, per month.	699,712	1,349,999	1,200,000	1,350,000	1,350,000
Number of outside calls coming into FNSB phone system	284,848	262,036	302,426	300,000	300,000
Number of calls from FNSB phone system to external phone lines	167,200	153,053	140,000	140,000	140,000

* Estimate

Fairbanks North Star Borough

Personnel Summary
Dept: Computer Services
Div: Network Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Network Services Manager	III	1.00	1.00	1.00	117,180	1.00	117,180	1.00	97,670
Computer Coordinator V	17	1.00	1.00	1.00	92,750	1.00	92,750	1.00	94,730
Computer Coordinator IV	16	1.00	1.00	1.00	92,120	1.00	92,120	1.00	92,690
Computer Coordinator IV	16	1.00	1.00	1.00	92,120	1.00	92,120	1.00	92,690
Computer Coordinator III	15	1.00	1.00	1.00	88,910	1.00	88,910	1.00	89,450
Computer Coordinator II	14	1.00	1.00	1.00	87,050	1.00	87,050	1.00	87,570
Information System Support Coordinator (RU)	14					1.00	67,640	1.00	74,080
Overtime	OT				15,000		15,000		15,000
Shift Differential	SD				1,200		1,200		1,200
Standby	SD				1,530		1,530		1,530
Former Position:									
Telecommunication Specialist	12	1.00	1.00	1.00	67,640				
TOTALS:		7.00	7.00	7.00	655,500	7.00	655,500	7.00	646,610

Footnotes:
(RU) Reclass Position Upgraded

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		CS	NS		7.00	7.00	7.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	CS	NS	50505	590,663	612,702	633,166	NormOpr	PS-Permanent Salaries		11
12	JC	1/25/16	CS	NS	50510	4,105	7,929	40,746	NormOpr	PS-Overtime Wages		12
13			CS	NS	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16	CS	NS	50520	360,919	373,736	426,470	NormOpr	PS-Benefits		14
15	JC	1/25/16	CS	NS	51105	855	672	876	NormOpr	COMD-Office Supplies	General office supplies	15
16	JC	1/25/16	CS	NS	51106				NormOpr	COMD - Computer Supplies	Printer consumable supplies (toner & fusers but not paper)	16
17	JC	1/25/16	CS	NS	51106				NormOpr	COMD - Computer Supplies	Server, Data Storage, Desktop, Printer & Network Repairs & Upgrades	17
18	JC	1/25/16	CS	NS	51106				NormOpr	COMD - Computer Supplies	Software Support from vendors	18
19	JC	1/25/16	CS	NS	51106				NormOpr	COMD - Computer Supplies	Purchase of development and desktop software	19
20	JC	1/25/16	CS	NS	51106	139,969	144,004	166,540	NormOpr	COMD - Computer Supplies	Purchase of additional IssueTrak licenses	20
21			CS	NS	51110	0	29	0	NormOpr	COMD-Operating Supplies		21
22	JC	1/25/16	CS	NS	51115	132	0	153	NormOpr	COMD-Books and Periodicals		22
23	JC	1/25/16	CS	NS	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		23
24	JC	1/25/16	CS	NS	51130	0	0	0	NormOpr	COMD-Clothing Supplies		24
25			CS	NS	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		25
26	JC	1/25/16	CS	NS	51250	0	0	0	NormOpr	COMD-Equipment Parts		26
27	JC	1/25/16	CS	NS	61510	0	0	0	NormOpr	CONTR-Professional Services	Consultant Services for Network / SAN / Virtualization Upgrades	27

Computer Services - Network Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	7.00	7.00	0.00	7.00	7.00	7.00		7.00	
11	640,500	640,500	(8,890)	631,610	631,610	631,610	Net change in personnel costs due to longevity adjustments.	631,610	11
12	15,000	15,000	0	15,000	15,000	15,000		15,000	12
13	0	0	0	0	0	0		0	13
14	410,340	410,340	(5,560)	404,780	404,780	404,780	Net change is due to salary adjustments and benefit rate.	404,780	14
15	1,330	1,330	0	1,330	1,330	1,330		1,330	15
16	91,000	91,000	(11,000)	80,000		0	Estimated FY16 cost is part of printer reduction study for CoS	0	16
17	17,000	17,000	23,000	40,000		0	Additional RAM for 7 R620 servers-$12K for ONESolution/Encompass new Test and Development Systems plus additional RAM for R720 servers to replace RAM pool for multiple retiring servers-$11K needed for other production systems.	0	17
18	3,500	3,500	0	3,500		0		0	18
19	20,000	20,000	0	20,000		0		0	19
20	5,900	5,900	2,950	8,850	152,350	152,350	Reflects six additional licenses for NWL and NPBL IT staff	152,350	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	0	0	0	0	0	0		0	26
27	5,000	19,550	0	19,550	19,550	19,550		19,550	27

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
28	JC	1/25/16	CS	NS	61525				NormOpr	CONTR-Communications	Telephone system data lines	28
29	JC	1/25/16	CS	NS	61525				NormOpr	CONTR-Communications	Network WAN data lines ("PairGain" wired links between JHAC and 11 sites)	29
30	JC	1/25/16	CS	NS	61525				NormOpr	CONTR-Communications	Internet Access Fees - Borough-wide	30
31	JC	1/25/16	CS	NS	61525				NormOpr	CONTR-Communications	Internet Access Fees - ECC	31
32	JC	1/25/16	CS	NS	61525				NormOpr	CONTR-Communications	Avaya Phone System Maintenance	32
33	JC	1/25/16	CS	NS	61525				NormOpr	CONTR-Communications	Maintenance - network data lines	33
34	JC	1/25/16	CS	NS	61525				Improved WAN	CONTR-Communications	Annual Fees for leasing Utility-based WAN links to 12 locations via Metro Ethernet	34
35	JC	1/25/16	CS	NS	61525	85,415	129,992	268,678	NormOpr	CONTR-Communications	Phone system supplies	35
36	JC	1/25/16	CS	NS	61580	0	0	0	NormOpr	CONTR-Travel	Local mileage	36
37	JC	1/25/16	CS	NS	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs		37
38	JC	1/25/16	CS	NS	61582				NormOpr	CONTR-Training	Local seminars	38
39	JC	1/25/16	CS	NS	61582				NormOpr	CONTR-Training	Microsoft Windows/SQL Server training	39
40	JC	1/25/16	CS	NS	61582				NormOpr	CONTR-Training	Administrator/system software training	40
41	JC	1/25/16	CS	NS	61582	11,092	27,318	4,900	NormOpr	CONTR-Training	VMWare Software training	41
42		1/25/16	CS	NS	61610	232	699	2,758	NormOpr	CONTR-Advertising, Printing & Binding		42
43			CS	NS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		43
44			CS	NS	61710	9,600	0	56,846	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		44
45	JC	1/25/16	CS	NS	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Maintenance for wireless wide area network	45
46	JC	1/25/16	CS	NS	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Maintenance for Liebert UPS	46
47	JC	1/26/16	CS	NS	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Server, Data Storage, Switch, Router, Firewall, Email Archiver, and other hardware maintenance	47
48	JC	1/25/16	CS	NS	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Printer and Plotter Maintenance	48
49	JC	1/25/16	CS	NS	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Desktop & network hardware maintenance	49
50	JC	1/25/16	CS	NS	61750	31,456	26,456	32,760	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Annual Hardware maintenance contract for Hewlett-Packard systems (used for IFAS and TACS)	50

Computer Services - Network Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
28	46,800	46,800	0	46,800		0		0	28
29	14,040	14,040	0	14,040		0		0	29
30	18,000	18,000	0	18,000		0		0	30
31	12,000	2,000	(2,000)	0		0	Consolidated Internet requirements into one contract - see line 30.	0	31
32	67,200	67,200	0	67,200		0		0	32
33	4,000	4,000	2,000	6,000		0	Tower climbers to align microwave antennas (1 instance) actual costs	0	33
34	166,000	166,000	0	166,000		0		0	34
35	3,750	3,750	0	3,750	321,790	321,790		321,790	35
36	200	200	0	200	200	200		200	36
37	0	0	0	0	0	0		0	37
38	540	990	0	990		0		0	38
39	12,000	0	12,000	12,000		0	Two employees for essential training - $12K	0	39
40	2,000	0	12,000	12,000		0	Essential multiple online trainings (MS System Center) - $12K	0	40
41	14,000	0	10,000	10,000	34,990	34,990	Essential VMWare training - $10K	34,990	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	12,000	12,000		0	Moved from Line 66 Object Code 61950 to Repair / Maintenance of Office Equipment Object Code 61750	0	45
46	0	0	12,000	12,000		0	Moved from Line 65 Object Code 61950 to Repair / Maintenance of Office Equipment Object Code 61750	0	46
47	0	0	130,100	130,100			Maintenance for: Servers: $15.6K; Data Storage: $34K; Switches: $17K; SPAM/Filters: $21.5K; Email Archive: $33K; Firewalls: $9K		47
48	1,200	1,200	20,300	21,500		0	Actual projected costs for FY16 IAW a study for CoS completed 1/25/16.	0	48
49	15,000	15,000	0	15,000		0		0	49
50	15,550	15,550	(15,550)	0	190,600	190,600	We will not continue extended maintenance for the HP server - we have a complete spare system as backup	190,600	50

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
51	JC	1/25/16	CS	NS	61780	4,979	0	18,124	NormOpr	CONTR-Repairs & Maint. - Other Equipment	3-year Annual Maintenance on BridgeWave and DragonWave licensed microwave radios linking FECC, ECC, Birch Hill, and JHAC	51
52			CS	NS	61810	0	0	0	NormOpr	CONTR-Rent		52
53			CS	NS	61830	27	120	135	NormOpr	CONTR-Utilities		53
54	JC	1/25/16	CS	NS	61920	398,026	116,398	139,890	NormOpr	CONTR-Equipment Leases	Computer Leases (recently replaced workstations and laptops)	54
55	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Budget Transfer	55
56	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Security - Building, network, and Internet security software maintenance	56
57	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Backups - Annual software maintenance for email and data storage systems (except Encompass)	57
58	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Misc. - Software maintenance for staff support systems	58
59	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Annual software maintenance for Optio Software (supports check forms)	59
60	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Annual software maintenance for WRQ Terminal Emulation software for Unix applications	60
61	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Microsoft Enterprise and Software Assurance Agreements for Office, server and database applications	61
62	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Annual Software maintenance agreement for AutoCAD and related products	62
63	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Annual Software maintenance contract for Hewlett-Packard systems (used for IFAS and TACS)	63
64	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Annual site software maintenance for IssueTrak (Help Desk/Project Tracking software)	64
65			CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Maintenance for Liebert UPS	65
66			CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Maintenance for wireless wide area network	66
67	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Maintenance for VMWare/VSphere Software	67
68	JC	1/25/16	CS	NS	61950				NormOpr	CONTR-Other Contractual Services	Maintenance for some Siemens Security Systems software	68
69	JC	1/25/16	CS	NS	61950	148,825	135,408	396,694	NormOpr	CONTR-Other Contractual Services	Maintenance for ECC specialty software (Vidyo)	69

Computer Services - Network Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
51	0	8,651	9,849	18,500	18,500	18,500	New 3-year maintenance contract for the microwave systems coming due in FY17 rather than 1-year more expensive option.	18,500	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	305,480	305,480	0	305,480	305,480	305,480		305,480	54
55	0	6,147	(6,147)	0		0	Budget Transfer	0	55
56	0	0	23,500	23,500		0	Actual Costs - Semantics-$3K, SSL-$4K; two WatchGuard Firewalls-$4K; Internet Filtering-$12.5K;	0	56
57	0	0	6,000	6,000		0	Actual Costs - Data Protector-$1K; Barracuda email-$5K	0	57
58	0	0	3,500	3,500		0	Actual Costs - Domain Addressing-$0.5K; GoToMeeting-$3K	0	58
59	700	700	0	700		0		0	59
60	5,500	5,500	0	5,500		0		0	60
61	235,000	235,000	0	235,000		0		0	61
62	18,500	18,500	0	18,500		0		0	62
63	7,000	7,000	(7,000)	0		0	Extended maintenance cost for Informix used by IFAS and TACS is too expensive. We do not plan to upgrade or change this very old database engine.	0	63
64	9,400	9,400	0	9,400		0		0	64
65	12,000	12,000	(12,000)	0		0	Moved to Line 46 - incorrect Object Code	0	65
66	12,000	12,000	(12,000)	0		0	Moved to Line 45 - incorrect Object Code	0	66
67	4,000	4,000	23,000	27,000		0	Maintenance on VM licenses for ONESolution, Encompass, and other production systems on new servers	0	67
68	3,750	3,750	0	3,750		0		0	68
69	16,800	16,800	0	16,800	349,650	349,650		349,650	69

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
70			CS	NS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		70
71	JC	1/25/16	CS	NS	72001	74,816	22,232	36,300	NormOpr	CAPITAL-Controlled Assets	Workgroup printer	71
72			CS	NS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		72
73			CS	NS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		73
74	JC	1/25/16	CS	NS	72012	22,200	70,952	19,746	NormOpr	CAPITAL-Office Equipment	Departmental Color Printer	74
75			CS	NS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		75
76			CS	NS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		76
77			CS	NS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		77
78			CS	NS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		78
79			CS	NS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		79
80			CS	NS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		80
81						**1,883,311**	**1,668,647**	**2,244,782**			**Normal Operations Totals:**	81
82												82
83												83
84												84
85												85
86												86
87												87

Computer Services - Network Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
70	0	0	0	0	0	0		0	70
71	2,500	2,500	0	2,500	2,500	2,500		2,500	71
72	0	0	0	0	0	0		0	72
73	0	0	0	0	0	0		0	73
74	6,470	21,672	(21,672)	0	0	0	We will not purchase new printers this FY while we reduce total numbers and repurpose useable systems where needed	0	74
75	0	0	0	0	0	0		0	75
76	0	0	0	0	0	0		0	76
77	0	0	0	0	0	0		0	77
78	0	0	0	0	0	0		0	78
79	0	0	0	0	0	0		0	79
80	0	0	0	0	0	0		0	80
81	**2,240,950**	**2,247,950**	**200,380**	**2,448,330**	**2,448,330**	**2,448,330**		**2,448,330**	81
82									82
83					**2,448,330**	**xcheck total**			83
84									84
85	Amount allocated through staff benefit rate			$ 631,610	27.0%	$ 170,535	Perm wages x 27.0% Health & life insurance cost		85
86									86
87	Health & life insurance cost by employee			$ 1,720	7	$ 144,480	$1,720 per employee per month x # employees (bodies) x 12 months		87

Dept: Computer Services
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	1,627,154	1,631,692	1,707,371	1,848,370	1,847,920	1,853,270
Overtime Wages	6,904	12,533	46,847	18,500	18,500	19,000
Temporary Salaries	30,669	22,902	42,260	29,200	29,200	32,200
Benefits	967,224	1,001,711	1,116,818	1,171,500	1,171,218	1,175,170
Subtotal:	2,631,951	2,668,838	2,913,296	3,067,570	3,066,838	3,079,640
COMMODITIES						
Office Supplies	3,180	2,600	6,241	3,330	4,568	3,330
Computer Supplies	149,965	152,720	179,014	144,500	143,994	159,450
Operating Supplies	-	234	549	500	500	500
Books and Periodicals	1,061	629	574	1,100	1,100	1,100
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	559	900	900	900
Equipment Parts	-	-	-	-	-	-
Subtotal:	154,206	156,183	186,937	150,330	151,062	165,280
CONTRACTUAL SERVICES						
Professional Services	20,200	67,966	58,406	16,000	23,550	30,550
Communications	86,255	131,737	268,734	332,490	322,490	322,490
Travel	1,263	5,000	101	250	250	250
Professional Dues/Meetings	175	175	374	330	330	330
Training	105,283	78,987	38,049	78,600	51,050	84,060
Advertising, Printing & Binding	232	759	2,870	580	580	300
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	9,600	-	127,846	-	-	-
Repairs & Maint. -Office Equipment	31,456	26,456	32,760	31,750	31,750	190,600
Repairs & Maint. -Other Equipment	4,979	-	18,124	-	8,651	18,500
Rent	-	-	-	-	-	-
Utilities	27	120	138	-	-	-
Equipment Leases	398,026	116,398	139,890	305,480	305,480	305,480
Other Contractual Services	453,861	511,887	903,384	745,650	750,908	821,850
Subtotal:	1,111,357	939,485	1,590,676	1,511,130	1,495,039	1,774,410
Grants Match, Indirect, Awaiting Budget	-	-	-	4,300	-	4,300
CAPITAL OUTLAY						
Controlled Assets	80,605	25,060	73,735	2,500	3,389	2,500
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	22,200	70,952	19,746	6,470	21,672	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	76,148	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	102,805	96,012	169,629	8,970	25,061	2,500
GRAND TOTAL:	4,000,319	3,860,518	4,860,538	4,742,300	4,738,000	5,026,130
FUNDING SOURCES:						
General Fund Revenues						

Department of Emergency Operations

*Service Area Fund
** 911 Fund
***Non-Areawide Fund

PROGRAM BUDGET SUMMARY

DEPARTMENT OF EMERGENCY OPERATIONS – EMERGENCY MANAGEMENT DIVISION

MISSION/Program Description

THE MISSION OF THE EMERGENCY MANAGEMENT DIVISION IS TO ASSIST BOROUGH RESIDENTS, BUSINESSES, AND VISITORS WITH PREPARING FOR, PREVENTING, RESPONDING TO, RECOVERING FROM, AND MITIGATING THE EFFECTS OF NATURAL AND MAN-MADE DISASTERS.

Major Long-Term Issues and Concerns

- Emergency Management staffing levels are inadequate to complete our required program management functions of plan development and revision, training and exercise, basic disaster response and management capability development.
- Borough compliance with the National Incident Management System (NIMS) is required for federal grant eligibility and soon will be required for disaster assistance funding reimbursement from state and federal sources.
- Due to limited staffing the Division cannot meet community outreach and public education goals.
- Significantly reduced opportunities for Federal and State grant funding will make it more difficult to acquire, replace, and sustain equipment that supports core capabilities. Local funding will be required in order to develop/sustain required capabilities and services.
- The Division lacks adequate fiscal resources to implement the Multi-year Training and Exercise Plan for employees staffing the Emergency Operations Center (EOC).

Objectives for FY 2017

- Codify EOC position-specific training, performance and certification requirements.
- Conduct table top and functional exercises at the EOC.
- Complete operational planning for EOC operations, evacuation and multi-jurisdictional coordination.
- Develop and implement long term strategic plan to develop required capabilities.
- Conduct a borough-wide risk analysis with government and private stakeholders.

Significant Budget Changes

- The budget reflects a net change in personnel costs due to longevity and benefit rate changes.

Previous Year's Accomplishments

- Completed the development of the Borough Comprehensive Emergency Management Plan (CEMP).
- Revised and updated the Multi-year Training and Exercise Plan.
- Accomplished training and exercise goals for the fiscal year, including providing multi-day training on EOC management and operations.
- Coordinated the 2015 Community Preparedness Expo at the Carlson Center.
- Continued with the installation of technology in the new FNSB EOC.
- Coordinated the delivery of nearly one thousand hours of emergency management training to local emergency management personnel, and emergency responders.
- Attended two State of Alaska Preparedness Conferences.

Dept: Emergency Operations
Div: Emergency Management
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Statistics and Accomplishments					
HAZMAT Response Team					
Personnel	26	26	26	21	19
Annual training man hours	2,496	2,500	2,500	1,780	1,530
Number of response made	13	10	10	7	6
Fire Service Areas					
Fire Service Area Revenue	7,019,720	7,797,680	8,063,760	8,510,750	9,319,470
Number of Fire Service Areas	5	5	5	5	5
Number of F.S.A. Commissions Seats filled	23 of 25	25 of 25	25 of 25	25 of 25	21 of 25
Fire Service Area boundary changes	0	0	2	4	45
Fire Service Area Adjustment request				2	1
Tax Revenue Cap Increase Request	0	1	0	0	0
Calls for fire services (all FSAs)				1,153	1,224
Emergency Management					
Training					
Number of training events delivered	15	16	15	14	14
Total number of personnel trained	123	105	115	228	228
Total traning hours completed	2,976	1,592	2,500	3,300	3,300
Total certifications	96	81	100	161	161
Exercises					
Organizational exercise events conducted	3	2	4	3	3
External organizational exercise events FNSB participated in	4	2	4	5	5
Current FY activity for multi-year exercise events (i.e. AK Shield)	8	16	14	16	16
Total Staff hours of exercise activity	260	160	220	310	310
***Planning Document Activity (Staff hours)**					
Comprehensive Emergency Management Plan	440	380	400	100	100
Continuity of Operations Plan	360	0	120	80	80
All-Hazard Mitigation Plan	800	800	200	40	20
Hazard Risk Analysis	180	0	80	20	80
Multi-year Training and Exercise Plan	100	140	120	240	240

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Emergency Operations
Div: Emergency Management

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Emergency Operations Director (S)	V	0.40	0.40	0.40	45,950	0.40	45,950	0.40	47,110
Emergency Manager	III	1.00	1.00	1.00	93,490	1.00	93,490	1.00	88,900
Emergency Services Admin (S)	II	0.50	0.50	0.50	41,400	0.50	41,400	0.50	42,450
Emergency Management Tech	11	1.00	1.00	1.00	65,250	1.00	65,250	1.00	66,670
Administrative Assistant III (S)	7	0.55	0.55	0.55	32,620	0.55	32,620	0.55	33,330
Overtime	OT				2,500		2,500		2,500
Temporaries	TH				7,500		7,500		20,000
Shift Differential	SD				1,400		1,400		1,400
TOTALS:		3.45	3.45	3.45	290,110	3.45	290,110	3.45	302,360

Footnotes:
(S) Position shared between divisions

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		EO	EMD		3.15	3.45	3.45	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	EO	EMD	50505	226,206	251,160	270,485	NormOpr	PS-Permanent Salaries		11
12			EO	EMD	50510	75	905	46	NormOpr	PS-Overtime Wages		12
13	DG	1/22/16	EO	EMD	50515	10,599	12,500	0	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	EO	EMD	50520	136,983	138,691	169,086	NormOpr	PS-Benefits		14
15		1/22/16	EO	EMD	51105	7,408	32,816	1,132	NormOpr	COMD-Office Supplies	Expendable Office Supplies	15
16	DG	1/22/16	EO	EMD	51106	4,260	3,898	0	NormOpr	COMD-Computer Supplies		16
17	DG	1/22/16	EO	EMD	51110	765	4,274	6,795	NormOpr	COMD-Operating Supplies	Field supplies for EO and HAZMAT staff.	17
18		1/22/16	EO	EMD	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			EO	EMD	51120	0	256	2,791	NormOpr	COMD-Repair and Maint. Supplies	Hazmat air monitoring equipment sensor replacement, repair of radio equipment. Includes annual factory calibration and calibration gas.	19
20			EO	EMD	51130	0	1,786	0	NormOpr	COMD-Clothing Supplies	Personal protective equipment for EO personnel.	20
21	DG	1/22/16	EO	EMD	51210	3,054	2,543	2,514	NormOpr	COMD-Motor Fuels and Lubricants	Fuel for Emergency Operations Center Generator (Shared with SAVFD); and vehicle fuel for EM and HAZMAT vehicles.	21
22			EO	EMD	51250	350	2,579	1,460	NormOpr	COMD-Equipment Parts	Repair parts for HAZMAT Team and Emergency Operations equipment.	22
23			EO	EMD	61510	1,575	0	165	NormOpr	CONTR-Professional Services	Annual medical exams for EO and Volunteer HAZMAT Team members.	23
24	DG	1/122/16	EO	EMD	61525				NormOpr	CONTR-Communications	Satellite telephone service charges.	24
25			EO	EMD	61525				NormOpr	CONTR-Communications	Lease for Ester Dome repeater site.	25
26	DG	1/22/16	EO	EMD	61525				NormOpr	CONTR-Communications	Phone service for Emergency Operations Center.	26
27	DG	1/22/16	EO	EMD	61525				NormOpr	CONTR-Communications	Internet service for Emergency Operations Center.	27
28	DG	1/22/16	EO	EMD	61525	3,485	30,955	8,258	NormOpr	CONTR-Communications	Metro-Ethernet service for Emergency Operations Center.	28

Emergency Operations - Emergency Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	3.45	3.45	0.00	3.45	3.45	3.45		3.45	
11	280,110	280,110	(250)	279,860	279,860	279,860	Net change in personnel costs due to longevity adjustments.	279,860	11
12	2,500	2,500	0	2,500	2,500	2,500		2,500	12
13	7,500	7,500	12,500	20,000	20,000	20,000	Increase to fund two UAF EM Interns and one temporary part-time training and exercise coordinator to assist Emergency Manager.	20,000	13
14	177,640	177,640	1,060	178,700	178,700	178,700	Net change is due to salary adjustments and benefit rate.	178,700	14
15	1,200	1,200	0	1,200	1,200	1,200		1,200	15
16	700	700	0	700	700	700		700	16
17	3,000	3,000	2,000	5,000	5,000	5,000	Increase to actuals.	5,000	17
18	0	0	0	0	0	0		0	18
19	4,800	4,800	0	4,800	4,800	4,800		4,800	19
20	1,200	1,200	0	1,200	1,200	1,200		1,200	20
21	6,000	6,000	(1,000)	5,000	5,000	5,000	Decrease - reduced cost of fuel.	5,000	21
22	1,500	1,500	0	1,500	1,500	1,500		1,500	22
23	1,500	1,500	0	1,500	1,500	1,500		1,500	23
24	1,500	1,500	0	1,500		0		0	24
25	4,000	4,000	0	4,000		0		0	25
26	8,600	8,600	420	9,020		0	Increase to actual.	0	26
27	12,000	12,000	(12,000)	0		0	Decrease - Cost of Internet service for the EOC included in CS/NS budget.	0	27
28	10,000	10,000	(10,000)	0	14,520	14,520	Decrease - Cost of Metro-Ethernet for the EOC included in CS/NS budget.	14,520	28

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
29			EO	EMD	61580	442	3,272	595	NormOpr	CONTR-Travel	EO and HAZMAT team travel.	29
30			EO	EMD	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Emergency Services Commission Support	30
31			EO	EMD	61581	832	516	473	NormOpr	CONTR-Profnl Dues/Mtgs	Dues for IAEM and Interior Fire Chief's Assoc.	31
32			EO	EMD	61582				NormOpr	CONTR-Training		32
33			EO	EMD	61582				NormOpr	CONTR-Training	EO and HAZMAT staff training. Includes National Fire Academy and Emergency Management Institute classes. This includes reference books, training videos, reference materials, and student handbooks.	33
34			EO	EMD	61582				NormOpr	CONTR-Training	Incident Command and Emergency Operations Center training classes for FNSB staff.	34
35			EO	EMD	61582	13,120	18,586	14,586	NormOpr	CONTR-Training	Field exercise support.	35
36			EO	EMD	61610	1,126	2,479	773	NormOpr	CONTR-Advertising, Printing & Binding	Public awareness advertising and handouts to assist with roll-out of SMART PREPARE and to educate the public on emergency preparedness.	36
37			EO	EMD	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		37
38			EO	EMD	61710	2,640	3,431	3,431	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Services	38
39			EO	EMD	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		39
40			EO	EMD	61780	21,746	3,100	15,328	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle repairs	40
41			EO	EMD	61810	0	0	0	NormOpr	CONTR-Rent		41
42			EO	EMD	61830				EOC	CONTR-Utilities	Heating fuel for the Emergency Operations Center on Farmer's Loop (shared with SAVFD).	42
43	DG	1/22/16	EO	EMD	61830				EOC	CONTR-Utilities	Electricity for the Emergency Operations Center on Farmer's Loop.	43
44			EO	EMD	61830				NormOpr	CONTR-Utilities	Dumpster fees	44
45	DG	1/22/16	EO	EMD	61830				NormOpr	CONTR-Utilities	Electricity for shared facility in Fox.	45
46			EO	EMD	61830	14,285	15,067	18,118	NormOpr	CONTR-Utilities	Heating oil for shared facility in Fox.	46
47			EO	EMD	61920	16,790	12,750	16,410	NormOpr	CONTR-Equipment Leases	Vehicle and equipment replacement (VEFF)	47

Emergency Operations - Emergency Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
29	3,800	3,800	0	3,800	3,800	3,800		3,800	29
30	0	0	0	0		0		0	30
31	800	800	0	800	800	800		800	31
32	0	0	0	0		0		0	32
33	4,700	4,700	0	4,700		0		0	33
34	9,000	9,000	(2,000)	7,000		0		0	34
35	2,000	2,000	0	2,000	13,700	13,700		13,700	35
36	2,000	2,000	0	2,000	2,000	2,000		2,000	36
37	0	0	0	0	0	0		0	37
38	4,000	4,000	0	4,000	4,000	4,000		4,000	38
39	0	0	0	0	0	0		0	39
40	27,300	27,300	(16,800)	10,500	10,500	10,500	Decrease in Vehicle and Equipment Maintenance Schedule	10,500	40
41	0	0	0	0	0	0		0	41
42	5,000	5,000	(500)	4,500		0		0	42
43	10,000	10,000	(4,000)	6,000		0	Decrease to reflect larger share of electricty cost shifted to the 911 Division.	0	43
44	740	740	0	740		0		0	44
45	1,200	1,200	1,200	2,400		0	Increase to actual.	0	45
46	7,000	7,000	0	7,000	20,640	20,640		20,640	46
47	20,700	20,700	2,820	23,520	23,520	23,520	Increase in Vehicle and Equipment Lease payments	23,520	47

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
48	DG	1/22/16	EO	EMD	61950				NormOpr	CONTR-Other Contractual Services	Vuetoo Software Support.	48
49	DG	1/22/16	EO	EMD	61950				NormOpr	CONTR-Other Contractual Services	SMART Prepare annual maintenance agreement.	49
50	DG	1/22/16	EO	EMD	61950	15,150	3,985	10,000	NormOpr	CONTR-Other Contractual Services	Contract dispatch services for EO and FNSB Regional HAZMAT Team	50
51			EO	EMD		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		51
52			EO	EMD	72001	5,204	9,948	0	NormOpr	CAPITAL-Controlled Assets		52
53			EO	EMD	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		53
54			EO	EMD	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		54
55			EO	EMD	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		55
56			EO	EMD	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		56
57			EO	EMD	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		57
58			EO	EMD	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		58
59			EO	EMD	72030	0	0	0	NormOpr	CAPITAL-Library Materials		59
60			EO	EMD	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		60
61			EO	EMD	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		61
62						**486,095**	**555,497**	**542,446**			**Normal Operations Totals:**	62
63												63
64												64
65												65
66												66
67												67
68												68
69												69

70 **Revenue - Non-Areawide Fund** 70

71	b	c	d	e	f	g	h	i	j	k	l	
72												
73												
74	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
75												
76			EO	EMD	42005	120,000	120,000	120,000	NormOpr	State Grant - Emergency Managers Performance Grant (EMPG)	Emergency Management Performance Grant (EMPG). This funding offsets a portion of Director, Emergency Manager, EO Tech and Floodplain Manager salaries.	76
77												77
78												78
79						**120,000**	**120,000**	**120,000**			**Totals:**	79
80												80
81												81

Emergency Operations - Emergency Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
48	7,200	7,200	2,800	10,000		0	Increase to actual.	0	48
49	10,000	10,000	0	10,000		0		0	49
50	4,000	4,000	0	4,000	24,000	24,000		24,000	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61	0	0	0	0	0	0		0	61
62	**643,190**	**643,190**	**(23,750)**	**619,440**	**619,440**	**619,440**		**619,440**	62
63									63
64					**619,440**	**xcheck total**			64
65									65
66	Amount allocated through staff benefit rate			$ 279,860	27.0%	$ 75,562	Perm wages x 27.0% Health & life insurance cos		66
67									67
68	Health & life insurance cost by employee			$ 1,720	3.45	$ 71,208	$1,720 per employee per month x # employees (bodies) x 12 months		68
69									69
70									70

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
71									71
72									72
73									73
74									74
75									75
76	120,000	120,000	22,000	142,000	142,000	142,000	Increase to reflect additional EMPG funding received during FY14-15 & FY15-16, and expected during FY16-17.	142,000	76
77			0			0		0	77
78			0			0		0	78
79	**120,000**	**120,000**	**22,000**	**142,000**	**142,000**	**142,000**		**142,000**	79
80									80
81					**142,000**	**xcheck total**			81

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF EMERGENCY OPERATIONS – ANIMAL CONTROL DIVISION

MISSION/Program Description

THE DIVISION OF ANIMAL CONTROL'S MISSION IS TO ENSURE THE SAFETY AND WELL-BEING OF ALL BOROUGH RESIDENTS THROUGH PROACTIVE EDUCATION AND ENFORCEMENT AND TO SET THE STANDARD FOR OUTSTANDING ANIMAL CARE PRACTICES AS AUTHORIZED UNDER AS 29.35.210(B)(2). The Division enforces Title 6, facilitates domestic animal adoptions and conducts a rabies vaccination program.

Major Long-Term Issues and Concerns

- Lack of both adequate paddock space and shelter for horses, pigs and other large livestock
- Lack of space for holding sick animals where they cannot expose healthy animals
- Increased demand on Animal Control staff to provide outreach services over traditional enforcement
- Poor facility design and lack of repairs make disease control and maintenance a daily, labor-intensive challenge

Objectives for FY 2017

- Work with Shelter Fund to fundraise for large livestock barn.
- Provide safe, sanitary, humane care and housing for impounded animals
- Adopt healthy, spayed/neutered animals into new homes
- Provide post-adoption support offering health and training information and referrals
- Provide group presentations to adults and children on pet responsibility and safety
- Conduct a low-cost rabies vaccination clinic at a centralized location
- Continue with media advertising campaign on responsible pet ownership, seasonal pet issues and shelter services
- Expand use of social media to become more interactive with the community
- Continue development of resource coordinator program to increase emergency response capability

Significant Budget Changes for FY 2017

- The budget reflects a net change in personnel costs due to longevity and benefit rate changes.

Previous Year's Accomplishments

- Developed Resource Coordinator program to promote community involvement and increase our ability to respond to a disaster
- Developed an Animal Control Facebook presence.
- Completed training on the use of social media in a disaster response
- Presented for and participation in Emergency Preparedness conference
- Participated in many community animal events
- Presented classroom educational programs on bite safety at local schools
- Encouraged volunteer participation, providing safe pet handling training to all volunteers
- Maintained a professional, quality-focused Animal Control team; continued positive feedback from community
- Held euthanasia rate for space to less than 1% of total intake

Dept: Emergency Operations
Div: Animal Control
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. After hours response requiring response	159	88	69	0	0
Measure 2. After hours calls not requiring response		100	119	0	0
Measure 3. Percentage of animal bite incidents investigated.	100%	100%	100%	100%	100%
Measure 4. Percentage of animals adopted	44%	44%	43%	44%	44%
Measure 5. Percentage of animals returned to owners	20%	20%	25%	20%	20%
Measure 6. Provide education and information through community events and school outreach	17	15	20	15	20
Additional Statistics and Accomplishments					
Complaint call responses	3,582	3,749	3,030	3,700	3,500
After-hours calls received by answering service	2,011	3,043	2,909	0	0
Calls handled by Dispatch	3,295	4,882	5,902	4,000	5,500
Bite incidents reported and investigated	243	232	246	240	240
Bite incident hearings	0	1	0	0	0
Animals handled	3,548	3,357	2,752	4,500	3,000
Adoptions	1,571	1,344	1,107	1,800	1,300
Redemptions	739	724	672	900	675
Owner requested euthanasias	462	424	374	500	400
Euthanasias required by lack of space	19	2	13	0	0
Euthanasias for other reasons (medical, behavior, etc.)	299	272	197	275	275
Spay/neuter surgeries in lieu of adoption fee	759	506	301	700	475
Volunteer hours worked	1,364	1,181	1,478	1,200	1,200
Community events attended	17	12	15	15	15
Classroom visits	3	2	5	10	10
Group tours of shelter	8	9	12	15	15
Offsite Animal Visits	11	12	13	12	12
Visitors to the shelter	38,368	57,780	44,166	60,000	45,000
Prospective owner animal visits with tenders	2,148	2,352	2,108	3,000	2,200
Phone calls handled by Admissions Desk	9,542	10,061	11,603	10,000	12,000
Rabies vaccinations given	1,970	1,693	1,675	2,000	1,600

*Estimate based on first half of FY

Personnel Summary
Dept: Emergency Operations
Div: Animal Control

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Emergency Operations Director (S)	V	0.20	0.20	0.20	22,980	0.20	22,980	0.20	23,560
Animal Control Manager	III	1.00	1.00	1.00	102,720	1.00	102,720	1.00	105,310
Animal Shelter Operations Supervisor	I	1.00	1.00	1.00	69,830	1.00	69,830	1.00	71,590
Animal Control Officer II	10	1.00	1.00	1.00	64,100	1.00	64,100	1.00	65,460
Animal Control Officer II	10	1.00	1.00	1.00	62,210	1.00	62,210	1.00	63,540
Animal Control Officer II	10	1.00	1.00	1.00	61,310	1.00	61,310	1.00	57,250
Animal Control Officer II	10	1.00	1.00	1.00	55,270	1.00	55,270	1.00	57,250
Animal Tender	6	1.00	1.00	1.00	47,220	1.00	47,220	1.00	47,520
Animal Tender	6	1.00	1.00	1.00	51,620	1.00	51,620	1.00	52,720
Animal Tender	6	1.00	1.00	1.00	48,650	1.00	48,650	1.00	47,520
Animal Tender	6	1.00	1.00	1.00	48,650	1.00	48,650	1.00	47,520
Animal Tender	6	1.00	1.00	1.00	51,620	1.00	51,620	1.00	52,720
Administrative Assistant II	6	1.00	1.00	1.00	58,150	1.00	58,150	1.00	59,390
Animal Control Dispatcher	6	1.00	1.00	1.00	51,620	1.00	51,620	1.00	50,430
Admissions Clerk	5	1.00	1.00	1.00	51,460	1.00	51,460	1.00	45,980
Admissions Clerk	5	1.00	1.00	1.00	45,690	1.00	45,690	1.00	47,330
Overtime	OT				48,400		48,400		48,400
Temporaries	TH				91,260		91,260		91,260
Shift Differential	SD				5,800		5,800		5,800
Standby	SD				2,400		2,400		2,400
Recall	SD				0		0		0
TOTALS:		15.20	15.20	15.20	1,040,960	15.20	1,040,960	15.20	1,042,950

Footnotes:
(S) Position shared between divisions

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		EO	AC		15.20	15.20	15.20	NormOpr	PS-FTE		

Operating Budget

11			EO	AC	50505	823,676	885,004	866,449	NormOpr	PS-Permanent Salaries		11
12			EO	AC	50510	36,164	42,987	45,627	NormOpr	PS-Overtime Wages		12
13			EO	AC	50515	76,935	89,984	65,442	NormOpr	PS-Temporary Salaries		13
14			EO	AC	50520	502,799	542,507	558,077	NormOpr	PS-Benefits		14
15	sb	1/23/15	EO	AC	51105	4,611	5,646	2,846	NormOpr	COMD-Office Supplies		15
16	sb	1/23/15	EO	AC	51106	1,394	1,884	660	NormOpr	COMD-Computer Supplies		16
17	sb	1/23/15	EO	AC	51110	81,808	61,115	80,930	NormOpr	COMD-Operating Supplies	Animal care supplies, microchip supplies, euthanasia drugs and medical supplies	17
18	sb	1/23/15	EO	AC	51115	871	955	1,098	NormOpr	COMD-Books and Periodicals	Books, magazines and training videos	18
19	sb	1/23/15	EO	AC	51120	4,252	7,344	2,619	NormOpr	COMD-Repair and Maint. Supplies	Cleaning supplies, disinfectants, tools, and repair supplies for kennel areas and patrol vehicles	19
20	sb	1/23/15	EO	AC	51130	6,946	5,934	10,505	NormOpr	COMD-Clothing Supplies	Uniform shirts, pants, gloves and coats for ACOs and ATs	20
21	sb	1/23/15	EO	AC	51210	16,204	15,731	12,244	NormOpr	COMD-Motor Fuels and Lubricants	Fuel for patrol vehicles	21
22	sb	1/23/15	EO	AC	51250	0	0	320	NormOpr	COMD-Equipment Parts	Repair parts for equipment	22
23	sb	1/23/15	EO	AC	61510				NormOpr	CONTR-Professional Services	Off site Veterinary services; treatment of animals owned by the Borough or a known owner	23
24	sb	1/23/15	EO	AC	61510				NormOpr	CONTR-Professional Services	Veterinary services; rabies clinics	24
25	sb	1/23/15	EO	AC	61510				NormOpr	CONTR-Professional Services	Off site Veterinary services; treatment of sick/injured strays w/ no owner or unknown owner	25
26	sb	1/23/15	EO	AC	61510				NormOpr	CONTR-Professional Services	Veterinary services: spay and neuter services for shelter animals	26
27	sb	1/23/15	EO	AC	61510	120,142	103,614	90,248	NormOpr	CONTR-Professional Services	Veterinary services for animals at shelter	27
28	sb	1/23/15	EO	AC	61525				NormOpr	CONTR-Communications	Express Mail	28
29	sb	1/23/15	EO	AC	61525	1,063	24	0	NormOpr	CONTR-Communications	On-line Information Service for reports and investigations	29

Emergency Operations - Animal Control

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved
	15.20	15.20	0.00	15.20	15.20	15.20		15.20

11	901,300	901,300	1,990	903,290	903,290	903,290	Net change in personnel costs due to longevity adjustments.	903,290	11
12	48,400	48,400	0	48,400	48,400	48,400		48,400	12
13	91,260	91,260	0	91,260	91,260	91,260		91,260	13
14	603,360	603,360	1,250	604,610	604,610	604,610	Net change is due to salary adjustments and benefit rate.	604,610	14
15	7,000	7,000	(500)	6,500	6,500	6,500	Reduction to accommodate increase in software maintenance.	6,500	15
16	2,400	2,400	0	2,400	2,400	2,400		2,400	16
17	88,500	90,924	(2,424)	88,500	88,500	88,500	Realign budget to approved. Additional funds in revised budget are from donations for supplies.	88,500	17
18	1,000	1,000	0	1,000	1,000	1,000		1,000	18
19	6,500	6,500	0	6,500	6,500	6,500		6,500	19
20	7,000	7,000	0	7,000	7,000	7,000		7,000	20
21	18,000	18,000	(500)	17,500	17,500	17,500	Reduction to accommodate increase in software maintenance.	17,500	21
22	500	500	0	500	500	500		500	22
23	29,420	29,420	0	29,420		0		0	23
24	3,000	3,000	0	3,000		0		0	24
25	5,000	5,000	0	5,000		0		0	25
26	105,000	105,000	(25,000)	80,000		0	Reduction based on actuals.	0	26
27	39,000	39,000	0	39,000	156,420	156,420		156,420	27
28	50	50	0	50		0		0	28
29	800	800	0	800	850	850		850	29

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
30	sb	1/23/15	EO	AC	61580	684	0	0	NormOpr	CONTR-Travel	Mileage reimbursement for Manager	30
31	sb	1/23/15	EO	AC	61581		0	0	NormOpr	CONTR-Profnl Dues/Mtgs	American Humane Association Annual Dues	31
32	sb	1/23/15	EO	AC	61581	73	40	0	NormOpr	CONTR-Profnl Dues/Mtgs	Animal Control Commission support	32
33	sb	1/23/15	EO	AC	61582				NormOpr	CONTR-Training	Cruelty Investigations School	33
34	sb	1/23/15	EO	AC	61582				NormOpr	CONTR-Training	Chameleon on-site training	34
35	sb	1/23/15	EO	AC	61582				NormOpr	CONTR-Training	National Animal Control Officer Academy	35
36	sb	1/23/15	EO	AC	61582				NormOpr	CONTR-Training	Animal Tender Certification Training	36
37	sb	1/23/15	EO	AC	61582	15,740	26,181	20,104	NormOpr	CONTR-Training	On-site training for staff	37
38	sb	1/23/15	EO	AC	61610	10,555	9,251	11,180	NormOpr	CONTR-Advertising, Printing & Binding	Advertising rabies clinics, shelter services and printing of various forms, publicizing ordinance requirements, responsible pet care	38
39	sb	1/23/15	EO	AC	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		39
40	sb	1/23/15	EO	AC	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial contract for Shelter offices	40
41	sb	1/23/15	EO	AC	61710	12,474	9,281	9,281	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial contract for Enforcement offices	41
42	sb	1/23/15	EO	AC	61750	0	0	840	NormOpr	CONTR-Repairs & Maint. - Office Equipment		42
43			EO	AC	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	R&M for vehicles	43
44	sb	1/23/15	EO	AC	61780	22,685	26,343	16,334	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Repair of radios & other personal safety equipment	44
45	sb	1/23/15	EO	AC	61810	0	0	0	NormOpr	CONTR-Rent		45
46	sb	1/23/15	EO	AC	61830				NormOpr	CONTR-Utilities	Dumpster service and tip fees for Shelter	46
47	sb	1/23/15	EO	AC	61830	6,622	8,571	8,658	NormOpr	CONTR-Utilities	Dumpster service and tip fees Enforcement offices	47
48			EO	AC	61920	23,620	23,660	25,420	NormOpr	CONTR-Equipment Leases	Vehicle and Equipment replacement charge (VEFF)	48
49	sb	1/23/15	EO	AC	61950				NormOpr	CONTR-Other Contractual Services	Boarding of large animals, sharps disposal	49
50	sb	1/23/15	EO	AC	61950	13,113	13,580	36,185	NormOpr	CONTR-Other Contractual Services	Shelter Management Software maintenance	50

Emergency Operations - Animal Control

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
30	100	100	0	100	100	100		100	30
31	100	100	0	100		0		0	31
32	100	100	0	100	200	200		200	32
33	6,000	6,000	0	6,000		0		0	33
34	5,000	5,000	0	5,000		0		0	34
35	2,000	2,000	0	2,000		0		0	35
36	3,600	3,600	1,880	5,480		0	Required euthanasia certification training	0	36
37	3,380	3,380	(1,880)	1,500	19,980	19,980	Removed to provide funding for off-site certification training.	19,980	37
38	11,500	11,500	0	11,500	11,500	11,500		11,500	38
39	0	0	0	0	0	0		0	39
40	7,200	7,200	0	7,200		0		0	40
41	2,080	2,080	0	2,080	9,280	9,280		9,280	41
42	0	0	0	0	0	0		0	42
43	25,200	25,200	(6,500)	18,700		0	Decrease in Vehicle and Equipment Maintenance Schedule	0	43
44	3,000	3,000	0	3,000	21,700	21,700		21,700	44
45	0	0	0	0	0	0		0	45
46	9,500	9,500	0	9,500		0		0	46
47	770	770	0	770	10,270	10,270		10,270	47
48	27,080	27,080	23,760	50,840	50,840	50,840	Increase from Vehicle and Equipment Lease Schedule	50,840	48
49	6,600	6,600	0	6,600		0		0	49
50	5,800	5,800	1,000	6,800	13,400	13,400	Software maintenance increase - addition of field service units	13,400	50

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
51	sb	1/23/15	EO	AC		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		51
52	sb	1/23/15	EO	AC	72001	4,990	9,949	9,039	NormOpr	CAPITAL-Controlled Assets	Replacement shelter equipment	52
53	sb	1/23/15	EO	AC	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		53
54	sb	1/23/15	EO	AC	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		54
55	sb	1/23/15	EO	AC	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		55
56	sb	1/23/15	EO	AC	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		56
57	sb	1/23/15	EO	AC	72020	0	0	0	NormOpr	CAPITAL-Machinery & Other Equipment		57
58	sb	1/23/15	EO	AC	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		58
59	sb	1/23/15	EO	AC	72030	0	0	0	NormOpr	CAPITAL-Library Materials		59
60	sb	1/23/15	EO	AC	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		60
61	sb	1/23/15	EO	AC	72040	0	0	0	New	CAPITAL-Other Capital Items		61
62						**1,787,421**	**1,889,585**	**1,874,106**			**Normal Operations Totals:**	62
63												63
64												64
65												65
66												66
67												67
68												68
69												69
70												70

Revenue - General Fund

	b	c	d	e	f	g	h	i	j	k	l	
71												
72												
73												
74	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
75												
76	sb	1/23/15			44004	126,989	132,996	120,937	NormOpr	Animal Control Fees		76
77	sb	1/23/15			44005	68,239	67,537	59,652	NormOpr	Adoption Fees		77
78	sb	1/23/15			44006	64,189	49,109	35,156	NormOpr	Spay/Neuter fees		78
79						**259,417**	**249,642**	**215,745**			**Normal Operations Totals:**	79
80												80
81												81

Emergency Operations - Animal Control

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
51	0	0	0	0	0	0		0	51
52	2,000	2,000	0	2,000	2,000	2,000		2,000	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61	0	0	0	0	0	0		0	61
62	**2,078,500**	**2,080,924**	**(6,924)**	**2,074,000**	**2,074,000**	**2,074,000**		**2,074,000**	62
63									63
64					**2,074,000**	**xcheck total**			64
65									65
66	Amount allocated through staff benefit rate			$ 903,290	27.0%	$ 243,888	Perm wages x 27.0% Health & life insurance cos		66
67									67
68	Health & life insurance cost by employee			$ 1,720	15.20	$ 313,728	$1,720 per employee per month x # employees (bodies) x 12 months		68
69									69
70									70

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
71									71
72									72
73									73
74									74
75									75
76	21,000	21,000	119,950	140,950	140,950	140,950	Increase in citations and rabies penalties	140,950	76
77	188,410	188,410	(128,610)	59,800	59,800	59,800	Decrease in rabies vaccines and microchips	59,800	77
78	105,000	105,000	0	105,000	105,000	105,000		105,000	78
79	**314,410**	**314,410**	**(8,660)**	**305,750**	**305,750**	**305,750**		**305,750**	79
80									80
81					**305,750**	**xcheck total**			81

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF EMERGENCY OPERATIONS – EMERGENCY MEDICAL SERVICES DIVISION

MISSION/Program Description

THE MISSION OF THE EMERGENCY MEDICAL SERVICES DIVISION (EMS) IS TO ENSURE THAT A HIGH LEVEL OF PRE-HOSPITAL EMERGENCY MEDICAL CARE IS PROVIDED TO FNSB RESIDENTS AND VISITORS.

Major Long-Term Issues and Concerns

- An efficient yet equitable way to adequately compensate fire service areas when fire apparatus respond in support of EMS is needed.
- EMS strategic planning is impossible without clear policy direction and selection of a long-term service delivery model.
- EMS providers increasingly rely upon career staff to meet service level expectations of the public. Providers are finding it harder to recruit and retain volunteers able to meet the time demands associated with training and response activities.
- Uncertainties associated with the cost of dispatch services, fuel, maintenance and insurance makes it difficult to accurately predict the cost of providing service.
- A lack of formal centralized medical direction makes it difficult to ensure a consistent level of service is provided by FNSB contracted EMS providers.
- Tax revenue collections are barely keeping pace with the cost of providing emergency medical services due to the tax revenue cap. Service fees are at threshold for collections.

Objectives for FY 2017

- Continue working with Fairbanks Memorial Hospital to implement STEMI program to provide expedited referral of heart attack patients to the cardiac catheterization lab.
- Maintain a service fee collection rate of at least seventy five percent of billed emergency medical service fees.
- Revise the Vehicle Equipment Fleet Fund (VEFF) ambulance replacement schedule.
- Continue to collect run data for emergency call locations, nature of calls, and response times; and conduct analyses to determine optimal ambulance placements
- Continue participating with the Interior Region Emergency Medical Council
- Continue to provide high level of service to Borough residents.
- Require all contracted providers submit run reports electronically to the state EMS system (AURORA-Elite)
- Solicit proposals for EMS billing contractor as current contract expires June 30, 2017

Significant Budget Changes

- The FY 2017 budget increase reflects longevity adjustments and benefit rate changes for administrative staff, increase in maintenance costs, increased revenue due to increased service fees, increased insurance costs, and modest increases for service providers.

Previous Year's Accomplishments

- Made progress with contractors to develop an EMS strategic plan.
- All contractors affiliated with FMH ED doctors as first step toward centralizing medical direction for EMS agencies.
- Renewed multi-year Emergency Medical Technician (EMT) training contract with Interior Region EMS.
- Re-wrote and negotiated the Borough's emergency medical services contracts.
- Replaced one ambulance through the VEFF.
- Monitored the activities of service providers and the Borough's ambulance billing contractor to ensure contract compliance.

Dept: Emergency Operations
Div: Emergency Medical Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Statistical Accomplishments					
Ambulance responses with patient transport	1,922	1,968	1,837	1,754	1,839
Ambulance responses with no patient transport	687	702	623	688	702
Average # of ambulance responses per day	7.14	7.08	6.78	6.69	6.82
1st Responder EMS reponses	675	668	659	614	657
Percentage of Level of Care Provided					
ALS 2	2%	2%	3%	6%	5%
ALS 1	68%	62%	63%	50%	58%
BLS	30%	36%	34%	44%	37%
Grants					
Ambulance replacement	1	1	1	1	0
Contracts					
Ambulance (EMS)	6	6	6	6	6
First Responders	2	2	2	2	2
Training	1	1	1	1	1
Student training					
ETT	10	9	8	3	0
EMT I	38	29	29	25	37
EMT II	26	27	22	29	19
EMT III	32	36	28	33	34
Percentage of recovery/billable collections	70.0%	64.0%	67.0%	77.2%	78.9%

*Estimate

Fairbanks North Star Borough

Personnel Summary
Dept: Emergency Operations
Div: Emergency Medical Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Emergency Operations Director (S)	V	0.10	0.10	0.10	11,490	0.10	11,490	0.10	11,780
Emergency Services Admin (S)	II	0.50	0.50	0.50	41,400	0.50	41,400	0.50	42,450
Administrative Assistant III (S)	7	0.30	0.30	0.30	17,800	0.30	17,800	0.30	18,180
Shift Differential	SD				400		400		400
TOTALS:		0.90	0.90	0.90	71,090	0.90	71,090	0.90	72,810

Footnotes:
(S) Position shared between divisions

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		EO	EMS		0.93	0.90	0.90	NormOpr	PS-FTE		

Operating Budget

11	LW	1/23/16	EO	EMS	50505	54,813	63,476	66,560	NormOpr	PS-Permanent Salaries		11
12	BP	1/21/16	EO	EMS	50510	19	11	0	NormOpr	PS-Overtime Wages		12
13	BP	1/21/16	EO	EMS	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	LW	1/23/16	EO	EMS	50520	39,617	45,546	51,014	NormOpr	PS-Benefits		14
15	BP	1/21/16	EO	EMS	51105	453	449	703	NormOpr	COMD-Office Supplies	EMS office supplies	15
16	BP	1/21/16	EO	EMS	51106	0	22	0	NormOpr	COMD-Computer Supplies		16
17	BP	1/21/16	EO	EMS	51110	5,548	4,111	4,927	NormOpr	COMD-Operating Supplies	Map books for Borough ambulances, parts for EMS equipment, disposables, and supplies for Mass Casualty response trailer	17
18	BP	1/21/16	EO	EMS	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19	BP	1/21/16	EO	EMS	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20	BP	1/21/16	EO	EMS	51130	22	276	632	NormOpr	COMD-Clothing Supplies	Uniform apparel for EO Staff	20
21	BP	1/21/16	EO	EMS	51210	0	0	0	NormOpr	COMD- Motor Fuels & Lubricants		21
22	BP	1/21/16	EO	EMS	51250	0	2,343	1,549	NormOpr	COMD-Equipment Parts	EMS equipment/parts/supplies	22
23	BP	1/21/16	EO	EMS	61510				NormOpr	CONTR-Professional Services	External Audits	23
24	BP	1/21/16	EO	EMS	61510	62,140	60,838	62,859	NormOpr	CONTR-Professional Services	Contract Emergency Medical Service training for EMT's and First Responders	24
25	BP	1/21/16	EO	EMS	61525	792	1,232	668	NormOpr	CONTR-Communications	Radio repeater site lease on Twenty Mile CHSR	25
26	BP	1/21/16	EO	EMS	61580	0	0	1,610	NormOpr	CONTR-Travel		26
27	BP	1/21/16	EO	EMS	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs		27
28	BP	1/21/16	EO	EMS	61582	2,675	980	2,729	NormOpr	CONTR-Training	Attendance at the national EMS conference / training	28
29	BP	1/21/16	EO	EMS	61610	1,507	1,930	0	NormOpr	CONTR-Advertising, Printing & Binding	EMS Report Forms/ePCR expenses	29
30	BP	1/21/16	EO	EMS	61640	0	0		NormOpr	CONTR-Insurance and Bonding		30
31	BP	1/21/16	EO	EMS	61710	1,542	1,252	1,313	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Services	31
32	BP	1/21/16	EO	EMS	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		32

Emergency Operations - Emergency Medical Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	0.90	0.90	0.00	0.90	0.90	0.90		0.90	
11	71,090	71,090	1,720	72,810	72,810	72,810	Net change in personnel costs due to longevity adjustments.	72,810	11
12	0	0	0	0	0	0		0	12
13	0	0	0	0	0	0		0	13
14	44,500	44,500	1,080	45,580	45,580	45,580	Net change is due to salary adjustments and benefit rate	45,580	14
15	1,200	1,200	0	1,200	1,200	1,200		1,200	15
16	0	0	0	0	0	0		0	16
17	4,000	4,000	0	4,000	4,000	4,000		4,000	17
18	0	0	0	0	0	0		0	18
19	0	0	0	0	0	0		0	19
20	500	500	0	500	500	500		500	20
21	0	0	0	0	0	0		0	21
22	7,000	7,000	(2,000)	5,000	5,000	5,000	Reduction per direction of the Mayor.	5,000	22
23	18,000	18,000	(18,000)	0	0	0	Requirement deleted from service contracts	0	23
24	50,000	50,000	0	50,000	50,000	50,000		50,000	24
25	2,000	2,000	0	2,000	2,000	2,000		2,000	25
26	0	0	0	0	0	0		0	26
27	0	0	0	0	0	0		0	27
28	2,400	2,400	0	2,400	2,400	2,400		2,400	28
29	2,000	2,000	0	2,000	2,000	2,000		2,000	29
30	0	0	0	0	0	0		0	30
31	1,300	1,300	0	1,300	1,300	1,300		1,300	31
32	0	0	0	0	0	0		0	32

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
33	BP	1/21/16	EO	EMS	61780	65,100	42,800	30,800	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Repair and maintenance of Borough owned ambulances.	33
34	BP	1/21/16	EO	EMS	61810	0	0	0	NormOpr	CONTR-Rent		34
35	BP	1/21/16	EO	EMS	61830	293	258	840	NormOpr	CONTR-Utilities	Electricity cost at Pedro Dome/Flag Hill/20 mile CHSR repeaters	35
36		1/21/16	EO	EMS	61920	125,870	143,410	146,320	NormOpr	CONTR-Equipment Leases	Vehicle and equipment replacement cost (VEFF)	36
37	BP	1/21/16	EO	EMS	61950				NormOpr	CONTR-Other Contractual Services	Insurance for Ambulances and Professional Liability	37
38	BP	1/21/16	EO	EMS	61950				NormOpr	CONTR-Other Contractual Services	Reimbursement to FSAs for assets used in support of EMS.	38
39	BP	1/21/16	EO	EMS	61950				NormOpr	CONTR-Other Contractual Services	Contract ambulance services ambulance-fuel	39
40	BP	1/21/16	EO	EMS	61950				NormOpr	CONTR-Other Contractual Services	Contract ambulance services	40
41	BP	1/21/16	EO	EMS	61950				NormOpr	CONTR-Other Contractual Services	Contract First Responder services	41
42	BP	1/21/16	EO	EMS	61950	1,729,469	1,746,172	1,814,133	NormOpr	CONTR-Other Contractual Services	Contract ambulance billing and collection services	42
43	BP	1/21/16	EO	EMS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		43
44	BP	1/21/16	EO	EMS	72001	0	0	3,362	NormOpr	CAPITAL-Controlled Assets		44
45	BP	1/21/16	EO	EMS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		45
46	BP	1/21/16	EO	EMS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		46
47	BP	1/21/16	EO	EMS	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		47
48	BP	1/21/16	EO	EMS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		48
49	BP	1/21/16	EO	EMS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		49
50	BP	1/21/16	EO	EMS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		50
51	BP	1/21/16	EO	EMS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		51
52	BP	1/21/16	EO	EMS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		52

Emergency Operations - Emergency Medical Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
33	68,600	68,600	(17,400)	51,200	51,200	51,200	Decrease in Vehicle and Equipment Maintenance Schedule	51,200	33
34	0	0	0	0	0	0		0	34
35	1,000	1,000	250	1,250	1,250	1,250	Change for actuals	1,250	35
36	165,710	165,710	35,920	201,630	201,630	201,630	Increase in Vehicle and Equipment Lease payments	201,630	36
37	0	56,950	(56,950)	0		0	Insurance costs rolled into lines 40/41 as contractors purchase all insurance	0	37
38	80,000	80,000	(5,000)	75,000		0	Decrease based on historical data	0	38
39	29,500	29,500	(29,500)	0		0	Rolled into lines 40/41 as contractor purchases all fuel	0	39
40	1,622,870	1,622,870	167,900	1,790,770			Increase costs of contracts to include increase in dispatching fees, insurances required by contract, and increased cost of disposable supplies	0	40
41	113,260	113,260	10,840	124,100			Increase costs of contracts to include increase in dispatching fees, insurances required by contract, and increased cost of disposable supplies	0	41
42	60,000	60,000	14,800	74,800	2,064,670	2,064,670	Increase based on projected increased income (6.06% fee on collections)	2,064,670	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
53	BP	1/21/16	EO	EMS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		53
54						2,089,860	2,115,106	2,190,019			Normal Operations Totals:	54
55												55
56												56
57												57
58												58
59												59
60												60
61												61
62	**Revenue - Non-Areawide Fund**											62
63	b	c	d	e	f	g	h	i	j	k	l	
64												
65					Object				Program			
66	By	Date	Dept	Div	Code	FY 12/13	FY 13/14	FY 14/15	Indicator	Object Code Description	Line Item Discussion	
67					Number	Actual	Actual	Actual				
68	BP	1/21/16		EMS	44049	1,122,973	714,998	1,133,148	NormOpr	EMS Fees (Ambulance)	Estimated receipts of EMS Transport Fees	68
69									NormOpr			69
70						1,122,973	714,998	1,133,148			Totals:	70
71												71
72												72

Emergency Operations - Emergency Medical Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
53	0	0	0	0	0	0		0	53
54	**2,344,930**	**2,401,880**	**103,660**	**2,505,540**	**2,505,540**	**2,505,540**		**2,505,540**	54
55									55
56					**2,505,540**	**xcheck total**			56
57									57
58	Amount allocated through staff benefit rate			$ 72,810	27.0%	$ 19,659	Perm wages x 27.0% Health & life insurance cos		58
59									59
60	Health & life insurance cost by employee			$ 1,720	0.90	$ 18,576	$1,720 per employee per month x # employees (bodies) x 12 months		60
61									61
62									62
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	63 64 65 66 67
68	1,123,910	1,123,910	110,330	1,234,240	1,234,240	1,234,240	Increase in receipts/user fees received	1,234,240	68
69	0	0	0	0	0	0		0	69
70	**1,123,910**	**1,123,910**	**110,330**	**1,234,240**	**1,234,240**	**1,234,240**		**1,234,240**	70
71									71
72					**1,234,240**	**xcheck total**			72

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF EMERGENCY OPERATIONS – 911 DIVISION

MISSION/Program Description

THE MISSION OF THE 911 DIVISION IS TO ENSURE THAT RESIDENTS HAVE RELIABLE ACCESS TO EMERGENCY SERVICES. The Division provides and supports 911 call-taking equipment, software, and a dedicated Wide Area Network (WAN) which interconnects four Public Safety Answering Points (PSAPs). Address changes are processed through Division GIS staff to ensure that the most accurate location information presents to 911 call-takers when an emergency call is received. The Division contracts with the City of Fairbanks Emergency Communications Center to answer 911 calls.

Major Long-Term Issues and Concerns

- Significant gaps and errors remain in road centerline, street range, and address range datasets.
- There is no alternate Public Safety Answering Point (PSAP) in the Borough.
- Greater deployment of IP-based communications devices presents a challenge to ensuring that appropriate technology is in place to meet resident's expectations.
- Developing stable, long-term funding for 911 service depends on identifying revenue sources other than telephone surcharges.
- There is an expectation that the Borough will provide 911 service for areas outside the FNSB without compensation.
- Public safety agencies are targeting 911 surcharge funds to pay for all emergency communications services.

Objectives for FY 2017

- Complete security audit of the 911 system and facilities and develop a plan of correction for any issues that are identified.
- Deploy a network monitoring system on the 911 Wide Area Network (WAN).
- Work closely with Community Planning to identify, verify, and quickly correct address and street range errors within the Borough geographic information system.
- Continue to maintain an up-to-date and accurate Master Street Address Guide (MSAG).
- Continue to support the development of a backup regional dispatch center.
- Continue supporting outreach efforts to encourage residents to complete SMART 911 safety profiles.
- Complete the FTWW / FNSB 911 systems interconnection project.

Significant Budget Changes

- The 911 call-taking contract payment to the Fairbanks Emergency Communications Center increased as a result of changes to the user cost allocation structure.

Previous Year's Accomplishments

- Reached agreement with Alaska Communications (ACS) to provide Subscriber List Information (SLI).
- Completed a 911 program strategic plan.
- Participated on a committee which developed a revised cost allocation model for the users of the Fairbanks Emergency Communications Center.
- Continue to move GIS features from the Borough GIS system into the two dispatch centers (FECC & AST), synchronized the dispatch centers' GIS databases, and pushed information to first responders through the computer-aided dispatch system.
- Hired Emergency Services Technology Administrator to support 911 system and a GIS Technician to start work correcting the backlog of addressing system errors.
- Completed a 911 systems interconnection agreement with Ft. Wainwright.

Dept: Emergency Operations
Div: 911 Fund
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this division using the following measures:

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
Measure 1. Total number of 911 calls received.*	57,011	68,022	64,615	50,614	52,000
Fairbanks Emergency Comms Center				42,312	43,000
Alaska State Troopers				8,302	9,000
Measure 2. Updates to the 911 MSAG	1,077	4,480	113	110	110
Measure 3. 911 system availability (%of Time).	100%	100%	100%	100%	100%
Measure 4. 911 Call Answer Times:					
10 Seconds or Less (NENA 56-005 = 90%)					93%
20 Seconds or Less (NENA 56-005 = 95%)					98%
Greater than 20 Seconds					3%
Additional Statistics and Accomplishments					
Surcharge Collections					
AvgMonthly Count (Landline)	38,568	38,000	33,290	34,000	34,000
AvgMonthly Count (Wireless)	72,366	73,000	79,267	80,000	80,000
Surcharge rate	1.00 dollar	1.00 dollar	1.00 dollar	1.00 dollar	1.00 dollar
Master Street Address Guide/ALI					
MSAG Total Records	3,500	3,500	3,500	3,600	3,600
Street range processing changes	1,077	4,480	1,000	600	600
New Streets added	40	35	20	30	30
Addresses assigned, corrected, updated, researched, or deleted	10,937	878	5,223	6,700	5,000
% Centerline/ALI geocode accuracy	99	99	99	99	99
ALI database Records	79,000	79,000	72,935	71,861	70,000
911 PSAP report					
Wireline Calls %	33%	31%	26%	25%	25%
Wireless Calls %	67%	69%	74%	75%	75%
Service Order Information (SOI) Processing					
ACSAK Total			25,351	5,523	6,000
Success			24,953	5,343	5,800
Success after Reprocessing			233	158	175
GCI Total			9,770	10,447	10,000
Success			9,137	10,258	9,900
Success after Reprocesing			183	35	35

*Reduction in call volume is due to implementation of improved call reporting software.

Fairbanks North Star Borough

Personnel Summary
Dept: Emergency Operations
Div: 911 Fund

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Emergency Operations Director (S)	V	0.30	0.30	0.30	34,460	0.30	34,460	0.30	35,340
Emergency Services Technology Adm	15		1.00	1.00	66,040	1.00	66,040	1.00	83,020
Emergency Services/GIS Specialist	14	1.00	1.00	1.00	70,450	1.00	70,450	1.00	71,950
GIS Emergency Services Tech I (TF)	7		1.00	1.00	48,920	1.00	48,920	1.00	49,210
Administrative Assistant III (S)	7	0.15	0.15	0.15	8,900	0.15	8,900	0.15	9,090
	7								
Overtime	OT				2,000		2,000		2,000
Standby	SD				1,100		1,100		1,100
TOTALS:		1.45	3.45	3.45	231,870	3.45	231,870	3.45	251,710

Footnotes:
(S) Position shared between divisions
(TF) Term Funded Position

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		EO	911		1.72	1.45	3.45	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	EO	911	50505	108,120	101,932	159,901	NormOpr	PS-Permanent Salaries		11
12			EO	911	50510	378	5	91	NormOpr	PS-Overtime Wages		12
13			EO	911	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16	EO	911	50520	64,187	58,486	102,480	NormOpr	PS-Benefits		14
15			EO	911	51105	126	56	0	NormOpr	COMD-Office Supplies		15
16		1/19/16	EO	911	51106	1,000	399	1,623	NormOpr	COMD-Computer Supplies	911 System Hardware including CPUs, Software, Monitors Cables, Printers, UPS	16
17	DG	1/22/15	EO	911	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18	DG	1/19/16	EO	911	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			EO	911	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			EO	911	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			EO	911	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			EO	911	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	DG	1/22/16	EO	911	61510	0	0	95,750	NormOpr	CONTR-Professional Services	Consulting services to help manage issues associated with 911 system.	23
24	DG	1/22/16	EO	911	61525	13,539	56,288	69,567	NormOpr	CONTR-Communications	Lease of multiple 911 data circuits from Alasconnect. Includes installation and support of switches and routers and 24 X 7 network monitoring. Includes circuits to Fort Wainwright.	24
25	DG	1/22/16	EO	911	61580	0	308	595	NormOpr	CONTR-Travel	Travel for meetings and mileage for ES Tech Spec to travel to remote sites when Borough vehicle not available.	25
26			EO	911	61581	233	206	206	NormOpr	CONTR-Profnl Dues/Mtgs	APCO and NENA membership dues	26
27	DG	1/19/16	EO	911	61582				NormOpr	CONTR-Training	Association of Public Safety Communication Officials (APCO), ESRI and National Emergency Number Association (NENA) Training	27
28	DG	1/19/16	EO	911	61582	3,291	670	4,438	NormOpr	CONTR-Training	Annual Community Notification System Training for dispatch center personnel and training for IT technical support staff.	28

Emergency Operations - 911

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	3.45	3.45	0.00	3.45	3.45	3.45		3.45	
11	229,870	229,870	19,840	249,710	249,710	249,710	Net change in personnel costs due to longevity adjustments.	249,710	11
12	2,000	2,000	0	2,000	2,000	2,000		2,000	12
13	0	0	0	0	0	0		0	13
14	145,150	145,150	12,420	157,570	157,570	157,570	Net change is due to salary adjustments and benefit rate	157,570	14
15	200	200	(50)	150	150	150	Reduction per the direction of the Mayor.	150	15
16	2,000	449	1,551	2,000	2,000	2,000	Increase to actuals.	2,000	16
17	700	700	0	700	700	700		700	17
18	0	0	250	250	250	250	Increase to acquire technical manuals for the ES Tech Adm.	250	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	20,000	20,000	0	20,000	20,000	20,000		20,000	23
24	86,000	86,000	4,000	90,000	90,000	90,000	Increase to reflect new contract with Alasconnect. The new service agreement includes providing redundant circuits to each PSAP location and network monitoring.	90,000	24
25	0	0	1,000	1,000	1,000	1,000	Limited availability of Borough vehicles will necessitate the use of personal vehicle.	1,000	25
26	500	500	0	500	500	500		500	26
27	4,000	4,000	(1,000)	3,000		0	Reduction per the direction of the Mayor.	0	27
28	5,000	5,000	0	5,000	8,000	8,000		8,000	28

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
29			EO	911	61610	1,412	2,489	0	NormOpr	CONTR-Advertising, Printing & Binding	Promotion of 911 services and SMART 911.	29
30			EO	911	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		30
31	DG	2/6/15	EO	911	61710	1,632	1,425	1,425	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Services	31
32			EO	911	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		32
33	DG	1/22/16	EO	911	61780	0	0	33	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Service and repair of 911 system equipment not covered by maintenance contract	33
34			EO	911	61810	0	0	0	NormOpr	CONTR-Rent		34
35	DG	1/19/16	EO	911	61830	0	0	0	NormOpr	CONTR-Utilities	Electricity for servers, air conditioners, 911 workstations at EOC.	35
36			EO	911	61920	0	0	0	NormOpr	CONTR-Equipment Leases		36
37	DG	1/22/16	EO	911	61950				NormOpr	CONTR-Other Contractual Services	Annual 911 system Gold Level Support Agreement with MicroDATA	37
38	DG	1/19/16	EO	911	61950				NormOpr	CONTR-Other Contractual Services	Rave Mobile Safety Notification System annual license fee	38
39	DG	1/19/16	EO	911	61950				NormOpr	CONTR-Other Contractual Services	Monthly ACS administrative telephone lines at the EOC and FECC.	39
40	DG		EO	911	61950				NormOpr	CONTR-Other Contractual Services	On-call technician services (Radio Fairbanks).	40
41	DG		EO	911	61950				NormOpr	CONTR-Other Contractual Services	Taxes and other user fees on WAN services provided by Alasconnect.	41
42			EO	911	61950				NormOpr	CONTR-Other Contractual Services	SMART 911 Annual Maintenance Agreement	42
43	DG	1/19/16	EO	911	61950				NormOpr	CONTR-Other Contractual Services	911 call-answer agreement with the Fairbanks Emergency Communications Center	43
44	DG	1/19/16	EO	911	61950				NormOpr	CONTR-Other Contractual Services	ACS tariffed services	44
45	DG	1/19/16	EO	911	61950	733,959	705,127	541,700	NormOpr	CONTR-Other Contractual Services	Solarwinds Network Monitoring license fee.	45
46			EO	911		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		46
47			EO	911	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		47
48			EO	911	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		48
49			EO	911	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		49

Emergency Operations - 911

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
29	1,000	1,000	0	1,000	1,000	1,000		1,000	29
30	0	0	0	0	0	0		0	30
31	1,500	1,500	0	1,500	1,500	1,500	Allocation to E911 for custodial services at Peger Road.	1,500	31
32	0	0	0	0	0	0		0	32
33	4,000	4,000	0	4,000	4,000	4,000		4,000	33
34	0	0	0	0	0	0		0	34
35	5,000	5,000	1,000	6,000	6,000	6,000	Increase to reflect actual. Split with the EM Division.	6,000	35
36	0	0	0	0	0	0		0	36
37	43,000	43,000	1,000	44,000		0	Increase to fund annual maintainance of xALI Local servers for Fort Wainwright per memorandum of agreement.	0	37
38	25,500	25,500	(9,500)	16,000		0	Switched to new provider - decreased cost for service	0	38
39	18,000	18,000	(12,500)	5,500		0	Decrease due to cost share agreement with the City of Fairbanks for administrative lines to workstations at FECC and the EOC.	0	39
40	31,250	31,250	0	31,250		0		0	40
41	5,000	5,000	0	5,000		0		0	41
42	19,500	19,500	0	19,500		0		0	42
43	444,750	444,750	0	444,750		0		0	43
44	0	0	600	600		0	Increase due to ACS Subscriber List Information tariff approved by the RCA during FY16.	0	44
45	0	0	2,300	2,300	568,900	568,900	Increase due to the implementation of 24 X 7 monitoring of the 911 WAN.	568,900	45
46	0	0	0	0	0	0		0	46
47	0	1,551	(1,551)	0	0	0	Decrease to actual.	0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
50			EO	911	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		50
51			EO	911	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		51
52			EO	911	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		52
53			EO	911	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		53
54			EO	911	72030	0	0	0	NormOpr	CAPITAL-Library Materials		54
55			EO	911	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		55
56			EO	911	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		56
57						**927,877**	**927,391**	**977,809**			**Normal Operations Totals:**	57
58												58
59												59
60												60
61												61
62												62
63												63
64												64
65												65

Revenue - 911 Special Revenue Fund

66	b	c	d	e	f	g	h	i	j	k	l	
67–70	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
71	DG	1/22/16	EO	E911	44059	1,336,708	1,274,065	1,322,397	NormOpr	Enhanced 911 Surcharge - Landlines & Wireless	Landline collections @ 1.00/per line and Wireless collections @ 1.00/per line	71
72			EO	E911	45015	1,123	1,919	1,425	NormOpr	Interest Earnings		72
73						**1,337,831**	**1,275,984**	**1,323,822**			**Totals:**	73
74												74
75												75

Emergency Operations - 911

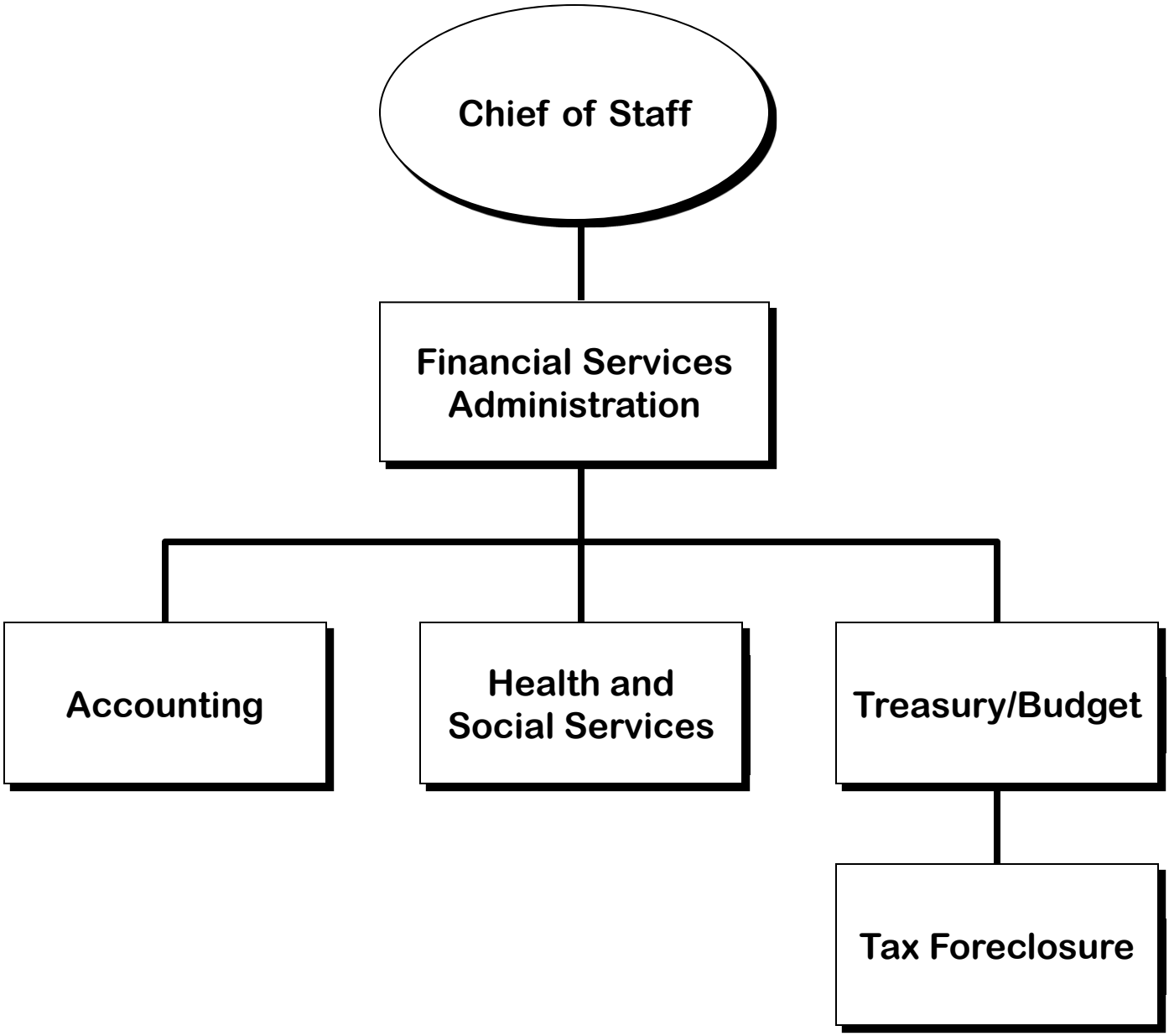
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	**1,093,920**	**1,093,920**	**19,360**	**1,113,280**	**1,113,280**	**1,113,280**		1,113,280	57
58									58
59					**1,113,280**	**xcheck total**			59
60									60
61	Amount allocated through staff benefit rate			$ 249,710	27.0%	$ 67,422	Perm wages x 27.0% Health & life insurance cos		61
62									62
63	Health & life insurance cost by employee			$ 1,720	3.45	$ 71,208	$1,720 per employee per month x # employees (bodies) x 12 months		63
64									64
65									65
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	66 67 68 69 70
71	1,318,080	1,318,080	(28,080)	1,290,000	1,290,000	1,290,000	Decrease to reflect actual surcharge revenue received November 2014 -- October 2015. AVG = $109,840/mo.	1,290,000	71
72	1,770	1,770	0	1,770	1,770	1,770		1,770	72
73	**1,319,850**	**1,319,850**	**(28,080)**	**1,291,770**	**1,291,770**	**1,291,770**		**1,291,770**	73
74									74
75					**1,291,770**	**xcheck total**			75

Dept: Emergency Operations
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	1,212,815	1,301,572	1,363,395	1,482,370	1,482,370	1,505,670
Overtime Wages	36,636	43,908	45,764	52,900	52,900	52,900
Temporary Salaries	87,534	102,484	65,442	98,760	98,760	111,260
Benefits	743,586	785,230	880,657	970,650	970,650	986,460
Subtotal:	2,080,571	2,233,194	2,355,258	2,604,680	2,604,680	2,656,290
COMMODITIES						
Office Supplies	12,598	38,967	4,681	9,600	9,600	9,050
Computer Supplies	6,655	6,203	9,078	5,100	3,549	5,100
Operating Supplies	88,120	69,500	85,857	96,200	98,624	98,200
Books and Periodicals	871	955	1,098	1,000	1,000	1,250
Repair and Maint. Supplies	4,252	7,600	5,410	11,300	11,300	11,300
Clothing Supplies	6,968	7,996	11,137	8,700	8,700	8,700
Motor Fuels and Lubricants	19,258	18,274	14,758	24,000	24,000	22,500
Equipment Parts	350	4,922	3,329	9,000	9,000	7,000
Subtotal:	139,072	154,417	135,348	164,900	165,773	163,100
CONTRACTUAL SERVICES						
Professional Services	183,857	164,452	249,022	270,920	270,920	227,920
Communications	18,879	88,499	78,493	124,950	124,950	107,370
Travel	1,126	3,580	2,800	3,900	3,900	4,900
Professional Dues/Meetings	1,138	762	679	1,500	1,500	1,500
Training	34,826	46,417	41,857	47,080	47,080	44,080
Advertising, Printing & Binding	14,600	16,149	11,953	16,500	16,500	16,500
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	18,288	15,389	15,450	16,080	16,080	16,080
Repairs & Maint. -Office Equipment	-	-	840	-	-	-
Repairs & Maint. -Other Equipment	109,531	72,243	62,495	128,100	128,100	87,400
Rent	-	-	-	-	-	-
Utilities	21,200	23,896	27,616	40,210	40,210	38,160
Equipment Leases	166,280	179,820	188,150	213,490	213,490	275,990
Other Contractual Services	2,491,691	2,468,864	2,402,018	2,526,230	2,583,180	2,670,970
Subtotal:	3,061,416	3,080,071	3,081,373	3,388,960	3,445,910	3,490,870
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	10,194	19,897	12,401	2,000	3,551	2,000
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	10,194	19,897	12,401	2,000	3,551	2,000
GRAND TOTAL:	5,291,253	5,487,579	5,584,380	6,160,540	6,219,914	6,312,260

FUNDING SOURCES:	
General Fund Revenues	
Non-Areawide Fund Revenues (EMS)	1,123,910
Grants, Fees, 911 Surcharges & Interest Earnings	1,433,770
	2,557,680

Department of Financial Services



PROGRAM BUDGET SUMMARY

DEPARTMENT OF FINANCIAL SERVICES – ADMINISTRATION DIVISION

MISSION/Program Description

TO PROVIDE TRANSPARENCY AND ACCOUNTABILITY FOR SAFEKEEPING AND LEGALLY AUTHORIZED USE OF BOROUGH FUNDS AND ENSURE THAT FISCAL PRACTICES ARE IN COMPLIANCE WITH BOROUGH CODE AND POLICIES AND WITH STATE AND FEDERAL LAW. Serve as an advisor to the Mayor and to the Assembly regarding fiscal management of the operational budget and of projects having a fiscal effect on the Borough. Perform analyses and other tasks related to various fiscal issues of impact to the Borough. Coordinate and assist the Accounting, Treasury and Budget, and Health and Social Services (H&SS) divisions in implementing special projects and oversee operational activities in the department.

Major Long-Term Issues and Concerns

For Boroughwide fiscal issues that this division is concerned with, see the "Budget Highlights" section.

Recruiting, hiring, and retaining qualified professional-level staff is the major concern for the department. Three years of ongoing vacancies in several professional positions in the Accounting division create difficulties in accomplishing the department's and the division's fiscal missions and hinders their ability to meet their objectives. Nationally, the unemployment rate for accountants and bookkeepers is less than half the national average and over 250,000 jobs have been added in the field. The U.S. Bureau of Labor Statistics expects these occupations to grow faster than any other occupation – an eleven percent job growth rate is expected through 2024, on top of double-digit growth over the last several years. Alaska is one of the top-paying states for this occupation, increasing the competitiveness of this market in Alaska.

Successful implementation of the ONESolution financial management system and use of the new system in its first year of operation will require significant effort. The Department continues to, and will continue to, devote substantial staff resources to this project. In an environment with vacant permanent and backfill positions, this presents challenges, especially as Financial Services' support will be needed for implementation of additional modules for several of the other Borough departments beginning in FY17.

The software and hardware technology of the Borough's Tax Accounting and Collections System (TACS) is outdated, and vulnerable. Over 70 percent of the Borough's unrestricted revenues are processed through TACS. The Computer Services department continues to work on its multi-year project to translate the software to a modern programming language.

Objectives for FY 2017

- Assist in recruiting and hiring qualified applicants for vacant positions and in retaining professional staff in the department.
- Continue to train and guide the new H&SS Administrator and train and guide the new CFO's Financial Specialist, when hired.
- Continue participation on the Steering Committee, Steering Sub-Committee, and Security Committee for the implementation of ONESolution. Continue working with Accounting and Treasury/Budget divisions and other departments to implement ONESolution.
- Continue to work with staff to develop and implement changes in procedures to take advantage of the automation available in ONESolution and Encompass; to comply with U.S. OMB's new Uniform Grants Guidance for those areas under Financial Services' responsibility and authority; and to adhere to COSO's best practices in the latest release of its integrated framework of internal control.
- Continue to support the Accounting and Administration divisions with the impact of unfilled positions.
- With the financial advisor, evaluate whether to refund (i.e., refinance) any outstanding bonds.
- If decided by the Mayor, work with other departments and bond counsel to provide an ordinance to bring a ballot proposition to the voters to authorize bond financing for deferred maintenance of Borough and School District facilities. If approved by the Assembly and then by the voters, sell bonds (as needed) with the assistance of the financial advisor and bond counsel.
- Continue to meet the investment program objectives of safety, liquidity, and yield, in that Codified order.
- Work with the Mayor in the preparation of the Borough's FY 2018 annual budget.
- Continue learning about and evaluating the Tax Foreclosure function.
- Respond to rating agency reviews; provide advice to maintain the health of the Borough's bond ratings.
- Work with the Mayor's Office on special projects as they arise.
- Develop and implement procedures for fiscal aspects of new and changed programs and requirements.
- Participate in the Mayor's working group for the possible implementation of a new marijuana sales tax.

DEPARTMENT OF FINANCIAL SERVICES – ADMINISTRATION DIVISION (continued)

Significant Budget Changes

There are no significant budget changes.

Previous Year's Accomplishments (completed or expected to be complete in FY 2016)

- Continued efforts to recruit, hire, and retain both professional and technical staff.
- ONESolution Implementation Project – Participated in numerous Steering Committee, Steering Sub-Committee, Security Committee, planning, training, and configuration meetings. Kept alert to problems, across all departments involved, that were impeding or could impede the project and worked to resolve those matters among the parties.
- Will sell over $63 million of voter-authorized bonds.
- Worked with the Treasury and Budget division, the Accounting division, and the old and new Mayor's Office for the transition to a new Mayor and the change in signatories for all of the Borough's and School District's bank and investment accounts.
- Continued to train and guide the new Health & Social Services Administrator.
- Continued learning about and evaluating the Tax Foreclosure function and worked with staff to solve several unusual issues relating to tax-foreclosed properties.
- No principal value was lost on any of the Borough's investments or deposits.
- Attended various training, on topics including bonding, banking services, treasury operations, fraud prevention, accounting and auditing, public speaking, Alaska marijuana issues, the State fiscal crisis, FEMA grants through DMVA, time and effort documentation required for grants, U.S. OMB's new Uniform Grant Guidance, HR issues, and ONESolution.
- Supported the Accounting division in the challenging implementation of Governmental Accounting Standards Board Statement No. 68 related to pension accounting and financial disclosure by staying in communication with the CFO of the Alaska Division of Retirement and Benefits, by being a sounding board, by providing a birds-eye view of the complex inter-relationships between the disclosure requirement for pensions (GASB 68) and for other postemployment benefits (GASB 45), and by assisting in managing the scheduling problems arising from the State's exceptionally late release of the numbers needed for the Borough (and other PERS/TRS employers) to complete its audit.
- Addressed numerous and diverse complex and/or dicey issues in the department's divisions.
- Worked with various departments to resolve a number of new and challenging fiscal issues.
- Responded to many questions and requests for information from a broad spectrum of inquirers and for legal discovery purposes.

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Dept: Financial Services
Div: Administration
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17** Budget
Measure 1. Earned Distinguished Budget Presentation Award from the Government Finance Officers Association?	Yes	Yes	Yes	Yes	Yes
Measure 2. Earned Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association for the CAFR?	Yes	Yes	Yes	Yes	Yes
Measure 3. Health of bond ratings reaffirmed?	Yes	Yes	Yes	Yes	Yes
Additional Statistical Accomplishments					
Number of Appropriating Ordinances Reviewed and Processed	36	49	38	40 ^	40
Number of Tax Collection Appeals Processed	14	10	7	2 ^	5
Number of Bed Tax Hearings Chaired	0	0	0	0	0
Number of Alcohol and Tobacco Excise Tax Hearings	0	0	0	0	0
Number of Bond Sales (including anticipated new and refundings)	1	0	0	1 ^	2
Amount of New Bonds Sold	$0	$0	$0	$63,375,000 ^	$11,500,000
Amount of Refunding Bonds Sold	$16,670,000	$0	$0		$21,715,000
Number of Master Lease Schedules Processed	12	13	14	18 ^	7
Amount of Master Lease Schedules Processed	$523,750	$1,046,551	$935,857	$988,400 ^	$680,400
Information Dissemination					
Approved Budget Mini Booklets	100	100	100	100	100
Recommended Budgets	90	79	82	80 ^	80
Approved Budgets	96	99	94	95 ^	95
Number of Budget Documents Available on FS Website	10	10	10	10	10
Number of CAFRs Available on FS Website	10	10	10	10	10
Number of Bond Series Official Statements on FS Website	11	20	18	19 ^	21
Number of Financial Services Website Pages Viewed	30,108	18,409	59,483	50,000 ^	50,000
Number of CDs Made of Budgets and CAFRs, as requested	55	55	45	45	45

* Per the FY 2016 Approved Budget
** Estimated
^ Adjusted FY 2016 estimate

Fairbanks North Star Borough

Personnel Summary
Dept: Financial Services
Div: Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Chief Financial Officer	V	1.00	1.00	1.00	141,040	1.00	141,040	1.00	142,180
Special Assistant to the CFO	III	1.00	1.00	1.00	115,340	1.00	115,340	1.00	87,510
Overtime	OT				-		-		-
Temporaries	TH				17,330		17,330		14,180
TOTALS:		2.00	2.00	2.00	273,710	2.00	273,710	2.00	243,870

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		FS	ADM		2.00	2.00	2.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	FS	ADM	50505	202,238	233,216	230,994	NormOpr	PS-Permanent Salaries		11
12	dlrb	1/24/16	FS	ADM	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13	dlrb	1/24/16	FS	ADM	50515	0	0	239	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	FS	ADM	50520	133,689	156,175	169,088	NormOpr	PS-Benefits		14
15	dlrb	1/24/16	FS	ADM	51105	1,228	90	1,334	NormOpr	COMD-Office Supplies		15
16	dlrb	1/24/16	FS	ADM	51106	0	168	909	NormOpr	COMD-Computer Supplies		16
17	dlrb	1/24/16	FS	ADM	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18	dlrb	1/24/16	FS	ADM	51115	608	102	529	NormOpr	COMD-Books and Periodicals		18
19	dlrb	1/24/16	FS	ADM	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20	dlrb	1/24/16	FS	ADM	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21	dlrb	1/24/16	FS	ADM	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22	dlrb	1/24/16	FS	ADM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	dlrb	1/24/16	FS	ADM	61510	0	0	3,760	NormOpr	CONTR-Professional Services	Financial advisor costs and/or professional services not associated with bonded projects	23
24	dlrb	1/24/16	FS	ADM	61525	0	0	0	NormOpr	CONTR-Communications	Miscellaneous express mail & postage costs	24
25	dlrb	1/24/16	FS	ADM	61580	660	580	0	NormOpr	CONTR-Travel	CFO travel to meetings on state-wide financial issues	25
26	dlrb	1/24/16	FS	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Government Finance Officers Association (GFOA) annual dues	26
27	dlrb	1/24/16	FS	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Government Finance Officers Assn. (AGFOA) dues	27
28	dlrb	1/24/16	FS	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	American Institute of Certified Public Accountants (AICPA) annual dues	28
29	dlrb	1/24/16	FS	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Association of Certified Fraud Examiners	29
30	dlrb	1/24/16	FS	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	CPA license	30
31	dlrb	1/24/16	FS	ADM	61581	843	683	1,152	NormOpr	CONTR-Profnl Dues/Mtgs	Association of Government Accountants annual dues	31

Financial Services - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	2.00	2.00	-	2.00	2.00	2.00		2.00	
11	256,380	256,380	(26,690)	229,690	229,690	229,690	Reflects merit step increases, cost of living adjustments and personnel changes.	229,690	11
12	0	0	0	0	0	0		0	12
13	17,330	17,330	(3,150)	14,180	14,180	14,180	Reduce to expected needs/ usage.	14,180	13
14	162,170	162,170	(17,010)	145,160	145,160	145,160	Reflects salary adjustments and benefit rate change.	145,160	14
15	2,000	2,000	0	2,000	2,000	2,000		2,000	15
16	300	300	0	300	300	300		300	16
17	0	0	0	0	0	0		0	17
18	700	700	0	700	700	700		700	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	3,200	3,200	0	3,200	3,200	3,200		3,200	23
24	100	100	0	100	100	100		100	24
25	3,000	3,000	(1,800)	1,200	1,200	1,200	Reduce to expected needs/ usage.	1,200	25
26	210	210	0	210		0		0	26
27	100	100	0	100		0		0	27
28	380	380	0	380		0		0	28
29	0	0	180	180			Added associate membership in FY15 as economical way to access tools, research, reports, training, and other resources		29
30	330	330	0	330		0		0	30
31	130	130	0	130	1,330	1,330		1,330	31

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
32	dlrb	1/24/16	FS	ADM	61582				NormOpr	CONTR-Training	Registration fees for webinars and local classes	32
33	dlrb	1/24/16	FS	ADM	61582				NormOpr	CONTR-Training	GFOA's annual govt'l GAAP update by webinar	33
34	dlrb	1/24/16	FS	ADM	61582				NormOpr	CONTR-Training	AK Society of CPAs seminars	34
35	dlrb	1/24/16	FS	ADM	61582				NormOpr	CONTR-Training	AGFOA Fall Conference	35
36	dlrb	1/24/16	FS	ADM	61582				NormOpr	CONTR-Training	AGFOA Spring Conference	36
37	dlrb	1/24/16	FS	ADM	61582				NormOpr	CONTR-Training	GFOA or comparable training	37
38	dlrb	1/24/16	FS	ADM	61582	7,151	5,588	5,098	NormOpr	CONTR-Training	GFOA Conference (and preconference seminar)	38
39	dlrb	1/24/16	FS	ADM	61610	207	0	0	NormOpr	CONTR-Advertising, Printing & Binding	Miscellaneous printing costs for special projects	39
40	dlrb	1/24/16	FS	ADM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		40
41	dlrb	1/24/16	FS	ADM	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		41
42	dlrb	1/24/16	FS	ADM	61750	0	0	0	NormOpr	CONTR-Repair & Maint - Other Equipment		42
43	dlrb	1/24/16	FS	ADM	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		43
44	dlrb	1/24/16	FS	ADM	61810	0	0	0	NormOpr	CONTR-Rent		44
45	dlrb	1/24/16	FS	ADM	61830	0	0	0	NormOpr	CONTR-Utilities		45
46	dlrb	1/24/16	FS	ADM	61920	0	0	0	NormOpr	CONTR-Equipment Leases		46
47	dlrb	1/24/16	FS	ADM	61950	9,507	132	2,003	NormOpr	CONTR-Other Contractual Services		47
48	dlrb	1/24/16	FS	ADM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		48
49	dlrb	1/24/16	FS	ADM	72001	0	4,590	917	NormOpr	CAPITAL-Controlled Assets		49
50	dlrb	1/24/16	FS	ADM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		50
51	dlrb	1/24/16	FS	ADM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		51
52	dlrb	1/24/16	FS	ADM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		52
53	dlrb	1/24/16	FS	ADM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		53
54	dlrb	1/24/16	FS	ADM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		54
55	dlrb	1/24/16	FS	ADM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		55
56	dlrb	1/24/16	FS	ADM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		56
57	dlrb	1/24/16	FS	ADM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		57

Financial Services - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
32	380	380	0	380		0		0	32
33	240	240	0	240		0		0	33
34	520	520	0	520		0		0	34
35	1,280	1,280	0	1,280		0		0	35
36	1,280	1,280	0	1,280		0		0	36
37	3,020	3,020	0	3,020		0		0	37
38	3,540	3,540	0	3,540	10,260	10,260		10,260	38
39	250	250	(130)	120	120	120	Reduce for cost-cutting purposes	120	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
58	dlrb	1/24/16	FS	ADM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		58
59						**356,131**	**401,324**	**416,023**			**Normal Operations Totals:**	59
60												60
61												61
62												62
63												63
64												64
65												65

Financial Services - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
58	0	0	0	0	0	0		0	58
59	**456,840**	**456,840**	**(48,600)**	**408,240**	**408,240**	**408,240**		**408,240**	59
60									60
61					**408,240**	**xcheck total**			61
62									62
63	Amount allocated through staff benefit rate			$ 229,690	27.0%	$ 62,016	Perm wages x 27.0% for Health & life insurance cost		63
64									64
65	Heath & life insurance cost by employee			$ 1,720	2	$ 41,280	$1,720 per employee per month x # employees (bodies) x 12 months		65

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF FINANCIAL SERVICES – ACCOUNTING DIVISION

MISSION/Program Description

THE ACCOUNTING DIVISION'S MISSION IS TO PLAN, ORGANIZE, COORDINATE, AND ADMINISTER THE BOROUGH'S ACCOUNTING AND INTERNAL CONTROL FUNCTIONS ON A TIMELY AND ACCURATE BASIS, IN ACCORDANCE WITH GAAP, CONTRACTS, REGULATORY, AND GRANTOR REQUIREMENTS AND MAINTAIN A "CLEAN" AUDIT OPINION ON THE BOROUGH'S FINANCIAL STATEMENTS. The division maintains complete and accurate accounting records; reviews and complies with federal, state, and local laws, statutes, and regulations of a fiscal nature; oversees the annual and single audits of the Borough's financial and grants records; prepares the Comprehensive Annual Financial Report (CAFR) and Single Audit Reports; advises the CFO on accounting and related fiscal matters; supports the Treasury/Budget and Administration divisions with the annual budget; responds to accounting- and fiscal-related inquires and requests from departments, Assembly members, outside agencies, Legislators, Commissioners, and individual citizens; attends and conducts training to ensure staff are competent to maintain accurate and compliant financial records, to improve efficiency, and to stay current with all legislative and fiscal actions affecting the Borough.

Major Long-Term Issues and Concerns

The ceaseless proliferation of new mandates, constant changes to compliance requirements, the greater number of complex grants, increasing accountability, and the necessity to revamp business processes due to technological changes requires a continual need to evaluate and adjust the type and level of staffing and the allocation of staff to competing functions. Ongoing vacancies in several professional positions increase the difficulty of dealing with these issues. Training and professional associations are essential to continued success in these efforts and in managing the Borough's accounting and fiscal compliance functions. With limited staffing, the ONESolution software implementation will continue to heavily impact day-to-day operations in the accounting division through the first year on the new system.

Objectives for FY 2017

- Continue recruiting for open positions and training of the new and recently promoted staff.
- Implement GASB Statement No. 72 (Fair Value Measurement and Application) and begin research and training for the implementation of GASB Statement No. 75 (Accounting and Financial Reporting for Postemployment Benefit Plans Other than Pensions).
- Continue training on the extensive changes to grants management under U.S. OMB's new Uniform Grants Guidance regulation.
- With Payroll, continue working on the grant reporting aspect of electronic timecards Boroughwide.
- Support Purchasing with the purchase card program and participate in beta testing for the SunGard PS purchase card module. Establish the internal controls for administration.
- Continue to automate processes and write and update procedures.
- Work with the project team on the ONESolution implementation, refining and automating existing processes, using new tools for reporting and processing data.
- Create new or modify existing fiscal year-end, audit preparation, and external financial reporting processes, tasks, and procedures under the new ONESolution system.
- Continue reviewing journal entries, audit work papers, accounts payable records, and banking records (as they come up for records destruction) for extended retention in order to comply with the Internal Revenue Code for tax-exempt bond transactions.

Significant Budget Changes

There are no significant budget changes.

Previous Year's Accomplishments

- Earned the Borough's twenty-seventh "Certificate of Achievement for Excellence in Financial Reporting" from the Government Finance Officers Association for the FY 2013-14 CAFR.
- Maintained timely and accurate accounting records.
- Complied with laws, regulations, and contracts of a fiscal nature; timely filed reports and returns to the IRS, State of Alaska, grantors, APOC, SEC, other third parties, and the Borough Assembly.
- Started and continued training of three new staff members and seven promoted employees.

PROGRAM BUDGET SUMMARY

DEPARTMENT OF FINANCIAL SERVICES – ACCOUNTING DIVISION (continued)

- Implemented GASB Statement No. 68 (Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement 27), and GASB Statement No. 71 (Pension Transition for Contributions Made Subsequent to the Measurement Date).
- Continued working with the project team on the ONESolution implementation and assisted with workflow creation across multiple subsystems. Created report specifications, tested data entry and processes for modules within the accounting division for AP, AR/CR BK, BU, EN, GL and PE. Supported PO workflow development and testing, and all subsystem postings to GL. Supported payroll recurrent journal entry function.
- Assisted Risk Management with the implementation of the Affordable Care Act requirement for health care electronic funds transfers (EFT) and remittance advice.
- Reviewed journal entries, audit work papers, accounts payable, and banking records that were ready for destruction, identifying bond transactions for extended retention in order to comply with the Internal Revenue code for tax-exempt bond transactions.
- Provided support to Public Works in their preparation of cash flow projections needed for the sale of $63 million in authorized bonds.

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Dept: Financial Services
Div: Accounting
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17** Budget
Measure 1. Earned Certificate of Achievement for Excellence in Financial Reporting from GFOA?	Yes	Yes	Yes	Yes	Yes
Measure 2. Received unqualified "clean" audit opinion on Borough's financial statements?	Yes	Yes	Yes	Yes	Yes
Measure 3. Maintained timely and accurate accounting records?	Yes	Yes	Yes	Yes	Yes
Measure 4. Met grantor/regulatory requirements, including compliance reports, timely and accurately?	No +	No ^^	Yes	Yes	Yes
Measure 5. Processed payments to vendors timely and accurately?	Yes	Yes	Yes	Yes	Yes
Additional Statistics and Accomplishments					
Annual Financial Audit, Annual State and Federal Single (Grant) Audits					
Material weaknesses or significant deficiencies?	No	Yes ^^	No	No	No
Findings, questioned costs, or disallowed costs?	Yes +	Yes ^^	No	No	No
Total revenues	$173.0 M	$179.2 M	$175.5 M	$175.0 M ^	$175.0 M
State grant expenditures	$36.9 M	$37.3 M	$31.0 M	$35.0 M	$20.0 M
Federal grant expenditures	$8.9 M	$13.2 M	$8.8 M	$11.0 M	$7.0 M
Audit tasks performed & schedules prepared	252	259	266	270 ^	270
Report pages	298	307	333	330 ^	330
Financial statements, footnotes, RSI prepared	103	105	130	130 ^	130
Additional info schedules, statistical tables, and transmittal letter pages prepared	66	70	72	70	70
General Ledger Section (GL)/ Support Staff (SS)					
Funds maintained / Line-item accounts maintained (GL)	33 / 889	33 / 897	33 / 902	33 / 902 ^	33 / 905
Active (annual) operating cost centers (GL)	260	260	260	260	260
Active (inception-to-date) projects (GL)	1,031	884	617	700 ^	700
Purchase orders reviewed (including TAs) (GL)	2,742	2,594	2,802	3,000	3,000
Budget transactions / Journal entries processed (GL)	1,766	1,636	1,786	1,800	1,800
Capital assets tracked (GL)	7,132	7,172	7,581	8,000 ^	8,000
Ordinances / Fiscal notes reviewed & posted (GL,SS)	43	44	38	45	45
Bank accounts / Reconciliations (GL)	30 / 360	31 / 372	28 / 336	30 / 360	27 / 324
Accounts Payable (AP)/ Support Staff (SS)					
Invoiced purchases processed for payment (AP,SS)	25,209	25,270	27,094	27,000 ^	27,000
AP and payroll check runs per year (AP,SS)	154	164	162	165	165
Vendor & payroll checks/ EFTs distributed (SS)	20,340	19,713	18,722	19,000 ^	19,000
Payments made / Late fees incurred	$99.3 M/$106	$104 M/$55	$135 M/$688	$105 M/$100	$105 M/$100
Vendor statements reconciled (AP)	520	356	316	350 ^	350
IRS Forms 1099 issued (AP)	457	646	617	650	650
Grants Monitoring, Compliance, & Reporting					
Dollar value of open grants	$134.7 M	$135.1 M	$87.2 M	$87.2 M ^	$60.0 M
Grant project cost centers	565	732	677	677 ^	550
Reports / Invoices filed and billed	1,695	1,569	883	883 ^	400
Subgrant agreements written / Reports reviewed	37 / 456	23 / 444	14 / 196	14 / 196 ^	10 / 100
Financial reviews of HSS applications	11	12	15	15 ^	12
Other Compliance Reporting					
Bentley Trust and APOC reports prepared	5	5	5	5	5
IRS Forms 8038 - bonds and leases	12	13	14	19 ^	13
Unclaimed property report to State of Alaska	1	1	1	1	1
Annual arbitrage and related calculations for the IRS	11	11	11	12 ^	12
Financial assurances for the landfill & USTs	2	2	2	2	2
Status reports for State-reimbursed capital projects for schools (bond- & cash-funded)	14	17	13	11 ^	10
Amount of revenue lost if not filed timely	$10.0 M	$10.4 M	$10.4 M	$12.5 M	$13.4 M

* Per the FY 2016 Approved Budget
** Estimated
\+ Federal and state single audit findings and disallowed payroll allocation charges to four grants in Transportation department.
^^ Federal single audit findings and disallowed payroll allocation charges to two grants in the Computer services department.
^ Adjusted FY 2016 estimate

Fairbanks North Star Borough

Personnel Summary
Dept: Financial Services
Div: Accounting

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Controller	IV	1.00	1.00	1.00	122,150	1.00	122,150	1.00	125,240
Chief Accountant	III	1.00	1.00	1.00	104,670	1.00	104,670	1.00	107,310
General Ledger Accountant	II	1.00	1.00	1.00	90,970	1.00	90,970	1.00	93,270
Grants Accountant II	II	1.00	1.00	1.00	98,090	1.00	98,090	1.00	100,560
Senior Accountant II	II	1.00	1.00	1.00	79,740	1.00	79,740	1.00	80,230
Senior Accountant I	II			1.00	74,160	1.00	74,160	1.00	73,220
Financial Systems Analyst	18	1.00	1.00	1.00	82,980	1.00	82,980	1.00	84,730
Fund Accountant	15	1.00	1.00	1.00	86,270	1.00	86,270	1.00	88,110
Fund Accountant	15	1.00	1.00	1.00	67,990	1.00	67,990	1.00	70,510
Fund Accountant	15	0.60	0.60	0.60	45,260	0.60	45,260	0.60	46,240
Accounting Technician V	13	1.00	1.00	1.00	72,120	1.00	72,120	1.00	73,640
Administrative Assistant V	12	1.00	1.00	1.00	68,660	1.00	68,660	1.00	70,090
Accounting Tech IV (GL/Cash)	11	1.00	1.00	1.00	76,880	1.00	76,880	1.00	77,360
Accounting Tech III (Grants)	10	1.00	1.00	1.00	56,910	1.00	54,596	1.00	57,250
Accounting Tech II (AP/GL)	9	1.00	1.00	1.00	54,010	1.00	51,697	1.00	54,350
Accounting Tech I (Accts Pay)	6	1.00	1.00	1.00	48,650	1.00	48,650	1.00	48,940
Accounting Clerk	5	1.00	1.00	1.00	45,690	1.00	45,690	1.00	45,980
Overtime	OT				19,450		19,450		19,450
Temporaries	TH				29,140		29,140		29,140
Standby	SD				6,420		6,420		6,420
ONESolution Financial System Project									
Senior Accountant II (TF)	II		1.00	1.00	46,080	1.00	46,080	1.00	80,230
Fund Accountant (TF)	15		1.00	1.00	39,630	1.00	39,630	1.00	33,230
Accounting Technician V (TF)	13		1.00	1.00	36,760	1.00	36,760	1.00	30,820
Less Direct Charges to Projects	II				(122,470)		(122,470)		(144,280)
Former Position:									
Grants Accountant I	II	1.00	1.00						
TOTALS:		16.60	19.60	19.60	1,330,210	19.60	1,325,583	19.60	1,352,040

Footnotes:
(TF) Term Funded Position

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
LW	1/23/16	FS	ACCT		16.60	16.60	19.60	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	FS	ACCT	50505	1,163,133	994,526	1,011,616	NormOpr	PS-Permanent Salaries		11
12	JP	1/25/16	FS	ACCT	50510	2,627	14,147	22,095	NormOpr	PS-Overtime Wages		12
13			FS	ACCT	50515	16,388	15,162	32,062	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	FS	ACCT	50520	753,398	646,815	669,093	NormOpr	PS-Benefits		14
15			FS	ACCT	51105	6,917	6,740	11,288	NormOpr	COMD-Office Supplies		15
16			FS	ACCT	51106	513	870	2,573	NormOpr	COMD-Computer Supplies		16
17			FS	ACCT	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18			FS	ACCT	51115	8,780	4,749	6,991	NormOpr	COMD-Books and Periodicals		18
19			FS	ACCT	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			FS	ACCT	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			FS	ACCT	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			FS	ACCT	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			FS	ACCT	61510				NormOpr	CONTR-Professional Services	Professional accounting staff services from CPA firm	23
24			FS	ACCT	61510	0	5,000	0	NormOpr	CONTR-Professional Services	Non-audit CPA services	24
25			FS	ACCT	61525	0	49	125	NormOpr	CONTR-Communications	Miscellaneous document shipping: grant reports, regulatory reports, etc.	25
26	JP	1/25/16	FS	ACCT	61580	0	5,954	23	NormOpr	CONTR-Travel		26
27			FS	ACCT	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Government Finance Officers Association review fee for Certificate of Achievement in Financial Reporting	27
28			FS	ACCT	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Government Finance Officers Association	28
29			FS	ACCT	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Support for annual training sessions (GFOA, A/P, system inquiry, capital assets, etc.)	29
30			FS	ACCT	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Support for fin'l stmt "flip-thru" with auditors	30
31			FS	ACCT	61581				NormOpr	CONTR-Profnl Dues/Mtgs	SunGard (Public Sector) Users Group Association - SUGA	31
32	JP	1/25/16	FS	ACCT	61581				NormOpr	CONTR-Profnl Dues/Mtgs	SunGard National Users Group - SNUG	32
33			FS	ACCT	61581	1,827	1,450	1,781	NormOpr	CONTR-Profnl Dues/Mtgs	Government Finance Officers Association	33

Financial Services - Accounting

	n 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	19.60	19.60	0.00	19.60	19.60	19.60		19.60	
11	1,281,620	1,276,993	26,457	1,303,450	1,303,450	1,303,450	Reflects merit step increases, cost of living adjustments and personnel changes.	1,303,450	11
12	19,450	19,450	0	19,450	19,450	19,450		19,450	12
13	29,140	29,140	0	29,140	29,140	29,140		29,140	13
14	817,300	814,403	16,557	830,960	830,960	830,960	Reflects salary adjustments and benefit rate change.	830,960	14
15	8,010	8,010	0	8,010	8,010	8,010		8,010	15
16	1,000	1,000	0	1,000	1,000	1,000		1,000	16
17	0	0	0	0	0	0		0	17
18	7,950	7,950	0	7,950	7,950	7,950		7,950	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	20,000	20,000	(5,000)	15,000		0	Reduce to expected needs/usage.	0	23
24	3,000	3,000	0	3,000	18,000	18,000		18,000	24
25	130	130	0	130	130	130		130	25
26	0	7,524	(7,524)	0	0	0	To reflect actual needs.	0	26
27	730	730	0	730		0		0	27
28	100	100	0	100		0		0	28
29	100	100	0	100		0		0	29
30	90	90	0	90		0		0	30
31	200	200	0	200		0		0	31
32	200	200	(200)	0		0	Have transitioned out of the SNUG user group, it has been replaced with SUGA on line 31.	0	32
33	210	210	0	210	1,430	1,430		1,430	33

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
34			FS	ACCT	61582				NormOpr	CONTR-Training	ASCPA's Governmental Accounting & Auditing Update	34
35			FS	ACCT	61582				NormOpr	CONTR-Training	ASCPA's Accounting & Auditing Update	35
36			FS	ACCT	61582				NormOpr	CONTR-Training	ASCPA annual single audit seminar	36
37			FS	ACCT	61582				NormOpr	CONTR-Training	SUGA National Conference	37
38			FS	ACCT	61582			.	NormOpr	CONTR-Training	SUGA Regional Conference	38
39			FS	ACCT	61582				NormOpr	CONTR-Training	GFOA's annual govt'l GAAP update by webinar	39
40			FS	ACCT	61582				NormOpr	CONTR-Training	AGFOA, GFOA, grants, Sungard, or other compliance training	40
41			FS	ACCT	61582				NormOpr	CONTR-Training	AGFOA, GFOA, grants, Sungard, or other compliance training	41
42	JP	1/26/16	FS	ACCT	61582				NormOpr	CONTR-Training	Various webinars (e.g., GAAP, 1099s, fraud prevention and examination)	42
43			FS	ACCT	61582	10,376	7,835	19,613	NormOpr	CONTR-Training	Various management, workplace skills, PC software training	43
44	JP	1/26/16	FS	ACCT	61610				NormOpr	CONTR-Advertising, Printing & Binding	Security paper for accounts payable checks	44
45			FS	ACCT	61610				NormOpr	CONTR-Advertising, Printing & Binding	Comprehensive Annual Financial Statement & Single Audit printing	45
46			FS	ACCT	61610				NormOpr	CONTR-Advertising, Printing & Binding	IRS Forms 1099 and envelopes	46
47			FS	ACCT	61610				NormOpr	CONTR-Advertising, Printing & Binding	Miscellaneous (copying charges, ads, business cards, etc.)	47
48	JP	1/26/16	FS	ACCT	61610	4,637	3,763	2,859	NormOpr	CONTR-Advertising, Printing & Binding	Signature plate for mechanical check signing imprinter (needed when there is a new Mayor or a new CFO)	48
49			FS	ACCT	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		49
50			FS	ACCT	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		50
51			FS	ACCT	61750	0	0	60	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Miscellaneous office equipment repair & maintenance: typewriter, facsimile machine, check signing imprinter, laminator, and punching/binding machine for CAFR and other publications	51
52			FS	ACCT	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		52
53			FS	ACCT	61810	0	0	0	NormOpr	CONTR-Rent		53
54			FS	ACCT	61830	0	0	0	NormOpr	CONTR-Utilities		54
55			FS	ACCT	61920	0	0	0	NormOpr	CONTR-Equipment Leases		55

Financial Services - Accounting

	n 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	3,090	3,090	0	3,090		0		0	34
35	1,030	1,030	0	1,030		0		0	35
36	520	520	0	520		0		0	36
37	3,350	3,350	0	3,350		0		0	37
38	2,520	2,520	0	2,520		0		0	38
39	1,560	1,560	0	1,560		0		0	39
40	3,890	3,890	0	3,890		0		0	40
41	3,890	3,890	0	3,890		0		0	41
42	1,000	1,000	0	1,000		0		0	42
43	400	400	0	400	21,250	21,250		21,250	43
44	1,050	1,050	0	1,050		0		0	44
45	2,500	2,500	0	2,500		0		0	45
46	290	290	0	290		0		0	46
47	150	150	0	150		0		0	47
48	500	500	(500)	0	3,990	3,990	To reflect actual needs.	3,990	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	300	300	(150)	150	150	150	Reduce to expected needs/usage.	150	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
56	JP	1/26/16	FS	ACCT	61950	132	263	264	NormOpr	CONTR-Other Contractual Services	Perceptive Software's ISYS Enterprise Search software annual maintenance (Accounting's portion)	56
57			FS	ACCT		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		57
58			FS	ACCT	72001	0	827	8,639	NormOpr	CAPITAL-Controlled Assets	Ergonomic chair replacements	58
59			FS	ACCT	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		59
60			FS	ACCT	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		60
61			FS	ACCT	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		61
62			FS	ACCT	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		62
63			FS	ACCT	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		63
64			FS	ACCT	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		64
65			FS	ACCT	72030	0	0	0	NormOpr	CAPITAL-Library Materials		65
66			FS	ACCT	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		66
67			FS	ACCT	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		67
68						**1,968,728**	**1,708,150**	**1,789,082**			**Normal Operations Totals:**	68
69												69
70												70
71												71
72												72
73												73
74												74

Financial Services - Accounting

	n 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
56	140	140	0	140	140	140		140	56
57	0	0	0	0	0	0		0	57
58	1,700	1,700	0	1,700	1,700	1,700		1,700	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61	0	0	0	0	0	0		0	61
62	0	0	0	0	0	0		0	62
63	0	0	0	0	0	0		0	63
64	0	0	0	0	0	0		0	64
65	0	0	0	0	0	0		0	65
66	0	0	0	0	0	0		0	66
67	0	0	0	0	0	0		0	67
68	**2,217,110**	**2,217,110**	**29,640**	**2,246,750**	**2,246,750**	**2,246,750**		**2,246,750**	68
69									69
70					**2,246,750**	**xcheck total**			70
71									71
72	Amount allocated through staff benefit rate			$ 1,303,450	27.0%	$ 351,932	Perm wages x 27.0% for Health & life insurance cost		72
73									73
74	Health & life insurance cost by employee			$ 1,720	20	$ 412,800	$1,720 per employee per month x # employees (bodies) x 12 months		74

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF FINANCIAL SERVICES – HEALTH & SOCIAL SERVICES DIVISION

MISSION/Program Description

THE MISSION OF THIS DIVISION IS TO SUPPORT THE HEALTH & SOCIAL SERVICES COMMISSION AND THE EARLY CHILDHOOD DEVELOPMENT COMMISSION IN FULFILLING THEIR DUTIES AND RESPONSIBILITIES, AS WELL AS ADMINISTERING THE STATE OF ALASKA COMMUNITY REVENUE SHARING FUNDS FOR UNINCORPORATED COMMUNITIES. The Health & Social Services Commission (HSSC) allocates funding to non-profit organizations for essential human services. The Early Childhood Development Commission (ECDC) is tasked with promoting school readiness by furthering the quality of early care and education for children in the Borough. This division provides administrative support to both Commissions, provides information so both Commissions can make informed decisions, and administer funds pertinent to both, such as the State's Human Services Community Matching Grant, the Borough's Match Assistance Grants, and donation funds related to the Early Childhood Development Commission's special projects. This division also administers the State's Community Revenue Sharing funds for unincorporated communities within the Borough.

Major Long-Term Issues and Concerns

- The Human Services Community Matching Grant program provides essential human services and reaches over 34,000 local residents each year. Demonstrated need and exceptional efficiencies highlight the importance of this grant program. Support for consistent State funding is needed to avoid reductions in services "whose unavailability would subject persons needing the services to serious mental or physical hardship." (A.S. 29.60.650)
- Quality early learning environments – in and out of the home – for all young children reduce long-term costs and improve life outcomes. According to the Alaska Developmental Profile, 2014 – 2015, developmental screening scores for children entering kindergarten in the Borough are below statewide averages. The State's elimination of the Best Beginnings grant hinders the ECDC's work in this area.

Objectives for FY 2017

- Continue to assist the HSSC in their work by:
  - Supporting the grant allocation and monitoring process.
  - Compiling information on community needs and the impact of the grants.
  - Supporting Commission meetings.
- Continue to assist the ECDC in their work by:
  - Supporting Commission projects, including the Family Friendly Workplace Awards, the Fairbanks Families Partnership, and FairbanksFamilies.org.
  - Managing the Fairbanks Families Health Fair and other related projects.
  - Compiling information on community needs and resources.
  - Supporting Commission meetings.
- Continue to administer the Community Revenue Sharing for unincorporated communities funds in accordance with State law and as approved by the Assembly.

Significant Budget Changes

The FY 2017 budget reflects the State's elimination of the Best Beginnings grant beginning in FY16 (although its elimination was not known at the time the FY16 budget was recommended)

Previous Year's Accomplishments

- Supported the HSSC.
- Managed, processed, tracked, monitored, and reported on the Human Services Community Matching Grant and Match Assistance Grant programs.
- Supported the ECDC.
- Managed the ECDC Family Friendly Workplace Awards.
- Managed and facilitated the annual Fairbanks Families Health Fair.
- Managed, processed, tracked, and monitored the Community Revenue Sharing for unincorporated communities program.

Dept: Finance
Div: Health & Social Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures		2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 ** Budget	2016/17 ** Budget
Measure 1.	Number of residents who received services funded by Human Services Community Matching Grants	41,815	38,279	38,279	34,736 *	34,736
Measure 2.	Multiplier (ratio) of State, Other & In-kind to Local funds for the Human Services Community Matching Grant	36:1	38:1	11:1	12:1 *	14:1
Measure 3.	Multiplier (ratio) of Funds from Primary Grantor, Other Funds & In-kind to Match Assistance Grant funds	20:1	18:1	28:1	18:1	18:1
Measure 4.	Were funds for safety-net services used to address basic needs such as hunger, health, and shelter?	Yes	Yes	Yes	Yes	Yes
Measure 5.	Were the Community Revenue Sharing for unincorporated communities funds administered in accordance with State law and as approved by the Assembly?	Yes	Yes	Yes	Yes	Yes

Additional Statistical Accomplishments

Impact of Human Services Community Matching Grant (HSCMG) and Match Assistance Grants (MAG)					
Economic value of HSCMG (total of Local, State, Project Income, Other Funds, and In-kind)	$5,705,945	$5,491,540	$5,997,764	$5,705,945 *	$5,705,945
Economic value of MAG (total of Local, Primary Grantor, Project Income, Other Funds, and In-kind)	$3,318,745	$4,646,789	$6,934,973	$3,318,745 *	$3,318,745
Administer Matching Grants					
Amount of HSCMG allocated	$494,875	$494,834	$493,451	$493,451	$398,896
Number of HSCMG proposals received and screened	11	11	12	12	8
Number of HSCMG subgrants managed	10	10	9	9 +	8
Amount of MAG allocated	$161,155	$242,153	$250,000	$250,000	$250,000
Number of MAG proposals received and screened	10	12	12	12 +	17
Number of MAG grants managed ^	16	22	11	22 *	17
Support the Health & Social Services Commission					
Timely and accurate: (Yes/No)					
Meeting notices, agendas, minutes?	Y	Y	Y	Y	Y
Administration of non-profit subgrants?	Y	Y	Y	Y	Y
Support the Early Childhood Development Commission					
Grant funding administered for Commission	$55,000	$52,500	$52,500	$0 *	$0
Timely and accurate: (Yes/No)					
Meeting notices, agendas, minutes?	Y	Y	Y	Y	Y
Administration of Commission projects?	Y	Y	Y	Y	Y
Community Revenue Sharing for Unincorporated Communities					
Number of unincorporated communities receiving funding	11	11	11	11	11
Number of non-profits receiving funds/ grants awarded & tracked	17	17	17	17	17
Amount of state funding passed through	$314,600	$222,200	$222,200	$212,300 *	$212,300
Total Number of Grants Managed	43	46	38	49 *	42
Total Amount of Grant Funds Managed	$1,025,630	$1,011,687	$1,018,151	$965,651 *	$861,196

** Estimated
+ FY2015 actual
* Adjusted FY2016 estimate
^ Includes all grants active in fiscal year

Fairbanks North Star Borough

Personnel Summary
Dept: Financial Services
Div: Health and Social Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
HSS Administrator	I	1.00	1.00	1.00	70,040	1.00	70,040	1.00	64,140
Temporaries	TH				9,530		9,530		9,530
TOTALS:		1.00	1.00	1.00	79,570	1.00	79,570	1.00	73,670

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		FS	HSS		1.00	1.00	1.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	FS	HSS	50505	85,248	85,576	84,502	NormOpr	PS-Permanent Salaries		11
12	eh	1/21/16	FS	HSS	50510	0	0	1,470	NormOpr	PS-Overtime Wages		12
13	eh	1/21/16	FS	HSS	50515	1,156	4,085	2,947	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16	FS	HSS	50520	47,138	49,543	52,726	NormOpr	PS-Benefits		14
15	eh	1/21/16	FS	HSS	51105				NormOpr	COMD-Office Supplies		15
16	eh	1/21/16	FS	HSS	51105				NormOpr	COMD-Office Supplies	Office supplies - direct charge to Best Beginnings grant	16
17	eh	1/21/16	FS	HSS	51105	363	603	686	NormOpr	COMD-Office Supplies		17
18	eh	1/21/16	FS	HSS	51106	22	0	319	NormOpr	COMD - Computer Supplies		18
19	eh	1/21/16	FS	HSS	51110				NormOpr	COMD-Operating Supplies		19
20	eh	1/21/16	FS	HSS	51110				NormOpr	COMD-Operating Supplies	Operating supplies - direct charge to Best Beginnings grant	20
21	eh	1/21/16	FS	HSS	51110	0	0	533	NormOpr	COMD-Operating Supplies		21
22	eh	1/21/16	FS	HSS	51115	0	0	65	NormOpr	COMD-Books and Periodicals		22
23	eh	1/21/16	FS	HSS	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		23
24	eh	1/21/16	FS	HSS	51130	0	0	0	NormOpr	COMD-Clothing Supplies		24
25	eh	1/21/16	FS	HSS	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		25
26	eh	1/21/16	FS	HSS	51250	0	0	0	NormOpr	COMD-Equipment Parts		26
27	eh	1/21/16	FS	HSS	61510				NormOpr	CONTR-Professional Services	Professional services such as audits	27
28	eh	1/21/16	FS	HSS	61510				NormOpr	CONTR-Professional Services	Program level audit - direct charge to DHSS HSCMG grant	28
29	eh	1/21/16	FS	HSS	61510	470	0	0	NormOpr	CONTR-Professional Services		29
30	eh	1/21/16	FS	HSS	61525	0	0	0	NormOpr	CONTR-Communications		30
31	eh	1/21/16	FS	HSS	61580	0	0	527	NormOpr	CONTR-Travel		31
32	eh	1/21/16	FS	HSS	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Meeting supplies for H&SS and ECD Commissions	32
33	eh	1/21/16	FS	HSS	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Meeting supplies - direct charge to Best Beginnings grant	33
34	eh	1/21/16	FS	HSS	61581	804	676	574	NormOpr	CONTR-Profnl Dues/Mtgs		34
35	eh	1/21/16	FS	HSS	61582	0	100	179	NormOpr	CONTR-Training		35

Financial Services -Health & Social Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	1.00	1.00	0.00	1.00	1.00	1.00		1.00	
11	70,040	70,040	(5,900)	64,140	64,140	64,140	Reflect personnel change for retirement of long-time, grandfathered employee.	64,140	11
12	0	0	0	0	0	0		0	12
13	9,530	9,530	0	9,530	9,530	9,530		9,530	13
14	44,770	44,770	(3,690)	41,080	41,080	41,080	Reflects salary adjustments and benefit rate change.	41,080	14
15	500	500	100	600		0	To reflect historical actuals	0	15
16	(100)	(100)	100	0		0	Best Beginnings grant discontinued 7/01/2015	0	16
17				0	600	600		600	17
18	150	150	0	150	150	150		150	18
19	100	100	0	100		0		0	19
20	(100)	(100)	100	0		0	Best Beginnings grant discontinued 7/01/2015	0	20
21				0	100	100		100	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	0	0	0	0	0	0		0	26
27	1,030	1,030	0	1,030		0		0	27
28	(852)	(852)	0	(852)		0		0	28
29	0	0	0	0	178	178		178	29
30	0	0	0	0	0	0		0	30
31	0	0	0	0	0	0		0	31
32	700	700	0	700		0		0	32
33	(100)	(100)	100			0	Best Beginnings grant discontinued 7/01/2015	0	33
34	0	0	0	0	700	700		700	34
35	490	490	0	490	490	490		490	35

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
36	eh	1/21/16	FS	HSS	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising availability of grants, Commission-sponsored events	36
37	eh	1/21/16	FS	HSS	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising - direct charge to Best Beginnings grant	37
38	eh	1/21/16	FS	HSS	61610	0	1,374	1,787	NormOpr	CONTR-Advertising, Printing & Binding		38
39	eh	1/21/16	FS	HSS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		39
40	eh	1/21/16	FS	HSS	61710	0	0	4,300	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		40
41	eh	1/21/16	FS	HSS	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		41
42	eh	1/21/16	FS	HSS	61780	0	0	0	NormOpr	CONTR-Repair & maint - Other Equipment		42
43	eh	1/21/16	FS	HSS	61810	0	0	0	NormOpr	CONTR-Rent		43
44	eh	1/21/16	FS	HSS	61830	0	0	0	NormOpr	CONTR-Utilities		44
45	eh	1/21/16	FS	HSS	61920	0	0	0	NormOpr	CONTR-Equipment Leases		45
46	eh	1/21/16	FS	HSS	61950				NormOpr	CONTR-Other Contractual Services	Pass-through grants for H&SS and ECD Commissions	46
47	eh	1/21/16	FS	HSS	61950				NormOpr	CONTR-Other Contractual Services	Human Services Community Matching Grant (HSCMG) subgrants - direct charge to grant	47
48	eh	1/21/16	FS	HSS	61950				NormOpr	CONTR-Other Contractual Services	Best Beginnings Early Childhood Partnership Grant - direct charge to Best Beginnings grant	48
49	eh	1/21/16	FS	HSS	61950				NormOpr	CONTR-Other Contractual Services	Community Revenue Sharing for Unincorporated Communities - pass through to non-profits	49
50	eh	1/21/16	FS	HSS	61950				NormOpr	CONTR-Other Contractual Services	Community Revenue Sharing for Unincorporated Communities - direct charge to Community Revenue Sharing	50
51	eh	1/21/16	FS	HSS	61950	86	112	4,058	NormOpr	CONTR-Other Contractual Services		51
52	eh	1/21/16	FS	HSS					NormOpr	Grants-Local Match & Indirect Costs	Local Match for HSCMG	52
53	eh	1/21/16	FS	HSS					NormOpr	Grants-Local Match & Indirect Costs	Borough indirect on HSMCG	53
54	eh	1/21/16	FS	HSS					NormOpr	Grants-Local Match & Indirect Costs	Borough indirect taken on HSCMG (5%) - charge to HSCMG grant	54
55	eh	1/21/16	FS	HSS					NormOpr	Grants-Local Match & Indirect Costs	Match Assistance Grants Awarded by HSS Commission	55
56	eh	1/21/16	FS	HSS					NormOpr	Grants-Local Match & Indirect Costs	Match Assistance Grants Awarded by HSS Commission	56
57	eh	1/21/16	FS	HSS					NormOpr	Grants-Local Match & Indirect Costs	Match Assistance Grant - Safety-Net Services - Awarded by HSS Commission	57

Financial Services -Health & Social Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
36	4,000	4,000	(3,000)	1,000		0	Best Beginnings grant discontinued 7/01/2015	0	36
37	(3,000)	(3,000)	3,000	0		0	Best Beginnings grant discontinued 7/01/2015	0	37
38	0	0	0	0	1,000	1,000		1,000	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	384,536	384,536	(124,776)	259,760		0	Best Beginnings grant discontinued 7/01/2015	0	46
47	(340,109)	(340,109)	80,349	(259,760)		0	Adjusted to reflect 2% reduction as proposed by the Governor	0	47
48	(44,427)	(44,427)	44,427	0		0	Best Beginnings grant discontinued 7/01/2015	0	48
49	222,200	222,200	(9,900)	212,300		0	Adjust to FY16 actuals	0	49
50	(222,200)	(222,200)	9,900	(212,300)		0	Adjust to FY16 actuals	0	50
51	0	0	0	0	0	0		0	51
52	153,432	153,432	(36,157)	117,275		0	Adjusted to reflect 2% reduction as proposed by the Governor	0	52
53	17,048	17,048	(4,018)	13,030		0	Adjusted to reflect 2% reduction as proposed by the Governor	0	53
54	(17,048)	(17,048)	4,018	(13,030)		0	Adjusted to reflect 2% reduction as proposed by the Governor	0	54
55	200,000	200,000	0	200,000		0		0	55
56	(200,000)	(200,000)	0	(200,000)		0		0	56
57	0	0	0	0		0	Sufficient prior year dollars remain available to cover FY 16 needs.	0	57

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
58	eh	1/21/16	FS	HSS					NormOpr	Grants-Local Match & Indirect Costs	Borough indirect on Best Beginnings (10%)	58
59	eh	1/21/16	FS	HSS					NormOpr	Grants-Local Match & Indirect Costs	Borough indirect taken on Best Beginnings ECP Grant (10%) - charge to grant	59
60	eh	1/21/16	FS	HSS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		60
61	eh	1/21/16	FS	HSS	72001	0	0	12,000	NormOpr	CAPITAL-Controlled Assets		61
62	eh	1/21/16	FS	HSS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		62
63	eh	1/21/16	FS	HSS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		63
64	eh	1/21/16	FS	HSS	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		64
65	eh	1/21/16	FS	HSS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		65
66	eh	1/21/16	FS	HSS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		66
67	eh	1/21/16	FS	HSS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		67
68	eh	1/21/16	FS	HSS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		68
69	eh	1/21/16	FS	HSS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		69
70	eh	1/21/16	FS	HSS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		70
71						**135,287**	**142,069**	**166,673**			**Normal Operations Totals:**	71
72												72
73												73
74												74
75												75
76												76
77												77
78												78
79												79

Financial Services -Health & Social Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
58	4,773	4,773	(4,773)	0		0	Best Beginnings grant discontinued 7/01/2015		58
59	(4,773)	(4,773)	4,773	0		0	Best Beginnings grant discontinued 7/01/2015	0	59
60	0	0	0	0	117,275	117,275		117,275	60
61	0	0	0	0	0	0		0	61
62	0	0	0	0	0	0		0	62
63	0	0	0	0	0	0		0	63
64	0	0	0	0	0	0		0	64
65	0	0	0	0	0	0		0	65
66	0	0	0	0	0	0		0	66
67	0	0	0	0	0	0		0	67
68	0	0	0	0	0	0		0	68
69	0	0	0	0	0	0		0	69
70	0	0	0	0	0	0		0	70
71	**280,590**	**280,590**	**(45,347)**	**235,243**	**235,243**	**235,243**		**235,243**	71
72									72
73					**235,243**	**xcheck total**			73
74	(358,009)	(358,009)	83,515	(273,642)			Direct charges to HSCMG grant		74
75	(52,500)	(52,500)	52,500	0			Direct charges to Best Beginnings grant		75
76									76
77	Amount allocated through staff benefit rate			$ 64,140	27.0%	$ 17,318	Perm wages x 27.0% for Health & life insurance cost		77
78									78
79	Health & life insurance cost by employee			$ 1,720	1	$ 20,640	$1,720 per employee per month x # employees (bodies) x 12 months		79

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PROGRAM BUDGET SUMMARY

FINANCIAL SERVICES – TREASURY AND BUDGET DIVISION/SECTION

MISSION/Program Description

THE MISSION OF THE TREASURY AND BUDGET DIVISION IS TO COLLECT AND INVEST BOROUGH FUNDS, PREPARE THE ANNUAL OPERATING BUDGET, AND TO ACCOUNT FOR ALL FUNDS RECEIVED IN AN EFFICIENT AND EFFECTIVE MANNER. It is the responsibility of the Treasury and Budget division (T/B) to: coordinate the development of the annual Borough operating budget; calculate the annual mill levies for all Borough taxing authorities; bill, collect, and disburse annual property tax and related penalty and interest for the Borough, City of Fairbanks, and City of North Pole; regulate the collection of Borough hotel-motel, alcoholic beverage, and tobacco excise taxes; collect other revenues in accordance with the FNSB Code of Ordinances; ensure accurate distribution of property tax and other revenues to the fire, road, and other service area accounts; review treasury deposits to assure appropriate cash flow; invest central treasury funds (Borough and School District) to minimize risk and maintain sufficient liquidity; prepare State data requests and serve as the local contact to the State for revenue sharing programs and debt service reimbursements; and assist in analyzing the revenue impact of proposed local, state, and federal legislation.

Major Long-Term Issues and Concerns

Treasury and Budget continues to work with Computer Services on their translation of the tax accounting and collection software system (TACS) into modern programming language and database. In FY 2015, the tax foreclosure portion of the former Land Management department was moved to the Financial Services department under the Treasury and Budget (T/B) division for evaluation of the entire foreclosure function and its processes. T/B continues to evaluate and modify these processes.

Objectives for FY 2017

- Work with other divisions to implement GASB Statement No. 72 (Fair Value Measurement and Application).
- Continue to work with the project team to implement additional modules of ONESolution.
- Continue to work with Computer Services (CS) to test re-written portions of TACS as CS completes them.
- Continue to consolidate the first year tax foreclosure processes into the Tax Foreclosure section's responsibilities.
- Continue to provide prompt and courteous customer service to the general public and outside entities, and look for ways that technology could help with this process.
- Continue to process all property tax payments in-house, without the use of vendor processing services.
- Continue to update and disseminate a comprehensive set of cash handling procedures to ensure uniformity of practices among departments.
- Continue to research alternative systems for the collection and deposits for the payment of services and property taxes by credit card and other methods.
- Lead the Mayor's working group for the possible implementation of a new marijuana sales tax.
- Research and begin preparing for a request for proposals process for the Borough's banking services.

Significant Budget Changes

There are no significant budget changes.

Previous Year's Accomplishments (completed or expected to be completed in FY 2016)

- Received the Borough's 26th Distinguished Budget Presentation Award from the Government Finance Officers Association for the FY 2016 budget document.
- Maintained timely and accurate revenue receipting.
- Invested Borough funds conservatively with no investment losses.
- Maintained smooth banking relationships.
- Continued to process all debt service payments timely and reconciled State reimbursement payments.
- Worked with the project team to implement the accounts receivable and cash receipts modules of the new ONESolution upgrade to the financial management system.
- Managed our merchant services contract for credit card acceptance for user fees at 19 locations throughout the Borough. Continued implementing new internal control procedures for acceptance of credit cards for user fees with ever-changing technology and as new threats continue to emerge. Integrated new technology machines into our current locations to comply with regulations to prevent credit card fraud.
- Continued to work with departments that are seeking new departmental-specific software to ensure it will work with our current merchant services contract and system.
- Continued to work with Computer Services on issues with the existing TACS as the system ages. Tested small portions of the new re-write when completed by Computer Services.
- Continued to perform internal audits for cash handling, receivable billings, and other cash and revenue issues that arose.
- Worked with a new vendor for property tax billings to successfully mail tax bills and notices.
- Investigated and processed appeals of penalties and interest for property and other taxes.

Dept: Financial Services
Div: Treasury and Budget
Sec: Treasury and Budget
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Processed all property tax payments in house	Yes	Yes	Yes	Yes	Yes
Measure 2. Number of bank corrections received for revenue collections in the BAC	4	3	4	4	4
Measure 3. Prepared and delivered the annual operating budget timely	Yes	Yes	Yes	Yes	Yes
Additional Statistical Accomplishments					
Property Tax Bills and Notices Mailed	43,164	43,208	43,351	43,544 ^	43,700
Property Tax Payments Processed	70,234	70,323	68,279	70,500	69,000
Property Taxes Collected - Borough	$99,122,655	$101,488,663	$104,294,104	$109,706,038 ^	$109,061,296
Property Taxes Collected - City of Fairbanks	$14,165,576	$14,291,262	$14,313,328	$14,787,120 ^	$14,655,410
Property Taxes Collected - City of North Pole	$949,158	$1,025,511	$1,026,991	$818,210 ^	$793,290
Property Taxes Collected - Service Areas	$11,207,230	$11,659,085	$12,257,361	$12,781,032 ^	$12,961,787
Property Tax Delinquency Notices Sent	3,850	3,907	3,815	3,679 ^	3,700
Property Tax Certified Letters Mailed	3,139	2,466	2,244	2,500	2,500
Property Tax Adjustments Processed	1,296	1,010	1,090	1,100	1,100
Certificates of Redemption Issued	656	665	536	660	550
Number of Tax Collection Appeals Processed	14	10	7	2 ^	5
Other Revenue Received	$57,101,350	$52,842,626	$50,988,442	$55,000,000	$53,000,000
Other Revenue Payments Processed	11,453	8,463	5,564	9,000	6,000
Hotel/Motel Tax Collected	$2,031,249	$1,853,946	$1,735,740	$1,725,000	$1,740,000
Hotel/Motel Tax Payments Processed	520	547	707	550	600
Number of Hotel/Motel Tax Accounts	60	66	82	66	83
Number of Hotel/Motel Tax Hearings Held	0	0	0	0	0
Alcoholic Beverage Tax Collected	$1,109,107	$1,044,090	$995,277	$1,040,000	$1,000,000
Alcoholic Beverage Tax Payments Processed	917	821	907	890	890
Number of Alcoholic Beverage Tax Accounts	78	75	78	80	80
Tobacco Distribution Excise Tax Collected	$1,464,783	$1,421,403	$1,469,443	$1,425,000	$1,450,000
Tobacco Distribution Excise Tax Payments Processed	71	77	75	72	72
Number of Tobacco Distribution Excise Tax Accounts	8	6	6	6	6
Investments purchased	38	12	6	25	25
Investments matured	24	23	8	25	25
Investments purchased	$166,500,000	$47,500,000	$30,000,000	$125,000,000	$125,000,000
Investments matured	$117,500,000	$86,500,000	$34,986,734	$110,000,000	$110,000,000
Contracts managed: banking, investment, printing, and advertising	44	45	45	45	45
Budgets prepared and balanced (including road and service area budgets)	180	180	180	180	180

* Estimated
^ Adjusted FY2016 estimate

Fairbanks North Star Borough

Personnel Summary
Dept: Financial Services
Sec: Treasury and Budget

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Treasury & Budget Manager	III	1.00	1.00	1.00	112,850	1.00	112,850	1.00	115,700
Asst. Treasury & Budget Manager	II	1.00	1.00	1.00	89,280	1.00	89,280	1.00	91,530
Revenue/Budget Analyst	16	1.00	1.00	1.00	68,410	1.00	68,410	1.00	70,930
Revenue/Budget Analyst	16	1.00	1.00	1.00	78,200	1.00	78,200	1.00	79,870
Treasurer's Asst./Budget Tech	10	1.00	1.00	1.00	77,110	1.00	77,110	1.00	78,740
Treasurer's Assistant II (RU)	10					1.00	68,160	1.00	74,830
Treasurer's Assistant I	8	1.00	1.00	1.00	50,620	1.00	50,620	1.00	54,040
Overtime	OT				16,000		16,000		18,500
Temporaries	TH				19,500		19,500		14,500
Standby	SD				3,500		3,500		3,500
Former Position:									
Treasurer's Assistant	8	1.00	1.00	1.00	68,160				
TOTALS:		7.00	7.00	7.00	583,630	7.00	583,630	7.00	602,140

Footnotes:
(RU) Reclass Position Upgraded

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		FS	TB		7.00	7.00	7.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	FS	TB	50505	529,458	488,224	499,791	NormOpr	PS-Permanent Salaries		11
12	pm	1/23/16	FS	TB	50510	6,850	16,435	12,853	NormOpr	PS-Overtime Wages		12
13	pm	1/23/16	FS	TB	50515	19,825	15,635	10,481	NormOpr	PS-Temporary Salaries		13
14	LW	1/23/16	FS	TB	50520	330,931	307,476	341,523	NormOpr	PS-Benefits		14
15	pm	1/23/16	FS	TB	51105	3,432	2,588	3,945	NormOpr	COMD-Office Supplies		15
16	pm	1/23/16	FS	TB	51106	60	971	759	NormOpr	COMD - Computer Supplies		16
17	pm	1/23/16	FS	TB	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18	pm	1/23/16	FS	TB	51115	2,555	2,280	2,984	NormOpr	COMD-Books and Periodicals		18
19	pm	1/23/16	FS	TB	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20	pm	1/23/16	FS	TB	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21	pm	1/23/16	FS	TB	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22	pm	1/23/16	FS	TB	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	pm	1/23/16	FS	TB	61510	6,368	4,748	8,099	NormOpr	CONTR-Professional Services	Custodial/safekeeping services for investments (Bank of New York)	23
24	pm	1/23/16	FS	TB	61525				NormOpr	CONTR-Communications	Motznik Public Records Database for access to pertinent information for bankruptcies.	24
25	pm	1/23/16	FS	TB	61525	344	279	254	NormOpr	CONTR-Communications	Express mail, mailing of mortgage reports, etc.	25
26	pm	1/23/16	FS	TB	61580	0	257	43	NormOpr	CONTR-Travel	Mileage to outlying departments for assistance with cash management procedures and for sales/use taxes audits	26
27	pm	1/23/16	FS	TB	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Distinguished Budget Presentation Award application fee	27
28	pm	1/23/16	FS	TB	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Government Finance Officers Assn. (GFOA) dues	28
29	pm	1/23/16	FS	TB	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Government Finance Officers Assn. (AGFOA) dues	29
30	pm	1/23/16	FS	TB	61581	1,008	1,008	1,008	NormOpr	CONTR-Profnl Dues/Mtgs	Investment Advisory Committee & budget meeting support	30

Financial Services - Treasury and Budget

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	7.00	7.00	0.00	7.00	7.00	7.00		7.00	
11	548,130	548,130	21,010	569,140	569,140	569,140	Reflects merit step increases, cost of living adjustments and personnel changes.	569,140	11
12	16,000	16,000	2,500	18,500	18,500	18,500	Increase in overtime to reflect actual usage (more than offset by decrease in temporary salaries, including benefits).	18,500	12
13	19,500	19,500	(5,000)	14,500	14,500	14,500	Decrease in temporary salaries to reflect actual usage (some of the decrease is used to cover the increase in overtime).	14,500	13
14	355,040	355,040	14,230	369,270	369,270	369,270	Reflects salary adjustments and benefit rate change.	369,270	14
15	4,020	4,020	0	4,020	4,020	4,020		4,020	15
16	400	400	0	400	400	400		400	16
17	0	0	0	0	0	0		0	17
18	2,600	2,600	0	2,600	2,600	2,600		2,600	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	9,000	9,000	0	9,000	9,000	9,000		9,000	23
24	200	200	0	200		0		0	24
25	200	200	0	200	400	400		400	25
26	40	40	0	40	40	40		40	26
27	550	550	0	550		0		0	27
28	210	210	0	210		0		0	28
29	100	100	0	100		0		0	29
30	260	260	0	260	1,120	1,120		1,120	30

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
31	pm	1/23/16	FS	TB	61582				NormOpr	CONTR-Training	Alaska Government Finance Officers Association (AGFOA) Fall Conference and/or Spring Conference	31
32	pm	1/23/16	FS	TB	61582				NormOpr	CONTR-Training	GFOA training for staff	32
33	pm	1/23/16	FS	TB	61582	3,003	5,861	5,738	NormOpr	CONTR-Training	Investment and collection training for staff	33
34	pm	1/23/16	FS	TB	61610				NormOpr	CONTR-Advertising, Printing & Binding	Property tax bills/notices and supplies	34
35	pm	1/23/16	FS	TB	61610				NormOpr	CONTR-Advertising, Printing & Binding	Budget book - printing, covers, binding, tabs	35
36	pm	1/23/16	FS	TB	61610				NormOpr	CONTR-Advertising, Printing & Binding	Printing of multi-part forms (cash receipts, tax receipts, certified forms) Hotel / Motel Tax, Alcoholic Beverage Tax, and Tobacco Distribution Excise Tax Forms	36
37	pm	1/23/16	FS	TB	61610	20,147	18,524	5,016	NormOpr	CONTR-Advertising, Printing & Binding	Advertising tax due dates	37
38	pm	1/23/16	FS	TB	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		38
39	pm	1/23/16	FS	TB	61710	0	0	3,900	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		39
40	pm	1/23/16	FS	TB	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Property tax bill scanner maintenance contract	40
41	pm	1/23/16	FS	TB	61750	995	995	995	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Office equipment repair and maintenance (date stamp, typewriters, calculators, facsimile)	41
42	pm	1/23/16	FS	TB	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		42
43	pm	1/23/16	FS	TB	61810	0	0	0	NormOpr	CONTR-Rent		43
44	pm	1/23/16	FS	TB	61830	0	0	0	NormOpr	CONTR-Utilities		44
45	pm	1/23/16	FS	TB	61920	0	0	0	NormOpr	CONTR-Equipment Leases		45
46	pm	1/23/16	FS	TB	61950				NormOpr	CONTR-Other Contractual Services	Merchant services for credit card acceptance	46
47	pm	1/23/16	FS	TB	61950				NormOpr	CONTR-Other Contractual Services	Banking services contract - Wells Fargo	47
48	pm	1/23/16	FS	TB	61950				NormOpr	CONTR-Other Contractual Services	Fees for Alaska Rule of Civil Procedure No. 67 account at Wells Fargo Bank of Alaska N.A.	48
49	pm	1/23/16	FS	TB	61950				NormOpr	CONTR-Other Contractual Services	Alaska Court System	49
50	pm	1/23/16	FS	TB	61950				NormOpr	CONTR-Other Contractual Services	Loomis Fargo armored car service	50
51	pm	1/23/16	FS	TB	61950				NormOpr	CONTR-Other Contractual Services	Semi-annual safe combination changes Borough-wide	51
52	pm	1/23/16	FS	TB	61950	200,839	184,921	190,392	NormOpr	CONTR-Other Contractual Services	SymPro Investment Software maintenance agreement	52

Financial Services - Treasury and Budget

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
31	2,300	2,300	0	2,300		0		0	31
32	2,510	2,510	0	2,510		0		0	32
33	950	950	0	950	5,760	5,760		5,760	33
34	8,000	8,000	0	8,000		0		0	34
35	2,500	2,500	0	2,500		0		0	35
36	3,000	3,000	0	3,000		0		0	36
37	3,800	3,800	0	3,800	17,300	17,300		17,300	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	1,250	1,250	0	1,250		0		0	40
41	100	100	0	100	1,350	1,350		1,350	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	21,000	21,000	3,000	24,000		0	Increase based on current year actuals and expected needs.	0	46
47	95,000	95,000	0	95,000		0		0	47
48	12,700	12,130	(12,130)	0		0	Account closed; no longer needed.	0	48
49	500	500	0	500		0		0	49
50	56,000	56,000	0	56,000		0		0	50
51	3,060	3,060	0	3,060		0		0	51
52	7,930	8,500	0	8,500	187,060	187,060		187,060	52

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
53	pm	1/23/16	FS	TB		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		53
54	pm	1/23/16	FS	TB	72001	1,966	867	15,966	NormOpr	CAPITAL-Controlled Assets		54
55	pm	1/23/16	FS	TB	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		55
56	pm	1/23/16	FS	TB	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		56
57	pm	1/23/16	FS	TB	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		57
58	pm	1/23/16	FS	TB	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		58
59	pm	1/23/16	FS	TB	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		59
60	pm	1/23/16	FS	TB	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		60
61	pm	1/23/16	FS	TB	72030	0	0	0	NormOpr	CAPITAL-Library Materials		61
62	pm	1/23/16	FS	TB	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		62
63	pm	1/23/16	FS	TB	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		63
64						**1,127,781**	**1,051,069**	**1,103,747**			**Normal Operations Totals:**	64
65												65
66												66
67												67
68												68
69												69
70												70

Financial Services - Treasury and Budget

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61	0	0	0	0	0	0		0	61
62	0	0	0	0	0	0		0	62
63	0	0	0	0	0	0		0	63
64	**1,176,850**	**1,176,850**	**23,610**	**1,200,460**	**1,200,460**	**1,200,460**		**1,200,460**	64
65									65
66					**1,200,460**	**xcheck total**			66
67									67
68	Amount allocated through staff benefit rate			$ 569,140	27.0%	$ 153,668	Perm wages x 27.0% for Health & life insurance cost		68
69									69
70	Health & life insurance cost by employee			$ 1,720	7	$ 144,480	$1,720 per employee per month x # employees (bodies) x 12 months		70

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PROGRAM BUDGET SUMMARY

FINANCIAL SERVICES – TREASURY AND BUDGET DIVISION - TAX FORECLOSURE SECTION

MISSION/Program Description

The Tax Foreclosure section protects the interests of the majority of taxpayers, those that pay timely, by successfully pursuing delinquent property tax accounts.

Major Long-Term Issues and Concerns

In FY 2015, the tax foreclosure portion of the former Land Management department was moved to the Financial Services department under the Treasury and Budget (T/B) division. T/B continues to evaluate the entire function and its processes.

In FY 16, the Tax Foreclosure Section encountered unique situations with properties in the foreclosure process. This has required a lot of staff time among several departments, and research and development of procedures to ensure equitable treatment of properties in the future. It is expected that the Tax Foreclosure Section will continue to face new and challenging situations.

Objectives for FY 2017

- Complete the 2013 and begin the 2014 tax foreclosure process.
- Continue to evaluate and modify the tax foreclosure processes and procedures.
- Continue to consolidate the first year tax foreclosure processes into the Tax Foreclosure section.

Significant Budget Changes

There are no significant budget changes.

Previous Year's Accomplishments

- Completed the 2012 tax foreclosure cycle through the annual foreclosure sale.
- Worked partway through the 2013 foreclosure cycle through preparation for the expected foreclosure sale in August 2016.
- The transition of transferring Tax Foreclosure from the former Land Management department to the Financial Services department has continued to go smoothly and efficiently due to staff's dedication and cooperation.
- Implemented a new contract for Statute-required litigation reports for tax delinquent properties.
- Successfully hired a permanent tax foreclosure assistant. We had previously been utilizing temporary employees. This will add to the productivity and effectiveness of the division.

Dept: Financial Services
Div: Treasury Budget
Sec: Tax Foreclosure
Measures & Statistical Accomplishments

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Number of parcels available for sale compared to number sold in current fiscal year	20/19	17/16	15/10	25 / 13	25 / 13
Measure 2. Percentage of tax delinquent properties from the end of redemption period to the tax foreclosure sale	3.60%	2.81%	5.06%	5.00%	5.00%
Additional Statistical Accomplishments					
Properties on Judgment / at End of Redemption	1325 / 494	1224 / 556	1206 / 440	1206 / 440 ^	1206 / 440
Courtesy Letters Mailed / Number of Properties	377 / 342	474 / 376	632 / 351	573 / 352 ^	573 / 352
Litigation Reports	181	158	168	184 ^	184
Lienholder-Property Owner Letters / Number of Properties	1393 / 103	1143 / 94	1157 / 93	1157 / 93 ^	1157 / 93
1st Site Inspection / 2nd Inspection and Posting	83 / 39	81 / 41	82 / 45	82 / 45 ^	82 / 45
Properties on Tax Deed	42	46	49	49 ^	49
Properties in Tax Foreclosure Sale / Sold	07 / 16	15 / 10	25 / 13	42 / 19 ^	42 / 19

* Estimated
^ Adjusted FY2016 estimates

Fairbanks North Star Borough

Personnel Summary
Dept: Financial Services
Sec: Tax Foreclosure

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Tax Foreclosure Specialist	14	-	1.00	1.00	85,470	1.00	85,470	1.00	86,000
Tax Foreclosure Assistant	8	-	1.00	0.75	37,960	0.75	37,960	0.75	39,370
Overtime	OT				5,000		5,000		5,000
Temporaries	TH								
TOTALS:		0.00	2.00	1.75	128,430	1.75	128,430	1.75	130,370

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		FS	TF		0.00	0.00	2.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	FS	TF	50505	0	0	89,241	NormOpr	PS-Permanent Salaries		11
12			FS	TF	50510	0	0	4,655	NormOpr	PS-Overtime Wages	After hours meetings and requirements	12
13			FS	TF	50515	0	0	22,773	NormOpr	PS-Temporary Salaries		13
14	lw	1/21/16	FS	TF	50520	0	0	66,387	NormOpr	PS-Benefits		14
15	db	1/21/16	FS	TF	51105	0	0	963	NormOpr	COMD-Office Supplies		15
16	db	1/21/16	FS	TF	51106	0	0	742	NormOpr	COMD - Computer Supplies		16
17	db	1/21/16	FS	TF	51110	0	0	3,338	NormOpr	COMD-Operating Supplies	Supplies for field work/foreclosure	17
18	db	1/21/16	FS	TF	51115	0	0	94	NormOpr	COMD-Books and Periodicals		18
19	db	1/21/16	FS	TF	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies	Supplies to secure tax foreclosed properties	19
20	db	1/21/16	FS	TF	51130	0	0	0	NormOpr	COMD-Clothing Supplies	Safety field gear	20
21	db	1/21/16	FS	TF	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22	db	1/21/16	FS	TF	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	db	1/21/16	FS	TF	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	db	1/21/16	FS	TF	61525				NormOpr	CONTR-Communications	Miscellaneous courier services	24
25	db	1/21/16	FS	TF	61525	0	0	741	NormOpr	CONTR-Communications	Motznik Public Records Database for access to pertinent information necessary to accomplish the tax foreclosure process	25
26	db	1/21/16	FS	TF	61580	0	0	0	NormOpr	CONTR-Travel		26
27	db	1/21/16	FS	TF	61581	0	0	35	NormOpr	CONTR-Profnl Dues/Mtgs	Miscellaneous meeting expenses	27
28	db	1/21/16	FS	TF	61582	0	0	0	NormOpr	CONTR-Training	Miscellaneous locally offered training	28

Financial Services - Treasury Budget/Tax Foreclosure

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	1.75	1.75	0.00	1.75	1.75	1.75		1.75	
11	123,430	123,430	1,940	125,370	125,370	125,370	Reflects merit step increases, cost of living adjustments and personnel changes.	125,370	11
12	5,000	5,000	0	5,000	5,000	5,000		5,000	12
13	0	0	0	0	0	0		0	13
14	80,400	80,400	1,210	81,610	81,610	81,610	Reflects salary adjustments and benefit rate change.	81,610	14
15	850	850	0	850	850	850		850	15
16	400	400	0	400	400	400		400	16
17	810	810	0	810	810	810		810	17
18	150	150	0	150	150	150		150	18
19	300	300	0	300	300	300		300	19
20	240	240	0	240	240	240		240	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	100	100	0	100		0		0	24
25	800	800	0	800	900	900		900	25
26	0	0	0	0	0	0		0	26
27	150	150	0	150	150	150		150	27
28	1,000	1,000	0	1,000	1,000	1,000		1,000	28

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
29	db	1/21/16	FS	TF	61610				NormOpr	CONTR-Advertising, Printing & Binding	Publication of judgment for delinquent taxes as required by A.S. 29.45	29
30	db	1/21/16	FS	TF	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising of tax-foreclosed property sale as required by A.S. 29.45	30
31	db	1/21/16	FS	TF	61610				NormOpr	CONTR-Advertising, Printing & Binding	Printing of tax foreclosure signs to be posted on foreclosed properties	31
32	db	1/21/16	FS	TF	61610	0	0	32,590	Norm Opr	CONTR-Advertising, Printing & Binding	Certified mailing envelopes for tax foreclosure	32
33	db	1/21/16	FS	TF	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		33
34	db	1/21/16	FS	TF	61710	0	0	15,263	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		34
35	db	1/21/16	FS	TF	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		35
36	db	1/21/16	FS	TF	61780	0	0	1,300	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle maintenance	36
37	db	1/21/16	FS	TF	61810	0	0	0	NormOpr	CONTR-Rent		37
38	db	1/21/16	FS	TF	61830	0	0	113	NormOpr	CONTR-Utilities	Payment for utility services on tax foreclosed properties	38
39	db	1/21/16	FS	TF	61920	0	0	160	NormOpr	CONTR-Equipment Leases	Vehicle lease	39
40	db	1/21/16	FS	TF	61950				NormOpr	CONTR-Other Contractual Services	Recording fees for redemption certificates	40
41	db	1/21/16	FS	TF	61950				NormOpr	CONTR-Other Contractual Services	Recording fees for delinquent tax judgment	41
42	db	1/21/16	FS	TF	61950				NormOpr	CONTR-Other Contractual Services	Litigation reports for tax delinquent properties	42
43	db	1/21/16	FS	TF	61950				NormOpr	CONTR-Other Contractual Services	Filing fee for tax foreclosure judgments	43
44	db	1/21/16	FS	TF	61950	0	0	80,908	NormOpr	CONTR-Other Contractual Services	Tax foreclosed properties - contamination / property management contingency	44
45	db	1/21/16	FS	TF		0	0	0	NormOpr	Grants - Local Match & Indirect Cost		45
46	db	1/21/16	FS	TF	72001	0	0	1,641	NormOpr	CAPITAL-Controlled Assets		46
47	db	1/21/16	FS	TF	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		47
48	db	1/21/16	FS	TF	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		48
49	db	1/21/16	FS	TF	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		49
50	db	1/21/16	FS	TF	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		50
51	db	1/21/16	FS	TF	72020	0	0	0	Norm Opr	CAPITAL-Machinery & Equipment		51

Financial Services - Treasury Budget/Tax Foreclosure

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
29	18,000	18,000	0	18,000		0		0	29
30	13,950	13,950	0	13,950		0		0	30
31	1,400	1,400	0	1,400		0		0	31
32	2,200	2,200	0	2,200	35,550	35,550		35,550	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	600	600	(100)	500	500	500	Decrease in vehicle equipment maintenance	500	36
37	0	0	0	0	0	0		0	37
38	600	600	0	600	600	600		600	38
39	160	160	0	160	160	160		160	39
40	30,000	30,000	0	30,000		0		0	40
41	5,000	5,000	0	5,000		0		0	41
42	80,000	80,000	(3,500)	76,500		0	Decrease based on actuals	0	42
43	150	150	0	150		0		0	43
44	13,360	13,360	0	13,360	125,010	125,010		125,010	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
52	db	1/21/16	FS	TF	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		52
53	db	1/21/16	FS	TF	72030	0	0	0	NormOpr	CAPITAL-Library Materials		53
54	db	1/21/16	FS	TF	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		54
55	db	1/21/16	FS	TF	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		55
56						**0**	**0**	**320,944**			**Totals:**	56
57												57
58												58
59												59
60												60
61												61
62												62
63												63
64												64

Revenue - General Fund

65 66 67 68 69	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
70			FS	TF	40625	387,319	317,868	332,073	NormOpr	Foreclosure Fees	Fees to recover cost of foreclosure	70
71						**387,319**	**317,868**	**332,073**			**Totals:**	71
72												72

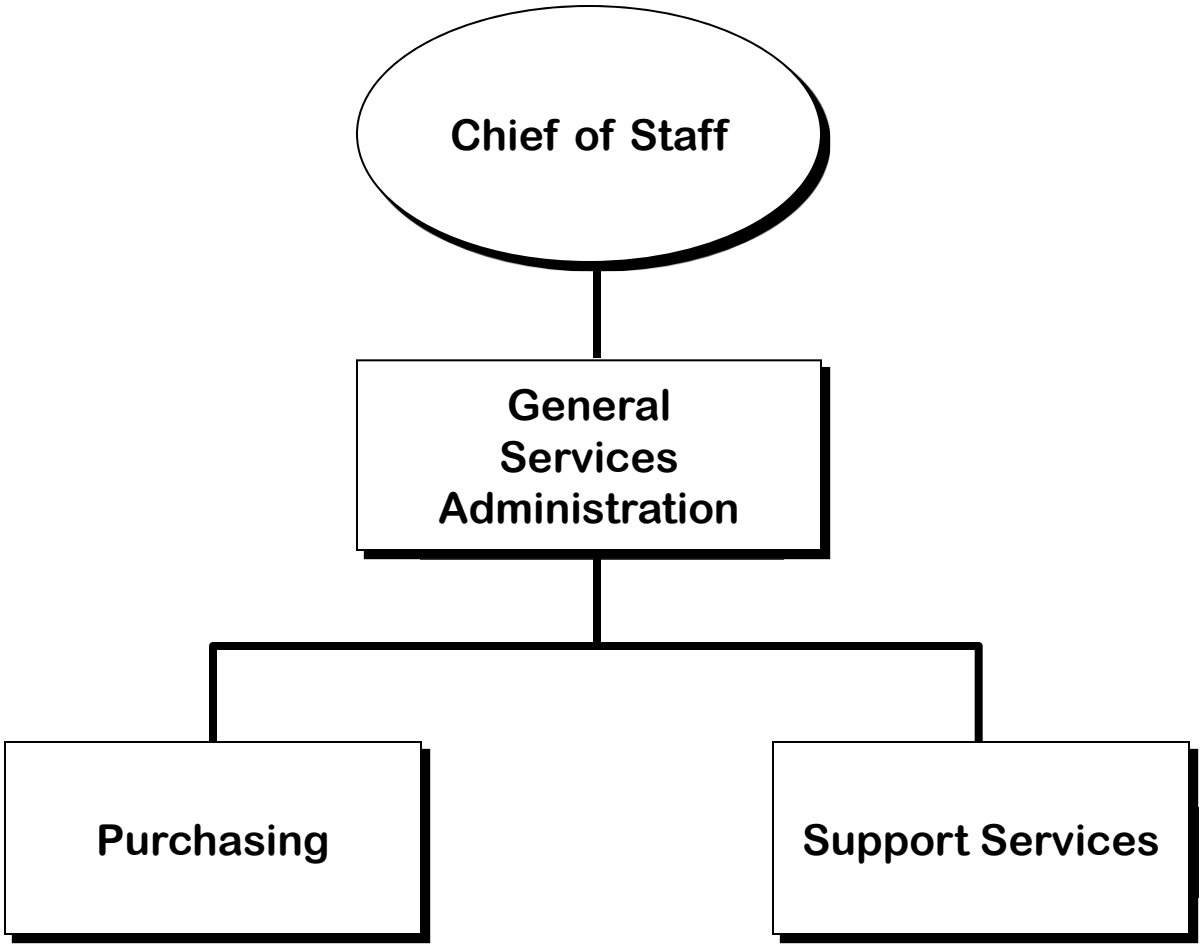
Financial Services - Treasury Budget/Tax Foreclosure

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	**379,050**	**379,050**	**(450)**	**378,600**	**378,600**	**378,600**		**378,600**	56
57									57
58					**378,600**	**check total**			58
59									59
60	Amount allocated through staff benefit rate			$ 125,370	27.0%	$ 33,850	Perm wages x 27.0% Health & life insurance cost		60
61									61
62	Health & life insurance cost by employee			$ 1,720	2.00	$ 41,280	$1,720 per employee per month x # employees (bodies) x 12 months		62
63									63
64									64
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	65 66 67 68 69
70	401,500	401,500	(50,000)	351,500	351,500	351,500	Based on prior year actuals and current year projections	351,500	70
71	**401,500**	**401,500**	**(50,000)**	**351,500**	**351,500**	**351,500**		**351,500**	71
72									72

Dept: Financial Services
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	1,980,077	1,801,542	1,916,144	2,279,600	2,274,973	2,291,790
Overtime Salaries	9,477	30,582	41,073	40,450	40,450	42,950
Temporary Salaries	37,369	34,882	68,502	75,500	75,500	67,350
Benefits	1,265,156	1,160,009	1,298,817	1,459,680	1,456,783	1,468,080
Subtotal:	3,292,079	3,027,015	3,324,536	3,855,230	3,847,706	3,870,170
COMMODITIES						
Office Supplies	11,940	10,021	18,216	15,280	15,280	15,480
Computer Supplies	595	2,009	5,302	2,250	2,250	2,250
Operating Supplies	-	-	3,871	810	810	910
Books and Periodicals	11,943	7,131	10,663	11,400	11,400	11,400
Repair and Maint. Supplies	-	-	-	300	300	300
Clothing Supplies	-	-	-	240	240	240
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	24,478	19,161	38,052	30,280	30,280	30,580
CONTRACTUAL SERVICES						
Professional Services	6,838	9,748	11,859	35,378	35,378	30,378
Communications	344	328	1,120	1,530	1,530	1,530
Travel	660	6,791	593	3,040	10,564	1,240
Professional Dues/Meetings	4,482	3,818	4,550	4,650	4,650	4,730
Training	20,530	19,384	30,628	38,760	38,760	38,760
Advertising, Printing & Binding	24,991	23,661	42,252	58,590	58,590	57,960
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	23,463	-	-	-
Repairs & Maint. -Office Equipment	995	995	1,055	1,650	1,650	1,500
Repairs & Maint. -Other Equipment	-	-	1,300	600	600	500
Rent	-	-	-	-	-	-
Utilities	-	-	113	600	600	600
Equipment Leases	-	-	160	160	160	160
Other Contractual Services	210,564	185,428	277,625	324,840	324,840	312,210
Subtotal:	269,404	250,153	394,718	469,798	477,322	449,568
Grants Match, Indirect, Awaiting Budget	-	-	-	153,432	153,432	117,275
CAPITAL OUTLAY						
Controlled Assets	1,966	6,284	39,163	1,700	1,700	1,700
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	1,966	6,284	39,163	1,700	1,700	1,700
GRAND TOTAL:	3,587,927	3,302,613	3,796,469	4,510,440	4,510,440	4,469,293
FUNDING SOURCES:						
General Fund Revenues						

Department of General Services



PROGRAM BUDGET SUMMARY

DEPARTMENT OF GENERAL SERVICES – ADMINISTRATIVE DIVISION

MISSION/Program Description

THE MISSION OF THE ADMINISTRATION DIVISION IS TO PROVIDE LEADERSHIP AND MANAGEMENT TO THE PURCHASING AND SUPPORT DIVISION STAFF. This division is committed to the delivery of innovative, effective and efficient customer services while maintaining transparency and accountability. This division is also responsible for the Department's table of organization, procedures and policies. The division provides internal administrative support of staff and operations involved in purchasing, reprographics center, JHAC facility, mail services, receptionist, telecommunications, recycling, warehousing and central stores services; fleet management and the disposal of assets for the Borough. In addition, the Administrative Division manages escalated customer service issues, resolves contract administration conflicts, and conducts special projects as they are identified.

Major Long-Term Issues and Concerns

- Office of Management and Budget's 2 CFR 200 Super circular is a major impact on how procurement with federal dollars operates. This change along with the increasing number of grants received, require training and complex requirements. This along with continued assessment by grantors and auditors place a continued burden on the small number of staff within the department.
- Creation and deployment of Borough-wide plan to reduce the footprint of printing devices and printed materials.
- Evaluate workflow; identify opportunities for adoption of automated processes to replace manual systems, increase productivity, and institute data generation capabilities.

Objectives for FY 2017

- Conduct our business to the highest standards of ethics, integrity and compliance.
- Prepare and implement Triennial Goal Methodology for the Disadvantaged Business Enterprise Program.
- Provide transparency and information security in software program operations.
- Conduct customer based training on Title 16 and Federal Procurement Regulations.
- Promote professional growth and development opportunities.
- Update sections of Title 16, Property Acquisition and Disposal.
- Ensure compliance with Borough ordinances and policies, as well as applicable state and federal laws, through continued education of applicable laws and purchasing management techniques.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to cost of living longevity adjustments and benefit rate changes.

Previous Year's Accomplishments

- Conducted customer based training on the Super Circular.
- Participated in the Alaska General Contractor's Symposium.
- Continued to foster the business enterprise program for small businesses.
- Successfully procured construction for Ryan Middle School
- Responded to many requests and inquiries from a broad spectrum of in-house and outside agencies.

See specific GS Divisions for measures and statistical accomplishments

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Personnel Summary
Dept: General Services
Div: Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Chief Procurement Officer	V	1.00	1.00	1.00	108,570	1.00	108,570	1.00	111,320
General Services Manager	II	1.00	1.00	1.00	75,370	1.00	75,370	1.00	73,030
Standby	SD				3,780		3,780		3,780
ONESolution Financial System Project									
General Services Manager (TF)	II		1.00	1.00	44,380	1.00	44,380	1.00	23,810
Less Direct Charges to Projects	II				(44,380)		(44,380)		(23,810)
TOTALS:		2.00	3.00	3.00	187,720	3.00	187,720	3.00	188,130

Footnotes:
(TF) Term Funded Position

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
LW	1/23/16	GS	ADM	50505	2.00	2.00	3.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/20/16	GS	ADM	50505	161,955	173,984	170,569	NormOpr	PS-Permanent Salaries		11
12	cby	1/20/16	GS	ADM	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13	cby	1/20/16	GS	ADM	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	LW	1/20/16	GS	ADM	50520	107,270	106,189	117,866	NormOpr	PS-Benefits		14
15	xby	1/20/16	GS	ADM	51105	89	60	501	NormOpr	COMD-Office Supplies		15
16	xby	1/20/16	GS	ADM	51106	0	75	52	NormOpr	COMD - Computer Supplies		16
17	cby	1/20/16	GS	ADM	51110	0	123	0	NormOpr	COMD-Operating Supplies		17
18	cby	1/20/16	GS	ADM	51115	0	221	324	NormOpr	COMD-Books and Periodicals		18
19	cby	1/20/16	GS	ADM	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20	cby	1/20/16	GS	ADM	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21	cby	1/20/16	GS	ADM	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22	cby	1/20/16	GS	ADM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	cby	1/20/16	GS	ADM	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	cby	1/20/16	GS	ADM	61525	0	0	0	NormOpr	CONTR-Communications		24
25	cby	1/20/16	GS	ADM	61580	704	33	29	NormOpr	CONTR-Travel		25
26	cby	1/20/16	GS	ADM	61581	644	927	0	NormOpr	CONTR-Profnl Dues/Mtgs		26
27	cby	1/20/16	GS	ADM	61582				NormOpr	CONTR-Training	National Institute of Governmental Purchasing Conference	27
28	cby	1/20/16	GS	ADM	61582				NormOpr	CONTR-Training	National Association of Procurement Card Professionals Conference	28
29	cby	1/20/16	GS	ADM	61582				NormOpr	CONTR-Training	Sungard National Users Group Meeting	29
30	cby	1/20/16	GS	ADM	61582	12,014	12,001	9,757	NormOpr	CONTR-Training	Registration Fees for procurement, contract administration and facilities management courses	30
31	cby	1/20/16	GS	ADM	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding		31
32	cby	1/20/16	GS	ADM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		32

General Services - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	3.00	3.00	0.00	3.00	3.00	3.00		3.00	
11	187,720	187,720	410	188,130	188,130	188,130	Net change in personnel costs due to cost of living and longevity adjustments.	188,130	11
12	0	0	0	0	0	0		0	12
13	0	0	0	0	0	0		0	13
14	117,510	117,510	260	117,770	117,770	117,770	Net change is due to salary adjustments and benefit rate.	117,770	14
15	1,000	1,000	0	1,000	1,000	1,000		1,000	15
16	60	60	0	60	60	60		60	16
17	0	0	0	0	0	0		0	17
18	230	230	0	230	230	230		230	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	0	0	0	0	0	0		0	26
27	3,750	3,750	0	3,750		0		0	27
28	3,500	3,500	0	3,500		0		0	28
29	3,000	3,000	0	3,000		0		0	29
30	1,000	1,000	0	1,000	11,250	11,250		11,250	30
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
33	cby	1/20/16	GS	ADM	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		33
34	cby	1/20/16	GS	ADM	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		34
35	cby	1/20/16	GS	ADM	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		35
36	cby	1/20/16	GS	ADM	61810	0	0	0	NormOpr	CONTR-Rent		36
37	cby	1/20/16	GS	ADM	61830	0	0	0	NormOpr	CONTR-Utilities		37
38	cby	1/20/16	GS	ADM	61920	0	0	0	NormOpr	CONTR-Equipment Leases		38
39	cby	1/20/16	GS	ADM	61950	770	0	0	NormOpr	CONTR-Other Contractual Services		39
40	cby	1/20/16	GS	ADM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		40
41	cby	1/20/16	GS	ADM	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		41
42	cby	1/20/16	GS	ADM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		42
43	cby	1/20/16	GS	ADM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		43
44	cby	1/20/16	GS	ADM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		44
45	cby	1/20/16	GS	ADM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		45
46	cby	1/20/16	GS	ADM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		46
47	cby	1/20/16	GS	ADM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		47
48	cby	1/20/16	GS	ADM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		48
49	cby	1/20/16	GS	ADM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		49
50	cby	1/20/16	GS	ADM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		50
51						**283,446**	**293,613**	**299,098**			**Normal Operations Totals:**	51
52												52
53												53
54												54
55												55
56												56
57												57
58												58

General Services - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	**317,770**	**317,770**	**670**	**318,440**	**318,440**	**318,440**		**318,440**	51
52									52
53					**318,440**	**xcheck total**			53
54									54
55	Amount allocated through staff benefit rate			$ 188,130	27.0%	$ 50,795	Perm wages x 27.0% Health & life insurance cost		55
56									56
57	Health & life insurance cost by employee			$ 1,720	3	$ 61,920	$1,720 per employee per month x # employees (bodies) x 12 months		57
58									58

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF GENERAL SERVICES – PURCHASING DIVISION

MISSION/Program Description

THE MISSION OF THE PURCHASING DIVISION IS TO PLAN, MANAGE AND COORDINATE THE PROCUREMENT FUNCTION BY AQUIRING QUALITY MATERIALS AND SERVICES FOR BOROUGH DEPARTMENTS IN A TIMELY AND COST EFFECTIVE MANNER WHILE MAINTAINING AN OPEN AND COMPETITIVE BIDDING ENVIRONMENT. The division directs the purchasing of all supplies, services and construction, and disposal therein, as required by Borough operations and plans for future purchasing challenges. Major responsibilities include overseeing departments' procurement activity for small dollar purchases, administrating the formal solicitation process, administer the P-Card program and issuing all purchase orders. All procurement activity is conducted in accordance with Title 16 to ensure integrity and fairness and equitable treatment of parties and to maximize the value of public funds in compliance with all applicable laws, policies, procedures and business practices.

Major Long Term Issues and Concerns

- Transition of department staff through training of new personnel in borough operations and procurement law including cross-function and collaboration.
- Increased grant activity and complexity with mandates, constant changes to compliance requirements amplifying transparency and accountability.
- P-Card program continues operating on a 100% audit; staffing levels are inadequate to complete our required program mission of growth.
- Necessity for purchasing to utilize an e-procurement system to engage agencies, provide for multiple sources in the industry to bid and achieve the best value for the borough and replace the homegrown access database that continues failing with each Microsoft update.

Objectives for FY 2017

- Development, training and implementation of One Solution Pcard prototype module.
- Implementation of the on-line purchase module to expedite purchase orders and to provide real-time accounting for Administrative personnel. Ongoing training and development.
- Support the purposes and goals of the Borough.
- Continue to utilize cooperative purchasing agreements to achieve substantial price discounts and reduce procurement timelines.
- Develop relationships with small, minority, and women-owned vendors.
- To provide timely responsive support to our client agencies, the departments.
- Encourage and generate participation of and award to local bidders in all Borough procurements.
- Monitor vendor performance to insure accountability.
- Provide training opportunities for staff on federal grant fund procurement activity compliance.
- Initiate P-Card efficiencies and updates to our current program

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to longevity adjustments and benefit rate changes.
- The FY 2017 reflects a move of .5 FTE in Purchasing to Support Services.

Previous Year's Accomplishments

- P-Card Training for new cardholders and refresher training for existing. Co-operative effort with Finance to simplify and grow the program based on previous Best Practices Review.
- Core participant in development of One Solution project.
- Provided procurement training to new employees.

Dept: General Services
Div: Purchasing
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent of IFB's awarded to local bidders	84%	75%	84%	85%	85%
Measure 2. Percent of purchase orders processed and sent to vendor within one day	94%	95%	92%	90%	94%
Measure 3. Avg. time (in days) required to review/prepare formal solicitation for publication for IFB's	23	20	14	12	12
Measure 4. Avg. time (in days) required to review/prepare formal solicitationfor publication for RFP's	71	47	24	22	22
Measure 5. Percent of cost savings to Borough as represented by the difference between the highest and lowest bid prices.	36%	38%	46%	35%	35%

Additional Statistical Accomplishments

Processing of Purchasing Documents					
Purchase Orders	2,496	2,730	2,716	2,800	2,850
Wood stove change out program	615	411	715	360	320
Procurement Card Transactions	6,170	8,302	8,675	9,000	9,000
Procurement Card Expenditures (in dollars)	1,252,404	1,774,410	2,148,265	2,300,000	2,500,000
Travel Authorizations	246	239	227	230	220
Change Notices to Purchase Orders Line Items	2,781	2,955	2,348	2,300	2,300
New Vendor Setup and W-9 Information Requests	890	947	1,244	950	1,000
Recodes, Liquidates and Rollovers of PO's	1,111	1,555	1,146	1,100	1,150
Check Requests	660	617	587	510	550
Credit Cards Issued	115	160	119	136	140
P-Card Reconciller/Approver/Admin		70	90	92	92
Formal Procurement Process					
Invitations for Bid issued	75	72	83	85	85
Requests for Proposal issued	25	30	20	25	25
Other procurement solicitations	13	10	14	14	14
Contract issued	199	137	145	150	150
Cash Receipts for IFB/RFP received	80	41	38	40	40
Miscellaneous Transactions	5	10	12	10	10
Invoiced Purchases					
Payments made	85	119	208	220	220
Journal entries processed	530	753	1,125	1,300	1,300

*Estimated

Personnel Summary
Dept: General Services
Div: Purchasing

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Procurement Specialist	11	1.00	1.00	1.00	57,120	1.00	57,120	1.00	59,170
General Services Tech I (RG)	8	1.00	1.00	1.00	68,160	1.00	68,160	1.00	68,590
General Services Tech I	7	1.00	1.00	1.00	55,900	1.00	55,900	1.00	57,090
General Services Tech I	7	1.00	1.00	1.00	55,900	1.00	55,900	1.00	57,090
General Services Clerk I (T)	7	0.50	0.50	0.50	31,960	0.50	31,960		
Overtime	OT				8,000		8,000		8,000
Temporary	TH				12,000		12,000		12,000
Standby	SD				3,530		3,530		3,530
ONESolution Financial System Project									
General Services Tech I (TF)	7		1.00	1.00	29,350	1.00	29,350	1.00	15,750
Less Direct Charges to Projects	7				(29,350)		(29,350)		(15,750)
TOTALS:		4.50	5.50	5.50	292,570	5.50	292,570	5.00	265,470

Footnotes:
(RG) Reclassification -Position downgraded/Employee grandfathered in position
(TF) Term Funded Position
(T) Position transferred to Support Services

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
LW	1/18/16	GS	PCH	50505	3.50	4.50	5.50	NormOpr	PS-FTE		

Operating Budget

11	LW	1/23/16	GS	PCH	50505	212,376	256,848	231,777	NormOpr	PS-Permanent Salaries		11
12	cby	1/21/16	GS	PCH	50510	7,635	16,998	5,699	NormOpr	PS-Overtime Wages		12
13	cby	1/21/16	GS	PCH	50515	17,032	8,275	15,645	NormOpr	PS-Temporary Salaries	Casual Clerical Pool	13
14	LW	1/23/16	GS	PCH	50520	136,106	157,881	149,200	NormOpr	PS-Benefits		14
15	cby	1/21/16	GS	PCH	51105	3,237	1,998	2,570	NormOpr	COMD-Office Supplies		15
16	cby	1/21/16	GS	PCH	51106	1,063	537	26	NormOpr	COMD - Computer Supplies		16
17	cby	1/21/16	GS	PCH	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18	cby	1/21/16	GS	PCH	51115	361	829	666	NormOpr	COMD-Books and Periodicals		18
19	cby	1/21/16	GS	PCH	51120	0	0	51	NormOpr	COMD-Repair and Maint. Supplies		19
20	cby	1/21/16	GS	PCH	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21	cby	1/21/16	GS	PCH	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22	cby	1/21/16	GS	PCH	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	cby	1/21/16	GS	PCH	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	cby	1/21/16	GS	PCH	61525	0	0	0	NormOpr	CONTR-Communications		24
25	cby	1/21/16	GS	PCH	61580	0	0	20	NormOpr	CONTR-Travel	Mileage	25
26	cby	1/21/16	GS	PCH	61581				NormOpr	CONTR:Profnl Dues/Mtgs	Alaska Chapter of National Association of Purchasing Management	26
27	cby	1/21/16	GS	PCH	61581				NormOpr	CONTR:Profnl Dues/Mtgs	National Association of Purchasing Card Professionals	27
28	cby	1/21/16	GS	PCH	61581	554	291	1,298	NormOpr	CONTR-Profnl Dues/Mtgs	National Institute of Government Purchasing	28
29	cby	1/21/16	GS	PCH	61582				NormOpr	CONTR-Training	NTI Federal Grants Training	29
	cby	1/21/16	GS	PCH	61582	2,774	10,465	4,945	NormOpr	CONTR-Training	NIGP sponsored courses and other webinar purchasing related training	30

General Services - Purchasing

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	5.50	5.50	(0.50)	5.00	5.00	5.00	.50 FTE to transferred to Support Services	5.00	
11	272,570	272,570	(27,100)	245,470	245,470	245,470	Net change in personnel costs due to longevity adjustments.	245,470	11
12	8,000	8,000	0	8,000	8,000	8,000		8,000	12
13	12,000	12,000	0	12,000	12,000	12,000		12,000	13
14	176,800	176,800	(16,960)	159,840	159,840	159,840	Net change is due to salary adjustments and benefit rate.	159,840	14
15	2,500	2,500	0	2,500	2,500	2,500		2,500	15
16	410	410	0	410	410	410		410	16
17	0	0	0	0	0	0		0	17
18	450	450	0	450	450	450		450	18
19	0	24	(24)	0	0	0	One time purchase FY16.	0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	100	100	0	100	100	100		100	25
26	140	140	0	140		0		0	26
27	690	690	0	690		0		0	27
28	410	410	0	410	1,240	1,240		1,240	28
29	2,600	2,600	0	2,600		0		0	29
30	2,200	2,725	(2,725)	0	2,600	2,600	Reduced the line item as many of the NIGP courses offer webinars at no cost with membership.	2,600	30

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
31	cby	1/21/16	GS	PCH	61610	139	98	120	NormOpr	CONTR-Advertising, Printing & Binding	Advertising for RFP, IFB, RFQ, Surplus Sales, and other miscellaneous announcements	31
32	cby	1/21/16	GS	PCH	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		32
33	cby	1/21/16	GS	PCH	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		33
34	cby	1/21/16	GS	PCH	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		34
35	cby	1/21/16	GS	PCH	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		35
36	cby	1/21/16	GS	PCH	61810	0	0	0	NormOpr	CONTR-Rent		36
37	cby	1/21/16	GS	PCH	61830	0	0	0	NormOpr	CONTR-Utilities		37
38	cby	1/21/16	GS	PCH	61920	0	0	0	NormOpr	CONTR-Equipment Leases		38
39	cby	1/21/16	GS	PCH	61950	0	7,806	13,825	NormOpr	CONTR-Other Contractual Services		39
40	cby	1/21/16	GS	PCH		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		40
41	cby	1/21/16	GS	PCH	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		41
42	cby	1/21/16	GS	PCH	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		42
43	cby	1/21/16	GS	PCH	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		43
44	cby	1/21/16	GS	PCH	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		44
45	cby	1/21/16	GS	PCH	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		45
46	cby	1/21/16	GS	PCH	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		46
47	cby	1/21/16	GS	PCH	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		47
48	cby	1/21/16	GS	PCH	72030	0	0	0	NormOpr	CAPITAL-Library Materials		48
49	cby	1/21/16	GS	PCH	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		49
50	cby	1/21/16	GS	PCH	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		50
51						**381,277**	**462,026**	**425,842**			**Normal Operations Totals:**	51
52												52
53												53
54												54
55												55
56												56
57												57
58												58

General Services - Purchasing

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
31	220	713	(493)	220	220	220	Reivsed to approved budget.	220	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	0	775	(775)	0	0	0	One time purchase of product codes for One Solution..	0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	**479,090**	**480,907**	**(48,077)**	**432,830**	**432,830**	**432,830**		**432,830**	51
52									52
53					**432,830**	**xcheck total**			53
54									54
55	Amount allocated through staff benefit rate			$ 245,470	27.0%	$ 66,277	Perm wages x 27.0% Health & life insurance cost		55
56									56
57	Health & life insurance cost by employee			$ 1,720	5.00	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		57
58									58

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF GENERAL SERVICES – SUPPORT SERVICES DIVISION

MISSION/Program Description

THE MISSION OF THE SUPPORT SERVICES DIVISION IS TO PROVIDE SUPPORT TO BOROUGH DEPARTMENTS AND OVERSEE THE JUANITA HELMS ADMINISTRATIVE CENTER (JHAC) FACILITY. Included in the division are warehouse operations, central stores, reprographics, mail services, the Photo ID program, JHAC receptionist services, telecommunications, surplus disposal, recycling, fleet-services, office remodels and JHAC facilities management, Borough-wide janitorial services and the Borough-wide copier program.

Major Long-Term Issues and Concerns

- Train new staff and provide them with valuable knowledge internally and externally in order to maximize support to Borough employees.
- The JHAC building exterior requires renovation to include a new vapor barrier. In many locations, the carpet is over twenty years old and is fairly worn. In addition, the carpet does not provide the anti-static protection necessary for modern office computer systems.
- Concerns about renewable energy, promoting and encouraging resource management in the JHAC facility.
- The North Pole Warehouse is used basically for limited storage. The facility is aging and now vacant. The utility costs are considerable.

Objectives for FY 2017

- Partner with PW to facilitate paving and painting outside at JHAC in summer of 2016.
- Partner with PW to facilitate re-carpeting of the JHAC first floor.
- Establish a Borough-wide plan to reduce copiers, printers, and paper use.
- Streamline transfer of assets; promote recycling of electronic surplus assets.
- Promote “green” processes to our customers and departmental divisions.
- Cross-train employees to ensure consistent customer service delivery to the departments.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to longevity adjustments and benefit rate changes.

Previous Year’s Accomplishments

- Completion of the Computer Services offices on the second floor of JHAC. Successfully reconfigured the CS work space to accommodate increase in energy requirement, hardware requirements and additional employees.
- On line auction items sold in batches/bundles resulted in more items sold for more revenue with fewer staff hours.
- Partial rental of the unused space at the North Pole Warehouse for the summer months.
- Established a new wireless contract. Exchange of all hardware.
- Comprehensive wireless communications contract issued. Borough-wide replacement of all aged hardware.

Dept: General Services
Div: Support Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percentage of copy jobs completed by due date	99%	99%	99%	99%	99%
Measure 2. Percentage of staff time used to address BAC facility issues/month	66%	70%	25%	20%	20%
Measure 3. Percentage reduction of Borough Wide paper use			3.5 M 100%	-3%	-3%
Measure 4. Percentage of staff time used to address Borough-wide janitorial issues		35%	40%	10%	10%
Measure 5. Percentage of staff time on surplus		30%	35%	40%	35%
Measure 6. Electronic documents that require graphic design and layout prior to printing		46%	48%	48%	48%

Additional Statistical Accomplishments

Borough Admin Center Facility Support					
Facility workorders processed	230	224	388	275	275
Janitorial/Security contracts-Requests for Action	300	525	340	320	320
Fleet Vehicles dispatched to the field	265	327	261	240	240
Fleet Vehicles dispatched for maintenance	10	11	10	10	10
Total Assets accepted at the warehouse for sale	205	330	313	500	350
Surplus items sold through electronic bidding	93	260	280	150	150
Donated assets to the community**		46	8	7	7
Mail-Warehouse/Reprographics/Photo ID Services					
Reprographic Copies	1,734,610	1,654,218	1,278,605	1,200,000	1,400,000
CD copies	325	462	487	400	400
Photo ID Cards Issued	391	430	365	400	400
Volume of Incoming Mail (by foot)	759	800	688	700	700
Volume of Outgoing Mail (by piece)	89,200	89,201	90,000	95,000	90,000
Central Supply Units Delivered	3,210	3,100	3,200	3,200	3,200
Copiers Maintained by GS Department	39	40	41	41	41
Replacement Copiers Purchased/Leased	6	8	0	6	6
Invoiced Purchases					
Payments Made	915	1,021	1,179	1,150	1,188
Journal Entries Completed	2,085	2,229	2,081	1,950	1,998
Ipad/Tablets w/ Data	12	37	38	27	40
Other Data Devices; mifi, Router			13	21	30
Cellular Phone			117	90	100

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: General Services
Div: Support Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
General Services Technician II	9	1.00	1.00	1.00	59,950	1.00	59,950	1.00	61,220
General Services Clerk I (T)	7	0.50	0.50	0.50	31,960	0.50	31,960	1.00	49,210
Switchboard Operator/Receptionist	4	1.00	1.00	1.00	59,720	1.00	59,720	1.00	60,070
Overtime	OT				5,000		5,000		5,000
Temporary	TH				7,000		7,000		7,000
Standby	SD				3,440		3,440		3,440
TOTALS:		2.50	2.50	2.50	167,070	2.50	167,070	3.00	185,940

Footnotes:
(T) Position transferred from Purchasing

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		GS	SS	50505	2.50	2.50	2.50	2.50	PS-FTE		

Operating Budget

11	LW	1/21/16	GS	SS	50505	134,729	143,952	137,763	NormOpr	PS-Permanent Salaries		11
12	dg		GS	SS	50510	1,595	7,652	3,928	NormOpr	PS-Overtime Wages		12
13	dg		GS	SS	50515	8,510	5,354	25,998	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	GS	SS	50520	83,460	89,387	91,650	NormOpr	PS-Benefits		14
15	dg		GS	SS	51105	1,704	1,136	870	NormOpr	COMD-Office Supplies		15
16	dg		GS	SS	51106	1,196	596	2,455	NormOpr	COMD - Computer Supplies		16
17	dg		GS	SS	51110				NormOpr	COMD-Operating Supplies	Motor vehicle supplies	17
18	dg		GS	SS	51110	46,263	49,807	29,723	NormOpr	COMD-Operating Supplies	Borough wide paper products, Reprographic Center supplies and cell phone replacements	18
19	dg		GS	SS	51115	1,368	0	0	NormOpr	COMD-Books and Periodicals		19
20	dg		GS	SS	51120	123	273	129	NormOpr	COMD-Repair and Maint. Supplies	Miscellaneous janitorial supplies for the Warehouse and JHAC buildings.	20
21	dg		GS	SS	51130	201	11	88	NormOpr	COMD-Clothing Supplies		21
22	dg		GS	SS	51210				NormOpr	COMD-Motor Fuels and Lubricants	General Services Support staff vehicle.	22
23	dg		GS	SS	51210	4,030	4,744	4,301	NormOpr	COMD-Motor Fuels and Lubricants	JHAC building motor pool vehicles	23
24	dg		GS	SS	51250	0	0	0	NormOpr	COMD-Equipment Parts		24
25	dg		GS	SS	61510	0	0	0	NormOpr	CONTR-Professional Services		25
26	dg		GS	SS	61525				NormOpr	CONTR-Communications	Borough-Wide Phone Services	26
27	dg		GS	SS	61525				NormOpr	CONTR-Communications	Long Distance Service	27
28	dg		GS	SS	61525				NormOpr	CONTR-Communications	Satellite Phones	28
29	dg		GS	SS	61525				NormOpr	CONTR-Communications	Postage (regular, bulk, business reply, express service, post office box and postage machine rental)	29
30	dg		GS	SS	61525	269,451	281,458	370,722	NormOpr	CONTR-Communications	Borough Wide Wireless Services : hot spots, tablets, cells and routers.	30

General Services - Support Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved
	2.50	2.50	0.50	3.00	3.00	3.00	.50 FTE transferred from Purchasing	3.00

11	155,070	155,070	18,870	173,940	173,940	173,940	Net change in personnel costs due to longevity adjustments.	173,940	11
12	5,000	5,000	0	5,000	5,000	5,000		5,000	12
13	7,000	7,000	0	7,000	7,000	7,000		7,000	13
14	100,880	100,880	11,820	112,700	112,700	112,700	Net change is due to salary adjustments and benefit rate.	112,700	14
15	1,000	1,700	(700)	1,000	1,000	1,000	Revised to Approved budget.	1,000	15
16	1,000	1,000	0	1,000	1,000	1,000		1,000	16
17	350	350	0	350		0		0	17
18	49,460	49,460	0	49,460	49,810	49,810		49,810	18
19	0	500	(280)	220	220	220	Decrease based on current requirement.	220	19
20	1,000	1,000	(850)	150	150	150	General Services is sharing the warehouse with the Maintenance division who has absorbed the majoirty of the janitorial supplies.	150	20
21	200	200	0	200	200	200		200	21
22	2,000	2,000	500	2,500		0	Increase based on historic actuals and future requirements.	0	22
23	3,000	3,000	(1,000)	2,000	4,500	4,500	Decrease based on reduction in motor pool vehicles.	4,500	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	95,350	95,350	12,650	108,000		0	Increase based on historic actuals and future requirements to include new service at Birch Hill, Pioneer Park and updating an archaic system at Facilities Maintenance.	0	26
27	5,800	5,800	0	5,800		0		0	27
28	2,350	2,350	(350)	2,000		0	Decrease in satellite phone.	0	28
29	142,000	142,000	(6,460)	135,540		0	Reduction in mailing due to increase in wireless tablets.	0	29
30	58,400	56,683	1,717	58,400	309,740	309,740	This expense also covers additional devices based on current requirements.	309,740	30

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
31	dg		GS	SS	61580	0	85	0	NormOpr	CONTR-Travel	Staff Mileage	31
32	dg		GS	SS	61581	85	95	157	NormOpr	CONTR-Profnl Dues/Mtgs		32
33	dg		GS	SS	61582	1,344	2,675	0	NormOpr	CONTR-Training	Reprographic Equipment Technical Training	33
34	dg		GS	SS	61610	12,764	8,767	10,531	NormOpr	CONTR-Advertising, Printing & Binding	Maintain Central Supply stock	34
35	dg		GS	SS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		35
36	gd		GS	SS	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Service (BAC)	36
37	gd		GS	SS	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Misc. Building Maintenance (BAC)	37
38	dg		GS	SS	61710				NormOpr	CONTR-Repairs & Maint- Bldg. & Grounds	JHAC Health/Safety Issues and Support	38
39	dg		GS	SS	61710	100,431	113,884	202,428	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	JHAC Window Washing	39
40	dg		GS	SS	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Borough Wide Photo Copier Maintenance	40
41	dg		GS	SS	61750				NormOpr	CONTR-Repairs & Maint. - Office Equipment	Folder/Inserter Maintenance	41
42	dg		GS	SS	61750				NormOpr	CONTR-Repair & Maint. Office Equipment	Heat Tape Binder	42
43	dg		GS	SS	61750				NormOpr	CONTR-Repairs & Maint.- Office Equipment	Reprographic Copy Charges	43
44	dg		GS	SS	61750	47,099	78,798	85,260	NormOpr	CONTR-Repairs & Maint - Office Equipment	Copier clicks	44
45	dg		GS	SS	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle Maintenance Repair GS	45
46	dg		GS	SS	61780	8,800	5,834	6,800	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle Maintenance Repair Fleet	46
47	gd		GS	SS	61810	0	0	0	NormOpr	CONTR-Rent		47
48	gd		GS	SS	61830				NormOpr	CONTR-Utilities	JHAC Recycling Plan	48
49	gd		GS	SS	61830	8,390	8,381	9,459	NormOpr	CONTR-Utilities	Dumpster Services for JHAC and tipping fees	49
50	dg		GS	SS	61920				NormOpr	CONTR-Equipment Leases	Borough Leased Copiers	50
51	dg		GS	SS	61920				NormOpr	CONTR-Equipment Leases	Digital Mailing System-Lease Payment	51
52	dg		GS	SS	61920				NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge GS	52
53	dg		GS	SS	61920	167,511	139,843	152,564	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge Fleet	53

General Services - Support Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
31	100	100	0	100	100	100		100	31
32	0	0	0	0	0	0		0	32
33	1,580	280	0	280	280	280		280	33
34	8,000	8,000	2,000	10,000	10,000	10,000	JHAC change of address required advertising and reprinting of all forms and signage.	10,000	34
35	0	0	0	0	0	0		0	35
36	71,240	71,240	0	71,240		0		0	36
37	9,310	9,310	0	9,310		0		0	37
38	8,900	8,900	0	8,900		0		0	38
39	3,000	3,000	0	3,000	92,450	92,450		92,450	39
40	41,000	41,000	0	41,000		0		0	40
41	1,500	1,500	0	1,500		0		0	41
42	500	500	0	500		0		0	42
43	65,000	65,000	(25,000)	40,000		0	Moved to Leases Line 50. Pro-ration of the color press useage charged as a lease item.	0	43
44	25,830	25,830	0	25,830	108,830	108,830		108,830	44
45	1,900	1,900	480	2,380		0	Increase in charges for Vehicle Equipment Fleet Repairs and Maintenance	0	45
46	7,600	7,600	1,920	9,520	11,900	11,900	Increase in charges for Vehicle Equipment Fleet Repairs and Maintenance	11,900	46
47	0	0	0	0	0	0		0	47
48	2,400	2,400	(2,400)	0	0	0	Budget reduction as current recycler is disbanding services.	0	48
49	7,500	7,500	1,000	8,500	8,500	8,500	Increase based on future requirements.	8,500	49
50	150,600	150,600	25,000	175,600		0	Increase as the leased portion was moved from Repair and Maintenance Line 45.	0	50
51	8,300	8,300	0	8,300		0		0	51
52	3,090	3,090	1,970	5,060		0	Increase for Vehicle Equipment Leases	0	52
53	15,090	15,090	9,600	24,690	213,650	213,650	Increase for Vehicle Equipment Leases	213,650	53

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
54	dg		GS	SS	61950				NormOpr	CONTR-Other Contractual Services	Modular Furniture Reconfigurations	54
55	dg		GS	SS	61950				NormOpr	CONTR-Other Contractual Services	Moving services, license fees, borough wide membership fees, JHAC capital asset appraisals	55
56	dg		GS	SS	61950	61,797	56,690	69,357	NormOpr	CONTR-Other Contractual Services	Borough Security Services (JHAC)	56
57	gd		GS	SS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		57
58	dg		GS	SS	72001	24,896	19,065	33,111	NormOpr	CAPITAL-Controlled Assets	Misc.Modular Furniture Components	58
59	gd		GS	SS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		59
60	dg		GS	SS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		60
61	dg		GS	SS	72012	0	0	5,530	NormOpr	CAPITAL-Office Equipment		61
62	dg		GS	SS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		62
63	dg		GS	SS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		63
64	gd		GS	SS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		64
65	gd		GS	SS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		65
66	dg		GS	SS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		66
67	dg		GS	SS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		67
68						**985,747**	**1,018,487**	**1,242,824**			**Normal Operations Totals:**	68
69												69
70												70
71												71
72												72
73												73
74												74
75												75

General Services - Support Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
54	20,000	20,000	8,000	28,000		0	Increase due to recarpet project of the JHAC third Floor , Legal, HR, Public Works and Finance Departments.	0	54
55	7,930	7,930	0	7,930		0		0	55
56	49,700	49,700	5,300	55,000	90,930	90,930	Increase anticipated due to new contract and increased labor rates.	90,930	56
57	0	0	0	0	0	0		0	57
58	21,000	21,000	9,000	30,000	30,000	30,000	Increase due to recarpet project of the JHAC third Floor , Legal, HR, Public Works and Finance Departments.	30,000	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61						0		0	61
62	0	0	0	0	0	0		0	62
63	0	0	0	0	0	0		0	63
64	0	0	0	0	0	0		0	64
65	0	0	0	0	0	0		0	65
66	0	0	0	0	0	0		0	66
67	0	0	0	0	0	0		0	67
68	**1,160,930**	**1,159,113**	**72,787**	**1,231,900**	**1,231,900**	**1,231,900**		**1,231,900**	68
69									69
70					**1,231,900**	**xcheck total**			70
71									71
72	Amount allocated through staff benefit rate			$ 173,940	27.0%	$ 46,964	Perm wages x 27.0% Health & life insurance cost		72
73									73
74	Health & life insurance cost by employee			$ 1,720	3.00	$ 61,920	$1,720 per employee per month x # employees (bodies) x 12 months		74
75									75

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
76	**Revenue - General Fund**											76
77	b	c	d	e	f	g	h	i	j	k	l	
78												
79					Object	FY 12/13	FY 13/14	FY 14/15	Program			
80	By	Date	Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	
81					Number							
82			GS	SS	45045	600	870	870	Norm Opr	CONTR-Other Contractual Services	Photo Id Replacement Cards	82
83												83
84											**Normal Operations Totals:**	84
85												85
86												86

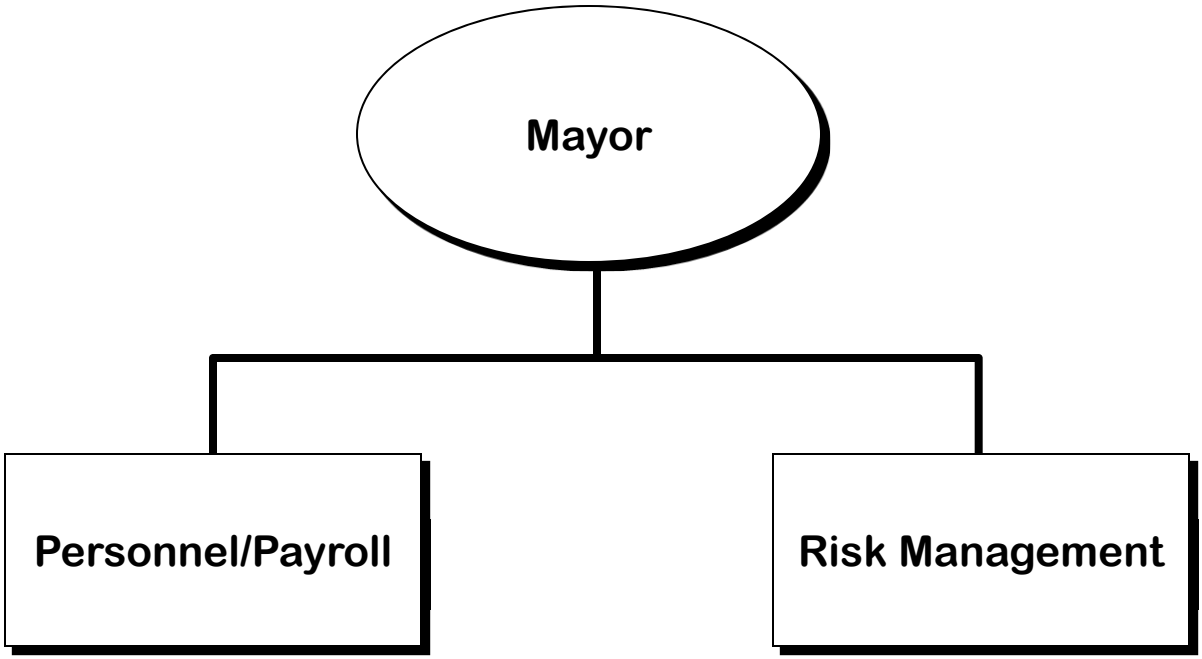
General Services - Support Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
76									76
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	77 78 79 80 81
82	870	870	0	870	870	870		870	82
83			0			0		0	83
84	**870**	**870**	**0**	**870**	**870**	870		870	84
85									85
86					**870 xcheck total**				86

Dept: General Services
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	509,060	574,784	540,109	615,360	615,364	607,540
Overtime Wages	9,230	24,650	9,627	13,000	13,000	13,000
Temporary Salaries	25,542	13,629	41,643	19,000	19,000	19,000
Benefits	326,836	353,457	358,716	395,190	395,186	390,310
Subtotal:	870,668	966,520	950,095	1,042,550	1,042,550	1,029,850
COMMODITIES						
Office Supplies	5,030	3,193	3,941	4,500	5,200	4,500
Computer Supplies	2,259	1,208	2,533	1,470	1,470	1,470
Operating Supplies	46,263	49,930	29,723	49,810	49,810	49,810
Books and Periodicals	1,729	1,050	990	680	1,180	900
Repair and Maint. Supplies	123	273	180	1,000	1,024	150
Clothing Supplies	201	11	88	200	200	200
Motor Fuels and Lubricants	4,030	4,744	4,301	5,000	5,000	4,500
Equipment Parts	-	-	-	-	-	-
Subtotal:	59,635	60,409	41,756	62,660	63,884	61,530
CONTRACTUAL SERVICES						
Professional Services	-	-	-	-	-	-
Communications	269,451	281,458	370,722	303,900	302,183	309,740
Travel	704	118	49	200	200	200
Professional Dues/Meetings	1,283	1,313	1,455	1,240	1,240	1,240
Training	16,132	25,141	14,702	17,630	16,855	14,130
Advertising, Printing & Binding	12,903	8,865	10,651	8,220	8,713	10,220
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	100,431	113,884	202,428	92,450	92,450	92,450
Repairs & Maint. -Office Equipment	47,099	78,798	85,260	133,830	133,830	108,830
Repairs & Maint. -Other Equipment	8,800	5,834	6,800	9,500	9,500	11,900
Rent	-	-	-	-	-	-
Utilities	8,390	8,381	9,459	9,900	9,900	8,500
Equipment Leases	167,511	139,843	152,564	177,080	177,080	213,650
Other Contractual Services	62,567	64,496	83,182	77,630	78,405	90,930
Subtotal:	695,271	728,131	937,272	831,580	830,356	861,790
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	24,896	19,065	33,111	21,000	21,000	30,000
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	5,530	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	24,896	19,065	38,641	21,000	21,000	30,000
GRAND TOTAL:	1,650,470	1,774,125	1,967,764	1,957,790	1,957,790	1,983,170
FUNDING SOURCE:						
General Fund Revenues						
Replacement photo ID cards						870

Department of Human Resources



PROGRAM BUDGET SUMMARY

DEPARTMENT OF HUMAN RESOURCES – PERSONNEL/PAYROLL DIVISION

MISSION/Program Description

THE MISSION OF THE PERSONNEL/PAYROLL DIVISION IS TO PROVIDE PROFESSIONAL SERVICES TO THE BOROUGH AND TO ENSURE ADEQUATE LEVELS OF HUMAN CAPITAL ARE AVAILABLE WHEN NEEDED. Maintain a quality personnel/payroll resource management system and maintain legal employment practices that support strategic Borough goals and fulfill workforce needs. Develop workforce strategic planning process and programs; provide and coordinate meaningful employee training programs. Serve as liaison between management and the various unions.

Major Long-Term Issues and Concerns

- Ability to attract qualified applicants. Recruiting difficulties continue for highly technical positions.
- Maintaining and updating knowledge of ever changing regulations.
- Integration of ONESolution capabilities into our business practices.

Objectives for FY 2017

- Provide human resource services for the Borough and its employees. Maintain current personnel, payroll, employment, and financial policies/practices to ensure compliance with changing federal and state law.
- Provide contract management for Alaska Public Employees Association (APEA), Laborers' Local 942, and Alaska State Employees Association (ASEA) collective bargaining agreements.
- Continue to refine and enhance procedures, workflow, and training to managers, timekeepers and Borough employees using the NOVATime and Attendance software and its integration with the payroll system.
- Provide employee support for Employee Online Self Service.
- Complete ONESolution financial systems software for HR and Payroll.
- Conduct a review of job classifications and standardize job descriptions.
- Continue oversight of the Workforce Strategic Plan, including various components such as career laddering, staff training, development, and retention strategies.
- Manage grievances and other complaints. Respond to Labor Relations Agency, EEOC, ASCHR and other Government Agency requests. Respond to ethics complaints.
- Coordinate Equal Employment Opportunity (EEO) service function, ensuring that the Borough's Affirmative Action Program provides fair and equitable treatment in all aspects of the employment process.
- Respond to Family Medical Leave (FML) and ADA reasonable accommodation requests, and manage both programs.
- Continue support to the Policy Review Committee by reviewing and updating Borough-wide policies and procedures.
- Complete FTA Tri-Annual Drug & Alcohol & EEO Audit.

Significant Budget Changes

None.

Previous Year's Accomplishments

- Continued work to prepare for transition to ONESolution.
- Addressed NovaTime, a Time and Attendance system, issues and made revisions as necessary.
- Updated individual training programs for participants in the Workforce Strategic Plan. Re-advertised the program to existing staff and completed intake process.
- Implemented negotiated terms for three collective bargaining agreements for Alaska Public Employees Association (APEA, Laborers' Local 942, and Alaska State Employees association (ASEA).
- Upgraded a new employee self-service system integrated with IFAS - Employee Online.
- Coordinated with School District officials to provide effective EEO service, including training for Borough employees.
- Provided outreach services to support recruitment activities in support of EEO and Affirmative Action goals. Attended several job fairs.
- Coordinated Borough-wide Policy Review, served as team leader and clerical support to the committee.
- Effectively handled ethics complaints, Equal Employment Opportunity Commission (EEOC) complaints, unfair labor practices and union grievances.
- Completed Affirmative Action Plan and presented findings to the Directors.

Dept: Human Resources
Div: Personnel/Payroll
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Actual	2016/17* Budget
Measure 1. Rate of turnover for regular employees	15.17%	16.28%	20.60%	20.97%	18.00%
Measure 2. Number of posted vacancies not filled, requiring reposting (FT/PT external only)	32	30	34	37	25
Measure 3. Percentage of payroll checks reissued due to processing errors.	0.0005%	0.0004%	0.0005%	0.0008%	0.0001%
Measure 4. Percentage of disciplinary actions leading to grievance and/or arbitration	5%	4%	18%	0.1%	1%
Measure 5. Percentage of grievances successfully defended by the Borough in arbitration	100%	100%	100%	100%	100%

Additional Statistical Accomplishments

PERSONNEL					
Number of applications screened	3,711	3,794	3,997	3,646	4,000
Number of applicants interviewed	552	544	694	561	700
Percentage of applicants afforded an interview	15.0%	15.0%	17.0%	15.0%	18.0%
Number of internal job postings	29	54	66	63	70
Number of total external job postings	65	104	114	132	100
Number of full-time external job postings	42	92	97	108	100
Number of part time postings (internal and external)	26	19	27	33	30
Number of casual postings	54	47	47	51	50
Number of seasonal postings	5	5	3	3	5
Number of grant/term-funded postings	2	3	8	0	3
Total number of terminations (all employment categories)	187	196	130	177	150
Number of full and part time benefit eligible hires	55	60	85	75	75
Number of full and part time benefit eligible promos/transfers	26	34	36	39	35
Terminations for full and part time benefit eligible employees	56	62	78	80	70
Number of New Hire Orientations Conducted	55	60	67	75	60
Number of hits on our Intranet site	13,333	14,759	14,788	14,517	15,000
Number of participants in the Workforce Strategic Plan	16	25	33	27	30
Number of employees attending training (through WSP and HR)	275	250	330	260	300
PAYROLL					
Number of elections held	1	1	1	1	1
Number of election workers checks processed	245	240	237	252	250
Number of Assembly checks processed	2	1	1	1	1
Number of Assembly EFTs processed	106	107	107	107	107
Number of checks processed	754	727	853	957	600
Number of EFTs processed	10,944	11,800	11,701	11,584	12,000
Number of hand pays checks/eft's processed	130	149	117	150	100
Percentage of employees on direct deposit	93%	95%	94%	95%	98%
Pecentage of employee's with multiple direct deposits	27%	25%	24%	23%	30%
Number of W-2's processed	875	858	893	878	875
Number of payroll runs per year	85	85	69	74	70
Percentage of hand pay runs per year	47%	34%	30%	37%	30%
Number of participants in United Way	27	34	22	24	50
Number of employees utilizing Deferred Comp	98	89	96	84	100
Number of employees utilizing Supplemental Life (**)	81	92	93	90	90
Annual dollar election by employees for Med Flex & Dep Care	$228,274	$193,013	$176,547	$165,958	$200,000

NOTE: All figures are based on calendar year
*Estimated
(**) Spouses were deducted from previously reported figured

Fairbanks North Star Borough

Personnel Summary
Dept: Human Resources
Div: Personnel/Payroll

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Human Resources Director	V	1.00	1.00	1.00	133,300	1.00	133,300	1.00	139,530
Personnel/Payroll Manager	III	1.00	1.00	1.00	106,460	1.00	106,460	1.00	109,350
Personnel Assistant	12	1.00	1.00	1.00	72,900	1.00	72,900	1.00	74,420
Personnel/Payroll Tech III	10	1.00	1.00	1.00	55,270	1.00	55,270	1.00	55,600
Personnel/Payroll Tech III	10	1.00	1.00	1.00	64,100	1.00	64,100	1.00	65,460
Administrative Assistant IV	9	1.00	1.00	1.00	62,690	1.00	62,690	1.00	64,020
Overtime	OT				4,000		4,000		4,000
Temporary	TH				8,000		8,000		10,000
Standby	SD				1,740		1,740		1,740
ONESolution Financial System Project									
Personnel Payroll Assistant (TF)	12		1.00	1.00	41,420	1.00	41,420		
Temporary	TH								10,000
Less Direct Charges to Projects	12				(41,420)		(41,420)		
	TH								(10,000)
TOTALS:		6.00	7.00	7.00	508,460	7.00	508,460	6.00	524,120

Footnotes:
(TF) Term Funded Position

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
lw	1/23/16	HR	P/R		6.00	6.00	7.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/23/16	HR	P/R	50505	444,761	473,489	476,472	NormOpr	PS-Permanent Salaries		11
12			HR	P/R	50510	3,202	2,043	2,671	NormOpr	PS-Overtime Wages		12
13			HR	P/R	50515	7,732	13,690	11,581	NormOpr	PS-Temporary Salaries		13
14	lw	1/23/16	HR	P/R	50520	290,567	307,599	321,676	NormOpr	PS-Benefits		14
15			HR	P/R	51105	3,170	5,997	4,661	NormOpr	COMD-Office Supplies		15
16	ss	1/8/16	HR	P/R	51106	0	1,384	874	NormOpr	COMD - Computer Supplies		16
17			HR	P/R	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18			HR	P/R	51115	3,555	12,697	8,977	NormOpr	COMD-Books and Periodicals	Subscriptions/Books	18
19			HR	P/R	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			HR	P/R	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			HR	P/R	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			HR	P/R	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			HR	P/R	61510				NormOpr	CONTR-Professional Services	EEO Consulting provided by School District	23
24			HR	P/R	61510				NormOpr	CONTR-Professional Services	Fit for Duty Evaluations, DOT Physicals for safety sensitive employees	24
25	ss	1/8/16	HR	P/R	61510				NormOpr	CONTR-Professional Services	Bloodborne Pathogen/Physician	25
26			HR	P/R	61510				NormOpr	CONTR-Professional Services	Respirator baseline physicals	26
27			HR	P/R	61510	19,299	10,289	19,232	NormOpr	CONTR-Professional Services	HR Consulting	27
28			HR	P/R	61525	50	0	108	NormOpr	CONTR-Communications		28
29			HR	P/R	61580	67	2,102	2,892	NormOpr	CONTR-Travel	Mileage/Travel	29
30			HR	P/R	61581	2,122	3,462	3,837	NormOpr	CONTR-Profnl Dues/Mtgs	Professional Dues for Society for HR Management, Public Risk Management Association, American Payroll Association, AML, American Management Association, etc.	30

Human Resources - Personnel/Payroll

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	7.00	7.00	(1.00)	6.00	6.00	6.00		6.00	
11	496,460	496,460	13,660	510,120	510,120	510,120	Net change in personnel costs due to longevity adjustments	510,120	11
12	4,000	4,000	0	4,000	4,000	4,000		4,000	12
13	8,000	8,000	2,000	10,000	10,000	10,000	2K increase to allow for cross training for Admin Assistant transition this summer	10,000	13
14	314,060	314,060	8,750	322,810	322,810	322,810	Net change is due to salary adjustments and benefit rate	322,810	14
15	6,000	6,000	0	6,000	6,000	6,000		6,000	15
16	750	750	500	1,250	1,250	1,250	Cost of desktop printer cartridges delegated to departments	1,250	16
17	0	0	0	0	0	0		0	17
18	6,500	6,500	0	6,500	6,500	6,500		6,500	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	7,000	7,000	2,000	9,000		0	Increase based upon FY16 actuals to date	0	23
24	6,250	6,250	0	6,250		0		0	24
25	1,250	1,250	250	1,500		0	Increased number of positions covered under this program per last review	0	25
26	6,200	6,200	0	6,200		0		0	26
27	5,000	5,000	(5,000)	0	22,950	22,950	Funding for consulting services removed in order to reduce budget	22,950	27
28	0	0	0	0	0	0		0	28
29	0	0	0	0	0	0		0	29
30	2,750	2,750	0	2,750	2,750	2,750		2,750	30

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
31			HR	P/R	61582				NormOpr	CONTR-Training	American Payroll Association or SHRM training	31
32			HR	P/R	61582				NormOpr	CONTR-Training	Year end payroll processing training	32
33			HR	P/R	61582				NormOpr	CONTR-Training	Staff development (retirement, arbitration, health care, new/changing laws, etc.)	33
34			HR	P/R	61582				NormOpr	CONTR-Training	Personnel Law Update, FMLA/FLSA training, etc.	34
35			HR	P/R	61582				NormOpr	CONTR-Training	Employment Law Symposium	35
36			HR	P/R	61582				NormOpr	CONTR-Training	Wage and Hour Conference or PERS training	36
37			HR	P/R	61582				NormOpr	CONTR-Training	Distance Learning via teleweb and teleconferences	37
38			HR	P/R	61582	18,120	18,370	15,417	NormOpr	CONTR-Training	Borough-wide training (topics as determined appropriate, past training has been on security/safety issues, front desk management, Drug testing, AED, EEO/Harassment, Performance evaluation, Supervision, etc.)	38
39			HR	P/R	61610	50,273	42,965	39,814	NormOpr	CONTR-Advertising, Printing & Binding	IRS Forms: W-2s and envelopes & advertising and printing for HR department/Recruitment Advertising/Employee Service Awards/Employee Recognition	39
40			HR	P/R	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		40
41			HR	P/R	61710	5,000	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		41
42			HR	P/R	61750	1,343	1,903	3,284	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Maintenance and repair of office equipment	42
43			HR	P/R	61780	0		0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		43
44			HR	P/R	61810	0	0	0	NormOpr	CONTR-Rent		44
45			HR	P/R	61830	0	0	0	NormOpr	CONTR-Utilities		45
46			HR	P/R	61920	0	0	0	NormOpr	CONTR-Equipment Leases		46
47			HR	P/R	61950				NormOpr	CONTR-Other Contractual Services	Finger printing and other background investigations; Interpretation services for the hearing impaired to participate in Borough sponsored functions; Applitrack software maintenance agreement	47
48			HR	P/R	61950	6,907	37,077	13,379	NormOpr	CONTR-Other Contractual Services	Applicant Online Web Based service contract and NOVATime maintenance fees	48

Human Resources - Personnel/Payroll

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
31	4,500	4,500	0	4,500		0		0	31
32	1,440	1,440	0	1,440		0		0	32
33	3,150	3,150	0	3,150		0		0	33
34	1,800	1,800	0	1,800		0		0	34
35	2,250	2,250	0	2,250		0		0	35
36	720	720	0	720		0		0	36
37	1,250	1,250	0	1,250		0		0	37
38	5,000	2,912	2,088	5,000	20,110	20,110	Realign to actual	20,110	38
39	34,000	34,000	0	34,000	34,000	34,000		34,000	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	500	4,525	(4,025)	500	500	500	Realign to approved	500	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	8,000	8,000	500	8,500		0	Rebid of HEP B and Respirator contracts in 2nd half of 2016, anticipate increase over prior contract	0	47
48	9,600	5,576	4,024	9,600	18,100	18,100	Realign to approved	18,100	48

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
49			HR	P/R		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		49
50			HR	P/R	72001	11,646	21,056	4,900	NormOpr	CAPITAL-Controlled Assets		50
51			HR	P/R	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		51
52			HR	P/R	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		52
53			HR	P/R	72012				NormOpr	CAPITAL-Office Equipment		53
54			HR	P/R	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		54
55			HR	P/R	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		55
56			HR	P/R	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		56
57			HR	P/R	72030	0	0	0	NormOpr	CAPITAL-Library Materials		57
58			HR	P/R	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		58
59			HR	P/R	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		59
60						**867,814**	**954,123**	**929,775**			**Normal Operations Totals:**	60
61												61
62												62
63												63
64												64
65												65
66												66

Human Resources - Personnel/Payroll

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
49	0	0	0	0	0	0		0	49
50	0	2,088	(2,088)	0	0	0	Realign to actual	0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53					0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	**936,430**	**936,431**	**22,659**	**959,090**	**959,090**	**959,090**		**959,090**	60
61									61
62					**959,090**	**xcheck total**			62
63									63
64	Amount allocated through staff benefit rate			$ 510,120	27.0%	$ 137,732	Perm wages x 27.0% Health & life insurance cost		64
65									65
66	Health & life insurance cost by employee			$ 1,720	6	$ 123,840	$1,720 per employee per month x # employees (bodies) x 12 months		66

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF HUMAN RESOURCES – RISK MANAGEMENT DIVISION

MISSION/Program Description

THE MISSION OF THE RISK MANAGEMENT DIVISION IS TO PROTECT FROM AND MITIGATE THE EFFECTS OF UNPREDICTABLE CASUALTY LOSSES ON THE PERSONNEL, PHYSICAL AND FINANCIAL ASSETS OF THE BOROUGH AND SCHOOL DISTRICT AND TO COORDINATE, PROMOTE AND MONITOR EMPLOYEE BENEFIT PLANS. The Division manages the Borough and School District's self-funded programs for employee health, property, general and auto liability and workers' compensation; obtains insurance coverage for the Borough, School District, Fire and Road Service Districts; maintains databases for employee health benefits, self-insured claims, safety, student injuries, facility incidents and for contractor insurance certificates; provides occupational health and safety services to Borough and School District and administers Borough employee benefit programs (deferred compensation, flexible spending accounts, life insurance, employee assistance program, employment-related medical exams).

Major Long-Term Issues and Concerns

- The Borough is an active consumer in the commercial excess insurance market. This requires particular attention to market conditions and the regulatory environment. It requires long term planning and periodic adjustments in budget and self-insurance levels.
- Federal health care reform continues to require modifications to benefit plans and procedures.
- Alaska workers' compensation medical payments are the highest in the nation and the subject of legislative activity. The Center for Medicare and Medicaid Services continues to issue and refine regulations including a new coding system (ICD-10) that will be applied to health benefit and workers' compensation billing and reporting. Monitoring and complying with the changes requires extensive on-going effort.

Objectives for FY 2017

- Continue to work with the Borough Labor Management Health Care Committee, the School District Joint Committee on Health Benefits and the Health Care Coalition to manage employee health claim costs.
- Identify and implement medical service purchasing programs to reduce costs for self-funded claims.
- Continue development and utilization of Return to Work programs and management of Workers' Compensation Claims.
- Continue to improve delivery of occupational health and safety services to employees of the Borough and School District.
- Comply with Affordable Care Act regulations and upcoming changes.
- Refine new procedures, routine reports and assure compliance with regulations using claims system.
- Continue development of enhanced reporting methods for claim management.
- Continue staffing training for continuity of operations.

Significant Budget Changes

None.

Previous Year's Accomplishments

- Conducted numerous safety and fire inspections on Borough and School District facilities with insurer and local fire officials.
- Implemented federal health care reform changes required by Patient Protection and Affordable Care Act (ACA) for employee health benefits plans. Modified Borough Health Plan with negotiated changes.
- Continued to develop and improve in-house claims adjusting functions.
- Significantly improved case management activities designed to avoid or contain claim costs for Borough and School District employees.
- Provided risk consulting to School District management team.
- Provided support and assistance to Transportation Department for safety meetings.
- Integrated new changes to the OSHA hazard communication standards for the globally harmonized system for improving safety and health protections for employees.
- Provided in-service training for School District nurses, facility maintenance, principals and coaches and improved student injury reporting with integration of Power School and Origami.
- Provided U.S. Department of Transportation (DOT) required training to Borough staff to comply with substance abuse testing policy.
- Administered Motor Vehicle Driving Policy and staffed Accident Review Committee.
- Implemented Blood Borne Pathogen training for newly added positions.

Dept: Human Resources
Div: Risk Management
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Workers' Compensation as a percentage of payroll, compared to benchmark of 2%	1.26%	0.75%	1.24%	0.50%	0.65%
Measure 2. Number of Workers' Compensation medical only claims closed within six months	44%	80%	80%	80%	82%
Measure 3a. Increase in cost of Borough Health Plan compared to to national trended average of 10% per year	-1.7%	4.0%	8.5%	5.0%	5.0%
Measure 3b. Increase in cost of School District Health Plan compared to trended national average of 10% per	1.5%	12.0%	7.0%	8.5%	8.5%
Measure 4. Ratio of plan administrative charges to claims paid for the Health Plan - Benchmark less than 10%	7%	8%	9%	10%	9%
Measure 5. Cost of Risk compared to overall budget	1.07%	0.92%	0.92%	1.06%	0.85%
Additional Statistical Accomplishments					
Number of insurance policies purchased	28	30	30	27	27
Number of insurance certificates reviewed	550	550	600	657	600
Number of Contracts reviewed for insurance purposes	621	600	600	600	600
Number of employee first aid injury reports	262	344	346	308	300
Number or workers' compensation injuries/claims	133	156	150	120	150
Number of student injury reports	1,041	1,100	3,600	3,011	3,000
Number of facility injury reports	500	262	243	72	250
Number of employees eligible for health plans	2,100	2,070	2,120	2,120	2,120
Number of General and Auto Liability claims	19	21	21	4	15
Number of property damage claims	66	55	60	36	60
Amount collected from third parties for property damage	$59,439	$20,000	$83,018	$417,786	$20,000
Number of Borough Flexible Spending Account Participants	115	108	110	117	117
Number of Vehicle Collisions Reviewed by Committee	31	23	20	19	20
Number of facility inspections	123	206	175	175	175
Post incident safety activity - responses, investigations	267	365	375	325	300
Proactive safety - tests, training, evaluations, safety item loans	320	385	380	400	400

*Estimated

Personnel Summary
Dept: Human Resources
Div: Risk Management

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Risk Manager	III	1.00	1.00	1.00	93,320	1.00	93,320	1.00	95,850
Claims Adjuster	II	1.00	1.00	1.00	73,820	1.00	73,820	1.00	73,030
Claims Administrator	13	1.00	1.00	1.00	71,030	1.00	71,030	1.00	69,410
Occupational Health/Safety Tech	11	1.00	1.00	1.00	66,250	1.00	66,250	1.00	67,670
Senior Risk Technician	10	1.00	1.00	1.00	69,060	1.00	69,060	1.00	70,530
Risk Technician	7	1.00	1.00	1.00	54,290	1.00	54,290	1.00	49,210
Overtime	OT				1,500		1,500		1,500
Temporary	TH				10,000		10,000		10,000
Standby	SD				1,040		1,040		1,040
TOTALS:		6.00	6.00	6.00	440,310	6.00	440,310	6.00	438,240

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		HR	RM		6.00	6.00	6.00	NormOpr	PS-FTE		

Operating Budget

11	lw	1/21/16	HR	RM	50505	418,232	443,864	424,900	NormOpr	PS-Permanent Salaries		11
12			HR	RM	50510	1,046	1,246	1,610	NormOpr	PS-Overtime Wages		12
13			HR	RM	50515	9,331	10,718	7,867	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	HR	RM	50520	251,995	276,483	275,466	NormOpr	PS-Benefits		14
15			HR	RM	51105	3,782	4,625	3,862	NormOpr	COMD-Office Supplies		15
16			HR	RM	51106	743	1,070	226	Norm Opr	COMD - Computer Supplies		16
17			HR	RM	51110	9,997	4,545	12,937	NormOpr	COMD-Operating Supplies	Fire extinguishers, first aid, AEDs	17
18			HR	RM	51115	2,908	1,431	684	NormOpr	COMD-Books and Periodicals	Books, Subscriptions, Reference Material	18
19			HR	RM	51120	5,022	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			HR	RM	51130	0	0	270	NormOpr	COMD-Clothing Supplies	Personal Protective Equipment	20
21			HR	RM	51210	436	406	192	NormOpr	COMD-Motor Fuels and Lubricants		21
22			HR	RM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			HR	RM	61510				NormOpr	CONTR-Professional Services	Industrial Hygiene Services	23
24			HR	RM	61510				NormOpr	CONTR-Professional Services	Property Casualty Claims Consulting	24
25			HR	RM	61510				NormOpr	CONTR-Professional Services	State-required Triennial Independent Actuary Report For WC	25
26			HR	RM	61510	1,850	0	310	NormOpr	CONTR-Professional Services	Audit of Work Comp Claims	26
27			HR	RM	61525	235	68	0	NormOpr	CONTR-Communications	Overnight and express delivery	27
28			HR	RM	61580	3,304	4,129	2,194	NormOpr	CONTR-Travel	Insurance Marketing - West Coast - Risk Manager/Attorney	28
29			HR	RM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Professional Associations - ASSE, National Safety Council, NFPA, SHRM, PRIMA	29
30			HR	RM	61581	1,934	2,903	1,855	NormOpr	CONTR-Profnl Dues/Mtgs	Miscellaneous Expenses for meetings	30

Human Resources - Risk Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	6.00	6.00	0.00	6.00	6.00	6.00		6.00	
11	428,810	428,810	(2,070)	426,740	426,740	426,740	Net change in personnel costs due to longevity adjustments	426,740	11
12	1,500	1,500	0	1,500	1,500	1,500		1,500	12
13	10,000	10,000	0	10,000	10,000	10,000		10,000	13
14	270,340	270,340	(1,290)	269,050	269,050	269,050	Net change is due to salary adjustments and benefit rate	269,050	14
15	5,000	5,000	0	5,000	5,000	5,000		5,000	15
16	2,000	2,000	(500)	1,500	1,500	1,500	Realign to approved	1,500	16
17	13,650	13,650	0	13,650	13,650	13,650		13,650	17
18	3,200	3,200	(700)	2,500	2,500	2,500	Realign to approved	2,500	18
19	100	100	0	100	100	100		100	19
20	600	600	0	600	600	600		600	20
21	1,000	1,000	0	1,000	1,000	1,000		1,000	21
22	200	200	0	200	200	200		200	22
23	7,100	7,100	(3,100)	4,000		0	Adjustment for Safety Technician Insp. Equipment	0	23
24	1,400	1,400	0	1,400		0		0	24
25	3,000	3,000	(3,000)	0		0	Triennial Requirement Completed in 2015	0	25
26	1,900	1,900	0	1,900	7,300	7,300		7,300	26
27	200	200	0	200	200	200		200	27
28	4,100	4,100	0	4,100	4,100	4,100		4,100	28
29	1,920	1,920	0	1,920		0			29
30	30	30	0	30	1,950	1,950		1,950	30

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
31			HR	RM	61582				NormOpr	CONTR-Training	Borough wide Safety Program training classes and manuals	31
32			HR	RM	61582				NormOpr	CONTR-Training	Annual Governor's Safety Conference	32
33			HR	RM	61582				NormOpr	CONTR-Training	OSHA qualification and safety compliance related training	33
34			HR	RM	61582				NormOpr	CONTR-Training	Privacy Act Training Web based or local	34
35			HR	RM	61582				NormOpr	CONTR-Training	Miscellaneous local, instate or Web-based computer, technical, mgt seminars/workshops	35
36			HR	RM	61582				NormOpr	CONTR-Training	Workers' Compensation Adjuster training	36
37			HR	RM	61582				NormOpr	CONTR-Training	International Foundation for Employee Benefits Annual Benefits Conference	37
38			HR	RM	61582				NormOpr	CONTR-Training	PRIMA Institute	38
39			HR	RM	61582	15,747	9,274	8,020	NormOpr	CONTR-Training	Claims training/ Correspondence	39
40			HR	RM	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertise student insurance	40
41			HR	RM	61610	575	730	674	NormOpr	CONTR-Advertising, Printing & Binding	Miscellaneous print jobs	41
42			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Property	42
43			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Excess General and Auto Liability	43
44			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Star of the North Charter School General Liability	44
45			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Watershed Charter School	45
46			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Chinook Charter School General Liability	46
47			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Effie Kokrine Charter School	47
48			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Excess Work Comp - School District	48
49			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Borough Public Official Liability - Errors and Omissions - Primary Policy	49
50			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	School Leaders Errors and Omissions - Primary Policy	50
51			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Student Sports Accident Medical	51
52			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Student Sports - Catastrophic	52
53			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Student Field Trip Liability	53

Human Resources - Risk Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
31	1,000	1,000	0	1,000		0		0	31
32	900	900	0	900		0		0	32
33	3,000	3,000	0	3,000		0		0	33
34	270	270	0	270		0		0	34
35	1,000	1,000	0	1,000		0		0	35
36	1,000	1,000	500	1,500		0	Increase Workers Compensation Fees and Training for Licensing	0	36
37	3,600	3,600	0	3,600		0		0	37
38	2,280	2,280	0	2,280		0		0	38
39	810	810	0	810	14,360	14,360	Increase training cost	14,360	39
40	650	650	0	650		0		0	40
41	500	500	0	500	1,150	1,150		1,150	41
42	570,000	570,000	28,000	598,000		0	Increase in Property Values	0	42
43	378,000	378,000	16,400	394,400		0	Insurance Broker Recommendation	0	43
44	12,600	12,600	630	13,230		0	Insurance Broker Recommendation	0	44
45	12,600	12,600	630	13,230		0	Insurance Broker Recommendation	0	45
46	10,330	10,330	520	10,850		0	Insurance Broker Recommendation	0	46
47	10,000	10,000	500	10,500		0	Insurance Broker Recommendation	0	47
48	250,000	250,000	12,500	262,500		0	Insurance Broker Recommendation	0	48
49	52,500	52,500	0	52,500		0		0	49
50	52,500	52,500	0	52,500		0		0	50
51	54,600	54,600	2,700	57,300		0	Insurance Broker Recommendation	0	51
52	12,900	12,900	650	13,550		0	Insurance Broker Recommendation	0	52
53	1,600	1,600	0	1,600		0		0	53

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
54			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Borough Special Event Liability	54
55			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Physical Damage - Borough Vehicles	55
56			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Garage Liability	56
57			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	General Liability - Road Service Areas	57
58			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Volunteer coverage for Commissioners	58
59			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Ambulance Errors and Omissions	59
60			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Non-areawide policies	60
61			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Public Employee Blanket Bond - Borough and District	61
62			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Mayor's Public Official Bond (Mayoral election year only)	62
63			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Treasurer's Public Official Bond - Borough CFO	63
64			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	INS Broker Fees	64
65			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Emergency Operations Center	65
66			HR	RM	61640				NormOpr	CONTR-Insurance and Bonding	Cyber insurance	66
67			HR	RM	61640	1,451,517	1,471,457	1,490,595	NormOpr	CONTR-Insurance and Bonding	Uninsured and Property Claims	67
68			HR	RM	61710	5,000	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		68
69			HR	RM	61750	236	130	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		69
70			HR	RM	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Maintenance of Vehicles	70
71			HR	RM	61780	1,794	600	900	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Repair and calibrate Safety Equipment	71
72			HR	RM	61810	0	0	0	NormOpr	CONTR-Rent		72
73			HR	RM	61830	0	0	0	NormOpr	CONTR-Utilities		73
74			HR	RM	61920	2,350	0	0	NormOpr	CONTR-Equipment Leases		74
75			HR	RM	61950				NormOpr	CONTR-Other Contractual Services	Fire Marshal Inspections - City of Fairbanks	75
76			HR	RM	61950				NormOpr	CONTR-Other Contractual Services	Fire Extinguisher Service - Borough and School District	76
77			HR	RM	61950				NormOpr	CONTR-Other Contractual Services	Document Destruction/Film Processing	77
78			HR	RM	61950	40,422	79,292	79,612	NormOpr	CONTR-Other Contractual Services	Risk Management Information System Programming and Support for Oragami Risk	78
79			HR	RM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		79

Human Resources - Risk Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
54	2,000	2,000	0	2,000		0		0	54
55	21,000	21,000	1,650	22,650		0	Insurance Broker Recommendation	0	55
56	2,300	2,300	0	2,300		0		0	56
57	50,000	50,000	5,100	55,100		0	Insurance Broker Recommendation	0	57
58	1,700	1,700	0	1,700		0		0	58
59	19,800	0	0	0		0	Provided by contractor	0	59
60	27,500	0	0	0		0	Provided by contractor	0	60
61	11,000	11,000	0	11,000		0		0	61
62	5,000	5,000	(5,000)	0		0	Completed in 2015 election year	0	62
63	1,930	1,930	0	1,930		0		0	63
64	92,500	92,500	0	92,500		0		0	64
65	0	0	2,500	2,500		0	Cost allocation for EOC operation	0	65
66	0	0	17,850	17,850		0	Coverage purchased in FY 16 - Insurance Broker Recommendation	0	66
67	35,000	35,000	15,000	50,000	1,739,690	1,739,690	Historical cost require increase	1,739,690	67
68	0	0	0	0	0	0		0	68
69	0	0	0	0	0	0		0	69
70	700	700	700	1,400		0	Increase in charges for Vehicle Equipment Fleet Repairs and Maintenance	0	70
71	2,000	2,000	(1,300)	700	2,100	2,100	Based on actuals	2,100	71
72	0	0	0	0	0	0		0	72
73	0	0	0	0	0	0		0	73
74	7,160	7,160	(970)	6,190	6,190	6,190	Decrease for Vehicle Equipment Leases	6,190	74
75	3,500	3,500	0	3,500		0		0	75
76	27,500	27,500	0	27,500		0		0	76
77	100	100	0	100		0		0	77
78	48,730	48,730	0	48,730	79,830	79,830		79,830	78
79	0	0	0	0	0	0		0	79

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
80			HR	RM	72001	1,881	0	0	NormOpr	CAPITAL-Controlled Assets		80
81			HR	RM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		81
82			HR	RM	72010	0	0	2,308	NormOpr	CAPITAL-Office Furniture		82
83			HR	RM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		83
84			HR	RM	72015	10,556	0	11,525	NormOpr	CAPITAL-Rolling Equipment		84
85			HR	RM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		85
86			HR	RM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		86
87			HR	RM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		87
88			HR	RM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		88
89			HR	RM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		89
90			HR	RM	78090	89,582	0	0	NormOpr	CLAIMS, JUDGEMENTS AND SETTLEMENTS		90
91						**2,330,475**	**2,312,971**	**2,326,007**			**Normal Operations Totals:**	91
92												92
93												93
94												94
95												95
96												96
97												97

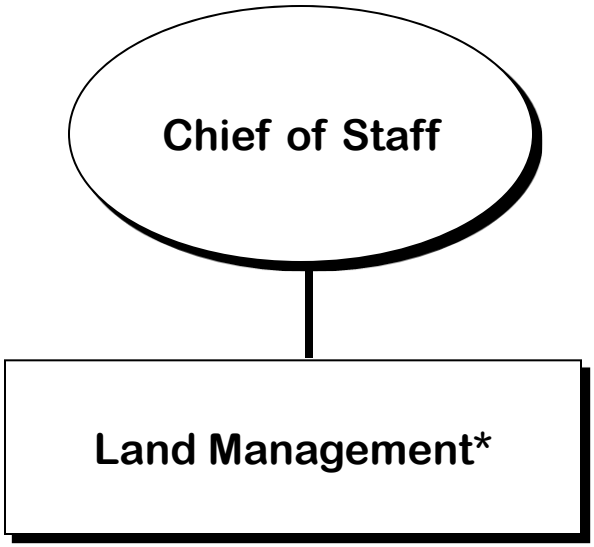
Human Resources - Risk Management

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
80	0	0	0	0	0	0		0	80
81	0	0	0	0	0	0		0	81
82	1,800	1,800	0	1,800	1,800	1,800		1,800	82
83	0	0	0	0	0	0		0	83
84	0	0	0	0	0	0		0	84
85	0	0	0	0	0	0		0	85
86	0	0	0	0	0	0		0	86
87	0	0	0	0	0	0		0	87
88	0	0	0	0	0	0		0	88
89	0	0	0	0	0	0		0	89
90	0	0	0	0	0	0		0	90
91	**2,549,910**	**2,502,610**	**87,900**	**2,590,510**	**2,590,510**	**2,590,510**		**2,590,510**	91
92									92
93					**2,590,510**	**xcheck total**			93
94									94
95	Amount allocated through staff benefit rate			$ 426,740	27.0%	$ 115,220	Perm wages x 27.0% Health & life insurance cost		95
96									96
97	Health & life insurance cost by employee			$ 1,720	6	$ 123,840	$1,720 per employee per month x # employees (bodies) x 12 months		97

Dept: Human Resources
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	862,993	917,353	901,372	925,270	925,270	936,860
Overtime Wages	4,248	3,289	4,281	5,500	5,500	5,500
Temporary Salaries	17,063	24,408	19,448	18,000	18,000	20,000
Benefits	542,562	584,082	597,142	584,400	584,400	591,860
Subtotal:	1,426,866	1,529,132	1,522,243	1,533,170	1,533,170	1,554,220
COMMODITIES						
Office Supplies	6,952	10,622	8,523	11,000	11,000	11,000
Computer Supplies	743	2,454	1,100	2,750	2,750	2,750
Operating Supplies	9,997	4,545	12,937	13,650	13,650	13,650
Books and Periodicals	6,463	14,128	9,661	9,700	9,700	9,000
Repair and Maint. Supplies	5,022	-	-	100	100	100
Clothing Supplies	-	-	270	600	600	600
Motor Fuels and Lubricants	436	406	192	1,000	1,000	1,000
Equipment Parts	-	-	-	200	200	200
Subtotal:	29,613	32,155	32,683	39,000	39,000	38,300
CONTRACTUAL SERVICES						
Professional Services	21,149	10,289	19,542	39,100	39,100	30,250
Communications	285	68	108	200	200	200
Travel	3,371	6,231	5,086	4,100	4,100	4,100
Professional Dues/Meetings	4,056	6,365	5,692	4,700	4,700	4,700
Training	33,867	27,644	23,437	33,970	31,882	34,470
Advertising, Printing & Binding	50,848	43,695	40,488	35,150	35,150	35,150
Insurance and Bonding	1,451,517	1,471,457	1,490,595	1,687,360	1,640,060	1,739,690
Repairs & Maint. -Bldg. & Grounds	10,000	-	-	-	-	-
Repairs & Maint. -Office Equipment	1,579	2,033	3,284	500	4,524	500
Repairs & Maint. -Other Equipment	1,794	600	900	2,700	2,700	2,100
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	2,350	-	-	7,160	7,160	6,190
Other Contractual Services	136,911	116,369	92,991	97,430	93,406	97,930
Subtotal:	1,717,727	1,684,751	1,682,123	1,912,370	1,862,982	1,955,280
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	13,527	21,056	7,208	-	2,088	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	1,800	1,800	1,800
Office Equipment	-	-	-	-	-	-
Rolling Equipment	10,556	-	11,525	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	24,083	21,056	18,733	1,800	3,888	1,800
GRAND TOTAL:	3,198,289	3,267,094	3,255,782	3,486,340	3,439,040	3,549,600
FUNDING SOURCES:						
General Fund Revenues						

Department of Land Management



* For current data see:

- Department of Assessing: Land Management
- Department of Financial Services -Treasury/Budget: Tax Foreclosure

PROGRAM BUDGET SUMMARY

DEPARTMENT OF LAND MANAGEMENT

THIS DEPARTMENT WAS DISSOLVED DURING FISCAL YEAR 2014 AND COMBINED WITH THE DEPARTMENT OF ASSESSING AND THE DEPARTMENT OF FINANCIAL SERVICES, DIVISION OF TREASURY AND BUDGET.

Dept: Land Management
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this Department by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Budget	2016/17 Budget
Measure 1. Number of nominated parcels approved for commercial development / residential development / retention for open space, trail or recreation.	0 / 0 / 0				
Measure 2. Number of parcels available for sale compared to number sold in current fiscal year.	3 / 3				
Measure 3. Total # of Lease, Licenses, Easements Issued (excluding firewood)	32				
Measure 4. Timber sale units sold / revenue generated.	2 / $11K				
Measure 5. Percentage of tax delinquent properties from the End of Redemption Period to the Tax Foreclosure Sale.	3.00				
Statistical Accomplishments					
Land Nominations					
Nominations Received	5				
Radio / Television / Newspaper Display Ad. Spots	5 / 0 / 2				
Agency and Public comments received	0				
Notices mailed (Nomination Period, Public Meeting, and Approved report)	15				
Land Development					
Field Trips / Inspections	37				
Borough meetings (Assembly, Platting, Planning, LMAC)	10				
Permits for development projects	7				
Contracts administered with consultants/contractors	6				
Developed Subdivisions / Lots	0 / 0				
Parcels sold at Auction / Over-the-Counter	0 / 3				
Acres sold at Auction / Over-the-Counter	0 / 1491				
Financed / Cash Land Sales	1 / 2				
Number of Non-Judicial and Deed-in-Lieu foreclosures	2				
Retained Lands					
Accumulative Municipal Entitlement Land (MEL including over selections)	114,433 ac				
Accumulative Acquisition Lands other than MEL	9304 ac				
Project Support to FNSB Depts, School Dist, etc.	1600 hrs				
Timber Sale Contracts Administered	7				
Gravel - Commercial Sales / Personal Use	0 / 0				
Firewood - Personal Use Licenses / Cords	180 / 510				
Licenses issued TUL / MUL	17 / 3				
FNSB / School District Leases	13 / 5				
Easements Granted	7				
Field Inspections - Leases, Licenses, Timber Sales	120				
Purchase requests for FNSB Direct Land /-Sale(s)	3 / 2				
Surveys	4				
Acquisitions for FNSB (easements)	2				
Tax Foreclosure					
Properties on Judgment / at End of Redemption	1250 / 533				
Courtesy Letters Mailed / # of Properties	377 / 342				
Litigation Reports	180				
Lien holder-Property owner letters / #of Properties	1050 / 93				
1st Site Inspection / 2nd Inspection & Posting	87 / 48				
Properties on Tax Deed	51				
Properties in Tax Foreclosure Sale / Sold	16 / 16				

*Estimated

Dept: Land Management
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	539,380	337,724	-	-	-	-
Overtime Wages	6,902	9,878	-	-	-	-
Temporary Salaries	1,811	53,183	-	-	-	-
Benefits	337,479	223,528	-	-	-	-
Subtotal:	885,572	624,313	-	-	-	-
COMMODITIES						
Office Supplies	2,848	3,119	-	-	-	-
Computer Supplies	1,030	108	-	-	-	-
Operating Supplies	728	4,935	-	-	-	-
Books and Periodicals	481	214	-	-	-	-
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	81	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	5,168	8,376	-	-	-	-
CONTRACTUAL SERVICES						
Professional Services	5,462	-	-	-	-	-
Communications	510	450	-	-	-	-
Travel	81	-	-	-	-	-
Professional Dues/Meetings	1,331	1,207	-	-	-	-
Training	6,612	2,932	-	-	-	-
Advertising, Printing & Binding	29,337	32,298	-	-	-	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-		-	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	1,200	2,198	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	754	-	-	-	-
Equipment Leases	1,080	330	-	-	-	-
Other Contractual Services	111,519	119,408	-	-	-	-
Subtotal:	157,132	159,577	-	-	-	-
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	838	14,168	-	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	838	14,168	-	-	-	-
GRAND TOTAL:	1,048,710	806,434	-	-	-	-

FUNDING SOURCES:
General Fund

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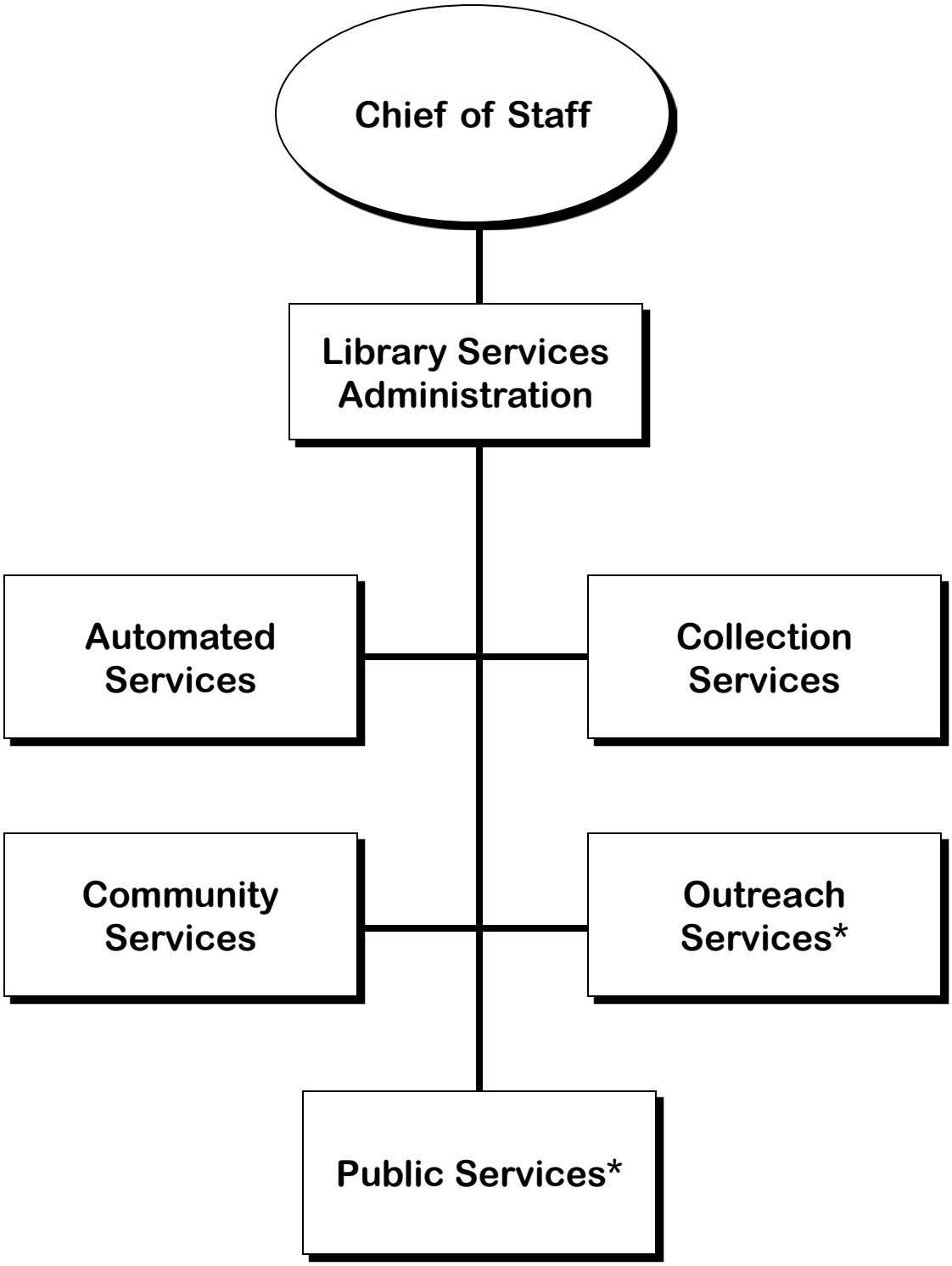
Department of Library Services



* For current data see Community Services

PROGRAM BUDGET SUMMARY

DEPARTMENT OF LIBRARY SERVICES – ADMINISTRATIVE DIVISION

MISSION/Program Description

THE LIBRARY SERVICES DEPARTMENT PROVIDES PUBLIC LIBRARY FACILITIES, RESOURCES, AND SERVICES TO MEET THE INFORMATIONAL, EDUCATIONAL, RECREATIONAL, AND RESEARCH NEEDS OF ITS USERS. To meet this mission, the Library staff manages the Noel Wien Library, the North Pole Branch Library, and Outreach Services to homebound and rural residents through its Bookmobile service. **THE ADMINISTRATIVE DIVISION** manages departmental resources to optimize the services provided to the public. This includes planning, executive guidance, fiscal management, facility & vehicle management, and secretarial support.

Major Long-Term Issues and Concerns

- Public libraries are playing an increasing role with assisting people to develop digital literacy skills so they can confidently live, learn and work in a world that is now doing most communications, transactions, etc. on-line. Applying for jobs today often requires the applicant to have the ability to submit their resumes and applications online, meaning they have to have access to computers.
- Library staff are adapting to meet the public's changing needs and demands by assisting patrons with the use of computers, the internet and the use of their personal electronic devices to download and access information.
- Library service plan efforts are now focused on building library staff skills, infrastructure, and resources to best assist library users in this new on-line environment. Keeping staff current, particularly those with advanced degrees, is critically important to develop and maintain the professional flexibility necessary to meet these needs.

Objectives for FY 2017

- Implement a long-range service plan for the library system.
- Expand awareness of digital literacy programs throughout the community.
- Continue to support the efforts of the Library Commission, Library Foundation, and the Friends of the North Pole Branch Library.

Significant Budget Changes

- The FY 2017 budget has no significant changes.

Previous Year's Accomplishments

- Coordinated and oversaw the installation and implementation of automated check-out and automated materials handling at both North Pole Branch Library and Noel Wien Library.
- Provided Administrative Assistance and guidance to the closure of the old North Pole Branch Library, the move of library materials, furniture and equipment for the old branch library to the new North Pole Branch Library located at 656 NPHS Blvd.
- Opened the new North Pole Branch Library November 2014.
- Worked with General Services to set up phone system at new branch library.

Dept: Library Services
Div: Administration
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1: Number of times the Auditorium and Conference Room are used (excludes library program use of these rooms)	674	633	628	715	645
Measure 2: Secure supplemental funding that meets or exceeds 2% of annual expenditures	4.0%	4.0%	1.0%	4.0%	2.0%

Additional Statistical Accomplishments

Grants received & donations used to supplement operations	$197,451	$210,468	$66,019	$183,760	$166,000
Number of meetings held for Commission and Foundation	20	19	25	21	21
New North Pole Library Project Hours - Library staff time	300	400	300	0	0
Art Project Hours - Gianni - library staff time	160	100			
Art Project Hours - New North Pole Library - library staff time	100	100	40	0	0
Self Check out, Automated Materials Handling, Radio Frequency ID - from research, to tagging and installation and configuration adjustments	120	2,500	2,500	50	0
Rasmuson Grant Application and Administration	20	60	10	0	0
Regional Grant Administration	85	85	30	0	0
Roof Project Coordination	240				
Fire Alarm and Public Address System Coordination	10	160			
Heating, Ventilation Project Coordination			160	160	
Reorganization / Service Plan Implementation					300

* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Library Services
Div: Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Library Director	V	1.00	1.00	1.00	108,570	1.00	108,570	1.00	111,320
Administrative Manager	II	1.00	1.00	1.00	94,460	1.00	94,460	1.00	96,850
Purchasing Clerk	7	1.00	1.00	1.00	65,840	1.00	65,840	1.00	66,230
Administrative Assistant II	6	1.00	1.00	1.00	57,280	1.00	57,280	1.00	58,510
Security Assistant	3			1.00	57,200	1.00	57,200	1.00	57,550
Overtime	OT				3,700		3,700		3,700
Temporary	TH				5,760		5,760		5,760
Shift Differential	SD				890		890		890
Standby	SD				700		700		700
TOTALS:		4.00	4.00	5.00	394,400	5.00	394,400	5.00	401,510

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		LIB	ADM		4.00	4.00	4.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/22/16	LIB	ADM	50505	298,467	298,280	317,397	NormOpr	PS-Permanent Salaries		11
12			LIB	ADM	50510	2,008	3,838	2,266	NormOpr	PS-Overtime Wages		12
13			LIB	ADM	50515	6,180	5,081	4,439	NormOpr	PS-Temporary Salaries		13
14	LW	1/22/16	LIB	ADM	50520	195,878	174,492	213,260	NormOpr	PS-Benefits		14
15			LIB	ADM	51105	2,964	4,390	4,445	NormOpr	COMD-Office Supplies		15
16			LIB	ADM	51106	0	0	0	NormOpr	COMD - Computer Supplies		16
17			LIB	ADM	51110	569	1,606	1,006	NormOpr	COMD-Operating Supplies		17
18			LIB	ADM	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			LIB	ADM	51120	1,075	2,403	1,862	NormOpr	COMD-Repair and Maint. Supplies		19
20			LIB	ADM	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			LIB	ADM	51210	1,449	1,331	1,141	NormOpr	COMD-Motor Fuels and Lubricants		21
22			LIB	ADM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			LIB	ADM	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24			LIB	ADM	61525	468	286	187	NormOpr	CONTR-Communications	Postage	24
25			LIB	ADM	61580	476	993	835	NormOpr	CONTR-Travel	Mileage	25
26			LIB	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Library Association/Public Library Association/ and American Public Library Association - Institution and Professional Dues	26
27			LIB	ADM	61581	600	1,152	905	NormOpr	CONTR-Profnl Dues/Mtgs	Library Commission meetings / Business Meetings	27
28			LIB	ADM	61582				NormOpr	CONTR-Training	National Library Association Conferences	28
29			LIB	ADM	61582				NormOpr	CONTR-Training	Annual Alaska Library Association Conference - Librarians	29
30			LIB	ADM	61582	4,798	85	2,797	NormOpr	CONTR-Training	Various Staff Training	30
31			LIB	ADM	61610	2,190	3,175	1,950	NormOpr	CONTR-Advertising, Printing & Binding	Advertising and Printing needs for the Library	31
32			LIB	ADM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		32
33			LIB	ADM	61710	59,145	62,792	62,370	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Custodial Service for Noel Wien	33
34			LIB	ADM	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Equipment Maintenance (i.e. copiers)	34
35			LIB	ADM	61780	800	1,800	2,300	NormOpr	CONTR-Repair & Maint.- Other Equipment	Vehicle /Equipment Maintenance Charge	35
36			LIB	ADM	61810	0	0	0	NormOpr	CONTR-Rent		36

Library - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved
	5.00	5.00	0.00	5.00	5.00	5.00		5.00

11	384,940	384,940	7,110	392,050	392,050	392,050	Net change in personnel costs due to salary adjustments	392,050	11
12	3,700	3,700	0	3,700	3,700	3,700		3,700	12
13	5,760	5,760	0	5,760	5,760	5,760		5,760	13
14	243,850	243,850	4,450	248,300	248,300	248,300	Net change is due to salary adjustments and benefit rate.	248,300	14
15	4,700	4,700	0	4,700	4,700	4,700		4,700	15
16	0	0	0	0	0	0		0	16
17	1,000	1,000	0	1,000	1,000	1,000		1,000	17
18	0	0	0	0	0	0		0	18
19	1,400	1,400	0	1,400	1,400	1,400		1,400	19
20	0	0	0	0	0	0		0	20
21	1,400	1,400	0	1,400	1,400	1,400		1,400	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	500	500	0	500	500	500		500	24
25	450	450	0	450	450	450		450	25
26	1,800	1,800	0	1,800		0		0	26
27	500	500	0	500	2,300	2,300		2,300	27
28	1,500	1,500	(1,500)	0		0	Budget reduction at Mayor's request.	0	28
29	3,750	3,750	(3,750)	0		0	Budget reduction at Mayor's request.	0	29
30	2,000	2,000	(2,000)	0	0	0	Budget reduction at Mayor's request.	0	30
31	2,300	2,300	0	2,300	2,300	2,300		2,300	31
32	0	0	0	0	0	0		0	32
33	60,000	60,000	0	60,000	60,000	60,000		60,000	33
34	0	0	0	0	0	0		0	34
35	2,400	2,400	(1,500)	900	900	900	Decrease in Vehicle/Equipment Maintenance charges	900	35
36	0	0	0	0	0	0		0	36

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
37			LIB	ADM	61830	4,137	4,392	6,522	NormOpr	CONTR-Utilities	Garbage Removal Service	37
38			LIB	ADM	61920	2,550	2,490	2,430	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge	38
39			LIB	ADM	61950				NormOpr	CONTR-Other Contractual Services	Special cleaning needs - windows, tile grout, etc., signage, and contract help for special library projects	39
40			LIB	ADM	61950	2,761	3,430	2,964	NormOpr	CONTR-Other Contractual Services	Monitoring services and maintenance of building security system	40
41			LIB	ADM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		41
42			LIB	ADM	72001	0	3,733	798	NormOpr	CAPITAL-Controlled Assets		42
43			LIB	ADM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		43
44			LIB	ADM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		44
45			LIB	ADM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		45
46			LIB	ADM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		46
47			LIB	ADM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		47
48			LIB	ADM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		48
49			LIB	ADM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		49
50			LIB	ADM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		50
51			LIB	ADM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		51
52						**586,515**	**575,749**	**629,874**			**Normal Operations Totals:**	52
53												53
54												54
55												55
56												56
57												57
58												58
59												59

Library - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
37	4,850	4,850	0	4,850	4,850	4,850		4,850	37
38	3,110	3,110	1,030	4,140	4,140	4,140	Increase in Vehicle/Equipment Lease charges	4,140	38
39	8,500	8,055	445	8,500		0	Re-establish Contractual budget at prior year's recommended budget amount. See lin 42.	0	39
40	3,720	3,720	0	3,720	12,220	12,220		12,220	40
41	0	0	0	0	0	0		0	41
42	0	445	(445)	0	0	0	Re-establish Contractual budget at prior year's recommended budget amount. See lin 40.	0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	**742,130**	**742,130**	**3,840**	**745,970**	**745,970**	**745,970**		**745,970**	52
53									53
54					**745,970**	**xcheck total**			54
55									55
56	Amount allocated through staff benefit rate			$ 392,050	27.0%	$ 105,854	Perm wages x 27.0% Health & life insurance cost		56
57									57
58	Health & life insurance cost by employee			$ 1,720	5	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		58
59									59

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF LIBRARY SERVICES – AUTOMATED SERVICES DIVISION

MISSION/Program Description

THE AUTOMATED SERVICES DIVISION ADMINISTERS AND MAINTAINS ALL PUBLIC LIBRARY COMPUTERS AND INFORMATION RETRIEVAL SYSTEMS. Staff maintains the libraries main computer servers and software necessary to provide circulation of library materials, reports and notices, material purchasing, serials control and on-line catalog services, Internet connectivity and access to over 50 public computer applications that are unique to the Library's operations at Noel Wien Library and North Pole Branch. The staff installs, maintains and repairs local area network servers and communication equipment, computer workstations used by the public, and other public library equipment, as well as assisting patrons with the utilization of their many types of electronic devices for downloading and accessing library materials and information. Personnel determine digital literacy needs and create programs to provide training for the public and staff. Automated Services staff also works with the public and reference staff with the setup of equipment used by the public in the meeting rooms at the library. The staff coordinates Library computer operations with Borough Computer Services, School District network personnel and vendor personnel.

Major Long-Term Issues and Concerns

- A thoroughly trained Automation staff must be available to respond to the public's technical questions and needs during all operational hours, including evenings and weekends. Utilizing the new Digital Literacy Librarian, we will be developing automation staff's expertise along with providing the public with basic training on hardware and software applications
- Establishing a consistent and uniform level of technical service to the public is critical in libraries today. This includes the provision of hardware, software and network connections (wireless and hard) for our patrons, as well as offering training and assistance on the use of these services and devices.

Objectives for FY 2017

- Assess needs, create and develop training tools for patrons and staff for growth in digital literacy.
- Work to create a consistent level of competency related to staff knowledge of technology.
- Redesign the library website to enhance the libraries staff ability to utilize it as a communication, research and training tool.
- Explore available options for catalog enhancement and repair.
- Further integrate the library staff network into the Borough network.
- Continue coordination with Borough Computer Services to enhance efficiency and coordination of resources.
- Consolidate scheduling of rooms for both libraries under new software.
- Adapt to constantly changing needs in technology and its appropriate use in a library setting.

Significant Budget Changes

- Replacement of Uninterruptible Power Supply for Noel Wien Library Server Room.

Previous Year's Accomplishments

- Replaced 63 staff workstations, ensuring proper operation of all software and hardware.
- Increased library's bandwidth for better patron accessibility.
- Implemented a new ticketing system for staff to notify Automated Services of an issue related to the function of hardware, software or equipment within the library.
- Migrated VMware vSphere to ISCSI (Internet Small Computer Systems Interface).
- Added Digital Literacy Librarian and began programming planning for training of patrons and staff on subjects related to digital literacy.
- Rolled out new PCs for public use.

Dept: Library Services
Div: Automated Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1: Resolve trouble calls for computers, software and network infrastructure within 24 hours 99.9% of the time.	95.48%	96.20%	97.30%	99.90%	99.90%
Measure 2: Provide 99.9% network and server availability for Library users.	94.21%	97.62%	98.80%	99.90%	99.90%

Additional Statistical Accomplishments

Number of trouble calls on computers and printers					
Number of trouble calls on public computers and printers (Length of time varies)	1,782	1,824	1,802	1,900	1,700
Number of trouble calls on staff computers and printers (Length of time varies)	2,456	2,416	2,441	2,600	2,400
Number of computers and equipment supported					
Number of public computers and printers supported (includes North Pole Branch). Additional public workstations were installed on the centralized printing system.	73	78	76	76	96
Number of staff computers and printers supported (includes North Pole Branch)	117	118	111	111	111
Number of servers supported that run the circulation database and public catalogs, library web page, networked office and other operational programs.	14	14	17	17	17
Electronic Resource Usage					
Web Page Hits	114,594	203,351	123,014	120,000	150,000
Downloadable Media Checkouts	26,507	35,128	41,223	35,000	50,000
Database usage	67,092	53,107	61,853	60,000	63,000
Library Catalog searches	114,594	108,522	107,882	110,000	110,000

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Library Services
Div: Automated Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Library Technology Manager	II	1.00	1.00	1.00	78,350	1.00	78,350	1.00	75,830
Librarian - Literacy	17					1.00	68,940	1.00	73,580
Computer Coordinator IV	16	1.00	1.00	1.00	84,220	1.00	84,220	1.00	82,250
Computer Coordinator II	14	1.00	1.00	1.00	74,760	1.00	74,760	1.00	63,870
Computer Coordinator I	12	1.00	1.00	1.00	63,760	1.00	63,760	1.00	65,120
Overtime	OT				4,300		4,300		4,300
Temporary	TH				4,730		4,730		4,730
Shift Differential	SD				1,580		1,580		1,580
Former Position:									
Digital Literacy Librarian	17			1.00	68,940				
TOTALS:		4.00	4.00	5.00	380,640	5.00	380,640	5.00	371,260

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		LIB	AS		4.00	4.00	4.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/22/16	LIB	AS	50505	291,297	300,427	297,485	NormOpr	PS-Permanent Salaries		11
12			LIB	AS	50510	2,843	3,111	8,288	NormOpr	PS-Overtime Wages		12
13			LIB	AS	50515	0	0	217	NormOpr	PS-Temporary Salaries	Casual labor to assist with web services, library intranet, and web page development.	13
14	LW	1/22/16	LIB	AS	50520	169,445	164,603	190,528	NormOpr	PS-Benefits		14
15			LIB	AS	51105	74	102	275	NormOpr	COMD-Office Supplies		15
16			LIB	AS	51106	23,377	20,324	41,269	NormOpr	COMD - Computer Supplies	Computer supplies to support staff and public use, as well as, replacement of hardware that is no longer serviceable.	16
17			LIB	AS	51110	331	541	1,985	NormOpr	COMD-Operating Supplies		17
18			LIB	AS	51115	96	85	65	NormOpr	COMD-Books and Periodicals	Subscriptions/Books/CD Rom	18
19			LIB	AS	51120	1,415	1,794	1,030	NormOpr	COMD-Repair and Maint. Supplies		19
20			LIB	AS	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			LIB	AS	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			LIB	AS	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			LIB	AS	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24			LIB	AS	61525				NormOpr	CONTR-Communications	Internet connectivity at Noel Wien Library	24
25			LIB	AS	61525				NormOpr	CONTR-Communications	Shipping costs to return leased equipment at end of lease	25
26			LIB	AS	61525	42,599	41,760	23,751	NormOpr	CONTR-Communications	Internet connectivity for North Pole Branch Library	26
27			LIB	AS	61580	565	818	2,739	NormOpr	CONTR-Travel	Mileage for computer staff to travel to and from North Pole Branch.	27
28			LIB	AS	61581	100	0	100	NormOpr	CONTR-Profnl Dues/Mtgs	Institutional Dues	28
29			LIB	AS	61582	14,967	16,988	15,897	NormOpr	CONTR-Training	Registration fees for classes and seminars for Automated Svcs staff and other library staff who utilize the Integrated Library Systems	29
30			LIB	AS	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding		30
31			LIB	AS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		31

Library - Automated Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	5.00	5.00	0.00	5.00	5.00	5.00		5.00	
11	371,610	371,610	(9,380)	362,230	362,230	362,230	Net change in personnel costs due to salary adjustments	362,230	11
12	4,300	4,300	0	4,300	4,300	4,300		4,300	12
13	4,730	4,730	0	4,730	4,730	4,730		4,730	13
14	235,780	235,780	(5,870)	229,910	229,910	229,910	Net change is due to salary adjustments and benefit rate.	229,910	14
15	0	0	0	0	0	0		0	15
16	22,500	22,500	0	22,500	22,500	22,500		22,500	16
17	500	500	0	500	500	500		500	17
18	300	300	(150)	150	150	150	Reduced budget to reflect amounts closer to what has actually been being spent on books for the department.	150	18
19	400	400	0	400	400	400		400	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	28,800	28,800	0	28,800		0		0	24
25	360	360	0	360		0		0	25
26	5,520	5,520	0	5,520	34,680	34,680		34,680	26
27	900	900	0	900	900	900		900	27
28	100	100	0	100	100	100		100	28
29	14,000	14,000	(2,500)	11,500	11,500	11,500	Budget reduction at Mayor's request.	11,500	29
30	0	0	0	0	0	0		0	30
31	0	0	0	0	0	0		0	31

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
32			LIB	AS	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Maintenance/repair or replacement of computer wiring and other computer related items integrated with the building	32
33			LIB	AS	61750	6,275	14,804	11,733	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Network/Security Hardware Maintenance	33
34			LIB	AS	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		34
35			LIB	AS	61810	0	0	0	NormOpr	CONTR-Rent		35
36			LIB	AS	61830	0	0	0	NormOpr	CONTR-Utilities		36
37			LIB	AS	61920	31,778	31,062	16,307	NormOpr	CONTR-Equipment Leases	Public Computer Leases	37
38			LIB	AS	61950				NormOpr	CONTR-Other Contractual Services	Software Maintenance of SirsiDynix Integrated Library System	38
39			LIB	AS	61950				NormOpr	CONTR-Other Contractual Services	SirsiDynix-Bibliotecha Maint & Support for Automated Materials Handling and Self-Check Kiosks & Software	39
40			LIB	AS	61950	82,603	88,277	92,109	NormOpr	CONTR-Other Contractual Services	Network/Security Software Maintenance	40
41			LIB	AS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		41
42			LIB	AS	72001	7,017	7,853	19,352	NormOpr	CAPITAL-Controlled Assets	Switches, routers, other capitalizable replacement parts	42
43			LIB	AS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		43
44			LIB	AS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		44
45			LIB	AS	72012	0	18,115	0	NormOpr	CAPITAL-Office Equipment		45
46			LIB	AS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		46
47			LIB	AS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		47
48			LIB	AS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		48
49			LIB	AS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		49
50			LIB	AS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		50
51			LIB	AS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		51
52						**674,782**	**710,664**	**723,130**			**Normal Operations Totals:**	52
53												53
54												54
55												55
56												56
57												57
58												58

Library - Automated Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
32	0	0	0	0	0	0		0	32
33	19,960	19,960	4,190	24,150	24,150	24,150	Increased costs in equipment maintenance costs related to North Pole Branch Library	24,150	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	30,780	30,780	(1,780)	29,000	29,000	29,000	Reduction in lease schedule costs	29,000	37
38	66,520	66,520	14,650	81,170		0	Contractual increase on statewide negotiated contract for ILS and platinum support for ILS needed with change over in staffing.	0	38
39	12,000	12,000	2,000	14,000			Contractual increase on maintenance of Automated Materials Handling, check out kiosks and reader pads		39
40	52,120	48,953	3,167	52,120	147,290	147,290	Move cost of switches, routers back into other contractual line item. See line 42.	147,290	40
41	0	0	0	0	0	0		0	41
42	0	3,167	(3,167)	0	0	0	Moved cost of switch purchase reflected in revised budget back to Other Contractual. See Line 40.	0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	**871,180**	**871,180**	**1,160**	**872,340**	**872,340**	**872,340**		**872,340**	52
53									53
54					**872,340**	**xcheck total**			54
55									55
56	Amount allocated through staff benefit rate			$ 362,230	27.0%	$ 97,802	Perm wages x 27.0% Health & life insurance cost		56
57									57
58	Health & life insurance cost by employee			$ 1,720	5	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		58

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
59												59
60	**Revenue - General Fund**											60
61	b	c	d	e	f	g	h	i	j	k	l	
62												
63												
64	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
65												
66			LIB	AS	44081	6,500	0	0	NormOpr	Computer User Fees - Library	Fee charged to School District to maintain shared software system.	66
67			LIB	AS	44081	26,134	0	0	NormOpr	Computer User Fees - Library	School District maintenance costs for shared software systems.	67
68	rv	1/27/15	LIB	AS	44085	8,781	33,062	32,870	NormOpr	Miscellaneous Rev - Library	Libraries are eligible to receive reimbursement for telephone and internet charges through the Federal E-Rate program.	68
69						**41,415**	**33,062**	**32,870**			**Normal Operations Totals:**	69
70												70
71												71

Library - Automated Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
59									59
60									60
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	61 62 63 64 65
66	0	0	0	0	0	0		0	66
67	0	0	0	0	0	0		0	67
68	35,680	35,680	(20,050)	15,630	15,630	15,630	Decrease is due to decrease in contractual costs for internet services at both libraries.	15,630	68
69	**35,680**	**35,680**	**(20,050)**	**15,630**	**15,630**	**15,630**		**15,630**	69
70									70
71					**15,630**	**xcheck total**			71

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF LIBRARY SERVICES – COLLECTION SERVICES DIVISION

MISSION/Program Description

THE COLLECTIONS SERVICES DIVISION DEVELOPS AND MAINTAINS THE LIBRARY MATERIALS COLLECTIONS. This Division selects, orders, processes, maintains, manages, and evaluates the collections of library materials and resources. It also processes and distributes all incoming and outgoing mail and delivers library material between Noel Wien Library, North Pole Branch Library, and the post office.

Major Long-Term Issues and Concerns

- The varieties of formats in which library materials are published are rapidly evolving and becoming more numerous. In addition, an increasing amount of public information and applications are moving to the online-only environment. This trend challenges libraries to provide adequate access to new and reformatted resources, both in terms of the public demand for increasingly sophisticated equipment and redesigned workstations, and the timing of decisions to shift to electronic versions of traditional sources.
- The public expects immediate access to new formats of materials, such as downloadable material and online databases. Audio books alone have multiple formats available (cassette, CD, DVD, MP3, playaway, downloadable). However, the demand for books and other established collections continues unabated. Serving this demand requires planning the establishment of new collections within the existing budget, acquiring adequate and appropriate shelving, training the staff and public in the use of the new formats, and a variety of other operational concerns.
- Although most books are sturdy, they still deteriorate over time, particularly in active libraries like ours. In addition, Alaska's climate takes its toll, and the Library's books experience temperature extremes that greatly reduce their physical life. Our book collection is aging and deteriorating noticeably. Nearly half the titles in the Library's collection were published over twenty years ago and many are out of print and not replaceable. The library tries to preserve those items that are important to our community. This problem will continue to increase over time.
- The impact of losing a full-time position in Collection Services, and the past years reduction of the library materials funding, will reduce the number of new library materials that would otherwise be available for the public.

Objectives for FY 2017

- Coordinate the selection of library materials for purchase through the review of print and online professional journals, catalogs, and donations and requests from the public.
- Produce collection management analysis and valuation reports using automation system and other tools.
- Continue a thorough examination of book collections to determine whether worn items should be mended, reordered or deaccessioned.

Significant Budget Changes

- There are no significant changes in the FY 2016-2017 Budget.

Previous Year's Accomplishments

- Continued training of several library assistants in processing library materials including processes for periodicals and continuations.
- Weeded (removed) materials throughout the collection with an emphasis on the fiction and non-fiction circulating books, books in poor condition throughout the collection, audio materials in cassette format and video materials in VHS formats.
- Utilized interactive computerized and phone services to train several staff on the integrated library system.
- Reorganized the storage areas for the increased backlog of unprocessed library materials due to reduced staffing
- Evaluated, weeded, and then converted the remaining regional library collection into the Noel Wien and North Pole branch collections.

Dept: Library Services
Div: Collection Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1: Expenditures for Library materials meet or exceed the national minimum average of $4.03 per capita. ^	6.20	5.70	6.53	5.70	6.20
Measure 2: The Library meets or exceeds the minimum national average of 51.8 licensed databases. ^					
Local database licences paid by FNSB	31	33	28	23	19
State licensed databases	49	49	49	49	47
Measure 3: Number of items repaired or rebound	5,024	4,904	3,456	5,000	4,460
Additional Statistical Accomplishments					
Number of items in the collections	361,337	349,603	362,750	351,100	351,100
Number of items added to collection	20,148	15,583	21,898	16,000	16,000
Number of items removed from the collection **	16,979	27,317	8,751	14,400	12,860
Donations received by the public and added to the collection	1,017	1,270	1,432	1,180	1,240
Suggestions by library patrons purchased	1,003	993	776	900	900
Adopt-an-Author program (participant pays for items the Library buys by their favorite author)	141	141	157	141	147
Number of magazines, newspapers and other subscriptions	641	564	557	550	550
Number of items classified/cataloged	3,569	3,831	5,551	3,550	3,550
Amount spent on library materials	616,700	629,693	640,132	587,100	607,820
Number of items postmarked by staff and delivered to post office	49,664	47,288	39,581	49,300	45,510
Number of downloadable audiobooks and eBooks available to library patrons	22,866	30,809	35,388	36,000	36,500

* Estimated

^ The cost of Library materials per capita in Alaska run higher than the national average.
FY2012 is the most current benchmark data available.

** Due to wear, out of date, or loss. Staff concentrated on removing damaged materials from the collection in FY 13/14.

Fairbanks North Star Borough

Personnel Summary
Dept: Library Services
Div: Collection Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Collection Services Manager	III	1.00	1.00	1.00	91,750	1.00	91,750	1.00	94,070
Librarian Collections	17	1.00	1.00	1.00	88,720	1.00	88,720	1.00	90,640
Cataloger	13	1.00	1.00	1.00	95,140	1.00	95,140	1.00	74,790
Library Assistant III	7	1.00	1.00	1.00	65,250	1.00	65,250	1.00	66,650
Library Assistant I	3	1.00	1.00	1.00	45,800	1.00	45,800	1.00	46,710
Library Assistant I	3	1.00	1.00	1.00	45,800	1.00	45,800	1.00	46,710
Library Assistant I	3	1.00	1.00	1.00	48,560	1.00	48,560	1.00	49,630
Library Assistant I	3	1.00	1.00	1.00	42,550	1.00	42,550	1.00	44,060
Library Assistant I	3	1.00	1.00	1.00	46,430	1.00	46,430	1.00	47,460
Library Assistant I	3	0.75	1.00						
Library Assistant I	**3**		0.50	0.50	23,210	0.50	23,210	0.50	23,730
Library Aide	2	0.75	0.75	0.75	34,290	0.75	34,290	0.75	34,980
Overtime	OT				1,800		1,800		6,000
Temporary	TH				9,520		9,520		9,520
Shift Differential	SD				890		890		890
Public Library Assistance Grant:									
Library Assistant I (P)	3	0.25							
Less Public Library Assistance Grant :	3								
Former Position:									
Mail Clerk	3	0.50							
TOTALS:		11.25	11.25	10.25	639,710	10.25	639,710	10.25	635,840

Footnotes:
(P) Project Funded

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		LIB	CS		11.00	11.25	11.25	NormOpr	PS-FTE		

Operating Budget

11	lw	1/22/16	LIB	CS	50505	629,773	627,867	650,852	NormOpr	PS-Permanent Salaries		11
12			LIB	CS	50510	3,049	5,499	8,856	NormOpr	PS-Overtime Wages		12
13			LIB	CS	50515	8,411	7,711	7,485	NormOpr	PS-Temporary Salaries		13
14	lw	1/22/16	LIB	CS	50520	370,721	364,428	398,531	NormOpr	PS-Benefits		14
15			LIB	CS	51105	1,411	3,917	519	NormOpr	COMD-Office Supplies		15
16			LIB	CS	51106	2,570	510	0	NormOpr	COMD - Computer Supplies		16
17			LIB	CS	51110	25,839	30,558	39,661	NormOpr	COMD-Operating Supplies	Bar Codes, Book Labels, Binders, book jackets, media cases, book repair, DVD security cases, etc.	17
18			LIB	CS	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			LIB	CS	51120	0	12	112	NormOpr	COMD-Repair and Maint. Supplies		19
20			LIB	CS	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			LIB	CS	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			LIB	CS	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			LIB	CS	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24			LIB	CS	61525				NormOpr	CONTR-Communications	Mail Machine/Scale Maintenance/Rate Change Plan	24
25			LIB	CS	61525				NormOpr	CONTR-Communications	Postage & Shipping for Bindery purposes	25
26			LIB	CS	61525	38,922	40,295	41,693	NormOpr	CONTR-Communications	Online Computer Library Center (OCLC) Service Fee	26
27			LIB	CS	61580	50	9	69	NormOpr	CONTR-Travel	Mileage	27
28			LIB	CS	61581	495	611	615	NormOpr	CONTR-Profnl Dues/Mtgs		28
29			LIB	CS	61582	2,642	3,544	4,795	NormOpr	CONTR-Training	Registration and travel costs for staff training	29
30			LIB	CS	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding		30

Library - Collection Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved
	10.25	10.25	0.00	10.25	10.25	10.25		10.25

11	628,390	628,390	(8,070)	620,320	620,320	620,320	Net change in personnel costs due to salary adjustments	620,320	11
12	1,800	1,800	4,200	6,000	6,000	6,000	Collection Services needs additional overtime budget to keep up with library material processing demands. A full position was cut from this department in the current year budget and even though the existing staff is very productive at processing items, the backlog of items waiting to be processed is substantial and will continue to require overtime to meet demands. Please note historical overtime costs have been well above the $1,800 budgeted the past several years.	6,000	12
13	9,520	9,520	0	9,520	9,520	9,520		9,520	13
14	395,420	395,420	(2,420)	393,000	393,000	393,000	Net change is due to salary adjustments and benefit rate.	393,000	14
15	4,000	4,000	0	4,000	4,000	4,000		4,000	15
16	0	0	0	0	0	0		0	16
17	34,940	34,940	0	34,940	34,940	34,940		34,940	17
18	0	0	0	0	0	0		0	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	2,040	2,040	0	2,040		0		0	24
25	800	800	0	800		0		0	25
26	40,770	40,770	1,620	42,390	45,230	45,230	Contractual increase in statewide library contract	45,230	26
27	180	180	0	180	180	180		180	27
28	0	0	0	0	0	0		0	28
29	2,300	2,300	0	2,300	2,300	2,300		2,300	29
30	0	0	0	0	0	0		0	30

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
31			LIB	CS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		31
32			LIB	CS	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		32
33			LIB	CS	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		33
34			LIB	CS	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		34
35			LIB	CS	61810	0	0	0	NormOpr	CONTR-Rent		35
36			LIB	CS	61830	0	0	0	NormOpr	CONTR-Utilities		36
37			LIB	CS	61920	0	0	0	NormOpr	CONTR-Equipment Leases		37
38			LIB	CS	61950				NormOpr	CONTR-Other Contractual Services	Rebinding of Books and Periodicals	38
39			LIB	CS	61950	26,274	24,485	23,364	NormOpr	CONTR-Other Contractual Services	Library Materials Acquisitions System and other resources used for processing and analyzing the collection	39
40			LIB	CS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		40
41			LIB	CS	72001	1,540	1,007	0	NormOpr	CAPITAL-Controlled Assets-Furniture and Equip.		41
42			LIB	CS	72001	240,365	264,814	275,647	NormOpr	CAPITAL-Controlled Assets-Library Materials	Subscription purchases with short circulation life & not depreciated	42
43			LIB	CS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		43
44			LIB	CS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		44
45			LIB	CS	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		45
46			LIB	CS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		46
47			LIB	CS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		47
48			LIB	CS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		48
49			LIB	CS	72030	376,335	364,879	364,485	NormOpr	CAPITAL-Library Materials	Library materials capitalized & depreciated in accordance with governmental accounting standards	49
50			LIB	CS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		50
51			LIB	CS	72037				NormOpr	CAPITAL-Library Materials-Short Term Exp		51
52			LIB	CS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		52
53						**1,728,397**	**1,740,146**	**1,816,684**			**Normal Operations Totals:**	53
54												54
55												55
56												56
57												57
58												58
59												59

Library - Collection Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	14,000	14,000	0	14,000		0		0	38
39	6,000	6,000	0	6,000	20,000	20,000		20,000	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0		0		0	41
42	231,240	231,240	10,000	241,240	241,240	241,240	Inflation increase based on Library and Book Trade Almanac 2014 data	241,240	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	355,890	355,890	10,690	366,580	366,580	366,580	Inflation increase based on Library and Book Trade Almanac 2014 data	366,580	49
50	0	0	0	0	0	0		0	50
51								0	51
52	0	0	0	0	0	0		0	52
53	**1,727,290**	**1,727,290**	**16,020**	**1,743,310**	**1,743,310**	**1,743,310**		**1,743,310**	53
54									54
55					**1,743,310**	**xcheck total**			55
56									56
57	Amount allocated through staff benefit rate			$ 620,320	27.0%	$ 167,486	Perm wages x 27.0% Health & life insurance cost		57
58									58
59	Health & life insurance cost by employee			$ 1,720	11.00	$ 227,040	$1,720 per employee per month x # employees (bodies) x 12 months		59

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF LIBRARY SERVICES – COMMUNITY SERVICES DIVISION

MISSION/Program Description

THE COMMUNITY SERVICES DIVISION SUPPORTS AND ASSISTS PATRONS IN THE USE OF LIBRARY RESOURCES. This Division includes the North Pole Branch, the Bookmobile, and Noel Wien Library's Reference / Interlibrary Loan, Circulation, & Youth Services - providing public services, programs, and access to resources at the libraries in comfortable and inviting environments. While each area and site performs distinct roles, responsibilities overlap and are coordinated wherever possible to best meet the needs and interests of library users in a cost-effective manner.

Major Long-Term Issues and Concerns

- Rapid technology developments, along with increasing patron expectations for information technology applications and for assistance in their use to access library resources, need to be addressed while maintaining relevant and continuingly popular traditional services.
- The use of physical library facilities is changing, and the physical configuration of facilities and the best use of staff within the facilities need to adapt to better meet these changes in patterns of use.
- Noel Wien Library, the North Pole Branch, and the Bookmobile face the challenges of continued adaptation to new, larger, and/or remodeled facilities while meeting community expectations of a greater variety and greatly enhanced services.
- With senior citizens now being the Borough's most rapidly expanding demographic, library programming needs to look across the age spectrum to identify the needs and interests of the entire community that can and should be met within the parameters of the library's plan of service, and within its resources - time, space, and equipment - and capabilities.

Objectives for FY 2017

- Promote staff development, at every level, with appropriate formal instruction, cross-training and opportunities for continuing education – with an emphasis on strengthening skills in the knowledge of and effective use of electronic resources to better assist patrons.
- Assess allocation of staff resources to provide service as effectively as possible.
- Coordinate efforts and resources with other community agencies to deliver programs and services when appropriate.
- Introduce relevant public library services to underserved segments of the community.

Significant Budget Changes

- Merged the Outreach Services and Public Services Divisions into the Community Services Division. This planned merger resulted in the reduction of a Manager position and enabled the creation of the Digital Literacy Librarian positon in Library Automated Services Division in last year's budget.

Previous Year's Accomplishments

- Retirements of long-time senior staff allowed talented junior staff to move up. The resulting domino effect of hiring from within, while time-consuming, resulted in the promotion of knowledgeable staff into more senior positions.
- Introduced self-checkout and automated materials handling at North Pole & Noel Wien libraries. Added two cyberbars at Noel Wien library, improving public Internet access for patrons.
- Checked out, checked in and re-shelved over 710,000 items, including items borrowed from outside the Borough and items used inside the libraries.
- Handled over 220,950 patron interactions, including reference assistance, internet use (58,300+) directional questions, assistance with equipment & meeting / study rooms (5,100+), library account issues, and reserved items.
- Presented or hosted 514 youth programs, with a total attendance of 20,146, and hosted 48 adult book discussions and a winter reading program, with a total participation of 917.

Dept: Library Services
DivL: Community Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1: Library visits meet or exceed national average of 5.1 visits per capita.					3.5
Measure 2: Use of library materials meet or exceed national average of 7.7 per capita.					7.0
Measure 3: Reference transactions meet or exceed national average of 1.0 transactions per capita.					0.60
Measure 4: Number of registered borrowers meets or exceeds 60% of community population.					55%

Additional Statistical Accomplishments

Number of library visits by individuals	360,000
Number of visits to the Homebound	600
Number of Bookmobile visits by individuals	1,100
Number of items borrowed & used by patrons (borrowed, used in-library, received through Interlibrary Loan, Internet sessions)	740,000
Reference and informational transactions	215,000
Number of registered borrowers	55,000
Number of library cards issued and renewed	4,700
Number of internet sessions on library equipment	72,000
Number of Interlibrary Loan requests filled for other Libraries	5,500
Classes and programs (children, young adult, adult)	675
Classes and program attendance	25,000
Volunteer hours at libraries	2,500
Group study room use by patrons	5,000
Library coordinated book discussions	50
Book discussion attendance	350

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Library Services
Div: Community Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Community Services Manager	III							1.00	105,310
Librarian	17							1.00	81,640
Librarian	17							1.00	87,950
Librarian	17							1.00	71,410
Librarian	17							1.00	75,750
Reference Librarian	13							0.55	33,900
Reference Librarian	13							0.55	33,900
Library Associate	11							1.00	77,360
Library Assistant III	7							0.50	28,970
Library Assistant III	7							0.75	48,950
Library Assistant III	7							0.50	26,900
Library Assistant III	7							0.88	58,280
Library Assistant III	7							0.50	25,350
Library Assistant III	7							0.87	53,480
Library Assistant II	5							0.50	24,380
Library Assistant II	5							0.50	29,160
Library Assistant II	5							0.50	23,670
Library Assistant II	5							0.75	38,230
Library Assistant II	5							1.00	50,970
Library Assistant II	5							0.50	22,990
Library Assistant I	3							1.00	52,640
Library Assistant I	3							0.75	43,160
Library Assistant I	3							0.62	35,680
Library Assistant I (RG)	3							0.88	41,100
Library Assistant I	3							0.88	39,930
Library Assistant I	3							0.62	31,660
Library Assistant I	3							0.75	42,530
Page (**) - Sr. Circulation	4							1.00	31,400
Page (**)	1							1.00	32,280
Page (**)	1							1.00	27,020
Page (**)	1							0.75	21,830
Page (**)	1							1.00	32,280
Page (**)	1							0.75	23,880
Page (**)	1							0.50	13,920
Page (**)	1							1.00	28,690
Temporaries:	TH								105,990
Overtime	OT								8,080
Pages	TH								56,330
Shift Differential	SD								11,480
Standby	SD								900
TOTALS:		0.00	0.00	0.00	0	0.00	0	27.35	1,679,330

Footnotes:
(RG) Reclassification-Position downgrade/Employee grandfathered in postition
(**) Perm. Page positions are APEA union employees with separate wage scale

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		LIB	PS		0.00	0.00	0.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/22/16	LIB	PS	50505	0	0	0	NormOpr	PS-Permanent Salaries		11
12	RV	1/19/16	LIB	PS	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13	RV	1/18/16	LIB	PS	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	LW	1/22/16	LIB	PS	50520	0	0	0	NormOpr	PS-Benefits		14
15	RV	1/18/16	LIB	PS	51105	0	0	0	NormOpr	COMD-Office Supplies		15
16	RV	1/18/16	LIB	PS	51106	0	0	0	NormOpr	COMD - Computer Supplies		16
17	RV	1/18/16	LIB	PS	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18	RV	1/18/16	LIB	PS	51115	0	0	0	NormOpr	COMD-Books and Periodicals	Books used by staff and public desks	18
19	RV	1/21/16	LIB	PS	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies	Supplies for media repairs	19
20	RV	1/18/16	LIB	PS	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21	RV	1/18/16	LIB	PS	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants	Fuel for Bookmobile	21
22	RV	1/18/16	LIB	PS	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	RV	1/18/16	LIB	PS	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	RV	1/18/16	LIB	PS	61525				NormOpr	CONTR-Communications	Postage	24
25	RV	1/18/16	LIB	PS	61525	0	0	0	NormOpr	CONTR-Communications	Online Computer (OCLC) Interlibrary Loan Request & Inquiries	25
26	RV	1/18/16	LIB	PS	61580	0	0	0	NormOpr	CONTR-Travel	Mileage for staff to pickup supplies	26

Library - Community Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved
	0.00	0.00	27.35	27.35	27.35	27.35		27.35

11	0	0	1,508,930	1,508,930	1,508,930	1,508,930	Net change in personnel costs due to salary adjustments. Reorganization of Library.	1,508,930	11
12	0	0	8,080	8,080	8,080	8,080	Reorganization of Library-Outreach and Public Services combined into Community Services. Additional OT needed for 2016 Borough designated Holidays.	8,080	12
13	0	0	162,320	162,320	162,320	162,320	Reorganization of Library-Outreach and Public Services combined into Community Services.	162,320	13
14	0	0	965,390	965,390	965,390	965,390	Reorganization of Library-Outreach and Public Services combined into Community Services.	965,390	14
15	0	0	8,000	8,000	8,000	8,000	Reorganization of Library-Outreach and Public Services combined into Community Services. Office supplies increased $200 due to increase in supply needs for North Pole Branch Library	8,000	15
16	0	0	0	0	0	0		0	16
17	0	0	42,860	42,860	42,860	42,860	Reorganization of Library-Outreach and Public Services combined into Community Services. Operating Supplies increased by $2,800 due to increased operating supply costs at North Pole Branch Library - Increased patronage	42,860	17
18	0	0	120	120	120	120	Reorganization of Library-Outreach and Public Services combined into Community Services.	120	18
19	0	0	2,420	2,420	2,420	2,420	Reorganization of Library-Outreach and Public Services combined into Community Services. Increased budget by $510 based on historical actuals consistently exceeding budgeted amounts.	2,420	19
20	0	0	0	0	0	0		0	20
21	0	0	1,600	1,600	1,600	1,600	Reorganization of Library-Outreach and Public Services combined into Community Services.	1,600	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	35,090	35,090		0		0	24
25	0	0	980	980	36,070	36,070	Reorganization of Library-Outreach and Public Services combined into Community Services.	36,070	25
26	0	0	780	780	780	780	Reorganization of Library-Outreach and Public Services combined into Community Services. Increase in travel costs by $130 due to staff travel between libraries for meetings, training, IT help, etc.	780	26

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
27	RV	1/18/16	LIB	PS	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs		27
28	RV	1/18/16	LIB	PS	61582	0	0	0	NormOpr	CONTR-Training	Registration and travel costs for staff training	28
29	RV	1/18/16	LIB	PS	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding	Mailing Labels, promotional materials for programs, brochures, internet cards	29
30	RV	1/18/16	LIB	PS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		30
31	RV	1/18/16	LIB	PS	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Custodial Service-North Pole Branch Library; Minor interior repairs	31
32	RV	1/18/16	LIB	PS	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Cash Register Maintenance, Repair of Media Equipment, IBM Typewriters (2)	32
33	RV	1/18/16	LIB	PS	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Piano Tuning & Repair; Scooter repairs	33
34	RV	1/18/16	LIB	PS	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle Maintenance - Bookmobile	34
35	RV	1/18/16	LIB	PS	61810	0	0	0	NormOpr	CONTR-Rent		35
36	RV	1/18/16	LIB	PS	61830	0	0	0	NormOpr	CONTR-Utilities	Garbage removal service - North Pole Branch	36
37	RV	1/18/16	LIB	PS	61920	0	0	0	NormOpr	CONTR-Equipment Leases	Vehicle Replacement Charge - Bookmobile	37
38	RV	1/18/16	LIB	PS	61950				NormOpr	CONTR-Other Contractual Services	Security Services Noel Wien and North Pole Branch Library	38
39	RV	1/18/16	LIB	PS	61950				NormOpr	CONTR-Other Contractual Services	Program licensing fees, artwork and Honoraria for Author visits	39
40	RV	1/18/16	LIB	PS	61950				NormOpr	CONTR-Other Contractual Services	Upholstery Cleaning, shelving & furniture repairs	40
41	RV	1/18/16	LIB	PS	61950	0	0	0	NormOpr	CONTR-Other Contractual Services	Interlibrary Loan Lost Book fees	41
42			LIB	PS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		42
43			LIB	PS	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets	Disc Repair Machine	43
44			LIB	PS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		44
45			LIB	PS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		45
46			LIB	PS	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		46
47			LIB	PS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		47
48			LIB	PS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		48
49			LIB	PS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		49
50			LIB	PS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		50

Library - Community Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
27	0	0	0	0	0	0		0	27
28	0	0	6,000	6,000	6,000	6,000	Reorganization of Library-Outreach and Public Services combined into Community Services.	6,000	28
29	0	0	4,400	4,400	4,400	4,400	Reorganization of Library-Outreach and Public Services combined into Community Services.	4,400	29
30	0	0	0	0	0	0		0	30
31	0	0	50,700	50,700	50,700	50,700	Reorganization of Library-Outreach and Public Services combined into Community Services.	50,700	31
32	0	0	500	500	500	500	Reorganization of Library-Outreach and Public Services combined into Community Services.	500	32
33	0	0	1,800	1,800		0		0	33
34	0	0	8,900	8,900	10,700	10,700	Reorganization of Library-Outreach and Public Services combined into Community Services.	10,700	34
35	0	0	0	0	0	0		0	35
36	0	0	2,000	2,000	2,000	2,000	Reorganization of Library-Outreach and Public Services combined into Community Services.	2,000	36
37	0	0	23,060	23,060	23,060	23,060	Reorganization of Library-Outreach and Public Services combined into Community Services.	23,060	37
38	0	0	7,970	7,970		0		0	38
39	0	0	6,750	6,750		0		0	39
40	0	0	10,000	10,000				0	40
41	0	0	3,100	3,100	27,820	27,820	Reorganization of Library-Outreach and Public Services combined into Community Services.	27,820	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
51			LIB	PS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		51
52			LIB	PS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		52
53						**0**	**0**	**0**			**Normal Operations Totals:**	53
54												54
55												55
56												56
57												57
58												58
59												59
60												60
61	**Revenue - General Fund**											61
62	b	c	d	e	f	g	h	i	j	k	l	
63												
64												
65	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
66												
67	RV	1/22/16	LIB	PS	44080	0	0	0	NormOpr	Circulation Fees	Replacement cards, self service photocopying, lost or damaged items, non-Borough resident user fee.	67
68	RV	1/22/16	LIB	PS	44083	0	0	0	NormOpr	Media Fees	Library Auditorium/Multipurpose/Conference Room Fees; Equipment fees	68
69						**0**	**0**	**0**			**Normal Operations Totals:**	69
70												70
71												71

Library - Community Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	**0**	**0**	**2,861,750**	**2,861,750**	**2,861,750**	**2,861,750**		**2,861,750**	53
54									54
55					**2,861,750**	**xcheck total**			55
56									56
57	Amount allocated through staff benefit rate			$ 1,508,930	27.0%	$ 407,411	Perm wages x 27.0% Health & life insurance cost		57
58									58
59	Health & life insurance cost by employee			$ 1,720	35.00	$ 722,400	$1,720 per employee per month x # employees (bodies) x 12 months		59
60									60
61									61

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
62									62
63									63
64									64
65									65
66									66
67	0	0	63,590	63,590	63,590	63,590	Anticipated cooletion of revenues from public copying, printing, lost/damaged item payments and replacement library cards	63,590	67
68	0	0	5,850	5,850	5,850	5,850	Anticpated room and equipment fees to be collected for both the main and branch libraries.	5,850	68
69	**0**	**0**	**69,440**	**69,440**	**69,440**	**69,440**		**69,440**	69
70									70
71					**69,440**	**xcheck total**			71

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF LIBRARY SERVICES – OUTREACH SERVICES DIVISION

MISSION/Program Description

THE PRIMARY MISSION OF OUTREACH SERVICES DIVISION IS TO PROVIDE ACCESS TO LIBRARY RESOURCES IN VENUES OTHER THAN THE NOEL WIEN LIBRARY. Resources are provided at the North Pole Branch and through the Bookmobile to rural communities, residential facilities, and the homebound. The Division also coordinates library programming for adults such as book discussion groups and topical displays of library materials. THIS DIVISION IS NOW PART OF THE COMMUNITY SERVICES DIVISION.

Major Long-Term Issues and Concerns – SEE COMMUNITY SERVICES DIVISION

Objectives for FY 2017 – SEE COMMUNITY SERVICES DIVISION

Significant Budget Changes

- This division is now part of Community Services.

Previous Year's Accomplishments

- North Pole Branch Library began implementing new services and technologies now available to both patrons and staff in the new facility. Lingering items on the "punch list" related to the new building were dealt with. Recruited and hired new Branch Librarian upon the retirement of Ingrid Clauson.
- Brought new Bookmobile fully online. Reconfigured Bookmobile schedules for rural communities and residential centers to accommodate changing use patterns. Staff became authorized trainers for Borough users of nationwide Library Service to the Blind and Physically Handicapped with move of regional headquarters from Anchorage to Utah.
- Began review of mission, services, and goals under the new Community Services Division which coordinates all library public services at all library facilities.

Dept: Library Services
Div: Outreach Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 ~ Actual	2015/16* Budget	2016/17** Budget
Measure 1: North Pole Branch patrons meet or exceed national average of 5.1 library visits per capita.^	10.7	11.8	16.3	15.0	
Measure 2: Library materials borrowed at Bookmobile sites meets or exceeds national standard of 40 to 50 per visit.	80	80	75	80	
Measure 3: Library materials used at North Pole Branch meets or exceeds national standard of 7.7 per capita^.					
North Pole Branch	24.1	23.0	23	25	
Measure 4: Reference transactions at North Pole Branch and Bookmobile sites meet or exceed national standard of 1.0 transactions per capita^.					
North Pole Branch	9.4	8.8	10.1	12.0	
Bookmobile	1.4	2.2	1.6	2.5	

Additional Statistical Accomplishments

North Pole Branch ~					
Population of City of North Pole	2,210	2,214	2,198	2,220	
Number of people entering the library	23,710	26,210	35,727	32,500	
Items borrowed & used by patrons	53,198	50,863	51,220	65,600	
Reference & informational queries received from library users/patron interactions	20,873	19,948	22,700	25,000	
New & Renewed Library Cards	421	445	671	650	
Children's programs (storyhour, summer reading program, etc.)	105	103	84	105	
Children's program attendance	3,225	3,214	3,714	4,000	
Library tours and visits (classes, home school groups, community organizations, etc.)	33	33	19	45	
Library tours & visits attendance	644	667	393	800	
Volunteer hours including Friends of the North Pole Library	2,077	1,572	1,791	1,500	
Bookmobile					
Number of people using Bookmobile at residential and rural sites	1,069	1,011	1,075	1,300	
Items borrowed by all Bookmobile users	14,531	14,103	13,156	16,000	
Number of homebound visits	600	644	608	650	
Average number of items borrowed per homebound resident	9.2	8.5	7.9	9.0	
Residential / rural sites served	8	8	8	8	
Reference and informational queries & specific items requested	1,954	2,175	2,526	2,200	
Participants in children's activities	7	8	11	10	

Note: North Pole Branch closed for two months during move.
* Estimated
** See Community Services Division
^ Population base used in calculation is residents of City of North Pole, which does not include the greater residential area of North Pole which the library serves.
~ North Pole Branch Library was closed for two months in FY 14/15 to accomplish the move from the old library to the new library on NPHS Blvd.

Fairbanks North Star Borough

Personnel Summary
Dept: Library Services
Div: Outreach Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Outreach Services Mgr	II	1.00	1.00						
Librarian	17	1.00	1.00	1.00	95,580	1.00	95,580		
Library Assistant III	7	0.50	0.50	0.50	28,370	0.50	28,370		
Library Assistant III	7	0.75	0.75	0.75	47,950	0.75	47,950		
Library Assistant III	7	0.50	0.50	0.50	26,340	0.50	26,340		
Library Assistant III	7	0.88	0.88	0.88	57,090	0.88	57,090		
Library Assistant III	7	0.87	0.87	0.87	52,390	0.87	52,390		
Library Assistant III	7		0.50	0.50	24,460	0.50	24,460		
Page (**)	1		0.50	0.50	13,420	0.50	13,420		
Temporaries:									
Overtime	OT				2,080		2,080		
Pages	TH				44,970		44,970		
Shift Differential	SD				2,450		2,450		
Standby	SD				900		900		
Regional Library Grant Staff:									
Library Assistant III (P)	7		0.10						
TOTALS:		5.50	6.60	5.50	396,000	5.50	396,000	0.00	0

Footnotes:
(P) Project Funded
(**) Perm. Page positions are APEA union employees with separate wage scale

Dept: Library Services
Div: Outreach Services

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	363,293	389,113	448,179	348,950	348,950	-
Overtime Wages	871	1,394	1,095	2,080	2,080	-
Temporary Salaries	31,975	39,826	35,278	44,970	44,970	-
Benefits	209,318	227,378	281,632	224,110	224,110	-
Subtotal:	605,457	657,711	766,184	620,110	620,110	-
COMMODITIES						
Office Supplies	2,085	1,143	5,558	1,800	1,800	-
Computer Supplies	-	-	-	-	-	-
Operating Supplies	5,178	10,612	15,242	9,200	9,200	-
Books and Periodicals	-	-	-	-	-	-
Repair and Maint. Supplies	203	466	1,314	150	150	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	1,434	1,294	1,207	1,600	1,600	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	8,900	13,515	23,321	12,750	12,750	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	-	-	-
Communications	2,080	1,730	1,510	2,520	2,520	-
Travel	599	849	555	600	600	-
Professional Dues/Meetings	56	275	-	-	-	-
Training	662	800	267	2,000	2,000	-
Advertising, Printing & Binding	-	588	237	400	400	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	17,940	17,940	32,866	48,700	48,700	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	3,220	1,000	1,200	1,400	1,400	-
Rent	-	-	-	-	-	-
Utilities	889	922	1,746	2,000	2,000	-
Equipment Leases	19,160	6,300	6,300	18,430	18,430	-
Other Contractual Services	3,006	2,371	5,689	4,970	4,970	-
Subtotal:	47,612	32,775	50,370	81,020	81,020	-
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	-	1,895	-	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	-	1,895	-	-	-	-
GRAND TOTAL:	661,969	705,896	839,875	713,880	713,880	-
FUNDING SOURCE:						
General Fund Revenues						
Circulation Fees						

PROGRAM BUDGET SUMMARY

DEPARTMENT OF LIBRARY SERVICES – PUBLIC SERVICES DIVISION

MISSION/Program Description -

THE PUBLIC SERVICES DIVISION SUPPORTS AND ASSISTS PATRONS IN THEIR USE OF RESOURCES AT NOEL WIEN LIBRARY. This Division includes Reference/Interlibrary Loan, Circulation, and Youth Services - providing public services, programs, and access to library resources at the Noel Wien Library in a safe and inviting environment. While each area performs distinct roles, responsibilities overlap and are coordinated wherever possible to best meet the needs and interests of library users. THIS DIVISION IS NOW PART OF THE COMMUNITY SERVICES DIVISION.

Major Long-Term Issues and Concerns – SEE COMMUNITY SERVICES DIVISION

Objectives for FY 2017 – SEE COMMUNITY SERVICES DIVISION

Significant Budget Changes

- This division is now part of Community Services.

Previous Year's Accomplishments

- Merged with Outreach Services to form the Community Services Division.
- Presented or hosted 432 children's programs, resulting in a total attendance of 16,432 people.
- Checked out, checked in and re-shelved over 645,036 items, including items borrowed from outside Fairbanks and items used inside the library.
- Assisted library patrons with over 4,800 group study room bookings.
- Just under 198,700 interactions occurred between patrons and staff, including reference assistance, directional questions, and assistance with equipment, meeting rooms, library account issues and reserved items.
- Introduced self check-out services and automated materials handling.
- Library staff assisted patrons during many of the over 58,300 Internet sessions.
- Introduced a cyber-bar to improve Internet access for patrons.
- In-library use of laptops provided through the OWL program gained popularity with patrons.

Dept: Library Services
Div: Public Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17** Budget
Measure 1: Library visits meet or exceed national average of 5.1 visits per capita.	3.2	3.5	3.4	3.3	
Measure 2: Use of library materials meet or exceed national average of 7.7 per capita.	6.5	6.6	6.5	6.7	
Measure 3: Reference transactions meet or exceed national average of 1.0 transactions per capita.	0.70	1.20	0.60	1.00	
Measure 4: Number of registered borrowers meets or exceeds 60% of community population.	59%	57%	56%	58%	
Additional Statistical Accomplishments					
Number of library visits by individuals	321,556	349,316	332,282	318,970	
Number of items borrowed & used by patrons (borrowed, used in-library, received through Interlibrary Loan, Internet sessions)	651,011	660,157	677,054	657,800	
Reference and informational transactions	186,613	182,391	198,696	186,000	
Number of registered borrowers	58,673	56,977	54,427	57,330	
Number of library cards issued and renewed	5,171	5,146	3,946	5,150	
Number of times the Internet terminals were used by patrons	57,795	55,797	58,337	72,000	
Number of Interlibrary Loan requests filled for other Libraries	6,094	5,645	5,540	6,120	
Classes and programs (children, young adult, adult)	560	891	574	650	
Classes and program attendance	20,580	33,709	19,273	25,740	
Volunteer hours at Noel Wien Library	1,410	1,252	1,115	1,280	
Group study room use by patrons	4,544	5,130	4,848	4,680	
Reading discussion programs (science fiction and adult life long learning)	48	47	48	46	
Reading discussion programs attendance	325	331	347	320	

*Estimated
** See Community Services Division

Fairbanks North Star Borough

Personnel Summary
Dept: Library Services
Div: Public Services

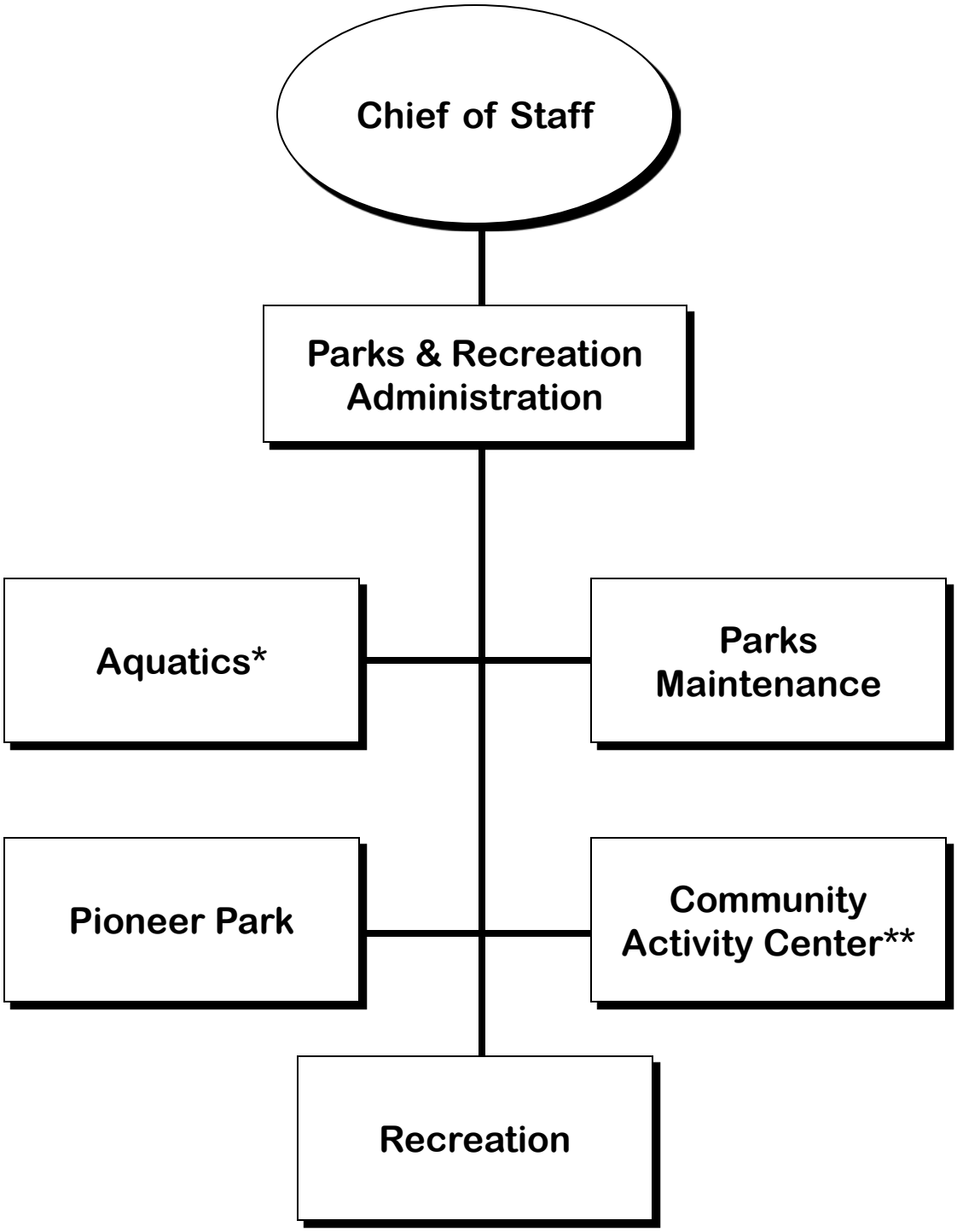
Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Community Services Manager	III			1.00	95,270	1.00	95,270		
Librarian	17	1.00	1.00	1.00	70,970	1.00	70,970		
Librarian	17	1.00	1.00	1.00	86,100	1.00	86,100		
Librarian	17	1.00	1.00	1.00	73,130	1.00	73,130		
Reference Librarian	13	0.55	0.55	0.55	37,940	0.55	37,940		
Reference Librarian	13	0.55	0.55	0.55	33,700	0.55	33,700		
Library Associate	11	1.00	1.00	1.00	57,120	1.00	57,120		
Library Assistant II	5	0.50	0.50	0.50	23,530	0.50	23,530		
Library Assistant II	5	0.50	0.50	0.50	28,540	0.50	28,540		
Library Assistant II	5	0.50	0.50	0.50	24,230	0.50	24,230		
Library Assistant II	5	0.75	0.75	0.75	37,460	0.75	37,460		
Library Assistant II	5	1.00	1.00	1.00	52,210	1.00	52,210		
Library Assistant II	5	0.50	0.50	0.50	24,970	0.50	24,970		
Library Assistant I	3	1.00	1.00	1.00	51,560	1.00	51,560		
Library Assistant I	3	0.75	0.75	0.75	42,270	0.75	42,270		
Library Assistant I	3	0.62	0.62	0.62	34,940	0.62	34,940		
Library Assistant I (RG)	3	0.88	0.88	0.88	52,550	0.88	52,550		
Library Assistant I	3	0.88	0.88	0.88	38,530	0.88	38,530		
Library Assistant I	3	0.62	0.62	0.62	31,030	0.62	31,030		
Library Assistant I	3	0.75	0.75	0.75	41,660	0.75	41,660		
Page (**) - Sr. Circulation	4	1.00	1.00	1.00	33,620	1.00	33,620		
Page (**)	1	1.00	1.00	1.00	31,650	1.00	31,650		
Page (**)	1	1.00	1.00	1.00	26,850	1.00	26,850		
Page (**)	1	0.75	0.75	0.75	21,380	0.75	21,380		
Page (**)	1	1.00	1.00	1.00	31,650	1.00	31,650		
Page (**)	1	0.75	0.75	0.75	23,360	0.75	23,360		
Page (**)	1	1.00	1.00	1.00	27,670	1.00	27,670		
Overtime	OT				6,000		6,000		
Temporaries:									
Pages	TH				56,330		56,330		
Casual Library Staff	TH				61,020		61,020		
Shift Differential	SD				9,030		9,030		
Former Position:									
Public Services Manager	III	1.00	1.00						
Security Assistant	3	1.00	1.00						
TOTALS:		22.85	22.85	21.85	1,266,270	21.85	1,266,270	0.00	0

Footnotes:
(RG) Reclassification-Position downgrade/Employee grandfathered in postition
(**) Perm. Page positions are APEA union employees with separate wage scale

Dept: Library Services
Div: Public Services

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	1,156,166	1,119,876	1,089,702	1,142,920	1,142,920	-
Overtime Wages	3,985	4,947	9,610	6,000	6,000	-
Temporary Salaries	100,833	115,910	116,915	117,350	117,350	-
Benefits	730,967	705,023	716,726	730,610	730,610	-
Subtotal:	1,991,951	1,945,756	1,932,953	1,996,880	1,996,880	-
COMMODITIES						
Office Supplies	5,844	5,676	5,219	6,000	6,000	-
Computer Supplies	-	-	-	-	-	-
Operating Supplies	22,369	31,488	19,007	30,860	30,860	-
Books and Periodicals	118	-	-	120	120	-
Repair and Maint. Supplies	3,132	2,145	1,921	1,760	1,760	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	31,463	39,309	26,147	38,740	38,740	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	-	-	-
Communications	31,383	32,589	31,710	33,550	33,550	-
Travel	14	212	198	50	50	-
Professional Dues/Meetings	110	488	-	-	-	-
Training	2,603	4,348	671	4,000	4,000	-
Advertising, Printing & Binding	2,924	5,303	2,285	4,000	4,000	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint.-Bldg. & Grounds	-	1,560	-	2,000	2,000	-
Repairs & Maint.-Office Equipment	75	235	496	500	500	-
Repairs & Maint.-Other Equipment	592	644	1,093	1,800	1,800	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	16,240	7,747	11,476	22,850	22,850	-
Subtotal:	53,941	53,126	47,929	68,750	68,750	-
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	6,999	10,410	4,491	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	10,900	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	6,999	10,410	15,391	-	-	-
GRAND TOTAL:	2,084,354	2,048,601	2,022,420	2,104,370	2,104,370	-
FUNDING SOURCE:						
General Fund Revenues						
Circulation Fees & Non-resident user fees						
Media Fees						
						-

Department of Parks & Recreation



* For current data see Recreation
** Carlson Center Enterprise

PROGRAM BUDGET SUMMARY

DEPARTMENT OF PARKS & RECREATION – ADMINISTRATION DIVISION

MISSION/Program Description

THE MISSION OF THE ADMINISTRATION DIVISION IS TO PROVIDE STRONG, EFFECTIVE LEADERSHIP, POLICY GUIDANCE, AND ADMINISTRATIVE SUPPORT TO ENHANCE THE COORDINATED EFFORTS OF THE OPERATIONAL DIVISIONS. This division hosts and provides administrative support to the Parks & Recreation Advisory Commission and other boards and commissions as necessary.

Major Long-Term Issues and Concerns

- Balance our service delivery to the public, with increasingly limited resources and expanding demand.
- Continue to ensure the orderly, safe, and responsive development of facilities and enhance department effectiveness in the delivery of quality services to the public by providing timely and accurate administrative support.
- Continue advocating for the updating of the Comprehensive Parks and Recreation Plan.
- Continue advocating for integrated Parks and Recreation management software.

Objectives for FY 2017

- Provide continued administrative support to the advisory commissions and boards.
- Provide up-to-date information to the public, utilizing effective and economical marketing and promotion strategies.
- Assist and coordinate with the Public Works Department in park-related Design & Construction and Facilities Maintenance for Parks and Recreation facilities.
- Based on current research and nationally-recognized best practices, provide the Administration, Borough Assembly, and the public with information and recommendations for decisions regarding Parks and Recreation issues.
- Finalize the recruitment of the Incorporating Board of Directors for the Parks and Recreation Foundation, and begin support of Foundation activities.
- Implement the volunteer Friends of the Park organization, and launch the new “Did You Know” advocacy campaign.

Significant Budget Changes

- Due to the split between the Administration Division and the new Recreation Division, much of the budget has been transferred to the new division, leaving only the true administrative functions.
- The FY 2017 budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.

Previous Year’s Accomplishments

The Administration Division is the financial, operational, and managerial arm of the Parks & Recreation Department. To that end, their responsibilities and accomplishments included the following:

- Provided managerial and administrative support such as; contract administration, grants, project management, purchasing, bidding, clerical support, departmental payroll using computerized time clock system, and cash handling.
- Provided policy guidance and direction for department matters.
- Completed the reorganization of the department, creating the new Recreation Division.
- Began forward movement with the FNSB Parks Foundation, completed the By-laws and Articles of Incorporation.
- Completed the remodel of the Administrative Offices

Dept: Parks & Recreation
Div: Administration
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent of change in total expenditures compared to the prior year	-3.9%	3.8%	3.5%	-0.8%	1.2%
Measure 2. Percent of change in total annual revenue compared to the prior year	5.1%	-2.6%	7.5%	-15.5%	1.1%
Measure 3. Percent of change in total department attendance	0.2%	6.1%	1.7%	-5.6%	N/A
Measure 4. Percent of change in Big Dipper attendance	-1.4%	-3.6%	4.9%	1.1%	N/A
Additional Statistical Accomplishments					
Administration					
Total department expenditures (measure 1)	$7,864,112	$8,166,080	$8,455,716	$8,389,100	$8,990,830
Total department revenue (measure 2)	$1,281,648	$1,248,394	$1,342,000	$1,134,070	1,457,110
Total department attendance (measure 3)	1,000,500	1,061,596	1,080,050	1,020,000	N/A
				.	.
Big Dipper					
Total Big Dipper Ice Arena revenue	$398,252	$366,665	$387,570	$381,160	N/A
Total Big Dipper Ice Arena attendance (measure 4)	185,743	179,141	188,000	190,000	N/A
Total number of potential hours for use	6,545	5,265	6,510	6,535	N/A
Total number of walkers/joggers annually	32,279	34,000	29,000	30,000	N/A
Total number of hourly ice rentals	3,586	3,798	3,850	3,850	N/A
Total number of ice maintenance hours	560	472	550	400	N/A
Number of skate rentals	7,303	6,897	7,200	7,300	N/A
Number of Ice Dog hockey home games	27	30	28	27	N/A
Number of days closed for annual maintenance	25	91	10	14	N/A
Individual outdoor rink resurfacings	673	703	750	780	N/A
Individual indoor rink resurfacings	2,790	2,271	2,500	2,200	N/A
Total ice resurfacings	3,463	2,974	3,250	3,300	N/A
Total number of birthday parties held	80	110	100	130	N/A
Total number of meeting room rentals	35	49	42	60	N/A
Child/Youth/Adult/Seniors Skating Multi-Passes					
10 visit	110	110	100	105	N/A
Three month	15	9	14	20	N/A

N/A - See new Recreation Division

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Parks and Recreation
Div: Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Parks & Recreation Director (S)	V	0.75	0.75	0.75	81,430	0.75	81,430	0.75	83,490
RecreationSuperintendent (RU)	III					1.00	89,280		
Facility Supervisor/Big Dipper Ice Arena	9	1.00	1.00	1.00	52,460	1.00	52,460		
Administrative Assistant IV (RU)	11					1.00	57,600	1.00	67,670
Administrative Assistant I	5	1.00	1.00	1.00	52,990	1.00	52,990	1.00	45,980
Facility Custodian	2	1.00	1.00	1.00	55,440	1.00	55,440		
Facility Custodian	2	1.00	1.00	1.00	47,080	1.00	47,080		
Recreation Specialist I	2	0.50	0.50	0.50	25,740	0.50	25,740		
Recreation Specialist I	2	1.00	1.00	1.00	49,970	1.00	49,970		
Recreation Specialist I	2	0.63	0.63	0.63	25,950	0.63	25,950		
Overtime	OT				6,800		6,800		0
Temporaries	TH				30,590		30,590		3,020
Shift Differential	SD				6,800		6,800		0
Standby	SD				280		280		280
Former Position:									
Parks & Recreation Manager	II	1.00	1.00	1.00	89,280				
Administrative Assistant III	7	1.00	1.00	1.00	57,600				
TOTALS:		8.88	8.88	8.88	582,410	8.88	582,410	2.75	200,440

Footnotes:
(RU) Reclass Position Upgraded
(S) Position split between divisions. See Carlson Activity Center Division

FY 2017 BUDGET WORKSHEET:

b	c	d	e	f	g	h	i	j	k	l	
By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
lw	1/25/16	P&R	ADM		8.88	8.88	8.88	NormOpr	PS-FTE		

Operating Budget

11	LW	1/23/16	P&R	ADM	50505	497,272	519,225	488,272	NormOpr	PS-Permanent Salaries		11
12	mb	12/12/14	P&R	ADM	50510	1,160	2,048	1,033	NormOpr	PS-Overtime Wages		12
13	PM	1/14/15	P&R	ADM	50515	34,716	41,437	48,359	NormOpr	PS-Temporary Salaries		13
14	LW	1/23/16	P&R	ADM	50520	314,698	316,992	311,350	NormOpr	PS-Benefits		14
15	mb	12/12/14	P&R	ADM	51105	1,693	1,826	3,671	NormOpr	COMD-Office Supplies		15
16	mb	12/12/14	P&R	ADM	51106	1,908	302	1,809	NormOpr	COMD-Computer Supplies		16
17	mb	12/12/14	P&R	ADM	51110	9,785	15,957	6,139	NormOpr	COMD-Operating Supplies	Big Dipper program operations, special events, and first aid supplies	17
18	mb	12/12/14	P&R	ADM	51115	68	0	121	NormOpr	COMD-Books and Periodicals		18
19	mb	12/12/14	P&R	ADM	51120	17,622	15,150	22,026	NormOpr	COMD-Repair and Maint. Supplies	Miscellaneous custodial supplies	19
20	mb	12/12/14	P&R	ADM	51130	413	243	33	NormOpr	COMD-Clothing Supplies		20
21	mb	12/12/14	P&R	ADM	51210	0	68	14	NormOpr	COMD-Motor Fuels and Lubricants		21
22	mb	12/12/14	P&R	ADM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	mb	12/12/14	P&R	ADM	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	mb	12/12/14	P&R	ADM	61525	91	0	13	NormOpr	CONTR-Communications	Miscellaneous postage	24
25	mb	12/12/14	P&R	ADM	61580	4,942	1,440	2,956	NormOpr	CONTR-Travel	Staff mileage reimbursement for project site inspections, various meetings, travel to outlying parks and facilities and other travel for professional purposes	25
26	rd	12/12/14	P&R	ADM	61581	2,719	2,959	2,981	NormOpr	CONTR-Profnl Dues/Mtgs	Music licensing, meeting support and professional dues	26
27	mb	12/12/14	P&R	ADM	61582	1,365	2,540	3,832	NormOpr	CONTR-Training	Technical & professional training for staff	27
28	mb	12/12/14	P&R	ADM	61610	5,093	5,157	3,976	NormOpr	CONTR-Advertising, Printing & Binding	Advertising to cover Big Dipper special events and legal advertising to include; track and field game materials, program changes, and meeting notices	28
29	mb	12/12/14	P&R	ADM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		29
30	mb	12/12/14	P&R	ADM	61710	6,039	3,706	1,916	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Misc. building maintenance and repairs (carpet cleaning, Plexiglas hardware, door hardware, plate switch covers, blind slats & cords)	30
31	mb	12/12/14	P&R	ADM	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		31

Parks & Recreation - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	8.88	8.88	(6.13)	2.75	2.75	2.75	Transfer out to Recreation Division	2.75	
11	545,020	545,020	(347,600)	197,420	197,420	197,420	Net change in personnel costs due to longevity adjustments	197,420	11
12	6,800	6,800	(6,800)	0	0	0		0	12
13	30,590	30,590	(27,570)	3,020	3,020	3,020		3,020	13
14	348,410	348,410	(224,530)	123,880	123,880	123,880	Net change is due to salary adjustments and benefit rate	123,880	14
15	2,200	2,200	0	2,200	2,200	2,200		2,200	15
16	1,130	1,130	0	1,130	1,130	1,130		1,130	16
17	11,390	11,390	(11,390)	0	0	0	Move to Recreation	0	17
18	200	200	0	200	200	200		200	18
19	15,200	15,200	(15,200)	0	0	0	Move to Recreation	0	19
20	250	250	(250)	0	0	0	Move to Recreation	0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	300	300	0	300	300	300		300	24
25	5,500	5,500	(3,700)	1,800	1,800	1,800	Move to Recreation	1,800	25
26	3,410	3,410	(560)	2,850	2,850	2,850	Move to Recreation, increase to meeting meal costs	2,850	26
27	1,980	1,980	(900)	1,080	1,080	1,080	Move to Recreation	1,080	27
28	7,050	7,050	(7,050)	0	0	0	Move to Recreation	0	28
29	0	0	0	0	0	0		0	29
30	2,820	2,820	(2,820)	0	0	0	Move to Recreation	0	30
31	0	0	0	0	0	0		0	31

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
32	mb	12/12/14	P&R	ADM	61780	0	0	268	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Typical repairs of custodial and recreational equipment	32
33	mb	12/12/14	P&R	ADM	61810	0	0	0	NormOpr	CONTR-Rent		33
34	mb	12/12/14	P&R	ADM	61830	0	0	0	NormOpr	CONTR-Utilities		34
35	mb	12/12/14	P&R	ADM	61920	0	0	0	NormOpr	CONTR-Equipment Leases		35
36	mb	12/12/14	P&R	ADM	61950	0	0		NormOpr	CONTR-Other Contractual Services	Rental of custodial equipment such as; pressure washer, genie lift, portable toilets, u-hauls, etc. for special events	36
37	mb	12/12/14	P&R	ADM	61950	1,075	4,446	2,027	NormOpr	CONTR-Other Contractual Services	Ester community park contractual fee	37
38	mb	12/12/14	P&R	ADM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		38
39	mb	12/12/14	P&R	ADM	72001	4,151	0	885	NormOpr	CAPITAL-Controlled Assets		39
40	mb	12/12/14	P&R	ADM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		40
41	mb	12/12/14	P&R	ADM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		41
42	mb	12/12/14	P&R	ADM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		42
43	mb	12/12/14	P&R	ADM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		43
44	mb	12/12/14	P&R	ADM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		44
45	mb	12/12/14	P&R	ADM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		45
46	mb	12/12/14	P&R	ADM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		46
47	mb	12/12/14	P&R	ADM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		47
48	mb	12/12/14	P&R	ADM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		48
49						**904,810**	**933,496**	**901,681**			**Normal Operations Totals:**	49
50												50
51												51
52												52
53												53
54												54
55												55

Parks & Recreation - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	2,270	2,270	(2,270)	0	0	0	Move to Recreation	0	36
37	450	450	0	450	450	450		450	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	**984,970**	**984,970**	**(650,640)**	**334,330**	**334,330**	**334,330**		**334,330**	49
50									50
51					**334,330**	**xcheck total**			51
52									52
53	Amount allocated through staff benefit rate			$ 197,420	27.0%	$ 53,303	Perm wages x 27.0% Health & life insurance cost		53
54									54
55	Health & life insurance cost by employee			$ 1,720	2.75	$ 56,760	$1,720 per employee per month x # employees (bodies) x 12 months		55

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
56												56
57	**Revenue - General Fund**											57
58	b	c	d	e	f	g	h	i	j	k	l	
59												
60					Object	FY 12/13	FY 13/14	FY 14/15	Program			
61	By	Date	Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	
62					Number							
63			P&R	ADM	44013	277,673	255,508	248,655	NormOpr	Big Dipper Ice Fees		63
64			P&R	ADM	44014	120,579	111,157	106,935	NormOpr	Big Dipper Recreation Fees		64
65						**398,252**	**366,665**	**355,590**			**Normal Operations Totals:**	65
66												66

Parks & Recreation - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
56									56
57									57
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	58 59 60 61 62
63	265,160	265,160	(265,160)	0		0	Move to Recreation	0	63
64	116,000	116,000	(116,000)	0	0	0	Move to Recreation	0	64
65	**381,160**	**381,160**	**(381,160)**	**0**	**0**	**0**		**0**	65
66									66

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PARKS & RECREATION – AQUATICS DIVISION

THIS DIVISION WILL BE DISSOLVED AT THE END FISCAL YEAR 2016 AND COMBINED WITH THE NEW DIVISION OF RECREATION.

Dept: Parks & Recreation
Div: Aquatics
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent change in aquatics attendance compared to the previous year	-0.34%	-3.87%	0.00%	-15.15%	
Measure 2. Percent change in revenue compared to the previous year	2.29%	-0.06%	2.32%	-12.98%	
Measure 3. Percent of swim lessons at maximum capacity	94%	95%	95%	95%	
Measure 4. Percent change in adaptive attendance compared to previous year	-5.88%	2.69%	0.00%	2.00%	
Measure 5. Percent change in senior attendance compared to the previous year	-18.38%	25.25%	-11.63%	-1.32%	
Additional Statistical Accomplishments					
Overall aquatic attendance	205,962	198,000	198,000	168,000	
Total annual revenue	$496,501	$496,210	$507,710	$441,790	
Number of private rentals and birthday parties hosted	542	450	450	400	
Number of water aerobic classes taught	617	715	650	450	
Number of children swim lessons offered	3,335	3,800	3,800	3,000	
Open swim hours available	2,241	2,250	2,250	1,575	
Lap swim hours available	2,171	2,080	2,080	1,830	
Gallons of chlorine used for pool sanitation	3,855	3,600	3,600	3,650	
Pounds of acid used in pool sanitation	4,600	5,500	5,500	5,650	
Days closed for annual maintenance and repairs	84	70	84	177	
Adaptive Recreation Program					
Total program attendance	4,869	5,000	5,000	5,100	
Number of specialized classes offered	501	600	520	485	
Senior Activities Program					
Total program attendance	3,433	4,300	3,800	3,750	
Number of specialized classes offered	328	530	450	340	

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Parks and Recreation
Div: Aquatics

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Aquatics Manager	II	1.00	1.00	1.00	92,700	1.00	92,700		
Adaptive Program Coordinator	10	1.00	1.00	1.00	70,110	1.00	70,110		
Facility Supervisor	8	1.00	1.00	1.00	68,160	1.00	68,160		
Facility Supervisor	8	1.00	1.00	1.00	68,160	1.00	68,160		
Facility Supervisor	8	1.00	1.00	1.00	62,340	1.00	62,340		
Recreation Specialist II (RU)	7	1.00	0.60	0.60	31,440	0.60	31,440		
Lifeguard II	3	0.63	0.63	0.63	36,040	0.63	36,040		
Lifeguard II	3	0.80	0.80	0.80	39,460	0.80	39,460		
Lifeguard II	3	1.00	1.00	1.00	45,550	1.00	45,550		
Lifeguard II	3	0.55	0.55	0.55	27,920	0.55	27,920		
Lifeguard II	3	1.00	1.00	1.00	43,550	1.00	43,550		
Lifeguard II	3	0.50	0.50	0.50	24,280	0.50	24,280		
Lifeguard II	3	0.63	0.63	0.63	28,850	0.63	28,850		
Lifeguard II	3	1.00	1.00	1.00	42,550	1.00	42,550		
Lifeguard II	3	0.76	0.50	0.50	22,540	0.50	22,540		
Lifeguard I	2	0.63	0.63	0.63	29,210	0.63	29,210		
Lifeguard I	2	0.63	0.63	0.63	31,000	0.63	31,000		
Lifeguard I	2	0.50	0.50	0.50	21,850	0.50	21,850		
Lifeguard I	2	0.54	0.54	0.54	26,980	0.54	26,980		
Lifeguard I	2	0.63	0.63	0.63	27,530	0.63	27,530		
Lifeguard I	2	0.63	0.63	0.63	31,480	0.63	31,480		
Lifeguard I	2	0.54	0.54	0.54	22,900	0.54	22,900		
Adaptive Recreation Specialist	2	0.50	0.50	0.50	20,590	0.50	20,590		
Adaptive Recreation Specialist	2	0.50	0.50	0.50	22,510	0.50	22,510		
Adaptive Recreation Specialist	2	0.74	0.74	0.74	31,380	0.74	31,380		
Adaptive Recreation Specialist	2	0.50	0.50	0.50	21,200	0.50	21,200		
Adaptive Recreation Specialist	2	0.60	0.50	0.50	21,200	0.50	21,200		
Overtime	OT				4,110		4,110		
Lifeguards	TH				137,320		137,320		
Adaptive Temps	TH				1,780		1,780		
Shift Dif. & Lead Guard	SD				15,800		15,800		
Sunday Winter Pool Program	SD				11,340		11,340		
Seasonal	TH				5,000		5,000		
TOTALS:		19.81	19.05	19.05	1,186,830	19.05	1,186,830	0.00	0

Footnotes:
(RU) Reclass Position Upgraded

Dept: Parks and Recreation
Div: Aquatics

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	901,613	883,683	926,895	1,038,620	1,038,620	-
Overtime Wages	1,847	4,763	6,448	4,110	4,110	-
Temporary Salaries	123,458	148,569	135,855	144,100	144,100	-
Benefits	557,797	558,892	611,832	666,730	666,730	-
Subtotal:	1,584,715	1,595,907	1,681,030	1,853,560	1,853,560	-
COMMODITIES						
Office Supplies	721	1,349	1,297	900	900	-
Computer Supplies	643	285	878	700	700	-
Operating Supplies	66,983	69,576	67,590	69,720	69,720	-
Books and Periodicals	589	1,013	696	2,350	2,350	-
Repair and Maint. Supplies	2,091	6,725	6,845	4,750	4,750	-
Clothing Supplies	2,458	3,780	-	3,250	3,250	-
Motor Fuels and Lubricants	7,574	7,531	7,837	10,960	10,960	-
Equipment Parts	-	-	-	500	500	-
Subtotal:	81,059	90,259	85,143	93,130	93,130	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	-	-	-
Communications	-	416	289	300	300	-
Travel	1,121	1,269	1,344	1,570	1,570	-
Professional Dues/Meetings	584	416	576	400	400	-
Training	5,729	10,339	5,950	5,360	5,360	-
Advertising, Printing & Binding	1,088	1,747	1,377	2,000	2,000	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	67,326	74,827	75,154	79,810	79,810	-
Repairs & Maint. -Office Equipment	-	-	-	600	600	-
Repairs & Maint. -Other Equipment	6,900	5,908	9,391	9,300	9,300	-
Rent	-	-	-	-	-	-
Utilities	3,251	3,383	3,596	3,100	3,100	-
Equipment Leases	12,590	12,590	12,590	17,430	17,430	-
Other Contractual Services	12,673	13,906	14,792	15,020	15,020	-
Subtotal:	111,262	124,801	125,059	134,890	134,890	-
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	6,000	6,247	4,300	6,000	6,000	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	6,000	6,247	4,300	6,000	6,000	-
GRAND TOTAL:	1,783,036	1,817,214	1,895,532	2,087,580	2,087,580	-

FUNDING SOURCE:
General Fund Revenues
Swimming Pool Fees

PROGRAM BUDGET SUMMARY

PARKS & RECREATION – CARLSON COMMUNITY ACTIVITY CENTER (CAC) DIVISION

MISSION/Program Description

THE MISSION OF THE JOHN A. CARLSON COMMUNITY ACTIVITY CENTER IS TO PROVIDE THE WIDEST VARIETY AND NUMBER OF SPORTING, ENTERTAINMENT, AND COMMUNITY EVENTS POSSIBLE THROUGH FACILITY RESOURCES. The Carlson Center's Advisory Board has approved and adopted the following mission statement: "The John A. Carlson Community Activity Center proudly serves the City of Fairbanks, the Fairbanks North Star Borough, and Interior Alaska by enhancing its cultural and economic environment through the presentation of a wide variety of sporting, entertainment, and community events".

Major Long-Term Issues and Concerns

- Achieving utility efficiencies through exploration and development of energy saving systems and monitoring equipment is crucial.
- Improvements in facility design are critical and are directly correlated to growth and progress. Specifically, kitchen expansion/upgrades will have a direct effect on increased revenues especially the consideration of an additional attached structure on the west side of the facility to allow for trade show growth, encourage conference meeting space and encourage community attendance at summer type events to utilize the Center's prime "Riverfront" location.
- Researching and implementing possible energy retrofits around the facility to reduce the overall utility expenses.
- Continue a focus on hiring, training and retention of key personnel while remaining competitive in the marketplace.

Objectives for FY 2017

- To identify and develop new programming for the Carlson Center, specifically, increasing food and beverage sales, along with research and development of a strategic plan to reach untapped target markets.
- To analyze event activity for ways to improve quality, value and revenues while reducing operating expenses.
- With the recent conversion of the boilers to dual fuel, procurement and placement of a gas burning stove in the facility kitchen to increase productivity and decrease labor.
- The current mezzanine seating is discontinued and with the age of the system and deck, costs have increased due to frequent repairs. A new bleacher system is crucial and should be replaced in the next two to four years.

Significant Budget Changes

Revenue

- FY 2015/16 SMG's revenues are projected at $1,870,415.

Expenses

- FY 2015/16 SMG's operating expenses are projected at $2,232,712.

Subsidy

- FY 2015/16 operating subsidy and management fees projected at $593,130, which is down from the FY 2014/15-projected operating subsidy of $630,340.

Previous Year's Accomplishments

- The Carlson Center continued to host several community events some of the larger ones included: The World Eskimo Indian Olympics, American Heart Association's Go Red Event, and Dralion by Cirque du Soleil.

Dept: Parks & Recreation
Div: Community Activity Center
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures		2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1.	Percent change in gross revenue compared to the previous three-year average	2.0%	9.0%	-7.0%	-3.0%	-3.0%
Measure 2.	Percent change in Carlson Center attendance compared to the previous three-year average	-7%	17%	-29%	-10%	-10%
Measure 3.	Number of events promoted or co-promoted by the Carlson Center	2	2	2	2	2
Measure 4.	Number of nationally promoted shows/concerts at the Carlson Center	5	4	5	4	4
Measure 5.	Number of events with an attendance greater than 2000 people	29	30	25	22	22

Additional Statistical Accomplishments

Annual Gross Revenue	$1,886,219	$2,126,805	$1,798,190	1,875,415	1,875,415
Number of patrons that visited the Carlson Center	145,685	181,897	123,080	136,110	136,110
Event Days	387	412	266	357	357
Number of Hourly Ice Rentals	182	188	270	275	275
Number of Nanook hockey home games	21	20	17	19	19
Individual Ice Rink Resurfacings (Oct-Mar)	465	549	475	482	482
Number of advertising sponsorships sold	82	83	90	95	95
Number of in-house advertising sponsors	49	52	48	50	50
Total number of event tickets sold	100,743	84,880	86,870	94,675	94,675
Percent change in gross food and beverage revenues compared to previous three-year average	-11%	10%	-11%	-4%	-4%

*Estimated

Personnel Summary
Dept: Parks and Recreation
Div: Community Activity Center

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Parks & Recreation Director (S)	V	0.25	0.25	0.25	27,140	0.25	27,140	0.25	27,830
TOTALS:		0.25	0.25	0.25	27,140	0.25	27,140	0.25	27,830

Footnotes:
(S) Position split between divisions. See Parks & Rec in Admin Division.

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		P&R	CAC		0.25	0.25	0.25	NormOpr	PS-FTE		

Operating Budget

11	LW	1/23/16	P&R	CAC	50505	23,952	25,161	26,044	NormOpr	PS-Permanent Salaries		11
12			P&R	CAC	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13			P&R	CAC	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	LW	1/23/16	P&R	CAC	50520	14,190	13,299	15,945	NormOpr	PS-Benefits		14
15			P&R	CAC	51105	129	137	39	NormOpr	COMD-Office Supplies		15
16			P&R	CAC	51106	0	0	0	NormOpr	COMD-Computer Supplies		16
17			P&R	CAC	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18			P&R	CAC	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			P&R	CAC	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			P&R	CAC	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			P&R	CAC	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			P&R	CAC	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			P&R	CAC	61510	12,570	21,400	201,655	NormOpr	CONTR-Professional Services	Annual Independent Accounting Audit	23
24			P&R	CAC	61525	0	0	0	NormOpr	CONTR-Communications		24
25			P&R	CAC	61580	0	0	0	NormOpr	CONTR-Travel		25
26			P&R	CAC	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs		26
27			P&R	CAC	61582	0	0	0	NormOpr	CONTR-Training		27
28			P&R	CAC	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding		28
29			P&R	CAC	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		29
30			P&R	CAC	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		30
31			P&R	CAC	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		31
32			P&R	CAC	61780	1,300	500	500	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Maintenance Repair on Fleet Vehicles	32
33			P&R	CAC	61810	0	0	0	NormOpr	CONTR-Rent		33
34			P&R	CAC	61830	0	0	0	NormOpr	CONTR-Utilities		34
35			P&R	CAC	61920	9,040	9,620	9,630	NormOpr	CONTR-Equipment Leases	Vehicle/Equipment Replacement Charge	35
36			P&R	CAC	61950	564,786	619,398	502,436	NormOpr	CONTR - Other Contractual Services	Management Fees and Operational Budget Subsidy to SMG for Operation of CAC	36
37			P&R	CAC		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		37
38			P&R	CAC	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		38
39			P&R	CAC	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		39
40			P&R	CAC	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		40
41			P&R	CAC	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		41
42			P&R	CAC	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		42

Parks & Recreation - Carlson Community Activity Center

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	0.25	0.25	0.00	0.25	0.25	0.25		0.25	
11	27,140	27,140	690	27,830	27,830	27,830		27,830	11
12	0	0	0	0	0	0		0	12
13	0	0	0	0	0	0		0	13
14	16,990	16,990	430	17,420	17,420	17,420		17,420	14
15	140	140	0	140	140	140		140	15
16	0	0	0	0	0	0		0	16
17	0	0	0	0	0	0		0	17
18	0	0	0	0	0	0		0	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	23,160	23,160	0	23,160	23,160	23,160		23,160	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	0	0	0	0	0	0		0	26
27	0	0	0	0	0	0		0	27
28	0	0	0	0	0	0		0	28
29	0	0	0	0	0	0		0	29
30	0	0	0	0	0	0		0	30
31	0	0	0	0	0	0		0	31
32	500	500	0	500	500	500		500	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	16,010	16,010	(3,090)	12,920	12,920	12,920	Decrease in charges for Vehicle Equipment Fleet Charge	12,920	35
36	593,130	593,130	0	593,130	593,130	593,130		593,130	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
43			P&R	CAC	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		43
44			P&R	CAC	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		44
45			P&R	CAC	72030	0	0	0	NormOpr	CAPITAL-Library Materials		45
46			P&R	CAC	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		46
47			P&R	CAC	72040	517,708	607,310	689,444	NormOpr	CAPITAL-Other Capital Items		47
48						**1,143,675**	**1,296,825**	**1,445,693**			**Normal Operations Totals:**	48
49												49
50												50
51												51
52												52
53												53
54												54
55												55
56												56

Revenue - Carlson Activity Center Enterprise Fund

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
57												
58												
59												
60												
61												
62			P&R	CAC	45025	783	7	292	NormOpr	Interest Earnings		62
63			P&R	CAC		48	983	1,643	NormOpr	Other		63
64						**831**	**990**	**1,935**			**Normal Operations Totals:**	64
65												65
66												66

Parks & Recreation - Carlson Community Activity Center

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	**677,070**	**677,070**	**(1,970)**	**675,100**	**675,100**	**675,100**		**675,100**	48
49									49
50					**675,100**	**xcheck total**			50
51									51
52	Amount allocated through staff benefit rate			$ 27,830	27.0%	$ 7,514	Perm wages x 27.0% Health & life insurance cost		52
53									53
54	Health & life insurance cost by employee			$ 1,720	0.25	$ 5,160	$1,720 per employee per month x # employees (bodies) x 12 months		54
55									55
56									56
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	57 58 59 60 61
62	0	0	0	0	0	0		0	62
63									63
64	**0**	**0**	**0**	**0**	**0**	**0**		**0**	64
65									65
66					**-**	**xcheck total**			66

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PARKS & RECREATION – PARKS MAINTENANCE DIVISION

MISSION/Program Description

THE MISSION OF THE PARKS MAINTENANCE DIVISION IS TO PROVIDE AND MAINTAIN ATHLETIC, RECREATIONAL, AND PARK FACILITIES TO MEET THE COMMUNITY'S NEEDS FOR HEALTHY RECREATIONAL ACTIVITIES THAT ARE ACCESSIBLE TO ALL BOROUGH RESIDENTS. The division fosters relationships and partners with civic organizations, youth and adult sports organizations, businesses, and other governmental agencies to provide cost effective and affordable recreation opportunities. The division provides facilities and locations for activities that improve physical and mental health, attract and retain community members, contribute to the economic base, and decrease deviant behavior by providing healthy alternatives for at risk youth. The division is comprised of six basic management areas; Parks Maintenance, Birch Hill Recreation Area, Chena Lake Recreation Area, Tanana Lakes Recreation Area, Recreational Trails Office, and the Project Office. The staff performs a variety of recreation facility management, renovation, and development functions at over 130 indoor and outdoor park facilities located throughout the Borough. The division works closely with partner organizations and the community to provide recreational activities at these locations. Additionally, staff provides support for large community events and landscaping beautification efforts.

Major Long-Term Issues and Concerns

- Secure resources to address the deteriorating conditions of Borough parks, playgrounds, restrooms, and other aging facilities.
- Develop new and update existing facility use leases, management agreements, and joint use agreements with our community partners.
- Secure the legal use of the recreational trails identified in the Borough's Comprehensive Trail Plan.
- Complete development of South Davis Park, Birch Hill Recreation Area, Isberg Recreation Area, and Tanana Lakes Recreation Areas as per the facilities' Master Plans.

Objectives for FY 2017

- Identify revenue opportunities that might be used to offset the use of General Funds in support of maintaining and operating park facilities.
- Fine-tune the efficiency of the maintenance operations to provide the safest, highest quality facilities possible with the available resources.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.

Previous Year's Accomplishments

- With the assistance of the Snedden Foundation installed a new picnic pavilion in Snedden Park.
- Opened a skating rink and installed a skating trail on the non-motorized lake in Tanana Lakes Recreation Area.
- Hosted a record breaking attendance month at Birch Hill Recreation Area with over 28,000 visits during the month of January.
- Installed a new accessible playground in the Fairbanks Lions Recreation Area. The first accessible playground in our inventory.

Dept: Parks & Recreation
Div: Parks Maintenance
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent change in annual park reservations and rentals compared to the previous year	-18.54%	45.51%	-0.19%	11.22%	-13.04%
Measure 2. Percent change in Birch Hill Recreation Area annual attendance compared to the previous year	-5.06%	8.43%	2.76%	-2.71%	2.63%
Measure 3. Percent change in Chena Lake ice house rentals compared to previous year	28.80%	-8.70%	37.50%	-22.08%	11.11%
Additional Statistical Accomplishments					
Parks - pavilion reservations	136	127	168	145	145
Parks - reservations	19	14	24	100	25
Parks - multi-use field reservations	201	377	325	330	330
Parks - total reservations (measure 1)	356	518	517	575	500
Parks - number of flowers planted and maintained annually	33,972	31,896	30,984	26,808	25,000
Parks - acres of athletic turf maintained annually	36.26	36.26	40.56	42.56	42.56
Parks - tons of refuse removed annually (excluding CLRA/BH)	95.59	105.93	105,460	115.00	115.00
Parks - South Cushman rifle range annual visits	87,798	74,996	86,351	87,500	90,000
Parks - annual revenue	$7,380	$7,751	$22,437	$22,500	$25,000
Birch Hill Recreation Area - attendance (measure 2)	175,276	190,044	195,288	190,000	195,000
Birch Hill Recreation Area - assembly pod reservations	21	50	57	55	55
Birch Hill Recreation Area - annual revenue	$12,273	$32,553	$39,126	$32,350	$40,715
Chena Lake Recreation Area - annual revenue	$166,730	$141,746	$104,296	$151,290	$151,290
Chena Lake Recreation Area - pavilion rentals	106	128	195	125	125
Chena Lake Recreation Area - ice house rentals (measure 3)	184	168	231	180	200
Tanana Lakes Recreation Area - attendance	N/A	N/A	125,886	110,000	130,000
Tanana Lakes Recreation Area - pavilion rental	N/A	N/A	29	20	35
Tanana Lakes Recreation Area - ice house rentals	N/A	N/A	N/A	50	50
Trails - winter groomed for skiing (miles)	4.80	4.80	4.80	9.00	9.00
Trails - winter groomed multi purpose (miles)	13.40	13.40	13.40	18.00	18.00
Snow removal - miles of park roads & driveways maintained	4.85	4.85	6.32	7.32	7.32
Snow removal - acres of parking lot maintained	17.80	18.12	19.04	19.04	19.04
Snow removal - miles of sidewalk & pedestrian path maintained	4.82	4.96	5.77	5.77	5.77

* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Parks and Recreation
Div: Parks Maintenance

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Parks Superintendent	III	1.00	1.00	1.00	91,750	1.00	91,750	1.00	94,070
Parks Maintenance Manager	II	1.00	1.00	1.00	84,370	1.00	84,370	1.00	86,510
Chena Lake Manager	I	1.00	1.00	1.00	64,760	1.00	64,760	1.00	66,400
Parks Project Coordinator	14	1.00	1.00	1.00	71,520	1.00	71,520	1.00	63,870
Parks Project Coordinator (P)	14	1.00	1.00	1.00	68,350	1.00	68,350	1.00	69,820
Trails Coordniator	13	1.00	1.00	1.00	82,480	1.00	82,480	1.00	82,980
Parks Caretaker/Mechanic	9	1.00	1.00	1.00	59,070	1.00	59,070	1.00	60,320
Facility Supervisor/Birch Hill	8	1.00	1.00	1.00	53,700	1.00	53,700	1.00	54,850
Facility Supervisor/Tanana Lakes	8		1.00	1.00	66,170	1.00	66,170	1.00	67,570
Parks Caretaker	8	1.00	1.00	1.00	60,510	1.00	60,510	1.00	61,780
Parks Caretaker	8	1.00	1.00	1.00	58,730	1.00	58,730	1.00	59,990
Parks Caretaker	8	1.00	1.00	1.00	64,220	1.00	64,220	1.00	65,580
Parks Caretaker	8	1.00	1.00	1.00	57,010	1.00	57,010	1.00	58,230
Parks Caretaker	8	1.00	1.00	1.00	57,010	1.00	57,010	1.00	59,090
Parks Caretaker	8	1.00	1.00	1.00	59,630	1.00	59,630	1.00	60,890
Parks Caretaker Seasonal	8	0.50	0.50	0.50	28,940	0.50	28,940	0.50	27,430
Parks Caretaker Seasonal	8	0.33	0.33	0.33	18,540	0.33	18,540	0.33	18,930
Parks Ranger -Tanana Lakes	5		1.00	1.00	45,690	1.00	45,690	1.00	47,330
Parks Ranger - TL Seasonal	5		0.35	0.35	16,470	0.35	16,470	0.35	16,570
Parks Ranger - TL Seasonal	5		0.35	0.35	15,990	0.35	15,990	0.35	16,090
Parks Ranger - Seasonal	5	0.35	0.35	0.35	18,550	0.35	18,550	0.35	18,660
Parks Ranger - Seasonal	5	0.35	0.35	0.35	18,550	0.35	18,550	0.35	18,940
Parks Ranger - Seasonal	5	0.35	0.35	0.35	18,820	0.35	18,820	0.35	19,230
Parks Ranger - Seasonal	5	0.35	0.35	0.35	16,470	0.35	16,470	0.35	17,060
Parks Ranger - Seasonal	5	0.35	0.35	0.35	15,990	0.35	15,990	0.35	16,570
Parks Ranger - Seasonal	5	0.35	0.35	0.35	15,990	0.35	15,990	0.35	16,570
Parks Ranger - Seasonal	5	0.35	0.35	0.35	17,730	0.35	17,730	0.35	18,120
Parks Ranger - Seasonal	5	0.40	0.40	0.40	18,820	0.40	18,820	0.40	18,930
Parks Groundskeeper Seasonal	3	0.48	0.48	0.48	21,640	0.48	21,640	0.48	20,550
Parks Groundskeeper Seasonal	3	0.48	0.48	0.48	23,670	0.48	23,670	0.48	24,170
Parks Groundskeeper Seasonal	3	0.48	0.48	0.48	21,020	0.48	21,020	0.48	21,780
Parks Groundskeeper Seasonal	3	0.48	0.48	0.48	21,020	0.48	21,020	0.48	21,780
Overtime	OT				15,190		15,190		15,190
Temporaries	TH				332,750		332,750		336,750
Tanana Lakes Temporaries	TH				34,110		34,110		34,110
Artificial Turf Temporaries	TH				6,750		6,750		6,750
Temporaries	TH								22,400
Shift Differential	SD				6,700		6,700		6,700
Lead Pay	SD				4,370		4,370		4,370
Project Funded	14				(68,350)		(68,350)		(69,820)
TOTALS:		19.60	22.30	22.30	1,684,700	22.30	1,684,700	22.30	1,727,110

Footnotes:
(P) Project Funded

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		P&R	PM		19.60	19.60	22.30	NormOpr	PS-FTE		

Operating Budget

11	LW	1/18/16	P&R	PM	50505	985,358	1,071,066	1,175,690	NormOpr	PS-Permanent Salaries		11
12			P&R	PM	50510	21,234	19,359	18,538	NormOpr	PS-Overtime Wages		12
13	JH	2/4/16	P&R	PM	50515				Airport Way	PS-Temporary Salaries		13
14	JH	2/4/16	P&R	PM	50515				NP Library	PS-Temporary Salaries		14
15			P&R	PM	50515	330,304	353,363	376,056	NormOpr	PS-Temporary Salaries		15
16	LW	1/23/16	P&R	PM	50520				NormOpr	PS-Benefits		16
17	LW	1/23/16	P&R	PM	50520				NormOpr	PS-Benefits		17
18	LW	1/23/16	P&R	PM	50520	654,031	699,807	795,430	NormOpr	PS-Benefits		18
19	JH		P&R	PM	51105	1,182	1,507	1,483	NormOpr	COMD-Office Supplies		19
20	JH		P&R	PM	51106	650	2,083	901	NormOpr	COMD-Computer Supplies		20
21	JH		P&R	PM	51110				Airport Way	COMD-Operating Supplies		21
22	JH		P&R	PM	51110				NP Library	COMD-Operating Supplies		22
23	JH		P&R	PM	51110	104,401	102,287	114,928	NormOpr	COMD-Operating Supplies	Program supplies, horticultural stock, landscaping materials, fertilizer, seed, traction sand and gravel	23
24	JH		P&R	PM	51115	0	0	0	NormOpr	COMD-Books and Periodicals		24
25	JH		P&R	PM	51120	69,471	82,826	83,120	NormOpr	COMD-Repair and Maint. Supplies	Maintenance supplies for park facilities	25
26	JH		P&R	PM	51130	3,890	3,906	7,111	NormOpr	COMD-Clothing Supplies	Uniforms	26
27	JH		P&R	PM	51210	68,910	65,224	72,976	NormOpr	COMD-Motor Fuels and Lubricants		27
28	JH		P&R	PM	51250	2,953	4,949	3,685	NormOpr	COMD-Equipment Parts		28
29	JH		P&R	PM	61510	0	0	3,450	NormOpr	COMD- Professional Services		29
30	JH		P&R	PM	61525	12	585	47	NormOpr	CONTR-Communications	Postage/Carrier Service	30
31	JH		P&R	PM	61580	3,829	4,213	5,555	NormOpr	CONTR-Travel	Staff mileage reimbursement for project site inspections, various meetings, travel between Fairbanks, North Pole and other outlying parks and facilities and other travel expenses as needed	31
32	JH		P&R	PM	61581	503	485	865	NormOpr	CONTR-Profnl Dues/Mtgs	Support of public meetings and trail commission meeting supplies	32

Parks & Recreation - Parks Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	22.30	22.30	0.00	22.30	22.30	22.30		22.30	
11	1,295,900	1,295,900	16,010	1,311,910	1,311,910	1,311,910	Net change in personnel costs due to longevity adjustments	1,311,910	11
12	15,190	15,190	0	15,190	15,190	15,190		15,190	12
13	0	0	10,400	10,400		0	Airport Way flowers adjustment	0	13
14	0	0	12,000	12,000		0	North Pole Library landscaping adjustment	0	14
15	373,610	373,610	4,000	377,610	400,010	400,010	Minimm wage for youth workers was increased by .75 cents	400,010	15
16	0	0	1,010	1,010		0	Airport Way flowers adjustment	0	16
17	0	0	1,160	1,160		0	North Pole Library landscaping adjustment	0	17
18	856,980	856,980	10,420	867,400	869,570	869,570	Net change is due to salary adjustments and benefit rate	869,570	18
19	1,000	1,000	0	1,000	1,000	1,000		1,000	19
20	1,600	1,600	0	1,600	1,600	1,600		1,600	20
21	0	0	8,500	8,500		0	Airport Way flowers, fertilizer, and other supplies	0	21
22	0	0	5,000	5,000		0	NP Library landscape, parking lot, and path supplies	0	22
23	87,560	104,560	13,500	118,060	131,560	131,560	Inflationary increases	131,560	23
24	300	300	0	300	300	300		300	24
25	89,780	87,830	1,950	89,780	89,780	89,780	Realign to approved	89,780	25
26	4,960	4,960	0	4,960	4,960	4,960		4,960	26
27	78,430	78,430	0	78,430	78,430	78,430		78,430	27
28	8,000	8,000	(2,000)	6,000	6,000	6,000	Reflect historic actual	6,000	28
29	0	0	0	0	0	0		0	29
30	470	470	0	470	470	470		470	30
31	1,400	1,400	0	1,400	1,400	1,400		1,400	31
32	800	800	500	1,300	1,300	1,300	Trails Comm food and drinks as per new policy	1,300	32

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
33	JH		P&R	PM	61582	7,841	6,952	3,823	NormOpr	CONTR-Training	Required technical and professional training for staff	33
34	JH		P&R	PM	61610	1,906	2,164	1,395	NormOpr	CONTR-Advertising, Printing & Binding	Legal advertising, promotional advertising for Chena Lake, Birch Hill, and Tanana Lakes Recreation Area	34
35	JH		P&R	PM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		35
36	JH		P&R	PM	61710	40,524	39,072	72,246	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Snow removal, hard pack removal, road grading, parking lot sweeping, typical repairs and maintenance to parks, and unanticipated vandalism repair	36
37	JH		P&R	PM	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		37
38	JH		P&R	PM	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Typical Repairs for a Fleet of Small Engine Equipment Items	38
39	JH		P&R	PM	61780	45,797	60,046	61,280	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Maintenance Repair on Fleet Vehicles	39
40	JH		P&R	PM	61810	0	0	0	NormOpr	CONTR-Rent		40
41	JH		P&R	PM	61830	95,165	107,668	86,320	NormOpr	CONTR-Utilities	Water, sewer, electric, irrigation, and garbage services for all parks	41
42	JH		P&R	PM	61920	165,930	167,620	166,810	NormOpr	CONTR-Equipment Leases	Vehicle Equipment Replacement Charge	42
43	JH		P&R	PM	61950	42,754	47,647	54,887	NormOpr	CONTR-Other Contractual Services	Rental of Portable Restrooms, Equipment Rentals, Water Quality Testing, locking and unlocking gates at various Borough parks and facilities	43
44	JH		P&R	PM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		44
45	JH		P&R	PM	72001	10,060	9,320	6,794	NormOpr	CAPITAL-Controlled Assets	Purchase Controlled Assets	45
46	JH		P&R	PM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		46
47	JH		P&R	PM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		47
48	JH		P&R	PM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		48
49	JH		P&R	PM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		49
50	JH		P&R	PM	72020	0	0	3,335	NormOpr	CAPITAL-Machinery & Equipment		50
51	JH		P&R	PM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		51
52	JH		P&R	PM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		52
53	JH		P&R	PM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		53

Parks & Recreation - Parks Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
33	5,500	5,500	0	5,500	5,500	5,500		5,500	33
34	5,450	5,450	(2,000)	3,450	3,450	3,450	Reflect historic actual	3,450	34
35	0	0	0	0	0	0		0	35
36	46,600	46,600	2,000	48,600	48,600	48,600	NP Library hardpack removal and parking lot sweeping	48,600	36
37	0	0	0	0	0	0		0	37
38	9,840	9,840	0	9,840		0		0	38
39	50,800	50,800	(17,700)	33,100	42,940	42,940	Decrease in charges for Vehicle Equipment Fleet Repairs and Maintenance	42,940	39
40	0	0	0	0	0	0		0	40
41	112,820	112,820	(10,000)	102,820	102,820	102,820	Reflect historic actual	102,820	41
42	265,260	265,260	172,830	438,090	438,090	438,090	Increase in charges for Vehicle Equipment Fleet Replacement Charges	438,090	42
43	57,460	64,460	0	64,460	64,460	64,460		64,460	43
44	0	0	0	0	0	0		0	44
45	9,400	11,350	(1,950)	9,400	9,400	9,400	Purchase of replacement reel sprinklers, tractor implements, and maintenance tools	9,400	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
54	JH		P&R	PM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		54
55						**2,656,705**	**2,852,149**	**3,116,725**			**Normal Operations Totals:**	55
56												56
57												57
58												58
59												59
60												60
61												61
62												62
63												63
64												64
65												65
66												66

Revenue - General Fund

			d	e	f	g	h	i	j	k	l	
67												
68												
69					Object	FY 12/13	FY 13/14	FY 14/15	Program			
70	By	Date	Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	
71					Number							
72			P&R	PM	44015	166,730	141,476	104,296	NormOpr	Chena Lake Rec. Fees	All Chena Lake Revenue	72
73			P&R	PM	44016	7,380	7,751	23,376	NormOpr	P & R Other Rec. Fees	Zamboni Blade Sharpenings, Pavilion Rentals	73
74			P&R	PM	44031	12,273	32,553	39,126	NormOpr	Birch Hill	All Birch Hill Revenue	74
75			P&R	PM	44033	0	0	0	NormOpr	Tanana Lakes	All Tanana Lake Revenue	77
76						**186,383**	**181,780**	**166,798**			**Normal Operations Totals:**	76
77												77
78												78

Parks & Recreation - Parks Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
54	0	0	0	0	0	0		0	54
55	**3,379,110**	**3,403,110**	**225,630**	**3,628,740**	**3,628,740**	**3,628,740**		**3,628,740**	55
56									56
57					**3,628,740**	**xcheck total**			57
58									58
59									59
60	Amount allocated through staff benefit rate			$ 1,311,910	27.0%	$ 354,216	Perm wages x 27.0% Health & life insurance cost		60
61	Amount allocated through staff benefit rate			$ 69,820	27.0%	$ 18,851	Project wages x 27.0% Health & life insurance cost		61
62						$ 373,067			62
63									63
64	Health & life insurance cost by employee			$ 1,720	32.00	$ 660,480	$1,720 per employee per month x # employees (bodies) x 12 months		64
65									65
66									66

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
67									67
68									68
69									69
70									70
71									71
72	151,290	151,290	1,400	152,690		0	Anticipate increase due to revised fee structure	0	72
73	12,180	12,180	15,720	27,900		0	Anticipate increase due to revised fee structure	0	73
74	32,350	32,350	10,620	42,970		0	Anticipate increase due to revised fee structure	0	74
77	0	0	6,900	6,900	230,460	230,460	Anticipate increase due to revised fee structure	230,460	77
76	**195,820**	**195,820**	**34,640**	**230,460**	**230,460**	**230,460**		**230,460**	76
77									77
78					**230,460**	**xcheck total**			78

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PARKS & RECREATION – PIONEER PARK DIVISION

MISSION/Program Description

THE MISSION OF THE PIONEER PARK DIVISION IS TO OPERATE, MAINTAIN, AND MAXIMIZE RESIDENT AND VISITOR USE OF PIONEER PARK AS A PREMIERE AND ESSENTIAL RECREATION FACILITY, ENHANCING THE QUALITY OF LIFE IN THE COMMUNITY. Pioneer Park, a 44-acre historic themed park includes many historic buildings, authentic artifacts, concessions, attractions, activities, museums, convention/meeting facilities, an arts and cultural center, and provides recreational/tourism opportunities and leisure areas.

Major Long-Term Issues and Concerns

- Improve and increase recreational and tourism opportunities while preserving and enhancing the historical atmosphere of Pioneer Park.
- Years of deferred maintenance have left many historic structures and much of the infrastructure in a state of disrepair.

Objectives for FY 2017

- Further develop community offerings and community participation in park-hosted events.
- Continue implementation of the Pioneer Park Master Plan.
- Further develop facility and park use with public, private, and non-profit sectors of the community.
- Complete construction of park wide sewer and access safety improvements.
- Increase the number of vendors within park.
- Continue a social media presence at Pioneer Park.
- Begin development of the Parks and Recreation Foundation.
- Establish design for an all-inclusive playground.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes. Inflationary increase to Security Services.

Previous Year's Accomplishments

- Civic Center Column repair.
- Continued development of new maintenance yard.
- Re-design of Pioneer Park brochure.
- Hazard tree removal throughout park.
- Switch and reroute of rail through switchyard and continued rail and tie replacement.
- Cabin 32 restroom log repair.
- New deck construction adjacent to Grizzlies concession.
- Hosted and/or co-sponsored the following community events: Memorial Day Celebration, July 4th Celebration, Labor Day Celebration, History Day, Golden Days, Alaska State BBQ Association Competition, Governor's Picnic, Midnight Sun Run, Spooky Train and Spooky Town, Fairbanks Folk Fest Winter Concert series and Winter/Summer Fest, Holiday Bazaar and Celebration, Mutt March, Far North Conservation Film Festival, Alaska International Senior Games, Mush for Kids, Military and Family Appreciation Day, Mosquito Meander, and many other events.

Dept: Parks & Recreation
Div: Pioneer Park
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percentage change in annual Park visitation	15.6%	3.6%	-5.7%	11.3%	0.0%
Measure 2. Percent change in number of community sponsors compared to the previous year	-17.4%	20.0%	-12.3%	5.0%	4.8%
Measure 3. Percent of change in the total annual revenue compared to the previous year	-6.9%	1.6%	2.6%	4.7%	13.6%
Measure 4. Percent change in the total number of events compared to the previous year	-2.6%	7.6%	-9.6%	15.5%	9.6%
Measure 5. Percentage change in train rides compared to the previous year	-12%	-1%	-6%	9%	7%

Additional Statistical Accomplishments

Annual Park visitation*	354,191	366,829	345,985	385,000	385,000
Community sponsors of Park activities	95	114	100	105	110
Number of Park sponsored events	132	133	130	130	135
Number of public events	974	1,048	951	1,175	1,300
Number of private events	517	699	629	650	700
Number of total events	1,623	1,747	1,580	1,825	2,000
Total Pioneer Park revenue	$200,063	$203,378	$208,787	$219,000	$253,450
Number of park concession merchants	21	22	26	26	26
Number of miles traveled by the train	3,752	4,005	3,854	4,000	3,900
Average number of train riders daily	282	279	266	310	310
Total number of train riders annually	29,336	29,020	27,404	30,000	32,000
Number of interpretive talks given	11,631	9,729	7,817	8,000	9,000
Number of RV camping nights	236	388	442	450	450
Strings of holiday season lights hung	554	554	637	640	640
Pounds of refuse removed from park	169,100	172,900	166,049	164,000	162,000
Pounds recycled	1,000	1,500	6,851	8,000	10,000
Pounds of gravel spread in winter	50,000	60,000	88,000	71,600	71,600
Number of flowers planted and maintained	15,136	14,640	11,852	12,800	14,300
Annual Native Museum visitation*	5,321	4,364	3,316	3,500	4,000
Annual Riverboat Nenana visitation*	35,507	27,652	23,547	25,000	27,000

*Estimated

Personnel Summary
Dept: Parks and Recreation
Div: Pioneer Park

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Pioneer Park Manager	III	1.00	1.00	1.00	91,750	1.00	91,750	1.00	94,070
Park Supervisor	13	1.00	1.00	1.00	67,950	1.00	67,950	1.00	69,410
Administrative Assistant V	12	1.00	1.00	1.00	73,970	1.00	73,970	1.00	75,540
Parks Caretaker	8	1.00	1.00	1.00	53,700	1.00	53,700	1.00	54,850
Parks Caretaker	8	1.00	1.00	1.00	68,160	1.00	68,160	1.00	68,590
Parks Caretaker	8	1.00	1.00	1.00	68,160	1.00	68,160	1.00	68,590
Administrative Assistant I	5		0.75	0.75	34,270	0.75	34,270	0.75	35,500
Parks Groundskeeper Seasonal	3	0.48	0.48	0.48	21,020	0.48	21,020	0.48	21,780
Parks Groundskeeper Seasonal	3	0.48	0.48	0.48	21,980	0.48	21,980	0.48	22,420
Overtime	OT				17,340		17,340		17,340
Temporaries	TH				173,000		173,000		173,000
Shift Differential	SD				2,850		2,850		2,850
Lead Pay	SD				1,250		1,250		1,250
TOTALS:		6.96	7.71	7.71	695,400	7.71	695,400	7.71	705,190

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		P&R	PPK		6.96	6.96	7.71	NormOpr	PS-FTE		

Operating Budget

11	LW	1/23/16	P&R	PPK	50505	437,825	448,099	489,208	NormOpr	PS-Permanent Salaries		11
12			P&R	PPK	50510	15,444	22,660	22,393	NormOpr	PS-Overtime Wages		12
13	LW	1/23/16	P&R	PPK	50515	203,361	203,785	195,233	NormOpr	PS-Temporary Salaries		13
14	LW	1/23/16	P&R	PPK	50520	281,642	297,553	316,194	NormOpr	PS-Benefits		14
15			P&R	PPK	51105	1,465	2,448	3,492	NormOpr	COMD-Office Supplies		15
16			P&R	PPK	51106	1,470	712	310	NormOpr	COMD-Computer Supplies		16
17			P&R	PPK	51110	48,557	44,890	50,008	NormOpr	COMD-Operating Supplies		17
18			P&R	PPK	51115	37	23	181	NormOpr	COMD-Books and Periodicals		18
19			P&R	PPK	51120	38,115	50,274	47,691	NormOpr	COMD-Repair and Maint. Supplies	Repair & Maintenance supplies for miscellaneous repair of Park facilities	19
20			P&R	PPK	51130	1,074	5,222	1,224	NormOpr	COMD-Clothing Supplies	Employee uniforms and period costumes	20
21			P&R	PPK	51210	13,797	12,906	14,185	NormOpr	COMD-Motor Fuels and Lubricants		21
22			P&R	PPK	51250	5,112	1,080	1,892	NormOpr	COMD-Equipment Parts		22
23			P&R	PPK	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24			P&R	PPK	61525	50	105	233	NormOpr	CONTR-Communications	Express Mailings of proposals, documents and contracts	24
25			P&R	PPK	61580	135	1,130	1,977	NormOpr	CONTR-Travel	Mileage for Staff Reimbursement	25
26			P&R	PPK	61581				NormOpr	CONTR-Profnl Dues/Mtgs	FCVB Membership	26
27			P&R	PPK	61581	1,509	1,364	2,280	NormOpr	CONTR-Profnl Dues/Mtgs	Meeting expenses for Pioneer Park Merchants, and various other user groups	27
28			P&R	PPK	61582	7,945	3,614	1,975	NormOpr	CONTR-Training	Professional and technical training for staff	28
29			P&R	PPK	61610				NormOpr	CONTR-Advertising, Printing & Binding	Legal Ads & Notices, Park Handouts, Park Brochures	29
30			P&R	PPK	61610	39,270	34,472	41,386	NormOpr	CONTR-Advertising, Printing & Binding	Park Advertising	30
31			P&R	PPK	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		31

Parks & Recreation - Pioneer Park

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	7.71	7.71	0.00	7.71	7.71	7.71		7.71	
11	505,060	505,060	9,790	514,850	514,850	514,850	Net change in personnel costs due to longevity adjustments	514,850	11
12	17,340	17,340	0	17,340	17,340	17,340		17,340	12
13	173,000	173,000	0	173,000	173,000	173,000	Net change is due to salary adjustments and benefit rate	173,000	13
14	343,808	343,808	6,122	349,930	349,930	349,930	Net change is due to salary adjustments and benefit rate	349,930	14
15	2,800	2,800	0	2,800	2,800	2,800		2,800	15
16	500	500	0	500	500	500		500	16
17	48,140	39,111	9,029	48,140	48,140	48,140	Realign to approved	48,140	17
18	100	100	0	100	100	100		100	18
19	57,110	57,110	(7,000)	50,110	50,110	50,110	Reflect Actual	50,110	19
20	1,100	1,100	0	1,100	1,100	1,100		1,100	20
21	13,470	13,470	0	13,470	13,470	13,470		13,470	21
22	1,070	1,070	0	1,070	1,070	1,070		1,070	22
23	0	0	0	0	0	0		0	23
24	130	130	0	130	130	130		130	24
25	500	500	0	500	500	500		500	25
26	200	200	0	200		0		0	26
27	200	200	0	200	400	400		400	27
28	1,700	1,700	0	1,700	1,700	1,700		1,700	28
29	8,520	8,520	0	8,520		0		0	29
30	39,500	39,500	0	39,500	48,020	48,020		48,020	30
31	0	0	0	0	0	0		0	31

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
32			P&R	PPK	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Snow Removal	32
33			P&R	PPK	61710				NormOpr	CONTR- Repairs & Maint. - Bldg. & Grounds	Repair and patching of interior pathways	33
34			P&R	PPK	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Cabin Structural Repairs	34
35			P&R	PPK	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Fence Repairs	35
36			P&R	PPK	61710	36,206	27,851	18,621	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Preparation/Painting Buildings	36
37			P&R	PPK	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Maintenance/Repair Office Equipment	37
38			P&R	PPK	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Maintenance/Repair Equipment	38
39			P&R	PPK	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Maintenance/Repair on Fleet Vehicles	39
40			P&R	PPK	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Small Engine Repair	40
41			P&R	PPK	61780	19,736	14,480	9,706	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Maintenance/Repairs on Train	41
42			P&R	PPK	61810	0	0	0	NormOpr	CONTR-Rent		42
43			P&R	PPK	61830	19,792	23,887	21,632	NormOpr	CONTR-Utilities	Water, garbage service	43
44			P&R	PPK	61920	38,360	38,770	41,630	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge	44
45			P&R	PPK	61950				NormOpr	CONTR-Other Contractual Services	Portable Toilet Rental	45
46			P&R	PPK	61950				NormOpr	CONTR-Other Contractual Services	Miscellaneous Equipment/Tool Rental	46
47			P&R	PPK	61950				NormOpr	CONTR-Other Contractual Services	Park Security Services	47
48			P&R	PPK	61950				NormOpr	CONTR-Other Contractual Services	Military Appreciation Day	48
49			P&R	PPK	61950	164,213	174,262	180,259	NormOpr	CONTR-Other Contractual Services		49
50			P&R	PPK		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		50
51			P&R	PPK	72001	771	6,119	13,691	NormOpr	CAPITAL-Controlled Assets	One time capital purchase	51
52			P&R	PPK	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		52
53			P&R	PPK	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		53
54			P&R	PPK	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		54
55			P&R	PPK	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		55
56			P&R	PPK	72020	0	6,513	0	NormOpr	CAPITAL-Machinery & Equipment		56
57			P&R	PPK	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		57

Parks & Recreation - Pioneer Park

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
32	7,400	7,400	0	7,400		0		0	32
33	11,500	11,500	0	11,500		0		0	33
34	2,100	2,100	0	2,100		0		0	34
35	950	950	0	950		0		0	35
36	7,340	7,340	0	7,340	29,290	29,290		29,290	36
37	490	490	0	490	490	490		490	37
38	1,700	1,700	0	1,700		0		0	38
39	7,000	7,000	17,700	24,700		0	Increase in charges for Vehicle Equipment Fleet Repairs and Maintenance	0	39
40	600	600	0	600		0		0	40
41	2,850	2,850	0	2,850	29,850	29,850		29,850	41
42	0	0	0	0	0	0		0	42
43	23,770	23,770	3,870	27,640	27,640	27,640	Inflationary increase	27,640	43
44	71,350	71,350	4,810	76,160	76,160	76,160	Increase in charges for Vehicle Equipment Fleet Replacement Charges	76,160	44
45	6,600	6,600	0	6,600		0		0	45
46	1,270	1,270	0	1,270		0		0	46
47	153,900	153,900	6,160	160,060		0	Inflationary increase	0	47
48	6,000	6,000	0	6,000		0		0	48
49	0	0	0	0	173,930	173,930		173,930	49
50	0	0	0	0	0	0		0	50
51	0	9,029	(9,029)	0	0	0	Realign to approved	0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
58			P&R	PPK	72030	0	0	0	NormOpr	CAPITAL-Library Materials		58
59			P&R	PPK	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		59
60			P&R	PPK	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		60
61						**1,375,886**	**1,422,219**	**1,475,401**			**Normal Operations Totals:**	61
62												62
63												63
64												64
65												65
66												66
67												67
68												68
69												69
70												70

Revenue - General Fund

			d	e	f	g	h	i	j	k	l	
71												
72												
73					Object	FY 12/13	FY 13/14	FY 14/15	Program			
74			Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	
75					Number							
76			P&R	PPK	44017	86,272	89,089	89,833	NormOpr	Pioneer Park Rentals - Cabins		76
77			P&R	PPK	Various	114,493	115,874	131,412	NormOpr	Pioneer Park Other Revenue		77
78						**200,765**	**204,963**	**221,245**			**Normal Operations Totals:**	78
79												79
80												80

Parks & Recreation - Pioneer Park

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	0	0	0	0	0	0		0	60
61	**1,519,068**	**1,519,068**	**41,452**	**1,560,520**	**1,560,520**	**1,560,520**		**1,560,520**	61
62									62
63					**1,560,520**	**xcheck total**			63
64									64
65									65
66	Amount allocated through staff benefit rate			$ 514,850	27.0%	$ 139,010	Perm wages x 27.0% Health & life insurance cost		66
67									67
68	Health & life insurance cost by employee			$ 1,720	9.00	$ 185,760	$1,720 per employee per month x # employees (bodies) x 12 months		68
69									69
70									70

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
71									71
72									72
73									73
74									74
75									75
76	95,140	95,140	0	95,140		0		0	76
77	123,850	123,850	34,460	158,310	253,450	253,450	Anticipate increase in number of facility rentals	253,450	77
78	**218,990**	**218,990**	**34,460**	**253,450**	**253,450**	**253,450**		**253,450**	78
79									79
80					**253,450**	**xcheck total**			80

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PARKS & RECREATION – RECREATION DIVISION

MISSION/Program Description

THE MISSION OF THE RECREATION DIVISION IS TO PROVIDE AND SUPPORT SAFE, POSITIVE AND INCLUSIVE RECREATIONAL PROGRAMS. This division operates and maintains Hamme Pool, Wescott Pool, the Mary Siah Recreation Center, and the Big Dipper Ice Arena. All three pools offer swimming lessons for infants through adults by certified instructors. This division also handles the training and certification of new and existing lifeguards and instructors throughout the community. The school district uses Hamme and Wescott Pools for physical education classes. Mary Siah Recreation Center offers additional amenities along with a swimming pool, a hot tub, dry sauna, weight room, public meeting rooms, and six outdoor tennis courts. The Big Dipper is home ice for the Fairbanks Ice Dogs, a North American Hockey Association Junior A team. The Big Dipper serves youth and adult hockey leagues, private ice rentals, recreational skating, recreational hockey and figure skating programs. Adjacent to the ice arena is the Kiwanis Football Field and three outdoor ice hockey rinks, which in the summer are used for basketball and pickleball. Recreational programs for seniors and the disabled are developed and coached through this division. The programs offer a wide variety of activities that are specialized to meet an individual's needs, while operating in a group setting. The division is responsible for scheduling use of the artificial turf complex and other park facility rentals and it provides support to a variety of community and cultural events.

Major Long-Term Issues and Concerns

- Family changing rooms would enhance the publics use and provide accommodations to a diversifying population.
- The demand for more individualized assistance from the adaptive and senior participants limits the number and type of programs offered.
- A temporary ice rink flooring at the Big Dipper would allow the facility to accommodate a wider variety of functions and better serve the community.

Objectives for FY 2017

- Increase community participation in programs by marketing through all modern means available including social media.
- Develop alternate programming to supplement current offerings.
- Continue to improve convenience of swim lesson registration and facility reservations by offering online fee payment and web-based facility schedules.
- Continue to upgrade the skills and professionalism of staff through regular in-service training and information exchange.

Significant Budget Changes

The FY 2017 budget reflects a net change in personnel costs due to cost of living, longevity adjustments and benefit rate changes.

Previous Year's Accomplishments

- Offered lifeguard training classes and Water Safety Instructor classes to the public.
- Parent surveys expressed a high level of satisfaction with the instruction received for children's swim lessons at all three pools.
- Coordinated Senior Recognition Day, an annual event honoring Fairbanks North Star Borough seniors for their commitment to volunteer work and healthy living.
- The Big Dipper was a host site for the 11th annual "Hockey Week in Fairbanks" event.
- Planned, coordinated and hosted the annual Alyeska Track and Field Games with more than 220 children participating.

Dept: Parks & Recreation
Div: Recreation
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent change in Big Dipper attendance	-1.4%	-3.6%	-11.0%	16.8%	-2.7%
Measure 2. Percent of swim lessons at maximum capacity	94%	95%	95%	95%	95%
Measure 3. Percent change in adaptive attendance compared to previous year	-5.9%	1.7%	18.8%	-15.9%	0.0%
Measure 4. Percent change in senior attendance compared to the previous year	-18.4%	6.1%	-7.8%	10.2%	0.0%
Additional Statistical Accomplishments					
Aquatics					
Overall aquatic attendance	205,962	209,509	187,706	168,000	168,000
Total annual aquatic revenue	$496,501	$489,333	$480,647	$441,790	$441,790
Number of water aerobic classes taught	617	653	622	450	450
Number of children swim lessons offered	3,335	3,599	3,144	3,000	3,000
Open swim hours available	2,241	2,233	2,136	1,575	1,575
Lap swim hours available	2,171	2,238	2,080	1,830	1,830
Days closed for annual maintenance and repairs	84	35	114	119	177
Big Dipper Ice Arena					
Total Big Dipper Ice Arena attendance (measure 1)	185,743	179,141	160,511	190,000	185,000
Total Big Dipper Ice Arena revenue	$398,252	$366,665	$355,005	$381,160	$395,930
Days closed for annual maintenance and repairs	25	91	86	14	14
Total number of walkers/joggers	32,279	34,000	29,699	30,000	31,000
Total number of hourly ice rentals **	1,529	1,402	1,389	1,450	1,450
Total ice resurfacings	3,463	2,974	3,089	3,300	3,300
Number of skate rentals	7,303	6,897	7,367	7,300	8,000
Number of birthday parties held	80	110	113	130	130
Adaptive Recreation Program					
Total program attendance (measure 3)	4,869	4,952	5,982	5,100	5,100
Number of specialized classes offered	501	478	483	485	485
Senior Activities Program					
Total program attendance (measure 4)	3,433	3,649	3,386	3,750	3,750
Number of specialized classes offered	328	341	295	340	340

* Estimated

** Numbers revised to correct reporting error

Personnel Summary
Dept: Parks and Recreation
Div: Recreation

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
RecreationSuperintendent (RU)	III							1.00	85,620
Aquatics Manager	II							1.00	95,040
Adaptive Program Coordinator	10							1.00	72,640
Facility Supervisor/Big Dipper Ice Arena	9							1.00	54,350
Facility Supervisor	8							1.00	68,590
Facility Supervisor	8							1.00	68,590
Facility Supervisor	8							1.00	63,660
Recreation Specialist II (RU)	7							1.00	52,180
Lifeguard II	3							0.63	36,250
Lifeguard II	3							0.80	40,290
Lifeguard II	3							1.00	46,710
Lifeguard II	3							0.55	28,540
Lifeguard II	3							1.00	45,370
Lifeguard II	3							0.50	24,820
Lifeguard II	3							0.63	29,430
Lifeguard II	3							1.00	42,800
Lifeguard II	3							0.50	23,040
Lifeguard I	2							0.63	29,830
Lifeguard I	2							0.63	31,680
Lifeguard I	2							0.50	20,720
Lifeguard I	2							0.54	27,530
Lifeguard I	2							0.63	26,110
Lifeguard I	2							0.63	32,120
Lifeguard I	2							0.54	23,750
Facility Custodian	2							1.00	55,770
Facility Custodian	2							1.00	48,090
Adaptive Recreation Specialist	2							0.50	21,330
Adaptive Recreation Specialist	2							0.50	23,000
Adaptive Recreation Specialist	2							0.74	32,540
Adaptive Recreation Specialist	2							0.60	24,870
Adaptive Recreation Specialist	2								
Recreation Specialist I	2							0.50	26,280
Recreation Specialist I	2							1.00	50,990
Recreation Specialist I	2							0.63	26,110
Overtime	OT								10,910
Temp Lifeguards	TH								137,320
Temp Other	TH								27,570
Adaptive	TH								1,780
Summer Youth Prog. Seasonal	TH								5,000
Sunday Winter Pool Program	SD								11,340
Shift Dif. & Lead Guard	SD								22,600
TOTALS:		0.00	0.00	0.00	0	0.00	0	25.18	1,595,160

Footnotes:
(RU) Reclassification/Upgrade

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
pm	1/6/16	P&R	REC					NormOpr	PS-FTE		
pm	1/6/16	P&R	REC					NormOpr	PS-FTE		

Operating Budget

12	LW	1/25/16	P&R	REC	50505	0	0	0	NormOpr	PS-Permanent Salaries		12
13	LW	1/25/16	P&R	REC	50505	0	0	0	NormOpr	PS-Permanent Salaries		13
14	ST	1/20/16	P&R	REC	50510	0	0	0	NormOpr	PS-Overtime Wages		14
15			P&R	REC	50510	0	0	0	NormOpr	PS-Overtime Wages		15
16			P&R	REC	50515	0	0	0	NormOpr	PS-Temporary Salaries		16
17			P&R	REC	50515	0	0	0	NormOpr	PS-Temporary Salaries		17
18	LW	1/25/16	P&R	REC	50520	0	0	0	NormOpr	PS-Benefits		18
19	LW	1/25/16	P&R	REC	50520	0	0	0	NormOpr	PS-Benefits		19
20			P&R	REC	51105	0	0	0	NormOpr	COMD-Office Supplies		20
21			P&R	REC	51106	0	0	0	NormOpr	COMD-Computer Supplies		21
22	ST	1/19/16	P&R	REC	51110	0	0	0	NormOpr	COMD-Operating Supplies	Big Dipper program operations, special events, and first aid supplies	22
	mb	1/22/16	P&R	REC	51110	0	0	0	NormOpr	COMD-Operating Supplies	Merchandise for Pool and Big Dipper	23
24	ml	1/22/16	P&R	REC	51110	0	0	0	NormOpr	COMD-Operating Supplies	Poool Chemicals'	24
25			P&R	REC	51115	0	0	0	NormOpr	COMD-Books and Periodicals		25
26			P&R	REC	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies	Miscellaneous custodial supplies	26
27			P&R	REC	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		27
28	ST	1/19/16	P&R	REC	51130	0	0	0	NormOpr	COMD-Clothing Supplies		28
29			P&R	REC	51130	0	0	0	NormOpr	COMD-Clothing Supplies		29
30			P&R	REC	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants	Adaptive Recreation & Senior Vans	30
31			P&R	REC	51250	0	0	0	NormOpr	COMD-Equipment Parts		31
32			P&R	REC	61510	0	0	0	NormOpr	CONTR-Professional Services		32
33			P&R	REC	61525	0	0	0	NormOpr	CONTR-Communications	Miscellaneous postage	33

Parks and Recreation - Recreation

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
			6.13	6.13	6.13	6.13	Transferred in from Administration	6.13	
			19.05	19.05	19.05	19.05	Transferred in from Aquatics	19.05	
12	0	0	347,210	347,210		0	Transferred in from Administration	0	12
13	0	0	1,065,370	1,065,370	1,412,580	1,412,580	Transferred in from Aquatics	1,412,580	13
14	0	0	6,800	6,800		0	Transferred in from Administration	0	14
15	0	0	4,110	4,110	10,910	10,910	Transferred in from Aquatics	10,910	15
16	0	0	27,570	27,570		0	Transferred in from Administration	0	16
17	0	0	144,100	144,100	171,670	171,670	Transferred in from Aquatics	171,670	17
18	0	0	217,360	217,360		0	Transferred in from Administration	0	18
19	0	0	690,400	690,400	907,760	907,760	Transferred in from Aquatics	907,760	19
20	0	0	900	900	900	900	Transferred in from Aquatics	900	20
21	0	0	700	700	700	700	Transferred in from Aquatics	700	21
22	0	0	11,390	11,390		0	Transferred in from Administration	0	22
23			0	0		0	Cost to purchase initial merchandise for Pools and Dipper.	0	23
24	0	0	69,720	69,720	81,110	81,110	Transferred in from Aquatics.	81,110	24
25	0	0	2,350	2,350	2,350	2,350	Transferred in from Aquatics	2,350	25
26	0	0	15,200	15,200		0	Transferred in from Administration	0	26
27	0	0	4,750	4,750	19,950	19,950	Transferred in from Aquatics	19,950	27
28	0	0	250	250		0	Transferred in from Administration	0	28
29	0	0	3,250	3,250	3,500	3,500	Transferred in from Aquatics	3,500	29
30	0	0	10,960	10,960	10,960	10,960	Transferred in from Aquatics	10,960	30
31	0	0	500	500	500	500	Transferred in from Aquatics	500	31
32	0	0	0	0	0	0	Transferred in from Aquatics	0	32
33	0	0	300	300	300	300	Transferred in from Aquatics	300	33

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
34	ST	1/19/16	P&R	REC	61580	0	0	0	NormOpr	CONTR-Travel	Mileage for Recreation staff	34
35			P&R	REC	61580	0	0	0	NormOpr	CONTR-Travel	Mileage for Aquatic staff	35
36			P&R	REC	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs	Music licensing, meeting support and professional dues	36
37	ml	2/3/16	P&R	REC	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs	Senior Citizens Advisory Commission Meeting Support	37
38	ST	1/19/16	P&R	REC	61582	0	0	0	NormOpr	CONTR-Training	Technical & professional training for staff	38
39			P&R	REC	61582	0	0	0	NormOpr	CONTR-Training	Required technical & professional training for staff	39
40			P&R	REC	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising to cover Big Dipper special events and legal advertising to include; track and field game materials, program changes, and meeting notices	40
41	ST	3/10/16	P&R	REC	61611				NormOpr	CONTR-Advertising, Printing & Binding	Advertising to cover Big Dipper special events and legal advertising to include; track and field game materials, program changes, and meeting notices	41
42			P&R	REC	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding	Advertising pool schedule changes, special events, misc program advertising in newspaper and other media, printing of pool passes	42
43			P&R	REC	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		43
44			P&R	REC	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Misc. building maintenance and repairs (carpet cleaning, Plexiglas hardware, door hardware, plate switch covers, blind slats & cords)	44
45			P&R	REC	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	12 Months Janitorial Services, Mary Siah Recreation Center	45
46			P&R	REC	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	3.5 Months Janitorial Services, Wescott Pool when not maintained by School District	46
47			P&R	REC	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	3.5 Months Janitorial Services, Hamme Pool when not maintained by School District	47
48	st	1/14/16	P&R	REC	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Facility repairs; carpet, woodwork, wallpaper	48
49			P&R	REC	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		49

Parks and Recreation - Recreation

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	0	0	2,000	2,000		0	Transferred in from Administration	0	34
35	0	0	1,570	1,570	3,570	3,570	Transferred in from Aquatics	3,570	35
36	0	0	2,410	2,410		0	Transferred in from Administration	0	36
37	0	0	1,130	1,130	3,540	3,540	Transferred in from Aquatics- Increased to reflect actual cost of purchased food for meetings	3,540	37
38	0	0	900	900		0	Transferred in from Administration	0	38
39	0	0	5,360	5,360	6,260	6,260	Transferred in from Aquatics	6,260	39
40	0	0	7,050	7,050		0	Transferred in from Administration	0	40
41	0	0	(2,000)	(2,000)			Decrease to reflect historic actual		
42	0	0	2,000	2,000	7,050	7,050	Transferred in from Aquatics	7,050	42
43	0	0	0	0	0	0		0	43
44	0	0	2,820	2,820		0	Transferred in from Administration	0	44
45	0	0	57,060	57,060		0	Transferred in from Aquatics	0	45
46	0	0	10,800	10,800		0	Transferred in from Aquatics	0	46
47	0	0	10,100	10,100		0	Transferred in from Aquatics	0	47
48	0	0	1,850	1,850	82,630	82,630	Transferred in from Aquatics	82,630	48
49	0	0	600	600	600	600	Transferred in from Aquatics	600	49

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
50			P&R	REC	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Misc. repair of Adaptive Recreation & Senior Vans	50
51			P&R	REC	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Repair of exercise equipment, pool vacuums, washers and dryers	51
52			P&R	REC	61810	0	0	0	NormOpr	CONTR-Rent		52
53			P&R	REC	61830	0	0	0	NormOpr	CONTR-Utilities	Dumpster service for the three pools	53
54			P&R	REC	61920	0	0	0	NormOpr	CONTR-Equipment Leases	Vehicle/Equipment Replacement Charge-Adaptive Recreation & Senior Vans	54
55	ST	1/19/16	P&R	REC	61950	0	0	0	NormOpr	CONTR-Other Contractual Services	Rental of custodial equipment such as; pressure washer, genie lift, portable toilets, u-hauls, etc. for special events	55
56			P&R	REC	61950	0	0	0	NormOpr	CONTR-Other Contractual Services	Annual Senior Recognition Day Catering and Equipment Rentals	56
57			P&R	REC	61950	0	0	0	NormOpr	CONTR-Other Contractual Services	Security Services	57
58			P&R	REC	61950	0	0	0	NormOpr	CONTR-Other Contractual Services	Port-a-Potties	58
59			P&R	REC	61950	0	0	0	NormOpr	CONTR-Other Contractual Services	Facility Rentals for Adaptive Recreation Program	59
60	ST	1/14/16	P&R	REC	61950	0	0	0	NormOpr	CONTR-Other Contractual Services	Pool Water Testing	60
61			P&R	REC		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		61
62			P&R	REC	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets	One time cost for Capital Controlled Assets	62
63			P&R	REC	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		63
64			P&R	REC	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		64
65			P&R	REC	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		65
66			P&R	REC	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		66
67			P&R	REC	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		67
68			P&R	REC	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		68
69			P&R	REC	72030	0	0	0	NormOpr	CAPITAL-Library Materials		69
70			P&R	REC	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		70

Parks and Recreation - Recreation

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
50	0	0	11,200	11,200		0	Transferred in from Aquatics	0	50
51	0	0	2,500	2,500	13,700	13,700	Transferred in from Aquatics	13,700	51
52	0	0	0	0	0	0	Transferred in from Aquatics	0	52
53	0	0	3,100	3,100	3,100	3,100	Transferred in from Aquatics	3,100	53
54	0	0	25,210	25,210	25,210	25,210	Transferred in from Aquatics	25,210	54
55	0	0	2,270	2,270		0	Transferred in from Administration.	0	55
56	0	0	7,500	7,500		0	Transferred in from Aquatics	0	56
57	0	0	2,300	2,300		0	Transferred in from Aquatics	0	57
58	0	0	1,300	1,300		0	Transferred in from Aquatics	0	58
59	0	0	920	920		0	Transferred in from Aquatics	0	59
60	0	0	3,000	3,000	17,290	17,290	Transferred in from Aquatics	17,290	60
61	0	0	0	0	0	0		0	61
62	0	0	6,000	6,000	6,000	6,000	Transferred in from Aquatics	6,000	62
63	0	0	0	0	0	0		0	63
64	0	0	0	0	0	0		0	64
65	0	0	0	0	0	0		0	65
66	0	0	0	0	0	0		0	66
67	0	0	0	0	0	0		0	67
68	0	0	0	0	0	0		0	68
69	0	0	0	0	0	0		0	69
70	0	0	0	0	0	0		0	70

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
71			P&R	REC	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		71
72						0	0	0			Normal Operations Totals:	72
73												73
74												74
75												75
76												76
77												77
78												78
79												79
80												80

Revenue - General Fund

	b	c	d	e	f	g	h	i	j	k	l	
81												
82												
83												
84	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
85												
86	st	3/10/16	P&R	AQU	44010 44011 44012				NormOpr	Swimming Pool Fees		86
87	ml	1/26/16	P&R	ADM	44013				NormOpr	Big Dipper Ice Fees		87
88	st	3/10/16	P&R	ADM	44014				NormOpr	Big Dipper Recreation Fees		88
89						0	0	0			Normal Operations Totals:	89
90												90
91												91

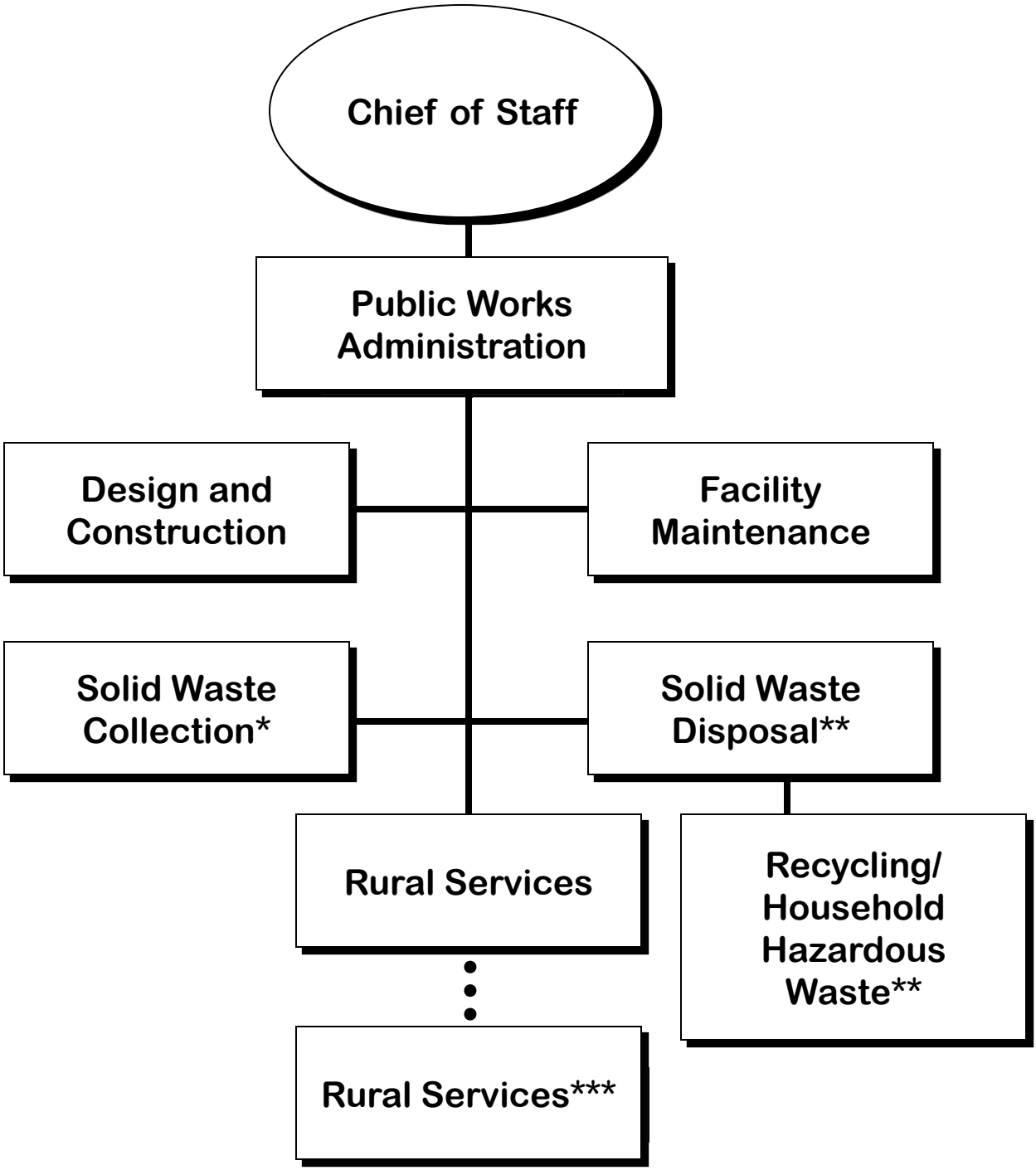
Parks and Recreation - Recreation

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
71	0	0	0	0	0	0		0	71
72	**0**	**0**	**2,792,140**	**2,792,140**	**2,792,140**	**2,792,140**		**2,792,140**	72
73									73
74					**2,792,140**	**xcheck total**			74
75									75
76	Amount allocated through staff benefit rate			$ 1,412,580	27.0%	$ 381,397	Perm wages x 27.0% Health & life insurance cost		76
77									77
78	Health & life insurance cost by employee			$ 1,720	33.00	$ 681,120	$1,720 per employee per month x # employees (bodies) x 12 months		78
79									79
80									80
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	81 82 83 84 85
86	540,610	540,610	15,260	555,870	555,870	555,870	Anticipate increase due to revised fee structure	555,870	86
87	265,160	265,160	(100)	265,060	265,060	265,060	Decrease to reflect actual	265,060	87
88	116,000	116,000	36,270	152,270	152,270	152,270	Anticipate increase due to revised fee structure	152,270	88
89	**921,770**	**921,770**	**51,430**	**973,200**	**973,200**	**973,200**		**973,200**	89
90									90
91					**973,200**	**xcheck total**			91

Dept: Parks and Recreation
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	2,846,020	2,947,234	3,106,109	3,411,740	3,411,740	3,464,590
Overtime Wages	39,685	48,830	48,412	43,440	43,440	43,440
Temporary Salaries	691,839	747,154	755,503	721,300	721,300	747,700
Benefits	1,822,358	1,886,543	2,050,751	2,232,918	2,232,918	2,268,560
Subtotal:	5,399,902	5,629,761	5,960,775	6,409,398	6,409,398	6,524,290
COMMODITIES						
Office Supplies	5,190	7,268	9,982	7,040	7,040	7,040
Computer Supplies	4,671	3,382	3,898	3,930	3,930	3,930
Operating Supplies	229,726	232,710	238,665	216,810	224,781	260,810
Books and Periodicals	694	1,036	998	2,950	2,950	2,950
Repair and Maint. Supplies	127,299	154,975	159,682	166,840	164,890	159,840
Clothing Supplies	7,835	13,151	8,368	9,560	9,560	9,560
Motor Fuels and Lubricants	90,281	85,729	95,012	102,860	102,860	102,860
Equipment Parts	8,065	6,029	5,577	9,570	9,570	7,570
Subtotal:	473,761	504,280	522,182	519,560	525,581	554,560
CONTRACTUAL SERVICES						
Professional Services	179,687	205,544	205,105	23,160	23,160	23,160
Communications	153	1,106	582	1,200	1,200	1,200
Travel	10,027	8,052	11,832	8,970	6,882	7,270
Professional Dues/Meetings	5,315	5,224	6,702	5,010	5,010	8,090
Training	22,880	23,444	15,580	14,540	14,540	14,540
Advertising, Printing & Binding	47,357	43,540	48,134	62,520	62,520	58,520
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	150,095	145,456	167,937	158,520	158,520	160,520
Repairs & Maint. -Office Equipment	-	-	-	1,090	1,090	1,090
Repairs & Maint. -Other Equipment	73,733	80,934	81,145	82,590	82,590	86,990
Rent	-	-	-	-	-	-
Utilities	118,208	134,938	111,548	139,690	139,690	133,560
Equipment Leases	225,920	228,600	230,660	370,050	370,050	552,380
Other Contractual Services	618,384	675,516	754,401	836,100	843,100	849,260
Subtotal:	1,451,759	1,552,354	1,633,626	1,703,440	1,708,352	1,896,580
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	20,982	21,686	25,670	15,400	28,467	15,400
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	6,513	3,335	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	517,708	607,310	689,444	-	-	-
Subtotal:	538,690	635,509	718,449	15,400	28,467	15,400
GRAND TOTAL:	7,864,112	8,321,904	8,835,032	8,647,798	8,671,798	8,990,830
FUNDING SOURCE:						
General Fund Revenues						
Parks & Recreation Fees						1,458,710
						1,458,710

Department of Public Works



*Solid Waste Collection District Fund
**Solid Waste Disposal Enterprise Fund
***Road Service Areas Fund

PROGRAM BUDGET SUMMARY

DEPARTMENT OF PUBLIC WORKS – ADMINISTRATION DIVISION

MISSION/Program Description

THE MISSION OF THE ADMINISTRATION DIVISION IS TO PROVIDE ADMINISTRATIVE SUPPORT AND LEADERSHIP FOR THE DEPARTMENT OF PUBLIC WORKS. The division works with the Administration, School District, Assembly, Commissioners, and other Borough Departments, providing professional architectural and engineering planning, design, project management, general oversight services, maintenance of Borough public facilities and roads, and management of collection, handling and disposal of Borough-wide solid waste.

Major Long-Term Issues and Concerns

- Provide support staff for administrative functions and oversight of divisions.
- Maintain a positive working relationship with local, state and federal organizations relevant to Department work functions.
- See major long term issues at the division level.

Objectives for FY 2017

- Provide a management team capable of overseeing the technical operations, planning, design, construction and maintenance of all Borough facilities and roads.
- Coordinate the major maintenance/capital improvement current year projects request and update the long-range projects plan.
- Oversee the implementation of the Borough's Regional Solid Waste Management Plan.
- Oversee the activities of Design & Construction, Solid Waste Disposal, Solid Waste Collection, Recycling/Household Hazardous Waste, Rural Services and Facilities Maintenance Divisions.
- Coordinate general fund budget preparation, approve contractual agreements and other expenditures, and administer personnel matters for the department.
- Pursue grants and alternative funding sources for capital projects.
- Provide updated web access summary information of Borough Capital Projects and Bid Schedule.
- Provide oversight of energy conservation in Borough facilities.
- Coordinate condition inventory of Borough facilities.
- Oversee Stormwater Pollution Prevention Program.
- Oversee engineering review of new subdivisions.
- Oversee Tanana River Levee System requirements.
- Coordinate the implementation of One Solution Phase III for all Public Works Divisions.

Significant Budget Changes

- The FY 2017 budget reflects a net reduction in personnel costs due to salary adjustments and benefit rate changes, and restructuring of Division.

Previous Year's Accomplishments

- See specific division levels.

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Personnel Summary
Dept: Public Works
Div: Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Public Works Director	V	1.00	1.00	1.00	141,310	1.00	137,262	1.00	117,780
Chief Civil Engineer (T)	IV	1.00	1.00	1.00	124,470	1.00	124,470		
Chief Building Engineer	IV	1.00	1.00	1.00	129,250	1.00	129,250	1.00	130,040
Administrative Assistant III (T)	7							1.00	55,370
TOTALS:		3.00	3.00	3.00	395,030	3.00	390,982	3.00	303,190

Footnotes:
(T) Transferred to Design & Construction.
(T) Transferred from Design & Construction.

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		PW	ADM		3.00	3.00	3.00	NormOpr	PS-FTE		

Operating Budget

11	LW	3/10/16	PW	ADM	50505	359,202	383,048	360,287	NormOpr	PS-Permanent Salaries		11
12			PW	ADM	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13			PW	ADM	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	LW	3/10/16	PW	ADM	50520	235,489	242,101	232,115	NormOpr	PS-Benefits		14
15	DS	1/20/16	PW	ADM	51105	820	123	329	NormOpr	COMD-Office Supplies		15
16	DS	1/20/16	PW	ADM	51106	0	0	0	NormOpr	COMD - Computer Supplies		16
17	DS	1/20/16	PW	ADM	51110	0	1,942	0	NormOpr	COMD-Operating Supplies		17
18	DS	1/20/16	PW	ADM	51115	2,664	608	1,465	NormOpr	COMD-Books and Periodicals		18
19	DS	1/20/16	PW	ADM	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20	DS	1/20/16	PW	ADM	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21	DS	1/20/16	PW	ADM	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22	DS	1/20/16	PW	ADM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	DS	1/20/16	PW	ADM	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	DS	1/20/16	PW	ADM	61525	0	0	0	NormOpr	CONTR-Communications	DHL, Express Mail, Federal Express, etc	24
25	DS	1/20/16	PW	ADM	61580	1,189	66	416	NormOpr	CONTR-Travel	Project inspections and local mileage to travel between divisions	25
26	DS	1/20/16	PW	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	International and Local Conference of Building Officials	26
27	DS	1/20/16	PW	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	American Society of Civil Engineers	27
28	DS	1/20/16	PW	ADM	61581				NormOpr	CONTR-Profnl Dues/Mtgs	American Institute of Architects (AIA) National and Alaska Chapter	28
29	DS	1/20/16	PW	ADM	61581	1,473	1,060	1,079	NormOpr	CONTR-Profnl Dues/Mtgs	Meetings and seminar costs	29
30	DS	1/20/16	PW	ADM	61582	4,982	50	2,454	NormOpr	CONTR-Training	Building codes and construction related training, including technical training	30
31	DS	1/20/16	PW	ADM	61610	0	0	112	NormOpr	CONTR-Advertising, Printing & Binding	Miscellaneous advertising and printing cost	31
32	DS	1/20/16	PW	ADM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		32
33	DS	1/20/16	PW	ADM	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		33
34	DS	1/20/16	PW	ADM	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		34

Public Works - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	3.00	3.00	-	3.00	3.00	3.00		3.00	
11	395,030	390,982	(87,792)	303,190	303,190	303,190	Net change in personnel costs is due to salary adjustments and department reorganization.	303,190	11
12	0	0	0	0	0	0		0	12
13	0	0	0	0	0	0		0	13
14	247,290	244,756	(54,956)	189,800	189,800	189,800	Net change in personnel costs is due to salary adjustments and department reorganization.	189,800	14
15	1,000	1,000	0	1,000	1,000	1,000		1,000	15
16	0	979	(979)	0	0	0	Reduction to match approved budget	0	16
17	0	350	(350)	0	0	0	Reduction to match approved budget	0	17
18	3,000	3,000	0	3,000	3,000	3,000		3,000	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	200	200	0	200	200	200		200	24
25	500	500	0	500	500	500		500	25
26	130	130	0	130		0		0	26
27	240	240	0	240		0		0	27
28	440	440	0	440		0		0	28
29	230	230	0	230	1,040	1,040		1,040	29
30	10,800	7,383	(3,383)	4,000	4,000	4,000	Decrease based upon actual usage.	4,000	30
31	300	300	0	300	300	300		300	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
35	DS	1/20/16	PW	ADM	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		35
36	DS	1/20/16	PW	ADM	61810	0	0	0	NormOpr	CONTR-Rent		36
37	DS	1/20/16	PW	ADM	61830	0	0	0	NormOpr	CONTR-Utilities		37
38	DS	1/20/16	PW	ADM	61920	0	0	0	NormOpr	CONTR-Equipment Leases		38
39	DS	1/20/16	PW	ADM	61950				NormOpr	CONTR-Other Contractual Services	Renewal of professional registration license for Chief Building Engineer	39
40	DS	1/20/16	PW	ADM	61950				NormOpr	CONTR-Other Contractual Services	Renewal of professional registration license for Chief Civil Engineer	40
41	DS	1/20/16	PW	ADM	61950	0	750	0	NormOpr	CONTR-Other Contractual Services	Renewal of professional registration license for Director	41
42	DS	1/20/16	PW	ADM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		42
43	DS	1/20/16	PW	ADM	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		43
44	DS	1/20/16	PW	ADM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		44
45	DS	1/20/16	PW	ADM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		45
46	DS	1/20/16	PW	ADM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		46
47	DS	1/20/16	PW	ADM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		47
48	DS	1/20/16	PW	ADM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		48
49	DS	1/20/16	PW	ADM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		49
50	DS	1/20/16	PW	ADM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		50
51	DS	1/20/16	PW	ADM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		51
52	DS	1/20/16	PW	ADM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		52
53						**605,819**	**629,748**	**598,257**			**Normal Operations Totals:**	53
54												54
55												55
56												56
57												57
58												58
59												59

Public Works - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	150	150	0	150		0		0	39
40	150	150	0	150		0		0	40
41	150	150	0	150	450	450		450	41
42	0	0	0	0	0	0		0	42
43	0	2,088	(2,088)	0	0	0	Reduction to match approved budget	0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	**659,610**	**653,028**	**(149,548)**	**503,480**	**503,480**	**503,480**		**503,480**	53
54									54
55					**503,480**	**xcheck total**			55
56									56
57	Amount allocated through staff benefit rate			$ 303,190	27.0%	$ 81,861	Perm wages x 27.0% Health & life insurance cost		57
58									58
59	Heath & life insurance cost by employee			$ 1,720	3	$ 61,920	$1,720 per employee per month x # employees (bodies) x 12 months		59

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PUBLIC WORKS – DESIGN & CONSTRUCTION DIVISION

MISSION/Program Description

THE MISSION OF THE DESIGN & CONSTRUCTION DIVISION IS TO PROVIDE ARCHITECTURE, ENGINEERING, PLANNING AND PROJECT MANAGEMENT FOR ALL BOROUGH FACILITIES AND ROADS PROJECTS. The division works with the Administration, School District, Assembly, Commissioners, and other Borough Departments in the development and implementation of projects to ensure a high level of quality, safety and code compliance in Borough facilities. Projects include renovation, fire/life/safety repairs, major maintenance, and new construction.

Major Long-Term Issues and Concerns

- Energy conservation in Borough facilities.
- Quality local training for engineering staff including State mandated continuing education requirements.
- Adequate annual funding for facilities and roads major maintenance needs.

Objectives for FY 2017

- Assist user groups with identification and prioritization of fire/life/safety, major maintenance and capital improvement project requests.
- Provide professional project planning and development including scope development, cost estimates, funding requests, design, construction administration, and project close-out.
- Coordinate asbestos and underground storage tank assessment and response action in Borough facilities for compliance with state and federal regulations.
- Provide regular inspection and annual maintenance of the Tanana River Levee System.
- Conduct subdivision reviews and inspections.
- Provide Borough and School District quarterly and annual building fire sprinkler system inspections.
- Continue implementation of EPA / ADEC Stormwater Pollution Prevention Program.

Significant Budget Changes

- The FY 2017 budget reflects a change in personnel costs due to cost of living adjustments, longevity adjustments and benefit rate changes.

Previous Year's Accomplishments

In FY 2016, the Design & Construction Division completed or will complete the following 41 projects, totaling $20.7 Million:

Borda RSA Road Improvements	Moose Meadows RSA-Road Improvements
Borough Wide Sprinkler Inspections	Murphy RSA - Road Improvements
Borough-wide UST Improvements	Noel Wien Library Maintenance
Carlson Center Southwest Exterior Stair Replacement	North Pole HS Voc Wing Renovation
Centennial Center AC Replacement	NSF Station #1 Expansion
Centennial Center Column Structural Repair	NSVFD Station #4 Driveway Repair
College RSA FMATS Amhurst & Fairbanks Street	P&R Bike Path Repairs-FMATS Project
Emergency Operations Roof Replacement	Pioneer Park Gold Dome Roof Repair
Golden Valley RSA Montana Road/Change Lane Improvements	Pioneer Park Harding Car Improvements-Phase II
Gordon RSA Road Improvements	Pioneer Park Safety & Access-Phase II
Growden Park/Goldpanner Restrooms	Pioneer Park Water & Sewer Extension-Phase II
Hamme Swimming Pool Balancing Tank Replacement	Solid Waste Landfill Fuel Station Replacement
Herning Hills RSA Road Improvements	Steese VFD#2 Kitchen Upgrades
Hopeless RSA Road Improvements	Steese VFD#2 Oil-Water Containment System
Leachate Recirculation	Sunny Hills Terrace RSA - Road Improvements
Marika Street Annex Demolition and UST Removal	SWL Leachate Recirculation Cell 2
Mary Siah Exterior, Water, AHU, Spa, Structural Repairs, Chemical Storage	Ticasuk Brown ES Replace/Upgrade Roof
Mary Siah Swimming Pool Sand Filter Replacement	Tungsten RSA Road Improvements
Miller Hill Extension RSA - Road Improvements	Upark ES Replace/Upgrade Roof
Miscellaneous Building Retrocommissioning-Phase I	Various Buildings Fire Alarm Removal and Replacement
Miscellaneous Building Retrocommissioning-Phase II	

There are 29 projects totaling 59.2 million scheduled for completion in FY 2017, and numerous projects with an estimated value of 12.9 million in funding for FY 2018 and beyond.

Dept: Public Works
Div: Design & Construction
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this Department by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Average annual dollar value of projects completed (3 years)	21.2M	23.4M	38.7M	36.7M	46.5M
Measure 2. Percent of average annual project funding expended on project management (PM's & Secretaries)	5.7%	5.4%	3.4%	3.1%	1.9%
Measure 3. Percent change in subdivision preliminary review/inspections	8.6%	-60.2%	60.0%	-11.0%	0.0%
Measure 4. Percent change in subdivision final inspections	-36.4%	71.4%	8.3%	9.1%	0.0%
Additional Statistical Accomplishments					
Number of Completed Projects	36	32	30	28	41
Project Management (PM's & Secretaries) Expenditures (in 000's)	1,211.4	1,218.6	1,343.3	1,163.7	914.0
Projects Substantially Completed	26.6M	29.8M	59.7M	20.7M	59.2M
Preliminary Subdivisions Reviewed	47	28	42	40	40
Preliminary Subdivision Inspections	41	7	14	10	10
Subdivision Final Inspections & Punchlist Inspection	7	12	11	12	12
Subdivisions Bonded[1]	2	8	4	12	12
Wetland Permits Reviewed	15	20	18	11	15

*Estimated

1 Subdivision bonds increase due to new regulations for warranty on all subdivision construction.

Fairbanks North Star Borough

Personnel Summary
Dept: Public Works
Div: Design & Construction

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
General Funded Positions:									
Chief Civil Engineer (T)	IV							1.00	111,860
Architect/Engineer- Mechanical	IV	1.00	1.00	1.00	101,190	1.00	101,190	1.00	103,750
Architect/Engineer - Electrical	IV	1.00	1.00	1.00	111,180	1.00	111,180	1.00	113,990
Architect/Engineer - Civil (S)	IV	0.25	0.25	0.25	28,320	0.25	28,320	0.25	29,040
Engineer - Civil Stormwater	III	1.00	1.00	1.00	98,920	1.00	96,822	1.00	97,670
Project Manager (S)	II	0.25	0.25	0.25	19,990	0.25	19,990	0.25	20,490
Public Works Fiscal Coordinator	16	1.00	1.00	1.00	84,220	1.00	84,220	1.00	86,030
Administrative Assistant III (T)	7	1.00	1.00	1.00	59,720	1.00	59,720		
Shift Differential	SD								
Overtime	OT								
Temporaries	TH						9,100		
SUB-TOTAL GENERAL FUNDED:		5.50	5.50	5.50	503,540	5.50	510,542	5.50	562,830
Project Funded Positions:									
Architect/Engineer - Civil (P) (S)	IV	0.75	0.75	0.75	84,970	0.75	84,970	0.75	87,110
Senior Project Manager (P)	III	1.00	1.00	1.00	117,180	1.00	117,180	1.00	97,670
Senior Project Manager (P)	III	1.00	1.00	1.00	88,360	1.00	88,360	1.00	97,670
Senior Project Manager (P)	III		1.00						
Project Manager (P)	II	1.00	1.00	1.00	94,710	1.00	94,710	1.00	97,110
Project Manager (P)	II	1.00	1.00	1.00	86,210	1.00	86,210	1.00	88,390
Project Manager (P)	II	1.00	1.00	1.00	94,710	1.00	94,710	1.00	97,110
Project Manager (P) (S)	II	0.75	0.75	0.75	59,970	0.75	59,970	0.75	61,490
Project Manager (P)	II	1.00	1.00	1.00	74,160	1.00	74,160	1.00	76,030
Assistant Project Manager (P)	13	1.00	1.00	1.00	63,090	1.00	63,090	1.00	65,400
Design and Construction Adm Asst III (P)	7	1.00	1.00	1.00	60,220	1.00	60,220	1.00	61,470
Design and Construction Adm Asst III (P)	7	1.00	1.00	1.00	58,460	1.00	58,460	1.00	59,680
Design and Construction Adm Asst III (P)	7	1.00	1.00	1.00	51,860	1.00	51,860	1.00	50,700
Less Direct Charges to Projects	II				(933,900)		(933,900)		(939,830)
SUB-TOTAL PROJECT FUNDED:		11.50	12.50	11.50	0	11.50	0	11.50	0
TOTALS:		17.00	18.00	17.00	503,540	17.00	510,542	17.00	562,830

Footnotes:
(P) Project Funded.
(S) Position split between general fund and project funded.
(T) Transferred from Administration.
(T) Transferred to Administration.

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
LW	1/18/16	PW	D&C		16.00	17.00	18.00	NormOpr	PS-FTE		

Operating Budget

11	LW	3/10/16	PW	D&C	50505	360,489	419,664	460,024	NormOpr	PS-Permanent Salaries		11
12			PW	D&C	50510	4,141	3,202	2,013	NormOpr	PS-Overtime Wages		12
13			PW	D&C	50515	13,722	18,546	4,183	NormOpr	PS-Temporary Salaries		13
14	LW	3/10/16	PW	D&C	50520	228,271	273,286	284,077	NormOpr	PS-Benefits		14
15	DA	1/20/16	PW	D&C	51105	5,299	4,908	3,988	NormOpr	COMD-Office Supplies		15
16	DA	1/20/16	PW	D&C	51106	280	594	672	NormOpr	COMD - Computer Supplies		16
17	DA	1/20/16	PW	D&C	51110	2,450	662	140	NormOpr	COMD-Operating Supplies		17
18	DA	1/20/16	PW	D&C	51115	3,913	3,613	5,626	NormOpr	COMD-Books and Periodicals		18
19	DA	1/20/16	PW	D&C	51120	0	0	19	NormOpr	COMD-Repair and Maint. Supplies		19
20	DA	1/20/16	PW	D&C	51130	0	863	0	NormOpr	COMD-Clothing Supplies		20
21	DA	1/20/16	PW	D&C	51210	2,685	2,833	3,094	NormOpr	COMD-Motor Fuels and Lubricants	Gas, Oil, Consumables for use in field equipment/vehicles	21
22	DA	1/20/16	PW	D&C	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	DA	1/20/16	PW	D&C	61510				NormOpr	CONTR-Professional Services	Misc. professional services not funded by projects	23
24	DA	1/20/16	PW	D&C	61510				NormOpr	CONTR-Professional Services	Misc. survey work	24
25	DA	1/20/16	PW	D&C	61510	7,731	26,916	45,089	NormOpr	CONTR-Professional Services	Aerial Photo Reconnaissance - South Davis Park, Chena Riverbend, Tanana Lakes & Birch Hill	25
26	DA	1/20/16	PW	D&C	61525	0	0	154	NormOpr	CONTR-Communications		26
27	DA	1/20/16	PW	D&C	61580	1,262	1,165	641	NormOpr	CONTR-Travel	Local mileage to inspect various projects, attend meetings, etc.	27
28	DA	1/20/16	PW	D&C	61581				NormOpr	CONTR-Profnl Dues/Mtgs	International Association of Electrical Inspectors	28
29	DA	1/20/16	PW	D&C	61581				NormOpr	CONTR-Profnl Dues/Mtgs	American Society of Civil Engineers	29
30	DA	1/20/16	PW	D&C	61581	653	296	267	NormOpr	CONTR-Profnl Dues/Mtgs	Project meetings and seminar costs	30
31	DA	1/20/16	PW	D&C	61582	3,959	5,124	10,436	NormOpr	CONTR-Training	Staff Training - Building codes and construction related training, including technical training	31

Public Works - Design & Construction

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	17.00	17.00	0.00	17.00	17.00	17.00		17.00	
11	503,540	501,442	61,388	562,830	562,830	562,830	Net change in personnel costs due to longevity adjustments and department reorganization.	562,830	11
12	0	0	0	0	0	0		0	12
13	0	9,100	(9,100)	0	0	0	Reduction to match approved budget	0	13
14	315,220	314,800	37,530	352,330	352,330	352,330	Net change in personnel costs due to longevity adjustments and department reorganization.	352,330	14
15	5,000	4,700	300	5,000	5,000	5,000	Realignment to match approved budget.	5,000	15
16	500	729	(229)	500	500	500	Reduction to match approved budget	500	16
17	500	1,400	(900)	500	500	500	Reduction to match approved budget	500	17
18	6,000	5,771	229	6,000	6,000	6,000	Realignment to match approved budget.	6,000	18
19	0	0	0	0	0	0		0	19
20	500	500	0	500	500	500		500	20
21	4,330	4,330	0	4,330	4,330	4,330		4,330	21
22	0	0	0	0	0	0		0	22
23	4,000	4,000	0	4,000		0		0	23
24	6,000	6,000	0	6,000		0		0	24
25	7,500	7,500	(7,500)	0	10,000	10,000	Aerial photos of various parks no longer taken.	10,000	25
26	0	0	0	0	0	0		0	26
27	2,000	1,500	500	2,000	2,000	2,000	Realignment to match approved budget.	2,000	27
28	110	110	0	110		0		0	28
29	240	240	0	240		0		0	29
30	530	530	0	530	880	880		880	30
31	12,510	11,142	(632)	10,510	10,510	10,510	Decrease based upon actual usage.	10,510	31

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
32	DA	1/20/16	PW	D&C	61610	9,409	1,577	394	NormOpr	CONTR-Advertising, Printing & Binding	Misc. advertising and printing for projects not grant funded	32
33	DA	1/20/16	PW	D&C	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		33
34	DA	1/20/16	PW	D&C	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		34
35	DA	1/20/16	PW	D&C	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		35
36			PW	D&C	61780	7,000	4,975	6,208	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle/Equipment maintenance (Transit)	36
37	DA	1/20/16	PW	D&C	61810	0	0	0	NormOpr	CONTR-Rent		37
38	DA	1/20/16	PW	D&C	61830	0	0	0	NormOpr	CONTR-Utilities		38
39			PW	D&C	61920	5,410	5,410	5,410	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge(Transit)	39
40	DA	1/20/16	PW	D&C	61950				NormOpr	CONTR-Other Contractual Services	Motor Pool Vehicle washing	40
41	DA	1/20/16	PW	D&C	61950				NormOpr	CONTR-Other Contractual Services	Registration of 35 Borough Wide Underground Storage Tanks	41
42	DA	1/20/16	PW	D&C	61950				NormOpr	CONTR-Other Contractual Services	Annual testing, maintenance & inspection of Borough & School District building sprinkler systems	42
43	DA	1/20/16	PW	D&C	61950				NormOpr	CONTR-Other Contractual Services	Short term rental of survey equipment for miscellaneous project planning	43
44	DA	1/20/16	PW	D&C	61950	72,926	65,786	67,477	NormOpr	CONTR-Other Contractual Services	Renewal of professional registration licenses for Architects & Engineers	44
45	DA	1/20/16	PW	D&C		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		45
46	DA	1/20/16	PW	D&C	72001	0	1,380	1,105	NormOpr	CAPITAL-Controlled Assets		46
47	DA	1/20/16	PW	D&C	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		47
48	DA	1/20/16	PW	D&C	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		48
49	DA	1/20/16	PW	D&C	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		49
50	DA	1/20/16	PW	D&C	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		50
51	DA	1/20/16	PW	D&C	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		51
52	DA	1/20/16	PW	D&C	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		52
53	DA	1/20/16	PW	D&C	72030	0	0	0	NormOpr	CAPITAL-Library Materials		53
54	DA	1/20/16	PW	D&C	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		54

Public Works - Design & Construction

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
32	1,000	1,500	(500)	1,000	1,000	1,000	Reduction to match approved budget	1,000	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34
35	0	0	0	0	0	0		0	35
36	6,900	6,900	(4,400)	2,500	2,500	2,500	Decrease in charges for Vehicle Equipment Fleet Repairs and Maint.	2,500	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	9,520	9,520	9,060	18,580	18,580	18,580	Increase in vehicle/equipment replacement charges	18,580	39
40	250	250	0	250		0		0	40
41	4,350	4,350	0	4,350		0		0	41
42	80,000	80,000	0	80,000		0		0	42
43	1,500	1,500	0	1,500		0		0	43
44	1,200	1,200	0	1,200	87,300	87,300		87,300	44
45	0	0	0	0	0	0		0	45
46	0	768	(768)	0	0	0	Reduction to match approved budget	0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
55	DA	1/20/16	PW	D&C	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		55
56						729,600	840,800	901,017			Normal Operations Totals:	56
57												57
58												58
59												59
60												60
61												61
62												62
63												63
64												64
65												65
66												66

Revenue - General Fund

	b	c	d	e	f	g	h	i	j	k	l	
67												
68												
69												
70	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
71												
72	DA	1/20/16	PW	D&C	44002	0	0	3,600	NormOpr	Engineering permits	Stormwater permits	72
73												73
74						0	0	3,600			Normal Operations Totals:	74
75												75
76												76

Public Works - Design & Construction

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
55	0	0	0	0	0	0		0	55
56	**973,200**	**979,782**	**84,978**	**1,064,760**	**1,064,760**	**1,064,760**		**1,064,760**	56
57									57
58					**1,064,760**	**xcheck total**			58
59									59
60	Amount allocated through staff benefit rate			$ 562,830	27.0%	$ 151,964	Perm wages x 27.0% Health & life insurance cost		60
61	Amount allocated through staff benefit rate			$ 939,830	27.0%	$ 253,754	Project wages x 27.0% Health & life insurance cost		61
62						$ 405,718			62
63									63
64	Heath & life insurance cost by employee			$ 1,720	17	$ 350,880	$1,720 per employee per month x # employees (bodies) x 12 months		64
65									65
66									66
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	67 68 69 70 71
72	3,600	3,600	0	3,600	3,600	3,600		3,600	72
73									73
74	**3,600**	**3,600**	**0**	**3,600**	**3,600**	**3,600**		**3,600**	74
75									75
76					**3,600**	**xcheck total**			76

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PUBLIC WORKS – FACILITIES MAINTENANCE DIVISION

MISSION/Program Description

THE MISSION OF THE FACILITIES MAINTENANCE DIVISION IS TO PROVIDE MAINTENANCE, REPAIR, AND UTILITY SERVICES FOR BOROUGH FACILITIES. The Facilities Maintenance Division provides infrastructure to support FNSB functions (except schools and fire stations). Support is provided through timely, cost effective, professional maintenance and repair services and uninterrupted utility services for Borough facilities to ensure optimum service for users.

Major Long-Term Issues and Concerns

- Energy conservation in Borough facilities.
- Continue to modernize and update facility systems utilizing major maintenance projects through the Capital Improvement Plan and by applying the current technology standards to major in-house repairs.
- Evaluate major components and systems to aid in identifying future infrastructure related projects such as replacement of roofs, siding, mechanical systems, etc.

Objectives for FY 2017

- Focus available resources on the primary mission of providing proactive preventive maintenance services to FNSB facilities in order to optimize availability and minimize breakdown maintenance required.
- Enhance operational usefulness of FNSB facilities through timely response and effective application of repairs following breakdown of facility components and systems.
- Work on CMMS system to replace with a module in One-Solution.
- Provide small project (<$50,000) support for FNSB facilities to enhance working conditions, provide for new program implementation, or modify facilities to accommodate user needs or mission changes.
- Support the Public Works Department project designs by providing maintainability reviews of construction projects.
- Provide utility service (water, sewer, electric), heating fuel (oil, natural gas, district heat), fire protections (alarm and sprinkler system monitoring/inspections/repairs), elevator inspections/service, overhead crane/hoist inspections/service, lock/key repairs/service, broken glass/window replacement and overhead door repairs for FNSB facilities through contracts with local utilities and vendors.
- Continue to develop and implement an energy management program and efficiency improvements for facilities.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.
- The FY 2017 budget reflects a net increase in contractual repairs associated with new Birch Hill Garage and Pioneer Park Domestic Water Pump Building.
- The FY 2017 budget reflects a net decrease in utility costs due to the current cost of fuel.

Previous Year's Accomplishments

In FY 2016, the Facilities Maintenance Division accomplished or will accomplish the following:

Completion of numerous maintenance repair and improvement small projects totaling $530,000 including:

- Noel Wein Library parking lot repairs.
- Solid Waste Landfill main building heat trace repairs.
- Animal Shelter floor and wall carpet replacement.
- Transit Garage second floor air conditioning installation.
- Big Dipper office remodel.
- Noel Wein Library Regional Services office remodel.
- Juanita Helms Administrative Center Computer Services telephone wiring installation.
- Birch Hill Ski Trails lighting and wiring repairs.
- Solid Waste Landfill Heavy Equipment building water softener installation.
- Hamme Swimming Pool emergency repairs to main water piping.
- Wescott Swimming Pool chemical storage shed power line repair.

Dept: Public Works
Division: Facilities Maintenance
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent of work hours in Preventive Maintenance	42%	32%	30%	48%	40%
Number of PM Work Orders	888	906	964	1,050	1,180
Measure 2. Percent of work hours in Repair Work	42%	50%	46%	38%	40%
Number of Repair Work Orders	1,235	1,532	1,891	1,408	1,450
Measure 3. Percent of work hours in Improvement Work	9%	6%	4%	6%	5%
Number of Improvement Work Orders	86	130	86	88	80
Measure 4. Percent of work hours in Shop Overhead	7%	12%	20%	8%	15%
Number of Shop Overhead Work Orders	6	7	4	6	5
Additional Statistical Accomplishments					
Total number of Work Hours	23,143	23,774	24,995	23,980	25,000
Total number of Work Orders	2,215	2,575	2,945	2,552	2,715
Square feet of building space maintained	662,719	664,719	682,719	682,719	685,119

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Public Works
Div: Facilities Maintenance

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Maintenance Division Manager	IV	1.00	1.00	1.00	107,070	1.00	107,070	1.00	107,730
Energy Management Engineer	III	1.00	1.00	1.00	90,040	1.00	90,040	1.00	92,310
Assistant Maintenace Manager	II	1.00	1.00	1.00	94,460	1.00	94,460	1.00	96,850
Maint. Mechanic III-Electrician	17	1.00	1.00	1.00	70,970	1.00	70,970	1.00	73,580
Maint. Mechanic III-Boiler Technician	17	1.00	1.00	1.00	84,850	1.00	84,850	1.00	86,630
Maint. Mechanic III-Electrician	17	1.00	1.00	1.00	82,810	1.00	82,810	1.00	84,580
Maint. Mechanic III-HVAC/R Technician	17	1.00	1.00	1.00	73,130	1.00	73,130	1.00	75,750
Maint. Mechanic III-HVAC/R Technician	17	1.00	1.00	1.00	90,590	1.00	90,590	1.00	84,100
Maint. Mechanic III-Electrician	17	1.00	1.00	1.00	70,970	1.00	70,970	1.00	73,580
Maint. Mechanic III-Plumber	17	1.00	1.00	1.00	75,290	1.00	75,290	1.00	76,880
Maint. Mechanic III-Structural Repair	17	1.00	1.00	1.00	81,140	1.00	81,140	1.00	82,850
Maint. Mechanic III-HVAC/R Technician	17	1.00	1.00	1.00	82,350	1.00	82,350	1.00	84,100
Maint. Mechanic II	12	1.00	1.00	1.00	79,670	1.00	79,670	1.00	80,160
Maint. Mechanic II	12	1.00	1.00	1.00	69,670	1.00	69,670	1.00	71,160
Maint. Mechanic II (RG)	12	1.00	1.00	1.00	90,710	1.00	90,710	1.00	91,290
Maint. Mechanic I	8			1.00	50,620	1.00	50,620	1.00	52,490
Administrative Assistant II	6	1.00	1.00	1.00	48,650	1.00	48,650	1.00	50,430
Overtime	OT				25,000		25,000		25,000
Temporaries	TH				41,630		41,630		41,630
Standby	SD				1,390		1,390		1,390
Former Position:									
Laborer Mechanic I	5		1.00						
TOTALS:		16.00	17.00	17.00	1,411,010	17.00	1,411,010	17.00	1,432,490

Footnotes:
(RG) Reclassification-Position downgrade/Employee grandfathered in position.

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		PW	FM		16.00	16.00	17.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	PW	FM	50505	1,105,724	1,190,055	1,259,400	NormOpr	PS-Permanent Salaries		11
12			PW	FM	50510	25,859	19,506	14,719	NormOpr	PS-Overtime Wages		12
13			PW	FM	50515	95,644	104,353	47,142	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	PW	FM	50520	669,973	699,554	804,717	NormOpr	PS-Benefits		14
15	DD	1/12/16	PW	FM	51105	4,479	3,629	1,955	NormOpr	COMD-Office Supplies		15
16	DD	1/12/16	PW	FM	51106	4,021	1,481	20,178	NormOpr	COMD - Computer Supplies		16
17	DD	1/12/16	PW	FM	51110	1,932	1,546	92	NormOpr	COMD-Operating Supplies		17
18	DD	1/12/16	PW	FM	51115	2,299	1,061	279	NormOpr	COMD-Books and Periodicals	Building codes, regulations and technical journals	18
19	DD	1/12/16	PW	FM	51120	473,982	497,534	561,047	NormOpr	COMD-Repair and Maint. Supplies	Parts & Material used for repair & maintenance of FNSB facilities	19
20	DD	1/12/16	PW	FM	51130	9,344	7,480	9,338	NormOpr	COMD-Clothing Supplies	Protective clothing & safety equipment	20
21	DD	1/12/16	PW	FM	51210	44,968	39,855	34,389	NormOpr	COMD-Motor Fuels and Lubricants	Gas for maintenance vehicles	21
22	DD	1/12/16	PW	FM	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23	DD	1/12/16	PW	FM	61510	43,536	5,033	57,176	NormOpr	CONTR-Professional Services	Professional consultant analysis.	23
24	DD	1/12/16	PW	FM	61525	0	558	1,695	NormOpr	CONTR-Communications	DHL, Express Mail, Federal Express, etc.	24
25	DD	1/12/16	PW	FM	61580	2,837	978	832	NormOpr	CONTR-Travel	Office Staff - Local mileage to inspect various projects, attend meetings, etc.	25
26	DD	1/12/16	PW	FM	61581	960	692	490	NormOpr	CONTR-Profnl Dues/Mtgs	Membership/Dues fees for professional organizations	26
27	DD	1/12/16	PW	FM	61582				NormOpr	CONTR-Training	Technical Training for Maintenance Mechanics, Management & Office staff. Required Mechanical, Electrical, & Plumbing Code Updates. NFPA Code Updates. CMMS training.	27
28	DD	1/12/16	PW	FM	61582	16,192	18,939	19,527	NormOpr	CONTR-Training	Required Annual Safety Training, including Asbestos Awareness, Confined Space Entry, Fall Protection, Blood Borne Pathogens, Arc Flash, Respirator & Hazardous Materials.	28

Public Works - Facilities Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	17.00	17.00	0.00	17.00	17.00	17.00		17.00	
11	1,344,380	1,344,380	21,480	1,365,860	1,365,860	1,365,860	Net change in personnel costs due to longevity adjustments	1,365,860	11
12	25,000	25,000	0	25,000	25,000	25,000		25,000	12
13	41,630	41,630	0	41,630	41,630	41,630		41,630	13
14	861,270	861,270	13,450	874,720	874,720	874,720	Net change is due to salary adjustments and change in benefit rate.	874,720	14
15	5,130	5,130	(1,630)	3,500	3,500	3,500	Reduction to match actual	3,500	15
16	500	500	0	500	500	500		500	16
17	1,000	1,000	0	1,000	1,000	1,000		1,000	17
18	950	950	0	950	950	950		950	18
19	610,420	610,420	0	610,420	610,420	610,420		610,420	19
20	8,740	8,740	0	8,740	8,740	8,740		8,740	20
21	48,000	48,000	0	48,000	48,000	48,000		48,000	21
22	0	0	0	0	0	0		0	22
23	5,000	5,000	0	5,000	5,000	5,000		5,000	23
24	2,200	2,200	0	2,200	2,200	2,200		2,200	24
25	1,000	1,000	0	1,000	1,000	1,000		1,000	25
26	500	500	0	500	500	500		500	26
27	9,330	9,330	0	9,330		0		0	27
28	10,000	10,000	0	10,000	19,330	19,330		19,330	28

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
29	DD	1/12/16	PW	FM	61610	343	282	313	NormOpr	CONTR-Advertising, Printing & Binding	Misc advertising & printing costs for various projects not grant funded	29
30	DD	1/12/16	PW	FM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		30
31	DD	1/12/16	PW	FM	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Misc contracted work (i.e., replacement of broken glass, overhead garage door repairs, sewer pumping & thawing, electrical, plumbing, floor & wall covering repairs, fire alarm and suppression systems, etc.)	31
32	DD	1/12/16	PW	FM	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Elevator service & inspections	32
33	DD	1/12/16	PW	FM	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Fire Alarm service & inspections	33
34	DD	1/12/16	PW	FM	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Contract for Facilities Maintenance offices and shop	34
35	DD	1/12/16	PW	FM	61710	443,440	757,185	847,779	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Contract improvement and maintenance projects valued between $2,000 and $50,000. These projects are too large for the limited in-house capabilities yet too small for formal contracting.	35
36	DD	1/12/16	PW	FM	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		36
37	DD	1/12/16	PW	FM	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle maintenance (Transit)	37
38	DD	1/12/16	PW	FM	61780	46,917	33,295	39,161	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Repairs to Electric Motors, Water Softeners, Diagnostic equipment and repairs of component parts of installed equipment	38
39	DD	1/12/16	PW	FM	61810	0	0	0	NormOpr	CONTR-Rent		39
40	DD	1/12/16	PW	FM	61830				NormOpr	CONTR-Utilities	Misc Utility Costs	40
41	DD	1/12/16	PW	FM	61830				NormOpr	CONTR-Utilities	Electrical Service: GVEA	41
42	DD	1/12/16	PW	FM	61830				NormOpr	CONTR-Utilities	Elec. Svc. for Chena Lakes from Corps of Engineers	42
43	DD	1/12/16	PW	FM	61830				NormOpr	CONTR-Utilities	Water/Sewer: City of North Pole	43
44	DD	1/12/16	PW	FM	61830				NormOpr	CONTR-Utilities	Fuel/Heat: Aurora Energy, LLC (District Heat)	44

Public Works - Facilities Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
29	200	200	0	200	200	200		200	29
30	0	0	0	0	0	0		0	30
31	228,100	228,100	0	228,100		0		0	31
32	22,000	22,000	0	22,000		0		0	32
33	22,100	22,100	400	22,500		0	Fire alarm Inspections for new Birch Hill Maintenance Facility and Pioneer Park Domestic Water Pump Building.	0	33
34	10,750	10,750	(2,350)	8,400		0	Reduction to match actual	0	34
35	505,000	505,000	0	505,000	786,000	786,000		786,000	35
36	0	0	0	0	0	0		0	36
37	50,400	50,400	(11,600)	38,800		0	Decrease in charges for Vehicle Equipment Fleet Repairs and Maint.	0	37
38	20,000	20,000	0	20,000	58,800	58,800		58,800	38
39	0	0	0	0	0	0		0	39
40	8,240	8,240	(240)	8,000		0	Reduction to match actual	0	40
41	1,229,500	1,229,500	0	1,229,500		0		0	41
42	7,500	7,500	0	7,500		0		0	42
43	80,000	80,000	(30,000)	50,000		0	Reduction to match actual	0	43
44	160,600	160,600	59,400	220,000		0	Increase to use as sole source of heat for Noel Wien Library and Hamme Swimming Pool	0	44

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
45	DD	1/12/16	PW	FM	61830				NormOpr	CONTR-Utilities	Fuel/Heat: Fuel Oil	45
46	DD	1/12/16	PW	FM	61830				NormOpr	CONTR-Utilities	Fuel/Heat: Natural Gas	46
47	DD	1/12/16	PW	FM	61830				NormOpr	CONTR-Utilities	Dumpster Service at Marika Rd. Shop	47
48	DD	1/12/116	PW	FM	61830				NormOpr	CONTR-Utilities	Domestic water delivery	48
49	DD	1/12/16	PW	FM	61830	2,643,995	2,438,148	2,220,503	NormOpr	CONTR-Utilities	Water/Sewer/Fire Protection: Golden Heart Utilities	49
50	DD	1/12/16	PW	FM	61920	42,470	44,180	58,370	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge	50
51	DD	1/12/16	PW	FM	61950				NormOpr	CONTR-Other Contractual Services	MicroMain Maint. Mgmt. & Utility Manager Pro software support	51
52	DD	1/12/16	PW	FM	61950				NormOpr	CONTR-Other Contractual Services	Fire and mechanical equipment alarm systems monitoring Borough-wide	52
53	DD	1/12/16	PW	FM	61950				NormOpr	CONTR-Other Contractual Services	Short Term tool rentals as needed for Maintenance function	53
54	DD	1/12/16	PW	FM	61950				NormOpr	CONTR-Other Contractual Services	Pressure vessel and boiler inspections	54
55	DD	1/12/16	PW	FM	61950				NormOpr	CONTR-Other Contractual Services	Renewal of Professional Registration License for Manager	55
56	DD	1/12/16	PW	FM	61950				NormOpr	CONTR-Other Contractual Services	Renewal of Professional Registration License for Energy Management Engineer	56
57	DD	1/12/16	PW	FM	61950	41,626	26,987	30,588	NormOpr	CONTR-Other Contractual Services	Alaska State Occupational licenses for mechanics	57
58	DD	1/12/16	PW	FM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		58
59	DD	1/12/16	PW	FM	72001	16,695	19,215	6,986	NormOpr	CAPITAL-Controlled Assets	Purchase and update technical tools and diagnostic equipment	59
60	DD	1/12/16	PW	FM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		60
61	DD	1/12/16	PW	FM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		61
62	DD	1/12/16	PW	FM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		62
63	DD	1/12/16	PW	FM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		63
64	DD	1/12/16	PW	FM	72020	0	7,300	22,348	NormOpr	CAPITAL-Machinery & Equipment		64

Public Works - Facilities Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
45	535,000	535,000	(210,000)	325,000		0	Reduction to reflect lower utility cost and switch to Natural Gas at 3 buildings	0	45
46	333,000	333,000	0	333,000		0		0	46
47	3,000	3,000	(3,000)	0		0	Reduction as it is included in Line 40	0	47
48	0	0	600	600		0	New line item for delivered water to new Birch Hill Maintenance Facility		48
49	229,100	229,100	(10,100)	219,000	2,392,600	2,392,600	Reduction to match actual	2,392,600	49
50	74,170	74,170	52,420	126,590	126,590	126,590	Increase in vehicle/equipment replacement charges	126,590	50
51	4,500	4,500	0	4,500		0		0	51
52	12,600	12,600	600	13,200		0	Increase for fire alarm monitoring through the City of Fairbanks for new Pioneer Park Domestic Water Pump Building	0	52
53	6,600	6,600	0	6,600		0		0	53
54	4,500	4,500	0	4,500		0		0	54
55	150	150	0	150		0		0	55
56	150	150	0	150		0		0	56
57	2,750	2,750	0	2,750	31,850	31,850		31,850	57
58	0	0	0	0	0	0		0	58
59	8,000	8,000	0	8,000	8,000	8,000		8,000	59
60	0	0	0	0	0	0		0	60
61	0	0	0	0	0	0		0	61
62	0	0	0	0	0	0		0	62
63	0	0	0	0	0	0		0	63
64	0	0	0	0	0	0		0	64

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
65	DD	1/12/16	PW	FM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		65
66	DD	1/12/16	PW	FM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		66
67	DD	1/12/16	PW	FM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		67
68	DD	1/12/16	PW	FM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		68
69						**5,737,236**	**5,918,846**	**6,059,024**			**Normal Operations Totals:**	69
70												70
71												71
72												72
73												73
74												74
75												75
76												76

Public Works - Facilities Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
65	0	0	0	0	0	0		0	65
66	0	0	0	0	0	0		0	66
67	0	0	0	0	0	0		0	67
68	0	0	0	0	0	0		0	68
69	**6,532,960**	**6,532,960**	**(120,570)**	**6,412,390**	**6,412,390**	**6,412,390**		**6,412,390**	69
70									70
71					**6,412,390**	**xcheck total**			71
72									72
73	Amount allocated through staff benefit rate			$ 1,365,860	27.0%	$ 368,782	Perm wages x 27.0% Health & life insurance cost		73
74									74
75	Heath & life insurance cost by employee			$ 1,720	17	$ 350,880	$1,720 per employee per month x # employees (bodies) x 12 months		75
76									76

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PUBLIC WORKS – RURAL SERVICES DIVISION

MISSION/Program Description

THE MISSION OF THE RURAL SERVICES DIVISION IS TO PROVIDE SUPERVISION AND OPERATIONAL SUPPORT TO ROAD/SEWER/STREET LIGHT SERVICE AREAS, ASSIST IN ADMINISTRATIVE AND PROCUREMENT FUNCTIONS, AND PROVIDE ENGINEERING, CONTRACT MANAGEMENT, MAPPING AND TECHNICAL SERVICES.

Major Long-Term Issues and Concerns

- Upcoming requirements for compliance with environmental regulations (storm water, dust, wetlands) will require additional support for service areas.
- Development of adequate road systems is needed to accommodate increased population and traffic.
- Many roads constructed in the 1980's are near the end of their life expectancy and require major improvements.
- Roads in many state subdivisions in service areas are not constructed to Title 17 standards.
- Upcoming requirements for compliance with the federally mandated sign retro-reflectivity standards will require additional support for service areas.

Objectives for FY 2017

- Continue efforts to improve communications with and between service areas.
- Train commissioners in the elements of basic maintenance contracts, operating within the framework of contract language, compliance with FNSB procurement policies, and provide quality management to Service Areas.
- Recruit new volunteer commissioners in under-represented areas.
- Encourage service areas to hold biannual public meetings as required by FNSB code.
- Encourage adequate funding of maintenance by providing information to the commissions and opportunities for Service Areas to participate in tax cap adjustment elections.
- Continue development of the Capital Improvement Projects program by continuing to solicit and review project requests from Service Areas.
- Continue to develop standardized procedures and strategies that improve both efficiency and reliability.
- Assist commissions in developing plans for maintenance and long-range improvements.
- Continue assisting service areas with right-of-way encroachment issues.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to annual salary adjustments.

Previous Year's Accomplishments

In FY 2016, the Rural Services Division accomplished or will accomplish the following:

- Processed two service area boundary changes. The Assembly ordained the removal of parcels from two service areas;
- Provided support for five service area tax cap adjustment elections;
- Solicited Capital Improvement Project requests and maintained projects database with 338 requests totaling $129 million. Published the 2015-2016 Project Book;
- Provided information and support to District Councils and the Assembly Road Service Area Committee;
- Distributed two newsletters and four informational flyers;
- Provided eleven training sessions for commissioners, offering each training session 2 to 3 times per month.

Dept: Public Works
Div: Rural Services
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Service areas with maintenance agreements	97%	100%	99%	99%	100%
Measure 2. Number of training opportunities offered	11	11	13	13	13
Measure 3. Percent of commissions with a quorum	91%	100%	97%	93%	97%
Measure 4. Service area semiannual meetings held	148	157	157	155	155
Additional Statistical Accomplishments					
Road miles maintained	487	490	492	488	488
Road maintenance contracts:					
Contracts - Invitation for Bids processed-renew	2	106	97	93	110
Contracts - Invitation for Bids processed-new	110	13	22	22	5
Revenue generation:					
Total property tax revenue generated	$3,781,510	$3,851,620	$4,072,500	$4,238,820	$4,300,000
Increased percent of tax revenue generated	4%	2%	5%	4%	1%
Number of tax cap election requests submitted	4	4	3	5	4
Special taxing jurisdiction / bond elections	0	0	0	0	0
State Shared Revenue received per mile [1]	$485,000	$441,000	$0	$0	$0
Boundary change requests and success:					
Boundary changes - annexation requests	5	12	9	4	12
Boundary changes - requests to remove parcels	2	6	6	2	3
Service Areas dissolved	0	2	0	2	0
Newly created Service Areas or Mergers	0	0	0	0	0
Assessed value of boundary change requests	$13,142,490	$8,923,579	$15,103,896	$3,647,712	$15,000,000
Assessed value of approved boundary changes	$13,142,490	$8,704,178	$15,103,896	$469,597	$13,000,000
Service Area operations:					
Service Area Operating Expenditures [2]	$2,301,709	$2,792,320	$3,075,912	$3,000,000	$3,000,000
Number of Service Area invoices paid	912	973	960	950	950
Purchase Orders	185	172	170	190	190
Change Notices	117	138	87	100	100
Check Requests	9	20	5	15	15
Budget Transfers from Savings	17	29	33	30	30
Driveway permits issued	54	75	76	55	55
Excavation permits issued [3]	37	57	74	30	30
Encroachments - Reported	67	44	10	50	50
Encroachments - Active	4	4	1	5	5
Encroachments - Resolved	63	44	9	50	50
Commission seats:					
Active seats filled	266	276	269	253	280
Alternate seats filled	13	19	19	19	20
Total seats filled of 426 available	270	295	288	272	300
Commissions without a quorum	10	0	3	7	1
Capital improvement projects:					
Number of requests	337	325	333	338	340
Number of service areas represented	85	84	87	86	88
Estimated value of requested projects	$122,000,000	$117,000,000	$122,000,000	$129,000,000	$130,000,000

[1] Shared Revenue for 2012/13 is for Senate District "D" Areas (73 out of 105 road service areas)
[2] Operating Expenditures do not include grant funds
[3] 17 permits issued with multiple roads (166 roads) for 2014/2015
* Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Public Works
Div: Rural Services

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Rural Service Engineer / Manager	IV	1.00	1.00	1.00	103,110	1.00	103,110	1.00	105,720
Engineer - Civil	III	1.00	1.00	1.00	101,110	1.00	101,110	1.00	103,660
Administrative Assistant V	12	1.00	1.00	1.00	75,080	1.00	75,080	1.00	76,670
Service Area Technician (TF)	9	1.00	1.00	1.00	52,460	1.00	52,460	1.00	54,350
Administrative Assistant III	7	1.00	1.00	1.00	65,840	1.00	65,840	1.00	50,700
Overtime	OT				3,000		3,000		3,000
Temporaries	TH				13,000		13,000		13,000
TOTALS:		5.00	5.00	5.00	413,600	5.00	413,600	5.00	407,100

Footnotes:
(TF) Term Funded Position

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		PW	RS		5.00	5.00	5.00	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	PW	RS	50505	359,601	374,428	371,527	NormOpr	PS-Permanent Salaries		11
12			PW	RS	50510	1,279	1,838	1,016	NormOpr	PS-Overtime Wages		12
13			PW	RS	50515	360	1,245	325	NormOpr	PS-Temporary Salaries	Clerical and operational staff, student engineering intern	13
14	LW	1/21/16	PW	RS	50520	200,129	222,245	244,226	NormOpr	PS-Benefits		14
15	MB	1/18/16	PW	RS	51105	4,438	4,984	4,793	NormOpr	COMD-Office Supplies	Supplies for administration of Service Area operations	15
16	MB	1/18/16	PW	RS	51106	437	174	2,306	NormOpr	COMD - Computer Supplies	Software upgrades, purchases, etc.	16
17	MB	1/18/16	PW	RS	51110	721	94	71	NormOpr	COMD-Operating Supplies	Film, surveying/field work supplies	17
18	MB	1/18/16	PW	RS	51115	201	205	210	NormOpr	COMD-Books and Periodicals	Covers annual newspaper (requested for Service Area ad confirmation and reported events)	18
19	MB	1/18/16	PW	RS	51120	0	57	235	NormOpr	COMD-Repair and Maint. Supplies	Covers surveying equipment, cameras, etc.	19
20	MB	1/18/16	PW	RS	51130	30	0	300	NormOpr	COMD-Clothing Supplies		20
21	MB	1/18/16	PW	RS	51210	1,400	1,237	1,017	NormOpr	COMD-Motor Fuels and Lubricants	Gas, Oil, Consumables for use in field equipment/vehicles	21
22	MB	1/18/16	PW	RS	51250	0	57	0	NormOpr	COMD-Equipment Parts		22
23	MB	1/18/16	PW	RS	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	MB	1/18/16	PW	RS	61525	0	0	0	NormOpr	CONTR-Communications	Postage for Service Area Notifications	24
25	MB	1/18/16	PW	RS	61580	877	940	1,450	NormOpr	CONTR-Travel	Mileage reimbursement	25
26	MB	1/18/16	PW	RS	61581				NormOpr	CONTR-Profnl Dues/Mtgs	American Society of Civil Engineers	26
27	MB	1/18/16	PW	RS	61581	476	610	560	NormOpr	CONTR-Profnl Dues/Mtgs	New Service Area commissioner training meetings	27
28	MB	1/18/16	PW	RS	61582				NormOpr	CONTR-Training	Staff training	28
29	MB	1/18/16	PW	RS	61582				NormOpr	CONTR-Training	Service Area Eng-T2 Road seminar	29
30	MB	1/18/16	PW	RS	61582				NormOpr	CONTR-Training	Office Staff Mgt. seminar	30
31	MB	1/18/16	PW	RS	61582	1,379	2,220	548	NormOpr	CONTR-Training	In-state professional seminar	31
32	MB	1/18/16	PW	RS	61610	1,286	1,603	704	NormOpr	CONTR-Advertising, Printing & Binding	Advertising various Service Area meetings, etc.	32
33	MB	1/18/16	PW	RS	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		33

Public Works - Rural Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	5.00	5.00	0.00	5.00	5.00	5.00		5.00	
11	397,600	397,600	(6,500)	391,100	391,100	391,100	Net change in personnel costs due to longevity adjustments	391,100	11
12	3,000	3,000	0	3,000	3,000	3,000		3,000	12
13	13,000	13,000	0	13,000	13,000	13,000		13,000	13
14	252,040	252,040	(4,070)	247,970	247,970	247,970	Net change is due to salary adjustments and change in benefit rate.	247,970	14
15	4,000	2,800	1,200	4,000	4,000	4,000	Realignment to match approved budget.	4,000	15
16	550	550	0	550	550	550		550	16
17	850	850	0	850	850	850		850	17
18	1,000	1,000	(500)	500	500	500	Decrease based upon actual usage.	500	18
19	700	700	(200)	500	500	500	Decrease base upon actual usage.	500	19
20	0	0	0	0	0	0		0	20
21	1,900	1,900	0	1,900	1,900	1,900		1,900	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	500	500	0	500	500	500		500	24
25	1,000	1,000	0	1,000	1,000	1,000		1,000	25
26	240	240	0	240		0		0	26
27	1,000	1,000	0	1,000	1,240	1,240		1,240	27
28	720	720	0	720		0		0	28
29	820	820	0	820		0		0	29
30	140	140	0	140		0		0	30
31	360	360	0	360	2,040	2,040		2,040	31
32	1,700	1,700	0	1,700	1,700	1,700		1,700	32
33	0	0	0	0	0	0		0	33

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
34	MB	1/18/16	PW	RS	61710	9,338	10,196	10,395	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Services for a portion of 5th Ave Building where department employees are located	34
35	MB	1/18/16	PW	RS	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Fax, typewriter and copier repairs	35
36	MB	1/18/16	PW	RS	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Repairs to measuring/surveying equipment	36
37			PW	RS	61780	3,700	2,400	3,700	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle maintenance (Transit)	37
38	MB	1/18/16	PW	RS	61810	0	0	0	NormOpr	CONTR-Rent		38
39	MB	1/18/16	PW	RS	61830	9,551	7,787	9,296	NormOpr	CONTR-Utilities	Trash Pickup	39
40			PW	RS	61920	3,190	3,190	3,190	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge (Transit)	40
41	MB	1/18/16	PW	RS	61950				NormOpr	CONTR-Other Contractual Services	Renewal of Engineer professional registration license.	41
42	MB	1/18/16	PW	RS	61950				NormOpr	CONTR-Other Contractual Services	VEFF Vehicle cleaning	42
43	MB	1/18/16	PW	RS	61950	56	489	0	NormOpr	CONTR-Other Contractual Services	Laboratory Testing	43
44	MB	1/18/16	PW	RS		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		44
45	MB	1/18/16	PW	RS	72001	0	2,586	3,379	NormOpr	CAPITAL-Controlled Assets		45
46	MB	1/18/16	PW	RS	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		46
47	MB	1/18/16	PW	RS	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		47
48	MB	1/18/16	PW	RS	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		48
49	MB	1/18/16	PW	RS	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		49
50	MB	1/18/16	PW	RS	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		50
51	MB	1/18/16	PW	RS	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		51
52	MB	1/18/16	PW	RS	72030	0	0	0	NormOpr	CAPITAL-Library Materials		52
53	MB	1/18/16	PW	RS	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		53
54	MB	1/18/16	PW	RS	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		54
55						**598,449**	**638,585**	**659,248**			**Normal Operations Totals:**	55
56												56
57												57
58												58
59												59
60												60
61												61
62												62

Public Works - Rural Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
34	11,300	11,300	0	11,300	11,300	11,300		11,300	34
35	100	100	0	100	100	100		100	35
36	100	100	0	100		0		0	36
37	1,600	1,600	2,400	4,000	4,100	4,100	Increase in charges for Vehicle Equipment Fleet Repairs and Maint.	4,100	37
38	0	0	0	0	0	0		0	38
39	11,250	11,250	0	11,250	11,250	11,250		11,250	39
40	3,200	3,200	3,550	6,750	6,750	6,750	Increase in vehicle/equipment replacement charges	6,750	40
41	150	150	0	150		0		0	41
42	150	150	0	150		0		0	42
43	1,000	1,000	(200)	800	1,100	1,100	Decrease based upon actual usage.	1,100	43
44	0	0	0	0	0	0		0	44
45	0	1,200	(1,200)	0	0	0	Reduction to match approved budget	0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	**709,970**	**709,970**	**(5,520)**	**704,450**	**704,450**	**704,450**		**704,450**	55
56									56
57					**704,450**	**xcheck total**			57
58									58
59	Amount allocated through staff benefit rate			$ 391,100	27.0%	$ 105,597	Perm wages x 27.0% Health & life insurance cost		59
60									60
61	Heath & life insurance cost by employee			$ 1,720	5	$ 103,200	$1,720 per employee per month x # employees (bodies) x 12 months		61
62									62

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
63	**Revenue - General Fund**											63
64	b	c	d	e	f	g	h	i	j	k	l	
65												
66					Object	FY 12/13	FY 13/14	FY 14/15	Program			
67	By	Date	Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	
68					Number							
69	MB	1/18/16	PW	RS	44002	16,920	15,408	15,280	NormOpr	Engineering Permit Fees	Driveway and Utility Permits	69
70												70
71												71
72						**16,920**	**15,408**	**15,280**			**Normal Operations Totals:**	72
73												73
74												74

Public Works - Rural Services

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
63									63
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	64 65 66 67 68
69	15,580	15,580	0	15,580	15,580	15,580		15,580	69
70			0			0		0	70
71			0			0		0	71
72	**15,580**	**15,580**	**0**	**15,580**	**15,580**	**15,580**		**15,580**	72
73									73
74					**15,580**	**xcheck total**			74

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PUBLIC WORKS – SOLID WASTE COLLECTION SECTION

MISSION/Program Description

THE MISSION OF THE SOLID WASTE COLLECTION SECTION IS TO PROVIDE PROPER AND EFFICIENT MANAGEMENT AND TRANSPORT OF RECYCLABLES, WASTE-TO-ENERGY FUELS, AND WASTE FROM THE TRANSFER SITES TO THE SOLID WASTE FACILITY. The Solid Waste Collection District provides services to residents that are part of the Borough, outside the City of Fairbanks. The services include management of transfer sites for the collection and transfer of recyclables, waste-to-energy fuels, waste, and areas for reuse (reuse platforms).

Major Long-Term Issues and Concerns

- Solid waste hauling and disposal costs represent approximately 94% of this division's budget. A new 7-year contract started July 1, 2014, and ends June 30, 2021. Total tonnage at transfer sites 5-year average is 0% with variations from -2% to 6%. One million dollars in funding was appropriated in the fall of 2013 for a Transfer Site Major Maintenance & Improvement Project and an additional $2,970,000 was appropriated in the fall of 2015 for the major maintenance and improvements at transfer sites until 2017. A master plan was completed in August 2015, and a recycling update was completed in June 2015. Funding is available for these projects.

Objectives for FY 2017

- Continue to provide cost-effective solid waste collection for Borough residents.
- Continue the collection and transport of recyclables and waste-to-energy fuels.
- Continue planning efforts to mitigate current and future problems within the Borough at transfer sites.
- Continue transfer site maintenance and improvement efforts.
- Complete major maintenance and improvements projects at Farmers Loop East and Farmers Loop West.
- Complete the Borough-wide sign updates project and Site Improvement, Phase I project.

Significant Budget Changes

- The FY 2017 budget reflects a change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.
- Net increase in tipping and hauling costs caused by increase in projected volume and tipping fee.

Previous Year's Accomplishments

In FY 2016, the Solid Waste Collection Section accomplished or will accomplish the following:

- Managed hauling contract that provides solid waste services to the Solid Waste Collection District residents through June 30, 2021.
- Completed the Transfer Site Master Plan in August 2015.
- Started major maintenance and improvement projects at Farmers Loop East and Farmers Loop West.
- Provided cost-effective solid waste collection for Borough residents.
- Continued collection and transport of recyclables and waste-to-energy fuels.
- Continued maintenance, repair, and management of reuse areas.
- Collected and hauled 44,559 tons of solid waste.
- Collected and hauled 340,482 lbs. of recyclables and waste-to-energy fuels.
- Completed annual pad and road maintenance.

Dept: Public Works
Div: Solid Waste Collection District
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent change in collected tonnage.	-6%	6%	2%	3%	4%
Measure 2. Percent change in recyclables, waste-to-energy fuels, and waste.	-15%	1%	3%	-3%	0%
Additional Statistical Accomplishments					
Total tonnage collected	41,410	43,858	44,559	46,009	47,759
Total Tonnage Collected by Area					
West	15,055	16,052	16,085	16,847	17,447
East	10,957	11,550	11,684	12,122	12,372
South	15,398	16,236	16,790	17,040	17,940
Recyclables, waste-to-energy fuels, hazardous waste collected (lbs.)	329,885	331,587	340,482	330,000	330,000
Number of recycling collection totes	36	36	36	36	36
Number of re-use areas	5	5	5	5	5

*Estimated

Personnel Summary
Dept: Public Works
Div: Solid Waste Collections

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Solid Waste Manager (S)	IV	0.16	0.16	0.16	18,130	0.16	18,130	0.16	18,580
Equipment Operator II (RU)	15			1.00	74,350	1.00	74,350	1.00	75,900
Administrative Assistant V (S)	12	0.16	0.16	0.16	12,750	0.16	12,750	0.16	12,830
Overtime	OT				7,150		7,150		7,150
Temporaries	TH				15,250		15,250		15,250
Shift Differential	SD				500		500		500
Former Position:									
Equipment Operator II	15	1.00							
Equipment Operator (RD)	12		1.00						
TOTALS:		1.32	1.32	1.32	128,130	1.32	128,130	1.32	130,210

Footnotes:
(RD) Reclasss Position Downgraded
(RU) Reclass Position Upgraded
(S) Position Split between Solid Waste Collection, Solid Waste Disposal & Household Hazardous Waste

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		PW	SWC		1.32	1.32	1.32	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	PW	SWC	50505	93,659	83,079	48,838	NormOpr	PS-Permanent Salaries		11
12	BJ	1/21/16	PW	SWC	50510	8,999	3,501	200	NormOpr	PS-Overtime Wages		12
13	BJ	1/21/16	PW	SWC	50515	10,160	14,214	0	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	PW	SWC	50520	57,805	47,068	29,190	NormOpr	PS-Benefits		14
15	BJ	1/14/16	PW	SWC	51105	231	388	879	NormOpr	COMD-Office Supplies		15
16	BJ	1/14/16	PW	SWC	51106	76	0	29	NormOpr	COMD - Computer Supplies		16
17	BJ	1/14/16	PW	SWC	51110	2,128	3,387	1,149	NormOpr	COMD-Operating Supplies		17
18	BJ	1/14/16	PW	SWC	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19	BJ	1/14/16	PW	SWC	51120	2,140	4,374	7,207	NormOpr	COMD-Repair and Maint. Supplies		19
20	BJ	1/14/16	PW	SWC	51130	1,315	1,653	321	NormOpr	COMD-Clothing Supplies		20
21	BJ	1/14/16	PW	SWC	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22	BJ	1/14/16	PW	SWC	51250	2,833	0	0	NormOpr	COMD-Equipment Parts		22
23	BJ	1/14/16	PW	SWC	61510	0	0	1,500	NormOpr	CONTR-Professional Services		23
24	BJ	1/14/16	PW	SWC	61525	0	0	0	NormOpr	CONTR-Communications		24
25	BJ	1/14/16	PW	SWC	61580	0	0	0	NormOpr	CONTR-Travel		25
26	BJ	1/14/16	PW	SWC	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs		26
27	BJ	1/14/16	PW	SWC	61582	0	0	0	NormOpr	CONTR-Training		27
28	BJ	1/14/16	PW	SWC	61610	832	0	0	NormOpr	CONTR-Advertising, Printing & Binding	Advertising - Recycling / Information Ads	28
29	BJ	1/14/16	PW	SWC	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		29
30	BJ	1/14/16	PW	SWC	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Transfer Sites - Fence & Gate Repairs	30
31	BJ	1/14/16	PW	SWC	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Transfer Sites - Road & Pad Repairs & Maintenance	31
32	BJ	1/14/16	PW	SWC	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	North Pole Transfer Site Building & Land Repairs	32
33	BJ	1/14/16	PW	SWC	61710	0	5,025	3,615	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Hauling Contract Maintenance & Repair Services	33
34	BJ	1/14/16	PW	SWC	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		34

Public Works - Solid Waste Collection District

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved
	1.32	1.32	0.00	1.32	1.32	1.32		1.32

11	105,730	105,730	2,080	107,810	107,810	107,810	Net change in personnel costs due to longevity adjustments	107,810	11
12	7,150	7,150	0	7,150	7,150	7,150		7,150	12
13	15,250	15,250	0	15,250	15,250	15,250		15,250	13
14	72,140	72,140	1,300	73,440	73,440	73,440	Net change is due to salary adjustments and change in benefit rate.	73,440	14
15	600	600	0	600	600	600		600	15
16	0	0	0	0	0	0		0	16
17	5,000	5,000	0	5,000	5,000	5,000		5,000	17
18	0	0	0	0	0	0		0	18
19	4,000	4,000	0	4,000	4,000	4,000		4,000	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	0	0	0	0	0	0		0	26
27	0	0	0	0	0	0		0	27
28	1,500	1,500	0	1,500	1,500	1,500		1,500	28
29	0	0	0	0	0	0		0	29
30	5,000	5,000	0	5,000		0		0	30
31	30,000	30,000	0	30,000		0		0	31
32	1,000	1,000	0	1,000		0		0	32
33	132,000	132,000	0	132,000	168,000	168,000		168,000	33
34	0	0	0	0	0	0		0	34

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
35	BJ	1/14/16	PW	SWC	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		35
36	BJ	1/14/16	PW	SWC	61810	0	0	0	NormOpr	CONTR-Rent		36
37	BJ	1/14/16	PW	SWC	61830	19,743	20,003	22,866	NormOpr	CONTR-Utilities	Transfer Sites - electric	37
38	BJ	1/14/16	PW	SWC	61920	0	0	0	NormOpr	CONTR-Equipment Leases		38
39	BJ	1/14/16	PW	SWC	61950				NormOpr	CONTR-Other Contractual Services	SWCD Hauling Fees	39
40	BJ	1/14/16	PW	SWC	61950				NormOpr	CONTR-Other Contractual Services	SWCD Tipping Fees	40
41	BJ	1/14/16	PW	SWC	61950	5,553,701	6,225,682	6,034,384	NormOpr	CONTR-Other Contractual Services	Transfer Site Lease - Dale Rd.	41
42	BJ	1/14/16	PW	SWC		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		42
43	BJ	1/14/16	PW	SWC	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		43
44	BJ	1/14/16	PW	SWC	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		44
45	BJ	1/14/16	PW	SWC	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		45
46	BJ	1/14/16	PW	SWC	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		46
47	BJ	1/14/16	PW	SWC	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		47
48	BJ	1/14/16	PW	SWC	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		48
49	BJ	1/14/16	PW	SWC	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		49
50	BJ	1/14/16	PW	SWC	72030	0	0	0	NormOpr	CAPITAL-Library Materials		50
51	BJ	1/14/16	PW	SWC	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		51
52	BJ	1/14/16	PW	SWC	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		52
53						**5,753,622**	**6,408,374**	**6,150,178**			**Normal Operations Totals:**	53
54												54
55												55
56												56
57												57
58												58
59												59

Public Works - Solid Waste Collection District

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
35	0	0	0	0	0	0		0	35
36	0	0	0	0	0	0		0	36
37	22,000	22,000	0	22,000	22,000	22,000		22,000	37
38	0	0	0	0	0	0		0	38
39	1,780,570	1,780,570	34,140	1,814,710		0	SWCD is divided into three areas, each with its own contractual price for hauling, container refurbishment, hardpack removal, extended cleanup, ash container hauling, container painting, and pad maintenance services. Estimated tonnage for FY16 is 45,450. FY17 tonnage estimated at a 2% increase = 46,359 tons. Weighted average for the three areas is $37.62/ton. $37.62/ton x 46,359 + 70,685 combined other costs = $1,814,710.	0	39
40	4,462,870	4,462,870	259,790	4,722,660		0	Estimated tonnage for FY16 is 45,450 tons. FY17 tonnage estimated at a 2% increase = 46,359 tons. Additional tonnage of 400 tons hauled by direct residential company = 46,759 tons. 46,759 x $101/ton = 4,722,660.	0	40
41	4,400	4,400	0	4,400	6,541,770	6,541,770		6,541,770	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	**6,649,210**	**6,649,210**	**297,310**	**6,946,520**	**6,946,520**	**6,946,520**		**6,946,520**	53
54									54
55					**6,946,520 xcheck total**				55
56									56
57	Amount allocated through staff benefit rate			$ 107,810	27.0%	$ 29,109	Perm wages x 27.0% Health & life insurance		57
58									58
59	Heath & life insurance cost by employee			$ 1,720	1.32	$ 27,245	$1,720 per employee per month x # employees (bodies) x 12 months		59

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PUBLIC WORKS – SOLID WASTE DISPOSAL DIVISION

MISSION/Program Description

THE MISSION OF THE SOLID WASTE DISPOSAL DIVISION IS TO PROVIDE PROPER AND EFFICIENT SOLID WASTE MANAGEMENT, DISPOSAL, RECYCLING, AND WASTE-TO-ENERGY PROGRAMS. Solid waste disposal provides areawide solid waste services. Solid waste services include landfill management and operations, future landfill capacity construction and planning, household hazardous waste collection, recycling, and waste-to-energy programs.

Major Long-Term Issues and Concerns

- The South Cushman Construction Debris and Expansion Landfills provide for efficient long-term solid waste disposal and future potential waste-to-energy electricity generation from methane gas production. The construction debris landfill is the remaining area from the original landfill that began in the early 1960's, while the expansion landfills are built in individual cells (1-9). Cell 1 has reached a temporary elevation; a closure project during the summer of 2010 closed portions, installed gas wells, and a leachate recirculation line. This closure project will reduce leachate disposal costs and is a beginning step leading toward a possible green energy facility. Cell 2 and Cell 3 currently being used for regular trash disposal and will become the next potential methane fuel source for the facility. The South Cushman Construction Debris Landfill had portions closed in 1997, 2010, and 2013. A Cell 3 & 4 expansion project began in 2013 and resulted in the completion of Cell 3 in entirety, and the base layer of Cell 4, including a 333,000 CY gravel stockpile being used for daily and intermediate cover. Other issues that require ongoing management are the continuation of recycling and waste-to-energy programs, cell operations, cell constructions, cell closures, the long-term forecasting of revenues, expenditures, and tonnages, and meeting the U.S. Environmental Protection Agency (EPA) and the Alaska Department of Environmental Conservation (ADEC) greenhouse gas air emissions, Title V, storm water, and the Research, Development, and Demonstration permit requirements.

Objectives for FY 2017

- Continue to provide long-term cost-effective solid waste disposal for Borough residents.
- Continue used oil energy recovery that provides primary heat for the Solid Waste Main Building and the Recycling/Household Hazardous Waste Facility.
- Continue aluminum recycling program.
- Continue waste-to-energy programs.
- Operate the Solid Waste Facility in compliance with all state and federal laws and regulations to adequately protect the environment.
- Complete renewal of ADEC operating permit

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.
- Increase in budget for ADEC Cell 3 Alaska Clean Water Fund loan payment #1 of 5.

Previous Year's Accomplishments

In FY 2016, the Solid Waste Disposal Division accomplished or will accomplish the following:

- Properly recycled or disposed of 102,600 tons of solid waste.
- Continued Green Star environmentally responsible business practices.
- 11,242 gallons of used oil was converted to energy heating the Solid Waste Main Building and the Recycling/Household Hazardous Waste Facility minimizing heating fuel costs.
- Renewed and continued to operate a Research, Development, and Demonstration permit for leachate recirculation.
- Met all permit conditions including operating, Title V air emissions, storm water, leachate, and greenhouse gas.

Dept: Public Works
Sec: Solid Waste Disposal
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent change in incoming tonnage.	-7%	5%	-2%	-4%	3%
Measure 2. Percent change in used oil for energy recovery	32%	6%	-36%	60%	-22%
Additional Statistical Accomplishments					
Total Tonnage into the Solid Waste Facility	100,289	105,038	102,600	98,000	100,500
Major Customers (% of total tonnage)					
City of Fairbanks	5%	5%	5%	5%	5%
Ft. Wainwright	5%	5%	5%	5%	5%
Other Commercial	12%	12%	9%	12%	11%
Eielson AFB	3%	2%	3%	3%	3%
Solid Waste Collection District	41%	42%	43%	40%	41%
University of Alaska Fairbanks	1%	1%	1%	1%	1%
Alaska Waste	29%	29%	30%	29%	29%
Waste-To-Energy					
Used Oil Energy recovery (gal.)	16,556	17,623	11,242	18,000	14,000
Major Materials Accepted (% of total tonnage)					
Municipal Solid Waste	77%	77%	78%	77%	77%
Construction Debris	17%	17%	15%	17%	17%
Asbestos	1%	0%	0%	2%	1%
Other					
Gravel Usage for Landfill Cover (cy)	87,142	81,417	99,875	90,000	110,400
Leachate Generated (gal.) **	681,302	678,670	955,414	800,000	900,000
Number of Tickets Generated	43,479	41,685	46,303	42,000	44,000
Number of Customer Accounts	435	440	355	355	360

* Estimated
** Rainfall and snow melt that has filtered through the garbage.

Personnel Summary
Dept: Public Works
Sec: Solid Waste Disposal

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Solid Waste Manager (S)	IV	0.51	0.51	0.51	57,780	0.51	57,780	0.51	59,240
Asst. SW Mgr/ Landfill Engineer	III	1.00	1.00	1.00	97,080	1.00	97,080	1.00	99,530
Operations Supervisor	18	1.00	1.00	1.00	80,570	1.00	80,570	1.00	82,250
Solid Waste Environmental Specialist	15		1.00	1.00	66,040	1.00	66,040	1.00	68,400
Equipment Operator II	15	1.00	1.00	1.00	77,740	1.00	77,740	1.00	79,410
Equipment Operator	12	1.00	1.00	1.00	64,720	1.00	64,720	1.00	61,320
Equipment Operator	12	1.00	1.00	1.00	60,950	1.00	60,950	1.00	63,220
Equipment Operator	12	1.00	1.00	1.00	60,950	1.00	60,950	1.00	63,220
Equipment Operator	12	1.00	1.00	1.00	59,170	1.00	59,170	1.00	61,320
Equipment Operator	12	1.00	1.00	1.00	59,170	1.00	59,170	1.00	59,530
Equipment Operator	12	0.50	0.50	0.50	29,590	0.50	29,590	0.50	29,760
Administrative Assistant V (S)	12	0.51	0.51	0.51	40,630	0.51	40,630	0.51	40,880
Administrative Assistant III	7		1.00	1.00	65,840	1.00	65,840	1.00	66,230
Administrative Assistant II	6	1.00	1.00	1.00	55,630	1.00	55,630	1.00	56,770
Landfill Technician	5	1.00	1.00	1.00	48,460	1.00	48,460	1.00	49,490
Weigh Station Attendant	5	1.00							
Weigh Station Attendant	5	0.88	0.88	0.88	47,330	0.88	47,330	0.88	48,340
Weigh Station Attendant	5	0.50	0.50	0.50	24,230	0.50	24,230	0.50	24,740
Overtime	OT				32,680		32,680		32,680
Temporaries	TH				76,350		76,350		76,350
Shift Differential	SD				12,800		12,800		12,800
TOTALS:		13.90	14.90	14.90	1,117,710	14.90	1,117,710	14.90	1,135,480

Footnotes:
(S) Position Shared with Solid Waste Collection, Solid Waste Disposal & Household Hazardous Waste

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		PW	SWD		13.90	13.90	14.90	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	PW	SWD	50505	806,525	824,240	937,255	NormOpr	PS-Permanent Salaries		11
12	BJ	1/21/16	PW	SWD	50510	25,374	23,720	32,082	NormOpr	PS-Overtime Wages		12
13	BJ	1/21/16	PW	SWD	50515	74,689	57,150	64,064	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	PW	SWD	50520	494,545	513,681	553,065	NormOpr	PS-Benefits		14
15	BJ	1/13/16	PW	SWD	51105	2,909	2,761	3,164	NormOpr	COMD-Office Supplies		15
16	BJ	1/13/16	PW	SWD	51106	2,577	324	1,511	NormOpr	COMD - Computer Supplies	Expendable supplies and repair components for computer support (battery backup, Waste Wizard paper, ink cartridges etc.)	16
17	BJ	1/13/16	PW	SWD	51110				NormOpr	COMD-Operating Supplies	Collection totes, safety and equipment cleaning supplies	17
18	BJ	1/13/16	PW	SWD	51110	69,036	85,193	81,146	NormOpr	COMD-Operating Supplies	Landfill Cover Material - Alternative Enviro Film	18
19	BJ	1/13/16	PW	SWD	51115	0	0	0	NormOpr	COMD-Books and Periodicals		19
20	BJ	1/13/16	PW	SWD	51120	27,288	23,233	21,466	NormOpr	COMD-Repair and Maint. Supplies		20
21	BJ	1/13/16	PW	SWD	51130	6,963	5,420	3,747	NormOpr	COMD-Clothing Supplies		21
22	BJ	1/13/16	PW	SWD	51210	254,456	269,103	264,558	NormOpr	COMD-Motor Fuels and Lubricants		22
23	BJ	1/13/16	PW	SWD	51250	65,484	14,152	7,117	NormOpr	COMD-Equipment Parts		23
24	BJ	1/13/16	PW	SWD	61510				NormOpr	CONTR-Professional Services	Medical Surveillance Program	24
25	BJ	1/13/16	PW	SWD	61510				NormOpr	CONTR-Professional Services	Medical-Drug and Alcohol Testing	25
26	BJ	1/13/16	PW	SWD	61510				NormOpr	CONTR-Professional Services	Solid Waste Engineering Services - Annual Solid Waste Survey	26
27	BJ	1/13/16	PW	SWD	61510				NormOpr	CONTR-Professional Services	Solid Waste Engineering Services - Annual Solid Waste Capacity Analysis	27
28	BJ	1/13/16	PW	SWD	61510				NormOpr	CONTR-Professional Services	Solid Waste Engineering Services - Annual Financial Assurance	28
29	BJ	1/13/16	PW	SWD	61510				NormOpr	CONTR-Professional Services	Solid Waste Engineering Services - Alaska Department of Environmental Conservation Operating, and Research, Development, & Demonstration Permit Renewals	29
30	BJ	1/13/16	PW	SWD	61510	106,829	123,679	148,028	NormOpr	CONTR-Professional Services	Solid Waste Engineering Services - Annual Miscellaneous Services	30

Public Works - Solid Waste Disposal

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	14.90	14.90	0.00	14.90	14.90	14.90		14.90	
11	1,008,680	1,008,680	17,770	1,026,450	1,026,450	1,026,450	Net change in personnel costs due to longevity adjustments	1,026,450	11
12	32,680	32,680	0	32,680	32,680	32,680		32,680	12
13	76,350	76,350	0	76,350	76,350	76,350		76,350	13
14	660,420	660,420	21,360	681,780	681,780	681,780	Net change is due to salary adjustments and change in benefit rate.	681,780	14
15	5,000	5,000	0	5,000	5,000	5,000		5,000	15
16	2,500	2,500	0	2,500	2,500	2,500		2,500	16
17	25,000	25,000	0	25,000		0		0	17
18	110,000	110,000	0	110,000	135,000	135,000		135,000	18
19	250	250	0	250	250	250		250	19
20	25,000	25,000	0	25,000	25,000	25,000		25,000	20
21	7,500	7,500	0	7,500	7,500	7,500		7,500	21
22	300,000	300,000	(70,000)	230,000	230,000	230,000	Decrease based on current and prior year's actuals	230,000	22
23	30,000	30,000	0	30,000	30,000	30,000		30,000	23
24	13,200	13,200	0	13,200		0		0	24
25	1,610	1,610	0	1,610		0		0	25
26	23,000	23,000	2,000	25,000		0	Increase based on FY16 actual expenditures	0	26
27	35,000	35,000	0	35,000		0		0	27
28	20,000	20,000	2,000	22,000		0	Increase based on FY16 actual expenditures	0	28
29	120,000	120,000	(120,000)	0		0	Operating, and Research, Development, & Demonstration permit renewed in FY16	0	29
30	52,000	52,000	30,000	82,000	178,810	178,810	Increase based on FY16 actual expenditures and new Landfill gas collection and control system design	178,810	30

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
31	BJ	1/13/16	PW	SWD	61525	0	36	44	NormOpr	CONTR-Communications	Miscellaneous, mailings, telephone lines	31
32	BJ	1/13/16	PW	SWD	61580				NormOpr	CONTR-Travel	Solid Waste Manager/Assistant Solid Waste Manager- Solid Waste Association of North America, quarterly Statewide meetings	32
33	BJ	1/13/16	PW	SWD	61580	933	982	1,140	NormOpr	CONTR-Travel	Mileage	33
34	BJ	1/13/16	PW	SWD	61581	573	590	400	NormOpr	CONTR-Profnl Dues/Mtgs	Solid Waste Mgr, Asst SW Mgr, Operations Supervisor, SW Assoc of North America Membership	34
35	BJ	1/13/16	PW	SWD	61582				NormOpr	CONTR-Training	All Solid Waste Staff - Local office and management updates and seminars	35
36	BJ	1/13/16	PW	SWD	61582				NormOpr	CONTR-Training	Solid Waste Manager - SWANA-Solid Waste Operations Certification Course	36
37	BJ	1/13/16	PW	SWD	61582				NormOpr	CONTR-Training	Equipment Operator Training	37
38	BJ	1/13/16	PW	SWD	61582	10,386	20,060	11,879	NormOpr	CONTR-Training	Safety Training	38
39	BJ	1/13/16	PW	SWD	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising - Solid Waste Hours, Rates, Closed Dates, Etc.	39
40	BJ	1/13/16	PW	SWD	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising - Recycling/information ads	40
41	BJ	1/13/16	PW	SWD	61610	2,170	4,079	778	NormOpr	CONTR-Advertising, Printing & Binding	Advertising - Legal Ads for IFB's	41
42	BJ	1/13/16	PW	SWD	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		42
43	BJ	1/13/16	PW	SWD	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Gate and Fence Repairs	43
44	BJ	1/13/16	PW	SWD	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Drainage Control - Surface Water Permit Requirement	44
45	BJ	1/13/16	PW	SWD	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Repairs and Maintenance on Main Solid Waste Building, Entrance, Scale Area, Lot, etc.	45
46	BJ	1/13/16	PW	SWD	61710				NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Service, Mat Service	46
47	BJ	1/13/16	PW	SWD	61710	20,480	29,661	28,360	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Solid Waste Road Maintenance	47
48	BJ	1/13/16	PW	SWD	61750	0	1,898	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Maintenance Agreement fax machine	48
49	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	SD-116X Vibratory Roller Maintenance/Repair Costs	49
50	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Rebuilt Compactor 826H #1 Maintenance/Repair costs	50
51	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Compactor 826H #2 Maintenance/Repair Costs	51
52	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	L-180 Wheel Loader - Maintenance/Repair Costs	52

Public Works - Solid Waste Disposal

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
31	100	100	0	100	100	100		100	31
32	1,440	1,440	0	1,440		0		0	32
33	230	230	0	230	1,670	1,670		1,670	33
34	550	550	0	550	550	550		550	34
35	1,800	1,800	0	1,800		0		0	35
36	3,330	3,330	0	3,330		0		0	36
37	10,000	10,000	0	10,000		0		0	37
38	7,770	7,770	0	7,770	22,900	22,900		22,900	38
39	2,000	2,000	0	2,000		0		0	39
40	5,000	5,000	(2,000)	3,000		0	Decrease based upon actual usage.	0	40
41	500	500	0	500	5,500	5,500		5,500	41
42	0	0	0	0	0	0		0	42
43	14,000	14,000	(7,000)	7,000		0	Project to be developed to address drainage, fencing, and road maintenance needs.	0	43
44	18,000	18,000	(18,000)	0		0	Project to be developed to address drainage, fencing, and road maintenance needs.	0	44
45	6,000	6,000	0	6,000		0		0	45
46	20,000	20,000	2,600	22,600		0	Estimated new janitorial contract cost, and higher mat service cost	0	46
47	5,000	5,000	0	5,000	40,600	40,600		40,600	47
48	200	200	0	200	200	200		200	48
49	2,000	2,000	0	2,000		0		0	49
50	51,000	51,000	0	51,000		0		0	50
51	51,000	51,000	0	51,000		0		0	51
52	26,000	26,000	0	26,000		0		0	52

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
53	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	D6R XLDS Bulldozer - Maintenance/Repair Costs	53
54	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Compactor 500 Maintenance/Repair Costs	54
55	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Grader Maintenance/Repair Costs	55
56	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	IT38 Loader Maintenance/Repair Costs	56
57	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	D8T Dozer Maintenance/Repair Costs	57
58	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Miscellaneous Equipment and Tire Repairs	58
59			PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Other Vehicle Repairs (Transit)	59
60	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Direct Digital Control - Maintenance/Repair	60
61	BJ	1/13/16	PW	SWD	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Solid Waste Entrance Scales	61
62	BJ	1/13/16	PW	SWD	61780	323,258	195,137	326,627	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Radio Repairs	62
63	BJ	1/13/16	PW	SWD	61810	0	0	0	NormOpr	CONTR-Rent		63
64	BJ	1/13/16	PW	SWD	61830	161,812	155,210	154,216	NormOpr	CONTR-Utilities	Electric & Heating Fuel for Main Landfill Building, Storage Shed, & Scalehouse, Equipment Shop and Landfill Leachate Building	64
65			PW	SWD	61920	73,330	66,640	68,130	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge	65
66			PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Merchant Services for Credit Card Acceptance	66
67	BJ	1/13/16	PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Support for Carolina Software System (Scale/HHW)	67
68	BJ	1/13/16	PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Landfill Cover Material - Hauling of gravel	68
69	BJ	1/13/16	PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Small equipment rentals, small dozer rental, scale registration, sign fabrication, and misc.	69
70	BJ	1/13/16	PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Environmental Services annual maintenance contract - groundwater, surface water, leachate, gas and groundwater well maintenance, Research, Development & Demonstraton, GIS, miscellaneous	70
71	BJ	1/13/16	PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Vehicle Scale Registration - State of Alaska	71
72	BJ	1/13/16	PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Fairbanks Litter Patrol	72

Public Works - Solid Waste Disposal

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
53	38,000	38,000	0	38,000		0		0	53
54	25,000	25,000	0	25,000		0		0	54
55	10,000	10,000	0	10,000		0		0	55
56	15,000	15,000	0	15,000		0		0	56
57	40,000	40,000	0	40,000		0		0	57
58	7,000	7,000	0	7,000		0		0	58
59	16,000	16,000	34,800	50,800		0	Increase in charges for Vehicle Equipment Fleet Repairs and Maint.	0	59
60	0	0	10,000	10,000		0	Provides funding for annual maintenance, repairs, and modifications		60
61	10,000	10,000	0	10,000		0		0	61
62	1,000	1,000	0	1,000	336,800	336,800		336,800	62
63	0	0	0	0	0	0		0	63
64	139,700	139,700	(11,700)	128,000	128,000	128,000	Decrease based on current and prior year's actuals	128,000	64
65	83,410	83,410	42,530	125,940	125,940	125,940	Increase in vehicle/equipment replacement charges	125,940	65
66	11,000	11,000	0	11,000		0		0	66
67	3,200	3,200	0	3,200		0		0	67
68	400,000	400,000	35,000	435,000		0	Estimate 110,400 cy @ $3.94/cy	0	68
69	36,000	36,000	0	36,000		0		0	69
70	175,000	175,000	35,000	210,000		0	Increase ADEC regulatory questions and oversite, fuel tank project soil cleanup, and major well maintenance and replacement	0	70
71	500	500	0	500		0		0	71
72	7,000	7,000	5,000	12,000		0	Increase of litter cleanup costs at Solid Waste Facility, due to increases in minimum wages and associated costs.	0	72

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
73	BJ	1/13/16	PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Alaska Department of Environmental Conservation - Solid Waste Facility Permit Charges	73
74	BJ	1/13/16	PW	SWD	61950				NormOpr	CONTR-Other Contractual Services	Alaska Department of Environmental Conservation - Cell 3 Clean Water Fund Loan Payment, #1 of 5 @ 1% net of subsidy	74
75	BJ	1/13/16	PW	SWD	61950	1,015,290	883,459	632,911	NormOpr	CONTR-Other Contractual Services	Leachate Disposal	75
76	BJ	1/13/16	PW	SWD		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		76
77	BJ	1/13/16	PW	SWD	72001	1,423	6,145	6,625	NormOpr	CAPITAL-Controlled Assets	Miscellaneous equipment	77
78	BJ	1/13/16	PW	SWD	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		78
79	BJ	1/13/16	PW	SWD	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		79
80	BJ	1/13/16	PW	SWD	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		80
81	BJ	1/13/16	PW	SWD	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		81
82	BJ	1/13/16	PW	SWD	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		82
83	BJ	1/13/16	PW	SWD	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		83
84	BJ	1/13/16	PW	SWD	72030	0	0	0	NormOpr	CAPITAL-Library Materials		84
85	BJ	1/13/16	PW	SWD	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		85
86	BJ	1/13/16	PW	SWD	72040	1,072,745	1,304,964	1,106,726	NormOpr	CAPITAL-Other Capital Items		86
87						**4,619,075**	**4,611,517**	**4,455,039**			**Totals:**	87
88												88
89												89
90												90
91												91
92												92
93												93

Public Works - Solid Waste Disposal

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
73	15,000	15,000	0	15,000		0		0	73
74	0	0	2,300,000	2,300,000		0	Estimated 1st annual payment	0	74
75	95,000	95,000	0	95,000	3,117,700	3,117,700		3,117,700	75
76	0	0	0	0	0	0		0	76
77	11,000	3,000	7,000	10,000	10,000	10,000	Realign budget - see Line 82, snowblower attachment purchased in FY16 & $1,000 decrease based upon actual usage.	10,000	77
78	0	0	50,000	50,000	50,000	50,000	Funding for miscellaneous small projects	50,000	78
79	0	0	0	0	0	0		0	79
80	0	0	0	0	0	0		0	80
81	0	0	0	0	0	0		0	81
82	0	8,000	(8,000)	0	0	0	Realign budget - see Line 77	0	82
83	0	0	0	0	0	0		0	83
84	0	0	0	0	0	0		0	84
85	0	0	0	0	0	0		0	85
86	0	0	0	0	0	0		0	86
87	**3,912,920**	**3,912,920**	**2,358,360**	**6,271,280**	**6,271,280**	**6,271,280**		**6,271,280**	87
88									88
89					**6,271,280**	**xcheck total**			89
90									90
91	Amount allocated through staff benefit rate			$ 1,026,450	27.0%	$ 277,142	Perm wages x 27.0% Health & life insurance cost		91
92									92
93	Heath & life insurance cost by employee			$ 1,720	16.20	$ 334,368	$1,720 per employee per month x # employees (bodies) x 12 months		93

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
94												94
95	**Revenue - Solid Waste Disposal Enterprise Fund**											95
96			d	e	f	g	h	i	j	k	l	
97												
98					Object	FY 12/13	FY 13/14	FY 14/15	Program			
99			Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	
100					Number							
101	BJ	1/13/16	PW	SWD	44061	8,287,393	9,361,235	8,550,000	NormOpr	Solid Waste Fees (Tipping Fees)	Revenue supports Solid Waste, Recycling /Household Hazardous Waste, Recycling Commission, & Capital	101
102	BJ	1/14/16	PW	SWD	44062	26,230	26,303	30,000	NormOpr	Hazardous Waste Fees		102
103	BJ	1/14/16	PW	SWD	44065	7,378	0	10,000	NormOpr	Recycling Revenues		103
104			PW	SWD	45025	5,745	10,845	6,230	NormOpr	Interest Earnings		104
105						**8,326,746**	**9,398,383**	**8,596,230**			**Totals:**	105
106												106
107												107

Public Works - Solid Waste Disposal

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
94									94
95									95
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	96 97 98 99 100
101	9,506,000	9,506,000	644,500	10,150,500	10,150,500	10,150,500	100,500 tons @ $101/ton	10,150,500	101
102	30,000	30,000	0	30,000	30,000	30,000		30,000	102
103	10,000	10,000	0	10,000	10,000	10,000		10,000	103
104	10,200	10,200	0	10,200	10,200	10,200	Increase in interest revenue due to prevailing market conditions	10,200	104
105	**9,556,200**	**9,556,200**	**644,500**	**10,200,700**	**10,200,700**	**10,200,700**		**10,200,700**	105
106									106
107					**10,200,700**	**xcheck total**			107

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF PUBLIC WORKS – RECYCLING/HOUSEHOLD HAZARDOUS WASTE SECTION

MISSION/Program Description

THE MISSION OF THE RECYCLING/HOUSEHOLD HAZARDOUS WASTE SECTION IS TO PROVIDE SAFE, PROPER, AND EFFICIENT MANAGEMENT OF RECYCLABLES, WASTE-TO-ENERGY FUELS, AND HOUSEHOLD HAZARDOUS WASTE.

Major Long-Term Issues and Concerns

- Programs that promote and provide for energy conservation, recycling, waste-to-energy, and household hazardous waste management will continue in the future as technology advances provide an ongoing amount of household hazardous waste byproducts. Efforts will focus on utilizing the most environmentally friendly, energy conservation, and cost effective options to this ongoing waste stream. Fortunately, a very high percentage of collected hazardous waste can be either recycled or used as a waste-to-energy fuel. Additionally, the scrap metal recycling program, primarily consisting of junk automobiles, will continue to provide recycling opportunities for unwanted vehicles.

Objectives for FY 2017

- Continue collection of used oil to use for energy recovery providing heat for the Recycling/Household Hazardous Waste Facility and Solid Waste Main Building.
- Continue recycling of antifreeze, vehicle batteries, aluminum, and scrap metal.
- Continue utilizing waste-to-energy programs for the disposal of flammable liquids and fuels.
- Continue to provide cost effective collection and disposal of remaining household hazardous waste.
- Continue planning efforts to mitigate current and future household hazardous waste problems within the Borough.
- Promote hazardous waste collection services to small businesses that meet regulatory criteria.

Significant Budget Changes

- The FY 2017 budget reflects a net increase in personnel costs due to cost of living adjustments, longevity and benefit rate changes.

Previous Year's Accomplishments

In FY 2016, the Recycling/Household Hazardous Waste Section accomplished or will accomplish the following:

- Collected and managed 407,794 pounds of recyclables, waste-to-energy fuels, and other hazardous waste, of which approximately 90% was recycled or used as a waste-to-energy program fuel.
- The Recycling/Household Hazardous Waste Facility provided services to 3,657 customers.
- Minimized heating fuel costs by continuing used oil energy recovery that provides primary heat for the Recycling/Household Hazardous Waste Facility.
- Recycled 509 tons of scrap metal, including 149 junk automobiles.

Dept: Public Works
Sec: Recycling/Household Hazardous Waste
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Percent change in hazardous waste.	-9%	-8%	1%	10%	-9%
Measure 2. Percent change in recycled antifreeze.	-19%	65%	-13%	-22%	11%
Measure 3. Percent change in recycled batteries.	-25%	33%	-25%	67%	-40%
Measure 4. Percent change in customers served	-12%	-6%	-5%	9%	-5%
Additional Statistical Accomplishments					
Total pounds of hazardous material accepted	436,124	402,271	407,794	450,000	410,000
Types of Materials Accepted					
Flammables (gal.)	2,320	2,442	3,188	2,500	3,000
Used Oil (gal.) **	23,766	22,626	22,866	24,000	23,000
Paint (gal.)	15,891	15,207	16,397	16,000	16,000
Antifreeze (gal.)	8,057	6,766	6,150	7,000	7,000
Corrosives (gal.)	815	698	457	800	500
Toxics (gal.)	202	44	108	100	100
Batteries (ea.)	139	261	155	150	150
Miscellaneous (lbs.) ***	23,068	9,567	7,984	12,000	8,000
Recycling					
Antifreeze recycled (gal.)	8,057	13,288	11,509	9,000	10,000
Batteries recycled (tons)	6	8	6	10	6
Aluminum recycled (lbs.)	258	180	110	300	200
Scrap Metal recycled (tons)	809	367	509	600	600
Number of customers served	4,082	3,857	3,657	4,000	3,800

* Estimated
** Used oil = used oil & oily water
*** Grease, contaminated soil, propane tanks, etc.

Personnel Summary
Dept: Public Works
Sec: Household Hazardous Waste Disposal

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Solid Waste Manager (S)	IV	0.33	0.33	0.33	37,390	0.33	37,390	0.33	38,330
Equipment Operator	12	1.00	1.00	1.00	59,170	1.00	59,170	1.00	59,530
Administrative Assistant V (S)	12	0.33	0.33	0.33	26,290	0.33	26,290	0.33	26,450
Landfill Technician	5	1.00	1.00	1.00	53,780	1.00	53,780	1.00	54,940
Overtime	OT				1,310		1,310		1,310
Shift Differential	SD				800		800		800
TOTALS:		2.66	2.66	2.66	178,740	2.66	178,740	2.66	181,360

Footnotes:
(S) Position Split with Solid Waste Collection, Solid Waste Disposal & Household Hazardous Waste

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
		PW	RHHW		2.66	2.66	2.66	NormOpr	PS-FTE		

Operating Budget

11	LW	1/21/16	PW	RHHW	50505	121,353	172,654	169,003	NormOpr	PS-Permanent Salaries		11
12	BJ	1/21/16	PW	RHHW	50510	1,561	1,964	2,063	NormOpr	PS-Overtime Wages		12
13	BJ	1/21/16	PW	RHHW	50515	0	0	1,968	NormOpr	PS-Temporary Salaries		13
14	LW	1/21/16	PW	RHHW	50520	71,172	112,199	93,627	NormOpr	PS-Benefits		14
15	BJ	1/13/16	PW	RHHW	51105	1,271	1,208	1,892	NormOpr	COMD-Office Supplies		15
16	BJ	1/13/16	PW	RHHW	51106	65	29	266	NormOpr	COMD - Computer Supplies		16
17	BJ	1/13/16	PW	RHHW	51110	20,380	31,397	10,375	NormOpr	COMD-Operating Supplies		17
18	BJ	1/13/16	PW	RHHW	51115	0	0	155	NormOpr	COMD-Books and Periodicals		18
19	BJ	1/13/16	PW	RHHW	51120	1,571	2,907	3,736	NormOpr	COMD-Repair and Maint. Supplies		19
20	BJ	1/13/16	PW	RHHW	51130	1,959	1,196	1,994	NormOpr	COMD-Clothing Supplies		20
21	BJ	1/13/16	PW	RHHW	51210	0	152	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22	BJ	1/13/16	PW	RHHW	51250	11	0	9	NormOpr	COMD-Equipment Parts		22
23	BJ	1/13/16	PW	RHHW	61510	710	1,530	2,850	NormOpr	CONTR-Professional Services	Medical Surveillance Program	23
24	BJ	1/13/16	PW	RHHW	61525	0	0	0	NormOpr	CONTR-Communications		24
25	BJ	1/13/16	PW	RHHW	61580	0	0	609	NormOpr	CONTR-Travel		25
26	BJ	1/13/16	PW	RHHW	61581	0	0	0	NormOpr	CONTR-Prof Dues/Mtgs		26
27	BJ	1/13/16	PW	RHHW	61582				NormOpr	CONTR-Training	Asst. Solid Waste Mgr. - SWANA Certification Course	27
28	BJ	1/13/16	PW	RHHW	61582				NormOpr	CONTR-Training	Operations Supervisor - Hazardous Waste Training Course	28
29	BJ	1/13/16	PW	RHHW	61582	0	0	1,539	NormOpr	CONTR-Training	Safety Training	29
30	BJ	1/13/16	PW	RHHW	61610	306	0	11	NormOpr	CONTR-Advertising, Printing & Binding	Household Hazardous Waste Ads	30
31	BJ	1/13/16	PW	RHHW	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		31
32	BJ	1/13/16	PW	RHHW	61710	7,098	2,388	2,980	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	HHW Building Maintenance-Janitorial, Rugs	32
33	BJ	1/13/16	PW	RHHW	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		33
34	BJ	1/13/16	PW	RHHW	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Misc. repairs & maintenance to Household Hazardous Waste facility equipment	34
35	BJ	1/13/16	PW	RHHW	61810	0	0	0	NormOpr	CONTR-Rent		35

Public Works - Recycling/Household Hazardous Waste

	n FY15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY16/17 Recommended Detail	r Formula Column	s FY16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY16/17 Approved
	2.66	2.66	0.00	2.66	2.66	2.66		2.66

11	177,430	177,430	2,620	180,050	180,050	180,050	Net change in personnel costs due to longevity adjustments	180,050	11
12	1,310	1,310	0	1,310	1,310	1,310		1,310	12
13	0	0	0	0	0	0		0	13
14	112,070	112,070	3,270	115,340	115,340	115,340	Net change is due to salary adjustments and change in benefit rate.	115,340	14
15	1,500	1,500	0	1,500	1,500	1,500		1,500	15
16	0	0	0	0	0	0		0	16
17	30,000	30,000	0	30,000	30,000	30,000		30,000	17
18	500	500	0	500	500	500		500	18
19	3,000	3,000	0	3,000	3,000	3,000		3,000	19
20	2,500	2,500	0	2,500	2,500	2,500		2,500	20
21	0	0	0	0	0	0		0	21
22	2,000	2,000	0	2,000	2,000	2,000		2,000	22
23	1,700	1,700	0	1,700	1,700	1,700		1,700	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	0	0	0	0	0	0		0	26
27	3,150	3,150	0	3,150		0		0	27
28	1,620	1,620	0	1,620		0		0	28
29	1,310	1,310	(1,000)	310	5,080	5,080	Decrease based upon actual usage.	5,080	29
30	200	200	0	200	200	200		200	30
31	0	0	0	0	0	0		0	31
32	3,700	3,700	100	3,800	3,800	3,800	Estimated new janitorial contract cost, and higher mat service cost	3,800	32
33	0	0	0	0	0	0		0	33
34	1,000	1,000	0	1,000	1,000	1,000		1,000	34
35	0	0	0	0	0	0		0	35

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
36	BJ	1/13/16	PW	RHHW	61830	24,134	14,453	13,146	NormOpr	CONTR-Utilities	Electric, Fuel, and Septic for Household Hazardous Waste facility	36
37	BJ	1/13/16	PW	RHHW	61920	0	0	0	NormOpr	CONTR-Equipment Leases		37
38	BJ	1/13/16	PW	RHHW	61950				NormOpr	CONTR-Other Contractual Services	Recycling Commission	38
39	BJ	1/13/16	PW	RHHW	61950				NormOpr	CONTR-Other Contractual Services	Recycling/Disposal of Hazardous Waste	39
40	BJ	1/13/16	PW	RHHW	61950				NormOpr	CONTR-Other Contractual Services	Refrigerant Removal Services	40
41	BJ	1/13/16	PW	RHHW	61950				NormOpr	CONTR-Other Contractual Services	Compressed Gas Cylinder Disposal	41
42	BJ	1/13/16	PW	RHHW	61950				NormOpr	CONTR-Other Contractual Services	Junk Vehicle Recycling Program - towing costs / DMV record research	42
43	BJ	1/13/16	PW	RHHW	61950	205,398	308,646	278,350	NormOpr	CONTR-Other Contractual Services	Junk Vehicle Recycling Program - removal of hazardous waste	43
44	BJ	1/13/16	PW	RHHW		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		44
45	BJ	1/13/16	PW	RHHW	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets	Miscellaneous equipment	45
46	BJ	1/13/16	PW	RHHW	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		46
47	BJ	1/13/16	PW	RHHW	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		47
48	BJ	1/13/16	PW	RHHW	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		48
49	BJ	1/13/16	PW	RHHW	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		49
50	BJ	1/13/16	PW	RHHW	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		50
51	BJ	1/13/16	PW	RHHW	72025	0	0	0	NormOpr	Land & Land Improvements		51
52	BJ	1/13/16	PW	RHHW	72030	0	0	0	NormOpr	CAPITAL-Library Materials		52
53	BJ	1/13/16	PW	RHHW	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		53
54	BJ	1/13/16	PW	RHHW	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		54
55						**456,989**	**650,723**	**584,573**			**Normal Operations Totals:**	55
56												56
57												57
58												58
59												59
60												60
61												61

Public Works - Recycling/Household Hazardous Waste

	n FY15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY16/17 Recommended Detail	r Formula Column	s FY16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY16/17 Approved	
36	23,600	23,600	(1,900)	21,700	21,700	21,700	Decrease based on current and prior year's actuals	21,700	36
37	0	0	0	0	0	0		0	37
38	134,150	134,150	0	134,150		0			38
39	180,000	180,000	0	180,000		0		0	39
40	14,000	14,000	6,000	20,000		0	Estimated new contract cost, and estimated higher volume	0	40
41	10,000	10,000	0	10,000		0		0	41
42	15,000	15,000	0	15,000		0		0	42
43	50,000	50,000	0	50,000	409,150	409,150		409,150	43
44	0	0	0	0		0		0	44
45	6,000	6,000	0	6,000	6,000	6,000		6,000	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	0	0	0	0	0	0		0	53
54	0	0	0	0	0	0		0	54
55	**775,740**	**775,740**	**9,090**	**784,830**	**784,830**	**784,830**		**784,830**	55
56									56
57					**784,830**	**xcheck total**			57
58									58
59	Amount allocated through staff benefit rate			$ 180,050	27.0%	$ 48,614	Perm wages x 27.0% Health & life insurance cost		59
60									60
61	Heath & life insurance cost by employee			$ 1,720	2.66	$ 54,902	$1,720 per employee per month x # employees (bodies) x 12 months		61

Dept: Public Works
Div: Solid Waste Disposal

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	927,878	996,894	1,106,258	1,186,110	1,186,110	1,206,500
Overtime Wages	26,935	25,684	34,145	33,990	33,990	33,990
Temporary Salaries	74,689	57,150	66,032	76,350	76,350	76,350
Benefits	565,717	625,880	646,692	772,490	772,490	797,120
Subtotal:	1,595,219	1,705,608	1,853,127	2,068,940	2,068,940	2,113,960
COMMODITIES						
Office Supplies	4,180	3,969	5,056	6,500	6,500	6,500
Computer Supplies	2,642	353	1,777	2,500	2,500	2,500
Operating Supplies	89,416	116,590	91,521	165,000	165,000	165,000
Books and Periodicals	-	-	155	750	750	750
Repair and Maint. Supplies	28,859	26,140	25,202	28,000	28,000	28,000
Clothing Supplies	8,922	6,616	5,741	10,000	10,000	10,000
Motor Fuels and Lubricants	254,456	269,255	264,558	300,000	300,000	230,000
Equipment Parts	65,495	14,152	7,126	32,000	32,000	32,000
Subtotal:	453,970	437,075	401,136	544,750	544,750	474,750
CONTRACTUAL SERVICES						
Professional Services	107,539	125,208	150,878	266,510	266,510	180,510
Communications	-	36	44	100	100	100
Travel	933	982	1,749	1,670	1,670	1,670
Professional Dues/Meetings	573	590	400	550	550	550
Training	10,386	20,060	13,418	28,980	28,980	27,980
Advertising, Printing & Binding	2,476	4,079	789	7,700	7,700	5,700
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	27,578	32,049	31,340	66,700	66,700	44,400
Repairs & Maint. -Office Equipment	-	1,898	-	200	200	200
Repairs & Maint. -Other Equipment	323,258	195,138	326,627	293,000	293,000	337,800
Rent	-	-	-	-	-	-
Utilities	185,946	169,663	167,362	163,300	163,300	149,700
Equipment Leases	73,330	66,640	68,130	83,410	83,410	125,940
Other Contractual Services	1,220,688	1,192,105	911,261	1,145,850	1,145,850	3,526,850
Subtotal:	1,952,707	1,808,448	1,671,998	2,057,970	2,057,970	4,401,400
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	1,423	6,145	6,625	17,000	9,000	16,000
Buildings & Structures	-	-	-	-	-	50,000
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	8,000	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	1,072,745	1,304,964	1,106,726	-	-	-
Subtotal:	1,074,168	1,311,109	1,113,351	17,000	17,000	66,000
TOTAL:	5,076,064	5,262,240	5,039,612	4,688,660	4,688,660	7,056,110

FUNDING SOURCE:	
Solid Waste Disposal Fees, Recycling Fees and Interest Earnings	10,170,700
Hazardous Waste Fees	30,000
	10,200,700

Dept: Public Works
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	3,206,553	3,447,168	3,606,334	3,932,390	3,926,244	3,937,290
Overtime Wages	67,213	53,731	52,093	69,140	69,140	69,140
Temporary Salaries	194,575	195,508	117,682	146,230	155,330	146,230
Benefits	1,957,384	2,110,134	2,241,017	2,520,450	2,517,496	2,535,380
Subtotal:	5,425,725	5,806,541	6,017,126	6,668,210	6,668,210	6,688,040
COMMODITIES						
Office Supplies	19,447	18,001	17,000	22,230	20,730	20,600
Computer Supplies	7,456	2,602	24,962	4,050	5,258	4,050
Operating Supplies	96,648	124,221	92,973	172,350	173,600	172,350
Books and Periodicals	9,077	5,487	7,735	11,700	11,471	11,200
Repair and Maint. Supplies	504,981	528,105	593,710	643,120	643,120	642,920
Clothing Supplies	19,611	16,612	15,700	19,240	19,240	19,240
Motor Fuels and Lubricants	303,509	313,180	303,058	354,230	354,230	284,230
Equipment Parts	68,328	14,209	7,126	32,000	32,000	32,000
Subtotal:	1,029,057	1,022,417	1,062,264	1,258,920	1,259,649	1,186,590
CONTRACTUAL SERVICES						
Professional Services	158,806	157,157	254,643	289,010	289,010	195,510
Communications	-	594	1,893	3,000	3,000	3,000
Travel	7,098	4,131	5,088	6,170	5,670	6,170
Professional Dues/Meetings	4,135	3,248	2,796	4,210	4,210	4,210
Training	36,898	46,393	46,383	73,660	68,875	63,860
Advertising, Printing & Binding	14,346	7,541	2,312	12,400	12,900	10,400
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	480,356	804,455	893,129	1,033,950	1,033,950	1,009,700
Repairs & Maint. -Office Equipment	-	1,898	-	300	300	300
Repairs & Maint. -Other Equipment	380,875	235,808	375,696	372,000	372,000	403,200
Rent	-	-	-	-	-	-
Utilities	2,859,235	2,635,601	2,420,027	2,782,490	2,782,490	2,575,550
Equipment Leases	124,400	119,420	135,100	170,300	170,300	277,860
Other Contractual Services	6,888,997	7,511,799	7,043,710	7,513,990	7,513,990	10,189,320
Subtotal:	10,955,146	11,528,045	11,180,777	12,261,480	12,256,695	14,739,080
Grants Match, Indirect, Awaiting Budget	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	18,118	29,326	18,095	25,000	21,056	24,000
Buildings & Structures	-	-	-	-	-	50,000
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	7,300	22,348	-	8,000	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	1,072,745	1,304,964	1,106,726	-	-	-
Subtotal:	1,090,863	1,341,590	1,147,169	25,000	29,056	74,000
GRAND TOTAL:	18,500,791	19,698,593	19,407,336	20,213,610	20,213,610	22,687,710

FUNDING SOURCES:	
General Fund & Solid Waste Collection Fund Revenues	
Landfill Disposal Fees & Interest Earnings	10,200,700
Stormwater, Driveway and Utility Permit Fees	19,180
	10,219,880

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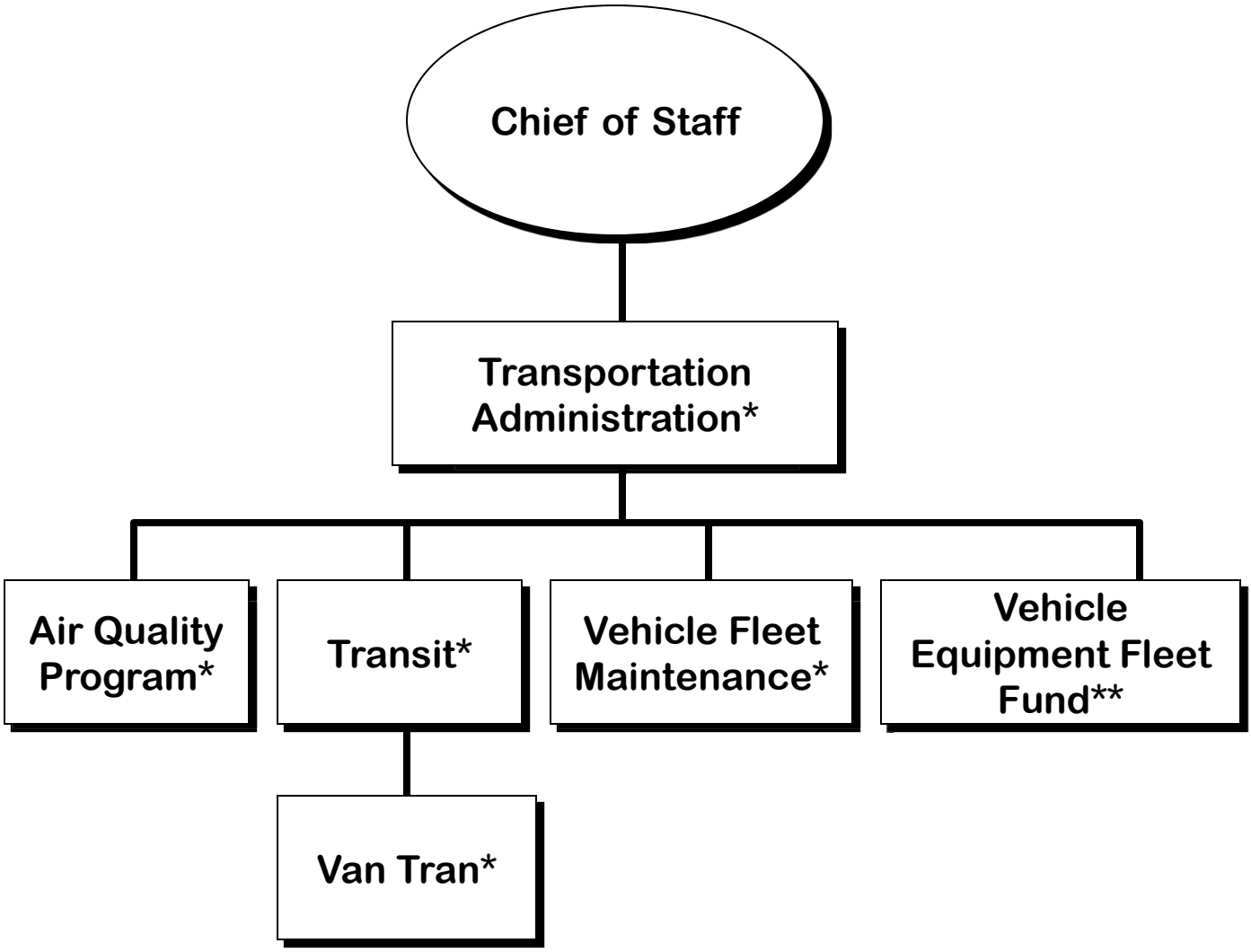
Department of Transportation



*Transit Enterprise Fund
**Vehicle Equipment Fleet Fund

PROGRAM BUDGET SUMMARY

DEPARTMENT OF TRANSPORTATION – ADMINISTRATIVE DIVISION

MISSION/Program Description

THIS DIVISION'S MISSION IS: TO COORDINATE ALL INTRA-DEPARTMENTAL OPERATIONS IN REGARDS TO PLANNING, PERSONNEL, FISCAL ACCOUNTING AND OTHER MANAGEMENT FUNCTIONS NECESSARY TO MEET THE DEPARTMENT'S GOALS AND OBJECTIVES.

Major Long-Term Issues and Concerns

- Apply for, initiate, and administer all contracts and grants pertaining to this Department (i.e., bus advertising; grants for Federal Transit Administration Operating, Capital and Training; Federal Congestive Mitigation Air Quality funds, and State Pass through Grants).

Objectives for FY 2017

- Fulfill all labor agreements and employee functions (i.e., training and recognition programs, personnel support, payroll tabulations) ensuring a high standard of employee performance, morale, and ultimately a more cost-effective and high-quality service to the public.
- Maintain a working relationship with federal, state, or local organizations that would impact this Department or the Borough.
- Plan, acquire, and administer grants and other alternative sources of funding.
- Supply the Borough administration with all the reports and information required in a timely manner.
- Monitor Department's grants, making necessary salary and budget adjustments as they expire or are acquired.
- Continue to evaluate interdepartmental processes and procedures for consistency and continuity within the department.

Significant Budget Changes

- Net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.
- Reduction in utility costs due to the cost of fuel.

Previous Year's Accomplishments

Provide administrative support to divisions for various projects which include:
- The Department has successfully closed out five grants.
- FTA triennial review process.
- New vendor for fuel card for fleet vehicles
- ADA bathroom remodel completed.

~ INITIATE STUDIES TO INCLUDE:
- Economic Impact Study of Public Transportation
- Paratransit Operation Efficiency Study
- Accessible Taxi Cab Feasibility Study

Dept: Transportation
Div: Administration
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Accomplishments	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Purchase orders processed	704	532	58	370	70
Invoices paid	2,726	1,338	1,435	1,200	1,300
Contracts issued / RFP's or RFQ's	12	23	17	10	10
TA's processed	27	36	20	20	17
Bus passes sold/consigned	1,861	2,274	3,258	1,800	2,000
Tokens sold/consigned	12,773	15,277	15,530	10,000	15,000
Van Tran coupons sold/consigned	1,024	562	630	1,400	700
Purchase Card Receipts for expense reports		1,188	1,489	1,700	1,400

*Estimated

Personnel Summary
Dept: Transportation
Div: Administration

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Transportation Director	V	1.00	1.00	1.00	114,880	1.00	114,880	1.00	117,780
Office Manager	13	1.00	1.00	1.00	77,680	1.00	77,680	1.00	79,360
Trans Grant Coordinator	11	1.00	1.00	1.00	66,250	1.00	66,250	1.00	67,670
Administrative Assistant III	7	0.50	0.50	1.00	76,880	1.00	76,880	1.00	54,620
Data Grants Technician	5	1.00	1.00	1.00	49,950	1.00	49,950		
Overtime	OT				890		890		890
Temporary	TH				3,310		3,310		3,310
Shift Differential	SD				210		210		210
Shift Differential	SD				500		500		500
TOTALS:		4.50	4.50	5.00	390,550	5.00	390,550	4.00	324,340

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
dnj	2/4/16	TRAN	Adm					NormOpr	PS-FTE		
dnj	1/7/16	TRAN	Adm		4.50	4.50	4.50	NormOpr	PS-FTE		

Operating Budget

12	pm	1/23/16	TRAN	Adm	50505	248,231	303,386	353,892	NormOpr	PS-Permanent Salaries		12
13	pm	1/23/16	TRAN	Adm	50510	0	139	368	NormOpr	PS-Overtime Wages		13
14	pm	1/23/16	TRAN	Adm	50515	2,939	5,232	3,331	NormOpr	PS-Temporary Salaries		14
15	pm	1/23/16	TRAN	Adm	50520	163,756	173,474	208,249	NormOpr	PS-Benefits		15
16	dnj	1/7/16	TRAN	Adm	51105	1,377	1,744	1,667	NormOpr	COMD-Office Supplies		16
17	dnj	3/9/16	TRAN	Adm	51106	159	158	271	NormOpr	COMD-Computer Supplies		17
18	dnj	1/7/16	TRAN	Adm	51110	10	0	0	NormOpr	COMD-Operating Supplies		18
19	dnj	1/7/16	TRAN	Adm	51115	0	0	0	NormOpr	COMD-Books and Periodicals		19
20	dnj		TRAN	Adm	51120	35	32	121	NormOpr	COMD-Repair and Maint. Supplies		20
21	dnj	1/7/16	TRAN	Adm	51130	0	0	0	NormOpr	COMD-Clothing Supplies		21
22	dnj	1/7/16	TRAN	Adm	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		22
23	dnj	1/7/16	TRAN	Adm	51250	0	0	0	NormOpr	COMD-Equipment Parts		23
24	dnj	1/7/16	TRAN	Adm	61510	0	0	0	NormOpr	CONTR-Professional Services		24
25	dnj	1/7/16	TRAN	Adm	61525	134	0	6	NormOpr	CONTR-Communications	Express shipping	25
26	dnj	1/7/16	TRAN	Adm	61580	566	833	1,037	NormOpr	CONTR-Travel	Mileage	26
27	dnj	1/7/16	TRAN	Adm	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs		27
28	dnj	1/7/16	TRAN	Adm	61582	0	0	540	NormOpr	CONTR-Training	Training	28
29	dnj	1/7/16	TRAN	Adm	61610	246	778	0	NormOpr	CONTR-Advertising, Printing & Binding	Advertising of RFP's & legal notices	29
30	dnj	1/7/16	TRAN	Adm	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		30
31	dnj	1/7/16	TRAN	Adm	61710	550	1,811	1,811	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Service Transit Maintenance Center	31
32	dnj	1/7/16	TRAN	Adm	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Repairs for office equipment	32
33	dnj	1/7/16	TRAN	Adm	61780	0	0	0	NormOpr	CONTR-Repairs & Maint. - Other Equipment		33
34	dnj	1/7/16	TRAN	Adm	61810	0	0	0	NormOpr	CONTR-Rent		34

Transportation - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
			(1.00)	(1.00)			Moved 1 FTE to Transit division - Decrease headway for Red Line		
	5.00	5.00	0.00	5.00	4.00	4.00		4.00	
12	386,350	386,350	(66,210)	320,140	320,140	320,140	Net change in personnel costs due to longevity adjustments and transfer of 1FTE to Transit.	320,140	12
13	890	890	0	890	890	890		890	13
14	3,310	3,310	0	3,310	3,310	3,310		3,310	14
15	250,540	250,540	(47,630)	202,910	202,910	202,910	Net change is due to salary adjustments and benefit rate.	202,910	15
16	1,700	1,700	0	1,700	1,700	1,700		1,700	16
17	500	500	(200)	300	300	300	Decrease based on actual cost.	300	17
18	0	0	0	0	0	0		0	18
19	0	0	0	0	0	0		0	19
20	350	350	0	350	350	350		350	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	100	100	0	100	100	100		100	25
26	1,000	1,000	0	1,000	1,000	1,000		1,000	26
27	0	0	0	0	0	0		0	27
28	900	900	0	900	900	900		900	28
29	0	0	0	0	0	0		0	29
30	0	0	0	0	0	0		0	30
31	1,830	1,830	0	1,830	1,830	1,830		1,830	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
35	dnj	1/7/16	TRAN	Adm	61830				NormOpr	CONTR-Utilities	Dumpster Service for Transit Maintenance Center	35
36	dnj	3/9/16	TRAN	Adm	61830	14,521	12,923	11,915	NormOpr	CONTR-Utilities	Electricity, heating oil, water and sewer	36
37	dnj	1/7/16	TRAN	Adm	61920	0	0	0	NormOpr	CONTR-Equipment Leases		37
38	dnj	1/7/16	TRAN	Adm	61950	140	0	0	NormOpr	CONTR-Other Contractual Services		38
39	dnj	1/7/16	TRAN	Adm		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		39
40	dnj	1/7/16	TRAN	Adm	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		40
41	dnj	1/7/16	TRAN	Adm	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		41
42	dnj	1/7/16	TRAN	Adm	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		42
43	dnj	1/7/16	TRAN	Adm	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		43
44	dnj	1/7/16	TRAN	Adm	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		44
45	dnj	1/7/16	TRAN	Adm	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		45
46	dnj	1/7/16	TRAN	Adm	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		46
47	dnj	1/7/16	TRAN	Adm	72030	0	0	0	NormOpr	CAPITAL-Library Materials		47
48	dnj	1/7/16	TRAN	Adm	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		48
49	dnj	1/7/16	TRAN	Adm	72040	515,449	565,374	588,900	NormOpr	CAPITAL-Other Capital Items	Depreciation	49
50						**948,113**	**1,065,884**	**1,172,108**			**Normal Operations Totals:**	50
51												51
52												52
53												53
54												54
55												55
56												56
57												57
58												58

Transit Enterprise Fund Revenue

59	b	c	d	e	f	g	h	i	j	k	l	
60												
61												
62	By	Date	Dept	Div	Object Code	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
63					Number							
64			TRAN	Adm	45025	1,280	2,039	2,280	NormOpr	Interest Earnings		64
65			TRAN	Adm								65
66						**1,280**	**2,039**	**2,280**			**Normal Operations Totals:**	66
67												67
68												68

Transportation - Administration

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
35	740	740	0	740		0		0	35
36	15,990	15,990	(3,280)	12,710	13,450	13,450	Decrease based on actual cost.	13,450	36
37	0	0	0	0	0	0		0	37
38	0	0	0	0	0	0		0	38
39	0	0	0	0	0	0		0	39
40	0	0	0	0	0	0		0	40
41	0	0	0	0	0	0		0	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	**664,200**	**664,200**	**(117,320)**	**546,880**	**546,880**	**546,880**		**546,880**	50
51									51
52					**546,880**	**xcheck total**			52
53									53
54	Amount allocated through staff benefit rate			$ 320,140	27.0%	$ 86,438	Perm wages x 27.0% Health & life insurance cost		54
55									55
56	Health & life insurance cost by employee			$ 1,720	4.00	$ 82,560	$1,720 per employee per month x # employees (bodies) x 12 months		56
57									57
58									58

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
59									59
60									60
61									61
62									62
63									63
64	1,830	1,830	0	1,830	1,830	1,830		1,830	64
65			0			0		0	65
66	**1,830**	**1,830**	**0**	**1,830**	**1,830**	**1,830**		**1,830**	66
67									67
68					**1,830**	**xcheck total**			68

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF TRANSPORTATION – AIR QUALITY DIVISION

MISSION/Program Description

THIS DIVISION'S MISSION IS: TO MAINTAIN ATTAINMENT WITH NATIONAL AMBIENT AIR QUALITY STANDARDS FOR CARBON MONOXIDE AND TO ACHIEVE ATTAINMENT FOR FINE PARTICULATES (PM2.5). The Fairbanks North Star Borough Air Quality Division is responsible for the efficient and reliable operation of the hotspot guidance program, educational outreach efforts, and a solid fuel burning appliance change out program.

In December 2008, the EPA designated the greater Fairbanks and North Pole areas as a nonattainment (NA) area due to high winter-time fine particulate concentrations exceeding the National Ambient Air Quality Standard (NAAQS). Our mission is to determine the extent and severity of the fine particulate (PM2.5) problem and to recommend solutions to reduce and eventually eliminate the problem.

Major Long-Term Issues and Concerns

- Future compliance with the PM2.5 NAAQS is dependent on public participation regarding home heating practices, especially as we have determined that wood smoke is a large component of the mix of PM2.5 emissions measured.
- Providing effective education to the public on the nature of fine particulates and their role on how to reduce the amount we all create and providing real-time data in locations that have a high visibility.
- Appropriate enforcement measures and resources to adequately address complaints.
- Continue working with EPA and ADEC to develop "Serious" classification of the State Implementation Plan (SIP).
- Future funding sources to pay for the Wood Stove Change-Out Program are unknown.

Objectives for FY 2017

- Continue proactive CO and PM2.5 forecasting and provide air quality information to the public.
- Continue to work with ADEC and EPA to develop the State Air Quality Control Plan for "Serious" classification.
- Continue operating and marketing the Wood Stove Change-Out Program (pending funds availability).
- Continue educational outreach efforts; expand commercials to reach middle ground residents.
- Restart the Hot Spot Guidance (Sniffer) program to identify and track localized elevated PM2.5 concentration areas.
- Implement new programs from the FNSB as tasked.

Significant Budget Change

- The FY 2017 budget reflects a net change for monitoring costs due to the removal of 3.0 FTEs and all costs associated with running 3 regulatory monitoring sites and 3 seasonal special purpose monitoring sites.
- This budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.
- Continued funding shortfall for the Woodstove Change-Out Program.

Previous Year's Accomplishments

- Continued operating the Enhanced Solid Fuel Burning Appliance program.
- Staffed informational booths at 7 events, and interacted with 3,500+ individuals.
- Expanded the AQ Program to include complaint investigation and response; two new employees hired and trained in EPA Method 9, 22, and 82 observation techniques.
- Revamped the Air Quality Webpage to expand forecasting from 1 to 3 days, added stage restriction notifications, and added a Fairbanks/North Pole boundary for Air Quality episodes.
- Updated the Air Quality Forecasting Model with localized meteorological data sets; improved forecasting accuracy.
- The APCC finished their revisions on the Air Quality Comprehensive Plan and presented the plan to the Mayor.
- Contracted with Mammoth Marketing to develop a multifaceted advertising plan.
- Relaunched our Social Media campaign resulting in over 1,750 current followers.
- Purchased 2 handheld Air Quality monitors and made them available for public checkout.
- Distributed over 700 wood moisture meters to members of the public.
- Launched the FNSB Air Quality mobile app.

Dept: Transportation
Div: Air Quality
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual Total	2014/15 Actual	2015/16* Budget	2016/17* Budget
CO Maintenance: Number of times levels exceeded attainment	0	0	0	0	0
PM2.5 Attainment: Number of times levels exceeded attainment[1,2]	20	20	18	15	15
Fairbanks[1,2]	4	2	2		
North Pole[1,2]	20	20	18		
Additional Statistical Accomplishments					
Number of Air Quality Monitoring Sites	6	5	6	6	0
Number of Air Quality Monitors in Service	59	52	59	59	0
Sniffer Routes Driven	40	59	145	0	65
Sniffer Maps Posted Online	20	59	145	0	65
SFBD Applications Received	553	506	702	550	550
SFBD Replacements	214	327	503	300	300
SFBD Removals	105	6	10	5	5
SFBD Repairs	7	21	12	10	10
Complaints Received					75
Complaints Responses					75

1. Detailed exceedances to cities of Fairbanks and North Pole.
2. Number of exceedances based on EPA regulatory 1 in 3 day sampling period

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Transportation
Div: Air Quality Program

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Air Quality Manager	III	1.00	1.00	1.00	75,370	1.00	75,370	1.00	77,270
Air Quality Program Supervisor (RG)	12	1.00	1.00	1.00	68,140	1.00	68,140	1.00	70,090
Air Quality Technician (P)	11	1.00	1.00	1.00	57,120	1.00	57,120		
Air Quality Technician (P)	11	1.00	1.00	1.00	69,290	1.00	69,290		
Air Quality Technician (P)	11	1.00	1.00	1.00	60,600	1.00	60,600		
PM 2.5 Project Coordinator (P)	10	1.00	1.00	1.00	61,310	1.00	61,310	1.00	62,600
Document Coordinator I (P)	6	1.00	1.00	1.00	50,830	1.00	50,830	1.00	51,950
Data Collection Technician III (P) (RU)	6							1.00	51,140
Data Collection Technician III (P) (RU)	6							1.00	47,520
Data Collection Technician II (P)	4	1.00	1.00	1.00	47,080	1.00	47,080	1.00	44,600
Data Collection Technician II	4			1.00	44,330	1.00	44,330	1.00	44,600
Data Collection Technician II (P)	4							1.00	44,600
Data Collection Technician II (P)	4							1.00	44,600
Overtime	OT				5,390		5,390		2,000
Temporary	TH				2,000		2,000		2,000
Shift Differential/New Dvr Trn./Sfty Mtg.	SD				1,410		1,410		1,410
Less Direct Charges to Grants:									
Permanent Salaries- Air quality Mitigation	L				(212,270)		(212,270)		(212,270)
Permanent Salaries- Air quality Education	L				(60,380)		(60,380)		(60,380)
Permanent Salaries- Monitoring & Planning	L				(68,700)		(68,700)		
Permanent Salaries-	L								(89,200)
Permanent Salaries- Fine Particulate Planning	L				(58,350)		(58,350)		
Overtime - PM Program	OT				(1,900)		(1,900)		
Temporary- PM Program	TH								
Former Position:									
Administrative Assistant III (GF) (RD) (P) (T)	11	0.50	0.50						
Data Collection Technician II (P)	4	1.00	1.00	1.00	44,330	1.00	44,330		
Data Collection Technician II (P)	4	1.00	1.00	1.00	44,330	1.00	44,330		
Clerk Typist Receptionist (P)	3	1.00	1.00						
TOTALS:		11.50	11.50	11.00	229,930	11.00	229,930	10.00	182,530

Footnotes:
(P) Project funded
(RG) Reclassification grandfathered
(L) Member of Local Laborers' Union
(RD) Reclassification position downgraded
(RU) Reclassification position upgraded
(T) Transferred to Administration

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dnj	2/29/16	TRAN	AQ		12.50	11.50	11.50	NormOpr	PS-FTE		

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10	dnj	2/29/16	TRAN	AQ	50505				NormOpr	PS-Permanent Salaries	AQ Program staff.	10
11	pm	2/23/16	TRAN	AQ	50505				NormOpr	PS-Permanent Salaries	Direct charges to grant - Air Quality Mitigation (160AQM). Grant related staff support for wood stove change-out-program and other eligible activities.	11
12	pm	2/23/16	TRAN	AQ	50505				NormOpr	PS-Permanent Salaries	Direct charges to grant - Air Quality Education (CM/AQ DOTAIR). Grant related staff support for Education Outreach program.	12
13	pm	2/23/16	TRAN	AQ	50505				NormOpr	PS-Permanent Salaries	Direct charges to grant - Air Quality Hot Spot Program - Grant related staff support for Education Outreach program.	13
14	pm	2/23/16	TRAN	AQ	50505				NormOpr	PS-Permanent Salaries	Direct charges to grant - Monitoring & Planning (ADEC DEC7AQ). Grant related staff support for regulatory monitoring, data quality assurance/control, and forecasting.	14
15	pm	2/23/16	TRAN	AQ	50505				NormOpr	PS-Permanent Salaries	Direct charges to grant - Fine Particulate Planning (CM/AQ DOTFFP). Grant related staff support for FNSB monitoring network.	15
16			TRAN	AQ	50505	171,865	127,149	16,048	NormOpr	PS-Permanent Salaries		16
17	rwl	3/8/16	TRAN	AQ	50510				NormOpr	PS-Overtime Wages		17
18	rwl	1/13/16	TRAN	AQ	50510				NormOpr	PS-Overtime Wages	Direct charges to grant - Fine Particulate Planning (CM/AQ DOTFFP). Grant related activities.	18
19	rl	1/22/16	TRAN	AQ	50510	0	0	29	NormOpr	PS-Overtime Wages		19
20	rl	1/22/16	TRAN	AQ	50515				NormOpr	PS-Temporary Salaries	Casual	20
21	rl	1/22/16	TRAN	AQ	50515	0	4,655	675	NormOpr	PS-Temporary Salaries		21

Transportation - Air Quality Program

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	11.00	11.00	(1.00)	10.00	10.00	10.00	3 FTE decrease Monitor Program and 2 FTE increase for Ord. No. 2015-20-1Y Air Quality Hot Spot program	10.00	
10	624,140	624,140	(83,760)	540,380		0	Net change in personnel costs due to longevity adjustments, monitoring program removed (lines 13 and 14).	0	10
11	(212,270)	(212,270)	0	(212,270)		0		0	11
12	(60,380)	(60,380)	0	(60,380)		0		0	12
13	0	0	(89,200)	(89,200)		0	Decrease Monitor Program	0	13
14	(68,700)	(68,700)	68,700	0		0	Decrease Monitor Program	0	14
15	(58,350)	(58,350)	58,350	0		0	Grant Expired FY16	0	15
16					178,530	178,530		178,530	16
17	5,390	5,390	(3,390)	2,000			Decrease Monitor Program	0	17
18	(1,900)	(1,900)	1,900	0		0	Grant Expired FY16	0	18
19					2,000	2,000		2,000	19
20	2,000	2,000	0	2,000		0		0	20
21					2,000	2,000		2,000	21

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
22	pm	1/23/16	TRAN	AQ	50520				NormOpr	PS-Benefits	AQ Program staff.	22
23	pm	1/23/16	TRAN	AQ	50520				NormOpr	PS-Benefits	Direct charges to grant - Air Quality Mitigation (160AQM). Grant related staff support for wood stove change-out-program and other eligible activities.	23
24	pm	1/23/16	TRAN	AQ	50520				NormOpr	PS-Benefits	Direct charges to grant - Air Quality Education (CM/AQ DOTAIR). Grant related staff support for Education Outreach program.	24
25	pm	1/23/16	TRAN	AQ	50520				NormOpr	PS-Benefits	Direct charges to grant - Air Quality Hot Spot Program Grant related staff support for Education Outreach program.	25
26	dnj	2/29/16	TRAN	AQ	50520				NormOpr	PS-Benefits	Direct charges to grant - Monitoring & Planning (ADEC DEC7AQ). Grant related staff support for regulatory monitoring, data quality assurance/control, and forecasting.	26
27	pm	1/23/16	TRAN	AQ	50520				NormOpr	PS-Benefits	Direct charges to grant - Fine Particulate Planning (CM/AQ DOTFFP). Grant related staff support for State Implementation Plan development.	27
28	pm	1/23/16	TRAN	AQ	50520	109,717	74,802	(14,524)	NormOpr	PS-Benefits		28
29	rl	1/22/16	TRAN	AQ	51105				NormOpr	COMD-Office Supplies		29
30	rwl	1/13/16	TRAN	AQ	51105				NormOpr	COMD-Office Supplies	Direct charges to grant - Air Quality Education (CM/AQ DOTAIR). Grant related staff support for Education Outreach program.	30
31	rl	1/22/16	TRAN	AQ	51105	1,474	198	333	NormOpr	COMD-Office Supplies		31
32	rwl	3/8/16	TRAN	AQ	51106				NormOpr	COMD-Computer Supplies	Consumable computer supplies, flash drives, GPS equipment, mouse, battery backups.	32
33	rwl	1/13/16	TRAN	AQ	51106				NormOpr	COMD-Computer Supplies	Direct charges - Fine Particulate Planning - (CM/AQ DOTFFP). Grant related activities.	33
34	rl	1/22/16	TRAN	AQ	51106	2,092	39	128	NormOpr	COMD-Computer Supplies		34

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22	405,670	405,670	(63,220)	342,450		0	Net change is due to salary adjustments, benefit rate. Reduction due to monitoring program removal (lines 16 and 17).	0	22
23	(137,120)	(137,120)	3,180	(133,940)		0	Net change is due to decrease in benefit rate.	0	23
24	(39,000)	(39,000)	900	(38,100)		0	Net change is due to decrease in benefit rate.	0	24
25	0	0	(56,290)	(56,290)		0	Decrease Monitor Program	0	25
26	(44,380)	(44,380)	44,380	0		0	Decrease Monitor Program	0	26
27	(37,690)	(37,690)	37,690	0		0	Grant Expired FY16	0	27
28					114,120	114,120	Increase due to grant expiration (line 25)	114,120	28
29	1,920	1,920	0	1,920		0		0	29
30	(1,550)	(1,550)	0	(1,550)		0		0	30
31					370	370		370	31
32	1,000	1,000	(500)	500		0	Decrease Monitor Program, Decreased to reflect FY need.	0	32
33	(500)	(500)	500	0		0	Grant Expired FY16	0	33
34					500	500		500	34

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	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
35	rwl	3/8/16	TRAN	AQ	51110				NormOpr	COMD-Operating Supplies	Supplies to support program operations. Gasses, computer modems and small electronics, network gear, etc.	35
36	dnj	2/29/16	TRAN	AQ	51110				NormOpr	COMD-Operating Supplies	Grant related activities- site operations. Direct charges to grant - Monitoring & Planning (ADEC DEC7AQ).	36
37	rwl	1/13/17	TRAN	AQ	51110				NormOpr	COMD-Operating Supplies	Grant related activities- site operations. (direct charges to Fine Particulate Planning (DOTFFP)	37
38	rl	1/22/16	TRAN	AQ	51110	457	78	421	NormOpr	COMD-Operating Supplies		38
39	rl	1/22/16	TRAN	AQ	51115	0	0	0	NormOpr	COMD-Books and Periodicals		39
40	rl	1/22/16	TRAN	AQ	51120				NormOpr	COMD-Repair and Maint. Supplies	Certification of transfer standards, electrical repair, monitor parts and site repair.)	40
41	dnj	2/29/16	TRAN	AQ	51120				NormOpr	COMD-Repair and Maint. Supplies	Direct charges to grant - Monitoring & Planning (ADEC DEC7AQ). Grant related activities- site maintenance.	41
42	rwl	1/13/17	TRAN	AQ	51120				NormOpr	COMD-Repair and Maint. Supplies	Direct charges - Fine Particulate Planning - (CM/AQ DOTFFP). Grant related activities- site maintenance.	42
43	rl	1/22/16	TRAN	AQ	51120	1,142	134	193	NormOpr	COMD-Repair and Maint. Supplies		43
44	rl	1/22/16	TRAN	AQ	51130	0	0	0	NormOpr	COMD-Clothing Supplies		44
45	dnj	2/29/16	TRAN	AQ	51210				NormOpr	COMD-Motor Fuels and Lubricants	Fuel for AQ fleet vehicles and equipment.	45
46	rwl	1/13/16	TRAN	AQ	51210				NormOpr	COMD-Motor Fuels and Lubricants	Direct charges - Fine Particulate Planning - (CM/AQ DOTFFP). Grant related activities- site visits and study data collection.	46
47	rl	1/22/16	TRAN	AQ	51210	3,236	1,400	1,030	NormOpr	COMD-Motor Fuels and Lubricants		47
48	rl	1/22/16	TRAN	AQ	51250	0	0	0	NormOpr	COMD-Equipment Parts		48
49	rl	1/22/16	TRAN	AQ	61510				NormOpr	CONTR-Professional Services	Professional contracted analyses.	49
50	rl	1/22/16	TRAN	AQ	61510				NormOpr	CONTR-Professional Services	Direct charges to grant - FNSB State Implementation Plan - (CM/AQ DOTSIP). AQ Consult and Analyses - grant related activities.	50
51	rl	1/22/16	TRAN	AQ	61510	25,000	0	19,946	NormOpr	CONTR-Professional Services		51

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35	19,810	19,810	(15,840)	3,970		0	Decrease to reflect FY need	0	35
36	(10,290)	(10,290)	10,290	0		0	Decrease Monitor Program	0	36
37	(2,550)	(2,550)	2,550	0		0	Grant Expired FY16	0	37
38					3,970	3,970		3,970	38
39	0	0	0	0	0	0		0	39
40	34,300	34,300	(12,680)	21,620		0		0	40
41	(11,600)	(11,600)	11,600	0		0	Decrease Monitor Program	0	41
42	(10,020)	(10,020)	10,020	0		0	Grant Expired FY16	0	42
43					21,620	21,620		21,620	43
44	0	0	0	0	0	0		0	44
45	6,730	6,730	(3,410)	3,320		0	Reduced due to projected fuel costs / Decrease Monitor Program	0	45
46	(2,600)	(2,600)	2,600	0		0	Grant Expired FY16	0	46
47					3,320	3,320		3,320	47
48	0	0	0	0	0	0		0	48
49	95,100	95,100	0	95,100		0		0	49
50	(75,100)	(75,100)	0	(75,100)		0		0	50
51					20,000	20,000		20,000	51

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52	dnj	2/29/16	TRAN	AQ	61525				NormOpr	CONTR-Communications	Filter and equipment shipping, principally filters and equipment. Includes site communications.	52
53	rl	1/22/16	TRAN	AQ	61525				NormOpr	CONTR-Communications	Filter and equipment shipping, wireless communications - grant related activities. Direct charges to grant - Monitoring - (CM/AQ DOTFFP).	53
54	rl	1/22/16	TRAN	AQ	61525	2,448	2,083	1,977	NormOpr	CONTR-Communications		54
55	rl	1/22/16	TRAN	AQ	61580				NormOpr	CONTR-Travel	All travel costs, other than those related to training.	55
56	rl	1/22/16	TRAN	AQ	61580				NormOpr	CONTR-Travel	Direct charges to grant - FNSB State Implementation Plan - (CM/AQ DOTSIP). National Air Monitoring meetings- (WESTAR & NESCAUM) - grant related travel.	56
57	rl	1/22/16	TRAN	AQ	61580				NormOpr	CONTR-Travel	Direct charges to grant - FNSB State Implementation Plan - (CM/AQ DOTSIP). National Air Monitoring & QA meeting - concurrent policy planning and technical operational development - grant related travel.	57
58	rl	1/22/16	TRAN	AQ	61580				NormOpr	CONTR-Travel	Direct charges to grant - FNSB State Implementation Plan - (CM/AQ DOTSIP). State Implementation Plan Preparation, budget, and resource planning meetings.	58
59	rl	1/22/16	TRAN	AQ	61580				NormOpr	CONTR-Travel	Direct charges to grant - FNSB State Implementation Plan - (CM/AQ DOTSIP). FNSB-DEC Technical coordination and training for staff and State Implementation Plan development - grant related travel.	59
60	rl	1/22/16	TRAN	AQ	61580	3,968	8	14	NormOpr	CONTR-Travel		60
61	rl	1/22/16	TRAN	AQ	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Cost of hosting meetings, PCC & outreach.	61
62	rwl	1/13/16	TRAN	AQ	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Direct charges to grant - Air Quality Education (CM/AQ DOTAIR). Grant related - Outreach venues - space and any location specific support.	62
63	rl	1/22/16	TRAN	AQ	61581	208	276	257	NormOpr	CONTR-Profnl Dues/Mtgs		63

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52	12,500	12,500	(4,900)	7,600		0	Decrease Monitor Program	0	52
53	(4,900)	(4,900)	4,900	0		0	Grant Expired FY16	0	53
54					7,600	7,600		7,600	54
55	27,500	27,500	(4,000)	23,500		0	Decreased to reflect FY need	0	55
56	(2,500)	(2,500)	0	(2,500)		0		0	56
57	(2,500)	(2,500)	0	(2,500)		0		0	57
58	(12,500)	(12,500)	0	(12,500)		0		0	58
59	(5,000)	(5,000)	0	(5,000)		0		0	59
60					1,000	1,000		1,000	60
61	2,600	2,600	0	2,600		0		0	61
62	(2,200)	(2,200)	0	(2,200)		0		0	62
63					400	400		400	63

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64	rwl	3/8/16	TRAN	AQ	61582				NormOpr	CONTR-Training	Travel & training on borough legacy systems. ADEC, EPA, and manufacturer's training. Opacity certification, excel and ArcGIS training for new employees.	64
65	rwl	1/13/16	TRAN	AQ	61582				NormOpr	CONTR-Training	Direct charges - Fine Particulate Planning - (CM/AQ DOTFFP). Grant related - New instrument/database systems training (monitoring database and display software/hardware) used to preserve and distribute monitoring data.	65
66	rl	1/22/16	TRAN	AQ	61582	0	2,007	2,516	NormOpr	CONTR-Training		66
67	rwl	1/15/16	TRAN	AQ	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising, printing of information brochures, business cards, enlargements of maps, booth rental, and other related items.	67
68	rwl	1/13/16	TRAN	AQ	61610				NormOpr	CONTR-Advertising, Printing & Binding	Direct charges to grant - Air Quality Education (CM/AQ DOTAIR). Advertising and handouts of grant related Air Quality Education Program information and meetings.	68
69	rl	1/22/16	TRAN	AQ	61610	2,205	0	0	NormOpr	CONTR-Advertising, Printing & Binding		69
70	rl	1/22/16	TRAN	AQ	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		70
71	rl	1/22/16	TRAN	AQ	61710	1,820	3,640	3,640	NormOpr	CONTR-Repairs & Maint. - Bldg & Grounds	Janitorial Service	71
72	rl	1/22/16	TRAN	AQ	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment	Maintenance and repairs for office equipment	72
73	dnj	2/29/16	TRAN	AQ	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Air Quality Monitoring System legacy Equipment and Data Loggers repair & maintenance.	73
74	dnj	2/29/16	TRAN	AQ	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Maintenance of Vehicles.	74
75	rwl	1/13/16	TRAN	AQ	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Direct charges - Fine Particulate Planning - (CM/AQ DOTFFP). Maintenance of Vehicles-grant related activities	75
76	rl	1/22/16	TRAN	AQ	61780	18,815	4,379	1,960	NormOpr	CONTR-Repairs & Maint. - Other Equipment		76
77	rl	1/22/16	TRAN	AQ	61810	0	0	0	NormOpr	CONTR-Rent		77

Transportation - Air Quality Program

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64	7,590	7,590	(2,550)	5,040		0	Decrease Monitor Program	0	64
65	(2,550)	(2,550)	2,550	0		0	Grant Expired FY16	0	65
66					5,040	5,040		5,040	66
67	301,000	301,000	0	301,000		0		0	67
68	(300,000)	(300,000)	0	(300,000)		0		0	68
69					1,000	1,000		1,000	69
70	0	0	0	0	0	0		0	70
71	3,640	3,640	0	3,640	3,640	3,640		3,640	71
72	0	0	0	0	0	0		0	72
73	2,900	2,900	(2,900)	0		0	Decrease Monitor Program	0	73
74	16,100	16,100	1,690	17,790		0		0	74
75	(3,210)	(3,210)	3,210	0		0	Grant Expired FY16	0	75
76					17,790	17,790		17,790	76
77	0	0	0	0	0	0		0	77

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78	rl	1/22/16	TRAN	AQ	61830				NormOpr	CONTR-Utilities	Trash Dumpster Service	78
79	dnj	3/9/16	TRAN	AQ	61830				NormOpr	CONTR-Utilities	Electricity, Heating Oil, Water and Sewer at the Transit Maintenance Center	79
80	rwl	1/13/16	TRAN	AQ	61830				NormOpr	CONTR-Utilities	Direct charges - Fine Particulate Planning - (CM/AQ DOTFFP). Grant related study monitoring site electricity.	80
81	rl	1/22/16	TRAN	AQ	61830	29,075	25,887	23,738	NormOpr	CONTR-Utilities		81
82	rwl	1/15/16	TRAN	AQ	61920				NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge	82
83	rl	1/22/16	TRAN	AQ	61920				NormOpr	CONTR-Equipment Leases	Direct charges to grant - Air Quality Mitigation (160AQM). Grant related - AQ Mitigation Solid Fuel Burning Appliance Incentives.	83
84	rl	1/22/16	TRAN	AQ	61920	6,220	4,330	4330	NormOpr	CONTR-Equipment Leases		84
85	rl	1/22/16	TRAN	AQ	61950				NormOpr	CONTR-Other Contractual Services	Studies/support & other data analyses	85
86	rwl	1/13/16	TRAN	AQ	61950				NormOpr	CONTR-Other Contractual Services	Direct charges to grant - Air Quality Education (CM/AQ DOTAIR). Grant related - Education Outreach contract and media support.	86
87	rl	1/22/16	TRAN	AQ	61950	98	5	948	NormOpr	CONTR-Other Contractual Services		87
88	rl	1/22/16	TRAN	AQ		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		88
89	dnj	2/29/16	TRAN	AQ	72001				NormOpr	CAPITAL-Controlled Assets	Low cost indoor airquaility monitoring for public use.	89
90	rl	1/22/16	TRAN	AQ	72001				NormOpr	CAPITAL-Controlled Assets	Materials that cost more than $750, tents, display banners.	90
91	rwl	1/13/16	TRAN	AQ	72001				NormOpr	CAPITAL-Controlled Assets	Direct charges - Fine Particulate Planning - (CM/AQ DOTFFP). Grant related - Site equipment (expensive parts).	91
92	rl	1/22/16	TRAN	AQ	72001	0	0	0	NormOpr	CAPITAL-Controlled Assets		92
93	rl	1/22/16	TRAN	AQ	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		93
94	rl	1/22/16	TRAN	AQ	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		94
95	rl	1/22/16	TRAN	AQ	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		95
96	rl	1/22/16	TRAN	AQ	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		96
97	rl	1/22/16	TRAN	AQ	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		97
98	rl	1/22/16	TRAN	AQ	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		98
99	rl	1/22/16	TRAN	AQ	72030	0	0	0	NormOpr	CAPITAL-Library Materials		99

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78	1,460	1,460	0	1,460		0		0	78
79	36,810	36,810	(7,520)	29,290		0	Decrease Monitor Program and cost.	0	79
80	(770)	(770)	770	0		0	Grant Expired FY16	0	80
81					30,750	30,750		30,750	81
82	11,180	11,180	4,610	15,790		0		0	82
83	(2,710)	(2,710)	0	(2,710)		0		0	83
84					13,080	13,080		13,080	84
85	44,870	44,870	0	44,870		0		0	85
86	(40,770)	(40,770)	0	(40,770)		0		0	86
87					4,100	4,100		4,100	87
88	0	0	0	0	0	0		0	88
89	5,000	5,000	(670)	4,330		0	Decrease Monitor Program	0	89
90	2,500	2,500	0	2,500		0		0	90
91	(670)	(670)	670	0		0	Grant Expired FY16	0	91
92					6,830	6,830		6,830	92
93	0	0	0	0	0	0		0	93
94	0	0	0	0	0	0		0	94
95	0	0	0	0	0	0		0	95
96	0	0	0	0	0	0		0	96
97	0	0	0	0	0	0		0	97
98	0	0	0	0	0	0		0	98
99	0	0	0	0	0	0		0	99

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
100	rl	1/22/16	TRAN	AQ	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		100
101	rl	1/22/16	TRAN	AQ	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		101
102						**379,840**	**251,070**	**63,659**			**Normal Operations Totals:**	102
103												103
104												104
105												105
106												106
107												107
108												108
109												109
110												110
111												111
112												112
113												113
114												114
115												115
116												116
117												117
118												118

Transportation - Air Quality Program

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
100	0	0	0	0	0	0		0	100
101	0	0	0	0	0	0		0	101
102	**517,430**	**517,430**	**(79,770)**	**437,660**	**437,660**	**437,660**		**437,660**	102
103									103
104					**437,660**	**xcheck total**			104
105									105
106	**(352,100)**	**(352,100)**	**3,180**	**(348,920)**			Direct charges to 160AQM		106
107	**(442,350)**	**(442,350)**	**900**	**(441,450)**			Direct charges to DOTAEO		107
108	**(134,970)**	**(134,970)**	**134,970**	**0**			Direct charges to DEC7AQ		108
109	**(125,710)**	**(125,710)**	**125,710**	**0**			Direct charges to DOTFFP		109
110	**(97,600)**	**(97,600)**	**0**	**(97,600)**			Direct charges to DOTSIP		110
111	**(1,152,730)**	**(1,152,730)**	**264,760**	**(887,970)**					111
112									112
113									113
114	Amount allocated through staff benefit rate			$ 178,530	27.0%	$ 48,203	Perm wages x 27.0% Health & life insurance cost		114
115	Amount allocated through staff benefit rate			$ 361,850	27.0%	$ 97,700	Project wages x 27.0% Health & life insurance cost		115
116						$ 145,903			116
117									117
118	Health & life insurance cost by employee			$ 1,720	10.0	$ 206,400	$1,720 per employee per month x # employees (bodies) x 12 months		118

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF TRANSPORTATION – PUBLIC TRANSPORTATION DIVISION – TRANSIT SECTION

MISSION/Program Description

THIS DIVISION'S MISSION IS: TO EFFICIENTLY PROVIDE SAFE, DEPENDABLE, AND AFFORDABLE PUBLIC TRANSPORTATION TO MEET THE NEEDS OF BOROUGH RESIDENTS.

This program consists of the operation of a fixed route transit system.

Major Long-Term Issues and Concerns

- Maximize the efficiency of the Borough's fixed route transportation system by continually evaluating routes, personnel, and by implementing changes designed to better serve the public within current funding levels.
- Utilize applicable state and federal grants for public transportation to improve service to the local community.
- Expand the current maintenance building capacity to allow more bus storage, maintenance bays and administrative office space.
- Vehicle replacement – there is no defined mechanism or schedule for vehicle replacement.

Objectives for FY 2017

- Continue to increase involvement of the Public Transportation Advisory Commission in all aspects of public transportation.
- Acquire and construct new bus stop shelters to replace aged shelters and develop new shelter sites.
- Continue working to improve the Transit website.
- Review our bus routes to make sure we are still serving the public adequately.
- Secure funding for new maintenance building.
- Locate funding to improve headway on routes serving areas with high population density. Evaluate current route structure to find methods to better serve residents, specifically reviewing the cost effectiveness of rural vs. urban fixed routes.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.
- Moved all maintenance costs associated with transit operations to the maintenance division.
- The grant that funded the Black Line serving Salcha will be fully expended in December 2016.
- A new grant to operate the Grey Line has been added to the budget.
- Reduction in fuel and utility costs due to the cost of fuel.

Previous Year's Accomplishments

- Increased public awareness of the bus system by advertising new and existing routes.
- Maintained a steady ridership by an ongoing awareness campaign to encourage new riders and visitors to ride buses.
- Completed the FTA triennial review process.
- Started the process to replace a fixed route van.
- Completed an Economic Impact Study of Public Transportation in Fairbanks.

Dept: Transportation
Sec: Transit
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures.

	Measures and Accomplishments	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
1	Total Ridership	475,875	524,301	550,226	555,000	575,000
2	Annual Revenue Miles	517,182	533,261	643,041	550,000	500,000
3	Cost per Revenue Mile	$7.84	$9.36	$7.80	$8.00	$8.00
4	Annual Revenue Hours	26,926	33,019	33,441	32,307	31,503
5	Cost per Revenue Hour	$150.54	$145.48	$150.11	$150.00	$140.00
6	Cost per Trip	$8.52	$9.16	$9.12	$9.00	$9.00
7	Percent of operations paid from federal grants	23%	44%	38%	40%	40%
8	Percent of operations paid from state grants	9%	3%	4%	4%	4%
9	Percent of operations paid from revenue (bus fares & advertising)	6%	9%	8%	10%	10%

Route - FY15 Key Performance Indicators

		Pax per Hour	Pax per Mile	Cost per Ride
1	Blue	23.76	1.79	$4.21
2	Red	23.93	1.43	$4.18
3	Purple	25.13	1.85	$3.98
4	Brown	15.26	1.27	$6.55
5	Yellow	10.33	0.57	$9.68
6	Orange	9.84	0.98	$10.17
7	Gold	2.61	0.19	$38.36
8	Black	1.29	0.05	$77.32
9	Green	12.36	0.48	$15.21
10	Grey	6.58	0.27	$8.09

*Estimated

Fairbanks North Star Borough

Personnel Summary
Dept: Transportation
Div: Public Transportation
Sec: Transit

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Transportation Manager	III	1.00	1.00	1.00	90,040	1.00	90,040	1.00	92,310
Maintenance Supervisor (S)	L	0.50	0.50	0.50	45,870	0.50	45,870		
Mechanic - Heavy Duty	L	1.00	1.00	1.00	79,900	1.00	79,900		
Mechanic - Heavy Duty	L	1.00	1.00	1.00	70,950	1.00	70,950		
Transportation Supervisor	L	1.00	1.00	1.00	83,060	1.00	83,060	1.00	84,770
Transportation Supervisor (P)	L	1.00	1.00	1.00	88,160	1.00	88,160	1.00	88,700
Transit Driver	L	0.97	0.97	1.00	77,780	1.00	77,780	1.00	75,910
Transit Driver	L	0.90	0.97	0.95	61,830	0.95	61,830	1.00	57,360
Transit Driver	L	0.86	0.81	0.78	50,760	0.78	50,760	0.82	54,520
Transit Driver	L	0.85	0.81	0.84	58,890	0.84	58,890	0.79	56,560
Transit Driver	L	0.75	0.81	0.81	53,510	0.81	53,510	0.81	54,660
Transit Driver	L	0.95	0.90	0.78	52,320	0.78	52,320	0.81	55,460
Transit Driver	L	0.88	0.88	0.86	51,190	0.86	51,190	0.86	53,060
Transit Driver	L	0.91	0.92	0.86	56,820	0.86	56,820	0.86	58,040
Transit Driver	L	0.92	0.86	0.85	52,900	0.85	52,900	0.89	56,570
Transit Driver	L	1.00	0.94	0.97	73,270	0.97	73,270	0.91	70,210
Transit Driver	L	1.00	0.90	0.90	65,020	0.90	65,020	0.90	66,390
Transit Driver	L	1.00	0.81	0.97	69,020	0.97	69,020	1.00	70,500
Transit Driver	L	1.00	0.88	1.00		1.00		1.00	57,840
Transit Driver	L	1.00	0.83	0.78	45,090	0.78	45,090	0.51	30,540
Transit Driver	L			1.00	59,530	1.00	59,530	0.91	56,150
Transit Driver	L			1.00		1.00		0.81	40,720
Transit Driver	L	1.00	0.89	0.89	55,380	0.89	55,380	0.92	58,470
Transit Driver	L	0.94	0.77	0.86	51,190	0.86	51,190	0.94	58,000
Transit Driver	L	0.85	1.00	0.95	63,720	0.95	63,720	0.93	63,670
Transit Driver	L	0.19	1.00	1.00	62,230	1.00	62,230	1.00	59,750
Transit Driver	L	0.89	0.97	0.91	58,370	0.91	58,370	1.00	65,480
Transit Driver	L	0.87	0.81	0.86	56,820	0.86	56,820	0.82	54,660
Transit Driver	L		0.87	0.94	55,950	0.94	55,950	1.00	53,060
Transit Driver	L							1.00	56,460
Transit Driver - Extraboard	L	0.19	0.41	0.45	26,010	0.45	24,001	0.50	29,940
Transit/Van Tran - Extraboard	L	1.00	0.41	0.46	26,590	0.46	24,581	0.50	29,090
Transit/Van Tran - Extraboard	L	0.63	0.41	0.46	26,590	0.46	24,581	0.50	29,090
Transit Driver - Extraboard	L	0.19	0.41						
Transit/Van Tran - Extraboard	L	0.20	0.41	0.45	26,010	0.45	24,001	0.50	29,090
Transit/Van Tran - Extraboard	L		0.40	0.45	26,010	0.45	24,003	0.54	32,340
Transit Servicer	L	0.90	0.90	0.90	53,570	0.90	53,570	0.90	55,530
Transit Servicer	L	0.90	0.90	0.90	53,570	0.90	53,570	0.90	55,530
Customer Service Representative	VL	1.00	1.00	1.00	58,830	1.00	58,830	1.00	60,110
Mechanic Helper	L	1.00	1.00	1.00	38,000	1.00	38,000		
Overtime	OT				16,580		16,580		14,580
Temporaries	TH				7,740		7,740		7,740
New Dvr Trn./Sfty Mtg.	SD				25,770		25,770		25,770
Standby	SD				2,500		2,500		2,500
Less Direct Charges to Grants:									
Transit Operations	L				(428,450)		(428,450)		(451,900)
Transit Operations	L				(90,830)		(90,830)		(45,410)
Transit Operations	L				(359,520)		(359,520)		(368,250)
Transit Operations	L								(67,780)
TOTALS:		29.24	30.35	32.33	1,198,540	32.33	1,188,497	29.83	1,087,790

Footnotes:
(L) Member of Laborers' Local Union; Transit Wage Scale and (S) Position split with Vehicle Fleet Maintenance Division,
(P) Project funded

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
dnj	1/11/16	TRAN	TRAN					NormOpr	PS-FTE		
dnj	1/11/16	TRAN	TRAN					TransOpr	PS-FTE		
dnj	2/4/16	TRAN	TRAN					NewPrgm	PS-FTE		
dnj	1/11/16	TRAN	TRAN		20.56	29.24	30.35	NormOpr	PS-FTE		

Operating Budget

14	pm	1/23/16	TRAN	TRAN	50505				NormOpr	PS-Permanent Salaries	Includes Driver Meetings and New Driver Training	14
15	pm	1/23/16	TRAN	TRAN	50505				NormOpr	PS-Permanent Salaries	Salaries - Direct charges to 5307 Operating Grant	15
16	pm	1/23/16	TRAN	TRAN	50505				NormOpr	PS-Permanent Salaries	Salaries - Direct charges to State of Alaska - matching grant	16
17	pm	1/23/16	TRAN	TRAN	50505				NormOpr	PS-Permanent Salaries	Salaries - Direct charges to FTAFWR Includes drivers	17
18	pm	1/23/16	TRAN	TRAN	50505				NormOpr	PS-Permanent Salaries	Salaries - Direct charges to FTASNF Includes drivers and servicers	18
19	pm	1/23/16	TRAN	TRAN	50505				NormOpr	PS-Permanent Salaries	Salaries - Direct charges to DOTGRY Includes drivers and servicers	19
20	pm	1/23/16	TRAN	TRAN	50505	369,298	399,225	688,495	NormOpr	PS-Permanent Salaries		20
21	pm	1/23/16	TRAN	TRAN	50510	4,915	17,788	6,886	NormOpr	PS-Overtime Wages		21
22	pm	1/23/16	TRAN	TRAN	50515	0	0	0	NormOpr	PS-Temporary Salaries		22
23	pm	1/23/16	TRAN	TRAN	50520				NormOpr	PS-Benefits		23
24	pm	1/23/16	TRAN	TRAN	50520				NormOpr	PS-Benefits	Benefits - Direct charges to 5307 Operating Grant	24
25	pm	1/23/16	TRAN	TRAN	50520				NormOpr	PS-Benefits	Benefits - Direct charges to State of Alaska - matching grant	25
26	pm	1/23/16	TRAN	TRAN	50520				NormOpr	PS-Benefits	Benefits - Direct charges to FTAFWR Includes drivers	26
27	pm	1/23/16	TRAN	TRAN	50520				NormOpr	PS-Benefits	Benefits - Direct charges to FTASNF Includes drivers and servicers	27
28	pm	1/23/16	TRAN	TRAN	50520				NormOpr	PS-Benefits	Benefits - Direct charges to DOTGRY Includes drivers and servicers	28
29	pm	1/23/16	TRAN	TRAN	50520	246,358	240,496	421,591	NormOpr	PS-Benefits		29

Transportation - Transit

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	0.00	2.00	0.00	2.00			Grey Line increase Ordinance 2015-20-1A		
	0.00	0.00	(3.50)	(3.50)			3.5 FTE transferred to Vehicle Fleet Maint division		
			1.00	1.00			1 FTE from Admin division - decrease headway for Red Line - increase service		
	30.33	30.33	0.00	30.33	29.83	29.83		29.83	
14	2,053,020	2,042,977	(44,167)	1,998,810			Net change in personnel costs due to longevity adjustments and transfer of 3.5 FTE's to Vehicle Fleet Maint.		14
15	(428,450)	(428,450)	(23,450)	(451,900)			Increased grant contribution due to FAST Act on the Federal level		15
16	(68,490)	(68,490)	0	(68,490)					16
17	(291,030)	(291,030)	(8,730)	(299,760)			Increased grant contribution to reflect increase in salaries		17
18	(90,830)	(90,830)	45,420	(45,410)			Discontinued services of Black Line - half year		18
19	0	0	(67,780)	(67,780)			Increased grant contribution to reflect increase salaries for Grey Line		19
20					1,065,470	1,065,470		1,065,470	20
21	16,580	16,580	(2,000)	14,580	14,580	14,580	Transferred to Vehicle Fleet Maint division	14,580	21
22	7,740	7,740	0	7,740	7,740	7,740		7,740	22
23	1,337,870	1,331,383	(60,143)	1,271,240		0	Net change is due to salary adjustments and in benefit rate.	0	23
24	(276,780)	(276,780)	(8,370)	(285,150)		0	Increased grant contribution	0	24
25	(44,250)	(44,250)	1,030	(43,220)		0		0	25
26	(188,000)	(188,000)	(1,150)	(189,150)		0	Increased grant contribution to reflect increase in benefits	0	26
27	(58,680)	(58,680)	30,030	(28,650)		0	Discontinued services of Black Line - half year	0	27
28	0	0	(42,770)	(42,770)		0	Increased grant contribution to reflect increase in benefits Grey Line	0	28
29			0		682,300	682,300		682,300	29

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
30	dnj	1/11/16	TRAN	TRAN	51105	825	901	906	NormOpr	COMD-Office Supplies		30
31	dnj	1/11/16	TRAN	TRAN	51106	631	761	236	NormOpr	COMD - Computer Supplies		31
32	dnj	1/14/16	TRAN	TRAN	51110	3,102	4,167	2,028	NormOpr	COMD-Operating Supplies	Bus tokens, token machine stands, bus stop posts and contingency for bus fuel spills	32
33	dnj	1/11/16	TRAN	TRAN	51115	0	0	0	NormOpr	COMD-Books and Periodicals		33
34	dnj	1/14/16	TRAN	TRAN	51120				NormOpr	COMD-Repair and Maint. Supplies	Small tools and bus sign repair	34
35	dnj	1/11/16	TRAN	TRAN	51120	5,745	10,365	12,309	NormOpr	COMD-Repair and Maint. Supplies		35
36	dnj	1/11/16	TRAN	TRAN	51130				NormOpr	COMD-Clothing Supplies	Laborer's uniforms	36
37	dnj	1/14/16	TRAN	TRAN	51130				NormOpr	COMD-Clothing Supplies	Clothing - Direct charges to FTAFWR	37
38	dnj	1/11/16	TRAN	TRAN	51130				NormOpr	COMD-Clothing Supplies	Clothing - Direct charges to DOTGRY	38
39	dnj	1/11/16	TRAN	TRAN	51130				TransOpr	COMD-Clothing Supplies		39
40	dnj	1/11/16	TRAN	TRAN	51130	5,432	6,045	6,739	NormOpr	COMD-Clothing Supplies		40
41	ab	3/14/16	TRAN	TRAN	51210				NormOpr	COMD-Motor Fuels and Lubricants	Diesel fuel	41
42	ab	3/14/16	TRAN`	TRAN	51210				NewPrgm	COMD-Motor Fuels and Lubricants	Diesel fuel	42
43	ab	3/14/16	TRAN	TRAN	51210				NormOpr	COMD-Motor Fuels and Lubricants	Lubricants	43
44	ab	3/14/16	TRAN	TRAN	51210				TransOpr	COMD-Motor Fuels and Lubricants	Lubricants	44
45	ab	3/14/16	TRAN	TRAN	51210				NormOpr	COMD-Motor Fuels and Lubricants	Gasoline	45
46	ab	3/14/16	TRAN	TRAN	51210				NormOpr	COMD-Motor Fuels and Lubricants	Fuel and lubricants - Direct charges to FTAFWR	46
47	ab	3/14/16	TRAN	TRAN	51210				NormOpr	COMD-Motor Fuels and Lubricants	Fuel and lubricants - Direct charges to FTASNF	47
48	ab	3/14/16	TRAN	TRAN	51210				NormOpr	COMD-Motor Fuels and Lubricants	Fuel and lubricants - Direct charges to DOTGRY	48
49	ab	3/14/16	TRAN	TRAN	51210	161,307	211,286	197,518	NormOpr	COMD-Motor Fuels and Lubricants		49
50	dnj	1/11/16	TRAN	TRAN	51250				NormOpr	COMD-Equipment Parts		50
51	dnj	1/11/16	TRAN	TRAN	51250	76,390	105,729	151,405	NormOpr	COMD-Equipment Parts		51
52	dnj	1/11/16	TRAN	TRAN	61510	2,945	2,945	2,993	NormOpr	CONTR-Professional Services	Update and creation of bus schedules	52
53	dnj	1/11/16	TRAN	TRAN	61525				NormOpr	CONTR-Communications	Shipping	53
54	dnj	1/11/16	TRAN	TRAN	61525	325	143	305	NormOpr	CONTR-Communications		54

Transportation - Transit

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
30	1,100	1,100	0	1,100	1,100	1,100		1,100	30
31	1,050	1,050	0	1,050	1,050	1,050		1,050	31
32	4,000	4,000	0	4,000	4,000	4,000		4,000	32
33	200	200	(200)	0	0	0	No foreseen use of books and periodicals	0	33
34	17,000	17,000	(16,000)	1,000		0	Transferred to Vehicle Fleet Maint division	0	34
35			0		1,000	1,000		1,000	35
36	9,000	9,000	0	9,000		0		0	36
37	(1,000)	(1,000)	0	(1,000)		0		0	37
38	0	0	(340)	(340)		0	Increased grant contribution to reflect Grey Line	0	38
39	0	0	(500)	(500)		0	Transferred to Vehicle Fleet Maint division	0	39
40			0		7,160	7,160		7,160	40
41	419,000	419,000	(154,620)	264,380		0	Decrease cost per gallon	0	41
42	0	0	15,370	15,370		0	Decrease headway for Red Line - increase service	0	42
43	21,400	21,400	(1,600)	19,800		0	Decrease cost per gallon	0	43
44	0	0	(19,800)	(19,800)		0	Transferred to Vehicle Fleet Maint division	0	44
45	26,140	26,140	6,020	32,160		0	Increase due to Grey Line hours of operations	0	45
46	(100,140)	(100,140)	0	(100,140)		0		0	46
47	(22,000)	(22,000)	11,000	(11,000)		0	Discontinued services of Black Line - half year	0	47
48	0	0	(61,750)	(61,750)		0	Increase grant contribution to reflect Grey Line	0	48
49			0		139,020	139,020		139,020	49
50	170,000	170,000	(170,000)	0		0	Transferred to Vehicle Fleet Maint division	0	50
51				0	0	0		0	51
52	3,000	3,000	0	3,000	3,000	3,000		3,000	52
53	600	600	(550)	50		0	Transferred to Vehicle Fleet Maint division	0	53
54					50	50		50	54

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
55	dnj	1/11/16	TRAN	TRAN	61580				NormOpr	CONTR-Travel	Travel for transit planning, , ADA and AK Transit Conference.	55
56	dnj	1/11/16	TRAN	TRAN	61580				NormOpr	CONTR-Travel	Travel - Direct charges to UPWP Grant	56
57	dnj	1/11/16	TRAN	TRAN	61580				TransOpr	CONTR-Travel	Mechanical training, specialty diesel and transmission classes	57
58		3/8/16	TRAN	TRAN	61580	0	1,311	144	NormOpr	CONTR-Travel		58
59	dnj	1/11/16	TRAN	TRAN	61581				NormOpr	CONTR-Profnl Dues/Mtgs	PTAC meeting supplies	59
60	dnj	1/11/16	TRAN	TRAN	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Mobility Coalition Membership	60
61	dnj	1/11/16	TRAN	TRAN	61581				NormOpr	CONTR-Profnl Dues/Mtgs	Community Transportation Association of America	61
62	dnj	1/11/16	TRAN	TRAN	61581	1,024	1,306	1,447	NormOpr	CONTR-Profnl Dues/Mtgs		62
63	dnj	1/11/16	TRAN	TRAN	61582				NormOpr	CONTR-Training	Training fees for transit planning, ADA, AK Transit Conference, Smith System Training.	63
64	dnj	1/11/16	TRAN	TRAN	61582				NormOpr	CONTR-Training	Direct charges to UPWP grant	64
65	dnj	1/11/16	TRAN	TRAN	61582				TransOpr	CONTR-Training	Mechanical training, specialty diesel and transmission classes	65
66	dnj	1/11/16	TRAN	TRAN	61582	1,853	1,740	13,045	NormOpr	CONTR-Training		66
67	dnj	1/11/16	TRAN	TRAN	61610				NormOpr	CONTR-Advertising, Printing & Binding	Newspaper, Radio and Television advertising for transit system	67
68	dnj	1/11/16	TRAN	TRAN	61610				NormOpr	CONTR-Advertising, Printing & Binding	Printing of day passes and bus stop schedule displays	68
69	dnj	1/11/16	TRAN	TRAN	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising - Direct charges to FTAFWR	69
70	dnj	1/11/16	TRAN	TRAN	61610				NormOpr	CONTR-Advertising, Printing & Binding	Advertising - Direct charges to DOTGRY	70
71	dnj	1/11/16	TRAN	TRAN	61610	2,101	4,363	6,746	NormOpr	CONTR-Advertising, Printing & Binding		71
72	dnj	1/11/16	TRAN	TRAN	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		72
73	dnj	1/11/16	TRAN	TRAN	61710	20,424	16,264	6,380	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial service Transit Maintenance Center	73
74	dnj	1/11/16	TRAN	TRAN	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		74
75	dnj	1/11/16	TRAN	TRAN	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Specialized Repair Services on buses	75
76	dnj	1/21/16	TRAN	TRAN	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle/Equipment Maintenance and Repairs	76
77	dnj	1/11/16	TRAN	TRAN	61780	36,276	38,852	50,823	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Specialized Repair Services on Borough vehicles	77
78	dnj	1/11/16	TRAN	TRAN	61810	0	0	0	NormOpr	CONTR-Rent		78

Transportation - Transit

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
55	42,540	42,540	(2,400)	40,140		0	Decrease based on actual cost.	0	55
56	(35,690)	(35,690)	0	(35,690)		0		0	56
57	0	0	(2,000)	(2,000)		0	Transferred to Vehicle Fleet Maint division	0	57
58					2,450	2,450		2,450	58
59	1,000	1,000	0	1,000		0		0	59
60	1,000	1,000	0	1,000		0		0	60
61	390	390	(390)	0		0	No longer members	0	61
62					2,000	2,000		2,000	62
63	9,860	9,860	0	9,860		0		0	63
64	(2,000)	(2,000)	0	(2,000)		0		0	64
65	0	0	(3,000)	(3,000)		0	Transferred to Vehicle Fleet Maint division	0	65
66					4,860	4,860		4,860	66
67	30,000	30,000	0	30,000		0		0	67
68	8,000	8,000	0	8,000		0		0	68
69	(30,000)	(30,000)	12,500	(17,500)		0	Decrease in grant contribution	0	69
70	0	0	(12,500)	(12,500)		0	Increase grant contribution to reflect Grey Line	0	70
71			0		8,000	8,000		8,000	71
72	0	0	0	0	0	0		0	72
73	6,380	6,380	0	6,380	6,380	6,380		6,380	73
74	0	0	0	0	0	0		0	74
75	47,500	47,500	(47,500)	0		0	Transferred to Vehicle Fleet Maint division	0	75
76	30,190	30,190	(30,190)	0		0	No interdepartmental maintenance charge	0	76
77			0		0	0		0	77
78	0	0	0	0	0	0		0	78

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
79	dnj	1/11/16	TRAN	TRAN	61830				NormOpr	CONTR-Utilities	Dumpster Service for Transit Maintenance Center	79
80	dnj	3/8/16	TRAN	TRAN	61830	52,295	45,151	42,252	NormOpr	CONTR-Utilities	Electricity, Heat, Water & Sewer and Tipping fees for Transit Maintenance Center	80
81	dnj	1/13/16	TRAN	TRAN	61920				NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge	81
82	dnj	1/13/16	TRAN	TRAN	61920	17,570	14,110	14,110	NormOpr	CONTR-Equipment Leases		82
83	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Security for the MACS Transit Center	83
84	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Security for the MACS Transit Center - Direct charge to 5307 Operating Grant	84
85	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Driver Evaluator	85
86	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Towing	86
87	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Drug Testing Contract	87
88	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Interactive Voice Response	88
89	dnj	1/12/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	RouteMatch Maintenance fee	89
90	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Driver CDL renewals	90
91	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Dossier maintenance software technical support, Wabco, Allison and Cummins Lite licenses	91
92	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Installation of bus stop signs	92
93	dnj	1/11/16	TRAN	TRAN	61950				NormOpr	CONTR-Other Contractual Services	Installation of bus stop signs	93
94	dnj	1/11/16	TRAN	TRAN	61950	33,206	41,817	57,199	NormOpr	CONTR-Other Contractual Services		94
95	dnj	2/2/16	TRAN	TRAN					NormOpr	Grants-Local Match & Indirect Costs	FMATS/UPWP - Cash Match	95
96	dnj	1/11/16	TRAN	TRAN					NormOpr	Grants-Local Match & Indirect Costs	5311 Grey Line - Cash Match	96
97	dnj	1/11/16	TRAN	TRAN		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		97
98	dnj	1/21/16	TRAN	TRAN	72001	979	0	0	NormOpr	CAPITAL-Controlled Assets		98
99	dnj	1/21/16	TRAN	TRAN	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		99
100	dnj	1/21/16	TRAN	TRAN	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		100
101	dnj	1/21/16	TRAN	TRAN	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		101

Transportation - Transit

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
79	1,830	1,830	0	1,830		0		0	79
80	55,970	55,970	(11,500)	44,470	46,300	46,300	Decreased based on actual cost.	46,300	80
81	19,720	19,720	(3,680)	16,040		0	VEFF cost updated	0	81
82			0		16,040	16,040		16,040	82
83	123,300	123,300	0	123,300		0		0	83
84	(14,760)	(14,760)	(520)	(15,280)		0	Increase grant contribution	0	84
85	1,000	1,000	0	1,000		0		0	85
86	1,500	1,500	(1,500)	0		0	Transferred to Vehicle Fleet Maint division	0	86
87	4,500	4,500	0	4,500		0		0	87
88	6,000	6,000	0	6,000		0		0	88
89	0	0	37,500	37,500		0	RouteMatch Tech Support - Contractual Agreement	0	89
90	500	500	1,000	1,500		0	Increased number of CDL's scheduled to renew in FY 17	0	90
91	2,200	2,200	(2,200)	0		0	Transferred to Vehicle Fleet Maint division	0	91
92	0	0	1,070	1,070		0		0	92
93	0	0	(1,070)	(1,070)		0	Increase grant contribution to reflect Grey Line	0	93
94					158,520	158,520		158,520	94
95	21,770	21,770	19,880	41,650		0	United Planning Work Program July 2016 - December 2017	0	95
96	0	0	165,390	165,390		0	Accepted by ordinance	0	96
97			0		207,040	207,040		207,040	97
98	0	0	0	0	0	0		0	98
99	0	0	0	0	0	0		0	99
100	0	0	0	0	0	0		0	100
101	0	0	0	0	0	0		0	101

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
102	dnj	1/21/16	TRAN	TRAN	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		102
103	dnj	1/21/16	TRAN	TRAN	72020	0	0	0	NewMach	CAPITAL-Machinery & Equipment	Diesel Particulate Filter Cleaning Equipment	103
104	dnj	1/21/16	TRAN	TRAN	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		104
105	dnj	1/21/16	TRAN	TRAN	72030	0	0	0	NormOpr	CAPITAL-Library Materials		105
106	dnj	1/21/16	TRAN	TRAN	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		106
107	dnj	1/21/16	TRAN	TRAN	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		107
108						**1,043,001**	**1,164,765**	**1,683,557**			**Totals:**	108
109												109
110												110
111												111
112												112
113												113
114												114
115												115
116												116
117												117
118												118
119												119
120												120
121												121
122												122
123												123
124												124

Transportation - Transit

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
102	0	0	0	0	0	0		0	102
103	67,000	67,000	(67,000)	0	0	0	Purchased in FY16	0	103
104	0	0	0	0	0	0		0	104
105	0	0	0	0	0	0		0	105
106	0	0	0	0	0	0		0	106
107	0	0	0	0	0	0		0	107
108	**2,917,750**	**2,901,220**	**(523,160)**	**2,378,060**	**2,378,060**	**2,378,060**		**2,378,060**	108
109									109
110					**2,378,060**	**xcheck total**			110
111	**(705,230)**	**(705,230)**	**(47,100)**	**(752,330)**			Direct charges to 5307 grant		111
112	**(37,690)**	**(37,690)**	**0**	**(37,690)**			Direct charges to FMATS grant		112
113	**(112,740)**	**(112,740)**	**1,030**	**(111,710)**			Direct charges to State of Alaska - matching grant		113
114	**(609,170)**	**(609,170)**	**2,120**	**(607,550)**			Direct charges to FTAFWR		114
115	**(171,510)**	**(171,510)**	**86,450**	**(85,060)**			Direct charges to FTASNF		115
116									116
117	**(1,636,340)**	**(1,636,340)**	**42,500**	**(1,594,340)**					117
118									118
119	Amount allocated through staff benefit rate			$ 1,065,470	27.0%	$ 287,677	Perm wages x 27.0% Health & life insurance cost		119
120	Amount allocated through staff benefit rate			$ 933,340	27.0%	$ 252,002	Project wages x 27.0% Health & life insurance cost		120
121						$ 539,679			121
122									122
123	Health & life insurance cost by employee			$ 1,720	35.00	$ 722,400	$1,720 per employee per month x # employees (bodies) x 12 months		123
124									124

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
125	**Transit Enterprise Fund Revenue**											125
126	b	c	d	e	f	g	h	i	j	k	l	
127												
128												
129	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
130												
131	ab	1/20/16	TRAN	TRAN	44050	265,798	304,742	393,689	NormOpr	Transit Fares	Single Trip, Day and Monthly Passes plus all discounted passes	131
132	ab	1/20/16	TRAN	TRAN	44050	0	0	0	NormOpr	Transit Fares	UAF Pass	132
133	ab	1/20/16	TRAN	TRAN	44055	28,386	20,521	19,086	NormOpr	Transit Advertising	Bus Advertising	133
134	ab	1/20/16	TRAN	TRAN	45047			4,984	NormOpr	Misc Other Revenue	Vend Alaska	134
135						**294,184**	**325,263**	**412,775**			**Totals:**	135
136												136
137												137

Transportation - Transit

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
125									125
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	126 127 128 129 130
131	269,980	269,980	0	269,980	269,980	269,980		269,980	131
132	100,000	100,000	0	100,000	100,000	100,000		100,000	132
133	22,000	22,000	0	22,000	22,000	22,000		22,000	133
134	4,500	4,500	0	4,500	4,500	4,500		4,500	134
135	**396,480**	**396,480**	**0**	**396,480**	**396,480**	**396,480**		**396,480**	135
136									136
137					**396,480**	**xcheck total**			137

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DEPARTMENT OF TRANSPORTATION – PUBLIC TRANSPORTATION DIVISION – VAN TRAN SECTION

MISSION/Program Description

THIS DIVISION'S MISSION IS: TO PROVIDE COMPARABLE TRANSPORTATION FOR THOSE PERSONS WHO HAVE A DISABILITY THAT PREVENTS THEM FROM USING THE BOROUGH'S FIXED ROUTE SERVICE (MACS).

Van Tran is the Borough's demand-response, door-to-door transportation service. Van Tran uses wheelchair lift-equipped vans to transport eligible riders within a ¾ mile boundary of all MACS routes and to other areas outside the ¾ mile boundary, on a space and time available basis. The system also provides rides to the elderly in our community on the space and time available basis.

Major Long-Term Issues and Concerns

- Develop better methods to efficiently dispatch and schedule patrons and drivers by changing how rides are scheduled.
- Meet the community's demand for a safe, reliable, and cost-effective transportation system for the disabled in a responsive and efficient manner.
- Assure compliance with the Americans with Disabilities Act (ADA) as it applies to the Transportation Department.
- Meet the growing need for transportation services in a geographically dispersed residential community, and the increasing senior population.
- Develop an efficient partnership with other transportation providers to meet the growing transportation needs.
- Travel training program for disabled persons on how to use public transportation.
- Vehicle replacement – there is no defined mechanism or schedule for vehicle replacement.

Objectives for FY 2017

- Create additional rider capacity through increased efficiency.
- Deliver superior customer service to ADA patrons while maintaining compliance with ADA regulations.
- Continue monitoring new assessment process.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.
- Reduction in fuel costs due to the cost of fuel.

Previous Year's Accomplishments

- Created additional rider capacity through increased efficiency.
- Denial rate of 0% for Priority A rides.
- Implemented a new ADA Van Tran eligibility assessment program.

Dept: Transportation
Sec: Van Tran
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

	Measures and Accomplishments	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
1	Total Ridership	20,082	19,931	21,382	21,000	21,000
2	ADA Rides Provided (First Priority)[1]	17,778	17,378	18,803	18,000	18,000
3	Rides Denied (First Priority)[1]	0	0	1	0	0
4	Percent Denied (First Priority)[1]	0%	0%	0%	0%	0%
5	Rides Provided (Second Priority)[2]	2,304	2,553	2,579	2,500	2,500
6	Average Rides per Hour	1.59	1.59	1.78	2.00	2.00
7	Annual Revenue Miles	133,862	131,778	137,848	130,000	130,000
8	Cost per Revenue Mile	$9.87	$9.01	$8.69	$8.50	$8.50
9	Annual Revenue Hours	10,447	10,365	10,370	10,000	10,000
10	Cost per Hour	$126.44	$119.06	$115.53	$110.00	$110.00
11	Cost per Trip	$65.78	$61.91	$56.03	$50.00	$50.00
12	No Shows and Late Cancellations	3,019	1,928	1,534	1,500	1,500

* Estimated

[1]**First Priority -** Persons unable to use scheduled buses because of disabilities and whose trip origins and destinations are within 3/4 mile of a bus route.

[2]**Second Priority -** Persons with disabilities whose trip origins or destinations are outside 3/4 mile of a bus route.

Fairbanks North Star Borough

Personnel Summary
Dept: Transportation
Div: Public Transportation
Sec: Van Tran

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Customer Service Representative	VL	1.00	1.00	1.00	50,700	1.00	50,700	1.00	51,800
Customer Service Representative	VL		1.00	1.00	54,640	1.00	54,640	1.00	55,770
Van Tran Driver	VL	0.88	0.88	0.93	44,500	0.93	44,500	0.75	36,630
Van Tran Driver	VL	0.75	0.75	0.75	35,890	0.75	35,890	0.91	44,440
Van Tran Driver	VL	0.75	0.88	0.83	39,720	0.83	39,720	0.75	36,630
Van Tran Driver	VL	0.75	0.75	0.75	38,060	0.75	38,060	0.75	38,920
Van Tran Driver	VL	0.88	0.81	0.75	38,670	0.75	38,670	0.81	37,870
Van Tran Driver	VL	0.81	0.75	0.75	37,520	0.75	37,520	0.75	36,110
Van Tran Driver	VL	0.96	0.96	0.96	53,300	0.96	53,300	0.79	44,780
Van Tran Extraboard	VL	0.86	0.79	0.79	36,710	0.79	36,710	1.00	45,390
Van Tran Extraboard	VL	0.86	0.88	1.00	45,110	1.00	45,110	1.00	45,390
Overtime	OT				6,220		6,220		6,220
Temporaries	TH				850		850		850
New Dvr Trn./Sfty Mtg.	SD				12,480		12,480		12,480
Standby	SD				1,670		1,670		1,670
Less Direct Charges to Grants:	VL								
Former Position:									
Van Tran Supervisor	L	1.00							
Van Tran Driver	VL	0.75							
Van Tran Extraboard	VL	0.85	0.90						
TOTALS:		11.10	10.35	9.51	496,040	9.51	496,040	9.51	494,950

Footnotes:

(L) Member of Laborers' Local Union; Transit Wage Scale
(VL) Member of Laborers' Local Union; Van Tran Wage Scale

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
dnj	1/7/16	TRAN	VAN		11.35	11.10	10.35	NormOpr	PS-FTE		

Operating Budget

11	pm	1/23/16	TRAN	VAN	50505	483,838	446,942	439,729	NormOpr	PS-Permanent Salaries		11
12	pm	1/23/16	TRAN	VAN	50510	1,613	1,500	2,323	NormOpr	PS-Overtime Wages		12
13	pm	1/23/16	TRAN	VAN	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14	pm	1/23/16	TRAN	VAN	50520	334,556	282,604	259,856	NormOpr	PS-Benefits		14
15	dnj	1/7/16	TRAN	VAN	51105	508	864	1,417	NormOpr	COMD-Office Supplies		15
16	dnj	1/7/16	TRAN	VAN	51106	0	0	371	NormOpr	COMD - Computer Supplies		16
17	dnj	3/8/16	TRAN	VAN	51110	385	220	1,204	NormOpr	COMD-Operating Supplies		17
18	dnj	1/7/16	TRAN	VAN	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19	dnj	3/9/16	TRAN	VAN	51120	102	227	645	NormOpr	COMD-Repair and Maint. Supplies		19
20	dnj	3/9/16	TRAN	VAN	51130	2,468	2,298	1,924	NormOpr	COMD-Clothing Supplies		20
21	ab	3/14/16	TRAN	VAN	51210	77,782	70,827	64,975	NormOpr	COMD-Motor Fuels and Lubricants	Gasoline	21
22	dnj	1/7/16	TRAN	VAN	51250	0	(17)	57	NormOpr	COMD-Equipment Parts		22
23	dnj	1/7/16	TRAN	VAN	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24	dnj	1/7/16	TRAN	VAN	61525	415	200	0	NormOpr	CONTR-Communications		24
25	dnj	1/7/16	TRAN	VAN	61580	0	0	0	NormOpr	CONTR-Travel		25
26	dnj	1/7/16	TRAN	VAN	61581	250	0	250	NormOpr	CONTR-Profnl Dues/Mtgs	Alaska Mobility Coalition Membership	26
27	dnj	3/9/16	TRAN	VAN	61582	2,236	3,576	1,361	NormOpr	CONTR-Training	RouteMatch Training for Supervisors and Customer Service Representatives	27
28	dnj	1/7/16	TRAN	VAN	61610	1,571	1,237	1,633	NormOpr	CONTR-Advertising, Printing & Binding	Van Tran brochures, coupons, door hangers	28
29	dnj	1/7/16	TRAN	VAN	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		29
30	dnj	1/7/16	TRAN	VAN	61710	9,920	24,490	24,890	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Service at Transit Center	30
31	dnj	1/7/16	TRAN	VAN	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		31
32	dnj	1/21/16	TRAN	VAN	61780	58,800	75,300	66,500	NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle /Equipment Repairs	32
33	dnj	1/7/16	TRAN	VAN	61810	0	0	0	NormOpr	CONTR-Rent		33
34	dnj	1/7/16	TRAN	VAN	61830	24,670	29,431	38,246	NormOpr	CONTR-Utilities	Electric, Steam Heat, Water & Sewer for Downtown Transit Center	34
35	dnj	1/7/16	TRAN	VAN	61920	0	0	1,850	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge	35

Transportation - Van Tran

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	9.51	9.51	0.00	9.51	9.51	9.51		9.51	
11	488,970	488,970	(1,090)	487,880	487,880	487,880	Net change in personnel costs due to longevity adjustments	487,880	11
12	6,220	6,220	0	6,220	6,220	6,220		6,220	12
13	850	850	0	850	850	850		850	13
14	319,990	319,990	(8,130)	311,860	311,860	311,860	Net change is due to salary adjustments and in benefit rate	311,860	14
15	1,500	1,500	0	1,500	1,500	1,500		1,500	15
16	500	500	0	500	500	500		500	16
17	2,300	2,300	(900)	1,400	1,400	1,400	Adjusted based on actuals	1,400	17
18	0	0	0	0	0	0		0	18
19	1,000	1,000	(100)	900	900	900	Decrease based on actual cost.	900	19
20	3,840	3,840	(1,000)	2,840	2,840	2,840	Decrease based on actual cost.	2,840	20
21	76,540	76,540	(27,270)	49,270	49,270	49,270	Decrease in price per gallon	49,270	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	250	250	0	250	250	250		250	26
27	5,000	5,000	(2,500)	2,500	2,500	2,500	Decrease to allow only one person per year.	2,500	27
28	1,500	1,500	0	1,500	1,500	1,500		1,500	28
29	0	0	0	0	0	0		0	29
30	26,040	26,040	0	26,040	26,040	26,040		26,040	30
31	0	0	0	0	0	0		0	31
32	74,300	74,300	(74,300)	0	0	0	No interdepartmental maintenance charge	0	32
33	0	0	0	0	0	0		0	33
34	33,200	33,200	0	33,200	33,200	33,200		33,200	34
35	0	0	0	0	0	0		0	35

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
36	dnj	1/7/16	TRAN	VAN	61950				NormOpr	CONTR-Other Contractual Services	Employee Parking at Sadler's parking lot for Transit Center employees	36
37	dnj	1/7/15	TRAN	VAN	61950				NormOpr	CONTR-Other Contractual Services	Driver/System Evaluator	37
38	dnj	1/11/16	TRAN	VAN	61950				NormOpr	CONTR-Other Contractual Services	RouteMatch software technical support	38
39	dnj	1/7/16	TRAN	VAN	61950				NormOpr	CONTR-Other Contractual Services	Drug Testing Contract	39
40	dnj	1/7/16	TRAN	VAN	61950				NormOpr	CONTR-Other Contractual Services	Applicant Eligibility Appeals	40
41	dnj	1/7/16	TRAN	VAN	61950	38,321	44,329	28,472	NormOpr	CONTR-Other Contractual Services		41
42	dnj	1/7/16	TRAN	VAN		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		42
43	dnj	1/7/16	TRAN	VAN	72001	980	0	0	NormOpr	CAPITAL-Controlled Assets		43
44	dnj	1/7/16	TRAN	VAN	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		44
45	dnj	1/7/16	TRAN	VAN	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		45
46	dnj	1/7/16	TRAN	VAN	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		46
47	dnj	1/7/16	TRAN	VAN	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		47
48	dnj	1/7/16	TRAN	VAN	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		48
49	dnj	1/7/16	TRAN	VAN	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		49
50	dnj	1/7/16	TRAN	VAN	72030	0	0	0	NormOpr	CAPITAL-Library Materials		50
51	dnj	1/7/16	TRAN	VAN	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		51
52	dnj	1/7/16	TRAN	VAN	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		52
53						**1,038,415**	**984,028**	**935,703**			**Totals:**	53
54												54
55												55
56												56
57												57
58												58
59												59
60												60
61												61
62												62

Transportation - Van Tran

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
36	1,360	1,360	170	1,530		0	Increase for new contractual agreement.	0	36
37	1,500	1,500	0	1,500		0		0	37
38	33,400	33,400	6,170	39,570		0	Increase due to contractual agreement of services.	0	38
39	1,930	1,930	0	1,930		0		0	39
40	5,000	5,000	0	5,000				0	40
41					49,530	49,530		49,530	41
42	0	0	0	0	0	0		0	42
43	0	0	0	0	0	0		0	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	0	0	0	0	0	0		0	49
50	0	0	0	0	0	0		0	50
51	0	0	0	0	0	0		0	51
52	0	0	0	0	0	0		0	52
53	**1,085,190**	**1,085,190**	**(108,950)**	**976,240**	**976,240**	**976,240**		**976,240**	53
54									54
55					**976,240**	**xcheck total**			55
56									56
57									57
58	Amount allocated through staff benefit rate			$ 487,880	27.0%	$ 131,728	Perm wages x 27.0% Health & life insurance cost		58
59	Amount allocated through staff benefit rate			$ -	27.0%	$ -	Project wages x 27.0% Health & life insurance cost		59
60						$ 131,728			60
61									61
62	Health & life insurance cost by employee			$ 1,720	11.00	$ 227,040	$1,720 per employee per month x # employees (bodies) x 12 months		62

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
63												63
64	**Transit Enterprise Fund Revenue**											64
65	b	c	d	e	f	g	h	i	j	k	l	
66												
67					Object	FY 12/13	FY 13/14	FY 14/15	Program			
68	By	Date	Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	
69					Number							
70			TRAN	VAN	44053	42,136	39,009	41,492	NormOpr	Van Tran Fares		70
71												71
72						**42,136**	**39,009**	**41,492**			**Totals:**	72
73												73
74												74

Transportation - Van Tran

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
63									63
64									64
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	65 66 67 68 69
70	40,000	40,000	0	40,000	40,000	40,000		40,000	70
71									71
72	**40,000**	**40,000**	**0**	**40,000**	**40,000**	**40,000**		**40,000**	72
73									73
74					**40,000**	**xcheck total**			74

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF TRANSPORTATION – VEHICLE FLEET MAINTENANCE DIVISION

MISSION/Program Description

THIS DIVISION'S MISSION IS: TO PROVIDE MAINTENANCE FOR BOROUGH VEHICLES SO THAT THEY ARE SAFE AND RELIABLE. The Fairbanks North Star Borough Vehicle Fleet Maintenance is tasked with the repair and general maintenance of all Borough-owned vehicles. Additionally, ambulances and fire trucks are serviced within our facility. The Borough transit garage is also the facility that performs all maintenance functions for the transit buses and paratransit vehicles.

Major Long-Term Issues and Concerns

- Provide vehicle maintenance for all Borough Departmental and Fire Service Area vehicles in a professional, timely and cost-effective manner.
- Increased maintenance demands have reached the maximum capacity of the current facility which drives the need for additional space.
- Heated indoor parking for the department based on expanding routes, increase of longer buses.

Objectives for FY 2017

- Provide vehicle maintenance to all Borough Departments.
- Provide vehicle maintenance for all Fire Service Area contracts on a bill back basis.
- Process all Borough vehicle acceptance and licensing requirements while maintaining files accordingly.
- Continue to provide fuel service for all departments.
- Make available to all Borough Departments and Fire Service Areas the operational and repair cost of their respective vehicles so that they have accurate records for budgetary and future vehicle requirements.
- Maintain a prescribed vehicle parts inventory and conduct parts in compliance with all local and federal procurement requirements and maintaining proper inventory controls.

Significant Budget Changes

- The FY 2017 budget reflects a net change in personnel costs due to cost of living adjustments, longevity and benefit rate changes.
- Accept 3.5 FTE from Transit Operations divisions.
- Move all associated costs from personnel services, commodities and contractual services categories from Transit Operations to Vehicle Fleet Maintenance division.
- Reduction in fuel and utility costs due to the cost of fuel.

Previous Year's Accomplishments

- Provided maintenance on Borough fleet and for the Fire Service Areas.
- Continued to repair major and minor body damage to several transit buses.
- Upgraded diagnostic tools to keep up with the technology of the new vehicles.
- Provided training classes for ever changing technology on new tools and equipment.
- Purchased vehicle filter cleaning system.
- Completed the FTA triennial review process.

Dept: Transportation
Div: Vehicle Equipment Fleet Maintenance
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
1. Number of Vehicles					
MACS	18	19	15	15	15
Van Tran	8	9	7	7	7
FNSB Fleet - over the road vehicles	107	101	101	101	101
FNSB Fleet - off-road/other equipment	103	92	92	92	92
FNSB Emergency vehicles - ambulances	12	11	11	11	11
FNSB Emergency vehicles - fire trucks	39	35	35	35	35
FNSB Emergency vehicles - other	46	48	48	48	48
2. "A" PM services (3,000 - 6,000 miles) Includes oil change, lubrication, check fluids					
MACS	67	96	105	105	105
Van Tran	31	30	32	32	32
FNSB Fleet - over the road vehicles	106	119	145	145	145
FNSB Fleet - off-road/other equipment	5	8	7	7	7
FNSB Emergency vehicles - ambulances	8	11	11	11	11
FNSB Emergency vehicles - fire trucks	8	4	2	2	2
FNSB Emergency vehicles - other	8	5	4	4	4
3. "B" PM services (24,000 - 30,000 miles) Includes "A" service plus driveline maintenance					
MACS	9	10	11	11	11
Van Tran	7	6	6	6	6
FNSB Fleet - over the road vehicles	11	12	11	11	11
FNSB Fleet - off-road/other equipment	4	-	1	1	1
FNSB Emergency vehicles - ambulances	2	3	2	2	2
FNSB Emergency vehicles - fire trucks	-	1	-	-	-
FNSB Emergency vehicles - other	2	1	-	-	-
4. Other repairs/maintenance[2]					
MACS	391	450	425	425	425
Van Tran	182	150	150	150	150
FNSB Fleet - over the road vehicles	257	272	267	267	267
FNSB Fleet - off-road/other equipment	67	45	39	39	39
FNSB Emergency vehicles - ambulances	67	65	52	52	52
FNSB Emergency vehicles - fire trucks	11	42	37	37	37
FNSB Emergency vehicles - other	27	26	8	8	8
Non-FNSB - fire trucks[1]	4	3	1	1	1
Additional Statistical Accomplishments					
Percent of total labor hours					
FNSB	99%	99.50%	96.80%	96.80%	96.80%
Fire Service Areas	1%	0.5%	3.2%	3.2%	3.2%
Revenue generated (parts & labor)					
FNSB	$1,061,648	$1,081,739	$1,184,107	$1,184,107	$1,184,107
Fire Service Areas	$6,941	$3,980	$38,662	$38,662	$38,662
Tire changes - summer to winter to summer	240	240	23	23	23

*Estimated

[1]Non-FNSB ambulances, fire trucks, other emergency vehicles belong to Delta, Ft. Wainwright, North Pole, etc.

[2]Other repairs/maintenance include any service outside the PM service; e.g. engine leaks, check engine light etc.

Fairbanks North Star Borough

Personnel Summary
Dept: Transportation
Div: Vehicle Fleet Maintenance

Employee Classification	Range	2014 Actual No.	2015 Actual No.	2015/16 Approved No.	2015/16 Approved Salary	2015/16 Revised No.	2015/16 Revised Salary	2016/17 Recommended No.	2016/17 Recommended Salary
Maintenance Supervisor (S)	L	0.50	0.50	0.50	45,870	0.50	45,870	1.00	93,650
Mechanic - Light Duty	L	1.00	1.00	1.00	92,710	1.00	92,710	1.00	94,690
Mechanic - Light Duty	L	1.00	1.00	1.00	90,020	1.00	90,020	1.00	91,930
Mechanic - Heavy Duty	L							1.00	73,540
Mechanic - Heavy Duty	L							1.00	81,620
Mechanic - Heavy Duty	L	1.00	1.00	1.00	79,900	1.00	79,900	1.00	81,620
Mechanic Helper	L							1.00	39,380
Administrative Assistant I	5	1.00	1.00	1.00	57,070	1.00	57,070	1.00	58,320
Overtime	OT				7,530		7,530		9,530
Temporaries	TH				7,820		7,820		7,820
New Dvr Trn./Sfty Mtg.	SD				1,000		1,000		1,000
Callout/Stand-by	SD				4,500		4,500		4,500
TOTALS:		4.50	4.50	4.50	386,420	4.50	386,420	8.00	637,600

Footnotes:
(L) Member of Laborers' Local Union
(S) Position split between Transit Division

FY 2017 BUDGET WORKSHEET:

b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
dnj		TRAN	VFM					TransOpr	PS-FTE		
dnj		TRAN	VFM		5.30	4.50	4.50	NormOpr	PS-FTE		

Operating Budget

12	pm	1/23/16	TRAN	VFM	50505	337,125	340,357	317,509	NormOpr	PS-Permanent Salaries		12
13	pm	1/23/16	TRAN	VFM	50510	9,434	2,714	2,158	NormOpr	PS-Overtime Wages		13
14	pm	1/23/16	TRAN	VFM	50515	1,264	5,679	1,626	NormOpr	PS-Temporary Salaries		14
15	pm	1/23/16	TRAN	VFM	50520	237,360	218,924	195,703	NormOpr	PS-Benefits		15
16	dnj	1/7/16	TRAN	VFM	51105	315	463	416	NormOpr	COMD-Office Supplies		16
17		1/13/16	TRAN	VFM	51106	0	118	1,018	NormOpr	COMD - Computer Supplies	Genesis Scan Tool Software update and other supplies	17
18	dnj	1/7/16	TRAN	VFM	51110	407	960	180	NormOpr	COMD-Operating Supplies		18
19	dnj	1/8/16	TRAN	VFM	51115	1,500	22,109	0	NormOpr	COMD-Books and Periodicals		19
20	dnj	1/7/16	TRAN	VFM	51120				NormOpr	COMD-Repair and Maint. Supplies	Tool Reimbursement	20
21	dnj	1/7/16	TRAN	VFM	51120				NormOpr	COMD-Repair and Maint. Supplies	Small tools, nuts / bolts for fleet maintenance	21
22	dnj	1/13/16	TRAN	VFM	51120				TransOpr	COMD-Repair and Maint. Supplies	Small tools, nuts / bolts for bus fleet	22
23	dnj	1/13/16	TRAN	VFM	51120	7,718	0	23,905	NormOpr	COMD-Repair and Maint. Supplies		23
24	dnj	1/13/16	TRAN	VFM	51130				NormOpr	COMD-Clothing Supplies		24
25	dnj	1/13/16	TRAN	VFM	51130				TransOpr	COMD-Clothing Supplies		25
26	dnj	1/13/16	TRAN	VFM	51130	286	420	513	NormOpr	COMD-Clothing Supplies		26
27	ab	3/14/16	TRAN	VFM	51210				NormOpr	COMD-Motor Fuels and Lubricants	Gasoline	27
28	ab	3/14/16	TRAN	VFM	51210				NormOpr	COMD-Motor Fuels and Lubricants	Vehicle Fleet Maint. Gasoline - T1-01 an T10-07	28
29	ab	3/14/16	TRAN	VFM	51210				NormOpr	COMD-Motor Fuels and Lubricants	Lubricants	29
30	ab	3/14/16	TRAN	VFM	51210				TransOpr	COMD-Motor Fuels and Lubricants	Lubricants for bus fleet	30
31	ab	3/14/16	TRAN	VFM	51210	191,498	192,229	202,235	NormOpr	COMD-Motor Fuels and Lubricants		31

Transportation - Vehicle Fleet Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
	0.00	0.00	3.50	3.50			Associated FTE's with Transit Transfer		
	4.50	4.50	0.00	4.50	8.00	8.00		8.00	
12	371,070	371,070	249,180	620,250	620,250	620,250	Net change in personnel costs due to longevity adjustments and transfer of 3.50 FTE's from Transit	620,250	12
13	7,530	7,530	2,000	9,530	9,530	9,530	Associated costs with Transit Transfer	9,530	13
14	7,820	7,820	0	7,820	7,820	7,820		7,820	14
15	245,490	245,490	152,700	398,190	398,190	398,190	Net change is due to salary adjustments and benefit rate	398,190	15
16	500	500	0	500	500	500		500	16
17	850	850	150	1,000	1,000	1,000	Increase in cost of software	1,000	17
18	500	500	0	500	500	500		500	18
19	0	0	0	0	0	0		0	19
20	1,500	1,500	300	1,800		0	Increased to add Shop Foreman - Laborers' 942 Collective Bargaining Agreement	0	20
21	23,000	23,000	0	23,000		0		0	21
22	0	0	16,000	16,000		0	Associated costs with Transit Transfer	0	22
23					40,800	40,800		40,800	23
24	1,300	1,300	0	1,300		0		0	24
25	0	0	500	500		0	Associated costs with Transit Transfer	0	25
26			0		1,800	1,800		1,800	26
27	219,170	219,170	(65,570)	153,600		0	Decrease in cost per gallon	0	27
28	4,000	4,000	(960)	3,040		0	Decrease in cost per gallon	0	28
29	10,960	10,960	(4,730)	6,230		0	Decrease in cost per gallon	0	29
30	0	0	14,600	14,600		0	Associated costs with Transit Transfer	0	30
31					177,470	177,470		177,470	31

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
32	dnj	1/13/16	TRAN	VFM	51250				NormOpr	COMD-Equipment Parts	Non Scheduled Maint Repairs	32
33	dnj	1/13/16	TRAN	VFM	51250				NormOpr	COMD-Equipment Parts	Parts for fleet vehicles	33
34	dnj	1/13/16	TRAN	VFM	51250				TransOpr	COMD-Equipment Parts	Parts for bus fleet	34
35	dnj	2/4/16	TRAN	VFM	51250				NewPrgm	COMD-Equipment Parts	Parts for bus fleet - Red Line	35
36	dnj	1/13/16	TRAN	VFM	51250	79,827	(4,545)	174,356	NormOpr	COMD-Equipment Parts		36
37	dnj	1/7/16	TRAN	VFM	61510	0	0	0	NormOpr	CONTR-Professional Services		37
38	dnj	1/7/16	TRAN	VFM	61525				NormOpr	CONTR-Communications	Shipping for parts / core repair	38
39	dnj	1/13/16	TRAN	VFM	61525				TransOpr	CONTR-Communications	Shipping for bus parts / core repair	39
40	dnj	1/13/16	TRAN	VFM	61525	345	177	173	NormOpr	CONTR-Communications		40
41	dnj	1/7/16	TRAN	VFM	61580				NormOpr	CONTR-Travel	Ambulance inspections	41
42	dnj	1/13/16	TRAN	VFM	61580				TransOpr	CONTR-Travel		42
43	dnj	1/13/16	TRAN	VFM	61580	127	252	252	NormOpr	CONTR-Travel		43
44	dnj	1/7/16	TRAN	VFM	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs		44
45	dnj	1/7/16	TRAN	VFM	61582				NormOpr	CONTR-Training	Mechanic training	45
46	dnj	1/13/16	TRAN	VFM	61582				TransOpr	CONTR-Training	Mechanic bus related training	46
47	dnj	1/13/16	TRAN	VFM	61582	205	498	0	NormOpr	CONTR-Training		47
48	dnj		TRAN	VFM	61610	0	0	0	NormOpr	CONTR-Advertising, Printing & Binding		48
49	dnj	1/7/16	TRAN	VFM	61640	0	0	0	NormOpr	CONTR-Insurance and Bonding		49
50	dnj	1/7/16	TRAN	VFM	61710	4,360	6,380	6,380	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds	Janitorial Service Transit Maintenance Center	50
51	dnj	1/7/16	TRAN	VFM	61750	0	0	90	NormOpr	CONTR-Repairs & Maint. - Office Equipment		51
52	dnj	1/21/16	TRAN	VFM	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Vehicle /Equipment Repairs T1-01, T10-07, T37-09	52
53	dnj	1/13/16	TRAN	VFM	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Non Scheduled Maint Repairs	53
54	dnj	1/13/16	TRAN	VFM	61780				NormOpr	CONTR-Repairs & Maint. - Other Equipment	Specialized Repairs to Borough vehicles	54
55	dnj	1/13/16	TRAN	VFM	61780				TransOpr	CONTR-Repairs & Maint. - Other Equipment	Specialized Repair Services on buses	55
56	dnj	1/13/16	TRAN	VFM	61780	15,086	15,342	20,635	NormOpr	CONTR-Repairs & Maint. - Other Equipment		56
57	dnj	1/7/16	TRAN	VFM	61810	0	0	0	NormOpr	CONTR-Rent		57

Transportation - Vehicle Fleet Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
32	10,600	9,721	779	10,500		0	Annual adjustment based on total VEFF fleet maintenance charges for major repairs	0	32
33	112,000	112,000	0	112,000		0		0	33
34	0	0	170,000	170,000		0	Associated costs with Transit Transfer	0	34
35	0	0	39,140	39,140			Decrease headway for Red Line - increase service		35
36					331,640	331,640		331,640	36
37	0	0	0	0	0	0		0	37
38	300	300	0	300		0		0	38
39	0	0	550	550		0	Associated costs with Transit Transfer	0	39
40					850	850		850	40
41	500	500	0	500		0		0	41
42	0	0	2,000	2,000		0	Associated costs with Transit Transfer	0	42
43					2,500	2,500		2,500	43
44	0	0	0	0	0	0		0	44
45	2,070	2,070	0	2,070		0		0	45
46	0	0	3,000	3,000		0	Associated costs with Transit Transfer	0	46
47					5,070	5,070		5,070	47
48	0	200	(200)	0	0	0	Realign to Approved	0	48
49	0	0	0	0	0	0		0	49
50	6,380	6,380	0	6,380	6,380	6,380		6,380	50
51	0	0	0	0	0	0		0	51
52	2,500	2,500	(2,500)	0		0	No interdepartmental maintenance charge	0	52
53	10,600	10,400	100	10,500		0	Annual adjustment based on total VEFF fleet maintenance charges for major repairs	0	53
54	21,900	21,900	0	21,900		0		0	54
55	0	0	47,500	47,500		0	Associated costs with Transit Transfer	0	55
56					79,900	79,900		79,900	56
57	0	0	0	0	0	0		0	57

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
58	dnj	1/7/16	TRAN	VFM	61830				NormOpr	CONTR-Utilities	Dumpster Service for Transit Maintenance Center	58
59	dnj	3/9/16	TRAN	VFM	61830	50,477	45,151	40,948	NormOpr	CONTR-Utilities	Electricity, Heating Oil, Tipping Fees, Water and Sewer for Transit Maintenance Center	59
60	dnj	1/13/16	TRAN	VFM	61920	4,180	4,180	4,180	NormOpr	CONTR-Equipment Leases	Vehicle /Equipment Replacement Charge T1-01 & T10-05	60
61	dnj	1/12/16	TRAN	VFM	61950				NormOpr	CONTR-Other Contractual Services	DMV Vehicle Registrations, Licensing and CDL	61
62	dnj	3/9/16	TRAN	VFM	61950				NormOpr	CONTR-Other Contractual Services	Computer software maintenance agreements; license fees. - Alldata, Dossier, Allison, Wabco and Cummins Lite, Cummins quick Service, Ford VCM II	62
63	dnj	1/11/16	TRAN	VFM	61950				TransOpr	CONTR-Other Contractual Services	Dossier maintenance software technical support, Wabco, Allison and Cummins Lite licenses	63
64	dnj	1/7/16	TRAN	VFM	61950				NormOpr	CONTR-Other Contractual Services	Towing for Borough Vehicles	64
65	dnj	1/13/16	TRAN	VFM	61950				TransOpr	CONTR-Other Contractual Services	Towing for Bus Fleet	65
66	dnj	1/13/16	TRAN	VFM	61950	7,433	8,606	7,804	NormOpr	CONTR-Other Contractual Services		66
67	dnj	1/7/16	TRAN	VFM		0	0	0	NormOpr	Grants-Local Match & Indirect Costs		67
68	dnj	1/21/16	TRAN	VFM	72001	0	0	4,417	NormOpr	CAPITAL-Controlled Assets		68
69	dnj	1/7/16	TRAN	VFM	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		69
70	dnj	1/7/16	TRAN	VFM	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		70
71	dnj	1/7/16	TRAN	VFM	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		71
72	dnj	1/7/16	TRAN	VFM	72015	0	0	0	NormOpr	CAPITAL-Rolling Equipment		72
73	dnj	1/7/16	TRAN	VFM	72020	0	0	0	NormOpr	CAPITAL-Machinery & Other Equipment		73
74	dnj	1/7/16	TRAN	VFM	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		74
75	dnj	1/7/16	TRAN	VFM	72030	0	0	0	NormOpr	CAPITAL-Library Materials		75
76	dnj	1/7/16	TRAN	VFM	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		76

Transportation - Vehicle Fleet Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
58	1,830	1,830	0	1,830		0		0	58
59	55,970	55,970	(11,490)	44,480	46,310	46,310	Decrease based on actual cost.	46,310	59
60	4,800	4,800	16,000	20,800	20,800	20,800	Increase for Vehicle/Equipment Replacement charge	20,800	60
61	2,200	2,200	150	2,350		0	Increase in CDL renewals and registrations	0	61
62	9,830	9,830	(2,500)	7,330		0	Decrease based on actual cost.	0	62
63	0	0	2,200	2,200			Associated costs with Transit Transfer		63
64	3,000	3,000	0	3,000		0		0	64
65	0	0	1,500	1,500		0	Associated costs with Transit Transfer	0	65
66					16,380	16,380		16,380	66
67	0	0	0	0	0	0		0	67
68	0	879	(879)	0	0	0	Floor jack purchase	0	68
69	0	0	0	0	0	0		0	69
70	0	0	0	0	0	0		0	70
71	0	0	0	0	0	0		0	71
72	0	0	0	0	0	0		0	72
73	0	0	0	0	0	0		0	73
74	0	0	0	0	0	0		0	74
75	0	0	0	0	0	0		0	75
76	0	0	0	0	0	0		0	76

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
77	dnj	1/7/16	TRAN	VFM	72040	0	0	0	NormOpr	CAPITAL-Other Capital Items		77
78						948,947	860,014	1,004,498			Normal Operations Totals:	78
79												79
80												80
81												81
82												82
83												83
84												84
85												85
86												86

Transit Enterprise Fund Revenue

	b	c	d	e	f	g	h	i	j	k	l	
87												
88												
89												
90	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
91												
92	dnj	1/29/16	TRAN	VFM	44056	462,100	399,033	359,371	NormOpr	Maintenance Servicing Fees	Cost for maintenance on vehicles/equip on FNSB Vehicles	92
93	dnj	1/29/16	TRAN	VFM	44056				NormOpr	Maintenance Servicing Fees	Cost for maintenance on vehicles/equip on Fire Service Area Vehicles	93
94	dnj	1/29/16	TRAN	VFM	44057	363	898	90	NormOpr	Maintenance Vehicle Washing Fees		94
95	dnj	1/29/16	TRAN	VFM	45070	186,750	194,845	188,104	NormOpr	Motor Fuels and Lubricants	Fuel is sold at cost	95
96	dnj	1/29/16	TRAN	VFM	45047	7,628	28,992	0	NormOpr	Misc Other Revenue		96
97						656,841	623,768	547,565			Totals:	97
98												98
99												99

Transportation - Vehicle Fleet Maintenance

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
77	0	0	0	0	0	0		0	77
78	**1,138,170**	**1,138,170**	**629,520**	**1,767,690**	**1,767,690**	**1,767,690**		**1,767,690**	78
79									79
80					**1,767,690**	**xcheck total**			80
81									81
82	Amount allocated through staff benefit rate			$ 620,250	27.0%	$ 167,468	Perm wages x 27.0% Health & life insurance cost		82
83									83
84	Health & life insurance cost by employee			$ 1,720	8.00	$ 165,120	$1,720 per employee per month x # employees (bodies) x 12 months		84
85									85
86									86

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
87									87
88									88
89									89
90									90
91									91
92	440,800	440,800	(155,600)	285,200	285,200	285,200	Decrease due to no longer charging Transportation Department maintenance fees.	285,200	92
93	45,500	45,500	(6,840)	38,660	38,660	38,660	Decrease in service repairs.	38,660	93
94	100	100	0	100	100	100		100	94
95	209,300	209,300	(55,700)	153,600	153,600	153,600	Decrease in cost per gallon	153,600	95
96	0	0	0	0	0	0		0	96
97	**695,700**	**695,700**	**(218,140)**	**477,560**	**477,560**	**477,560**		**477,560**	97
98									98
99					**477,560**	**xcheck total**			99

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PROGRAM BUDGET SUMMARY

DEPARTMENT OF TRANSPORTATION – VEHICLE EQUIPMENT FLEET FUND PROGRAM (VEFF)

MISSION/Program Description

THIS DIVISION'S MISSION IS: TO PROVIDE SCHEDULED REPLACEMENTS OF VEHICLES AND EQUIPMENT TO ALL BOROUGH DEPARTMENTS AND FIRE SERVICE AREAS TO FACILITATE THEIR DUTIES. The VEFF Program automatically replaces vehicles and equipment once their useful life has expired. Funding for this program is provided from each individual Department's annual budget, thus reflecting the actual costs of each group's use of vehicles and equipment.

Major Long-Term Issues and Concerns

- Making adjustments to departmental costs for current inflation rates and interest fees for financing.
- Re-evaluate the Borough Fleet's expected life for replacement.

Objectives for FY 2017

- Maintain cost analysis for each unit purchased or replaced through the vehicle/equipment replacement program to provide an accurate real cost expense associated with the operation of vehicles and equipment owned by the Borough.
- Provide appropriate, dependable vehicles and equipment to all Borough Departments.
- Provide technical assistance to Borough Departments in the development of vehicle specifications unique to their operations.
- Ensure that all departments utilizing vehicles and equipment currently in operation are providing for the depreciation of that equipment. This will continue the necessary funding needed to replace the equipment once its useful life has expired.
- Replace vehicles and equipment in the fleet that are no longer cost effective to repair.
- Evaluate scheduled vehicle replacements with appropriate Department directors to ensure the most cost effective and fuel efficient fleet while meeting the missions of each Department.

Significant Budget Changes

- Changes reflect adjustments to replacement and purchase of vehicles/equipment.

Previous Year's Accomplishments

- Completing the fifteenth (16th) year of purchases of vehicles and equipment through the Vehicle Equipment Fleet Fund.
- Projects on all vehicles and equipment have been delivered or are on order.
- Developed maintenance costs on an individual unit basis based on historical cost per mile data.

Dept: Transportation
Div: Vehicle Equipment Fleet Fund
Measures & Statistical Accomplishments

The FNSB intends to measure the success of this section by the use of the following measures, over time.

Measures	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16* Budget	2016/17* Budget
Measure 1. Vehicle/Equipment Units Replaced/Purchased	9	10	25	9	12
Measure 2. Estimated cost of Vehicle/Equipment Replaced	$477,076	$436,195	$900,193	$406,460	$303,820
Measure 3. Actual cost of Vehicle/Equipment Replaced	$438,524	$444,136	$464,725	$0	$0

*Estimated

VEHICLE EQUIPMENT FLEET FUND
LIST OF VEHICLES AND EQUIPMENT TO BE REPLACED IN FY 2017

Unit Number	Year Purchased	Model	Life	Estimated Replacement Year	Estimated Replacement Price
GENERAL FUND:					
AC4-07	2007	FORD F150 PU ANIMAL CONTROL	10	2017	33,490
PF18-07	2007	FORD E350 VAN	10	2017	34,810
PR202-00	2000	JOHN DEERE 4300 TRACTOR	17	2017	26,830
PR276-00	2000	HMDE TRAILER	17	2017	5,300
PR281-00	2000	TRAILTECH H235	17	2017	10,620
PR322-05	2005	BACHTOLD BRUSH MOWER	12	2017	3,700
PR323-07	2007	GRASSHOPPER 0' 72" MOWER	10	2017	21,640
PR378-00	2000	INTERPIPE 990 WATER TRAILER	17	2017	48,200
PR403-05	2005	STEINER MOWER	12	2017	22,430
PR406-07	2007	E-Z-GO CART	10	2017	13,400
PR407-07	2007	E-Z-GO CART	10	2017	13,400
				GENERAL FUND TOTAL:	233,820
SOLID WASTE DISPOSAL ENTERPRISE FUND					
SW	2017	SKID STEER	10	2017	70,000
				SOLID WASTE DISPOSAL FUND TOTAL:	70,000
				GRAND TOTAL:	303,820

FY 2017 BUDGET WORKSHEET:

b	c	d	e	f	g	h	i	j	k	l	
By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
		TRAN	VRF					NormOpr	PS-FTE		

Operating Budget

11			TRAN	VRF	50505	0	0	0	NormOpr	PS-Permanent Salaries		11
12			TRAN	VRF	50510	0	0	0	NormOpr	PS-Overtime Wages		12
13			TRAN	VRF	50515	0	0	0	NormOpr	PS-Temporary Salaries		13
14			TRAN	VRF	50520	0	0	0	NormOpr	PS-Benefits		14
15			TRAN	VRF	51105	0	0	0	NormOpr	COMD-Office Supplies		15
16			TRAN	VRF	51106	0	0	0	NormOpr	COMD - Computer Supplies		16
17			TRAN	VRF	51110	0	0	0	NormOpr	COMD-Operating Supplies		17
18			TRAN	VRF	51115	0	0	0	NormOpr	COMD-Books and Periodicals		18
19			TRAN	VRF	51120	0	0	0	NormOpr	COMD-Repair and Maint. Supplies		19
20			TRAN	VRF	51130	0	0	0	NormOpr	COMD-Clothing Supplies		20
21			TRAN	VRF	51210	0	0	0	NormOpr	COMD-Motor Fuels and Lubricants		21
22			TRAN	VRF	51250	0	0	0	NormOpr	COMD-Equipment Parts		22
23			TRAN	VRF	61510	0	0	0	NormOpr	CONTR-Professional Services		23
24			TRAN	VRF	61525	0	0	0	NormOpr	CONTR-Communications		24
25			TRAN	VRF	61580	0	0	0	NormOpr	CONTR-Travel		25
26			TRAN	VRF	61581	0	0	0	NormOpr	CONTR-Profnl Dues/Mtgs		26
27			TRAN	VRF	61582	0	0	0	NormOpr	CONTR-Training		27
28	dnj	1/21/16	TRAN	VRF	61610	0	0	760	NormOpr	CONTR-Advertising, Printing & Binding		28
29			TRAN	VRF	61640	0	0	67	NormOpr	CONTR-Insurance and Bonding		29
30			TRAN	VRF	61710	0	0	0	NormOpr	CONTR-Repairs & Maint. - Bldg. & Grounds		30
31			TRAN	VRF	61750	0	0	0	NormOpr	CONTR-Repairs & Maint. - Office Equipment		31
32			TRAN	VRF	61780	4,213	25	30	NormOpr	CONTR-Repair & maint - Other Equipment	New fleet vehicle prep.	32
33			TRAN	VRF	61810	0	0	0	NormOpr	CONTR-Rent		33
34			TRAN	VRF	61830	0	0	0	NormOpr	CONTR-Utilities		34

Transportation - Vehicle Equipment Fleet Fund

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved
			0		0.00	0.00		0.00

11	0	0	0	0	0	0		0	11
12	0	0	0	0	0	0		0	12
13	0	0	0	0	0	0		0	13
14	0	0	0	0	0	0		0	14
15	0	0	0	0	0	0		0	15
16	0	0	0	0	0	0		0	16
17	0	0	0	0	0	0		0	17
18	0	0	0	0	0	0		0	18
19	0	0	0	0	0	0		0	19
20	0	0	0	0	0	0		0	20
21	0	0	0	0	0	0		0	21
22	0	0	0	0	0	0		0	22
23	0	0	0	0	0	0		0	23
24	0	0	0	0	0	0		0	24
25	0	0	0	0	0	0		0	25
26	0	0	0	0	0	0		0	26
27	0	0	0	0	0	0		0	27
28	1,000	1,000	0	1,000	1,000	1,000		1,000	28
29	0	0	0	0	0	0		0	29
30	0	0	0	0	0	0		0	30
31	0	0	0	0	0	0		0	31
32	0	0	0	0	0	0		0	32
33	0	0	0	0	0	0		0	33
34	0	0	0	0	0	0		0	34

FY 2017 BUDGET WORKSHEET:

	b By	c Date	d Dept	e Div	f Object Code Number	g FY 12/13 Actual	h FY 13/14 Actual	i FY 14/15 Actual	j Program Indicator	k Object Code Description	l Line Item Discussion	
35			TRAN	VRF	61920				NormOpr	CONTR-Equipment Leases	Equip Lease Pymt (FY11)	35
36			TRAN	VRF	61920				NormOpr	CONTR-Equipment Leases	Equip Lease Pymt (FY12)	36
37			TRAN	VRF	61920				NormOpr	CONTR-Equipment Leases	Equip Lease Pymt (FY13)	37
38			TRAN	VRF	61920				NormOpr	CONTR-Equipment Leases	Equip Lease Pymt (FY14)	38
39			TRAN	VRF	61920				NormOpr	CONTR-Equipment Leases	Equip Lease Pymt (FY15)	39
40			TRAN	VRF	61920				NormOpr	CONTR-Equipment Leases	Equip Lease Pymt (FY16)	40
41			TRAN	VRF	61920				New Prog	CONTR-Equipment Leases	Equip Lease Pymt (FY17)	41
42			TRAN	VRF	61920	53,599	50,219	49,914	NormOpr	CONTR-Equipment Leases	Equip Lease Pymt	42
43	dnj	1/21/16	TRAN	VRF	61950	0	5,571	4,282	NormOpr	CONTR-Other Contractual Services	New fleet vehicle prep.	43
44			TRAN	VRF		0	0	0	NormOpr	Grants Local Match & Indirect Costs		44
45			TRAN	VRF	72001	2,876	0	0	NormOpr	CAPITAL-Controlled Assets		45
46			TRAN	VRF	72005	0	0	0	NormOpr	CAPITAL-Buildings & Structures		46
47			TRAN	VRF	72010	0	0	0	NormOpr	CAPITAL-Office Furniture		47
48			TRAN	VRF	72012	0	0	0	NormOpr	CAPITAL-Office Equipment		48
49			TRAN	VRF	72015				NormOpr	CAPITAL-Rolling Equipment	General Fund Vehicle/Equip	49
50			TRAN	VRF	72015				NormOpr	CAPITAL-Rolling Equipment	Non-Areawide	50
51			TRAN	VRF	72015				NormOpr	CAPITAL-Rolling Equipment	Solid Waste Disposal Vehicle/Equip	51
52			TRAN	VRF	72015				NormOpr	CAPITAL-Rolling Equipment	Transportation	52
53			TRAN	VRF	72015				NormOpr	CAPITAL-Rolling Equipment	Carlson Community Center	53
54			TRAN	VRF	72015	800	0	0	NormOpr	CAPITAL-Rolling Equipment	Lease Financing	54
55			TRAN	VRF	72020	0	0	0	NormOpr	CAPITAL-Machinery & Equipment		55
56			TRAN	VRF	72025	0	0	0	NormOpr	CAPITAL-Land & Land Improvements		56
57			TRAN	VRF	72030	0	0	0	NormOpr	CAPITAL-Library Materials		57
58			TRAN	VRF	72035	0	0	0	NormOpr	CAPITAL-Leasehold Improvements		58
59			TRAN	VRF	72040	442,781	465,445	462,729	NormOpr	CAPITAL-Other Capital Items		59
60						**504,269**	**521,260**	**517,782**			**Normal Operations Totals:**	60
61												61
62												62

Transportation - Vehicle Equipment Fleet Fund

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
35	31,720	31,720	(31,720)	0		0	FY11 leases paid in full	0	35
36	151,480	151,480	(75,370)	76,110		0	Decrease in FY12 lease payments	0	36
37	86,790	86,790	(3,910)	82,880		0	Decrease in FY13 lease payments	0	37
38	157,940	157,940	0	157,940		0		0	38
39	182,440	182,440	(34,450)	147,990		0	Decrease in FY15 lease payments	0	39
40	171,740	171,740	(5,530)	166,210		0	Decrease in FY16 lease payments	0	40
41	0	0	103,060	103,060		0	Estimated lease payments for FY17	0	41
42	0	0	0	0	734,190	734,190		734,190	42
43	6,000	6,000	0	6,000	6,000	6,000		6,000	43
44	0	0	0	0	0	0		0	44
45	0	0	0	0	0	0		0	45
46	0	0	0	0	0	0		0	46
47	0	0	0	0	0	0		0	47
48	0	0	0	0	0	0		0	48
49	260,080	260,080	(26,260)	233,820		0	Adjustment per VEFF replacement schedule	0	49
50	161,500	161,500	(161,500)	0		0	Adjustment per VEFF replacement schedule	0	50
51	26,060	26,060	43,940	70,000		0	Adjustment per VEFF replacement schedule	0	51
52	37,420	37,420	(37,420)	0		0	Adjustment per VEFF replacement schedule	0	52
53	12,700	12,700	(12,700)	0		0	Adjustment per VEFF replacement schedule	0	53
54	(497,760)	(497,760)	193,940	(303,820)	0	0		0	54
55	0	0	0	0	0	0		0	55
56	0	0	0	0	0	0		0	56
57	0	0	0	0	0	0		0	57
58	0	0	0	0	0	0		0	58
59	0	0	0	0	0	0		0	59
60	**789,110**	**789,110**	**(47,920)**	**741,190**	**741,190**	**741,190**		**741,190**	60
61									61
62					**741,190**	**xcheck total**			62

FY 2017 BUDGET WORKSHEET:

	b	c	d	e	f	g	h	i	j	k	l	
	By	Date	Dept	Div	Object Code Number	FY 12/13 Actual	FY 13/14 Actual	FY 14/15 Actual	Program Indicator	Object Code Description	Line Item Discussion	
63	**Revenue - Vehicle/Equipment Fleet Fund**											63
64	b	c	d	e	f	g	h	i	j	k	l	
65												
66					Object	FY 12/13	FY 13/14	FY 14/15	Program			
67	By	Date	Dept	Div	Code	Actual	Actual	Actual	Indicator	Object Code Description	Line Item Discussion	
68					Number							
69			TRAN	VRF	46025	21,125	42,328	0	NormOpr	Sale of Fixed Assets		69
70			TRAN	VRF	44105	607,490	597,360	625,220	NormOpr	Borough Department Vehicle/Equip rental & future replacement charges		70
71						**628,615**	**639,688**	**625,220**			**Totals:**	71
72												72
73												73

Transportation - Vehicle Equipment Fleet Fund

	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	
63									63
	n FY 15/16 Approved	o 12/31 Revised Budget	p (q - o) Proposed Increase (Decrease)	q FY 16/17 Recommended Detail	r Formula Column	s FY 16/17 Recommended	t Change Request Justification (column "p" numbers)	u FY 16/17 Approved	64 65 66 67 68
69	5,000	5,000	(5,000)	0	0	0		0	69
70	869,700	869,700	399,000	1,268,700	1,268,700	1,268,700	Adjustment per VEFF replacement schedule	1,268,700	70
71	**874,700**	**874,700**	**394,000**	**1,268,700**	**1,268,700**	**1,268,700**		**1,268,700**	71
72									72
73					**1,268,700**	**xcheck total**			73

Dept: Transportation
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	1,610,357	1,617,059	1,809,932	2,645,050	2,635,007	2,672,270
Overtime Wages	15,962	22,141	11,764	34,710	34,710	33,220
Temporary Salaries	4,203	15,566	5,632	21,720	21,720	21,720
Benefits	1,091,747	990,300	1,070,875	1,733,660	1,727,173	1,709,380
Subtotal:	2,722,269	2,645,066	2,898,203	4,435,140	4,418,610	4,436,590
COMMODITIES						
Office Supplies	4,499	4,170	4,739	5,170	5,170	5,170
Computer Supplies	2,882	1,076	2,024	3,400	3,400	3,350
Operating Supplies	4,362	5,425	3,833	13,770	13,770	9,870
Books and Periodicals	1,500	-	-	200	200	-
Repair and Maint. Supplies	14,742	32,867	37,173	55,530	55,530	64,670
Clothing Supplies	8,186	8,763	9,176	13,140	13,140	11,800
Motor Fuels and Lubricants	433,823	475,742	465,758	659,200	659,200	369,080
Equipment Parts	156,217	101,167	325,818	292,600	291,721	331,640
Subtotal:	626,211	629,210	848,521	1,043,010	1,042,131	795,580
CONTRACTUAL SERVICES						
Professional Services	27,945	2,945	22,939	23,000	23,000	23,000
Communications	3,667	2,604	2,461	8,600	8,600	8,600
Travel	4,661	2,404	1,447	13,350	13,350	6,950
Professional Dues/Meetings	1,482	1,582	1,954	3,040	3,040	2,650
Training	4,294	7,821	17,462	20,870	20,870	18,370
Advertising, Printing & Binding	6,123	6,378	9,139	11,500	11,700	11,500
Insurance and Bonding	-	-	67	-	-	-
Repairs & Maint. -Bldg. & Grounds	37,074	52,585	43,101	44,270	44,270	44,270
Repairs & Maint. -Office Equipment	-	-	90	-	-	-
Repairs & Maint. -Other Equipment	133,190	133,898	139,948	202,780	202,580	97,690
Rent	-	-	-	-	-	-
Utilities	171,038	158,543	147,099	203,030	203,030	170,010
Equipment Leases	81,569	72,839	74,384	815,100	815,100	784,110
Other Contractual Services	79,198	100,328	98,705	192,560	192,560	234,530
Subtotal:	550,241	541,927	558,796	1,538,100	1,538,100	1,401,680
Grants Match, Indirect, Awaiting Budget	-	-	-	21,770	21,770	207,040
CAPITAL OUTLAY						
Controlled Assets	4,835	-	4,417	6,830	7,709	6,830
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	800	-	-	-	-	-
Machinery & Equipment	-	-	-	67,000	67,000	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	958,230	1,030,819	1,051,629	-	-	-
Subtotal:	963,865	1,030,819	1,056,046	73,830	74,709	6,830
GRAND TOTAL:	4,862,586	4,847,022	5,361,566	7,111,850	7,095,320	6,847,720

FUNDING SOURCES:	
Operating Transfer from General Fund	
Fares, Fees, and Other Revenues	915,870
	915,870

EDUCATION

EDUCATION

Program Description

The Fairbanks North Star Borough School District is a component unit of the Fairbanks North Star Borough (FNSB). The School District has an elected board that is responsible for School District policy and operations.

The FNSB is responsible for the construction and capital maintenance of the school facilities and for the repayment of school construction debt. The FNSB Assembly is also responsible for determining the level of local funding for the School District. The direct appropriation to Education is an expenditure of the FNSB and is listed as "Education" or "Direct Appropriation to Education."

The School District currently receives various support services from the FNSB such as risk management, which the School District pays for through the Intragovernmental Charges. This charge is classified as revenue to the FNSB and is found under Intragovernmental Charges - Education.

Goal

Provide direct appropriation for school operating expenses.

Objectives for FY 2017

Provide the local direct appropriation toward school operating expenses. Additional education related funding is provided in the Capital Budget for major maintenance of certain facilities used for educational purposes. Expenditures related to the payment of school debt are found in the Debt Service budget. Total debt service, debt service payment schedules, and a schedule of school debt entitlement may be found in the Debt Service section.

Significant Budget Changes

Please refer to the Fairbanks North Star Borough School District FY 2017 Budget.

Previous Year's Accomplishments

Please refer to the Fairbanks North Star Borough School District FY 2017 Budget.

Education
Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	-	-	-	-	-	-
Overtime Wages	-	-	-	-	-	-
Temporary Salaries	-	-	-	-	-	-
Benefits	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
COMMODITIES						
Office Supplies	-	-	-	-	-	-
Computer Supplies	-	-	-	-	-	-
Operating Supplies	-	-	-	-	-	-
Books and Periodicals	-	-	-	-	-	-
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	-	-	-
Communications	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Professional Dues/Meetings	-	-	-	-	-	-
Training	-	-	-	-	-	-
Advertising, Printing & Binding	-	-	-	-	-	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	-	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Subtotal:	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
Grants Local Match & Indirect Costs	-	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	-	-	-	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
GRAND TOTAL:	47,000,000	48,360,000	49,906,000	55,369,000	55,369,000	54,169,000
FUNDING SOURCE:						
Direct Appropriation from General Fund						54,169,000

DEBT SERVICE

Debt Service

GOALS

The Debt Service Fund accounts for the payment of principal and interest on areawide general obligation debt for education and general government construction. Under Alaska law, the Borough may issue general obligation bonds, revenue bonds, and assessment bonds. General obligation bonds may be issued without limitation upon approval by a majority of Borough voters. There are no constitutional or statutory debt limitations under Alaska law, but the voters must approve all general obligation debt.

Total debt service, debt service payment schedules, debt service summary by project, debt service summary by series, and a schedule of school debt entitlement may be found on subsequent pages in this section.

It is the Borough's debt policy to only submit debt to the voters for approval for projects of a long-term nature for which reserve funds are not available.

FY 2016 AND BEYOND

The ratio of net bond debt of the Borough to assessed values was 1.09% at June 30, 2015. The ratio of debt per capita was $1,084. The Borough issues General Obligation bonds for school construction, renovation, and major maintenance projects. The State of Alaska reimburses debt service on schools at 70%, thus, minimizing the impact to taxpayers. The Borough has also been careful to structure debt repayments over the life of the bonds to be relatively level over time in an effort to minimize the swings in annual debt payments.

In October 2012, the Borough sold $16,670,000 in general obligation bonds with an interest rate of 2.0 percent to 5.0 percent, to refund $18,405,000 of principal and $92,025 of call premium on outstanding 2004 Series G and 2005 Series H general obligation bonds. These bonds carried interest from 3.25 to 4.375 percent. The newly issued Series S bonds were sold at a premium of $2,047,271. In addition to the amount provided by Series S, the Borough directly contributed an additional $102,898 to complete the refunding. The new bonds were issued in November 2012 and $18,623,632 was deposited in an irrevocable trust with an escrow agent who redeemed the 2004 Series G and 2005 Series H bonds in December 2012.

Of the $20.29 million of school bonds approved by voters in October 2011, the Borough issued $11.50 million in June 2012. Issuance of the remaining authorized bonds will be sold in the first half of calendar year 2016.

In October 2013, voters approved two bond authorizations totaling $56,550,000 for replacement of Ryan Middle School and upgrades and capital improvements to Ticasuk Brown Elementary, University Park Elementary School, Tanana Middle School, North Pole Middle School and Two Rivers K-8 School. The bonds will be sold in the first half of calendar year 2016

SIGNIFICANT BUDGET CHANGES

The FY 2017 budget reflects a net increase in principal and interest. Paying agent fees have been changed to reflect current estimates.

Debt Service

AREAWIDE DEBT SERVICE

With the exception of the Noel Wien Library, all areawide bonded indebtedness of the Borough is for school construction, renovation, and/or major repairs.

All bonds are the general obligation of the Borough. To secure payment of the bonds the Borough has the power, and is obligated, to levy ad valorem taxes without limitation as to rate or amount upon all taxable property in the Borough sufficient to pay principal and interest on the bonds. The State of Alaska reimburses municipalities for debt service on bonds used for construction of state-approved school projects. The Borough's bonds are reimbursed at 70% for bonds authorized for projects approved after April 30, 1993.

Under the current areawide debt service payment schedules outstanding General Obligation Bonds will total $142,865,000 at June 30, 2016, and $128,131,250 at June 30, 2017.

In FY 2015, the Borough received $9,732,470 under the State's reimbursement program. An estimated $12,246,300 will be received in FY 2016, and $13,186,760 in FY 2017. *

*All numbers include cash payments.

Debt Service

EXPENDITURE SUMMARY

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
EXPENDITURES:						
CONTRACTUAL SERVICES						
Professional Services	209,399	1,300	4,317	3,414	3,414	3,412
Other Contractual Services	15,080,169	14,960,156	16,376,483	18,875,256	18,875,256	20,182,788
GRAND TOTAL	15,289,568	14,961,456	16,380,800	18,878,670	18,878,670	20,186,200

FY 2017 DEBT SERVICE

	Principal	Interest	Total
Areawide	14,733,750	5,449,038	20,182,788
Total Principal & Interest	14,733,750	5,449,038	20,182,788
Paying Agent & Other Fees	-	-	3,412
Total Debt Service	14,733,750	5,449,038	20,186,200

AREAWIDE DEBT SERVICE

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
EXPENDITURES:						
CONTRACTUAL SERVICES						
Professional Services	209,399	1,300	4,317	3,414	3,414	3,412
Other Contractual Services	15,080,169	14,960,156	16,376,483	18,875,256	18,875,256	20,182,788
GRAND TOTAL	15,289,568	14,961,456	16,380,800	18,878,670	18,878,670	20,186,200

Debt Service Summary
By Series

Series	Amount Issued	Outstanding 6/30/2016	Amount Issued	Principal Payment	Outstanding 6/30/2017	Interest Payment	Total Payment (Prin. & Int.)
2006 Series I	9,750,000	5,985,000		480,000	5,505,000	244,880	724,880
2007 Series J	12,000,000	7,875,000		570,000	7,305,000	332,388	902,388
2007 Series K	10,460,000	1,320,000		1,320,000	0	26,400	1,346,400
2008 Series L	11,128,000	7,855,000		505,000	7,350,000	311,622	816,622
2010 Series M	11,950,000	9,190,000		510,000	8,680,000	449,230	959,230
2010 Series N	17,480,000	4,815,000		2,365,000	2,450,000	181,625	2,546,625
2010 Series O	13,680,000	5,030,000		1,595,000	3,435,000	251,500	1,846,500
2011 Series P	5,565,000	3,010,000		560,000	2,450,000	81,900	641,900
2011 Series Q	21,000,000	14,130,000		1,900,000	12,230,000	659,000	2,559,000
2012 Series R	11,500,000	9,530,000		500,000	9,030,000	287,340	787,340
2012 Series S	16,670,000	12,750,000		1,360,000	11,390,000	409,050	1,769,050
2016 Series T			26,715,600	1,335,780	25,379,820	963,765	2,299,545
2016 Series T			34,659,400	1,732,970	32,926,430	1,250,338	2,983,308
TOTALS	141,183,000	81,490,000	61,375,000	14,733,750	128,131,250	5,449,038	20,182,788

NOTES:
Series K refunded balance of Series U
Series N refunded balance of Series A
Series O refunded balance of Series B
Series P refunded balance of Series C
Series Q refunded balances of Series D, E & F
Series S refunded balances of Series G & H

Debt Service By Project

Authorization Year	Project Names	Authorized Amount	Series		State Reimbursement Rate
2002	Capital Improvements to School Facilities and design, demolition, construction, and equipping a new Denali Elementary School and a new Nordale Elementary School	$42,264,000	E,F,G,H	(1)	70%
2004	District-wide capital maintenance and upgrades at schools in the Borough and capital improvements to Anderson Elementary School and Ben Eielson Junior-Senior High School	$11,500,000	H, I	(2)	70%
2006	Renovation of Barnette Elementary School and Ryan Middle School, and district-wide maintenance and upgrades at schools in the Borough	$23,128,000	J,L	(3)	70%
2006	Early retirement of Series U	N/A	K	(4)	N/A
2010	Capital maintenance and upgrades at Weller Elementary School, Badger Road Elementary School, Salcha Elementary School, North Pole High School, and Lathrop High School.	$11,950,000	M	(5)	70%
2010	Early retirement of Series A School Bonds	N/A	N	(6)	70%
2010	Early retirement of Series B School Bonds	N/A	O	(7)	70%
2011	Early retirement of Series C	N/A	P	(8)	70%
2011	Early retirement of Series D, E & F	N/A	Q	(9)	70%
2011	Renovation and planning for improvement of Ryan Middle School, upgrades and renovations for Salcha and Woodriver elementary Schools, North Pole Middle School and North Pole High School.	$ 20,290,000	R, T	(10)	70%
2012	Early retirement of Series G & H	N/A	S	(11)	70%
2013	Replacement of Ryan Middle School and upgrades and capital improvements to Ticasuk Brown Elementary School, University Park Elementary School, Tanana Middle School, North Pole Middle School and Two Rivers K-8 School.	$56,550,000	T	(12)	60%

(1) Series E totals $2,600,000, Series F totals $13,500,000, and Series G totals $14,164,000. The remaining balance of $12,000,000 was issued in 2005 with Series H.

(2) The first $1,750,000 was issued with Series H. The remaining $9,750,000 were issued in 2006 with Series I.

(3) The first $12,000,000 was issued with Series J and the remaining balance of $11,128,000 was issued in 2008 with Series L.

(4) Series K retired $10,460,000 of the outstanding debt of 1996 Series U.

(5) Series M $11,950,000

(6) Series N retired $19,100,000 of the outstanding debt of 1997 Series A.

(7) Series O retired $14,875,000 of the outstanding debit of 1999 Series B

(8) Series P retired $5,710,000 of the outstanding debit of 2000 Series C

(9) Series Q retired $24,130,000 of the outstanding debit of 2001 Series D, 2002 Series E, and 2003 Series F

(10) The first $11,500,000 was issued with Series R and the remaining balance of $8,790,000 will be issued in April 2016 (proposed Series T).

(11) Series S retired $18,405,000 of the outstanding debt of 2004 Series G and 2005 Series H

(12) Proposed 2013 Series T will be issued in April 2016

Areawide Debt Service Payment Schedule

Fiscal Year		2006 Series I	2007 Series J	2007 Series K	2008 Series L	2010 Series M	2010 Series N	2010 Series O	2011 Series P	2011 Series Q	2012 Series R	2013 Series S	2015 Series T	Total
2017	Principal	480,000	570,000	1,320,000	505,000	510,000	2,365,000	1,595,000	560,000	1,900,000	500,000	1,360,000	3,068,750	14,733,750
	Interest	244,880	332,388	26,400	311,622	449,230	181,625	251,500	81,900	659,000	287,340	409,050	2,214,103	5,449,038
	Total	724,880	902,388	1,346,400	816,622	959,230	2,546,625	1,846,500	641,900	2,559,000	787,340	1,769,050	5,282,853	20,182,788
2018	Principal	505,000	600,000		525,000	530,000	2,450,000	1,675,000	580,000	1,995,000	510,000	1,390,000	3,068,750	13,828,750
	Interest	223,949	307,525		292,297	429,374	61,250	171,750	64,800	561,625	272,340	381,550	2,100,559	4,867,019
	Total	728,949	907,525		817,297	959,374	2,511,250	1,846,750	644,800	2,556,625	782,340	1,771,550	5,169,309	18,695,769
2019	Principal	525,000	625,000		550,000	545,000		1,760,000	600,000	2,100,000	515,000	1,415,000	3,068,750	11,703,750
	Interest	202,061	281,494		271,125	406,180		88,000	47,100	459,250	257,040	353,500	1,987,016	4,352,766
	Total	727,061	906,494		821,125	951,180		1,848,000	647,100	2,559,250	772,040	1,768,500	5,055,766	16,056,516
2020	Principal	550,000	650,000		575,000	565,000			625,000	2,205,000	525,000	1,445,000	3,068,750	10,208,750
	Interest	179,218	254,400		248,625	380,640			28,725	351,625	241,590	324,900	1,873,472	3,883,195
	Total	729,218	904,400		823,625	945,640			653,725	2,556,625	766,590	1,769,900	4,942,222	14,091,945
2021	Principal	580,000	680,000		600,000	590,000			645,000	2,320,000	535,000	1,490,000	3,068,750	10,508,750
	Interest	155,205	225,968		225,125	353,645			9,675	238,500	225,840	280,650	1,759,928	3,474,536
	Total	735,205	905,968		825,125	943,645			654,675	2,558,500	760,840	1,770,650	4,828,678	13,983,286
2022	Principal	605,000	710,000		630,000	615,000				1,760,000	550,000	1,550,000	3,068,750	9,488,750
	Interest	130,024	195,816		200,525	325,629				136,500	209,790	219,850	1,646,384	3,064,518
	Total	735,024	905,816		830,525	940,629				1,896,500	759,790	1,769,850	4,715,134	12,553,268
2023	Principal	635,000	740,000		660,000	635,000				1,850,000	560,000	1,615,000	3,068,750	9,763,750
	Interest	103,674	164,005		174,725	296,566				46,250	193,290	156,550	1,532,841	2,667,901
	Total	738,674	904,005		834,725	931,566				1,896,250	753,290	1,771,550	4,601,591	12,431,651
2024	Principal	670,000	775,000		690,000	670,000					575,000	1,685,000	3,068,750	8,133,750
	Interest	75,943	130,675		147,725	266,225					176,490	82,125	1,419,297	2,298,480
	Total	745,943	905,675		837,725	936,225					751,490	1,767,125	4,488,047	10,432,230
2025	Principal	700,000	805,000		725,000	695,000					590,000	800,000	3,068,750	7,383,750
	Interest	46,655	95,513		119,425	234,489					159,240	20,000	1,305,753	1,981,075
	Total	746,655	900,513		844,425	929,489					749,240	820,000	4,374,503	9,364,825
2026	Principal	735,000	840,000		760,000	710,000					610,000		3,068,750	6,723,750
	Interest	15,803	58,500		89,250	198,450					141,540		1,192,209	1,695,752
	Total	750,803	898,500		849,250	908,450					751,540		4,260,959	8,419,502

Areawide Debt Service Payment Schedule

Fiscal Year		2006 Series I	2007 Series J	2007 Series K	2008 Series L	2010 Series M	2010 Series N	2010 Series O	2011 Series P	2011 Series Q	2012 Series R	2013 Series S	2015 Series T	Total
2027	Principal		880,000		800,000	745,000					625,000		3,068,750	6,118,750
	Interest		19,800		55,575	157,710					123,240		1,078,666	1,434,991
	Total		899,800		855,575	902,710					748,240		4,147,416	7,553,741
2028	Principal				835,000	770,000					645,000		3,068,750	5,318,750
	Interest				18,788	114,713					104,490		965,122	1,203,113
	Total				853,788	884,713					749,490		4,033,872	6,521,863
2029	Principal					790,000					665,000		3,068,750	4,523,750
	Interest					69,863					85,140		851,578	1,006,581
	Total					859,863					750,140		3,920,328	5,530,331
2030	Principal					820,000					685,000		3,068,750	4,573,750
	Interest					23,575					65,190		738,034	826,799
	Total					843,575					750,190		3,806,784	5,400,549
2031	Principal										710,000		3,068,750	3,778,750
	Interest										44,640		624,491	669,131
	Total										754,640		3,693,241	4,447,881
2032	Principal										730,000		3,068,750	3,798,750
	Interest										22,630		510,947	533,577
	Total										752,630		3,579,697	4,332,327
2033	Principal												3,068,750	3,068,750
	Interest												397,403	397,403
	Total												3,466,153	3,466,153
2034	Principal												3,068,750	3,068,750
	Interest												283,859	283,859
	Total												3,352,609	3,352,609
2035	Principal												3,068,750	3,068,750
	Interest												170,316	170,316
	Total												3,239,066	3,239,066
2036	Principal												3,068,750	3,068,750
	Interest												56,772	56,772
	Total												3,125,522	3,125,522
TOTALS		7,362,412	9,941,084	1,346,400	10,009,807	12,896,289	5,057,875	5,541,250	3,242,200	16,582,750	12,139,830	14,978,175	84,083,750	183,181,819

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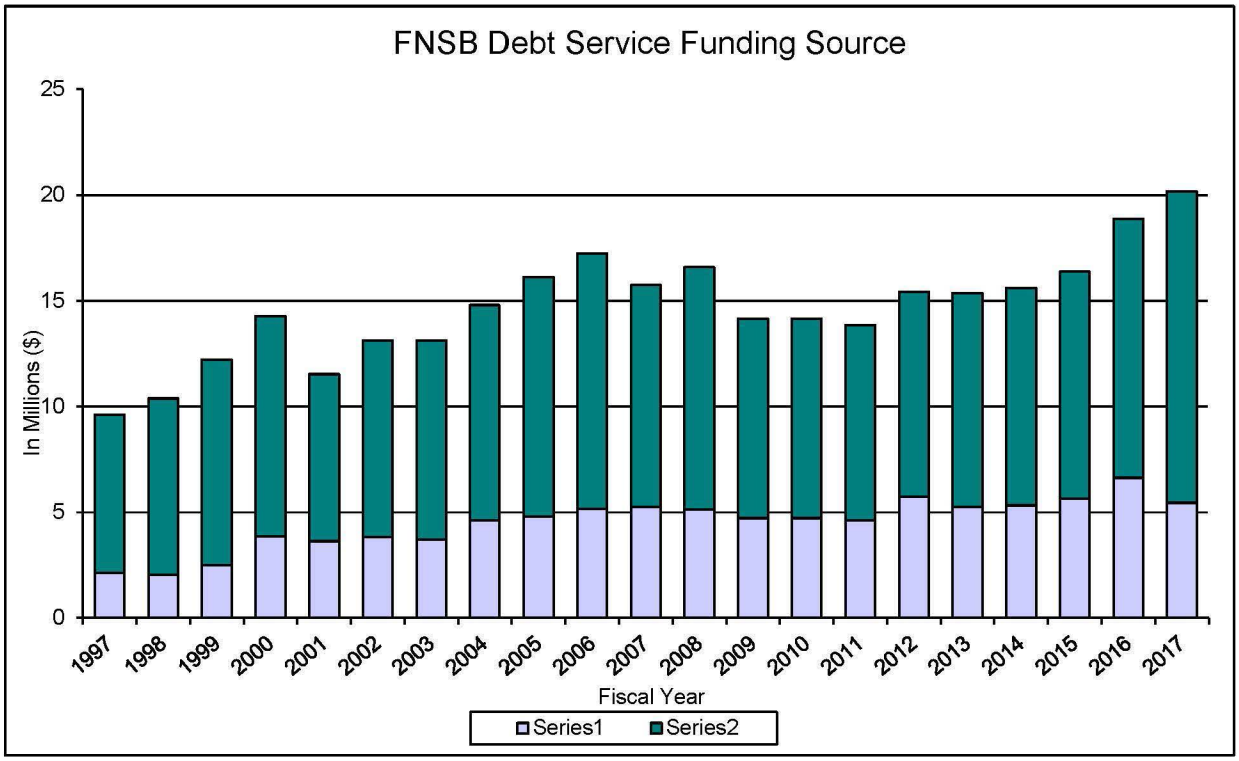
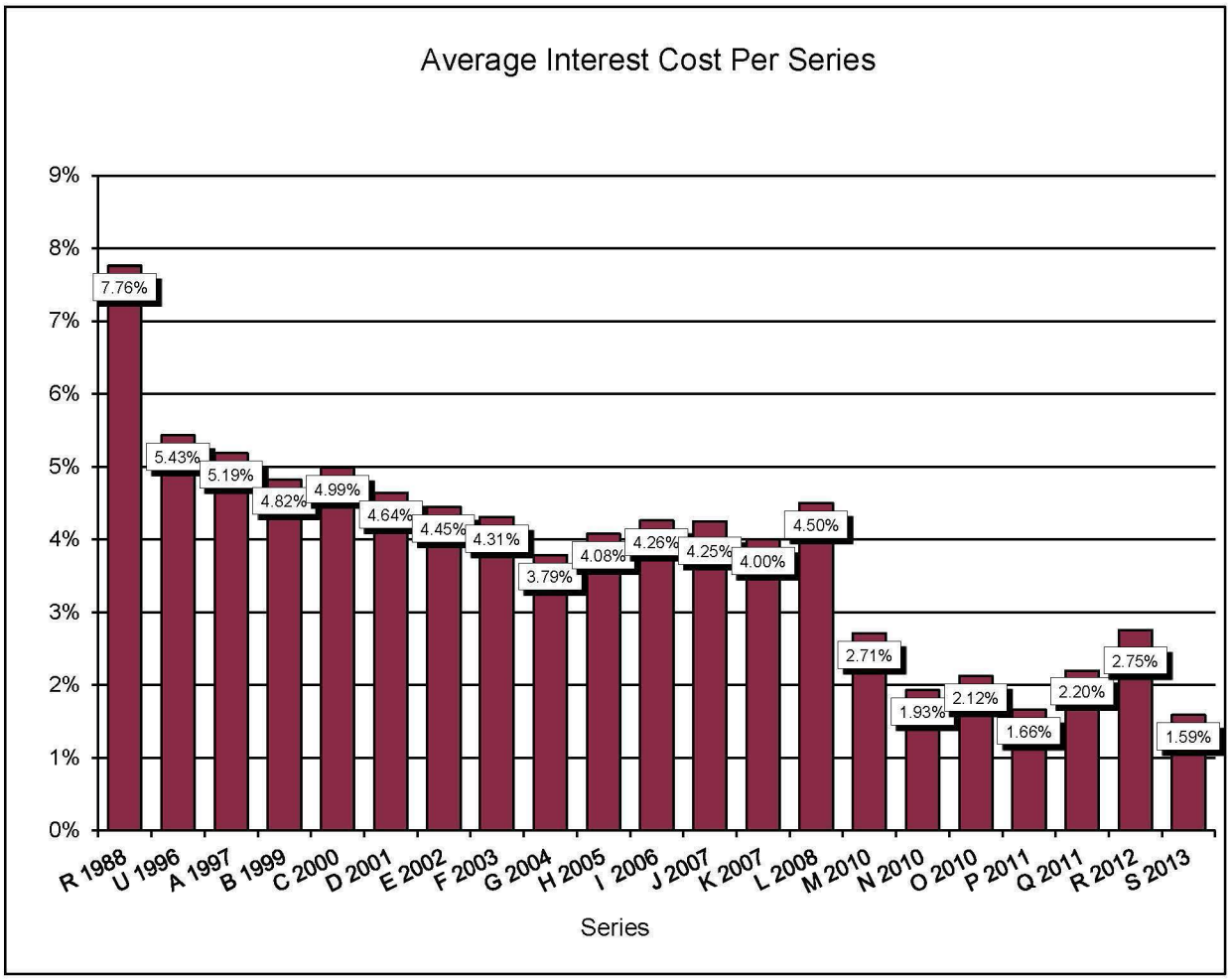
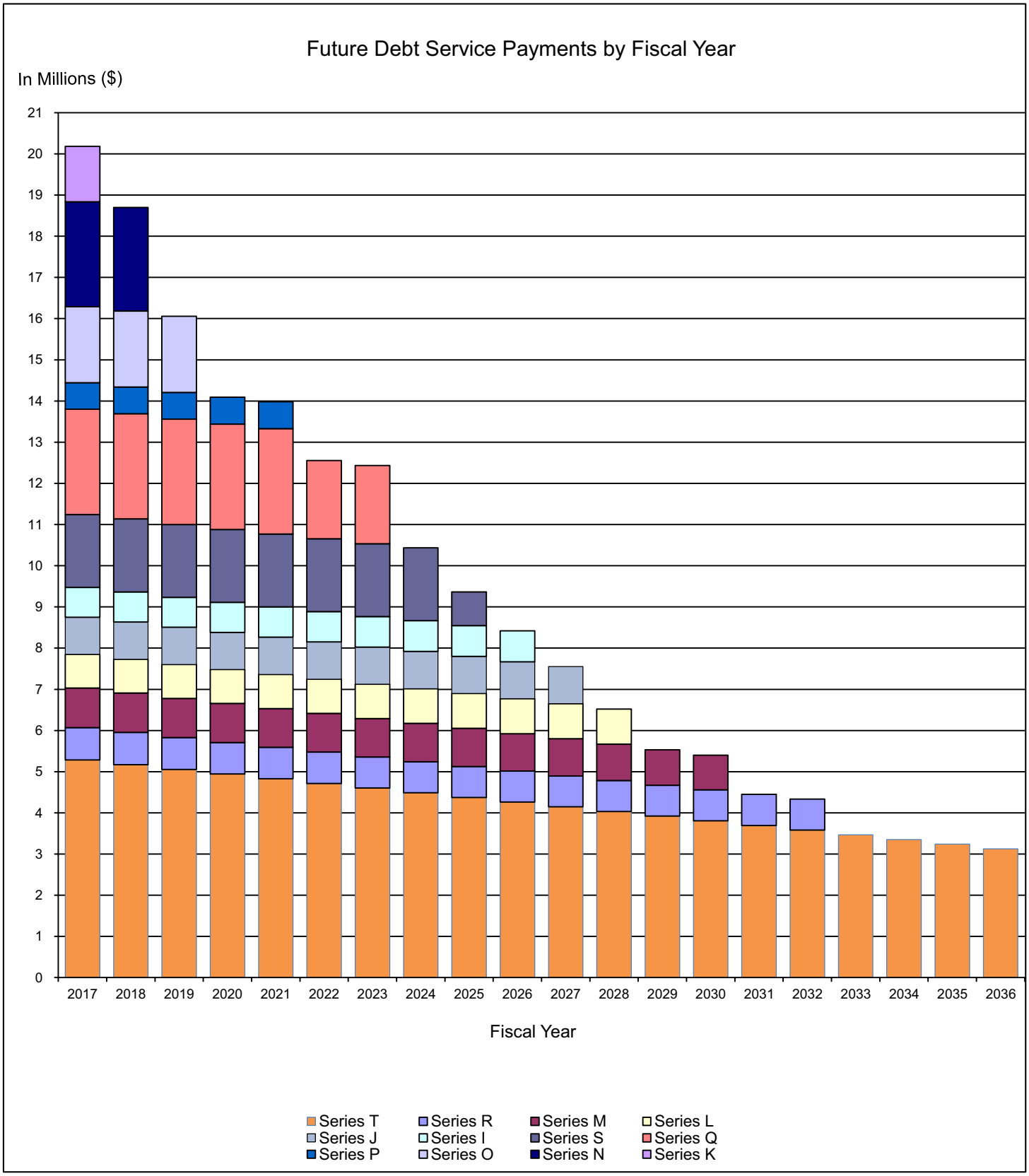
Debt Service
Payments and Reimbursements

Payment Date		Principal	Interest	Total	Percent Eligible	Eligible Amount	Reimbursement Rate	Reimbursement Amount
2006 Series I								
DEED	11/1/2016	260,000	68,725	328,725	100.00%	328,725	70.00%	230,108
DOTPF	11/1/2016	220,000	58,815	278,815	100.00%	278,384	One-year Lag	278,384
	Sub-total	480,000	127,540	607,540		607,109		508,492
DEED	5/1/2017		63,200	63,200	100.00%	63,200	70.00%	44,240
DOTPF	5/1/2017		54,140	54,140	100.00%	58,815	One-year Lag	58,815
	Sub-total		117,340	117,340		122,015		103,055
Total		480,000	244,880	724,880		729,124		611,547
2007 Series J								
	11/1/2016	570,000	172,250	742,250	100.00%	742,250	70.00%	519,575
	5/1/2017		160,138	160,138	100.00%	160,138	70.00%	112,097
Total		570,000	332,388	902,388		902,388		631,671
2007 Series K Refunding								
	11/1/2016	1,320,000	26,400	1,346,400	47.48%	639,257	70.00%	447,480
	5/1/2017		-	-	47.48%	-	70.00%	0
Total		1,320,000	26,400	1,346,400		639,258		447,480
2008 Series L								
	11/1/2016	505,000	160,388	665,388	100.00%	665,388	70.00%	465,772
	5/1/2017		151,234	151,234	100.00%	151,234	70.00%	105,863
Total		505,000	311,622	816,622		816,622		571,635
2010 Series M								
	7/1/2016	510,000	229,078	739,078	100.00%	635,993	70.00%	445,194
	1/1/2017		220,153	220,153	100.00%	121,084	70.00%	84,760
Total		510,000	449,230	959,230		757,077		529,954
2010 Series N Refunding								
	11/1/2016	2,365,000	120,375	2,485,375	96.45%	2,397,240	70.00%	1,678,068
	5/1/2017		61,250	61,250	96.45%	59,078	70.00%	41,356
Total		2,365,000	181,625	2,546,625		2,456,318		1,719,424
2010 Series O Refunding								
	10/1/2016		125,750	125,750	96.34%	121,151	70.00%	84,806
	4/1/2017	1,595,000	125,750	1,720,750	96.34%	1,657,822	70.00%	1,160,476
Total		1,595,000	251,500	1,846,500		1,778,973		1,245,281
2011 Series P Refunding								
	12/1/2016	560,000	45,150	605,150	100.00%	605,150	70.00%	423,605
	6/1/2017		36,750	36,750	100.00%	36,750	70.00%	25,725
Total		560,000	81,900	641,900		641,900		449,330
2011 Series Q Refunding								
	9/1/2016	1,900,000	353,250	2,253,250	100.00%	2,253,250	70.00%	1,577,275
	3/1/2017		305,750	305,750	100.00%	305,750	70.00%	214,025
Total		1,900,000	659,000	2,559,000		2,559,000		1,791,300
2012 Series R								
	11/1/2016		143,670	143,670	100.00%	143,670	70.00%	100,569
	5/1/2017	500,000	143,670	643,670	100.00%	643,670	70.00%	450,569
Total		500,000	287,340	787,340		787,340		551,138
2012 Series S Refunding								
	10/1/2016	1,360,000	211,325	1,571,325	100.00%	1,571,325	70.00%	1,099,928
	4/1/2017		197,725	197,725	100.00%	197,725	70.00%	138,408
Total		1,360,000	409,050	1,769,050		1,769,050		1,238,336
2016 Series T - $26,715,600								
	11/1/2016	1,335,780	494,239	1,830,019	100.00%	1,830,019	70.00%	1,281,013
	5/1/2017		469,527	469,527	100.00%	469,527	70.00%	328,669
Subtotal		1,335,780	963,766	2,299,546		2,299,546		1,609,683
2016 Series T - $34,659,400								
	11/1/2016	1,732,970	641,199	2,374,169	100.00%	2,374,169	60.00%	1,424,501
	5/1/2017		609,139	609,139	100.00%	609,139	60.00%	365,484
Subtotal		1,732,970	1,250,338	2,983,308		2,983,308		1,789,986
Total		3,068,750	2,214,104	5,282,854		5,282,854		3,399,669
Total Debt Service		**14,733,750**	**5,449,038**	**20,182,788**		**19,119,904**		**13,186,765**
					Net State Reimbursement			**13,186,765**


FNSB Debt Service Funding Source
In Millions ($)
25
20
15
10
5
0
1997
1998
1999
2000
2001
2002
2003
2004
2005
2006
2007
2008
2009
2010
2011
2012
2013
2014
2015
2016
2017
Fiscal Year
Series1
Series2


Average Interest Cost Per Series
9%
8%
7%
6%
5%
4%
3%
2%
1%
0%
7.76%
5.43%
5.19%
4.82%
4.99%
4.64%
4.45%
4.31%
3.79%
4.08%
4.26%
4.25%
4.00%
4.50%
2.71%
1.93%
2.12%
1.66%
2.20%
2.75%
1.59%
R 1988
U 1996
A 1997
B 1999
C 2000
D 2001
E 2002
F 2003
G 2004
H 2005
I 2006
J 2007
K 2007
L 2008
M 2010
N 2010
O 2010
P 2011
Q 2011
R 2012
S 2013
Series


Future Debt Service Payments by Fiscal Year
In Millions ($)
21
20
19
18
17
16
15
14
13
12
11
10
9
8
7
6
5
4
3
2
1
0
2017
2018
2019
2020
2021
2022
2023
2024
2025
2026
2027
2028
2029
2030
2031
2032
2033
2034
2035
2036
Fiscal Year
Series T
Series R
Series M
Series L
Series J
Series I
Series S
Series Q
Series P
Series O
Series N
Series K

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NON-DEPARTMENTAL
FY 2016–2017

NON-DEPARTMENTAL
Areawide

RESERVE FOR PERSONNEL SERVICES

Job Reclassifications/Job Placements/Recruitment Travel Costs/Relocation Costs: Funds in the amount of $50,000 plus benefits of $31,300 are included in the FY 2017 Budget (Personnel Services) as a reserve to handle unanticipated job reclassifications and initial job placements throughout the fiscal year where departments do not have excess funds to cover the increase. Job placements cover both the initial placement costs and staff overlaps for job training. These amounts may also be used to cover recruitment travel costs and relocation costs where departments do not have excess funds to cover these.

VALUATION AND OTHER EXPERTISE

Funds in the amount of $50,000 are included in the FY 2017 Budget (Professional Services) for the purpose of hiring appropriate expertise, as required, to assist the Borough in the valuation of specialty properties and various community energy related issues.

TRAINING

Funding in the amount of $30,000 are included in the FY 2017 Budget (Training) to continue the Workforce Strategic Plan; providing specific training to staff participating in the plan and other staff in need of training to increase skillsets and productivity. Training will typically be in supervision, management and departmental specific knowledge base.

RESERVE FOR UNFORESEEN TIME-CRITICAL EVENTS

Funds in the amount of $75,000 are included in the FY 2017 Budget so resources are immediately available when an unforeseen circumstance occurs, or is discovered that is time critical.

Dept: Non-Departmental
Areawide (General Fund)

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	-	-	-	75,000	75,000	50,000
Overtime Wages	-	-	-	-	-	-
Temporary Salaries	-	-	-	-	-	-
Benefits	171,069	-	722	46,950	46,950	31,300
Subtotal:	171,069	-	722	121,950	121,950	81,300
COMMODITIES						
Office Supplies	-	-	-	-	-	-
Computer Supplies	-	-	-	-	-	-
Operating Supplies	-	-	-	-	-	-
Books and Periodicals	-	-	-	-	-	-
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	300,000	300,000	50,000
Communications	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Professional Dues/Meetings	-	-	-	-	-	-
Training	3,978	21,270	17,000	30,000	30,000	30,000
Advertising, Printing & Binding	-	-	-	-	-	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	-	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	448,322	244,424	222,200	75,000	287,300	75,000
Subtotal:	452,300	265,694	239,200	405,000	617,300	155,000
Grants Match, Indirect, Awaiting Budget	-	-	-	30,000	15,000	-
CAPITAL OUTLAY						
Controlled Assets	-	-	-	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
GRAND TOTAL:	623,369	265,694	239,922	556,950	754,250	236,300

REVENUE SOURCE:
General Fund Revenues

NON-DEPARTMENTAL
Non-Areawide

RESERVE FOR UNFORESEEN TIME-CRITICAL EVENTS

Funds in the amount of $20,000 are included in the FY 2017 Budget so resources are immediately available when an unforeseen circumstance occurs, or is discovered that is time critical.

Dept: Non-Departmental
Non-Areawide

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	-	-	-	-	-	-
Overtime Wages	-	11,607	-	-	-	-
Temporary Salaries	-	2,331	-	-	-	-
Benefits	-	6,062	-	-	-	-
Subtotal:	-	20,000	-	-	-	-
COMMODITIES						
Office Supplies	-	-	-	-	-	-
Computer Supplies	-	-	-	-	-	-
Operating Supplies	-	-	-	-	-	-
Books and Periodicals	-	-	-	-	-	-
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	-	-	-
Communications	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Professional Dues/Meetings	-	-	-	-	-	-
Training	-	-	-	-	-	-
Advertising, Printing & Binding	-	-	-	-	-	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	-	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	-	-	-	20,000	20,000	20,000
Subtotal:	-	-	-	20,000	20,000	20,000
Grants Local Match & Indirect Costs	20,000	-	-	-	-	-
CAPITAL OUTLAY						
Controlled Assets	-	-	-	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
GRAND TOTAL:	20,000	20,000	-	20,000	20,000	20,000

Dept: Non-Departmental
Departmental Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	-	-	-	75,000	75,000	50,000
Overtime Wages	-	11,607	-	-	-	-
Temporary Salaries	-	2,331	-	-	-	-
Benefits	171,069	6,062	722	46,950	46,950	31,300
Subtotal:	171,069	20,000	722	121,950	121,950	81,300
COMMODITIES						
Office Supplies	-	-	-	-	-	-
Computer Supplies	-	-	-	-	-	-
Operating Supplies	-	-	-	-	-	-
Books and Periodicals	-	-	-	-	-	-
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	300,000	300,000	50,000
Communications	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Professional Dues/Meetings	-	-	-	-	-	-
Training	3,978	21,270	17,000	30,000	30,000	30,000
Advertising, Printing & Binding	-	-	-	-	-	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	-	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	448,322	244,424	222,200	95,000	307,300	95,000
Subtotal:	452,300	265,694	239,200	425,000	637,300	175,000
Grants Local Match & Indirect Costs	20,000	-	-	30,000	15,000	-
CAPITAL OUTLAY						
Controlled Assets	-	-	-	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
GRAND TOTAL:	643,369	285,694	239,922	576,950	774,250	256,300

FUNDING SOURCE:
General Fund Revenues

MULTI-YEAR and CAPITAL PROJECTS

Multi-Year and Capital Projects Summary

GOAL

The goal of the Multi-Year and Capital budget is to provide funding, for non-road service area projects (road service areas have their own definition of a project) of $20,000 or more, that may cross fiscal years and for small non-major capital projects, and/or larger dollar value equipment requests which have a useful life of five or more years. Major capital projects are normally appropriated through a supplemental appropriation, and are not part of the annual operating budget.

Note on major capital projects; Updating the Borough's major capital projects list begins in July of the previous year, with updates to the six-year Capital Improvement Plan (CIP) and Major Maintenance Programs. Borough Departments and the School District are asked for their input regarding the capital improvement and major maintenance project data compiled the previous year. These submittals result in the deletion of projects completed, addition of new projects, changes in requested year, changes in project descriptions and project modifications. The Public Works Department assists the Capital Improvements Committee in prioritization, cost estimating, and project scoping. The Mayor presents a copy of the Six-Year Program to the Assembly in late September. Hearings are held and the capital requests for State capital funding are finalized and a capital funding request is submitted in November to the Interior Delegation of the legislature.

Considering the availability of funding, (whether Federal, State, or Local) the highest ranked capital improvement projects identified for funding become part of a Facilities Maintenance Reserve funding appropriation or a stand-alone supplemental appropriation.

EXPENDITURE SUMMARY

The Multi-Year and Capital Projects provide funding for projects within several funds from various funding sources. The purpose of this section is to describe the projects, recognize the contribution from specific funds, and provide for an appropriation to the appropriate funds.

Source of Funds	Amount
Transfer In from General Fund	$155,000
Transfer In from Facilities Major Maintenance Account	350,000
Transfer In from Solid Waste Collections Fund	62,500
Transfer In from Solid Waste Disposal Fund	62,500
Transfer In from Asset Replacement Reserve	100,000
Transfer In from Non-Areawide Fund	70,000
	$800,000

The Multi-Year and Capital Projects are presented by category type, which shows the various types of expenditures across all the funds and functions, as follows:

Category	Amount
Other Multi-Year Projects from General Fund	$505,000
Other Multi-Year Projects	125,000
Replacement of assets	100,000
Reserve Funds:	
Non-Areawide Emergency Coordination Center Technology and Equipment Replacement	70,000
	$800,000

MULTI-YEAR AND CAPITAL PROJECTS BUDGET
DETAILED PROJECT DESCRIPTIONS

Other Multi-Year and Capital Projects and Programs

1. Public Works - Boroughwide Fire/Life/Safety Projects (project total: $100,000). Provide Boroughwide block grant funds for fire/life/safety projects for the correction of any immediate fire/life/safety issues that arise during the course of the year. The project(s) will be designed during FY 2017 and construction will be completed during FY 2017 and FY 2018. The project(s) is expected to have no impact on current or future operating budgets, but will protect the Borough from incurring possible liability claims.

2. Public Works – Tanana River Levee Annual Major Maintenance (project total: $150,000). Provide funds needed for levee system maintenance work. By agreement with the Army Corps of Engineers, the Borough must perform an annual inspection and complete required maintenance, including hydro axing and placement of gravel and riprap at the levee, internal drainage channels and groins. The project will be designed during FY 2017 and constructed during FY 2018. This project is expected to have no impact on current or future budgets, but will result in continued stabilized levee maintenance costs.

3. Public Works – Boroughwide Energy Reduction Projects (project total: $100,000). Provide funds for energy reduction projects identified by Facilities Maintenance and Energy Manager. This project is expected to have continued impact on current or future budgets.

4. Boroughwide – Other Capital - Asset Replacement (project total: $100,000). This appropriation is being made to provide the resources necessary for departments to promptly replace needed equipment, which experience failures and/or unforeseen problems, in accordance with the ordinance that established this fund and that can't wait for the normal appropriation or budget cycle.

5. Public Works – Stormwater Engineering & Program Development (project total: $25,000). Provide funds for engineering consultant, advertising and program materials required as phased in permit requirements progress. This project is expected to have continued impact on current or future budgets.

6. Boroughwide – Special Community Events (project total: $100,000). This appropriation is being made to assist in the coordination of hosting special community events.

7. Public Works – Community Recycling (project total: $125,000) these appropriations shall lapse at June 30, 2017 in proportion to their respective contributions. This appropriation is being made to assist in the coordination of Community Recycling.

8. Computer Services – GIS Imagery (project total: $30,000). Provide funds for GIS Imagery that will be used to identify: existing location details, new structures, changes in development, and changes in the natural environment. Aerial photography is also used for: emergency response, street addressing, tax assessing, community development and planning, and multiple other applications. This is a request for a yearly contribution to a project fund for collection and processing of high resolution aerial or satellite photography and products, with goal of a new collection approximately once every three years.

Contributions to Reserves

1. Public Works – Borough Facilities Maintenance Reserve (project total: $0).
   See separate tab entitled “Facilities Major Maintenance & 6-Year Plan”.

2. Public Works/Solid Waste Disposal – Landfill Closure Reserve (project total: $0).
   Continue to set aside funds for phased closure, and postclosure care of the landfill, including the Expansion Cells and the South Cushman Landfill.

3. Emergency Operations – Emergency Coordination Center Technology and Equipment Replacement Reserve (project total: $70,000).
   Provide funding for the replacement of technology and other equipment at the Borough Emergency Coordination Center. All expenditures of these funds must be made by an appropriation ordinance.

MULTI-YEAR AND CAPITAL PROJECTS BUDGET
DETAILED PROJECT DESCRIPTIONS

Hotel-Motel Room Tax Account
Transfer Out

1. General Fund Transfer to Hotel-Motel Room Tax Fund (project total: $1,153,750).
   Provide funding source for grants for Destination Marketing.

Multi-Year and Capital Projects Budget

Other Multi-Year and Capital Projects and Programs

Line-Item	Description	Total Cost (rounded)	Appropriations by Funding Source							Total Local Funding Sources
			General Fund	Non Areawide Fund	Transit Enterprise Fund	Facilities Major Maintenance Account	Solid Waste Collection District Fund	Solid Waste Disposal Fund	Asset Replacement Reserve	
Building and Structures	Borough-wide Fire/Life/Safety Projects	$100,000				$100,000				$100,000
Other Contractual	Tanana River Levee Annual Major Maintenance	150,000				150,000				150,000
Building and Structures	Energy reduction projects	100,000				100,000				100,000
Other Capital	Asset Replacement	100,000							100,000	100,000
Other Contractual	Stormwater Program & Engineering Development	25,000	25,000							25,000
Other Contractual	Special Community Events	100,000	100,000							100,000
Other Contractual	Community Recycling	125,000					62,500	62,500		125,000
Other Contractual	GIS Imagery	30,000	30,000							30,000
		$730,000	**$155,000**	**$0**	**$0**	**$350,000**	**$62,500**	**$62,500**	**$100,000**	**$730,000**

FY 2016-2017 Budget
Fairbanks North Star Borough

Multi-Year and Capital Projects Budget

Contributions to Reserves

Line-Item	Description	Total Cost	Appropriations by Funding Source: General Fund	Non Areawide Fund		Solid Waste Disposal Fund		Total Local Funding Sources
Building and Structures	Borough Facilities Maintenance Reserve	$0	$0					$0
Technology and Equipment	Emergency Coordination Center Technology and Equipment Replacement Reserve	70,000		70,000				70,000
Other Capital	Landfill Closure Reserve	0				0		0
		$70,000	**$0**	**$70,000**		**$0**		**$70,000**

Total All Funds: $800,000

FY 2016-2017 Budget
Fairbanks North Star Borough

Hotel-Motel Room Tax Fund Transfer

Line-Item	Description	Total Cost	Appropriations by Funding Source: General Fund		Funding Sources
Transfer Out	General Fund Transfer to Hotel-Motel Room Tax Fund (65% of $1.775M)	$1,153,750	$1,153,750		$1,153,750

Capital and Multi-Year Projects
Summary

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	-	-	-	332,020	332,020	-
Overtime Wages	-	-	-	-	-	-
Temporary Salaries	-	-	-	-	-	-
Benefits	-	-	-	208,180	208,180	-
Subtotal:	-	-	-	540,200	540,200	-
COMMODITIES						
Office Supplies	-	-	-	-	-	-
Computer Stuff	-	-	-	-	-	-
Operating Supplies	-	-	-	-	-	-
Books and Periodicals	-	-	-	-	-	-
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
CONTRACTUAL SERVICES						
Professional Services	-	-	21,571	500,000	2,999,412	-
Communications	-	-	-	-	-	-
Travel	-	-	-	-	588	-
Professional Dues/Meetings	-	-	-	-	-	-
Training	-	-	-	-	-	-
Advertising, Printing & Binding	-	-	-	-	-	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	45,000	-	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	558,687	1,970,152	2,298,429	530,000	1,280,000	430,000
Subtotal:	558,687	2,015,152	2,320,000	1,030,000	4,280,000	430,000
Grants Match, Indirect, Awaiting Budget	135,000	155,078	1,281,220	270,000	320,000	270,000
CAPITAL OUTLAY						
Controlled Assets	-	-	-	-	-	-
Buildings & Structures	1,300,000	2,646,756	100,000	100,000	100,000	100,000
Office Furniture	-	-	-	-	-	-
Office Equipment	40,000	25,000	480,000	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	75,000	-	-	-
Land & Land Improvements	1,000,000	1,000,000	-	-	213,905	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	2,340,000	3,671,756	655,000	100,000	313,905	100,000
GRAND TOTAL:	3,033,687	5,841,986	4,256,220	1,940,200	5,454,105	800,000

FACILITIES MAJOR MAINTENANCE & 6 - YEAR PLAN

Facilities Major Maintenance Budget Summary

As described in the Reader's Guide, this budget shows funding needs for the Facilities Maintenance Reserve Funds as detailed in the Six-Year Capital Improvement Program Plan for the current year and prior years. In establishing the Facilities Maintenance Reserve Funds, the Borough recognized that their major investment in public assets requires regular, ongoing care and maintenance to allow uninterrupted services to the community and to prevent premature aging of the facilities. The Facilities Maintenance Reserve Funds will accumulate local funds, when available, and other revenues, as they become available, for major facilities maintenance, repairs, and upgrade costs. The Facilities Major Maintenance section includes all major Borough-owned school facilities, Borough facilities, and fire stations, with square feet, calculated replacement values, calculated major maintenance funding recommendation, and projects included in the Six-Year Plan, both new projects and projects deferred from prior years.

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INTRODUCTION

The FNSB is charged with the responsibility to maintain, upgrade, reconstruct and build new facilities for the benefit of the taxpayers and the community.

The FNSB owns over 90 major buildings totaling approximately 3.19 million square feet. Approximately 2.41 million square feet are operated by the Fairbanks North Star Borough School District and the remaining 780 thousand square feet are operated by the Fairbanks North Star Borough. With an estimated replacement cost of over 963 million dollars, these are major public assets that need to be maintained to allow uninterrupted operation of the buildings and the programs housed and to prevent premature building wear-out and long-term financial loss. Additionally, the Borough has over 135 other facilities such as parks, recreational ball fields, cabins, playgrounds, Chena Lake, the Tanana Lakes Recreational Development and the Tanana River Levee.

This list of facilities includes:

- 11 fire department buildings
- 18 major parks and recreation buildings
- 79 facilities at Pioneer Park
- 32 park facilities
- 6 playground facilities
- 16 baseball/softball fields
- 29 off-base school facilities
- 4 on-base schools
- 23 other miscellaneous major buildings such as the Carlson Center, Landfill Buildings, Animal Shelter, Libraries, etc.

These facilities are in need of constant care - like any major investment. As the borough and our state age so do our facilities. Older buildings are more expensive to maintain. Our responsibility also becomes greater as the total number of facilities we own increases, through efforts like the acquisition of Federal DOE on-base schools and through construction of additional facilities as our community expands.

In an effort to more clearly show the cost of maintaining our Borough buildings and parks, we have separated our Facilities Capital Projects into the following categories:

Major Maintenance: (Repair/Replacement) Major repair or replacement of damaged or worn out facility components or systems.

Capital Improvements: (Renovate and Remodel) Work to adapt an existing facility so that it can be used more effectively for its current use or adapted to a new use. This category includes Americans With Disabilities Act (ADA) compliance projects with a request of $4,410,000 of current year projects that were requested in prior fiscal years but not funded. (New Construction) Work to construct a new facility to accommodate expansion in existing programs or the development of new programs. This category generally does not include projects that are in the School District's six-year plan that is submitted to the DEED.

Service Area Roads Maintenance & Construction: Road repairs and improvements, new construction and upgrade to Title 17 requirements. A comprehensive list of current and future year projects has been developed by Public Works, Rural Services Division and is included in a separate document titled **Service Area Project Requests**.

School District Capital Improvements: The School District's Six-Year Capital Improvement Plan is prepared by the School District and submitted to the Department of Education & Early Development. The summary of their plan is included in this document.

The current year request for major maintenance includes $6.34 million for projects proposed for this fiscal year (16/17), additionally the request includes $43.12 million of deferred projects that were requested in prior fiscal years but were not funded. **This brings the total current year major maintenance request to $49.46 million.**

Over the past several years a substantial amount of deferred maintenance has been completed with 70% reimbursable School Bonds. The October, 2002 bond election included $30.2 million for replacement of Denali and Nordale Elementary Schools, and an additional $12.3 million for twenty-six major maintenance projects in school facilities, totaling $42.3 million. Voter approval at the October, 2004 bond election included $4.5 million for major maintenance at Eielson Air Force Base including Anderson Elementary School and Ben Eielson Junior/Senior High School, and an additional $7 million for eleven major maintenance projects in school facilities, totaling $11.5 million. Voter approval at the October, 2006 bond election included $8.4 million for planning and phased renovation of Barnette Elementary School and Ryan Middle School and an additional $14.7 million for nine major maintenance projects in school facilities, totaling $23.1 million. Voter approval at the October, 2009 bond election included $11.95 million for five major maintenance projects in school facilities. These projects have been completed. In October, 2011 voters approved $20.3 million in 70% reimbursable bonds for more work in schools. Voter approval at the October, 2013 voters approved an additional $56.6 million in partially reimbursable bonds to be completed over the next few years. This will have a major impact on the condition of our school facilities but, many additional needs remain.

If problems aren't corrected and repaired they only get larger. It is an ongoing process. We need to continue taking care of today's needs as well as planning for tomorrow. Based on our long-range plan and additional projects that are expected to be identified, **it is our estimate that an average annual funding level for major maintenance projects in the range of $12.73 million will be needed** to maintain our facilities over the next six years. This may seem like a large number but if equated to our 3.19 million square feet of buildings plus parks and other facilities, equals about $4 per square foot. (See attached graphs showing major maintenance request history and capital funding history.)

FY 2017 BUDGET WORKSHEET: Facilities Major Maintenance/Six Year Plan

School Facilities

Building Name	Number of Students Nov-15	Building Square Feet	Replacement Building Value @ $400/SqFt	One Percent of Replacement	6-Year Plan: Current Year	6-Year Plan Prior Year Deferred	Total Current Year and Prior Deferred	Director's Proposed FY 16/17	Approved Budget FY 16/17
ANDERSON ELEMENTARY SCHOOL	240	43,996	$17,598,400	$175,984			-		
ANN HOPKINS WIEN ELEMENTARY SCHOOL	385	63,532	$25,412,800	254,128			-		
ARCTIC LIGHT ELEMENTARY SCHOOL	536	68,272	$27,308,800	273,088		50,000	50,000		
BADGER ELEMENTARY SCHOOL	501	61,686	$24,674,400	246,744		650,000	650,000		
BARNETTE ELEMENTARY SCHOOL	412	74,644	$29,857,600	298,576		1,425,000	1,425,000		
BEN EIELSON Jr / Sr HIGH SCHOOL	345	92,835	$37,134,000	371,340			-		
CRAWFORD ELEMENTARY SCHOOL	291	63,532	$25,412,800	254,128			-		
DENALI ELEMENTARY SCHOOL	383	49,210	$19,684,000	196,840			-		
EFFIE KOKRINE CHARTER SCHOOL (Howard Luke)	0	30,856	$12,342,400	123,424		1,100,000	1,100,000		
FIFTH AVENUE BUILDING	N/A	81,800	$32,720,000	327,200		1,100,000	1,100,000		
HERING AUDITORIUM	N/A	16,000	$6,400,000	64,000		300,000	300,000		
HUNTER ELEMENTARY SCHOOL	327	58,924	$23,569,600	235,696			-		
HUTCHISON HIGH SCHOOL*	400	72,862	$29,144,980	291,450			-		
JOY ELEMENTARY SCHOOL	386	69,130	$27,652,000	276,520	1,102,435	100,000	1,202,435		
LADD ELEMENTARY SCHOOL	508	63,455	$25,382,000	253,820			-		
LATHROP HIGH SCHOOL	1,032	226,900	$90,760,000	907,600		1,550,000	1,550,000		
NORDALE ELEMENTARY SCHOOL	337	49,210	$19,684,000	196,840			-		
NORTH POLE ELEMENTARY SCHOOL	502	57,154	$22,861,600	228,616			-		
NORTH POLE HIGH SCHOOL	721	166,362	$66,544,800	665,448		1,110,000	1,110,000		
NORTH POLE MIDDLE SCHOOL (6th - 8th)	655	117,069	$46,827,600	468,276		290,000	290,000		
PEARL CREEK ELEMENTARY SCHOOL	493	62,982	$25,192,800	251,928		1,900,000	1,900,000		
RANDY SMITH MIDDLE SCHOOL	328	71,600	$28,640,000	286,400			-		
RYAN MIDDLE SCHOOL	366	99,880	$39,952,000	399,520			-		
SALCHA ELEMENTARY SCHOOL	78	13,608	$5,443,200	54,432			-		
SCHOOL DISTRICT CENTRAL KITCHEN	N/A	24,496	$9,798,400	97,984			-		
SCHOOL DISTRICT PHYSICAL PLANT/WAREHOUSE I	N/A	28,674	$11,469,600	114,696			-		
TANANA MIDDLE SCHOOL	471	100,528	$40,211,200	402,112		1,023,000	1,023,000		
TICASUK BROWN ELEMENTARY SCHOOL	491	58,500	$23,400,000	234,000		500,000	500,000		
TWO RIVERS ELEMENTARY SCHOOL / 7th & 8th	99	22,200	$8,880,000	88,800		260,000	260,000		
UNIVERSITY PARK ELEMENTARY SCHOOL	494	61,000	$24,400,000	244,000			-		
WELLER ELEMENTARY SCHOOL	466	68,140	$27,256,000	272,560		275,000	275,000		
WEST VALLEY HIGH SCHOOL	1,023	211,346	$84,538,400	845,384		350,000	350,000		
WOODRIVER ELEMENTARY SCHOOL	473	59,500	$23,800,000	238,000		1,405,000	1,405,000		
Subtotals - School Facilities	**12,743**	**2,409,883**	**$963,953,380**	**$9,639,534**	**1,102,435**	**13,388,000**	**14,490,435**		

*Hutchison High School is a joint facility with TVC. Building size is 114,925 sq.ft. Hutchison HS comprises 63.4% of the building, or 72,862 square feet

FY 2017 BUDGET WORKSHEET: Facilities Major Maintenance/Six Year Plan

Borough Facilities

Building Name	Number of Students Nov-15	Building Square Feet	Replacement Building Value @ $400/SqFt	One Percent of Replacement	6-Year Plan: Current Year	6-Year Plan Prior Year Deferred	Total Current Year and Prior Deferred	Director's Proposed FY 16/17	Approved Budget FY 16/17
ANIMAL SHELTER		5,336	2,134,400	21,344		450,000	450,000		
BIG DIPPER ICE ARENA		63,845	25,538,000	255,380		1,680,000	1,680,000		
BIG DIPPER STORAGE GARAGE		4,000	1,600,000	16,000			-		
BIRCH HILL GARAGE		1,392	556,800	5,568			-		
BIRCH HILL SKI BLDG		11,175	4,470,000	44,700	35,000		35,000		
BIRCH HILL TIMING BLDG		2,620	1,048,000	10,480			-		
BIRCH HILL WARM UP BLDG		1,180	472,000	4,720			-		
BOROUGH ADMINISTRATIVE OFFICE BUILDING(JHAC)		44,892	17,956,800	179,568		3,373,000	3,373,000		
UPGRADES							-		
CHENA LAKES REC. AREA CHANGE HOUSE/RESTROOMS		2,700	1,080,000	10,800			-		
CHENA LAKES REC. AREA - GENERAL					35,000	50,000	85,000		
CHENA LAKES REC. AREA MAINTENANCE HOUSE		7,500	3,000,000	30,000	185,000		185,000		
CHENA LAKES REC. AREA RESCUE BOAT HOUSE		400	160,000	1,600			-		
EMERGENCY OPS (Farmer's Loop)		3,145	1,258,000	12,580					
RURAL SERVICES (in 5th Avenue Bldg)							-		
GROWDEN PARK							-		
HAMME SWIMMING POOL		32,082	12,832,800	128,328		1,375,000	1,375,000		
JOHN CARLSON COMMUNITY ACTIVITY CENTER		115,000	46,000,000	460,000		3,800,000	3,800,000		
MARIKA ST. RED STORAGE BARN (DEMOLISHED)									
MARIKA ST. SHOP/WAREHOUSE		21,050	8,420,000	84,200	100,000	200,000	300,000		
MARY SIAH RECREATION CENTER		18,640	7,456,000	74,560	170,000	2,509,000	2,679,000		
NOEL WIEN LIBRARY		64,000	25,600,000	256,000			-		
NORTH POLE LIBRARY (OLD)		4,200	1,680,000	16,800			-		
NORTH POLE LIBRARY (NEW FACILITY)		18,500	7,400,000	74,000					
NORTH POLE SOLID WASTE TRANSFER STATION		12,525	5,010,000	50,100			-		
NORTH STAR TRANING CENTER (Adler School)		8,678	3,471,200	34,712			-		
PARKS & RECREATION FIELDS, PLAYGROUNDS & MISC		N/A	N/A	N/A		75,000	75,000		
PIONEER PARK CABIN #01 (Pioneer Hall)		11,000	4,400,000	44,000		85,000	85,000		
PIONEER PARK CENTENNIAL CENTER		35,500	14,200,000	$142,000		1,850,000	1,850,000		
PIONEER PARK GOLD DOME		13,500	5,400,000	$54,000		75,000	75,000		
PIONEER PARK GROUNDS		N/A	N/A	N/A	335,000	1,780,000	2,115,000		
PIONEER PARK PALACE SALOON/SQUARE DANCE HALL		8,055	3,222,000	32,220			-		
PIONEER PARK UNINSURED CABINS & OTHER BUILDINGS		53,139	21,255,600	212,556			-		
PIONEER PARK/RIVERBOAT NENANA		20,000	8,000,000	80,000	250,000		250,000		
RAILROAD MUSEUM / PIONEER PARK		3,742	1,496,800	14,968			-		
EMERG. MGT.(Old DATA PROC CTR)		5,600	2,240,000	22,400	45,000	925,000	970,000		
SOLID WASTE LANDFILL BLDG		36,055	14,422,000	144,220	135,000	658,750	793,750		
SOLID WASTE LANDFILL HEAVY EQUIPMENT GARAGE		4,550	1,820,000	18,200			-		
SOLID WASTE LANDFILL HHW		3,840	1,536,000	15,360			-		
TANANA RIVER LEVEE		N/A	N/A	N/A	150,000	150,000	300,000		
TRANSIT GARAGE (M.A.C.S.)		21,833	8,733,200	87,332		2,000,000	2,000,000		
TRANSIT PARK/DOWNTOWN TERMINAL (M.A.C.S.)		7,232	2,892,800	28,928			-		
MISC. OTHER BUILDINGS		19,782	7,912,800	79,128			-		
WESCOTT SWIMMING POOL		28,270	11,308,000	113,080		1,100,000	1,100,000		
Subtotals - Borough Facilities		**714,958**	**$285,983,200**	**$2,859,832**	**1,440,000**	**22,135,750**	**23,575,750**		

FY 2017 BUDGET WORKSHEET: Facilities Major Maintenance/Six Year Plan

Building Name	Number of Students Nov-15	Building Square Feet	Replacement Building Value @ $400/SqFt	One Percent of Replacement	6-Year Plan: Current Year	6-Year Plan Prior Year Deferred	Total Current Year and Prior Deferred	Director's Proposed FY 16/17	Approved Budget FY 16/17
Fire Stations									
CHENA GOLDSTREAM VFD STATION NO. 4 (Rosie Creek)		2,400	960,000	9,600		50,000	50,000		
CHENA GOLDSTREAM VFD#1 (Chena Ridge)		N/A	N/A	N/A			-		
CHENA GOLDSTREAM VFD STATION NO. 2 (Murphy Dome)		N/A	N/A	N/A			-		
ESTER VFD STATION		9,380	3,752,000	37,520			-		
NORTH STAR VFD STATION NO. 1		10,223	4,089,200	40,892		470,000	470,000		
NORTH STAR VFD STATION NO. 2		1,600	640,000	6,400			-		
NORTH STAR VFD STATION NO. 3		2,742	1,096,800	10,968		131,000	131,000		
NORTH STAR VFD STATION NO. 4		2,742	1,096,800	10,968		663,000	663,000		
NORTH STAR VFD STATION NO. 5		3,775	1,510,000	15,100		245,000	245,000		
STEESE VFD STATION NO. 1 (Farmers Loop)		7,065	2,826,000	28,260			-		
STEESE VFD STATION NO. 2 (Steele Creek)		9,053	3,621,200	36,212		250,000	250,000		
STEESE VFD STATION NO. 2 COLD STORAGE		N/A	N/A	N/A			-		
STEESE VFD STATION NO. 3 (Old Fox Elem)		6,900	2,760,000	27,600		121,000	121,000		
STEESE VFD STATION NO. 3 DORM UNIT		N/A	N/A	N/A			-		
UNIVERSITY FIRE STATION #1 (Campus)		N/A	N/A	N/A			-		
UNIVERSITY FIRE STATION #2 (University Avenue)		3,400	1,360,000	13,600	200,000	-	200,000		
Subtotals - Fire Stations		**59,280**	**23,712,000**	**237,120**	**200,000**	**1,930,000**	**2,130,000**		
Subtotals - School Facilities	**12,743**	**2,409,883**	**$963,953,380**	**$9,639,534**	**$1,102,435**	**$13,388,000**	**$14,490,435**		
Subtotals - Borough Facilities		**714,958**	**$285,983,200**	**$2,859,832**	**$1,440,000**	**$22,135,750**	**$23,575,750**		
Subtotals - Fire Stations		**59,280**	**$23,712,000**	**$237,120**	**$200,000**	**$1,930,000**	**$2,130,000**		
Totals School/Borough/Fire	**12,743**	**3,184,121**	**$1,273,648,580**					**-**	**-**
				$12,736,486	**$2,742,435**	**$37,453,750**	**$40,196,185**		

Object Code Description	Program Indicator	FY 12/13 Approved	FY 13/14 Approved	FY 14/15 Approved	FY 15/16 Approved	FY 15/16 Revised	Proposed Increase (Decrease)	Director's Proposed FY 16/17	Approved Budget FY 16/17
Calculated funding level at one percent of replacement value								12,736,486	
Actual new projects added to 6-year plan		5,108,000	2,350,000	4,700,000	2,251,250	2,251,250	491,185	2,742,435	
Total deferred projects within the 6-year plan		28,557,500	34,093,000	28,563,500	32,266,000	32,266,000	5,187,750	37,453,750	
Total outstanding projects from 6-year plan (current year)		33,665,500	36,443,000	33,263,500	34,517,250	34,517,250	5,678,935	40,196,185	
School District Facilities Maintenance Reserve Fund funding		-		-	-	`	-	-	-
Borough Facilities Maintenance Reserve Fund funding		-		-	-	-	-	-	-
									-

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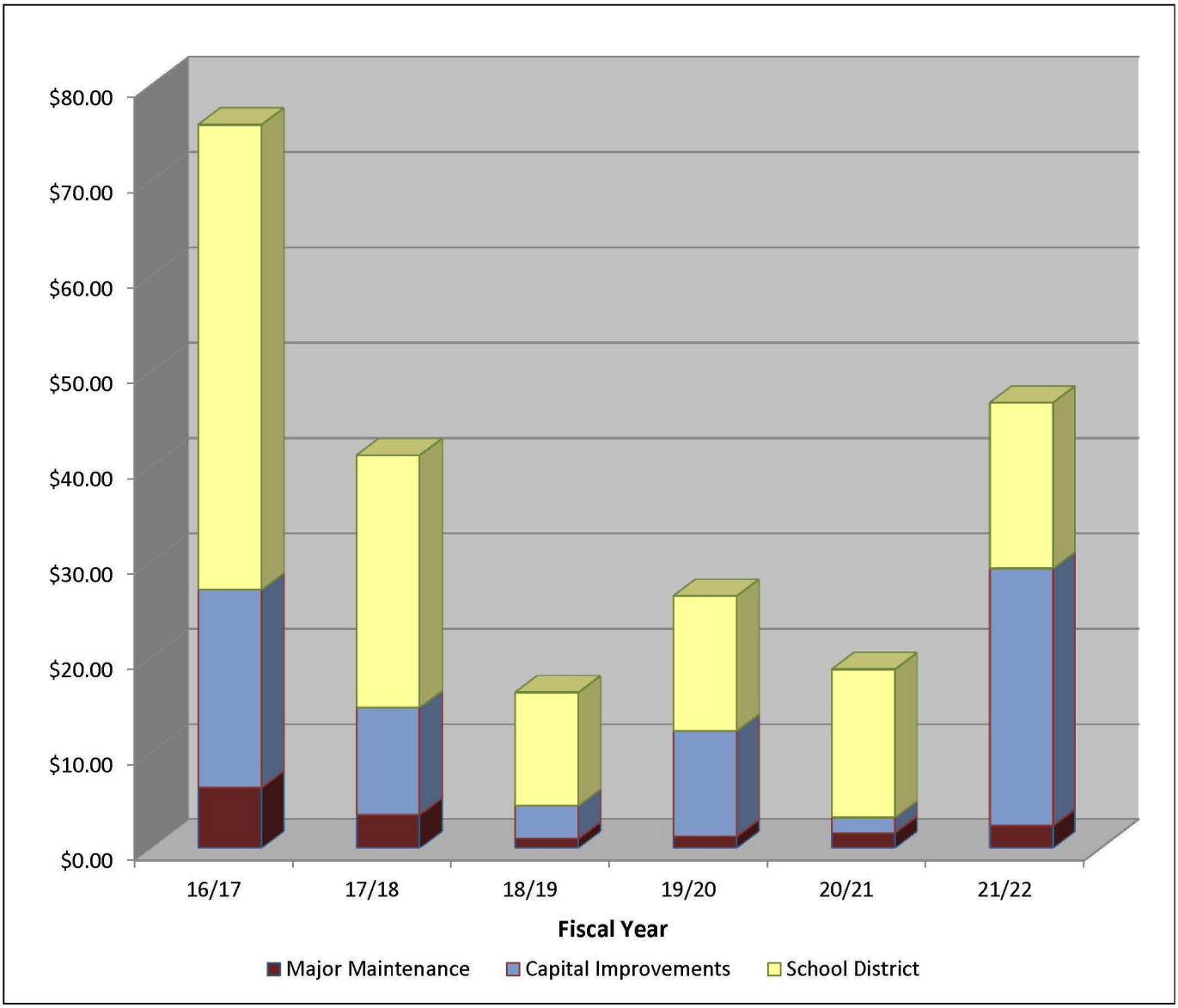
Six-Year Capital Request Summary

(Millions)

Category	Fiscal Year					
	16/17	17/18	18/19	19/20	20/21	21/22
Major Maintenance	$6.34	$3.51	$1.00	$1.23	$1.60	$2.35
Capital Improvements	$20.76	$11.25	$3.43	$11.06	$1.60	$26.98
School District	$48.78	$26.45	$11.89	$14.15	$15.55	$17.40
Total	$75.88	$41.21	$16.32	$26.44	$18.75	$46.73

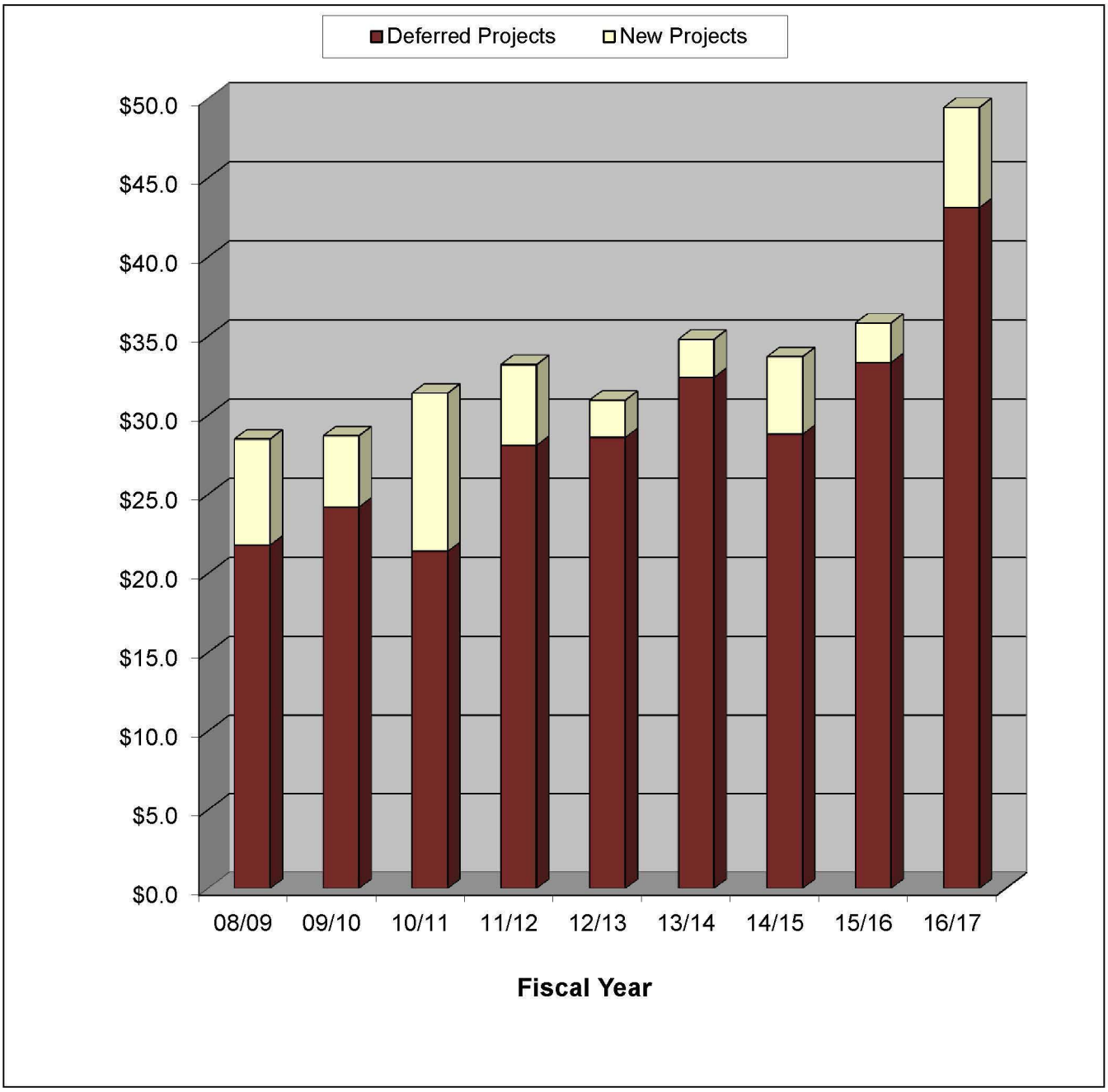


FY 2016-2017 Budget
Fairbanks North Star Borough

Major Maintenance Request History

(Millions)

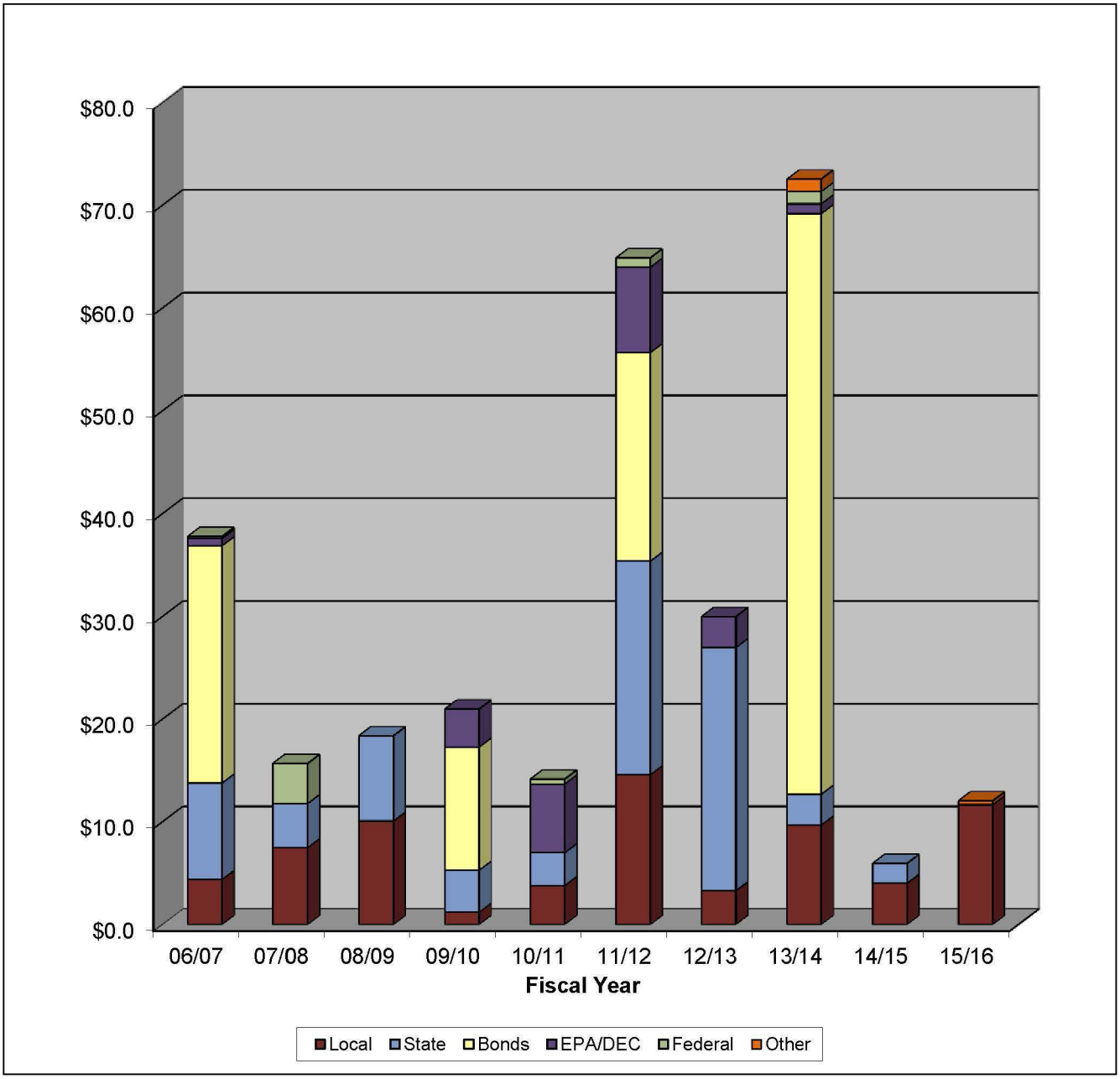
	Fiscal Year								
	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17
Deferred Projects	$21.8	$24.2	$21.4	$28.1	$28.6	$32.4	$28.8	$33.3	$ 43.12
New Projects	$6.7	$4.5	$10.0	$5.1	$2.4	$2.4	$4.9	$2.5	$ 6.34
Total	$28.5	$28.7	$31.4	$33.2	$31.0	$34.8	$33.7	$35.8	$ 49.46



Facilities Capital Funding History

(Millions)

Funding Type	Fiscal Year									
	06/07	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16
Local	$4.4	$7.5	$10.1	$1.2	$3.8	$14.6	$3.3	$9.7	$4.0	$11.7
State	$9.4	$4.3	$8.3	$4.1	$3.2	$20.8	$23.7	$3.0	$1.9	
Bonds	$23.1			$12.0		$20.3		$56.5		
EPA/DEC	$0.7			$3.7	$6.7	$8.3	$3.0	$1.0		
Federal	$0.2	$3.9			$0.5	$0.9		$1.2		
Other								$1.2		$0.4
Total	$37.8	$15.7	$18.4	$21.0	$14.2	$64.9	$30.0	$72.6	$6.0	$12.1



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GRANTS

GRANTS

Program Description

The Fairbanks North Star Borough receives various operating grants each year in amounts that are consistent and predictable. These grants fund general, ongoing Borough operations such as transportation, community and economic development, and library services. Since these operating grants recur each year in predictable amounts, we appropriate the estimated funding in the annual operating budget.

FY 2016-2017 Budget
Fairbanks North Star Borough

Recurring Grants to the Borough

SPECIAL REVENUE FUND OPERATING GRANTS						REVENUE BUDGET							EXPENDITURE BUDGET		
							REQUIRED LOCAL MATCH BY FUNDING SOURCE								
							Cash Match								
Affected Department	Operating Grant Title	Granting Agency	Grant Purpose	FTE's Funded	Grant Term	Grant Amount	General Fund	Non - Areawide	Transit Enterprise	In-Kind Operations Match *	Total Cash and In-Kind Match	Total Grant + Cash Match	Indirect	Awaiting Budget	Total
Community Planning	FMATS-FHWA FFY17-18 UPWP FFY17 ONLY	Alaska DOT/PF - FHWA	Fairbanks Metropolitan Area Transit System (FMATS) Planning	0.50	10/01/16-09/30/17	43,250	4,293				4,293	47,543	3,932	43,611	47,543
Computer Services	FMATS-FHWA FFY17-18 UPWP FFY17 ONLY	Alaska DOT/PF - FHWA	Fairbanks Metropolitan Area Transit System (FMATS) Planning	Various	10/01/16-09/30/17	43,250	4,293				4,293	47,543	3,932	43,611	47,543
Mayor's Office	Alaska Regional Development Organization (ARDOR)	Alaska DCCED	Regional Economic Development Opportunities	1.00	07/01/16 - 06/30/17	70,300	23,433				23,433	93,733	6,391	87,342	93,733
Financial Services	Human Services Community Matching Grant (HSCMG)	Alaska DHSS	Social Service funding for local non-profits agency		07/01/16 - 06/30/17	259,760	117,275				117,275	377,035	12,370	364,665	377,035
Library Services	Public Library Assistance	Alaska DEED	Library Projects	0.25	07/01/16 - 06/30/17	21,000					-	21,000	-	21,000	21,000
Library Services	Library Continuing Education Grants (3 @ $1,000/each; 3 @ $1,500/each)	Alaska DEED	Education		07/01/16 - 06/30/17	7,500					-	7,500	-	7,500	7,500
					TOTAL OPERATING GRANTS IN SPECIAL REVENUE FUNDS:	**$ 445,060**	**$ 149,294**	**$ -**	**$ -**	**$ -**	**$ 149,294**	**594,354**	**$ 26,625**	**$ 567,729**	**$ 594,354**

ENTERPRISE FUND OPERATING GRANTS						REVENUE BUDGET							EXPENDITURE BUDGET		
							REQUIRED LOCAL MATCH BY FUNDING SOURCE								
							Cash Match								
Affected Department	Operating Grant Title	Granting Agency	Grant Purpose	FTE's Funded	Grant Term	Grant Amount	General Fund	Non - Areawide	Transit Enterprise	In-Kind Operations Match *	Total Cash and In-Kind Match	Total Grant + Cash Match	Indirect	Awaiting Budget	Total
Transportation	FMATS-FTA CY16 & CY17	Alaska DOT/PF - FTA	Fairbanks Metropolitan Area Transit System (FMATS) Planning	0.25	07/01/16 - 06/30/17	192,004			48,001		48,001	240,005		240,005	240,005
Transportation	Transit Operating Grant FTA § 5311	Alaska DOT/PF - FTA	FTA Operating Assistance - Gray Line	Various	07/01/16 - 06/30/17	187,661			165,385		165,385	353,046		353,046	353,046
Transportation	AK DOT&PF - Matching Grant	Alaska DOT/PF	FTA Operating Assistance	Various	07/01/16 - 06/30/17	112,740					-	112,740		112,740	112,740
Transportation	Transit Operating Grant FTA § 5307	Alaska DOT/PF	FTA Operating Assistance	Various	07/01/16 - 06/30/17	764,001			651,261		651,261	1,415,262		1,415,262	1,415,262
					TOTAL OPERATING GRANTS IN ENTERPRISE FUNDS:	**$ 1,256,406**	**$ -**	**$ -**	**$ 864,647**	**$ -**	**$ 864,647**	**$ 2,121,053**	**-**	**$ 2,121,053**	**$ 2,121,053**

FY 2016-2017 Budget
Fairbanks North Star Borough

Recurring Grants to the Borough

NON-AREAWIDE OPERATING GRANTS						REVENUE BUDGET							EXPENDITURE BUDGET		
							REQUIRED LOCAL MATCH BY FUNDING SOURCE								
							Cash Match								
Affected Department	Operating Grant Title	Granting Agency	Grant Purpose	FTE's Funded	Grant Term	Grant Amount	General Fund	Non - Areawide	Transit Enterprise	In-Kind Operations Match *	Total Cash and In-Kind Match	Total Grant + Cash Match	Indirect	Awaiting Budget	Total
Emergency Operations	Emergency Management Performance Grant (EMPG)	U.S. Dept. of Homeland Security passed through Alaska DMVA	Reimbursement of Eligible Emergency Operations Costs	2.50	07/01/16 - 06/30/17	142,000				142,000	142,000	142,000	-	142,000	142,000
TOTAL OPERATING GRANTS IN NON-AREAWIDE FUND:						**$ 142,000**	**$ -**	**$ -**	**$ -**	**$ 142,000**	**$ 142,000**	**$ 142,000**	**$ -**	**$ 142,000**	**$ 142,000**
TOTAL OPERATING GRANTS:						**$ 1,843,466**	**$ 149,294**	**$ -**	**$ 864,647**	**$ 142,000**	**$ 1,155,941**	**$ 2,857,407**	**$ 26,625**	**$ 2,830,782**	**$ 2,857,407**

* In-Kind Operations Match is not included in the totals, since it is appropriated separately in the Operating Budget.

FY 2016-2017 Budget
Fairbanks North Star Borough

Recurring Grant Programs Funded by the Borough

GRANT PROGRAMS FUNDED BY AND THROUGH THE BOROUGH				REVENUE BUDGET						EXPENDITURE BUDGET	
Affected Department	Line-Item	Description	Grant Term	Grant Amount	General Fund	Non - Areawide	Hotel-Motel Room Tax Fund	Sold Waste Collection	Total Grant		Total
Mayor's Office	Other Contractual	Fairbanks Convention and Visitors Bureau Grants * DBA: Explore Fairbanks Destination Marketing	07/01/16-06/30/17	1,153,750			1,153,750		1,153,750		1,153,750
Mayor's Office	Other Contractual	Fairbanks Economic Development Corporation * Combined Operations and Project Funding	01/01/17-12/31/17	400,000	50,000	350,000			400,000		400,000
Mayor's Office	Other Contractual	World Eskimo-Indian Olympics	07/01/16-06/30/17	10,000	10,000				10,000		10,000
Mayor's Office	Other Contractual	City of Fairbanks Community Services Patrol	07/01/16-06/30/17	25,000	25,000				25,000		25,000
Mayor's Office	Other Contractual	KUAC- Public Radio	07/01/16-06/30/17	20,000	20,000				20,000		20,000
Mayor's Office	Other Contractual	North Pole Economic Development Corporation	07/01/16-06/30/17	10,000	10,000				10,000		10,000
Mayor's Office	Other Contractual	Alaska Small Business Development Center	07/01/16-06/30/17	5,000	5,000				5,000		5,000
Parks and Recreation Administration	Other Contractual	Fairbanks Arts Association Cultural Activities	07/01/16-06/30/17	50,000	50,000				50,000		50,000
Parks and Recreation Administration	Other Contractual	Yukon Quest International Sled dog race	07/01/16-06/30/17	5,000	5,000				5,000		5,000
Public Works Solid Waste Collection	Other Contractual	Fairbanks Litter Patrol Community Services	07/01/16-06/30/17	40,000				40,000	40,000		40,000
Financial Services Health & Social Services	Other Contractual	Match Assistance Grant		200,000	200,000				200,000		200,000
		TOTAL GRANT PROGRAMS FUNDED BY AND THROUGH THE BOROUGH:		**$ 1,918,750**	**$ 375,000**	**$ 350,000**	**$ 1,153,750**	**$ 40,000**	**$ 1,918,750**		**$ 1,918,750**

*** Appropriate funds contingent upon grant agreement requiring the establishment of uniform procedures to encourage, to the maximum extent possible, the participation of and the award to local bidders in all procurements for Fairbanks Convention and Visitor's Bureau and Fairbanks Economic Development Corporation**

Grant Programs Funded By and Through the Borough

FY 2017			Appropriations by Local Funding Source						Grants [1]
Budget	Grant Programs Funded by the Borough	Line-Item	General Fund	Non-Areawide Fund	Non-Depart-mental	Solid Waste Collection Fund	Hotel-Motel Tax Fund	Total Local Funding Sources	Federal / State Funding Sources
Mayor's Office Multi-Year Project	**Fairbanks Convention and Visitors Bureau** Destination Marketing	Other Contractual					$1,153,750	$1,153,750	$0
Mayor's Office Multi-Year Project	**Fairbanks Economic Development Corporation** Combined Operations and Projects Funding	Other Contractual	50,000	350,000				400,000	0
Mayor's Office Multi-Year Project	**North Pole Economic Development Corporation** Destination Marketing	Other Contractual	10,000					10,000	0
Mayor's Office Multi-Year Project	**City of Fairbanks Community Services Patrol**	Other Contractual	25,000					25,000	0
Mayor's Office Multi-Year Project	**KUAC - Public Radio**	Other Contractual	20,000					20,000	0
Mayor's Office Multi-Year Project	**World Eskimo-Indian Olympics**	Other Contractual	10,000					10,000	0
Mayor's Office Multi-Year Project	**Alaska Small Business Development Center**	Other Contractual	5,000					5,000	0
Parks & Recreation/ Administration Multi-Year Project	**Yukon Quest International Sled Dog Race** Operating Activities	Other Contractual	5,000					5,000	0
Public Works/ Solid Waste Collections Multi-Year Project	**Fairbanks Litter Patrol** Community-Wide Services	Other Contractual	0			40,000		40,000	0
Parks & Recreation/ Administration Multi-Year Project	**Fairbanks Arts Association** Cultural Activities	Other Contractual	50,000					50,000	0
Financial Services/HSS Administration	**FY17 Human Services Community Matching Grant Program**, Local Match	Other Contractual	117,275					117,275	0
Financial Services/HSS Administration	**FY17 Match Assistance Grants (MAGS):** Social Services	Other Contractual	200,000					200,000	0
Non-Departmental/ Areawide	Grants Match, Indirect, Awaiting Budget	Other Contractual			30,000			30,000	0
			$492,275	$350,000	$30,000	$40,000	$1,153,750		
	Total FY 2017 Grant Program Funds:							$2,066,025	$0

FY 2016			Appropriations by Local Funding Source						Grants [1]
Budget	Grant	Line-Item	General Fund	Non-Areawide Fund	Non-Depart-mental	Solid Waste Collection Fund	Hotel-Motel Tax Fund	Total Local Funding Sources	Federal / State Funding Sources
Mayor's Office Multi-Year Project	**Fairbanks Convention and Visitors Bureau (FCVB)** Destination Marketing	Other Contractual					$1,121,250	$1,121,250	$0
Mayor's Office	**Fairbanks Convention and Visitors Bureau (FCVB)** FY16 Special Events Multi-Year	Other Contractual	50,000						
Mayor/Economic Development Multi-Year Project	**Fairbanks Economic Development Corporation** Economic Development	Other Contractual	50,000	350,000				400,000	0
Mayor's Office Operating Funds	**Fairbanks Economic Development Corporation** Economic Development	Other Contractual	50,000					50,000	0
Mayor's Office Multi-Year Project	**City of North Pole** Economic Development	Other Contractual	10,000					10,000	0
Mayor's Office Multi-Year Project	**Fairbanks Community Services Patrol**	Other Contractual	25,000					25,000	0

Grant Programs Funded By and Through the Borough

FY 2016			Appropriations by Local Funding Source						Grants [1]
Budget	Grant	Line-Item	General Fund	Non-Areawide Fund	Non-Depart-mental	Solid Waste Collection Fund	Hotel-Motel Tax Fund	Total Local Funding Sources	Federal / State Funding Sources
Public Works/ Solid Waste Collections Multi-Year Project	**Fairbanks Litter Patrol** Community-Wide Services	Other Contractual	0			24,000		24,000	0
Public Works Operating Funds	**Fairbanks Youth Litter Patrol** Community-Wide Services	Other Contractual	7,000					7,000	0
Mayor's Office Operating Funds	**Fairbanks Youth Litter Patrol** Community-Wide Services	Other Contractual	12,000					12,000	0
Mayor's Office	**Alaska Dog Mushers Association** FY15 Special Events Multi-Year	Other Contractual	25,000						
Mayor's Office	**Iditarod Trail Committee** FY15 Special Events Multi-Year	Other Contractual	20,000					20,000	0
Mayor's Office	**Yukon Quest International Sled Dog Race** FY15 Special Events Multi-Year	Other Contractual	5,000					5,000	0
Parks & Recreation/ Administration Multi-Year Project	**Yukon Quest International Sled Dog Race** Operating Activities	Other Contractual	5,000					5,000	0
Mayor's Office Multi-Year Project	**World Eskimo-Indian Olympics**	Other Contractual	10,000					10,000	0
Mayor's Office Multi-Year Project	**Alaska Small Business Development Center**	Other Contractual	10,000					10,000	0
Parks & Recreation/ Administration Multi-Year Project	**Fairbanks Arts Association** Cultural Activities	Other Contractual	50,000					50,000	0
Financial Services/HSS Administration	FY16 Human Services Community Matching Grant (FY16 HSCMG): **Alaska Legal Services Corp.** Individual & Family Legal Crisis project	Other Contractual	15,517					15,517	34,483
Financial Services/HSS Administration	FY16 HSCMG: **Alzheimer's of Alaska** Alzheimer's Disease & Related Dementia Education & Support	Other Contractual	15,517					15,517	34,483
Financial Services/HSS Administration	FY15 HSCMG: **Big Brothers/Big Sisters** Big Brothers Big Sisters Mentoring Programs	Other Contractual	15,517					15,517	34,483
Financial Services/HSS Administration	FY16 HSCMG: **Fairbanks Community Food Bank** Foodbank Warehouse	Other Contractual	15,517					15,517	34,483
Financial Services/HSS Administration	FY16 HSCMG: **Interior Community Health Clinic** Access to Affordable Preventative & Primary Health Care	Other Contractual	15,517					15,517	34,483
Financial Services/HSS Administration	FY16 HSCMG: **Interior Aids Association** Project Special Delivery	Other Contractual	15,517					15,517	34,483
Financial Services/HSS Administration	FY16 HSCMG: **Literacy Council** Adult Literacy Program	Other Contractual	14,528					14,528	31,621
Financial Services/HSS Administration	FY16 HSCMG: **North Star Council on Aging** Meals on Wheels	Other Contractual	12,037					12,037	26,749
Financial Services/HSS Administration	FY15 Match Assistance Grants (MAGS) Social Services FY15 Social Services - Round 3 **Arctic Resource Center for Suicide Prevention** Camp to Produce a Public Service Announcement	Other Contractual	2,500					25,000	0
Financial Services/HSS Administration	FY15 Social Services - Round 3 **Interior Aids Association** Comprehensive Behavioral Health Treatment & Recovery	Other Contractual	25,000					25,000	0

Grant Programs Funded By and Through the Borough

FY 2016 (Continued)			Appropriations by Local Funding Source						Grants [1]
Budget	Grant Programs Funded by the Borough	Line-Item	General Fund	Non-Areawide Fund	Non-Depart-mental	Solid Waste Collection Fund	Hotel-Motel Tax Fund	Total Local Funding Sources	Federal / State Funding Sources
Financial Services/HSS Administration	FY16 Social Services - Round 1 **Alaska Center for Resource Families** Resource Family Training and Support	Other Contractual	25,000					25,000	0
Financial Services/HSS Administration	FY16 Social Services - Round 1 **Downtown Association** Community Response to Chronic Inebriates	Other Contractual	25,000					25,000	0
Financial Services/HSS Administration	FY16 Social Services - Round 1 **Fairbanks Counseling and Adoption** Family Preservation Services	Other Contractual	20,745					20,745	0
Financial Services/HSS Administration	FY16 Social Services - Round 1 **Fairbanks Counseling and Adoption** Family Support Services	Other Contractual	4,255					4,255	0
Financial Services/HSS Administration	FY16 Social Services - Round 1 **Fairbanks Resource Agency** Adult Day Center	Other Contractual	13,593					13,593	0
Financial Services/HSS Administration	FY16 Social Services - Round 1 **Fairbanks Resource Agency** Family Caregiver Support	Other Contractual	10,530					10,530	0
Financial Services/HSS Administration	FY16 Social Services - Round 1 **Resource Center for Parents and Children** Family Reunification	Other Contractual	22,500					22,500	0
Financial Services/HSS Administration	FY16 Social Services - Round 1 **Resource Center for Parents and Children** Family Support	Other Contractual	2,500					2,500	0
Financial Services/HSS Administration	FY16 Social Services - Round 2 **No Limits Incorporated** Supportive Housing Program	Other Contractual	25,000					25,000	0
Financial Services/HSS Administration	FY16 Match Assistance Grants (MAGS) Social Services **Unallocated as of 3/1/16**	Other Contractual	187,317					187,317	0
Financial Services/HSS Administration	FY13 Match Assistance Grants (MAGS) Safety Net Services (FY15 Safety Net - Round 3) **Breadline** Stone Soup Café'	Other Contractual	8,276					25,000	0
Financial Services/HSS Administration	FY14 Match Assistance Grants (MAGS) Safety Net Services (FY15 Safety Net - Round 3) **Breadline** Stone Soup Café'	Other Contractual	3,474					25,000	0
Financial Services/HSS Administration	(FY16 Safety Net - Round 1) **Interior Alaska Center for Non-Violent Living** Emergency Shelter for Victims of Domestic Violence/Sexual Assault	Other Contractual	25,000					25,000	0
Financial Services/HSS Administration	FY14 Match Assistance Grants (MAGS) Safety Net Services **Unallocated as of 3/1/16**	Other Contractual	21,526					21,526	0
Financial Services/HSS Administration	FY15 Match Assistance Grants (MAGS) Safety Net Services **Unallocated as of 3/1/16**	Other Contractual	50,000					50,000	0
Non-Depart-mental/Areawide	**City of North Pole** Memorial Park	Grants Match, Indirect, Awaiting Budget			15,000			15,000	0
Non-Depart-mental/Areawide	Grants Match, Indirect, Awaiting Budget: **Unallocated as of 3/1/16**	Grants Match, Indirect, Awaiting Budget			15,000			15,000	0
			$920,884	$350,000	$30,000	$24,000	$1,121,250		
	Total FY 2016 Program Funds:							$2,431,884	$265,267

[1] **Grants**

The amounts in the far right-hand column labeled "Grants - Federal/State Funding Sources" include grant funds awarded directly to the Borough, or through the Borough as a conduit, and does not include amounts awarded directly to other organizations that the Borough is matching.

Recurring Grant Programs Funded by the Borough
Summary

	2013/14 Actual	2014/15 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
PERSONNEL SERVICES						
Permanent Salaries	-	-	-	-	-	-
Overtime Wages	-	-	-	-	-	-
Temporary Salaries	-	-	-	-	-	-
Benefits	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
COMMODITIES						
Office Supplies	-	-	-	-	-	-
Computer Stuff	-	-	-	-	-	-
Operating Supplies	-	-	-	-	-	-
Books and Periodicals	-	-	-	-	-	-
Repair and Maint. Supplies	-	-	-	-	-	-
Clothing Supplies	-	-	-	-	-	-
Motor Fuels and Lubricants	-	-	-	-	-	-
Equipment Parts	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
CONTRACTUAL SERVICES						
Professional Services	-	-	-	-	-	-
Communications	-	-	-	-	-	-
Travel	-	-	-	-	-	-
Professional Dues/Meetings	-	-	-	-	-	-
Training	-	-	-	-	-	-
Advertising, Printing & Binding	-	-	-	-	-	-
Insurance and Bonding	-	-	-	-	-	-
Repairs & Maint. -Bldg. & Grounds	-	-	-	-	-	-
Repairs & Maint. -Office Equipment	-	-	-	-	-	-
Repairs & Maint. -Other Equipment	-	-	-	-	-	-
Rent	-	-	-	-	-	-
Utilities	-	-	-	-	-	-
Equipment Leases	-	-	-	-	-	-
Other Contractual Services	1,194,000	1,406,500	1,339,000	1,270,250	1,270,250	1,318,750
Subtotal:	1,194,000	1,406,500	1,339,000	1,270,250	1,270,250	1,318,750
Grants Match, Indirect, Awaiting Budget	400,000	650,000	600,000	600,000	600,000	600,000
CAPITAL OUTLAY						
Controlled Assets	-	-	-	-	-	-
Buildings & Structures	-	-	-	-	-	-
Office Furniture	-	-	-	-	-	-
Office Equipment	-	-	-	-	-	-
Rolling Equipment	-	-	-	-	-	-
Machinery & Equipment	-	-	-	-	-	-
Land & Land Improvements	-	-	-	-	-	-
Library Materials	-	-	-	-	-	-
Leasehold Improvements	-	-	-	-	-	-
Other Capital Items	-	-	-	-	-	-
Subtotal:	-	-	-	-	-	-
GRAND TOTAL:	1,594,000	2,056,500	1,939,000	1,870,250	1,870,250	1,918,750

INTERFUND CHARGES

INTERFUND CHARGES
FY 2016–2017

Intragovernmental Cost Plan (IGCP)
Revenues and Charges
Appropriated and Non-Appropriated

Fund Name	Budget Unit	Department	Total Charges to Budget Units Calculated	Total Revenue to Cost Pools Calculated	Total Interfund Charges to Budget Units Appropriated	Total Interfund Revenue to Cost Pools Appropriated
General Fund	General Government	Non-departmental	79,810	-	-	-
General Fund	Mayor's Office	Mayor	403,190	-	-	-
General Fund	Other Borough Administration	Mayor	79,410	367,390	-	86,860
General Fund	Economic Development Areawide	Mayor	47,090	-	-	-
General Fund	Assembly	Assembly	430,160	161,900	-	86,560
General Fund	Clerk's Office	Assembly	225,120	-	-	-
General Fund	Elections	Assembly	13,440	-	-	-
General Fund	Records Management	Assembly	219,120	-	-	-
General Fund	Law	Law	247,250	1,470,940	-	82,600
General Fund	CS Administration	Computer Services	128,570	-	-	-
General Fund	Applications Support Services	Computer Services	303,940	2,087,710	-	97,540
General Fund	Network Services	Computer Services	293,860	2,977,300	-	566,190
General Fund	Geographic Information Services	Computer Services	156,340	750,830	-	138,340
General Fund	FS Administration	Financial Services	101,790	22,530	-	-
General Fund	General Accounting	Financial Services	753,890	2,680,180	-	548,880
General Fund	Grants Accounting	Financial Services	65,250	496,890	-	149,310
General Fund	Treasury/ Budget	Financial Services	799,820	2,152,970	-	330,680
General Fund	Tax Foreclosures	Financial Services	133,390	-	-	-
General Fund	Health and Social Services	Financial Services	45,010	-	-	-
General Fund	Assessing	Assessing	1,123,680	-	-	-
General Fund	Land Management	Assessing	209,840	-	-	-
General Fund	PW Administration	Public Works	119,560	198,150	-	169,350
General Fund	Design and Construction	Public Works	560,680	1,963,870	-	315,370
General Fund	Facilities Maintenance	Public Works	909,160	7,467,620	-	1,251,780
General Fund	Rural Services	Public Works	172,810	878,660	-	433,530
General Fund	LS Administration	Library Services	145,150	-	-	-
General Fund	Automated Services	Library Services	125,890	-	-	-
General Fund	Public Services	Library Services	822,500	-	-	-
General Fund	Collection Services	Library Services	440,000	-	-	-
General Fund	Outreach Services	Library Services	283,850	-	-	-
General Fund	Community Services	Library Services	41,800	-	-	-
General Fund	CP Administration	Community Planning	147,720	-	-	-
General Fund	Planning and Zoning	Community Planning	544,930	-	-	-
General Fund	Community Research	Community Planning	28,440	-	-	-
General Fund	Platting and Mapping	Community Planning	303,120	-	-	-
General Fund	P&R Administration	Parks & Recreation	1,071,180	-	-	-
General Fund	Recreation	Parks & Recreation	264,530	-	-	-
General Fund	Pioneer Park	Parks & Recreation	1,136,900	-	-	-
General Fund	Parks Maintenance	Parks & Recreation	1,027,710	-	-	-
General Fund	Aquatics	Parks & Recreation	2,302,670	-	-	-
General Fund	Animal Control	Emergency Operations	842,170	-	-	-
General Fund	GS Administration	General Services	63,710	-	-	-
General Fund	Purchasing	General Services	288,760	936,350	-	181,730
General Fund	General Support Services	General Services	315,030	1,495,500	-	312,550
General Fund	Borough Admin Center	General Services	817,410	1,146,500	-	4,370
General Fund	Motor Pool Vehicles	General Services	1,380	45,850	-	-
General Fund	Personnel/ Payroll	Human Resources	682,780	1,740,930	-	368,590
General Fund	Risk Management	Human Resources	380,510	3,033,840	-	2,253,640
911 Fund	911 - 911 Fund	Emergency Operations	129,240	-	129,200	-
Non-Areawide	Economic Development - NAW Fund	Mayor	38,790	-	38,800	-
Non-Areawide	Emergency Management - NAW Fund	Emergency Operations	465,040	247,110	465,040	95,824

Intragovernmental Cost Plan (IGCP)
Revenues and Charges
Appropriated and Non-Appropriated

Fund Name	Budget Unit	Department	Total Charges to Budget Units Calculated	Total Revenue to Cost Pools Calculated	Total Interfund Charges to Budget Units Appropriated	Total Interfund Revenue to Cost Pools Appropriated
Non-Areawide	Emerg Med Svcs - NAW Fund	Emergency Operations	116,500	-	116,500	-
SW Collec Distr	Solid Waste Collections - SWCD Fund	Public Works	233,560	-	233,550	-
Debt Service	Debt Service-AW - DS Fund		195,020	-	-	-
Transit Enterprise	TR Administration - Transit E Fund	Transportation	163,770	-	163,770	-
Transit Enterprise	Air Quality - Transit E Fund	Transportation	218,100	-	218,100	-
Transit Enterprise	Transit Operations - Transit E Fund	Transportation	392,370	-	392,370	-
Transit Enterprise	Van Tran - Transit E Fund	Transportation	247,600	-	247,600	-
Transit Enterprise	Vehicle Fleet Maint - Transit E Fund	Transportation	271,480	-	271,450	-
Carlson Ctr Entpr	Carlson Center - CAC E Fund	Parks & Recreation	649,040	-	649,030	-
SW Disposal Entpr	Solid Waste Disposal - SWD E Fund	Public Works	873,290	-	873,260	-
SW Disposal Entpr	Houshold Haz Waste - SWD E Fund	Public Works	170,730	-	170,730	-
Veh/Equ Fleet IS	Vehicle Equipment Fleet - IS Fund	Transportation	59,810	-	59,810	-
Various Proj Fds	Locally Funded Projects (ONESolution)		404,630	-	-	-
Bond Cap Prj Fd	Bond Funded Projects		986,800	-	-	-
IGU Compon Unit	Interior Gas Utility		55,660	-	-	-
Subtotal calculated and appropriated in operating budget			25,371,750	32,323,020	4,029,210	7,473,694
Appropriated in other budgets:						
SD Compon Unit	School District (Contr to SD)		3,140,170	-	2,036,880	-
Various Proj Fds	Grant Funded Projects		1,926,170	-	578,800	-
Service Area	Fire Service Areas		436,730	-	114,254	-
Service Area	Road/Other Service Areas		1,448,200	-	714,550	-
Subtotal calculated and appropriated in other budgets			6,951,270	-	3,444,484	-
Total calculated and total appropriated			32,323,020	32,323,020	7,473,694	7,473,694
Portions of cost pools that are NOT allocated:						
Non-Areawide	Emerg Mgt Charges not allocated	Emergency Operations	855,580	855,580		
			855,580	855,580		
Ties to IGCP W/S totals			33,178,600	33,178,600		

Notes:

Charges from Admin divisions to subordinate divisions are shown above (as calculated and appropriated) only if they cross funds.

FY 2016-2017 Budget
Fairbanks North Star Borough

Intragovernmental Cost Plan (IGCP)

	SPECIAL REVENUE FUNDS					ENTERPRISE FUNDS		
	NON-AREAWIDE							
COST POOLS	ECONOMIC DEVELOP-MENT	EMERG MANAGEMT	EMERG MEDICAL SERVICES	911	SOLID WASTE COLLECTION DISTRICT	TRANSIT	CARLSON CENTER	SOLID WASTE DISPOSAL
Other Borough Administration	340	1,720	6,860	3,010	18,780	17,710	1,830	19,030
Treasury/ Budget	1,290	6,560	26,130	11,470	71,500	67,450	6,950	72,470
External Audit/Assembly	80	380	1,510	660	4,140	3,910	400	4,200
Support Services (mail, reproduction)	-	14,240	3,720	14,240	5,450	175,950	1,030	72,490
Personnel/ Payroll	-	16,800	4,380	16,800	6,430	207,480	1,220	85,490
General Accounting	8,870	15,370	17,330	5,980	20,940	222,330	1,750	110,910
Purchasing	15,900	8,050	8,470	5,990	830	24,780	620	22,710
Department of Law	1,720	17,900	27,540	17,550	-	11,010	340	690
Applications Support Services	-	12,190	4,680	9,680	5,670	52,490	950	9,570
Network Services	10,600	203,700	4,770	23,570	2,700	163,590	64,900	71,470
Geographic Information Services	-	67,270	-	5,140	-	61,120	-	4,810
Risk Management	-	8,970	5,650	3,030	2,260	70,990	50,150	54,850
Grants Accounting	-	-	-	-	-	-	-	-
Rural Services	-	-	-	-	-	-	-	-
Emergency Management- NAW Fund	-	-	-	-	-	-	-	-
Design and Construction	-	3,430	-	-	10,300	20,600	10,300	34,330
Facilities Maintenance	-	88,460	5,460	7,710	21,340	193,880	508,590	402,870
Borough Admin Center (BAC)	-	-	-	4,370	-	-	-	-
Motor Pool Vehicles	-	-	-	-	-	-	-	-
Administration Divisions	-	-	-	-	63,210	-	-	78,100
Total Charges from Cost Pools	38,800	465,040	116,500	129,200	233,550	1,293,290	649,030	1,043,990
Adjustment to Charges:								
Less current agreements to adjust cost pool charges								
Less grant indirect charges waived or limited								
Less general fund charges not allocated								
Total IGCP Charges Appropriated	38,800	465,040	116,500	129,200	233,550	1,293,290	649,030	1,043,990
General Fund IGCP Revenue	38,800	465,040	116,500	129,200	233,550	1,293,290	649,030	1,043,990
Non-Areawide Fund IGCP Revenue								
Total IGCP Revenue	38,800	465,040	116,500	129,200	233,550	1,293,290	649,030	1,043,990

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FY 2016-2017 Budget
Fairbanks North Star Borough

Intragovernmental Cost Plan (IGCP)

COST POOLS	INTERNAL SERVICE FUND	SERVICE AREA FUNDS			COMPONENT UNIT		
	VEHICLE AND EQUIPMENT FLEET	FIRE SERVICE AREAS	ROAD/OTHER SERVICE AREAS	GRANT FUNDED PROJECTS	SCHOOL DISTRICT	ALL OTHERS	TOTAL
Other Borough Administration	-	21,060	9,940	42,120	-	224,990	367,390
Treasury/ Budget	-	80,200	37,840	160,380	569,940	1,040,790	2,152,970
External Audit/Assembly	-	4,650	2,190	28,290	61,700	49,790	161,900
Support Services (mail, reproduction)	-	-	-	84,630	-	1,123,750	1,495,500
Personnel/ Payroll	-	-	-	99,800	-	1,302,530	1,740,930
General Accounting	48,590	7,430	100,900	156,510	-	1,963,270	2,680,180
Purchasing	10,530	4,540	48,730	199,040	-	586,160	936,350
Department of Law	690	35,450	2,070	13,770	129,070	1,213,140	1,470,940
Applications Support Services	-	4,890	4,680	-	-	1,982,910	2,087,710
Network Services	-	-	-	69,510	-	2,362,490	2,977,300
Geographic Information Services	-	4,810	-	-	-	607,680	750,830
Risk Management	-	18,430	117,110	21,140	2,258,440	422,820	3,033,840
Grants Accounting	-	-	-	496,890	-	-	496,890
Rural Services	-	-	878,660	-	-	-	878,660
Emergency Management- NAW Fund	-	247,110	-	-	-	855,580	1,102,690
Design and Construction	-	-	189,250	476,000	121,120	1,098,540	1,963,870
Facilities Maintenance	-	8,170	-	78,110	-	6,153,030	7,467,620
Borough Admin Center (BAC)	-	-	-	-	-	1,142,130	1,146,500
Motor Pool Vehicles	-	-	-	-	-	45,850	45,850
Administration Divisions	-	-	56,840	-	-	22,530	220,680
Total Charges from Cost Pools	59,810	436,740	1,448,210	1,926,190	3,140,270	22,197,980	33,178,600
Adjustment to Charges:							
Less current agreements to adjust cost pool charges		(322,486)	(733,660)		(1,103,390)		(2,159,536)
Less grant indirect charges waived or limited				(1,347,390)			(1,347,390)
Less general fund charges not allocated						(22,197,980)	(22,197,980)
Total IGCP Charges Appropriated	59,810	114,254	714,550	578,800	2,036,880	-	7,473,694
		(1)	(2)				
General Fund IGCP Revenue	59,810	18,430	714,550	578,800	2,036,880	-	7,377,870
Non-Areawide Fund IGCP Revenue		95,824					95,824
Total IGCP Revenue	59,810	114,254	714,550	578,800	2,036,880	-	7,473,694

(1) Fire Service Areas: Cost of excess insurance coverage and a percentage of Non-Areawide Emergency Management division salaries

(2) Road/Other Service Areas: Base charge of $500 and a percentage of overall expenditures charged

Intragovernmental Cost Plan (IGCP) History of Appropriated Expenditures

Fund Name	Budget Unit	Department	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
General Fund	General Government	Non-dept				
General Fund	Mayor's Office	Mayor				
General Fund	Other Boro Admin	Mayor				
General Fund	Econ Devel - General Fund	Mayor				
General Fund	Assembly	Assembly				
General Fund	Clerk's Office	Assembly				
General Fund	Elections	Assembly				
General Fund	Records Management	Assembly				
General Fund	Emergency Management	Emerg Oper				
General Fund	Health, Occupational Safety	Emerg Oper				
General Fund	Animal Control	Emerg Oper				
General Fund	Law	Law				
General Fund	Applications Support	Comput Svc				
General Fund	Network Services	Comput Svc				
General Fund	Geographic Information Services	Comput Svc				
General Fund	CS Administration	Comput Svc				
General Fund	FS Administration	Finanl Svc				
General Fund	General Accounting	Finanl Svc				
General Fund	Grants Accounting	Finanl Svc				
General Fund	Treasury/Budget	Finanl Svc				
General Fund	Assessing	Assessing				
General Fund	PW Administration	Public Wks				
General Fund	Design & Construction	Public Wks				
General Fund	Facilities Maintenance	Public Wks				
General Fund	Rural Services	Public Wks				
General Fund	LS Administration	Library				
General Fund	Automated Services	Library				
General Fund	Public Services	Library				
General Fund	Collection Services	Library				
General Fund	Outreach Services	Library				
General Fund	CP Administration	Commun Pln				
General Fund	Planning and Zoning	Commun Pln				
Non-Areawide	Community Research-NAW Fd	Commun Pln				
General Fund	Platting and Mapping	Commun Pln				
General Fund	P&R Administration	Parks&Rec				
General Fund	Pioneer Park	Parks&Rec				
General Fund	Parks Maintenance	Parks&Rec				
General Fund	Recreation Services	Parks&Rec				
General Fund	Aquatics	Parks&Rec				

Intragovernmental Cost Plan (IGCP) History of Appropriated Expenditures

Fund Name	Budget Unit	Department	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
General Fund	GS Administration	Generl Svc				
General Fund	Purchasing	Generl Svc				
General Fund	Boro Admin Center	Generl Svc				
General Fund	Support Services-Regular	Generl Svc				
General Fund	Motor Pool Vehicles	Generl Svc				
General Fund	Personnel/Payroll	Human Res				
General Fund	Risk Management	Human Res				
General Fund	Land Management-Operating	Land Mgmt.				
General Fund	Land Management-Tax Foreclosure	Land Mgmt.				
911 Fund	911 - 911 Fund	Emerg Oper	156,622	171,020	171,020	129,200
Non-Areawide	Econ Devel - NAW Fund	Mayor	29,359	40,570	40,570	38,800
Non-Areawide	Emerg Management-NAW Fund	Emerg Oper	413,873	404,980	404,980	465,040
Non-Areawide	Emerg Med Svcs - NAW Fund	Emerg Oper	171,707	190,860	143,560	116,500
SW Collec Distr	SW Collections - SWCD Fund	Public Wks	187,922	205,650	205,650	233,550
SW Disposal	Solid Waste Disposal- SWD E Fd	Public Wks	756,105	845,680	845,680	873,260
SW Disposal	Houshold Haz Waste- SWD E Fd	Public Wks	183,712	207,870	207,870	170,730
Debt Service	Debt Service-AW - DS Fund					
Debt Service	Debt Service-NAW - DS Fund					
Transit Entpr	Administration - T E Fund	Transportn	130,608	152,060	152,060	163,770
Transit Entpr	Air Quality-T E Fund	Transportn	81,856	151,280	151,280	218,100
Transit Entpr	Transit Operations - T E Fund	Transportn	378,452	514,520	514,520	392,370
Transit Entpr	Van Tran - Transit E Fund	Transportn	136,698	124,790	124,790	247,600
Transit Entpr	Vehicle Fleet Maint.	Transportn	319,824	316,530	316,530	271,450
Land Enterprise	Land Mgmt - Land E Fund	Land Mgt				
Carlson Ctr Entpr	Carlson Center-CAC E Fund	Parks&Rec	742,283	630,390	630,390	649,030
Veh/Equ Fleet IS	Vehicle Replacement-IS Fund	Transportn	52,102	67,470	67,470	59,810
Various Proj Fds	Locally Funded Projects		-			
Bond Cap Prj Fd	Bond Funded Projects		-			
	Subtotal interfund expenditures appropriated in operating budget:		3,741,123	4,023,670	3,976,370	4,029,210
	Appropriated in other budgets:					
SD Compon Unit	School District (Contr to SD)		1,726,561	2,000,880	2,000,880	2,036,880
Various Proj Fds	Grant Funded Projects		904,576	1,069,110	1,069,110	578,800
Service Area	Fire Service Areas		104,308	105,496	105,496	114,254
Service Area	Road/Other Service Areas		682,640	682,340	682,340	714,550
	Subtotal interfund expenditures appropriated in other budgets:		3,418,085	3,857,826	3,857,826	3,444,484
	Total interfund expenditures appropriated:		$7,159,208	$7,881,496	$7,834,196	$7,473,694

Intragovernmental Cost Plan (IGCP)
Cost Pool Profiles

The amount for each cost pool includes its associated overhead (if any) and charges from other cost pools (if any).

Cost Pool Name	Description	Allocation Basis
Other Borough Administration	Salaries and benefits of the Chief of Staff and Executive Secretary I	budget/actual dollars
Treasury/Budget	Revenue collection, cash management and investment, and budget function	budget/actual dollars
External Audit	Borough's annual independent audit conducted by a CPA firm	budget/actual dollars
Support Services	Mail and delivery services, reprographics, warehousing of the Borough's records and paper and other supplies inventory, and telephone services and equipment	full-time equivalent employees
Personnel/Payroll	Borough's human resources function	full-time equivalent employees
General Accounting	Accounts payable, general ledger, bank reconciliations, budget control, and financial reporting	number of invoice payment lines
Purchasing	Borough's procurement function	number of purchase order encumbrance lines
Department of Law	Legal services, and associated costs, provided by the Borough Attorney and staff, and outside legal counsel costs	Law staff hours
Applications Support Services	Development, maintenance, support of computer software applications, and cost of third party maintenance support, including financial management system (FMS) and geographic information system (GIS)	programmer hours, license cost of each FMS module, number of GIS licenses
Network Services	Operations, maintenance, and support of computer hardware and associated software	number of networked computers
Geographic Information Services	Creation and maintenance of the Borough's geospatial data	staff hours and GIS licenses
Risk Management	Borough's insurance, claims management, and risk management function	insurance premium amounts
Grants Accounting	Salaries and benefits for the time spent on grants of portions of the Grants Accountants, Controller, Chief Accountant, Grants Technician, and Accounting Technician V	100% to grant funded projects
Rural Services	Operations and maintenance of the service area program and support for the road, street lights, and sewer and water service areas	Rural Services staff hours
Emergency Management	Salaries, benefits, and associated supporting commodities and services of the Emergency Management division	Emergency Managemt staff hours
Design and Construction	Salaries and benefits of general fund funded Design and Construction division staff, and supporting commodities and services for Design and Construction	Design & Construction staff hours
Facilities Maintenance	Costs of occupying and maintaining the Borough's facilities	staff hours, materials, and utilities for each facility
Borough Admin Center	Building depreciation, maintenance, janitorial, security, and dumpster service for the Borough's Administrative Center	square feet occupied
Motor Pool Vehicles	Vehicle maintenance, supplies, fuel, and lease charges	miles driven
Administration Divisions	Administration costs of multi-fund departments (Public Works); administration costs for tax foreclosure (Financial Services)	percent of Administration Division's staff time

Note: A more detailed version of the cost pool profiles is available by request from the Financial Services Department.

Service Areas

SERVICE AREA REVENUE

Property Tax – All taxable real property within a service area boundary is subject to ad valorem taxation; a tax based on value, at a rate recommended by the Service Area Commissioners and approved by the Assembly. Approximately 99% of all service areas have a tax levy to support their operations. As years go by, and as State funding has steadily declined, the number of service areas that tax themselves has steadily increased. Imposition of new or increased taxes can only be achieved through a local election authorizing an adjustment upward of each service area's tax revenue cap.

Interest Earnings – Beginning in FY 1990, Service Areas were eligible to accrue interest from their share of the Borough's Central Treasury cash balances. The estimated interest rate for FY 2017 revenue is 0.20% based on current invested balances and market conditions.

ROAD SERVICE AREAS

Service areas have been established by the Borough within certain neighborhoods for the purpose of providing sewage disposal, street lights, and road maintenance and construction. The revenues for these services are provided by local taxation, interest, and specific grants.

To date, service areas have not been required to cover the full cost of supporting the services provided by the Borough. In FY 2017 all road service areas have a base charge of $500 and a percentage of overall expenditures charged.

ROAD SERVICE AREA CAPITAL IMPROVEMENT POLICY

In general, work to maintain a road in its current condition or to restore a road to its previous condition is not a capital improvement and does not require new separate assembly appropriation of funds. Accordingly, the annual appropriation for road service area operations may be used. Appropriation, however, is required when:

- Funding is from a grant or a service area match is required for a grant.
- The work will span fiscal years (for example, work will be done in June and July)
- The road is being changed – engineering is required, permitting may be required.(for example, road width, road alignment (vertical, horizontal), major drainage changes (ditches, culverts), traffic calming devices (round-a-bouts, humps, etc), new surface type (gravel to pavement/AST), new road construction)

FIRE SERVICE AREAS

Fire service areas are formed within a geographic area to provide fire protection and rescue services to Borough residents. Currently there are five fire service areas that protect approximately 86% of the residents not serviced by the cities. The cost of Borough services is minimal and has not been fully recovered. Starting FY14 the fire service areas are charged a percentage of Emergency Operations – Emergency Management division's personnel services and allocated on a percentage of overall expenditures. In FY 2001 the Borough transferred all maintenance cost for fire station facilities onto the service areas.

Fire service area capital budget is to provide funding, of $20,000 or more, that may cross fiscal years and for small non-major capital projects, and/or larger dollar value equipment requests which have a useful life of five or more years.

Service Area Summary

EXPENDITURE SUMMARY

	2012/13 Actual	2013/14 Actual	2014/15 Actual	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Expenditures						
Road Service Areas	2,983,671	3,072,788	4,066,111	4,374,040	4,374,040	4,513,870
Fire Service Areas	7,133,865	6,802,652	7,190,734	9,319,470	9,319,470	8,574,720
Sevice Areas - Differential Tax Zone				13,542	13,542	18,827
Total:	10,117,536	9,875,440	11,256,845	13,707,052	13,707,052	13,107,417

FY 2017 BUDGET

Revenue	Road Service Areas	Fire Service Areas	Service Area Differential Tax Zone	Total
Property Tax	4,374,030	8,568,930	18,827	12,961,787
Interest Earnings	10,030	5,790		15,820
Contribution from Fund Balance	129,810	-		129,810
Total:	4,513,870	8,574,720	18,827	13,107,417

Service Areas
Fire Service Area Budget Detail

FIRE SERVICE AREA EXPENDITURES

FIRE SERVICE AREA	OPERATING EXPENDITURES	AUDITS	INSURANCE	DIRECT COST	CAPITAL OUTLAY	CONT. TO MULTI- YEAR and CAPITAL PROJECTS	CONT. TO FUND BALANCE	TOTAL APPROPRIATION
CHENA GOLDSTREAM	1,140,704	-	-	14,487	-	-	444,149	1,599,340
ESTER VOLUNTEER	444,089	-	-	6,071	-	-	40,000	490,160
NORTH STAR	1,957,295	-	-	25,993	-	-	20,842	2,004,130
STEESE VOLUNTEER	1,561,684	-	-	20,136	-	-	9,750	1,591,570
UNIVERSITY	2,137,106	2,050	-	29,137	-	233,000	488,227	2,889,520
TOTAL FIRE SERVICE AREAS	7,240,878	2,050	-	95,824	-	233,000	1,002,968	8,574,720

FIRE SERVICE AREA REVENUES

FIRE SERVICE AREA	PROPERTY TAX	INTEREST EARNINGS	MISC. REVENUE				CONT. FROM FUND BALANCE	TOTAL REVENUES
CHENA GOLDSTREAM	1,597,890	1,450	-				-	1,599,340
ESTER VOLUNTEER	489,950	210	-				-	490,160
NORTH STAR	2,003,560	570	-				-	2,004,130
STEESE VOLUNTEER	1,590,940	630	-				-	1,591,570
UNIVERSITY	2,886,590	2,930	-				-	2,889,520
TOTAL FIRE SERVICE AREAS	8,568,930	5,790	-				-	8,574,720

Fire Service Area Multi-Year and Capital Projects

FIRE SERVICE AREA	DESCRIPTION	CONTRIBUTION FROM SERVICE AREA		TOTAL APPROPRIATION
UNIVERSITY	Mold mitigation in the bays at Station 12	200,000		200,000
UNIVERSITY	Installation of an exhaust removal system in the bays at Station 12	33,000		33,000
TOTAL FIRE SERVICE AREAS MUTLI-YEAR AND CAPITAL PROJECTS		233,000		233,000

Service Areas
Road Service Area Budget Detail

ROAD SERVICE AREA	SERVICE AREA REVENUES PROPERTY TAX	STATE SHARED REVENUE	INTEREST EARNED	CONTRIB. FROM FUND BALANCE	TOTAL REVENUE
AIRWAY	14,670	0	40	0	14,710
ARCTIC FOX	5,930	0	30	0	5,960
AZTEC	33,970	0	90	0	34,060
BALLAINE LAKE S & W	31,230	0	70	0	31,300
BECKER RIDGE	134,250	0	140	0	134,390
BIRCH HILL	143,600	0	340	0	143,940
BLUEBIRD	8,670	0	30	0	8,700
BORDA	33,360	0	130	0	33,490
BROOKSIDE	9,550	0	40	0	9,590
CHENA HILLS	119,500	0	90	0	119,590
CHENA MARINA	31,040	0	30	0	31,070
CHENA POINT	150,740	0	110	0	150,850
CHENA SPUR	51,180	0	100	0	51,280
COLLEGE	476,430	0	2,150	0	478,580
COLLEGE HILLS	29,560	0	50	0	29,610
COOPER ESTATES	33,530	0	110	0	33,640
CORDES DRIVE	29,330	0	20	0	29,350
CRIPPLE CREEK	83,470	0	180	0	83,650
DEEP FOREST	26,540	0	50	0	26,590
DIANE	4,010	0	20	0	4,030
DRAKE ESTATES	9,210	0	20	0	9,230
EDANELLA HEIGHTS	49,670	0	30	0	49,700
ESTER LUMP	37,100	0	60	0	37,160
FAIRFIELDS	18,010	0	60	0	18,070
FAIRHILL	12,730	0	20	0	12,750
FAIRWEST	26,540	0	180	0	26,720
GARDEN	49,710	0	190	0	49,900
GOLDEN VALLEY	19,120	0	30	0	19,150
GOLDSTREAM ALASKA	31,870	0	60	0	31,930
GOLDSTREAM MOOSE CREEK	66,790	0	30	0	66,820
GORDON	62,400	0	250	0	62,650
GRANOLA ESTATES	7,380	0	30	0	7,410
GRIEME ROAD	25,700	0	80	0	25,780
HAYSTACK	46,180	0	30	0	46,210
HERNING HILLS	31,030	0	40	0	31,070
HOPELESS	40,110	0	40	0	40,150
HORSESHOE DOWNS	26,930	0	20	0	26,950
JENNIFER DRIVE	6,540	0	10	0	6,550
JONES ROAD	76,800	0	120	0	76,920
JOY	9,430	0	20	0	9,450
KEENEY ROAD	2,400	0	10	0	2,410
KENDALL	13,370	0	60	0	13,430
KEYSTONE	18,470	0	50	0	18,520
KRIS KRINGLE	15,870	0	70	0	15,940
LAKLOEY HILL	53,260	0	90	0	53,350
LEE LANE	7,940	0	20	0	7,960
LOOSE MOOSE	7,250	0	10	0	7,260
MARTIN	43,490	0	70	0	43,560
MCCLOUD	30,000	0	100	0	30,100
McGRATH ESTATES	80,230	0	160	0	80,390
McKINLEY VIEW	8,040	0	30	0	8,070
MELLOW WOOD	17,730	0	70	0	17,800
MILLER HILL EXT.	69,440	0	110	40,000	109,550
MOOSE CREEK ROAD	17,660	0	30	0	17,690
MOOSE MEADOWS	211,570	0	170	0	211,740

*Includes Loan

Service Areas
Road Service Area Budget Detail

ROAD SERVICE AREA	SERVICE AREA EXPENDITURES OPERATING EXPENDITURES	CONTRIB. TO CAPITAL PROJ.	CONTR. TO FUND BAL.	BOROUGH DIRECT COST	TOTAL APPROPRIATIONS
AIRWAY	11,970	0	0	2,740	14,710
ARCTIC FOX	4,700	0	0	1,260	5,960
AZTEC	29,850	0	0	4,210	34,060
BALLAINE LAKE S & W	27,210	0	0	4,090	31,300
BECKER RIDGE	102,660	0	0	31,730	134,390
BIRCH HILL	126,680	0	0	17,260	143,940
BLUEBIRD	7,510	0	0	1,190	8,700
BIRCH HILL	30,410	0	0	3,080	33,490
BROOKSIDE	7,080	0	0	2,510	9,590
CHENA HILLS	92,970	0	0	26,620	119,590
CHENA MARINA	26,430	0	0	4,640	31,070
CHENA POINT	125,380	0	0	25,470	150,850
CHENA SPUR	40,890	0	0	10,390	51,280
COLLEGE	394,270	0	0	84,310	478,580
COLLEGE HILLS	25,310	0	0	4,300	29,610
COOPER ESTATES	29,160	0	0	4,480	33,640
CORDES DRIVE	22,520	0	0	6,830	29,350
CRIPPLE CREEK	72,560	0	0	11,090	83,650
DEEP FOREST	23,720	0	0	2,870	26,590
DIANE	2,490	0	0	1,540	4,030
DRAKE ESTATES	6,590	0	0	2,640	9,230
EDANELLA HEIGHTS	42,580	0	0	7,120	49,700
DRAKE ESTATES	30,520	0	0	6,640	37,160
FAIRFIELDS	15,340	0	0	2,730	18,070
FAIRHILL	11,000	0	0	1,750	12,750
FAIRWEST	23,390	0	0	3,330	26,720
GARDEN	44,780	0	0	5,120	49,900
GOLDEN VALLEY	16,520	0	0	2,630	19,150
GOLDSTREAM ALASKA	23,730	0	0	8,200	31,930
GOLDSTREAM MOOSE CREEK	51,190	0	0	15,630	66,820
GORDON	53,740	0	0	8,910	62,650
GRANOLA ESTATES	6,080	0	0	1,330	7,410
GRIEME ROAD	22,270	0	0	3,510	25,780
HAYSTACK	37,180	0	0	9,030	46,210
HERNING HILLS	24,430	0	0	6,640	31,070
HOPELESS	33,110	0	0	7,040	40,150
HORSESHOE DOWNS	22,500	0	0	4,450	26,950
JENNIFER DRIVE	4,620	0	0	1,930	6,550
JONES ROAD	65,340	0	0	11,580	76,920
JOY	7,210	0	0	2,240	9,450
KEENEY ROAD	1,760	0	0	650	2,410
KENDALL	10,490	0	0	2,940	13,430
KEYSTONE	16,350	0	0	2,170	18,520
KRIS KRINGLE	14,170	0	0	1,770	15,940
LAKLOEY HILL	46,360	0	0	6,990	53,350
LEE LANE	5,850	0	0	2,110	7,960
LOOSE MOOSE	5,110	0	0	2,150	7,260
MARTIN	38,290	0	0	5,270	43,560
MCCLOUD	25,400	0	0	4,700	30,100
McGRATH ESTATES	65,300	0	0	15,090	80,390
McKINLEY VIEW	7,120	0	0	950	8,070
MELLOW WOOD	15,550	0	0	2,250	17,800
MILLER HILL EXT.	98,260	0	0	11,290	109,550
MOOSE CREEK ROAD	10,570	0	0	7,120	17,690
MOOSE MEADOWS	194,990	0	0	16,750	211,740

*Includes Loan

Service Areas
Road Service Area Budget Detail

ROAD SERVICE AREA	SERVICE AREA REVENUES PROPERTY TAX	STATE SHARED REVENUE	INTEREST EARNED	CONTRIB. FROM FUND BALANCE	TOTAL REVENUE
MOUNTAIN VIEW	29,360	0	80	0	29,440
MURPHY	16,630	0	20	0	16,650
MUSK OX	40,380	0	50	0	40,430
NEWBY PARK	18,790	0	10	0	18,800
NORTH RIDGE	15,030	0	10	0	15,040
O'CONNOR CREEK	134,520	0	330	0	134,850
OLD WOOD	15,860	0	40	0	15,900
OUR	4,950	0	10	0	4,960
PARKSRIDGE	15,110	0	20	0	15,130
PEEDE COUNTRY EST	9,740	0	30	0	9,770
PINE STREAM	34,950	0	110	0	35,060
PLEASURELAND	8,800	0	30	0	8,830
POLAR HEIGHTS	21,740	0	50	0	21,790
POTLATCH	15,190	0	30	0	15,220
PROSPECT PARK	8,940	0	30	0	8,970
REED ACRES	10,660	0	50	0	10,710
RIDGECREST	2,990	0	10	0	3,000
SALCHAKET HEIGHTS	5,270	0	10	0	5,280
SCENIC HEIGHTS	21,860	0	10	0	21,870
SEAVY	11,360	0	50	0	11,410
SECLUDED ACRES	13,880	0	10	0	13,890
SERENDIPITY HILL	7,520	0	30	0	7,550
SIX-MILE VILLAGE	10,180	0	40	0	10,220
SMALLWOOD TRAIL	15,730	0	30	0	15,760
SMITH RANCH	9,010	0	40	9,810	18,860
SPRING GLADE	53,850	0	70	0	53,920
SPRUCE ACRES	7,540	0	30	0	7,570
STEAMBOAT LANDING	21,320	0	40	0	21,360
STRAIGHT CREEK	20,480	0	30	0	20,510
SUMMERWOOD	47,390	0	170	0	47,560
SUMMIT DRIVE	143,260	0	400	50,000	193,660
SUNNY HILLS	35,790	0	130	0	35,920
SUNRISE	13,980	0	70	0	14,050
TAN TERRA	36,720	0	60	30,000	66,780
THOMAS	13,800	0	20	0	13,820
TIMBERLANE	8,580	0	40	0	8,620
TUNGSTEN	55,520	0	50	0	55,570
TWENTY THREE MILE SLOUGH	45,210	0	90	0	45,300
ULLRHAVEN	4,690	0	10	0	4,700
UNIVERSITY HEIGHTS	62,450	0	150	0	62,600
UNIVERSITY WEST STREET LIGHT	71,250	0	200	0	71,450
VIENNA WOOD	27,800	0	50	0	27,850
VIEWPOINTE	20,220	0	110	0	20,330
VIOLET DRIVE	81,170	0	80	0	81,250
VISTA GOLD	47,680	0	50	0	47,730
VUE CREST	39,470	0	100	0	39,570
WHITMAN	5,120	0	20	0	5,140
WILDVIEW	219,100	0	620	0	219,720
WOODLAND	2,900	0	10	0	2,910
YAK ROAD	89,760	0	110	0	89,870
TOTALS:	4,374,030	0	10,030	129,810	4,513,870

Service Areas
Road Service Area Budget Detail

ROAD SERVICE AREA	SERVICE AREA EXPENDITURES OPERATING EXPENDITURES	CONTRIB. TO CAPITAL PROJ.	CONTR. TO FUND BAL.	BOROUGH DIRECT COST	TOTAL APPROPRIATIONS
MOUNTAIN VIEW	24,030	0	0	5,410	29,440
MURPHY	12,610	0	0	4,040	16,650
MUSK OX	31,110	0	0	9,320	40,430
NEWBY PARK	14,560	0	0	4,240	18,800
NORTH RIDGE	13,120	0	0	1,920	15,040
O'CONNOR CREEK	116,770	0	0	18,080	134,850
OLD WOOD	13,110	0	0	2,790	15,900
OUR	3,960	0	0	1,000	4,960
PARKSRIDGE	12,670	0	0	2,460	15,130
PEEDE COUNTRY EST	8,720	0	0	1,050	9,770
PINE STREAM	30,820	0	0	4,240	35,060
PLEASURELAND	7,420	0	0	1,410	8,830
POLAR HEIGHTS	18,300	0	0	3,490	21,790
POTLATCH	13,590	0	0	1,630	15,220
PROSPECT PARK	7,620	0	0	1,350	8,970
REED ACRES	7,420	0	0	3,290	10,710
RIDGECREST	2,060	0	0	940	3,000
SALCHAKET HEIGHTS	3,880	0	0	1,400	5,280
SCENIC HEIGHTS	17,340	0	0	4,530	21,870
SEAVY	8,780	0	0	2,630	11,410
SECLUDED ACRES	11,250	0	0	2,640	13,890
SERENDIPITY HILL	5,620	0	0	1,930	7,550
SECLUDED ACRES	8,070	0	0	2,150	10,220
SMALLWOOD TRAIL	14,860	0	0	900	15,760
SMITH RANCH	10,000	0	0	8,860	18,860
SPRING GLADE	42,560	0	0	11,360	53,920
SPRUCE ACRES	6,210	0	0	1,360	7,570
STEAMBOAT LANDING	18,460	0	0	2,900	21,360
STRAIGHT CREEK	16,910	0	0	3,600	20,510
SUMMERWOOD	42,170	0	0	5,390	47,560
SUMMIT DRIVE	170,460	0	0	23,200	193,660
SUNNY HILLS	32,480	0	0	3,440	35,920
SUNRISE	12,180	0	0	1,870	14,050
TAN TERRA	60,260	0	0	6,520	66,780
THOMAS	11,940	0	0	1,880	13,820
TIMBERLANE	7,410	0	0	1,210	8,620
THOMAS	50,440	0	0	5,130	55,570
TWENTY THREE MILE SLOUGH	34,610	0	0	10,690	45,300
ULLRHAVEN	3,440	0	0	1,260	4,700
UNIVERSITY HEIGHTS	57,470	0	0	5,130	62,600
UNIVERSITY WEST STREET LIGHT	59,970	0	0	11,480	71,450
VIENNA WOOD	22,940	0	0	4,910	27,850
VIEWPOINTE	16,620	0	0	3,710	20,330
VIOLET DRIVE	65,870	0	0	15,380	81,250
VISTA GOLD	37,820	0	0	9,910	47,730
VUE CREST	34,170	0	0	5,400	39,570
WHITMAN	3,880	0	0	1,260	5,140
WILDVIEW	196,370	0	0	23,350	219,720
WOODLAND	2,200	0	0	710	2,910
YAK ROAD	73,330	0	0	16,540	89,870
TOTALS:	3,799,320	0	0	714,550	4,513,870

Road Service Areas
Differential Tax Zone

Differential Tax Zone

ROAD SERVICE AREA	CONT. TO CAPITAL and MULTI- YEAR PROJECTS		TOTAL APPROPRIATION
MURPHY SERVICE AREA-YELLOWKNIFE	9,869		9,869
POTLATCH SERVICE AREA - HERITAGE HILLS	3,678		3,678
GOLDSTREAM MOOSE CREEK-MOOSE MOUNTAIN	5,280		5,280
TOTAL ROAD SERVICE AREAS	18,827		18,827

ROAD SERVICE AREA	PROPERTY TAX		TOTAL REVENUES
MURPHY SERVICE AREA-YELLOWKNIFE	9,869		9,869
POTLATCH SERVICE AREA - HERITAGE HILLS	3,678		3,678
GOLDSTREAM MOOSE CREEK-MOOSE MOUNTAIN	5,280		5,280
TOTAL ROAD SERVICE AREAS	18,827		18,827

APPENDICES

APPENDICES

A-1 Number of Regular and Term Employees Detail

A-2 FTE Detail

B Personnel Benefit Rates

C-1 Employee Bargaining Units

C-2 FNSBEA Non-Exempt Current Salary Ranges

C-3 FNSBEA Exempt Professional Salary Levels

C-4 Transportation Department – Laborer's Local 942 Union Current Salary Ranges

C-5 ASEA Exempt Professional Salary Levels

C-6 Confidential Non-Exempt Current Salary Ranges

C-7 Confidential and Appointed Exempt Professional Salary Levels

D-1 Maximum Property Tax Computation

D-2 Required Property Tax Differential Tax Zone

E User Fee Schedule

F Glossary of Terms

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Appendix A - 1
Number of Regular and Term Employees Detail

	2012/13 Approved	2013/14 Approved	2014/15 Approved	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Assembly						
Assembly	0.00	0.00	0.00	0.00	0.00	0.00
Clerk's Office						
Clerk	6.00	6.00	5.00	5.00	5.00	5.00
Records Management	2.00	3.00	4.00	5.00	5.00	5.00
Elections	0.00	0.00	0.00	0.00	0.00	0.00
Department Total	8.00	9.00	9.00	10.00	10.00	10.00
Mayor						
Administration	5.00	5.00	5.00	5.00	5.00	5.00
Economic Development	1.00	1.00	1.00	1.00	1.00	1.00
Department Total	6.00	6.00	6.00	6.00	6.00	6.00
Law	6.00	6.00	6.00	6.00	7.00	7.00
Assessing						
Assessing	22.00	22.00	22.00	21.00	21.00	21.00
Land Management	0.00	0.00	5.00	5.00	5.00	5.00
Department Total	22.00	22.00	27.00	26.00	26.00	26.00
Community Planning						
Administration	3.00	3.00	3.00	3.00	3.00	3.00
Community Research	1.00	1.00	1.00	0.00	0.00	0.00
Planning & Zoning	8.00	9.00	9.00	8.00	8.00	8.00
Platting	5.00	5.00	5.00	5.00	5.00	5.00
Department Total	17.00	18.00	18.00	16.00	16.00	16.00
Computer Services						
Administration	2.00	2.00	3.00	3.00	3.00	3.00
Application Support	9.75	9.75	9.75	9.75	9.75	9.75
Geographic Information Services	3.25	3.25	3.25	3.25	3.25	3.25
Network Services	7.00	7.00	7.00	7.00	7.00	7.00
Department Total	22.00	22.00	23.00	23.00	23.00	23.00
Emergency Operations						
Animal Control	15.20	15.20	15.20	15.20	15.20	15.20
Emergency Mgmt	3.15	3.45	3.45	3.45	3.45	3.45
Emergency Medical Services	0.93	0.90	0.90	0.90	0.90	0.90
911	1.72	1.45	3.45	3.45	3.45	3.45
Department Total	21.00	21.00	23.00	23.00	23.00	23.00

Appendix A - 1
Number of Regular and Term Employees Detail

	2012/13 Approved	2013/14 Approved	2014/15 Approved	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Financial Services						
Administration	2.00	2.00	2.00	2.00	2.00	2.00
Accounting	17.00	17.00	17.00	20.00	20.00	20.00
Health and Social Services	1.00	1.00	1.00	1.00	1.00	1.00
Treasury/Budget	7.00	7.00	9.00	9.00	9.00	9.00
Department Total	27.00	27.00	29.00	32.00	32.00	32.00
General Services						
Administration	2.00	2.00	2.00	3.00	3.00	3.00
Purchasing	3.50	4.50	4.50	4.50	4.50	5.00
Support Services	2.50	2.50	2.50	3.50	3.50	3.00
Department Total	8.00	9.00	9.00	11.00	11.00	11.00
Human Resources						
Personnel/Payroll	6.00	6.00	6.00	7.00	7.00	6.00
Risk Management	6.00	6.00	6.00	6.00	6.00	6.00
Department Total	12.00	12.00	12.00	13.00	13.00	12.00
Land Management	8.00	8.00	0.00	0.00	0.00	0.00
Library Services						
Administration	4.00	4.00	4.00	5.00	5.00	5.00
Automated Services	4.00	4.00	4.00	5.00	5.00	5.00
Collection Services	12.00	12.00	12.00	11.00	11.00	11.00
Community Services	0.00	0.00	0.00	0.00	0.00	35.00
Outreach Services	8.00	9.00	9.00	8.00	8.00	0.00
Public Services	27.00	28.00	28.00	27.00	27.00	0.00
Department Total	55.00	57.00	57.00	56.00	56.00	56.00
Parks and Recreation						
Administration	9.75	9.75	9.75	9.75	9.75	2.75
Aquatics	27.00	27.00	27.00	27.00	27.00	0.00
Parks Maintenance	28.00	28.00	31.00	32.00	32.00	32.00
Pioneer Park	8.00	8.00	9.00	9.00	9.00	9.00
Recreation	0.00	0.00	0.00	0.00	0.00	33.00
Comm Activity Ctr (CAC)	0.25	0.25	0.25	0.25	0.25	0.25
Department Total	73.00	73.00	77.00	78.00	78.00	77.00
Public Works						
Administration	3.00	3.00	3.00	3.00	3.00	3.00
Design & Construction	16.00	17.00	18.00	17.00	17.00	17.00
Maintenance	16.00	16.00	17.00	17.00	17.00	17.00
Solid Waste Collections	1.32	1.32	1.32	1.32	1.32	1.32
Solid Waste Disposal	17.68	17.68	18.68	18.68	18.68	18.68
Rural Services	5.00	5.00	5.00	5.00	5.00	5.00
Department Total	59.00	60.00	63.00	62.00	62.00	62.00

Appendix A - 1
Number of Regular and Term Employees Detail

	2012/13 Approved	2013/14 Approved	2014/15 Approved	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Transportation						
Administration	4.50	4.50	4.50	5.00	5.00	4.00
Air Quality Program	8.50	11.50	11.50	11.00	11.00	10.00
Transit Operations	24.50	35.50	35.50	37.50	37.50	35.00
Van Tran	14.00	13.00	12.00	11.00	11.00	11.00
Vehicle Fleet Maint	6.50	4.50	4.50	4.50	4.50	8.00
Department Total	58.00	69.00	68.00	69.00	69.00	68.00
TOTALS	402.00	419.00	427.00	431.00	432.00	429.00

SUMMARY OF EMPLOYEE NUMBER CHANGES

FY 2016 Approved Number of Employees	**431.00**
General Fund	
Law - Attorney	1.00
FY 2016 Revised Number of Employees	**432.00**
FY 2017 Recommended Changes	
ONESolution/Encompass upgrade	
Human Resources - Personnel/Payroll	(1.00)
General Fund	
Mayor - Grants Writer Coordinator	(1.00)
Mayor - Special Assistant to the Mayor	1.00
Library - Outreach Services (transferred to Community Services)	(8.00)
Library - Public Services (transferred to Community Services)	(27.00)
Library - Community Services	35.00
Parks & Recreation - Administration (transferred to Recreation)	(7.00)
Parks & Recreation - Aquatics (transferred to Recreation)	(27.00)
Parks & Recreation - Recreation	33.00
General Fund Subtotal:	**(1.00)**
Transporation Enterprise Fund	
Administration - (transferred to Transit)	(1.00)
Air Quality - AQ Technician	(3.00)
Air Quality - Data Collecton Technician (Ordinance NO. 2015-20-1Y)	2.00
Transit - Driver	1.00
Transit - Mechanics (transferred to Vehicle Fleet Maintenance)	(3.00)
Vehicle Fleet Maintenance	3.00
Transportation Enterprise Subtotal:	**(1.00)**
FY 2017 Recommended Number of Employees	**429.00**

Appendix A - 2
FTE Detail

	2012/13 Approved	2013/14 Approved	2014/15 Approved	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Assembly						
Assembly	0.00	0.00	0.00	0.00	0.00	0.00
Clerk's Office	8.00	8.80	9.80	9.80	9.80	9.80
Clerk	6.00	6.00	5.00	5.00	5.00	5.00
Records Management	2.00	2.80	4.80	4.80	4.80	4.80
Elections	0.00	0.00	0.00	0.00	0.00	0.00
Department Total	8.00	8.80	9.80	9.80	9.80	9.80
Mayor						
Administration	5.00	5.00	5.00	5.00	5.00	5.00
Economic Development	1.00	1.00	1.00	1.00	1.00	1.00
Department Total	6.00	6.00	6.00	6.00	6.00	6.00
Law	6.00	6.00	6.00	6.00	6.50	6.08
Assessing						
Assessing	22.00	22.00	22.00	21.00	21.00	21.00
Land Management	0.00	0.00	5.00	5.00	5.00	5.00
Department Total	22.00	22.00	27.00	26.00	26.00	26.00
Community Planning						
Administration	3.00	3.00	3.00	3.00	3.00	3.00
Community Research	1.00	1.00	1.00	0.00	0.00	0.00
Planning & Zoning	8.00	9.00	8.50	8.00	8.00	8.00
Mapping & Platting	5.00	5.00	5.00	5.00	5.00	5.00
Department Total	17.00	18.00	17.50	16.00	16.00	16.00
Computer Services						
Administration	2.00	2.00	3.00	3.00	3.00	3.00
Application Support	9.75	9.75	10.75	9.75	9.75	9.75
Geographic Information Services	3.25	3.25	3.25	3.25	3.25	3.25
Network Services	7.00	7.00	7.00	7.00	7.00	7.00
Department Total	22.00	22.00	24.00	23.00	23.00	23.00
Emergency Operations						
Animal Control	15.20	15.20	15.20	15.20	15.20	15.20
Emergency Mgmt	3.15	3.45	3.45	3.45	3.45	3.45
Emergency Medical Services	0.93	0.90	0.90	0.90	0.90	0.90
911	1.72	1.45	3.45	3.45	3.45	3.45
Department Total	21.00	21.00	23.00	23.00	23.00	23.00

Appendix A - 2
FTE Detail

	2012/13 Approved	2013/14 Approved	2014/15 Approved	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Financial Services						
Administration	2.00	2.00	2.00	2.00	2.00	2.00
Accounting	16.60	16.60	19.60	19.60	19.60	19.60
Health and Social Services	1.00	1.00	1.00	1.00	1.00	1.00
Treasury/Budget	7.00	7.00	9.00	8.75	8.75	8.75
Department Total	26.60	26.60	31.60	31.35	31.35	31.35
General Services						
Administration	2.00	2.00	3.00	3.00	3.00	3.00
Purchasing	3.50	4.50	5.50	5.50	5.50	5.00
Support Services	2.50	2.50	2.50	2.50	2.50	3.00
Department Total	8.00	9.00	11.00	11.00	11.00	11.00
Human Resources						
Personnel/Payroll	6.00	6.00	7.00	7.00	7.00	6.00
Risk Management	6.00	6.00	6.00	6.00	6.00	6.00
Department Total	12.00	12.00	13.00	13.00	13.00	12.00
Land Management	8.00	8.00	0.00	0.00	0.00	0.00
Library Services						
Administration	4.00	4.00	4.00	5.00	5.00	5.00
Automated Services	4.00	4.00	4.00	5.00	5.00	5.00
Collection Services	11.00	11.25	11.25	10.25	10.25	10.25
Community Services	0.00	0.00	0.00	0.00	0.00	27.35
Outreach Services	6.50	5.50	6.60	5.50	5.50	0.00
Public Services	22.35	22.85	22.85	21.85	21.85	0.00
Department Total	47.85	47.60	48.70	47.60	47.60	47.60
Parks and Recreation						
Administration	8.88	8.88	8.88	8.88	8.88	2.75
Aquatics	19.81	19.81	19.05	19.05	19.05	0.00
Parks Maintenance	19.60	19.60	22.30	22.30	22.30	22.30
Pioneer Park	6.96	6.96	7.71	7.71	7.71	7.71
Recreation	0.00	0.00	0.00	0.00	0.00	25.18
Comm Activity Ctr (CAC)	0.25	0.25	0.25	0.25	0.25	0.25
Department Total	55.50	55.50	58.19	58.19	58.19	58.19
Public Works						
Administration	3.00	3.00	3.00	3.00	3.00	3.00
Design & Construction	16.00	17.00	18.00	17.00	17.00	17.00
Facilities Maintenance	16.00	16.00	17.00	17.00	17.00	17.00
Solid Waste Collections	1.32	1.32	1.32	1.32	1.32	1.32
Solid Waste Disposal	16.56	16.56	17.56	17.56	17.56	17.56
Rural Services	5.00	5.00	5.00	5.00	5.00	5.00
Department Total	57.88	58.88	61.88	60.88	60.88	60.88

Appendix A - 2
FTE Detail

	2012/13 Approved	2013/14 Approved	2014/15 Approved	2015/16 Approved	2015/16 Revised	2016/17 Recommended
Transportation						
Administration	4.50	4.50	4.50	5.00	5.00	4.00
Air Quality Program	8.50	11.50	11.50	11.00	11.00	10.00
Transit Operations	20.56	29.24	30.35	32.33	32.33	29.83
Van Tran	11.35	11.10	10.35	9.51	9.51	9.51
Vehicle Fleet Maint	5.30	4.50	4.50	4.50	4.50	8.00
Department Total	50.21	60.84	61.20	62.34	62.34	61.34
TOTALS	368.04	382.22	398.87	394.16	394.66	392.24

SUMMARY OF FTE CHANGES

FY 2016 Approved FTEs	**394.16**
General Fund	
Law - Attorney	0.50
FY 2016 Revised FTEs	**394.66**
FY 2017 Recommended Changes	
ONESolution/Encompass upgrade	
Human Resources - Personnel/Payroll Assistant	(1.00)
General Fund	
Law - Attorney	(0.50)
Law - Attorney	0.08
Mayor - Grants Writer Coordinator	(1.00)
Mayor - Special Assistant to the Mayor	1.00
Library - Outreach Services (transferred to Community Services)	(5.50)
Library - Public Services (transferred to Community Services)	(21.85)
Library - Community Services	27.35
Parks & Recreation - Administration (transferred to Recreation)	(6.13)
Parks & Recreation - Aquatics (transferred to Recreation)	(19.05)
Parks & Recreation - Recreation	25.18
General Fund Subtotal:	**(1.42)**
Transporation Enterprise Fund	
Administration - (transferred to Transit)	(1.00)
Air Quality - AQ Technician	(3.00)
Air Quality - Data Collecton Technician (Ordinance NO. 2015-20-1Y)	2.00
Transit - Driver	1.00
Transit - Mechanics (transferred to Vehicle Fleet Maintenance)	(3.50)
Vehicle Fleet Maintenance	3.50
Transporation Enterprise Subtotal:	**(1.00)**
FY 2017 Recommended FTEs	**392.24**

FY 2016-2017 Budget
Fairbanks North Star Borough

Appendix B
Personnel Benefit Rates
with Comparison to Prior Year

General Government & Carlson Center Enterprise Fund

	Permanent		Temporary	
	FY17	FY16	FY17	FY16
Retirement (PERS)	22.0%	22.0%	0.0%	0.0%
FICA	7.7	7.7	7.7	7.7
Health Benefits/Life Insurance*	27.0	27.1	0.0	0.0
Leave Cash-In/Accrual	3.6	3.5	0.0	0.0
Unemployment Compensation	0.5	0.5	0.5	0.5
Workers' Compensation and General Liability Claims	1.5	1.5	1.5	1.5
Other Benefits**	0.3	0.3	0.0	0.0
TOTAL	62.6%	62.6%	9.7%	9.7%

Transit Enterprise Fund

	Permanent		Temporary	
	FY17	FY16	FY17	FY16
Retirement (PERS)	22.0%	22.0%	0.0%	0.0%
FICA	7.7	7.7	7.7	7.7
Health Benefits/Life Insurance*	27.0	27.10	0.0	0.0
Leave Cash-In/Accrual	3.6	3.5	0.0	0.0
Unemployment Compensation	0.5	0.5	0.5	0.5
Workers' Compensation and General Liability Claims	2.0	3.5	2.0	3.5
Other Benefits**	0.3	0.3	0.0	0.0
TOTAL	63.1%	64.6%	10.2%	11.7%

Solid Waste Disposal Enterprise Fund

	Permanent		Temporary	
	FY17	FY16	FY17	FY16
Retirement (PERS)	22.0%	22.0%	0.0%	0.0%
FICA	7.7	7.7	7.7	7.7
Health Benefits/Life Insurance*	27.0	27.1	0.0	0.0
Leave Cash-In/Accrual	3.6	3.5	0.0	0.0
Unemployment Compensation	0.5	0.5	0.5	0.5
Workers' Compensation and General Liability Claims	2.5	1.6	2.5	1.6
Other Benefits**	0.3	0.3	0.0	0.0
TOTAL	63.6%	62.7%	10.7%	9.8%

* The budgeted per employee per month health benefit and life insurance cost is: $1,720 for FY17, and was $1,685 for FY16, $1,673 for FY15, $1,807 for FY14.

** Other Benefits include union legal trusts, administrative charges for flexible spending accounts, Labor/Management Committee, and the Employee Assistance Program.

3/28/16 ss/HR

Appendix C-1
Employee Bargaining Units
Description of each, Status of Contract

Bargaining Units	Current Agreement Expires
Fairbanks North Star Borough Employee's Association (FNSBEA) Local #6125, APEA/AFT (AFL-CIO)	June 30, 2018
Defined by Article 2 of the Borough FNSBEA Collective Bargaining Agreement.	
Laborers' Local Union No. 942	June 30, 2018
Defined by Article 3 of the Borough Laborers' - Local 942 Collective Bargaining Agreement.	
Alaska State Employees Association, ASEA/AFSCME Local 52	June 30, 2018
Defined by Article 2 of the Borough ASEA Collective Bargaining Agreement.	

Non-Represented Employee Group	
Appointed Confidential Non-Exempt Confidential Exempt Professionals	N/A
As defined by Statute.	

Appendix C-2
FNSBEA Non-Exempt
Current Salary Ranges

Pay Range	"A" Step Entry Level Hourly	Positions
I	12.57	Page I
II	13.26	Page II
III	13.94	Page III
IV	14.61	Page IV
1	18.73	Records Data Clerk
2	19.26	Adaptive Recreation Specialist, Facility Custodian, Library Aide, Lifeguard I, Recreation Specialist I
3	19.88	Assessing Clerk, Library Assistant I, Lifeguard II, Parks Groundskeeper – Seasonal, Security Assistant
4	20.76	Data Collection Technician II, Switchboard Operator/Receptionist
5	21.36	Accounting Clerk, Administrative Assistant I, Admissions Clerk, Landfill Technician, Library Assistant II, Park Ranger – Seasonal, Weigh Station Attendant
6	21.11	Accounting Technician I, Administrative Assistant II, Animal Control Dispatcher, Animal Tender, Data Collection Technician III, Documentation Coordinator I, Permit Technician, Senior Assessing Clerk
7	22.89	Administrative Assistant III, Assessing Technician, General Services Clerk I, General Services Technician I, GIS Emergency Services Tech I, Library Assistant III, Purchasing Clerk, Recreation Specialist II
8	23.69	Assessing Technician II, Community Research Technician, Facility Supervisor, General Services Technician I (GF), Maintenance Mechanic I, Parks Caretaker, Parks Caretaker – Seasonal, Records/Micrographics Technician, Tax Foreclosure Assistant, Treasurer's Assistant
9	24.53	Accounting Technician II, Administrative Assistant IV, Facility Supervisor/Big Dipper Ice Arena, General Services Technician II, GIS Technician II, Land Technician, Parks Caretaker/Mechanic, Research Assistant, Service Area Technician
10	25.85	Accounting Technician III – Grants, Adaptive Program Coordinator, Administrative Assistant IV, Animal Control Officer II, PM 2.5 Project Coordinator, Title Examiner I, Treasurer's Assistant/Budget Technician, Treasurer's Assistant II
11	26.71	Accounting Technician IV, Administrative Assistant IV, Appraiser I, Emergency Management Technician, Library Associate, Planner II, Procurement Specialist, Transportation Grant Coordinator
12	27.70	Administrative Assistant V, Air Quality Program Supervisor, Computer Coordinator I, Equipment Operator, Maintenance Mechanic II, Platting Officer II
13	28.65	Accounting Technician V, Assistant Project Manager, Maintenance Mechanic II (GF), Office Manager, Park Supervisor, Planner III, Reference Librarian, Title Examiner II, Trails Coordinator
14	29.69	Computer Coordinator II, Emergency Services Specialist, Flood Plain Administrator, GIS Technician III, Information System Support Coordinator, Land Officer, Parks Project Coordinator, Tax Foreclosure Specialist
15	30.89	Cataloger (GF), Computer Coordinator III, Emergency Services Technology Administrator, Equipment Operator II, Fund Accountant, Solid Waste Environmental Specialist
16	32.00	Appraiser II, Computer Coordinator IV, GIS Coordinator, Platting Officer IV, Public Works Fiscal Coordinator, Revenue/Budget Analyst
17	33.22	Commercial Property Appraiser, Computer Coordinator V, Grants Writer/Coordinator, Librarian, Maintenance Mechanic III, Planner IV,
18	34.49	Financial Systems Analyst, Operations Supervisor
19	35.69	To be determined
20	36.93	To be determined
21	38.23	To be determined
22	39.51	To be determined

GF = Grandfathered

New employees start at the "A" step, and move to the next step on July 1 of each year, provided satisfactory performance. This step progression occurs annually until the final step in grade is achieved.

Appendix C-3
FNSBEA Exempt Professional
Salary Levels

Level	Minimum	Midpoint	Maximum
I	$ 57,070	$ 67,605	$ 81,605
II	68,938	81,662	98,575
III	80,849	95,773	115,608

LEVEL I

Health & Social Services Administrator

LEVEL II

Analyst/Programmer
Project Manager
Library Technology Manager
Sr. Accountant I
Database Administrator

LEVEL III

Special Assistant to the CFO
Engineer - Civil

New employees salary is established in the A1-F6 range of the appropriate level, DOE. On July 1, employees are moved to the next step of their grade, provided satisfactory performance. Movement continues until the employee reaches the last grade/step in the level.

Appendix C-4
Transportation Department - Laborer's Local 942 Union
Current Salary Ranges

Wages and Classifications

Public Transportation Division
Transit Section

Transit Supervisor	$ 30.62	57
Transit Driver, Transit Extraboard, Transit Servicer	27.04	56
Customer Service Representative	22.36	SCHE

Public Transportation Division
Van Tran Section

Customer Service Representative	$ 22.36	SCHE
Van Tran Driver, Van Tran Extraboard	21.09	DRIV

Vehicle Fleet Maintenance
Division

Maintenance Supervisor	$ 35.38	59
Mechanic – Light & Heavy	32.24	58
Mechanic Helper	17.78	55

New employees start at the "A" step and move to the next step on July 1st of each year, provided satisfactory performance. This step progression occurs on an annual basis until the final step is achieved.

Appendix C-5
ASEA Exempt Professional
Salary Levels

Level	Minimum	Midpoint	Maximum
I	$ 57,980	$ 68,683	$ 82,906
II	70,059	82,992	100,178
III	82,139	97,300	117,451
IV	90,595	107,317	129,543
V	99,049	117,333	141,631

LEVEL I

Animal Shelter Operations Supervisor
Chena Lake Manager

LEVEL II

Administrative Manager
Air Quality Manager
Aquatics Manager
Assistant Maintenance Manager
Assistant Treasury & Budget Manager
Emergency Services Administrator
General Ledger Accountant
General Services Manager
Grants Accountant II
Land Manager
Library Technology Manager
Parks Maintenance Manager
Records Manager
Senior Accountant II

LEVEL III

Animal Control Manager
Applications Support Manager
Asst Solid Waste Mgr - Engineer
Chief Accountant
Collection Services Manager
Community Services Manager
Deputy Assessor
Deputy Planning Director
Emergency Manager
Energy Management Engineer
Engineer – Civil
Network Services Manager
Parks Superintendent
Recreation Superintendent
Pioneer Park Manager
Senior Project Manager
Transportation Manager
Treasury & Budget Manager

LEVEL IV

Architect/Engineer
Chief Building Engineer
Chief Civil Engineer
Controller
Rural Services Engineer/Manager
Maintenance Division Manager
Solid Waste Manager

LEVEL V

Borough Assessor
Chief Financial Officer
Chief Procurement Officer
Community Planning Director
Computer Services Director
Emergency Operations Director
Library Director
Parks & Recreation Director
Public Works Director
Transportation Director

New employees salary is established in the A1-F6 range of the appropriate level, DOE. On July 1, employees are moved to the next step of their grade, provided satisfactory performance. Movement continues until the employee reaches the last grade/step in the level.

Appendix C-6
Confidential Non-Exempt
Current Salary Ranges

Pay Range	"A" Step Entry Level Hourly	Positions
1	18.74	
2	19.26	
3	19.88	
4	20.76	
5	21.36	
6	22.11	
7	22.89	Risk Technician
8	23.69	
9	24.53	Administrative Assistant IV
10	25.85	Personnel/Payroll Technician III, Senior Risk Technician
11	26.71	Legal Assistant I, Executive Administrative Assistant, Occupational Health & Safety Technician
12	27.70	Personnel Assistant
13	28.65	Claims Administrator
14	29.69	Executive Communications Specialist
15	30.89	Legal Assistant II
16	32.00	
17	33.22	
18	34.49	
19	35.69	
20	36.93	
21	38.23	
22	39.51	

New employees start at the "A" step, and move to the next step on July 1 of each year, provided satisfactory performance. This step progression occurs on an annual basis until the final step in grade is achieved.

Appendix C-7
Confidential & Appointed Exempt Professional Salary Levels

Level	Minimum	Midpoint	Maximum
I	$ 57,980	$ 68,683	$ 82,906
II	70,059	82,992	100,178
III	82,139	97,300	117,451
IV	90,595	107,317	129,543
V	99,049	117,333	141,631
APT1	88,953	105,374	127,194
APT2	107,302	127,111	153,433

LEVEL I

LEVEL II

Claims Adjuster

LEVEL III

Personnel/Payroll Manager

Risk Manager

LEVEL IV

Assistant Borough Attorney

LEVEL V

Chief Financial Officer

Human Resources Director

APT1 (APPOINTED)

Deputy Borough Clerk

Special Assistant to the Mayor

APT2 (APPOINTED)

Borough Attorney

Borough Clerk

Chief of Staff

The Borough Mayor is excluded from the above schedule, but a 0.5% CPI shall be applied to the annual wage.

New employees salary is established in the A1-F6 range of the appropriate level, DOE. On July 1, employees are moved to the next step of their grade, provided satisfactory performance. This step progression occurs annually until the final step in grade is achieved.

Appendix D - 1
Maximum Property Tax Computation

			Areawide	Non-Areawide	Solid Waste Collections
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 106,433,578	$ 3,134,713	$ 8,682,299
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		$ 7,890,015	254,709	698,256
	2015 Property Taxes Levied Net of Mandatory Exemptions		$ 98,543,563	2,880,004	7,984,043
	Adjustment for Prior Years' Excess Property Tax (Note 1)		$ -	(201)	(1,852)
	2015 Property Taxes Levied, as Adjusted		$ 98,543,563	$ 2,879,803	$ 7,982,191
A.2.	Hotel - Motel Tax Estimate for FY 2016		$ 1,725,000	-	-
	Alcoholic Beverage Tax Estimated FY 2016		$ 1,040,000	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		$ 1,425,000	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		$ 4,527,770	-	-
			$ 107,261,333	$ 2,879,803	$ 7,982,191
B.	Less: Taxes to Pay Debt Service in FY 2016		6,419,161	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 100,842,172	$ 2,879,803	$ 7,982,191
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 504,211	$ 14,399	$ 39,911
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		$ 101,346,383	2,894,202	8,022,102
F.	Plus: Exclusions for				
	1. Taxes on New Construction / Annexations		$ 1,941,746	62,471	179,558
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		$ 6,796,444	-	-
	3. Voter Approved Services				
	- Additional operating costs		$ -	-	-
	- Annual long-term maintenance costs		$ -		
	- Service area tax cap adjustments		$ -	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		$ -	-	-
	Less: FY 2016		$ (1,128,231)	-	-
	Plus: FY 2017		$ 1,153,750	-	-
	4. Judgments Paid in FY 2016		$ -	-	-
	5. Special Appropriations on an Emergency Basis		$ -	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		$ -	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		$ 110,110,092	2,956,673	8,201,660
	Less: Estimated Hotel-Motel Taxes FY 2017		$ (1,775,000)	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		$ (1,000,000)	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		$ (1,450,000)	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 105,885,092**	**$ 2,956,673**	**$ 8,201,660**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Airway	Arctic Fox	Aztec	Ballaine Lake
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 17,618	$ 7,359	$ 38,287	$ 41,758
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		3,016	1,455	4,469	10,675
	2015 Property Taxes Levied Net of Mandatory Exemptions		14,602	5,904	33,818	31,082
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(3)	-	(8)	-
	2015 Property Taxes Levied, as Adjusted		$ 14,599	$ 5,904	$ 33,810	$ 31,082
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 14,599	$ 5,904	$ 33,810	$ 31,082
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 14,599	$ 5,904	$ 33,810	$ 31,082
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 73	$ 30	$ 169	$ 155
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		14,672	5,934	33,979	31,238
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		14,672	5,934	33,979	31,238
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 14,672**	**$ 5,934**	**$ 33,979**	**$ 31,238**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Bears Den	Becker Ridge	Birch Hill	Bluebird
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 561	$ 151,857	$ 159,577	$ 12,119
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		6	18,237	16,684	3,491
	2015 Property Taxes Levied Net of Mandatory Exemptions		555	133,620	142,893	8,628
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(1)	(30)	-	(1)
	2015 Property Taxes Levied, as Adjusted		$ 554	$ 133,590	$ 142,893	$ 8,627
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 554	$ 133,590	$ 142,893	$ 8,627
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 554	$ 133,590	$ 142,893	$ 8,627
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 3	$ 668	$ 714	$ 43
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		556	134,258	143,608	8,670
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		(556)	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016			-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		0	134,258	143,608	8,670
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 0**	**$ 134,258**	**$ 143,608**	**$ 8,670**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Borda Road	Brookside	Chena Goldstream Fire	Chena Hills Road
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 37,548	$ 11,508	$ 1,755,582	$ 129,282
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		4,350	2,000	165,344	10,329
	2015 Property Taxes Levied Net of Mandatory Exemptions		33,198	9,508	1,590,237	118,953
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	(294)	(45)
	2015 Property Taxes Levied, as Adjusted		$ 33,198	$ 9,508	$ 1,589,943	$ 118,908
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 33,198	$ 9,508	$ 1,589,943	$ 118,908
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 33,198	$ 9,508	$ 1,589,943	$ 118,908
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 166	$ 48	$ 7,950	$ 595
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		33,364	9,556	1,597,893	119,502
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		33,364	9,556	1,597,893	119,502
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 33,364**	**$ 9,556**	**$ 1,597,893**	**$ 119,502**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Chena Marina	Chena Point	Chena Spur	College
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 33,959	$ 155,333	$ 59,639	$ 533,203
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		3,073	5,325	8,711	58,958
	2015 Property Taxes Levied Net of Mandatory Exemptions		30,886	150,008	50,928	474,245
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	(14)	-	(178)
	2015 Property Taxes Levied, as Adjusted		$ 30,886	$ 149,994	$ 50,928	$ 474,067
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 30,886	$ 149,994	$ 50,928	$ 474,067
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 30,886	$ 149,994	$ 50,928	$ 474,067
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 154	$ 750	$ 255	$ 2,370
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		31,041	150,744	51,182	476,437
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		31,041	150,744	51,182	476,437
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 31,041**	**$ 150,744**	**$ 51,182**	**$ 476,437**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			College Hills	Cooper Estates	Cordes Drive	Cripple Creek
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 35,465	$ 35,867	$ 33,238	$ 89,178
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		6,040	2,501	4,052	6,105
	2015 Property Taxes Levied Net of Mandatory Exemptions		29,425	33,366	29,186	83,074
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(8)	-	-	(19)
	2015 Property Taxes Levied, as Adjusted		$ 29,417	$ 33,366	$ 29,186	$ 83,055
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 29,417	$ 33,366	$ 29,186	$ 83,055
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 29,417	$ 33,366	$ 29,186	$ 83,055
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 147	$ 167	$ 146	$ 415
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		29,564	33,533	29,332	83,470
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		29,564	33,533	29,332	83,470
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 29,564**	**$ 33,533**	**$ 29,332**	**$ 83,470**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Deep Forest	Diane Subdivision	Drake Estates	Edanella Heights
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 30,826	$ 4,566	$ 9,424	$ 59,351
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		4,410	573	253	9,915
	2015 Property Taxes Levied Net of Mandatory Exemptions		26,416	3,993	9,171	49,436
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	(3)	(1)	(6)
	2015 Property Taxes Levied, as Adjusted		$ 26,416	$ 3,990	$ 9,170	$ 49,430
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 26,416	$ 3,990	$ 9,170	$ 49,430
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 26,416	$ 3,990	$ 9,170	$ 49,430
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 132	$ 20	$ 46	$ 247
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		26,548	4,010	9,216	49,677
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		26,548	4,010	9,216	49,677
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 26,548**	**$ 4,010**	**$ 9,216**	**$ 49,677**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Ester Lump	Ester Volunteer Fire	Fairfields	Fairhill
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 49,288	$ 550,200	$ 20,627	$ 14,510
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		12,368	62,665	2,694	1,839
	2015 Property Taxes Levied Net of Mandatory Exemptions		36,920	487,535	17,933	12,671
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	(15)	(3)	-
	2015 Property Taxes Levied, as Adjusted		$ 36,920	$ 487,520	$ 17,930	$ 12,671
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 36,920	$ 487,520	$ 17,930	$ 12,671
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 36,920	$ 487,520	$ 17,930	$ 12,671
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 185	$ 2,438	$ 90	$ 63
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		37,104	489,957	18,019	12,734
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		37,104	489,957	18,019	12,734
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 37,104**	**$ 489,957**	**$ 18,019**	**$ 12,734**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Fairwest	Garden	Golden Valley	Goldstream Alaska
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 29,701	$ 55,183	$ 19,302	$ 35,709
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		3,283	5,707	270	3,997
	2015 Property Taxes Levied Net of Mandatory Exemptions		26,418	49,475	19,032	31,712
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(4)	(10)	-	-
	2015 Property Taxes Levied, as Adjusted		$ 26,414	$ 49,465	$ 19,032	$ 31,712
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 26,414	$ 49,465	$ 19,032	$ 31,712
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 26,414	$ 49,465	$ 19,032	$ 31,712
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 132	$ 247	$ 95	$ 159
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		26,546	49,713	19,128	31,871
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		26,546	49,713	19,128	31,871
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 26,546**	**$ 49,713**	**$ 19,128**	**$ 31,871**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Goldstream Moose Creek	Gordon	Granola Estates	Grieme Road
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 70,651	$ 70,191	$ 9,392	$ 26,510
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		4,190	8,098	2,045	936
	2015 Property Taxes Levied Net of Mandatory Exemptions		66,460	62,093	7,347	25,574
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	(1)	(1)
	2015 Property Taxes Levied, as Adjusted		$ 66,460	$ 62,093	$ 7,346	$ 25,573
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 66,460	$ 62,093	$ 7,346	$ 25,573
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 66,460	$ 62,093	$ 7,346	$ 25,573
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 332	$ 310	$ 37	$ 128
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		66,793	62,404	7,383	25,701
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		66,793	62,404	7,383	25,701
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 66,793**	**$ 62,404**	**$ 7,383**	**$ 25,701**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Haystack	Herning Hills	Hopeless *	Horseshoe Downs
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 49,577	$ 36,923	$ 30,857	$ 34,110
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		3,617	6,042	4,184	7,307
	2015 Property Taxes Levied Net of Mandatory Exemptions		45,959	30,880	26,674	26,803
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(5)	(2)	-	(2)
	2015 Property Taxes Levied, as Adjusted		$ 45,954	$ 30,878	$ 26,674	$ 26,801
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 45,954	$ 30,878	$ 26,674	$ 26,801
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 45,954	$ 30,878	$ 26,674	$ 26,801
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 230	$ 154	$ 133	$ 134
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		46,184	31,033	26,807	26,935
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	13,319	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		46,184	31,033	40,126	26,935
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 46,184**	**$ 31,033**	**$ 40,126**	**$ 26,935**

*Special Election to increase Tax Cap
Pending election results and certification

Note 1: For tax levy purposes, these Exemptions are estimated.
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Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Jennifer Drive	Jones Road	Joy Road	Keeney
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 7,525	$ 83,047	$ 9,846	$ 2,912
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		1,010	6,617	457	522
	2015 Property Taxes Levied Net of Mandatory Exemptions		6,515	76,430	9,389	2,390
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	(11)	-	-
	2015 Property Taxes Levied, as Adjusted		$ 6,515	$ 76,419	$ 9,389	$ 2,390
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 6,515	$ 76,419	$ 9,389	$ 2,390
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 6,515	$ 76,419	$ 9,389	$ 2,390
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 33	$ 382	$ 47	$ 12
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		6,547	76,801	9,436	2,402
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		6,547	76,801	9,436	2,402
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 6,547**	**$ 76,801**	**$ 9,436**	**$ 2,402**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Kendall	Keystone	Kris Kringle	Lakloey Hill
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 17,165	$ 19,786	$ 17,699	$ 62,338
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		3,861	1,399	1,905	9,340
	2015 Property Taxes Levied Net of Mandatory Exemptions		13,304	18,387	15,794	52,998
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	(1)	-
	2015 Property Taxes Levied, as Adjusted		$ 13,304	$ 18,387	$ 15,793	$ 52,998
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 13,304	$ 18,387	$ 15,793	$ 52,998
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 13,304	$ 18,387	$ 15,793	$ 52,998
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 67	$ 92	$ 79	$ 265
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		13,371	18,479	15,872	53,263
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		13,371	18,479	15,872	53,263
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 13,371**	**$ 18,479**	**$ 15,872**	**$ 53,263**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Lee Lane	Loose Moose	Martin	McCloud
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 8,942	$ 9,189	$ 46,031	$ 31,340
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		1,038	1,970	2,749	700
	2015 Property Taxes Levied Net of Mandatory Exemptions		7,904	7,220	43,282	30,640
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(1)	-	-	-
	2015 Property Taxes Levied, as Adjusted		$ 7,903	$ 7,220	$ 43,282	$ 30,640
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 7,903	$ 7,220	$ 43,282	$ 30,640
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 7,903	$ 7,220	$ 43,282	$ 30,640
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 40	$ 36	$ 216	$ 153
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		7,943	7,256	43,498	30,794
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		7,943	7,256	43,498	30,794
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 7,943**	**$ 7,256**	**$ 43,498**	**$ 30,794**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			McGrath Estates	McKinley View	Mellow Woods	Miller Hill
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 90,004	$ 8,915	$ 21,271	$ 74,753
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		10,164	910	3,621	5,659
	2015 Property Taxes Levied Net of Mandatory Exemptions		79,840	8,005	17,650	69,094
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	-	-
	2015 Property Taxes Levied, as Adjusted		$ 79,840	$ 8,005	$ 17,650	$ 69,094
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 79,840	$ 8,005	$ 17,650	$ 69,094
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 79,840	$ 8,005	$ 17,650	$ 69,094
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 399	$ 40	$ 88	$ 345
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		80,239	8,045	17,738	69,440
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		80,239	8,045	17,738	69,440
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 80,239**	**$ 8,045**	**$ 17,738**	**$ 69,440**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Moose Creek	Moose Meadows *	Mt. View	Murphy
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 18,625	$ 96,019	$ 36,520	$ 17,191
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		1,047	10,874	7,301	639
	2015 Property Taxes Levied Net of Mandatory Exemptions		17,577	85,145	29,218	16,552
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	-	-
	2015 Property Taxes Levied, as Adjusted		$ 17,577	$ 85,145	$ 29,218	$ 16,552
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 17,577	$ 85,145	$ 29,218	$ 16,552
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 17,577	$ 85,145	$ 29,218	$ 16,552
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 88	$ 426	$ 146	$ 83
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		17,665	85,571	29,365	16,635
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	126,000	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		17,665	211,571	29,365	16,635
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 17,665**	**$ 211,571**	**$ 29,365**	**$ 16,635**

Note 1: For tax levy purposes, these Exemptions are estimated. Due to these estimations, excess taxes may be levied unintentionally. Any excess levy in a tax year is adjusted for in the succeeding year.

*Special Election to increase Tax Cap Pending election results and certification

Appendix D - 1
Maximum Property Tax Computation

			Musk Ox	Newby Park	North Ridge	North Star Volunteer Fire
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 49,415	$ 22,677	$ 17,098	$ 2,240,686
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		9,218	3,974	2,140	247,056
	2015 Property Taxes Levied Net of Mandatory Exemptions		40,196	18,703	14,957	1,993,630
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(10)	(1)	(1)	(38)
	2015 Property Taxes Levied, as Adjusted		$ 40,186	$ 18,702	$ 14,956	$ 1,993,592
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 40,186	$ 18,702	$ 14,956	$ 1,993,592
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 40,186	$ 18,702	$ 14,956	$ 1,993,592
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 201	$ 94	$ 75	$ 9,968
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		40,387	18,796	15,031	2,003,560
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		40,387	18,796	15,031	2,003,560
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 40,387**	**$ 18,796**	**$ 15,031**	**$ 2,003,560**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			O'Connor Creek	Old Wood	Our	Parksridge
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 135,304	$ 18,927	$ 6,149	$ 15,782
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		1,445	3,140	1,223	741
	2015 Property Taxes Levied Net of Mandatory Exemptions		133,860	15,788	4,926	15,041
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	-	(2)
	2015 Property Taxes Levied, as Adjusted		$ 133,860	$ 15,788	$ 4,926	$ 15,039
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 133,860	$ 15,788	$ 4,926	$ 15,039
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 133,860	$ 15,788	$ 4,926	$ 15,039
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 669	$ 79	$ 25	$ 75
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		134,529	15,867	4,951	15,115
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		134,529	15,867	4,951	15,115
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 134,529**	**$ 15,867**	**$ 4,951**	**$ 15,115**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Peede Ctry Estates	Pinestream	Pleasureland	Polar Heights
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 10,596	$ 39,657	$ 9,711	$ 23,846
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		900	4,872	953	2,214
	2015 Property Taxes Levied Net of Mandatory Exemptions		9,696	34,785	8,758	21,632
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	-	-
	2015 Property Taxes Levied, as Adjusted		$ 9,696	$ 34,785	$ 8,758	$ 21,632
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 9,696	$ 34,785	$ 8,758	$ 21,632
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 9,696	$ 34,785	$ 8,758	$ 21,632
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 48	$ 174	$ 44	$ 108
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		9,745	34,959	8,801	21,740
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		9,745	34,959	8,801	21,740
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 9,745**	**$ 34,959**	**$ 8,801**	**$ 21,740**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Potlatch	Prospect Park	Reed Acres	Ridgecrest
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 16,623	$ 11,126	$ 12,170	$ 3,607
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		1,506	2,222	1,557	628
	2015 Property Taxes Levied Net of Mandatory Exemptions		15,117	8,905	10,613	2,979
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(2)	-	-	(1)
	2015 Property Taxes Levied, as Adjusted		$ 15,115	$ 8,905	$ 10,613	$ 2,978
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 15,115	$ 8,905	$ 10,613	$ 2,978
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 15,115	$ 8,905	$ 10,613	$ 2,978
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 76	$ 45	$ 53	$ 15
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		15,190	8,949	10,666	2,993
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-		
	5. Special Appropriations on an Emergency Basis		-	-		
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		15,190	8,949	10,666	2,993
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 15,190**	**$ 8,949**	**$ 10,666**	**$ 2,993**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Salchaket Heights	Scenic Heights	Seavy	Secluded Acres
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 5,251	$ 26,058	$ 12,341	$ 15,854
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		-	4,297	1,038	2,033
	2015 Property Taxes Levied Net of Mandatory Exemptions		5,251	21,761	11,303	13,821
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	(4)	-	(4)
	2015 Property Taxes Levied, as Adjusted		$ 5,251	$ 21,757	$ 11,303	$ 13,817
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 5,251	$ 21,757	$ 11,303	$ 13,817
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 5,251	$ 21,757	$ 11,303	$ 13,817
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 26	$ 109	$ 57	$ 69
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		5,277	21,866	11,360	13,886
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		5,277	21,866	11,360	13,886
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 5,277**	**$ 21,866**	**$ 11,360**	**$ 13,886**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Serendipity Hill	Six Mile Village	Smallwood Trail *	Smith Ranch
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 8,685	$ 11,991	$ 9,030	$ 10,002
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		1,195	1,860	1,116	1,017
	2015 Property Taxes Levied Net of Mandatory Exemptions		7,490	10,131	7,914	8,985
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(1)	-	-	(12)
	2015 Property Taxes Levied, as Adjusted		$ 7,489	$ 10,131	$ 7,914	$ 8,973
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 7,489	$ 10,131	$ 7,914	$ 8,973
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 7,489	$ 10,131	$ 7,914	$ 8,973
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 37	$ 51	$ 40	$ 45
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		7,527	10,181	7,954	9,018
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	7,780	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		7,527	10,181	15,734	9,018
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 7,527**	**$ 10,181**	**$ 15,734**	**$ 9,018**

*Special Election to increase Tax Cap
Pending election results and certification

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Spring Glade	Spruce Acres	Steamboat Landing	Steese Volunteer Fire
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 60,094	$ 8,533	$ 26,045	$ 1,779,321
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		6,508	1,028	4,826	196,288
	2015 Property Taxes Levied Net of Mandatory Exemptions		53,586	7,505	21,220	1,583,033
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	(2)	-
	2015 Property Taxes Levied, as Adjusted		$ 53,586	$ 7,505	$ 21,218	$ 1,583,033
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 53,586	$ 7,505	$ 21,218	$ 1,583,033
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 53,586	$ 7,505	$ 21,218	$ 1,583,033
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 268	$ 38	$ 106	$ 7,915
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		53,854	7,543	21,324	1,590,948
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		53,854	7,543	21,324	1,590,948
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 53,854**	**$ 7,543**	**$ 21,324**	**$ 1,590,948**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Straight Creek	Summerwood	Summit Drive	Sunny Hills Terrace
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 21,391	$ 52,332	$ 162,440	$ 44,191
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		1,010	5,173	19,885	8,575
	2015 Property Taxes Levied Net of Mandatory Exemptions		20,381	47,160	142,555	35,616
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	-	-
	2015 Property Taxes Levied, as Adjusted		$ 20,381	$ 47,160	$ 142,555	$ 35,616
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 20,381	$ 47,160	$ 142,555	$ 35,616
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		– $ 20,381	$ 47,160	$ 142,555	$ 35,616
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 102	$ 236	$ 713	$ 178
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		20,483	47,396	143,268	35,794
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs			-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments			-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		20,483	47,396	143,268	35,794
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 20,483**	**$ 47,396**	**$ 143,268**	**$ 35,794**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Sunrise	Tan Terra	Thomas	Timberlane
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 16,231	$ 41,950	$ 15,654	$ 9,754
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		2,319	5,403	1,913	1,212
	2015 Property Taxes Levied Net of Mandatory Exemptions		13,912	36,546	13,741	8,542
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(1)	(6)	-	(1)
	2015 Property Taxes Levied, as Adjusted		$ 13,911	$ 36,540	$ 13,741	$ 8,541
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 13,911	$ 36,540	$ 13,741	$ 8,541
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 13,911	$ 36,540	$ 13,741	$ 8,541
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 70	$ 183	$ 69	$ 43
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		13,980	36,723	13,809	8,584
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		13,980	36,723	13,809	8,584
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 13,980**	**$ 36,723**	**$ 13,809**	**$ 8,584**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Tungsten	Twenty Three Mile Slough	Ullrhaven	University Fire
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 58,699	$ 49,915	$ 5,658	$ 3,160,449
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		3,443	4,922	986	288,211
	2015 Property Taxes Levied Net of Mandatory Exemptions		55,256	44,993	4,671	2,872,238
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(5)	-	-	-
	2015 Property Taxes Levied, as Adjusted		$ 55,251	$ 44,993	$ 4,671	$ 2,872,238
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-	-
			$ 55,251	$ 44,993	$ 4,671	$ 2,872,238
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 55,251	$ 44,993	$ 4,671	$ 2,872,238
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 276	$ 225	$ 23	$ 14,361
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		55,527	45,218	4,695	2,886,599
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		-	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-	-
	3. Voter Approved Services					
	- Additional operating costs		-	-	-	-
	- Annual long-term maintenance costs					
	- Service area tax cap adjustments		-	-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-	-
	Less: FY 2016		-	-	-	-
	Plus: FY 2017		-	-	-	-
	4. Judgments Paid in FY 2016		-	-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		55,527	45,218	4,695	2,886,599
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 55,527**	**$ 45,218**	**$ 4,695**	**$ 2,886,599**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			University Heights	Univ. West Street Light	Vienna Woods
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 71,217	$ 80,772	$ 29,081
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		9,058	9,875	1,387
	2015 Property Taxes Levied Net of Mandatory Exemptions		62,159	70,897	27,694
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(13)	-	-
	2015 Property Taxes Levied, as Adjusted		$ 62,146	$ 70,897	$ 27,694
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-
			$ 62,146	$ 70,897	$ 27,694
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 62,146	$ 70,897	$ 27,694
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 311	$ 354	$ 138
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		62,457	71,252	27,833
F.	Plus: Exclusions for				
	1. Taxes on New Construction / Annexations		-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-
	3. Voter Approved Services				
	- Additional operating costs		-	-	-
	- Annual long-term maintenance costs				
	- Service area tax cap adjustments		-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-
	Less: FY 2016		-	-	-
	Plus: FY 2017		-	-	-
	4. Judgments Paid in FY 2016		-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		62,457	71,252	27,833
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 62,457**	**$ 71,252**	**$ 27,833**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Viewpointe	Violet Drive	Vista Gold
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 23,530	$ 91,792	$ 50,708
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		3,400	11,019	3,259
	2015 Property Taxes Levied Net of Mandatory Exemptions		20,130	80,772	47,449
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(5)	-	(6)
	2015 Property Taxes Levied, as Adjusted		$ 20,125	$ 80,772	$ 47,443
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-
			$ 20,125	$ 80,772	$ 47,443
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 20,125	$ 80,772	$ 47,443
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 101	$ 404	$ 237
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		20,225	81,176	47,680
F.	Plus: Exclusions for				
	1. Taxes on New Construction / Annexations		-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-
	3. Voter Approved Services				
	- Additional operating costs		-	-	-
	- Annual long-term maintenance costs				
	- Service area tax cap adjustments		-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-
	Less: FY 2016		-	-	-
	Plus: FY 2017		-	-	-
	4. Judgments Paid in FY 2016		-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		20,225	81,176	47,680
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 20,225**	**$ 81,176**	**$ 47,680**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Vue Crest	Whitman	Wildview
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 44,335	$ 5,912	$ 247,165
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		5,058	815	29,146
	2015 Property Taxes Levied Net of Mandatory Exemptions		39,277	5,097	218,019
	Adjustment for Prior Years' Excess Property Tax (Note 1)		(2)	-	-
	2015 Property Taxes Levied, as Adjusted		$ 39,275	$ 5,097	$ 218,019
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	-
			$ 39,275	$ 5,097	$ 218,019
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax Reduction, excluding Taxes to Pay FY16 Debt Service		$ 39,275	$ 5,097	$ 218,019
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 196	$ 25	$ 1,090
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		39,471	5,122	219,109
F.	Plus: Exclusions for				
	1. Taxes on New Construction / Annexations		-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	-
	3. Voter Approved Services				
	- Additional operating costs		-	-	-
	- Annual long-term maintenance costs				
	- Service area tax cap adjustments		-	-	-
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax Fund [FNSBC 3.08.140 B.]:		-	-	-
	Less: FY 2016		-	-	-
	Plus: FY 2017		-	-	-
	4. Judgments Paid in FY 2016		-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		39,471	5,122	219,109
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 39,471**	**$ 5,122**	**$ 219,109**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 1
Maximum Property Tax Computation

			Woodland	Yak	TOTAL
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 2,889	$ 96,092	$ 132,464,279
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		-	6,770	10,321,817
	2015 Property Taxes Levied Net of Mandatory Exemptions		2,889	89,322	122,142,462
	Adjustment for Prior Years' Excess Property Tax (Note 1)		-	-	(2,837)
	2015 Property Taxes Levied, as Adjusted		$ 2,889	$ 89,322	122,139,625
A.2.	Hotel - Motel Tax Estimate for FY 2016		-	-	1,725,000
	Alcoholic Beverage Tax Estimated FY 2016		-	-	1,040,000
	Tobacco Distribution Excise Tax Estimated FY 2016		-	-	1,425,000
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		-	-	4,527,770
			$ 2,889	$ 89,322	130,857,395
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	6,419,161
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax				-
	Reduction, excluding Taxes to Pay FY16 Debt Service		$ 2,889	$ 89,322	124,438,234
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.50%]	0.50%	$ 14	$ 447	622,191
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		2,903	89,769	125,060,425
F.	Plus: Exclusions for				
	1. Taxes on New Construction / Annexations		-	-	2,183,775
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		-	-	6,796,444
	3. Voter Approved Services				-
	- Additional operating costs		-	-	-
	- Annual long-term maintenance costs				
	- Service area tax cap adjustments		-	-	146,543
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax				-
	Fund [FNSBC 3.08.140 B.]:		-	-	-
	Less: FY 2016		-	-	(1,128,231)
	Plus: FY 2017		-	-	1,153,750
	4. Judgments Paid in FY 2016		-	-	-
	5. Special Appropriations on an Emergency Basis		-	-	-
	6. Taxes Levied by the Assembly for the Service Area Administrative Fee [FNSBC 14.01.161 B.1.]		-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		2,903	89,769	134,212,706
	Less: Estimated Hotel-Motel Taxes FY 2017		-	-	(1,775,000)
	Less: Estimated Alcoholic Beverage Tax FY 2017		-	-	(1,000,000)
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		-	-	(1,450,000)
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 2,903**	**$ 89,769**	**$ 129,987,706**

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix D - 2
Required Property Tax
Differential Tax Zone

			Potlatch - Heritage Hills	Murphy Yellowknife	Moose Mountain *	TOTAL
A.1.	2015 Property Taxes Levied Before Mandatory Exemptions		$ 3,991	$ 9,869	$ -	$ 13,860
	Less: Exemptions for Senior Citizens/Veterans/Widows & Widowers		$ -	-	-	-
	2015 Property Taxes Levied Net of Mandatory Exemptions		$ 3,991	$ 9,869	$ -	13,860
	Adjustment for Prior Years' Excess Property Tax (Note 1)		$ (313)	-	-	(313)
	2015 Property Taxes Levied, as Adjusted		$ 3,678	$ 9,869	$ -	13,547
A.2.	Hotel - Motel Tax Estimate for FY 2016		$ -	-	-	-
	Alcoholic Beverage Tax Estimated FY 2016		$ -	-	-	-
	Tobacco Distribution Excise Tax Estimated FY 2016		$ -	-	-	-
	FY 2016 Use of Fund Balance Designated as a Tax Reduction by the Assembly [FNSBC 3.08.140 C.]		$ -	-	-	-
			$ 3,678	$ 9,869	$ -	13,547
B.	Less: Taxes to Pay Debt Service in FY 2016		-	-	-	-
						-
C.	Total of All 2015 Taxes plus FY16 Use of FB Designated as a Tax					-
	Reduction, excluding Taxes to Pay FY16 Debt Service		$ 3,678	$ 9,869	$ -	13,547
D.	Plus: Adjustment for Inflation [2015 Inflation Rate Using the Anchorage Consumer Price Index - Urban = 0.00%]	0.00%	$ -	$ -	$ -	-
E.	2016 Maximum Tax Revenue Allowed, Before Exclusions		$ 3,678	$ 9,869	$ -	13,547
F.	Plus: Exclusions for					
	1. Taxes on New Construction / Annexations		$ -	-	-	-
	2. FY 2017 Debt Service less FY 2017 State Reimbursements		$ -	-	-	-
	3. Voter Approved Services			-	-	-
	- Additional operating costs		$ -	-	-	-
	- Annual long-term maintenance costs		$ -	-	-	-
	- Service area tax cap adjustments		$ -	-	5,280	5,280
	- Hotel-Motel Taxes transferred to the Hotel-Motel Room Tax					-
	Fund [FNSBC 3.08.140 B.]:		$ -	-	-	-
	Less: FY 2016		$ -	-	-	-
	Plus: FY 2017		$ -	-	-	-
	4. Judgments Paid in FY 2016		$ -	-	-	-
	5. Special Appropriations on an Emergency Basis		$ -	-	-	-
	6. Taxes Levied by the Assembly for the Service Area					-
	Administrative Fee [FNSBC 14.01.161 B.1.]		$ -	-	-	-
G.	2016 MAXIMUM TAX REVENUE ALLOWED (for FY 2017 Budget)		$ 3,678	$ 9,869	$ 5,280	18,827
	Less: Estimated Hotel-Motel Taxes FY 2017		$ -	-	-	-
	Less: Estimated Alcoholic Beverage Tax FY 2017		$ -	-	-	-
	Less: Estimated Tobacco Distribution Excise Tax FY 2017		$ -	-	-	-
	2016 MAXIMUM PROPERTY TAX REVENUE (for FY 2017 Budget)		**$ 3,678**	**$ 9,869**	**$ 5,280**	**$ 18,827**

*Special Election to increase Tax Cap
Pending election results and certification

Note 1: For tax levy purposes, these Exemptions are estimated.
Due to these estimations, excess taxes may be levied unintentionally.
Any excess levy in a tax year is adjusted for in the succeeding year.

Appendix E - User Fee Schedule

Borough-wide		Fees
Audio ~~Tape~~ USB/CD of Public Meetings~~/Budget CD~~		$15.00
Budget/CAFR CD		15.00
CD (other-records request)		15.00
Copying/scanning fee (letter or legal)		0.25
Copying/scanning fee (11"x17")		0.50
Color copying/scanning fee (letter or legal)		0.50
Color copying/scanning fee (11"x17")		1.00
Certification Copies *(copies certified* by the Borough)		2.00
Microfilm/Microfiche Copies	First copy	1.00
	Each additional copy	0.25

A fee for copying/scanning, responding to a public records request that is less than $5 (monthly cumulative amount) will be waived because the fee is less than the cost to the Borough to arrange for payment.

The Mayor may authorize user-fee discounts in connection with special events and/or promotional activities, as long as those discounts are offered on a legally permissible basis and available to all members of the public who are similarly situated.

Clerk's Office	Fees
Board of Adjustment Filing Fee and Cost Bond*	
(Appeal Fee: $75.00 and Cost Bond: $200.00)	$275.00
*Board of Adjustment - Grandfather Rights (de novo) Appeal Fee**	75.00
Declaration of Candidacy Filing Fee*	25.00
Election Recount Application Fee*	100.00

*Fee set in Fairbanks North Star Borough Code

Community Planning		Fees
Zoning Service †††		
Rezone (Reduced Fee †)	(800.00)	$1,000.00
Conditional Use Permit	(600.00)	800.00
Telecommunications Tower CUP		1,000.00
Expert Review Telecom - CUP		Actual Cost ($2,000.00 Deposit)
Telecommunication Collocation/Modification Permit		350.00
(Section 6409(a) and Substantial Modification)		
Expert Review Collocation/Modification		Actual Cost ($500.00 Deposit)
Variance - ~~(planning commission hearing)~~ /Highway Variance (fee waived ††)	(600.00)	800.00
Admin Variance		300.00
Verification of Sensitive Uses within buffers		250.00
Second attempt at verification of sensitive uses, and every time after		100.00
Appeals ~~- Administration~~	(100.00)	200.00
Legal Non-Conforming (Grandfather Rights for use/structure/lot size ††††)		25.00
~~(Grandfather Rights)~~		
Mobile Home Park Permits		
Mobile Home Park Permit-New	(200.00)	600.00
Mobile Home Park Permit-Annual Renewal (3-49 spaces)		200.00/yr
Mobile Home Park Permit-Annual Renewal (50-99 spaces)		300.00/yr
Mobile Home Park Permit-Annual Renewal (100+ spaces)		400.00/yr
Zoning Permits		No Charge
Flood Zone Permits		No Charge

Appendix E - User Fee Schedule

Community Planning (Continued) — Fees

Platting Service †††

Preliminary Plat, Replat and Waiver (**exceptions to per lot fee)	$(500.00) 750.00 plus (50.00)	75.00/per lot
Public Row Vacation Plat (*reduced fee)		500.00
Public Utility Easement (P.U.E.) Vacation (for each vacation)	(50.00)	75.00
Preliminary Plat Variance (for each variance)	(100.00)	200.00
Final Plat *(**exceptions to per lot fee)*	$(200.00) 300.00 plus (50.00)	75.00 /per lot
Final Plat Review on third attempt and every time after	(200.00)	250.00
Final Plat Subdivision Improvement inspection on third attempt and every time after *(2 hr minimum Public Works Engineer)*		240.00
Quick Plat (**exception to per lot fee)	$(200.00) 350.00 plus (50.00)	75.00 /per lot
Modifications of Approved Plats (Reduced Fee***)	(300.00)	400.00
Extensions of time on Approved Plats		200.00
Appeals	(100.00)	200.00
Street Renaming		200.00
Street Renaming for the purpose of Health and Safety		No Charge
History of Subdivision Regulations CD		15.00
~~Hard Copy Book (set)~~		~~24.00~~
~~CD Version~~		~~15.00~~

Admin Fees	**Non-Profit/Journalistic**	**Public Agencies**	**All Other**
Title 15 - Floodplain Management Ordinance			$10.00
Title 17 - Subdivision Ordinance			10.00
Title 18 - Zoning Ordinance			10.00
Bench Mark List			10.00
Recorded Plats List *(Alpha, Chrono, Inst.#)*		(5.00)	25.00
GIS Data Download/DVD	$75.00	No Charge	150.00
Imagery Jump Drive - Pre 2012	125.00	No Charge	250.00
Imagery Jump Drive - 2012	125.00	No Charge	250.00
Lidar Jump Drive	125.00	No Charge	250.00
Electronic Recording Fees *(plats and other documents)*			Actual Cost

Other Fees

Community Research Quarterly		$10.00
Xerox Engineer Copier-plat/map copies 24" x 36"		6.00
Xerox Engineer Copier-plat/map copies 18" x 24"		4.00
11"x17" Color Copies *(plats/maps)*		1.00
8½"x14" Color Copies *(plats/maps)*		0.50
8½"x11" Color Copies *(plats/maps)*		0.50
Public Notice Signs: Security Deposit	(150.00)	200.00

*$250 if Vacation is part of a preliminary plat, replat or waiver.
**Plats that do not create additional lots are waived from the per lot fee.
***50% Fee reduction for Quick Plats
†No fee if rezoning a split zone parcel.
††No Fee for Highway Project Variance requested by private property owners, if AKDOT & PF did not fulfill their statutory responsibility of obtaining a variance.
†††Refunds allowed if application was accepted in error by Fairbanks North Star Borough staff.
††††No fee for Grandfather Rights Affirmation within one year of a rezone or code changes to setbacks or use.

Appendix E - User Fee Schedule

Emergency Operations	Fees
Animal Control Fees	
Dog adoption	$130.00
Cat adoption	65.00
Rabies vaccination *(deposit)*	15.00
Fine for expired rabies vaccination *(FNSB Code 6.06.020)*	35.00
Room and board, per day dogs/cats/small animals *(FNSB Code 6.06.030)*	15.00
Room and board, per day equine/large livestock *(FNSB Code 6.06.030)*	30.00
Animal trap rental *(7 or fewer days)*	No Charge
Animal trap rental *(in excess of 7 days)*	4.00/day
Dog trap security deposit	150.00
Cat trap security deposit	50.00
~~Duplicate of lost deposit certificate~~	~~15.00~~
Microchip placement	15.00
Cremations	1.40/lb
Veterinary services	Actual cost
Rabies vaccinations at clinic - walk in	15.00
Rabies vaccinations at clinic - pre-registered	9.00
Rabies vaccinations at clinic - Senior citizens - walk in	5.00
Rabies vaccinations at clinic - Senior citizens pre-registered	No Charge
Fines levied by the Court *(FNSB 6.28.010)*	100.00, 200.00, 300.00, etc
Redemption fee - dogs/cats - *(FNSB Code 6.06.020)*	60.00, 120.00, 180.00, 240.00, 300.00
Redemption fee - small animals - *(FNSB Code 6.06.020)*	20.00
Redemption fee - equine and large livestock - *(FNSB Code 6.06.020)*	100.00, 200.00, 300.00
Use fee for livestock impoundment requiring use of horse trailer	100.00
Personnel expenses for after hours care, treatment, or impoundment of an animal *(FNSB Code 6.06.030)*	Actual cost
Additional expenses incurred during impoundment of an animal *(FNSB Code 6.06.030)*	Actual cost
Services for Non-Borough Residents	
Animal euthanasia services, per animal	30.00
Drop off animals for disposition, per animal	30.00
Room and board, per day *(FNSB Code 6.06.030)*	30.00
Adoption fees for other animals	
Mice and fish *(group of 1-5)*	No Charge
Small animals *(chickens, ducks, geese, small caged birds, ~~small reptiles~~, other small domestic animals not listed and mice and fish group of 6)*	6.00
Guinea pigs	22.00
Ferrets, large caged birds, iguanas, rabbits, tortoise, hedgehogs and small reptiles	37.00
Goats, pigs, chinchillas, other medium/large reptiles and other medium domestic animals or exotics not listed	52.00
Livestock (bovines, reindeer, llamas, emus and other large domestic animals not listed)	205.00
Horses, mules, ponies, donkeys	305.00

Appendix E - User Fee Schedule

Emergency Operations (Continued) — Fees

Emergency Medical Service Fees	
Ambulance Transport Fee	$1,000.00
(A credit of $50.00 is provided for residents of the non-areawide Borough)	
Ambulance mileage reimbursement fees	
Mileage reimbursement fee (per loaded mile)	12.00
Ambulance response & treatment with no transport	150.00
911 Fund	
Surcharge per month per local exchange access land line	1.00
Surcharge per month per local wireless line	1.00

Financial Services — Fees

Recommended Budget	$25.00
Comprehensive Annual Financial Report	15.00
Approved Budget	25.00
Dishonored Check Fee	30.00

		3 Yr Avg # of	Fees by Tax Year - 3 Yr Avg			
Tax Foreclosure Fees		**Properties**	**Tax Year 1 (2016)**	**Tax Year 2 (2015)**		**Tax Year 3 (2014)**
Taxable parcels:	(43,241)	*43,368*				
Delinquency as of						
December 1st Demand Letter	(3,857)	*3,800*				
Advertising Fee	(1,786)	1,793	$17.00			
Recording of Judgment and						
Redemption Certificate Fee	(1,274)	1,252	$60.00			
End of Redemption Fee	(528)	497		(24.00)	$26.00	
Courtesy Letter ~~Fees~~ /						
Admin Fee	(176)	186			(325.00)	$280.00
Litigation Report Fee	(168)	164				$300.00
(Hard Cost)						
Property Owner/Lienholder						
Notification Fee		97			(890.00)	$850.00
Site Inspection Fee	(84)	82			(300.00)	$390.00
Tax Deed Fee		46			(1,750.00)	$1,980.00
Properties at Sale/Sold:	(17/14)	*19/13*				

General Services — Fees

	Non-Refundable Purchase Price
Plan Purchase - CD's	$10.00
Photo Identification Replacement Cards	10.00

Appendix E - User Fee Schedule

Land Management — Fees

Leases	Application Fee	Processing Fee	Annual Rental, Sale Price or Use Fee
(Exclusive, long-term, possessory rights-25.10.030) Minimum term shall be 5 years. (Including communication sites)	$100.00 (a)	$500.00 min (c,d)	FMR (e)
Additional Processing Fee			
For Staff Time Beyond 50 Hours		$50.00/hour (b)	
Appraisal Fee (in-house)		$85.00/hour	

Land Sales	Application Fee	Processing Fee	Annual Rental, Sale Price or Use Fee
Assumption of Deed of Trust	$100.00	$250.00	
Direct Sales *(g)*	$100.00	$250 min	FMV (e)
Additional Processing Fee			
For Staff Time Beyond 50 Hours		$50.00/hour (b)	
Auction & Over the Counter Closings	N/A	$250.00 (f)	
Credit Report Processing fees for financing through FNSB			
Per Person		(15.00)	$25.00
Business			Will vary (o)
Appraisal Fee (in-house)		$85.00 per hour	

Easements	Application Fee	Processing Fee	Price or Use Fee
(Non-possessory rights - 25.10.040)			
Public, Non-Exclusive			
Road and Utility Easements	$100.00 (a)	$500.00 min (h,i,j)	FMR (e,q)
Additional Processing Fee			
For Staff Time Beyond 50 Hours		$50.00/hour (b)	
Private, Exclusive Easement	$100.00 (a)	$500.00 min (j)	FMR (e,q)
Additional Processing Fee			
For Staff Time Beyond 50 Hours		$50.00/hour (b)	
Penalty Charge for early entry without prior FNSB approval			$50.00/day
Appraisal fee (in-house)		$85.00/hour	

Licenses	Application Fee	Processing Fee	Monthly Rental, Sale Price or Use Fee	Annual Rental, Sale Price or Use Fee
Temporary Use License (TUL)				
Low Impact (k)	$100.00 (a,q)	$250.00 (q)	(25.00) $50.00/mo	(300.00) 450.00/yr (j,h,q)
Temporary Access License (TAL)	$100.00 (a,q)	$250.00 (q)	(25.00) $50.00/mo	(300.00) 450.00/yr (j,h,q)
Mining and/or Mining Access Use License *(25.10.100 A-K)*	$100.00 (a)	N/A		(j,m)
Penalty Charge for early entry without prior FNSB approval				$50.00/day

Appendix E - User Fee Schedule

Land Management (Continued) — Fees

Natural Resources and Materials

Commercial Sales	Application Fee	Processing Fee	Annual Rental, Sale Price or Use Fee
(Terms of Commercial sales are fixed by Assembly resolution (25.10.050 F&G)			
Gravel Extraction	$100.00 (a)	$250.00 min (b)	FMV in place (l,p)
Commercial Firewood	10% of Appraised Value		FMV in place (l)
Timber *(Saw Timber & house logs OTC)*	10% of Appraised Value		FMV in place (l)

Personal Use (25.10.050 A)	Application Fee	Processing Fee	Annual Rental, Sale Price or Use Fee
Gravel *(max 2,000 CY/ person/year)*	N/A	N/A	$3.00/cubic yd in place
Firewood *(max 20 cords/ person/year)*	N/A	N/A	$10.00/cord
Timber and/or House Logs *(max 10,000 board feet per person per year*	$100.00 (a)	$250.00 min (b)	FMV in place (l)

Other	Annual Rental, Sale Price or Use Fee
Maps: Plat/map copies Xerox engineering copier	$6.00/map[n]
Technical information by CD	$50.00 each[n]

Explanations

a. Accompanied by an application describing the; proposed use, term and property improvement plan.

b. Fee dependent on use, location, degree of staff involvement (beyond 50 hours), and cost of recordation, etc.

c. Resolution with Assembly approval required as per 25.10.030 B.

d. Survey of Improvements may be required at lessee's expense as per 25.10.030 F. All surveying and platting shall be in accordance with FNSB Title 17 Subdivision standards.

e. FMV – fair market value and FMR – fair market rental shall be determined by 25.25.030, the cost of a fee appraisal may be borne by the applicant.

f. Auction and over the counter land sale processing fees include closing costs, staff time fees and recordation.

g. Direct Sales parcels shall satisfy at least one criterion in the direct sale code 25.15.090 A & B.

h. Easement, Temporary Use and/or Extraction Fees may be waived for a public agency or a public utility as per 25.10.040 C-050C or 060C.

i. A Public Access Easement must comply with FNSB Title 17 Subdivision standards. These costs are the Grantees' responsibility.

j. If it is determined that a proposed use may cause damage to Borough land, the applicant shall post a bond in an amount sufficient to restore the land to reasonably the same condition.

k. Low impact is defined as minimal use and minimal ground disturbance i.e. monitoring wells, use of existing access trails or roads. High impact is defined as substantial use and considerable ground disturbance, which may include excavation, clearing, construction or exploration.

l. Fair Market Value (FMV) of resources in place shall be determined by common market rate for that resource.

m. Per 25.10.100 Compensation for mining access or exploration activities on land subject to a valid claim is reclamation and payment for any commercial timber located thereon.

n. For existing maps only – custom maps will not be created.

Appendix E - User Fee Schedule

Land Management (Continued)

Explanations (Continued)

o. Credit Reporting Fees for businesses will vary depending upon company structure and land sale type.

p. Reclamation Fee of $0.25 per yard charged in addition to FMV.

q. (~~If a Temporary Use License is for the purpose of early entry in advance of a lease or easement, the application and processing fee for such lease or easement will be collected.~~) Where early entry has occurred without prior FNSB authorization, the potential for waiver of fees by the Mayor (h) will be forfeit.

Library Services — Fees

Library Cards, Printing, ~~and~~ Photocopying, and Other Fees

Replacement Library Card	$7.00~~/ea~~
Temporary Library Card	20.00~~/ea~~
Non-Borough Resident User Fee	40.00~~/ea~~
Processing Charge	15.00~~/ea~~
Photocopies/Black & White	.10~~/ea~~
Photocopies/Black & White (11x17)	.50
Photocopies/Color	.50~~/ea~~
Photocopies/Color (11x17)	1.00
Printing/Black & White	.10~~/ea~~
Printing/Black & White (11x17)	.50
Printing/Color	.50~~/ea~~
Printing/Color (11x17)	1.00
Ear Buds	2.00
CD's-RW	1.00
USB Flash Drive	5.00

Meeting Room and Equipment Use Fees

Auditorium/Multiple Purpose Room Use Fee	$25.00
Conference Room Use Fee	15.00
Audio/Video Equipment Set-up/Use Fee *(First item)*	25.00
Audio/Video Equipment Set-up/Use Fee *(Each additional item)*	10.00~~/ea~~
Late Set-Up Fee	25.00
Penalty Fee (Room not clean or re-set)	15.00/room
Audio Visual Equipment Checkout (overhead projector, slide projector)	15.00~~/ea~~

Appendix E - User Fee Schedule

Parks and Recreation — Fees

(~~SWIMMING POOLS~~) RECREATION FEES

Swim and Skate Fees		Single		10 Event*		3-Month
~~Child *(4-11 years)*~~		~~$3.50~~		~~$33.00~~		~~$78.00~~
Youth *((12) 3 -17 years)*	(4.75)	4.00	(44.00)	36.00	(96.00)	88.00
Adult *(18-59 years)*		6.00		54.00		132.00
Household Rate		18.00		165.00		240.00
Senior *(60 & up)*	(1.75)	2.00	(14.00)	18.00	(36.00)	40.00
Disabled	(1.25)	2.00	(11.00)	18.00	(36.00)	40.00
Skate Rental		3.00		27.00		N/A

*Group rates will apply to 10 or more paying patrons at the applicable 10-event rate

Facility Super pass	1 Year
(Good for aquacise, lap swim, open swim, weight room, recreation skate, & drop in hockey one year from purchase date)	
Youth (3-17 years)	$320.00
Adult (includes Pool Locker Rental)	660.00
Senior/Disabled (includes Pool Locker Rental)	320.00

~~Fitness Passes~~	~~1 Month~~
~~(Good for aquacise, lap swim, open swim, weight room)~~	~~$90.00~~

Exercise/Weight Room (Mary Siah Recreation Center) — *Included in swim fees above*

(~~SWIMMING POOLS~~) RECREATION FEES (Continued)

Showers		Single		10 Event		3-Month
Adult	(4.25)	$4.00	(40.00)	$36.00	(120.00)	$88.00
Senior/Disabled	(1.25)	1.00	(11.25)	9.00	(33.75)	22.00
~~Disabled~~		~~1.25~~		~~11.25~~		~~33.75~~

Lessons - Group	Child/Adult	Senior	1 Month
Swim 1/2 hour	$8.00	N/A	N/A
Swim 3/4 hour	9.00	3.00	N/A
Aquacise/Senior Fitness	7.00	3.00	66.00

Lessons - Individual/Private	
Swim (per 1/2 hour)	$30.00

Facility Rental

Pools	1 Month
Swim Teams-practice hours	$660.00
~~Midnight Sun Swim Team *(Monday-Saturday)*~~	
~~North Pole Aquatic Club *(Monday-Saturday)*~~	

Swim Meets	Rate
(includes warm-up and one hour post meet clean-up)	
Swim meets less than five hours	$200.00
Swim meets over five hours, up to eight hours	400.00
Swim meets over eight hours	800.00

Appendix E - User Fee Schedule

Parks and Recreation (Continued) — Fees

(~~SWIMMING POOLS~~) RECREATION FEES (Continued)

Facility Rental (Continued)

Special Events *(Other than normal hours)*	People	Rate/Hour
Pool Rental	1-60	$150.00
	61-95	175.00
	96-133	200.00
Pool Rental/Water Slide	1-95	200.00

Ice ~~Rental~~ Arena	Age	Rate/Hour
Non Prime Hours *(5:00am - 3:00pm, Mon-Fri)*	Youth	$110.00
	Adult	150.00
Prime Hours *(3:00pm-12:00am, Mon-Fri)*	Youth	160.00
(All day Sat-Sun)	Adult	210.00
	Paid Gate Adult	275.00
Outdoor Rinks	Youth	50.00/hr
	Adult	60.00/hr

Athletic & Multipurpose Fields	Age	Rate/Hour
	Youth (under 18)	$10.00
	Adult	20.00
Artificial Turf/Kiwanis Football Field	Youth (under 18)	40
	Adult	60

Conference Rooms (Big Dipper, Mary Siah)	Regular	Non-Profit	Youth Non-Profit
Up to 4 hours	$25.00	$12.50	$6.00
Greater than 4 hours	45.00	22.50	11.00

Observation Deck (Big Dipper)	Regular	Non-Profit	Youth Non-Profit
	$45.00	$22.50	$11.00

Mezzanine (Big Dipper*)	Regular	Non-Profit	Youth Non-Profit
Per day or event	$200.00	$100.00	$50.00

*available if use does not conflict with ice rental

Other	Rate
Birthday Parties, tables/chairs (Wescott/Hamme/Big Dipper) - Up to 4 hours	$20.00
Lifeguard Training	240.00
Water Safety Instructor Training	240.00
Lifeguard Challenge/Review	60.00
Contractual Instruction-Facility Based	15% of gross revenue + room rental fee
Contractual Instruction-Ice Related	15% of gross revenue + ice fee (individual or hourly)
Commercial Activity Off Ice	15% of gross sales and concessions

Appendix E - User Fee Schedule

Parks and Recreation (Continued) — Fees

Other (Continued)	Rate
Ice Logos	Annually
Neutral Areas 8'x10' *(annually, 80 sq. ft.)*	$2,250 + cost of production
Blue Line Areas 5'x18' *(annually, 90 sq. ft)*	$2,000 + cost of production
Arena Ice Out & Reinstall	$10,000.00
Arena Ice Covering Install	1,000.00
Arena All Day Event (non-ice event)	1,000.00
Labor Rate	25.00/hr
Skilled Labor Rate	50.00/hr
Skate Sharpening	10.00
Locker Rental (3 month)	45.00

~~BIG DIPPER ICE ARENA FEES~~

~~Recreational Skate/Hockey/Freestyle~~	~~Single~~	~~10 Skate*~~	~~3-Month~~
~~Child *(4-11 years)*~~	~~$3.00~~	~~$27.00~~	~~$65.00~~
~~Youth *(12-17 years)*~~	~~4.00~~	~~36.00~~	~~80.00~~
~~Adult *(18-59 years)*~~	~~5.00~~	~~45.00~~	~~110.00~~
~~Household Rate~~	~~15.00~~	~~135.00~~	~~200.00~~
~~Senior *(60 & up)*~~	~~2.00~~	~~15.00~~	~~40.00~~
~~Disabled~~	~~1.50~~	~~11.00~~	~~30.00~~
~~Skate Rental~~	~~3.00~~		

~~*Group rates will apply to 10 or more paying patrons at the applicable 10-skate rate~~

~~BIG DIPPER ICE ARENA FEES (Continued)~~

~~Birthday Parties~~	~~$20.00~~
~~Conference Room Rental~~	
~~Room Rental Up to 4 hours~~	~~$25.00~~
~~Room Rental Greater than 4 hours~~	~~45.00~~

~~Showers~~	~~Single~~	~~10 Event~~	~~3-Month~~
~~Adult~~	~~$4.25~~	~~$40.00~~	~~$120.00~~
~~Senior~~	~~1.25~~	~~11.25~~	~~33.75~~
~~Disabled~~	~~1.25~~	~~11.25~~	~~33.75~~

~~Athletic Fields~~	~~Per Game/Event~~
~~Youth *(under 18 yrs)*~~	~~$40.00/hr~~
~~Adult~~	~~60.00/hr~~

~~Contractual Instruction~~	~~Per Event~~
~~Non-Ice Related~~	~~15% of gross revenue~~

Appendix E - User Fee Schedule

Parks and Recreation (Continued) — Fees

PARKS

Birch Hill/~~Two Rivers/Salcha Maintenance~~

~~Ski Trails~~			~~Donations requested (Maintenance agreement)~~			
Birch Hill Cross Country Ski Center Facility Rental		**Regular**		**Non-Profit**		**Youth Non-Profit**
Full Day (8:00am - 12:00am)	(750.00)	$800.00	(375.00)	$400.00	(187.50)	$200.00
Half Day (up to 8 hours)	(500.00)	550.00	(250.00)	275.00	(125.00)	137.50
Hourly (*minimum for setup/teardown is 4 hours*)	(75.00)	80.00/hr	(37.50)	40.00/hr	(18.75)	20.00/hr

	Rate
Alcohol Surcharge	$100.00
Labor Rate	25.00/hr
Skilled Labor Rate	50.00/hr
Special Event Parking	5.00/vehicle

Zamboni Maintenance (Blade Sharpening) $50.00/ea

Recreation Areas	**Rate**
Special Event Parking	$5.00/vehicle
Labor Rate	25.00/hr
Skilled Labor Rate	50.00/hr

Camping

Per Night		
Group Site (only for designated "group areas)		$50.00
Tent		15.00
Camper		20.00
Extra Vehicle (each)		5.00
Firewood *(per bundle)*		5.00
Seasonal Camping Pass (does not apply to "group areas")	(125.00)	130.00

Rentals		**Per Hr**		**Per Day**
Ice Houses *(Includes 1 bundle of firewood)*			(25.00)	$30.00
Pedal Boats (2 people)		$10.00		40.00
Row Boats		10.00		40.00
Canoes/Kayaks		10.00		40.00
Household Pedal Boats (4 people)		10.00		40.00

Parks	**Regular**	**Non-Profit**	**Youth Non-Profit**
Park Reservation with Picnic Pavilions/Gazebo			
Up to 4 hours	$30.00	$15.00	$7.50
Greater than 4 hours	50.00	25.00	12.50
Park Reservations (no Pavilion/Gazebo)			
Up to 4 hours	$20.00	$10.00	$5.00
Greater than 4 hours	40.00	20.00	10.00
Rifle Range Reservations			
Up to 4 hours	$200.00	$100.00	$50.00
Greater than 4 hours*	300.00	150.00	75.00
Special Event Fee*			
(per person over 200 people)	1.00	1.00	1.00

*This fee is in addition to the pavilion/park rental

**This fee can be negotiated up to 75% off, in exchange for clean up services

Appendix E - User Fee Schedule

Parks and Recreation (Continued) — Fees

PARKS (Continued)

Other (see general provisions)

Mobile Concession Permit (temporary, per day)	50.00
Mobile Concession Permit (seasonal)	400.00
Labor Rate	25.00/hr
Skilled Labor Rate	50.00/hr

PIONEER PARK

Cabin Concession Fee*	Cabin(s)	Saturday Preceding Memorial Day to Labor Day	Tuesday Following Labor Day to Friday Preceding Memorial Day
	2	$4,838.68	$414.74
	3	2,074.69	240.81
	4	1,601.14	148.37
	5	1,483.48	130.42
	6	1,037.04	96.10
	7	1,572.65	145.73
	8	1,334.41	129.36
	9	1,290.06	123.29
	10	1,357.05	142.43
	12	1,356.12	125.66
	13	1,105.41	102.43
	14	700.85	64.94
	16	1,351.04	146.92
	17	1,988.91	207.90
	22	1,482.10	146.26
	23	1,355.66	142.03
	24	2,483.30	255.55
	25	1,470.08	159.19
	26	2,025.41	271.26
	27	1,527.06	141.50
	28	2,761.84	323.40
	29	1,361.82	126.19
	30	1,692.31	156.82
	31	2,473.24	306.46
	31A	2,239.78	808.81
	64	1,513.20	158.93
	66	2,913.53	460.64
	69	2,583.50	225.54

Appendix E - User Fee Schedule

Parks and Recreation (Continued) — Fees

PIONEER PARK (Continued)

Land Concession Fee*	Area (Square Feet)	Saturday Preceding Memorial Day to Labor Day	Tuesday Following Labor Day to Friday Preceding Memorial Day
	0-49	$0.00/SF/wk	$0.00/SF/wk
	50-99	0.20/SF/wk	0.08/SF/wk
	100-499	0.18/SF/wk	0.07/SF/wk
	500-999	0.14/SF/wk	0.05/SF/wk
	1,000-4,999	0.10/SF/wk	0.04/SF/wk
	5,000-9,999	0.08/SF/wk	0.03/SF/wk
	10,000-19,999	0.03/SF/wk	0.01/SF/wk

*Concessions are charged either Cabin or Land Concession fees.

Other	Rate
Storage *(per square foot)*	$0.03
Sewer Adjustment *(per square foot of concession)*	0.02
Water Adjustment *(per square foot of concession)*	0.02
Mobile Concession rate (*temporary, per day)*	50.00
Concession Marketing Contribution	10% included in ~~of~~ above concession fee
Concession Security Deposit	500.00
RV Parking *(per night, 5 nights maximum stay)*	12.00
Special Event Parking	5.00/vehicle
Mobile Concession Permit (temporary, per day)	50.00
Mobile Concession Permit (seasonal)	400.00

Facility Rental		Regular		Non-Profit		Youth Non-Profit
Gold Dome		Not available; leased to private, non-profit corp.				
Alaska Centennial Center for the Arts						
Art Galleries		Not available; leased to private, non-profit org.				
Theater						
Shows, Meetings, etc. (*per day*)	(225.00)	$350.00	(112.50)	$175.00	(56.25)	$87.50
Rehearsal~~: *using dimmer lights*~~ *(per day)*	(60.00)	75.00	(30.00)	37.50	(15.00)	18.75
~~Rehearsal: *using house lights only (per day)*~~		~~45.00~~		~~22.50~~		~~11.25~~
Security Deposit~~: *dimmers*~~ *(per event)*		500.00		500.00		500.00
~~Security Deposit: *house lights only (per event)*~~		~~250.00~~		~~250.00~~		~~250.00~~
Palace Theater						
Off Season (per day)	(150.00)	200.00	(75.00)	100.00	(37.50)	50.00
Security Deposit (per event)		250.00		250.00		250.00

Appendix E - User Fee Schedule

Parks and Recreation (Continued) — Fees

PIONEER PARK (Continued)

Facility Rental (Continued)		Regular		Non-Profit		Youth Non-Profit
Exhibit Hall						
Bazaar One-Day *per Booth/Table*		$60.00		N/A		N/A
Bazaar Two-Days *per Booth/Table*		90.00		N/A		N/A
Main Level						
Commercial or Convention	(375.00)	$450.00		N/A		N/A
See General Provisions						
Non-Commercial	(300.00)	400.00	(150.00)	200.00	(75.00)	100.00
See General Provisions						
Theater Crossover	(75.00)	100.00	(37.50)	50.00	(18.75)	25.00
Dressing Rooms *(one or more, same event)*		55.00		27.50		13.75
Alcohol Surcharge		100.00		100.00		N/A
Mezzanine						
Commercial or Convention	(150.00)	$200.00	(N/A)	$100.00	(N/A)	$50.00
See General Provisions						
Non-Commercial See General Provisions	(120.00)	150.00	(60.00)	75.00	(60.00)	37.50
Security Deposit *(Exhibit Hall and Mezzanine: each or together)*		300.00		300.00		300.00
Upper Level						
Entire Upper Level *(third floor)*	(120.00)	$200.00	(60.00)	$100.00	(30.00)	$50.00
~~Blue Room Only-up to 4 hours~~		~~50.00~~		~~25.00~~		~~12.50~~
Blue Room Only~~-greater than 4 hours~~	(80.00)	100.00	(40.00)	50.00	(20.00)	25.00
Kitchen Only		40.00		20.00		10.00
Security Deposit		100.00		100.00		100.00
Park Reservation with Picnic Pavilions/Gazebo						
Up to 4 hours		$30.00		$15.00		$7.50
Greater than 4 hours		50.00		25.00		12.50
Park Reservations (no Pavilion/Gazebo)						
Up to 4 hours		$20.00		$10.00		$5.00
Greater than 4 hours		40.00		20.00		10.00
Special Event Fee*						
(per person over 200 people)		$1.00		$1.00		$1.00
*This fee is in addition to the pavilion/park rental						
*This fee can be negotiated up to 75% off, in exchange for clean up services						
Catering Equipment Rental *(no charge for coffee pots)*						
Catering Equipment *(one piece or all)*		$50.00		N/A		N/A
Portable Grills-up to 4 hours		25.00		N/A		N/A
Portable Grills-greater than 4 hours		45.00		N/A		N/A

Appendix E - User Fee Schedule

Parks and Recreation (Continued) — Fees

PIONEER PARK (Continued)

Facility Rental (Continued)		**Regular**	**Non-Profit**	**Youth Non-Profit**
Equipment Rental				
Tables, off-site		$5.00	N/A	N/A
Chairs, off-site	(1.00)	2.00	N/A	N/A
Tables, on-site		1.00	N/A	N/A
Chairs, on-site		0.50	N/A	N/A
Chalkboard, 3' x 5' two-sided (on wheels)		5.00	N/A	N/A
Easels		1.00	N/A	N/A
Expandable divider panels		20.00	N/A	N/A
Flags (United States & Alaska)		15.00	N/A	N/A
Grand Piano		50.00	N/A	N/A
Lectern		10.00	N/A	N/A
Microphones (wired & wireless)		5.00	N/A	N/A
Portable PA system		25.00	N/A	N/A
Portable laptop projector		25.00	N/A	N/A
Portable stage, half-stage		30.00	N/A	N/A
Portable stage, full-stage		60.00	N/A	N/A
Projection screens		10.00	N/A	N/A
Stations with ropes		1.00	N/A	N/A
10' x 20' carport tent (on-site only)		40.00	N/A	N/A
10' x 10' portable tent (on-site only)		20.00	N/A	N/A
Security Deposit (tables and chairs off-site only)		100.00	N/A	N/A
Church Rental *(wedding service, meeting, etc)*		65.00	$32.50	$16.25
Rehearsal		30.00	15.00	7.50
Security Deposit		50.00	50.00	50.00
Pioneer Hall Rental		$100.00	$50.00	$25.00
~~Up to 4 hours~~		~~$55.00~~	~~$27.50~~	~~$13.75~~
~~Greater than 4 hours~~		~~85.00~~	~~42.50~~	~~21.25~~
Security deposit		100.00	100.00	100.00
Train (Crooked Creek & Whiskey Island Railroad)				
Child *(12 and under)* , Senior, Disabled *(per ride)*		$1.00	N/A	N/A
Adults *(per ride)*		2.00	N/A	N/A
Lap-held babies		No Charge	N/A	N/A
Punch card-child, senior, disabled *(12 rides)*		10.00	N/A	N/A
Punch card-adults *(12 rides)*		20.00	N/A	N/A

Appendix E - User Fee Schedule

Parks and Recreation (Continued) Fees

GENERAL PROVISIONS

a. The Mayor may waive some or all facility use fees (see FNSB Code 3.50.010 and P&R Policy 20.01.03) for qualifications and restrictions

b. Non-profit organizations now qualify for a reduced fee on certain facilities as set by the Borough Assembly.

c. All users are required to conduct their own clean-up during and after usage.

d. Rental fee for failure to remove sets, decorations or signs within 24 hours of completion of last performance/presentation shall be fifty dollars ($50.00) per day.

e. The practice of double booking will be considered as voiding any contractual agreement for the use of facilities.

f. Theatrical groups requiring space in areas adjacent to the theater will rent that area at the theater crossover rate, plus security deposit.

g. In addition to payment of a security deposit, the persons or organizations utilizing facilities at Pioneer Park are responsible for reimbursement of total amount for damage.

h. All rates listed for facilities or equipment are listed as "per day" rates unless otherwise noted.

i. Commercial/convention rates apply to: activities charging an admission or gate fee, offers or promotional items or services for sale, and all trade show or convention activities.

j. All commercial rentals are subject to a charge of 15% of gross revenue received by the contractor.

k. Household Rate is defined as two adults and three children/youth, additional users will be charged the group rate.

l. For mobile concession permit refer to mobile concession policy.

m. For Rifle Range reservations, please refer to the policy for rifle range restrictions.

John A. Carlson Community Activity Center

"Provisions of FNSB 3.50.010 [Establishment and waiver of user fees] shall not apply to the Carlson Center."

By Delegation of the Mayor, and in accordance with Section 3.50.010:

The Director of Parks and Recreation may authorize user-fee discounts in connection with special events and/or promotional activities, as long as those discounts are offered on a legally permissible basis and available to all members of the public who are similarly situated. The Director of Parks and Recreation may also issue complimentary user-fee certificates to be utilized as awards or prizes for Borough-sponsored or co-sponsored programs.

Appendix E - User Fee Schedule

Public Works	Fees
DESIGN & CONSTRUCTION FEES	
Stormwater Pollution Prevention Plan Review	$480.00
Stormwater Pollution Plan Inspection 1-5 acres	240.00
Stormwater Pollution Plan Inspection 5-10 acres	480.00
Stormwater Pollution Plan Inspection 10-20 acres	720.00
Stormwater Pollution Plan Inspection Over 20 acres	Actual Cost
Preliminary Plat Review Fee	See Community Planning
Final Plat review and site visit	See Community Planning
RURAL SERVICES FEES	
Pre-Approved Driveway Construction Permits	$60.00
Post-Acknowledged Driveway Construction Permits	120.00
Pre-Approved Utility Permits	360.00
Post-Acknowledged Utility Permits	720.00

RECYCLING/HOUSEHOLD HAZARDOUS WASTE FACILITY

FNSB Household Waste — No Charge

FNSB Conditionally Exempt Small Quantity Generators*
Appointment required *(1 gal or 1 lb minimum)*

		Rate
Flammables ♻	Alcohols, blazo, gasoline, M.E.K, solvents, toluene, xylene	$4.00/gal
Used Oils ♻	Motor oil, diesel, kerosene	No charge
Paint	Adhesives, latex paint, ♻ oil-based paint	$5.00/gal
Corrosives	Acids, caustics, detergents, photo chemicals	$4.50/gal
Antifreeze ♻	Ethylene glycol, propylene glycol	$3.50/gal
Batteries ♻	Lead acid batteries, vehicle batteries	$3.00/ea
Toxics	Fertilizer, mercury, perchlorethylene, pesticides, poisons	$13.00/gal
Miscellaneous	Absorbent pads, aerosol cans, cooking grease, contaminated soil, floor drain sludge, petroleum grease, ♻ propane tanks, rechargeable batteries	$3.00/lb

♻ Recycled or used for energy recovery

*Conditionally Exempt Small Quantity Generator (CESQG). A generator (Business) is a conditionally exempt small quantity generator in a calendar month if it generates no more than 220 lbs. of hazardous waste in that month. See 40 CFR 261.5 for complete requirements.

Appendix E - User Fee Schedule

Public Works (Continued) — Fees

★ **Fee Schedules and various other Solid Waste Division forms are located at *http://fnsb.us.solidwaste*** ★

SOLID WASTE MATERIALS	Rate	Comments
Regular Solid Waste	**Residential** - Accepted free of charge **Commercial** - $(**97.00**) **101.00/ton** (2,000 lbs) **Regular Solid Waste generated outside the FNSB:** **1.** Disposal of less than 25 tons per month of solid waste accepted at 200% of **Regular Solid Waste** rate ($(194.00) 202.00/ton) **2.** Disposal of more than 25 tons per month of solid waste refer to *Request to use Solid Waste Facility form* on website. Rate for approved projects will be 200% of **Regular Solid Waste** rate ($(194.00) 202.00/ton)	**Residential:** Loads from a "residence in a passenger vehicle, pick-up truck, or a trailer with two wheels and a single axle will be considered minor loads if the vehicle is not registered in the name of a company or business or used for commercial purposes." (Ordinance 8.12.055A) Lumber, pipe, cable, etc., must be less than 8 ft. in length. All loads must be tarped or secured.
Brush	**Residential** - All loads accepted free of charge **Commercial** - Same as **Regular Solid Waste**	
Junk Automobiles ♻	**Residential** - Accepted free of charge **Commercial** - **$30.00/each**	Must be free of trash and debris. Refer to the above website for Automobile Disposal Form and requirements.
Household Appliances ♻ (washers, dryers, stoves, refrigerators, etc.)	Same as **Regular Solid Waste** **Commercial** - Additional **$20.00** charge per appliance that contains Freon	Certificate of removal required to avoid $20.00 charge.
Mobile Homes	(~~**Intact - $200.00**~~) (~~**Pieces**~~) Same as **Regular Solid Waste**	Refer to the website for Construction & Demolition Project Application.
Scrap Metal ♻	Same as **Regular Solid Waste**	Metal (~~pipes~~) pieces etc. must be less than 8 feet in length.
Metal Containers ♻ (drums and tanks)	Same as **Regular Solid Waste**	Must be clean and have one end completely cut out. Metal containers larger than 500 gallons must be cut into sections no larger than a 500 gallon container.
Construction Debris	Same as **Regular Solid Waste**	
Loader Assistance	**Residential** - free of charge **Commercial** - **$2.00/minute**	
Aluminum ♻	Accepted free of charge	
Asbestos	**Asbestos material generated within the FNSB**, accepted at **$(~~146.00~~) 152.00/ton**, plus **$50.00* flat rate fee per load** of asbestos brought to the (~~Landfill~~) Solid Waste Facility. **Asbestos material generated outside the FNSB:** **1.** Disposal of less than 25 tons per month of asbestos accepted at 200% of Regular Solid Waste rate ($(~~194.00~~) 202.00/ton) plus **$50.00* flat rate fee per load.** **2.** Disposal of more than 25 tons per month of asbestos refer to *Request to use Solid Waste Facility form* on website. Rate for approved projects will be 200% of Regular Solid Waste Rate ($(~~194.00~~) 202.00/ton) plus **$50.00* flat rate fee per load.** *$200.00 flat rate fee for customer caused asbestos discrepancy	Refer to the above website for a *Waste Shipment Manifest* prior to disposal. Metal (~~pipes~~) pieces etc. must be less than 8 feet in length.

♻ *Recycled by the Fairbanks North Star Borough (~~Landfill~~) Solid Waste Facility*

Appendix E - User Fee Schedule

Transportation — Fees

MACS Fares (single trip)		Rate
Children *(Age 5 and Under)*		No Charge
Active and Retired Military and their dependents		$0.75
Youth *(Ages 6-18)*		0.75
Senior Citizens *(Age 60 and Older)*		No Charge
Disabled cardholders		0.75
Eligible Van Tran riders		No Charge
Medicaid and Medicare cardholders		0.75
Regular Adult fare		1.50
MACS Tokens - 5 *(one token for a single trip)*		$5.00/5 tokens

Van Tran		Rate
Van Tran *(one way)*		$2.00

MACS Monthly Passes		Rate
Monthly MACS Pass - Adult		$40.00/mo
Monthly MACS Pass - After 15th of the Month		20.00/mo
Monthly - Active and Retired Military and their dependents		20.00/mo
Monthly - Youth *(age 6-18)*		20.00/mo
Monthly - Disabled cardholders		20.00/mo
Monthly - Medicaid and Medicare cardholders		20.00/mo

MACS Day Passes		
Day Pass - MACS Regular Adult		$3.00/day
Day Pass - Active and Retired Military and their dependents		2.00/day
Day Pass - Youth *(age 6-18)*		2.00/day
Day Pass - Disabled cardholders		2.00/day
Day Pass - Medicaid and Medicare cardholders		2.00/day

Special Passes/Fares		
Class Pass - Groups of 30 riders		
(2 class trips, 4 special education class trips per school year)		$50.00/yr
Summer Pass - *(Memorial Day to Labor Day - Age 6-18)*		30.00/3 mo
UAF Pass-Faculty/Staff/Students with Polar Express Card with agreement with UAF		No Charge
Social Service or Non-Profit *(MACS Monthly Pass, Day Pass and tokens only)*		2 for 1

Shop Fees		Rate
All Vehicle Maintenance	(148.00)	$185.00/hr
Vehicle Washing		45.00/hr

Appendix F
Glossary of Terms

911 Fund - See the "Special Revenue Funds" description provided in the *Funds Description* portion (first two pages) of the Budget by Funds section of the Budget.

ACA - Affordable Care Act

ACCRA - American Chamber of Commerce Researchers Association

Accrual Accounting - The proprietary funds are accounted for using the accrual basis of accounting. Revenues are recognized when earned. Expenses are recognized when they are incurred. (See ***Basis of Accounting***)

ACH - Automated Clearing House

ACS - American Community Survey

ADA - Americans with Disabilities Act

ADEC - Alaska Department of Environmental Conservation

ADOT - Alaska Department of Transportation

Ad Valorem Tax - A tax based on value. Property taxes in the Borough are an ad valorem tax. Taxpayers pay a set rate per dollar of assessed value of taxable property.

AICPA - American Institute of Certified Public Accountants

Alcoholic Beverage Sales Tax - The Borough voters approved the levy of a 5% Alcoholic Beverage Sales Tax in October 2003. The tax was implemented July 1, 2004. It is the intent of the Borough to exempt from taxation those sales that are subject to a similar tax that is levied by a different jurisdiction within the Borough. The City of Fairbanks levies a 5% tax; therefore, the Borough will only collect taxes outside the City of Fairbanks. As the City of North Pole levies a 3% sales tax, the Borough would collect an additional 2% sales tax on alcoholic beverage sales within North Pole's boundaries.

ALI - Automatic Location Information

APEA - Alaska Public Employees Association

APOC - Alaska Public Offices Commission

Appropriation - An authorization by the Assembly to make expenditures. The Assembly makes appropriations in the operating budget for each department. Operating appropriations lapse at the end of the fiscal year. Capital /multiyear appropriations normally do not lapse until the purpose of the appropriation is met or the effort is abandoned.

Approved Budget - A budget that is presented as originally approved by the Fairbanks North Star Borough Assembly.

ARDOR - Alaska Regional Development Organization

Areawide - Encompassing the entire area within the boundaries of the Borough

A.S. - Alaska Statute

ASEA - Alaska State Employees Association

Assessed Valuation - The value of real estate and other taxable property established by the Borough as a basis for levying taxes. By state law, all taxable property must be assessed annually at 100% of market value.

AUVSI - Association of Unmanned Vehicle Systems International

Balanced Budget - A budget in which sufficient revenues must be available to fund anticipated expenditures.

Basis of Accounting - Basis of accounting refers to the method by which revenues and expenditures are recognized in the accounts and reported in the financial records of the Borough. (See ***Modified Accrual, Accrual and Encumbrances***)

Basis of Budgeting - For the governmental funds, the Borough recognizes revenues and expenditures for budgetary purposes on a basis most similar to the modified accrual basis of accounting as described in the Introduction section in the "Basis of Accounting" definition as well as the explanation in the *Readers' Guide*. The proprietary funds (enterprise and internal service), however, use a budgetary basis very different from their accounting basis. Only one budgetary basis is used for the entire Borough. Therefore, the budgetary basis of the proprietary funds is the same as for the governmental funds. There are three primary differences between the modified accrual basis of accounting and the budgetary basis used by the Borough: encumbrances, intragovernmental cost allocations (IGCP), and employee annual leave. See "Basis of Budgeting" in the Introduction section under the *Readers' Guide* for a further explanation of these differences.

Boards - Established by the FNSB Code of Ordinances to advise and direct various activities of local government. Appointments are made by the Mayor and confirmed by the Borough Assembly.

Board of Equalization - An official board of the Fairbanks North Star Borough that holds annual hearings for the purpose of settling disputes regarding the assessed value of property within the Borough.

Bond - A type of long-term promissory note, frequently issued to the public as a security-regulated under federal securities laws and state law. Under Alaska law the Borough may issue general obligation bonds, revenue bonds and assessment bonds. To date it has only issued general obligations bonds. General obligation bonds may be issued without limitation upon approval by a majority of Borough voters. There are no constitutional or statutory debt limitations under Alaska law, but the voters must approve all general obligation debt. The issuance of long-term debt will be only for construction and acquisition of land, capital improvements, or equipment when the useful life of the asset will exceed the term of the debt.

Budget Deficit - On a budgetary basis, the amount by which expenditures and other outflows are greater than revenues and other inflows for the budget year

Budget Surplus - On a budgetary basis, the amount by which expenditures and other outflows are less than revenues and other inflows for the budget year (See ***Lapse***)

Budget Year - The fiscal year of the approved budget.

C2ER - Council for Community and Economic Research

CAC - Carlson Community Activity Center

CAFR - Comprehensive Annual Financial Report

Capital Expenditure - An appropriation for an item of future benefits that cross fiscal years.

Appendix F
Glossary of Terms

Capital Improvement Budget - A permanent addition to the Borough's assets. Costs related to such projects include engineering studies, land acquisition, construction, renovation, demolition, equipment, and furnishings.

Capital Outlay - Items in a Capital Outlay category, in a department's operating budget, are those that cost between $750 and $20,000. Items below $750 belong in the Commodities category. Those costs associated with the acquisition and construction of a Borough capital asset exceeding $20,000 must be budgeted in the Capital/ Multi-Year Projects budget.

Carlson Center Enterprise Fund - See the "Enterprise Funds" description provided in the *Fund Descriptions* portion (first two pages) of the Budget by Funds section of the Budget.

Charges for Services - (Also called User Charges or Fees) The charges for goods or services provided by local government to those private individuals and entities who receive the service. Such charges reduce the reliance on property tax funding.

CD - Compact Disc

CEDS - Comprehensive Economic Development Strategy

CEMP - Comprehensive Emergency Management Plan

CESQG - Conditionally exempt small quantity generators

CFO - Chief Financial Officer

CIP - Capital Improvement Projects

CLRA - Chena Lakes Recreation Area

Commissions - Established by the FNSB Code of Ordinances to advise and direct various activities of local government. Appointments are made by the Mayor and confirmed by the Borough Assembly.

Commodities Category - Those items in department budgets that have a value less than $750 or have a useful life of less than two years. These items include office supplies, computer supplies, operating supplies, books and periodicals, repair and maintenance supplies, clothing and personal supplies, motor fuels and lubricants, and equipment parts.

Community Activity Center Enterprise Fund - See the "Enterprise Funds" description provided in the *Fund Descriptions* portion (first two pages) of the Budget by Funds section of the Budget.

Component Unit - Entity separate from the Fairbanks North Star Borough with legal, financial, and/or administrative autonomy, but for which the Borough's elected officials are accountable, either directly or indirectly. The Borough has only one component unit, the Fairbanks North Star Borough School District.

Contractual Service - A service rendered to the Borough by private firms, individuals, or other Borough departments on a contract basis.

Contribution to Non-Operating Fund - Contributions from operating funds to non-operating funds such as Agency, Special Revenue, Capital or Multi-Year Projects, that are not otherwise specifically identified.

Controlled Assets - Falling under the Capital Outlay category in a department's budget, these are tangible, taggable fixed assets costing at least $750 but less than $5,000 and have a useful life of at least two years. Examples include: chairs, computers, fire equipment, grounds-keeping equipment, addition or renovation to an existing structure occurring within the appropriation year, etc.

CPI - Consumer Price Index

CRC - Community Research Center

CRQ - Community Research Quarterly

CY - Calendar Year

Debt Service - Payment of interest and principal related to long-term debt.

Debt Service Fund - See the "Special Revenue Funds" description provided in the *Fund Descriptions* portion (first two pages) of the Budget by Funds section of the Budget.

DEC - Alaska Department of Environmental Conservation

Delinquency Rate - The estimated percentage of property taxes levied in the budget year which will not be collected in the budget year.

Depreciation - Expense allowance made for wear and tear on an asset over its estimated useful life.

DOE - U.S. Department of Education

DOT - U.S. Department of Transportation

DOT/PF - Alaska Department of Transportation and Public Facilities

DVD - Digital Video Disc

EAFB - Eielson Air Force Base

ECC - Emergency Coordination Center

ECDC - Early Childhood Development Commission

Education - See the "School District" description provided in the *Funds Description* portion (first two pages) of the Budget by Funds section of the Budget.

Education (expenditure) - The annual contribution from the Fairbanks North Star Borough to the Fairbanks North Star Borough School District. This is the local funding (from property taxes) of the FNSB School District's Operating Budget

EEO - Equal Employment Opportunity

EEOC - Equal Employment Opportunity Commission

EOC - Emergency Operations Center

Emergency Operations Department - Created in FY 2001 incorporating emergency response oriented divisions.

EMS - Emergency Medical Services

EMT - Emergency Medical Technician

Appendix F
Glossary of Terms

Encumbrances - Encumbrances represent commitments related to unperformed contracts for goods or services. Encumbrance accounting, under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation, is utilized as an extension of formal budgetary control. For accounting purposes, outstanding encumbrances at year-end are reported as reservations of fund balances and do not constitute expenditures or liabilities because the commitments will be honored during a subsequent fiscal year.

Enterprise Funds - These funds account for certain activities for which a fee is charged to external users for goods or services. Operations are generally operated and accounted for in a manner similar to private businesses.

EPA - U.S. Environmental Protection Agency

ePCR - Electronic Patient Care Reports

ESRI - Environmental Systems Research Institute

Expenditures - General government expenditures include salaries, wages, supplies, contracts, debt service, purchases of machinery and equipment.

FASB - Financial Accounting Standards Board

FCVB - Fairbanks Convention and Visitors Bureau

FEDC - Fairbanks Economic Development Corporation

FEMA - Federal Emergency Management Agency

FHWA - Federal Highway Administration

Fiduciary Funds - See the second page of the Budget by Funds Section of the Budget.

Fiscal Year - An accounting term for the budget year. The fiscal year of the Borough is July 1 through June 30.

FMATS - Fairbanks Metropolitan Area Transportation Study

FML - Family Medical Leave

FNSB - Fairbanks North Star Borough

FNSBC - Fairbanks North Star Borough Code of Ordinances

FSA - Fire Service Area

FTA - Federal Transit Administration

FTE - Full-Time Equivalent

Fund - An accounting entity designed to isolate the expenditures/expenses and revenues of various programs or services. Funds are classified according to type: general, enterprise, debt service, etc. The expenditures/ expenses and revenues are accounted for according to generally accepted accounting principles.

Fund Balance - Difference between assets and liabilities reported in a governmental fund.

FWA - Fort Wainwright Army Post

FY - Fiscal Year

GAAP - Generally Accepted Accounting Principles

GASB - Governmental Accounting Standards Board

GASB 34 - A Statement from the Governmental Accounting Standards Board that defined a new financial reporting model which a government must use to prepare its annual financial report.

GFOA - Government Finance Officers Association

GIS - Geographical Information System

General Fund - See the "General Fund" description provided in the *Fund Descriptions* portion (first two pages) of the Budget by Funds section of the Budget.

Governmental Funds - See the first and second page of the Budget by Funds Section of the Budget.

GPS - Global Positioning System

GVEA - Golden Valley Electric Association

HAS - Health Savings Plan

HIPAA - Health Insurance Portability and Accountability Act

Hotel-Motel Tax - 8% tax on hotel/motel occupancy levied areawide - with provision that any other jurisdictions levy is deducted and the balance is remitted to the Borough. Approved by areawide vote in October 1992 and became effective January 1, 1993.

HSSC - Health & Social Services Commission

IANGU - Interior Alaska Natural Gas Utility

IFAS - Integrated Financial and Administrative Solution financial management system

IFB - Invitation for Bid

IGCP - Intragovernmental Cost Plan

IGU - Interior Gas Utility

IP - Internal Protocol

IRS - Internal Revenue Service

IT - Information Technology

JHAC - Juanita Helms Administrative Center

JLUS - Joint Land Use Study

Lapse - This term denotes the automatic termination of a legal spending authorization or spending authority (from an approved revenue source), also referred to as an appropriation. An appropriation is made for a certain period of time, usually a fiscal year for an operating budget authorization. At the end of the authorization period, any unexpended and unencumbered balance is returned (lapses) back to its original source, unless otherwise provided by law. Within the Borough, "lapse" is also used to mean the combined difference between 1) the estimated revenues and expenditure appropriations and 2) the actual revenues and expenditures results on a budgetary basis, as in FNSBC 3.01.060 A. Furthermore, the Borough also uses "lapse" to mean ***Budget Surplus***, as in FNSBC 3.01.060 E.

LOMA - Letter of Map Amendment

Interfund Charges - Reimbursement for services that are paid for out of one fund but benefit the programs in another fund.

Appendix F
Glossary of Terms

Intragovernmental Charges - Same as ***Interfund Charges***.

MACS - Metropolitan Area Commuter System

Mill Levy or Mill Rate - A rate of tax to be assessed on all taxable property. Mill rates are expressed in terms of $1 of tax per $1,000 of assessed value. Mill levy is computed as follows: property tax required ÷ total assessed value of taxable property x 1,000 = mill levy.

Modified Accrual - All governmental funds and fiduciary funds of the Borough are accounted for using the modified accrual basis of accounting with revenues recognized when they become measurable and available. A revenue is "measurable" when the amount of the transaction can be reasonably determined. Property tax revenues are accounted for (accrued) when they are levied and available to finance expenditures of the current period.

- Hotel-motel room taxes are accounted for (accrued) in the period they are both due and collected.
- Delinquent sales tax revenues are accrued when collected.
- Certain grant revenues are dependent upon expenditures, and revenues from these grants are recognized when the expenditures are made; revenues from other grants are recognized on the cash basis.
- Charges for services and miscellaneous revenues are recognized on the cash basis.
- Interest income is accrued when earned.
- Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred, except for principal and interest on general long-term debt which is recognized when due.
- Annual leave is accrued as it is earned and is budgeted for on a current basis.

MPO - Metropolitan Planning Organization **-** The U.S. Census Bureau, due to population increase, designated portions of the Borough and outlining areas as an MPO. This designation allows representatives from the Borough, City of Fairbanks, and North Pole to participate in the designation of Borough-related transportation projects. Prior to this MPO designation, the choice of projects was left solely to the discretion of the State of Alaska Department of Transportation and Public Facilities.

MSAG - Master Street Address Guide

MSRC - Mary Siah Recreation Center

Multi-Year Projects - The Multi-Year Projects section defines all projects that are over $20,000 and have a useful life over five years *and* non-capital projects and programs that cross fiscal years. These projects are further defined by the contribution from specific funds. Not included in this section are items less than $20,000 but greater than $5,000 (considered Capital Outlay) and items less than $5,000 but more than $750 (considered Controlled Assets under the Capital Outlay expenditure category). Vehicles, trailers, or major heavy pieces of light-duty motorized equipment are defined in the Vehicle Equipment Fleet Fund List of Vehicles and Equipment to be Replaced in 2005.

Municipal Assistance - The Municipal Assistance Program name was changed to Safe Communities Program in FY 1998. See the "State Revenue" portion of the *Revenue Descriptions and Assumptions* found in the Revenue section of the Budget.

NAAQS - National Ambient Air Quality Standard

NFIP - National Flood Insurance Program

NIGP - National Institute of Government Purchasing

NIMS - National Incidents Management System

Non-Areawide Fund - See the "Special Revenue Funds" description provided in the *Fund Descriptions* portion (first two pages) of the Budget by Funds section of the Budget.

Non-Departmental - An expenditure that is not specifically attributed to any of the existing Borough departments.

NWL - Noel Wien Library

Operating Budget - Revenues and Expenditures required to run the overall operations of the Borough for the next fiscal cycle (12 months).

Operating Transfer - When the General Fund makes a contribution to another fund, it becomes a revenue to the receiving fund.

OPTIX - Digital Records System

OSHA - Occupational Health & Safety Administration

Other State Revenue - See the "State Revenue" portion of the *Revenue Descriptions and Assumptions* found in the Revenue section of the Budget.

OWL - Online With Libraries

P-Card - Procurement Card

PCC - Pollution Control Commission

PERS - Alaska Public Employees' Retirement System

PFD - Permanent Fund Division; Permanent Fund Dividend

$PM_{2.5}$ - Particle air pollution; specifically, fine particulate matter equal to or less than 2.5 micrometers in diameter.

Procurement Card Program - Program initiated to supplement use of blanket purchase orders and expedite delivery of certain commodities.

Program Revenue - Revenues earned by a program, including fees for service, license, permit fees, fines, etc.

Appendix F
Glossary of Terms

Property Tax - Total amount of revenue to be raised by levying taxes on real property. Property tax is computed as follows: Net program costs for all budget units in a particular fund - (minus) allocated revenues assigned to the fund and fund balance = (equals) property tax required for the fund to balance.

Property Tax Cap - The limitation in the Budget Year of the amount of property taxes that may be levied in a taxing jurisdiction. This is a voter-approved initiative. In 1996, voters approved a change in the maximum tax calculation to include all tax revenues.

Property Tax Exemption - State mandated exemptions for senior citizens, disabled veterans, and widow/widowers and state allowed local exemptions for portions of owner-occupied residential properties.

Proprietary Funds - See the second page of the Budget by Funds Section of the Budget.

PSAP - Public Safety Answering Point

Recommended Budget - A budget that is prepared by the Mayor for presentation to the Assembly.

Residential Exemption - The Fairbanks North Star Borough allows its residents, who pay their property taxes on a current basis, to apply for an exemption of the greater of $20,000 or 20% of the assessed value for their primary residence.

Resources - The personnel and financial requirements of each program. Personnel resources are stated in terms of full-time, part-time, and temporary positions. Financial resources are stated in terms of five major expense categories (personnel services, commodities, other contractual services, capital outlay, and interfund charges).

Revised Budget - A budget that represents the original approved budget with supplemental appropriations and budget transfers (departmental requests for budget modifications). Revised budget in this presentation is as of December 31.

RFP - Request for Proposal

RMS - Records Management System

RSA - Road Service Area

RSS - Really Simple Syndication

Safe Communities Program - See the "State Revenue" portion of the *Revenue Descriptions and Assumptions* found in the Revenue section of the Budget.

SAN - Storage Area Network

SARB - State Assessment Review Board

SD - School District

SEC - Securities and Exchange Commission

Service Area - A taxing jurisdiction for particular governmental services. Service areas are created, altered, or abolished only with approval of a majority of those voting on the question within the affected area. The services are financed only from taxes on property within the area (after all revenue sources are applied). There are certain areawide services that are provided to, and paid for by, taxpayers throughout the Borough. Other services are limited to smaller geographic areas such as service areas.

SFBD - Solid Fuel Burning Device

SIP - State Implementation Plan. See Department of Transportation, Air Quality Division.

Solid Waste Collection District Fund - See the "Special Revenue Funds" description provided in the *Fund Descriptions* portion (first two pages) of the Budget by Funds section of the Budget.

Solid Waste Disposal Fund - See the "Enterprise Funds" description provided in the *Fund Descriptions* portion (first two pages) of the Budget by Funds section of the Budget.

SQL - Structured Query Language

State Contracts - See the "State Revenue" portion of the *Revenue Descriptions and Assumptions* found in the Revenue section of the Budget.

State Shared Revenue - See the "State Revenue" portion of the *Revenue Descriptions and Assumptions* found in the Revenue section of the Budget.

STEMI - ST Elevation Myocardial Infarction (confirmed heart attack)

TACS - Tax Accounting and Collections System

TAPS - Trans Alaska Pipeline System

Tax Levy - The total amount of revenue to be raised by general property taxes.

Tax Requirement - The amount of property tax allowed and necessary to fund the budget.

Tax-Supported - A term used to indicate programs or funds that depend, to some degree, on property taxes as a source of revenue. Those that are not tax-supported earn sufficient program revenues, allocated revenues, and/or intragovernmental charge revenues to balance their budgets.

Telephone & Electricity Co-op - See the "State Revenue" portion of the *Revenue Descriptions and Assumptions* found in the Revenue section of the Budget.

TLRA – Tanana Lakes Recreation Area

Tobacco Distribution Excise Tax - In April 2004, the Borough Assembly approved the levy of an 8% Tobacco Distribution Excise Tax. It is the intent of the Borough Assembly that the revenue received from an areawide Tobacco Distribution Excise Tax will reduce the assessed tax revenue derived from real property taxes thereby contributing to a diversified tax base.

Transit Enterprise Fund - See the "Enterprise Funds" description provided in the *Fund Descriptions* portion (first two pages) of the Budget by Funds section of the Budget

TRS - Alaska Teachers' Retirement System

UAF - University of Alaska Fairbanks

UAV - Unmanned Aerial Vehicle

UNIX - Trademark name of computer operating system

Unrestricted Net Assets - That portion of net assets that is neither restricted nor invested in capital assets (net of related debt)

Appendix F
Glossary of Terms

UPS – Un-interruptible Power Supply

UPWP - Unified Planning Work Program

USPS - United States Postal Service

VEFF - Vehicle Equipment Fleet Fund **-** Established in FY 2001, this fund was set up as an internal service fund to provide for the pooling of borough vehicle and equipment assets and established a systematic purchase and replacement program. See Transportation Department.

VFD - Volunteer Fire Department

VISTA - Volunteers in Service to America

WAN - Wide Area Network

Westlaw - Online service used by the Department of Law that provides access to legal databases and services.