



City Of Wasilla Alaska

ANNUAL BUDGET

For the Fiscal Year Ending June 30, 1994

CITY OF MISSISSAUGA
 TABLE OF CONTENTS
 FY-94 BUDGET

<u>SUBJECT</u>	<u>SECTION</u>	<u>PAGE NO.</u>	<u>SUBJECT</u>	<u>SECTION</u>	<u>PAGE NO.</u>
BUDGET MESSAGE	A	1-13	GENERAL FUND #1	G	1-2
ORDINANCE TO ADOPT BUDGET		14	REVENUE ESTIMATE		
EXPENDITURE SUMMARY		15	EXPENDITURES		
FUND BALANCE RECONCILIATION		16	MUSEUM, #451		3-7
			REC. SERVICES, #450		8-10
			ROAD MAINTENANCE, #431		11-16
			PROPERTY MAINT., #430		17-23
			POLICE, #421		24-27
			FINANCE, #420		28-32
			PLANNING/LAND USE, #419		33-35
			MUNICIPAL SERVICES, #415		36-39
			COUNCIL, #411		40-44
			ADMINISTRATION, #410		45-47
<u>DEPARTMENT COMMENTARIES</u>	B				
LIBRARY		1-2			
PUBLIC WORKS		3-6			
MUSEUM		7-8			
POLICE		9-10			
FINANCE		11			
PLANNING/LAND USE		12			
MUNICIPAL SERVICES		13			
ADMINISTRATION		14			
<u>OPERATING FUNDS</u>			<u>DEBT SERVICE FUNDS</u>	H	
WATER, FUND #6	C		78-1 WATER, FUND # 7		1
REVENUE ESTIMATE		1	83S-1 SEWER, FUND # 9		2
EXPENDITURES, #434		2-10	83W-1 WATER, FUND #10		3
			85P-1 PAVING, FUND #13		4
			86P-1 PAVING, FUND #13		5
			86S-1 SEWER, FUND #15		6
			GAS LID'S, FUND #18		7-8
<u>AIRPORT FUND #19</u>	D				
REVENUE ESTIMATE		1			
EXPENDITURES, #465		2-5	<u>CAPITAL FUNDS</u>	I	
			GENERAL CIP PROJECTS #2		1-15
			VEHICLE REPAIR FUND #4		16-17
			WATER CONS'T FUND #8		18
			RIGHT-OF-WAY FUND #11		19
			SEWER CONS'T FUND #14		20
<u>SEWER, FUND #5</u>	E				
REVENUE ESTIMATE		1			
EXPENDITURES, #432		2-11			
<u>LIBRARY, FUND #3</u>	F		<u>AGENCY FUND</u>		
REVENUE ESTIMATE		1	REVENUE ESTIMATE		J-1
EXPENDITURES, #455		2-8	EXPENDITURES		J-2

FISCAL YEAR 1994 BUDGET MESSAGE
(Revised 4-29-93) *js*

Growing Responsibilities

To the surprise of many, the 1992 Comprehensive Plan recommendations for a sales tax and police department have come to pass. The October, 1992 ballot proposition for a 2% sales tax and 2.0 mill property tax cap passed by a narrow margin as did an advisory question to establish a police department. As a result of these pivotal community decisions your City Administration has tackled not only a heavy work load but a controversial one as well.

Immediately following the election, ordinances were approved establishing a sales tax staff and police department. Sales tax was initiated January 1, 1993 and the Chief of Police hired February 16, 1993. Sales tax revenues have exceeded pre-election estimates by about 20% due in large part by a high level of cooperation by the business community and retail customers. The police department is organizing and its eight officers should be trained, fully equipped and operational by July 1, 1993.

City staffing will take a noticeable jump with the two sales tax employees and the ten police officials. The City also continues to handle added responsibilities with roads and utilities as more road paving and upgrades occur and as the new sewer treatment plant begins construction. With the advent of the sales tax both residents, businesses and non-resident patrons have high but mixed expectations on the impact of that revenue.

One of the most important functions of City government is its role as a large property management organization. Appendix I summarizes the physical assets of the City and the number of full-time equivalent staff assigned to operation and maintenance of public facilities.

The 1994 budget reflects necessary costs to operate all departments at the level of service needed to meet our customers expectations and regulatory requirements.

Community Economic Outlook

Growth expectations of 6% annually, documented in last years Department of Labor projections, appear to be correct. Just days ago, ARCO announced significant Cook Inlet oil discoveries which will fuel the Anchorage economy and spin-off to Wasilla as well. The 4-lane highway expansion across the Palmer Hay Flats to be completed in November will make commuting safer and less time consuming and attract more residents. Port Mackenzie development appears again as a strong possibility with a \$1,000,000 feasibility study underway for an iron ore reduction plant.

In town, Quality Auto Supply has just opened "the largest auto parts store in Alaska", BW/IP has established a new heavy machine shop to service large rotary equipment, Wal-Mart has announced construction of a new 110,000 square foot retail store and Wasilla Associates will complete a new 32-unit FHA funded senior housing project. Add four new restaurants including Pizza Hut, J.D.'s Bar-b-q, Kentucky Fried Chicken and Sub Station and the economic trends are obvious. Note that decisions to site these local businesses came with full knowledge of the proposed sales tax and police department.

Tourism is expected to remain strong based on visits by highway travellers, Anchorage recreationalists and Susitna River fishermen. Winter tourism increases yearly with the avalanche of snow-machine activity. Wasilla Airport offers facilities for recreational fliers. The Dorothy Page Museum and the Museum of Alaska Transportation and Industry are attracting more and more visitors to their expanded programs.

The certain decline of Prudhoe Bay oil revenues will cut state employment and grants to local governments over the next few years and will tend to dampen the overall economy. Development of the upper Cook Inlet oil and gas leases will counter that trend to some extent. Of concern is the high February, 1993 unemployment rate of 17% and the continuing number of households on public assistance.

Overall "normal" growth can be expected. Wasilla will continue to develop and capitalize on its excellent locational advantage as the crossroads of the Valley.

Wasilla's undisputed position as the retail and service center for the Valley will be favorably impacted by an increasing customer base.

Fiscal Year 1994 Budget Message

At \$241,660,000, property valuations are up some 3% reflecting new development and continued tightening of the real estate market and absorption of vacant residential units.

Revenue Sources

With the sales tax in place, Wasilla is in the enviable position of having two local revenue sources, both at low tax rates. The 2% sales tax will offset about \$493,000 in property tax revenue (FY93 rate of 4.2 mills) enabling the City to set the property tax mill rate at 2.0 mills or less. Sales tax is expected to produce about \$2,690,000 this year and property tax about \$430,000. The State of Alaska and Mat-Su Borough are expected to contribute about \$484,000 and \$16,000 respectively to the operating budget. Fees for service represent some \$147,000 in revenue. Total general fund revenues are budgeted at \$3,827,245. The Mat-Su Borough financial crisis makes Borough contributions highly questionable.

Employee Compensation

Wasilla's payroll, from the Mayor/Administrator down to part-time labor, has been compared with the Alaska Municipal League's FY93 municipal salary survey and continues to fall below the average for similar Alaska cities. The administration recognizes the exceptional health benefits provided for employees which places that one benefit somewhat higher than similar cities. This budget requests \$10,000 for an independent classification study to recommend wage and benefit levels.

The 1994 budget allows for an 8% adjustment to the pay plan based on the Anchorage cost of living index. Further, the budget provides for merit step increases and adjustments for each position of approximately 4%. No adjustment in the Mayor's compensation is requested.

Employee education and training is summarized in Appendix IV.

Mill Levy

Pursuant to the October 1992 ballot proposition, the property tax levy is proposed at the 2.0 mills cap. The estimated City tax base is \$241,660,000. Factoring for uncollectables and senior citizen and disabled veteran exemptions, one mill levy produces about \$211,500 in actual tax revenue. A mill is 1/1000 of a dollar and represents \$1 tax on every \$1,000 of property value.

Fiscal Year 1994 Budget Message

General Fund

The FY94 proposed general fund budget totals \$3,827,245, up \$2,130,000 from the original FY93 budget. Variances between FY93 and FY94 budgets in the nine general fund departments are as follows:

	<u>Thousands of Dollars Budgeted (Rounded)</u>		
	<u>Approved FY93</u>	<u>Proposed FY94</u>	<u>Change</u>
Administration	\$ 168	\$ 207	\$ 39
Council	401	970	569
Municipal Services	166	249	83
Finance	240	390	150
Planning	30	0	(30)
Property Maintenance	145	167	22
Road Maintenance	331	369	38
Recreational Services	15	113	98
Museum	198	223	25
Police	<u>0</u>	<u>1,139</u>	<u>1,139</u>
Total	\$1,695	\$3,827	\$2,133

Enterprise Funds and Library

Water and sewer utility budgets are supported by user fees and have changed negligibly from FY93. No rate adjustments are planned. The airport budget remains at \$50,000 but requires a \$41,500 subsidy from the Council general fund budget, up from \$24,000 last year due to low lease revenue.

Library costs are proposed to be shared this year 75% Borough and 25% City. One and one-half temporary positions are requested to become permanent. The budget proposes an \$82,000 increase from \$391,000 to \$73,000. \$21,000 of the increase is in books and supplies and \$70,000 in personnel costs. \$9,000 less

Fiscal Year 1994 Budget Message

is budgeted for capital purchases. The budget contemplates \$349,000 contribution from the Borough and \$116,000 from City Council general fund budget.

Capital Budgets

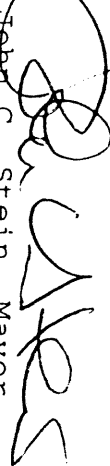
Replacement vehicle fund receives \$105,000 contributions from appropriate departments and will provide \$50,000 for two new vehicles and \$15,000 in major repairs.

Computer equipment upgrading is proposed to proceed as approved by Council and appears in the capital budget.

Capital Improvement Fund #2 anticipates a general fund contribution of \$453,000 and allocates \$141,000 to records vault; \$100,000 to paving; \$65,000 to museum addition; \$50,000 to airport fuel system; \$40,000 to Lucille Street bike path; and \$27,000 for five other projects. \$541,000 is shown for sewer construction. As of April 28 there were expectations of some \$1,000,000 in state legislative capital grants which, if received, will be appropriated by independent Council action.

Negotiation and Adoption

Approving an effective and appropriate operating plan for City government requires the open and active participation of the public, Council, employees, department heads and the Mayor. It is understood that everything is on the table for negotiation. The key is to balance needed programs against the community's willingness and ability to pay. Efficient and effective work methods, employee compensation and program prioritization are all part of the process.


Jehn C. Stein, Mayor
City of Wasilla
4-26-93

CAPITAL ASSETS

The mission of the City is to operate, renew and extend basic services to meet the needs of the community. The present magnitude and complexity of that effort is demonstrated by the list of capital assets which the City presently operates. The approximately \$28 million value of plant plus police, library, museum, finance, municipal and administrative services are operated by thirty nine and one-half full-time employees. Wasilla's incorporated limits contain 11.5 square miles and a population of 4,400 (1993 est.).

Staffing levels of full-time equivalent permanent employees are as follows:

- 7.5 Public Works Department (includes one new FTE for Parks and Recreation and Property Maintenance)
 - 7.5 Library
 - 5.5 Finance (includes 2 FTE sales tax administration added in FY93)
 - 2.5 Administration
 - 2.5 Municipal Services
 - 4.0 Museum
 - 10.0 Police (New department)
- 39.5 FTE Permanent Employees - Proposed FY94

CITY OF WASILLA
 FY93 LIST OF CAPITAL ASSETS AND STAFFING

Road Plant

Total Roads	57 miles
Paved	8 miles
Gravel	49 miles
Sidewalks	14,338 feet
Bike Trails	2.5 miles
Street Lights	106
Manholes	19
Storm Water/Catch Basins	46
Safety, Traffic and Identification Signs	4,000
Staff - 1.575 FTE	

Water Plant

Wells and Pump House	
Spruce	2,000,000 GPD
Iditarod	260,000 GPD
Mission Hills	16,000 GPD
Lacy Laine	8,000 GPD
Lakeside Terrace	
GVC Booster Station	
Reservoirs	
Spruce	1 MG
Iditarod	1.3 MG
Mains	60,000+ Feet
Hydrants	100
Valves	332
Service Connections	400+
Staff - 1.795 FTE	

Sewer Plant

Treatment Plant	130,000 GPD
Septage Facility	4,000 GPD
Drain Field	10 Acres
Susitna Pumping Station	70,000 Feet Pipe
Septic Tanks	296
Tank Pumping System and Controls	296
Service Lines and Heat Trace	40,000 Feet
Main Line	89,428 Feet
Main Line Vaults	45
Staff - 2.135 FTE	

Property Plant

City Hall	
Old Wasilla School	
Museum and Visitors Center	
Library	
Public Works Shop	
Railroad Depot (Leased)	
Senior Center (Leased)	
Cemetery	10 Acres
Bumpus Softball Complex	20 Acres
Staff - 0.16 FTE	

Recreational Plant - MSB Contract Maintenance

Wasilla Lake Park	3.5 Acres
Swim Beach, Ice Skating, Restrooms, Play Equipment, Pavilion, Parking Lot, Fence, Lawn, Shrubs, Picnic Tables	
Townsite Park	3.0 Acres
Play Equipment, Lawn, Tennis Court, Restrooms, Parking Lot, Picnic Tables, Fence, Shrubs	

Fiscal Year 1994 Budget Message

APPENDIX I - Page 4 of 4

Carter Park	0.5 Acres
Picnic Tables, Fireplaces, Lawn, Lake Front, Parking Lot	
Fritzler Little League Fields	3.0 Acres
2 Fields, Access Road, Fencing, Dugouts, Stand, Restrooms	
Susitna Street	
Lake Access, Boat Launch	
Parks Highway/RR Landscaping	
Planter Boxes, Median Planting, Wasilla Sign	
Bumpus Softball Complex	10.0 Acres
Staff - 0.63 FTE	

STATE FUNDING SUMMARY **
CITY OF WASILLA

STATE, OPERATIONAL FUNDING
(Revenue Sharing, Municipal Assistance and Roads)

FY 88	
89	486,043
90	515,238
91	474,000
92	423,432
93	571,838 (INCLUDES \$40,000 SNOW GRANT)
94	423,411
	483,788 BUDGET PROPOSED

Fiscal Years Ending June 30

STATE CAPITAL FUNDING
DIRECT GRANTS TO CITY FOR ROADS, WATER, SEWER

FY 88	
89	2,040,800
90	411,500 (Jobs Bill Grant)
91	175,000
92	130,000
93	672,000
	502,200

Fiscal Years Ending June 30

CITY OF WASILLA

EDUCATION AND TRAINING SUMMARY

<u>Position</u>	<u>Education</u>	<u>Certificates</u>	<u>Training</u>
<u>Public Works</u>			
Asst. Director	B.S.	WD-II; WWC-II; WWT-II	CPR Class II; Hazardous Waste; Pumps; Safety; Industrial First Aid; Trenching & Excavation; Chlorination; Electrical; Lab Procedures; Hazardous Materials
Operator V		WD-I; WWC-I; WWT-I	Pumps; Hazardous Waste; CPR I; Road Maintenance; Lab Procedures
Operator IV		WD-I; WWC-I; WWT-I	Heating Systems; CPR I; Lab Procedures
Operator IV		WWC-I; AAS	Water/Wastewater; Lab Procedures
Operator II		WWC-I; WD-I; WWT-II	O/M Treatment Plants
<u>Library</u>			
Librarian	M.L.S.		
Assistant	B.A./M.S.		Dynix Library Computer Network
Children's Aide	B.A./M.L.S.		Reference Services Seminar
Aide			Reference Services Seminar
Aide			Children's Literature Course

Fiscal Year 1994 Budget Message

APPENDIX III

Museum

Director B.A./M.L.A.

Museum, Collections, Personnel Mgmt.;
Museum Law; Collections Conservation;
Program Planning; Fund Raising; Grant
Writing; Marketing; Tourism Development;
Public Relations; Facility Planning; Oral
History; Educational Programming; Artifact
Restoration; Exhibits; Historic
Preservation; Multi-Cultural Programs;
Archeology

Asst. Director

Museum Mgmt; Historic Preservation, Oral
History; Video Documentation; Collections
Conservation; Exhibits Development;
Tourism; Educational Program

Museum Aide

Historic Preservation; Document
Conservation; Collections Mgmt; Oral
History; Archeology; Genealogy; Tour Guide

Museum Aide

Cultural History (Native Alaskan);
Conservation Methods (Paper and Basketry);
Tourism; Grant Writing; Computer; Tour
Guide; Historic Preservation

Finance/Municipal Services

Clerk B.B.A. Certified Municipal Clerk

AAMC; MFOAA; IIMC

Asst. Clerk

CMC

AAMC; IIMC

Fiscal Year 1994 Budget Message

APPENDIX III

Administration

Mayor	B.S. Public Mgmt.	WWM-II (Wash. 1973)	ICMA Member; AAAE Member; Citizen Participation
Asst. Admin.	M.S. Public Admin.		Install. Mgmt; Public Hwy. Safety; Emergency Mgmt; AAAMA Member
Secretary	A.A.	Secretary Science	

Legend Alaska State Certificates

WD-I	Water Distribution
WWC	Wastewater Collection
WWT	Wastewater Treatment

Other

WWM-II	Washington State Water Works Manager
ICMA	International City Managers Association
AMMA	Alaska Municipal Management Association
AAMC	Alaska Association of Municipal Clerks
MFOAA	Municipal Finance Officers Association of Alaska
IMC	International Institute of Municipal Clerks
AAAE	American Association of Airport Executives

CITY OF WASILLA
 290 E. BERNING AVENUE
 WASILLA, ALASKA 99654-7091
 PHONE: 373-9050 FAX: 373-9085
 ORDINANCE SERIAL NO. 93-21
 AN ORDINANCE OF THE CITY OF WASILLA, ALASKA PROVIDING FOR THE ADOPTION OF THE BUDGET FOR THE FISCAL YEAR 1994, AND APPROPRIATING FUNDS TO CARRY OUT SAID BUDGET.

BE IT ORDAINED AND ENACTED BY THE CITY OF WASILLA, ALASKA AS FOLLOWS:

SECTION I. Classification. This is a non-code Ordinance.

SECTION II. Purpose. In accordance with C.W. 6.04.020 the Wasilla City Council hereby adopts the budget for the Fiscal Year 1994, as presented by the Mayor and introduced on May 10, 1993.

SECTION III. Appropriations. There is hereby authorized and appropriated the sum of \$6,265,382 in accordance with the attached budget proposals.

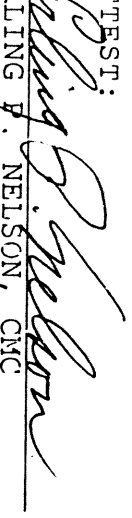
FUND 1 GENERAL FUND	\$3,825,872	FUND 6 WATER UTILITY	\$244,515	FUND 13 DEBT SER 86-P-1	\$ 35,245
FUND 2 CAPITAL IMPROV.	608,905	FUND 7 78-1 WATER	32,640	FUND 14 SEWER CONS'T.	541,000
FUND 3 LIBRARY	450,847	FUND 9 DEBT SER 83-S-1	26,861	FUND 15 DEBT SER 86-S-1	39,846
FUND 4 VEHICLE REPAIR	65,000	FUND 10 DEBT SER 83-W-1	17,873	FUND 18 DEBT SER GAS LID	59,854
FUND 5 SEWER UTILITY	241,449	FUND 12 DEBT SER 85-P-1	26,654	FUND 19 AIRPORT	48,821

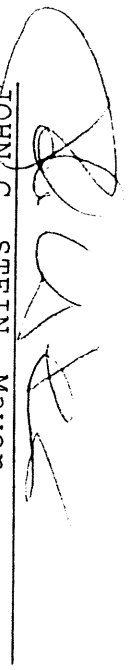
SECTION IV. Tax Levy. The rate of tax levy on each dollar assessed valuation of taxable property is fixed at 2.0 mills.

SECTION V. Effective Date. This ordinance takes effect July 1, 1993.

Introduction: 05/10/93 Public Hearing: 05/24/93

ADOPTED by the Council of the City of Wasilla this 14th day of June, 1993.

TEST:

 WILLIAM F. NELSON, CMC
 City Clerk


 JOHN C. STEIN, Mayor

SUMMARY OF EXPENDITURES
 BY DEPARTMENT & FUND
 FISCAL YEAR 1994

EFFECTIVE 7-1-93

DEPARTMENT	GENERAL FUND	CAPITAL FUNDS	LIBRARY FUND	SEWER UTILITY	WATER UTILITY	AIRPORT FUND	DEPT. TOTAL
	F-1		F-3	F-5	F-6	F-19	

ADMINISTRATION

MAYOR	\$192,376						\$192,376
CITY COUNCIL	\$1,135,578						\$1,135,578
MUNICIPAL SERVICES	\$228,205						\$228,205
PLANNING/LAND USE	\$0						\$0
FINANCE	\$375,659						\$375,659
POLICE	\$1,036,885						\$1,036,885

PUBLIC WORKS
 DEPARTMENT

AIRPORT OPERATION						\$48,821	\$48,821
PROPERTY MAINT.	\$164,948						\$164,948
ROAD MAINTENANCE	\$368,690						\$368,690
RECREATIONAL SERV'S	\$112,142						\$112,142
WATER UTILITY				\$244,515			\$244,515
SEWER UTILITY				\$241,449			\$241,449

MUSEUM DEPARTMENT

	\$211,389						\$211,389
--	-----------	--	--	--	--	--	-----------

LIBRARY DEPARTMENT

		\$450,847					\$450,847
--	--	-----------	--	--	--	--	-----------

CAPITAL FUNDS

EN. CAPITAL PROJECTS		\$608,905					\$608,905
VEHICLE FUND		\$65,000					\$65,000
ATER CONS'T PROJECTS		\$0					\$0
IGHT-OF-WAY		\$0					\$0
SEWER CONS'T PROJECTS		\$541,000					\$541,000

UND TOTAL

	\$3,825,872	\$1,214,905	\$450,847	\$241,449	\$244,515	\$48,821	\$6,026,409
--	-------------	-------------	-----------	-----------	-----------	----------	-------------

FUND RECONCILIATION

MAJOR OPERATING FUNDS

AS OF:

FUND BALANCE

02-28-93 F-1 F-3 F-5 F-6 F-19 TOTAL
 GENERAL LIBRARY SEWER WATER AIRPORT OPERATING
 FUND FUND UTILITY UTILITY FUND FUNDS

STIMATED REVENUE 6-30-92 \$1,608,347 \$0 \$998,622 \$339,926 \$22,674 \$926,977
 FY-93 \$2,743,519 \$391,818 \$209,452 \$218,834 \$26,382 \$3,590,005
 STIMATED EXPENSE FY-93 \$2,086,362 \$391,818 \$209,542 \$218,834 \$49,989 \$2,956,545

STIMATED FUND BALANCE

6-30-93 \$2,265,504 \$0 \$998,712 \$339,926 \$46,281 \$1,560,437

STIMATED REVENUE FY-94 \$3,825,872 \$239,115 \$241,449 \$244,515 \$9,000 \$4,559,951
 STIMATED EXPENSE FY-94 \$3,825,872 \$450,847 \$241,449 \$244,515 \$48,821 \$4,811,504

STIMATED FUND BALANCE JUNE 30, 1994 \$2,265,504 \$211,732 \$998,712 \$339,926 \$86,102 \$1,308,884

CITY OF WASILLA

BUDGET COMMENTARY

DEPARTMENT: Library

ACCOUNT #

455

At Wasilla Public Library, figures show that the cost per usage in FY-93 will be \$2.33. Almost 15,000 people are current registered patrons, and this does not include the children whose parents borrow material on their behalf. Due to limited funding in FY-93, the 1992 Summer Reading Program was reduced to four weeks; over 1,100 children participated. Weekly storytime programs provide an introduction to reading and learning for preschoolers. Adults are using the Library for recreational reading and a wide array of information needs including health, consumer protection and employment. Requests for material from other libraries continue to increase. Despite increasing public demand for services, the open hours of the Library were reduced in FY-93, due to budget cuts.

Wasilla Public Library is below the state and national averages for volumes per capita. The usage per staff person is significantly higher than at other comparable libraries in Alaska. Requests for tours by daycares and schools are greater than what can be offered. Patrons are complaining about inadequate parking.

What this indicates is that residents are taking full advantage of the services offered at their public library. The problems listed above are only problems because the demand for library services is greater than the present allocation of resources.

The proposed budget for FY-94 includes funding for 1.5 library aide positions. The extended hours at the Library are possible because temporary part-time staff have been employed. These positions have actually become permanent, and must be funded accordingly, if we are to maintain our present hours and services. Volunteer service is encouraged at the Library, but consistent, trained staff are necessary to provide the service expected by the public. It is recommended that the Children's Librarian position be reclassified to reflect the responsibilities of the job. Slight increases are also reflected in the amounts budgeted for books and supplies to try and keep pace with increased material costs. Wherever possible, costs have been maintained at current levels or reduced.

CITY OF WASILLA

BUDGET COMMENTARY

DEPARTMENT: Library

ACCOUNT #	
455	<p>The Matanuska-Susitna Borough funds a portion of the Wasilla Public Library budget, proportionate to the number of residents living outside the City limits. (The figure is presently at 75%) The Borough also funds the annual maintenance contract for the Dynix Library Automation System. Additional revenue is received from fees and fines.</p> <p>Permanent Staffing Levels:</p> <ul style="list-style-type: none">1 Administrative Librarian1 Associate Librarian1 Children's Librarian1 Assistant Librarian2 Library Aides <p>(1.5 Library Aide Positions budgeted to rectify the temporary staffing situation)</p>

CITY OF WASILLA
BUDGET COMMENTARY

DEPARTMENT: Public Works

The Public Works Department has a wide range of responsibilities and is the core of the services provided to the citizens of Wasilla. The Department carries primary responsibility for the City's \$28 million of property assets. Included in these assets is a \$12 million sewer collection treatment system, \$7 million of water system, airport, 6 public buildings, 6 vehicles, plus a road grader, tractor and other equipment. In addition to the 24 hour day, 7 day per week sewer, road, and water system responsibilities, the Department performs maintenance on buildings, storm drains, street lights, parks, ball fields and the cemetery. The total number of Department personnel remains at a very favorable ratio when compared to other agencies with comparable dollar values and complexity of responsibilities.

Permanent Staff authorized:

Requested

Public Works director	1/2		1/2	
Assistant Director	1		1	
Field Operators	4		5 (park, rec. and property maint.)	
Clerical I	1		1	

The Department budget includes salary increases for Public Works personnel. A recent comparison was made using the Alaska Municipal Salary Survey. The comparison included the similar sized cities of Palmer, Wasilla, Cordova, Homer, Seward and Soldotna, and others. The intent of the wage increases is to raise the level of Wasilla employees to just under the average wage of any of the other surveyed cities for each of the comparable positions and qualifications of the individual employees. This will make our salaries almost competitive with other cities and provides incentive and recognition for job skill qualifications.

**INCREASES AND DECREASES IN BUDGET
PUBLIC WORKS DEPARTMENT**

<u>WATER</u>	
	Overall Budget increase is \$29,059
Increases:	
Salaries and Benefits	\$550
Electricity	\$100
Uncollectible Accounts	\$4717
Outside Services	\$144
Auditor	\$5000
Vehicle Replacement	
Decreases:	
Chemicals	\$1500
Operations Supplies	\$500
Auditor	\$94
<u>SEWER</u>	
	Overall budget increase \$33,373 or 13.5%
Increases:	
Electricity Expense	\$100
Transportation Expense	\$2653
Natural Gas	\$300
Vehicle Replacement	\$5000
Communications	\$288
Auditing Expenses	\$274
Pump and Control	\$2000
Fuel and Power	\$1000
Computer software maintenance	\$993
Salaries and benefits	

**INCREASES AND DECREASES IN BUDGETS
PUBLIC WORKS DEPARTMENT**

RECREATIONAL SERVICES

Borough Funded - No Change
(Complete new Department if City funded \$112,837)

ROAD MAINTENANCE

Increases: Salaries and Benefits	
Communications	\$505
Training	\$300
Vehicle Insurance	\$734
Vehicle and Equipment	\$1500
Contractual Sweeping	\$1500
Contractual Sanding	\$5000
Abandoned Vehicle	\$1000
Storm Drain Thawing	\$6000
Fuel and Oil	\$500
Culvert and Pipe	\$1000
Other	\$1000
Vehicle Replacement	\$5000
Decreases:	
Equipment Rental	\$600
Contractual, Grading, etc.	\$700
R & R Crossing O & M	\$5500

**INCREASES AND DECREASES IN BUDGETS
PUBLIC WORKS DEPARTMENT**

AIRPORT

Decrease: \$477

PROPERTY MAINTENANCE

Property and buildings maintenance overall Budget increase of \$20,363.

Increases:	Salaries and Benefits	\$230
	Communications	\$300
	Training Conferences	\$300
	Staff Development	\$8600
	Building maintenance	\$1430
	Solid Waste Disposal	\$2800
	Janitorial	\$5000
	Vehicle Replacement	\$1000
	Other surveying	

CITY OF WASILLA
BUDGET COMMENTARY

DEPARTMENT : Museum

ACCOUNT #

451

The mission and duties of the Museum Department are to provide for the care, preservation and display of items and artifacts with historical and cultural significance to the greater Wasilla environs including, but not limited to Knik, Willow Creek and the Hatcher Pass areas. In terms of community relationships and development the actual Museum Department mission is larger in that it facilitates an active visitors center for Wasilla, is an active liaison with the Wasilla-Knik-Willow Creek Historical Society, and is at the focal point for many community activities, events, and fund raisers. In 1992 the Museum and Visitors Center were host to more than 12,500 visitors (this includes local school children).

The City of Wasilla Museum Department is working to have a very positive economic and quality of life impact on Wasilla. Straight forward goals are to improve the physical state of preservation of the historic buildings and collections, to improve the exterior and interior level of attractiveness and quality of exhibits, to improve the attractiveness of the grounds through more plantings and better care, to host more events and attract more of our community as users of what we have to offer, to advertise ourselves better and attract more visitors to our area, to be a community mainstay in the areas of local history for our school children, active in historic preservation, to be a catalyst and helpful resource for other community cultural activities.

Based upon experience gained during the first two thirds of F.Y. 92/93 the F.Y. 93/94 budget better reflects basic Departmental needs in the area of general operations and in badly needed capital improvements (ie. historic buildings repairs/restoration and the Page Museum addition). In particular the requested capital improvements will increase the community utility potential, visibility, and tourism attraction of the Dorothy G. Page Museum and the Old Wasilla Town Site.

CITY OF WASILLA
 BUDGET COMMENTARY

DEPARTMENT: Museum

ACCOUNT #

451

Within an increasing work load the current Museum Department staffing level is sufficient to both maintain and improve existing Museum and Visitor Center operations. As before staff tasks will include program planning and implementation, grants research and applications, general day to day museum administration, liaison and coordination concerning volunteer projects, exhibits and archives information gathering, guided tours, and a variety of Visitors Center and tourism related activities. As in F.Y. 92/93 the F.Y. 93/94 budget authorizes four full time employees. While there is a chance that short term Federally subsidized employment programs might become available and provide the Museum with some focused help on individual projects this coming year there has been no information that would allow us to budget for matching supervision at this point. Any program developments of this nature will be adapted to as well as possible later in the year.

Position: Range/Step: Status:

- Director 7B Full time
- Admin. Assistant 3D Full time
- Museum Aide 1C Full time
- Museum Aide 1B Full time

CTY OF WASILLA
POLICE DEPARTMENT
MISSION STATEMENT

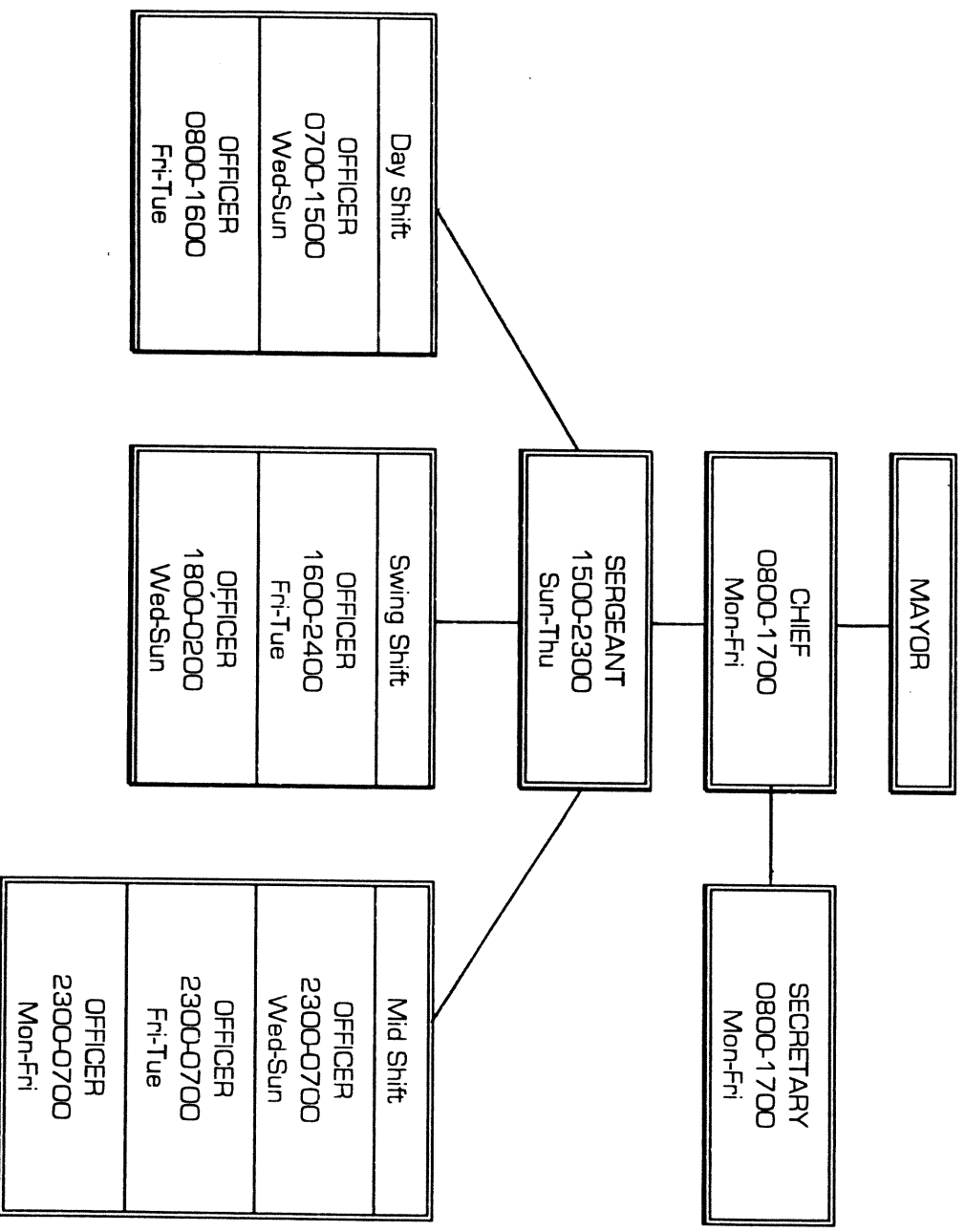
The Wasilla Police Department's mission is to provide the best possible law enforcement and crime prevention services, staffed by experienced, educated officers utilizing the most modern equipment and facilities.

The Department will maintain a cooperative working relationship with other local, state, and federal law enforcement agencies as well as all other area emergency services organizations. Mutual assistance agreements with law enforcement and emergency service organizations (to include Palmer Police Department, Alaska State Troopers, Alaska Division of Fire Prevention, Mat-Su Borough Public Safety, and area private security services) will be established.

The Department will initially be staffed with 8 commissioned officers and a chief. Qualifications for commissioned personnel will be as required by Alaska Police Standards Council with an emphasis on academic achievement and exceptional communication skills.

The primary emphasis of the Department is to prevent criminal activity coupled with enforcement of local, state, and federal laws. The Department will support crime prevention and programs such as Neighborhood Watch, Crime Stoppers, merchant education, and related programs. Additionally, the Department will maintain a broad knowledge of support programs such as the availability of women's shelters, drug treatment programs, crisis intervention programs, etc. in the interest of community awareness.

CITY OF WASILLA
 POLICE DEPARTMENT
 ORGANIZATIONAL CHART
 1993



CITY OF WASILLA

BUDGET COMMENTARY

DEPARTMENT: Finance

ACCOUNT #

420

The Finance Department is charged with the Financial Management of the City including, but not limited to budget preparation, accounting, investment of city funds, capital projects, financial management, data processing, utility billing and collection, assessments billing and collection and sales tax administration. During CY-92 sales tax administration was initiate and continues into CY-93. During CY-93 we will see added pressure on the Finance Department as the police force comes on line in July. The Mayor is proposing a more intense planning effort and increased activity in parks and recreation activities. During 1992 the City added 2 staff to the Finance Department to handle the expected increased work load. We are not asking for any additional staff for FY-94. The Senior Accountant has evaluated our computer needs and is proposing conversion to AS400 technology to improve efficiency and speed of current staff.

Staffing Level: 1/2 Director

1 Senior Accountant

4 Clerical II

CITY OF WASILLA

BUDGET COMMENTARY

DEPARTMENT: Planning/Land Use

ACCOUNT #	
419	<p>Land-use regulations is a mandated area wide power of the Matanuska-susitna Borough. A resolution requesting delegation of long range planning, zoning, code adoption, code enforcement and capital improvement planning was passed January 13, 1992 and transmitted to the Borough for action. This budget anticipates transfer of powers effectivly July 1, 1992.</p> <p>The Wasilla Planning Officer will act as staff support for the Planning Commission. The Planning Officer will be responsible for management and operator of both the comprehensive plan and development code including public information, interpretation, permitting, enforcement, zoning and necessary updates and revisions.</p> <p>The Planning Officer will act as liaison between the City and other agencies on planning issues and within the City between the Commission, Council and Administration.</p> <p>An annual capital improvement program will be developed by the Planning Officer and the planner will participate in preparation of capital grant applications.</p> <p>The Planner reports to the Mayor.</p> <p>It is expected that the first year will involve considerable time for transition from Borough to City operation, establishing the new office and making contacts within the community.</p> <p>The City expects that the majority of the planning office cost will be paid by the Borough through an annual planning grant. The Borough retains taxing authority for land-use powers.</p> <p>Staffing Level: 1 Planner 1/2 Clerical I</p>

CITY O. WASILLA
 BUDGET COMMENTARY

DEPARTMENT: Municipal Services

ACCOUNT #	
415	<p>The Municipal Services Department is charged with administrative support for the City Council, Planning Commission and other City Commissions. It is also charged with the responsibility of City Elections, City Code Revisions, Ordinances, Resolutions, Council Policy Statements, Council Memorandum, Information Memorandum, Personnel Policy, Administrative Policy, Business Licenses, Taxicab Licenses, Animal Licenses, Cemetery Record Keeping, Switchboard, Records Management, Personnel Records, Reception Area, Payroll, Special Projects and Administration of certain Capital Projects. The Department of Municipal Services also serves as a JTPA Training Station at no additional cost to the City.</p> <p>Staffing Level: 1/2 Director 1 Assistant Department Head 1 Clerical I 12 Election Workers 9 ALPAR Workers 1 JTPA Worker</p>

CITY OF WASILLA

BUDGET COMMENTARY

DEPARTMENT: Administration

Account # 410

The Mayor is the chief administrator with the powers and duties of a Municipal Manager. Statutes require that the administrator:

Appoint, suspend or remove municipal employees and administrative officials;

Supervise enforcement of municipal law and carry out directions of the governing body;

Prepare and submit an annual budget and capital improvement program for Council approval and execute the adopted budget and program;

Make monthly financial reports and other reports on municipal finances and operations as required by the Council;

Exercise custody over all real and personal property of the City;

Perform other duties required by law or by the Council; and

Serve as personnel officer.

The Department of Administration is further responsible for the administrative and leadership functions of proposing programs; identifying issues; developing policy options for Council decisions and implementing the Council's goals and objectives through the budget process.

Administrative responsibilities include special projects, establishment of departmental service levels and supervision of staff, management of all capital improvement projects, development and maintenance of public utilities and roads, legal matter coordination, professional service contract negotiation and administration, development and implementation of business management systems, computer control systems operator, public relations, personnel administration, code enforcement, utility line extension agreement negotiations, and liaison activities with the Legislature, the Governor and the Matanuska-Susitna Borough. The department develops and makes grant applications for legislative, federal and other capital and operating grants.

Staffing Level: 1 Mayor; 1/2 Administrator; 1 Clerical II

FISCAL YEAR 1994
WATER UTILITY

CITY OF WASILLA

ACT. NO.	TITLE OF ACCOUNT	PRIOR YR. ACTUAL		FINAL BUDGET		THRU 12-30-92		ESTIMATE		REVISED	
		FY-92	FY-93	FY-93	FY-93	FY-93	FY-94	FY-94	FY-94		
OPERATING REVENUE											
345.1	METERED SALES	\$217,405.37	\$209,715	\$138,634.00	\$236,215						
345.2	BULK WATER CHARGES	\$716.00	\$1,400	\$1,486.00	\$2,000						
345.3	SERVICE FEES	\$200.00	\$100	\$5.00	\$100						
345.4	LATE FEES	\$4,944.01	\$5,000	\$2,892.00	\$5,000						
345.5	CONNECTION CHARGES	\$127.19	\$200	\$360.00	\$500						
345.6	SALE OF METERS	\$525.15	\$200	\$406.00	\$400						
345.7	MERCHANDIZING AND JOBBING	\$3,073.00	\$200	\$150.00	\$300						
	SUB-TOTAL	\$226,990.72	\$216,815	\$143,933.00	\$244,515						\$0
OTHER FINANCING SOURCES											
361.10	INTEREST INCOME	\$3,539.46	\$2,019	\$1,926.29	\$0						
361.11	TCD INTEREST	\$15,682.63	\$0	\$2,849.36	\$0						
361.14	MONEY MARKET INTEREST	\$1,395.34	\$0	\$1,245.95	\$0						
361.20	BRIDGESTONE LID-INTEREST	\$335.92	\$0	\$5.00	\$0						
361.30	BRIDGESTONE LID-PENALTY	\$23.52	\$0	\$5.00	\$0						
363.10	BRIDGESTONE LID-PRINCIPAL	\$1,071.24	\$0	\$5.00	\$0						
363.20	BRIDGESTONE PREPAYMENT	\$5.00	\$0	\$5.00	\$0						
367.01	INDIAN HILLS/SPIRIT RIDGE	\$5.00	\$0	\$804.26	\$0						
367.02	PIILA/WASILLA WOODS	\$230.69	\$0	\$5.00	\$0						
367.03	PIILA INT. WASILLA WOODS	\$85.54	\$0	\$83.24	\$0						
367.10	CIA/FROM PRIVATE SOURCE	\$5.00	\$0	\$5.00	\$0						
367.11	INSURANCE PROCEEDS	\$5.00	\$0	\$5.00	\$0						
380.10	PIILA-MISSION HILLS	\$2,863.88	\$0	\$1,431.94	\$0						
	RETAINED EARNINGS	\$5.00	\$0	\$5.00	\$0						
	SUB-TOTAL	\$25,228.22	\$2,019	\$8,341.04	\$0						\$0
	TOTAL REVENUE	\$252,218.94	\$218,834	\$152,274.04	\$244,515						\$0

ACCT. NO.	EXPENDITURE TITLE	PRIOR YR. ACTUAL FY-92	FINAL BUDGET FY-93	DEPARTMENT REQUEST FY-94	MAYOR APPROVED FY-94	ADOPTED 7-1-93 FY-94	REVISION FY-94
-----------	-------------------	---------------------------	-----------------------	-----------------------------	-------------------------	----------------------------	-------------------

UTILITY PLANT

450	SERVICES	\$0.00	\$1,500	\$1,500	\$1,500	\$1,500	
460	METERS	\$34.94	\$1,000	\$1,000	\$1,000	\$1,000	

030	DEPRECIATION/AMORITIZATION	\$34.94	\$2,500	\$2,500	\$2,500	\$2,500	\$0
031	DEPRECIATION	\$34,210.98	\$0	\$0	\$0	\$0	\$0
	SINKING FUND	\$99,777.89	\$0	\$0	\$0	\$0	\$0

SUB TOTAL	OPERATION AND MAINTENANCE	\$133,988.87	\$0	\$0	\$0	\$0	\$0
-----------	---------------------------	--------------	-----	-----	-----	-----	-----

SOURCE AND SUPPLY

020	OPERATION SUPPLIES	\$50.45	\$1,000	\$500	\$500	\$500	
021	TELEPHONE EXPENSE	\$1,079.15	\$1,200	\$1,200	\$1,200	\$1,200	
022	NATURAL GAS SPRUCE AVENU	\$858.22	\$900	\$900	\$900	\$900	
023	NATURAL GAS MISSION HILL	\$697.57	\$800	\$800	\$800	\$800	
024	NATURAL GAS SEN. CENTER	\$0.00	\$0	\$800	\$800	\$800	

SUB TOTAL		\$2,685.39	\$3,900	\$4,200	\$4,200	\$4,200	\$0
-----------	--	------------	---------	---------	---------	---------	-----

PUMPING PLANT OPERATION AND MAINTENANCE

00	OPERATION LABOR	\$25,992.35	\$29,978	\$37,433	\$37,433	\$37,433	
----	-----------------	-------------	----------	----------	----------	----------	--

SUB TOTAL		\$25,992.35	\$29,978	\$37,433	\$37,433	\$37,433	\$0
-----------	--	-------------	----------	----------	----------	----------	-----

OPERATIONAL EXP. POWER

21	IDITAROD	\$8,315.76	\$9,000	\$9,500	\$9,500	\$9,500	
22	TANK SITE	\$1,704.03	\$1,650	\$1,700	\$1,700	\$1,700	
23	MISSION HILLS	\$1,605.90	\$1,500	\$1,500	\$1,500	\$1,500	
24	LAKE SIDE TERRACE	\$1,488.90	\$1,500	\$1,500	\$1,500	\$1,500	
25	GVC BOOSTER	\$709.40	\$800	\$800	\$800	\$800	
26	LACY LAINE	\$1,363.06	\$1,100	\$1,100	\$1,100	\$1,100	
27	SPRUCE AVENUE	\$14,019.20	\$12,000	\$12,000	\$12,000	\$12,000	
28	SENIOR CENTER WELL	\$0.00	\$0	\$1,500	\$1,500	\$1,500	
	PUMPING PLANT POWER						
20	SUB TOTAL ALL 6200 ACTS	\$29,206.25	\$27,550	\$29,600	\$29,600	\$29,600	\$0

CITY OF WASILLA
DEPT: WATER

CCT. EXPENDITURE O.	CLASSIFICATION	PRIOR YR.		FINAL BUDGET FY-93	DEPARTMENT REQUEST FY-94	MAYOR APPROVED FY-94	ADOPTED 7-1-93 FY-94	REVISION FY-94
		ACTUAL FY-92	REVISION					
OPERATIONAL SUPPLIES/EXPENSE								
231	IDITAROD	\$8.18		\$500	\$500	\$500	\$500	\$500
232	TANK SITE	\$2.31		\$100	\$0	\$0	\$0	\$0
233	MISSION HILLS	\$65.50		\$250	\$100	\$100	\$100	\$100
234	LAKE SIDE TERRACE	\$0.00		\$0	\$250	\$250	\$250	\$250
235	GVC	\$22.48		\$100	\$100	\$100	\$100	\$100
236	LACY LAINE	\$18.51		\$200	\$200	\$200	\$200	\$200
237	SPRUCE AVENUE	\$209.90		\$600	\$600	\$600	\$600	\$600
238	SENIOR CENTER WELL	\$0.00		\$0	\$300	\$300	\$300	\$300
	OPERATIONAL SUPPLIES/EXP							
	SUB TOTAL ALL 6230 ACCOU	\$326.88		\$1,750	\$2,050	\$2,050	\$2,050	\$2,050
MAINTENANCE OF PUMPING PLANT								
258	SUPPLIES AND REPAIRS	\$1,113.91		\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
	SUB TOTAL ALL 6250 ACCOU	\$1,113.91		\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
MAINTENANCE OF PUMPING PLANT								
	SUB TOTAL ALL 6250 ACCOU	\$1,113.91		\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
OPERATION CHEMICALS								
11	IDITAROD	\$283.95		\$1,000	\$500	\$500	\$500	\$500
13	MISSION HILLS	\$11.95		\$500	\$250	\$250	\$250	\$250
16	LACY LAINE	\$0.00		\$500	\$250	\$250	\$250	\$250
17	SPRUCE AVENUE	\$306.00		\$1,000	\$500	\$500	\$500	\$500
18	SENIOR CENTER WELL	\$0.00		\$0	\$250	\$250	\$250	\$250
	CHEMICALS SUB TOTAL 6310	\$601.90		\$3,000	\$1,750	\$1,750	\$1,750	\$1,750
OPERATIONS SUPPLIES AND EXPENSE								
21	IDITAROD	\$323.00		\$400	\$400	\$400	\$400	\$400
23	MISSION HILLS	\$274.00		\$300	\$300	\$300	\$300	\$300
26	LACY LAINE	\$0.00		\$200	\$200	\$200	\$200	\$200
27	SPRUCE AVENUE	\$400.00		\$1,100	\$600	\$600	\$600	\$600
28	SENIOR CENTER WELL	\$0.00		\$0	\$300	\$300	\$300	\$300
	SUPPLIES & EXPENSE SUB T	\$997.00		\$2,000	\$1,800	\$1,800	\$1,800	\$1,800
								\$0

CITY OF WASILLA
EPT: WATER

ACCT. NO.	EXPENDITURE CLASSIFICATION	PRIOR YR. ACTUAL FY-92	FINAL BUDGET FY-93	DEPARTMENT REQUEST FY-94	MAYOR APPROVED FY-94	ADOPTED 7-1-93 FY-94	REVISION FY-94
-----------	----------------------------	------------------------	--------------------	--------------------------	----------------------	----------------------	----------------

6358	MAINTENANCE OF TREATMENT PLANT SUPPLIES AND REPAIR	\$258.06	\$1,000	\$1,000	\$1,000	\$1,000	
------	--	----------	---------	---------	---------	---------	--

6350	SUB TOTAL ALL 6350 ACCOU PLANT	\$258.06	\$1,000	\$1,000	\$1,000	\$1,000	\$0
------	--------------------------------	----------	---------	---------	---------	---------	-----

6400	LABOR	\$20,796.28	\$23,531	\$27,964	\$27,964	\$27,964	
6410	SUPPLIES & EXPENSE	\$1,353.85	\$1,500	\$1,500	\$1,500	\$1,500	
6500	RESEVOIR MAINTENANCE	\$412.36	\$1,000	\$1,000	\$1,000	\$1,000	
6510	MAINTENANCE OF MAINS	\$1,026.90	\$3,000	\$3,000	\$3,000	\$3,000	
6520	SERVICE MAINTENANCE	\$1,034.70	\$1,000	\$1,000	\$1,000	\$1,000	
6530	METER MAINTENANCE	\$221.40	\$1,000	\$1,000	\$1,000	\$1,000	
6540	HYDRANT & MAINTENANCE	\$2,540.17	\$3,000	\$3,000	\$3,000	\$3,000	
7100	RESERVOIR FEASIBILITY	\$2,000.00	\$0	\$0	\$0	\$0	
	SUB TOTAL	\$29,385.66	\$34,031	\$38,464	\$38,464	\$38,464	\$0

9020	CUSTOMER ACCOUNTING SERVICES	\$17,342.00	\$18,142	\$20,000	\$20,000	\$19,581	
9030	ACCT. & COLLECTING LABOR	\$650.11	\$1,650	\$1,700	\$1,700	\$1,700	
9032	SUPPLIES AND EXPENSE	\$1,050.00	\$1,100	\$1,100	\$1,100	\$1,100	
9033	POSTAGE	\$1,198.50	\$1,500	\$1,500	\$1,500	\$1,500	
9040	COMPUTER UPDATE	\$0	\$300	\$300	\$300	\$300	
	UNCOLLECTABLE ACCOUNTS	\$0	\$300	\$300	\$300	\$300	
	SUB TOTAL	\$20,240.61	\$22,692	\$24,600	\$24,600	\$24,181	\$0

2660	ADM & GENERAL EXPENSES	\$130.75	\$100	\$100	\$100	\$100	
2703	EMPLOYEE DRUG TESTING	\$0	\$0	\$0	\$0	\$0	
2908	CONTINGENCY WATER HEALTH	\$0	\$0	\$0	\$0	\$0	
4210	EMPLOYEE RETRAINING	\$0	\$0	\$0	\$0	\$0	
4502	CASH SHORT OR OVER	\$0	\$100	\$100	\$100	\$100	
8201	CONTRIBUTION TO SEWER FU	\$5,837.00	\$0	\$0	\$0	\$0	
9200	BRIDGESTONE WATER L.I.D.	\$0	\$0	\$0	\$0	\$0	
9210	SALARIES	\$9,845.99	\$14,482	\$15,817	\$15,817	\$15,817	
9230	OFFICE SUPPLIES	\$0	\$500	\$500	\$500	\$500	
9231	OUTSIDE SERVICES	\$6,282.28	\$10,000	\$14,717	\$14,717	\$14,717	
	SECURITY SERVICES	\$5,496.00	\$7,000	\$7,000	\$7,000	\$7,000	

CITY OF WASILLA
DEPT: WATER

ACCT. NO.	EXPENDITURE CLASSIFICATION	PRIOR YR. ACTUAL FY-92	FINAL BUDGET FY-93	DEPARTMENT REQUEST FY-94	MAYOR APPROVED FY-94	ADOPTED 7-1-93 FY-94	REVISION FY-94
9232	COMMUNICATION SERVICES	\$578.22	\$700	\$700	\$700	\$465	
9233	AUDITOR	\$3,145.12	\$2,756	\$2,900	\$2,900	\$2,900	
9234	SHOP LEASE	\$7,218.72	\$7,560	\$7,560	\$7,560	\$7,560	
9235	CATHODIC MONITORING	\$500.00	\$600	\$570	\$570	\$570	
9237	ELECTRICAL SERVICES	\$3,917.46	\$4,000	\$4,000	\$4,000	\$4,000	
9240	PROPERTY INSURANCE	\$578.16	\$1,000	\$1,000	\$1,000	\$1,000	
9250	PROPERTY AND DAMAGES	\$1,911.16	\$2,226	\$2,200	\$2,200	\$2,200	
9260	EMPLOYEE BENEFIT-RETIREM	\$3,376.84	\$7,033	\$7,482	\$7,482	\$7,482	
9261	EMPLOYEE BENEFIT-ESC	\$1,448.34	\$1,658	\$1,359	\$1,359	\$1,359	
9262	EMPLOYEE BENEFIT-FMED	\$782.34	\$986	\$1,019	\$1,019	\$1,019	
9263	EMPLOYEE BENEFIT-HEALTH	\$6,991.86	\$9,907	\$11,203	\$11,203	\$8,571	
9264	EMPLOYEE BENEFIT-LIFE IN	\$17.94	\$25	\$25	\$25	\$25	
9268	EMPLOYEE BENEFIT-SBS	\$3,636.73	\$4,691	\$4,878	\$4,878	\$4,878	
9269	WORKMANS COMPENSATION	\$2,334.64	\$4,509	\$4,674	\$4,674	\$4,674	
9302	MISC. GENERAL EXPENSES	\$1,972.94	\$2,500	\$3,500	\$3,500	\$3,500	
9330	ADM. & GENERAL EXPENSE	\$2,826.27	\$5,100	\$5,100	\$5,100	\$5,100	
9340	SERVICE LEASE EXPENSE	\$381.22	\$0	\$0	\$0	\$0	
9355	VEHICLE REPLACEMENT FUND	\$5,000.00	\$0	\$5,000	\$5,000	\$5,000	
	SUB TOTAL	\$74,210.18	\$87,433	\$101,404	\$101,404	\$98,537	\$0
	TOTAL WATER UTILITY	\$319,042.00	\$218,834	\$247,801	\$247,801	\$244,515	\$0
	LESS DEPRECIATION & AMORITIZ	\$133,988.87	\$0	\$0	\$0	\$0	\$0
	NET OPERATING BUDGET	\$185,053.13	\$218,834	\$247,801	\$247,801	\$244,515	\$0

CITY OF WASILLA
BUDGET COMMENTARY

DEPARTMENT: Water Utility

ACCOUNT#	
434.3450	Pays for materials for water services, key box, curb stops, corp stop etc.
434.3460	Pays for water meters that are sold to customers.
434.4030	Depreciation - replacement of plant paid for by the City.
434.4031	Sinking fund - replacement of plant paid for by others.
434.6020	Operational Supplies - Pays for charts, recorder pins, chlorine residual testing equipment, grease, oil, etc.
434.6021	Telephone Expenses - Pays MTA for Telephone Service, Spruce Ave., Lacy Laine, City Shop.
434.6022	Natural Gas Spruce Avenue - Pays Enstar for heating of Spruce Avenue Pump House.
434.6023	Natural Gas Mission Hills - Pays Enstar for fuel in heating Mission Hills.
434.6200	Salaries - Pays labor of Source and Supply and Pumping Plant operation and maintenance. 50% of temporary employee, for Summer assistance on water system \$5035. Increase includes 5% COLA and 4% merit for permanent employees.
434.6221	Power and Fuel Expense - Pays MEA for power used by Iditarod Well House.
434.6222	Power and Fuel Expense - Pays MEA for power used by Tank site PRV Station.
434.6223	Power and Fuel Expense - Pays MEA for power used by Mission Hills Pump House.
434.6224	Power and Fuel Expense - Pays MEA for power used by Lakeside Terrace Pump

CITY OF WASILLA
BUDGET COMMENTARY

DEPARTMENT: Water Utility

ACCOUNT#	
434.6225	Power and Fuel Expense - Pays MEA for power used by GVC Booster Station.
434.6226	Power and Fuel Expense - Pays MEA for power used by Lacy Laine Well House.
434.6227	Power and Fuel Expense - Pays MEA for power used by Spruce Avenue Well House.
434.6231	Operation Supplies - Pays for operational supplies for Iditarod Well, light bulbs, grease, oil, rags cleaner.
434.6232	Operation Supplies - Tank site.
434.6233	Operation Supplies - Mission Hills.
434.6234	Operation Supplies - Lakeside Terrace
434.6235	Operation Supplies - GVC.
434.6236	Operation Supplies - Lacy Laine.
434.6237	Operation Supplies - Spruce Avenue.
434.6258	Supplies and Repair - Pays for repair or replacement of pumping equipment, bearings, electric motors, impellers, seals, packing, etc.
434.6311	Operation Chemicals - Pays for Iditarod treatment.
434.6313	Operation Chemicals - Pays for Mission Hills treatment chemicals.
434.6314	Operation Chemicals - Pays for treatment chemicals Lakeside Terrace.

CITY OF WASILLA
BUDGET COMMENTARY

DEPARTMENT: Water Utility

ACCOUNT#	
434.6316	Operation Chemicals - Pays for Lacy Laine treatment chemicals.
434.6317	Operation Chemicals - Pays for Spruce Avenue treatment chemicals.
434.6321	Operation Chemicals - Pays for Iditarod Chemical feed pump repair and/or replacement.
434.6323	Operation Supplies and Repair - Pays for Mission Hills chemical feed pump repair and/or replacement.
434.6326	Operation Supplies and Repair - Pays for Lacy Laine chemical feed pump repair and /or replacement.
434.6327	Operation Supplies and Repair - Pays for Spruce Avenue chemical feed pump repair and/or replacement.
434.6358	Supplies and Repair - Pays for supplies necessary for maintenance of Treatment Plant, paint, concrete, electrical supplies, etc.
434.6400	Salaries - Pays for labor in Transmission and Distribution System operation and maintenance for permanent employees, 50% of temporary employee, for summer assistance on water system <u>\$5035</u> . Increase includes 5% COLA and 4% merit for permanent employees.
434.6410	Supplies and Expense - Pays for replacement and/or repair of Transmission and Distribution System, pipe, valves, motors.
434.6500	Reservoir Maintenance - Pays for maintenance and services of reservoir tanks; general maintenance.
434.6510	Maintenance of Mains - Replacement parts for mains, valve boxes, pipe, fittings, etc.

CITY OF WASILLA
BUDGET COMMENTARY

DEPARTMENT: Water

ACCOUNT#									
434.9230	<p>Outside Services - Pays for excavation, equipment rental, engineering lab fees for testing of water samples as required by D. E. C. and E.P.A. New costs are as follows:</p> <table data-bbox="993 506 1121 1574"> <tr> <td>Lead and copper, 110 samples at \$38/sample</td> <td>\$4180</td> </tr> <tr> <td>Resample at 50%</td> <td>\$2090</td> </tr> <tr> <td>Gross alpha 6 wells</td> <td>\$700</td> </tr> <tr> <td>Fecal coliform</td> <td>\$2000</td> </tr> </table>	Lead and copper, 110 samples at \$38/sample	\$4180	Resample at 50%	\$2090	Gross alpha 6 wells	\$700	Fecal coliform	\$2000
Lead and copper, 110 samples at \$38/sample	\$4180								
Resample at 50%	\$2090								
Gross alpha 6 wells	\$700								
Fecal coliform	\$2000								
434.9231	<p>Security Services - Pays share of security services to Guardian Security Water Department has four areas to be checked.</p>								
434.9232	<p>Communication Services - Pays departments share of Motorola repeater lease and radio repair <u>\$588</u>, McCaw Communications for lease on beepers <u>\$192</u>.</p>								
434.9233	<p>Auditors - Pays departments share of auditing expense.</p>								
434.9234	<p>Shop Lease - Pays departments share of repayment on loan for shop purchase.</p>								
434.9235	<p>Cathodic Monitoring - Pays for cathodic protection monitoring of Iditarod Tank.</p>								
434.9237	<p>Electrical Service - Pays MEA for electricity used by City Shop.</p>								
434.9240	<p>Property Insurance - Pays insurance on all well houses.</p>								
434.9250	<p>Injuries and Damages - Pays insurance for general liability and excess liability.</p>								
434.9260	<p>Retirement - Pays departments share of cost to City for employee.</p>								
434.9261	<p>ESC - Pays departments share of cost to City.</p>								
434.9262	<p>FMED - Pays departments share of cost to City.</p>								

CITY OF WASILLA
BUDGET COMMENTARY

DEPARTMENT: Water

ACCOUNT#	
434.9263	Health Insurance - Pays departments share of cost to City.
434.9268	SBS - Pays departments share of cost to City.
434.9269	Workman Compensation - Pays departments share of cost to City.
434.9302	Miscellaneous General Expense - Pays cost of training employees \$2000. Provides protective clothing \$1000. Travel expense for call out and weekend duty for employees using personal vehicle \$500.
434.9330	Gas and Lubricants - Pays for gas and oil for 1992 Dodge and 1/2 of XRM716. Pays insurance for both.
434.9355	Vehicle Replacement Fund - Pays Departments share of cost for replacing city vehicle under the approved plan.

MAJOR INCREASES:

Summer Hire	\$11,000
Vehicle Replacement	\$5000
New Sampling Requirements	\$6000
Wages and Benefits	\$6000

CITY OF WASILLA

DEPARTMENT: AIRPORT

FUND #19

BUDGET CODE#465

ACCOUNT NO.	REVENUE CLASSIFICATION	PRIOR YR.		THROUGH 12-30-9	ESTIMATE	REVISION
		ACTUAL	BUDGET			
		FY-92	FY-93	FY-94	FY-94	FY-94

	REVENUE					
31410	FUEL TAX	\$.00	\$2,500	\$0	\$0	
32210	LEASE FEES	\$.00	\$9,000	\$115	\$0	
37701	MISCELLANEOUS REVENUE	\$.00	\$500	\$1,445	\$0	
38010	TIE DOWN & PARKING FEES	\$.00	\$14,382	\$3,265	\$9,000	
	TOTAL REVENUE	\$.00	\$26,382	\$4,825	\$9,000	\$0

39200	OTHER FINANCING SOURCES					
	CONTRI. GENERAL FUND	\$.00	\$23,607	\$0	\$39,821	
	TOTAL	\$.00	\$23,607	\$0	\$39,821	\$0
	TOTAL REVENUE & OTHER	\$.00	\$49,989	\$4,825	\$48,821	\$0
	FINANCING SOURCES					
		\$.00	\$49,989	\$4,825	\$48,821	\$0
=====						

ACCOUNT EXPENDITURE

CITY OF WASILLA

DEPARTMENT: AIRPORT FUND #19 BUDGET CODE #465

ACCT. NO.	EXPENDITURE CLASSIFICATION	PRIOR YR. ACTUAL FY-92	FINAL BUDGET FY-93	DEPARTMENT REQUEST FY-94	MAYOR APPROVED FY-94	ADOPTED 7-1-93 FY-94	REVISION FY-94
1101	SALARIES	\$7,839.00	\$7,963	\$10,972	\$10,666	\$10,666	
1102	SPECIAL SALARIES	\$0.00	\$0	\$0	\$0	\$0	
1201	HEALTH INSURANCE	\$1,088.57	\$1,249	\$1,391	\$1,391	\$1,075	
1202	EMPLOYMENT SECURITY TAX	\$128.38	\$170	\$174	\$174	\$174	
1203	FMED	\$91.90	\$93	\$133	\$129	\$129	
1204	RETIREMENT	\$590.31	\$837	\$1,168	\$1,135	\$1,135	
1205	SBS	\$467.69	\$476	\$656	\$638	\$638	
1206	WORKMAN'S COMP.	\$0.00	\$401	\$518	\$504	\$504	
	SUB-TOTAL	\$10,205.85	\$11,189	\$15,012	\$14,637	\$14,321	\$0

MATERIALS & SERVICES

2101	TELEPHONE	\$0.00	\$0	\$200	\$200	\$200	
2305	ELECTRICITY	\$101.61	\$2,500	\$2,500	\$2,500	\$2,500	
2600	BUILDING MAINT.	\$0.00	\$4,000	\$1,000	\$1,000	\$1,000	
2650	SECURITY SERVICES	\$150.00	\$1,800	\$1,800	\$1,800	\$1,800	
2701	CONTINGENCY	\$7,073.43	\$1,500	\$1,500	\$1,500	\$1,500	
2802	PROPERTY INSURANCE	\$835.00	\$15,000	\$15,000	\$15,000	\$15,000	
2806	VEHICLE INSURANCE	\$0.00	\$500	\$500	\$500	\$500	
2902	VEHICLE MAINTENANCE	\$0.00	\$1,500	\$1,000	\$1,000	\$1,000	
2910	CONTRACTUAL	\$4,118.03	\$9,000	\$9,000	\$9,000	\$9,000	
3302	SUPPLIES/REPAIR PARTS	\$892.27	\$1,000	\$1,000	\$1,000	\$1,000	
3902	FUEL AND OIL	\$0.00	\$2,000	\$1,000	\$1,000	\$1,000	
	CAPITAL	\$13,170.34	\$38,800	\$34,500	\$34,500	\$34,500	\$0

TOTAL EXPENDITURES	\$23,376.19	\$49,989	\$49,512	\$49,137	\$48,821	\$0
--------------------	-------------	----------	----------	----------	----------	-----

CITY OF WASILLA

BUDGET COMMENTARY

DEPARTMENT: Airport Operations Revenue

BUDGET CODE 19.465.

ACCOUNT#	
31410	Fuel Tax
32210	Lease Fees
37701	Miscellaneous Revenue - Transient parking, late fees, etc.
38010	Tie Down and Parking Fees - Estimated 50% occupancy at \$25.00 per month.

CITY OF WASILLA
BUDGET COMMENTARY

DEPARTMENT : BUDGET CODE 19.465

ACCOUNT#	
465.1100	Salaries - 5% of Director of Public Works, 5% of Assistant Director, 5% of Field Operator 403, and 5% of Clerical. 5% of Field Operator 407 increase. Also includes COLA and merit for permanent employees.
465.1102	Special Salaries -
465.1201	Health Insurance - Pays for Departments share of City's cost of Health Insurance for permanent Public Works employees.
465.1202	Employment Security Tax - Pays for Departments share of cost to City for providing unemployment insurance.
465.1203	Social Security, Medicare - Pays for Departments share of cost of FICA for employees hired after April 1986.
465.1204	Retirement - Pays Departments share of cost of providing retirement program for permanent employees.
465.1205	Supplemental Benefit System - Pays Departments share of 6.2% cost that the City matches with employee 6.2% for annuities. Any other options selected are paid in full by employee.
465.1206	Workers Compensation Insurance - Pays Departments share of cost of providing insurance coverage for employee injury on the job.
465.2305	Electricity - Pays for electrical cost for the operation of the airport.
465.2600	Building Maintenance - Pays for electricity and heat for airport building.
465.2608	Contractual - Provides 10 grader days (8 hours each) for snow removal and 6 grader days for road/runway grader work.

CITY OF WASILLA

BUDGET COMMENTARY

DEPARTMENT: Airport

BUDGET CODE: 19.465

ACCOUNT#	
465.2650	Security - Provides three security checks daily.
465.2701	Contingency - Unknown for first season of operation.
465.2802	Property Insurance Estimated one year insurance cost.
465.2806	Vehicle Insurance Pays for insurance for the loader.
465.2902	Vehicle Maintenance Pays for maintenance on loader.
465.3302	Supplies and Repair Pays for replacement of lights, lights, fixtures, administration supplies.
465.3902	Fuel and Oil - Pays for fuel and oil for the loader.

REVENUE ESTIMATE
FISCAL YEAR 1994
SEWER UTILITY

CITY OF WASILLA

ACT. NO.	TITLE OF ACCOUNT	ACTUAL FY-92	FINAL BUDGET FY-93	THRU 12-30-92 FY-93	ESTIMATE FY-94
	OPERATING REVENUE				
3344.10	METERED SEWER SALES	140,252	155,000	93,322	185,029
3344.20	NON-METERED SEWER SALES	32,802	38,452	19,318	39,500
3344.30	SERVICE FEES	400	500	25	500
3344.40	LATE CHARGES	4,083	5,000	2,337	5,920
3344.50	CONNECTION CHARGES	375	2,300	750	2,300
3344.60	MERCHANDIZING AND JOBBING	6,928	8,200	3,449	8,200
	TOTAL OPERATING REVENUE	184,839	209,452	119,201	241,449
	OTHER FINANCING SOURCES				
337.10	INTER GOV. TRANSFER-GF	0	0	0	0
337.11	OPERATING TRANSFER-WUF	5,837	0	0	0
61.10	INTEREST INCOME	194	0	211	0
67.01	PILA WAYNE BOITZ	88	0	0	0
77.01	MISC.REV.-RADON TRUNK CHARGE	966	0	0	0
81.00	PILA-BIBLE BAPTIST TEMPLE	0	0	0	0
93.00	CIA AMORTIZATION	0	0	525	0
	TOTAL OTHER FINANCING	7,085	0	736	0
	TOTAL REVENUE	191,925	209,452	119,937	241,449

CITY OF WASILLA
DEPT: SEWER

ACT. NO.	EXPENDITURE	PRIOR YR.		FINAL BUDGET	DEPARTMENT REQUEST	MAYOR APPROVED	ADOPTED	REVISION
		ACTUAL	FY-92					
DEPRECIATION AND AMORTIZATION								
030	DEPRECIATION	346,006	0	0	0	0	0	0
031	SINKING FUND	0	0	0	0	0	0	0
SUB-TOTAL								
		346,006	0	0	0	0	0	0
COLLECTION SYSTEM OPERATION								
000	SALARIES	30,398	35,876	45,065	45,065	45,065	45,065	0
SUB TOTAL 7000 ACCOUNTS								
		30,398	35,876	45,065	45,065	45,065	45,065	0
COLLECTION SYSTEM LABOR								
011	SYSTEM INSPECTION	0	0	0	0	0	0	0
012	ROUTINE RECORD KEEPING	0	0	0	0	0	0	0
013	CLEANING & FLUSHING	0	0	0	0	0	0	0
COLLECTION SYSTEM EXPENSE								
014	TOOLS & EQUIPMENT	523	2,000	2,000	2,000	2,000	2,000	0
015	UTILITY SERVICE/ELECTRICITY	1,237	1,100	1,200	1,200	1,200	1,200	0
016	COST OF FLUSHING WATER	0	200	200	200	200	200	0
017	TRANSPORTATION EXPENSE	1,903	3,500	5,700	5,700	5,700	5,700	0
018	OPERATING SUPPLIES	200	200	200	200	200	200	0
SUB TOTAL 7010 ACCOUNTS								
		3,863	7,000	9,300	9,300	9,300	9,300	0
COLLECTION SYSTEM OPERATION								
SERVICE TO CUSTOMERS								
024	PUMP AND CONTROL EXPENSE	10,094	3,000	5,000	5,000	5,000	5,000	0
TRANSPORTATION EXPENSE								
025	TRANSPORTATION EXPENSE	15,568	12,797	13,250	13,250	13,250	13,250	0
SUB TOTAL 7020 ACCOUNTS								
		25,662	15,797	18,250	18,250	18,250	18,250	0

CITY OF WASILLA
DEPT: SEWER

ACT. NO.	EXPENDITURE	PRIOR YR. ACTUAL FY-92	FINAL BUDGET FDY-93	DEPARTMENT REQUEST FY-94	MAYOR APPROVED FY-94	ADOPTED 7-1-93 FY-94	REVISION FY-94
FLOW MEASURING DEVICE EXPENS							
7033	EQUIPMENT & TOOL EXPENSE	0	500	500	500	500	500
7030	SUB TOTAL 7030 ACCOUNTS	0	500	500	500	500	500
MISCELLANEOUS EXPENSE							
7043	OFFICE SUPPLIES	98	100	100	100	100	100
7044	SAFETY EQUIPMENT	1,879	2,000	2,000	2,000	2,000	2,000
	SUB TOTAL 7040 ACCOUNTS	1,977	2,100	2,100	2,100	2,100	2,100
7050	RENTS	4,809	5,040	5,040	5,040	5,040	5,040
	SUB TOTAL	4,809	5,040	5,040	5,040	5,040	5,040
COLLECTION SYS. MAINTENANCE							
7110	MAINTENANCE ON STRUCTURES	125	500	500	500	500	500
7120	COLLECT. SYSTEM SEWER MAINT.	533	12,500	12,500	4,500	4,500	4,500
7130	SERVICE TO CUSTOMERS	1,905	3,000	3,000	3,000	3,000	3,000
7131	PUMPING AND THAWING	914	2,000	2,000	2,000	2,000	2,000
	SUB TOTAL 7100 ACCOUNTS	3,477	18,000	18,000	10,000	10,000	10,000
COLLECTION SYSTEM OPERATION & MAINTENANCE SUB TOTAL							
		70,185	84,313	98,255	90,255	90,255	90,255
							0