

Ketchikan Gateway Borough
FY 2011 Budget - Revenues and Appropriations
North Tongass Fire & EMS Service Area - 890

DESCRIPTION	FY 09 ACTUAL	FY 10			FY 11 BUDGET	FY 11 - FY 10 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
Fund Balance July 1	(937,287)	(842,503)	(842,503)	(842,503)	(777,461)	65,042	-8%
Revenues:							
4010 Property Taxes	552,497	581,385	581,385	550,385	589,379	38,994	7%
4020 Business & Personal Taxes	5,239	5,561	5,561	6,100	-	(6,100)	-100%
4060 Automobile Taxes	6,356	5,000	5,000	5,000	5,000	-	
4150 Sr Citizen Local Contrib.	(32,400)	(32,400)	(32,400)	(32,400)	(40,404)	(8,004)	25%
4220 State Revenue Sharing	21,158	-	-	-	-	-	
4305 Interest Income	5,224	-	-	6,500	-	(6,500)	-100%
4394 Ems Revenue	57,458	48,000	48,000	53,000	53,000	-	
4395 Annual Service Area Fee	112,743	115,000	115,000	114,585	115,000	415	
Total Revenues	728,275	722,546	722,546	703,170	721,975	18,805	3%
Appropriations:							
5100 Employee Pay	164,238	172,906	172,906	177,906	184,336	6,430	4%
5110 Overtime Pay	9,502	10,000	10,000	10,000	10,000	-	
5120 Temporary Pay	37,065	42,000	42,000	39,000	42,000	3,000	8%
5200 Taxes & Benefits	126,750	118,726	118,726	120,800	129,398	8,598	7%
5300 Travel & Training	18,780	19,750	19,750	9,250	7,500	(1,750)	-19%
5400 Uniform Allowance	2,817	7,300	7,300	7,300	9,000	1,700	23%
6010 Office Supplies	3,171	2,500	2,500	2,500	2,750	250	10%
6011 Operating Supplies	15,883	12,000	12,000	10,500	11,500	1,000	10%
6015 Books & Software	2,110	2,500	2,500	2,500	2,500	-	
6020 Dues & Publications	745	750	750	750	850	100	13%
6030 Publishing Expense	-	500	500	500	500	-	
6040 Community Promotions	115	500	500	500	500	-	
6045 Training/Meeting Food	-	-	-	-	750	750	
6060 Rentals	519	1,500	1,500	1,250	500	(750)	-60%
6070 Postage	401	800	800	650	800	150	23%
6080 Professional Services	1,747	-	-	500	500	-	
6082 Employee Recruitment	30	1,000	1,000	1,000	-	(1,000)	-100%
6090 Contractual Services	2,491	7,000	7,000	6,500	5,200	(1,300)	-20%
6100 Insurance	11,428	12,638	12,638	12,638	10,393	(2,245)	-18%
6110 Medical Expense	823	3,250	3,250	2,750	2,250	(500)	-18%
6130 Administrative Fees	30,542	30,763	30,763	30,763	35,758	4,995	16%
6140 Debt Service	36,560	31,816	31,816	31,816	19,992	(11,824)	-37%
6310 Electricity	13,394	12,300	12,300	12,300	15,120	2,820	23%
6312 Electricity/Street Lights	(2,586)	-	-	-	-	-	
6330 Telephone	5,791	3,840	3,840	3,840	3,543	(297)	-8%
6331 Long Distance	305	1,000	1,000	550	1,000	450	82%
6360 Reimbursable Expenses	390	600	600	600	-	(600)	-100%
6370 Mileage Reimbursement	-	-	-	-	300	300	
6430 Building Maintenance	11,794	8,000	8,000	8,000	8,000	-	
6431 Heating Fuel	8,690	17,280	17,280	16,250	14,000	(2,250)	-14%
6450 Equipment Maintenance	13,084	9,500	9,500	9,500	8,750	(750)	-8%
6460 Vehicle Maintenance	10,983	6,000	6,000	6,000	10,000	4,000	67%
6461 Vehicle Fuel & Oil	6,288	8,280	8,280	8,280	9,040	760	9%
6525 Small Equipment Purchases	28,863	30,300	30,300	30,300	23,000	(7,300)	-24%

Ketchikan Gateway Borough

FY 2011 Budget - Revenues and Appropriations

North Tongass Fire & EMS Service Area - 890

DESCRIPTION	FY 09 ACTUAL	FY 10			FY 11 BUDGET	FY 11 - FY 10 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
6530 Equipment Purchases	11,594	45,000	45,000	-	67,000	67,000	
6540 Capital Improvements - St. 6	739	16,000	16,000	-	32,000	32,000	
6540 Capital Improvements - Resc. 8	-	5,000	5,000	15,000	-	(15,000)	-100%
6600 Interfund Transfer - Capital Lease	51,155	51,155	51,155	51,155	51,155	-	
6610 Interfund Transfer - Sewer	480	480	480	480	480	-	
6700 Bad Debt Expense	6,810	5,000	5,000	6,500	6,500	-	
Total Appropriations	633,491	697,934	697,934	638,128	726,865	88,737	14%
Excess Revenues over (under) Expenditures	94,784	24,612	24,612	65,042	(4,890)	(69,932)	-108%
Fund Balance June 30	(842,503)	(817,891)	(817,891)	(777,461)	(782,351)	(4,890)	
AUTHORIZED PERSONNEL	FY 09		FY 10		FY 11		
Fire Chief	1.00		1.00		1.00		
EMS Lieutenant	1.00		-		-		
Captain	-		1.00		1.00		
Firefighter/EMT	1.00		1.00		1.00		
FULL-TIME EMPLOYEES	<u>3.00</u>		<u>3.00</u>		<u>3.00</u>		

**Ketchikan Gateway Borough
Budget Worksheet - Budget Year 2011**

North Tongass Fire Department	890			
Department	Dept. #	Prepared By	Date	
4010 - Property Taxes				
346,693,400 0.0017				589,379
4010 - TOTAL PROPERTY TAXES				589,379
4060 - Automobile Taxes				
				5,000
4060 - TOTAL AUTOMOBILE TAXES				5,000
4150 - Senior Citizens Local Contributions				
23,767,059 0.0017				(40,404)
4150 - TOTAL SR. CITIZENS LOCAL CONTRIBUTIONS				(40,404)
4394 - EMS Revenue				
				53,000
4394 - TOTAL EMS REVENUE				53,000
4395 - Annual Service Area Fee				
				115,000
4395 - TOTAL ANNUAL SERVICE AREA FEE				115,000

Ketchikan Gateway Borough
FY 2011 Budget - Revenues and Appropriations
North Tongass Fire - 890-00-000

DESCRIPTION	FY 09 ACTUAL	FY 10			FY 11 BUDGET	FY 11 - FY 10 EST.	
		ADOPTED	FINAL	ESTIMATED		\$	%
5100 Employee Pay	164,238	172,906	172,906	177,906	184,336	6,430	4%
5110 Overtime Pay	9,502	10,000	10,000	10,000	10,000	-	
5120 Temporary Pay	37,065	42,000	42,000	39,000	37,000	(2,000)	-5%
5200 Taxes & Benefits	126,750	118,726	118,726	120,800	129,398	8,598	7%
5300 Travel & Training	18,780	19,750	19,750	9,250	7,500	(1,750)	-19%
5400 Uniform Allowance	2,817	7,300	7,300	7,300	6,500	(800)	-11%
6010 Office Supplies	3,171	2,500	2,500	2,500	2,750	250	10%
6011 Operating Supplies	15,883	12,000	12,000	10,500	4,500	(6,000)	-57%
6015 Books & Software	2,110	2,500	2,500	2,500	2,500	-	
6020 Dues & Publications	745	750	750	750	850	100	13%
6030 Publishing Expense	-	500	500	500	500	-	
6040 Community Promotions	115	500	500	500	500	-	
6045 Training/Meeting Food	-	-	-	-	750	750	
6060 Rentals	519	1,500	1,500	1,250	500	(750)	-60%
6070 Postage	401	800	800	650	800	150	23%
6080 Professional Services	1,747	-	-	500	500	-	
6082 Employee Recruitment	30	1,000	1,000	1,000	-	(1,000)	-100%
6090 Contractual Services	2,491	7,000	7,000	6,500	2,000	(4,500)	-69%
6100 Insurance	11,428	12,638	12,638	12,638	10,393	(2,245)	-18%
6110 Medical Expense	823	3,250	3,250	2,750	2,250	(500)	-18%
6130 Administrative Fees	30,542	30,763	30,763	30,763	33,616	2,853	9%
6140 Debt Service	36,560	31,816	31,816	31,816	19,992	(11,824)	-37%
6310 Electricity	13,394	12,300	12,300	12,300	15,120	2,820	23%
6312 Electricity/Street Lights	(2,586)	-	-	-	-	-	
6330 Telephone	5,791	3,840	3,840	3,840	3,543	(297)	-8%
6331 Long Distance	305	1,000	1,000	550	1,000	450	82%
6360 Reimbursable Expenses	390	600	600	600	-	(600)	-100%
6370 Mileage Reimbursement	-	-	-	-	300	300	
6430 Building Maintenance	11,794	8,000	8,000	8,000	8,000	-	
6431 Heating Fuel	8,690	17,280	17,280	16,250	14,000	(2,250)	-14%
6450 Equipment Maintenance	13,084	9,500	9,500	9,500	4,750	(4,750)	-50%
6460 Vehicle Maintenance	10,983	6,000	6,000	6,000	6,000	-	
6461 Vehicle Fuel & Oil	6,288	8,280	8,280	8,280	9,040	760	9%
6525 Small Equipment Purchases	28,863	30,300	30,300	30,300	8,000	(22,300)	-74%
6530 Equipment Purchase	11,594	45,000	45,000	-	67,000	67,000	
6540 Capital Improvements - Station 6	739	16,000	16,000	-	32,000	32,000	
6540 Capital Improvements - Rescue 8	-	5,000	5,000	15,000	-	(15,000)	-100%
6600 Interfund Transfer - Capital Lease	51,155	51,155	51,155	51,155	51,155	-	
6610 Interfund Transfer - Sewer	480	480	480	480	480	-	
6700 Bad Debt Expense	6,810	5,000	5,000	6,500	6,500	-	
Total Appropriations	633,491	697,934	697,934	638,128	684,023	45,895	7%

**Ketchikan Gateway Borough
Budget Worksheet - Budget Year 2011**

North Tongass Fire Department	890-90-000		
Department	Dept. #	Prepared By	Date
5400 - UNIFORM ALLOWANCE		Type*	Quantity
Turnouts (coats, pants, boots, gloves, helmet, etc.)		R	
Uniforms and Clothing, Badges		R	
5400 - TOTAL UNIFORM ALLOWANCE			6,500
6010 - SUPPLIES			
Misc. supplies, including but not limited to: general office and cleaning supplies.		R	
6010 - TOTAL SUPPLIES			2,750
6011 - OPERATING SUPPLIES			
Operating supplies not related to EMS operations		R	
6011 - TOTAL OPERATING SUPPLIES			4,500
6015 - BOOKS & SOFTWARE			
Software Upgrade & Books			1,550
NFPA Software Subscription			750
Computer Access @ ER		R	200
6015 - TOTAL BOOKS & SOFTWARE			2,500
6020 - DUES & PUBLICATIONS			
Trade Magazine subscriptions and dues not limited to NFPA, ASFA and ASFCA		R	
6020 - TOTAL DUES & PUBLICATIONS			850
6030 - PUBLISHING			
Recruitment ads		R	
6030 - TOTAL PUBLISHING			500
6040 - COMMUNITY PROMOTIONS			
Brochures and pamphlets for community awareness		R	
6040 - TOTAL COMMUNITY PROMOTIONS			500
6045 - TRAINING/MEETING FOOD			
		R	
6045 - TOTAL TRAINING/MEETING FOOD			750

**Ketchikan Gateway Borough
Budget Worksheet - Budget Year 2011**

North Tongass Fire Department	890-90-000		
Department	Dept. #	Prepared By	Date
		Type*	Quantity
6060 - RENTALS			Unit Price
			Budget Request
Equipment rental for Station construction or training grounds		R	500
6060 - TOTAL RENTALS			500
6070 - POSTAGE			
Regular mailings		R	800
6070 - TOTAL POSTAGE			800
6080 - PROFESSIONAL SERVICES			
Station 8 Training Area Consulting		1	500
6080 - TOTAL PROFESSIONAL SERVICES			500
6090 - CONTRACTUAL SERVICES			
Snow Plowing		C	2,000
6090 - TOTAL CONTRACTUAL SERVICES			2,000
6100 - INSURANCE			
Property & liability		R	2,832
Additional medic, rescue rig, fire safety trailer		R	7,561
6100 - TOTAL INSURANCE			10,393
6110 - MEDICAL EXPENSE			
Physicals		R	1,000
TB Tests		R	500
Hepatitis A & B shots		R	750
6110 - TOTAL MEDICAL EXPENSE			2,250
6130 - ADMINISTRATIVE FEES			
Staff support for service area		R	33,616
6130 - TOTAL ADMISISTRATIVE FEES			33,616
6140 - DEBT SERVICE			
Land Trust Loans			Principal
Buildings & Equipment			Interest
			19,992
		367,443	19,992
6140 - TOTAL DEBT SERVICE			19,992

**Ketchikan Gateway Borough
Budget Worksheet - Budget Year 2011**

North Tongass Fire Department	890-90-000		
Department	Dept. #	Prepared By	Date
6310 - ELECTRICITY		Type*	Quantity
Electricity Station 6	\$450 (Ave)* 14.4 (est. 20% increase over last year 12*1.2)	R	7,560
Electricity Station 8	\$450 (Ave)* 14.4 (est. 20% increase over last year 12*1.2)	R	7,560
6310 - TOTAL ELECTRICITY			15,120
6330 - TELEPHONE			
Telephone @ Station 6	\$35*12*1.1 (est. 10% increase over last year)	R	420
Telephone @ Station 8	\$70 *12*1.1 (est. 10% increase over last year)	R	840
GCI @ Station 6	\$12*12*1.1 (est. 10% increase over last year)	R	156
KPU DSL @ Station 8	\$145*12*1.1 (est. 10% increase over last year)	R	1,827
Cell phones			300
6330 - TOTAL TELEPHONE			3,543
6331 - LONG DISTANCE			
Long Distance			1,000
6331 - TOTAL LONG DISTANCE			1,000
6370 - MILEAGE REIMBURSEMENT			
Mileage		R	300
6370 - TOTAL MILEAGE REIMBURSEMENT			300
6430 - BUILDING MAINTENANCE			
General maintenance and station repair	Outside lighting for Station 6 & 8	R	8,000
6430 - TOTAL BUILDING MAINTENANCE			8,000
6431 - HEATING FUEL			
Station 6	2000 gal * 3.5	R	7,000
Station 8	2000 gal * 3.5	R	7,000
6431 - TOTAL HEATING FUEL			14,000
6450 - EQUIPMENT MAINTENANCE			
Maintenance to small equipment including but not limited to breakdowns & general repair.		1	3,000
Maintenance to small equipment including but not limited to calibrations, testing and certifications		R	1,750
6450 - TOTAL EQUIPMENT MAINTENANCE			4,750

**Ketchikan Gateway Borough
Budget Worksheet - Budget Year 2011**

North Tongass Fire Department	890-90-000		
Department	Dept. #	Prepared By	Date
6460 - VEHICLE MAINTENANCE		Type*	Quantity
Labor & Parts		R	6,000
6460 - TOTAL VEHICLE MAINTENANCE			6,000
6461 - VEHICLE FUEL & OIL			
Diesel Fuel (Rigs)		R	6,300
Gasoline (Staff Use)		R	2,400
Gasoline (Equipment)		R	340
6461 - TOTAL VEHICLE FUEL & OIL			9,040
6525 - SMALL EQUIPMENT PURCHASES			
Sm. Equipment \$4000, \$2000 deferred to Equipment purchases \$2000 Grant Match Rural Fire Assistance Grant		1	8,000
6525 - TOTAL SMALL EQUIPMENT PURCHASES			8,000
6530 - EQUIPMENT PURCHASES			
Light Tower for R8	M-6 retro fit carry over 45,000	1	67,000
6530 - TOTAL EQUIPMENT PURCHASES			67,000
6540 - CAPITAL IMPROVEMENTS			
Station 6			
(Access Improvements) Grade improvement & surfacing of driveway & parking lot.	Carry over 16,000	1	32,000
Subtotal - Station 6			32,000
6540 - TOTAL CAPITAL IMPROVEMENTS			32,000
6600 - INTERFUND TRANSFER			
Debt Service			51,155
6600 - TOTAL INTERFUND TRANSFERS			51,155
6610 - INTERFUND TRANSFER - SEWER FEES			
Sewer fees Station 6 to Wastewater		R	240
Sewer fees Station 8 to Wastewater		R	240
6610 - TOTAL INTERFUND TRANSFER - SEWER FEES			480
6700 - BAD DEBT EXPENSE			
Estimate for 09	Write off on non-collectibles	R	6,500
6700 - TOTAL BAD DEBT EXPENSE			6,500

Ketchikan Gateway Borough
FY 2011 Budget - Appropriations
General Fund - North Tongass EMS 890-90-005

DESCRIPTION		FY 09 ACTUAL	FY 10			FY 11 BUDGET	FY 11 - FY 10 EST.	
			ADOPTED	FINAL	ESTIMATED		\$	%
5400	Uniform Allowance	-	-	-	-	2,500	2,500	
6011	Operating Supplies	-	-	-	-	7,000	7,000	
6090	Contractual Services	-	-	-	-	3,200	3,200	
6130	Administrative Fees	-	-	-	-	2,142	2,142	
6450	Equipment Maintenance	-	-	-	-	4,000	4,000	
6460	Vehicle Maintenance	-	-	-	-	4,000	4,000	
6525	Small Equipment Purchases	-	-	-	-	15,000	15,000	
Total Appropriations		-	-	-	-	37,842	22,842	

**Ketchikan Gateway Borough
Budget Worksheet - Budget Year 2011**

North Tongass Fire Department	890-90-005		
Department	Dept. #	Prepared By	Date
		Type*	Quantity
5400 - UNIFORM ALLOWANCE			Unit Price
EMS Gear		R	Budget Request
			2,500
5400 - TOTAL UNIFORM ALLOWANCE			2,500
6011 - OPERATING SUPPLIES			
EMS Consumables		R	7,000
6011 - TOTAL OPERATING SUPPLIES			7,000
6090 - CONTRACTUAL SERVICES			
EMS Billing			3,200
6090 - TOTAL CONTRACTUAL SERVICES			3,200
6130 - ADMINISTRATIVE FEES			
			2,142
6130 - TOTAL ADMINISTRATIVE FEES			2,142
6450 - EQUIPMENT MAINTENANCE			
Maintenance to small equipment including but not limited to breakdowns & general repair.		1	2,500
Maintenance to small equipment including but not limited to calibrations, testing and certifications		R	1,500
6450 - TOTAL EQUIPMENT MAINTENANCE			4,000
6460 - VEHICLE MAINTENANCE			
Labor & Parts		R	4,000
6460 - TOTAL VEHICLE MAINTENANCE			4,000
6525 - SMALL EQUIPMENT PURCHASES			
Sm. Equipment \$4000, Training Room Equip \$5000, Grant match \$6000 Assistance to FF, EMS Training Equipment		1	15,000
6525 - TOTAL SMALL EQUIPMENT PURCHASES			15,000

*R = Recurring

C = Contractual

1 = One time cost

**Ketchikan Gateway Borough
Personnel Wage/Salary Detail - Budget Year 2011**

North Tongass Fire Department									890				
Department									Dept. #		Prepared by		Date
Position	24 Pay Periods												
	Anniver- sary Date	Wage on 6/30/10	COLA 0%	# Pay Periods	Semi-Month Wage	STEP %	# Pay Periods	Semi-Month Wage	5100 Annual Salary	5110 Overtime	Temp	Total Pay	
Fire Chief	2/5	3,276		14	3,276	1.5%	10	3,325	79,114			79,114	
Captain	1/1	2,326		12	2,326	1.5%	12	2,361	56,244			56,244	
Firefighter/Medic	7/30	1,953	3.0%	1	2,012	1.5%	23	2,042	48,978			48,978	
30 Volunteers (Drills)				1,000	20						20,000	20,000	
12 Volunteers (Call-Outs)				600	20						12,000	12,000	
EMS Calls				250	20						5,000	5,000	
Temporary Labor											5,000	5,000	
Overtime										10,000		10,000	
Totals									184,336	10,000	42,000	236,336	

**Ketchikan Gateway Borough
Fringe Benefits Detail - Budget Year 2011**

North Tongass Fire Department			890				
Department			Dept. #	Prepared by		Date	
Position	Annual Salary	FICA/ MEDFICA	Workers' Comp	1% Unempl.	22.00% P.E.R.S.	Health Insur.	Benefit Total
Fire Chief	79,114	6,052	4,826	791	17,405	15,360	44,434
Captain	56,244	4,303	3,431	562	12,374	15,360	36,030
Firefighter/Medic	48,978	3,747	2,988	490	10,775	23,640	41,640
30 Volunteers (Drills)	20,000	1,530	-	200	-	-	1,730
12 Volunteers (Call-Outs)	12,000	918	-	120	-	-	1,038
EMS Calls	5,000	383	-	50	-	-	433
Temporary Pay (30 vols * 2,000 * 0.0838)	5,000	383	-	50	-	-	433
		3,660	3,660				3,660
Totals	226,336	17,316	14,905	2,263	40,554	54,360	129,398
% Benefit to Salary		6.20%	5.27%	1.00%	22.00%		57.17%

Ketchikan Gateway Borough
Travel & Training Budget - Budget Year 2011

North Tongass Fire Department		890					
Department		Dept. #		Prepared By		Date	
Travel & Training	Location and	Dates and No.	* Travel Information				
Employee Name & Position	Reason for Trip/Training	of Days Required	Vehicle	Per Diem	Lodging	Other	Total
State EMS Symposium	To						2,000
SE EMS Symposium	be						2,000
National Fire Academy Classes							1,500
Recertification Courses							500
EMT II/III Training							500
ETT Class							500
CPR/EFA Classes							500
Totals			-	-	-	-	7,500

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

Lodging = Hotel

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

Other = Registration fees, etc.