



City and Borough of Sitka

TRAVEL AND TRAINING
SUMMARY

FISCAL YEAR 2011

**City and Borough of Sitka
Travel and Training Budget
General Fund**

Department

Amount

Assembly/Administrator

AML Legislative Committees Summer & Spring	\$ 4,500
SE Conference Mid-Winter Summit	\$ 2,500
SE Conference Mid-Winter Summit Registration	\$ 1,200
AK Mayor's Conference	\$ 1,000
AK Mayor's Conference Registration	\$ 150
Coastal Management Regional Conference	\$ 400
Spring Legis Trip	\$ 11,500
Congressional Delegation DC	\$ 6,000
AML	\$ 10,500
AML Registration fees	\$ 1,200
SE Conference Annual Meeting	\$ 2,500
SE Conference Annual Meeting - Registration	\$ 1,200
Professional Development II (50%)	\$ 875
AAMC (50%)	\$ 825
Human Resource Management Conference (SHRM)	\$ 3,500
Sub Total	\$ 47,850

Legal

Alaska Legislative Finance & Revenue Subcommittee	\$ 1,600
Alaska Bar Association Convention	\$ 1,700
AAMA/AML Conference	\$ 1,400
IMLA Conference	\$ 2,658
Sub Total	\$ 7,358

Clerk

IIMC (International Institute of Municipal Clerks)	\$ 2,400
Clerks Institute PDIII	\$ 875
AML (AK. Municipal League)	\$ 600
AAMC (AK Assoc. of Municipal Clerks)	\$ 2,475
Sub Total	\$ 6,350

Finance

AGFOA - Fall conference - 3 employees	\$ 2,400
AGFOA - Spring conference - 4 employees	\$ 4,000
GFOA Class - Staff	\$ 2,000
Various local courses - Staff	\$ 1,500
Sub Total	\$ 9,900

**City and Borough of Sitka
Travel and Training Budget
General Fund**

<u>Department</u>	<u>Amount</u>
<u>Assessing</u>	
Appraisal Requirements	\$ 3,800
Excel Class	\$ 150
Sub Total	\$ 3,950
<u>Planning</u>	
Meetings with GIS Consultants and data providers	\$ 3,800
Sub Total	\$ 3,800
<u>Police</u>	
Management level training, 2 Lieutenants	\$ 3,000
Chief's meetings, APOA Crime, IACP)	\$ 2,000
Major Crime Scene Investigations - 2 Officers	\$ 10,000
Major Case Management - 2 Officers	\$ 4,500
Front Line Supervision - 1 Officer	\$ 3,000
Reid Interview School - 3 Officers	\$ 7,500
Physical Means of Arrest (PMA) - 1 Officer	\$ 2,500
Taser Instructor Recert - 1 Officer	\$ 2,500
Communication Officer Level 1	\$ 6,000
Crisis Management for Dispatchers	\$ 4,500
National American Humane Conference	\$ 2,000
Advanced Inservice Correctional Training	\$ 2,500
Sub Total	\$ 50,000
<u>Fire</u>	
Firefighter Training	\$ 4,000
Dive Training	\$ 4,000
Training Materials	\$ 3,000
Fire Engineering School	\$ 3,000
National Fire Academy	\$ 500
ASFA Conference	\$ 7,000
Fire Arson Conference	\$ 2,000
Sub Total	\$ 23,500

**City and Borough of Sitka
Travel and Training Budget
General Fund**

Department

Amount

Ambulance

Recertifications	\$	2,000
Local CME Classes	\$	4,000
Physician Training	\$	3,000
Training Materials	\$	3,000
EMS Conferences	\$	3,000
Paramedic Refresher	\$	2,000
Sub Total	\$	17,000

SAR

CPR, Wilderness & EMT Classes - All Volunteers	\$	6,000
Local Training Transportation - All Volunteers	\$	2,500
Marine Safety Training - All Volunteers	\$	1,000
Sub Total	\$	9,500

Public Works Administration

Public Works Director	\$	2,500
Operations Chief	\$	3,500
Sub Total	\$	6,000

Engineering

12 credit hours to retain PE License	\$	6,240
Alaska P.E. Requirement for new Municipal Engineer	\$	3,055
Sub Total	\$	9,295

Streets

CPR and First Aid	\$	700
Wastewater certifications	\$	800
Hazardous materials refresher	\$	1,500
Traffic control	\$	1,000
Sub Total	\$	4,000

Recreation

CPR and First Aid	\$	665
Training / Certifications	\$	1,568
Sub Total	\$	2,233

**City and Borough of Sitka
Travel and Training Budget
General Fund**

Department

Amount

Building Official

Blding Inspector II - Travel/testing to obtain Cerified Blding Official	\$	3,130
Building Official - Fire Marshal's Forum	\$	3,130
Sub Total	\$	6,260

Library

AKLA Conference (Library Director)	\$	800
AKLA Conference (Youth Services Librarian)	\$	800
Sub Total	\$	1,600

TOTAL GENERAL FUND TRAVEL AND TRAINING	\$	208,596
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**City and Borough of Sitka
Travel and Training Budget
Enterprise & Internal Service Funds**

Fund/Description	Amount
<u>ELECTRIC FUND</u>	
S.E. Conference - Energy Comm.- Utility Director	\$ 2,000
S.E. Conference - Annual Meeting - Utility Director	\$ 3,000
NHA Conference - Utility Director	\$ 2,500
Lobbying & Government Relations - Utility Director	\$ 1,500
State & Regional Utility Conf/Training - System Engineer	\$ 3,000
State & Regional Utility Conf/Training - T&D System Manager	\$ 5,000
State & Regional Utility Conf/Training - Generation System Manager	\$ 5,000
Air Quality Permitting/ADEC	\$ 2,000
Safety & Training - Operators/Mechanics/Technicians	\$ 3,000
Job training & safety- Lineman	\$ 7,500
Metering - Meter Technicians	<u>\$ 5,000</u>
Total Electric Fund Travel & Training	\$ 39,500
<u>WATER FUND</u>	
Water distribution operator's continuing education credits related to state operator certification and other required certificates e.g. Hazwopper & Hazardous site worker, Flagger & Traffic Safety, Trench Safety, etc.	\$ 4,400
Water treatment operator's continuing education credits related to state operator certification, microbiological laboratory training and other required certificates e.g. Hazwopper & Hazardous site worker, etc..	<u>\$ 6,000</u>
Total Water Fund Travel & Training	\$ 10,400
<u>WASTEWATER FUND</u>	
Wastewater collection operator's continuing education credits related to state operator certification and other required certificates e.g. Hazwopper & Hazardous site worker, Flagger & Traffic Safety, Trench safety, etc.	\$ 4,500
Wastewater treatment operator's continuing education credits related to state operator certification, laboratory training and other required certificates e.g. Hazwopper & Hazardous site worker, etc..	<u>\$ 6,000</u>
Total Wastewater Fund Travel & Training	\$ 10,500

**City and Borough of Sitka
Travel and Training Budget
Enterprise & Internal Service Funds**

Fund/Description	Amount
<u>SOLID WASTE FUND</u>	
HAZMAT Training	\$ 500
SW Training / Certification	\$ 3,200
Asbestos training	\$ 500
CPR and First Aid	\$ 200
SWANA Training	<u>\$ 3,800</u>
Total Solid Waste Fund Travel & Training	\$ 8,200
<u>HARBOR FUND</u>	
Pacific Coast Congress Conference - Kodiak, AK	\$ 1,500
Alaska Harbormaster Conference - Wrangell, AK	\$ 1,500
Security Training - TWIC Requirements - Juneau, AK	\$ 1,500
Educational & Safety Training, First Aid, CPR, First Responders Fire Training, Hazardous Material & Homeland Security Training - TWIC Requirement	\$ 2,000
	<u>\$ 3,000</u>
Total Harbor Fund Travel & Training	\$ 9,500
<u>SAWMILL COVE INDUSTRIAL COMPLEX FUND</u>	
CPR and First Aid	<u>\$ 200</u>
Total Sawmill Cove Industrial Complex Fund Travel & Training	\$ 200
<u>MANAGEMENT INFORMATION SYSTEMS FUND</u>	
NWS User group	\$ 3,000
Web Development	\$ 4,000
E-Gov Development	\$ 3,500
Network training	\$ 4,000
Miscellaneous (Text books, online classes, self-study)	\$ 2,000
Total Management Information Systems Fund Travel & Training	\$ 16,500
<u>CENTRAL GARAGE FUND</u>	
CPR & First Aid	\$ 300
Training /Certifications	<u>\$ 2,100</u>
Total Central Garage Fund Travel & Training	\$ 2,400

**City and Borough of Sitka
Travel and Training Budget
Enterprise & Internal Service Funds**

Fund/Description	Amount
<u>BUILDING MAINTENANCE FUND</u>	
Facility Maintenance - Wilbur	\$ 2,900
Boiler Certification	<u>\$ 800</u>
Total Building Maintenance Fund Travel & Training	\$ 3,700
TOTAL ENTERPRISE AND INTERNAL SERVICE FUNDS	
TRAVEL AND TRAINING	<u><u>\$ 100,900</u></u>