



**City and Borough of Sitka**

**TRAVEL AND TRAINING**  
**SUMMARY**

**FISCAL YEAR 2014**

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

**Department**

**Amount**

**Assembly/Administrator**

AML Legislative Committees Summer & Registration	\$ 4,500
SE Conference Mid-Winter Summit and Registration	\$ 2,500
Alaska Mayor's Conference and Registration	\$ 1,700
AML Winter and State Legislative Trip	\$ 3,900
Congressional Delegation DC Trip	\$ 7,500
AML and Registration Fees	\$ 9,500
SE Conference Annual Meeting & Registration	\$ 2,000
AAMC (50%)	\$ 900
SHRM Conference	\$ 2,500
Northwest Clerk's Professional Development IV (50%)	\$ 800
<b>Sub Total</b>	<b>\$ 35,800</b>

**Legal**

IMLA Conference	\$ 2,171
AML/AMAA Conference	\$ 2,256
Criminal Law/Municipal Law Training for new Attorney	\$ 3,000
Alaska Bar Conference	\$ 2,217
<b>Sub Total</b>	<b>\$ 9,644</b>

**Clerk**

IIMC (International Institute of Municipal Clerks) - Clerk	\$ 2,600
AML (AK. Municipal League)	\$ 600
AAMC (AK Assoc. of Municipal Clerks)	\$ 3,000
Professional Development I (50%)	\$ 800
<b>Sub Total</b>	<b>\$ 7,000</b>

**Finance**

AGFOA - Fall conference - FD, DFD & 1 employees	\$ 4,500
AGFOA - Spring conference (Sitka) - 12 employees	\$ 3,000
GFOA Conference - DFD	\$ 1,700
GFOA Professional Development Training - FD	\$ 2,000
Staff Training - Webinars 2 @ \$500	\$ 1,000
Education assistance	\$ 500
New World Users Conference - 4 employees	\$ 7,000
<b>Sub Total</b>	<b>\$ 19,700</b>

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

**Department**

**Amount**

**Assessing**

IAAO Course	\$	1,800
AAAO Summer Conference	\$	1,600
AAAO Winter Conference	\$	800
<b>Sub Total</b>	<b>\$</b>	<b>4,200</b>

**Planning**

Meetings with GIS Consultants and data providers	\$	2,000
<b>Sub Total</b>	<b>\$</b>	<b>2,000</b>

**Police**

Admin or Management Training	\$	5,000
Technical Training - Computer/Software	\$	5,000
Patrol Certification Training	\$	25,000
Communication/Crisis Management Training	\$	5,500
Animal Control Humane Conference	\$	2,000
Correctional Certified Training	\$	2,500
<b>Sub Total</b>	<b>\$</b>	<b>45,000</b>

**Fire**

Firefighter Training	\$	5,000
Dive Training	\$	2,500
Training Materials	\$	2,500
National Fire Academy	\$	500
ASFA Conference	\$	7,000
Fire Arson Conference	\$	2,000
Fire Marshall Class	\$	2,500
<b>Sub Total</b>	<b>\$</b>	<b>22,000</b>

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

<u>Department</u>	<u>Amount</u>
<b><u>Ambulance</u></b>	
Recertifications	\$ 2,000
Local CME Classes	\$ 3,000
Physician Training	\$ 2,500
Training Materials	\$ 3,000
EMS Conferences	\$ 3,000
Paramedic Refresher	\$ 2,000
<b>Sub Total</b>	<b>\$ 15,500</b>
<b><u>SAR</u></b>	
CPR, WFR & EMT Training - All Volunteers	\$ 3,000
Local Transport - All Volunteers	\$ 2,000
<b>Sub Total</b>	<b>\$ 5,000</b>
<b><u>Public Works Administration</u></b>	
Public Works Director	\$ 2,500
Maintenance & Operations Manager	\$ 2,500
<b>Sub Total</b>	<b>\$ 5,000</b>
<b><u>Engineering</u></b>	
Engineering Classes - +16 contract hours for 4 Engineers	\$ 6,000
<b>Sub Total</b>	<b>\$ 6,000</b>
<b><u>Streets</u></b>	
Wastewater Certifications	\$ 800
Haz mat Refreshers	\$ 900
Traffic Control	\$ 600
<b>Sub Total</b>	<b>\$ 2,300</b>
<b><u>Recreation</u></b>	
Training/Certifications	\$ 2,135
<b>Sub Total</b>	<b>\$ 2,135</b>

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

**Department**

**Amount**

**Building Official**

Blding Inspector II - Building Plans Examiner	\$ 3,750
Building Official - Certified Blding Official, Annual State Official Forum	\$ 3,750
<b>Sub Total</b>	<b>\$ 7,500</b>

**Library**

Alaska Library Associaton - Director	\$ 1,000
Technical - SIRSI Training	\$ 2,000
Alaska Library Associaton - Youth Services	\$ 1,000
<b>Sub Total</b>	<b>\$ 4,000</b>

**TOTAL GENERAL FUND TRAVEL AND TRAINING** **\$ 192,779**

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

<b>Fund/Description</b>	<b>Amount</b>
<b><u>ELECTRIC FUND</u></b>	
S.E. Conference - Energy Comm.- Utility Director	\$ 1,000
NWPPA Biennial Alaska Conference	\$ 2,500
NWPPA Board of Trustees - Utility Director	\$ 4,000
Lobbying & Government Relations - Utility Director	\$ 1,000
Professional Development	\$ 3,000
PE Required CEU's	\$ 4,000
Materials Management -NWPPA	\$ 3,000
Safety & Training - Operators/Mechanics/Technicians	\$ 3,000
Job training & safety- Lineman	\$ 2,500
Metering - Meter Technicians	<u>\$ 5,000</u>
<b>Total Electric Fund Travel &amp; Training</b>	<b>\$ 29,000</b>
<b><u>WATER FUND</u></b>	
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.	\$ 4,000
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>
<b>Total Water Fund Travel &amp; Training</b>	<b>\$ 10,000</b>
<b><u>WASTEWATER FUND</u></b>	
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, Apprentice Training	\$ 6,000
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>\$ 3,500</u>
<b>Total Wastewater Fund Travel &amp; Training</b>	<b>\$ 9,500</b>

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

<b>Fund/Description</b>	<b>Amount</b>
<b><u>SOLID WASTE FUND</u></b>	
HAZMAT Training	\$ 1,600
SW Training / Certification	\$ 3,200
Asbestos training	\$ 1,000
SWANA Training	\$ 2,000
<b>Total Solid Waste Fund Travel &amp; Training</b>	<b>\$ 7,800</b>
<b><u>HARBOR FUND</u></b>	
Pacific Coast Congress	\$ 2,000
Alaska Harbormasters	\$ 4,000
<b>Total Harbor Fund Travel &amp; Training</b>	<b>\$ 6,000</b>
<b><u>MANAGEMENT INFORMATION SYSTEMS FUND</u></b>	
On-training/class room training	\$ 8,000
NWS User Group	\$ 9,000
Police Tech - Cisco Bootcamp	\$ 8,500
Police Tech - THE User Group	\$ 4,000
Police Tech - VMWare vSphere Bootcamp	\$ 5,500
<b>Total Management Information Systems Fund Travel &amp; Training</b>	<b>\$ 35,000</b>
<b><u>CENTRAL GARAGE FUND</u></b>	
Training /Certifications	\$ 1,800
<b>Total Central Garage Fund Travel &amp; Training</b>	<b>\$ 1,800</b>
<b><u>BUILDING MAINTENANCE FUND</u></b>	
Facility Maintenance	\$ 2,617
Boiler Training	\$ 722
<b>Total Building Maintenance Fund Travel &amp; Training</b>	<b>\$ 3,339</b>
<b>TOTAL ENTERPRISE AND INTERNAL SERVICE FUNDS</b>	
<b>TRAVEL AND TRAINING</b>	<b><u>\$ 102,439</u></b>

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