

City and Borough of Sitka
Sitka, Alaska

FY2010 Budget

Fund: 100 - General Fund
Division: 500 - Administration
Department: 004 - Finance

<u>Account Number</u>	<u>Expense Description</u>	<u>2008 Actual</u>	<u>2009 Budget</u>	<u>2009 Projections</u>	<u>2010 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 695,883	\$ 829,209	\$ 749,619	\$ 858,306
5110.004	Overtime	\$ 157	\$ 2,500	\$ 382	\$ 2,500
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 530,573	\$ 528,722	\$ 501,676	\$ 570,561
	Total Salaries & Benefits	\$ 1,226,613	\$ 1,360,431	\$ 1,251,677	\$ 1,431,368
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 11,786	\$ 12,600	\$ 10,985	\$ 11,000
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ -	\$ -	\$ -	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 18,051	\$ 16,600	\$ 16,782	\$ 15,600
5207.000	Repairs and Maintenance	\$ -	\$ 850	\$ 1,025	\$ 1,275
5211.000	MIS Fees	\$ 97,940	\$ 100,793	\$ 100,793	\$ 90,674
5212.000	Contracted/Purchased Services	\$ 81,278	\$ 76,500	\$ 79,509	\$ 82,500
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 122	\$ 250	\$ 161	\$ 250
5222.000	Postage	\$ 16	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 1,671	\$ 750	\$ 681	\$ 500
5224.000	Dues & Publications	\$ 1,771	\$ 2,450	\$ 2,161	\$ 1,945
5226.000	Advertising	\$ 13,850	\$ 1,060	\$ 2,440	\$ 1,060
5227.002	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 378	\$ 1,950	\$ 382	\$ 1,600
	Total Non-personnel Operating Outlays:	\$ 226,863	\$ 213,803	\$ 214,919	\$ 206,404
	Total Operating Outlays:	\$ 1,453,477	\$ 1,574,234	\$ 1,466,596	\$ 1,637,772

**FINANCE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
500-004-5201.000	AGFOA - Fall conference, Wolff & 2 staff	\$ 3,000
	AGFOA - Spring conference, Wolff & 2 staff	\$ 3,000
	GFOA Class - Staff	\$ 3,000
	Various local courses, Finance Personnel	\$ 2,000
	Subtotal	\$ 11,000
SUPPLIES		
500-004-5206.000	Office Supplies	\$ 7,800
	Budget Supplies	\$ 2,700
	Various Forms	\$ 2,000
	CAFR	\$ 2,500
	Cut off notice bags	\$ 600
	Subtotal	\$ 15,600
REPAIRS AND MAINTENANCE		
500-004-5207.000	Photocopier Maintenance	\$ 1,025
	Misc. Maintenance (folding machine, burster, etc..)	\$ 250
	Subtotal	\$ 1,275
CONTRACTED/PURCHASED SERVICES		
500-004-5212.000	Audit	\$ 38,000
	Collection Bureau	\$ 2,000
	Small claims filing fees	\$ 2,000
	Ambulance Billing - Omni	\$ 20,000
	Indigent Criminal Defense Council	\$ 20,000
	Process Server fees	\$ 500
	Subtotal	\$ 82,500
TOOLS & SMALL EQUIPMENT		
500-004-5223.000	Calculators (2)	\$ 500
	Subtotal	\$ 500
DUES AND PUBLICATIONS		
500-004-5224.000	AGFOA dues	\$ 240
	GFOA dues & reviews	\$ 300
	Accounting Publications	\$ 700
	Northern Credit Services Dues	\$ 125
	Payroll Publications	\$ 300
	Daily Sitka Sentinel	\$ 80
	Other Miscellaneous	\$ 200
	Subtotal	\$ 1,945

**FINANCE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	ADVERTISING	
500-004-5226.000	Sales Tax Reminders	\$ 400
	Budget advertising	\$ 160
	Misc advertising	\$ 500
	Subtotal	\$ 1,060
	OTHER EXPENSES	
500-004-5290.000	5-10-15-20 Year Appreciation	\$ 100
	Employee Wellness Program	\$ 1,500
	Subtotal	\$ 1,600

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