



**City and Borough of Sitka**

**AIRPORT TERMINAL FUND**

**FISCAL YEAR 2010**

**Operating Budget**

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AIRPORT TERMINAL FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

| <u>Source</u>                             | <u>FY 2010<br/>Budget</u> | <u>FY 2009<br/>Budget</u> | <u>FY 2009<br/>Projections</u> | <u>Change From<br/>FY 2009<br/>Budget</u> | <u>% Change From<br/>FY 2009<br/>Budget</u> |
|---|---------------------------|---------------------------|--------------------------------|---|---|
| Grant Revenue                             | \$ -                      | \$ 208,000                | \$ 102,358                     | \$ (208,000)                              | 0%  |
| Operating Revenue                         | \$ 317,222                | \$ 325,582                | \$ 315,020                     | \$ (8,360)                                | -3%   |
| Non-Operating Revenue                     | \$ 255,900                | \$ 283,200                | \$ 346,966                     | \$ (27,300)                               | -10%  |
| Interfund Transfers                       | \$ -                      | \$ -                      | \$ -                           | \$ -                                      | 0%  |
| Property Investments                      | \$ 24,000                 | \$ 34,100                 | \$ 20,231                      | \$ (10,100)                               | -30%  |
| Miscellaneous                             | \$ -                      | \$ -                      | \$ -                           | \$ -                                      | 0%  |
| <b>TOTAL CASH INFLOWS /<br/>REVENUES:</b> | <b>\$ 597,122</b>         | <b>\$ 642,882</b>         | <b>\$ 784,575</b>              | <b>\$ (45,760)</b>                        | <b>-7%</b>                                  |

CASH OUTLAYS

| <u>Operating Outlays</u>                            | <u>FY 2010<br/>Budget</u> | <u>FY 2009<br/>Operations<br/>Budget</u> | <u>FY 2009<br/>Operations<br/>Projections</u> | <u>Change From<br/>FY 2009<br/>Operations<br/>Budget</u> | <u>% Change From<br/>FY 2009<br/>Operations<br/>Budget</u> |
|---|---------------------------|--|---|--|--|
| Cash Outlays for Salaries and Benefits              | \$ -                      | \$ -                                     | \$ -  | \$ -   | 0%   |
| Non-personnel Operating Outlays                     | \$ 705,177                | \$ 884,792                               | \$ 770,076                                    | \$ (179,615)   | -20%   |
| <b>Total Operating Outlays:</b>                     | <b>\$ 705,177</b>         | <b>\$ 884,792</b>                        | <b>\$ 770,076</b>                             | <b>\$ (179,615)</b>                                      | <b>-20%</b>  |
| <u>Capital Outlays</u>                              |                           |  |   |  |  |
| Fixed Asset Acquisition                             | \$ -                      | \$ -                                     | \$ -  | \$ -   | 0%   |
| Transfers to Capital Projects                       | \$ -                      | \$ -                                     | \$ -  | \$ -   | 0%   |
| <b>Total Capital Outlays:</b>                       | <b>\$ -</b>               | <b>\$ -</b>                              | <b>\$ -</b>                                   | <b>\$ -</b>  | <b>0%</b>  |
| <b>TOTAL CASH OUTLAYS:</b>                          | <b>\$ 705,177</b>         | <b>\$ 884,792</b>                        | <b>\$ 770,076</b>                             | <b>\$ (179,615)</b>                                      | <b>-20%</b>  |
| <b>INCREASE IN UNRESTRICTED<br/>WORKING CAPITAL</b> | <b>\$ (108,055)</b>       | <b>\$ (241,910)</b>                      | <b>\$ 14,499</b>                              | <b>\$ 133,855</b>  | <b>55%</b>   |

City and Borough of Sitka  
Sitka, Alaska

FY 2010 Budget

Fund: 250 - Airport Terminal Fund

Cash Inflows / Revenues

| Account Number                              | Revenue Description        | 2008 Actual       | 2009 Budget       | 2009 Projections  | 2010 Budget       |
|---|----------------------------|-------------------|-------------------|-------------------|-------------------|
| <b>Federal Revenue</b>                      |                            |                   |                   |                   |                   |
| 300-315-3151.003                            | Grant Revenue              | \$ 194,133        | \$ 208,000        | \$ 102,358        | \$ -              |
|   | Subtotal:                  | \$ 194,133        | \$ 208,000        | \$ 102,358        | \$ -              |
| <b>Operating Revenue</b>                    |                            |                   |                   |                   |                   |
| 300-340-3451.000                            | Terminal Leases            | \$ 322,348        | \$ 323,882        | \$ 313,460        | \$ 315,822        |
| 300-340-3454.000                            | Concessions                | \$ 840            | \$ 1,700          | \$ 1,560          | \$ 1,400          |
|   | Subtotal:                  | \$ 323,188        | \$ 325,582        | \$ 315,020        | \$ 317,222        |
| <b>Non-Operating Revenue</b>                |                            |                   |                   |                   |                   |
| 300-350-3501.003                            | Other Revenue              | \$ -              | \$ -              | \$ -              | \$ -              |
| 300-350-3501.010                            | Driver Facility Charges    | \$ 37,424         | \$ 37,000         | \$ 35,351         | \$ 35,300         |
| 300-350-3501.011                            | Passenger Facility Charges | \$ 230,108        | \$ 246,200        | \$ 311,615        | \$ 220,600        |
|   | Subtotal:                  | \$ 267,532        | \$ 283,200        | \$ 346,966        | \$ 255,900        |
| <b>Property Investments</b>                 |                            |                   |                   |                   |                   |
| 300-360-3610.000                            | Interest Income            | \$ 33,043         | \$ 34,100         | \$ 20,231         | \$ 24,000         |
|   | Subtotal:                  | \$ 33,043         | \$ 34,100         | \$ 20,231         | \$ 24,000         |
| <b>Miscellaneous</b>                        |                            |                   |                   |                   |                   |
| 300-380-3807.000                            | Misc                       | \$ 202            | \$ -              | \$ -              | \$ -              |
|   | Subtotal:                  | \$ 202            | \$ -              | \$ -              | \$ -              |
| <b>Total Airport Terminal Fund Revenue:</b> |                            | <b>\$ 818,098</b> | <b>\$ 642,882</b> | <b>\$ 784,575</b> | <b>\$ 597,122</b> |

**CITY AND BOROUGH OF SITKA  
AIRPORT TERMINAL FUND  
ITEMIZED REVENUES**

| <u>ACCOUNT #</u>             | <u>DESCRIPTION</u>                               | <u>AMOUNT</u>     |
|------------------------------|--|-------------------|
| <b>OPERATING REVENUE</b>     |  |                   |
|                              | Terminal Leases                                  |                   |
| 300-340-3451.000             | Alaska Airlines                                  | \$ 222,504        |
|                              | Nugget   | \$ 45,216         |
|                              | Avis   | \$ 4,957          |
|                              | Ostrov Enterprises                               | \$ 21,359         |
|                              | Lotta Latte                                      | \$ 5,202          |
|                              | TSA  | \$ 14,995         |
|                              | Harris   | \$ 1,589          |
|                              | <b>Subtotal:</b>                                 | <b>\$ 315,822</b> |
| 300-340-3454.000             | Concessions                                      | \$ 1,400          |
|                              | <b>Subtotal:</b>                                 | <b>\$ 317,222</b> |
| <b>NON-OPERATING REVENUE</b> |  |                   |
| 300-350-3501.003             | Other Revenue                                    | \$ -              |
| 300-350-3501.010             | Driver Facility Charges - 4% Fee for Rental Cars | \$ 35,300         |
| 300-350-3501.011             | Passenger Facility Charges                       | \$ 220,600        |
|                              | <b>Subtotal:</b>                                 | <b>\$ 255,900</b> |
| <b>PROPERTY INVESTMENTS</b>  |  |                   |
| 300-360-3610.000             | Interest Income                                  | \$ 24,000         |
|                              | <b>Subtotal:</b>                                 | <b>\$ 24,000</b>  |
| <b>MISCELLANEOUS</b>         |  |                   |
| 300-380-3807.000             | AIP Funds  | \$ -              |
|                              | <b>Subtotal:</b>                                 | <b>\$ -</b>       |
|                              | <b>Total:</b>                                    | <b>\$ 597,122</b> |

City and Borough of Sitka  
Sitka, Alaska

FY 2010 Budget

Fund: 250 - Airport Terminal Fund

Operations Budget

Cash Outlays for Operations

| <u>Account Number</u>                  | <u>Expense Description</u>                    | <u>2008 Actual</u> | <u>2009 Budget</u> | <u>2009 Projections</u> | <u>2010 Budget</u> |
|--|---|--------------------|--------------------|-------------------------|--------------------|
| <b>Salaries and Benefits</b>           |   |                    |                    |                         |                    |
| 5110.001                               | Salaries & Wages                              | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5110.004                               | Overtime                                      | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5110.010                               | Temporary Employees                           | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5120.000                               | Benefits                                      | \$ -               | \$ -               | \$ -                    | \$ -               |
|  | <b>Total Salaries &amp; Benefits</b>          | <b>\$ -</b>        | <b>\$ -</b>        | <b>\$ -</b>             | <b>\$ -</b>        |
| <b>Non-personnel Operation Outlays</b> |   |                    |                    |                         |                    |
| 5201.000                               | Travel and Training                           | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5202.000                               | Uniform Allowance                             | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5203.000                               | Utilities                                     | \$ 54,743          | \$ 56,000          | \$ 47,670               | \$ 53,800          |
| 5203.005                               | Heating Fuel                                  | \$ 52,622          | \$ 60,000          | \$ 55,395               | \$ 53,800          |
| 5204.000                               | Telephone                                     | \$ 1,220           | \$ 1,200           | \$ 1,225                | \$ 1,200           |
| 5205.000                               | Insurance                                     | \$ 15,113          | \$ 15,200          | \$ 14,577               | \$ 14,600          |
| 5206.000                               | Supplies                                      | \$ -               | \$ 1,000           | \$ -                    | \$ 800             |
| 5207.000                               | Repairs and Maintenance                       | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5208.000                               | Building Maintenance Fees                     | \$ 48,042          | \$ 337,239         | \$ 22,401               | \$ 51,492          |
| 5211.000                               | MIS Fees                                      | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5212.000                               | Contracted/Purchased Services                 | \$ 73,207          | \$ 78,998          | \$ 211,060              | \$ 80,089          |
| 5214.000                               | Interdepartment Services                      | \$ 90,890          | \$ 77,952          | \$ 81,374               | \$ 49,116          |
| 5221.000                               | Transportation/Vehicles                       | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5222.000                               | Postage                                       | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5223.000                               | Tools & Small Equipment                       | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5224.000                               | Dues & Publications                           | \$ -               | \$ -               | \$ -                    | \$ -               |
| 5226.000                               | Advertising                                   | \$ 730             | \$ 500             | \$ -                    | \$ 500             |
| 5227.000                               | Rentals - Building/Equipment                  | \$ 7,461           | \$ 7,500           | \$ 7,461                | \$ 7,500           |
| 5231.000                               | Credit Card Expense                           | \$ 540             | \$ 900             | \$ 258                  | \$ 900             |
| 5290.000                               | Other Expenses                                | \$ -               | \$ 2,500           | \$ -                    | \$ 2,500           |
| 5295.000                               | Interest                                      | \$ 47,368          | \$ 41,522          | \$ 31,541               | \$ 18,534          |
| 5297.000                               | Debt Administrative Expense                   | \$ -               | \$ -               | \$ -                    | \$ -               |
| 7301.000                               | Note Principal Payment                        | \$ -               | \$ 204,281         | \$ 297,114              | \$ 294,346         |
| 7200.000                               | Transfer to Other Funds                       | \$ -               | \$ -               | \$ -                    | \$ -               |
|  | <b>Total Non-personnel Operating Outlays:</b> | <b>\$ 391,935</b>  | <b>\$ 884,792</b>  | <b>\$ 770,076</b>       | <b>\$ 629,177</b>  |
|  | <b>Total Operating Outlays:</b>               | <b>\$ 391,935</b>  | <b>\$ 884,792</b>  | <b>\$ 770,076</b>       | <b>\$ 629,177</b>  |

**AIRPORT FUND  
ITEMIZED EXPENSES**

| ACCOUNT #                            | DESCRIPTION                                   | AMOUNT     |
|--------------------------------------|---|------------|
| <b>SUPPLIES</b>                      |   |            |
| 600-630-5206.000                     | Misc. supplies                                | \$ 800     |
|                                      | Subtotal:                                     | \$ 800     |
| <b>BUILDING MAINTENANCE FEES</b>     |   |            |
| 600-630-5208.000                     | Building Maint. Fund (BMF) - Building Repairs | \$ 51,492  |
|                                      | Subtotal:                                     | \$ 51,492  |
| <b>CONTRACTED/PURCHASED SERVICES</b> |   |            |
| 600-630-5212.000                     | Audit fees                                    | \$ -       |
|                                      | Misc. purchased services                      | \$ 4,000   |
|                                      | Janitorial contract                           | \$ 73,202  |
|                                      | Honeywell Performance Contract                | \$ 2,887   |
|                                      | Subtotal:                                     | \$ 80,089  |
| <b>INTERDEPARTMENT SERVICES</b>      |   |            |
| 600-630-5214.000                     | Admin. fees                                   | \$ 49,116  |
|                                      | Subtotal:                                     | \$ 49,116  |
| <b>RENTALS - BUILDING/EQUIPMENT</b>  |   |            |
| 600-630-5227.002                     | Airport Terminal Building Land lease          | \$ 7,500   |
|                                      | Subtotal:                                     | \$ 7,500   |
| <b>OTHER EXPENSES</b>                |   |            |
| 600-630-5290.000                     | Miscellaneous expenses not allocated          | \$ 2,500   |
|                                      | Subtotal:                                     | \$ 2,500   |
| <b>INTEREST</b>                      |   |            |
| 600-650-5295.000                     | Interest payment on lease (Honeywell)         | \$ 18      |
|                                      | Interest payment on Roof Project              | \$ 14,921  |
|                                      | Interest payment on Airport Terminal Loan     | \$ 3,595   |
|                                      | Subtotal:                                     | \$ 18,534  |
| <b>NOTE PRINCIPAL PAYMENT</b>        |   |            |
| 600-650-7301.000                     | Principal payment on lease (Honeywell)        | \$ 1,405   |
|                                      | Principal payment on Roof Project             | \$ 264,297 |
|                                      | Principal payment on Airport Terminal Loan    | \$ 28,644  |
|                                      | Subtotal:                                     | \$ 294,346 |

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## **Capital Budget**

# **AIRPORT TERMINAL FUND**

**2010**

**City and Borough of Sitka  
Fund 250 - Airport Terminal Fund  
FY 2010 Capital Budget Summary**

|  | <u>New Appropriations<br/>for FY 2010</u> |                         |
|--|---|-------------------------|
| <b>Capital Projects:</b>                   | \$  | 76,000                  |
| <b>Fixed Assets:</b>                       |   |                         |
| Machinery/Equipment                        | \$  | <u>          -</u>      |
| <b>Subtotals:</b>                          | \$  | <u>          -</u>      |
| <b>Total Planned Capital Expenditures:</b> |   | <u>\$</u> <b>76,000</b> |

City and Borough of Sitka  
Fund 250 - Airport Terminal Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Airport Terminal Fund Department #250-600-680

| Account<br>Number | <u>Fund/Project Name</u>  | New Appropriation<br>for FY 2010<br>Amount |
|-------------------|---|--|
|                   | Capital Projects<br>760-600-630-5212.000  |  |
| 7200.000          | BMF - Lighting Retrofit   | \$ 76,000                                  |
|                   | Total Direct Capital Transfers:   | \$ 76,000                                  |
|                   | <u>Fixed Asset Acquisition</u><br>Airport Terminal Fund Department #250-600-670 |  |
|                   | <u>Machinery/Equipment</u>  |  |
| 7105.000          |   | \$ -                                       |
|                   | Total Machinery/Equipment:  | \$ -                                       |
|                   | Total Planned Capital Expenditures:   | <u>\$ 76,000</u>                           |

**Construction in Progress for Airport Terminal Fund Capital Projects  
Fund 760**

| <b>Project Name</b>                          | <b>Project Number</b> | <b>Approved Budget</b> | <b>Expenses &amp; Encumbrances as of 12/31/08</b> |
|--|-----------------------|------------------------|---|
| AK Airlines Bagwell Upgrade                  | 90501                 | \$ 25,000              | \$ -  |
| Airport Expansion Plan FY08                  | 80175                 | \$ 210,000             | \$ 158,926  |
| Airport Generator                            | 70049                 | \$ 147,000             | \$ 224,489  |
| Airport Holdroom Restroom                    | 90634                 | \$ 208,000             | \$ -  |
| Airport HVAC FY08                            | 90615                 | \$ 249,722             | \$ 249,721  |
| Airport Restroom FY08 Remodel                | 90616                 | \$ 272,000             | \$ 2,237  |
| Airport Underground Storage Tank Replacement | 90580                 | \$ 160,000             | \$ 141,779  |

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**City and Borough of Sitka  
Airport Terminal Building Fund**

**Pro Forma Statement of Net Assets**

|   | 2010             | 2009             | 2008             |
|---|------------------|------------------|------------------|
| <b>Assets</b>                           |                  |                  |                  |
| Investment in Central Treasury          | 584,124          | 729,604          | 700,029          |
| Receivables                             | 2,750            | 2,750            | 52,531           |
| Inventories                             | 0                | 0                | 0                |
| Property, Plant and Equipment           | 2,776,936        | 2,835,336        | 2,969,736        |
| Other                                   | 0                | 0                | 0                |
| <b>Total Assets</b>                     | <u>3,363,810</u> | <u>3,567,690</u> | <u>3,722,296</u> |
| <b>Liabilities and Net Assets</b>       |                  |                  |                  |
| Liabilities                             |                  |                  |                  |
| Accounts Payable                        | 14,000           | 14,000           | 13,686           |
| Accrued Payroll & Leave                 | 0                | 0                | 0                |
| Other Liabilities                       | 280,000          | 291,000          | 290,668          |
| Bonds and Notes Payable                 | 0                | 285,473          | 582,587          |
| <b>Total Liabilities</b>                | <u>294,000</u>   | <u>590,473</u>   | <u>886,941</u>   |
| <b>Net Assets</b>                       |                  |                  |                  |
| Invested in Capital Assets              | 2,776,936        | 2,835,336        | 2,962,881        |
| Restricted Fund Balance                 | 0                | 0                | 0                |
| Undesignated                            | 292,874          | 141,881          | (127,526)        |
| <b>Total Net Assets</b>                 | <u>3,069,810</u> | <u>2,977,217</u> | <u>2,835,355</u> |
| <b>Total Liabilities and Net Assets</b> | <u>3,363,810</u> | <u>3,567,690</u> | <u>3,722,296</u> |

**City and Borough of Sitka  
Airport Terminal Building Fund**

**Pro Forma Statement of Revenue and Expenses**

|   | 2010     | 2009     | 2008     |
|---|----------|----------|----------|
| <b>Revenues:</b>                          |          |          |          |
| Charges for services                      | 317,222  | 315,020  | 322,348  |
| Other                                     | 220,600  | 311,615  | 268,574  |
| <b>Total revenues</b>                     | 537,822  | 626,635  | 590,922  |
| <b>Operating Expenses</b>                 |          |          |          |
| Salaries and Benefits                     | 0        | 0        | 0        |
| Operating Expenses                        | 316,297  | 441,421  | 344,687  |
| Depreciation and Amortization             | 134,400  | 134,400  | 134,374  |
| <b>Total expenses</b>                     | 450,697  | 575,821  | 479,061  |
| <b>Operating Income</b>                   | 87,125   | 50,814   | 111,861  |
| <b>Other financing sources (uses)</b>     |          |          |          |
| Interest Income                           | 24,000   | 20,231   | 57,061   |
| Interest Expense                          | (18,534) | (31,541) | (47,368) |
| Other                                     | 0        | 102,358  | 194,133  |
| <b>Net other financing sources (uses)</b> | 5,466    | 91,048   | 203,826  |
| <b>Net change in fund balances</b>        | 92,591   | 141,862  | 315,687  |

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