

City and Borough of Sitka  
Sitka, Alaska

FY2011 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2009 Actual</u>	<u>2010 Budget</u>	<u>2010 Projections</u>	<u>2011 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 736,809	\$ 858,306	\$ 760,571	\$ 752,304
5110.004	Overtime	\$ 382	\$ 2,500	\$ 400	\$ 1,500
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 591,064	\$ 570,561	\$ 540,328	\$ 524,466
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 1,328,255</b>	<b>\$ 1,431,368</b>	<b>\$ 1,301,299</b>	<b>\$ 1,278,271</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 5,985	\$ 11,000	\$ 10,968	\$ 9,900
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ (12)	\$ -	\$ -	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 19,693	\$ 15,600	\$ 15,536	\$ 15,600
5207.000	Repairs and Maintenance	\$ 1,025	\$ 1,275	\$ 1,362	\$ 1,525
5211.000	MIS Fees	\$ 100,793	\$ 90,674	\$ 90,674	\$ 91,429
5212.000	Contracted/Purchased Services	\$ 86,661	\$ 82,500	\$ 83,422	\$ 85,500
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 83	\$ 250	\$ 211	\$ 250
5222.000	Postage	\$ (0)	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 681	\$ 500	\$ 280	\$ 500
5224.000	Dues & Publications	\$ 1,830	\$ 1,945	\$ 1,779	\$ 2,125
5226.000	Advertising	\$ 2,040	\$ 1,060	\$ 1,400	\$ 560
5227.002	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 187	\$ 1,600	\$ 1,500	\$ 1,750
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 218,965</b>	<b>\$ 206,404</b>	<b>\$ 207,132</b>	<b>\$ 209,139</b>
	<b>Total Operating Outlays:</b>	<b>\$ 1,547,220</b>	<b>\$ 1,637,772</b>	<b>\$ 1,508,431</b>	<b>\$ 1,487,410</b>

**FINANCE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
500-004-5201.000	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
	<b>Subtotal</b>	<b>\$ 9,900</b>
<b>SUPPLIES</b>		
500-004-5206.000	Office Supplies	\$ 7,800
	Budget Supplies	\$ 2,700
	Various Forms	\$ 2,000
	CAFR	\$ 2,500
	Cut off notice bags	\$ 600
	<b>Subtotal</b>	<b>\$ 15,600</b>
<b>REPAIRS AND MAINTENANCE</b>		
500-004-5207.000	Photocopier Maintenance	\$ 1,025
	Misc. Maintenance (folding machine, burster, etc..)	\$ 500
	<b>Subtotal</b>	<b>\$ 1,525</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
500-004-5212.000	Audit	\$ 38,000
	Debt Collection - Collection Bureau, Small Claims, etc	\$ 5,000
	Ambulance Billing - Omni	\$ 28,500
	Indigent Criminal Defense Council	\$ 14,000
	<b>Subtotal</b>	<b>\$ 85,500</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
500-004-5223.000	Calculators (2)	\$ 500
	<b>Subtotal</b>	<b>\$ 500</b>
<b>DUES AND PUBLICATIONS</b>		
500-004-5224.000	AGFOA dues	\$ 500
	GFOA dues	\$ 300
	Publications, etc.	\$ 1,200
	Northern Credit Services Dues	\$ 125
	<b>Subtotal</b>	<b>\$ 2,125</b>

**FINANCE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>ADVERTISING</b>	
500-004-5226.000	Sales Tax	\$ 400
	Budget	<u>\$ 160</u>
	<b>Subtotal</b>	<b>\$ 560</b>
	<b>OTHER EXPENSES</b>	
500-004-5290.000	5-10-15-20 Year Appreciation	\$ 250
	Employee Wellness Program	<u>\$ 1,500</u>
	<b>Subtotal</b>	<b>\$ 1,750</b>

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