

**City and Borough of Sitka**

**WATER FUND**

**FISCAL YEAR 2011**

**Operating Budget**

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WATER FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2011 Budget</u>	<u>FY 2010 Budget</u>	<u>FY 2010 Projections</u>	<u>Change From FY 2010 Budget</u>	<u>% Change From FY 2010 Budget</u>
State Revenue	\$ -	\$ -	\$ -	\$ -	0%
Operating Revenue	\$ 1,082,400	\$ 953,100	\$ 1,083,001	\$ 129,300	14%
Non-Operating Revenue	\$ 4,800	\$ 12,000	\$ 4,800	\$ (7,200)	-60%
Property Investments	\$ 18,000	\$ 39,100	\$ 17,490	\$ (21,100)	-54%
Miscellaneous	\$ 10,800	\$ 10,100	\$ 14,485	\$ 700	7%
Cash Basis	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 1,116,000</b>	<b>\$ 1,014,300</b>	<b>\$ 1,119,776</b>	<b>\$ 101,700</b>	<b>10%</b>

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2011 Budget</u>	<u>FY 2010 Operations Budget</u>	<u>FY 2010 Operations Projections</u>	<u>Change From FY 2010 Operations Budget</u>	<u>% Change From FY 2010 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 459,733	\$ 467,080	\$ 327,005	\$ (7,347)	-2%
Non-personnel Operating Outlays	\$ 833,165	\$ 579,127	\$ 640,052	\$ 254,038	44%
<b>Total Operating Outlays:</b>	<b>\$ 1,292,899</b>	<b>\$ 1,046,207</b>	<b>\$ 967,057</b>	<b>\$ 246,692</b>	<b>24%</b>
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	#DIV/0!
Transfers to Capital Projects	\$ 955,000	\$ 457,000	\$ 243,000	\$ 498,000	109%
<b>Total Capital Outlays:</b>	<b>\$ 955,000</b>	<b>\$ 457,000</b>	<b>\$ 243,000</b>	<b>\$ 498,000</b>	<b>109%</b>
<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 2,247,899</b>	<b>\$ 1,503,207</b>	<b>\$ 1,210,057</b>	<b>\$ 744,692</b>	<b>50%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ (1,131,899)</b>	<b>\$ (488,907)</b>	<b>\$ (90,281)</b>	<b>\$ (642,992)</b>	<b>-132%</b>

**City and Borough of Sitka  
Sitka, Alaska**

**FY 2011 Budget**

**Fund: 210 - Water Fund**

**Cash Inflows / Revenues**

<u>Account Number</u>	<u>Revenue Description</u>	<u>2009 Actual</u>	<u>2010 Budget</u>	<u>2010 Projections</u>	<u>2011 Budget</u>
<b>State Revenue</b>					
300-310-3101.005	Grant Revenue	\$ 3,452	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 28,482	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 31,934</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Federal Revenue</b>					
300-315-3151.003	Grant Revenue	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Operating Revenue</b>					
300-340-3406.000	Water - APC	\$ -	\$ -	\$ -	\$ -
300-340-3409.000	Water - Global	\$ -	\$ -	\$ -	\$ -
300-340-3411.000	Water - Residential	\$ 585,357	\$ 587,200	\$ 671,834	\$ 671,800
300-340-3412.000	Water - Commercial	\$ 304,156	\$ 290,600	\$ 351,569	\$ 351,500
300-340-3413.000	Water - Harbor	\$ 8,126	\$ 8,000	\$ 9,098	\$ 9,100
300-340-3415.000	Water - Other	\$ 50	\$ -	\$ 50	\$ -
300-340-3491.000	Jobbing - Labor	\$ 53,121	\$ 67,300	\$ 50,450	\$ 50,000
	<b>Subtotal:</b>	<b>\$ 950,809</b>	<b>\$ 953,100</b>	<b>\$ 1,083,001</b>	<b>\$ 1,082,400</b>
<b>Non-Operating Revenue</b>					
300-350-3501.001	Connection Fees	\$ 9,600	\$ 12,000	\$ 4,800	\$ 4,800
300-350-3501.003	Other	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 9,600</b>	<b>\$ 12,000</b>	<b>\$ 4,800</b>	<b>\$ 4,800</b>
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 34,408	\$ 39,100	\$ 17,490	\$ 18,000
300-360-3620.000	Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -
300-360-3625.000	Sale of Water	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 34,408</b>	<b>\$ 39,100</b>	<b>\$ 17,490</b>	<b>\$ 18,000</b>
<b>Miscellaneous</b>					
300-380-3807.000	Miscellaneous	\$ 8,043	\$ 8,000	\$ 8,172	\$ 8,000
300-380-3820.000	Bad Debts Collected	\$ 8,551	\$ 2,100	\$ 6,313	\$ 2,800
	<b>Subtotal:</b>	<b>\$ 16,594</b>	<b>\$ 10,100</b>	<b>\$ 14,485</b>	<b>\$ 10,800</b>
<b>Cash Basis</b>					
300-390-3902.000	Assessments - Principal	\$ -	\$ -	\$ -	\$ -
300-390-3906.000	Advances from State of Alaska	\$ -	\$ -	\$ -	\$ -
300-390-3990.000	Net Pension Obligation WO	\$ 31,011	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 31,011</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Water Fund Revenue:</b>	<b>\$ 1,074,355</b>	<b>\$ 1,014,300</b>	<b>\$ 1,119,776</b>	<b>\$ 1,116,000</b>

CITY AND BOROUGH OF SITKA  
WATER FUND  
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>OPERATING REVENUE</b>		
300-340-3411.000	Water - Residential Residential Water Charges	\$ 671,800
300-340-3412.000	Water - Commercial Commercial Water Charges	\$ 351,500
300-340-3413.000	Water - Harbor Harbor Water Charges	\$ 9,100
300-340-3491.000	Jobbing - Labor Billings to other funds & citizens	\$ 50,000
	<b>Subtotal:</b>	<b>\$ 1,082,400</b>
<b>NON-OPERATING REVENUE</b>		
300-350-3501.001	Connection Fees - Water First Time Connection Fees	\$ 4,800
300-350-3501.003	Other	\$ -
	<b>Subtotal:</b>	<b>\$ 4,800</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 18,000
300-360-3625.000	Sale of Water	\$ -
	<b>Subtotal:</b>	<b>\$ 18,000</b>
<b>MISCELLANEOUS</b>		
300-380-3807.000	Miscellaneous	\$ 8,000
300-380-3820.000	Bad Debts Collected	\$ 2,800
	<b>Subtotal:</b>	<b>\$ 10,800</b>
<b>Cash Basis</b>		
300-390-3902.000	Assessments - Principal	\$ -
300-390-3906.000	Advances from State	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>
	<b>Total:</b>	<b>\$ 1,116,000</b>

**City and Borough of Sitka  
Sitka, Alaska**

**FY 2011 Budget**

**Fund: 210 - Water Fund**

**Operations Budget**

**Cash Outlays for Operations**

<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	\$ 175,352	\$ 247,277	\$ 164,442	\$ 248,257
5110.004	Overtime	\$ 30,226	\$ 22,000	\$ 20,281	\$ 22,000
5110.010	Temporary Employees	\$ 2,658	\$ 14,000	\$ 2,989	\$ 9,000
5120.000	Benefits	<u>\$ 161,771</u>	<u>\$ 183,803</u>	<u>\$ 139,293</u>	<u>\$ 180,476</u>
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 370,007</b>	<b>\$ 467,080</b>	<b>\$ 327,005</b>	<b>\$ 459,733</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 2,598	\$ 12,600	\$ 6,744	\$ 10,400
5202.000	Uniform Allowance	\$ 499	\$ 800	\$ 584	\$ 800
5203.001	Utilities	\$ 36,130	\$ 37,400	\$ 33,989	\$ 37,400
5203.005	Heating Fuel	\$ 3,704	\$ 4,500	\$ 1,991	\$ 4,500
5204.000	Telephone	\$ 4,617	\$ 4,400	\$ 5,045	\$ 6,000
5205.000	Insurance	\$ 30,118	\$ 30,200	\$ 30,668	\$ 30,668
5206.000	Supplies	\$ 72,355	\$ 100,000	\$ 74,661	\$ 100,000
5207.000	Repairs and Maintenance	\$ 4,273	\$ 18,000	\$ 17,595	\$ 18,000
5208.000	Building Maintenance Fees	\$ 4,965	\$ 5,601	\$ 2,974	\$ 4,676
5211.000	MIS Fees	\$ 11,080	\$ 10,019	\$ 10,019	\$ 11,992
5212.000	Contracted/Purchased Services	\$ 85,872	\$ 97,875	\$ 112,892	\$ 97,875
5214.000	Interdepartment Services	\$ 257,534	\$ 111,705	\$ 211,451	\$ 124,610
5221.000	Transportation/Vehicles	\$ 28,552	\$ 34,372	\$ 29,534	\$ 30,013
5222.000	Postage	\$ -	\$ 500	\$ -	\$ 500
5223.000	Tools & Small Equipment	\$ 7,458	\$ 11,800	\$ 10,065	\$ 10,600
5224.000	Dues & Publications	\$ 2,581	\$ 3,000	\$ 2,756	\$ 3,000
5226.000	Advertising	\$ 289	\$ 1,000	\$ 289	\$ 1,000
5227.000	Rentals - Building/Equipment	\$ 12,613	\$ 20,066	\$ 12,218	\$ 20,066
5231.000	Credit Card Expense	\$ 5,563	\$ 6,000	\$ 6,111	\$ 6,560
5290.000	Other Expenses	\$ 727	\$ 3,400	\$ 768	\$ 3,400
5295.000	Interest	\$ 11,118	\$ 13,023	\$ 16,832	\$ 66,435
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7302.000	Debt Principal Payment	\$ 53,382	\$ 52,866	\$ 52,866	\$ 244,671
7200.000	Transfer to Other Funds	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	<b>Total Non-personnel</b>				
	<b>Operating Outlays:</b>	<b><u>\$ 636,027</u></b>	<b><u>\$ 579,127</u></b>	<b><u>\$ 640,052</u></b>	<b><u>\$ 833,165</u></b>
	<b>Total Operating Outlays:</b>	<b><u>\$1,006,034</u></b>	<b><u>\$ 1,046,207</u></b>	<b><u>\$ 967,057</u></b>	<b><u>\$ 1,292,899</u></b>

**WATER FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TRAINING AND TRAVEL</b>		
600-605-5201.000	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
600-610-5201.000	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>Subtotal:</b>	<b>\$ 10,400</b>
<b>UNIFORM ALLOWANCE</b>		
600-605-5202.000	Coveralls, rainwear, rubber boots, etc.	\$ 450
600-610-5202.000	Coveralls, rainwear, rubber boots, etc.	<u>\$ 350</u>
	<b>Subtotal:</b>	<b>\$ 800</b>
<b>UTILITIES</b>		
600-605-5203.001	Utilities - Distribution	\$ 13,400
600-610-5203.001	Utilities- Treatment (inc for T.L.S. line to BLWTP)	<u>\$ 24,000</u>
	<b>Subtotal:</b>	<b>\$ 37,400</b>
<b>SUPPLIES</b>		
600-601-5206.000	Office supplies, etc.	\$ 2,000
600-605-5206.000	Bedding, safety, misc. cleaning supplies & chart paper, minor parts, lubricant, oil sorb pads, leak det. & locat. supplies, marking paint, super chlorinating supplies, small tools, hydrant supplies	\$ 8,000
600-610-5206.000	Watershed signs & misc. hardware, instrument parts, cleaning supplies, monitoring supplies, safety supplies, misc. parts & hardware	\$ 2,000
	Fluoride, chlorine & Corrosion control (soda ash)	\$ 82,000
	Laboratory reagents for monitoring & standards, sample containers, microbial supplies, pH & alkalinity supplies	<u>\$ 6,000</u>
	<b>Subtotal:</b>	<b>\$ 100,000</b>

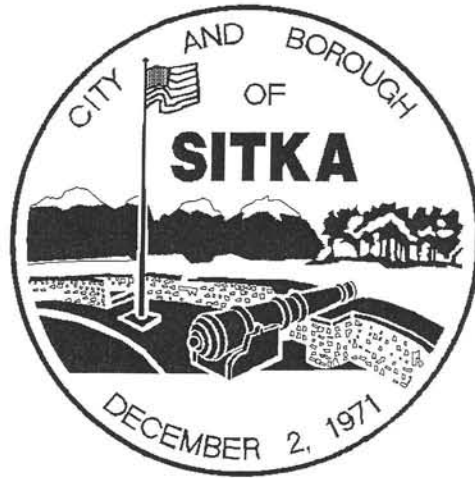
**WATER FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>REPAIRS &amp; MAINTENANCE</b>		
600-605-5207.000	Paint, misc. hardware & repair/repl. parts for hydrants, repl./repair of pumps & control systems, booster station, repair parts, piping & valves, boxes, piping, saddles, parts & paint	\$ 6,000
600-610-5207.000	Repair parts for monitoring equip. (turbidity meters, pH meters, chlor. analyzer, spectrophotometer), repair/repl. part for chlor. & fluoride pumps, fluoride feeder, corrosion control equip., control valves and meters.	\$ 8,000
	Indian River W.P. Equipment	\$ 4,000
	<b>Subtotal:</b>	<b>\$ 18,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-601-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 4,676
	<b>Subtotal:</b>	<b>\$ 4,676</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-601-5212.000	Distribution system modeling, mapping, professional surveying services, Indian River flow studies (CBS portion)	\$ 30,000
	Audit Fees	\$ 1,875
600-605-5212.000	Engineering professional services, excavation contractors, other City Department Services, painting FHs	\$ 30,000
600-610-5212.000	Engineering Services, Corrosion Control, Filtration Avoidance, and UV disinfection, Contracted Analytical Services, Rebuild & Calibrate Flow Meters, Outside Services - machinist, Annual Onsite Inspections, SCADA system troubleshooting	\$ 36,000
	<b>Subtotal:</b>	<b>\$ 97,875</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-601-5214.000	Admin. services	\$ 124,610
	<b>Subtotal:</b>	<b>\$ 124,610</b>
<b>POSTAGE</b>		
600-601-5222.000	Public Education Drinking Water Quality & Misc.	\$ 500
	<b>Subtotal:</b>	<b>\$ 500</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
600-601-5223.000	Small copier/scanner/printer	\$ 1,200
600-605-5223.000	Specialized tools, traffic control equipment	\$ 1,000
	Replace one handheld radio	\$ 1,400
600-610-5223.000	Misc tools and equipment for Water treatment	\$ 1,000
	Fluoride/Chlorine Analyzer for Fire Hall Water Lab	\$ 1,000
	Replace 2 - pH meters	\$ 2,000
	spare Fluoride pump/motor	\$ 3,000
	<b>Subtotal:</b>	<b>\$ 10,600</b>

**WATER FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>DUES &amp; PUBLICATIONS</b>		
600-601-5224.000	AWWA Utility membership, Operator cert., updated AWWA Standards subscription, AWWA individual memberships	\$ 3,000
	<b>Subtotal:</b>	<b>\$ 3,000</b>
<b>ADVERTISING</b>		
600-601-5226.000	Public Education Drinking Water Quality, PSAs, etc	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 1,000</b>
<b>RENTALS - BUILDING/EQUIPMENT</b>		
600-601-5227.002	Central Garage Building Rent	\$ 9,816
600-605-5227.002	Equipment rent	\$ 10,250
	<b>Subtotal:</b>	<b>\$ 20,066</b>
<b>OTHER EXPENSES</b>		
600-601-5290.000	Unanticipated expenses, DEC charges	\$ 1,000
	Employee Wellness Programs	\$ 400
600-605-5290.000	Unanticipated expenses, DEC charges	\$ 1,000
600-610-5290.000	Unanticipated expenses, DEC charges	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 3,400</b>
<b>INTEREST</b>		
600-650-5295.000	Corrosion Control Facility Loan - Loan #783031	\$ 3,102
	Building - Inventory & Equipment - Loan #783051	\$ 1,976
	Water Line - Loan #783151	\$ 9,192
	Whitcomb Heights Subdivision	\$ 45,173
	Water System - SMC Road - Loan #783061	\$ 6,992
	<b>Subtotal:</b>	<b>\$ 66,435</b>
<b>DEBT PRINCIPAL PAYMENT</b>		
600-650-7302.000	Corrosion Control Facility Loan	\$ 20,682
	Building - Inventory & Equipment	\$ 7,344
	Water Line	\$ 32,250
	Whitcomb Heights Subdivision	\$ 158,500
	Water System - SMC Road	\$ 25,895
	<b>Subtotal:</b>	<b>\$ 244,671</b>

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## **Capital Budget**

## **WATER FUND**

**2011**

City and Borough of Sitka  
Fund 210 - Water Fund  
FY 2011 Capital Budget Summary

	New Appropriations for FY 2011
Capital Projects:	\$ 955,000
Fixed Assets:	
Machinery/Equipment	\$ _____ -
	Subtotals: \$ _____ -
Total Planned Capital Expenditures:	<u>\$ 955,000</u>

City and Borough of Sitka  
Fund 210 - Water Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Water Fund Department #210-600-680

Account Number	<u>Fund/Project Name</u>	New Appropriation for FY 2011 Amount
	<b>Capital Projects</b> 720-600-630-5212.000	
7200.000	UV Disinfection Feasibility (90652)	\$ 400,000
	Design Monastery Replacement (SMC to Lincoln)	\$ 35,000
	Japonski Is. Water Supply Main - Phase I	\$ 70,000
	HPR Water Improvements	\$ 300,000
	SMC Water Improvements	\$ 150,000
	<b>Total Direct Capital Transfers:</b>	<b>\$ 955,000</b>
	<u>Fixed Asset Acquisition</u> Water Fund Department #210-600-670	
	<u>Machinery/Equipment</u>	
7106.000		
	<b>Total Machinery/Equipment:</b>	<b>\$ -</b>
	<b>Total Planned Capital Expenditures:</b>	<b><u>\$ 955,000</u></b>

**Construction in Progress for Water Fund Capital Projects  
Fund 720**

<b>Project Name</b>	<b>Project Number</b>	<b>Approved Budget</b>	<b>Expenses &amp; Encumbrances as of 12/31/09</b>
Blue Lake Dam Project	90624	\$ 35,000	\$ -
BLWTP Flow Control Valves Upgrade	90650	\$ 28,000	\$ 3,118
Channel Crossing Line	80041	\$ 2,610,600	\$ 2,146,441
Distribution System Meter - Install 2 (@ roundabout)	90653	\$ 40,000	\$ 667
Gavan Treated Water Storage Tank Coating	90667	\$ 531,000	\$ 34,834
Harbor Mt. Altitude Valve Rebuild	90623	\$ 23,000	\$ 11,841
HPR Watermain Design & Replace (REHAB)	90528	\$ 500,000	\$ 61,904
IRWTP Filter Beds Rehab	90612	\$ 25,000	\$ 775
Mills St Water Main	90642	\$ 214,000	\$ 45,083
O'Cain St Main Replacement	90651	\$ 100,000	\$ -
SMC Water System Phase II	90529	\$ 200,000	\$ 12
UV Disinfection Feasibility	90652	\$ 50,000	\$ 54,358
Water Booster Station Upgrades	90449	\$ 15,000	\$ 14,625

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**City and Borough of Sitka  
Water Fund**

**Pro Forma Statement of Net Assets**

	2011	2010	2009
<b>Assets</b>			
Investment in Central Treasury	(281,061)	715,967	699,242
Receivables	103,000	103,000	102,540
Inventories	218,000	218,000	218,029
Property, Plant and Equipment	17,285,327	16,804,027	17,034,727
Restricted Cash with Fiscal Agent	23,483	23,483	130,930
<b>Total Assets</b>	<u>17,348,749</u>	<u>17,864,477</u>	<u>18,185,468</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	141,800	141,800	141,836
Accrued Payroll & Leave	22,200	22,200	22,174
Other Liabilities	300	300	300
Bonds and Notes Payable	4,384,155	4,628,826	4,681,692
<b>Total Liabilities</b>	<u>4,548,455</u>	<u>4,793,126</u>	<u>4,846,002</u>
<b>Net Assets</b>			
Invested in Capital Assets	12,901,172	12,175,201	12,353,035
Restricted Fund Balance	-	-	-
Undesignated	(100,878)	896,150	986,431
<b>Total Net Assets</b>	<u>12,800,294</u>	<u>13,071,351</u>	<u>13,339,466</u>
<b>Total Liabilities and Net Assets</b>	<u>17,348,749</u>	<u>17,864,477</u>	<u>18,185,468</u>

**City and Borough of Sitka  
Water Fund**

**Pro Forma Statement of Revenue and Expenses**

	2011	2010	2009
<b>Revenues:</b>			
Charges for services	1,167,270	1,032,551	897,681
Other	65,600	69,735	79,315
<b>Total revenues</b>	1,232,870	1,102,286	976,996
<b>Operating Expenses</b>			
Salaries and Benefits	459,733	327,005	370,007
Operating Expenses	522,059	570,354	609,807
Depreciation and Amortization	473,700	473,700	473,697
<b>Total expenses</b>	1,455,492	1,371,059	1,453,511
<b>Operating Income</b>	(222,622)	(268,773)	(476,515)
<b>Other financing sources (uses)</b>			
Interest Income	18,000	17,490	54,525
Interest Expense	(66,435)	(16,832)	(11,118)
Other	0	0	62,945
<b>Net other financing sources (uses)</b>	(48,435)	658	106,352
<b>Net change in fund balances</b>	(271,057)	(268,115)	(370,163)

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