



City and Borough of Sitka

WATER FUND

FISCAL YEAR 2012

Operating Budget

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WATER FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	FY 2012 Budget	FY 2011 Budget	FY 2011 Projections	Change From FY 2011 Budget	% Change From FY 2011 Budget
Slate Revenue	\$ -	\$ -	\$ -	\$ -	0%
Operating Revenue	\$ 1,201,800	\$ 1,082,400	\$1,193,403	\$ 119,400	11%
Non-Operating Revenue	\$ 1,800	\$ 4,800	\$ 1,200	\$ (3,000)	-63%
Property Investments	\$ 14,800	\$ 18,000	\$ 14,972	\$ (3,200)	-18%
Miscellaneous	\$ 12,200	\$ 10,800	\$ 10,312	\$ 1,400	13%
Cash Basis	\$ -	\$ -	\$ -	\$ -	0%
TOTAL CASH INFLOWS / REVENUES:	\$ 1,230,600	\$ 1,116,000	\$1,219,887	\$ 114,600	10%

CASH OUTLAYS

<u>Operating Outlays</u>	FY 2012 Budget	FY 2011 Operations Budget	FY 2011 Operations Projections	Change From FY 2011 Operations Budget	% Change From FY 2011 Operations Budget
Cash Outlays for Salaries and Benefits	\$ 357,536	\$ 459,733	\$ 314,828	\$ (102,197)	-22%
Non-personnel Operating Outlays	\$ 878,226	\$ 833,165	\$ 806,832	\$ 45,061	5%
Total Operating Outlays:	\$ 1,235,762	\$ 1,292,898	\$1,121,660	\$ (57,136)	-4%
Total Operating Subtotal:	\$ (5,162)	\$ (176,898)	\$ 98,227	\$ 171,736	15%

CAPITAL

<u>Capital Revenue</u>					
Outside Capital Funding	\$ 4,783,000		\$ 850,000		
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ 9,000	\$ -	\$ -	\$ 9,000	#DIV/0!
Transfers to Capital Projects	\$ 4,918,000	\$ 955,000	\$ 850,000	\$ 3,963,000	415%
Total Capital Outlays:	\$ 4,927,000	\$ 955,000	\$ 850,000	\$ 3,972,000	416%
NET CAPITAL OUTLAYS:	\$ (144,000)	\$ 2,247,898	\$ -	\$ (2,391,898)	-106%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ (149,162)	\$ (1,131,898)	\$ 98,227	\$ 982,736	87%

City and Borough of Sitka
Sitka, Alaska

FY 2012 Budget

Fund: 210 - Water Fund

Cash Inflows / Revenues

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
State Revenue					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 11,726	\$ -	\$ -	\$ -
	Subtotal:	\$ 11,726	\$ -	\$ -	\$ -
Federal Revenue					
300-315-3161.001	ARRA Grant	\$ 1,036,687	\$ -	\$ -	\$ -
	Subtotal:	\$ 1,036,687	\$ -	\$ -	\$ -
Operating Revenue					
300-340-3406.000	Water - APC	\$ -	\$ -	\$ -	\$ -
300-340-3409.000	Water - Global	\$ -	\$ -	\$ -	\$ -
300-340-3411.000	Water - Residential	\$ 672,131	\$ 671,800	\$ 775,193	\$ 777,600
300-340-3412.000	Water - Commercial	\$ 347,052	\$ 351,500	\$ 390,775	\$ 389,900
300-340-3413.000	Water - Harbor	\$ 9,686	\$ 9,100	\$ 9,693	\$ 10,000
300-340-3415.000	Water - Other	\$ -	\$ -	\$ -	\$ -
300-340-3491.000	Jobbing - Labor	\$ 37,660	\$ 50,000	\$ 17,742	\$ 24,300
	Subtotal:	\$ 1,066,529	\$ 1,082,400	\$ 1,193,403	\$ 1,201,800
Non-Operating Revenue					
300-350-3501.001	Connection Fees	\$ 9,600	\$ 4,800	\$ 1,200	\$ 1,800
300-350-3501.003	Other	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 9,600	\$ 4,800	\$ 1,200	\$ 1,800
Property Investments					
300-360-3610.000	Interest Income	\$ 18,153	\$ 18,000	\$ 14,972	\$ 14,800
300-360-3620.000	Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -
300-360-3625.000	Sale of Water	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 18,153	\$ 18,000	\$ 14,972	\$ 14,800
Miscellaneous					
300-380-3807.000	Miscellaneous	\$ 8,198	\$ 8,000	\$ 8,080	\$ 10,000
300-380-3820.000	Bad Debts Collected	\$ 17,470	\$ 2,800	\$ 2,232	\$ 2,200
	Subtotal:	\$ 25,669	\$ 10,800	\$ 10,312	\$ 12,200
Cash Basis					
300-390-3902.000	Assessments - Principal	\$ -	\$ -	\$ -	\$ -
300-390-3906.000	Advances from State of Alaska	\$ -	\$ -	\$ -	\$ -
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
	Total Water Fund Revenue:	\$ 2,168,363	\$ 1,116,000	\$ 1,219,887	\$ 1,230,600

**CITY AND BOROUGH OF SITKA
WATER FUND
ITEMIZED REVENUES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
OPERATING REVENUE		
300-340-3411.000	Water - Residential Residential Water Charges	\$ 777,600
300-340-3412.000	Water - Commercial Commercial Water Charges	\$ 389,900
300-340-3413.000	Water - Harbor Harbor Water Charges	\$ 10,000
300-340-3491.000	Jobbing - Labor Billings to other funds & citizens	\$ 24,300
	Subtotal:	\$ 1,201,800
NON-OPERATING REVENUE		
300-350-3501.001	Connection Fees - Water First Time Connection Fees	\$ 1,800
300-350-3501.003	Other	\$ -
	Subtotal:	\$ 1,800
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	\$ 14,800
300-360-3625.000	Sale of Water	\$ -
	Subtotal:	\$ 14,800
MISCELLANEOUS		
300-380-3807.000	Miscellaneous	\$ 10,000
300-380-3820.000	Bad Debts Collected	\$ 2,200
	Subtotal:	\$ 12,200
Cash Basis		
300-390-3902.000	Assessments - Principal	\$ -
300-390-3906.000	Advances from State	\$ -
	Subtotal:	\$ -
	Total:	\$ 1,230,600

City and Borough of Sitka
Sitka, Alaska

FY 2012 Budget

Fund: 210 - Water Fund

Operations Budget

Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 175,005	\$ 248,257	\$ 175,968	\$ 180,265
5110.004	Overtime	\$ 21,626	\$ 22,000	\$ 21,731	\$ 23,000
5110.010	Temporary Employees	\$ 2,989	\$ 9,000	\$ 2,000	\$ 9,000
5120.000	Benefits	\$ 143,644	\$ 180,476	\$ 115,129	\$ 145,271
	Total Salaries & Benefits	\$ 343,264	\$ 459,733	\$ 314,828	\$ 357,536
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 8,095	\$ 10,400	\$ 7,781	\$ 10,400
5202.000	Uniform Allowance	\$ 84	\$ 800	\$ 383	\$ 850
5203.001	Utilities	\$ 37,679	\$ 37,400	\$ 38,034	\$ 36,250
5203.005	Heating Fuel	\$ 1,679	\$ 4,500	\$ 2,348	\$ 2,500
5204.000	Telephone	\$ 6,093	\$ 6,000	\$ 5,547	\$ 6,000
5205.000	Insurance	\$ 30,668	\$ 30,668	\$ 30,361	\$ 30,375
5206.000	Supplies	\$ 63,844	\$ 100,000	\$ 53,390	\$ 96,000
5207.000	Repairs and Maintenance	\$ 30,017	\$ 18,000	\$ 16,347	\$ 17,000
5208.000	Building Maintenance Fees	\$ 3,830	\$ 4,676	\$ 4,152	\$ 8,046
5211.000	MIS Fees	\$ 10,019	\$ 11,992	\$ 11,992	\$ 12,069
5212.000	Contracted/Purchased Services	\$ 39,829	\$ 97,875	\$ 79,092	\$ 96,350
5214.000	Interdepartment Services	\$ 221,966	\$ 124,610	\$ 168,341	\$ 108,455
5221.000	Transportation/Vehicles	\$ 28,406	\$ 30,013	\$ 29,035	\$ 29,840
5222.000	Postage	\$ -	\$ 500	\$ 132	\$ 500
5223.000	Tools & Small Equipment	\$ 4,254	\$ 10,600	\$ 29,149	\$ 17,000
5224.000	Dues & Publications	\$ 2,504	\$ 3,000	\$ 2,031	\$ 3,000
5226.000	Advertising	\$ 289	\$ 1,000	\$ 348	\$ 1,000
5227.000	Rentals - Building/Equipment	\$ 9,881	\$ 20,066	\$ 8,126	\$ 14,816
5231.000	Credit Card Expense	\$ 5,601	\$ 6,560	\$ 6,452	\$ 6,600
5290.000	Other Expenses	\$ 437	\$ 3,400	\$ 2,685	\$ 4,400
5295.000	Interest	\$ 49,330	\$ 66,435	\$ 66,435	\$ 76,547
7302.000	Debt Principal Payment	\$ 214,667	\$ 244,671	\$ 244,671	\$ 300,228
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 769,171	\$ 833,166	\$ 806,832	\$ 878,226
	Total Operating Outlays:	\$1,112,435	\$ 1,292,899	\$ 1,121,660	\$ 1,235,762

**WATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAINING AND TRAVEL		
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>
	Subtotal:	\$ 10,400
UNIFORM ALLOWANCE		
600-605-5202.000	Coveralls, rainwear, rubber boots, etc.	\$ 550
600-610-5202.000	Coveralls, rainwear, rubber boots, etc.	\$ <u>300</u>
	Subtotal:	\$ 850
UTILITIES		
600-605-5203.001	Utilities - Distribution	\$ 16,250
600-610-5203.001	Utilities- Treatment (inc for T.L.S. line to BLWTP)	\$ <u>20,000</u>
	Subtotal:	\$ 36,250
SUPPLIES		
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)	\$ 78,000
	Laboratory reagents for monitoring & standards, sample containers, microbial supplies, pH & alkalinity supplies	\$ <u>6,000</u>
	Subtotal:	\$ 96,000

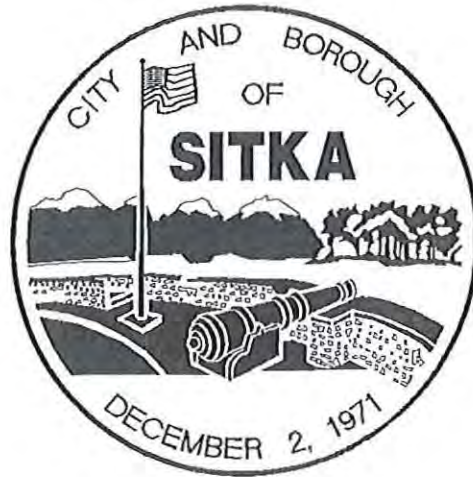
**WATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
REPAIRS & MAINTENANCE		
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. & flouride pumps, flouride feeder, corrosion control equip., control valves and meters.	\$ 7,000
	Indian River W.P. Equipment	\$ 4,000
	Subtotal:	\$ 17,000
BUILDING MAINTENANCE FEES		
600-601-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 5,046
	Paint Indian River Water Plant exterior (in-house)	\$ 3,000
	Subtotal:	\$ 8,046
CONTRACTED/PURCHASED SERVICES		
600-601-5212.000	Distribution system modeling, mapping, professional surveying services, Indian River flow studies (CBS portion)	\$ 30,000
	Audit Fees	\$ 2,350
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	\$ 34,000
	Subtotal:	\$ 96,350
INTERDEPARTMENT SERVICES		
600-601-5214.000	Admin. services	\$ 108,455
	Subtotal:	\$ 108,455
POSTAGE		
600-601-5222.000	Public Education Drinking Water Quality & Misc.	\$ 500
	Subtotal:	\$ 500
TOOLS & SMALL EQUIPMENT		
600-601-5223.000	Fax/answering machine	\$ 500
	Radio	\$ 1,000
600-605-5223.000	Replace locator (1994)	\$ 3,800
	New pip bar-utility saw	\$ 5,000
	Specialized tools, traffic control equip.	\$ 1,000
	Replace one handheld radio	\$ 1,400
	Replace stand-by cell phone	\$ 400
600-610-5223.000	Tools, and minor equipment for water lab	\$ 500
	Replace Turbidimeter at BLWP (~1991)	\$ 2,400
	Replace pH meter or hand held Cl/turb analyzer	\$ 1,000
	Subtotal:	\$ 17,000

**WATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
DUES & PUBLICATIONS		
600-601-5224.000	AWWA Utility membership, Operator cert., updated AWWA Standards subscription, AWWA individual memberships	\$ 3,000
	Subtotal:	\$ 3,000
ADVERTISING		
600-601-5226.000	Public Education Drinking Water Quality, PSAs, etc	\$ 1,000
	Subtotal:	\$ 1,000
RENTALS - BUILDING/EQUIPMENT		
600-601-5227.002	Central Garage Building Rent	\$ 9,816
600-605-5227.002	Equipment rent	\$ 5,000
	Subtotal:	\$ 14,816
OTHER EXPENSES		
600-601-5290.000	Unanticipated expenses, DEC charges, Micro lab certification fees	\$ 2,000
	Employee Wellness Programs	\$ 400
600-605-5290.000	Unanticipated expenses, DEC charges	\$ 1,000
600-610-5290.000	Unanticipated expenses, DEC charges	\$ 1,000
	Subtotal:	\$ 4,400
INTEREST		
600-650-5295.000	Corrosion Control Facility Loan - Loan #783031	\$ 2,792
	Building - Inventory & Equipment - Loan #783051	\$ 15,044
	Water Line - Loan #783151	\$ 9,313
	Whitcomb Heights Subdivision	\$ 42,795
	Water System - SMC Road - Loan #783061	\$ 6,603
	Subtotal:	\$ 76,547
DEBT PRINCIPAL PAYMENT		
600-650-7302.000	Corrosion Control Facility Loan	\$ 20,681
	Building - Inventory & Equipment	\$ 60,120
	Water Line	\$ 32,677
	Whitcomb Heights Subdivision	\$ 158,500
	Water System - SMC Road	\$ 28,250
	Subtotal:	\$ 300,228

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Capital Budget

WATER FUND

2012

City and Borough of Sitka
Fund 210 - Water Fund
FY 2012 Capital Budget Summary

	New Appropriations for FY 2012
Capital Projects:	\$ 4,918,000
Fixed Assets:	
Machinery/Equipment	\$ <u>9,000</u>
Subtotals:	\$ <u>9,000</u>
Total Planned Capital Expenditures:	<u>\$ 4,927,000</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 2012 Amount
	<u>Capital Projects</u> 720-600-630-5212.000	
7200.000	Monastery Main Replacement (SMC to Lincoln)	\$ 594,000
	Regulatory Water Treatment Upgrades - UV Disinfection	\$ 4,000,000
	Purchase & install 2 dist. System Meters	\$ 50,000
	Design Baranof Water Main Replacement	\$ 60,000
	Replace Etolin Way Water Main	\$ 189,000
	Harbor Mt. Allitude Valve Rebuild Project #90623	\$ 25,000
	Total Direct Capital Transfers:	\$ 4,918,000
	<u>Fixed Asset Acquisition</u> Water Fund Department #210-600-670	
	<u>Machinery/Equipment</u>	
7106.000	Replace/spare Micro Lab Autoclave	\$ 9,000
	Total Machinery/Equipment:	\$ 9,000
	Total Planned Capital Expenditures:	<u>\$ 4,927,000</u>
	<u>Capital Revenue - Low Interest Loans/Grants</u>	
	Monastery Street @ 1.5% Loan	\$ 594,000.00
	Etolin Way @1.5% Loan	\$ 189,000.00
	UV Disinfection @ 1.5% Loan	\$ 2,500,000.00
	UV Disinfection - Principal Forgiven Grant	\$ 1,500,000.00
		\$ 4,783,000.00

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

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/10
Blue Lake Dam Project	90624	\$ 35,000	-
BLWTP Flow Control Valves Upgrade	90650	\$ 28,000	3,188
Channel Crossing Line	80041	\$ 2,610,600	2,152,041
Distribution System Meter - Install 2 (@ roundabout)	90653	\$ 40,000	41,321
Gavan Treated Water Storage Tank Coating	90667	\$ 798,000	606,155
Harbor Mt. Allitude Valve Rebuild	90623	\$ 23,000	13,667
HPR Water Improvements	90673	\$ 300,000	24,500
HPR Watermain Design & Replace (REHAB)	90528	\$ 515,513	386,745
IRWTP Filter Beds Rehab	90612	\$ 25,000	775
Mills St Water Main	90642	\$ 199,000	169,208
O'Cain St Main Replacement	90651	\$ 100,000	-
SMC Water Improvements	90675	\$ 150,000	-
SMC Water System Phase II	90529	\$ 200,000	12
UV Disinfection Feasibility	90652	\$ 650,000	244,795

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**City and Borough of Sitka
Water Fund**

Pro Forma Statement of Net Assets

	2012	2011	2010
Assets			
Investment in Central Treasury	444,153	541,215	489,022
Receivables	250,000	250,000	901,533
Inventories	225,000	225,000	224,600
Property, Plant and Equipment	18,104,671	17,623,371	17,854,071
Restricted Cash with Fiscal Agent	111,058	111,058	111,058
Total Assets	<u>19,134,882</u>	<u>18,750,644</u>	<u>19,580,284</u>
Liabilities and Net Assets			
Liabilities			
Accounts Payable	141,800	141,800	582,513
Accrued Payroll & Leave	19,300	19,300	19,243
Other Liabilities	500	500	500
Bonds and Notes Payable	5,279,793	4,680,021	4,901,303
Total Liabilities	<u>5,441,393</u>	<u>4,841,621</u>	<u>5,503,559</u>
Net Assets			
Invested in Capital Assets	12,824,878	12,943,350	12,952,768
Restricted Fund Balance	-	-	-
Undesignated	868,611	965,673	1,123,957
Total Net Assets	<u>13,693,489</u>	<u>13,909,023</u>	<u>14,076,725</u>
Total Liabilities and Net Assets	<u>19,134,882</u>	<u>18,750,644</u>	<u>19,580,284</u>

**City and Borough of Sitka
Water Fund**

Pro Forma Statement of Revenue and Expenses

	2012	2011	2010
Revenues:			
Charges for services	1,177,500	1,175,661	1,028,919
Other	38,300	29,254	65,980
Total revenues	1,215,800	1,204,915	1,094,899
Operating Expenses			
Salaries and Benefits	357,536	314,828	343,264
Operating Expenses	501,451	495,726	529,052
Depreciation and Amortization	510,600	510,600	510,583
Total expenses	1,369,587	1,321,154	1,382,899
Operating Income	(153,787)	(116,239)	(288,000)
Other financing sources (uses)			
Interest Income	14,800	14,972	26,176
Interest Expense	(76,547)	(66,435)	(49,330)
Other	0	0	1,048,413
Net other financing sources (uses)	(61,747)	(51,463)	1,025,259
Net change in fund balances	(215,534)	(167,702)	737,259

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