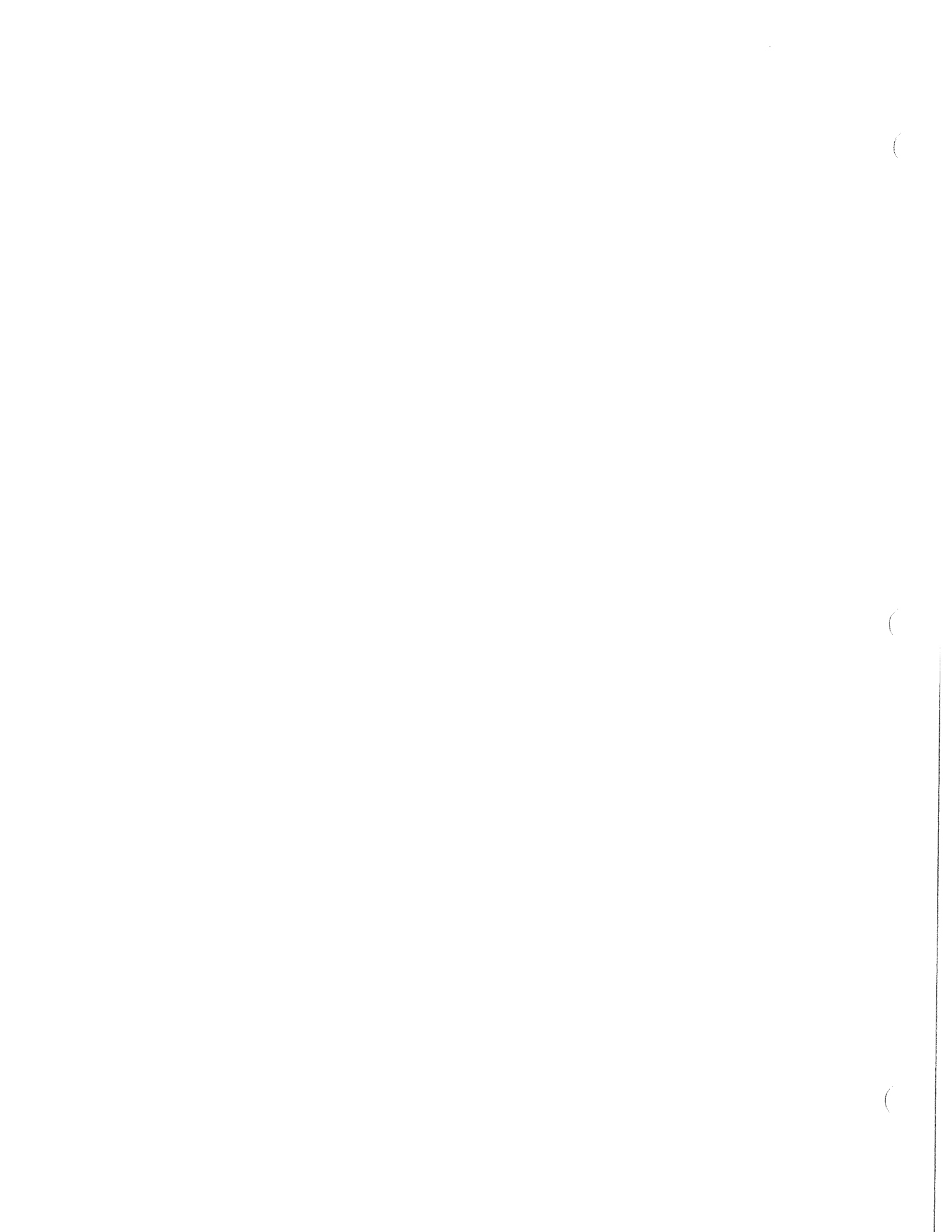


# City and Borough of Sitka FY2012 Consolidated Operating Budget

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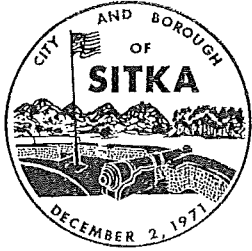
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# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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April 8, 2011

## **Mayor, Assembly Members, and Fellow Citizens of the City and Borough of Sitka**

In accordance with the provisions of Article XI, Section 11.02 of the Home Rule Charter of the City and Borough of Sitka, the Fiscal Year 2012 Consolidate Operating Budget of the City and Borough of Sitka and Sitka Community Hospital are hereby presented for your approval.

### **Administrator's Personal Message (as presented at first budget meeting April 28)**

It is my pleasure to submit the City and Borough of Sitka's FY2012 budget. While I am able to submit a balanced General Fund budget for Fiscal Year 2012, it did require that I include \$428,716 of the General Fund FY2011 carryover funds. While I was forced to include a significant portion of the FY2011 carryover funds, the remaining FY2011 carryover funds will be needed in preparing the FY2013 budget should the Secure Rural Schools Act not be extended and the projected drop in state revenues for 2013 be enacted. Thus the FY2012 and 2013 budgets will require a long term plan of fiscal discipline versus short term spending. As in my previous years, I want to thank our Finance Director Dave Wolff for his expertise and willingness to commit countless hours assisting me in preparing this year's budget.

The General Fund revenue has increased less than 2% from \$24,242,834 in the FY2011 budget to \$24,717,644. The City and Borough of Sitka Department Heads deserve my appreciation for their dedication for being good stewards of the entire FY2011 General Fund. The Department Heads and I recognized that not only was the FY2011 budget reduced from the previous year but the FY2012 General Fund budget would require FY2011 carryover funds to continue to provide the desired and required services to maintain our infrastructure and the quality of life so greatly enjoyed by all Sitkans. Our goal in this year's budget focus is to maintain our high level of public safety through police, fire and building inspections. Additionally, the City and Borough of Sitka must continue upgrading and maintaining the City's vital infrastructure including roads, electricity, water and wastewater services. The FY2012 budget also offers a wide range of community services such as library, parks and a first class harbor system.

This budget financially supports the goals of the City and Borough of Sitka through predictable revenue which will sustain operating expenditures. While the City and Borough of Sitka has been relatively sheltered from much of the nation's economic recession, the relatively flat property values and the possible decrease in cruise ship passenger traffic could impact sales tax revenue.

As anticipated, the City and Borough of Sitka budget reflects the down turn in our nation's economy. In particular, the FY2012 General Fund revenue is forecasted to grow less than 2% from the FY2011 General Fund revenue. In preparing the year's budget, it is recognized the

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Providing for today...preparing for tomorrow

Secure Rural Schools and Community Self-Determination Act of 2000 was reduced \$244,000 as well as the state revenue distribution was up \$16,259.

While the current economic downward trend is expected to remain flat possibly into FY2013, I have reduced all the General Fund line items to the maximum extent necessary to sustain the current services now provided to the community. The FY2012 General Fund budget does not increase the current staffing level nor provide for any wage or cost of living adjustment for the CBS employees.

Should the funding sources anticipated in developing the FY2012 budget not be realized, I will be forced to address which services will be curtailed or eliminated with the resulting staff reduction.

It is a good business practice that when a water or sewer replacement is necessary, funds must be available to restore the affected roads and sidewalks versus creating another gravel road. With the ever increasing deterioration of our asphalt roads to create additional gravel roads will ultimately result in taxing our future cost of road maintenance. The rapidly deteriorating condition of our roads is the greatest need of our infrastructure.

The Assembly must adopt a fully funded road maintenance plan to preclude a total failure of our road system. School busses, delivery trucks, commuters and cyclists depend on safe maintained roads as they conduct their daily travels.

The Enterprise Funds also reflect the downturn of the current economy. The Water Fund Operations Budget is down slightly from \$1,292,899 to \$1,239,762. The Assembly will again be asked to support a gradual rate hike to fund the federally mandated requirement for the UV project which must be operational by 2014. This gradual rate hike will preclude a one-time substantial hike in the next several years.

The Wastewater Fund as currently projected to show a reduction in the negative cash flow from \$(204,063) to \$(140,640). To return this fund to a positive cash flow, the Wastewater Fund will also require a small rate adjustment. The necessary upgrade and preventive maintenance of the wastewater infrastructure dictate the increase.

The Harbor Fund continues to operate in the black. The major project this year is to develop a Master Plan for the Harbor Department to include an assessment of the facilities, a rate study to determine the best practice to generate the necessary funds for the Harbor capital projects, and to prioritize the required capital improvements.

The Solid Waste Fund budget projects an increase of \$159,960 in revenue for FY2012. This increase will significantly improve the Unrestricted Working Capital deficit to \$(38,761) down from \$(382,389) in FY2011.

The Marine Service Center and the Airport Terminal Funds are in good financial shape and are really unremarkable as to any major issues. The Airport restroom projects will be a most complimented and appreciated by the community.

The Electric Fund is projected to reduce the FY2011 unrestricted working capital deficit 50% from \$550,054 shortfall to \$273,490 shortfall. The Electric Fund will operate in FY2012 above the minimum requirement of 1.25 net income to debt service. As presented to the Assembly in the FY2011 budget hearings, a one-half cent rate per kwh increase will be necessary to fund the critical and extremely expensive capital projects associated with the Blue Lake expansion. A gradual rate increase in each of the next several years is preferred to a significant one-time increase when the City and Borough must bond out for funding the completion of the Blue Lake project. We will continue to seek state and federal grants; however, with the federal government

current position that hydro does not qualify as renewable energy it is unreasonable to expect the state to provide the 50% of the Blue Lake project cost.

### **Fund Structure of the City and Borough**

The Fiscal Year 2012 Consolidate Operating Budget contains operating budgets for the Sitka General Fund and Permanent Fund; eight Enterprise Funds (Electric, Water, Waste Water, Solid Waste, Harbor, Airport Terminal, Marine Service Center, and Sawmill Cove Industrial Park); three Internal Service Funds (Management Information Systems, Central Garage and Building Maintenance); four Special Revenue Funds (SE Alaska Economic Development, Revolving LID Fund, Guarantee Fund, and Library Endowment); one Fiduciary Fund (Rowe Trust); all Capital Projects Funds; and the Sitka Community Hospital.

### **General Overview of the Financial Condition of the City and Borough**

It is the financial philosophy of the City and Borough that each Enterprise Fund and Internal Service Fund of the City and Borough is a separate and distinct business element and should stand on its own financially. The City and Borough believes, in addition, that the General Fund should finance the expenditures for general government services in line with projected revenues. In light of this philosophy, each operating budget has been balanced for FY12, through a combination of operating revenues, expenditure reduction, and working capital balances. In addition; only the Harbor, Airport Terminal Building, Marine Service Center, and MIS project a cash flow surplus to be added to its working capital during FY12.

The overall financial condition of the City and Borough of Sitka continues to remain healthy with a solid level of combined working capital (both restricted and unrestricted) of all of its funds. The value of the City and Borough's combined investment portfolio is approximately \$69.5 million including approximately \$18.0 million in the Permanent Fund. Total working capital is projected to decrease \$1.15 million during our current Fiscal Year 2011.

While the overall financial condition remains healthy, five of our Enterprise Funds – Electric, Water, Waste Water, Solid Waste, and Sawmill Cove Industrial Park – have been adversely impacted by various circumstances that have caused their financial situation to deteriorate. These funds will require close monitoring throughout FY2012. The Electric Fund and Waste Water Fund revenues have been flat over several years. The cost of the Blue Lake project will necessitate a rate increase in FY12. The Water Fund working capital cannot fund the mandatory UV upgrade and must have the suggested rate increase that was presented by consultants. The Waste Water Fund revenues do not cover the operating costs which leaves no funding to maintain the aging infrastructure, while the Solid Waste Fund is being impacted by the closure of Kimsham Landfill. The Sawmill Cove Industrial Park with the sales of various leased properties is having trouble cash flowing the operation with the remaining leases.

## **An Overview of the Fiscal Year 2012 Consolidate Operating Budget**

### **1. Fiscal Year 2012 Budget Process**

In developing each operating budget, the City and Borough Administrator, Finance Director and other Department Heads used zero-based budgeting techniques to develop the City and Borough of Sitka's departmental budgets from the ground up. Funding levels from last year and subsequent years served as guidelines but were not used as a starting point for incremental funding. The strengths of this process are that each line item can be justified in terms of specific required expenditures and that each Department Head has been fully involved in planning the resource needs of their Department for FY12.

To balance planned expenditures with predicted revenues and to fund additional personnel costs, Department Heads were requested to present their budgets based on services requested by the local citizens and with a reduction of five percent of the previous year's expenditures. After the first round of proposed expenditures, the Administrator decremented certain line items before the presentation to the Assembly.

In order to provide a complete, readable, and understandable Consolidated Operating Budget, we have utilized the following:

- a. The same budget format has been developed for all funds, including Fiduciary Fund and Special Revenue Funds. The format includes all components of both revenues and expenditures identified by line number and, in addition, documents Fiscal Year 2010 actual amounts, Fiscal Year 2011 budgeted and projected amounts, and Fiscal Year 2012 budgeted amounts.
- b. A table of personnel allowances has been included which details both the Municipality's required positions and those that are authorized.
- c. A fund summary sheet has been developed for each Enterprise and Internal Service fund that clearly identifies which components of reserve working capital are earmarked for capital projects and which components are truly unrestricted.
- d. Proprietary Fund budgets have been constructed on a cash inflow or outlay basis. To more clearly show the financial condition and results of these funds on an accrual accounting basis, however we have not budgeted for non-cash, accrued, and amortized expenses and, in addition, have constructed pro forma financial statements to clearly show the financial effects of each projected budget.

### **2. Level of Service and Service Reductions**

The FY12 budget was built on the expectation that the actual revenue plus working capital would be sufficient to cover the budgeted expenditures and should the actual

revenues fall short, then we will be at the decision to curtail or suspend services or undertake a staff reduction. Across the board, we intend to supply the same services to our citizens as we have in the past.

### **3. Work Force Management, Composition, and Compensation**

Total budgeted compensation for the City and Borough's municipal work force is \$17,825,273 (excluding Sitka Community Hospital), of which \$7,090,529 or 39.78% is borne by the various Enterprise and Internal Service Funds. The number of municipal employees for FY12 is 156.044 FTE (Full Time Equivalents) (excluding temporary employees and the Sitka Community Hospital).

Three unions represent approximately 2/3 of the work force and contracts were negotiated for the next several years with no wage increases unless revenues exceed those from FY09. The exempt and confidential employees' wages will remain the same as they were paid in FY11.

The package of benefits for municipal employees is remaining basically the same in FY12. The Municipality will offer optional group term life insurance for all employees. The full cost of this additional optional insurance will be borne by the employees. Health insurance costs were negotiated with an increase of 17.9% for FY12 compared to the rates for FY11. The health insurance cost will be covered by both the municipality and employees at their current ratio of 10% for the employees and 90% for the municipality. Only exception is the police union, in which the municipality covers the total cost the health insurance plan for those members and their families.

### **4. Taxes, Service Fees and Other Revenues**

A property tax levy of six mills, unchanged from Fiscal Year 2011, is being budgeted again this year; this is the current maximum allowed by the Home Rule Charter.

Municipal Revenue Sharing from the State of Alaska has passed for next year, which provides \$918,389 for the municipality. Further unfunded mandates from the State are possible. The School Bond debt reimbursement is budgeted at 100% funding for the 70% reimbursement of the 1999, 2000, 2005, 2008, and 2011 School Bonds and 60% for the 2004 School Bonds.

Within the General Fund, all interest revenue earned by the Revolving and Guarantee Funds in FY12 will again be transferred to the General Fund. This will result in \$35,200 in additional revenue to the General Fund.

## **5. Municipal Debt**

The City and Borough will have \$36,300,000 in General Obligation Bonds, \$48,700,000 in Revenue Bonds, and \$8,800,187 in long term note (Electric Fund) outstanding at the start of FY12. The following funds have low interest loans from the State of Alaska with balances as of the start of the fiscal year: General Fund – \$165,750; Water Fund - \$4,653,851; Waste Water Fund - \$3,185,425; Solid Waste Treatment Fund - \$2,084,355; and Harbor Fund - \$816,267. Total budgeted debt service on these bonds and notes will be \$8,556,014 of which \$2,282,881 will be reimbursed by the State of Alaska's Department of Education.

The City and Borough retains a sufficient level of general obligation bonding capacity in order to meet future needs.

## **Individual Departmental Highlights**

### **1. General Government**

General governmental activities (those financed by the General Fund) in FY12 will concentrate on maintaining the current level of municipal services to our citizens. The General Fund shows \$428,716 in excess expenditures over revenues. The General Fund will use its working capital to cover the deficit.

### **2. Electric Department**

The Electric Department has proposed the addition of the third turbine at the Blue Lake Hydro project along with raising the dam height to maximize the full potential of generating electricity for the municipality. Key to the funding was a \$12.5 million grant from the State of Alaska along with a second grant for \$8 million as a match for local funding for this project. Additionally the Electric Department will be maintaining and improving the distribution and transmission lines over the next several years.

The financial condition of the Electric Fund remains stable and the level of reserve working capital has dropped with the funding of the Blue Lake Project. The working capital was \$6,755,826 at December 31, 2011.

Our goal for the Electric Department is to generate surplus cash flow from operations of approximately \$1.0 million per year with \$750,000 per year to be used for capital improvements and \$250,000 to be added to the reserve working capital. Fiscal Year 2012 capital projects total \$1,002,409.



### **3. Water Department**

The financial condition of the Water Fund will be guarded after the rate increase is approved by the Assembly for FY2012. Additional adjustment to the water rates will be necessary in Fiscal Year 2013 through 2014 to help fund and pay for the bonding of the UV project that is federally required by 2014.

### **4. Waste Water Treatment**

Inflow and Infiltration (I & I) infrastructure improvements will again continue throughout FY12. Future I & I infrastructure improvements will be funded with a low interest rate loan from the State of Alaska. Several loans have been applied for, and approved, by the State of Alaska; however, any appropriations from the loan must be approved by the Assembly. Major capital improvements in FY12 include the rebuilds of several lift stations including Crescent and Japonski Island.

The financial condition of the Waste Water Treatment Fund is in jeopardy as FY12 budget shows excess expenditures over revenues. A rate increase will be necessary to balance the revenue and expenditures and maintain the aging infrastructure along the same theory of increases for the Water Fund. We will propose a \$4.75 a month increase for monthly fees and a 14% increase in metered rates.

### **5. Solid Waste Disposal**

The Solid Waste Fund will show a decrease in working capital in the amount of \$38,761. The reduction of working capital is due to expenditures for FY12. FY13 will have less debt service by \$128,765.

### **6. Harbor Fund**

The financial outlook for the Harbor Fund is healthy due to the amount of raw fish tax that the City and Borough receives each year. With the additional processing plant located at the Sawmill Cove Industrial Park, the raw fish tax should remain at a high level. It is important to note that the Harbor Fund is transferring \$100,000 of the raw fish tax proceeds to the General Fund.

### **7. Airport Terminal Building**

The Municipality retained ownership of, and continued operating, the Rocky Gutierrez Sitka Airport Terminal Building. With Federal regulations mandating additional security for

passengers, the terminal building has undergone expansion to meet the needs of the tenants along with the increase of security personnel and equipment.

#### **8. Marine Service Center**

The Marine Service Center remains financially viable as a separate enterprise fund. Major projects are proposed for FY12, including refrigeration controls and ammonia pumps and valves installation. The working capital is projected to increase by \$3,588 from operations.

#### **9. Sawmill Cove Industrial Park**

In April 1999, the Assembly accepted the APC mill site gifted to the City and Borough of Sitka and allocated up to \$4,000,000 from the SE Alaska Economic Development Fund for the funding of operations. In 2000, the City and Borough received \$4,000,000 for capital improvements, along with two grants totaling more than \$2,200,000. The financial outlook is weak until the site is fully leased.

#### **10. Management Information Systems Fund**

Major MIS initiatives in FY12 will consist of continued upgrades of various hardware and software components of our municipal information systems.

#### **11. Central Garage Fund**

The financial structure of the Central Garage Fund remains healthy with a projected deficit of \$94,339 from operations for FY12. In FY12, the vehicles and equipment that is scheduled to be purchased: 1) Fire Truck to replace FMC Fire Truck; 2) Road Grader w/snow wing to replace 1992 Road Grader; 3) One Ton Flatbed Truck; 4) Extended Cab 4X4 small pickup; and 5) Ford F550 Service Truck w/crane. The City and Borough maintains a sinking fund for vehicle and equipment purchases and a detailed disposal plan is shown on the decision point page. The City and Borough vehicle inventory will not be increased. The Central Garage Fund is scheduled to repay the General Fund for a \$1,050,000 advance to construct the Central Garage's portion of the General Services Building. The annual payment is \$50,000 principal and interest on the outstanding loan. The outstanding loan amount is \$500,000 at the beginning of FY12.

#### **12. Building Maintenance Fund**

The Building Maintenance Fund was established and capitalized from the interest earnings of the Timber Relief and SE Alaska Economic Development Funds. This fund is an internal

service fund responsible for maintenance of municipal buildings. A maintenance plan has been developed for staffing and charges to the various funds.

### **Capital Improvement Program**

The 2012-2016 Capital Improvement Program has been developed to address the pressing infrastructure and service needs of our community. Maximum effort has been made to identify Federal and State sources of revenue in order to finance these projects. Individual capital improvement projects have already been described in detail in many of the previous discussions of individual Departments/Funds. Detailed information concerning the Capital Improvements Program is contained within a separate section of this Consolidated Operating Budget.

This year we have again constructed a separate budget for each individual capital improvement project. These budgets clearly show the amount, and source, of all of the working capital to be expended in each project including grant revenue, transfers from the General Fund or Proprietary Funds, or expenditures of reserve working capital in each fund (from previous years grant advances or transfers from other funds).

### **Future Outlook**

The outlook for the City and Borough of Sitka remains guarded. Of all of the economic indicators we track only the property tax revenues have increased over the previous year. Projected sales and bed taxes receipts will remain steady compared to the previous year. Revenues for the fishing industry are uncertain for both the commercial outfits and the charter outfits due the limited amount of fish that can be caught. The municipality will remain vigilant on the several trends and ongoing situations which demand our attention.

#### **1. Long Term Funding for the Sitka Community Hospital and road maintenance in Sitka.**

With the passage of the Tobacco tax by the citizens of the City and Borough of Sitka, the permanent source of revenue to finance the operating needs of the hospital have been met. \$154,546 is proposed for equipment purchases for FY12.

During FY12, only \$450,000 has been allocated to road maintenance. In the future the City and Borough will need to look at a bond issue to bring its roads back to a reasonable standard.

## **2. Continued Diversification of Our Local Economy**

In order for our Municipality to grow, both figuratively, culturally, and economically, we must find ways to continue to diversify our local economy. We need to continue to do everything within our power to attract environmentally friendly industries that will provide permanent jobs with wages that will allow Sitkans to live and support a family. To this end, the Municipal government funded an economic diversity study with grant funds from the Federal government and has made available grant and loan funds for economic development. Development of the Sawmill Cove Industrial Park offers opportunities to attract these industries.

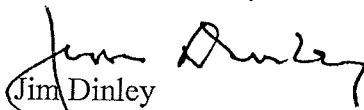
## **3. Long Range Financial Planning for Infrastructure Replacement**


Within each of our funds, we continue to work toward defining long range infrastructure needs (beyond our 5-year capital project plan) and to develop procedures for financing the infrastructure needs. Once these needs, and associated resources, have been identified, we will be able to evaluate the ability of the revenue and rate structure within each fund to achieve the required levels of working capital required to bring about the infrastructure. We are going to make a formal review of this process an integral part of every annual budget cycle.

### **Summary**

Our Municipal government continues to provide an outstanding array of services to its citizens through the collective efforts of outstanding, dedicated, and talented municipally employees. The financial condition of the Municipality remains in good shape, with an outstanding level of combined reserve working capital. While we still have some hurdles to clear and tough problems to address, the future of Sitka is bright. We will strive to continue to provide the best possible service to our citizens and to carefully manage the resources they give us to do the job.

Respectfully Submitted,

  
Jim Dinley  
Administrator

  
David Wolff  
Finance Director

**CITY AND BOROUGH OF SITKA**

**ORDINANCE NO. 2011-20**

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING BUDGETS FOR THE FISCAL YEAR JULY 1, 2011  
THROUGH JUNE 30, 2012**

**BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.
2. **SEVERABILITY.** If any portion of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.
3. **PURPOSE.** The purpose of this ordinance is to set forth budgetary requirements for the operation of the various divisions, departments and organizations of the City and Borough of Sitka for Fiscal Year 2012.
4. **ENACTMENT.** **NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska that the following expenditure budgets for the fiscal period beginning July 1, 2011 and ending June 30, 2012 are hereby adopted as follows:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>GENERAL FUNDS</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFERR	TOTAL
General Fund	\$ 25,188,079	\$ 23,543,947	\$ 1,929,843	\$ 25,473,790
<u>ENTERPRISE FUNDS</u>				
Electric Fund	\$ 12,160,715	\$ 11,431,795	\$ 1,002,409	\$ 12,434,204
Water Fund	\$ 1,230,600	\$ 1,235,762	\$ 4,927,000	\$ 6,162,762
Wastewater Fund	\$ 2,067,736	\$ 2,208,376	\$ 2,565,000	\$ 4,773,376
Solid Waste Fund	\$ 3,064,160	\$ 3,102,921	\$ -0-	\$ 3,102,921
Harbor Fund	\$ 2,501,319	\$ 2,089,481	\$ 375,000	\$ 2,464,481
Airport Terminal Fund	\$ 567,881	\$ 439,028	\$ 90,000	\$ 529,028
Marine Service Center Fund	\$ 250,196	\$ 140,608	\$ 106,000	\$ 246,608
Sawmill Cove Industrial Complex	\$ 107,398	\$ 339,954	\$ -0-	\$ 339,954

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>INTERNAL SERVICE FUNDS</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFERR	TOTAL
Management Information Systems Fund	\$ 835,632	\$ 776,685	\$ 50,000	\$ 826,685
Central Garage Fund	\$ 1,827,741	\$ 883,995	\$1,038,085	\$ 1,922,080
Building Maintenance Fund	\$ 1,685,470	\$ 1,713,311	\$ -0-	\$ 1,713,311
<u>SPECIAL REVENUE FUNDS</u>				
SE Alaska Economic Development Fund	\$ 553,206	\$ 144,800	\$ -0-	\$ 144,800
Revolving Fund	\$ 45,100	\$ 27,600	\$ -0-	\$ 27,600
Guarantee Fund	\$ 7,800	\$ 7,800	\$ -0-	\$ 7,800
Rowe Trust Fund	\$ 5,320	\$ 5,200	\$ -0-	\$ 5,200
Library Endowment Fund	\$ 5,400	\$ 4,000	\$ -0-	\$ 4,000
<u>PERMANENT FUND</u>				
Permanent Fund	\$ 1,556,000	\$ 1,048,898	\$ -0-	\$ 1,048,898
<u>CAPITAL PROJECT FUNDS</u>				
General Capital Project Fund	\$ 797,000	\$ -0-	\$ 797,000	\$ 784,000
Electric Capital Project Fund	\$ 1,002,409	\$ -0-	\$ 1,002,409	\$ 1,002,409
Water Capital Project Fund	\$ 4,918,000	\$ -0-	\$ 4,918,000	\$ 4,918,000
Wastewater Capital Project Fund	\$ 2,533,000	\$ -0-	\$ 2,533,000	\$ 2,533,000
Solid Waste Capital Project Fund	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Harbor Capital Project Fund	\$ 375,000	\$ -0-	\$ 375,000	\$ 375,000
Airport Terminal Fund	\$ 90,000	\$ -0-	\$ 90,000	\$ 90,000
Marine Service Center	\$ 106,000	\$ -0-	\$ 106,000	\$ 106,000

<u>COMPONENT UNIT</u>				
Sitka Community Hospital	\$20,632,959	\$ 18,855,190	\$ 888,291	\$19,743,481

**EXPLANATION**

Details of individual budgets are contained in Enclosure 1. Support to the Sitka School District has been included in the General Fund Expenditures. Budgeted amounts for all funds include revenue, operating expenditures and new capital outlays.

5. **EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2011.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 14th day of June, 2011.



Cheryl Westover, Mayor

ATTEST:



Colleen Ingman, MMC  
Municipal Clerk

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# City and Borough of Sitka Sitka, Alaska

## MISSION

To assure quality public services that provide for the well-being of the citizens of the City and Borough of Sitka. To provide the best *service, budget management, and planning* for the future of our community.

## OVERALL GOALS

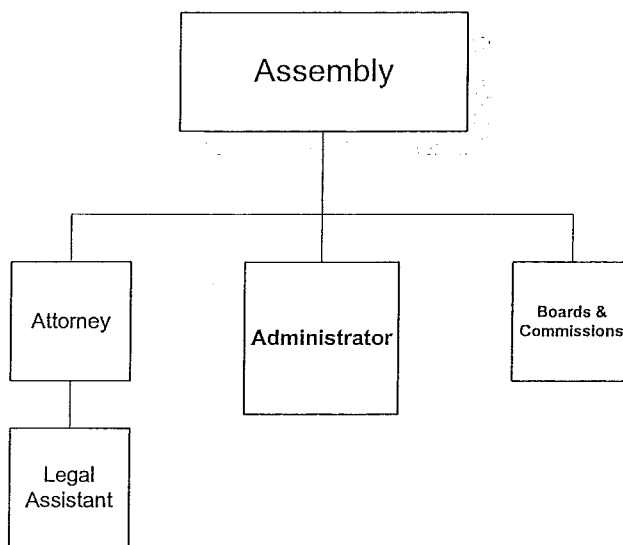
- Increase percent of operating budget provided by Permanent Fund earnings.
- Ensure quality of Municipal infrastructure.
- Increase year round employment opportunities.
- Comply with Vision: Small town atmosphere and high quality of life with sustained economic opportunity.

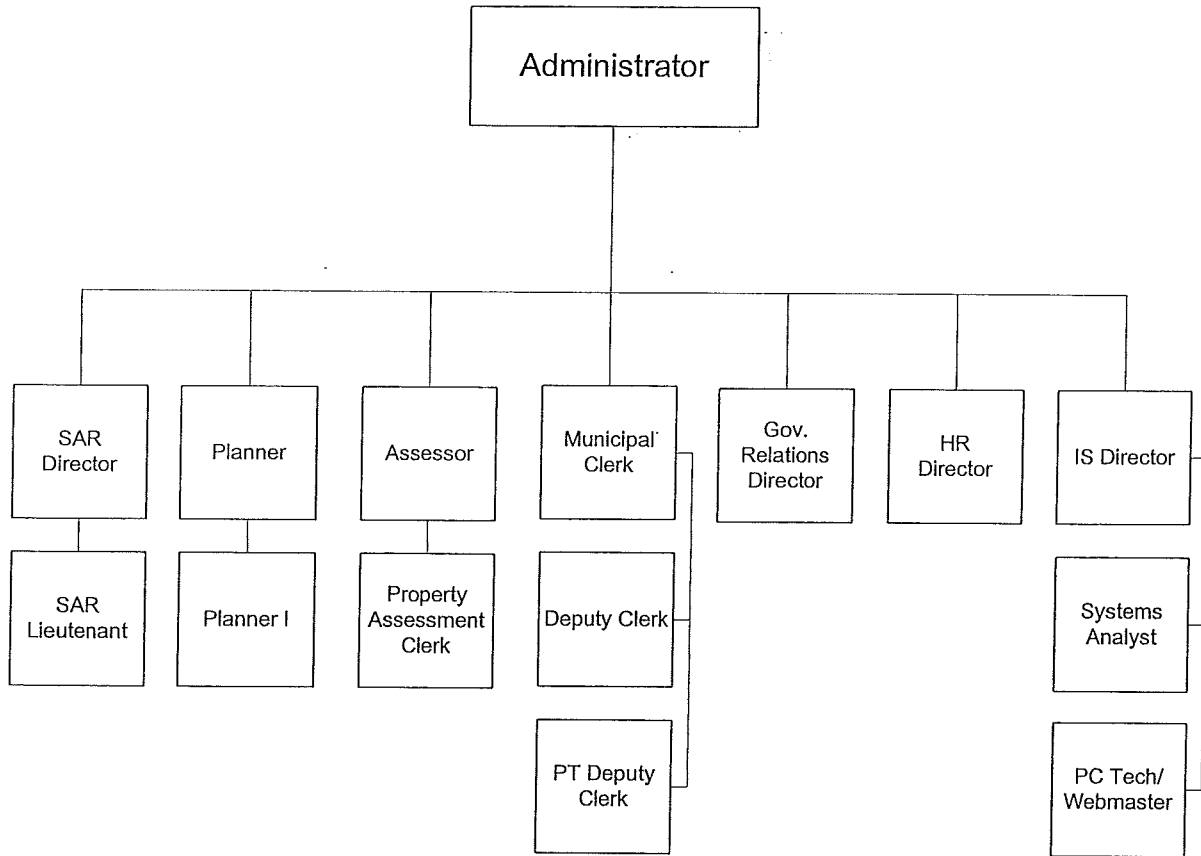
## ONGOING PRIORITY ACTION

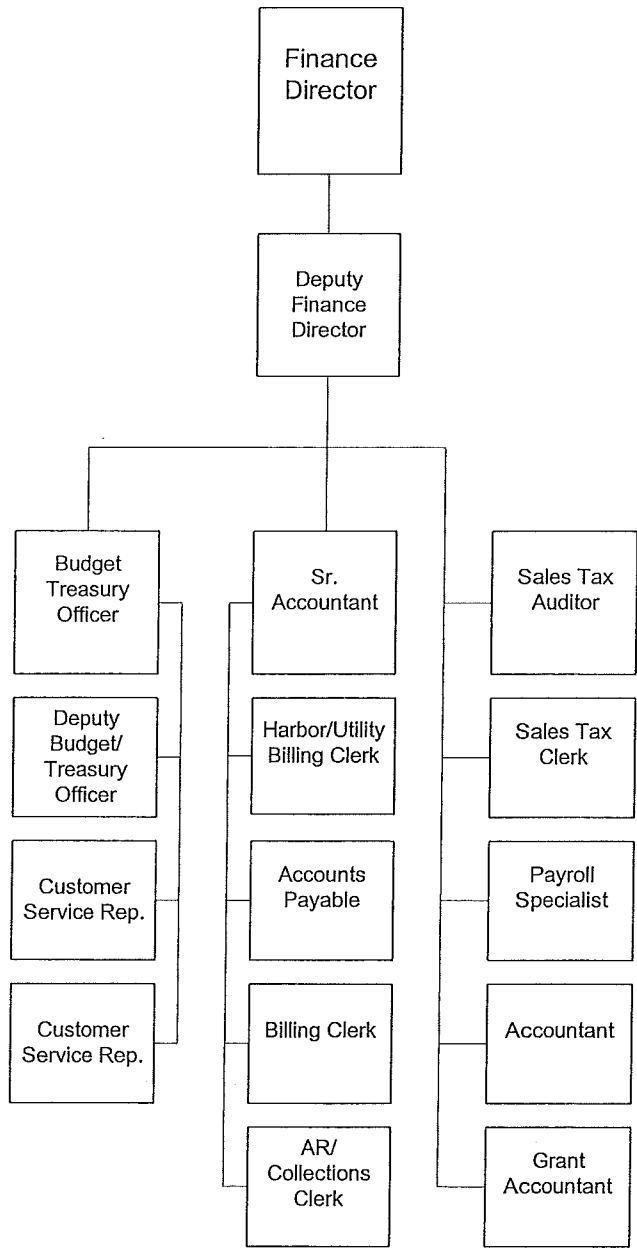
- Expand Sitka's presence as a regional health care center.
- Provide positive conditions for economic development.
- Implement and fund waterfront and harbor infrastructure.

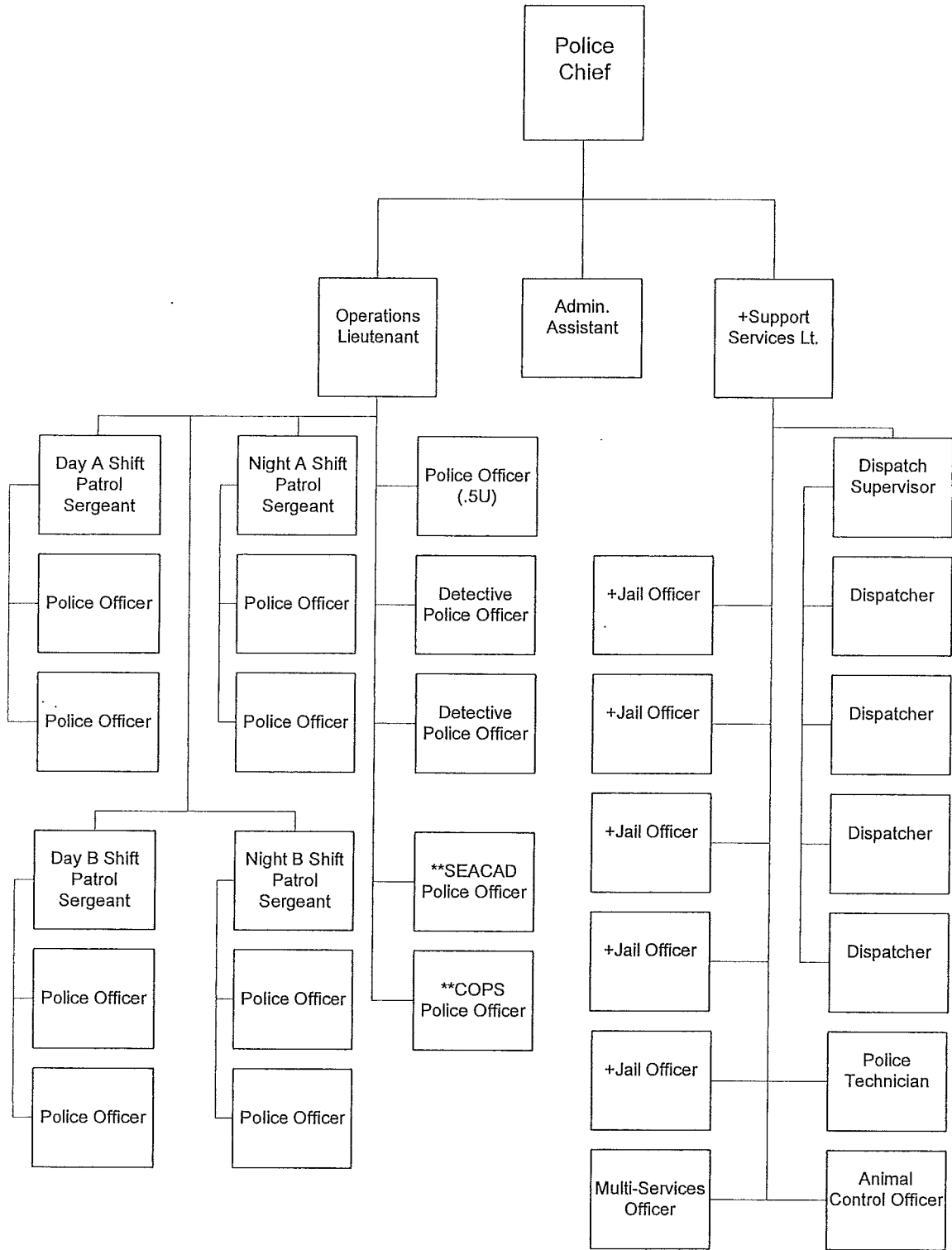
## MUNICIPAL VALUES

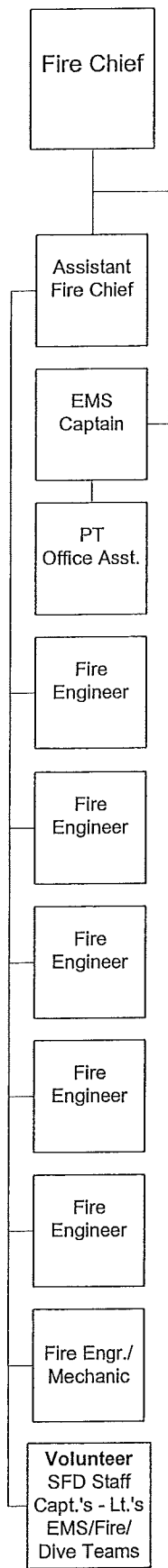
- **Accountability - Accepting responsibility for job performance, actions, and behavior.**
- **Commitment - Individual and collective dedication of employees in providing quality services to meet customer needs.**
- **Equal Opportunity - Providing a work environment that is fair to all employees through equal treatment and equal access.**
- **Honesty - Truthful interaction among employees, the Assembly, and the public which fosters trust and a lasting working relationship.**
- **Open Communication - The honest exchange of ideas and information with coworkers, the public, other departments, and the Assembly.**
- **Professionalism - Promoting honesty, respect, and team effort while adhering to a high standard of ethical conduct.**
- **Respect - Consistently demonstrating a deep regard for the needs and feelings of all people.**

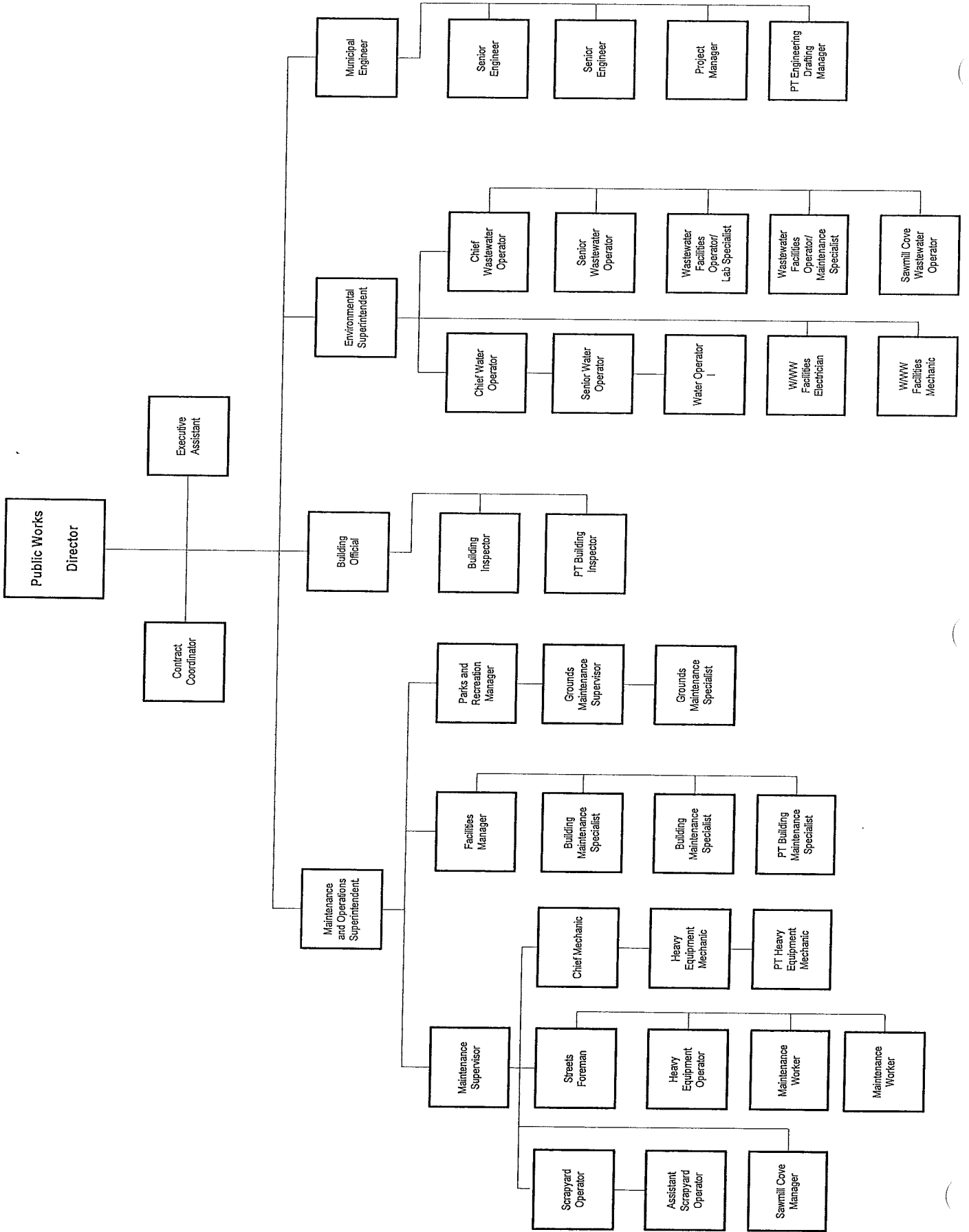




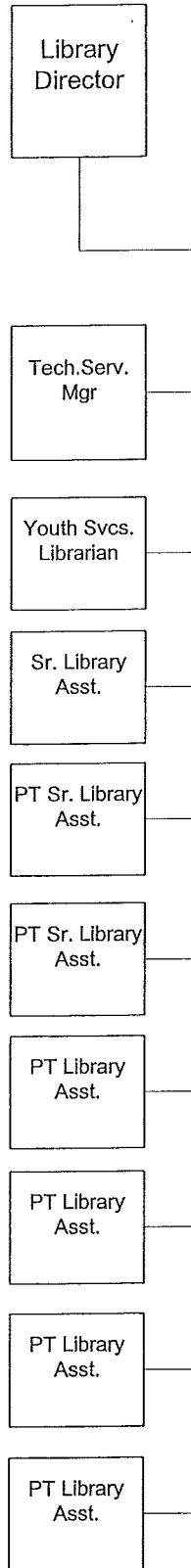


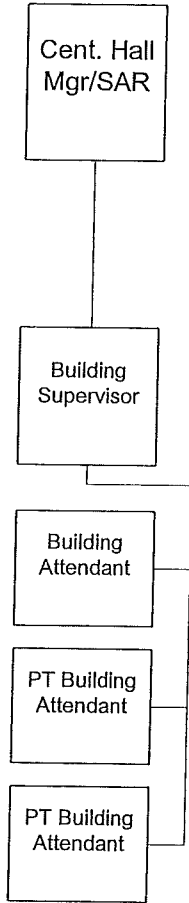


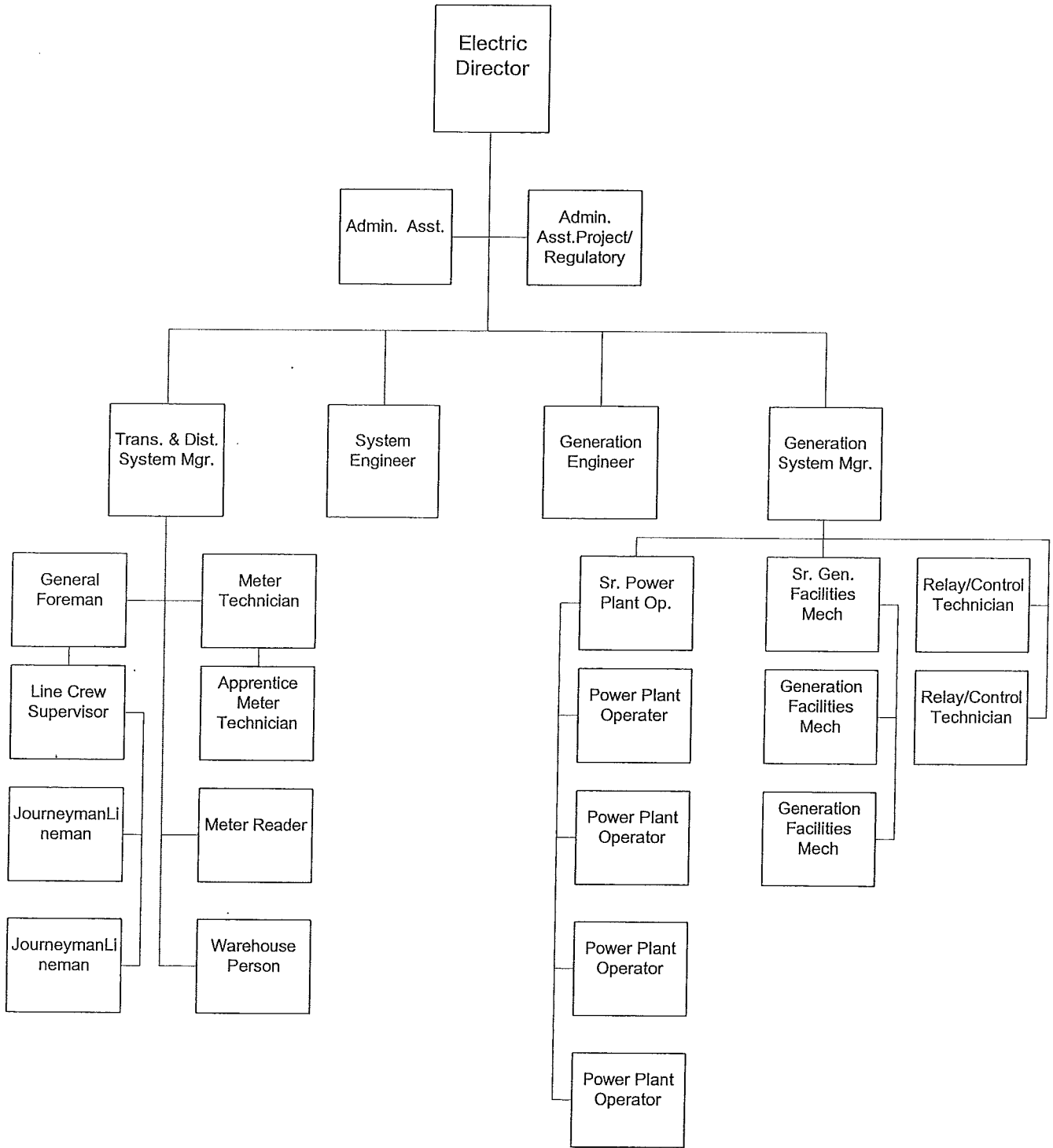


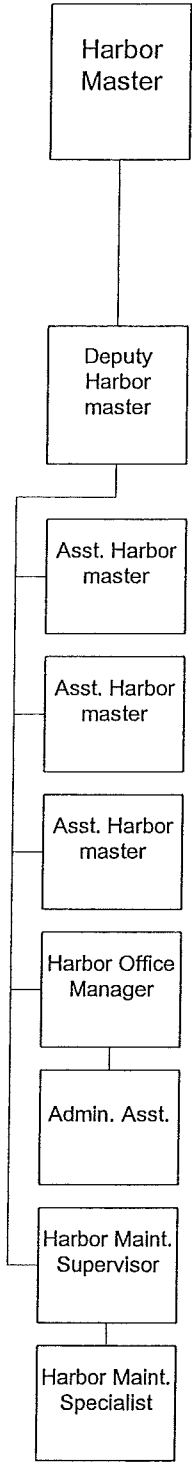












CITY AND BOROUGH OF SITKA  
STAFFING TABLE

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>FTE</u>	<u>GR</u>	<u>PAY</u>
1 ADMINISTRATION	1 Administrator	1	42 \$	57.70
	2 Government Relations Director	1	34 \$	42.42
	3 Municipal Deputy Clerk	0.5	28 \$	24.75
	4 Human Resource Director	1	37 \$	42.36
	5 Human Resource Assistant	0.5	25 \$	19.37
2 ASSESSING	1 Assessor	1	33 \$	37.51
	2 Prop Tax Clerk	1	\$	19.99
3 CENTENNIAL BLDG	1 Cent. Bldg. Manager	1	27 \$	32.46
	2 Cent. Bldg. Supervisor	1	\$	23.96
	3 Cent. Bldg. Attendant	1	\$	16.59
	4 Cent. Bldg. Attendant	0.5	\$	13.95
	5 Cent. Bldg. Attendant	0.5	\$	13.95
4 MUNICIPAL CLERK	1 Municipal Clerk	1	34 \$	42.42
	2 Municipal Deputy Clerk	0.5	28 \$	24.75
	3 Assistant Clerk	0.75	28 \$	21.34
5 MANAGEMENT INFORMATION SYSTEMS	1 Information Systems Director	1	34 \$	41.41
	2 Information Systems Analyst	1	30 \$	33.24
	3 PC Technician	1	\$	22.21
6 ELECTRIC	1 Electric Utility Director	1	42 \$	54.20
	2 Electric Generation System Manager	1	40 \$	54.14
	3 T&D System Manager	1	40 \$	48.49
	4 Sr. Electrical Engineer	1	40 \$	50.28
	5 General Engineer	1	40 \$	51.88
	6 General Foreman	1	\$	46.05
	7 Line Foreman	1	\$	43.55
	8 Journeyman Lineman	1	\$	40.78
	9 Journeyman Lineman	1	\$	40.78
	10 Electric Warehouse Person	1	\$	30.59
	11 Admin Assistant - Electric	1	21 \$	15.54
	12 Project & Regulatory Admin. Asst.	1	25 \$	23.60
	13 Sr. Gen Facilities Mechanic	1	\$	41.33
	14 Gen Facilities Mechanic	1	\$	38.17
	15 Gen Facilities Mechanic	1	\$	38.17
	16 Relay/Control Technician	1	\$	40.78
	17 Relay/Control Technician	1	\$	40.78
	18 Sr. Power Plant Operator	1	\$	40.78
	19 Power Plant Operator	1	\$	38.17
	20 Power Plant Operator	1	\$	38.17
	21 Power Plant Operator	1	\$	38.17
	22 Power Plant Operator	1	\$	38.17
	23 Meter Technician	1	\$	24.47
	24 Meter Technician	1	\$	40.78
	25 Meter Reader	1	\$	18.35

CITY AND BOROUGH OF SITKA  
STAFFING TABLE

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>FTE</u>	<u>GR</u>	<u>PAY</u>
7 FINANCE DEPARTMENT				
	1 ACCOUNTING			
	1 Finance Director	1	42 \$	49.45
	2 Deputy Finance Director	1	41 \$	46.62
	3 Senior Accountant	1	32 \$	32.76
	4 Accountant	1	29 \$	30.48
	5 Grant Accountant	1	29 \$	26.30
	6 Payroll Specialist	1	26 \$	27.66
	7 Accounting Clerk - A/P	1	\$	21.17
	8 Accounting Clerk - Sales Tax	1	\$	22.80
	9 Accounting Clerk - A/R Collections	1	\$	25.14
	10 Utility/Harbor Billing Clerk	1	\$	23.96
	11 Billing Clerk	1	\$	17.39
	12 Sales Tax Auditor	1	28 \$	25.66
	2 BUDGET			
	1 Budget/Treasury Officer	1	31 \$	31.20
	2 Deputy Budget/Treasury Officer	1	\$	22.74
	3 TREASURY			
	1 Customer Service Rep.	0.5	\$	14.86
	2 Customer Service Rep.	1	\$	15.39
8 FIRE				
	1 Fire Chief	1	37 \$	37.44
	2 Assistant Fire Chief	1	30 \$	34.91
	3 EMS/ Fire Captain	1	29 \$	30.89
	4 Engineer/Mechanic	1	\$	29.09
	5 Engineer	1	\$	19.99
	6 Engineer	1	\$	23.90
	7 Engineer	1	\$	29.12
	8 Engineer	1	\$	31.37
	9 Engineer	1	\$	25.10
	10 Office Assistant	0.5	\$	16.97
9 HARBOR				
	1 Harbormaster	1	34 \$	31.56
	2 Deputy Harbormaster	1	28 \$	25.36
	3 Harbor Maint. Supervisor	1	\$	29.12
	4 Assistant Harbormaster	1	\$	25.80
	5 Assistant Harbormaster	1	\$	17.17
	6 Assistant Harbormaster	1	\$	20.16
	7 Harbor Maintenance Specialist	1	\$	21.15
	8 Harbor Office Manager	1	\$	19.67
	9 Admin Assistant - Harbor	1	\$	16.14
10 LEGAL DEPARTMENT				
	1 Attorney	1	41 \$	49.58
	2 Legal Assistant	1	25 \$	20.86
11 LIBRARY				
	1 Library Director	1	32 \$	32.38
	2 Youth Services Librarian	1	\$	23.31
	3 Library Tech Services Mgr.	1	\$	30.57
	4 Sen. Lib. Asst. - Loan	1	\$	20.16
	5 Sen. Lib. Asst. - Acquis.	0.625	\$	19.19
	6 Library Assistant	0.6938	\$	19.21
	7 Library Assistant	0.6875	\$	16.91
	8 Library Assistant	0.325	\$	15.39
	9 Library Assistant	0.375	\$	14.35
	10 Library Assistant	0.5875	\$	14.35
12 PLANNING				
	1 Planning Director	1	35 \$	41.38
	2 Planner I	1	28 \$	22.98

**CITY AND BOROUGH OF SITKA  
STAFFING TABLE**

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>FTE</u>	<u>GR</u>	<u>PAY</u>	
13 POLICE	1 Police Chief	1	37 \$	45.62	
	2 Lieutenant	1	33 \$	39.43	
	3 Lieutenant	1	33 \$	39.43	
	4 Sergeant	1	\$	36.79	
	5 Sergeant	1	\$	32.42	
	6 Sergeant	1	\$	33.23	
	7 Sergeant	1	\$	29.48	
	8 SEACAD Officer (Grant)	1	\$	32.22	
	9 Detective	1	\$	30.21	
	10 Police Officer	0	\$	-	
	11 Detective	1	\$	26.71	
	12 Police Officer	1	\$	26.71	
	13 Police Officer	1	\$	26.71	
	14 Police Officer	1	\$	26.71	
	15 Police Officer	1	\$	30.97	
	16 Police Officer	1	\$	26.71	
	17 Police Officer	0.5	\$	28.06	
	18 Police Officer	1	\$	27.37	
	19 Police Officer	1	\$	26.71	
	20 Poice Officer - COPS	1	\$	26.71	
	21 Police Technician	1	\$	31.82	
	22 Dispatch & Records Supervisor	1	\$	29.76	
	23 Admin Assistant - Police	1	22 \$	21.41	
	24 Dispatch & Records Clerk	1	\$	19.49	
	25 Dispatch & Records Clerk	1	\$	20.99	
	26 Dispatch & Records Clerk	0	\$	-	
	27 Dispatch & Records Clerk	1	\$	23.07	
	28 Dispatch & Records Clerk	1	\$	19.49	
	29 Jail Officer	1	\$	24.88	
	30 Jail Officer	1	\$	19.49	
	31 Jail Officer	1	\$	23.07	
	32 Jail Officer	1	\$	19.98	
	33 Jail Officer	1	\$	19.01	
	34 Animal Control Officer	1	\$	23.53	
	35 Multi-Service Officer	1	\$	28.55	
(FUNDING LISTED IN FUND 158) Domestic Violence Unit Grant Positions					
	36 Domestic Violence Investigator				
	37 Domestic Violence Investigator				
14 PUBLIC WORKS	1 ADMINISTRATION				
		1 Public Works Director	1	42 \$	49.52
	2 PUBLIC WORKS				
		1 City & Borough Engineer	1	41 \$	47.82
		2 Engineer Manager	1	40 \$	46.73
		3 Engineer Manager	1	40 \$	47.90
		4 Building and Grounds Manager	1	38 \$	40.30
		5 Building Official	1	33 \$	30.80
		6 Project Manager	1	31 \$	29.36
		7 Building Inspector	0	31 \$	-
		8 Building Inspector	1	\$	29.04
		9 Engineering Drafting Manager	0.5	\$	27.00
		10 Engineering Drafting Manager	0	\$	-
		11 Contract Coordinator	1	28 \$	28.70
		12 Parks/Rec Manager	1	29 \$	27.99
		13 Executive Assistant	1	22 \$	18.01
	14 SMC Site Manager	0.5	30 \$	20.32	

**CITY AND BOROUGH OF SITKA  
STAFFING TABLE**

**DEPARTMENT**

3 ENVIRONMENTAL

**POSITION**

**FTE GR PAY**

1 Environmental Superintendent	1	37 \$	50.34
WASTEWATER TREATMENT			
1 Chief WW Facilities Operator	1	\$	29.79
2 WW Facilities Operator	1	\$	22.73
3 W/WW Facilities Electrician	1	\$	36.30
4 WW Facilities Operator	1	\$	27.23
5 WW Facilities Operator	1	\$	25.53
6 SMC WW Facilities Operator	1	\$	25.73
7 W & WW Facilities Mechanic	1	\$	34.40
WATER			
1 Chief Water Facilities Operator	1	\$	29.79
2 Water Treatment Operator	1	\$	24.49
3 Sr. Water Facilities Operator	1	\$	29.79

4 MAINTENANCE

1 Public Works Maint. Superintendent	1	36 \$	39.37
2 Heavy Equipment Operator	1	\$	21.64
3 Streets Foreman	1	\$	29.10
4 Assistant Groundskeeper	1	\$	18.88
5 Groundskeeper	1	\$	25.10
6 Heavy Equipment Mechanic	1	\$	25.07
7 Chief Heavy Equipment Mechanic	1	\$	25.21
8 Mechanic Assistant	0.5	\$	16.10
9 Facilities Manager	1	31 \$	31.62
10 Bldg Maintenance Spec.	1	\$	25.73
11 Bldg Maintenance Spec.	1	\$	25.73
12 Bldg Maintenance Worker	0.5	\$	17.00
13 Public Works Maint. Worker	1	\$	19.83
14 Public Works Maint. Worker	1	\$	21.65
15 SW Equipment Operator	1	\$	18.44
16 Asst. Scrapyard Operator	1	\$	21.00

FTE POSITIONS

156.044



City and Borough of Sitka  
Revenue and Appropriations Summary  
Fiscal Year 2012

<u>Fund</u>	<u>Revenues</u>	<u>Operating Appropriations</u>	<u>Capital Funding</u>	<u>Capital Appropriations</u>	<u>Budgeted Fund Balance</u>
General	\$ 25,188,079	\$ 23,543,947		\$ 1,929,843	\$ (285,711)
Electric	\$ 12,160,715	\$ 11,431,795		\$ 1,002,409	\$ (273,490)
Water	\$ 1,230,600	\$ 1,235,762	\$ 4,783,000	\$ 4,927,000	\$ (149,162)
Wastewater	\$ 2,067,736	\$ 2,208,376	\$ 2,214,500	\$ 2,565,000	\$ (491,140)
Solidwaste	\$ 3,064,160	\$ 3,102,921		\$ -	\$ (38,761)
Harbor	\$ 2,501,319	\$ 2,089,481		\$ 375,000	\$ 36,838
Airport Terminal	\$ 567,881	\$ 439,028		\$ 90,000	\$ 38,853
Marine Service Center	\$ 250,196	\$ 140,608		\$ 106,000	\$ 3,588
Sawmill Cove Industrial Complex	\$ 107,398	\$ 339,954		\$ -	\$ (232,556)
Management Information Systems	\$ 835,632	\$ 776,685		\$ 50,000	\$ 8,947
Central Garage	\$ 1,827,741	\$ 883,995		\$ 1,038,085	\$ (94,339)
Building Maintenance	\$ 1,685,470	\$ 1,713,311		\$ -	\$ (27,841)
Hospital	\$ 20,632,959	\$ 18,855,190		\$ 888,291	\$ 889,478
Combined Fund Totals	\$ 72,119,886	\$ 66,761,052	\$ 6,997,500	\$ 12,971,628	\$ (615,294)
Total Appropriations		\$ 79,732,680			

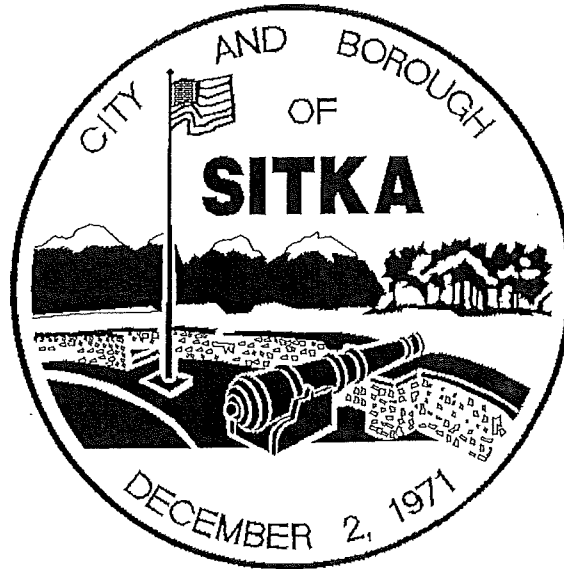
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City and Borough of Sitka  
Working Capital Summary  
(Non GASB 22)

<u>Fund</u>	<u>Projected Working Capital at June 30, 2011</u>	<u>Projected Additions to or (Deletions From) Working Capital Fiscal Year 2012</u>	<u>Projected Working Capital at June 30, 2012</u>
General	\$ 7,356,138	\$ (285,711)	\$ 7,070,427
Electric	\$ 5,671,069	\$ (273,490)	\$ 5,397,579
Water	\$ 538,274	\$ (149,162)	\$ 389,112
Wastewater	\$ 2,617,712	\$ (491,140)	\$ 2,126,572
Solidwaste	\$ 378,339	\$ (38,761)	\$ 339,578
Harbor	\$ 4,156,677	\$ 36,838	\$ 4,193,515
Airport Terminal	\$ 298,627	\$ 38,853	\$ 337,480
Marine Service Center	\$ 973,115	\$ 3,588	\$ 976,703
Sawmill Cove Industrial Complex	\$ 64,169	\$ (232,556)	\$ (168,387)
Management Information Systems	\$ 164,825	\$ 8,947	\$ 173,772
Central Garage	\$ 1,152,293	\$ (94,339)	\$ 1,057,954
Building Maintenance	\$ 2,870,525	\$ (27,841)	\$ 2,842,684
<b>Combined Fund Totals</b>	<b>\$ 26,241,763</b>	<b>\$ (1,504,772)</b>	<b>\$ 24,736,991</b>

City and Borough of Sitka  
Working Capital Summary  
(Under GASB 22)

<u>Fund</u>	<u>Projected Working Capital at June 30, 2011</u>	<u>Projected Additions to or (Deletions From) Working Capital Fiscal Year 2012</u>	<u>Projected Working Capital at June 30, 2012</u>
General	\$ 9,350,097	\$ (285,711)	\$ 9,064,386
Electric	\$ 5,671,069	\$ (273,490)	\$ 5,397,579
Water	\$ 538,274	\$ (149,162)	\$ 389,112
Wastewater	\$ 2,617,712	\$ (491,140)	\$ 2,126,572
Solidwaste	\$ 378,339	\$ (38,761)	\$ 339,578
Harbor	\$ 4,156,677	\$ 36,838	\$ 4,193,515
Airport Terminal	\$ 298,627	\$ 38,853	\$ 337,480
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Management Information Systems	\$ 164,825	\$ 8,947	\$ 173,772
Central Garage	\$ 1,152,293	\$ (94,339)	\$ 1,057,954
Building Maintenance	\$ 2,870,525	\$ (27,841)	\$ 2,842,684
<b>Combined Fund Totals</b>	<b>\$ 28,235,722</b>	<b>\$ (1,504,772)</b>	<b>\$ 26,730,950</b>



City and Borough of Sitka

**FIXED ASSET ACQUISITION**  
**SUMMARY**

FISCAL YEAR 2012

**Operating Budget**

CITY AND BOROUGH OF SITKA  
CAPITAL BUDGET  
GENERAL FUND

Fixed Asset Acquisition Summary

General Fund # 100-550-670

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
7106.041	Equipment - Library	\$ 6,511
	Total General Fund Fixed Asset Acquisition	\$ 6,511

CITY AND BOROUGH OF SITKA  
CAPITAL BUDGET  
ITEMIZED EXPENDITURES

General Fund Department 100-550-670-Fixed Assets

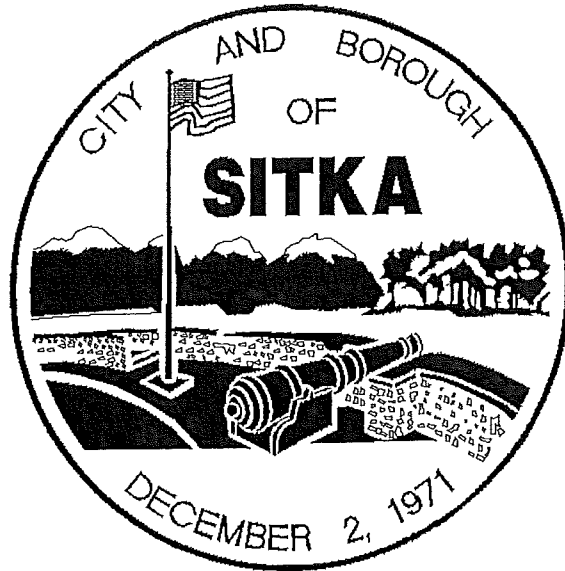
Account Group 7106 - Equipment

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
7106.041 Copier	<u>Library</u>	\$ 6,511
	Subtotal	\$ 6,511
	Total Equipment	<u>\$ 6,511</u>

**Enterprise And Internal Service Funds  
Fixed Asset Schedule  
Fiscal Year 2012**

	<u>AMOUNT</u>
<u>WATER FUND</u>	
<u>Account Group 7106 - Machinery/Equipment</u>	
Replace/spare Micro Lab Autoclave	\$ 9,000
<b>Total Wastewater Machinery/Equipment Purchases</b>	<b>\$ 9,000</b>
<u>Grand Total Wasterwater Fixed Assets</u>	<u>\$ 9,000</u>
<u>WASTEWATER FUND</u>	
<u>Account Group 7106 - Machinery/Equipment</u>	
Replacement screw compressor - air scrubber	\$ 7,000
Lift Station Pump Replacements	\$ 25,000
<b>Total Wastewater Machinery/Equipment Purchases</b>	<b>\$ 32,000</b>
<u>Grand Total Wasterwater Fixed Assets</u>	<u>\$ 32,000</u>
<u>MISFUND</u>	
<u>Account Group 7106 - Machinery/Equipment</u>	
Police - Bar-coding Solution for Evidence Inventory	\$ 30,000
WWTP - Phone System, Wiring, Phones, Paging System	\$ 20,000
<b>Total Harbor Machinery/Equipment Purchases</b>	<b>\$ 50,000</b>
<u>Grand Total Harbor Fixed Assets</u>	<u>\$ 50,000</u>
<u>CENTRAL GARAGE FUND</u>	
<u>Account Group 7107 - Vehicles</u>	
Fire - Fire Truck to Replace FMC Fire Truck	\$ 600,000
Public Works - 2011 Cat 140M Grader w/Snow Wing -replace #248	\$ 290,000
#248 - 1992 Cat 140G will be sold	
Public Works - Snow Plow for Front End Loaders	\$ 14,500
Electric - 2011 Ford F350 Flatbed 4x4 -replace #337	\$ 32,500
#337 will go to Streets to replace #277, which will be sold	
Electric - 2011 Ford Ranger Ext. Cab 4x4 -replaces #334	\$ 21,085
#334 will go to Building Officials to replace #287, which will be sold	
Waste Water Dept - 2011 Ford F550 Service Truck w/Crane	\$ 80,000
replaces #299, which will be sold	
<b>Total Central Garage Machinery/Equipment Purchases</b>	<b>\$ 1,038,085</b>
<u>Grand Total Garage Fund Fixed Assets</u>	<u>\$ 1,038,085</u>
<u>GRAND TOTAL ALL ENTERPRISE FUNDS</u>	<u>\$ 1,129,085</u>





**City and Borough of Sitka**

**TRAVEL AND TRAINING**  
**SUMMARY**

**FISCAL YEAR 2012**

**City and Borough of Sitka  
Travel and Training Budget  
General Fund**

**Department**

**Amount**

**Assembly/Administrator**

AML Legislative Committees Summer & Spring	\$	3,200
SE Conference Mid-Winter Summit	\$	2,400
SE Conference Mid-Winter Summit Registration	\$	230
AK Mayor's Conference	\$	1,000
AK Mayor's Conference Registration	\$	100
Coastal Management Regional Conference	\$	1,100
Spring Legis Trip	\$	1,800
Congressional Delegation DC	\$	6,600
AML	\$	10,000
AML Registration fees	\$	800
SE Conference Annual Meeting	\$	2,650
SE Conference Annual Meeting - Registration	\$	230
AAMC (50%)	\$	900
Human Resource Management Conference (SHRM)	\$	3,000
<b>Sub Total</b>	<b>\$</b>	<b>34,010</b>

**Legal**

IMLA Conference	\$	3,645
AML/AMAA Conference	\$	1,980
AML Legislative	\$	300
Alaska Bar Conference	\$	1,750
<b>Sub Total</b>	<b>\$</b>	<b>7,675</b>

**Clerk**

IIMC (International Institute of Municipal Clerks) - Colleen	\$	2,750
AML (AK. Municipal League)	\$	600
AAMC (AK Assoc. of Municipal Clerks)	\$	3,023
<b>Sub Total</b>	<b>\$</b>	<b>6,373</b>

**Finance**

AGFOA - Fall conference - 3 employees	\$	3,000
AGFOA - Spring conference - 4 employees	\$	4,000
GFOA Class - Staff	\$	1,000
Various local courses - Staff	\$	1,000
<b>Sub Total</b>	<b>\$</b>	<b>9,000</b>

**City and Borough of Sitka  
Travel and Training Budget  
General Fund**

<u>Department</u>	<u>Amount</u>
<b><u>Assessing</u></b>	
AAAO Summer Conference	\$ 800
AAAO Winter Conference	\$ 400
IAAO Course 500 - Staff	\$ 3,600
<b>Sub Total</b>	<b>\$ 4,800</b>
<b><u>Planning</u></b>	
Meetings with GIS Consultants and data providers	\$ 3,500
<b>Sub Total</b>	<b>\$ 3,500</b>
<b><u>Police</u></b>	
Management Training	\$ 5,000
Patrol Certification Training	\$ 30,000
Communication/Crisis Management Training	\$ 5,500
National American Humane Conference	\$ 2,000
Correctional Certified Training	\$ 2,500
<b>Sub Total</b>	<b>\$ 45,000</b>
<b><u>Fire</u></b>	
Firefighter Training	\$ 6,500
Dive Training	\$ 4,000
Training Materials	\$ 3,000
National Fire Academy	\$ 500
ASFA Conference	\$ 7,000
Fire Arson Conference	\$ 2,000
<b>Sub Total</b>	<b>\$ 23,000</b>

**City and Borough of Sitka  
Travel and Training Budget  
General Fund**

**Department**

**Amount**

**Ambulance**

Recertifications	\$	2,000
Local CME Classes	\$	3,500
Physician Training	\$	3,000
Training Materials	\$	3,000
EMS Conferences	\$	3,000
Paramedic Refresher	\$	2,000
<b>Sub Total</b>	<b>\$</b>	<b>16,500</b>

**SAR**

CPR, Wilderness & EMT Classes - All Volunteers	\$	2,000
MRA Re-Accreditation Evaluation Team	\$	2,000
Marine Safety Training - All Volunteers	\$	1,000
<b>Sub Total</b>	<b>\$</b>	<b>5,000</b>

**Public Works Administration**

Public Works Director	\$	3,000
Maintenance & Operations Manager	\$	3,000
<b>Sub Total</b>	<b>\$</b>	<b>6,000</b>

**Engineering**

Engineering Classes - +16 contract hours for 3 Engineers	\$	9,600
AIA Conference	\$	2,300
<b>Sub Total</b>	<b>\$</b>	<b>11,900</b>

**Streets**

CPR and First Aid	\$	700
Wastewater certifications	\$	800
Hazardous materials refresher	\$	900
Traffic control	\$	600
<b>Sub Total</b>	<b>\$</b>	<b>3,000</b>

**Recreation**

CPR and First Aid	\$	665
Training / Certifications	\$	2,135
<b>Sub Total</b>	<b>\$</b>	<b>2,800</b>

**City and Borough of Sitka  
Travel and Training Budget  
General Fund**

<u>Department</u>	<u>Amount</u>
<u>Building Official</u>	
Blding Inspector II - Travel/testing for Comm. Mechanical Inspector status	\$ 3,130
Building Official - Annual Fire Marshal's Forum	\$ 3,130
Sub Total	\$ 6,260
<u>Library</u>	
AKLA Conference (Library Director)	\$ 2,400
Sub Total	\$ 2,400
<b>TOTAL GENERAL FUND TRAVEL AND TRAINING</b>	<b><u>\$ 187,218</u></b>

**City and Borough of Sitka  
Travel and Training Budget  
Enterprise & Internal Service Funds**

Fund/Description	Amount
<u><b>ELECTRIC FUND</b></u>	
S.E. Conference - Energy Comm.- Utility Director	\$ 2,000
S.E. Conference - Annual Meeting - Utility Director	\$ 3,000
NHA Conference - Utility Director	\$ 2,500
Lobbying & Government Relations - Utility Director	\$ 6,000
APPA/REA Conference	\$ 4,000
Professional Development	\$ 3,000
PE Required CEU's	\$ 9,000
SEIRP	\$ 4,000
Materials Management -NWPPA	\$ 4,000
Safety & Training - Operators/Mechanics/Technicians	\$ 3,000
Job training & safety- Lineman	\$ 2,500
Metering - Meter Technicians	\$ 5,000
<b>Total Electric Fund Travel &amp; Training</b>	<b>\$ 48,000</b>
<u><b>WATER FUND</b></u>	
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
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>Total Water Fund Travel &amp; Training</b>	<b>\$ 10,400</b>
<u><b>WASTEWATER FUND</b></u>	
Wastewater collection 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.	\$ 4,500
Wastewater treatment operator's continuing education credits related to state operator certification, laboratory training and other required certificates e.g. Hazwopper & Hazardous site worker, etc..	<u>\$ 6,000</u>
<b>Total Wastewater Fund Travel &amp; Training</b>	<b>\$ 10,500</b>

**City and Borough of Sitka  
Travel and Training Budget  
Enterprise & Internal Service Funds**

<b>Fund/Description</b>	<b>Amount</b>
<b><u>SOLID WASTE FUND</u></b>	
HAZMAT Training	\$ 2,500
SW Training / Certification	\$ 3,200
Asbestos training	\$ 2,000
CPR and First Aid	\$ 200
SWANA Training	\$ 3,800
<b>Total Solid Waste Fund Travel &amp; Training</b>	<b>\$ 11,700</b>
<b><u>HARBOR FUND</u></b>	
Alaska Harbormasters - Homer, AK	\$ 2,000
Pacific Coast Congress - Olympia, WA	\$ 2,000
Educational & Safety Training, First Aid, CPR, First Responders Fire Training, Hazardous Material &	<u>\$ 3,000</u>
<b>Total Harbor Fund Travel &amp; Training</b>	<b>\$ 7,000</b>
<b><u>SAWMILL COVE INDUSTRIAL COMPLEX FUND</u></b>	
CPR and First Aid	<u>\$ 200</u>
<b>Total Sawmill Cove Industrial Complex Fund Travel &amp; Training</b>	<b>\$ 200</b>
<b><u>MANAGEMENT INFORMATION SYSTEMS FUND</u></b>	
NWS User group	\$ 4,000
PC Training	\$ 5,500
E-Gov Development	\$ 6,500
Miscellaneous (Text books, online classes, self-study)	<u>\$ 2,000</u>
<b>Total Management Information Systems Fund Travel &amp; Training</b>	<b>\$ 18,000</b>
<b><u>CENTRAL GARAGE FUND</u></b>	
CPR & First Aid	\$ 300
Training /Certifications	<u>\$ 1,800</u>
<b>Total Central Garage Fund Travel &amp; Training</b>	<b>\$ 2,100</b>

**City and Borough of Sitka  
Travel and Training Budget  
Enterprise & Internal Service Funds**

<b>Fund/Description</b>	<b>Amount</b>
<u><b>BUILDING MAINTENANCE FUND</b></u>	
Facility Maintenance - Wilbur	\$ 2,755
Boiler Training	<u>\$ 760</u>
Total Building Maintenance Fund Travel & Training	\$ 3,515
<b>TOTAL ENTERPRISE AND INTERNAL SERVICE FUNDS</b>	
<b>TRAVEL AND TRAINING</b>	<u><u><b>\$ 111,415</b></u></u>





**City and Borough of Sitka**

**CAPITAL IMPROVEMENTS**  
**PROGRAM**

**FISCAL YEAR 2012**

MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS GENERAL FUND	PRIORITY	FY12	FY13	FY14	FY15	FY16	LONG RANGE	FUNDING SOURCE
Animal Shelter								
Paint exterior, in house	2				6,000			1
Paint interior, in house	3						7,000	1
Replace Roof	1			69,000				1
Replace vinyl flooring	3				8,000			1
Replace boiler	1					50,000		1
Centennial Building								
Stain exterior (in house)	2							1
Replace HVAC Controls system	1						6,000	1
Replace Roof	1						170,000	1
Major Remodel/Upgrades (Roof, HVAC, Entrance, Finishings)	2		2,000,000	2,500,000	728,000			1
City Hall								6,1
Replace Carpet	2							
Paint Exterior	1		110,000					1
Replace EF's	3						58,000	1
Replace electric water heater	2						5,000	1
ADA access and Arctic entry back entrance	2		15,000					1
Front door replacement	2							1
Paint Interior	2		25,000					1
City/State Building								
Lighting Retrofit	2						52,000	1
Replace rusted windows	1							
Replace carpet-Fish & Game	1		40,000					1,2
Replace first floor rubber floor	2		40,000					1,2
Paint PD interior (in house)	2		25,000					2
Design HVAC upgrade	3			9,500				1
Paint interior-2nd floor lobby in courtroom (in-house)	1		41,000					1
Rebuild 2 airhandling units, replace all EF's, balancing and retrocommission controls	3				6,000			1,2
First and second floor restroom remodels	1			200,000				1
Replace roof	2		294,000					1,2
Community Hospital								
Replace Roof	1						839,000	1,2
Fire Station	1		1,075,000					3
Paint soffits (in-house)								
Electric Conversion Fire Hall Dual Heat	3							
Kettleson Library	1		200,000		5,000			1
Reconstruction/Expansion								
	1		4,720,000	10,000,000				1,3,5,6

MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS	PRIORITY	FY12	FY13	FY14	FY15	FY16	LONG RANGE	FUNDING SOURCE
<b>Land Improvements</b>								
Centennial Harbor RR Vinyl Replacement	3		4,000					1
Centennial Hall Parking Lot Reconstruction	2		1,500,000					1,3
Canoe Shelter replace roof	1							1
Sandy Beach RR - Paint Exterior	2		2,800					1
Lake & Lincoln RR - Paint interior (in-house)	3						3,000	1
<b>Park and Recreation</b>								
Cross Trail STIP Project - DOT/STW	1	55,000	871,000					2,3
Comprehensive Trail/Trailhead Signage	2		6,000	6,000				1
Crescent, Moller and Indian River Playground Upgrades	1		100,000	100,000	270,000	190,000		1,3
Godard Bathhouses Replaced	2		75,000			75,000		1,3
Parks and Rec. Woodworking Shop	3		65,000					1
Parks and Rec. Greenhouse	4					40,000		1
Crescent Tennis Court Upgrade	2		100,000					1
Skateboard Park Pavilion	1	50,000						1
Krueger Field Covered Bleachers	3		70,000					1
Japanski Island Softball Fencing	4				40,000			1
SMC Bypass Trail to Rapture Center	3			105,000	1,395,000			3
Whale Park Trail Replacement	2			50,000		1,500,000		3
Moller Park Field & Track Repair	2					6,500,000		5
<b>Senior Center</b>								
Paint Exterior	2		16,000					1
Paint interior (in-house)	3			6,000				1
Replace Water Heater	2			5,000				1
Replace AHU	3				60,000			1
Replace relief air damper	3		6,000					1
Controls replacement	1				99,000			1
Miscellaneous	3					5,000	10,000	1
Refrigeration Heat Recovery	2							3
<b>Streets, Roads, &amp; Subdivisions</b>								
Monastery Sidewalk and Parking	1	320,000						1
Etolin Street Paving	1	70,000						1
Center for Community Drainage	1	77,000						1
Edgecumbe Drive STIP Match	1	20,000	160,000					1
Edgecumbe Drive DOT Design	1	136,500	1,683,500					2
Baratof Street Sidewalks	1	5,000	150,000					1
Smith Street	1	35,000						1
DeGroff Street Sidewalks and Paving	2		5,000	145,000				1
Monastery Street Hirst to Arrowhead	2		5,000	5,000	145,000			1
Marine Street	2				5,000	95,000		1
Hirst Street	2				5,000	95,000		1
Jeff Davis Sawmill Creek to Lincoln	3		1,243,732					1
Kimsham Street	3		261,779					1
Monastery Street North of SMCRC	3		311,138					1
Verstovia Street Lake to Pheison	3		275,969					1
Lincoln Street Jeff Davis to Harbor Drive	3				1,731,733			1
<b>SUBTOTAL</b>		<b>2,058,500</b>	<b>13,544,811</b>	<b>13,857,607</b>	<b>4,503,733</b>	<b>8,550,000</b>	<b>1,155,000</b>	

FUNDING SOURCE: 1-GENERAL, 2-DOT, 3-GRANT, 4-LID, 5-BOND, 6-FEDERAL, 7-ENTERPRISE FUND, 7A-AKTRF, 8-PRIVATE, 9-OTHER, X-BUDGETED

MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS	PRIORITY	FY12	FY13	FY14	FY15	FY16	LONG-RANGE	FUNDING SOURCE
<b>GENERAL FUND / ELECTRIC DEPARTMENT</b>								
Public Services Center								
Upgrade control system front end	2						150,000	1,7
Waste boiler compressor replacement	3					3,000		1,7
Replace Vinyl Floor	1			14,000				1,7
Replace Water Heater	2		2,000					1,7
Paint Interior (in-house)	1		7,000					1,7
Replace HVAC Controls System	3						150,000	1,7
<b>SUBTOTAL</b>		<b>0</b>	<b>9,000</b>	<b>14,000</b>	<b>0</b>	<b>3,000</b>	<b>300,000</b>	
<b>ELECTRIC DEPARTMENT</b>								
Automated SCADA Distribution								
Blue Lake License Env. Mitigation	3						2,000	7
Blue Lake Powerplant Improvements	2					131,210	200,000	7
Blue Lake Sub-Paint & Maintenance	3				541	10,000	20,000	7
Blue Lake Project	1	50,000						7
SMC Rd. Upgrade Express Feeder	2	500,000						7
Feeder Improvements	2		48,425					7
Green Lake Powerplant Improvements	3	102,564	75,000	75,000	75,000	75,000	150,000	7
Janvis St. Diesel Capacity Incr.	2	28,183	15,000	15,000	15,000	15,000	30,000	7
Janvis D4 Air Quality Permit	1		2,500,000	9,500,000				5,7
Janvis St. Improvements	2	30,000						7
Jeff Davis Line Upgrade	1	61,163						7
Marine St. Sub. Paint & Maintenance	3			300,000				7
Marine St. Sub - Voltage Regulators	1	54,000						7
Microwave or Optic Fiber	2			260,300				7
SCADA System Enhancements	2	74,482						7,8
Tie Line 69kV Thimbleberry to Blue Lake	2	39,017	39,017	36,000	36,000	36,000	72,000	7
Demand Side Load Management	3		1,400,000					7
Transmission & 1220 Upgrade	2	30,000		1,000,000	2,000,000		6,131	7
Substation at Benchlands	3			40,000	1,400,000			7
Warehouse Paving	1	33,000						7
<b>SUBTOTAL</b>		<b>1,002,409</b>	<b>4,029,017</b>	<b>11,274,725</b>	<b>3,526,541</b>	<b>267,210</b>	<b>480,131</b>	
<b>WATER DEPARTMENT</b>								
Blue Lake Water Plant - Paint exterior (in-house)								
Indian River Water Plant-Paint exterior (in-house)	3		4,000					7
CCF - Replace fire alarm panel	1		2,000					7
CCF - Replace three EF's	2					6,000		7
CCF - Replace water heater	2						6,000	7
CCF - Replace Monitor stove	1				2,000			7
CCF - Replace vinyl flooring	3				4,000			7
Connect Upper Lance Drive to Hillside Pump Station	3						4,000	7
Monastery Main Replacement (SMC to Lincoln)	1	594,000					1,210,000	3,7A
Eagleway Water (State)	3							7,7A
Regulatory Water Treatment Upgrades - UV Disinfection	3		300,000					3,2
HPR Water Main Improvements (prior to paving)	1	4,000,000	3,500,000	500,000				3,7,9
Purchase & install 2 dist. System meters	1		300,000					7,7A
SMC Road Water Tank Construction	1	50,000	50,000					7
Japonaki Is. Water Supply Main	2			3,000,000			5,200,000	3,7A,7
Water Main Replacement	2				300,000			7,7A,3,7
Design DeArmond Water Main replacement	1						5,000,000	7
Replace DeArmond water main	1		50,000					7
Replace DeArmond water main	2		400,000					7,7A

FUNDING SOURCE: 1-GENERAL, 2-DOT, 3-GRANT, 4-LID, 5-BOND, 6-FEDERAL, 7-ENTERPRISE FUND, 7A-AKTRF, 8-PRIVATE, 9-OTHER, X-PUBLICLY FUNDED

MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS	PRIORITY	FY12	FY13	FY14	FY15	FY16	LONG-RANGE	FUNDING SOURCE
Design Jeff Davis Water main replacement	2	60,000						7
Design Baranof Water main replacement	2	60,000						7.7A
Replace Etolin Way water main	1	183,000						7.7A
Replace Jeff Davis Water Main	2		750,000					7.7A
Replace Baranof Water Main	2		625,000					7.7A
Replace Monastery Main (Hirst to Arrowhead)	3			60,000	625,000			7.7A
Replace Hirst St. Water Main	3				50,000	505,000		7.7A
DeGroff Water Main Improvements	3			150,000				7.7A
Replace Monastery Main (North of SMC)	3		50,000	521,000				7.7A
Verstovia Water Main Improvements	3			100,000				7.7A
Replace Water Main Lincoln St. (Jeff Davis to Harbor Dr)	2			75,000	1,150,000			7.7A
Harbor Mt. Altitude Valve Rebuild Project #90623	1			25,000				7
<b>SUBTOTAL</b>		<b>4,918,000</b>	<b>6,391,000</b>	<b>4,406,000</b>	<b>2,131,000</b>	<b>711,000</b>	<b>11,420,000</b>	
<b>WASTEWATER DEPARTMENT</b>								
Paint Generator Bldgs exterior (in house)	3						6,000	7
Paint WWTP exterior	3			44,000				7
Paint WWTP interior (in-house)	3			4,000				7
Paint Blue Lake Water Plant exterior (in-house)	3				4,000			7
HVAC retrofit, controls, duct cleaning, balancing	1		482,000					7
Replace oil fired water heaters	2			20,000				7
Replace WWTP generator	3				50,000			7
Monastery Main Replacement	1	649,000						7
Pump Station Upgrades - general	1		150,000	150,000	150,000			7
Sanitary Sewer Main Replacement	1		150,000	150,000	150,000		150,000	7
Replace vinyl flooring	3			20,000				7
Replace Generators - Lift Stations	3			100,000	100,000		100,000	7
Effluent Disinfection System	3		50,000	500,000				7.7A,3
Replace AHU 2	2			50,000				3.7
Design AHU retrofit, water heaters replacement, controls commissioning	1	50,000						7
Replace AHU 1 and Purafill unit	2				125,000			7
Sewer Improvements HPR/DOT	1		75,000					7
Add to Lake St. LS project #90601	2			100,000				7
Replace Crescent LS	1			150,000				7.7A
Retrofit Japonski LS	1			1,300,000				7.7A,3
Replace Etolin Main	1	284,000						7.7A
Replace Baranof Main	2		680,000					7.7A
Replace Monastery Main (Hirst to Arrowhead)	3			60,000	680,000			7.7A
Replace Hirst St. Sewer Main	3				50,000	550,000		7.7A
Replace DeGroff Sewer Main	3		90,000	1,000,000				7.7A
Replace Monastery Sewer Main (North to SMC)	3		40,000	360,000				7.7A
Verstovia Sewer Improvements	3			50,000				7
Lincoln St. Sewer Improvements (Jeff Davis - HD)	3				50,000			7
<b>SUBTOTAL</b>		<b>2,533,000</b>	<b>1,717,000</b>	<b>2,508,000</b>	<b>1,359,000</b>	<b>800,000</b>	<b>6,000</b>	
<b>SOLID WASTE DEPARTMENT</b>								
SciP Facility Improvements	2			50,000				7
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	

FUNDING SOURCE: 1-GENERAL, 2-DOT, 3-GRANT, 4-LID, 5-BOND, 6-FEDERAL, 7-ENTERPRISE FUND, 7A-AKTRF, 8-PRIVATE, 9-OTHER, X-BUDGETED

MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS	PRIORITY	FY12	FY13	FY14	FY15	FY16	LONG-RANGE	FUNDING SOURCE
<b>HARBOR DEPARTMENT</b>								
Misc								
Seaplane Base EA/Design	1	50,000						7
Lighting Facility Dock Expansion	1		2,000,000	4,000,000				7,3
Fisherman's Work Float Expansion	2						300,000	9
ANB Harbor	1	250,000	4,000,000	4,000,000	1,500,000			7
Crescent Harbor Float 4 piling replacement	1	30,000						7,3
Ellason Harbor floatation upgrades	1	45,000						7
<b>SUBTOTAL</b>		<b>375,000</b>	<b>6,000,000</b>	<b>8,000,000</b>	<b>1,500,000</b>	<b>0</b>	<b>300,000</b>	
<b>AIRPORT TERMINAL FUND</b>								
Carpet Replacement	2	90,000						7
Paint Exterior	2			52,000				7
Paint Interior	3						5,000	7
Replace 2003 addition roof	1						214,000	7
Replace Metal Roof	2			150,000				7
Replace Water Heater	3		4,000					7
Replace relief air dampers	2		30,000					7
<b>SUBTOTAL</b>		<b>90,000</b>	<b>34,000</b>	<b>202,000</b>	<b>0</b>	<b>0</b>	<b>219,000</b>	
<b>MARINE SERVICES CENTER</b>								
Replace Water Heater	2		4,500					7
R&R sliding freezer doors	2			28,000				7
Pain interior (in-house)	3		3,000					7
Rebuild Sullair compressors (2)	1				60,000			7
Replace EF's	2				8,000			7
Ammonia pump and valves installation	1	23,000						7
Shutdown cold room-check insulation, moisture removal, wall coverings, service solenoid valves	1		50,000					7
Refrigeration Controls	2	83,000						7
Replace Vinyl Floor	2					10,000		7
<b>SUBTOTAL</b>		<b>106,000</b>	<b>57,500</b>	<b>28,000</b>	<b>68,000</b>	<b>10,000</b>	<b>0</b>	
<b>SAWMILL COVE</b>								
Replace Roof							600,000	7
<b>SUBTOTAL</b>							<b>600,000</b>	
<b>DATA PROCESSING</b>								
Mini Computer Upgrade	2				50,000			7
<b>SUBTOTAL</b>		<b>0</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTALS</b>		<b>11,082,909</b>	<b>31,782,328</b>	<b>40,390,332</b>	<b>13,088,274</b>	<b>10,341,210</b>	<b>13,880,131</b>	

FUNDING SOURCE: 1-GENERAL, 2-DOT, 3-GRANT, 4-LID, 5-BOND, 6-FEDERAL, 7-ENTERPRISE FUND, 7A-AKTRF, 8-PRIVATE, 9-OTHER, X-UNBUDGETED

MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS	PRIORITY	FY12	FY13	FY14	FY15	FY16	LONG-RANGE	FUNDING SOURCE
<b>SITKA PROJECTS FUNDED BY OTHER AGENCIES</b>								
Streets, Roads, & Subdivisions								
Sawmill Creek Road Phase III		15,000,000						2
Airport Runway Expansion		20,000,000	10,000,000	10,000,000				2
HPR Resurfacing & Bridge Replacement		5,000,000	10,000,000					2
Bus Maintenance Facility		3,500,000						8
Indian River Bus Turnaround		500,000						8
Kirkman Way & Admin. Road		900,000						8
Sawmill Creek Road Roundabout to Jeff Davis			5,000,000					2
Airport								
<b>TOTALS</b>		<b>44,900,000</b>	<b>25,000,000</b>	<b>12,000,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**CITY AND BOROUGH OF SITKA  
CAPITAL IMPROVEMENTS PROGRAM  
FISCAL YEAR 2012**

**GENERAL FUND**

**AMOUNT**

**Fiscal Year 2012 Appropriations**

Monastery sidewalk and parking	\$	320,000
Etolin Street paving	\$	70,000
Center for Community drainage	\$	77,000
Edgecumbe Drive STIP Match & DOT Design	\$	20,000
Baranof Street sidewalks	\$	5,000
Smith Street	\$	35,000
City Hall - ADA access and Arctic entry back entrance	\$	15,000
Electric Conversion Fire Hall Dual Heat	\$	200,000
Skateboard Park Pavillion	\$	50,000
Cross Trail STIP Match & DOT/STW	\$	5,000

**2012 Total**    \$    **797,000**

**ELECTRIC FUND**

**Fiscal Year 2012 Appropriations**

Blue Lake Sub-Paint & Maintenance	\$	50,000
Feeder Improvements	\$	102,564
Green Lake Powerplant Improvements	\$	28,183
Blue Lake Project	\$	500,000
Jarvis D4 Air Quality Permit	\$	30,000
Jarvis St. Improvements	\$	61,163
Marine St. Sub-Paint & Maintenance	\$	54,000
Microwave or Optic Fiber	\$	74,482
SCADA System Enhancements	\$	39,017
Transmission \$ 1220 Upgrade	\$	30,000
Warehouse Paving	\$	33,000

**2012 Total**    \$    **1,002,409**

**WATER FUND**

**Fiscal Year 2012 Appropriations**

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. Altitude Valve Rebuild Project #90623	\$	25,000

**2012 Total**    \$    **4,918,000**



**WASTERWATER FUND**

**Fiscal Year 2012 Appropriations**

Monastery Main Replacement	\$	649,000
Add to Lake St. LS Projcet #90601	\$	100,000
Replace Crescent LS	\$	150,000
Retrofit Japonski LS	\$	1,300,000
Replace Etolin Main	\$	284,000
Design AHU retrofit, water heaters replacement, controls commissioni	\$	50,000
<b>2012 Total</b>	<b>\$</b>	<b>2,533,000</b>

**HARBOR FUND**

**Fiscal Year 2012 Appropriations**

TBA	\$	50,000
ANB Harbor	\$	250,000
Crescent Harbor Float 4 Piling Replacement	\$	30,000
Eliason Harbor Floataion Upgrades	\$	45,000
<b>2012 Total</b>	<b>\$</b>	<b>375,000</b>

**AIRPORT TERMINALFUND**

**Fiscal Year 2012 Appropriations**

Replace carpet	\$	90,000
<b>2012 Total</b>	<b>\$</b>	<b>90,000</b>

**MARINE SERVICE CENTER FUND**

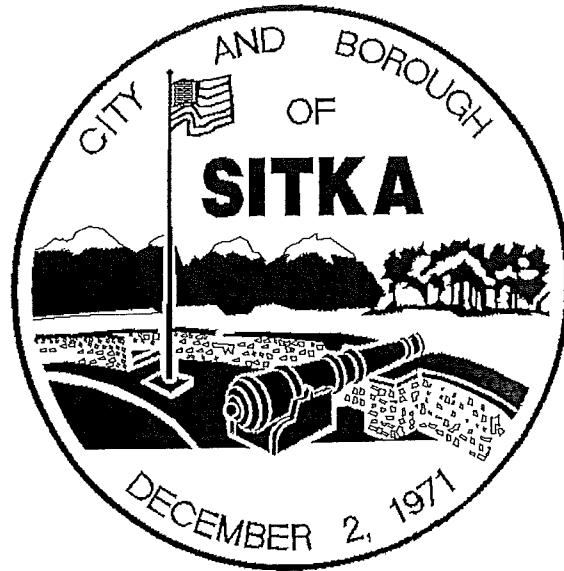
**Fiscal Year 2012 Appropriations**

Refrigeration controls	\$	83,000
Ammonia pumps and valves installation	\$	23,000
<b>2012 Total</b>	<b>\$</b>	<b>106,000</b>

**ALL FUNDS FISCAL YEAR 2012 TOTAL:**

**\$ 9,821,409**

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**City and Borough of Sitka**

**GENERAL FUND**

**FISCAL YEAR 2012**

**Operating Budget**

GENERAL FUND - SUMMARY

	<u>FY 2012</u> <u>Budget</u>	<u>FY 2011</u> <u>Budget</u>	<u>FY 2011</u> <u>Projections</u>	<u>Change</u> <u>FY 2011</u> <u>Budget</u>	<u>% Change</u> <u>From FY 2011</u> <u>Budget</u>
<b>REVENUES</b>					
Property Tax	\$ 5,976,702	\$ 5,870,600	\$ 5,895,275	\$ 106,102	1.81%
Auto Tax	\$ 99,860	\$ 109,810	\$ 98,412	\$ (9,950)	-9.06%
Sales Tax	\$ 8,393,900	\$ 7,996,700	\$ 8,301,256	\$ 397,200	4.97%
Bed Tax	\$ 305,400	\$ 272,000	\$ 314,960	\$ 33,400	12.28%
State Revenue	\$ 2,197,473	\$ 1,775,081	\$ 1,800,119	\$ 422,392	23.80%
Stumpage	\$ 1,035,800	\$ 1,279,800	\$ 1,150,914	\$ (244,000)	-19.07%
PILT	\$ 592,000	\$ 586,300	\$ 592,145	\$ 5,700	0.97%
Federal Grant Revenue	\$ 122,567	\$ -	\$ 187,993	\$ 122,567	0.00%
Licenses & Permits	\$ 147,370	\$ 133,710	\$ 143,293	\$ 13,660	10.22%
Services	\$ 1,018,070	\$ 1,012,950	\$ 1,032,800	\$ 5,120	0.51%
Operations Revenue	\$ 734,049	\$ 659,600	\$ 607,049	\$ 74,449	11.29%
Property Investments	\$ 738,910	\$ 783,301	\$ 806,578	\$ (44,391)	-5.67%
From Other Funds	\$ 2,473,230	\$ 2,364,288	\$ 2,402,984	\$ 108,942	4.61%
Miscellaneous	\$ 168,650	\$ 147,550	\$ 177,762	\$ 21,100	14.30%
Transfers In	\$ 1,184,098	\$ 1,251,144	\$ 1,262,706	\$ (67,046)	-5.36%
Working Capital	\$ -	\$ -	\$ -	\$ -	0.00%
<b>TOTAL REVENUES:</b>	<b>\$ 25,188,079</b>	<b>\$ 24,242,834</b>	<b>\$ 24,774,246</b>	<b>\$ 945,245</b>	<b>3.90%</b>

**OPERATIONS BUDGET**  
**SALARY, WAGES & BENEFIT EXPENDITURES**

Administrator/Assembly	\$ 563,585	\$ 534,473	\$ 517,620	\$ 29,112	5.45%
Legal	\$ 227,365	\$ 222,662	\$ 218,838	\$ 4,703	2.11%
Clerk	\$ 228,324	\$ 177,245	\$ 201,238	\$ 51,079	28.82%
Finance	\$ 1,438,064	\$ 1,278,271	\$ 1,317,609	\$ 159,793	12.50%
Assessing	\$ 199,687	\$ 208,858	\$ 190,341	\$ (9,171)	-4.39%
Planning	\$ 217,835	\$ 212,194	\$ 209,972	\$ 5,641	2.66%
Police Department	\$ 3,495,726	\$ 3,226,605	\$ 3,073,122	\$ 269,121	8.34%
Fire Department	\$ 1,172,767	\$ 1,157,416	\$ 1,088,634	\$ 15,351	1.33%
Ambulance	\$ 123,337	\$ 132,494	\$ 103,035	\$ (9,157)	-6.91%
SAR	\$ 6,004	\$ 6,896	\$ 5,344	\$ (892)	-12.93%
PW Administration	\$ 448,552	\$ 445,777	\$ 439,715	\$ 2,775	0.62%
Engineering	\$ 725,610	\$ 694,845	\$ 646,169	\$ 30,765	4.43%
Street Department	\$ 532,614	\$ 524,856	\$ 487,553	\$ 7,758	1.48%
Recreation	\$ 313,491	\$ 291,624	\$ 275,031	\$ 21,867	7.50%
Building Official	\$ 202,335	\$ 197,084	\$ 193,127	\$ 5,251	2.66%
Library	\$ 536,392	\$ 526,087	\$ 528,325	\$ 10,305	1.96%
Centennial Building	\$ 303,057	\$ 296,391	\$ 302,811	\$ 6,666	2.25%
	<b>\$ 10,734,744</b>	<b>\$ 10,133,777</b>	<b>\$ 9,798,484</b>	<b>\$ 600,966</b>	<b>5.93%</b>

**OPERATIONS BUDGET (cont.)**  
**NON-PERSONNEL RELATED OPERATIONS EXPENDITURES**

	FY 2012 Budget	FY 2011 Budget	FY 2011 Projections	Change From FY 2011 Budget	% Change From FY 2011 Budget
Administrator/Assembly	\$ 195,464	\$ 216,868	\$ 173,413	\$ (21,404)	-9.87%
Legal	\$ 56,962	\$ 76,001	\$ 48,159	\$ (19,039)	-25.05%
Clerk	\$ 116,072	\$ 117,758	\$ 122,621	\$ (1,686)	-1.43%
Finance	\$ 209,886	\$ 209,139	\$ 234,568	\$ 747	0.36%
Assessing	\$ 35,844	\$ 38,392	\$ 29,756	\$ (2,548)	-6.64%
Planning	\$ 30,827	\$ 31,734	\$ 30,697	\$ (907)	-2.86%
General Office	\$ 335,417	\$ 381,819	\$ 343,271	\$ (46,402)	-12.15%
Other	\$ 332,386	\$ 310,800	\$ 314,484	\$ 21,586	6.95%
Police Department	\$ 766,469	\$ 772,485	\$ 792,400	\$ (6,016)	-0.78%
Fire Department	\$ 379,450	\$ 347,458	\$ 326,701	\$ 31,992	9.21%
Ambulance	\$ 131,597	\$ 147,953	\$ 138,125	\$ (16,356)	-11.05%
SAR	\$ 47,604	\$ 52,038	\$ 35,566	\$ (4,434)	-8.52%
PW Administration	\$ 44,451	\$ 39,023	\$ 37,742	\$ 5,428	13.91%
Engineering	\$ 96,078	\$ 74,260	\$ 84,164	\$ 21,818	29.38%
Street Department	\$ 907,921	\$ 770,589	\$ 755,075	\$ 137,332	17.82%
Recreation	\$ 293,671	\$ 409,666	\$ 370,169	\$ (115,995)	-28.31%
Building Official	\$ 30,172	\$ 28,863	\$ 23,607	\$ 1,309	4.54%
Library	\$ 299,405	\$ 315,066	\$ 311,618	\$ (15,661)	-4.97%
Centennial Building	\$ 187,702	\$ 169,912	\$ 160,846	\$ 17,790	10.47%
Visitor's Bureau	\$ 282,048	\$ 251,240	\$ 251,240	\$ 30,808	12.26%
Senior Center	\$ 91,330	\$ 75,372	\$ 71,271	\$ 15,958	21.17%
	\$ 4,870,756	\$ 4,836,437	\$ 4,655,493	\$ 34,320	0.71%
<b>DEBT</b>					
General Debt	\$ 12,236	\$ 12,383	\$ 12,383	\$ (147)	-1.19%
School Debt	\$ 1,275,602	\$ 1,279,757	\$ 1,277,757	\$ (4,155)	-0.32%
	\$ 1,287,838	\$ 1,292,140	\$ 1,290,140	\$ (4,302)	-0.33%
<b>SUPPORT</b>					
School Support	\$ 6,355,670	\$ 6,218,818	\$ 6,155,610	\$ 136,852	2.20%
Community Schools	\$ 140,392	\$ 143,257	\$ 143,257	\$ (2,865)	-2.00%
Hospital Support	\$ 154,546	\$ 157,700	\$ 213,216	\$ (3,154)	-2.00%
	\$ 6,650,608	\$ 6,519,775	\$ 6,512,083	\$ 130,833	2.01%
<b>Total Operations Budget:</b>	<b>\$ 23,543,947</b>	<b>\$ 22,782,128</b>	<b>\$ 22,256,200</b>	<b>\$ 761,818</b>	<b>3.34%</b>
<b>CAPITAL BUDGET AND TRANSFERS</b>					
Transfer to other Funds:					
Vehicle Purchases	\$ 146,762	\$ 41,700	\$ 41,700	\$ 105,062	251.95%
SCIP	\$ -	\$ -	\$ -	\$ -	0.00%
Management Information Systems	\$ 39,570	\$ 16,000	\$ 16,000	\$ 23,570	147.31%
2004/2005 Bonds - Debt Service	\$ 880,000	\$ 828,667	\$ 880,000	\$ 51,333	6.19%
Fish Box Tax	\$ 60,000	\$ 51,600	\$ 65,000	\$ 8,400	16.28%
Fixed Asset Acquisition	\$ 6,511	\$ 32,130	\$ 57,369	\$ (25,619)	-79.74%
Transfer to				\$ -	
Capital Projects	\$ 797,000	\$ 490,500	\$ 590,500	\$ 306,500	62.49%
<b>Total Capital Budget:</b>	<b>\$ 1,929,843</b>	<b>\$ 1,460,597</b>	<b>\$ 1,650,569</b>	<b>\$ 469,246</b>	<b>32.13%</b>
<b>TOTAL OUTLAYS:</b>	<b>\$ 25,473,790</b>	<b>\$ 24,242,725</b>	<b>\$ 23,906,769</b>	<b>\$ 1,231,064</b>	<b>5.08%</b>
<b>SURPLUS/</b>					
<b>(SHORTFALL)</b>	<b>\$ (285,711)</b>	<b>\$ 109</b>	<b>\$ 867,477</b>	<b>\$ (285,819)</b>	<b>-262219%</b>

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

**FY 2012 Budget**

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 301 - Property Tax

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3011.001	Property Tax	\$ 6,103,514	\$ 6,126,000	\$ 6,116,865	\$ 6,170,516
3011.002	Auto Tax	\$ 99,860	\$ 109,810	\$ 98,412	\$ 99,860
3011.003	Boat Taxes	\$ 88,568	\$ 91,400	\$ 102,142	\$ 140,390
3011.004	Penalty and Interest	\$ 35,742	\$ 32,100	\$ 32,513	\$ 32,000
3011.006	Taxes Paid Voluntary	\$ 13,262	\$ 41,100	\$ 47,837	\$ 47,800
3012.000	Less Senior Citizen Exemption	\$ (414,900)	\$ (420,000)	\$ (404,082)	\$ (414,004)
	Total Property Tax:	\$ 5,926,046	\$ 5,980,410	\$ 5,993,687	\$ 6,076,562

CITY AND BOROUGH OF SITKA  
PROPERTY TAX  
ITEMIZED EXPENDITURES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-301-3011.001	<u>Property Tax Levy</u> 6 Mill Property Tax Levy on Assessed Value of Real Estate, Buildings, and Personal Property \$1,028,419,441	\$ 6,170,516
300-301-3011.002	<u>Auto Taxes</u> Automobile Tax Collected and Passed Through by State of Alaska, Department of Transportation	\$ 99,860
300-301-3011.003	<u>Boat Taxes</u> Taxes Assessed on Boat Length	\$ 140,390
300-301-3011.004	<u>Penalty and Interest</u> Penalty and Interest on Late Payment of Property Taxes	\$ 32,000
300-301-3011.006	<u>Property Taxes Paid Voluntarily</u> Payment in Lieu of Property Taxes	\$ 47,800
300-301-3012.000	<u>Less Senior Citizen Exemption</u>	<u>\$ (414,004)</u>
	<b>Total:</b>	<b>\$ 6,076,562</b>

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

**FY 2012 Budget**

**Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 302 - Sales Tax**

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3021.001	1st Qtr CY 2012 Sales Tax	\$ 1,405,065	\$ 1,350,000	\$ 1,414,626	\$ 1,400,000
3021.002	2nd Qtr CY 2011 Sales Tax	\$ 2,534,020	\$ 2,330,000	\$ 2,339,383	\$ 2,497,000
3021.003	3rd Qtr CY 2011 Sales Tax	\$ 2,968,146	\$ 2,642,000	\$ 2,874,951	\$ 2,831,000
3021.004	4th Qtr CY 2011 Sales Tax	\$ 1,507,654	\$ 1,480,000	\$ 1,501,173	\$ 1,480,000
3021.005	Previous Year's Sales Tax	\$ 78,009	\$ 60,000	\$ 20,376	\$ 50,000
3021.006	Penalty and Interest	\$ 65,091	\$ 64,800	\$ 56,768	\$ 50,000
3021.007	Discount	\$ (12,119)	\$ (12,000)	\$ (12,438)	\$ (12,100)
3021.008	Home Construction Refund	\$ (7,928)	\$ (4,100)	\$ (3,535)	\$ (2,000)
3021.009	Other Sales Tax Revenue	\$ 855	\$ -	\$ 65	\$ -
3021.010	Fish Box Tax	\$ 107,800	\$ 86,000	\$ 109,887	\$ 100,000
	<b>Total Sales Tax</b>	<b>\$ 8,646,593</b>	<b>\$ 7,996,700</b>	<b>\$ 8,301,256</b>	<b>\$ 8,393,900</b>



**CITY AND BOROUGH OF SITKA  
SALES TAX  
ITEMIZED REVENUES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-302-3021.001	<u>1st Quarter CY 2012 Sales Tax</u> Quarterly Basis 5% Sales Tax Remitted In 2nd Quarter CY2012 for 1st Quarter Cy 2012 Sales	\$ 1,400,000
300-302-3021.002	<u>2nd Quarter CY 2011 Sales Tax</u> Quarterly Basis 6% Sales Tax Remitted In 3rd Quarter CY 2011 for 2nd Quarter CY2011 Sales	\$ 2,497,000
300-302-3021.003	<u>3rd Quarter CY 2011 Sales Tax</u> Quarterly Basis 6% Sales Tax Remitted In 4th Quarter CY 2011 for 3rd Quarter CY 2011 Sales	\$ 2,831,000
300-302-3021.004	<u>4th Quarter CY 2011 Sales Tax</u> Quarterly Basis 5% Sales Tax Remitted In 1st Quarter CY 2012 for 4th Quarter CY 2011 Sales	\$ 1,480,000
300-302-3021-005	<u>Previous Year's Sales Tax Paid in FY 2012</u>	\$ 50,000
300-302-3021.006	<u>Penalty and Interest</u> Penalty and Interest on Late Filings	\$ 50,000
300-302-3021.007	<u>Discount</u> 3% Discount for Monthly Return Filing	\$ (12,100)
300-302-3021.008	<u>Refund of Sales Taxes Paid for Home Construction Materials</u>	\$ (2,000)
300-302-3021-010	<u>Fish Box Tax</u>	\$ 100,000
	<b>Total:</b>	<b>\$ 8,393,900</b>

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

**FY 2012 Budget**

**Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 303 - Bed Tax**

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3031.001	1st Qtr CY 2012 Bed Tax	\$ 26,631	\$ 19,500	\$ 26,564	\$ 20,300
3031.002	2st Qtr CY 2011 Bed Tax	\$ 122,311	\$ 104,900	\$ 113,636	\$ 114,600
3031.003	3rd Qtr CY 2011 Bed Tax	\$ 132,314	\$ 125,000	\$ 147,136	\$ 144,500
3031.004	4th Qtr CY 2011 Bed Tax	\$ 21,852	\$ 21,700	\$ 25,080	\$ 25,000
3031.005	Previous Year's Bed Tax	\$ 549	\$ 500	\$ 2,544	\$ 500
3031.006	Penalty and Interest	\$ (2)	\$ 400	\$ -	\$ 500
3031.007	Discount	\$ -	\$ -	\$ -	\$ -
<b>Total Bed Tax:</b>		<b>\$ 303,655</b>	<b>\$ 272,000</b>	<b>\$ 314,960</b>	<b>\$ 305,400</b>

**CITY AND BOROUGH OF SITKA  
BED TAX  
ITEMIZED REVENUES  
DESCRIPTION**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-303-3031.001	<u>1st Quarter CY 2012 Bed Tax</u> Quarterly Basis 6% Bed Tax Remitted In 2nd Quarter CY2012 for 1st Quarter CY 2012 Sales	\$ 20,300
300-303-3031.002	<u>2nd Quarter CY 2011 Bed Tax</u> Quarterly Basis 6% Bed Tax Remitted In 3rd Quarter CY 2011 for 2nd Quarter CY 2011 Sales	\$114,600
300-303-3031.003	<u>3rd Quarter CY 2011 Bed Tax</u> Quarterly Basis 6% Bed Tax Remitted In 4th Quarter CY 2011 for 3rd Quarter CY 2011 Sales	\$144,500
300-303-3031.004	<u>4th Quarter CY 2011 Bed Tax</u> Quarterly Basis 6% Bed Tax Remitted In 1st Quarterly CY 2012 for 4th Quarter CY 2011 Sales	\$ 25,000
300-303-3031.005	<u>Previous Year's Bed Tax Paid in FY 2012</u>	\$ 500
300-303-3031.006	<u>Penalty and Interest</u> Penalty and Interest on Late Filings	\$ 500
300-303-3031.007	<u>Discount</u> 3% Discount for Monthly Return Filing	\$ -
	<b>Total:</b>	<b>\$305,400</b>

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

**FY 2012 Budget**

**Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 310 - Revenue From State of Alaska**

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3101.001	School Debt Reimbursement	\$ 892,444	\$ 894,431	\$ 894,431	\$ 891,522
3101.003	Revenue Sharing	\$ 819,488	\$ 813,400	\$ 812,658	\$ 1,224,522
3101.005	Grant Revenue	\$ 17,196	\$ -	\$ 20,669	\$ 13,479
3101.007	Liquor Licenses	\$ 21,825	\$ 21,200	\$ 24,700	\$ 22,000
3101.012	Public Library Assistance	\$ 6,350	\$ 6,350	\$ 6,300	\$ 6,250
3101.016	Miscellaneous	\$ 29,171	\$ 39,700	\$ 41,069	\$ 39,700
3101.017	PERS Relief	\$ 332,783	\$ -	\$ -	\$ -
3101.019	SAR Reimbursement	\$ 1,000	\$ -	\$ 292	\$ -
<b>Total Revenue From</b>					
	<b>State of Alaska:</b>	<b>\$ 2,120,255</b>	<b>\$ 1,775,081</b>	<b>\$ 1,800,119</b>	<b>\$ 2,197,473</b>

CITY AND BOROUGH OF SITKA  
REVENUE FROM STATE OF ALASKA  
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-310-3101.001	<u>School Debt Reimbursement</u> 70% on 1999 & 2007 Bonds & 70% on 2000 & 2005 Bonds	\$ 891,522
300-310-3101.003	<u>Revenue Sharing</u>	\$1,224,522
300-310-3101.005	<u>Grant Revenue</u> Grants	\$ 13,479
300-310-3101.007	<u>Liquor Licenses</u>	\$ 22,000
300-310-3101.012	<u>Public Library Assistance</u> State Grants	\$ 6,250
300-310-3101.016	<u>Miscellaneous</u> Fisheries Business Tax	\$ 39,700
	<b>Total:</b>	<b>\$2,197,473</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 315 - Revenue From Federal Government

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3151.001	Stumpage	\$ 1,439,722	\$ 1,279,800	\$ 1,150,914	\$1,035,800
3151.002	Payment in Lieu of Taxes	\$ 586,373	\$ 586,300	\$ 592,145	\$ 592,000
3151.003	Grant Revenue	\$ 65,597	\$ -	\$ 164,060	\$ 122,567
3151.004	Misc	\$ -	\$ -	\$ 1,000	\$ -
3161.001	ARRA Grants	\$ 321,652	\$ -	\$ 23,933	\$ -
Total Revenue From					
	Federal Government:	\$ 2,413,344	\$ 1,866,100	\$ 1,932,052	\$1,750,367

CITY AND BOROUGH OF SITKA  
 REVENUE FROM FEDERAL GOVERNMENT  
 ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-315-3151.001	<u>Stumpage</u> FY2011 was \$1,150,914	\$1,035,800
300-315-3151.002	<u>Payment in Lieu of Taxes</u>	\$ 592,000
300-315-3151.003	<u>Grant Revenue</u>	\$ 122,567
300-315-3161.001	<u>ARRA Grants - Federal Revenue Sharing</u>	\$ _____ -
	Total:	\$1,750,367

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 320 - Licenses and Permits

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3201.001	Building Permits	\$ 110,794	\$ 100,700	\$ 103,105	\$ 110,000
3201.002	Planning and Zoning Permits	\$ 2,811	\$ 2,400	\$ 3,422	\$ 2,700
3201.003	Parking Permit	\$ 525	\$ -	\$ 760	
3201.004	Public Vehicle/Drivers	\$ 7,975	\$ 3,100	\$ 8,610	\$ 7,600
3201.006	Animal Licenses	\$ 5,820	\$ 5,200	\$ 5,540	\$ 5,300
3201.007	Itinerant Business Licenses	\$ 99	\$ 110	\$ 76	\$ 70
3201.008	Miscellaneous	\$ -	\$ -	\$ -	\$ -
3201.011	Park & Recreation Fees	\$ 1,968	\$ 20,200	\$ 20,200	\$ 20,200
3201.012	Centennial Permit	\$ 2,040	\$ 2,000	\$ 1,580	\$ 1,500
<b>Total Licenses and Permits:</b>		<b>\$ 132,032</b>	<b>\$ 133,710</b>	<b>\$ 143,293</b>	<b>\$ 147,370</b>



**CITY AND BOROUGH OF SITKA  
LICENSES AND PERMITS  
ITEMIZED REVENUES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-320-3201.001	<u>Building Permits</u>	\$ 110,000
300-320-3201.002	<u>Planning and Zoning Permits</u>	\$ 2,700
300-320-3201.004	<u>Public Vehicle/Drivers</u> Chauffeur permits	\$ 7,600
300-320-3201.006	<u>Animal Licenses</u>	\$ 5,300
300-320-3201.007	<u>Itinerant Business Licenses</u> Miscellaneous	\$ 70
300-320-3201.008	<u>Miscellaneous</u> Miscellaneous	\$ -
300-320-3201.011	<u>Park &amp; Recreation Fee</u> Baseball & Softball Useage	\$ 20,200
300-320-3201.012	<u>Centennial Permit Fee</u>	\$ 1,500
	<b>Total:</b>	<b>\$ 147,370</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 330 - Services

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3301.003	Jail Contracts	\$ 419,450	\$ 419,450	\$ 419,450	\$ 419,450
3301.004	DWI Jail Time Fees	\$ 6,176	\$ 8,200	\$ 4,945	\$ 4,290
3301.005	Jail-Detox	\$ 4,476	\$ 5,500	\$ 6,934	\$ 5,500
3301.006	Impound/Storage Fees	\$ 3,033	\$ 4,100	\$ 4,468	\$ 4,400
3301.007	Police Other	\$ 31,532	\$ 35,200	\$ 33,158	\$ 33,900
3301.009	Electronic Monitoring	\$ 1,950	\$ 2,000	\$ 1,524	\$ 1,600
3301.010	E911 Surcharge	\$ 191,481	\$ 182,200	\$ 182,298	\$ 184,000
3302.000	Police Medical	\$ 2,270	\$ 1,800	\$ 6,050	\$ 3,000
3303.000	Public Defender Fees	\$ 1,573	\$ 4,000	-	-
3321.001	Ambulance Fees	\$ 351,641	\$ 310,000	\$ 322,238	\$ 330,000
3321.002	Fire Department Other	\$ 760	\$ 3,500	-	\$ 700
3331.001	Library	\$ 16,693	\$ 19,100	\$ 15,430	\$ 14,900
3331.002	Library Lost Book Replace	\$ 2,397	\$ 2,100	\$ 2,230	\$ 2,100
3331.003	Library Other	\$ -	\$ -	\$ 7,700	\$ -
3331.004	Library Network Charges	\$ 12,342	\$ 12,300	\$ 12,356	\$ 12,300
3332.000	Std. Const. Specifications	\$ 65	\$ 200	-	\$ 130
3333.000	Sitka Builders Seminar	\$ -	\$ -	\$ 2,975	\$ -
3334.000	Recreation Other	\$ -	\$ -	\$ 9,054	\$ -
3351.000	Legal Fees	\$ 3,522	\$ 3,300	\$ 1,990	\$ 1,800
<b>Total Services:</b>		<b>\$ 1,049,362</b>	<b>\$ 1,012,950</b>	<b>\$ 1,032,800</b>	<b>\$ 1,018,070</b>

**CITY AND BOROUGH OF SITKA  
SERVICES  
ITEMIZED REVENUES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-330-3301.003	<u>Jail Contracts</u> Contract with State for State/Fed prisoners	\$ 419,450
300-330-3301.004	<u>DWI Jail Time Fees</u> DWI Incarceration fees @ \$110/day	\$ 4,290
300-330-3301.005	<u>Jail-Detox Fees</u> Detox incarceration fees @ \$110/day	\$ 5,500
300-330-3301.006	<u>Impound/Storage Fees</u> Fees for storage of impounded vehicles	\$ 4,400
300-330-3301.007	<u>Police Other</u> Records fee, animal impoundments, civil service, electronic monitoring	\$ 33,900
300-330-3301.009	<u>Electronic Monitoring</u>	\$ 1,600
300-330-3301.010	<u>E911 Surcharge</u> 911 Service (from Service Company)	\$ 184,000
300-330-3302.000	<u>Police Medical</u> State prisoner medical reimbursement	\$ 3,000
300-330-3303.000	<u>Public Defender Fees</u> Reimbursement	\$ -
300-330-3321.001	<u>Ambulance Fees</u> Based on fee schedules	\$ 330,000
300-330-3321.002	<u>Fire Department Other</u> Crash Fire rescue services for US Coast Guard	\$ 700
300-330-3331.001	<u>Library</u> Library Fines	\$ 14,900
300-330-3331.002	<u>Library Lost Book Replace</u> Less than FY 2011 estimates	\$ 2,100
300-330-3331.003	<u>Library Other</u>	\$ -
300-330-3331.004	<u>Library Network Charges</u> Charges to Sitka School District and Mt. Edgecumbe High School for Library network services	\$ 12,300
300-330-3332.000	<u>Standard Construction Specifications</u>	\$ 130
300-330-3351.000	<u>Legal Fees</u>	\$ 1,800
	<b>Total:</b>	<b>\$ 1,018,070</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 340 - Operations Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3454.000	Concessions	\$ 8,159	\$ 8,400	\$ 7,503	\$ 7,400
3491.000	Jobbing - Labor	\$ 625,108	\$ 651,200	\$ 599,546	\$ 726,649
	<b>Total Operations Revenue:</b>	<b>\$ 633,266</b>	<b>\$ 659,600</b>	<b>\$ 607,049</b>	<b>\$ 734,049</b>

CITY AND BOROUGH OF SITKA  
SERVICES  
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-340-3454.000	<u>Concessions</u> Commission on candy and pop vending machines, & Airport cab runs.	\$ 7,400
300-340-3491.000	<u>Jobbing - Labor</u> General Government - copies of documents, tapes of meetings, specs for bids, admin. fee for Cobra, etc. Interfund billings for wages & benefits of General Fund employees working for other funds & Capital Projects Public Works services/equip. for the State in their portion of the City/State Building (Lake Street)	<u>\$ 726,649</u>
	Total:	\$ 734,049

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 360 - Property Investments

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3601.000	Rent - Land	\$ 158,479	\$ 133,801	\$ 138,621	\$ 131,110
3602.000	Rent - Building	\$ 14,400	\$ 14,400	\$ 14,400	\$ 14,400
3603.000	Rent- Centennial Building	\$ 66,562	\$ 67,700	\$ 57,217	\$ 59,800
3604.000	Rent - Senior Center	\$ 4,411	\$ 4,000	\$ 2,483	\$ 2,000
3606.000	Tom Young Cabin	\$ 5,880	\$ 6,000	\$ 5,650	\$ 5,600
3608.000	Hames P.E. Center	\$ 180,791	\$ 46,300	\$ 48,976	\$ -
3610.000	Interest Income	\$ 389,008	\$ 410,000	\$ 414,752	\$ 403,700
3620.000	Sale of Fixed Assets	\$ -	\$ 1,000	\$ -	\$ 1,000
3635.000	Royalties	\$ 125,366	\$ 49,000	\$ 64,894	\$ 65,900
3640.000	Library - Special Sales	\$ 3,870	\$ 3,300	\$ 3,469	\$ 3,400
3650.000	City/State Blding Cost Reimbursement	\$ 40,785	\$ 47,800	\$ 56,116	\$ 52,000
<b>Total Property Investments:</b>		<b>\$ 989,554</b>	<b>\$ 783,301</b>	<b>\$ 806,578</b>	<b>\$ 738,910</b>

CITY AND BOROUGH OF SITKA  
PROPERTY INVESTMENTS  
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-360-3601.000	<u>Rent of Land</u> Tideland and land leases	\$ 131,110
300-360-3602.000	<u>Building Rent</u>	\$ 14,400
300-360-3603.000	<u>Centennial Building Rent</u>	\$ 59,800
300-360-3604.000	<u>Senior Center Rent</u>	\$ 2,000
300-360-3606.000	<u>Tom Young Cabin</u>	\$ 5,600
300-360-3608.000	<u>Hames P.E. Center</u>	\$ -
300-360-3610.000	<u>Interest Income</u> Interest from Central Treasury & Overdue receivable accounts	\$ 403,700
300-360-3620.000	<u>Sale of Fixed Assets</u> Sale of miscellaneous old equipment	\$ 1,000
300-360-3635.000	<u>Royalties</u> Gravel and Rock Royalties	\$ 65,900
300-360-3640.000	<u>Library - Special Sales</u> Special Sales	\$ 3,400
300-360-3650.000	<u>City/State Building Cost Reimbursement</u>	\$ 52,000
	<b>Total:</b>	<b>\$ 738,910</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 370 - Interfund

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3701.110	DARE Officer	\$ -	\$ -	\$ -	\$ -
3701.152	NARCO Grant	\$ 71,762	\$ 54,000	\$ 66,396	\$ 65,000
3701.171	SE Econ DF	\$ -	\$ -	\$ -	\$ -
3701.194	CPET Interfund Billing	\$ 199,587	\$ 173,300	\$ 199,600	\$ 199,600
3701.200	Electric Interfund Billing	\$ 913,243	\$ 868,556	\$ 868,556	\$ 875,976
3701.210	Water Interfund Billing	\$ 111,705	\$ 124,610	\$ 124,610	\$ 108,455
3701.220	Wastewater Interfund Billing	\$ 207,674	\$ 224,360	\$ 224,360	\$ 272,378
3701.230	Solid Waste Interfund Billing	\$ 334,872	\$ 350,500	\$ 350,500	\$ 351,890
3701.240	Harbor Interfund Billing	\$ 188,181	\$ 191,331	\$ 191,331	\$ 217,718
3701.250	Air Term. Interfund Billing	\$ 49,116	\$ 37,854	\$ 37,854	\$ 37,468
3701.260	MSC Interfund Billing	\$ 36,590	\$ 19,115	\$ 19,115	\$ 29,396
3701.270	SMC Interfund Billing	\$ 36,685	\$ 39,925	\$ 39,925	\$ 41,832
3701.300	MIS Interfund Billing	\$ 94,094	\$ 98,762	\$ 98,762	\$ 100,141
3701.310	Central Gargage Interfund Billing	\$ 105,784	\$ 99,924	\$ 99,924	\$ 100,498
3701.320	Building Maint. Interfund Billing	\$ 69,394	\$ 82,051	\$ 82,051	\$ 72,878
3701.410	Revol Billing	\$ -	\$ -	\$ -	\$ -
3701.420	Guarentee Fund Billing	\$ -	\$ -	\$ -	\$ -
3701.700	General Interfund Billing	\$ 400	\$ -	\$ -	\$ -
3701.780	Mixed Billing	\$ -	\$ -	\$ -	\$ -
<b>Total From Other Funds:</b>		<b>\$ 2,419,088</b>	<b>\$ 2,364,288</b>	<b>\$ 2,402,984</b>	<b>\$ 2,473,230</b>



**CITY AND BOROUGH OF SITKA  
INTERFUND  
ITEMIZED REVENUES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-370-3701.152	<u>NARCO Interfund Billing</u> SEACAD Grant	\$ 65,000
300-370-3701.194	<u>CPET Interfund Billing</u>	\$ 199,600
300-370-3701.200	<u>Electric Interfund Billing</u> Administrative Charges	\$ 875,976
300-370-3701.210	<u>Water Interfund Billing</u> Administrative Charges	\$ 108,455
300-370-3701.220	<u>Wastewater Interfund Billing</u> Administrative Charges	\$ 272,378
300-370-3701.230	<u>Solid Waste Interfund Billing</u> Administrative Charges	\$ 351,890
300-370-3701.240	<u>Harbor Interfund Billing</u> Administrative Charges	\$ 217,718
300-370-3701.250	<u>Airport Terminal Interfund Billing</u> Administrative Charges	\$ 37,468
300-370-3701.260	<u>Marine Service Center Interfund Billing</u> Administrative Charges	\$ 29,396
300-370-3701.270	<u>Sawmill Cove Interfund Billing</u> Administrative Charges	\$ 41,832
300-370-3701.300	<u>Management Information Systems Interfund Billings</u> Administrative Charges	\$ 100,141
300-370-3701.310	<u>Central Garage Interfund Billings</u> Administrative Charges	\$ 100,498
300-370-3701.320	<u>Building Maintenance Interfund Billing</u> Administrative Charges	\$ 72,878
	<b>Total:</b>	<b>\$ 2,473,230</b>

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

**FY 2012 Budget**

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 380 - Miscellaneous

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3801.000	Fines and Forfeits	\$ 122,432	\$ 111,000	\$ 142,053	\$ 132,000
3804.000	Return Check Fee (NSF)	\$ 875	\$ 900	\$ 925	\$ 1,000
3805.000	Cash Over/ (Short)	\$ (5)	\$ -	\$ (52)	\$ -
3806.000	Coffee Revenue - Cent. Bldg.	\$ 25	\$ 250	\$ -	\$ 250
3807.000	Miscellaneous	\$ 37,628	\$ 35,000	\$ 26,871	\$ 35,000
3808.000	Salary Reimbursement	\$ 1,278	\$ 400	\$ 1,290	\$ 400
3809.000	Donations	\$ 24,137	\$ -	\$ 5,976	\$ -
3811.000	Property Damage	\$ 114	\$ -	\$ 400	\$ -
3820.000	Bad Debt Collected	\$ 406	\$ -	\$ 299	\$ -
<b>Total Miscellaneous:</b>		<b>\$ 186,890</b>	<b>\$ 147,550</b>	<b>\$ 177,762</b>	<b>\$ 168,650</b>

CITY AND BOROUGH OF SITKA  
 MISCELLANEOUS REVENUES  
 ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-380-3801.000	<u>Fines and Forfeits</u> Fines and forfeits	\$132,000
300-380-3804.000	<u>Return Check Fee (NSF)</u>	\$ 1,000
300-380-3806.000	<u>Coffee Revenue</u> Coffee Revenue from Centennial Building	\$ 250
300-380-3807.000	<u>Miscellaneous</u> Miscellaneous revenue and bad debt recovered	\$ 35,000
300-380-3808.000	<u>Salary Reimbursements</u> Reimbursements	\$ 400
300-380-3809.000	<u>Donations</u> Miscellaneous	\$ _____
	<b>Total</b>	<b>\$ 168,650</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 100 - General Fund  
Division: 300 - Revenue  
Department: 390 - Transfers In

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3906.000	Advances from Other Funds	\$ -	\$ -	\$ -	\$ -
3950.000	Transfer In	\$ 98,308	\$ -	\$ -	\$ -
3950.156	LEPC Interfund Billing	\$ -	\$ -	\$ -	\$ -
3950.171	SE Economic Development	\$ 127,429	\$ -	\$ 13,492	\$ -
3950.240	Harbor Interfund Billing	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
3950.320	Building Maintenance Fund Interfund Billing	\$ 20,000	\$ -	\$ -	\$ -
3950.400	Perm. Fund Interfund Billing	\$ 1,275,274	\$ 1,113,944	\$ 1,113,944	\$ 1,048,898
3950.410	Revol. Fund Interfund Billing	\$ 28,271	\$ 28,500	\$ 27,376	\$ 27,400
3950.420	Guar. Fund Interfund Billing	\$ 8,504	\$ 8,700	\$ 7,894	\$ 7,800
3950.700	Capital Fund Interfund Billing	\$ 33,850	\$ -	\$ -	\$ -
<b>Total Transfers In:</b>		<b>\$ 1,691,635</b>	<b>\$ 1,251,144</b>	<b>\$ 1,262,706</b>	<b>\$ 1,184,098</b>

CITY AND BOROUGH OF SITKA  
 TRANSFERS IN  
 ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-390-3902.000	<u>Assessments Collected</u> Various	\$ -
300-390-3950.156	<u>From LEPC Grant</u> Grant Revenue	\$ -
300-390-3950.240	<u>From Harbor Fund</u>	\$ 100,000
300-390-3950.320	<u>From Building Maintenance Fund</u>	\$ -
300-390-3950.400	<u>From Permanent Fund</u> Per Sitka's Home Rule Charter	\$ 1,048,898
300-390-3950.410	<u>From Revolving Fund</u> Interest income	\$ 27,400
300-390-3950.420	<u>From Guarantee Fund</u> Interest Income	<u>\$ 7,800</u>
	Total	<b>\$ 1,184,098</b>

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

**FY2012 Budget**

**Fund: 100 - General Fund  
Division: 500 - Administration  
Department: 001 - Administrator/Assembly**

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 318,906	\$ 305,952	\$ 307,015	\$ 330,036
5110.004	Overtime	\$ 230	\$ 500	\$ -	\$ -
5110.010	Temporary Employees	\$ 39,148	\$ 47,000	\$ 33,060	\$ 37,000
5120.000	Benefits	\$ 205,433	\$ 181,021	\$ 177,545	\$ 196,549
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 563,717</b>	<b>\$ 534,473</b>	<b>\$ 517,620</b>	<b>\$ 563,585</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 25,279	\$ 47,850	\$ 29,842	\$ 34,010
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 880	\$ 1,000	\$ 709	\$ 700
5205.000	Insurance	\$ -	\$ -	\$ 90	\$ -
5206.000	Supplies	\$ 7,116	\$ 7,000	\$ 7,195	\$ 7,000
5207.000	Repairs and Maintenance	\$ 920	\$ 780	\$ 900	\$ 900
5211.000	MIS Fees	\$ 32,764	\$ 23,165	\$ 23,165	\$ 23,320
5212.000	Contracted/Purchased Services	\$ 117,969	\$ 59,500	\$ 54,513	\$ 39,500
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 5,681	\$ 5,660	\$ 5,634	\$ 9,549
5222.000	Postage	\$ 105	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 650	\$ -	\$ 2,990	\$ -
5224.000	Dues & Publications	\$ 24,880	\$ 17,163	\$ 16,950	\$ 16,935
5226.000	Advertising	\$ 1,502	\$ 15,000	\$ 7,400	\$ 15,000
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5288.000	Administrator's Contingency	\$ 3,830	\$ 6,000	\$ 1,750	\$ 6,000
5289.000	Mayor's Contingency	\$ 5,559	\$ 6,000	\$ 1,420	\$ 6,000
5290.000	Other Expenditures	\$ 16,914	\$ 27,750	\$ 20,855	\$ 36,550
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 244,051</b>	<b>\$ 216,868</b>	<b>\$ 173,413</b>	<b>\$ 195,464</b>
	<b>Total Operating Outlays:</b>	<b>\$ 807,768</b>	<b>\$ 751,341</b>	<b>\$ 691,033</b>	<b>\$ 759,049</b>

**ADMINISTRATOR/ASSEMBLY  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
500-001-5201.000	AML Legislative Committees Summer & Spring	\$ 3,200
	SE Conference Mid-Winter Summit	\$ 2,400
	SE Conference Mid-Winter Summit Registration	\$ 230
	AK Mayor's Conference	\$ 1,000
	AK Mayor's Conference Registration	\$ 100
	Coastal Management Regional Conference	\$ 1,100
	Spring Legis Trip	\$ 1,800
	Congressional Delegation DC	\$ 6,600
	AML	\$ 10,000
	AML Registration fees	\$ 800
	SE Conference Annual Meeting	\$ 2,650
	SE Conference Annual Meeting - Registration	\$ 230
	AAMC (50%)	\$ 900
	Human Resource Management Conference (SHRM)	\$ 3,000
	<b>Subtotal</b>	<b>\$ 34,010</b>
<b>SUPPLIES</b>		
500-001-5206.000	General office supplies	\$ 5,000
	Meals for Assembly meetings	\$ 2,000
	<b>Subtotal</b>	<b>\$ 7,000</b>
<b>REPAIRS AND MAINTENANCE</b>		
500-001-5207.000	Copier Maintenance	\$ 900
	<b>Subtotal</b>	<b>\$ 900</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
500-001-5212.000	Employee Assistance Program	\$ 10,000
	ADP Background Checks	\$ 2,000
	SCH/Worksafe Drug Testing	\$ 2,500
	Labor Contract Expenses	\$ 5,000
	Lobbyist	\$ 20,000
	<b>Subtotal</b>	<b>\$ 39,500</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
500-001-5223.000		\$ -
	<b>Subtotal</b>	<b>\$ -</b>

**ADMINISTRATOR/ASSEMBLY  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>DUES AND PUBLICATIONS</b>	
500-001-5224.000	Dues - Alaska Municipal League	\$ 8,030
	Dues -Alaska Coastal Dist. Assoc.	\$ 100
	Due - SE Conference	\$ 5,788
	Sitka Sentinel	\$ 170
	Dues - Chamber of Commerce	\$ 400
	Dues - NACO	\$ 400
	Alaska Conference of Mayors Dues	\$ 100
	AML Directory & Salary Survey (2)	\$ 130
	Legislative Bulletin	\$ 315
	COBRA Compliance Manual & updates	\$ 197
	FMLA Compliance Manual & updates	\$ 298
	FLSA Compliance Manual & updates	\$ 295
	Alaska Employment Law newsletter	\$ 277
	SHRM dues	\$ 160
	AMMA Dues	\$ 175
	Dues - AK Marine Safety Education Assoc.	\$ 100
	<b>Subtotal</b>	<b>\$ 16,935</b>
	<b>ADVERTISING</b>	
500-001-5226.000	Other	\$ 15,000
	<b>Subtotal</b>	<b>\$ 15,000</b>
	<b>CONTINGENCY</b>	
500-001-5288.000	Administrator's Contingency	\$ 6,000
500-001-5289.000	Mayor's Contingency	\$ 6,000
	<b>Subtotal</b>	<b>\$ 12,000</b>
	<b>OTHER EXPENDITURES</b>	
500-001-5290.000	Employee appreciation, retirements, etc..	\$ 750
	Visiting Dignatary entertainment	\$ 500
	Visioning Session	\$ 5,000
	New hire travel, interview, moving contingency	\$ 15,000
	Employee Wellness Program	\$ 500
	Employee Holiday Party	\$ 6,000
	AML Summer Con. Host City Reception ect.	\$ 7,000
	Host City Bags	\$ 1,800
	<b>Subtotal</b>	<b>\$ 36,550</b>



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City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 500 - Administration  
Department: 002 - Legal

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 140,668	\$ 140,880	\$ 138,864	\$ 140,880
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ 304	\$ -
5120.000	Benefits	\$ 89,814	\$ 81,782	\$ 79,670	\$ 86,485
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 230,482</b>	<b>\$ 222,662</b>	<b>\$ 218,838</b>	<b>\$ 227,365</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 5,557	\$ 7,358	\$ 5,605	\$ 7,675
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,166	\$ 850	\$ 1,023	\$ 850
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 1,231	\$ 1,000	\$ 961	\$ 1,000
5207.000	Repairs and Maintenance	\$ 900	\$ 880	\$ 900	\$ 900
5211.000	MIS Fees	\$ 9,547	\$ 13,794	\$ 13,794	\$ 13,887
5212.000	Contracted/Purchased Services	\$ -	\$ -	\$ 1,269	\$ 200
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 866	\$ 900	\$ 900	\$ 900
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 563	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ 5,292	\$ 6,019	\$ 6,108	\$ 6,350
5225.000	Legal Expenditures	\$ 27,846	\$ 45,000	\$ 17,474	\$ 25,000
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 137	\$ 200	\$ 125	\$ 200
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 53,104</b>	<b>\$ 76,001</b>	<b>\$ 48,159</b>	<b>\$ 56,962</b>
	<b>Total Operating Outlays:</b>	<b>\$ 283,586</b>	<b>\$ 298,663</b>	<b>\$ 266,997</b>	<b>\$ 284,327</b>

**LEGAL DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
500-002-5201.000	IMLA Conference	\$ 3,645
	AML/AMAA Conference	\$ 1,980
	AML Legislative	\$ 300
	Alaska Bar Conference	\$ 1,750
	<b>Subtotal</b>	<b>\$ 7,675</b>
<b>SUPPLIES</b>		
500-002-5206.000	Office Supplies	\$ 1,000
	<b>Subtotal</b>	<b>\$ 1,000</b>
<b>REPAIRS AND MAINTENANCE</b>		
500-002-5207.000	Copier Maintenance	\$ 900
	<b>Subtotal</b>	<b>\$ 900</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
500-002-5212.000	Copies made at Court House	\$ 200
	<b>Subtotal</b>	<b>\$ 200</b>
<b>DUES AND PUBLICATIONS</b>		
500-002-5224.000	Alaska Bar Assoc., Sitka Bar Assoc., Alaska Municipal Attorney Assoc Dues	\$ 740
	Westlaw (electronic research)	\$ 4,500
	Alaska Directory of Attorneys	\$ 80
	Labor, Employment & Municipal law Publications	\$ 100
	Alaska Statutes / Alaska Rules of Court	\$ 400
	Pacer (Federal court case management research data base)	\$ 50
	IMLA	\$ 480
	<b>Subtotal</b>	<b>\$ 6,350</b>
<b>LEGAL EXPENDITURES</b>		
500-002-5225.000	Outside representation, document review	\$ 25,000
	<b>Subtotal</b>	<b>\$ 25,000</b>
<b>OTHER EXPENDITURES</b>		
500-002-5290.000	Employee Wellness Program	\$ 200
	<b>Subtotal</b>	<b>\$ 200</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 500 - Administration  
Department: 003 - Clerk

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 114,974	\$ 107,398	\$ 121,414	\$ 140,262
5110.004	Overtime	\$ -	\$ 500	\$ -	\$ -
5110.010	Temporary Employees	\$ 958	\$ 2,900	\$ 3,423	\$ 1,000
5120.000	Benefits	\$ 78,147	\$ 66,447	\$ 76,401	\$ 87,062
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 194,080</b>	<b>\$ 177,245</b>	<b>\$ 201,238</b>	<b>\$ 228,324</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 8,202	\$ 6,350	\$ 6,655	\$ 6,373
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 885	\$ 1,100	\$ 772	\$ 1,000
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 4,091	\$ 6,000	\$ 5,545	\$ 6,000
5207.000	Repairs and Maintenance	\$ 880	\$ 880	\$ 900	\$ 900
5211.000	MIS Fees	\$ 13,958	\$ 9,948	\$ 9,948	\$ 10,014
5212.000	Contracted/Purchased Services	\$ 27,371	\$ 34,800	\$ 28,164	\$ 32,300
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 863	\$ 900	\$ 1,350	\$ 1,350
5222.000	Postage	\$ 10	\$ 75	\$ 51	\$ -
5223.000	Tools & Small Equip.	\$ 408	\$ -	\$ 2,733	\$ -
5224.000	Dues & Publications	\$ 1,962	\$ 6,105	\$ 3,360	\$ 6,435
5226.000	Advertising	\$ 31,851	\$ 28,500	\$ 39,633	\$ 28,500
5227.001	Rentals-Building/Equipment	\$ 23,350	\$ 22,900	\$ 23,510	\$ 22,900
5290.000	Other Expenditures	\$ -	\$ 200	\$ -	\$ 300
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 113,831</b>	<b>\$ 117,758</b>	<b>\$ 122,621</b>	<b>\$ 116,072</b>
	<b>Total Operating Outlays:</b>	<b>\$ 307,910</b>	<b>\$ 295,003</b>	<b>\$ 323,859</b>	<b>\$ 344,396</b>

**CLERK DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
500-003-5201.000	IIMC (International Institute of Municipal Clerks) - Colleen	\$ 2,750
	AML (AK. Municipal League)	\$ 600
	AAMC (AK Assoc. of Municipal Clerks)	\$ 3,023
	<b>Subtotal</b>	<b>\$ 6,373</b>
<b>SUPPLIES</b>		
500-003-5206.000	Office Supplies	\$ 1,500
	Records Center Supplies	\$ 1,000
	Election supplies/ballots	\$ 3,000
	Framing & Certificate Supplies	\$ 500
	<b>Subtotal</b>	<b>\$ 6,000</b>
<b>REPAIRS AND MAINTENANCE</b>		
500-003-5207.000	Copier Maintenance	\$ 900
	<b>Subtotal</b>	<b>\$ 900</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
500-003-5212.000	Secretarial support for Boards/Commissions	\$ 10,000
	Election Programming	\$ 1,500
	Election Officials	\$ 3,500
	ERB Per Diem	\$ 1,800
	Assembly TV Coverage	\$ 11,500
	ERB Legal Counsel	\$ 4,000
	<b>Subtotal</b>	<b>\$ 32,300</b>

**CLERK DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>DUES &amp; PUBLICATIONS</b>	
500-003-5224.000	AAMC dues - Clerk & Deputy Clerk	\$ 375
	ARMA - Clerk & Records Archivist	\$ 175
	IIMC - Clerk & Deputy Clerk	\$ 260
	Alaska Municipal League Directories	\$ 50
	NAP	\$ 75
	Sitka General Code	\$ 5,500
	<b>Subtotal</b>	<b>\$ 6,435</b>
	<b>ADVERTISING</b>	
500-003-5226.000	Assembly/Boards	\$ 25,500
	Election advertising	\$ 3,000
	<b>Subtotal</b>	<b>\$ 28,500</b>
	<b>RENTAL - EQUIPMENT &amp; BUILDINGS</b>	
500-003-5227.001	Records Center	\$ 22,500
	Election Buildings	\$ 400
	<b>Subtotal</b>	<b>\$ 22,900</b>
	<b>OTHER EXPENSES</b>	
500-003-5290.000	Employee Wellness Program	\$ 300
	<b>Subtotal</b>	<b>\$ 300</b>

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City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 761,821	\$ 752,304	\$ 778,827	\$ 834,214
5110.004	Overtime	\$ 166	\$ 1,500	\$ 1,382	\$ 1,500
5110.010	Temporary Employees	\$ 404	\$ -	\$ 527	\$ -
5120.000	Benefits	\$ 560,743	\$ 524,466	\$ 536,873	\$ 602,350
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 1,323,134</b>	<b>\$ 1,278,271</b>	<b>\$ 1,317,609</b>	<b>\$ 1,438,064</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 10,724	\$ 9,900	\$ 10,093	\$ 9,000
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ -	\$ -	\$ -	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 18,782	\$ 15,600	\$ 15,328	\$ 15,400
5207.000	Repairs and Maintenance	\$ 1,362	\$ 1,525	\$ 900	\$ 1,500
5211.000	MIS Fees	\$ 90,674	\$ 91,429	\$ 91,429	\$ 92,036
5212.000	Contracted/Purchased Services	\$ 95,712	\$ 85,500	\$ 89,875	\$ 84,050
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 78	\$ 250	\$ 100	\$ 250
5222.000	Postage	\$ (1)	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ -	\$ 500	\$ 2,500	\$ 3,550
5224.000	Dues & Publications	\$ 1,875	\$ 2,125	\$ 1,825	\$ 2,000
5226.000	Advertising	\$ 419	\$ 560	\$ -	\$ 550
5227.002	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 27	\$ 1,750	\$ 22,518	\$ 1,550
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 219,653</b>	<b>\$ 209,139</b>	<b>\$ 234,568</b>	<b>\$ 209,886</b>
	<b>Total Operating Outlays:</b>	<b>\$ 1,542,787</b>	<b>\$ 1,487,410</b>	<b>\$ 1,552,177</b>	<b>\$ 1,647,950</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	\$ 3,000
	AGFOA - Spring conference - 4 employees	\$ 4,000
	GFOA Class - Staff	\$ 1,000
	Various local courses - Staff	\$ 1,000
	<b>Subtotal</b>	<b>\$ 9,000</b>
<b>SUPPLIES</b>		
500-004-5206.000	Office Supplies	\$ 7,600
	Budget Supplies	\$ 2,700
	Various Forms	\$ 2,000
	CAFR	\$ 2,500
	Cut off notice bags	\$ 600
	<b>Subtotal</b>	<b>\$ 15,400</b>
<b>REPAIRS AND MAINTENANCE</b>		
500-004-5207.000	Photocopier Maintenance	\$ 1,500
	<b>Subtotal</b>	<b>\$ 1,500</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
500-004-5212.000	Audit	\$ 40,000
	Debt Collection - Collection Bureau, Small Claims, etc	\$ 6,500
	Ambulance Billing - Omni	\$ 25,000
	State of Alaska - Annual Fees - Social Security Work	\$ 550
	Indigent Criminal Defense Council	\$ 12,000
	<b>Subtotal</b>	<b>\$ 84,050</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
500-004-5223.000	Calculators (2)	\$ 500
	Scanners (2)	\$ 2,000
	Photo Copier	\$ 1,050
	<b>Subtotal</b>	<b>\$ 3,550</b>
<b>DUES AND PUBLICATIONS</b>		
500-004-5224.000	AGFOA dues	\$ 475
	GFOA dues	\$ 300
	Publications, etc.	\$ 1,100
	Northern Credit Services Dues	\$ 125
	<b>Subtotal</b>	<b>\$ 2,000</b>

**FINANCE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
500-004-5226.000	Sales Tax	\$ 400
	Budget	\$ 150
	<b>Subtotal</b>	<b>\$ 550</b>
<b>OTHER EXPENSES</b>		
500-004-5290.000	5-10-15-20 Year Appreciation	\$ 50
	Employee Wellness Program	\$ 1,500
	<b>Subtotal</b>	<b>\$ 1,550</b>

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City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 500 - Administration  
Department: 005 - Assessor

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 125,451	\$ 125,700	\$ 111,953	\$ 115,800
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ 1,000	\$ -	\$ -
5120.000	Benefits	\$ 90,485	\$ 82,158	\$ 78,388	\$ 83,888
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 215,936</b>	<b>\$ 208,858</b>	<b>\$ 190,341</b>	<b>\$ 199,687</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 690	\$ 3,950	\$ 3,738	\$ 4,800
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ -	\$ -	\$ -	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 1,903	\$ 3,700	\$ 3,467	\$ 3,700
5207.000	Repairs and Maintenance	\$ 413	\$ 1,850	\$ 1,103	\$ 1,850
5211.000	MIS Fees	\$ 11,707	\$ 10,092	\$ 10,092	\$ 10,144
5212.000	Contracted/Purchased Services	\$ 130	\$ 4,500	\$ -	\$ 1,500
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 820	\$ 900	\$ 825	\$ 900
5222.000	Postage	\$ 3,276	\$ 7,000	\$ 6,474	\$ 7,500
5223.000	Tools & Small Equip.	\$ -	\$ -	\$ 388	\$ 500
5224.000	Dues & Publications	\$ 310	\$ 4,100	\$ 2,792	\$ 3,050
5226.000	Advertising	\$ 561	\$ 1,600	\$ 877	\$ 1,200
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ 700	\$ -	\$ 700
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 19,809</b>	<b>\$ 38,392</b>	<b>\$ 29,756</b>	<b>\$ 35,844</b>
	<b>Total Operating Outlays:</b>	<b>\$ 235,745</b>	<b>\$ 247,250</b>	<b>\$ 220,097</b>	<b>\$ 235,531</b>

**ASSESSOR DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
500-005-5201.000	AAAO Summer Conference	\$ 800
	AAAO Winter Conference	\$ 400
	IAAO Course 500 - Staff	\$ 3,600
	<b>Subtotal</b>	<b>\$ 4,800</b>
<b>SUPPLIES</b>		
500-005-5206.000	Forms, photos, office supplies, assessing cards, misc.	\$ 3,700
	<b>Subtotal</b>	<b>\$ 3,700</b>
<b>REPAIRS AND MAINTENANCE</b>		
500-005-5207.000	Copier & Printer Maintenance	\$ 1,850
	<b>Subtotal</b>	<b>\$ 1,850</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
500-005-5212.000	Access Programing	\$ 1,500
	<b>Subtotal</b>	<b>\$ 1,500</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
500-005-5223.000	Inspection Equipment	\$ 500
	<b>Subtotal</b>	<b>\$ 500</b>
<b>DUES AND PUBLICATIONS</b>		
500-005-5224.000	Marshall Valuation Service	\$ 575
	Commercial Estimator 7	\$ 1,100
	Residential Estimator 7	\$ 900
	APEX Maintenance	\$ 225
	IAAO Membership Dues	\$ 200
	AAAO Membership Dues	\$ 50
	<b>Subtotal</b>	<b>\$ 3,050</b>
<b>ADVERTISING</b>		
500-005-5226.000	Legal notices, news paper advertisements	\$ 1,200
	<b>Subtotal</b>	<b>\$ 1,200</b>
<b>OTHER EXPENDITURES</b>		
500-005-5290.000	Misc	\$ 500
	Employee Wellness Program	\$ 200
	<b>Subtotal</b>	<b>\$ 700</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 500 - Administration  
Department: 006 - Planning

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 126,938	\$ 126,146	\$ 126,866	\$ 126,146
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ 864	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 91,519	\$ 86,049	\$ 83,106	\$ 91,689
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 219,321</b>	<b>\$ 212,194</b>	<b>\$ 209,972</b>	<b>\$ 217,835</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 3,588	\$ 3,800	\$ 3,439	\$ 3,500
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 634	\$ -	\$ 285	\$ 300
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 2,071	\$ 5,000	\$ 1,943	\$ 4,000
5207.000	Repairs and Maintenance	\$ 413	\$ 600	\$ 413	\$ 600
5211.000	MIS Fees	\$ 13,826	\$ 13,594	\$ 13,594	\$ 13,687
5212.000	Contracted/Purchased Services	\$ 9,192	\$ 8,000	\$ 10,059	\$ 8,000
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ 69	\$ -
5223.000	Tools & Small Equip.	\$ 663	\$ -	\$ 350	\$ -
5224.000	Dues & Publications	\$ 773	\$ 540	\$ 545	\$ 540
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ 200	\$ -	\$ 200
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 31,160</b>	<b>\$ 31,734</b>	<b>\$ 30,697</b>	<b>\$ 30,827</b>
	<b>Total Operating Outlays:</b>	<b>\$ 250,481</b>	<b>\$ 243,928</b>	<b>\$ 240,669</b>	<b>\$ 248,662</b>

**PLANNING DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
500-006-5201.000	Meetings with GIS Consultants and data providers	\$ 3,500
	<b>Subtotal</b>	<b>\$ 3,500</b>
<b>SUPPLIES</b>		
500-006-5206.000	Map printing, aerial photography, and recording fees, etc.	\$ 4,000
	<b>Subtotal</b>	<b>\$ 4,000</b>
<b>REPAIRS AND MAINTENANCE</b>		
500-006-5207.000	Copier Maintenance	\$ 600
	<b>Subtotal</b>	<b>\$ 600</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
500-006-5212.000	Zoning, Base Map, Address Mat Maintenance and Updating	\$ 8,000
	<b>Subtotal</b>	<b>\$ 8,000</b>
<b>DUES AND PUBLICATIONS</b>		
500-006-5224.000	American Planning Assoc. dues	\$ 390
	Western Planner for Planning Commission	\$ 150
	<b>Subtotal</b>	<b>\$ 540</b>
<b>OTHER EXPENDITURES</b>		
500-006-5290.000	Employee Wellness Program	\$ 200
	<b>Subtotal</b>	<b>\$ 200</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 500 - Administration  
Department: 007 - General Office

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 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	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ 14,149	\$ -	\$ 2,539	\$ 2,000
5203.006	Interruptable Electric	\$ 22,953	\$ 42,000	\$ 38,772	\$ 35,000
5204.000	Telephone	\$ 52,873	\$ 57,804	\$ 54,545	\$ 52,000
5205.000	Insurance	\$ 63,209	\$ 63,210	\$ 60,918	\$ 61,000
5206.000	Supplies	\$ 11,873	\$ 17,000	\$ 15,954	\$ 14,000
5207.000	Repairs and Maintenance	\$ 1,905	\$ 2,500	\$ 2,775	\$ 3,775
5208.000	Building Maintenance Fees	\$ 47,593	\$ 57,493	\$ 46,464	\$ 63,806
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 69,736	\$ 71,336	\$ 71,337	\$ 51,236
5214.000	Indepartment Services	\$ -	\$ -	\$ 7	\$ -
5221.000	Transportation/Vehicles	\$ 27	\$ 100	\$ -	\$ 100
5222.000	Postage	\$ 21,230	\$ 24,000	\$ 22,373	\$ 24,000
5223.000	Tools & Small Equip.	\$ 2,500	\$ -	\$ 350	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ 4,454	\$ 4,656	\$ 3,566	\$ 4,500
5231.000	Credit Card Expense	\$ 22,554	\$ 41,720	\$ 23,671	\$ 24,000
5290.000	Other Expenditures	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 335,055</b>	<b>\$ 381,819</b>	<b>\$ 343,271</b>	<b>\$ 335,417</b>
	<b>Total Operating Outlays:</b>	<b>\$ 335,055</b>	<b>\$ 381,819</b>	<b>\$ 343,271</b>	<b>\$ 335,417</b>



**GENERAL OFFICE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>SUPPLIES</b>	
500-007-801-5206.000	Copier Paper	\$ 4,000
	Computer paper	\$ 1,000
	Letterhead stationary	\$ 600
	Letterhead envelopes	\$ 2,400
	Office suplies	\$ 6,000
	<b>Subtotal</b>	<b>\$ 14,000</b>
	<b>REPAIRS AND MAINTENANCE</b>	
500-007-801-5207.000	Copier maintenance ( 1st Floor)	\$ 1,575
	Telephone repair	\$ 1,000
	Postage meter repair	\$ 1,200
	<b>Subtotal</b>	<b>\$ 3,775</b>
	<b>BUILDING MAINTENANCE FEES</b>	
500-007-801-5208.000	Building Maint. Fund - Lincoln St. Building Repair	\$ 23,693
	Replace Fire Alarm Panel	\$ 5,800
500-007-802-5208.000	Building Maint. Fund - Lake St. Building Repair	\$ 34,313
	<b>Subtotal</b>	<b>\$ 63,806</b>
	<b>CONTRACTED/PURCHASED SERVICES</b>	
500-007-801-5212.000	Janitorial contract Lincoln St.	\$ 31,136
500-007-802-5212.000	Janitorial contract 304 Lake St.	\$ 20,100
	<b>Subtotal</b>	<b>\$ 51,236</b>
	<b>RENTALS - EQUIPMENT OR BUILDINGS</b>	
500-007-801-5227.002	Credit Card Terminal Rental	\$ 600
	Pitney Bowes Equipment Rentals	\$ 3,900
	<b>Subtotal</b>	<b>\$ 4,500</b>
	<b>CREDIT CARD EXPENSES</b>	
500-007-801-5231.000	Credit Card Fees	\$ 24,000
	<b>Subtotal</b>	<b>\$ 24,000</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 500 - Administration  
Department: 008 - Other

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
5212.000	Contracted/Purchased Services	\$ 143,000	\$ 140,000	\$ 140,000	\$ 190,000
5228.000	Donations	\$ 165,642	\$ 170,700	\$ 173,734	\$ 142,286
5290.000	Other Expenditures	\$ 100	\$ 100	\$ 750	\$ 100
				\$ -	
	Total:	\$ 308,742	\$ 310,800	\$ 314,484	\$ 332,386

**OTHER EXPENDITURES  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>CONTRACTED/PURCHASED SERVICES</b>		
500-008-5212.000	SEDA	\$ 70,000
	Sitka Historical Society	\$ 120,000
	<b>Subtotal</b>	<b>\$ 190,000</b>
<b>DONATIONS</b>		
500-008-5228.000	Grants (to be determined)	\$ 142,286
	<b>Subtotal</b>	<b>\$ 142,286</b>

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

**FY2012 Budget**

**Fund: 100 - General Fund  
Division: 520 - Public Safety  
Department: 021 - Police**

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 1,605,698	\$ 1,783,287	\$ 1,641,695	\$ 1,859,076
5110.004	Overtime	\$ 163,004	\$ 145,121	\$ 238,313	\$ 150,885
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 1,306,051	\$ 1,298,197	\$ 1,193,114	\$ 1,485,765
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 3,074,753</b>	<b>\$ 3,226,605</b>	<b>\$ 3,073,122</b>	<b>\$ 3,495,726</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 49,351	\$ 50,000	\$ 45,157	\$ 45,000
5202.000	Uniform Allowance	\$ 7,910	\$ 7,700	\$ 8,737	\$ 7,700
5203.001	Utilities	\$ 5,678	\$ 5,600	\$ 5,155	\$ 5,600
5203.005	Heating Fuel	\$ 7,455	\$ 10,000	\$ 9,075	\$ 10,000
5204.000	Telephone	\$ 110,565	\$ 112,300	\$ 109,005	\$ 110,000
5205.000	Insurance	\$ 93,847	\$ 93,760	\$ 93,798	\$ 93,800
5206.000	Supplies	\$ 70,424	\$ 72,650	\$ 71,786	\$ 70,000
5207.000	Repairs and Maintenance	\$ 23,282	\$ 12,000	\$ 9,186	\$ 10,000
5208.000	Building Maintenance Fees	\$ 19,979	\$ 18,192	\$ 7,892	\$ 18,382
5211.000	MIS Fees	\$ 237,854	\$ 186,445	\$ 186,445	\$ 201,952
5212.000	Contracted/Purchased Services	\$ 19,320	\$ 15,325	\$ 14,582	\$ 15,325
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 116,666	\$ 134,108	\$ 128,466	\$ 130,410
5222.000	Postage	\$ 2,321	\$ 3,725	\$ 2,388	\$ 2,500
5223.000	Tools & Small Equip.	\$ 124,345	\$ 17,080	\$ 61,229	\$ 15,000
5224.000	Dues & Publications	\$ 1,894	\$ 1,700	\$ 2,159	\$ 1,700
5225.000	Legal Expense	\$ 12,622	\$ -	\$ 2,672	\$ -
5226.000	Advertising	\$ 7,338	\$ 5,900	\$ 5,456	\$ 5,900
5227.000	Rentals-Building/Equipment	\$ 17,488	\$ 6,000	\$ 9,416	\$ 6,000
5290.000	Other Expenditures	\$ 24,500	\$ 20,000	\$ 19,796	\$ 17,200
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 952,841</b>	<b>\$ 772,485</b>	<b>\$ 792,400</b>	<b>\$ 766,469</b>
	<b>Total Operating Outlays:</b>	<b>\$ 4,027,594</b>	<b>\$ 3,999,090</b>	<b>\$ 3,865,522</b>	<b>\$ 4,262,195</b>

**POLICE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
520-021-800-5201.000	Management Training	\$ 5,000
520-021-803-5201.000	Patrol Certification Training	\$ 30,000
520-021-804-5201.000	Communication/Crisis Management Training	\$ 5,500
520-021-805-5201.000	National American Humane Conference	\$ 2,000
520-021-806-5201.000	Correctional Certified Training	\$ 2,500
	<b>Subtotal</b>	<b>\$ 45,000</b>
<b>UNIFORM ALLOWANCE</b>		
520-021-803-5202.000	Sworn Officers	\$ 3,800
	Detective clothing allowance	\$ 1,200
520-021-804-5202.000	Service Personnel	\$ 1,500
520-021-805-5202.000	Animal Control Officer	\$ 200
520-021-806-5202.000	Jail Officers	\$ 1,000
	<b>Subtotal</b>	<b>\$ 7,700</b>
<b>TELEPHONE</b>		
520-021-800-5204.000	ACS phone costs and related work	\$ 24,900
	ACS Cell Phone plans	\$ 8,400
	ACS E911 Network Fees	\$ 24,000
	ACS Intrado Fee for 911 service	\$ 36,000
	Incoming and Outgoing Connections for E911	\$ 9,600
	APSIN Phone Line Charges	\$ 2,500
	Satellite Phone	\$ 750
	AK Public Safety Network Annual Subscription	\$ 1,850
	ALEISS Annual Subscription	\$ 2,000
	<b>Subtotal</b>	<b>\$ 110,000</b>
<b>SUPPLIES</b>		
520-021-800-5206.000	Office and Computer Maintenance Supplies	\$ 6,000
	Evidence Collection Supplies, Ammunition, Batteries, Flashlight bulbs, etc..	\$ 9,350
520-021-803-5206.000	Miscellaneous Office (citation forms, data storage, etc..)	\$ 6,000
520-021-804-5206.000	Animal Shelter Supplies (Leashes, food, litter, etc.)	\$ 2,725
	Vaccinations for clinics	\$ 1,500
	Educational Material	\$ 500
520-021-806-5206.000	Inmate meals	\$ 37,000
	Inmate Clothing, Bedding, Toiletries, etc.	\$ 3,625
	Office Supplies	\$ 1,300
520-021-810-5206.000	Expendable Supplies for Vessl Ops	\$ 2,000
	<b>Subtotal</b>	<b>\$ 70,000</b>

**POLICE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>REPAIRS AND MAINTENANCE</b>		
520-021-800-5207.000	Maintenance for General Office Equipment	\$ 2,400
	Contract & Parts for 911 System	\$ 3,600
520-021-804-5207.000	Dispatch Office Equipment	\$ 1,000
520-021-805-5207.000	Shelter maintenance and repair	\$ 500
520-021-806-5207.000	Minor repairs/maintenance	\$ 500
520-021-810-5207.000	Minor repairs/maintenance	\$ 2,000
	<b>Subtotal</b>	<b>\$ 10,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
520-021-800-5208.000	Building Maintenance Fund	\$ 8,547
520-021-805-5208.000	Building Maintenance Fund - Animal Shelter	\$ 9,835
	<b>Subtotal</b>	<b>\$ 18,382</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
520-021-800-5212.000	Entrance/Promotional Testing (written/psych/poly,etc)	\$ 2,825
	Maintenance Agreements for Savin Copiers	\$ 1,200
520-021-803-5212.000	Equipment Testing/Calibration/Certification	\$ 500
520-021-805-5212.000	Animal Shelter Janitorial Services	\$ 2,500
520-021-806-5212.000	Jail Laundry Services	\$ 8,300
	<b>Subtotal</b>	<b>\$ 15,325</b>
<b>POSTAGE</b>		
520-021-804-5222.000	Postage	\$ 2,500
	<b>Subtotal</b>	<b>\$ 2,500</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
520-021-800-5223.000	Non-expendable Equipment	\$ 1,980
	Equipment Allowance to PSEA Members (\$200 sworn \$100 non)	\$ 4,500
520-021-803-5223.000	Non-expendable Small Tools and Equipment	\$ 1,920
	Desks, Chairs, Filing Cabinets, etc.	\$ 1,500
	Softbody Armored Vests	\$ 1,500
	Nylon Duty Gear	\$ 1,500
520-021-806-5223.000	Jail Tools and Equipment	\$ 2,100
	<b>Subtotal</b>	<b>\$ 15,000</b>
<b>DUES AND PUBLICATIONS</b>		
520-021-800-5224.000	Memberships to Professional Organizations Subscriptions and Publications	\$ 1,500
520-021-806-5224.000	Jail Prisoner Law Bulletin and Other Related Materials	\$ 200
	<b>Subtotal</b>	<b>\$ 1,700</b>

**POLICE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>ADVERTISING</b>	
520-021-800-5226.000	Hiring	\$ 4,000
	Vehicle/Bicycle/Property Auctions	\$ 600
	Community Policing/PSA's	\$ 1,000
520-021-805-5226.000	Animal Shelter PSA's, Licensing/Shots	\$ 300
	<b>Subtotal</b>	<b>\$ 5,900</b>
	<b>RENTALS - EQUIPMENT OR BUILDINGS</b>	
520-021-800-5227.000	Postage Meter and Scale	\$ 625
	Impound Yard	\$ 4,200
	Storage Units	\$ 1,175
	<b>Subtotal</b>	<b>\$ 6,000</b>
	<b>OTHER EXPENDITURES</b>	
520-021-800-5290.000	Employee Wellness Program	\$ 3,200
520-021-803-5290.000	Special investigations, Narcotic Investigations	\$ 2,000
	Sexual Assault Exams, DUI Blood Draws	\$ 3,000
520-021-804-5290.000	Towing/Impound Costs	\$ 4,000
520-021-805-5290.000	Volunteer Recognition Program	\$ 1,000
520-021-806-5290.000	Inmate Hospitalization/Transportation Expenses	\$ 4,000
	<b>Subtotal</b>	<b>\$ 17,200</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 520 - Public Safety  
Department: 022 - Fire

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 522,604	\$ 657,747	\$ 566,402	\$ 646,459
5110.004	Overtime	\$ 85,810	\$ 60,000	\$ 89,642	\$ 60,000
5110.010	Temporary Employees	\$ 18,750	\$ 25,330	\$ 28,750	\$ 25,330
5120.000	Benefits	\$ 432,720	\$ 414,339	\$ 403,840	\$ 440,977
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 1,059,884</b>	<b>\$ 1,157,416</b>	<b>\$ 1,088,634</b>	<b>\$1,172,767</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 15,755	\$ 23,500	\$ 17,526	\$ 23,000
5202.000	Uniform Allowance	\$ 1,657	\$ 3,620	\$ 2,888	\$ 3,500
5203.001	Utilities	\$ 18,474	\$ 20,000	\$ 20,525	\$ 20,000
5203.005	Heating Fuel	\$ 15,550	\$ 22,300	\$ 21,723	\$ 22,300
5204.000	Telephone	\$ 14,697	\$ 10,000	\$ 9,168	\$ 10,000
5205.000	Insurance	\$ 25,182	\$ 25,092	\$ 26,508	\$ 26,030
5206.000	Supplies	\$ 21,324	\$ 24,000	\$ 29,621	\$ 23,500
5207.000	Repairs and Maintenance	\$ 7,017	\$ 7,500	\$ 6,243	\$ 7,350
5208.000	Building Maintenance Fees	\$ 19,039	\$ 16,016	\$ 15,804	\$ 22,549
5211.000	MIS Fees	\$ 32,908	\$ 29,006	\$ 29,006	\$ 29,202
5212.000	Contracted/Purchased Services	\$ 15,279	\$ 3,700	\$ 945	\$ -
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 76,389	\$ 81,824	\$ 74,040	\$ 112,019
5222.000	Postage	\$ 54	\$ 250	\$ 241	\$ 350
5223.000	Tools & Small Equip.	\$ 20,366	\$ 21,500	\$ 16,095	\$ 21,500
5224.000	Dues & Publications	\$ 497	\$ 1,500	\$ 1,094	\$ 1,500
5226.000	Advertising	\$ 638	\$ -	\$ 303	\$ 500
5227.000	Rentals-Building/Equipment	\$ 61	\$ -	\$ 61	\$ -
5290.000	Other Expenditures	\$ 73,133	\$ 57,650	\$ 54,910	\$ 56,150
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 358,020</b>	<b>\$ 347,458</b>	<b>\$ 326,701</b>	<b>\$ 379,450</b>
	<b>Total Operating Outlays:</b>	<b>\$ 1,417,904</b>	<b>\$ 1,504,874</b>	<b>\$ 1,415,335</b>	<b>\$1,552,217</b>



**FIRE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
520-022-800-5201.000	Firefighter Training	\$ 6,500
	Dive Training	\$ 4,000
	Training Materials	\$ 3,000
	National Fire Academy	\$ 500
	ASFA Conference	\$ 7,000
	Fire Arson Conference	\$ 2,000
	<b>Subtotal</b>	<b>\$ 23,000</b>
<b>UNIFORM ALLOWANCE</b>		
520-022-800-5202.000	Dept. member uniforms	\$ 3,500
	<b>Subtotal</b>	<b>\$ 3,500</b>
<b>SUPPLIES</b>		
520-022-800-5206.000	Miscellaneous supplies, copy paper, etc.	\$ 4,000
	Firefighting clothing	\$ 10,000
	Fire equipment	\$ 5,500
	Hazardous materials	\$ 1,000
	Dive Equipment	\$ 3,000
	<b>Subtotal</b>	<b>\$ 23,500</b>
<b>REPAIRS AND MAINTENANCE</b>		
520-022-800-5207.000	Equipment maintenance	\$ 7,350
	<b>Subtotal</b>	<b>\$ 7,350</b>
<b>BUILDING MAINTENANCE FEES</b>		
520-022-807-5208.000	BMF - Fire Department building repairs	\$ 17,549
	PW & Seal brick exterior (in-house)	\$ 5,000
	<b>Subtotal</b>	<b>\$ 22,549</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
520-022-800-5212.000	Airpack Flow Testing (every two years)	\$ -
	<b>Subtotal</b>	<b>\$ -</b>

**FIRE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRANSPORTATION AND VEHICLES</b>		
520-022-807-5221.000	Central Garage charges	\$ 112,019
	<b>Subtotal</b>	<b>\$ 112,019</b>
<b>TOOLS AND SMALL EQUIPMENT</b>		
520-022-800-5223.000	Fire tools/equipment	\$ 4,000
	Tools	\$ 1,500
	Dive equipment	\$ 3,000
	Fire hose - Replace LDH from hose testing, hose and fittings	\$ 2,000
	Radio pagers	\$ 4,500
	Handheld radios	\$ 6,500
	<b>Subtotal</b>	<b>\$ 21,500</b>
<b>DUES AND PUBLICATIONS</b>		
520-022-800-5224.000	NFPA	\$ 1,050
	AAFAI	\$ 225
	NFPA Membership	\$ 150
	NAFAI	\$ 75
	<b>Subtotal</b>	<b>\$ 1,500</b>
<b>OTHER EXPENDITURES</b>		
520-022-800-5290.000	Public Info, Materials Info	\$ 3,000
	Hepatitis B. vaccine (10)	\$ 1,500
	Community Alert Sirens	\$ 2,250
	Employee Wellness Program	\$ 900
	<b>Volunteer expenditures:</b>	
520-022-808-5290.000	Volunteer Incentive pay - Monthly/Quarterly	\$ 27,000
	Call response reimbursement	\$ 14,000
	EMS Duty Squad	\$ 7,500
	<b>Subtotal</b>	<b>\$ 56,150</b>

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City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 520 - Public Safety  
Department: 023 - Ambulance

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 60,295	\$ 65,095	\$ 55,025	\$ 61,286
5110.004	Overtime	\$ 6,586	\$ 6,000	\$ 1,813	\$ 2,000
5110.010	Temporary Employees	\$ 7,104	\$ 10,000	\$ -	\$ 5,000
5120.000	Benefits	\$ 53,576	\$ 51,399	\$ 46,197	\$ 55,051
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 127,560</b>	<b>\$ 132,494</b>	<b>\$ 103,035</b>	<b>\$ 123,337</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 10,863	\$ 17,000	\$ 16,695	\$ 16,500
5202.000	Uniform Allowance	\$ 5,494	\$ 2,600	\$ 1,643	\$ 2,000
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 302	\$ -	\$ 1,627	\$ 1,800
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 1,733	\$ -	\$ 1,161	\$ 22,400
5207.000	Repairs and Maintenance	\$ 6,864	\$ -	\$ -	\$ -
5211.000	MIS Fees	\$ 4,549	\$ 18,024	\$ 18,024	\$ 18,142
5212.000	Contracted/Purchased Services	\$ 12,078	\$ 13,300	\$ 12,025	\$ 13,300
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 63,012	\$ 71,619	\$ 62,826	\$ 55,355
5222.000	Postage	\$ 201	\$ 250	\$ 173	\$ -
5223.000	Tools & Small Equip.	\$ 680	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ (215)	\$ 160	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 24,459	\$ 25,000	\$ 23,951	\$ 2,100
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 130,019</b>	<b>\$ 147,953</b>	<b>\$ 138,125</b>	<b>\$ 131,597</b>
	<b>Total Operating Outlays:</b>	<b>\$ 257,580</b>	<b>\$ 280,447</b>	<b>\$ 241,160</b>	<b>\$ 254,934</b>

**AMBULANCE DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
520-023-5201.000	Recertifications	\$ 2,000
	Local CME Classes	\$ 3,500
	Physician Training	\$ 3,000
	Training Materials	\$ 3,000
	EMS Conferences	\$ 3,000
	Paramedic Refresher	\$ 2,000
	<b>Subtotal</b>	<b>\$ 16,500</b>
<b>UNIFORMS ALLOWANCE</b>		
520-023-5202.000	EMS Protective Equipment	\$ 2,000
	<b>Subtotal</b>	<b>\$ 2,000</b>
<b>SUPPLIES</b>		
520-023-5206.000	Patient Care Supplies /laundry, blankets, etc.	\$ 17,900
	Replacement small equip., etc.	\$ 4,500
	<b>Subtotal</b>	<b>\$ 22,400</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
520-023-5212.000	Dr. Wood Medical Director contract	\$ 12,300
	Bio Hazard and emergency response equipment cleaning	\$ 1,000
	<b>Subtotal</b>	<b>\$ 13,300</b>
<b>TRANSPORTATION AND VEHICLES</b>		
520-023-5221.000	Central Garage charges	\$ 55,355
	<b>Subtotal</b>	<b>\$ 55,355</b>
<b>OTHER EXPENDITURES</b>		
520-023-5290.000	Employee Wellness Program	\$ 100
	Vaccinations & TB Screening	\$ 2,000
	<b>Subtotal</b>	<b>\$ 2,100</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 520 - Public Safety  
Department: 024 - SAR

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ 4,725	\$ 6,000	\$ 4,675	\$ 5,000
5120.000	Benefits	\$ 610	\$ 896	\$ 669	\$ 1,004
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 5,335</b>	<b>\$ 6,896</b>	<b>\$ 5,344</b>	<b>\$ 6,004</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 10,843	\$ 9,500	\$ 6,044	\$ 5,000
5202.000	Uniform Allowance	\$ -	\$ 900	\$ -	\$ 900
5203.001	Utilities	\$ -	\$ 1,050	\$ 1,000	\$ 1,050
5203.005	Heating Fuel	\$ -	\$ 1,000	\$ 1,000	\$ 1,000
5204.000	Telephone	\$ 1,122	\$ 1,500	\$ 1,059	\$ 1,500
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 3,199	\$ 5,500	\$ 1,752	\$ 5,500
5207.000	Repairs and Maintenance	\$ 672	\$ 1,350	\$ 535	\$ 1,350
5211.000	MIS Fees	\$ -	\$ 9,638	\$ 9,638	\$ 9,704
5212.000	Contracted/Purchased Services	\$ 3,000	\$ 3,000	\$ 3,000	\$ 3,000
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 562	\$ 2,500	\$ 2,078	\$ 2,500
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 7,372	\$ 5,400	\$ 2,188	\$ 5,400
5224.000	Dues & Publications	\$ 1,165	\$ 1,200	\$ 1,165	\$ 1,200
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 13,144	\$ 9,500	\$ 6,107	\$ 9,500
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 41,079</b>	<b>\$ 52,038</b>	<b>\$ 35,566</b>	<b>\$ 47,604</b>
	<b>Total Operating Outlays:</b>	<b>\$ 46,414</b>	<b>\$ 58,934</b>	<b>\$ 40,910</b>	<b>\$ 53,608</b>

**SAR DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
520-024-5201.000	CPR, Wilderness & EMT Classes - All Volunteers	\$ 2,000
	MRA Re-Accreditation Evaluation Team	\$ 2,000
	Marine Safety Training - All Volunteers	\$ 1,000
	<b>Subtotal</b>	<b>\$ 5,000</b>
<b>UNIFORMS</b>		
520-024-5202.000	Shirts	\$ 900
	<b>Subtotal</b>	<b>\$ 900</b>
<b>SUPPLIES</b>		
520-024-5206.000	Batteries	\$ 500
	Disposal outdoor survival gear	\$ 1,000
	Misc SAR equipment	\$ 4,000
	<b>Subtotal</b>	<b>\$ 5,500</b>
<b>REPAIRS &amp; MAINTENANCE</b>		
520-024-5207.000	Parts & Oil	\$ 1,350
	<b>Subtotal</b>	<b>\$ 1,350</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
520-024-5212.000	Dr. Wood Medical Director Contract	\$ 3,000
	<b>Subtotal</b>	<b>\$ 3,000</b>
<b>TRANSPORTATION AND VEHICLES</b>		
520-024-5221.000	C-2, ATV, Boat	\$ 2,500
	<b>Subtotal</b>	<b>\$ 2,500</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
520-024-5223.000	Technical Rescue Equipment	\$ 2,000
	EMS Equipment	\$ 1,000
	SAR Jackets (8)	\$ 2,400
	<b>Subtotal</b>	<b>\$ 5,400</b>

**SAR DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>DUES AND PUBLICATIONS</b>	
520-024-5224.000	MRA Dues (Mountain Rescue Assoc.)	\$ 450
	NASAR Dues (National Association Search & Rescue)	\$ 200
	AMSEA Dues ( Ak Marine Safety Education Association)	\$ 250
	ASARA Dues (Alaska Search & Rescue Assoc.)	\$ 300
	<b>Subtotal</b>	<b>\$ 1,200</b>
	<b>OTHER EXPENDITURES</b>	
520-024-5290.000	Volunteer Incentive	\$ 6,000
	Volunteer Response Reimbursement	\$ 3,500
	<b>Subtotal</b>	<b>\$ 9,500</b>



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City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 530 - Public Works  
Department: 031 - PW Administration

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 187,265	\$ 270,299	\$ 271,165	\$ 271,543
5110.004	Overtime	\$ 175	\$ 1,000	\$ -	\$ 1,000
5110.010	Temporary Employees	\$ 364	\$ 4,000	\$ 408	\$ 1,000
5120.000	Benefits	\$ 185,767	\$ 170,478	\$ 168,142	\$ 175,008
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 373,571</b>	<b>\$ 445,777</b>	<b>\$ 439,715</b>	<b>\$ 448,552</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 18,255	\$ 6,000	\$ 4,404	\$ 6,000
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 3,545	\$ 1,700	\$ 1,747	\$ 1,700
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 5,203	\$ 2,700	\$ 3,523	\$ 4,000
5207.000	Repairs and Maintenance	\$ 2,345	\$ 4,700	\$ 1,535	\$ 4,700
5211.000	MIS Fees	\$ 13,645	\$ 18,051	\$ 18,051	\$ 18,169
5212.000	Contracted/Purchased Services	\$ 38	\$ -	\$ 28	\$ -
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ 1,800	\$ 4,518	\$ 5,290
5222.000	Postage	\$ 17	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 1,963	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ 873	\$ 600	\$ 684	\$ 1,120
5226.000	Advertising	\$ 14,336	\$ -	\$ -	\$ -
5227.002	Rentals-Building/Equipment	\$ 3,072	\$ 3,072	\$ 3,072	\$ 3,072
5290.000	Other Expenditures	\$ 3,981	\$ 400	\$ 180	\$ 400
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 67,274</b>	<b>\$ 39,023</b>	<b>\$ 37,742</b>	<b>\$ 44,451</b>
	<b>Total Operating Outlays:</b>	<b>\$ 440,845</b>	<b>\$ 484,800</b>	<b>\$ 477,457</b>	<b>\$ 493,003</b>

**PUBLIC WORKS ADMINISTRATION DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
530-031-5201.000	Public Works Director	\$ 3,000
	Maintenance & Operations Manager	<u>\$ 3,000</u>
	<b>Subtotal</b>	<b>\$ 6,000</b>
<b>SUPPLIES</b>		
530-031-5206.000	Office Supplies	<u>\$ 4,000</u>
	<b>Subtotal</b>	<b>\$ 4,000</b>
<b>REPAIRS AND MAINTENANCE</b>		
530-031-5207.000	Copier maintenance	<u>\$ 4,700</u>
	<b>Subtotal</b>	<b>\$ 4,700</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
530-031-5223.000		<u>\$ -</u>
	<b>Subtotal</b>	<b>\$ -</b>
<b>DUES AND PUBLICATIONS</b>		
530-031-5224.000	Engineering License Dues	\$ 300
	Oil Price Information Service Report	<u>\$ 820</u>
	<b>Subtotal</b>	<b>\$ 1,120</b>
<b>RENTALS - BUILDING AND EQUIPMENT</b>		
530-031-5227.002	Building rental	<u>\$ 3,072</u>
	<b>Subtotal</b>	<b>\$ 3,072</b>
<b>OTHER EXPENDITURES</b>		
530-031-5290.000	Miscellaneous	\$ -
	Employee Wellness Program	<u>\$ 400</u>
	<b>Subtotal</b>	<b>\$ 400</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 530 - Public Works  
Department: 032 - Engineering

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 238,890	\$ 379,900	\$ 319,852	\$ 367,370
5110.004	Overtime	\$ 18,228	\$ 1,000	\$ 30,178	\$ 35,000
5110.010	Temporary Employees	\$ 78,540	\$ 90,000	\$ 81,676	\$ 91,800
5120.000	Benefits	\$ 160,625	\$ 223,945	\$ 214,463	\$ 231,440
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 496,283</b>	<b>\$ 694,845</b>	<b>\$ 646,169</b>	<b>\$ 725,610</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 6,315	\$ 9,295	\$ 7,313	\$ 11,900
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 366	\$ 3,684	\$ 1,998	\$ 4,320
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 643	\$ 850	\$ 1,108	\$ 3,200
5207.000	Repairs and Maintenance	\$ -	\$ 250	\$ -	\$ 250
5211.000	MIS Fees	\$ 19,431	\$ 31,631	\$ 31,631	\$ 31,841
5212.000	Contracted/Purchased Services	\$ 4,905	\$ 10,000	\$ 6,056	\$ 36,000
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 5,624	\$ 8,700	\$ 6,208	\$ 7,217
5222.000	Postage	\$ -	\$ -	\$ 80	\$ -
5223.000	Tools & Small Equip.	\$ 4,831	\$ -	\$ 1,374	\$ 400
5224.000	Dues & Publications	\$ 85	\$ 450	\$ 85	\$ 450
5226.000	Advertising	\$ 1,786	\$ -	\$ 3,567	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 9,039	\$ 9,400	\$ 24,744	\$ 500
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 53,026</b>	<b>\$ 74,260</b>	<b>\$ 84,164</b>	<b>\$ 96,078</b>
	<b>Total Operating Outlays:</b>	<b>\$ 549,309</b>	<b>\$ 769,105</b>	<b>\$ 730,333</b>	<b>\$ 821,688</b>

**ENGINEERING DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
530-032-800-5201.000	Engineering Classes - +16 contract hours for 3 Engineers	\$ 9,600
	AIA Conference	\$ 2,300
	<b>Subtotal</b>	<b>\$ 11,900</b>
<b>REPAIRS AND MAINTENANCE</b>		
530-032-800-5207.000	Miscellaneous engineering equipment	\$ 250
	<b>Subtotal</b>	<b>\$ 250</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
530-032-800-5212.000	Other small projects	\$ 10,000
	Gavin Hill LID	\$ 5,000
	Smith Street LID	\$ 5,000
	Storm Water Master Plan	\$ 16,000
	<b>Subtotal</b>	<b>\$ 36,000</b>
<b>TOOLS AND SMALL EQUIPMENT</b>		
530-032-800-5223.000	Heat gun and misc tools	\$ 400
	<b>Subtotal</b>	<b>\$ 400</b>
<b>DUES AND PUBLICATIONS</b>		
530-032-800-5224.000	Registration for 3 Engineers	\$ 450
	<b>Subtotal</b>	<b>\$ 450</b>
<b>OTHER EXPENDITURES</b>		
530-032-800-5290.000	Employee Wellness Program	\$ 500
	<b>Subtotal</b>	<b>\$ 500</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 530 - Public Works  
Department: 033 - Streets

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 343,933	\$ 279,181	\$ 265,224	\$ 275,614
5110.004	Overtime	\$ 15,082	\$ 30,000	\$ 21,533	\$ 25,000
5110.010	Temporary Employees	\$ 10,086	\$ 13,000	\$ 12,945	\$ 13,000
5120.000	Benefits	\$ 238,407	\$ 202,675	\$ 187,851	\$ 219,000
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 607,508</b>	<b>\$ 524,856</b>	<b>\$ 487,553</b>	<b>\$ 532,614</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 2,646	\$ 4,000	\$ 2,299	\$ 3,000
5202.000	Uniform Allowance	\$ 2,386	\$ 2,500	\$ 1,353	\$ 2,500
5203.001	Utilities	\$ 59,165	\$ 59,600	\$ 59,165	\$ 59,165
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 3,145	\$ 3,600	\$ 3,053	\$ 3,600
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 161,792	\$ 230,300	\$ 222,581	\$ 220,000
5207.000	Repairs and Maintenance	\$ 7,648	\$ -	\$ 108	\$ -
5208.000	Blding Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -
5211.000	MIS Fees	\$ 4,849	\$ 9,888	\$ 9,888	\$ 9,954
5212.000	Contracted/Purchased Services	\$ 91,104	\$ 120,300	\$ 144,134	\$ 297,300
5214.000	Indepartment Services	\$ 3,191	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 306,595	\$ 319,533	\$ 292,797	\$ 287,634
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 4,444	\$ 2,500	\$ 2,329	\$ 6,500
5224.000	Dues & Publications	\$ 25	\$ 200	\$ 100	\$ 200
5226.000	Advertising	\$ 834	\$ 1,200	\$ 500	\$ 1,200
5227.002	Rentals-Building/Equipment	\$ 16,606	\$ 16,368	\$ 16,368	\$ 16,368
5290.000	Other Expenditures	\$ 100	\$ 600	\$ 400	\$ 500
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 664,529</b>	<b>\$ 770,589</b>	<b>\$ 755,075</b>	<b>\$ 907,921</b>
	<b>Total Operating Outlays:</b>	<b>\$ 1,272,037</b>	<b>\$ 1,295,445</b>	<b>\$ 1,242,628</b>	<b>\$ 1,440,535</b>

**STREET DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAVEL AND TRAINING</b>		
530-033-800-5201.000	CPR and First Aid	\$ 700
	Wastewater certifications	\$ 800
	Hazardous materials refresher	\$ 900
	Traffic control	\$ 600
	<b>Subtotal</b>	<b>\$ 3,000</b>
<b>UNIFORM ALLOWANCE</b>		
530-033-800-5202.000	Work overalls, gloves, safety gear	\$ 2,500
	<b>Subtotal</b>	<b>\$ 2,500</b>
<b>SUPPLIES</b>		
530-033-800-5206.000	Office supplies	\$ 1,600
530-033-812-5206.000	Oil for patching machine	\$ 20,000
	Street gravel	\$ 30,000
	Guard rail and supplies	\$ 3,200
	Misc. materials	\$ 2,200
530-033-813-5206.000	Culvert and catch basins	\$ 15,000
530-033-815-5206.000	Sand for snow and ice control	\$ 45,000
	De-Icer	\$ 20,000
	CG90 (250 tons) weather dependent	\$ 70,000
530-033-816-5206.000	Signs, posts and related hardware	\$ 13,000
	<b>Subtotal</b>	<b>\$ 220,000</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
530-033-800-5212.000	Miscellaneous	\$ 6,800
	Baranof Warm Springs maintenance	\$ 4,000
530-033-812-5212.000	Street and parking lot striping	\$ 35,000
	Paving repairs	\$ 217,000
	Sidewalk repairs	\$ 10,000
530-033-815-5212.000	Contract snow removal (schools and harbors)	\$ 24,500
	<b>Subtotal</b>	<b>\$ 297,300</b>
<b>TOOLS AND SMALL EQUIPMENT</b>		
530-033-800-5223.000	Misc. tools and equipment	\$ 6,500
	<b>Subtotal</b>	<b>\$ 6,500</b>
<b>ADVERTISING</b>		
530-033-800-5226.000	Street repair/closure announcements	\$ 1,200
	<b>Subtotal</b>	<b>\$ 1,200</b>

**STREET DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>RENTALS - BUILDING AND EQUIPMENT</b>	
530-033-800-5227.002	Central Garage building rental	\$ 16,368
	Subtotal	\$ 16,368
	<b>OTHER EXPENDITURES</b>	
530-033-800-5290.000	Employee Wellness Program	\$ 500
	Subtotal	\$ 500



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City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 530 - Public Works  
Department: 034 - Recreation

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 139,668	\$ 141,436	\$ 127,182	\$ 141,816
5110.004	Overtime	\$ 7,117	\$ 6,500	\$ 2,709	\$ 5,000
5110.010	Temporary Employees	\$ 46,885	\$ 53,000	\$ 53,206	\$ 50,000
5120.000	Benefits	\$ 94,655	\$ 90,688	\$ 91,934	\$ 116,675
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 288,324</b>	<b>\$ 291,624</b>	<b>\$ 275,031</b>	<b>\$ 313,491</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 2,659	\$ 2,233	\$ 1,750	\$ 2,800
5202.000	Uniform Allowance	\$ 452	\$ -	\$ -	\$ 750
5203.001	Utilities	\$ 64,720	\$ 42,035	\$ 35,825	\$ 22,000
5203.005	Heating Fuel	\$ 109,220	\$ 25,000	\$ 26,063	\$ -
5204.000	Telephone	\$ 743	\$ 1,050	\$ 684	\$ 1,000
5205.000	Insurance	\$ 18,993	\$ 18,995	\$ 18,148	\$ 18,150
5206.000	Supplies	\$ 42,134	\$ 42,960	\$ 32,605	\$ 38,000
5207.000	Repairs and Maintenance	\$ 49,660	\$ 50,280	\$ 27,942	\$ 52,500
5208.000	Building Maintenance Fees	\$ 89,209	\$ 36,782	\$ 32,269	\$ 24,867
5211.000	MIS Fees	\$ 9,097	\$ 7,663	\$ 7,663	\$ 7,715
5212.000	Contracted/Purchased Services	\$ 156,093	\$ 110,819	\$ 85,416	\$ 59,250
5214.000	Indepartment Services	\$ 8,120	\$ -	\$ 1,093	\$ -
5221.000	Transportation/Vehicles	\$ 94,481	\$ 57,049	\$ 77,932	\$ 62,639
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 794	\$ 4,000	\$ 1,739	\$ 3,200
5224.000	Dues & Publications	\$ 630	\$ -	\$ 192	\$ -
5226.000	Advertising	\$ 890	\$ -	\$ 1,023	\$ -
5227.000	Rentals-Building/Equipment	\$ 20,000	\$ 10,000	\$ 19,572	\$ -
5290.000	Other Expenditures	\$ 22,552	\$ 800	\$ 253	\$ 800
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 690,446</b>	<b>\$ 409,666</b>	<b>\$ 370,169</b>	<b>\$ 293,671</b>
	<b>Total Operating Outlays:</b>	<b>\$ 978,770</b>	<b>\$ 701,290</b>	<b>\$ 645,200</b>	<b>\$ 607,162</b>

**RECREATION DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAINING AND TRAVEL</b>		
530-034-800-5201.000	CPR and First Aid	\$ 665
	Training / Certifications	\$ 2,135
	<b>Subtotal</b>	<b>\$ 2,800</b>
<b>ELECTRIC</b>		
530-034-800-5203.001	Electric	\$ 22,000
	<b>Subtotal</b>	<b>\$ 22,000</b>
<b>SUPPLIES</b>		
530-034-817-5206.000	Signage	\$ 2,500
	Landscape/Plant Mtc.-Fertilizer, seed, annual plants	\$ 7,500
	Landscape Materials - soil, plant materials, mulch	\$ 4,000
	Turf Mtc - Fertilizer, seed, lime for 15 acres total	\$ 9,000
	Kimsham Fields maintenance, +5.5 acres turf, (fertilizer)	\$ 10,000
	Ballfield Maintenance - fencing, sand, surfacing	\$ 5,000
	<b>Subtotal</b>	<b>\$ 38,000</b>
<b>REPAIRS AND MAINTENANCE</b>		
530-034-817-5207.000	Grounds Maintenance & Repair	\$ 5,500
	Tony Hrebar Repairs	\$ 21,000
	Kimsham Repairs & Maintenance	\$ 2,000
	Goddard & Tom Young Repairs & Maintenance	\$ 10,000
	(15) Parks, trails and playground repairs & maintenance	\$ 3,000
	Surfacing material trails playgrounds, ballfields	\$ 3,000
	Ballfields Repair	\$ 8,000
	<b>Subtotal</b>	<b>\$ 52,500</b>
<b>BUILDING MAINTENANCE FEES</b>		
530-034-800-5208.000	Building Maintenance Fund	\$ 19,867
	Baranof Warm Springs - public picnic shelter maint. & upgrade	\$ 5,000
	<b>Subtotal</b>	<b>\$ 24,867</b>

**CONTRACTED/PURCHASED SERVICES**

530-034-800-5212.000	Sani-can pumping and garbage	\$	13,650
	Restroom janitorial contract	\$	35,000
	Park & trail contractual	\$	7,000
	Transfer station disposal fees	\$	<u>3,600</u>
	<b>Subtotal</b>	<b>\$</b>	<b>59,250</b>

**TOOLS AND SMALL EQUIPMENT**

530-034-817-5223.000	General Parks & Recreation small tools	\$	<u>3,200</u>
	<b>Subtotal</b>	<b>\$</b>	<b>3,200</b>

**OTHER EXPENDITURES**

530-034-800-5290.000	Misc.	\$	500
	Employee Wellness Program	\$	<u>300</u>
	<b>Subtotal</b>	<b>\$</b>	<b>800</b>

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City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 530 - Public Works  
Department: 035 - Building Official

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 117,218	\$ 117,286	\$ 115,258	\$ 117,286
5110.004	Overtime	\$ -	\$ -	\$ 87	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 77,161	\$ 79,798	\$ 77,782	\$ 85,048
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 194,378</b>	<b>\$ 197,084</b>	<b>\$ 193,127</b>	<b>\$ 202,335</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 7,008	\$ 6,260	\$ 1,539	\$ 6,260
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,956	\$ -	\$ 1,501	\$ 1,600
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 386	\$ 1,900	\$ 1,338	\$ 1,000
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -
5211.000	MIS Fees	\$ 13,645	\$ 7,413	\$ 7,413	\$ 7,465
5212.000	Contracted/Purchased Services	\$ 1,864	\$ 2,500	\$ 2,037	\$ 1,700
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 7,113	\$ 7,990	\$ 7,794	\$ 10,147
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 680	\$ 1,000	\$ 300	\$ 300
5224.000	Dues & Publications	\$ 1,478	\$ 1,600	\$ 1,270	\$ 1,500
5226.000	Advertising	\$ -	\$ -	\$ 415	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ 200	\$ -	\$ 200
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 34,130</b>	<b>\$ 28,863</b>	<b>\$ 23,607</b>	<b>\$ 30,172</b>
	<b>Total Operating Outlays:</b>	<b>\$ 228,509</b>	<b>\$ 225,947</b>	<b>\$ 216,734</b>	<b>\$ 232,507</b>

**BUILDING OFFICIAL DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAINING AND TRAVEL</b>		
530-035-800-5201.000	Blding Inspector II - Travel/testing for Comm. Mechanical Inspector status	\$ 3,130
	Building Official - Annual Fire Marshal's Forum	\$ 3,130
	<b>Subtotal</b>	<u>\$ 6,260</u>
<b>SUPPLIES</b>		
530-035-800-5206.000	Office supplies	\$ 1,000
	<b>Subtotal</b>	<u>\$ 1,000</u>
<b>CONTRACTED/PURCHASED SERVICES</b>		
530-035-800-5212.000	Engineering review services	\$ 1,700
	<b>Subtotal</b>	<u>\$ 1,700</u>
<b>TOOLS AND SMALL EQUIPMENT</b>		
530-035-800-5223.000	Miscellaneous tool/equipment replacement	\$ 300
	<b>Subtotal</b>	<u>\$ 300</u>
<b>DUES AND PUBLICATIONS</b>		
530-035-800-5224.000	Building Official code books	\$ 1,500
	<b>Subtotal</b>	<u>\$ 1,500</u>
<b>OTHER EXPENDITURES</b>		
530-035-800-5290.000	Employee Wellness Program	\$ 200
	<b>Subtotal</b>	<u>\$ 200</u>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 540 - Public Services  
Department: 041 - Library

Account Number	Expense Description	2010 Actual	2011 Budget	2011 Projections	2012 Budget
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 325,810	\$ 316,887	\$ 320,818	\$ 320,855
5110.004	Overtime	\$ 430	\$ 1,000	\$ 710	\$ 1,000
5110.010	Temporary Employees	\$ 19,553	\$ 23,396	\$ 17,556	\$ 19,000
5120.000	Benefits	\$ 214,488	\$ 184,804	\$ 189,241	\$ 195,537
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 560,280</b>	<b>\$ 526,087</b>	<b>\$ 528,325</b>	<b>\$ 536,392</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 1,849	\$ 1,600	\$ 2,174	\$ 2,400
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.001	Utilities	\$ 9,063	\$ 13,500	\$ 8,835	\$ 10,000
5203.005	Heating Fuel	\$ 7,590	\$ 12,000	\$ 10,984	\$ 12,000
5204.000	Telephone	\$ 4,557	\$ 3,600	\$ 3,622	\$ 3,700
5205.000	Insurance	\$ 11,846	\$ 11,846	\$ 11,709	\$ 11,710
5206.000	Supplies	\$ 10,181	\$ 10,000	\$ 9,234	\$ 9,000
5207.000	Repairs and Maintenance	\$ 626	\$ 3,000	\$ 2,228	\$ 4,000
5208.000	Building Maintenance Fees	\$ 17,977	\$ 25,624	\$ 23,725	\$ 20,856
5211.000	MIS Fees	\$ 32,339	\$ 80,696	\$ 80,696	\$ 81,241
5212.000	Contracted/Purchased Services	\$ 62,891	\$ 58,225	\$ 57,309	\$ 41,773
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ 6,050	\$ 7,500	\$ 7,331	\$ 8,500
5223.000	Tools & Small Equip.	\$ 5,572	\$ 1,050	\$ 10,424	\$ 2,000
5224.000	Dues & Publications	\$ 250	\$ 350	\$ 250	\$ 350
5226.000	Advertising	\$ 64	\$ 1,500	\$ 100	\$ 1,500
5227.000	Rentals-Building/Equipment	\$ 648	\$ 800	\$ 432	\$ 1,000
5240.000	Books and Periodicals	\$ 69,472	\$ 79,375	\$ 78,559	\$ 84,475
5290.000	Other Expenditures	\$ 2,355	\$ 4,400	\$ 4,006	\$ 4,900
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 243,330</b>	<b>\$ 315,066</b>	<b>\$ 311,618</b>	<b>\$ 299,405</b>
	<b>Total Operating Outlays:</b>	<b>\$ 803,610</b>	<b>\$ 841,153</b>	<b>\$ 839,943</b>	<b>\$ 835,797</b>



**LIBRARY DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>TRAINING AND TRAVEL</b>		
540-041-5201.000	AKLA Conference (Library Director)	\$ 2,400
	<b>Subtotal</b>	<b>\$ 2,400</b>
<b>TELEPHONE</b>		
540-041-5204.000	Basic /Long Distance Telephone Service	\$ 3,700
	<b>Subtotal</b>	<b>\$ 3,700</b>
<b>SUPPLIES</b>		
540-041-5206.000	Library supplies	\$ 2,700
	Office supplies	\$ 3,000
	Program supplies	\$ 3,000
	Display materials	\$ 300
	<b>Subtotal</b>	<b>\$ 9,000</b>
<b>REPAIRS AND MAINTENANCE</b>		
540-041-5207.000	Copier maintenance	\$ 1,400
	Miscellaneous Unexpected Repairs	\$ 1,000
	Microform reader/Printer maintenance	\$ 1,600
	<b>Subtotal</b>	<b>\$ 4,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
540-041-5208.000	Building Maint. Fund (BMF) - Library building repairs	\$ 20,856
	<b>Subtotal</b>	<b>\$ 20,856</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
540-041-5212.000	Annual fire suppression system performance inspection	\$ 1,500
	OCLC group services agreement contract	\$ 8,000
	Janitorial Services	\$ 15,000
	Listen Alaska	\$ 3,500
	Fire extinguisher inspection	\$ 1,100
	SIRSI	\$ 6,000
	Movie Licensing Fee	\$ 375
	Grant Station Online Subscription	\$ 300
	Friends of the Library - Alaska Statewide Participation Fee Est.	\$ 500
	Honeywell Performance Contract	\$ 1,698
	Public Internet Access	\$ 3,800
	<b>Subtotal</b>	<b>\$ 41,773</b>

**LIBRARY DEPARTMENT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>TOOLS AND SMALL EQUIPMENT</b>	
540-041-5223.000	Misc	\$ 2,000
	<b>Subtotal</b>	<b>\$ 2,000</b>
	<b>ADVERTISING</b>	
540-041-5226.000	Special Library events & job announcements.	\$ 1,500
	<b>Subtotal</b>	<b>\$ 1,500</b>
	<b>RENTALS - EQUIPMENT OR BUILDINGS</b>	
540-041-5227.002	Postage meter rental	\$ 1,000
	<b>Subtotal</b>	<b>\$ 1,000</b>
	<b>BOOKS AND PERIODICALS</b>	
540-041-5240.000	Books	\$ 40,000
	Reference	\$ 9,000
	Periodicals	\$ 8,500
	Videos	\$ 6,000
	Audio Books	\$ 6,800
	Foreign Language Materials	\$ 2,500
	Music CDs	\$ 2,000
	McNaughton book lease	\$ 8,500
	Sitka Sentinel Archives	\$ 600
	Southeast Alaska Newspapers	\$ 575
	<b>Subtotal</b>	<b>\$ 84,475</b>
	<b>OTHER EXPENDITURES</b>	
540-041-5290.000	Visiting Authors & Performers	\$ 4,000
	Employee Wellness Program	\$ 900
	<b>Subtotal</b>	<b>\$ 4,900</b>

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City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 540 - Public Services  
Department: 043 - Centennial Building

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 184,883	\$ 170,721	\$ 185,354	\$ 171,000
5110.004	Overtime	\$ 2,742	\$ 4,000	\$ 2,004	\$ 3,500
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 126,619	\$ 121,670	\$ 115,453	\$ 128,558
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 314,244</b>	<b>\$ 296,391</b>	<b>\$ 302,811</b>	<b>\$ 303,057</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ -	\$ -	\$ -	\$ -
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ 22,693	\$ 24,200	\$ 22,461	\$ 21,200
5203.005	Heating Fuel	\$ 22,351	\$ 25,000	\$ 22,675	\$ 25,000
5204.000	Telephone	\$ 6,890	\$ 4,200	\$ 4,917	\$ 5,000
5205.000	Insurance	\$ 17,141	\$ 17,142	\$ 17,473	\$ 17,475
5206.000	Supplies	\$ 7,111	\$ 7,350	\$ 4,640	\$ 7,100
5207.000	Repairs and Maintenance	\$ 4,923	\$ 9,200	\$ 5,413	\$ 9,200
5208.000	Building Maintenance Fees	\$ 21,991	\$ 15,813	\$ 16,568	\$ 33,097
5211.000	MIS Fees	\$ 9,297	\$ 7,663	\$ 7,663	\$ 7,715
5212.000	Contracted/Purchased Services	\$ 54,071	\$ 55,694	\$ 54,846	\$ 57,365
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 2,761	\$ 2,600	\$ 2,765	\$ 3,500
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5250.000	Assembly Waived Fees	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 475	\$ 1,050	\$ 1,425	\$ 1,050
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 169,704</b>	<b>\$ 169,912</b>	<b>\$ 160,846</b>	<b>\$ 187,702</b>
	<b>Total Operating Outlays:</b>	<b>\$ 483,947</b>	<b>\$ 466,303</b>	<b>\$ 463,657</b>	<b>\$ 490,759</b>

**CENTENNIAL BUILDING  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>SUPPLIES</b>	
540-043-5206.000	Toilet paper and paper towels	\$ 2,500
	Copier paper	\$ 500
	Cleaning supplies	\$ 3,500
	Miscellaneous office supplies	\$ 600
	<b>Subtotal</b>	<b>\$ 7,100</b>
	<b>REPAIRS AND MAINTENANCE</b>	
540-043-5207.000	Light bulbs	\$ 4,000
	Plumbing and electrical parts	\$ 4,000
	Paint and painting supplies	\$ 800
	Copier maintenance	\$ 400
	<b>Subtotal</b>	<b>\$ 9,200</b>
	<b>BUILDING MAINTENANCE FEES</b>	
540-043-5208.000	Building Maint. Fund (BMF) - Repairs to building	\$ 17,097
	Flush Sprinkler System	\$ 16,000
	<b>Subtotal</b>	<b>\$ 33,097</b>
	<b>CONTRACTED/PURCHASED SERVICES</b>	
540-043-5212.000	Honeywell Service Contract	\$ 57,365
	<b>Subtotal</b>	<b>\$ 57,365</b>
	<b>TOOLS AND SMALL EQUIPMENT</b>	
540-043-5223.000	Multi Media Projector	\$ 3,500
	<b>Subtotal</b>	<b>\$ 3,500</b>
	<b>OTHER EXPENDITURES</b>	
540-043-5290.000	Food service permit	\$ 550
	Employee Wellness Program	\$ 500
	<b>Subtotal</b>	<b>\$ 1,050</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 540 - Public Services  
Department: 045 - Convention/Visitor Bureau

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 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	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ -	\$ -	\$ -	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ -	\$ -	\$ -	\$ -
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 1,000	\$ 1,000	\$ 1,000	\$ 2,000
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ -	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 314,000	\$ 250,240	\$ 250,240	\$ 280,048
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 315,000</b>	<b>\$ 251,240</b>	<b>\$ 251,240</b>	<b>\$ 282,048</b>
	<b>Total Operating Outlays:</b>	<b>\$ 315,000</b>	<b>\$ 251,240</b>	<b>\$ 251,240</b>	<b>\$ 282,048</b>

**SITKA CONVENTION AND VISITOR'S BUREAU  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>CONTRACTED/PURCHASED SERVICES</b>		
540-045-5212.000	Audit	\$ 2,000
	<b>Subtotal</b>	<b>\$ 2,000</b>
<b>OTHER EXPENDITURES</b>		
540-045-5290.000	Operational support	\$ 280,048
	<b>Subtotal</b>	<b>\$ 280,048</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 540 - Public Services  
Department: 047 - Senior Center

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 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	\$ 14,224	\$ 13,100	\$ 15,642	\$ 14,500
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 3,102	\$ 2,960	\$ 1,986	\$ 1,900
5205.000	Insurance	\$ 1,481	\$ 1,482	\$ 1,443	\$ 1,450
5206.000	Supplies	\$ 2,065	\$ 3,200	\$ 2,268	\$ 3,080
5207.000	Repairs and Maintenance	\$ -	\$ 2,500	\$ -	\$ 2,500
5208.000	Building Maintenance Fees	\$ 30,189	\$ 19,430	\$ 21,094	\$ 35,200
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ -	\$ -	\$ -	\$ -
5214.000	Indepartment Services	\$ 373	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 24,261	\$ 32,700	\$ 28,838	\$ 32,700
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 160	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 75,854</b>	<b>\$ 75,372</b>	<b>\$ 71,271</b>	<b>\$ 91,330</b>
	<b>Total Operating Outlays:</b>	<b>\$ 75,854</b>	<b>\$ 75,372</b>	<b>\$ 71,271</b>	<b>\$ 91,330</b>



**SENIOR CENTER  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>SUPPLIES</b>		
540-047-800-5206.000	Supplies for cleaning, etc.	\$ 3,080
	<b>Subtotal</b>	<b>\$ 3,080</b>
<b>REPAIRS AND MAINTENANCE</b>		
540-047-800-5207.000	Miscellaneous equipment maintenance	\$ 2,500
	<b>Subtotal</b>	<b>\$ 2,500</b>
<b>BUILDING MAINTENANCE FEES</b>		
540-047-800-5208.000	Building Maint. Fund (BMF) - Building repair	\$ 21,400
	Flush sprinkler system	\$ 13,800
	<b>Subtotal</b>	<b>\$ 35,200</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 550 - Other  
Department: 650 - Debt Payments  
Sub-Department: 951 - General Obligation Debt

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
5295.000	Interest	\$ 4,008	\$ 2,633	\$ 2,633	\$ 2,486
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7302.000	Debt Principal Payments	\$ 61,188	\$ 9,750	\$ 9,750	\$ 9,750
	<b>Total:</b>	<u>\$ 65,196</u>	<u>\$ 12,383</u>	<u>\$ 12,383</u>	<u>\$ 12,236</u>

**GENERAL OBLIGATION DEBT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
550-650-951-5295.000	Interest payment State of Alaska Note #783011	\$ 2,486
	<b>Subtotal</b>	<u>\$ 2,486</u>
550-650-951-7302.000	Principal payment State of Alaska Note #783011	\$ 9,750
	<b>Subtotal</b>	<u>\$ 9,750</u>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 550 - Other  
Department: 650 - Debt Payments  
Sub-Department: 952 - General School Obligation Debt

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
5295.000	Interest	\$ 459,919	\$ 422,757	\$ 422,757	\$ 383,602
5297.000	Debt Administrative Expense	\$ -	\$ 2,000	\$ -	\$ 2,000
7302.000	Debt Principal Payments	\$ 815,000	\$ 855,000	\$ 855,000	\$ 890,000
	<b>Total:</b>	<u>\$ 1,274,919</u>	<u>\$ 1,279,757</u>	<u>\$ 1,277,757</u>	<u>\$ 1,275,602</u>

**SCHOOL GENERAL OBLIGATION DEBT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
550-650-952-5295.000	Interest payment on 2007 School Bonds	\$ 251,250
	Interest payment on 2005 School Bonds	\$ 132,352
	<b>Subtotal</b>	<b>\$ 383,602</b>
550-650-952-5297.000	Administrative (Bank) Expenditures	\$ 2,000
	<b>Subtotal</b>	<b>\$ 2,000</b>
550-650-952-7302.000	Principal payment on 2007 School Bonds	\$ 600,000
	Principal payment on 2005 School Bonds	\$ 290,000
	<b>Subtotal</b>	<b>\$ 890,000</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 550 - Other  
Department: 660 - Support  
Sub-Department: 952 - School Support

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 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	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ -	\$ -	\$ -	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ -	\$ -	\$ -	\$ -
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -
5208.000	Blding Maintenance Fees	\$ 139,956	\$ 150,000	\$ 151,242	\$ 150,000
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 150,796	\$ 143,257	\$ 143,257	\$ 140,392
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ -	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ -	\$ -	\$ -
7200.000	Operational Support	\$ 6,451,345	\$ 6,068,818	\$ 6,004,368	\$ 6,205,670
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 6,742,097</b>	<b>\$ 6,362,075</b>	<b>\$ 6,298,867</b>	<b>\$ 6,496,062</b>
	<b>Total Operating Outlays:</b>	<b>\$ 6,742,097</b>	<b>\$ 6,362,075</b>	<b>\$ 6,298,867</b>	<b>\$ 6,496,062</b>

**SCHOOL SUPPORT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>BUILDING MAINTENANCE FEES</b>		
550-660-952-5208.000	Maintenance Projects	\$ 150,000
	Subtotal	\$ 150,000
<b>CONTRACTED/PURCHASED SERVICES</b>		
550-660-952-5212.000	Community Schools Operations	\$ 140,392
	Subtotal	\$ 140,392
<b>TRANSFER TO OTHER FUNDS</b>		
550-660-952-7200.000	Operational support	\$ 6,205,670
	Subtotal	\$ 6,205,670

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 550 - Other  
Department: 660 - Support  
Sub-Department: 953 - Hospital Support

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 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	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ -	\$ -	\$ -	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ -	\$ -	\$ -	\$ -
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -
5208.000	Blding Maintenance Fees	\$ -	\$ -	\$ -	\$ -
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ -	\$ -	\$ -	\$ -
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ -	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 450,948	\$ 157,700	\$ 213,216	\$ 154,546
7200.000	Line of Credit Net	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 450,948</b>	<b>\$ 157,700</b>	<b>\$ 213,216</b>	<b>\$ 154,546</b>
	<b>Total Operating Outlays:</b>	<b>\$ 450,948</b>	<b>\$ 157,700</b>	<b>\$ 213,216</b>	<b>\$ 154,546</b>



**HOSPITAL SUPPORT  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<b>OTHER EXPENDITURES</b>	
550-660-953-5290.000	Hospital maintenance projects	\$ <u>154,546</u>
	Subtotal	\$ <b>154,546</b>

City and Borough of Sitka  
Sitka, Alaska

FY2012 Budget

Fund: 100 - General Fund  
Division: 550 - Other  
Department: 680 - Transfers

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
7200.000	Interfund Transfers	\$ 1,405,921	\$ 1,428,467	\$ 1,438,700	\$ 1,923,332
7500.000	Advances to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Transfers:</b>	<u>\$ 1,405,921</u>	<u>\$ 1,428,467</u>	<u>\$ 1,438,700</u>	<u>\$ 1,923,332</u>

**INTERFUND AND DEPARTMENT TRANSFER  
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b><u>TRANSFER TO SAWMILL COVE INDUSTRIAL COMPLEX FUND</u></b>		
550-680-7200.000	Total Transfer to SCIP Fund	\$ - \$ -
<b><u>TRANSFER TO MANAGEMENT INFORMATION SYSTEMS FUND</u></b>		
550-680-7200.000	<u>Police</u>	
	Ram Upgrade - 6 4G Ram sims for Blade Servers	\$ 1,440
	Storage Module -Blade Center 6-disk storage module	\$ 950
	Hard Drives - SAS IBM Hard Drives	\$ 4,080
	New Gig Switch - Cisco Catalyst 2960G Switch	\$ 2,200
	Redundant Power Modules	\$ 900
	Bar-Coding Solution for Evidence Inventory	\$ 30,000
	Total Transfer to MIS Fund	\$ 39,570
<b><u>TRANSFER TO CENTRAL GARAGE FUND</u></b>		
550-680-7200.000	Public Works - 2011 Cat 140M Grader W/Snow Wing	\$ 84,700
	Fire - FMC Fire Truck	\$ 62,062
	Total Transfer to Central Garage Fund	\$ 146,762
<b><u>TRANSFERS</u></b>		
550-680-7200.000	2004/2005 Bonds - (6%) Sales Tax	\$ 880,000
	Fish Box Tax	\$ 60,000
	Total Transfer	\$ 940,000
<b><u>TRANSFER TO CAPITAL PROJECT FUND</u></b>		
550-680-7200.000	Monastery sidewalk and parking	\$ 320,000
	Etolin Street paving	\$ 70,000
	Center for Community drainage	\$ 77,000
	Edgecumbe Drive STIP Match & DOT Design	\$ 20,000
	Baranof Street sidewalks	\$ 5,000
	Smith Street	\$ 35,000
	City Hall - ADA access and Arctic entry back entrance	\$ 15,000
	Electric Conversion Fire Hall Dual Heat	\$ 200,000
	Skateboard Park Pavillion	\$ 50,000
	Cross Trail STIP Match & DOT/STW	\$ 5,000
	Total Transfer to Capital Projects Fund	\$ 797,000
	<b>TOTAL TRANSFERS</b>	<b>\$ 1,923,332</b>

CITY AND BOROUGH OF SITKA  
CAPITAL BUDGET  
GENERAL FUND

Fixed Asset Acquisition Summary

General Fund # 100-550-670

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
7106.041	Equipment - Library	\$ 6,511
	Total General Fund Fixed Asset Acquisition	\$ 6,511

CITY AND BOROUGH OF SITKA  
 CAPITAL BUDGET  
 ITEMIZED EXPENDITURES

General Fund Department 100-550-670-Fixed Assets

Account Group 7101 - Land

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	<u>Planning Department</u>	
7101.000		\$ _____ -
	Total Land Improvements	\$ _____ -

CITY AND BOROUGH OF SITKA  
CAPITAL BUDGET  
ITEMIZED EXPENDITURES

General Fund Department 100-550-670-Fixed Assets

Account Group 7106 - Equipment

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
7106.041 Copier	<u>Library</u>	\$ 6,511
	Subtotal	\$ 6,511
	Total Equipment	<u>\$ 6,511</u>

**CITY AND BOROUGH OF SITKA  
CAPITAL BUDGET  
GENERAL FUND**

**Construction in Progress for General Fund Capital Projects  
Funds 700, 703, 704, 705 & 706**

<u>DESCRIPTION</u>			Approved Budget	Expenses & Encumbrances as of 12/31/10
Project Name				
Baranof Warm Springs Hot Water Distr. System	90586	\$	24,000	\$ 11,055
Baranof Warm Springs-Trail St Stairway	90679	\$	10,000	-
Brady St Intersection Paving	90687	\$	33,404	\$ 33,404
Centennial Hall Upgrades	90692	\$	2,000,000	-
Centennial Hall UST	90588	\$	151,000	\$ 91,217
Charteris St Paving	90683	\$	42,000	-
City/State Municipal Major Maint	90583	\$	127,000	\$ 92,668
City/State Troubleshoot Air Control System	90690	\$	16,000	-
Crescent Harbor Parking Lot	90696	\$	1,000,000	-
Crescent Harbor Sidewalk Widening	90693	\$	1,000,000	-
Easement/Trail Survey	90576	\$	98,000	\$ 67,807
Indian River Road Upgrade	90544	\$	2,394,219	\$ 1,582,702
Indian River Trail Extension	90598	\$	25,225	-
Kimsham Ballparks/Landfill	90508	\$	5,554,472	\$ 5,599,092
Library Gutter Renovation	90658	\$	10,000	\$ 10,000
Library UST	90589	\$	115,000	\$ 89,521
Lightering Facility Imp-Comm Pass Vessel	90665	\$	2,000,000	\$ 55
Moller Park Ballfield Upgrade	90567	\$	110,000	\$ 95,957
Moller Park Baseball Field Improvements	90618	\$	450,000	\$ 20,347
Moller Scoreboards	90495	\$	12,000	\$ 7,430
Monastery St Paving	90680	\$	41,656	\$ 41,656
Shelikof Way Paving	90691	\$	32,000	\$ 32,000
Sea Walk Part B - O'Connell to Harbor Way	90694	\$	1,000,000	-
Sea Walk Part C - Crescent to NHP	90695	\$	1,000,000	-
Siginaka Way Paving	90685	\$	14,726	\$ 14,726
Sirstad St Paving	90682	\$	42,614	\$ 42,614
Skateboard Park Relocation	90439	\$	525,316	\$ 333,349
Swan Lake Dock & Pedestrian Improvement	90620	\$	100,000	\$ 248
Tony Hrebar Rifle Range Improvements	90553	\$	58,315	\$ 58,717
Tony Hrebar FY09 Range Improvements	90621	\$	8,000	\$ 1,438
Verstovia St Paving	90681	\$	33,903	\$ 33,903
Viking & Valhalla St Paving	90671	\$	140,000	\$ 26,897
Whale Park Sanitary Sewer	90560	\$	15,000	\$ 15,000
Wortman Loop Paving	90689	\$	211,205	\$ 211,205
FY11 Street Paving		\$	201,000	-
Blatchley Water System Upgrade	90505	\$	439,725	\$ 88,509
Benchland Subdivision Utilities	90570	\$	8,170,000	\$ 7,611,977
Whitcomb Heights Sub Div. Benchlands	90603	\$	3,500,000	\$ 3,489,806
BMS Mechanical Upgrade	90640	\$	5,374,553	\$ 637,592
KGH-Replace Flooring	90638	\$	1,775,447	\$ 950,223
School Roof-KGH 2009	90637	\$		\$ 819,442

**City and Borough of Sitka  
General Fund**

**Pro Forma Statement of Net Assets**

	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	9,178,017	9,535,942	8,427,436
Sales and Bed Tax Receivable	2,000,000	1,900,000	2,041,066
Other Receivables	1,950,000	2,050,000	2,157,888
Other Assets	1,445	89,236	89,236
<b>Total Assets</b>	13,129,462	13,575,178	12,715,626
<b>Liabilities and Net Assets</b>			
<b>Liabilities</b>			
Accounts Payable	123,000	130,000	130,791
Accrued Payroll & Leave	1,070,000	1,070,000	1,070,327
Other Liabilities	340,000	350,000	358,759
Deferred Revenue	650,000	650,000	648,048
<b>Total Liabilities</b>	2,183,000	2,200,000	2,207,925
<b>Net Assets</b>			
<b>Reserved:</b>			
Advances to other Funds	400,000	526,934	782,413
Prepaid Items	1,445	89,236	89,236
Encumbrances	225,000	225,000	229,579
Title III Forestry Expenditures	450,000	500,000	552,537
<b>Unreserved:</b>			
<b>Undesignated</b>	9,857,017	10,034,008	8,853,936
<b>Total Net Assets</b>	10,946,462	11,375,178	10,507,701
<b>Total Liabilities and Net Assets</b>	13,129,462	13,575,178	12,715,626

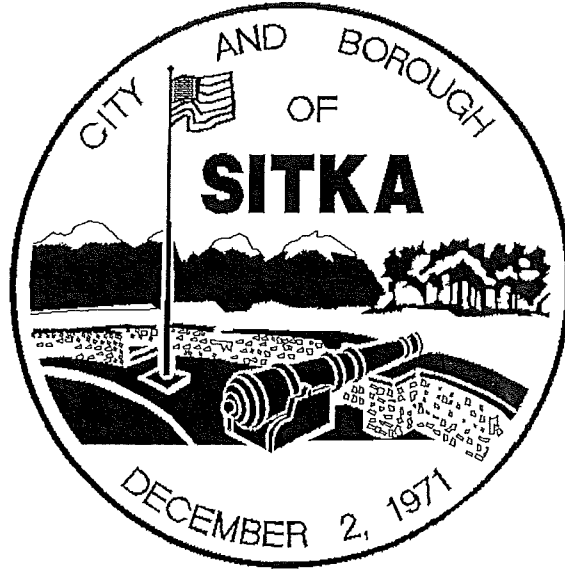


**City and Borough of Sitka  
General Fund**

**Pro Forma Statement of Revenue and Expenditures**

	2012	2011	2010
<b>Revenues:</b>			
Taxes:			
Real and personal	6,076,562	5,993,687	5,926,046
Sales and bed	8,699,300	8,616,216	8,950,243
State sources	2,197,473	1,800,119	2,120,255
Federal sources	1,750,367	1,931,052	2,412,719
Charges for services	1,752,119	1,639,849	1,682,329
Interfund services	2,473,230	2,402,984	2,219,501
Fines, forfeitures and penalties	132,000	142,053	122,422
Investment income	403,700	414,752	651,584
Uses of property	335,210	391,826	430,523
Licenses and permits	147,370	143,293	131,963
Other	36,650	35,709	234,721
<b>Total revenues</b>	24,003,981	23,511,540	24,882,306
<b>Expenditures:</b>			
<b>Current:</b>			
Administration	4,187,718	3,952,587	3,770,974
Public safety	6,122,954	5,562,927	5,749,491
Public works	3,594,895	3,312,352	3,469,400
Public services	1,417,886	1,374,871	1,363,411
Support	6,932,656	6,763,323	7,809,145
<b>Debt Service:</b>			
Principal	899,750	864,750	876,186
Interest	388,088	425,390	463,928
Bond Issuance costs	0	0	0
<b>Capital Outlay</b>	6,511	57,369	94,668
<b>Total expenditures</b>	23,550,458	22,313,569	23,597,203
<b>Excess of revenues over (under) expenditures</b>	453,523	1,197,971	1,285,103
<b>Other financing sources (uses)</b>			
Transfers In	1,184,098	1,262,706	1,891,623
Transfers out	(1,923,332)	(1,593,200)	(1,405,921)
State of Alaska Note Payable			0
<b>Net other financing sources (uses)</b>	(739,234)	(330,494)	485,702
<b>Net change in fund balances</b>	(285,711)	867,477	1,770,805

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**City and Borough of Sitka**

**ELECTRIC FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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ELECTRIC FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
State Revenue	\$ 100,000	\$ 100,000	\$ 674,812	\$ -	0%
Federal Revenue	\$ 397,305	\$ -	\$ 29,073	\$ (397,305)	0%
Operating Revenue	\$ 11,115,814	\$ 11,125,000	\$ 11,281,627	\$ (9,186)	0%
Non-Operating Revenue	\$ 76,726	\$ 78,500	\$ 62,717	\$ (1,774)	-2%
Property Investments	\$ 439,800	\$ 497,000	\$ 439,804	\$ (57,200)	-12%
Miscellaneous	\$ 31,070	\$ 24,000	\$ 28,152	\$ 7,070	29%
Cash Basis	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 12,160,715</b>	<b>\$ 11,824,500</b>	<b>\$ 12,516,185</b>	<b>\$ (458,395)</b>	<b>-4%</b>

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 3,938,416	\$ 3,746,043	\$ 3,233,763	\$ 192,373	5%
Non-personnel Operating Outlays	\$ 7,493,379	\$ 7,609,926	\$ 8,059,427	\$ (116,547)	-2%
<b>Total Operating Outlays:</b>	<b>\$ 11,431,795</b>	<b>\$ 11,355,970</b>	<b>\$ 11,293,190</b>	<b>\$ 75,826</b>	<b>1%</b>
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ 1,002,409	\$ 1,018,584	\$ 3,551,501	\$ (16,175)	-2%
<b>Total Capital Outlays:</b>	<b>\$ 1,002,409</b>	<b>\$ 1,018,584</b>	<b>\$ 3,551,501</b>	<b>\$ (16,175)</b>	<b>-2%</b>
<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 12,434,204</b>	<b>\$ 12,374,554</b>	<b>\$ 14,844,691</b>	<b>\$ 59,650</b>	<b>0%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ (273,490)</b>	<b>\$ (550,054)</b>	<b>\$ (2,328,506)</b>	<b>\$ 276,564</b>	<b>50%</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 200 - Electric 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>
<b>State Revenue</b>					
300-310-3101.003	Revenue Sharing	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
300-310-3101.005	Grant Revenue	\$ 2,832,825	\$ -	\$ 574,812	\$ -
300-310-3101.017	PERS Relief	\$ 108,962	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 3,041,787</b>	<b>\$ 100,000</b>	<b>\$ 674,812</b>	<b>\$ 100,000</b>
<b>Federal Revenue</b>					
300-315-3151.004	Federal Subsidy - Interest - FY12	\$ 20,927	\$ -	\$ 29,073	\$ 397,305
	<b>Subtotal:</b>	<b>\$ 20,927</b>	<b>\$ -</b>	<b>\$ 29,073</b>	<b>\$ 397,305</b>
<b>Operating Revenue</b>					
300-340-3401.000	Electricity - Residential	\$ 4,510,754	\$ 4,667,900	\$ 4,662,948	\$ 4,604,747
300-340-3402.000	Electricity - Commercial	\$ 2,844,307	\$ 2,939,800	\$ 2,913,005	\$ 2,905,782
300-340-3403.000	Electricity - Harbor	\$ 389,199	\$ 397,600	\$ 401,940	\$ 401,006
300-340-3404.000	Electricity - Public Authority	\$ 1,976,041	\$ 1,987,900	\$ 2,009,130	\$ 2,026,124
300-340-3405.000	Electricity - SCIS	\$ 467,464	\$ 452,900	\$ 489,731	\$ 500,012
300-340-3406.000	Electricity - Inter Dmnd	\$ 115,904	\$ 192,300	\$ 155,094	\$ 118,115
300-340-3407.000	Yard/Street Lights	\$ 104,221	\$ 104,500	\$ 104,386	\$ 104,530
300-340-3408.000	Electric - Other	\$ 33,901	\$ 31,100	\$ 31,459	\$ 39,517
300-340-3491.000	Jobbing - Labor	\$ 347,575	\$ 351,000	\$ 513,934	\$ 415,981
	<b>Subtotal:</b>	<b>\$ 10,789,366</b>	<b>\$ 11,125,000</b>	<b>\$ 11,281,627</b>	<b>\$ 11,115,814</b>
<b>Non-Operating Revenue</b>					
300-350-3501.001	Connection Fees	\$ -	\$ -	\$ -	\$ -
300-350-3501.002	Pole Contracts	\$ 37,855	\$ 40,000	\$ 37,446	\$ 37,446
300-350-3501.003	Other Electric Revenue	\$ 40,522	\$ 38,500	\$ 25,271	\$ 39,280
	<b>Subtotal:</b>	<b>\$ 78,377</b>	<b>\$ 78,500</b>	<b>\$ 62,717</b>	<b>\$ 76,726</b>
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 263,891	\$ 497,000	\$ 439,804	\$ 439,800
300-360-3621.000	Cost Fixed Assets	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 263,891</b>	<b>\$ 497,000</b>	<b>\$ 439,804</b>	<b>\$ 439,800</b>
<b>Miscellaneous</b>					
300-380-3807.000	Miscellaneous	\$ 11,115	\$ 500	\$ 652	\$ 1,000
300-380-3812.000	Cap C. Local	\$ -	\$ -	\$ -	\$ -
300-380-3820.000	Bad Debts Collected	\$ 24,799	\$ 23,500	\$ 27,500	\$ 30,070
	<b>Subtotal:</b>	<b>\$ 35,914</b>	<b>\$ 24,000</b>	<b>\$ 28,152</b>	<b>\$ 31,070</b>
<b>Cash Basis</b>					
300-390-3902.000	Assessments - Principal	\$ -	\$ -	\$ -	\$ -
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Electric Fund Revenue:</b>	<b>\$ 14,230,263</b>	<b>\$ 11,824,500</b>	<b>\$ 12,516,185</b>	<b>\$ 12,160,715</b>

CITY AND BOROUGH OF SITKA  
ELECTRIC FUND  
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>STATE REVENUE</b>		
300-310-3101.003	Diesel Surcharge	\$ 100,000
	Subtotal:	\$ 100,000
<b>FEDERAL REVENUE</b>		
300-315-3151.004	Federal Subsidy	\$ 397,305
	Subtotal:	\$ 397,305
<b>OPERATING REVENUE</b>		
300-340-3401.000	Electricity - Residential Residential Electricity Charges	\$ 4,604,747
300-340-3402.000	Electricity - Commercial Commercial Electricity Charges	\$ 2,905,782
300-340-3403.000	Electricity - Harbor Harbor / Moored Boat Electricity	\$ 401,006
300-340-3404.000	Electricity - Public Authority Governmental Agency Electricity Charges This includes General Fund Buildings paying	\$ 2,026,124
300-340-3405.000	Electricity - SCIP Electricity Supplies to Sawmill Cove Industrial Park	\$ 500,012
300-340-3406.000	Interruptable Demand	\$ 118,115
300-340-3407.000	Yard / Street Light Private Street Light Contracts	\$ 104,530
300-340-3408.000	Electric - Other Hookup Fees	\$ 39,517
300-340-3491.000	Jobbing - Labor Billings to Capital Projects Billings to other funds and citizens	\$ 415,981
	Subtotal:	\$ 11,115,814
<b>NON-OPERATING REVENUE</b>		
300-350-3501.001	Connection Fees (included in Electric - Other ) First Time Electricity Connection Fees	\$ -
300-350-3501.002	Pole Contracts Private Power Pole Contracts	\$ 37,446
300-350-3501.003	Other Electric Revenue Disconnect/Reconnect Fees	\$ 39,280
	Subtotal:	\$ 76,726
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 439,800
	Subtotal:	\$ 439,800
<b>MISCELLANEOUS</b>		
300-380-3807.000	Miscellaneous	\$ 1,000
300-380-3820.000	Bad Debts Collected	\$ 30,070
	Subtotal:	\$ 31,070
	Total:	\$ 12,160,715

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 200 - Electric 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>
	<b>Salaries and Benefits</b>				
5110.001	Salaries & Wages	\$ 1,762,360	\$ 2,027,336	\$ 1,776,712	\$2,084,882
5110.004	Overtime	\$ 77,274	\$ 102,371	\$ 158,419	\$102,371
5110.010	Temporary Employees	\$ 104,616	\$ 198,690	\$ 139,293	\$194,160
5120.000	Benefits	\$ 1,359,012	\$ 1,417,646	\$ 1,159,339	\$1,557,003
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 3,303,263</b>	<b>\$ 3,746,043</b>	<b>\$ 3,233,763</b>	<b>\$ 3,938,416</b>
	<b>Non-personnel Operation Outlays</b>				
5201.000	Travel and Training	\$ 20,542	\$ 39,500	\$ 20,372	\$ 48,000
5202.000	Uniform Allowance	\$ 5,529	\$ 7,000	\$ 5,840	\$ 8,100
5203.000	Utilities	\$ 3,849	\$ 3,000	\$ 3,523	\$ 3,500
5203.004	Solid Waste	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ 26,563	\$ 58,500	\$ 135,912	\$ 58,500
5204.000	Telephone	\$ 18,982	\$ 16,500	\$ 16,764	\$ 16,500
5205.000	Insurance	\$ 494,012	\$ 494,012	\$ 485,935	\$ 487,000
5206.000	Supplies	\$ 258,506	\$ 312,400	\$ 270,015	\$ 287,500
5207.000	Repairs and Maintenance	\$ 201,358	\$ 204,600	\$ 199,475	\$ 208,000
5208.000	Building Maintenance Fees	\$ 8,918	\$ 39,853	\$ 10,470	\$ 12,200
5211.000	MIS Fees	\$ 93,959	\$ 83,571	\$ 83,571	\$ 84,075
5212.000	Contracted/Purchased Services	\$ 281,402	\$ 477,000	\$ 808,539	\$ 483,750
5214.000	Interdepartment Services	\$ 921,913	\$ 868,556	\$ 871,719	\$ 875,976
5221.000	Transportation/Vehicles	\$ 191,011	\$ 209,133	\$ 191,424	\$ 181,154
5222.000	Postage	\$ 24,394	\$ 25,000	\$ 21,777	\$ 25,000
5223.000	Tools & Small Equipment	\$ 30,712	\$ 46,500	\$ 35,957	\$ 42,300
5224.000	Dues & Publications	\$ 12,726	\$ 26,150	\$ 18,402	\$ 24,500
5226.000	Advertising	\$ 784	\$ 5,000	\$ 1,769	\$ 4,000
5227.000	Rentals - Building/Equipment	\$ 37,154	\$ 77,000	\$ 75,368	\$ 75,000
5231.000	Credit Card Expense	\$ 45,117	\$ 48,125	\$ 48,019	\$ 49,200
5290.000	Other Expenses	\$ 52,489	\$ 97,100	\$ 76,266	\$ 79,500
5295.000	Interest	\$ 2,229,988	\$ 1,742,715	\$ 1,953,140	\$ 3,024,606
5297.000	Debt Administrative Expense	\$ 12,836	\$ 19,300	\$ 15,759	\$ 19,300
7302.000	Debt Principal Payment	\$ 2,549,532	\$ 2,709,411	\$ 2,709,411	\$ 1,394,689
7200.000	Transfer to Other Funds	\$ 23,898	\$ -	\$ -	\$ 1,029
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 7,546,174</b>	<b>\$ 7,609,926</b>	<b>\$ 8,059,427</b>	<b>\$ 7,493,379</b>
	<b>Total Operating Outlays:</b>	<b>\$ 10,849,437</b>	<b>\$ 11,355,969</b>	<b>\$ 11,293,190</b>	<b>\$ 11,431,795</b>



**ELECTRIC FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TRAVEL AND TRAINING</b>		
600-601-5201.000	S.E. Conference - Energy Comm.- Utility Director	\$ 2,000
	S.E. Conference - Annual Meeting - Utility Director	\$ 3,000
	NHA Conference - Utility Director	\$ 2,500
	Lobbying & Government Relations - Utility Director	\$ 6,000
	APPA/REA Conference	\$ 4,000
	Professional Development	\$ 3,000
	PE Required CEU's	\$ 9,000
	SEIRP	\$ 4,000
600-602-5201.000	Materials Management -NWPPA	\$ 4,000
600-603-851-5201.000	Safety & Training - Operators/Mechanics/Technicians	\$ 3,000
600-605-5201.000	Job training & safety- Lineman	\$ 2,500
600-606-5201.000	Metering - Meter Technicians	\$ 5,000
	<b>Subtotal:</b>	<b>\$ 48,000</b>
<b>UNIFORM ALLOWANCE</b>		
600-602-5202.000	Work clothing	\$ 350
600-603-851-5202.000	Work clothing	\$ 3,150
	Arc -Flash Protection Kit - Level II	\$ 600
	Arc -Flash Protection Kit - Level IV	\$ 1,200
600-605-5202.000	Work clothing	\$ 1,750
600-606-5202.000	Work clothing	\$ 1,050
	<b>Subtotal:</b>	<b>\$ 8,100</b>
<b>HEATING OR DIESEL FUEL</b>		
600-601-5203.005	Public Service Complex - Office/warehouse/Diesel Plant	\$ 7,500
600-603-850-5203.005	Station Service Stand-by Generator Fuel	\$ 500
600-603-851-5203.005	Station Service Stand-by Generator Fuel	\$ 500
600-603-852-5203.005	Diesel Fuel - Power Generation	\$ 50,000
	<b>Subtotal:</b>	<b>\$ 58,500</b>
<b>SUPPLIES</b>		
600-601-5206.000	Fuel & oil & supplies	\$ 1,000
	General office supplies	\$ 4,000
	Engineering office supplies	\$ 2,500
600-602-5206.000	Batteries, tape, ear plugs, ribbon, warehouse supplies, lubricants, rags	\$ 22,000
600-603-850-5206.000	Oil filters, oil & grease, solvents/degreasers, sorbal, cleaning supplies	\$ 5,500
600-603-851-5206.000	Oil, filters, solvent cleaners, sorballs, ACAD supplies, office supplies, cleaning supplies	\$ 16,000
600-603-852-5206.000	Oil, filters, antifreeze, solvent & degreasers, office supplies, sorbents	\$ 48,000
600-603-853-5206.000	Oil/filters/sorbals	\$ 1,000
600-604-860-5206.000	Transformer oil and filters, herbicides, slings/grips, U/G line projects	\$ 20,000
600-604-861-5206.000	Transformer oil and filters, herbicides, slings/grips	\$ 500
600-605-5206.000	Distribution line hardware	\$ 80,000
600-606-5206.000	Meters & metering transformers/parts	\$ 12,000
600-635-5206.000	Jobbing Materials	\$ 75,000
	<b>Subtotals:</b>	<b>\$ 287,500</b>

**ELECTRIC FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>REPAIRS AND MAINTENANCE</b>		
600-601-5207.000	Repairs & Maintenance - Office Equipment	\$ 1,500
600-602-5207.000	Repairs & Maintenance - Warehouse	\$ 1,000
600-603-850-5207.000	Turbines, generators, ancillary equipment, controls, switchgear, building & grounds, SCADA, fencing, security	\$ 35,000
600-603-851-5207.000	Turbines, generators, ancillary equipment, controls, switchgear, relays & metering, small hydros, station service, building & grounds,hydraulic oil filtering sets	\$ 40,500
600-603-852-5207.000	Generators	\$ 4,000
	Diesel Engines	\$ 10,000
	Switchgear	\$ 5,000
	Ancillary parts	\$ 3,000
	Controls	\$ 2,500
	SCADA	\$ 5,000
	Yard	\$ 5,000
	D4 spare parts	\$ 8,000
	FM spare parts	\$ 11,500
600-603-853-5207.000	Controls, relay & metering,SCADA, station service, building & grounds, restore security fencing (material only)	\$ 25,000
600-604-860-5207.000	Electrical line materials	\$ 1,000
601-604-861-5207.000	Transmission substation parts	\$ 5,000
600-605-5207.000	Street lighting repairs, raptor retrofit, overhead line, Underground line, Christmas lights	\$ 30,000
600-606-5207.000	Test set calibration, Harbor Meter Upgrades	\$ 15,000
	<b>Subtotal:</b>	<b>\$ 208,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-601-5208.000	Building maint. Fund - building repairs	\$ 10,200
	Jarvis Street replace sprinkler compressor	\$ 2,000
	<b>Subtotal:</b>	<b>\$ 12,200</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-601-5212.000	Janitorial Services	\$ 4,000
	Audit Fees	\$ 6,250
	Office machine maintenance contracts	\$ 3,000
	ArcGis Maintenance	\$ 500
	Professional Services Contracts - Engineering	\$ 25,000
	Lobbying - portion of City Lobbyist fee	\$ 40,000
	Miscellaneous technical services	\$ 5,000
	AutoCad/SKM License	\$ 2,500
600-603-850-5212.000	Debris removal	\$ 2,000
	G/L road maintenance	\$ 10,000
	Service engineering & troubleshooting	\$ 5,000
	SCADA service engineering	\$ 5,000
	Check alignment and internal inspection	\$ 12,000
	Megger generators and infared scan	\$ 4,000
	Replace distance relay by Electric Power Systems	\$ 16,000
600-603-851-5212.000	Debris Removal	\$ 5,000
	Road Maintenance	\$ 20,000
	Service engineering	\$ 11,000
	General Contracting	\$ 8,000
	Misc engineering	\$ 8,000
	SCADA software agreement	\$ 5,000
	SCADA service engineering	\$ 15,000
	Snow removal	\$ 20,000

**ELECTRIC FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
	Megger generators and infared scan	\$ 6,000
	Part 12 Inspection follow up items	\$ 10,000
	Blue Lake STI update	\$ 5,000
600-603-852-5212.000	EPA RICE NESHAP Subpart ZZZZ Evaluation	\$ 5,000
	Service Engineering	\$ 15,000
	General Contracting	\$ 10,000
	Replace distance relays by EPS	\$ 12,000
600-603-853-5212.000	SCADA Service Engineering	\$ 5,000
	Roof Repair Marine Street Substation	\$ 10,500
600-604-860-5212.000	Prof. Services, equip. testing	\$ 4,000
	Transmission line inspection	\$ 4,000
	Thermography services	\$ 4,000
600-604-861-5212.000	Paint BL Switchyard Structures, transformers & switches	\$ 10,000
600-605-5212.000	Clear distribution right of ways and remove danger trees	\$ 125,000
	Engineering Services	\$ 20,000
600-606-5212.000	Hunt Technologies - Turtle Technical support services	\$ 6,000
	<b>Subtotal:</b>	<b>\$ 483,750</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-601-5214.000	Admin. Services	\$ 875,976
	<b>Subtotal:</b>	<b>\$ 875,976</b>
<b>POSTAGE</b>		
600-601-5222.000	Billing/mail	\$ 25,000
	<b>Subtotal:</b>	<b>\$ 25,000</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
600-601-5223.000	Office equipment & furnishings	\$ 10,000
600-602-5223.000	Hand tools, related line tools, voltage testers, socket sets, saw blades	\$ 8,000
600-603-850-5223.000	Hand tools	\$ 2,000
600-603-851-5223.000	Hand tools and test equipment	\$ 4,000
600-603-852-5223.000	Hand tools and test equipment	\$ 4,800
600-604-860-5223.000	Line construction - hand tools	\$ 1,500
600-605-5223.000	Line construction - hand tools and hot sticks	\$ 10,000
600-606-5223.000	Metering tools	\$ 2,000
	<b>Subtotal:</b>	<b>\$ 42,300</b>

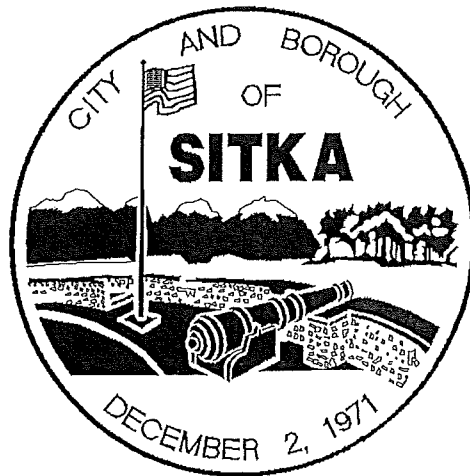
**ELECTRIC FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>DUES &amp; PUBLICATIONS</b>		
600-601-5224.000	American Public Power Association	\$ 5,000
	Northwest Public Power Association	\$ 6,000
	Renewable Energy Alaska Project	\$ 2,000
	Books, codes, publications	\$ 5,000
	2012 National Hydropower Conference - Sponsor	\$ 2,000
600-602-5224.000	Warehouse Management & Controls Systems	\$ 500
	Filemaker Advisor	\$ 250
	Miscellaneous publications	\$ 250
600-603-851-5224.000	Trade journals and papers	\$ 1,000
600-605-5224.000	State Licenses	\$ 1,250
	Books, codes, reference manuals	\$ 750
600-606-5224.000	Books, codes, reference manuals	\$ 500
	<b>Subtotal:</b>	<b>\$ 24,500</b>
<b>ADVERTISING</b>		
600-601-5226.000	Help wanted/jobs for bid, etc.	\$ 3,000
	Public Service Announcements	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 4,000</b>
<b>RENTALS - LAND, BUILDINGS, EQUIP.</b>		
600-603-850-5227.002	Federal Land Use Fees (FERC)	\$ 16,000
	Administrative Charges (FERC)	\$ 28,000
600-603-851-5227.002	Federal Land Use Fees (FERC)	\$ 16,000
	Administrative Charges (FERC)	\$ 15,000
	<b>Subtotal:</b>	<b>\$ 75,000</b>
<b>OTHER EXPENSES</b>		
600-601-5290.000	Misc items	\$ 2,500
	Employee Wellness Program	\$ 3,000
600-603-850-5290.000	Abutment drain and dam movement review	\$ 4,000
	Dam movement surveys- (4)	\$ 3,000
	2007 Part 12 followup requirements	\$ 10,000
	USGS stream monitoring	\$ 37,000
600-603-851-5290.000	Dam movement monitoring	\$ 3,000
	FERC consulting	\$ 5,000
	Emergency Action Plan - functional exercise	\$ 2,000
	FERC Part 12 mandated follow-up requirements	\$ 10,000
	<b>Subtotal:</b>	<b>\$ 79,500</b>
<b>INTEREST</b>		
600-650-5295.000	2010 Municipal Utilities Refunding Bond Issue	\$ 2,675,219
	Alaska Energy Authority Note	\$ 349,387
	<b>Subtotal:</b>	<b>\$ 3,024,606</b>

**ELECTRIC FUND  
ITEMIZED EXPENSES**

<b>ACCOUNT #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
	<b>DEBT ADMINISTRATIVE EXPENSE</b>	
600-650-5297.000	2010 Series Municipal Utilities Refunding Bond Issue	\$ 19,300
	<b>Subtotal:</b>	<b>\$ 19,300</b>
	<b>DEBT PRINCIPAL PAYMENT</b>	
600-650-7301.000	Alaska Energy Authority Note	\$ 264,689
600-650-7302.000	2010 Municipal Utilities Refunding Bond Issue	\$ 1,130,000
	<b>Subtotal:</b>	<b>\$ 1,394,689</b>
	<b>TRANSFER TO OTHER FUNDS</b>	
600-680-7200.000	2011 Ford F350 Flatbed 4x4	\$ 1,029
	<b>Subtotal:</b>	<b>\$ 1,029</b>

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## **Capital Budget**

### **ELECTRIC FUND**

**2012**

**City and Borough of Sitka  
Fund 200 - Electric Fund  
FY 2012 Capital Budget Summary**

	<b>New Appropriations for FY 2012</b>
<b>Capital Projects:</b>	\$ 1,002,409
<b>Fixed Assets:</b>	
Machinery/Equipment	\$ _____ -
<b>Subtotals:</b>	<b>\$ _____ -</b>
<b>Total Planned Capital Expenditures:</b>	<b><u>\$ 1,002,409</u></b>



City and Borough of Sitka  
Fund 200 - Electric Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Electric Fund Department #200-600-680

Account Number	<u>Fund/Project Name</u>	New Appropriation for FY 2012 Amount
	<b>Capital Projects</b> 710-600-630-5212.000	
7200.000	Blue Lake Sub-Paint & Maintenance	\$ 50,000
	Feeder Improvements	\$ 102,564
	Green Lake Powerplant Improvements	\$ 28,183
	Blue Lake Project	\$ 500,000
	Jarvis D4 Air Quality Permit	\$ 30,000
	Jarvis St. Improvements	\$ 61,163
	Marine St. Sub-Paint & Maintenance	\$ 54,000
	Microwave or Optic Fiber	\$ 74,482
	SCADA System Enhancements	\$ 39,017
	Transmission \$ 1220 Upgrade	\$ 30,000
	Warehouse Paving	\$ 33,000
	<b>Total Direct Capital Transfers:</b>	<b>\$ 1,002,409</b>
	<b>Fixed Asset Acquisition</b> Electric Fund Department #200-600-670	
	<u>Machinery/Equipment</u>	
7106.000		\$ -
		\$ -
	<b>Total Machinery/Equipment:</b>	<b>\$ -</b>
	<b>Total Planned Capital Expenditures:</b>	<b><u>\$ 1,002,409</u></b>

Construction in Progress for Electric Fund Capital Projects  
Fund 710

**DESCRIPTION**

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/10
AMR	80040	\$ 442,192	\$ 347,832
Automated SCADA Distribution	90454	\$ 195,000	\$ 193,755
Blue Lake 69kv Ring Bus	90626	\$ 709,000	\$ 195,393
Blue Lake FERC License Mitigation	90610	\$ 100,000	\$ 1,210
Blue Lake Power Plant Improvements	63003	\$ 438,339	\$ 361,736
BL LK Third Turbine & Dam Upgrade	90594	\$ 12,676,000	\$ 19,520,083
Building Electric Heat Conversions	63005	\$ 800,000	\$ 429,501
Demand Side Load Management	90628	\$ 160,300	\$ 15,930
Feeder Improvements	80003	\$ 967,500	\$ 859,137
GL Wicker Control Linkage Replacement	90659	\$ 135,000	\$ 118,019
Green Lake FERC Compliance	63010	\$ 122,000	\$ 83,506
Green Lake Powerplant Improvements	90562	\$ 399,538	\$ 297,564
HPR to Kramer Line Riser	90645	\$ 920,000	\$ 9,291
Island Improvements	90261	\$ 324,500	\$ 128,033
Jarvis St Diesel Capacity Incr	90646	\$ 50,000	\$ 15,000
Jarvis Tank Inspection	90647	\$ 468,675	\$ -
Jeff Davis Line Upgrade to 3 Phase	90563	\$ 50,000	\$ 4,000
Marine St Sub-Voltage Regulator	90627	\$ 189,700	\$ -
Medvejie Hatchery Transformer Replacement	90672	\$ 225,000	\$ 153,132
Microwave or Optic Fiber	90611	\$ 80,000	\$ -
SCADA System Enhancements	90410	\$ 175,618	\$ 124,634
SMC Road Upgrades Feeder Express	90512	\$ 300,000	\$ 155,425
Thimbleberry - Blue Lake Tie Line 69kv	90597	\$ 328,434	\$ 48,933
Transmission & 1220 Upgrade	90648	\$ 20,000	\$ -
Water Tower Radio Repeater	90649	\$ 25,000	\$ 19,844

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**City and Borough of Sitka  
Electric Fund**

**Pro Forma Statement of Net Assets**

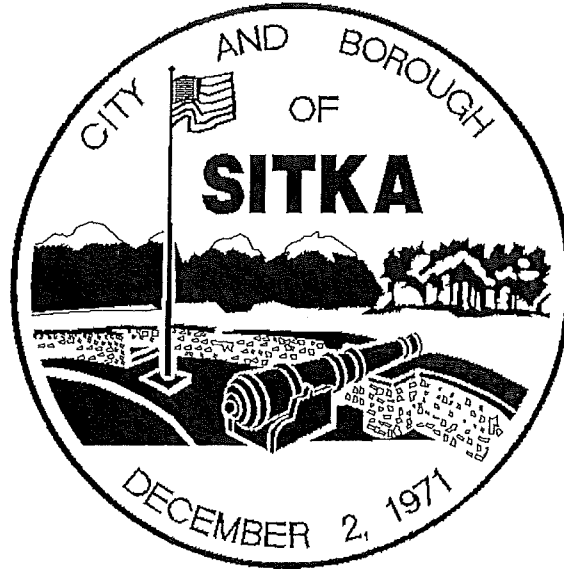
	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	32,147,206	33,413,286	8,868,159
Receivables	940,000	940,000	940,865
Inventories	1,665,000	1,665,000	1,663,315
Property, Plant and Equipment	70,500,000	70,500,000	70,470,300
Restricted Cash with Fiscal Agent	8,800,000	8,800,000	8,801,120
<b>Total Assets</b>	<u>114,052,206</u>	<u>115,318,286</u>	<u>90,743,759</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	360,000	360,000	365,103
Accrued Payroll & Leave	170,000	170,000	170,225
Other Liabilities	101,600	101,600	101,592
Bonds and Notes Payable	57,577,007	58,971,696	36,329,255
<b>Total Liabilities</b>	<u>58,208,607</u>	<u>59,603,296</u>	<u>36,966,175</u>
<b>Net Assets</b>			
Invested in Capital Assets	33,922,993	32,528,304	34,141,045
Restricted Fund Balance	6,421,000	6,420,592	7,047,685
Undesignated	15,499,606	16,766,094	12,588,854
<b>Total Net Assets</b>	<u>55,843,599</u>	<u>55,714,990</u>	<u>53,777,584</u>
<b>Total Liabilities and Net Assets</b>	<u>114,052,206</u>	<u>115,318,286</u>	<u>90,743,759</u>

**City and Borough of Sitka  
Electric Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	10,699,833	10,767,693	10,408,218
Other	523,777	604,803	444,696
<b>Total revenues</b>	11,223,610	11,372,496	10,852,914
<b>Operating Expenses</b>			
Salaries and Benefits	3,938,416	3,233,763	3,303,263
Operating Expenses	3,074,084	3,396,876	2,761,589
Depreciation and Amortization	1,995,000	1,995,000	1,994,177
<b>Total expenses</b>	9,007,500	8,625,639	8,059,029
<b>Operating Income</b>	2,216,110	2,746,857	2,793,885
<b>Other financing sources (uses)</b>			
Interest Income	439,800	439,804	523,298
Interest Expense	(3,024,606)	(1,953,140)	(2,369,426)
Other	497,305	703,885	3,038,816
<b>Net other financing sources (uses)</b>	(2,087,501)	(809,451)	1,192,688
<b>Net change in fund balances</b>	128,609	1,937,406	3,986,573

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**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>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
State 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%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 1,230,600</b>	<b>\$ 1,116,000</b>	<b>\$ 1,219,887</b>	<b>\$ 114,600</b>	<b>10%</b>

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
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%
<b>Total Operating Outlays:</b>	<b>\$ 1,235,762</b>	<b>\$ 1,292,898</b>	<b>\$ 1,121,660</b>	<b>\$ (57,136)</b>	<b>-4%</b>
<b>Total Operating Subtotal:</b>	<b>\$ (5,162)</b>	<b>\$ (176,898)</b>	<b>\$ 98,227</b>	<b>\$ 171,736</b>	<b>15%</b>

CAPITAL

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

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 210 - Water Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2010 Actual	2011 Budget	2011 Projections	2012 Budget
<b>State Revenue</b>					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 11,726	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 11,726</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Federal Revenue</b>					
300-315-3161.001	ARRA Grant	\$ 1,036,687	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 1,036,687</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	\$ 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
	<b>Subtotal:</b>	<b>\$ 1,066,529</b>	<b>\$ 1,082,400</b>	<b>\$ 1,193,403</b>	<b>\$ 1,201,800</b>
<b>Non-Operating Revenue</b>					
300-350-3501.001	Connection Fees	\$ 9,600	\$ 4,800	\$ 1,200	\$ 1,800
300-350-3501.003	Other	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 9,600</b>	<b>\$ 4,800</b>	<b>\$ 1,200</b>	<b>\$ 1,800</b>
<b>Property Investments</b>					
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	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 18,153</b>	<b>\$ 18,000</b>	<b>\$ 14,972</b>	<b>\$ 14,800</b>
<b>Miscellaneous</b>					
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
	<b>Subtotal:</b>	<b>\$ 25,669</b>	<b>\$ 10,800</b>	<b>\$ 10,312</b>	<b>\$ 12,200</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	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
	<b>Total Water Fund Revenue:</b>	<b>\$ 2,168,363</b>	<b>\$ 1,116,000</b>	<b>\$ 1,219,887</b>	<b>\$ 1,230,600</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	\$ 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
	<b>Subtotal:</b>	<b>\$ 1,201,800</b>
<b>NON-OPERATING REVENUE</b>		
300-350-3501.001	Connection Fees - Water First Time Connection Fees	\$ 1,800
300-350-3501.003	Other	\$ -
	<b>Subtotal:</b>	<b>\$ 1,800</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 14,800
300-360-3625.000	Sale of Water	\$ -
	<b>Subtotal:</b>	<b>\$ 14,800</b>
<b>MISCELLANEOUS</b>		
300-380-3807.000	Miscellaneous	\$ 10,000
300-380-3820.000	Bad Debts Collected	\$ 2,200
	<b>Subtotal:</b>	<b>\$ 12,200</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>\$ 1,230,600</b>

**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>
	<b>Salaries and Benefits</b>				
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
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 343,264</b>	<b>\$ 459,733</b>	<b>\$ 314,828</b>	<b>\$ 357,536</b>
	<b>Non-personnel Operation Outlays</b>				
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	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 769,171</b>	<b>\$ 833,166</b>	<b>\$ 806,832</b>	<b>\$ 878,226</b>
	<b>Total Operating Outlays:</b>	<b>\$1,112,435</b>	<b>\$ 1,292,899</b>	<b>\$ 1,121,660</b>	<b>\$ 1,235,762</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.	\$ 550
600-610-5202.000	Coveralls, rainwear, rubber boots, etc.	<u>\$ 300</u>
	<b>Subtotal:</b>	<b>\$ 850</b>
<b>UTILITIES</b>		
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>
	<b>Subtotal:</b>	<b>\$ 36,250</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)	\$ 78,000
	Laboratory reagents for monitoring & standards, sample containers, microbial supplies, pH & alkalinity supplies	<u>\$ 6,000</u>
	<b>Subtotal:</b>	<b>\$ 96,000</b>

**WATER FUND  
ITEMIZED EXPENSES**

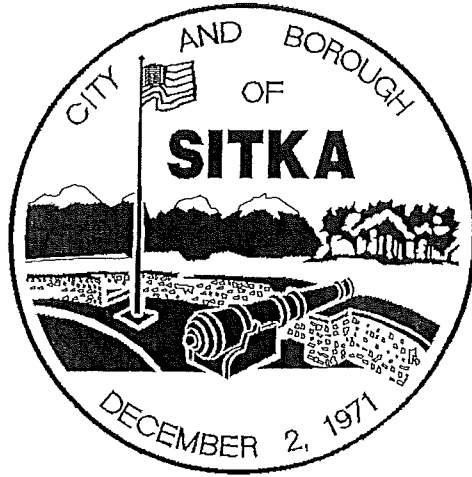
ACCOUNT #	DESCRIPTION	AMOUNT
<b>REPAIRS &amp; MAINTENANCE</b>		
600-605-5207.000	Paint, misc. hardware & repair/repl. parts for hydrants, repl./repair of pumps & control systems, booster station, repair parts, piping & valves, boxes, piping, saddles, parts & paint	\$ 6,000
600-610-5207.000	Repair parts for monitoring equip. (turbidity meters, pH meters, chlor. analyzer, spectrophotometer), repair/repl. part for chlor. & flouride pumps, flouride feeder, corrosion control equip., control valves and meters.	\$ 7,000
	Indian River W.P. Equipment	\$ 4,000
	<b>Subtotal:</b>	<b>\$ 17,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-601-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 5,046
	Paint Indian River Water Plant exterior (in-house)	\$ 3,000
	<b>Subtotal:</b>	<b>\$ 8,046</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	\$ 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
	<b>Subtotal:</b>	<b>\$ 96,350</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-601-5214.000	Admin. services	\$ 108,455
	<b>Subtotal:</b>	<b>\$ 108,455</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	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 Ci/turb analyzer	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 17,000</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	\$ <u>3,000</u>
	<b>Subtotal:</b>	<b>\$ 3,000</b>
<b>ADVERTISING</b>		
600-601-5226.000	Public Education Drinking Water Quality, PSAs, etc	\$ <u>1,000</u>
	<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	\$ <u>5,000</u>
	<b>Subtotal:</b>	<b>\$ 14,816</b>
<b>OTHER EXPENSES</b>		
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	\$ <u>1,000</u>
	<b>Subtotal:</b>	<b>\$ 4,400</b>
<b>INTEREST</b>		
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	\$ <u>6,603</u>
	<b>Subtotal:</b>	<b>\$ 76,547</b>
<b>DEBT PRINCIPAL PAYMENT</b>		
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	\$ <u>28,250</u>
	<b>Subtotal:</b>	<b>\$ 300,228</b>

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## **Capital Budget**

## **WATER FUND**

**2012**

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

	<b>New Appropriations for FY 2012</b>
<b>Capital Projects:</b>	<b>\$ 4,918,000</b>
<b>Fixed Assets:</b>	
Machinery/Equipment	<u>\$ 9,000</u>
<b>Subtotals:</b>	<u><b>\$ 9,000</b></u>
<b>Total Planned Capital Expenditures:</b>	<u><b>\$ 4,927,000</b></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
<b>Capital Projects</b>		
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. Altitude Valve Rebuild Project #90623	\$ 25,000
	<b>Total Direct Capital Transfers:</b>	<b>\$ 4,918,000</b>
<b>Fixed Asset Acquisition</b>		
Water Fund Department #210-600-670		
<u>Machinery/Equipment</u>		
7106.000	Replace/spare Micro Lab Autoclave	\$ 9,000
	<b>Total Machinery/Equipment:</b>	<b>\$ 9,000</b>
	<b>Total Planned Capital Expenditures:</b>	<b><u>\$ 4,927,000</u></b>
 <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
		<b>\$ 4,783,000.00</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 12/31/10</b>
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. Altitude 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
<b>Assets</b>			
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
<b>Total Assets</b>	<u>19,134,882</u>	<u>18,750,644</u>	<u>19,580,284</u>
<b>Liabilities and Net Assets</b>			
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
<b>Total Liabilities</b>	<u>5,441,393</u>	<u>4,841,621</u>	<u>5,503,559</u>
<b>Net Assets</b>			
Invested in Capital Assets	12,824,878	12,943,350	12,952,768
Restricted Fund Balance	-	-	-
Undesignated	868,611	965,673	1,123,957
<b>Total Net Assets</b>	<u>13,693,489</u>	<u>13,909,023</u>	<u>14,076,725</u>
<b>Total Liabilities and Net Assets</b>	<u>19,134,882</u>	<u>18,750,644</u>	<u>19,580,284</u>

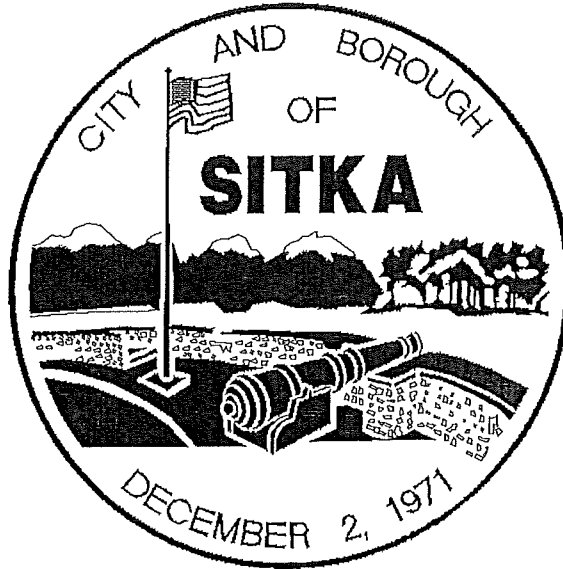
**City and Borough of Sitka  
Water Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	1,177,500	1,175,661	1,028,919
Other	38,300	29,254	65,980
<b>Total revenues</b>	1,215,800	1,204,915	1,094,899
<b>Operating Expenses</b>			
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
<b>Total expenses</b>	1,369,587	1,321,154	1,382,899
<b>Operating Income</b>	(153,787)	(116,239)	(288,000)
<b>Other financing sources (uses)</b>			
Interest Income	14,800	14,972	26,176
Interest Expense	(76,547)	(66,435)	(49,330)
Other	0	0	1,048,413
<b>Net other financing sources (uses)</b>	(61,747)	(51,463)	1,025,259
<b>Net change in fund balances</b>	(215,534)	(167,702)	737,259

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**City and Borough of Sitka**

**WASTEWATER FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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**WASTEWATER FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS**

**CASH INFLOWS / REVENUES**

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
State Revenue	\$ -	\$ -	\$ -	\$ -	0%
Federal Revenue	\$ -	\$ -	\$ 21,050	\$ -	0%
Operating Revenue	\$ 1,956,700	\$ 1,791,400	\$ 1,955,843	\$ 165,300	9%
Non-Operating Revenue	\$ 1,800	\$ 4,800	\$ 7,980	\$ (3,000)	-63%
Property Investments	\$ 92,776	\$ 130,000	\$ 93,296	\$ (37,224)	-29%
Miscellaneous	\$ 4,200	\$ 3,500	\$ 3,724	\$ 700	20%
Cash Basis	\$ 12,260	\$ 13,625	\$ 24,215	\$ (1,365)	-10%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 2,067,736</b>	<b>\$ 1,943,325</b>	<b>\$ 2,106,108</b>	<b>\$ 124,411</b>	<b>6%</b>

**CASH OUTLAYS**

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 936,674	\$ 880,591	\$ 880,135	\$ 56,083	6%
Non-personnel Operating Outlays	\$ 1,271,702	\$ 1,266,797	\$ 1,086,574	\$ 4,905	0%
<b>Total Operating Outlays:</b>	<b>\$ 2,208,376</b>	<b>\$ 2,147,388</b>	<b>\$ 1,966,709</b>	<b>\$ 60,988</b>	<b>3%</b>
<b>Total Operating Subtotal:</b>	<b>\$ (140,640)</b>	<b>\$ (204,063)</b>	<b>\$ 139,399</b>	<b>\$ 63,423</b>	<b>4%</b>

**CAPITAL**

<b><u>Capital Revenue</u></b>					
Outside Capital Funding	\$ 2,214,500				
<b><u>Capital Outlays</u></b>					
Fixed Asset Acquisition	\$ 32,000	\$ 85,000	\$ 119,230	\$ (53,000)	-62%
Transfers to Capital Projects	\$ 2,533,000	\$ 260,000	\$ 260,000	\$ 2,273,000	874%
<b>Total Capital Outlays:</b>	<b>\$ 2,565,000</b>	<b>\$ 345,000</b>	<b>\$ 379,230</b>	<b>\$ 2,220,000</b>	<b>643%</b>
<b>NET CAPITAL OUTLAYS:</b>	<b>\$ (350,500)</b>	<b>\$ 2,492,388</b>	<b>\$ 2,345,939</b>	<b>\$ 2,280,988</b>	<b>92%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ (491,140)</b>	<b>\$ (549,063)</b>	<b>\$ (239,831)</b>	<b>\$ (2,156,577)</b>	<b>-393%</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 220 - Wastewater 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>
<b>State Revenue</b>					
300-310-3101.005	Grant Revenue	\$ 172,183	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 32,925	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 205,108</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Federal Revenue</b>					
300-315-3151.003	Grant Revenue	\$ 1,428,040	\$ -	\$ 21,050	\$ -
		\$ 1,428,040	\$ -	\$ 21,050	\$ -
<b>Operating Revenue</b>					
300-340-3421.000	Wastewater Fees	\$ 1,585,270	\$ 1,591,200	\$ 1,795,352	\$ 1,799,700
300-340-3491.000	Jobbing	\$ 293,659	\$ 200,200	\$ 160,491	\$ 157,000
	<b>Subtotal:</b>	<b>\$ 1,878,929</b>	<b>\$ 1,791,400</b>	<b>\$ 1,955,843</b>	<b>\$ 1,956,700</b>
<b>Non-Operating Revenue</b>					
300-350-3501.001	Connection Fees, Sewer, Other	\$ 7,800	\$ 4,800	\$ 7,980	\$ 1,800
300-350-3501.003	Other	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 7,800</b>	<b>\$ 4,800</b>	<b>\$ 7,980</b>	<b>\$ 1,800</b>
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 115,038	\$ 130,000	\$ 93,296	\$ 92,776
300-360-3610-000	Interest LID	\$ -	\$ -	\$ -	\$ -
300-360-3621.000	Cost Fixed Assets	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 115,038</b>	<b>\$ 130,000</b>	<b>\$ 93,296</b>	<b>\$ 92,776</b>
<b>Interfund Billing</b>					
300-370-3701.112	SJC Grant	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Miscellaneous</b>					
300-380-3807.000	Miscellaneous	\$ 4,766	\$ 500	\$ -	\$ 300
300-380-3808.000	Wage Reimbursement	\$ -	\$ -	\$ -	\$ -
300-380-3812.000	Capital Contribution - Local	\$ -	\$ -	\$ -	\$ -
300-380-3820.000	Bad Debts Collected	\$ 3,544	\$ 3,000	\$ 3,724	\$ 3,900
	<b>Subtotal:</b>	<b>\$ 8,311</b>	<b>\$ 3,500</b>	<b>\$ 3,724</b>	<b>\$ 4,200</b>
<b>Cash Basis</b>					
300-390-3902.000	Assessments - Principal	\$ -	\$ 13,625	\$ 24,215	\$ 12,260
300-390-3950.000	Transfer In	\$ -	\$ -	\$ -	\$ -
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ 13,625</b>	<b>\$ 24,215</b>	<b>\$ 12,260</b>
	<b>Total Wastewater Fund Revenue:</b>	<b>\$ 3,643,226</b>	<b>\$ 1,943,325</b>	<b>\$ 2,106,108</b>	<b>\$ 2,067,736</b>

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

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>OPERATING REVENUE</b>		
300-340-3421.000	Wastewater Fees	
	Total Monthly Fees	\$ 1,799,700
300-340-3491.000	Jobbing - Labor	\$ 157,000
	<b>Subtotal:</b>	<b>\$ 1,956,700</b>
<b>NON-OPERATING REVENUE</b>		
300-350-3501.001	Connection Fees - Sewer	\$ 1,800
300-350-3501.003	Other	\$ -
	<b>Subtotal:</b>	<b>\$ 1,800</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 92,776
	<b>Subtotal:</b>	<b>\$ 92,776</b>
<b>MISCELLANEOUS</b>		
300-380-3807.000	Miscellaneous	\$ 300
300-380-3820.000	Bad Debts Collected	\$ 3,900
	<b>Subtotal:</b>	<b>\$ 4,200</b>
<b>Cash Basis</b>		
300-390-3902.000	Assessments	\$ 12,260
	<b>Subtotal:</b>	<b>\$ 12,260</b>
	<b>Total:</b>	<b>\$ 2,067,736</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 220 - Wastewater 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>
	<b>Salaries and Benefits</b>				
5110.001	Salaries & Wages	\$ 521,546	\$ 505,800	\$ 509,811	\$ 511,768
5110.004	Overtime	\$ 41,473	\$ 12,883	\$ 25,384	\$ 29,000
5110.010	Temporary Employees	\$ 22,972	\$ 24,000	\$ 6,000	\$ 24,000
5120.000	Benefits	\$ 405,994	\$ 337,908	\$ 338,940	\$ 371,906
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 991,985</b>	<b>\$ 880,591</b>	<b>\$ 880,135</b>	<b>\$ 936,674</b>
	<b>Non-personnel Operation Outlays</b>				
5201.000	Travel and Training	\$ 6,853	\$ 10,500	\$ 7,798	\$ 10,500
5202.000	Uniform Allowance	\$ 1,181	\$ 1,600	\$ 801	\$ 1,600
5203.000	Utilities	\$ 123,083	\$ 143,000	\$ 124,613	\$ 143,000
5203.005	Heating Fuel	\$ 43,283	\$ 53,600	\$ 52,897	\$ 53,600
5204.000	Telephone	\$ 23,489	\$ 25,000	\$ 24,449	\$ 25,000
5205.000	Insurance	\$ 23,261	\$ 23,370	\$ 24,450	\$ 24,450
5206.000	Supplies	\$ 56,206	\$ 64,000	\$ 56,418	\$ 64,500
5207.000	Repairs and Maintenance	\$ 75,430	\$ 92,000	\$ 54,583	\$ 90,000
5208.000	Building Maintenance Fees	\$ 16,457	\$ 22,363	\$ 22,840	\$ 24,007
5211.000	MIS Fees	\$ 29,741	\$ 37,939	\$ 37,939	\$ 40,197
5212.000	Contracted/Purchased Services	\$ 67,244	\$ 298,999	\$ 184,406	\$ 170,855
5214.000	Interdepartment Services	\$ 281,649	\$ 224,360	\$ 259,461	\$ 272,378
5221.000	Transportation/Vehicles	\$ 43,146	\$ 80,128	\$ 48,438	\$ 95,253
5222.000	Postage	\$ 33	\$ 500	\$ 50	\$ 500
5223.000	Tools & Small Equipment	\$ 12,278	\$ 7,200	\$ 7,662	\$ 11,700
5224.000	Dues & Publications	\$ 2,192	\$ 2,600	\$ 1,943	\$ 2,600
5226.000	Advertising	\$ 1,518	\$ 1,000	\$ 500	\$ 1,500
5227.000	Rentals - Building/Equipment	\$ 4,248	\$ 6,248	\$ 3,765	\$ 6,248
5231.000	Credit Card Expense	\$ 9,220	\$ 11,050	\$ 10,456	\$ 11,050
5290.000	Other Expenses	\$ 2,459	\$ 5,700	\$ 7,465	\$ 5,700
5295.000	Interest	\$ 66,919	\$ 29,602	\$ 29,602	\$ 27,710
7301.000	Note Principal Payment	\$ 125,916	\$ 126,038	\$ 126,038	\$ 127,188
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ 62,166
	<b>Total Non-personnel Operating Outlays:</b>	<b><u>\$1,015,806</u></b>	<b><u>\$1,266,796</u></b>	<b><u>\$ 1,086,574</u></b>	<b><u>\$ 1,271,702</u></b>
	<b>Total Operating Outlays:</b>	<b><u>\$2,007,791</u></b>	<b><u>\$2,147,387</u></b>	<b><u>\$ 1,966,709</u></b>	<b><u>\$ 2,208,376</u></b>

**WASTEWATER FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TRAVEL AND TRAINING</b>		
600-607-5201.000	Wastewater collection 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.	\$ 4,500
600-610-5201.000	Wastewater treatment operator's continuing education credits related to state operator certification, laboratory training and other required certificates e.g. Hazwopper & Hazardous site worker, etc..	<u>\$ 6,000</u>
	<b>Subtotal:</b>	<b>\$ 10,500</b>
<b>UNIFORM ALLOWANCE</b>		
600-607-5202.000	Coveralls, rainwear, rubber boots, etc.	\$ 1,000
600-610-5202.000	Coveralls, rainwear, rubber boots, etc.	<u>\$ 600</u>
	<b>Subtotal:</b>	<b>\$ 1,600</b>
<b>UTILITIES</b>		
600-607-5203.001	Electric/Water	\$ 94,700
600-610-5203.001	Electric/Water	<u>\$ 48,300</u>
	<b>Subtotal:</b>	<b>\$ 143,000</b>
<b>SUPPLIES</b>		
600-601-5206.000	Office supplies	\$ 2,500
600-607-5206.000	Manhole inserts & sewer plugs (rehab materials), Misc parts, piping, hardware, inspection camera supplies, Degreaser, dyes & sanitizing agents, safty supplies, etc. Safety supplies (PPE)	\$ 18,000
600-610-5206.000	Misc. parts & hardware, safety supplies, i.e.: gloves, glasses (PPE) air filters, treatment chemicals, lime, salt for hypochlorite generation, purafil, sanitizing agents, Lab supplies & equipment	<u>\$ 44,000</u>
	<b>Subtotal:</b>	<b>\$ 64,500</b>

**WASTEWATER FUND  
ITEMIZED EXPENSES**

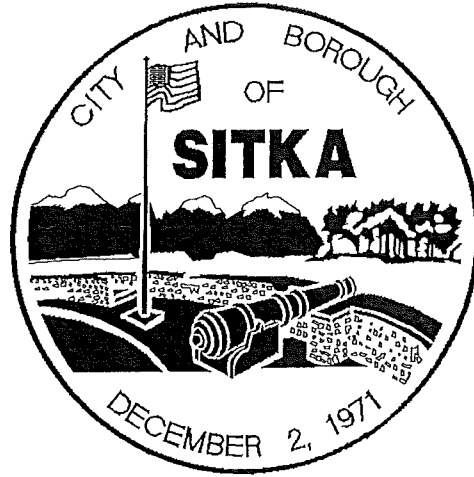
ACCOUNT #	DESCRIPTION	AMOUNT
<b>REPAIRS &amp; MAINTENANCE</b>		
600-607-5207.000	Collection system maintenance materials	\$ 5,000
	Lift station repair, replace equipment, pump impellers, etc..	\$ 45,000
600-610-5207.000	Maintain, repair, replace equipment	\$ 40,000
	<b>Subtotal:</b>	<b>\$ 90,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-601-5208.000	Building Maint. Fund (BMF) - Building Repair	\$ 24,007
	<b>Subtotal:</b>	<b>\$ 24,007</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-601-5212.000	Copier maintenance, Engineering/consulting services, permit renewal, etc...	\$ 40,000
	Audit fees	\$ 2,650
	Honeywell Performance Contract	\$ 2,205
	Design Baranof Main Replacement	\$ 60,000
600-607-5212.000	Excavation contractor, SCADA maintenance/programming/troubleshooting, machinist, electrician, engineering/survey	\$ 21,000
600-610-5212.000	Sludge disposal, biosolids monofill, Biological Analytical services, equipment repair, machinist, etc.	\$ 45,000
	Whole effluent toxicity, biological monitoring program toxic pollutants & pesticides (2013)	\$ -
	<b>Subtotal:</b>	<b>\$ 170,855</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-601-5214.000	Admin. services	\$ 272,378
	<b>Subtotal:</b>	<b>\$ 272,378</b>
<b>POSTAGE</b>		
600-601-5222.000	Miscellaneous postage	\$ 500
	<b>Subtotal:</b>	<b>\$ 500</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
600-601-5223.000	Replace fax machine	\$ 500
	Radio	\$ 1,500
600-607-5223.000	Buried line locator	\$ 2,000
	Specialized tools, traffic control equip.	\$ 1,000
	Replace gas monitor (10+ yrs old)	\$ 2,500
	Replace stand-by cell phone	\$ 400
600-610-5223.000	Replace circulating water bath - lab (2006)	\$ 2,800
	Replace sludge pH meter & probe	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 11,700</b>



**WASTEWATER FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>DUES &amp; PUBLICATIONS</b>		
600-601-5224.000	Operator certifications	\$ 1,500
	Water Environment Fed., individual memberships	\$ 600
	Water Environment Federation, City membership	\$ 500
	<b>Subtotal:</b>	<b>\$ 2,600</b>
<b>ADVERTISING</b>		
600-601-5226.000	Public Education, PSAs	\$ 1,500
	<b>Subtotal:</b>	<b>\$ 1,500</b>
<b>RENTALS - EQUIPMENT OR BUILDINGS</b>		
600-601-5227.002	Central Garage Building Rent	\$ 4,248
600-607-5227.002	Misc. equipment rentals	\$ 1,000
600-610-5227.002	Misc. equipment rentals	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 6,248</b>
<b>OTHER EXPENSES</b>		
600-601-5290.000	Employee Wellness Program	\$ 700
	DEC charges, annual permit fee, etc.	\$ 3,000
600-607-5290.000	Misc. expenses	\$ 1,000
600-610-5290.000	Misc. expenses	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 5,700</b>
<b>INTEREST</b>		
600-650-5295.000	Interest on Treatment Plant Remodel/Inventory Building	\$ 13,179
	Interest on loan for Cedar Beach/Shotgun Alley -#783041	\$ 1,945
	Interest on State of Alaska Note #783011	\$ 12,586
	<b>Subtotal:</b>	<b>\$ 27,710</b>
<b>NOTE PRINCIPAL PAYMENT</b>		
600-650-7301.000	Principal on Treatment Plant Remodel/Inventory Building	\$ 52,666
	Principal on loan for Cedar Beach/Shotgun Alley	\$ 25,164
	Principal on State of Alaska Note #783011	\$ 49,358
	<b>Subtotal:</b>	<b>\$ 127,188</b>
<b>TRANSFER TO OTHER FUNDS</b>		
600-680-7200.000	Phone System, Wiring, Phones, Paging System - MIS	\$ 20,000
	2011Ford F550 Service Truck W/Crane	\$ 42,166
	<b>Subtotal:</b>	<b>\$ 62,166</b>

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## **Capital Budget**

# **WASTEWATER FUND**

**2012**

**City and Borough of Sitka  
Fund 220 - Wastewater Fund  
FY 2012 Capital Budget Summary**

	<b>New Appropriations for FY 2012</b>
<b>Capital Projects:</b>	\$ 2,533,000
<b>Fixed Assets:</b>	
Machinery/Equipment	\$ <u>32,000</u>
<b>Subtotals:</b>	<b>\$ <u>32,000</u></b>
<b>Total Planned Capital Expenditures:</b>	<b>\$ <u>2,565,000</u></b>

City and Borough of Sitka  
Fund 220 - Wastewater Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Wastewater Fund Department #220-600-680

Account Number	<u>Fund/Project Name</u>	New Appropriation for FY 2012 Amount
	<b>Capital Projects</b> 730-600-630-5212.000	
7200.000	Monastery Main Replacement	\$ 649,000
	Add to Lake St. LS Projcet #90601	\$ 100,000
	Replace Crescent LS	\$ 150,000
	Retrofit Japonski LS	\$ 1,300,000
	Replace Etolin Main	\$ 284,000
	Design AHU retrofit, water heaters replacement, controls commissioning	\$ 50,000
	<b>Total Direct Capital Transfers:</b>	<b>\$ 2,533,000</b>
	<b><u>Fixed Asset Acquisition</u></b> Wastewater Fund Department #220-600-670	
	<b><u>Machinery/Equipment</u></b>	
7106.000	Replacement screw compressor - air scrubber	\$ 7,000
	Lift Station Pump Replacements	\$ 25,000
	<b>Total Machinery/Equipment:</b>	<b>\$ 32,000</b>
	<b>Total Planned Capital Expenditures:</b>	<b><u>\$ 2,565,000</u></b>

<u>Capital Revenue - Low Interest Loans/Grants</u>	
Monastery Street @ 1.5% Loan	\$ 649,000.00
Japonski Island @ 1.5% Loan	\$ 1,089,200.00
Japonski Island - Grant	\$ 192,300.00
Etolin Way @ 1.5% Loan	\$ 284,000.00
	<b>\$ 2,214,500.00</b>

**Construction in Progress for Wastewater Fund Capital Projects  
Fund 730**

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/10
Brady St Rebuild Lift Station	90676	\$ 90,000	\$ -
Brady St Sewer	90663	\$ 499,000	\$ 405,942
Cathodic Protection (14 Lift Stations)	90259	\$ 150,000	\$ 18,784
Channel Lift Station Design	90457	\$ 165,000	\$ -
Cove Lift Station Replacement	90274	\$ 400,000	\$ 296,035
HPR/SMC Main Rehab	90564	\$ 1,080,000	\$ 690,350
East Jamestown Bay Lift Station Replacement	90565	\$ 85,000	\$ -
Lake Street Lift Station Rebuild	90601	\$ 250,000	\$ -
Monastery/Kincaid Sewer Design Replacement	90531	\$ 30,000	\$ -
Oja St Water/Sewer Project	90666	\$ 654,405	\$ 581,869
Replace Lift Station Alarms (SCADA)	90258	\$ 497,500	\$ 317,180
Sanitary Sewer Main Replacement	90602	\$ 171,000	\$ 25,357
SF4 Replacement (Supply Fan)	90655	\$ 42,000	\$ 2,000
SMC Road Sewer Phase III	90579	\$ 2,210,000	\$ 1,761,320
WWTP Air Control System	90654	\$ 21,000	\$ -
WWTP Control System	90447	\$ 100,000	\$ 14,597
WWTP Solids Monofill	90534	\$ 30,000	\$ -

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**City and Borough of Sitka  
Waste Water Fund**

**Pro Forma Statement of Net Assets**

	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	2,862,413	3,397,921	2,571,980
Receivables	441,000	441,000	1,882,747
Prepaid Expenses	0	9,204	9,204
Property, Plant and Equipment	16,209,217	17,314,217	18,100,847
Restricted Cash with Fiscal Agent	0	0	0
<b>Total Assets</b>	<u>19,512,630</u>	<u>21,162,342</u>	<u>22,564,778</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	242,000	242,000	262,220
Current Portion-Notes Payable	174,000	174,000	173,984
Other Liabilities	44,800	44,800	44,254
Bonds and Notes Payable	2,837,425	3,011,425	3,185,425
<b>Total Liabilities</b>	<u>3,298,225</u>	<u>3,472,225</u>	<u>3,665,883</u>
<b>Net Assets</b>			
Invested in Capital Assets	13,197,792	14,128,792	14,741,438
Restricted Fund Balance	0	0	0
Undesignated	3,016,613	3,561,325	4,157,457
<b>Total Net Assets</b>	<u>16,214,405</u>	<u>17,690,117</u>	<u>18,898,895</u>
<b>Total Liabilities and Net Assets</b>	<u>19,512,630</u>	<u>21,162,342</u>	<u>22,564,778</u>

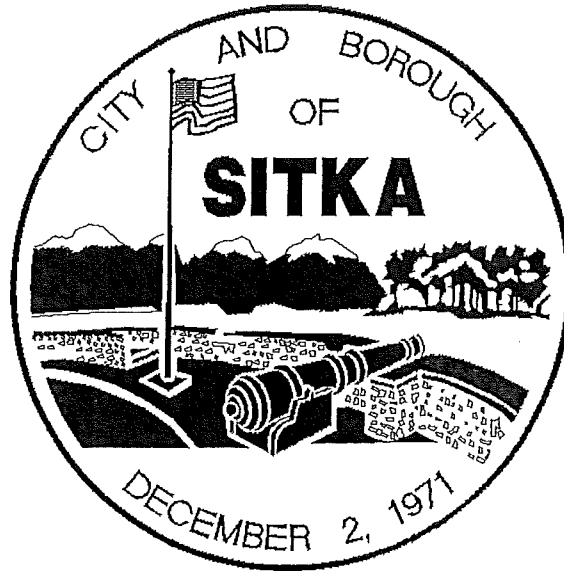


**City and Borough of Sitka  
Waste Water Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	1,799,700	1,795,352	1,585,353
Other	163,000	172,195	309,769
<b>Total revenues</b>	1,962,700	1,967,547	1,895,122
<b>Operating Expenses</b>			
Salaries and Benefits	936,674	880,135	991,986
Operating Expenses	1,116,804	930,934	832,178
Depreciation and Amortization	1,450,000	1,450,000	1,449,413
<b>Total expenses</b>	3,503,478	3,261,069	3,273,577
<b>Operating Income</b>	(1,540,778)	(1,293,522)	(1,378,455)
<b>Other financing sources (uses)</b>			
Interest Income	92,776	93,296	144,032
Interest Expense	(27,710)	(29,602)	(66,919)
Other	0	21,050	1,651,148
<b>Net other financing sources (uses)</b>	65,066	84,744	1,728,261
<b>Net change in fund balances</b>	(1,475,712)	(1,208,778)	349,806

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**City and Borough of Sitka**

**SOLID WASTE FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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SOLID WASTE FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
Operating Revenue	\$ 3,014,000	\$ 2,842,100	\$3,037,414	\$ 171,900	6%
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 44,360	\$ 56,000	\$ 44,360	\$ (11,640)	-21%
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	0%
Miscellaneous	\$ 5,800	\$ 6,100	\$ 5,007	\$ (300)	-5%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 3,064,160</b>	<b>\$ 2,904,200</b>	<b>\$3,086,781</b>	<b>\$ 159,960</b>	<b>6%</b>

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 158,126	\$ 157,280	\$ 113,838	\$ 846	1%
Non-personnel Operating Outlays	\$ 2,944,796	\$ 2,964,309	\$2,860,856	\$ (19,513)	-1%
<b>Total Operating Outlays:</b>	<b>\$ 3,102,921</b>	<b>\$ 3,121,589</b>	<b>\$2,974,694</b>	<b>\$ (18,668)</b>	<b>-1%</b>
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ -	\$ 165,000	\$ 165,000	\$ (165,000)	-100%
<b>Total Capital Outlays:</b>	<b>\$ -</b>	<b>\$ 165,000</b>	<b>\$ 165,000</b>	<b>\$ (165,000)</b>	<b>-100%</b>
<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 3,102,921</b>	<b>\$ 3,286,589</b>	<b>\$3,139,694</b>	<b>\$ (183,668)</b>	<b>-6%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ (38,761)</b>	<b>\$ (382,389)</b>	<b>\$ (52,913)</b>	<b>\$ 343,628</b>	<b>90%</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 230 - Solid Waste 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>
<b>State Revenue</b>					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 5,053	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$ 5,053	\$ -	\$ -	\$ -
<b>Operating Revenue</b>					
300-340-3431.000	Solid Waste Disposal	\$ 2,465,463	\$ 2,462,000	\$ 2,512,122	\$ 2,490,000
300-340-3432.000	Scale Revenue	\$ 219,423	\$ 210,900	\$ 214,840	\$ 213,500
300-340-3433.000	Granite Creek Waste	\$ 7,000	\$ 3,500	\$ -	\$ -
300-340-3434.000	Landfill Revenue	\$ -	\$ -	\$ -	\$ -
300-340-3435.000	Recycling	\$ 245,534	\$ 110,000	\$ 262,147	\$ 261,900
300-340-3436.000	Sludge Disposal	\$ 30,000	\$ 30,000	\$ 30,000	\$ 30,000
300-340-3437.000	Waste Oil Disposal	\$ 10,500	\$ 10,500	\$ 10,500	\$ 10,500
300-340-3438.000	Asbestos Disposal	\$ -	\$ -	\$ 217	\$ -
300-340-3439.000	Rolloff Container Fees	\$ -	\$ -	\$ -	\$ -
300-340-3440.000	Recycling - Others	\$ 4,064	\$ 6,200	\$ 6,016	\$ 7,100
300-340-3491.000	Jobbing - Labor	\$ 9,116	\$ 9,000	\$ 1,572	\$ 1,000
	<b>Subtotal:</b>	\$ 2,991,100	\$ 2,842,100	\$ 3,037,414	\$ 3,014,000
<b>Non-Operating Revenue</b>					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$ -	\$ -	\$ -	\$ -
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 53,865	\$ 56,000	\$ 44,360	\$ 44,360
	<b>Subtotal:</b>	\$ 53,865	\$ 56,000	\$ 44,360	\$ 44,360
<b>Interfund Transfers</b>					
300-370-3701.740	Solid Waste Interfund Billing	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$ -	\$ -	\$ -	\$ -
<b>Miscellaneous</b>					
300-380-3807.000	Miscellaneous	\$ 49	\$ 100	\$ -	\$ 1,000
300-380-3820.000	Bad Debts Collected	\$ 6,258	\$ 6,000	\$ 5,007	\$ 4,800
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$ 6,306	\$ 6,100	\$ 5,007	\$ 5,800
	<b>Total Solid Waste Fund Revenue:</b>	<u>\$ 3,056,324</u>	<u>\$ 2,904,200</u>	<u>\$ 3,086,781</u>	<u>\$ 3,064,160</u>

**CITY AND BOROUGH OF SITKA  
SOLID WASTE FUND  
ITEMIZED REVENUES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>OPERATING REVENUE</b>		
300-340-3431.000	Solid Waste Disposal Charges for waste pickup and disposal	\$ 2,490,000
300-340-3432.000	Scale Revenue	\$ 213,500
300-340-3433.000	Granite Creek Waste	\$ -
300-340-3435.000	Recycling Salvage Permits and Scrap Metal sales	\$ 261,900
300-340-3436.000	Sludge Disposal Sludge from Wastewater Plan	\$ 30,000
300-340-3437.000	Waste Oil Disposal Waste Oil from Harbors	\$ 10,500
300-340-3438.000	Asbestos Disposal	\$ -
300-340-3440.000	Recycling - Others	\$ 7,100
300-340-3491.000	Jobbing - Labor	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 3,014,000</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 44,360
	<b>Subtotal:</b>	<b>\$ 44,360</b>
<b>MISCELLANEOUS</b>		
300-380-3807.000	Miscellaneous	\$ 1,000
300-380-3820.000	Bad Debts Collected	\$ 4,800
	<b>Subtotal:</b>	<b>\$ 5,800</b>
	<b>Total:</b>	<b>\$ 3,064,160</b>

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

**FY 2012 Budget**

**Fund: 230 - Solid Waste 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>
	<b>Salaries and Benefits</b>				
5110.001	Salaries & Wages	\$ 84,855	\$ 86,226	\$ 70,546	\$ 83,303
5110.004	Overtime	\$ 4,042	\$ 6,000	\$ 423	\$ 6,000
5110.010	Temporary Employees	\$ 196	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 65,817	\$ 65,055	\$ 42,869	\$ 68,822
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 154,910</b>	<b>\$ 157,281</b>	<b>\$ 113,838</b>	<b>\$ 158,126</b>
	<b>Non-personnel Operation Outlays</b>				
5201.000	Travel and Training	\$ 2,210	\$ 8,200	\$ 5,424	\$ 11,700
5202.000	Uniform Allowance	\$ 578	\$ 700	\$ 674	\$ 700
5203.000	Utilities	\$ 26,593	\$ 21,200	\$ 20,732	\$ 25,000
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,897	\$ 3,200	\$ 1,796	\$ 3,200
5205.000	Insurance	\$ 4,250	\$ 4,251	\$ 4,525	\$ 4,550
5206.000	Supplies	\$ 24,496	\$ 43,950	\$ 26,321	\$ 43,700
5207.000	Repairs and Maintenance	\$ 5,955	\$ 5,000	\$ 3,190	\$ -
5208.000	Building Maintenance Fees	\$ 17,124	\$ 873	\$ 4,526	\$ 2,578
5211.000	MIS Fees	\$ 5,334	\$ 4,429	\$ 4,429	\$ 4,454
5212.000	Contracted/Purchased Services	\$ 2,056,172	\$ 2,096,325	\$ 2,005,815	\$ 2,091,900
5214.000	Interdepartment Services	\$ 414,996	\$ 350,500	\$ 369,240	\$ 351,890
5221.000	Transportation/Vehicles	\$ 79,487	\$ 88,518	\$ 80,421	\$ 73,185
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ 5,679	\$ 3,000	\$ 1,863	\$ 4,250
5224.000	Dues & Publications	\$ 391	\$ 500	\$ 411	\$ 500
5226.000	Advertising	\$ 4,941	\$ 3,000	\$ 2,896	\$ 3,000
5227.000	Rentals - Building/Equipment	\$ 37,593	\$ 31,500	\$ 30,657	\$ 31,500
5231.000	Credit Card Expense	\$ 12,790	\$ 15,460	\$ 13,930	\$ 15,460
5290.000	Other Expenses	\$ 1,192	\$ 1,400	\$ 1,703	\$ 1,400
5295.000	Interest	\$ 56,929	\$ 42,219	\$ 42,219	\$ 35,015
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7301.000	Debt Principal Payment	\$ 123,579	\$ 240,084	\$ 240,084	\$ 240,813
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 2,882,184</b>	<b>\$ 2,964,309</b>	<b>\$ 2,860,856</b>	<b>\$ 2,944,796</b>
	<b>Total Operating Outlays:</b>	<b>\$ 3,037,094</b>	<b>\$ 3,121,590</b>	<b>\$ 2,974,694</b>	<b>\$ 3,102,921</b>



**SOLID WASTE FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TRAVEL AND TRAINING</b>		
600-621-5201.000	HAZMAT Training	\$ 2,500
	SW Training / Certification	\$ 3,200
	Asbestos training	\$ 2,000
	CPR and First Aid	\$ 200
	SWANA Training	\$ 3,800
	<b>Subtotal:</b>	<b>\$ 11,700</b>
<b>UNIFORM ALLOWANCE</b>		
600-621-5202.000	Work overalls, gloves, cold weather gear, respirators	\$ 700
	<b>Subtotal:</b>	<b>\$ 700</b>
<b>TELEPHONE</b>		
600-622-5204.000	Recycling	\$ 3,200
	<b>Subtotal:</b>	<b>\$ 3,200</b>
<b>SUPPLIES</b>		
600-601-5206.000	Office Supplies	\$ 700
600-620-5206.000	Transfer Station supplies	\$ 3,000
600-621-5206.000	Safety items	\$ 2,500
	HHW supplies	\$ 5,500
	Contaminated soils supplies	\$ 2,500
	Chlor-d-tects	\$ 500
	Cover material	\$ 20,000
	Supplies for operations	\$ 2,500
	Supplies for used oil	\$ 2,500
	Hydrogen Gas	\$ 1,000
600-622-5206.000	Misc Supplies - Recycling	\$ 3,000
	<b>Subtotal:</b>	<b>\$ 43,700</b>
<b>REPAIRS AND MAINTENANCE</b>		
600-622-5207.000		\$ -
	<b>Subtotal:</b>	<b>\$ -</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-621-5208.000	Building Maint. Fund (BMF) - Building Repair	\$ 2,578
	<b>Subtotal:</b>	<b>\$ 2,578</b>

**SOLID WASTE FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-601-5212.000	Refuse collection contract	\$ 600,000
	Audit Fees	\$ 2,900
	MSC hauling services	\$ 5,000
	Engineering/surveying services	\$ 15,000
	Contaminated soil testing	\$ 5,000
	Solid Waste Coordinator	\$ 36,000
600-620-5212.000	Off island waste disposal	\$ 1,250,000
600-621-5212.000	Kimsham landfill monitoring	\$ 5,000
	HHW program	\$ 55,000
	Used oil handling	\$ 5,000
	Used oil analysis	\$ 1,000
	Antifreeze disposal	\$ 5,000
	Biosolids landfill development operations	\$ 25,000
	Sitka Landfill Monitoring	\$ 7,000
	Landfill topo survey	\$ 5,000
600-622-5212.000	Recyclables freight	\$ 70,000
	<b>Subtotal:</b>	<b>\$ 2,091,900</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-601-5214.000	Admin Services	\$ 351,890
	<b>Subtotal:</b>	<b>\$ 351,890</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
600-601-5223.000	Misc. hand tools	\$ 2,750
600-622-5223.000	Misc tools	\$ 1,500
	<b>Subtotal:</b>	<b>\$ 4,250</b>
<b>DUES &amp; PUBLICATIONS</b>		
600-601-5224.000	Miscellaneous, SWANA	\$ 500
	<b>Subtotal:</b>	<b>\$ 500</b>
<b>ADVERTISING</b>		
600-601-5226.000	Misc	\$ 1,500
600-622-5226.000	Recycling advertising	\$ 1,500
	<b>Subtotal:</b>	<b>\$ 3,000</b>
<b>RENTALS - EQUIPMENT OR BUILDINGS</b>		
600-622-5227.002	Scrap metal site rent	\$ 31,500
	<b>Subtotal:</b>	<b>\$ 31,500</b>

**SOLID WASTE FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>OTHER EXPENSES</b>		
600-621-5290.000	Employee Wellness Program	\$ 200
	ADEC landfill inspectors expenses and permits	<u>\$ 1,200</u>
	<b>Subtotal:</b>	<b>\$ 1,400</b>
<b>INTEREST EXPENSE</b>		
600-650-5295.000	Transfer Station	\$ 3,000
	Kimsham Landfill - Loan #783081	\$ 31,265
	Overburden Landfill	<u>\$ 750</u>
	<b>Subtotal:</b>	<b>\$ 35,015</b>
<b>NOTE PRINCIPAL PAYMENTS</b>		
600-650-7301.000	Transfer Station	\$ 100,000
	Kimsham Landfill - Loan #783081	\$ 115,798
	Overburden Landfill	<u>\$ 25,015</u>
	<b>Subtotal:</b>	<b>\$ 240,813</b>

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## **Capital Budget**

### **SOLID WASTE FUND**

**2012**



City and Borough of Sitka  
Fund 230 - Solid Waste Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Solid Waste Fund Department #230-600-680

Account Number	<u>Fund/Project Name</u>	New Appropriation for FY 2012 Amount
	Capital Projects 740-600-630-5212.000	
7200.000		\$ _____ -
	Total Direct Capital Transfers:	\$ -
	<u>Fixed Asset Acquisition</u> Solid Waste Fund Department #230-600-670	
	<u>Machinery/Equipment</u>	
7106.000		
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	\$ _____ -

**Construction in Progress for Solid Waste Fund Capital Projects  
Fund 740**

<b>Project Name</b>	<b>Project Number</b>	<b>Approved Budget</b>	<b>Expenses &amp; Encumbrances as of 12/31/10</b>
Expand Biosolids Area	90657	\$ 500,000	\$ -
Recycle Center Fence	90677	\$ 50,000	\$ -
Scrap Yard Upgrade	90678	\$ 115,000	\$ -
Sitka Landfill / Granite Creek	90413	\$ 250,000	\$ 198,218
Transfer Station	90566	\$ 50,000	\$ 276



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**City and Borough of Sitka  
Solid Waste Disposal Fund**

**Pro Forma Statement of Net Assets**

	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	928,978	965,764	1,022,410
Receivables	149,000	149,000	148,937
Prepaid Expenses	0	1,976	1,976
Property, Plant and Equipment	6,333,128	6,511,428	6,524,728
Other	506,000	506,000	505,891
<b>Total Assets</b>	<u>7,917,106</u>	<u>8,134,168</u>	<u>8,203,942</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	250,000	250,000	253,652
Accrued Payroll & Leave	6,250	6,250	6,268
Other Liabilities	506,000	506,000	505,891
Bonds and Notes Payable	1,844,271	2,085,084	2,325,168
<b>Total Liabilities</b>	<u>2,606,521</u>	<u>2,847,334</u>	<u>3,090,979</u>
<b>Net Assets</b>			
Invested in Capital Assets	4,488,857	4,426,344	4,324,575
Restricted Fund Balance	0	0	0
Undesignated	821,728	860,490	788,388
<b>Total Net Assets</b>	<u>5,310,585</u>	<u>5,286,834</u>	<u>5,112,963</u>
<b>Total Liabilities and Net Assets</b>	<u>7,917,106</u>	<u>8,134,168</u>	<u>8,203,942</u>

**City and Borough of Sitka  
Solid Waste Disposal Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	2,703,500	2,726,962	2,691,977
Other	310,500	310,452	305,520
<b>Total revenues</b>	3,014,000	3,037,414	2,997,497
<b>Operating Expenses</b>			
Salaries and Benefits	158,126	113,838	154,910
Operating Expenses	2,668,968	2,578,553	2,715,093
Depreciation and Amortization	178,300	178,300	178,282
<b>Total expenses</b>	3,005,394	2,870,691	3,048,285
<b>Operating Income</b>	8,606	166,723	(50,788)
<b>Other financing sources (uses)</b>			
Interest Income	44,360	44,360	81,003
Interest Expense	(35,015)	(42,219)	(56,929)
Other	5,800	5,007	5,053
<b>Net other financing sources (uses)</b>	15,145	7,148	29,127
<b>Net change in fund balances</b>	23,751	173,871	(21,661)

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**City and Borough of Sitka**

**HARBOR FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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HARBOR FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
State Revenue	\$ 800,000	\$ 800,000	\$ 800,000	\$ -	0%
Federal Revenue	\$ -	\$ 190,000	\$ 106,129	\$ (190,000)	0%
Operating Revenue	\$ 1,407,960	\$ 1,458,200	\$ 1,423,283	\$ (50,240)	-3%
Non-Operating Revenue	\$ 107,900	\$ 81,800	\$ 143,010	\$ 26,100	32%
Property Investments	\$ 101,300	\$ 86,000	\$ 96,711	\$ 15,300	18%
Miscellaneous	\$ 10,500	\$ 7,000	\$ 11,225	\$ 3,500	50%
Cash Basis	\$ 73,659	\$ 65,800	\$ 76,615	\$ 7,859	12%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 2,501,319</b>	<b>\$ 2,688,800</b>	<b>\$ 2,656,973</b>	<b>\$ (187,481)</b>	<b>-7%</b>

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 804,101	\$ 757,734	\$ 733,966	\$ 46,367	6%
Non-personnel Operating Outlays	\$ 1,285,380	\$ 1,106,139	\$ 1,229,382	\$ 179,241	16%
<b>Total Operating Outlays:</b>	<b>\$ 2,089,481</b>	<b>\$ 1,863,873</b>	<b>\$ 1,963,348</b>	<b>\$ 225,608</b>	<b>12%</b>
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ 15,743	\$ 21,109	\$ 15,743	0%
Transfers to Capital Projects	\$ 375,000	\$ 545,000	\$ 290,000	\$ 170,000	31%
<b>Total Capital Outlays:</b>	<b>\$ 375,000</b>	<b>\$ 560,743</b>	<b>\$ 311,109</b>	<b>\$ 185,743</b>	<b>33%</b>
<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 2,464,481</b>	<b>\$ 2,424,616</b>	<b>\$ 2,274,457</b>	<b>\$ 411,351</b>	<b>17%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ 36,838</b>	<b>\$ 264,184</b>	<b>\$ 382,516</b>	<b>\$ (598,832)</b>	<b>-227%</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 240 - Harbor Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2010 Actual	2011 Budget	2011 Projections	2012 Budget
<b>State Revenue</b>					
300-310-3101.004	Raw Fish Tax	\$ 917,991	\$ 800,000	\$ 800,000	\$ 800,000
300-310-3101.006	Misc.	\$ -	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 23,647	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 941,638</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>
<b>Federal Revenue</b>					
300-315-3151.003	Grant Revenue	\$ -	\$ 190,000	\$ 106,129	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ 190,000</b>	<b>\$ 106,129</b>	<b>\$ -</b>
<b>Operating Revenue</b>					
300-340-3441.000	Moorage - Permanent	\$ 1,080,404	\$ 1,077,000	\$ 1,073,660	\$ 1,080,000
300-340-3442.000	Moorage - Transient	\$ 236,111	\$ 250,000	\$ 223,271	\$ 200,000
300-340-3444.000	Airplane Fees	\$ 3,760	\$ 3,400	\$ 3,675	\$ 3,760
300-340-3445.000	Lightering Fees	\$ 121,234	\$ 100,000	\$ 90,264	\$ 94,000
300-340-3446.000	Recreational Vehicle Fees	\$ 8,175	\$ 9,000	\$ 8,317	\$ 8,200
300-340-3447.000	Harbor Assessment Fees	\$ 18,800	\$ 18,800	\$ 22,020	\$ 22,000
300-340-3491.000	Jobbing - Labor	\$ -	\$ -	\$ 2,076	\$ -
	<b>Subtotal:</b>	<b>\$ 1,468,484</b>	<b>\$ 1,458,200</b>	<b>\$ 1,423,283</b>	<b>\$ 1,407,960</b>
<b>Non-Operating Revenue</b>					
300-350-3501.003	Other Revenue	\$ 64,113	\$ 36,300	\$ 90,593	\$ 64,100
300-350-3501.004	Electric Billing	\$ 32,989	\$ 31,000	\$ 32,146	\$ 30,000
300-350-3501.005	Hoist Revenue	\$ 2,000	\$ 1,500	\$ 1,999	\$ 1,400
300-350-3501.006	Launch Fee	\$ 15,903	\$ 13,000	\$ 18,272	\$ 12,400
	<b>Subtotal:</b>	<b>\$ 115,005</b>	<b>\$ 81,800</b>	<b>\$ 143,010</b>	<b>\$ 107,900</b>
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 93,497	\$ 86,000	\$ 96,711	\$ 101,300
300-360-3620.000	Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 93,497</b>	<b>\$ 86,000</b>	<b>\$ 96,711</b>	<b>\$ 101,300</b>
<b>Interfund Billings</b>					
300-370-3701.194	CPET Fund	\$ -	\$ -	\$ -	\$ -
300-370-3701.200	Electric Billing	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Miscellaneous</b>					
300-380-3801.000	Fines/Forfeitures	\$ -	\$ -	\$ -	\$ -
300-380-3807.000	Miscellaneous Revenue	\$ 6,382	\$ 2,000	\$ 4,468	\$ 5,000
300-380-3808.000	Wage Reimbursement	\$ -	\$ -	\$ -	\$ -
300-380-3812.000	Capital Contribution - Local	\$ -	\$ -	\$ -	\$ -
300-380-3820.000	Bad Debts Collected	\$ 8,631	\$ 5,000	\$ 6,757	\$ 5,500
	<b>Subtotal:</b>	<b>\$ 15,013</b>	<b>\$ 7,000</b>	<b>\$ 11,225</b>	<b>\$ 10,500</b>
<b>Cash Basis</b>					
300-390-3950.100	Transfer In - General Fund	\$ 33,521	\$ 25,800	\$ 32,955	\$ 30,000
300-390-3950.194	CPET	\$ 43,659	\$ 40,000	\$ 43,660	\$ 43,659
	<b>Subtotal:</b>	<b>\$ 77,180</b>	<b>\$ 65,800</b>	<b>\$ 76,615</b>	<b>\$ 73,659</b>
	<b>Total Harbor Fund Revenue:</b>	<b>\$ 2,710,817</b>	<b>\$ 2,688,800</b>	<b>\$ 2,656,973</b>	<b>\$ 2,501,319</b>



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

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>STATE REVENUE</b>		
300-310-3101.004	Raw Fish Tax	\$ 800,000
	<b>Subtotal:</b>	<b>\$ 800,000</b>
<b>FEDERAL REVENUE</b>		
300-315-3151.003	Grant Revenue - FAA	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>
<b>OPERATING REVENUE</b>		
300-340-3441.000	Moorage - Permanent Fees for Harbor Slip Rental	\$ 1,080,000
300-340-3442.000	Moorage - Transient Fees for Harbor Use for Vessels Not on Permanent Moorage	\$ 200,000
300-340-3444.000	Airplane Fees	\$ 3,760
300-340-3445.000	Lightering Fees Cruise Ship Lightering Fees	\$ 94,000
300-340-3446.000	Recreational Vehicle Fees Sealing Cove RV Parking	\$ 8,200
300-340-3447.000	Harbor Assessment Fees Fee per Boat = \$10	\$ 22,000
	<b>Subtotal:</b>	<b>\$ 1,407,960</b>
<b>NON-OPERATING REVENUE</b>		
300-350-3501.003	Harbor Miscellaneous Other	\$ 64,100
300-350-3501.004	Daily electrical billing	\$ 30,000
300-350-3501.005	Hoist Revenue	\$ 1,400
300-350-3501.006	Launch ramp fees	\$ 12,400
	<b>Subtotal:</b>	<b>\$ 107,900</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 101,300
	<b>Subtotal:</b>	<b>\$ 101,300</b>
<b>MISCELLANEOUS</b>		
300-380-3807.000	Miscellaneous Revenue	\$ 5,000
300-380-3820.000	Bad Debts Collected	\$ 5,500
	<b>Subtotal:</b>	<b>\$ 10,500</b>

**CASH BASIS**

300-390-3950.100	Fish box tax	\$	30,000
300-390-3950.194	Commercial vessell passenger tax	\$	<u>43,659</u>
	<b>Subtotal:</b>	\$	<b>73,659</b>
	<b>Total:</b>	\$	<b>2,501,319</b>

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City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 240 - Harbor Fund

Operations Budget

Cash Outlays for Operations

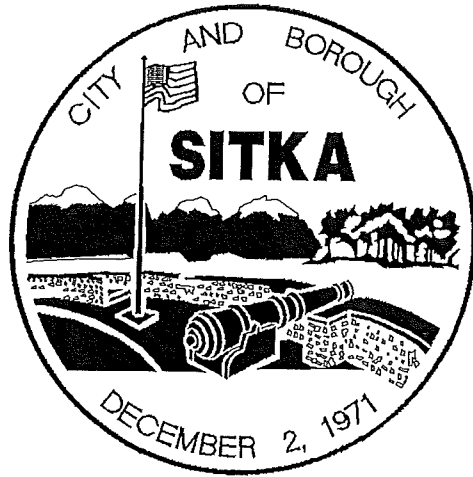
<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 396,299	\$ 392,858	\$ 422,216	\$ 406,034
5110.004	Overtime	\$ 6,660	\$ 11,000	\$ 6,739	\$ 9,500
5110.010	Temporary Employees	\$ 42,558	\$ 55,000	\$ 28,900	\$ 55,000
5120.000	Benefits	\$ 302,620	\$ 298,876	\$ 276,111	\$ 333,567
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 748,137</b>	<b>\$ 757,734</b>	<b>\$ 733,966</b>	<b>\$ 804,101</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ 7,560	\$ 9,500	\$ 5,859	\$ 7,000
5202.000	Uniform Allowance	\$ 1,170	\$ 3,000	\$ 2,931	\$ 3,000
5203.000	Utilities	\$ 88,361	\$ 92,000	\$ 89,788	\$ 92,000
5203.004	Solid Waste	\$ 40,173	\$ 46,000	\$ 34,234	\$ 46,000
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 5,411	\$ 7,200	\$ 5,590	\$ 7,200
5205.000	Insurance	\$ 60,254	\$ 60,255	\$ 59,498	\$ 59,500
5206.000	Supplies	\$ 18,742	\$ 18,000	\$ 18,698	\$ 20,000
5207.000	Repairs and Maintenance	\$ 194,613	\$ 181,550	\$ 192,515	\$ 190,000
5208.000	Building Maintenance Fees	\$ 1,841	\$ 31,411	\$ 1,836	\$ 1,595
5211.000	MIS Fees	\$ 37,471	\$ 33,610	\$ 33,610	\$ 33,842
5212.000	Contracted/Purchased Services	\$ 30,645	\$ 42,875	\$ 212,679	\$ 221,650
5214.000	Interdepartment Services	\$ 221,887	\$ 201,831	\$ 207,675	\$ 228,218
5221.000	Transportation/Vehicles	\$ 16,301	\$ 22,148	\$ 16,437	\$ 26,898
5222.000	Postage	\$ 4,830	\$ 5,000	\$ 4,426	\$ 5,000
5223.000	Tools & Small Equipment	\$ 16,262	\$ 10,000	\$ 7,185	\$ 10,000
5224.000	Dues & Publications	\$ 390	\$ 1,000	\$ 870	\$ 1,250
5226.000	Advertising	\$ 1,139	\$ 1,500	\$ 1,728	\$ 1,500
5227.000	Rentals - Building/Equipment	\$ 495	\$ 2,100	\$ 400	\$ 1,250
5231.000	Credit Card Expense	\$ 8,899	\$ 10,685	\$ 11,292	\$ 10,685
5290.000	Other Expenses	\$ 286	\$ 4,400	\$ 57	\$ 1,900
5295.000	Interest	\$ 44,120	\$ 26,725	\$ 26,725	\$ 21,544
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7301.000	Debt Principal Payment	\$ 195,348	\$ 195,349	\$ 195,349	\$ 195,348
7200.000	Transfer to Other Funds	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 1,096,198</b>	<b>\$ 1,106,139</b>	<b>\$1,229,382</b>	<b>\$ 1,285,380</b>
	<b>Total Operating Outlays:</b>	<b>\$ 1,844,335</b>	<b>\$ 1,863,873</b>	<b>\$1,963,348</b>	<b>\$ 2,089,481</b>

**HARBOR FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TRAVEL AND TRAINING</b>		
600-601-5201.000	Alaska Harbormasters - Homer, AK	\$ 2,000
	Pacific Coast Congress - Olympia, WA	\$ 2,000
600-630-5201.000	Educational & Safety Training, First Aid, CPR, First Responders Fire Training, Hazardous Material &	<u>\$ 3,000</u>
	<b>Subtotal:</b>	<b>\$ 7,000</b>
<b>UNIFORM ALLOWANCE</b>		
600-601-5202.000	Work & Safety Clothing	\$ 500
600-630-5202.000	Work & Safety Clothing	<u>\$ 2,500</u>
	<b>Subtotal:</b>	<b>\$ 3,000</b>
<b>SUPPLIES</b>		
600-601-5206.000	Billing supplies	\$ 1,000
	Office Supplies	\$ 4,000
600-630-5206.000	Janitorial Supplies	\$ 6,000
	Fuel for Harbor skiff	\$ 2,000
	Misc. supplies	<u>\$ 7,000</u>
	<b>Subtotal:</b>	<b>\$ 20,000</b>
<b>REPAIRS &amp; MAINTENANCE</b>		
600-630-5207.000	Maintenance Materials	\$ 175,000
	Maintenance for Harbor skiffs	\$ 1,000
	Repairs of Harbor Parking Lots	\$ 10,000
	Electrical breakers/receptacles	<u>\$ 4,000</u>
	<b>Subtotal:</b>	<b>\$ 190,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-601-5208.000	Building Maint. Fund (BMF) - Building Repairs	<u>\$ 1,595</u>
	<b>Subtotal:</b>	<b>\$ 1,595</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-601-5212.000	Audit Fees	\$ 2,350
	Copier/Fax Maintenance fee	\$ 200
600-630-5212.000	Janitorial contract for Harbor restrooms (Summer months)	\$ 10,000
	Fish Waste Disposal Contract (Summer months)	\$ 33,000
	Harbor System Master Plan	\$ 150,000
	MSC Bulkhead Wall Study & Reconstruct	\$ 20,000
	State of Alaska Boat Launch Fees	<u>\$ 6,100</u>
	<b>Subtotal:</b>	<b>\$ 221,650</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-601-5214.000	City Engineering Services	\$ -
	Admin. services	\$ 217,718
600-630-5214.000	Waste oil pick-up	<u>\$ 10,500</u>
	<b>Subtotal:</b>	<b>\$ 228,218</b>

**HARBOR FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TOOLS &amp; MISCELLANEOUS EQUIPMENT</b>		
600-630-5223.000	Misc. tools/equipment	\$ 8,000
	Harbor cart parts	\$ 2,000
	<b>Subtotal:</b>	<b>\$ 10,000</b>
<b>DUES &amp; PUBLICATIONS</b>		
600-601-5224.000	AK Assoc. of Harbormasters	\$ 250
	Pacific Coast Congress of Harbormasters	\$ 250
	AMSEA	\$ 250
	Professional Harbor publications	\$ 500
	<b>Subtotal:</b>	<b>\$ 1,250</b>
<b>ADVERTISING</b>		
600-630-5226.000	Commission meeting notices	\$ 500
	Impounded vessel notices	\$ 500
	Harbor enforcement notices	\$ 500
	<b>Subtotal:</b>	<b>\$ 1,500</b>
<b>OTHER EXPENSES</b>		
600-601-5290.000	Employee Wellness Program	\$ 900
	Miscellaneous	\$ 1,000
	<b>Subtotal:</b>	<b>\$ 1,900</b>
<b>INTEREST</b>		
600-650-5295.000	Thomas Harbor Phase 2A Loan	\$ 9,300
	Water - Sealing/Thomsen - Loan #783071	\$ 12,244
	<b>Subtotal:</b>	<b>\$ 21,544</b>
<b>DEBT PRINCIPAL PAYMENT</b>		
600-650-7301.000	Thomsen Harbor Phase 2 loan	\$ 150,000
	Water - Sealing/Thomsen - Loan #783071	\$ 45,348
	<b>Subtotal:</b>	<b>\$ 195,348</b>
<b>INTERFUND TRANSFERS</b>		
600-680-7200.000	General Fund - Admin. Share of Raw Fish Tax	\$ 100,000
	<b>Subtotal:</b>	<b>\$ 100,000</b>



**Capital Budget**  
**HARBOR FUND**  
**2012**

**City and Borough of Sitka  
Fund 240 - Harbor Fund  
FY 2012 Capital Budget Summary**

	<b>New Appropriations for FY 2012</b>
<b>Capital Projects:</b>	375,000
<b>Fixed Assets:</b>	
Machinery/Equipment	_____ -
<b>Subtotals:</b>	_____ -
<b>Total Planned Capital Expenditures:</b>	<b><u>\$ 375,000</u></b>



City and Borough of Sitka  
Fund 240 - Harbor Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Harbor Fund Department #240-600-680

Account Number	<u>Fund/Project Name</u>	New Appropriation for FY 2012 Amount
	Capital Projects 750-600-630-5212.000	
7200.000	TBA	\$ 50,000
	ANB Harbor	\$ 250,000
	Crescent Harbor Float 4 Piling Replacement	\$ 30,000
	Eliason Harbor Floatation Upgrades	<u>\$ 45,000</u>
	Total Direct Capital Transfers:	\$ 375,000
	<u>Fixed Asset Acquisition</u> Harbor Fund Department #240-600-670	
	<u>Machinery/Equipment</u>	
7106.000		<u>\$ -</u>
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	<u><u>\$ 375,000</u></u>

Construction in Progress for Harbor Fund Capital Projects  
Fund 750

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/10
ANB - Harbor	90674	\$ 250,000	\$ 45
Eliason Flotation Flt4	90684	\$ 79,696	\$ 48,620
Eliason Parking Lot	90686	\$ 14,000	\$ 14,000
New Thomsen Harbor Breakwater Repairs	90372	\$ 23,000	\$ 93

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**City and Borough of Sitka  
Harbor Fund**

**Pro Forma Statement of Net Assets**

	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	3,426,998	3,383,088	3,003,817
Receivables	980,000	980,000	980,027
Prepaid Expenses	0	7,072	7,072
Property, Plant and Equipment	14,759,621	15,125,621	15,555,512
Other	10,250	10,250	10,250
<b>Total Assets</b>	<u>19,176,869</u>	<u>19,506,031</u>	<u>19,556,678</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	130,000	130,000	133,285
Accrued Payroll & Leave	35,500	35,500	35,487
Other Liabilities	10,250	10,250	10,250
Bonds and Notes Payable	930,918	1,126,266	1,321,615
<b>Total Liabilities</b>	<u>1,106,668</u>	<u>1,302,016</u>	<u>1,500,637</u>
<b>Net Assets</b>			
Invested in Capital Assets	13,828,703	13,999,355	14,693,897
Restricted Fund Balance	0	0	0
Undesignated	4,241,498	4,204,660	3,362,144
<b>Total Net Assets</b>	<u>18,070,201</u>	<u>18,204,015</u>	<u>18,056,041</u>
Total Liabilities and Net Assets	<u>19,176,869</u>	<u>19,506,031</u>	<u>19,556,678</u>

City and Borough of Sitka  
Harbor Fund

Pro Forma Statement of Revenue and Expenses

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	1,283,760	1,300,606	1,316,515
Other	242,600	276,912	281,987
<b>Total revenues</b>	1,526,360	1,577,518	1,598,502
<b>Operating Expenses</b>			
Salaries and Benefits	804,101	733,966	748,137
Operating Expenses	1,068,488	1,007,308	787,585
Depreciation and Amortization	741,000	741,000	740,378
<b>Total expenses</b>	2,613,589	2,482,274	2,276,100
<b>Operating Income</b>	(1,087,229)	(904,756)	(677,598)
<b>Other financing sources (uses)</b>			
Interest Income	101,300	96,711	178,225
Interest Expense	(21,544)	(26,725)	(44,120)
Other	873,659	982,744	918,818
<b>Net other financing sources (uses)</b>	953,415	1,052,730	1,052,923
<b>Net change in fund balances</b>	(133,814)	147,974	375,325

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**City and Borough of Sitka**

**AIRPORT TERMINAL FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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AIRPORT TERMINAL FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
Grant Revenue	\$ -	\$ -	\$ 9,262	\$ -	0%
Operating Revenue	\$ 316,581	\$ 316,526	\$ 316,609	\$ 55	0%
Non-Operating Revenue	\$ 236,600	\$ 222,900	\$ 224,120	\$ 13,700	6%
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 14,700	\$ 13,700	\$ 14,754	\$ 1,000	7%
Miscellaneous	\$ -	\$ -	\$ 170	\$ -	0%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 567,881</b>	<b># \$ 553,126</b>	<b>\$ 564,915</b>	<b>\$ 14,755</b>	<b>3%</b>

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	0%
Non-personnel Operating Outlays	\$ 439,028	\$ 539,890	\$ 518,569	\$ (100,862)	-19%
<b>Total Operating Outlays:</b>	<b>\$ 439,028</b>	<b>\$ 539,890</b>	<b>\$ 518,569</b>	<b>\$ (100,862)</b>	<b>-19%</b>
<u>Capital Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ 90,000	\$ -	\$ -	\$ (90,000)	0%
<b>Total Capital Outlays:</b>	<b>\$ 90,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (90,000)</b>	<b>0%</b>
<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 529,028</b>	<b>\$ 539,890</b>	<b>\$ 518,569</b>	<b>\$ (190,862)</b>	<b>-35%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ 38,853</b>	<b>\$ 13,236</b>	<b>\$ 46,346</b>	<b>\$ 205,617</b>	<b>-1553%</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 250 - Airport Terminal Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2010 Actual	2011 Budget	2011 Projections	2012 Budget
<b>State Revenue</b>					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Federal Revenue</b>					
300-315-3151.003	Grant Revenue	\$ 38,840	\$ -	\$ 9,262	\$ -
	<b>Subtotal:</b>	<b>\$ 38,840</b>	<b>\$ -</b>	<b>\$ 9,262</b>	<b>\$ -</b>
<b>Operating Revenue</b>					
300-340-3451.000	Terminal Leases	\$ 315,808	\$ 315,826	\$ 315,889	\$ 315,881
300-340-3454.000	Concessions	\$ 720	\$ 700	\$ 720	\$ 700
	<b>Subtotal:</b>	<b>\$ 316,528</b>	<b>\$ 316,526</b>	<b>\$ 316,609</b>	<b>\$ 316,581</b>
<b>Non-Operating Revenue</b>					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
300-350-3501.010	Driver Facility Charges	\$ 33,558	\$ 33,900	\$ 35,814	\$ 36,200
300-350-3501.011	Passenger Facility Charges	\$ 208,398	\$ 189,000	\$ 188,306	\$ 200,400
	<b>Subtotal:</b>	<b>\$ 241,956</b>	<b>\$ 222,900</b>	<b>\$ 224,120</b>	<b>\$ 236,600</b>
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 14,228	\$ 13,700	\$ 14,754	\$ 14,700
	<b>Subtotal:</b>	<b>\$ 14,228</b>	<b>\$ 13,700</b>	<b>\$ 14,754</b>	<b>\$ 14,700</b>
<b>Miscellaneous</b>					
300-380-3807.000	Misc	\$ -	\$ -	\$ 50	\$ -
300-380-3820.000	Bad Debt	\$ -	\$ -	\$ 120	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 170</b>	<b>\$ -</b>
<b>Total Airport Terminal Fund Revenue:</b>		<b>\$ 611,553</b>	<b>\$ 553,126</b>	<b>\$ 564,915</b>	<b>\$ 567,881</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	\$ 4,958
	Ostrov Enterprises	\$ 21,360
	Ground Control	\$ 5,202
	TSA	\$ 14,996
	Harris	\$ 1,645
	<b>Subtotal:</b>	<b>\$ 315,881</b>
300-340-3454.000	Concessions	\$ 700
	<b>Subtotal:</b>	<b>\$ 316,581</b>
<b>NON-OPERATING REVENUE</b>		
300-350-3501.003	Other Revenue	\$ -
300-350-3501.010	Driver Facility Charges - 4% Fee for Rental Cars	\$ 36,200
300-350-3501.011	Passenger Facility Charges	\$ 200,400
	<b>Subtotal:</b>	<b>\$ 236,600</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 14,700
	<b>Subtotal:</b>	<b>\$ 14,700</b>
<b>MISCELLANEOUS</b>		
300-380-3807.000	AIP Funds	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>
	<b>Total:</b>	<b>\$ 567,881</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 250 - Airport Terminal Fund

Operations Budget

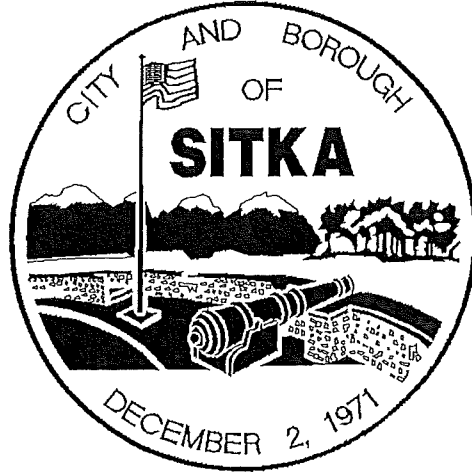
Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<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	\$ 859	\$ -	\$ -	\$ -
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ 52,330	\$ 53,800	\$ 51,878	\$ 53,800
5203.005	Heating Fuel	\$ 44,988	\$ 53,800	\$ 28,574	\$ 53,800
5204.000	Telephone	\$ 1,292	\$ 1,200	\$ 1,858	\$ 1,200
5205.000	Insurance	\$ 13,642	\$ 13,642	\$ 13,484	\$ 13,500
5206.000	Supplies	\$ 221	\$ 700	\$ 232	\$ 600
5207.000	Repairs and Maintenance	\$ 2,950	\$ -	\$ -	\$ -
5208.000	Building Maintenance Fees	\$ 29,571	\$ 49,048	\$ 38,076	\$ 47,500
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 81,816	\$ 82,372	\$ 97,464	\$ 134,348
5214.000	Interdepartment Services	\$ 65,719	\$ 37,854	\$ 39,512	\$ 37,468
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ -	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ 500	\$ 107	\$ 500
5227.000	Rentals - Building/Equipment	\$ 7,461	\$ 7,500	\$ 7,623	\$ 7,500
5231.000	Credit Card Expense	\$ 307	\$ 240	\$ 527	\$ 450
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
5295.000	Interest	\$ 21,682	\$ 10,944	\$ 10,944	\$ 2,373
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7301.000	Note Principal Payment	\$ 220,101	\$ 228,290	\$ 228,290	\$ 85,989
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 542,938</b>	<b>\$ 539,890</b>	<b>\$ 518,569</b>	<b>\$ 439,028</b>
	<b>Total Operating Outlays:</b>	<b>\$ 542,938</b>	<b>\$ 539,890</b>	<b>\$ 518,569</b>	<b>\$ 439,028</b>

**AIRPORT FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>SUPPLIES</b>		
600-630-5206.000	Misc. supplies	\$ 600
	<b>Subtotal:</b>	<b>\$ 600</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-630-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 42,500
	Replace Fire Alarm Panel	\$ 5,000
	<b>Subtotal:</b>	<b>\$ 47,500</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-630-5212.000	Audit fees	\$ 625
	Misc. purchased services	\$ 3,000
	Interior Upgrades	\$ 50,000
	Janitorial contract	\$ 77,660
	Honeywell Performance Contract	\$ 3,063
	<b>Subtotal:</b>	<b>\$ 134,348</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-630-5214.000	Admin. fees	\$ 37,468
	<b>Subtotal:</b>	<b>\$ 37,468</b>
<b>RENTALS - BUILDING/EQUIPMENT</b>		
600-630-5227.002	Airport Terminal Building Land lease	\$ 7,500
	<b>Subtotal:</b>	<b>\$ 7,500</b>
<b>OTHER EXPENSES</b>		
600-630-5290.000	Miscellaneous expenses not allocated	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>
<b>INTEREST</b>		
600-650-5295.000	Interest payment on Roof Project	\$ 522
	Interest payment on Airport Terminal Loan	\$ 1,851
	<b>Subtotal:</b>	<b>\$ 2,373</b>
<b>NOTE PRINCIPAL PAYMENT</b>		
600-650-7301.000	Principal payment on Roof Project	\$ 55,602
	Principal payment on Airport Terminal Loan	\$ 30,388
	<b>Subtotal:</b>	<b>\$ 85,989</b>

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## **Capital Budget**

# **AIRPORT TERMINAL FUND**

**2012**

**City and Borough of Sitka  
Fund 250 - Airport Terminal Fund  
FY 2012 Capital Budget Summary**

		<b>New Appropriations for FY 2012</b>
<b>Capital Projects:</b>		\$ 90,000
<b>Fixed Assets:</b>		
	Machinery/Equipment	\$ _____ -
	<b>Subtotals:</b>	<b>\$ _____ -</b>
	<b>Total Planned Capital Expenditures:</b>	<b><u>\$ 90,000</u></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 Number	<u>Fund/Project Name</u>	New Appropriation for FY 2012 Amount
	<b>Capital Projects</b> 760-600-630-5212.000	
7200.000	Replace carpet	\$ 90,000
	Total Direct Capital Transfers:	\$ 90,000
	<b>Fixed Asset Acquisition</b> Airport Terminal Fund Department #250-600-670	
	<u>Machinery/Equipment</u>	
7106.000		\$ -
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	<u>\$ 90,000</u>

Construction in Progress for Airport Terminal Fund Capital Projects  
Fund 760

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/10
AK Airlines Bagwell Upgrade	90501	\$ 25,000	\$ -
Airport Hold room Restroom	90634	\$ 208,000	\$ 21,230
Airport Lighting Retrofit	90656	\$ 76,000	\$ 11,989

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

**Pro Forma Statement of Net Assets**

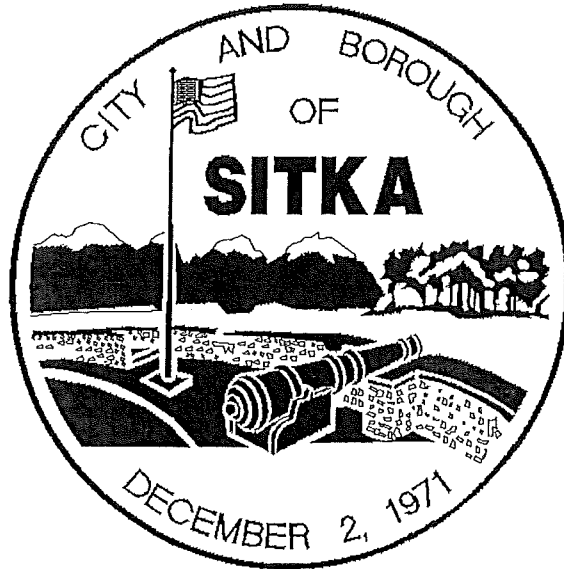
	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	560,048	521,195	475,409
Receivables	36,000	36,000	35,519
Inventories	0	0	0
Property, Plant and Equipment	3,123,995	3,203,995	3,373,995
Other	7,461	7,461	7,461
<b>Total Assets</b>	<u>3,727,504</u>	<u>3,768,651</u>	<u>3,892,384</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	32,500	32,500	32,579
Accrued Payroll & Leave	0	0	0
Other Liabilities	26,959	85,989	228,338
Bonds and Notes Payable	0	26,959	112,900
<b>Total Liabilities</b>	<u>59,459</u>	<u>145,448</u>	<u>373,817</u>
<b>Net Assets</b>			
Invested in Capital Assets	3,123,995	3,203,995	3,373,995
Restricted Fund Balance	0	0	0
Undesignated	544,050	419,208	144,572
<b>Total Net Assets</b>	<u>3,668,045</u>	<u>3,623,203</u>	<u>3,518,567</u>
<b>Total Liabilities and Net Assets</b>	<u>3,727,504</u>	<u>3,768,651</u>	<u>3,892,384</u>

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

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	316,581	316,609	315,808
Other	236,600	224,290	242,676
<b>Total revenues</b>	553,181	540,899	558,484
<b>Operating Expenses</b>			
Salaries and Benefits	0	0	0
Operating Expenses	350,666	279,335	301,275
Depreciation and Amortization	170,000	170,000	169,570
<b>Total expenses</b>	520,666	449,335	470,845
<b>Operating Income</b>	32,515	91,564	87,639
<b>Other financing sources (uses)</b>			
Interest Income	14,700	14,754	27,841
Interest Expense	(2,373)	(10,944)	(21,682)
Other	0	9,262	38,840
<b>Net other financing sources (uses)</b>	12,327	13,072	44,999
<b>Net change in fund balances</b>	44,842	104,636	132,638

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**City and Borough of Sitka**

**MARINE SERVICE CENTER**  
**FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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MARINE SERVICE CENTER FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
Operating Revenue	\$ 224,496	\$ 221,760	\$ 224,496	\$ 2,736	1%
Property Investments	\$ 25,700	\$ 24,000	\$ 25,752	\$ 1,700	7%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 250,196</b>	<b>\$ 245,760</b>	<b>\$ 250,248</b>	<b>\$ 4,436</b>	<b>2%</b>

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	0%
Non-personnel Operating Outlays	\$ 140,608	\$ 136,245	\$ 110,639	\$ 4,363	3%
<b>Total Operating Outlays:</b>	<b>\$ 140,608</b>	<b>\$ 136,245</b>	<b>\$ 110,639</b>	<b>\$ 4,363</b>	<b>3%</b>
<u>Capital Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ 106,000	\$ -	\$ -	\$ 106,000	0%
<b>Total Capital Outlays:</b>	<b>\$ 106,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>0%</b>
<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 246,608</b>	<b>\$ 136,245</b>	<b>\$ 110,639</b>	<b>\$ 110,363</b>	<b>81%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ 3,588</b>	<b>\$ 109,515</b>	<b>\$ 139,609</b>	<b>\$ (105,927)</b>	<b>97%</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 260 - Marine Service Center 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>
<b>Operating Revenue</b>					
300-340-3461.000	Lease - Sitka Sound Seafood	\$ 110,880	\$ 110,880	\$ 112,248	\$ 112,248
300-340-3462.000	Lease - Seafood Producers Corp.	\$ 110,880	\$ 110,880	\$ 112,248	\$ 112,248
300-340-3463.000	Operating Lease - SPC	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ 221,760</b>	<b>\$ 221,760</b>	<b>\$ 224,496</b>	<b>\$ 224,496</b>
<b>Non-Operating Revenue</b>					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 24,005	\$ 24,000	\$ 25,752	\$ 25,700
	<b>Subtotal:</b>	<b>\$ 24,005</b>	<b>\$ 24,000</b>	<b>\$ 25,752</b>	<b>\$ 25,700</b>
<b>Interfund Billings</b>					
300-370-3701.770	MSC Capital Billing	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Miscellaneous</b>					
300-380-3807.000	Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Total Marine Service Center Fund Revenue:</b>		<b>\$ 245,765</b>	<b>\$ 245,760</b>	<b>\$ 250,248</b>	<b>\$ 250,196</b>

CITY AND BOROUGH OF SITKA  
MARINE SERVICE CENTER FUND  
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>OPERATING REVENUE</b>		
300-340-3461.000	Lease - Sitka Sound Seafood	\$ 112,248
300-340-3462.000	Lease - Seafood Producers Coop.	<u>\$ 112,248</u>
	<b>Subtotal:</b>	<b>\$ 224,496</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	<u>\$ 25,700</u>
	<b>Subtotal:</b>	<b>\$ 25,700</b>
	<b>Total:</b>	<b><u>\$ 250,196</u></b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 260 - Marine Service Center Fund

Operations Budget

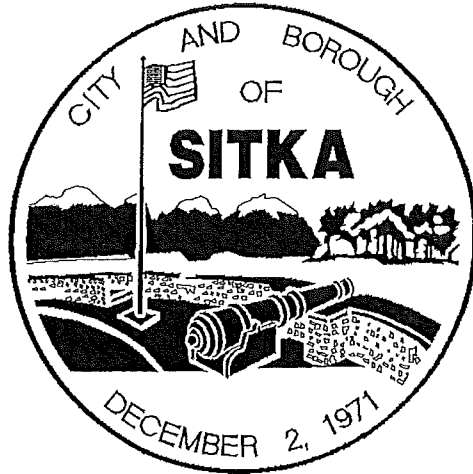
Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
<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	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 753	\$ 820	\$ 726	\$ 720
5205.000	Insurance	\$ 9,753	\$ 9,754	\$ 10,002	\$ 10,000
5206.000	Supplies	\$ -	\$ -	\$ -	\$ -
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -
5208.000	Building Maintenance Fees	\$ 46,803	\$ 37,866	\$ 35,666	\$ 47,769
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 780	\$ 67,790	\$ 45,130	\$ 50,423
5214.000	Interdepartment Services	\$ 36,590	\$ 19,115	\$ 19,115	\$ 29,396
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ -	\$ -	\$ -	\$ 1,500
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.002	Rentals - Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenses	\$ -	\$ 900	\$ -	\$ 800
5295.000	Interest	\$ 2	\$ -	\$ -	\$ -
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7301.000	Note Principal Payment	\$ -	\$ -	\$ -	\$ -
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 94,681</b>	<b>\$ 136,245</b>	<b>\$ 110,639</b>	<b>\$ 140,608</b>
	<b>Total Operating Outlays:</b>	<b>\$ 94,681</b>	<b>\$ 136,245</b>	<b>\$ 110,639</b>	<b>\$ 140,608</b>

**MARINE SERVICE CENTER FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>REPAIRS &amp; MAINTENANCE</b>		
600-630-5207.000	Miscellaneous maintenance	\$ <u>          -</u>
	<b>Subtotal:</b>	<b>\$ -</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-630-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 41,769
	PW and seal concrete exterior (in-house)	\$ <u>6,000</u>
	<b>Subtotal:</b>	<b>\$ 47,769</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-630-5212.000	Other Services	\$ 4,000
	Refrigeration equipment maintenance	\$ 38,000
	Honeywell Performance Contract	\$ 298
	Seal and PW concrete exterior	\$ 6,000
	Replace sprinkler compressor	\$ 1,500
	Audit Fees	\$ <u>625</u>
	<b>Subtotal:</b>	<b>\$ 50,423</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-630-5214.000	Admin. services	\$ <u>29,396</u>
	<b>Subtotal:</b>	<b>\$ 29,396</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
600-630-5223.000	Replace sprinkler compressor	\$ <u>1,500</u>
	<b>Subtotal:</b>	<b>\$ 1,500</b>

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## **Capital Budget**

# **MARINE SERVICE CENTER FUND**

**2012**

**City and Borough of Sitka  
Fund 260 - Marine Service Center Fund  
FY 2012 Capital Budget Summary**

	<b>New Appropriations <u>for FY 2012</u></b>
<b>Capital Projects:</b>	\$ 106,000.00
<b>Fixed Assets:</b>	
Machinery/Equipment	\$ _____ -
<b>Subtotals:</b>	<b>\$ _____ -</b>
<b>Total Planned Capital Expenditures:</b>	<b><u>\$ 106,000</u></b>



City and Borough of Sitka  
Fund 260 - Marine Service Center Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Marine Service Center Fund Department #260-600-680

Account Number	<u>Fund/Project Name</u>	New Appropriation for FY 2012 Amount
	Capital Projects 770-600-630-5212.000	
7200.000	Refrigeration controls	\$ 83,000
	Ammonia pumps and valves installation	\$ 23,000
	Total Direct Capital Transfers:	\$ 106,000
	<u>Fixed Asset Acquisition</u> Marine Service Center Fund Department #260-600-670	
	<u>Machinery/Equipment</u>	
7106.000		\$ -
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	<u>\$ 106,000</u>

Construction in Progress for Marine Service Center Fund Capital Projects  
Fund 770

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/10

**City and Borough of Sitka  
Marine Service Center Fund**

**Pro Forma Statement of Net Assets**

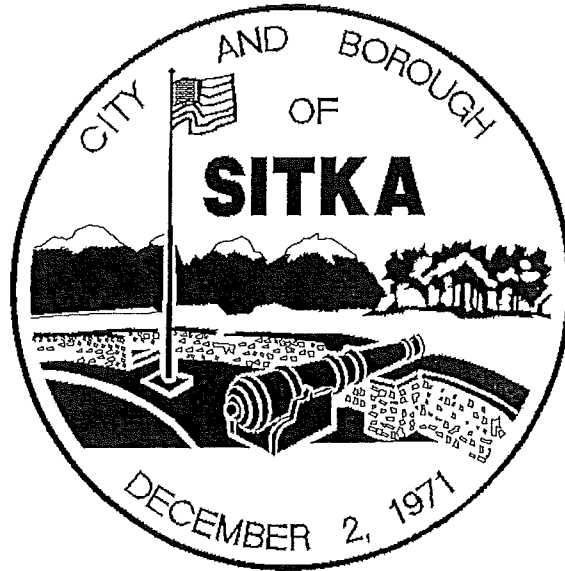
	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	1,041,852	1,038,264	878,013
Receivables	0	0	20,589
Inventories	0	0	0
Property, Plant and Equipment	882,094	929,094	1,082,094
Other	0	0	31
<b>Total Assets</b>	<u>1,923,946</u>	<u>1,967,358</u>	<u>1,980,727</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	8,150	8,150	8,128
Accrued Payroll & Leave	0	0	0
Other Liabilities	0	0	0
Bonds and Notes Payable	0	0	0
<b>Total Liabilities</b>	<u>8,150</u>	<u>8,150</u>	<u>8,128</u>
<b>Net Assets</b>			
Invested in Capital Assets	882,094	929,094	1,082,094
Restricted Fund Balance	0	0	0
Undesignated	1,033,702	1,030,114	890,505
<b>Total Net Assets</b>	<u>1,915,796</u>	<u>1,959,208</u>	<u>1,972,599</u>
<b>Total Liabilities and Net Assets</b>	<u>1,923,946</u>	<u>1,967,358</u>	<u>1,980,727</u>

**City and Borough of Sitka  
Marine Service Center Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	224,496	224,496	221,760
Other	0	0	0
<b>Total revenues</b>	224,496	224,496	221,760
<b>Operating Expenses</b>			
Salaries and Benefits	0	0	0
Operating Expenses	140,608	110,639	94,679
Depreciation and Amortization	153,000	153,000	152,887
<b>Total expenses</b>	293,608	263,639	247,566
<b>Operating Income</b>	(69,112)	(39,143)	(25,806)
<b>Other financing sources (uses)</b>			
Interest Income	25,700	25,752	46,135
Interest Expense	0	0	(2)
Other	0	0	0
<b>Net other financing sources (uses)</b>	25,700	25,752	46,133
<b>Net change in fund balances</b>	(43,412)	(13,391)	20,327

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**City and Borough of Sitka**

**SAWMILL COVE INDUSTRIAL  
COMPLEX FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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SAWMILL COVE INDUSTRIAL COMPLEX FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
Grant Revenue	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 75,718	\$ 67,793	\$ 178,000	\$ 7,925	12%
Interfund Transfers	\$ 31,680	\$ 35,256	\$ 31,680	\$ (3,576)	-10%
Cash Basis	\$ -	\$ -	\$ 200	\$ -	0%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 107,398</b>	<b>\$ 103,049</b>	<b>\$ 209,880</b>	<b>\$ 4,349</b>	<b>4%</b>

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 37,108	\$ 37,484	\$ 11,469	\$ (376)	-1%
Non-personnel Operating Outlays	\$ 302,846	\$ 286,823	\$ 280,464	\$ 16,023	6%
<b>Total Operating Outlays:</b>	<b>\$ 339,954</b>	<b>\$ 324,307</b>	<b>\$ 291,933</b>	<b>\$ 15,647</b>	<b>5%</b>
 <u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ -	\$ -	\$ -	\$ -	#DIV/0!
<b>Total Capital Outlays:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>#DIV/0!</b>
 <b>TOTAL CASH OUTLAYS:</b>	<b>\$ 339,954</b>	<b>\$ 324,307</b>	<b>\$ 291,933</b>	<b>\$ 15,647</b>	<b>5%</b>
 <b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ (232,556)</b>	<b>\$ (221,258)</b>	<b>\$ (82,053)</b>	<b>\$ (11,298)</b>	<b>-5%</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 270 - Sawmill Cove Industrial Complex Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2010 Actual	2011 Budget	2011 Projections	2012 Budget
<b>State Revenue</b>					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 1,046	\$ -	\$ -	\$ -
	Subtotal:	\$ 1,046	\$ -	\$ -	\$ -
<b>Federal Revenue</b>					
300-315-3151.003	Grant Revenue	\$ 326,973	\$ -	\$ -	\$ -
300-315-3151.004	Misc	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 326,973	\$ -	\$ -	\$ -
<b>Operating Revenue</b>					
300-340-3491.000	Jobbing Labor	\$ 76	\$ -	\$ -	\$ -
	Subtotal:	\$ 76	\$ -	\$ -	\$ -
<b>Non-operating Revenue</b>					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
		\$ -	\$ -	\$ -	\$ -
<b>Property Investments</b>					
300-360-3601.000	Rental of Land	\$ -	\$ -	\$ -	\$ -
300-360-3602.000	Rental of Building	\$ 78,326	\$ 63,793	\$ 77,620	\$ 75,338
300-360-3607.000	Job Credit	\$ -	\$ -	\$ -	\$ -
300-360-3609.000	Wharfage	\$ -	\$ -	\$ -	\$ -
300-360-3610.000	Interest Income	\$ 30,177	\$ 4,000	\$ 380	\$ 380
300-360-3620.000	Sell Fixed Assets	\$ 243,786	\$ -	\$ -	\$ -
300-360-3621.000	Cost Fixed Assets	\$ (149,329)	\$ -	\$ -	\$ -
300-360-3625.000	Sale of Water	\$ 100,000	\$ -	\$ 100,000	\$ -
	Subtotal:	\$ 302,960	\$ 67,793	\$ 178,000	\$ 75,718
<b>Interfund Billings</b>					
300-370-3701.100	General Fund	\$ -	\$ -	\$ -	\$ -
300-370-3701.171	SE AK Econ. Development Billing	\$ -	\$ -	\$ -	\$ -
300-370-3701.173	FMC Contingency Fund	\$ -	\$ 35,256	\$ 31,680	\$ 31,680
	Subtotal:	\$ -	\$ 35,256	\$ 31,680	\$ 31,680
<b>Miscellaneous</b>					
300-380-3807.000	Misc.	\$ 340	\$ -	\$ 200	\$ -
300-380-3820.000	Bad Debts Collected	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 340	\$ -	\$ 200	\$ -
<b>Cash Basis</b>					
300-390-3950.100	Transfer In - General Fund	\$ 132,362	\$ -	\$ -	\$ -
300-390-3990.000	Net Pension Obligation WO	\$ 34,427	\$ -	\$ -	\$ -
	Subtotal:	\$ 166,790	\$ -	\$ -	\$ -
<b>Total Sawmill Cove Industrial Complex Fund Revenue:</b>		<b>\$ 798,185</b>	<b>\$ 103,049</b>	<b>\$ 209,880</b>	<b>\$ 107,398</b>



CITY AND BOROUGH OF SITKA  
SAWMILL COVE INDUSTRIAL COMPLEX FUND  
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>PROPERTY INVESTMENTS</b>		
300-360-3602.000	Rental of Land	\$ 75,338
300-360-3610.000	Interest Income	\$ 380
300-360-3625.000	Sale of Water	\$ -
	<b>Subtotal:</b>	<b>\$ 75,718</b>
<b>INTERFUND</b>		
300-370-3701.100	General Fund	\$ -
300-370-3701.173	FMC Contingency Fund	\$ 31,680
	<b>Subtotal:</b>	<b>\$ 31,680</b>
<b>Cash Basis</b>		
300-390-3950.100	Transfer In - General Fund	\$ -
	<b>Subtotal:</b>	<b>\$ -</b>
	<b>Total:</b>	<b>\$ 107,398</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 270 - Sawmill Cove Industrial Complex Fund

Operations Budget

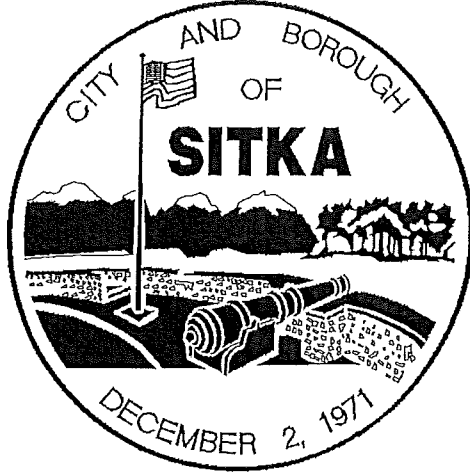
Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
	<b>Salaries and Benefits</b>				
5110.001	Salaries & Wages	\$ 18,928	\$ 20,726	\$ 8,384	\$ 19,446
5110.004	Overtime	\$ -	\$ 1,000	\$ -	\$ 1,000
5110.010	Temporary Employees	\$ 2,512	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 15,467	\$ 15,758	\$ 3,085	\$ 16,661
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 36,906</b>	<b>\$ 37,484</b>	<b>\$ 11,469</b>	<b>\$ 37,108</b>
	<b>Non-personnel Operation Outlays</b>				
5201.000	Travel and Training	\$ -	\$ 200	\$ -	\$ 200
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ 16,672	\$ 14,700	\$ 20,045	\$ 18,000
5203.005	Heating Fuel	\$ 16,655	\$ 24,000	\$ 26,404	\$ 24,000
5204.000	Telephone	\$ 3,739	\$ 3,500	\$ 3,618	\$ 3,500
5205.000	Insurance	\$ 63,932	\$ 63,932	\$ 51,682	\$ 51,700
5206.000	Supplies	\$ 680	\$ 4,000	\$ 608	\$ 3,000
5207.000	Repairs and Maintenance	\$ 4,933	\$ 10,000	\$ 1,080	\$ 10,000
5208.000	Building Maintenance Fees	\$ 4,106	\$ 4,970	\$ 7,294	\$ 5,381
5211.000	MIS Fees	\$ -	\$ 3,707	\$ 3,707	\$ 3,732
5212.000	Contracted/Purchased Services	\$ 85,932	\$ 110,625	\$ 100,644	\$ 134,625
5214.000	Interdepartment Services	\$ 86,366	\$ 39,925	\$ 61,609	\$ 41,832
5221.000	Transportation/Vehicles	\$ 3,912	\$ 4,189	\$ 3,753	\$ 3,801
5222.000	Postage	\$ 17	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ 620	\$ 2,000	\$ -	\$ 2,000
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5225.000	Legal Expenses	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ 492	\$ 1,000	\$ -	\$ 1,000
5227.000	Rentals - Building/Equipment	\$ -	\$ -	\$ -	\$ -
5231.000	Credit Card Expense	\$ -	\$ 75	\$ 20	\$ 75
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
5295.000	Interest	\$ -	\$ -	\$ -	\$ -
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7302.000	Debt Principal Payment	\$ -	\$ -	\$ -	\$ -
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 288,056</b>	<b>\$ 286,823</b>	<b>\$ 280,464</b>	<b>\$ 302,846</b>
	<b>Total Operating Outlays:</b>	<b>\$ 324,962</b>	<b>\$ 324,307</b>	<b>\$ 291,933</b>	<b>\$ 339,954</b>

**SAWMILL COVE INDUSTRIAL COMPLEX FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TRAVEL AND TRAINING</b>		
600-630-5201.000	CPR and First Aid	\$ 200
	<b>Subtotal:</b>	\$ 200
<b>SUPPLIES</b>		
600-630-5206.000	Office & security supplies	\$ 1,000
	Wastewater System and Lab	\$ 2,000
	<b>Subtotal:</b>	\$ 3,000
<b>REPAIRS &amp; MAINTENANCE</b>		
600-630-5207.000	Miscellaneous materials & repairs	\$ 10,000
	<b>Subtotal:</b>	\$ 10,000
<b>BUILDING MAINTENANCE FEES</b>		
600-630-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 5,381
	<b>Subtotal:</b>	\$ 5,381
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-630-5212.000	Landfill testing	\$ 1,500
	ADEC oversight	\$ 1,500
	SEDA contract	\$ 70,000
	Road Maintenance	\$ 5,000
	Snow removal	\$ 5,000
	Janitorial	\$ 6,000
	Electrician services	\$ 5,000
	Land surveying - landfill monuments	\$ 4,000
	Wastewater tesing	\$ 1,500
	Sprinkler/fire alarm services	\$ 1,500
	Storm water testing	\$ 1,000
	Mooring Buoy Removal	\$ 30,000
	Audit Fees	\$ 2,625
	<b>Subtotal:</b>	\$ 134,625
<b>INTERDEPARTMENT SERVICES</b>		
600-630-5214.000	Administration Services	\$ 41,832
	<b>Subtotal:</b>	\$ 41,832
<b>TOOLS &amp; MISCELLANEOUS EQUIPMENT</b>		
600-630-5223.000	Misc. tools/equipment	\$ 2,000
	<b>Subtotal:</b>	\$ 2,000
<b>OTHER EXPENSES</b>		
600-630-5290.000	Employee Wellness Program	\$ -
	<b>Subtotal:</b>	\$ -

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## **Capital Budget**

# **SAWMILL COVE INDUSTRIAL COMPLEX FUND**

**2012**

**City and Borough of Sitka  
Fund 270 - Sawmill Cove Industrial Complex Fund  
FY 2012 Capital Budget Summary**

	<b>New Appropriations for FY 2012</b>
<b>Capital Projects:</b>	\$ -
<b>Fixed Assets:</b>	
Machinery/Equipment	\$ <u>          -</u>
<b>Subtotals:</b>	<b>\$ <u>          -</u></b>
<b>Total Planned Capital Expenditures:</b>	<b>\$ <u>          -</u></b>

City and Borough of Sitka  
Fund 270 - Sawmill Cove Industrial Complex Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Sawmill Cove Industrial Complex Fund Department #270-600-680

Account Number	<u>Fund/Project Name</u>	New Appropriation for FY 2012 Amount
	Capital Projects 780-600-630-5212.000	
7200.000		

Total Direct Capital Transfers: \$ -

Fixed Asset Acquisition  
Sawmill Cove Industrial Complex Department #270-600-670

Account Number	<u>Machinery/Equipment</u>	New Appropriation for FY 2012 Amount
7106.000	Total Machinery/Equipment:	\$ -

Total Planned Capital Expenditures: \$ -

Construction in Progress for Sawmill Cove Industrial Complex Fund Capital Projects  
Fund 780

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/10
SCIP Close 200' Gap in Fire Line	90605	\$ 30,000	\$ -
SCIP Fire Suppression	90631	\$ 30,000	\$ 329
SCIP Site Imp		\$ 142,000	\$ 142,852
SCIP Waterline Relocate	90604	\$ 39,000	\$ 7,971
SCIP Paving -FTA	90549	\$ 2,331,096	\$ 2,161,801

**City and Borough of Sitka  
Sawmill Cove Industrial Park Fund**

**Pro Forma Statement of Net Assets**

	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	172,638	410,194	492,645
Receivables	64,000	84,000	319,783
Inventories	0	0	0
Property, Plant and Equipment	11,707,615	11,771,765	11,596,265
Other	0	0	45,876
<b>Total Assets</b>	<u>11,944,253</u>	<u>12,265,959</u>	<u>12,454,569</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	30,000	130,000	233,103
Accrued Payroll & Leave	0	0	954
Other Liabilities	388,350	225,000	0
Bonds and Notes Payable	0	0	0
<b>Total Liabilities</b>	<u>418,350</u>	<u>355,000</u>	<u>234,057</u>
<b>Net Assets</b>			
Invested in Capital Assets	11,707,615	11,771,765	11,596,265
Restricted Fund Balance	0	0	0
Undesignated	(181,712)	139,194	624,247
<b>Total Net Assets</b>	<u>11,525,903</u>	<u>11,910,959</u>	<u>12,220,512</u>
<b>Total Liabilities and Net Assets</b>	<u>11,944,253</u>	<u>12,265,959</u>	<u>12,454,569</u>

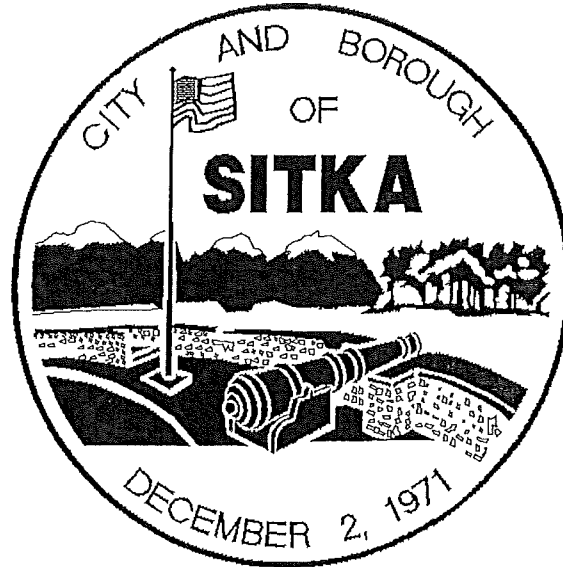


**City and Borough of Sitka  
Sawmill Cove Industrial Park Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	75,338	77,620	178,742
Other	75,000	100,200	0
<b>Total revenues</b>	150,338	177,820	178,742
<b>Operating Expenses</b>			
Salaries and Benefits	37,108	11,469	36,906
Operating Expenses	302,846	280,464	333,976
Depreciation and Amortization	227,500	227,500	227,478
<b>Total expenses</b>	567,454	519,433	598,360
<b>Operating Income</b>	(417,116)	(341,613)	(419,618)
<b>Other financing sources (uses)</b>			
Interest Income	380	380	36,215
Interest Expense	0	0	0
Other	31,680	31,680	589,265
<b>Net other financing sources (uses)</b>	32,060	32,060	625,480
<b>Net change in fund balances</b>	(385,056)	(309,553)	205,862

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**City and Borough of Sitka**

**MANAGEMENT INFORMATION**  
**SYSTEMS FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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**MANAGEMENT INFORMATION SYSTEMS FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS**

**CASH INFLOWS / REVENUES**

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
Operating Revenue	\$ 772,862	\$ 751,643	\$ 751,643	\$ 21,219	3%
Property Investments	\$ 3,200	\$ 4,500	\$ 4,240	\$ (1,300)	-29%
Interfund	<u>\$ 59,570</u>	<u>\$ 16,000</u>	<u>\$ 16,000</u>	<u>\$ 43,570</u>	<u>272%</u>
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 835,632</b>	<b>\$ 772,143</b>	<b>\$ 771,883</b>	<b>\$ 63,489</b>	<b>8%</b>

**CASH OUTLAYS**

	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
<b><u>Operating Outlays</u></b>					
Cash Outlays for Salaries and Benefits	\$ 323,826	\$ 315,750	\$ 320,513	\$ 8,076	3%
Non-personnel Operating Outlays	<u>\$ 452,859</u>	<u>\$ 477,897</u>	<u>\$ 445,458</u>	<u>\$ (25,038)</u>	<u>-5%</u>
<b>Total Operating Outlays:</b>	<b>\$ 776,685</b>	<b>\$ 793,647</b>	<b>\$ 765,971</b>	<b>\$ (16,962)</b>	<b>-2%</b>
<b><u>Capital Outlays</u></b>					
Fixed Asset Acquisition	\$ 50,000	\$ -	\$ 8,050	\$ 50,000	0%
Transfers to Capital Projects	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>0%</u>
<b>Total Capital Outlays:</b>	<b>\$ 50,000</b>	<b>\$ -</b>	<b>\$ 8,050</b>	<b>\$ 50,000</b>	<b>0%</b>
<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 826,685</b>	<b>\$ 793,647</b>	<b>\$ 774,021</b>	<b>\$ 33,038</b>	<b>4%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b><u>\$ 8,947</u></b>	<b><u>\$ (21,504)</u></b>	<b><u>\$ (2,138)</u></b>	<b><u>\$ 30,451</u></b>	<b><u>142%</u></b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 300 - Management Information Systems 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>
<b>State Revenue</b>					
300-310-3101.017	PERS Relief	\$ 11,201	\$ -	\$ -	\$ -
		<u>\$ 11,201</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Operating Revenue</b>					
300-340-3471.000	MIS Monthly Billing	\$ 736,054	\$ 751,643	\$ 751,643	\$ 772,862
	Subtotal:	<u>\$ 736,054</u>	<u>\$ 751,643</u>	<u>\$ 751,643</u>	<u>\$ 772,862</u>
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 4,536	\$ 4,500	\$ 4,240	\$ 3,200
	Subtotal:	<u>\$ 4,536</u>	<u>\$ 4,500</u>	<u>\$ 4,240</u>	<u>\$ 3,200</u>
<b>Interfund</b>					
300-370-3701.100	General Fund Interfund Bill	\$ 48,087	\$ 16,000	\$ 16,000	\$ 39,570
300-370-3701.194	CPET Fund Billing	\$ 8,842	\$ -	\$ -	\$ -
300-370-3701.200	Electric Interfund Bill	\$ -	\$ -	\$ -	\$ -
300-370-3701.210	Water Fund Interfund Bill	\$ -	\$ -	\$ -	\$ -
300-370-3701.220	Wastewater Interfund Bill	\$ -	\$ -	\$ -	\$ 20,000
	Subtotal:	<u>\$ 56,928</u>	<u>\$ 16,000</u>	<u>\$ 16,000</u>	<u>\$ 59,570</u>
<b>Cash Basis</b>					
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total Management Information Systems Fund Revenue:</b>		<u>\$ 808,719</u>	<u>\$ 772,143</u>	<u>\$ 771,883</u>	<u>\$ 835,632</u>

**CITY AND BOROUGH OF SITKA  
MANAGEMENT INFORMATION SYSTEMS FUND  
ITEMIZED REVENUES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>OPERATING REVENUE</b>		
300-340-3471.000	MIS Monthly Billing	
	General Fund (year)	\$ 586,188
	Electric Fund (year)	\$ 84,075
	Water Fund (year)	\$ 12,069
	Wastewater Fund (year)	\$ 40,197
	Solid Waste Fund (year)	\$ 4,454
	Harbor Fund (year)	\$ 33,842
	Sawmill Cove Industrial Park (year)	\$ 3,732
	Central Garage Fund (year)	\$ 4,128
	Building Maintenance Fund (year)	\$ 4,177
	<b>Subtotal:</b>	<b>\$ 772,862</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 3,200
	<b>Subtotal:</b>	<b>\$ 3,200</b>
<b>INTERFUND</b>		
Transfers from other funds for Computer Equipment		
300-370-3701.100	General Interfund Bill	\$ 39,570
300-370-3701.200	Electric Interfund Bill	\$ -
300-370-3701.210	Water Interfund Bill	\$ -
300-370-3701.220	Wastewater Interfund Bill	\$ 20,000
	<b>Subtotal:</b>	<b>\$ 59,570</b>
	<b>Total:</b>	<b>\$ 835,632</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 300 - Management Information Systems 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>
	<b>Salaries and Benefits</b>				
5110.001	Salaries & Wages	\$ 186,112	\$ 189,846	\$ 193,484	\$ 189,846
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ 360	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 141,482	\$ 125,904	\$ 127,029	\$ 133,980
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 327,954</b>	<b>\$ 315,750</b>	<b>\$ 320,513</b>	<b>\$ 323,826</b>
	<b>Non-personnel Operation Outlays</b>				
5201.000	Travel and Training	\$ 12,365	\$ 16,500	\$ 15,603	\$ 18,000
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 12,217	\$ 12,600	\$ 11,319	\$ 12,600
5205.000	Insurance	\$ 3,727	\$ 3,727	\$ 3,724	\$ 3,725
5206.000	Supplies	\$ 5,999	\$ 10,000	\$ 10,151	\$ 11,000
5207.000	Repairs and Maintenance	\$ 171,078	\$ 184,133	\$ 176,623	\$ 179,173
5208.000	Building Maintenance Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 30,636	\$ 27,875	\$ 9,265	\$ 39,850
5214.000	Interdepartment Services	\$ 96,269	\$ 98,762	\$ 99,248	\$ 100,141
5221.000	Transportation/Vehicles	\$ 3,527	\$ 3,500	\$ 3,167	\$ 2,700
5222.000	Postage	\$ 13	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ 104,848	\$ 119,750	\$ 115,478	\$ 84,620
5224.000	Dues & Publications	\$ 420	\$ 750	\$ 869	\$ 750
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals - Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenses	\$ 71	\$ 300	\$ 11	\$ 300
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 441,172</b>	<b>\$ 477,897</b>	<b>\$ 445,458</b>	<b>\$ 452,859</b>
	<b>Total Operating Outlays:</b>	<b>\$ 769,126</b>	<b>\$ 793,647</b>	<b>\$ 765,971</b>	<b>\$ 776,685</b>

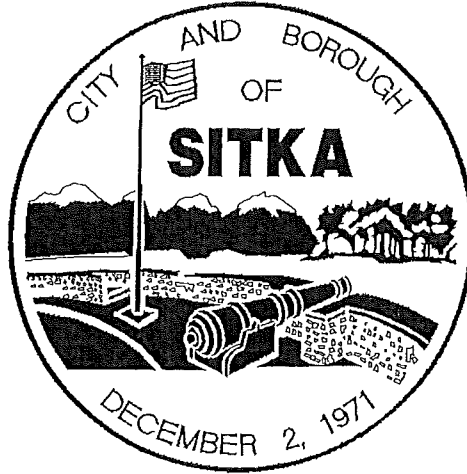


**MANAGEMENT INFORMATION SYSTEMS FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TRAINING AND TRAVEL</b>		
600-630-5201.000	NWS User group	\$ 4,000
	PC Training	\$ 5,500
	E-Gov Development	\$ 6,500
	Miscellaneous (Text books, online classes, self-study)	<u>\$ 2,000</u>
	<b>Subtotal:</b>	<b>\$ 18,000</b>
<b>TELEPHONE</b>		
600-630-5204.000	Cell Phone	\$ 3,000
	Internet related expenses	<u>\$ 9,600</u>
	<b>Subtotal:</b>	<b>\$ 12,600</b>
<b>SUPPLIES</b>		
600-630-5206.000	Misc. PC and printer supplies	<u>\$ 11,000</u>
	<b>Subtotal:</b>	<b>\$ 11,000</b>
<b>REPAIRS &amp; MAINTENANCE</b>		
600-630-5207.000	Harbor Software/Hardware	\$ 2,500
	Printers	\$ 4,000
	Online-tech support	\$ 1,500
	NWS Software	\$ 60,000
	HTE Police Software	\$ 39,000
	BCD Software	\$ 10,575
	Fax/forms software	\$ 3,100
	Meter reading system	\$ 2,100
	Doc. imaging	\$ 9,000
	Clerk system	\$ 6,800
	Form overlay software	\$ 1,500
	IQ Query	\$ 3,450
	Virus protection software - Sophos-Police	\$ 8,500
	Phone system - networked	\$ 10,248
	Phone system - Police Dept.	\$ 3,500
	Misc. Software	\$ 1,000
	GIS	\$ 9,000
	Misc. hardware	\$ 1,500
	Firesoft software - Fire Department	\$ 1,500
	Firesoft software - City Hall Watchguard	<u>\$ 400</u>
	<b>Subtotal:</b>	<b>\$ 179,173</b>

**MANAGEMENT INFORMATION SYSTEMS FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-630-5212.000	Police Software	\$ 2,000
	Audit Fees	\$ 2,350
	Financial	\$ 3,000
	Phones	\$ 3,000
	E-gov	\$ 4,500
	Harbor System	\$ 500
	Meter Reading	\$ 500
	Contracted E-mail service	\$ 6,000
	On line task tracking	\$ 1,500
	CodeRed Renewal (Police)	\$ 13,000
	Assessing Department - New Property Database System	\$ 3,500
	<b>Subtotal:</b>	<b>\$ 39,850</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-630-5214.000	Admin. services	\$ 100,141
	<b>Subtotal:</b>	<b>\$ 100,141</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
600-630-5223.000	Replacement PC's	\$ 37,800
	Replacement Printers	\$ 6,000
	Replacement laptops	\$ 5,250
	Replacement phones	\$ 1,500
	Replace servers	\$ 4,000
	Win2008 CALs	\$ 3,000
	Miscellaneous Hardware	\$ 5,500
	Miscellaneous Software	\$ 4,000
	Hard drives for disk to disk backups	\$ 1,000
	Switch additions and replacements	\$ 3,000
	Police - Ram upgrade	\$ 1,440
	Police - Storage module	\$ 950
	Police - Hard drives	\$ 4,080
	Police - New gig switch	\$ 2,200
	Police - Redundant power modules	\$ 900
	iSCSI array	\$ 4,000
	<b>Subtotal:</b>	<b>\$ 84,620</b>
<b>OTHER EXPENDITURES</b>		
600-601-5290.000	Employee Wellness Program	\$ 300
	<b>Subtotal:</b>	<b>\$ 300</b>



## **Capital Budget**

# **MANAGEMENT INFORMATION SYSTEMS FUND**

**2012**

**City and Borough of Sitka  
Fund 300 - Management Information Systems Fund  
FY 2012 Capital Budget Summary**

	<b>New Appropriations for FY 2012</b>	
<b>Capital Projects:</b>	\$	-
<b>Fixed Assets:</b>		
Machinery/Equipment	\$	<u>50,000</u>
<b>Subtotals:</b>	\$	<u>50,000</u>
<b>Total Planned Capital Expenditures:</b>		<b><u>\$ 50,000</u></b>

City and Borough of Sitka  
Fund 300 - Management Information Systems Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Management Information Systems Fund Department #300-600-680

<u>Account Number</u>	<u>Fund/Project Name</u>	<u>New Appropriation for FY 2012 Amount</u>
	<b>Capital Projects</b>	
7200.000		
	<b>Total Direct Capital Transfers:</b>	\$ -
	<b><u>Fixed Asset Acquisition</u></b>	
	<b>Management Information Systems Department #300-600-670</b>	
	<b><u>Machinery/Equipment</u></b>	
7106.000	Police - Bar-coding Solution for Evidence Inventory	\$ 30,000
	WWTP - Phone System, Wiring, Phones, Paging System	<u>\$ 20,000</u>
	<b>Total Machinery/Equipment:</b>	\$ 50,000
	<b>Total Planned Capital Expenditures:</b>	<u><u>\$ 50,000</u></u>

**City and Borough of Sitka  
Management Information Systems Fund**

**Pro Forma Statement of Net Assets**

	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	206,472	192,539	194,608
Receivables	0	0	0
Inventories	0	0	0
Property, Plant and Equipment	200,866	218,066	277,216
Other	0	4,986	4,986
<b>Total Assets</b>	<u>407,338</u>	<u>415,591</u>	<u>476,810</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	14,000	14,000	13,945
Accrued Payroll & Leave	18,700	18,700	18,686
Other Liabilities	0	0	0
Bonds and Notes Payable	0	0	0
<b>Total Liabilities</b>	<u>32,700</u>	<u>32,700</u>	<u>32,631</u>
<b>Net Assets</b>			
Invested in Capital Assets	200,866	218,066	277,216
Restricted Fund Balance	0	0	0
Undesignated	173,772	164,825	166,963
<b>Total Net Assets</b>	<u>374,638</u>	<u>382,891</u>	<u>444,179</u>
<b>Total Liabilities and Net Assets</b>	<u>407,338</u>	<u>415,591</u>	<u>476,810</u>

**City and Borough of Sitka  
Management Information Systems Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	772,862	751,643	736,054
Other	0	0	0
<b>Total revenues</b>	772,862	751,643	736,054
<b>Operating Expenses</b>			
Salaries and Benefits	323,826	320,513	327,954
Operating Expenses	452,859	445,458	441,171
Depreciation and Amortization	67,200	67,200	67,202
<b>Total expenses</b>	843,885	833,171	836,327
<b>Operating Income</b>	(71,023)	(81,528)	(100,273)
<b>Other financing sources (uses)</b>			
Interest Income	3,200	4,240	8,522
Interest Expense	0	0	0
Other	59,570	16,000	68,129
<b>Net other financing sources (uses)</b>	62,770	20,240	76,651
<b>Net change in fund balances</b>	(8,253)	(61,288)	(23,622)

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**City and Borough of Sitka**

**CENTRAL GARAGE FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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CENTRAL GARAGE FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
Operating Revenue	\$ 1,209,984	\$ 1,209,815	\$ 1,097,234	\$ 169	0%
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 72,800	\$ 65,300	\$ 62,866	\$ 7,500	11%
Interfund	\$ 544,957	\$ 41,700	\$ 41,700	\$ 503,257	0%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	0%

<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 1,827,741</b>	<b>\$ 1,316,815</b>	<b>\$ 1,201,800</b>	<b>\$ 510,926</b>	<b>39%</b>
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CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 189,585	\$ 177,240	\$ 157,203	\$ 12,345	7%
Non-personnel Operating Outlays	\$ 694,410	\$ 697,971	\$ 638,642	\$ (3,561)	-1%
<b>Total Operating Outlays:</b>	<b>\$ 883,995</b>	<b>\$ 875,211</b>	<b>\$ 795,845</b>	<b>\$ 8,784</b>	<b>1%</b>

<u>Capital Outlays</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
Fixed Asset Acquisition	\$ 1,038,085	\$ 285,000	\$ 285,000	\$ 753,085	264%
Transfers to Capital Projects	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Capital Outlays:</b>	<b>\$ 1,038,085</b>	<b>\$ 285,000</b>	<b>\$ 285,000</b>	<b>\$ 753,085</b>	<b>264%</b>

<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 1,922,080</b>	<b>\$ 1,160,211</b>	<b>\$ 1,080,845</b>	<b>\$ 761,869</b>	<b>66%</b>
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<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ (94,339)</b>	<b>\$ 156,603</b>	<b>\$ 120,955</b>	<b>\$ (250,942)</b>	<b>160%</b>
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**City and Borough of Sitka  
Sitka, Alaska**

**FY 2011 Budget**

**Fund: 310 - Central Garage 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>
<b>State Revenue</b>					
300-310-3101.017	PERS Relief	\$ 6,630	\$ -	\$ -	\$ -
		\$ 6,630	\$ -	\$ -	\$ -
<b>Operating Revenue</b>					
300-340-3481.000	Department Monthly Billings	\$ 1,050,817	\$ 1,172,015	\$ 1,052,193	\$ 1,164,984
300-340-3491.000	Jobbing - Labor	\$ 41,154	\$ 37,800	\$ 45,041	\$ 45,000
	<b>Subtotal:</b>	\$ 1,091,971	\$ 1,209,815	\$ 1,097,234	\$ 1,209,984
<b>Non-Operating Revenue</b>					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$ -	\$ -	\$ -	\$ -
<b>Property Investments</b>					
300-360-3602.000	Rental of Building	\$ 33,504	\$ 33,500	\$ 33,500	\$ 33,500
300-360-3610.000	Interest Income	\$ 25,149	\$ 21,800	\$ 29,366	\$ 29,300
300-360-3620.000	Sale of Fixed Assets	\$ 17,476	\$ 10,000	\$ -	\$ 10,000
300-360-3621.000	Cost Fixed Assets	\$ (12,500)	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$ 63,629	\$ 65,300	\$ 62,866	\$ 72,800
<b>Interfund</b>					
300-370-3701.100	General Fund Interfund Bill	\$ -	\$ 41,700	\$ 41,700	\$ 146,762
300-370-3701.200	Electric Interfund Bill	\$ 23,898	\$ -	\$ -	\$ 1,029
300-370-3701.210	Water Interfund Bill	\$ -	\$ -	\$ -	\$ -
300-370-3701.220	Wastewater Interfund Bill	\$ -	\$ -	\$ -	\$ 42,166
300-370-3701.450	Sunde-Arnoldt Fund Bill	\$ -	\$ -	\$ -	\$ 355,000
	<b>Subtotal:</b>	\$ 23,898	\$ 41,700	\$ 41,700	\$ 544,957
<b>Miscellaneous</b>					
300-380-3807.000	Miscellaneous	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$ -	\$ -	\$ -	\$ -
<b>Cash Basis</b>					
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	<b>Subtotal:</b>	\$ -	\$ -	\$ -	\$ -
<b>Total Central Garage Fund Revenue:</b>		<u>\$ 1,186,128</u>	<u>\$ 1,316,815</u>	<u>\$ 1,201,800</u>	<u>\$ 1,827,741</u>

CITY AND BOROUGH OF SITKA  
CENTRAL GARAGE FUND  
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>OPERATING REVENUE</b>		
300-340-3481.000	Department Monthly Billings General Fund (year)	
	Administration	\$ 9,549
	Attorney	\$ 900
	Clerk	\$ 1,350
	Assessing	\$ 900
	Finance	\$ 250
	Police	\$ 130,410
	Fire	\$ 112,019
	Ambulance	\$ 55,355
	SAR	\$ 982
	PW Admin.	\$ 5,290
	Engineering	\$ 7,217
	Streets	\$ 175,677
	Snow	\$ 111,957
	Recreation	\$ 62,639
	Building Official	\$ 10,147
	Library	\$ -
	Senior Center	\$ 32,700
	Total General Fund:	\$ 717,342
	Electric Fund	\$ 181,154
	Water Fund	\$ 29,840
	Wastewater Fund	\$ 95,253
	Solid Waste Fund	\$ 73,185
	Harbor Fund	\$ 26,898
	Marine Service Center	\$ -
	Sawmill Cove Industrial Site	\$ 3,801
	MIS	\$ 2,700
	Central Garage	\$ 14,610
	Building Maintenance Fund	\$ 20,201
	Subtotal:	\$ 1,164,984
<b>PROPERTY INVESTMENTS</b>		
300-360-3602.000	Rental of Building Rent Part of Building to Other Funds (static)	\$ 33,500
300-360-3610.000	Interest Income	\$ 29,300
300-360-3620.000	Sale of Fixed Assets Sale of Replace Vehicles and Equipment	\$ 10,000
	Subtotal:	\$ 72,800
<b>INTERFUND TRANSFER</b>		
300-370-3701.100	General Fund Interfund Bill	\$ 146,762
300-370-3701.200	Electric Interfund Bill	\$ 1,029
300-370-3701.210	Water Interfund Bill	\$ -
300-370-3701.220	Wastewater Interfund Bill	\$ 42,166
300-370-3701.450	Sunde-Arnoldt Fund Bill	\$ 355,000
	Subtotal:	\$ 544,957
	Total:	\$ 1,782,741

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 310 - Central Garage 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>
<b>Salaries and Benefits</b>					
5110.001	Salaries & Wages	\$ 110,850	\$ 115,828	\$ 101,866	\$ 115,974
5110.004	Overtime	\$ 1,045	\$ 1,000	\$ 2,610	\$ 1,000
5110.010	Temporary Employees	\$ 2,880	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 67,009	\$ 60,412	\$ 52,727	\$ 72,612
	<b>Total Salaries &amp; Benefits</b>	<b>\$ 181,784</b>	<b>\$ 177,240</b>	<b>\$ 157,203</b>	<b>\$ 189,585</b>
<b>Non-personnel Operation Outlays</b>					
5201.000	Travel and Training	\$ -	\$ 2,400	\$ -	\$ 2,100
5202.000	Uniform Allowance	\$ 760	\$ 900	\$ 592	\$ 900
5203.000	Utilities	\$ 15,673	\$ 16,200	\$ 15,713	\$ 16,200
5203.004	Solid Waste	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ 6,683	\$ 10,000	\$ 8,084	\$ 10,000
5204.000	Telephone	\$ 3,250	\$ 1,800	\$ 1,738	\$ 1,800
5205.000	Insurance	\$ 128,717	\$ 128,430	\$ 122,422	\$ 122,425
5206.000	Supplies	\$ 207,751	\$ 235,700	\$ 199,146	\$ 235,700
5207.000	Repairs and Maintenance	\$ 44,039	\$ 84,000	\$ 70,342	\$ 80,000
5208.000	Building Maintenance Fees	\$ 9,269	\$ 13,923	\$ 10,096	\$ 14,043
5211.000	MIS Fees	\$ 4,695	\$ 4,103	\$ 4,103	\$ 4,128
5212.000	Contracted/Purchased Services	\$ 9,187	\$ 7,775	\$ 7,201	\$ 10,250
5214.000	Interdepartment Services	\$ 126,654	\$ 99,924	\$ 110,299	\$ 100,498
5221.000	Transportation/Vehicles	\$ 6,445	\$ 8,810	\$ 8,205	\$ 14,610
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ 8,492	\$ 4,500	\$ 2,441	\$ 4,750
5224.000	Dues & Publications	\$ -	\$ 450	\$ -	\$ 450
5226.000	Advertising	\$ 441	\$ 1,200	\$ -	\$ 1,200
5227.000	Rentals - Building/Equipment	\$ -	\$ -	\$ -	\$ -
5231.000	Credit Card Expense	\$ -	\$ 156	\$ -	\$ 156
5290.000	Other Expenses	\$ 261	\$ 200	\$ 760	\$ 200
5295.000	Interest	\$ 30,000	\$ 27,500	\$ 27,500	\$ 25,000
7301.000	Note Principal Payment	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 652,318</b>	<b>\$ 697,971</b>	<b>\$ 638,642</b>	<b>\$ 694,410</b>
	<b>Total Operating Outlays:</b>	<b>\$ 834,102</b>	<b>\$ 875,210</b>	<b>\$ 795,845</b>	<b>\$ 883,995</b>

**CENTRAL GARAGE FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
<b>TRAINING AND TRAVEL</b>		
600-601-5201.000	CPR & First Aid	\$ 300
	Training /Certifications	<u>\$ 1,800</u>
	<b>Subtotal:</b>	<b>\$ 2,100</b>
<b>UNIFORM ALLOWANCE</b>		
600-601-5202.000	Coveralls, gloves, protective gear	\$ 900
	<b>Subtotal:</b>	<b>\$ 900</b>
<b>SUPPLIES</b>		
600-601-5206.000	Forms and supplies	\$ 700
600-630-5206.000	Gas, oil, grease, tires	<u>\$ 235,000</u>
	<b>Subtotal:</b>	<b>\$ 235,700</b>
<b>REPAIRS &amp; MAINTENANCE</b>		
600-630-5207.000	Parts for vehicle repair & maintenance	\$ 80,000
	<b>Subtotal:</b>	<b>\$ 80,000</b>
<b>BUILDING MAINTENANCE FEES</b>		
600-601-5208.000	Building Maint. Fund - Building Repairs	<u>\$ 14,043</u>
	<b>Subtotal:</b>	<b>\$ 14,043</b>
<b>CONTRACTED/PURCHASED SERVICES</b>		
600-601-5212.000	Audit fees	\$ 2,350
600-630-5212.000	Outside services	\$ 900
	Radio/electronics repair	\$ 2,000
	Janitorial Contract	<u>\$ 5,000</u>
	<b>Subtotal:</b>	<b>\$ 10,250</b>
<b>INTERDEPARTMENT SERVICES</b>		
600-601-5214.000	Admin. services	<u>\$ 100,498</u>
	<b>Subtotal:</b>	<b>\$ 100,498</b>
<b>TOOLS &amp; SMALL EQUIPMENT</b>		
600-601-5223.000	Misc. expendable tools & equipment	<u>\$ 4,750</u>
	<b>Subtotal:</b>	<b>\$ 4,750</b>
<b>DUES &amp; PUBLICATIONS</b>		
600-601-5224.000	PMI software upgrade	<u>\$ 450</u>
	<b>Subtotal:</b>	<b>\$ 450</b>

**CENTRAL GARAGE FUND  
ITEMIZED EXPENSES**

<b>ACCOUNT #</b>	<b>DESCRIPTION</b>	<b>AMOUNT</b>
<b>ADVERTISING</b>		
600-630-5226.000	Advertising sale of surplus vehicles	\$ 1,200
	<b>Subtotal:</b>	<u>\$ 1,200</u>
<b>OTHER EXPENSES</b>		
600-601-5290.000	Employee Wellness Program	\$ 200
	<b>Subtotal:</b>	<u>\$ 200</u>
<b>INTEREST</b>		
600-650-5295.000	Interest payment	\$ 25,000
	<b>Subtotal:</b>	<u>\$ 25,000</u>
<b>NOTE PRINCIPAL PAYMENT</b>		
600-650-7301.000	Principal payment	\$ 50,000
	<b>Subtotal:</b>	<u>\$ 50,000</u>





## **Capital Budget**

### **CENTRAL GARAGE FUND**

**2012**

**City and Borough of Sitka  
Fund 310 - Central Garage Fund  
FY 2012 Capital Budget Summary**

	<u>New Appropriations for FY 2012</u>
<b>Capital Projects:</b>	\$ -
<b>Fixed Assets:</b>	
Machinery/Equipment	\$ -
Vehicles	<u>\$ 1,038,085</u>
<b>Subtotals:</b>	<u>\$ 1,038,085</u>
<b>Total Planned Capital Expenditures:</b>	<u><b>\$ 1,038,085</b></u>

City and Borough of Sitka  
Fund 310 - Central Garage Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Central Garage Fund Department #310-600-680

<u>Account Number</u>	<u>Fund/Project Name</u>	<u>New Appropriation for FY 2012 Amount</u>
	<b>Capital Projects</b>	
7200.000		
	Total Direct Capital Transfers:	\$ -
	<b><u>Fixed Asset Acquisition</u></b>	
	Central Garage Fund Department #310-600-670	
	<b><u>Machinery/Equipment</u></b>	
7106.000		\$ -
	Total Machinery/Equipment:	\$ -
	<b><u>Vehicles</u></b>	
7107.000	Fire - Fire Truck to Replace FMC Fire Truck	\$ 600,000
	Public Works - 2011 Cat 140M Grader w/Snow Wing -replace #248	\$ 290,000
	#248 - 1992 Cat 140G will be sold	
	Public Works - Snow Plow for Front End Loaders	\$ 14,500
	Electric - 2011 Ford F350 Flatbed 4x4 -replace #337	\$ 32,500
	#337 will go to Streets to replace #277, which will be sold	
	Electric - 2011 Ford Ranger Ext. Cab 4x4 -replaces #334	\$ 21,085
	#334 will go to Building Officials to replace #287, which will be sold	
	Waste Water Dept - 2011 Ford F550 Service Truck w/Crane	\$ 80,000
	replaces #299, which will be sold	
	Total Vehicles:	\$ 1,038,085
	Total Planned Capital Expenditures:	<u>\$ 1,038,085</u>

**City and Borough of Sitka  
Central Garage Fund**

**Pro Forma Statement of Net Assets**

	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	1,081,955	1,175,758	1,054,339
Receivables	0	0	351
Inventories	0	0	0
Property, Plant and Equipment	3,622,582	2,881,347	2,893,197
Other	0	536	536
<b>Total Assets</b>	<u>4,704,537</u>	<u>4,057,641</u>	<u>3,948,423</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	17,600	17,600	17,560
Accrued Payroll & Leave	6,400	6,400	6,327
Other Liabilities	450,000	500,000	550,000
Bonds and Notes Payable	0	0	0
<b>Total Liabilities</b>	<u>474,000</u>	<u>524,000</u>	<u>573,887</u>
<b>Net Assets</b>			
Invested in Capital Assets	3,622,582	2,881,347	2,893,197
Restricted Fund Balance	0	0	0
Undesignated	607,955	652,294	481,339
<b>Total Net Assets</b>	<u>4,230,537</u>	<u>3,533,641</u>	<u>3,374,536</u>
<b>Total Liabilities and Net Assets</b>	<u>4,704,537</u>	<u>4,057,641</u>	<u>3,948,423</u>

**City and Borough of Sitka  
Central Garage Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	1,209,984	1,097,234	1,091,971
Other	0	0	0
<b>Total revenues</b>	1,209,984	1,097,234	1,091,971
<b>Operating Expenses</b>			
Salaries and Benefits	189,585	157,203	181,784
Operating Expenses	619,410	561,142	572,396
Depreciation and Amortization	296,850	296,850	296,845
<b>Total expenses</b>	1,105,845	1,015,195	1,051,025
<b>Operating Income</b>	104,139	82,039	40,946
<b>Other financing sources (uses)</b>			
Interest Income	29,300	29,366	54,131
Interest Expense	(25,000)	(27,500)	(30,000)
Other	588,457	75,200	69,008
<b>Net other financing sources (uses)</b>	592,757	77,066	93,139
<b>Net change in fund balances</b>	696,896	159,105	134,085

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**City and Borough of Sitka**

**BUILDING MAINTENANCE FUND**

**FISCAL YEAR 2012**

**Operating Budget**

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**BUILDING MAINTENANCE FUND  
SUMMARY OF CASH INFLOWS/OUTLAYS**

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2012 Budget</u>	<u>FY 2011 Budget</u>	<u>FY 2011 Projections</u>	<u>Change From FY 2011 Budget</u>	<u>% Change From FY 2011 Budget</u>
Grant Revenue	\$ 1,075,000	\$ -	\$ -	\$ -	0%
Operating Revenue	\$ 385,870	\$ 394,333	\$ 348,616	\$ (8,463)	-2%
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 79,800	\$ 90,000	\$ 79,816	\$ (10,200)	-11%
Interfund	\$ 144,800	\$ 150,000	\$ 144,818	\$ (5,200)	-3%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	0%
<b>TOTAL CASH INFLOWS / REVENUES:</b>	<b>\$ 1,685,470</b>	<b>\$ 634,333</b>	<b>\$ 573,250</b>	<b>\$ (23,863)</b>	<b>-4%</b>

CASH OUTLAYS

	<u>FY 2012 Budget</u>	<u>FY 2011 Operations Budget</u>	<u>FY 2011 Operations Projections</u>	<u>Change From FY 2011 Operations Budget</u>	<u>% Change From FY 2011 Operations Budget</u>
<u>Operating Outlays</u>					
Cash Outlays for Salaries and Benefits	\$ 345,157	\$ 333,352	\$ 329,678	\$ 11,805	4%
Non-personnel Operating Outlays	\$ 229,354	\$ 244,407	\$ 343,360	\$ (15,053)	-6%
Non-recurring Repair Projects	\$ 1,138,800	\$ 89,100	-	\$ 1,049,700	1178%
<b>Total Operating Outlays:</b>	<b>\$ 1,713,311</b>	<b>\$ 666,859</b>	<b>\$ 673,038</b>	<b>\$ 1,046,452</b>	<b>157%</b>
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ 1,350	\$ -	0%
Transfers to Capital Projects	\$ -	\$ -	\$ -	\$ -	0%
<b>Total Capital Outlays:</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,350</b>	<b>\$ -</b>	<b>0%</b>
<b>TOTAL CASH OUTLAYS:</b>	<b>\$ 1,713,311</b>	<b>\$ 666,859</b>	<b>\$ 674,388</b>	<b>\$ 1,046,452</b>	<b>157%</b>
<b>INCREASE IN UNRESTRICTED WORKING CAPITAL</b>	<b>\$ (27,841)</b>	<b>\$ (32,526)</b>	<b>\$ (101,138)</b>	<b>\$ 4,685</b>	<b>-14%</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 320 - Building Maintenance Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2010 Actual	2011 Budget	2011 Projections	2012 Budget
<b>State Revenue</b>					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ -	\$ 1,075,000
300-310-3101.017	PERS Relief	\$ 12,030	\$ -	\$ -	\$ -
		\$ 12,030	\$ -	\$ -	\$ 1,075,000
<b>Operating Revenue</b>					
300-340-3491.000	Jobbing - Labor/Materials	\$ 366,882	\$ 394,333	\$ 348,616	\$ 385,870
	Subtotal:	\$ 366,882	\$ 394,333	\$ 348,616	\$ 385,870
<b>Non-Operating Revenue</b>					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
<b>Property Investments</b>					
300-360-3610.000	Interest Income	\$ 87,860	\$ 90,000	\$ 79,816	\$ 79,800
300-360-3621.000	Cost Fixed Assets	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 87,860	\$ 90,000	\$ 79,816	\$ 79,800
<b>Interfund</b>					
300-370-3701.170	Timber Relief Fund Interfund	\$ -	\$ -	\$ -	\$ -
300-370-3701.171	SE Econ. Dev. Fund Interfund	\$ -	\$ 150,000	\$ 144,818	\$ 144,800
300-370-3701.700	General Fund Interfund	\$ 1,591	\$ -	\$ -	\$ -
	Subtotal:	\$ 1,591	\$ 150,000	\$ 144,818	\$ 144,800
<b>Miscellaneous Revenue</b>					
300-380-3809.000	Donations	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
<b>Cash Basis</b>					
300-390-3950.171	Transfer In SE Econ. Dev.	\$ 152,728	\$ -	\$ -	\$ -
	Subtotal:	\$ 152,728	\$ -	\$ -	\$ -
<b>Total Building Maintenance Fund Revenue:</b>		<b>\$ 621,091</b>	<b>\$ 634,333</b>	<b>\$ 573,250</b>	<b>\$ 1,685,470</b>

**CITY AND BOROUGH OF SITKA  
BUILDING MAINTENANCE FUND  
ITEMIZED REVENUES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<b>STATE REVENUE</b>		
300-310-3101-005	Grant Revenue	\$ 1,075,000
	<b>Subtotal:</b>	<b>\$ 1,075,000</b>
<b>OPERATING REVENUE</b>		
300-340-3491.000	Jobbing - Labor/Materials	\$ 385,870
	<b>Subtotal:</b>	<b>\$ 385,870</b>
<b>PROPERTY INVESTMENTS</b>		
300-360-3610.000	Interest Income	\$ 79,800
	<b>Subtotal:</b>	<b>\$ 79,800</b>
<b>INTERFUND</b>		
300-370-3701.171	Transfer from SE Econ. Development Fund	\$ 144,800
	<b>Subtotal:</b>	<b>\$ 144,800</b>
	<b>Total:</b>	<b>\$ 1,685,470</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

Fund: 320 - Building Maintenance 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>
	<b>Salaries and Benefits</b>				
5110.001	Salaries & Wages	\$ 201,234	\$ 187,674	\$ 191,516	\$ 188,694
5110.004	Overtime	\$ 9,267	\$ 7,500	\$ 7,731	\$ 7,500
5110.010	Temporary Employees	\$ 2,181	\$ 4,000	\$ 1,995	\$ 4,000
5120.000	Benefits	\$ 146,439	\$ 134,178	\$ 128,436	\$ 144,963
	<b>Total Salaries &amp; Benefits</b>	\$ 359,121	\$ 333,352	\$ 329,678	\$ 345,157
	<b>Non-personnel Operation Outlays</b>				
5201.000	Travel and Training	\$ -	\$ 3,700	\$ -	\$ 3,515
5202.000	Uniform Allowance	\$ 288	\$ 513	\$ 300	\$ 487
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,548	\$ 1,140	\$ 1,483	\$ 1,083
5205.000	Insurance	\$ 1,575	\$ 1,575	\$ 755	\$ 760
5206.000	Supplies	\$ 6,486	\$ 8,977	\$ 6,795	\$ 6,500
5207.000	Repairs and Maintenance	\$ 38,903	\$ 58,140	\$ 51,159	\$ 55,233
5211.000	MIS Fees	\$ 4,744	\$ 4,152	\$ 4,152	\$ 4,177
5212.000	Contracted/Purchased Services	\$ 130,626	\$ 149,115	\$ 178,956	\$ 1,198,158
5214.000	Interdepartment Services	\$ 69,577	\$ 82,051	\$ 82,053	\$ 72,878
5221.000	Transportation/Vehicles	\$ 18,973	\$ 17,486	\$ 16,017	\$ 20,201
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ 1,234	\$ 3,420	\$ 1,000	\$ 3,300
5224.000	Dues & Publications	\$ 600	\$ 942	\$ 600	\$ 342
5226.000	Advertising	\$ 293	\$ 428	\$ -	\$ 407
5227.000	Rentals - Building/Equipment	\$ -	\$ 855	\$ 90	\$ 812
5290.000	Other Expenses	\$ 400	\$ 1,013	\$ -	\$ 300
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	\$ 275,246	\$ 333,507	\$ 343,360	\$ 1,368,154
	<b>Total Operating Outlays:</b>	\$ 634,367	\$ 666,859	\$ 673,038	\$ 1,713,311

**BUILDING MAINTENANCE FUND  
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
	<b>TRAINING AND TRAVEL</b>	
600-601-5201.000	Facility Maintenance - Wilbur	\$ 2,755
	Boiler Training	\$ 760
	<b>Subtotal:</b>	\$ 3,515
	<b>UNIFORM ALLOWANCE</b>	
600-601-5202.000	Work overalls, gloves & safety gear	\$ 487
	<b>Subtotal:</b>	\$ 487
	<b>SUPPLIES</b>	
600-630-5206.000	Supplies, paint, etc.	\$ 6,500
	<b>Subtotal:</b>	\$ 6,500
	<b>REPAIRS &amp; MAINTENANCE</b>	
600-630-5207.000	Materials for repairs of General Fund Buildings	\$ 30,378
	Materials for repairs of Enterprise Fund Buildings	\$ 24,855
	<b>Subtotal:</b>	\$ 55,233
	<b>CONTRACTED/PURCHASED SERVICES</b>	
600-601-5212.000	Audit Fees	\$ 2,350
600-630-5212.000	Electrical services	\$ 10,754
	Plumbing Services	\$ 10,754
	Fire Alarm and Sprinkler services	\$ 28,000
	Elevator maintenance	\$ 7,500
	<b>Subtotal:</b>	\$ 59,358
	<b>INTERDEPARTMENT SERVICES</b>	
600-601-5214.000	Admin. services	\$ 72,878
	<b>Subtotal:</b>	\$ 72,878
	<b>TOOLS &amp; SMALL EQUIPMENT</b>	
600-601-5223.000	Misc. tools	\$ 3,300
	<b>Subtotal:</b>	\$ 3,300
	<b>DUES &amp; PUBLICATIONS</b>	
600-601-5224.000	Misc.	\$ 342
	<b>Subtotal:</b>	\$ 342
	<b>ADVERTISING</b>	
600-601-5226.000	Contracted services advertisement	\$ 407
	<b>Subtotal:</b>	\$ 407
	<b>OTHER EXPENSES</b>	
600-630-5290.000	Misc. expenditures	\$ -
	Employee Wellness Program	\$ 300
	<b>Subtotal:</b>	\$ 300
	<b>TRANSFER TO OTHER FUNDS</b>	
600-630-7200.000		\$ -
	<b>Subtotal:</b>	\$ -

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## **Capital Budget**

# **BUILDING MAINTENANCE FUND**

**2012**

**City and Borough of Sitka  
Fund 320 - Building Maintenance Fund  
FY 2012 Capital Budget Summary**

	<b>New Appropriations for FY 2012</b>
<b>Capital Projects:</b>	\$ -
<b>Fixed Assets:</b>	
Machinery/Equipment	\$ _____ -
<b>Subtotals:</b>	<b>\$ _____ -</b>
<b>Total Planned Capital Expenditures:</b>	<b>\$ _____ -</b>



City and Borough of Sitka  
Fund 320 - Building Maintenance Fund  
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions  
Summary of Direct Transfers of Capital to Capital Projects or Other Funds  
Building Maintenance Fund Department #320-600-680

<u>Account Number</u>	<u>Fund/Project Name</u>	New Appropriation for FY 2012 <u>Amount</u>
	Capital Projects	
7200.000		
	Total Direct Capital Transfers:	\$ -
	<u>Fixed Asset Acquisition</u>	
	Building Maintenance Fund Department #320-600-670	
	<u>Machinery/Equipment</u>	
7106.000		\$ -
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	\$ -

**BUILDING MAINTENANCE FUND FEES**  
**Specific Repair Projects (other than reoccurring)**  
(includes salaries, materials & contracted services)

<b>GENERAL OFFICE</b>		
City Hall - Replace Fire Alarm Panel	\$	5,800
	<b>Subtotal</b>	<b>\$ 5,800</b>
<b>FIRE</b>		
PW & Seal Brick Exterior (in-house)	\$	5,000
	<b>Subtotal</b>	<b>\$ 5,000</b>
<b>RECREATION</b>		
Baranof Warm Springs - Public Picnic Shelter Maint. & Upgrade	\$	5,000
	<b>Subtotal</b>	<b>\$ 5,000</b>
<b>CENTENNIAL BUILDING</b>		
Flush Sprinkler System	\$	16,000
	<b>Subtotal</b>	<b>\$ 16,000</b>
<b>SENIOR CENTER</b>		
Flush Sprinkler System	\$	16,000
	<b>Subtotal</b>	<b>\$ 16,000</b>
<b>HOSPITAL</b>		
Replace roof	\$	1,075,000
	<b>Subtotal</b>	<b>\$ 1,075,000</b>
<b>ELECTRIC FUND</b>		
Jarvis Street replace sprinkler compressor	\$	2,000
	<b>Subtotal</b>	<b>\$ 2,000</b>
<b>WATER FUND</b>		
Paint Indian River Water Plant exterior (in-house)	\$	3,000
	<b>Subtotal</b>	<b>\$ 3,000</b>
<b>AIRPORT TERMINAL</b>		
Replace Fire Alarm Panel	\$	5,000
	<b>Subtotal</b>	<b>\$ 5,000</b>
<b>MARINE SERVICE CENTER</b>		
PW and Seal Concrete Exterior (in-house)	\$	6,000
	<b>Subtotal</b>	<b>\$ 6,000</b>
	<b>Total</b>	<b>\$ <u>1,138,800</u></b>

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**City and Borough of Sitka  
Building Maintenance Fund**

**Pro Forma Statement of Net Assets**

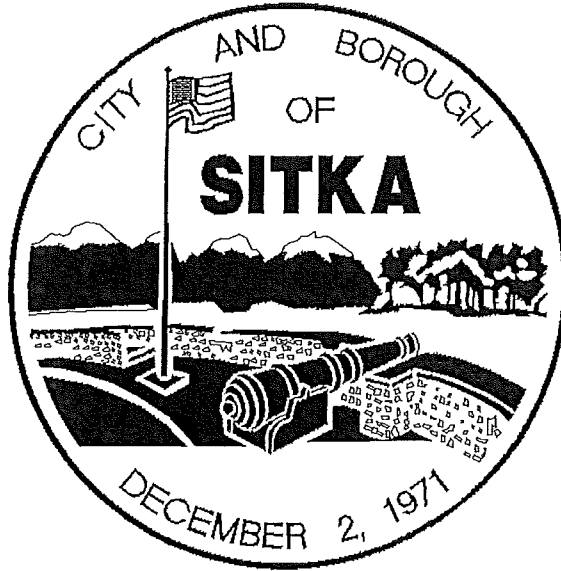
	2012	2011	2010
<b>Assets</b>			
Investment in Central Treasury	2,879,985	2,905,055	3,006,068
Receivables	0	0	0
Inventories	0	0	0
Property, Plant and Equipment	18,890	20,580	20,920
Other	0	2,771	2,771
<b>Total Assets</b>	<u>2,898,875</u>	<u>2,928,406</u>	<u>3,029,759</u>
<b>Liabilities and Net Assets</b>			
Liabilities			
Accounts Payable	16,600	16,600	16,558
Accrued Payroll & Leave	20,700	20,700	20,617
Other Liabilities	0	0	0
Bonds and Notes Payable	0	0	0
<b>Total Liabilities</b>	<u>37,300</u>	<u>37,300</u>	<u>37,175</u>
<b>Net Assets</b>			
Invested in Capital Assets	18,890	20,580	20,920
Restricted Fund Balance	0	0	0
Undesignated	2,842,685	2,870,526	2,971,664
<b>Total Net Assets</b>	<u>2,861,575</u>	<u>2,891,106</u>	<u>2,992,584</u>
<b>Total Liabilities and Net Assets</b>	<u>2,898,875</u>	<u>2,928,406</u>	<u>3,029,759</u>

**City and Borough of Sitka  
Building Maintenance Fund**

**Pro Forma Statement of Revenue and Expenses**

	2012	2011	2010
<b>Revenues:</b>			
Charges for services	385,870	348,616	366,882
Other	0	0	0
<b>Total revenue</b>	385,870	348,616	366,882
<b>Operating Expenses</b>			
Salaries and Benefits	345,157	329,678	359,121
Operating Expenses	1,368,154	343,360	275,245
Depreciation and Amortization	1,690	1,690	1,689
<b>Total expenses</b>	1,715,001	674,728	636,055
<b>Operating Income</b>	(1,329,131)	(326,112)	(269,173)
<b>Other financing sources (uses)</b>			
Interest Income	79,800	79,816	155,236
Interest Expense	0	0	0
Other	1,219,800	144,818	146,349
<b>Net other financing sources (uses)</b>	1,299,600	224,634	301,585
<b>Net change in fund balances</b>	(29,531)	(101,478)	32,412

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**City and Borough of Sitka**

**SPECIAL REVENUE FUND**

**FISCAL YEAR 2012**

**Operating Budget**

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

**FUND: 171 - SE Alaska Economic Development Fund**

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3151.004	Misc. - Grant Revenue	\$ -	\$ -	\$ -	\$ -
3610.000	Interest Income	\$ 217,356	\$ 185,000	\$ 172,779	\$ 170,494
3612.000	Change in FMV - Investment	\$ -	\$ -	\$ -	\$ -
3807.000	Principal	\$ -	\$ 526,682	\$ 488,589	\$ 382,712
	<b>Total Revenues:</b>	<b>\$ 217,356</b>	<b>\$ 711,682</b>	<b>\$ 661,368</b>	<b>\$ 553,206</b>

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
	<b><u>Non-personnel Operation Outlays</u></b>				
5203.001	Electric	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/ Purchased Services	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
7200.000	Transfer to Other Funds	\$ 280,157	\$ 150,000	\$ 131,418	\$ 144,800
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 280,157</b>	<b>\$ 150,000</b>	<b>\$ 131,418</b>	<b>\$ 144,800</b>
	<b>Total Expenditures:</b>	<b>\$ 280,157</b>	<b>\$ 150,000</b>	<b>\$ 131,418</b>	<b>\$ 144,800</b>
	<b>INCREASE IN WORKING CAPITAL / RESERVES</b>	<b>\$ (62,801)</b>	<b>\$ 561,682</b>	<b>\$ 529,950</b>	<b>\$ 408,406</b>



City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

**FUND: 410 - Revolving Fund**

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3610.000	Interest Income	\$ 38,229	\$ 34,100	\$ 34,644	\$ 31,900
3612.000	Change in FMV- Investment	\$ -	\$ -	\$ -	\$ -
3807.000	Miscellaneous	\$ 256	\$ -	\$ -	\$ -
3902.000	Assessments - Principal	\$ 29,276	\$ 16,000	\$ 16,414	\$ 13,200
3850.000	Transfers In From Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Revenues:</b>	<b>\$ 67,761</b>	<b>\$ 50,100</b>	<b>\$ 51,058</b>	<b>\$ 45,100</b>

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
	<b><u>Non-personnel Operation Outlays</u></b>				
5231.000	Credit Card Expense	\$ 96	\$ 200	\$ -	\$ 200
7200.000	Interfund Transfers - Gen. Fund	\$ 28,271	\$ 28,500	\$ 27,376	\$ 27,400
7600.000	Advances to Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 28,366</b>	<b>\$ 28,700</b>	<b>\$ 27,376</b>	<b>\$ 27,600</b>
	<b>Total Expenditures:</b>	<b>\$ 28,366</b>	<b>\$ 28,700</b>	<b>\$ 27,376</b>	<b>\$ 27,600</b>
	<b>INCREASE IN WORKING CAPITAL / RESERVES</b>	<b>\$ 39,394</b>	<b>\$ 21,400</b>	<b>\$ 23,682</b>	<b>\$ 17,500</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

FUND: 420 - Guarantee Fund

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3610.000	Interest Income	\$ 8,504	\$ 8,700	\$ 7,894	\$ 7,800
3612.000	Change in FMV - Investment	\$ -	\$ -	\$ -	\$ -
3906.000	Advance from Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Revenues:</b>	<b>\$ 8,504</b>	<b>\$ 8,700</b>	<b>\$ 7,894</b>	<b>\$ 7,800</b>

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
7200.000	Transfer to Other Funds - Gen Fund	\$ 8,504	\$ 8,700	\$ 7,894	\$ 7,800
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 8,504</b>	<b>\$ 8,700</b>	<b>\$ 7,894</b>	<b>\$ 7,800</b>
	<b>Total Expenditures:</b>	<b>\$ 8,504</b>	<b>\$ 8,700</b>	<b>\$ 7,894</b>	<b>\$ 7,800</b>
	<b>INCREASE IN WORKING CAPITAL / RESERVES</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

FUND: 440 - Rowe Trust Fund

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3610.000	Interest Income	\$ 5,635	\$ 5,820	\$ 5,179	\$ 5,320
3612.000	Change in FMV - Investment	\$ -	\$ -	\$ -	\$ -
3809.000	Donations	\$ -	\$ -	\$ -	\$ -
	<b>Total Revenues:</b>	<b>\$ 5,635</b>	<b>\$ 5,820</b>	<b>\$ 5,179</b>	<b>\$ 5,320</b>

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
5206.000	Supplies	\$ 2,133	\$ 1,600	\$ 2,676	\$ 2,600
5223.000	Tools & Small Equipment	\$ -	\$ -	\$ -	\$ -
5240.000	Books	\$ 401	\$ 4,000	\$ 2,185	\$ 2,600
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 2,535</b>	<b>\$ 5,600</b>	<b>\$ 4,861</b>	<b>\$ 5,200</b>
	<b>Total Expenditures:</b>	<b>\$ 2,535</b>	<b>\$ 5,600</b>	<b>\$ 4,861</b>	<b>\$ 5,200</b>
	<b>INCREASE IN WORKING CAPITAL / RESERVES</b>	<b>\$ 3,100</b>	<b>\$ 220</b>	<b>\$ 318</b>	<b>\$ 120</b>

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

FUND: 500 - Library Endowment Fund

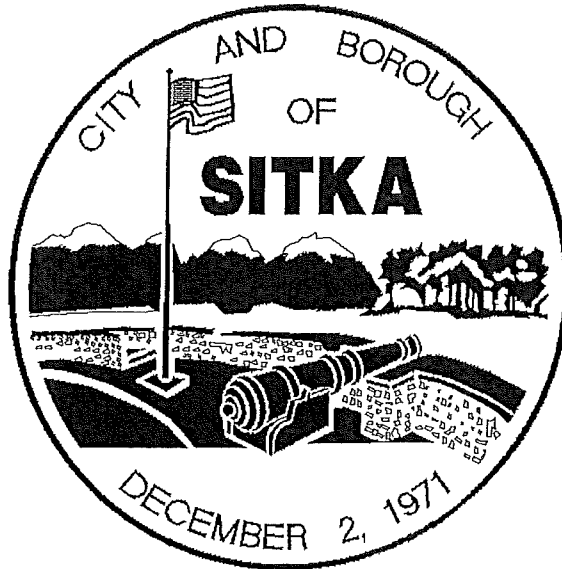
Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3610.000	Interest Income	\$ 5,496	\$ 5,600	\$ 5,167	\$ 5,400
3612.000	Change in FMV - Investment	\$ -	\$ -	\$ -	\$ -
3809.000	Donations	\$ 4,607	\$ -	\$ 3,440	\$ -
	<b>Total Revenues:</b>	<b>\$ 10,103</b>	<b>\$ 5,600</b>	<b>\$ 8,607</b>	<b>\$ 5,400</b>

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
5223.000	Tools & Small Equipment	\$ 650	\$ -	\$ -	\$ -
5240.000	Books	\$ 294	\$ 4,000	\$ 3,444	\$ 4,000
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 944</b>	<b>\$ 4,000</b>	<b>\$ 3,444</b>	<b>\$ 4,000</b>
	<b>Total Expenditures:</b>	<b>\$ 944</b>	<b>\$ 4,000</b>	<b>\$ 3,444</b>	<b>\$ 4,000</b>
	<b>INCREASE IN WORKING CAPITAL / RESERVES</b>	<b>\$ 9,159</b>	<b>\$ 1,600</b>	<b>\$ 5,163</b>	<b>\$ 1,400</b>



**City and Borough of Sitka**

**PERMANENT FUND**

**FISCAL YEAR 2012**

**Operating Budget**

City and Borough of Sitka  
Sitka, Alaska

FY 2012 Budget

**FUND: 400 - Permanent Fund**

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
3610.000	Interest Income	\$ 352,204	\$ 351,000	\$ 308,220	\$ 331,000
3612.000	Change in FMV - Investment	\$ -	\$ -	\$ -	\$ -
3615.000	Gain On Investment Security	\$ 69,760	\$ 1,230,000	\$ 2,301,623	\$ 1,225,000
3620.000	Sales of Land	\$ 16,500	\$ -	\$ -	\$ -
3950.000	Transfers In From Other Funds	\$ -	\$ -	\$ -	\$ -
	<b>Total Revenues:</b>	<b>\$ 438,464</b>	<b>\$ 1,581,000</b>	<b>\$ 2,609,843</b>	<b>\$ 1,556,000</b>

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2010 Actual</u>	<u>2011 Budget</u>	<u>2011 Projections</u>	<u>2012 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
5231.000	Credit Card Expenses	\$ 40	\$ -	\$ -	\$ -
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
7200.000	Transfer to Other Funds	\$ 1,275,274	\$ 1,113,944	\$ 1,113,944	\$ 1,048,898
	<b>Total Non-personnel Operating Outlays:</b>	<b>\$ 1,275,314</b>	<b>\$ 1,113,944</b>	<b>\$ 1,113,944</b>	<b>\$ 1,048,898</b>
	<b>Total Expenditures:</b>	<b>\$ 1,275,314</b>	<b>\$ 1,113,944</b>	<b>\$ 1,113,944</b>	<b>\$ 1,048,898</b>
	<b>INCREASE IN WORKING CAPITAL / RESERVES</b>	<b>\$ (836,850)</b>	<b>\$ 467,056</b>	<b>\$ 1,495,899</b>	<b>\$ 507,102</b>



CEO: Hugh Hallgren

209 Moller Avenue  
Sitka AK 99835  
(907) 747-3241

## **BUDGET 2011 - 2012**

*Approved by the Hospital Board May 26, 2011*

SITKA COMMUNITY HOSPITAL  
FY 2011/2012 BUDGET  
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209 MOLLER AVENUE  
SITKA, ALASKA 99835

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May 12, 2011

Board of Directors  
Sitka Community Hospital  
209 Moller Avenue Sitka, AK 99835

Dear Hospital Board Members:

The proposed budget for fiscal year ending June 30, 2012 for Sitka Community Hospital is attached for your review and discussion. The budget process this year has continued to be very challenging due to the addition of two physicians to the staff and the pending addition of a third that will open up our starting obstetrical services again. Given this and our continuing to look for other services and adding additional specialists into the visiting physician mix Ms. Ida Eliason, Accounting Manager, and I have constructed this budget in a somewhat more optimistic approach than last year. Directors and managers prepared departmental and division budgets with input from the medical staff both from an operational as well as a capital equipment perspective. There was no rate increase last year and this year a 5% overall increase is being budgeted. QHR is again doing their QRate Analysis to optimize the rate increases which add to the net revenue of the Hospital. We are also again comparing ourselves to other facilities for individual charge rates. We are also doing a charging review through the Hospital Association that will determine if we are providing services we could be billing for but are not. The budget is built around the probable increase in utilization having hired or about to hire new Physicians, adding additional Specialists to the Visiting Clinic beginning obstetrical services and the continued growth of the practices of the general surgeon and Mountainside Clinic. A \$200,000 income from operations is being budgeted with there being some wiggle room hopefully. This provides enough cash flow for operations and hopefully will have funds to put toward most of the capital equipment budget.

Fiscal year 2011 continued the model of a year with many changes. The Hospital has had to bring on additional physicians to provide ER coverage as Sitka Medical Center has had physicians leave or not be able to provide ER coverage. We are again in a situation where we may need additional Physicians to cover the needs of the community. SCH now provides a Certified Diabetic Program. The open position list is very small and currently there are no open nursing positions on the patient units but it does appear we will have another open position in Surgery. This budget does include expenses and capital for moving toward an electronic health record. We continue to look for and analyze opportunities to provide additional services that can support themselves. Long Term Care utilization has moved around a little this year so the budget for next year reflects an average daily census of 11.5. We currently have 12 residents.


Other areas that will impact Hospital operations in 2012 are a 5% increase in supplies purchased locally, 2% to 3% increase in the cost of supplies and services from outside vendors and increases for employee and community wellness and relations programs. The Hospital experienced a 17% increase in health insurance rates and with the changes in coverage an overall 25% increase is being budgeted. Since it has been a couple of years since there has been an increase to scale that is budgeted in this year. We also did a position equalization analysis to see where we may not be competitive and have adjusted some positions accordingly. This increase will take effect the first pay period ending in July and amounts to an average of 2.75%. Additionally staff will be provided their step increases on their anniversary date and with an acceptable performance review. Overall, just due to salary increases, salaries will go up approximately 4%. Most of the additional salary increase is due to additional physicians. Traveler expense is forever optimistic as currently there are only 2 travelers in house.

City Capital support is budgeted at \$154,546 per the City and Tobacco Tax Receipts are estimated at \$450,000. These funds will be used to pay down the line of credit and the revolving loan both to the City. We are also requesting \$300,000 from the City to assist in the reinstatement of obstetrical services.

Should this budget come to fruition cash flow should fund operations and the majority of our Capital Equipment budget that is not covered by grants or the City. Although there is capital equipment budgeted equipment will not be purchased unless funding is secured or the purchase is absolutely necessary. There are two major items in the Capital Equipment budget the Hospital would ask the City to finance since they own the buildings and we would probably not be able to afford the replacements/repairs. They are the roof replacement and driveway and parking areas being repaved totaling \$1,300,000. This is just keeping them in front of the City but to also inform the City they will need to fund these repairs. The roof is out of warranty by 5 years or so and the membrane is showing signs of deterioration and the driveways and parking areas definitely need to be repaved.

As previously stated this budget is optimistic, however, actual outcomes will vary. Fiscal Year 2012 will be full of challenges for Sitka Community Hospital as we move toward an electronic medical record, deal with federal healthcare reform, reinstate obstetrical services, deal with changes in the local economy and continue to grow and provide quality services to those who live in and visit Sitka.

Sincerely,



Lee W. Bennett  
Director of Fiscal Services

SITKA COMMUNITY HOSPITAL  
FY 2011/2012 Budget  
Cash Flow

NET OPERATING INCOME / (LOSS)	\$ 201,164
ADD BACK: DEPRECIATION	<u>\$ 873,060</u>
CASH FLOW FROM OPERATIONS	\$ 1,074,224
CITY CAPITAL SUPPORT	\$ 154,546
OTHER NON-PATIENT REVENUE	\$ 99,000
TAX ON TOBACCO PRODUCTS	\$ 450,000
DECREASE IN DEBT OBLIGATIONS TO CITY	\$ (450,000)
CAPITAL EQUIPMENT PURCHASES	<u>\$ (888,291)</u>
NET CASH FLOW	<u>\$ 439,479</u>

SITKA COMMUNITY HOSPITAL  
CITY BUDGET SUMMARY  
FY2011/2012 BUDGET

REVENUE

From Operations	19,929,413
From Other Non-Patient Revenue	<u>99,000</u>
Total Revenue	<u><u>\$20,028,413</u></u>

EXPENSE

Wages and Salaries	9,157,443
Benefits	4,288,498
Operating Expense	<u>5,409,249</u>
Subtotal	<u>18,855,190</u>

City Funded Capital Outlay	154,546
From Tobacco Tax Revenue	<u>450,000</u>
Subtotal	<u>604,546</u>

To / (From) Reserve	<u>1,777,770</u>
Total Expenses & Reserves w/o Depreciation	<u><u>\$20,028,413</u></u>

4CAST FY 11/12  
SITKA COMM. HOSPITAL STATISTICAL & REVENUE PROJECTIONS

	FY 08/09	FY 09/10	7 MONTHS FY 10/11	ANNUALIZED FY 10/11	BASED ON		PROPOSED RATES
					ADMIN 4CAST FY 11/12	5.0% INCL RATE INCREASES	
ROUTINE LVL I DAYS	485	430	187	321	355		\$1,481
ROUTINE LVL II DAYS	220	322	196	336	340		\$1,919
ROUTINE LVL III DAYS	41	25	16	27	30		\$2,634
SWINGBED DAYS	605	615	364	624	630		\$1,067
OB LVL I DAYS	49	0	0	0	30		\$1,481
OB LVL III DAYS	3	0	0	0	0		\$2,634
NEWBORN LVL I DAYS	44	0	0	0	25		\$663
NEWBORN LVL III DAYS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		\$2,634
TOTAL DAYS	1,447	1,392	763	1,308	1,410		
ROUTINE ADMITS	330	252	118	202	264		
NEWBORN ADMITS	24	0	0	0	20		
SWINGBED ADMITS	<u>35</u>	<u>23</u>	<u>17</u>	<u>29</u>	<u>32</u>		
TOTAL ADMITS	389	275	135	231	316		
ROUTINE DISCHARGES	330	251	119	204	232		
NEWBORN DISCHARGES	24	0	0	0	20		
SWINGBED DISCHARGES	<u>36</u>	<u>23</u>	<u>17</u>	<u>29</u>	<u>32</u>		
TOTAL DISCHARGES	390	274	136	233	284		
TOTAL ADULT DAYS	1,403	1,392	763	1,308	1,385		
TOTAL ADULT ADMITS	365	275	135	231	296		
TOTAL ADULT DISCHARGES	366	274	136	233	264		
% OCCUPANCY	54.38%	53.95%	29.57%	29.86%	31.62%		
ROUTINE L.O.S.	2.42	3.08	3.38	3.39	2.86		
NEWBORN L.O.S.	1.83	#DIV/0!	#DIV/0!	#DIV/0!	1.25		
SWING L.O.S.	17.29	26.74	21.41	21.52	19.69		
REVENUE:							
ROUTINE LVL I & II DAYS	987,410	1,197,736	620,548	1,063,797	1,122,070	1,178,215	
ROUTINE MD	94,861	100,501	0	0	0	0	
ISOLATION REVENUE (n/a)	0	0	0	0	0	0	
ROUTINE/OB/NB LVL III DAYS	100,364	62,725	40,144	68,818	75,270	79,020	
SWINGBED DAYS	557,832	621,792	369,824	633,984	640,080	672,210	
SWINGBED MD	23,228	12,148	6,060	10,388	0	0	
SWING BED MD I/P	0	0	0	0	0	0	
OB LVL I DAYS	62,818	0	0	0	42,300	44,430	
NURSERY I/P REVENUE	27,906	0	0	0	15,775	16,575	
NURSERY MD I/P REVENUE	0	0	0	0	0	0	
RESPIRE CARE	<u>0</u>	2,453	0	<u>0</u>	<u>0</u>	<u>0</u>	\$234
TOTAL	1,854,419	1,997,355	1,036,576	1,776,987	1,895,495	1,990,450	
LONG TERM CARE:							
ICF & SNF DAYS	<u>4,447</u>	<u>3,854</u>	<u>2,586</u>	<u>4,433</u>	<u>4,380</u>		
TOTAL DAYS	4,447	3,854	2,586	4,433	4,380		
REVENUE							
LTC ROOM REVENUE	3,509,564	3,371,724	2,209,272	3,787,323	3,807,315	3,995,655	\$912
LTC MD REVENUE	16,040	5,369	0	0	0	0	
LTC MD REVENUE	<u>0</u>	0	0	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL	3,525,604	3,377,093	2,209,272	3,787,323	3,807,315	3,995,655	
DELIVERIES:							
NORMAL	17	0	0	0	16		\$1,285
C-SECTION	<u>6</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>5</u>		\$1,169
TOTAL DELIVERIES	23	0	0	0	21		

4CAST FY 11/12  
SITKA COMM. HOSPITAL STATISTICAL & REVENUE PROJECTIONS

	FY 08/09	FY 09/10	7 MONTHS FY 10/11	ANNUALIZED FY 10/11	BASED ON ADMIN 4CAST FY 11/12	5.0% INCL RATE INCREASES	PROPOSED RATES
%C-SECTIONS REVENUE	0.2609	#DIV/0!	#DIV/0!	#DIV/0!	0.2381		
BIRTHING/DEL I/P REVENUE	38,215	0	0	0	56,527	59,353	5.0%
BIRTHING/DEL O/P REVENUE	9,161	11,815	7,238	12,408	13,479	14,153	5.0%
BIRTHING/DEL MD I/P REVENUE	0	0	0	0	0	0	5.0%
TOTAL	47,375	11,815	7,238	12,408	70,005	73,505	
<b>LAB PROCEDURES:</b>							
INPATIENT	5,043	4,093	2,115	3,626	4,165		
OUTPATIENT	16,201	17,447	9,687	16,606	17,700		
LTC	0	1	0	0	0		
<b>REF LAB PROCEDURES:</b>							
INPATIENT	223	319	151	259	297		
OUTPATIENT	2,363	2,168	1,024	1,755	2,016		
LTC	0	0	0	0	0		
TOTAL LAB	23,830	24,028	12,977	22,246	24,178		
<b>REVENUE:</b>							
LAB I/P	459,892	471,492	282,140	483,669	555,566	583,344	5.0%
LAB O/P	1,253,069	1,541,571	959,392	1,644,672	1,753,023	1,840,674	5.0%
LAB LTC	(105)	107	0	0	0	0	5.0%
LAB REF TEST I/P	23,734	47,885	20,238	34,694	39,784	41,773	5.0%
LAB REF TEST O/P	268,764	322,093	129,550	222,085	255,113	267,869	5.0%
LAB REF TEST LTC	0	0	0	0	0	0	5.0%
TOTAL	2,005,353	2,383,146	1,391,320	2,385,120	2,603,486	2,733,660	
<b>IMAGING PROCEDURES:</b>							
INPATIENT	254	160	74	127	150		
OUTPATIENT	2,972	2,911	1,200	2,057	2,347		
LTC	0	0	1	2	0		
TOTAL IMAGING	3,226	3,071	1,275	2,186	2,497		
<b>REVENUE:</b>							
INPATIENT	62,463	50,801	27,901	47,830	56,492	59,317	5.0%
INPATIENT RADIOLOGIST	0	0	0	0	0	0	5.0%
OUTPATIENT	558,053	645,683	384,354	658,892	751,784	789,373	5.0%
OUTPATIENT RADIOLOGIST	275	101	0	0	0	0	5.0%
LTC	0	0	0	0	0	0	5.0%
LTC RADIOLOGIST	0	0	0	0	0	0	5.0%
TOTAL	620,790	696,585	412,255	706,722	808,276	848,690	

4CAST FY 11/12  
SITKA COMM. HOSPITAL STATISTICAL & REVENUE PROJECTIONS

	FY 08/09	FY 09/10	7 MONTHS FY 10/11	ANNUALIZED FY 10/11	BASED ON ADMIN 4CAST FY 11/12	5.0% INCL RATE INCREASES	PROPOSED RATES
<b>CAT SCAN PROCEDURES:</b>							
INPATIENT	110	54	31	53	61		
OUTPATIENT	529	356	218	374	422		
LTC	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL CT	639	410	249	427	483		
<b>REVENUE:</b>							
INPATIENT	172,869	102,393	62,323	106,839	122,966	129,114	5.0%
OUTPATIENT	641,028	493,780	328,316	562,827	635,061	666,815	5.0%
LTC	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	5.0%
TOTAL	813,897	596,172	390,639	669,666	758,027	795,929	
<b>ULTRASOUND PROCEDURES:</b>							
INPATIENT	127	54	35	60	69		
OUTPATIENT	846	745	572	981	1,043		
LTC	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL US	973	799	607	1,041	1,112		
<b>REVENUE:</b>							
INPATIENT	64,867	54,051	33,393	57,245	65,832	69,123	5.0%
OUTPATIENT	381,798	479,684	398,431	683,024	726,192	762,501	5.0%
LTC	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	5.0%
TOTAL	446,665	533,735	431,824	740,269	792,023	831,624	
<b>EMERGENCY ROOM VISITS:</b>							
INPATIENT	173	127	62	106	115		
OUTPATIENT	1,666	1,847	954	1,635	1,700		
WEEKEND CLINIC	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL ER	1,839	1,974	1,016	1,741	1,815		
<b>REVENUE:</b>							
INPATIENT	115,829	93,182	44,425	76,157	82,623	86,754	5.0%
OUTPATIENT	974,513	1,096,982	443,202	759,774	789,979	829,478	5.0%
INPATIENT MD	0	0	0	0	0	0	5.0%
OUTPATIENT MD	0	0	0	0	0	0	5.0%
WEEKEND CLINIC I/P	0	0	0	0	0	0	5.0%
WEEKEND CLINIC O/P	0	0	0	0	0	0	5.0%
WEEKEND CLINIC MD I/P	0	0	0	0	0	0	5.0%
WEEKEND CLINIC MD O/P	<u>59</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	5.0%
TOTAL	1,090,401	1,190,163	487,627	835,931	872,602	916,232	
<b>MOUNTAINSIDE CLINIC:</b>							
CLINIC VISITS	5,660	4,490	3,234	5,544	6,661		
NEURO VISITS	<u>63</u>	<u>1</u>	<u>127</u>	<u>218</u>			
TOTAL	5,723	4,491	3,361	5,762	6,661		
<b>REVENUE:</b>							
HOSP CLINIC IP REVENUE	63,223	71,432	159,272	273,038	328,049	328,049	0.0%
HOSP CLINIC O/P REVENUE	356,047	392,574	888,595	1,523,306	1,830,220	1,830,220	0.0%
HOSP CLINIC MD IP REVENUE	(2,850)	2,868	4,128	7,076	0	0	0.0%
HOSP CLINIC MD OP REVENUE	819,095	741,378	419,162	718,563	863,338	863,338	0.0%
HOSP CLINIC MD LTC REVENUE	0	0	0	0	0	0	0.0%
HOSP CLINIC NEURO IP REV	455	0	(560)	0	0	0	0.0%
HOSP CLINIC NEURO OP REV	23,255	173	(6,727)	0	0	0	0.0%
HOSP CLINIC NEURO LTC REV	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	0.0%
TOTAL	1,259,225	1,208,424	1,463,870	2,521,983	3,021,608	3,021,607	

4CAST FY 11/12  
SITKA COMM. HOSPITAL STATISTICAL & REVENUE PROJECTIONS

	FY 08/09	FY 09/10	7 MONTHS FY 10/11	ANNUALIZED FY 10/11	BASED ON		
					ADMIN 4CAST FY 11/12	5.0% INCL RATE INCREASES	PROPOSED RATES
<b>PHYSICAL THERAPY:</b>							
	UNITS	UNITS	UNITS	UNITS	UNITS		
INPATIENT	1,250	1,704	773	1,325	1,522		
OUTPATIENT	10,579	10,288	4,284	7,344	8,711		
LTC	<u>179</u>	<u>109</u>	<u>59</u>	<u>101</u>	<u>110</u>		
TOTAL PT	12,008	12,101	5,116	8,770	10,343		
<b>REVENUE:</b>							
REHAB I/P	104,953	167,147	89,109	152,757	175,469	184,242	5.0%
REHAB O/P	806,464	847,540	448,343	768,587	911,651	957,233	5.0%
REHAB LTC	9,949	11,572	8,044	13,789	15,018	15,769	5.0%
OCCUPAT THER I/P	42,156	73,185	35,262	60,449	69,437	72,908	5.0%
OCCUPAT THER O/P	85,312	74,699	10,333	17,714	21,011	22,062	5.0%
OCCUPAT THER LTC	15,667	17,751	6,667	11,429	12,447	13,070	5.0%
SPEECH THER I/P	7,189	11,541	15,447	26,481	30,418	31,939	5.0%
SPEECH THER O/P	47,261	36,746	29,203	50,062	59,380	62,349	5.0%
SPEECH THER LTC	431	3,832	2,051	3,515	3,828	4,020	5.0%
PHYSICAL THER I/P	5,173	1,210	893	1,530	1,757	1,845	5.0%
PHYSICAL THER O/P	116,474	111,008	21,093	36,159	42,890	45,034	5.0%
PHYSICAL THER LTC	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	5.0%
TOTAL	1,241,026	1,356,230	666,442	1,142,472	1,343,306	1,410,471	
<b>SURGERY:</b>							
INPATIENT	18	24	26	45	50		
OUTPATIENT	<u>235</u>	<u>300</u>	<u>228</u>	<u>391</u>	<u>534</u>		
TOTAL VISITS	253	324	254	436	584		
<b>REVENUE:</b>							
INPATIENT	61,190	68,647	81,948	140,482	156,091	163,896	5.0%
INPATIENT MD	12,221	14,812	0	0	0	0	5.0%
OUTPATIENT	486,224	682,981	537,162	920,849	1,257,630	1,320,512	5.0%
OUTPATIENT MD	54,996	83,786	0	0	0	0	5.0%
LTC REV	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	5.0%
TOTAL	614,631	850,225	619,110	1,061,331	1,413,721	1,484,408	
<b>RECOVERY:</b>							
INPATIENT	18	24	26	45	50		
OUTPATIENT	<u>235</u>	<u>300</u>	<u>228</u>	<u>391</u>	<u>534</u>		
TOTAL VISITS	253	324	254	436	584		
<b>REVENUE:</b>							
RECV-SURGERY I/P	5,490	6,878	9,443	16,188	17,987	18,886	5.0%
RECV-SURGERY O/P	45,300	66,060	54,693	93,759	128,049	134,451	5.0%
RECV-NURSING I/P	108	1,411	0	0	0	0	5.0%
RECV-NURSING O/P	9,117	19,539	10,013	17,165	23,443	24,615	5.0%
RECV-SURGERY LTC O/P	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	5.0%
TOTAL	60,015	93,888	74,149	127,112	169,479	177,952	
<b>ANESTHESIA:</b>							
INPATIENT	18	24	26	45	50		
OUTPATIENT	<u>235</u>	<u>300</u>	<u>228</u>	<u>391</u>	<u>534</u>		
TOTAL VISITS	253	324	254	436	584		
<b>REVENUE:</b>							
ANESTHESIA I/P	40,550	36,903	49,998	85,711	95,234	99,996	5.0%
ANESTHESIA O/P	247,481	344,244	256,666	439,999	600,919	630,965	5.0%
ANESTHESIA LTC	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	5.0%
TOTAL	288,030	381,147	306,664	525,710	696,153	730,961	



4CAST FY 11/12  
SITKA COMM. HOSPITAL STATISTICAL & REVENUE PROJECTIONS

	FY 08/09	FY 09/10	7 MONTHS FY 10/11	ANNUALIZED FY 10/11	BASED ON ADMIN 4CAST FY 11/12	5.0% INCL RATE INCREASES	PROPOSED RATES
<b>OBSERVATIONS/TREATMENT:</b>							
OBSERVATION HRS	3,016	3,994	1,797	3,081	3,100		
TREATMENT HRS	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL HRS	3,016	3,994	1,797	3,081	3,100		
<b>REVENUE:</b>							
OBSERVATION I/P	48,525	5,053	3,760	6,445	6,485	6,809	5.0%
OBSERVATION I/P MD	3,818	845	0	0	0	0	5.0%
OBS	403,247	601,053	300,230	514,679	517,853	543,746	5.0%
TRMT	0	0	0	0	0	0	5.0%
OBS/TRMT O/P MD	<u>30,822</u>	29,426	0	<u>0</u>	<u>0</u>	<u>0</u>	5.0%
TOTAL	486,411	636,377	303,989	521,124	524,338	550,555	
<b>INFUSION THERAPY:</b>							
INFUSION VISITS	<u>242</u>	<u>241</u>	<u>167</u>	<u>286</u>	<u>300</u>		
TOTAL INFUSION	242	241	167	286	300		
<b>REVENUE:</b>							
INFUSION SRVCS I/P	531	0	2,262	3,878	<u>0</u>	0	5.0%
INFUSION SRVCS O/P	<u>103,223</u>	146,291	74,861	<u>128,332</u>	<u>134,614</u>	<u>141,345</u>	5.0%
TOTAL	103,223	146,291	74,861	128,332	134,614	141,345	
<b>MNT DSME/T</b>							
DIETICIAN VISITS	N/A	N/A	39	29	50	60	
DIABETIC VISITS		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>		
TOTAL DIETICIAN		39	29	50	60		
<b>MNT DSME/T I/P REVENUE</b>							
MNT DSME/T O/P REVENUE		9,726	6,257	10,725	12,870	13,514	5.0%
MNT DSME/T LTC REVENUE		0	0	<u>0</u>	0	<u>0</u>	5.0%
TOTAL	-	9,726	6,257	10,725	12,870	13,514	
<b>HOME HEALTH VISITS:</b>							
NURSING	186	290	189	324	350		
PHYSICAL THERAPY	100	75	106	182	200		
SPEECH THERAPY	14	0	0	0	0		
OCCUPATIONAL THERAPY	8	88	14	24	75		
HOME HEALTH AIDE	<u>71</u>	<u>44</u>	<u>74</u>	<u>127</u>	<u>75</u>		
TOTAL VISITS	379	497	383	657	700		
<b>REVENUE BY VISIT:</b>							
NURSING	42,408	73,041	47,690	81,754	79,800	83,650	\$239
PHYSICAL THERAPY	25,553	20,850	29,746	50,993	50,600	53,200	\$266
SPEECH THERAPY	2,024	0	0	0	0	0	\$266
OCCUPATIONAL THERAPY	3,289	24,742	3,614	6,195	18,975	19,950	\$266
HOME HEALTH AIDE	7,526	5,265	<u>7,814</u>	13,395	<u>7,950</u>	<u>8,325</u>	\$111
SUBTOTAL	80,800	123,898	88,864	152,337	157,325	165,125	
TOTAL	80,800	123,898	88,864	152,337	157,325	165,125	
<b>PHARMACY LINE ITEMS:</b>							
INPATIENT	23,011	21,231	10,961	18,790	19,035		
OUTPATIENT	23,367	20,147	14,957	25,641	26,925		
LTC	<u>1,740</u>	<u>1,725</u>	<u>252</u>	<u>432</u>	<u>500</u>		
TOTAL PHARM	48,118	43,103	26,170	44,863	46,460		
<b>REVENUE:</b>							
PHARMACY I/P	434,416	381,839	195,565	335,255	339,626	339,626	
PHARMACY O/P	699,581	727,062	447,508	767,157	805,573	805,573	
PHARMACY LTC	<u>6,238</u>	8,888	2,832	<u>4,855</u>	<u>5,619</u>	<u>5,619</u>	
TOTAL	1,140,234	1,117,789	645,906	1,107,267	1,150,818	1,150,818	

4CAST FY 11/12  
SITKA COMM. HOSPITAL STATISTICAL & REVENUE PROJECTIONS

	FY 08/09	FY 09/10	7 MONTHS FY 10/11	ANNUALIZED FY 10/11	BASED ON ADMIN 4CAST FY 11/12	5.0% INCL RATE INCREASES	PROPOSED RATES
<b>M/S SUPPLY REVENUE:</b>							
OUTPATIENT VISITS	20,763	18,913	11,256	19,296	19,300		
CENTRAL SUPP I/P	83,176	62,679	56,992	97,700	105,319	105,319	
CENTRAL SUPP O/P	246,414	285,520	171,634	294,229	294,290	294,290	
CENTRAL SUPP LTC	115,160	60,520	25,265	43,311	42,793	42,793	
CENTRAL SUPP I/P	69,582	8,052	13,943	23,902	25,766	25,766	
CENTRAL SUPP O/P	72,649	77,636	52,172	89,437	89,456	89,456	
CENTRAL SUPP LTC	<u>77</u>	<u>76</u>	155	<u>265</u>	<u>262</u>	<u>262</u>	
TOTAL	587,058	494,483	320,160	548,844	557,885	557,885	
<b>NURSING PROC REVENUE:</b>							
N/A	0	0	0	0	0	0	
NURSING CARE IP REV	109,865	82,872	47,005	80,580	86,864	91,207	5.0%
NURSING CARE OP REV	7,185	9,721	4,497	7,709	8,310	8,725	5.0%
LTC NURSING CARE REV	157,912	47,635	24,087	41,292	40,798	42,838	5.0%
ACUTE CARE OXY TEMP G/L	<u>0</u>	(1,410)	0	<u>0</u>	<u>0</u>	0	5.0%
TOTAL	274,962	138,817	75,589	129,581	135,972	142,770	
TOTAL PATIENT REVENUE	16,540,115	17,333,630	11,006,171	18,880,519	20,912,449	21,719,643	
<b>LAUNDRY POUNDS:</b>							
PATIENT POUNDS	76,499	78,577	49,620	85,063	86,170		
LTC POUNDS	50,211	50,679	27,539	47,210	48,000		
JAIL/FIRE HALL POUNDS	5,691	5,587	3,919	6,718	6,750		
SMC/SPT/OTH POUNDS	<u>2,794</u>	<u>2,997</u>	<u>1,124</u>	<u>1,927</u>	<u>1,750</u>		
TOTAL	135,195	137,840	82,202	140,918	142,670		
REVENUE: JAIL & SMC LAUNDRY	12,907	13,035	7,044	12,076	12,750	12,750	\$0.00
<b>MEALS:</b>							
PATIENT MEALS	7,010	5,514	2504	4,293	4,348		
LTC MEALS	11,217	9,848	6606	11,325	11,190		
EMPLOYEES	15,309	16,119	9422	16,152	16,152		
GUESTS	809	669	426	730	730		
JAIL	<u>4,506</u>	<u>4,253</u>	<u>3237</u>	<u>5,549</u>	<u>5,549</u>		
TOTAL	38,851	36,403	22,195	38,049	37,969		
<b>REVENUE:</b>							
CAFETERIA REV EMPLOYEES	82,249	87,614	51,943	89,046	89,046	89,046	
CAFETERIA MISC/ JAIL REV	47,919	41,670	26,297	45,080	45,080	45,080	
CAFETERIA REV GUESTS	<u>6,873</u>	<u>18,158</u>	6,300	<u>10,800</u>	<u>10,800</u>	<u>10,800</u>	
TOTAL	137,041	147,441	84,540	144,926	144,926	144,926	
PHY THER GYM REV:	3,948	2,418	3,785	6,489	7,500	7,500	
BIO HAZ TRMT PLANT REV:	9,971	13,157	5,974	10,241	10,000	10,000	
VISIT PHY CLINIC REV:	6,450	6,219	4,486	7,691	9,000	9,000	
HM HEALTH LIFELINE REV:	11,120	11,030	2,570	4,406	0	0	
TOTAL NONPATIENT REV:	181,437	193,299	<del>108,400</del> <b>-360</b>	185,829	184,176	184,176	

4CAST FY 11/12  
SITKA COMM. HOSPITAL STATISTICAL & REVENUE PROJECTIONS

	FY 08/09	FY 09/10	7 MONTHS FY 10/11	ANNUALIZED FY 10/11	BASED ON ADMIN 4CAST FY 11/12	5.0% INCL RATE INCREASES	PROPOSED RATES
REVENUE:							
INPATIENT	3,882,053	3,814,529	2,271,461	3,894,893	4,313,786	4,489,715	
OUTPATIENT	8,827,661	10,001,354	6,464,857	11,094,450	12,683,453	13,123,415	
LTC	<u>3,830,932</u>	<u>3,527,473</u>	<u>2,278,371</u>	<u>3,905,779</u>	<u>3,928,081</u>	<u>4,120,026</u>	
TOTAL	16,540,646	17,343,356	11,014,690	18,895,122	20,925,319	21,733,157	
TOTAL REVENUE	16,722,083	17,536,655	11,123,089	19,080,951	21,109,495	21,917,333	

SITKA COMMUNITY HOSPITAL  
STATEMENT OF REVENUE & EXPENSES  
FY2011/2012 BUDGET  
WITHOUT DEPRECIATION EXPENSE

	ACTUAL YTD 02/28/11	ESTIMATED 06/30/11	BUDGET 06/30/11	BUDGET 06/29/12
INPATIENT	2,436,721	3,655,083	4,111,622	4,489,715
OUTPATIENT	7,164,915	10,747,373	11,789,133	13,123,415
LTC	<u>2,611,696</u>	<u>3,917,546</u>	<u>3,831,986</u>	<u>4,120,026</u>
GROSS REVENUE	12,213,332	18,320,002	19,732,741	21,733,157
CHARITY CARE	(318,462)	(477,693)	(400,000)	(523,830)
CONTRACTUAL ADJUSTMENTS	(903,272)	(1,354,906)	(1,577,998)	(1,491,089)
NET PATIENT REVENUE	10,991,598	16,487,403	17,754,743	19,718,237
OTHER	<u>142,854</u>	<u>214,281</u>	<u>247,010</u>	<u>211,176</u>
TOTAL OPERATION REVENUE	11,134,452	16,701,684	18,001,753	19,929,413
SALARIES	5,497,301	8,246,471	7,952,071	9,157,443
EMPLOYEE BENEFITS	2,469,079	3,703,659	3,727,685	4,288,498
SUPPLIES	820,862	1,236,929	1,223,755	1,280,634
BAD DEBT	205,071	307,606	633,000	698,000
PURCHASED SERVICES	535,365	799,823	887,478	833,383
PROFESSIONAL SERVICE	524,960	787,440	918,585	599,590
DEPRECIATION	0	0	0	0
UTILITIES	258,402	387,604	366,854	435,591
REPAIRS & MAINTENANCE	357,186	535,145	356,494	590,015
INSURANCE	98,283	147,423	193,000	164,158
RENTAL AND LEASES	170,658	255,986	295,335	115,500
TRAVELER SERVICES	158,307	237,462	118,400	104,500
OTHER EXPENSE	68,386	102,389	107,155	116,951
MINOR EQUIPMENT	112,957	169,438	226,019	196,573
TRAINING AND EDUCATION	34,917	52,375	103,054	171,995
COLLECTION FEE	37,646	56,469	69,954	56,500
ADVERTISING	26,966	40,450	24,000	42,359
RECRUITMENT AND RELOCATION	<u>24,550</u>	<u>36,690</u>	<u>5,500</u>	<u>3,500</u>
TOTAL OPER EXPENSE	11,400,894	17,103,359	17,208,339	18,855,190
OPERATING INCOME / (LOSS)	(266,443)	(401,675)	793,414	1,074,224
NON OPERATING REVENUE/EXPENSE				
DONATIONS	38,584	57,876	25,000	25,000
GRANT REVENUE	174,366	261,550	150,000	50,000
INTEREST REVENUE	18,438	27,657	30,000	25,000
LOSS/GAIN SALE OF ASSETS	(971)	(1,457)	0	0
INTEREST EXPENSE	<u>(1,611)</u>	<u>(1,823)</u>	<u>(13,481)</u>	<u>(1,000)</u>
NON OPERATING REVENUE/EXPENSE	228,806	343,803	191,519	99,000
INCOME / (LOSS) BEFORE TRANSFERS	(37,637)	(57,872)	984,933	1,173,224
TRANSFERS IN				
CITY SUPPORT - CAPITAL	213,216	319,824	140,000	154,546
CITY SUPPORT - TOBACCO TAX	<u>298,362</u>	<u>447,542</u>	<u>400,000</u>	<u>450,000</u>
TOTAL TRANSFERS IN	511,578	767,366	540,000	604,546
NET INCOME / (LOSS)	473,941	709,494	1,524,933	1,777,770

SITKA COMMUNITY HOSPITAL  
STATEMENT OF REVENUE & EXPENSES  
FY2011/2012 BUDGET  
*WITH DEPRECIATION EXPENSE*

	ACTUAL YTD 02/28/11	ESTIMATED 06/30/11	BUDGET 06/30/11	BUDGET 06/29/12
INPATIENT	2,436,721	3,655,083	4,111,622	4,489,715
OUTPATIENT	7,164,915	10,747,373	11,789,133	13,123,415
LTC	<u>2,611,696</u>	<u>3,917,546</u>	<u>3,831,986</u>	<u>4,120,026</u>
GROSS REVENUE	12,213,332	18,320,002	19,732,741	21,733,157
CHARITY CARE	(318,462)	(477,693)	(400,000)	(523,830)
CONTRACTUAL ADJUSTMENTS	<u>(903,272)</u>	<u>(1,354,906)</u>	<u>(1,577,998)</u>	<u>(1,491,089)</u>
NET PATIENT REVENUE	10,991,598	16,487,403	17,754,743	19,718,237
OTHER	<u>142,854</u>	<u>214,281</u>	<u>247,010</u>	<u>211,176</u>
TOTAL OPERATION REVENUE	11,134,452	16,701,684	18,001,753	19,929,413
SALARIES	5,497,301	8,246,471	7,952,071	9,157,443
EMPLOYEE BENEFITS	2,469,079	3,703,659	3,727,685	4,288,498
SUPPLIES	820,862	1,236,929	1,223,755	1,280,634
BAD DEBT	205,071	307,606	633,000	698,000
PURCHASED SERVICES	535,365	799,823	887,478	833,383
PROFESSIONAL SERVICE	524,960	787,440	918,585	599,590
DEPRECIATION	581,336	872,004	787,809	873,060
UTILITIES	258,402	387,604	366,854	435,591
REPAIRS & MAINTENANCE	357,186	535,145	356,494	590,015
INSURANCE	98,283	147,423	193,000	164,158
RENTAL AND LEASES	170,658	255,986	295,335	115,500
TRAVELER SERVICES	158,307	237,462	118,400	104,500
OTHER EXPENSE	68,386	102,389	107,155	116,951
MINOR EQUIPMENT	112,957	169,438	226,019	196,573
TRAINING AND EDUCATION	34,917	52,375	103,054	171,995
COLLECTION FEE	37,646	56,469	69,954	56,500
ADVERTISING	26,966	40,450	24,000	42,359
RECRUITMENT AND RELOCATION	<u>24,550</u>	<u>36,690</u>	<u>5,500</u>	<u>3,500</u>
TOTAL OPER EXPENSE	11,982,230	17,975,363	17,996,148	19,728,250
OPERATING INCOME / (LOSS)	(847,779)	(1,273,679)	5,605	201,164
NON OPERATING REVENUE/EXPENSE				
DONATIONS	38,584	57,876	25,000	25,000
GRANT REVENUE	174,366	261,550	150,000	50,000
INTEREST REVENUE	18,438	27,657	30,000	25,000
LOSS/GAIN SALES OF ASSETS	(971)	(1,457)	0	0
INTEREST EXPENSE	<u>(1,611)</u>	<u>(1,823)</u>	<u>(13,481)</u>	<u>(1,000)</u>
NON OPERATING REVENUE/EXPENSE	228,806	343,803	191,519	99,000
INCOME / (LOSS) BEFORE TRANSFERS	(618,973)	(929,876)	197,124	300,164
TRANSFERS IN				
CITY SUPPORT - CAPITAL	213,216	319,824	140,000	154,546
CITY SUPPORT - TOBACCO TAX	<u>298,362</u>	<u>447,542</u>	<u>400,000</u>	<u>450,000</u>
TOTAL TRANSFERS IN	511,578	767,366	540,000	604,546
NET INCOME / (LOSS)	(107,395)	(162,510)	737,124	904,710

SITKA COMMUNITY HOSPITAL FTE COMPARISON  
 FY2011/2012

WORKED JC	JC DESC	ACTUAL 04/23/11	06/30/11 BUDGET	ACT/BUD 11 DIFF	06/30/12 BUDGET	ACT11/BUD12 DIFF	BUD11/BUD12 DIFF
1	ACUTE CARE NSG	14.78	14.76	0.02	14.48	(0.30)	(0.28)
1	EMERGENCY	1.41	2.10	(0.69)	2.35	0.94	0.25
1	INFUSION SERVICES	0.77	0.50	0.27	0.79	0.02	0.29
1	BIRTHING/DEL RM	0.04	-	0.04	1.75	1.71	1.75
1	NURSING IN SVC	0.01	-	0.01	-	(0.01)	-
1	NURSING ADMIN	7.95	8.09	(0.14)	8.73	0.78	0.64
1	LONG TERM CARE	18.86	16.35	2.51	18.50	(0.36)	2.15
1	SURGERY	4.61	3.55	1.06	4.23	(0.38)	0.68
1	STERILE SERVICES	0.27	0.92	(0.65)	0.92	0.65	-
1	HOME HEALTH	1.30	1.28	0.02	1.52	0.22	0.24
1	MNT/DSMET	0.10	-	0.10	-	(0.10)	-
1	<b>DIV 1 TOTALS</b>	<b>50.10</b>	<b>47.55</b>	<b>2.55</b>	<b>53.27</b>	<b>3.17</b>	<b>5.72</b>
2	LAB	5.56	6.97	(1.98)	6.52	0.96	(0.00)
2	RADIOLOGY	5.15	6.13	(0.43)	5.44	0.29	(0.69)
2	PHYSICAL THER	5.02	6.85	(1.83)	4.52	(0.50)	(2.33)
2	<b>DIV 2 TOTALS</b>	<b>15.73</b>	<b>19.95</b>	<b>(4.22)</b>	<b>16.48</b>	<b>0.75</b>	<b>(3.47)</b>
3	DIETARY	11.58	10.91	1.68	11.70	0.12	0.79
3	LAUNDRY	2.81	2.47	0.34	2.67	(0.14)	0.20
3	HOUSEKEEPING	7.97	7.78	0.19	7.60	(0.37)	(0.18)
3	PLANT/OPER/MAIN	3.13	3.54	(0.41)	3.85	0.72	0.31
3	BIO MEDICAL	1.04	1.23	(0.19)	1.24	0.20	0.01
3	BIO HAZ/OUTSIDE	0.29	0.14	0.15	0.14	(0.15)	-
3	INFO SYS	2.06	1.80	0.26	1.81	(0.25)	0.01
3	VIDEO CONF	-	-	-	-	-	-
3	<b>DIV 3 TOTALS</b>	<b>28.88</b>	<b>27.87</b>	<b>1.01</b>	<b>29.01</b>	<b>0.13</b>	<b>1.14</b>

SITKA COMMUNITY HOSPITAL FTE COMPARISON  
 FY2011/2012

WORKED	JC DESC	ACTUAL 04/23/11	06/30/11 BUDGET	ACT/BUD 11 DIFF	06/30/12 BUDGET	ACT11/BUD12 DIFF	BUD11/BUD12 DIFF
4	CHASING	1.00	1.00	-	1.00	-	-
4	CENTRAL SVC PURCH	0.75	0.91	(0.16)	0.89	0.14	(0.02)
4	FISCAL SERVICES	4.59	5.23	(0.64)	4.85	0.26	(0.38)
4	PATIENT FINANCIAL SERVICES	11.33	11.47	(0.14)	11.04	(0.29)	(0.43)
4	HEALTH INFO MGMT	5.15	5.03	0.12	5.05	(0.10)	0.02
4	<b>DIV 4 TOTALS</b>	<b>22.82</b>	<b>23.64</b>	<b>(0.82)</b>	<b>22.83</b>	<b>0.01</b>	<b>(0.81)</b>
5	ADMINISTRATION	1.98	2.00	(0.02)	2.00	0.02	-
5	MTNSIDE CLINIC	8.79	9.70	(0.91)	10.26	1.47	0.56
5	VISIT PHYSICIAN	2.11	2.00	0.11	2.01	(0.10)	0.01
5	<b>DIV 5 TOTALS</b>	<b>12.88</b>	<b>13.70</b>	<b>(0.82)</b>	<b>14.27</b>	<b>1.39</b>	<b>0.57</b>
	<b>TOTALS</b>	<b>130.41</b>	<b>132.71</b>	<b>(2.30)</b>	<b>135.86</b>	<b>5.45</b>	<b>3.15</b>

SITKA COMMUNITY HOSPITAL BENEFIT SUMMARY - BUDGET FY 11/12

	GROSS	GROUP MEDICAL	GROUP LIFE	SBS 106,800 0.0613	PERS TIER I - III 0.2200	MEDICARE 0.0145	ESD 0.0025	WORK COMP 0.0064 0.0187 0.0777	TOTAL BENEFITS
ADD'L "PROJECTED" INCREASES									
NURSING	1,125,343	211,522	180	68,984	227,050	16,318	2,757	21,044	547,854
LONG TERM CARE	933,404	224,782	157	57,218	182,030	13,534	2,287	17,455	497,462
BIRTHING/DELIVERY ROOM	161,240	-	-	9,884	21,797	2,338	395	3,015	37,429
SURGERY	349,499	21,915	14	21,424	60,760	5,068	856	6,536	116,573
RECOVERY	-	-	-	-	-	-	-	-	-
INFUSION	53,975	14,776	14	3,309	11,874	783	132	1,009	31,897
CENTRAL STERILE	69,125	30,072	22	4,237	15,207	1,002	169	1,293	52,003
LABORATORY/BLOOD DEPOT	462,923	46,386	44	28,377	100,086	6,712	1,134	8,657	191,396
MOUNTAINSIDE CLINIC	1,467,449	144,261	122	67,088	322,839	21,278	3,595	27,441	586,624
RADIOLOGY	410,298	83,597	66	25,151	90,266	5,949	1,005	7,673	213,707
EMERGENCY	206,441	-	-	12,655	45,417	2,993	506	3,860	65,431
PHYSICAL THERAPY	280,383	38,229	42	17,187	61,684	4,066	687	5,243	127,138
HOME HEALTH	126,037	8,157	14	7,726	27,392	1,828	309	2,357	47,782
DIETARY	441,480	93,292	85	27,063	86,759	6,401	1,082	8,256	222,937
LAUNDRY	92,003	30,592	25	5,640	13,422	1,334	225	1,720	52,959
PURCHASING	40,997	14,776	14	2,513	9,019	594	100	767	27,784
CENTRAL STORES	35,619	8,157	8	2,183	7,836	516	87	666	19,454
PLANT & GROUNDS	232,646	31,090	36	14,261	47,510	3,373	570	4,350	101,191
BIO MEDICAL	92,836	8,157	8	5,691	20,424	1,346	227	1,736	37,589
BIO HAZ - OUTSIDE MAINT	5,157	-	-	316	1,134	75	13	96	1,634
HOUSEKEEPING	248,935	84,095	73	15,260	51,540	3,610	610	4,655	159,842
FISCAL SERVICES	354,539	46,386	44	20,696	77,999	5,141	869	6,630	157,764
PATIENT FINANCIAL SERVICES	480,635	129,463	124	29,463	105,740	6,969	1,178	8,988	281,924
INFORMATION SYSTEMS	87,383	30,072	16	5,357	19,224	1,267	214	1,634	57,784
ADMINISTRATION	207,267	30,072	28	10,364	45,599	3,005	508	3,876	93,452
CORPORATE COMPLIANCE	-	-	-	-	-	-	-	-	-
HEALTH INFORMATION SVCS	255,733	68,821	58	15,676	56,261	3,708	627	4,782	149,5
NURSING INSERVICE	-	-	-	-	-	-	-	-	-
NURSING ADMINISTRATION	538,947	111,113	78	32,866	109,918	7,815	1,320	10,078	273,189
VISITING PHYSICIAN CLINIC	397,151	22,933	22	11,276	87,373	5,759	973	7,427	135,762
TOTALS	9,157,443	1,532,716	1,294	521,865	1,906,159	132,783	22,436	171,244	4,288,498



SITKA COMMUNITY HOSPITAL  
FY12 CAPITAL BUDGET

<u>DEPT</u>		<u>PRIORITY</u>	<u>DESCRIPTION</u>	<u>COST</u>
6001	ACUTE	1	COPIER	\$7,625
	ACUTE	1	INFUSION PUMPS	\$25,000
6001	ACUTE	1	REMODEL NURSING STATION	\$50,000
6251	EMERGENCY	1	OVERHEAD LIGHTING	\$45,000
6401	BIRTHING	1	INFANT WARMER	\$18,100
6601	SURGERY	1	OPERATING BED/TABLE	\$50,000
8003	FOOD SVC	1	CONVECTION OVEN	\$14,000
8203	MAINTNEANCE	1	STORAGE BUILDING	\$25,000
8203	MAINTNEANCE	1	UPGRADE FIRE ALARM SYSTEM	\$65,000
8430	BIO HAZ	1	REPLACE STEAM BOILER ON AUTOCLAVE	\$7,000
8654	HIM	1	ELECTRONIC MEDICAL RECORDS - MEANINGFUL USE	\$300,000
TOTAL #1				<u>\$606,725</u>

6001	ACUTE	2	BLADDER SCANNER	\$12,500
6001	ACUTE	2	MAXI LIFT	\$12,674
6401	BIRTHING	2	FETAL MONITOR	\$17,000
6601	SURGERY	2	FLUID WASTE MANAGEMENT SYSTEM	\$30,000
6851	PHARMACY	2	CHEMOSPHERE	\$30,150
7002	LAB	2	REFRIGERATOR	\$5,000
7052	RADIOLOGY	2	DR MAMMOGRAPHY UNIT	\$291,400
8053	COMMUNICATIONS	2	PAGING SYSTEM	\$23,000
8203	MAINTNEANCE	2	ELECTRICAL SURVEY OF EXISTING HOSPITAL SYSTEM	\$8,000
8203	MAINTNEANCE	2	GPS DRIVEN CLOSK SYSTEM	\$9,000
8203	MAINTNEANCE	2	REFURBISH CHILLER	\$200,000
8203	MAINTNEANCE	2	REPLACE ROOF	\$1,100,000
8253	GROUNDS	2	REPAVE PARKING LOTS	\$200,000
8353	AUTO	2	REPLACE BIO/ERRANDS VAN	\$25,000
8805	MFHC CLINIC	2	COPY MACHINE/FAX/SCAN/PRINT	\$6,388
TOTAL #2				<u>\$1,970,112</u>

Total Capital Equipment \$2,576,837

City Building and Maintenance \$1,300,000  
 EHR Encentive Payment \$234,000  
 City Support \$154,546  
 Foundation and Hospital \$291,400

Hospital Funds Needed \$888,291

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**City and Borough of Sitka  
FY12 Consolidated Operating Budget**

**Summary of Significant Accounting  
and Budget Policies**

**Significant Accounting Policies**

Accounting for the financial activities of the City and Borough of Sitka is performed in accordance with Governmental Accounting and Financial Reporting Standards, as promulgated by the Governmental Accounting Standards Board (GASB), and applicable Federal and State of Alaska guidelines.

Specific accounting policies having an impact on this budget include the following:

Depreciation - Depreciation is recorded on the straight line basis for all fixed assets and useful lives used to calculate depreciation expense conform, as much as possible, to industry standards.

Inventories - Inventories of maintenance supplies and materials are accounted for under the periodic method on a first in - first out (FIFO) basis. Inventories of maintenance supplies and materials re expensed when consumed.

Bad Debt Expense - Bad debt expense is accounted for under the direct write off method.

Investments in Debt Securities - All investments in debt securities are considered to be held until maturity and are carried at historical cost. Investments are marked to market on a monthly basis separate from the accounting system and market value is reported to management monthly. Premiums and discounts on the purchase of debt securities are amortized on the effective interest methods.

Compensated Employee Absences - Compensated employee absences (annual leave) is expensed as accrued.

Grants - Grants from Federal Government Agencies are accounted for as revenue to the appropriate fund (normally a Capital Project Fund).

Capital Project Funds - All capital construction projects in excess of \$50,000 are normally accounted for in separate Capital Project Funds. Due to increased control initiated in FY97 some projects less than \$50,000 will be accounted for in Capital Projects Funds. For proprietary funds, capital construction is accounted for in separate capital project funds for internal management purposes only; and the end of the fiscal year, all proprietary fund capital projects are closed back to the parent fund through adjusting journal entries. Uncompleted projects are shown as construction in progress and grant revenue for capital construction is accounted for as grant revenue.

Fixed Assets - For accounting purposes the minimum level for fixed assets is set at \$5,000 and for infrastructure is set at \$10,000.

# City and Borough of Sitka FY12 Consolidated Operating Budget

## Summary of Significant Accounting And Budgeting Policies (cont.)

### Significant Budgeting Policies

Specific budgeting policies having an impact on this budget include the following:

**Budgeting Basis** - Budgeting is on a cash inflow / cash outlay basis. As the financial operations of proprietary funds are required to be accounted for under the accrual accounting basis, budgeting in these funds is for outlays (expenditures), not for expenses. So that the user may relate expenditure authority to its effect on the financial condition of such funds, pro forma financial statements showing the estimated financial effect of the authorized spending are also provided. Accrual accounting information is, where necessary, adjusted to a cash basis in order to provide management with consistent budget execution information.

**Operating and Capital Budgets** - Authorized expenditures for all funds are divided into separate and distinct capital and operating budgets. Capital budgets include authorized expenditures for acquisitions of fixed assets, minor construction projects, acquisitions of and improvements to land, and direct transfers of equity to capital project funds and other funds (in particular, internal service funds). All other authorized expenditures are contained within operating budgets.

**Lapsing of Appropriations and Reappropriations of Capital Expenditures** - All unencumbered operating budget appropriations lapse at the end of the fiscal year (June 30<sup>th</sup>). Capital expenditures do not lapse; however, for internal management purposes, capital appropriations are also assumed to lapse at the end of the fiscal year. Capital expenditures which carry forward to future years are reappropriated and are clearly shown as such in the budget. Amounts shown are estimates only. Actual remaining appropriations are reappropriated.

**Revenues** - For budgeting purposes, revenues for proprietary funds are assumed to be received in cash although, under accrual accounting rules, some revenues are recorded prior to the actual receipt of cash. These revenues include interest receivable, amortization's of discounts on investment securities, and utility fees billed but not yet received. The effect of these non-cash revenues is not considered to be significant enough to be material.

**Internal Budget Redistributions** - The Municipal Administrator has the authority to redistribute appropriations between accounts within specific Divisions of the General Fund, within Enterprise Funds and within Internal Service Funds. Authorized expenditures may not be redistributed between operating and capital budgets. Redistributions between certain Divisions of the General Fund, between different Funds or between operating and capital budgets of the same Fund, must be approved by the City and Borough of Sitka Assembly.

**Internally Funded Capital Projects** - Capital projects in excess of \$50,000 are normally accounted for in separate Capital Project Funds. Due to increased control initiated in FY97 some projects less than \$50,000 will be accounted for in Capital Project Funds. If such projects are funded through grants, donations, or revenue generated by the project, such revenues are accounted for directly under the Capital Project Fund. If a project is funded through the transfer of equity from the General Fund or a Proprietary Fund, the transfer is budgeted as *Interfund Transfers or Advances to Other Funds* under the General Fund or Proprietary Fund, and an *Advances From Other Funds* under the Capital Project Fund. For proprietary funds, capital construction is accounted for in separate capital project funds for internal management purposes only; and the end of the fiscal year, all proprietary fund capital projects are closed back to the parent fund through adjusting journal entries. Thus, if projected expenditures for Capital Project Funds lag behind expected levels, actual amounts of year-end working capital may exceed projected levels.

**Fixed Assets** - For budgeting purposes the minimum level for fixed assets is set at \$5,000 and for infrastructure is set at \$10,000.