



CITY AND BOROUGH OF SITKA

FISCAL YEAR 2013

**CONSOLIDATED OPERATING
BUDGET**

City and Borough of Sitka FY2013 Consolidated Operating Budget

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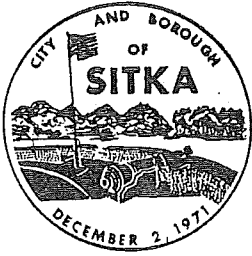
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City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

April 18, 2012

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 2013 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)

Ladies and Gentlemen of the Assembly, we find ourselves at a defining moment in the history of our Municipality. We are facing extraordinary financial challenges unlike any seen in the past decades. Our municipal infrastructure is aging rapidly: repair and maintenance costs are sharply rising while, at the same time, our municipal revenues are shrinking. There are simply not enough resources available any longer to meet all of the legitimate needs. Thus, it is with concern and trepidation that I submit the City and Borough of Sitka's FY2013 budget to you for your approval.

As you will see upon review of the budget document, I am submitting to you a balanced budget which includes reduced Federal and State of Alaska revenue, no new taxes, and, deep and painful cuts in Municipal services. Over \$700,000 in expenditure cuts are reflected in the attached document, including substantial reductions in our Municipal workforce and our first-ever reduction in force of filled and previously budgeted positions.

Fiscal year 2012 was the last year in which we received Secure Rural Schools Act funding from the Federal government. This funding, which was in excess of \$1.1 million dollars in fiscal year 2012, will be lost unless Congress approves an extension of the program, which is far from certain. Furthermore, revenue sharing from the State of Alaska in fiscal year 2012 included a one-time appropriation which also is not certain to be renewed. This funding decrease amounts to almost a million and a half dollars. While some of this revenue decrease is borne by the Sitka School District, the City and Borough of Sitka's revenue forecast for fiscal year 2013 includes almost a million less dollars from these sources than fiscal year 2012.

In addition to balancing the Municipal budget without the addition of any new taxes, our staff has taken initial steps to address under-funding of several of our sinking funds. In particular, staff analysis found the Central Garage Fund, which provides for vehicle replacements, to be severely underfunded. To remedy this underfunding, we have demonstrated fiscal discipline by

Providing for today...preparing for tomorrow

increasing transfers into the sinking funds while, at the same time, recommending painful service cuts.

As I mentioned previously, our municipal infrastructure is rapidly aging and maintenance costs are sharply rising. Our municipal staff has been undertaking a systematic effort to assess the condition of all aspects of our infrastructure, from roads to harbors. As we complete these assessments, we have consistently found that user fees and fund balances are insufficient to provide for repair and eventual replacement of our infrastructure. As a result, we are faced with difficult choices as to whether or not to raise rates to provide for these necessary repairs and replacements. We will again be recommending rate increases for water and wastewater treatment as well as a necessary rate increase for electric service and moorage.

In previous years, the Citizens of Sitka voted to undertake the financial commitment to increase the height of Blue Lake Dam and upgrade the Blue Lake Hydroelectric Facility. This project will ultimately exceed over \$100 million dollars in cost, with half being borne by the State of Alaska. The resulting \$50 million dollar portion to be borne by the Citizens of Sitka will result in sizeable electric rate increases in order to service the increased debt required to pay for the project. We expect to award the general construction contract for this project in fiscal year 2013 and, at its completion, it will represent the largest public works project ever undertaken by the City and Borough of Sitka.

The Municipality's difficult economic circumstances will also not allow us to provide for any pay increase again next year for our Municipal employees. For some of our municipal employees, this would mark the 4th consecutive year without a pay or cost of living increase of any kind.

Our Municipal budget, as in past year, continues to adequately provide for a multitude of basic and special services to the Citizens of Sitka. Public safety needs are provided for, as well as public works and the provision of basic utilities and the operation of public harbors. We will continue to provide for the other governmental services that our citizens desire, including our municipal library and Centennial building. While some service levels will be reduced, most noticeably in the area of parks and recreation, no major municipal service areas have been eliminated in their entirety.

Fund Structure of the City and Borough

The Fiscal Year 2012 Consolidated 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 FY13, through a combination of operating revenues, expenditure reduction, and working capital balances. The Water, Solid Waste Disposal, Harbor, Airport Terminal Building, Marine Service Center, MIS, and Central Garage Funds project a cash flow surplus to be added to its working capital during FY13; all other funds are either balanced or project a cash flow deficit.

The overall financial condition of the City and Borough of Sitka is projected to remain healthy with an adequate level of combined working capital (both restricted and unrestricted) for all of its funds. Cash flow and liquidity is also projected to remain adequate. The value of the City and Borough's combined investment portfolio is approximately \$88 million including approximately \$19.0 million in the Permanent Fund.

While the overall financial condition remains healthy, six of our Enterprise Funds – Electric, Water, Waste Water, Solid Waste, Harbor, and Sawmill Cove Industrial Park – have insufficient revenues and working capital to provide for the long-term maintenance and replacement of their physical plants. As a result, needed repairs and infrastructure replacement will require a combination of increased user rates and debt financing. Systematic condition assessments have found that infrastructure is aging rapidly and inadequate financial provisions have been made for repair and/or replacement. As previously mentioned, the cost of the Blue Lake Dam Hydroelectric project will necessitate a substantial rate increase in FY13 and several subsequent fiscal years. Assessments of waste and wastewater treatment infrastructure have demonstrated the need for multi-year sustained rate increases and we project those increases to again be necessary in fiscal year 2013. The Sawmill Cove Industrial Park continues to face difficult economic circumstances and the Fund is projected to completely exhaust its fund balance in fiscal year 2013, necessitating support from the General Fund. Finally, a recent assessment of the conditions of our Municipal harbors has brought to light an extreme level of degradation requiring expensive repairs and replacements in the near term. The balance of the Harbor Fund is insufficient to meet the forecasted needs, necessitating a combination of substantially higher moorage rates and debt financing to pay for the needed repairs.

An Overview of the Fiscal Year 2013 Consolidated Operating Budget

Fiscal Year 2013 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 FY13.

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 seven 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 2011 actual amounts, Fiscal Year 2012 budgeted and projected amounts, and Fiscal Year 2013 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.

Level of Service and Service Reductions

The FY13 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.

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 FY13 is 156.044 FTE (Full Time Equivalent) (excluding temporary employees and the Sitka Community Hospital).

Three unions represent approximately 2/3 of the work force and the IBEW contract had a wage adjustment on January 1, 2012 of 1.5%. The IBEW contract expires December 31, 2012. The ASEA employees and the non-union employees received a one-time payment in July 2010 of \$1250. The ASEA contract is up for negotiations June 30, 2013. The PSEA contract is also to be negotiated not later than June 30, 2013. The PSEA has demanded arbitration for a 4% wage increase in FY2011 and for a wage increase for the FY2012. Arbitration is being scheduled.

The benefits package for municipal employees is basically the same in FY13. 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 a decrease of 3% for FY13 compared to the rates for FY12. 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 for employees represented by the Public Safety Employees Association (PSEA), for whom the municipality pays the total cost of the health insurance plan for those members and their families.

Taxes and Other Revenues

A property tax levy of six mills has been unchanged for the past twenty-two years.

Sales taxes will again be levied at five percent, adjusted seasonally to six percent from April thru September with the extra proceeds dedicated to school-related general obligation debt. Sales taxes are anticipated to remain flat in comparison with fiscal year 2012.

Municipal Revenue Sharing from the State of Alaska is anticipated to be approximately \$815,000 for the Municipality in FY13. Some additional one-time revenue sharing may occur

but is in no way certain. School bond debt reimbursement from the State of Alaska is again expected to be fully funded at 70% of total principal and interest payments, for a total reimbursement of \$887,000.

Within the General Fund, all interest revenue earned by the Revolving and Guarantee Funds in FY13 will again be transferred to the General Fund. This will result in \$32,000 in additional revenue to the General Fund.

Municipal Debt

The City and Borough will have \$34,065,000 in General Obligation Bonds, \$47,570,000 in Revenue Bonds, and \$8,674,241 in long term note (Electric Fund) outstanding at the start of FY13. In addition, the following funds have low interest loans from the State of Alaska: the General Fund, The Water Fund, the Wastewater Treatment Fund, the Solid Waste Disposal Fund, and the Harbor Fund. Total anticipated debt service for fiscal year 2013 will be \$9,116,700 of which \$2,548,059 will be reimbursed by the State of Alaska's Department of Education.

The City and Borough anticipates entering into additional bonded indebtedness in fiscal year 2013. This anticipated additional new debt includes approximately \$39,000,000 in electric revenue bonds to complete the Blue Lake Dam Hydroelectric Project and to finance additional backup diesel generation; \$4,250,000 in harbor revenue bonds to help finance the replacement of ANB Harbor; and, \$5,000,000 in water revenue bonds to finance an alternative water distribution system. Economic and engineering factors will ultimately determine if such indebtedness is entered into.

The City and Borough has and must retain a sufficient level of general obligation bonding capacity in order to meet future needs and to comply with the bond covenants.

Individual Departmental Highlights

1. General Government

General governmental activities (those financed by the General Fund) in FY13 will concentrate on maintaining the current level of municipal services to our citizens. The General Fund budget is essentially balanced, with an excess of revenues over expenditures in the amount of \$920.

We have balanced the General Fund budget through painful fiscal discipline by reducing or eliminating expenditures of over \$1,200,000. No new taxes or tax increases have been

planned for, and, we have not planned to utilize any of our General Fund balance (i.e., take from savings) to balance the budget.

2. Electric Department

The Electric Department has continued to plan for the commencement of the Blue Lake Dam Hydroelectric Project. This project will involve the purchase of three turbines at the Blue Lake Hydroelectric Generation Plant along with rising of the dam height to increase the amount of electricity generated by the facility. The total cost of the project is anticipated to be approximately \$100,000,000. \$49,500,000 of the cost will be funded by grants from the State of Alaska with the remainder to be financed through electric revenue bonds. Approximately \$22,000,000 was raised through the sale of electric revenue bonds in 2010 and the remainder is anticipated to be raised through a second revenue bond sale in fiscal year 2013.

In addition to the Blue Lake Dam Hydroelectric Project, the Electric Department is also planning for the upgrade of the stand-by diesel generation plant. This upgrade, which is critical to ensure adequate electricity to the City and Borough is estimated to cost approximately \$10,000,000. The cost of this project is also planned to be financed through the issuance of electric revenue bonds.

The financial condition and working capital of the Electric Fund is adequate, but cash flow from operations has declined to the point where in the ability to meet debt service coverage covenants are in jeopardy. The additional debt service required for the anticipated new debt will further impact and squeeze cash flow. As a result, we will be proposing electric rate increases, to be phased in over multiple years, in order to improve cash flow. It is critical to note that this point was understood when the voters approved the dam project, and, that a rate increase is absolutely necessary in order to borrow the money necessary to complete the project.

Our goal for the Electric Department remains the same - 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.

3. Water Department

The Water Department is actively planning for two major capital improvements, an alternative water supply and a UV Disinfection facility.

In the late summer of 2014, the Blue Lake Dam Hydroelectric Project will require the capping of the current penstock, leaving a 60-day period where the municipality's primary

water intake will be inaccessible. As a result, an alternative water supply must be designed and implemented prior to this date. The anticipated cost of this alternative water supply is approximately \$5,000,000.

New drinking water laws have also required secondary treatment for the Municipality's drinking water supply. Accordingly, the City and Borough has been progressing with plans to construct a UV Disinfection facility.

The financial condition of the Water Fund remains weak but is improving. The rate increase approved by the Assembly in FY2012 helped to generate positive cash flow from operations, but working capital remains very low at approximately \$700,000. The entire amount of working capital available is planned to help finance the UV Disinfection facility. As a result, we will be requesting that the Municipality continue with the planned water rate increases set forth in the Water Master Plan.

4. Waste Water Treatment

Inflow and Infiltration (I & I) infrastructure improvements continue to be the focus of the Waste Water Treatment Department. 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.

As with the Water Fund, the financial condition of the Waste Water Treatment Fund is weak but is improving. Our wastewater treatment infrastructure is expansive and costly, and the decline in value of this infrastructure is only partially being offset by positive cash flow. As a result, insufficient working capital is being accumulated to finance anticipated future repairs and replacement of the waste water physical plant. An ever-present additional risk remains that future laws may be passed requiring mandatory secondary treatment for wastewater which would require a substantial investment on the part of the City and Borough.

We are currently progressing with the completion of a Waste Water Master Plan to help guide waste water treatment rates in order to meet these future requirements. Until the plan is completed, we will be requesting that the Municipality continue with the current level of annual wastewater treatment rates previously presented to the Assembly.

5. Solid Waste Disposal

The financial condition of the Solid Waste Disposal Fund and its cash flow from operations are both adequate. Working capital is estimated to be approximately \$750,000 at the end of fiscal year 2012. No major infrastructure projects are planned for fiscal year 2013.

6. Harbors

A recent facility condition assessment taken of the City and Borough of Sitka's harbor facilities was sobering. The assessment revealed that the harbors are aging and deteriorating rapidly and that significant investments in facility repairs and replacements will be required over the next fifty years.

Moorage rates are currently inadequate to pay for the needed infrastructure improvements. As a result, we will be recommending a series of moorage rate step increases followed by annual increases to provide for inflation.

The key infrastructure project to commence in fiscal year 2013 is the replacement of ANB Harbor. This project is estimated to cost \$8,500,000 of which the State of Alaska is expected to pay for half. The remaining cost, to be borne by the Harbor Fund, is larger than its projected working capital. As a result, we will be proposing that the City and Borough's portion of the cost of this project be financed through the issuance of moorage revenue bonds.

7. Airport Terminal Building

The financial condition of the Airport Terminal Building Fund and its cash flow from operations are both adequate. Working capital is estimated to be approximately \$380,000 at the end of fiscal year 2012. No major infrastructure projects are planned for fiscal year 2013.

8. Marine Service Center

The financial condition of the Marine Service Center Fund and its cash flow from operations are both good. Working capital is estimated to be approximately \$1,100,000 at the end of fiscal year 2012. No major infrastructure projects are planned for fiscal year 2013.

9. Sawmill Cove Industrial Park

The financial condition of the Sawmill Cove Industrial Park Fund is extremely weak and the Fund has negative cash flow from operations. The management of the Park has been unable

to secure enough tenants to generate rental income sufficient to cover the cost of operations and revenue from water sales and water sales options remain unsteady and unpredictable.

Unless business operations turn around significantly in fiscal year 2013, the Fund will completely exhaust its working capital. At such a time, ongoing financial support in the form of funds transfers from the General Fund will be required to keep the fund solvent.

10. Management Information Systems

The financial condition of the Management Information Systems Fund is fair. Working capital is estimated to be approximately \$200,000 at the end of fiscal year 2012.

The Fund has historically been able to pay for minor repairs and replacements of individual pieces of office equipment and desktop computer hardware. The Fund has not, however, accumulated sufficient working capital to fund major upgrades.

A major critical need of the Municipality is a new Enterprise Resource Planning (ERP) system. The current backbone of the resource planning and financial reporting capability is a software package which is over 20 years old. The software predates Microsoft Windows and still incorporates green screen keyboard data entry. The current system does not allow for adequate planning or financial analysis and is a major liability. In addition, the developer of the City and Borough's current financial management software has indicated that they will no longer develop additional applications for the Municipality's package and have actively encouraged its clients to migrate to a Microsoft Windows product.

A new Microsoft Windows-based ERP would cost in excess of \$500,000 and insufficient working capital has been accumulated over time to finance such expenditures. The implementation of such a system is critical in the near future.

11. Central Garage

The financial condition of the Central Garage Fund is problematic. Working capital is estimated to be approximately \$600,000 at the end of fiscal year 2012.

The Fund has historically been structured as a sinking fund, wherein sinking fund payments made by other funds combined with investment returns on the fund balance were supposed to be sufficient to finance all future vehicle replacements. Recent financial analysis has shown, however, that the Fund is severely underfunded as a result of having historically used too high of an estimated investment return in its funding calculations. Current calculations show only approximately 50% percent of the calculated required funds as being on hand.

We have worked to resolve this underfunding by making extra contributions to the Central Garage Fund in fiscal year 2013. These extra contributions will not resolve the underfunding fully, however, and increased contributions will need to be made in succeeding years in order to restore the fund balance to the proper level.

12. Building Maintenance

The financial condition of the Building Maintenance Fund is healthy and sufficient to accomplish the intended purpose of the fund, which is routine and minor maintenance to public buildings. Working capital is estimated to be approximately \$2,500,000 at the end of fiscal year 2012.

This Fund was never intended; however, to provide for major repair, renovation, or replacement of Municipal buildings. No provision for financing such major replacements has been planned for by the Municipality and remains one of the biggest fiscal challenges we face as a community.

Capital Improvement Program

The 2013-2016 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

At this time in its history, the City and Borough of Sitka is clearly at a crossroad. Much of the public infrastructure that our citizens have come to expect and enjoy is rapidly aging and deteriorating. A substantial portion of this infrastructure was funded through State of Alaska and Federal grants and taxation policies were not enacted over time in order to provide funds for repair and replacement of this infrastructure.

Repair and maintenance costs are escalating while revenue streams are stagnant or declining. As a result, needed infrastructure repairs, notable in the area of street repairs, are being deferred due to a lack of funds. This situation is expected to continue and worsen as time passes. As a result, the City and Borough government will have to continue to give critical thought as to the scope and composition of Municipal operations. Some municipal services offered in the past may have to be curtailed or eliminated altogether due to the lack of funds.

There are several major critical issues which follow this outlook assessment and which require continued vigilance in the years ahead:

1. Long-Term Funding for Public Infrastructure Renovation and Replacement

The municipality does not currently have a formal sinking fund for the major renovation and replacement of major items of public infrastructure such as streets, buildings, sidewalks, and parking lots. A secure funding source must be established in order to provide for these critical infrastructure renovations and replacements.

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.

3. Scope and Complexity of Municipal Services


Even though Sitka is a town of only 8,800 residents, the City and Borough government provides an array of public services comparable to that of a small city of 100,000 residents in the continental 48 states. This is due to the isolated location of Sitka and the absence of private alternatives. To provide this array of services, the City and Borough government is one of the largest and most complex organizations in Sitka, second only, perhaps, to SEARHC.

We must be vigilant not to directly, or indirectly, increase the scope and expanse of municipal services which, in turn, make the governmental structure more complex. This includes critical analysis of the future impact of major decisions, especially in regards to how such decisions carry future price tags for ongoing operation, maintenance and replacement of infrastructure.

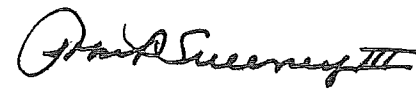
Summary

Our Municipal government continues to provide an outstanding array of services to its citizens through the collective efforts of outstanding, dedicated, and talented municipal employees. The financial condition of the Municipality remains in good shape, with a solid level of combined reserve working capital. 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



John P. (Jay) Sweeney III
Finance Director

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CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2012-17

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA
ADOPTING BUDGETS FOR THE FISCAL YEAR JULY 1, 2012
THROUGH JUNE 30, 2013

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 2013.
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, 2012 and ending June 30, 2013 are hereby adopted as follows:

<u>FUND</u>	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>GENERAL FUNDS</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
General Fund	\$ 27,136,388	\$ 23,178,612	\$ 3,957,776	\$ 27,136,388
<u>ENTERPRISE FUNDS</u>				
Electric Fund	\$ 23,367,604	\$ 11,939,253	\$ 12,269,353	\$ 24,208,606
Water Fund	\$ 4,382,719	\$ 1,376,115	\$ 3,025,000	\$ 4,401,115
Wastewater Fund	\$ 3,141,487	\$ 2,397,367	\$ 929,000	\$ 3,326,367
Solid Waste Fund	\$ 3,159,500	\$ 3,022,137	\$ -0-	\$ 3,022,137
Harbor Fund	\$ 2,923,600	\$ 1,996,707	\$ 60,000	\$ 2,056,707
Airport Terminal Fund	\$ 585,873	\$ 450,105	\$ 275,000	\$ 725,105
Marine Service Center Fund	\$ 250,196	\$ 140,646	\$ -0-	\$ 140,646
Sawmill Cove Industrial Complex	\$ 261,209	\$ 256,887	\$ -0-	\$ 256,887

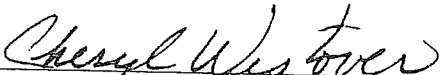
<u>INTERNAL SERVICE FUNDS</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Management Information Systems Fund	\$ 776,862	\$ 727,919	\$ -0-	\$ 727,919
Central Garage Fund	\$ 1,937,310	\$ 929,130	\$ 289,500	\$ 1,218,630
Building Maintenance Fund	\$ 723,834	\$ 897,191	\$ -0-	\$ 897,191
<u>SPECIAL REVENUE FUNDS</u>				
SE Alaska Economic Development Fund	\$ 443,000	\$ 138,000	\$ -0-	\$ 138,000
Revolving Fund	\$ 44,000	\$ 31,200	\$ -0-	\$ 31,200
Guarantee Fund	\$ 7,000	\$ 7,000	\$ -0-	\$ 7,000
Rowe Trust Fund	\$ 4,900	\$ 4,800	\$ -0-	\$ 4,800
Library Endowment Fund	\$ 5,000	\$ 4,000	\$ -0-	\$ 4,000
<u>PERMANENT FUND</u>				
Permanent Fund	\$ 442,000	\$ 1,110,000	\$ -0-	\$ 1,110,000
<u>CAPITAL PROJECT FUNDS</u>				
General Capital Project Fund	\$ 2,709,000	\$ -0-	\$ 2,709,000	\$ 2,709,000
Electric Capital Project Fund	\$ 12,259,353	\$ -0-	\$ 12,259,353	\$ 12,259,353
Water Capital Project Fund	\$ 3,025,000	\$ -0-	\$ 3,025,000	\$ 3,025,000
Wastewater Capital Project Fund	\$ 830,000	\$ -0-	\$ 830,000	\$ 830,000
Solid Waste Capital Project Fund	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Harbor Capital Project Fund	\$ 50,000	\$ -0-	\$ 50,000	\$ 50,000
Airport Terminal Fund	\$ 275,000	\$ -0-	\$ 275,000	\$ 275,000
Marine Service Center	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<u>COMPONENT UNIT</u>				
Sitka Community Hospital	\$22,385,615	\$ 20,672,524	\$ 635,715	\$21,308,239

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, 2012.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 12th day of June, 2012.


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

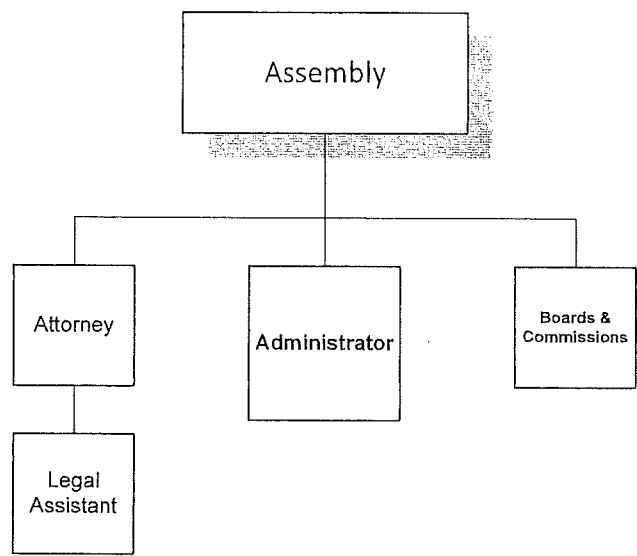
- Increase percent of operating budget provided by Permanent Fund earnings.
- Ensure quality of Municipal infrastructure.
- Increase year round employment opportunities.
- Comply with Vision: Small town atmosphere and high quality of life with sustained economic opportunity.

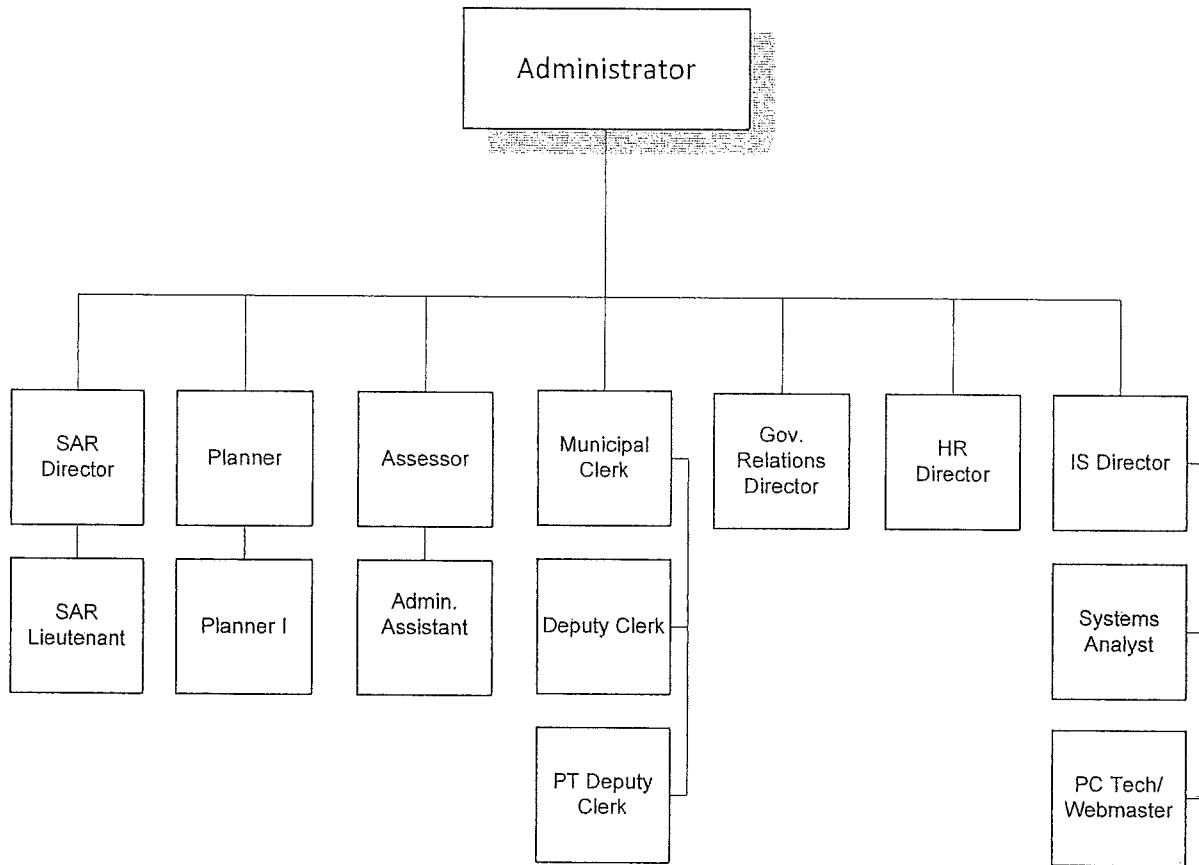
ONGOING PRIORITY ACTION

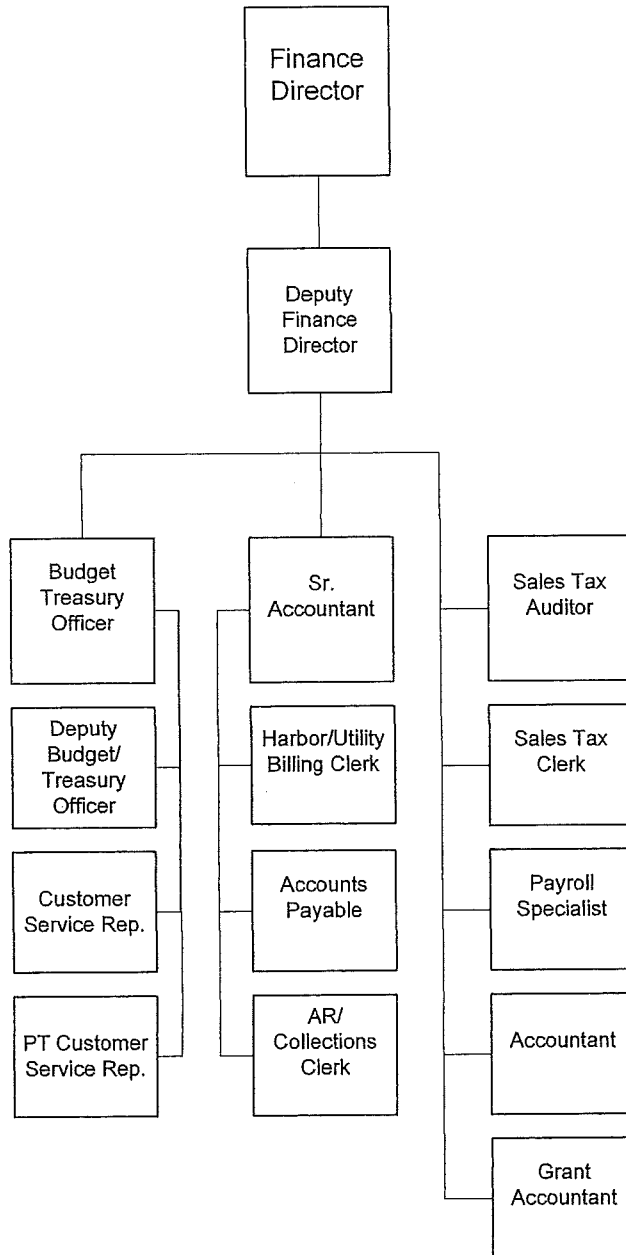
- Expand Sitka's presence as a regional health care center.
- Provide positive conditions for economic development.
- Implement and fund waterfront and harbor infrastructure.

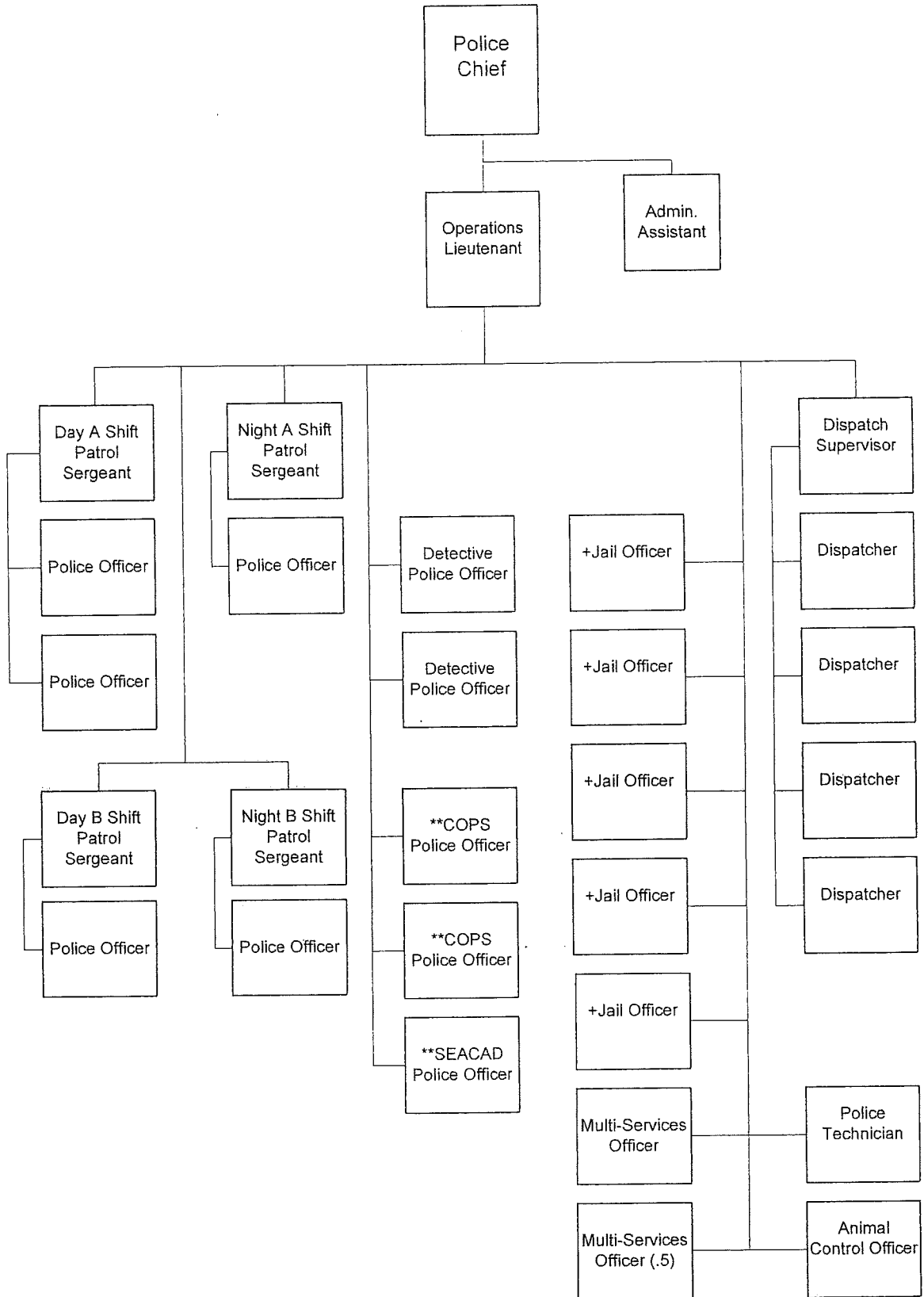
MUNICIPAL VALUES

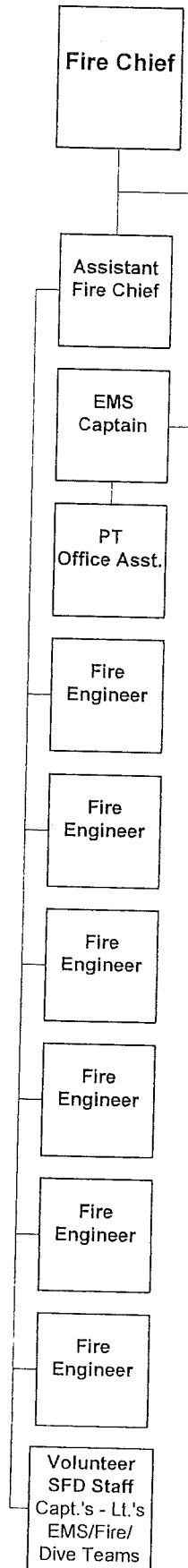
- **Accountability** - Accepting responsibility for job performance, actions, and behavior.
- **Commitment** - Individual and collective dedication of employees in providing quality services to meet customer needs.
- **Equal Opportunity** - Providing a work environment that is fair to all employees through 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.

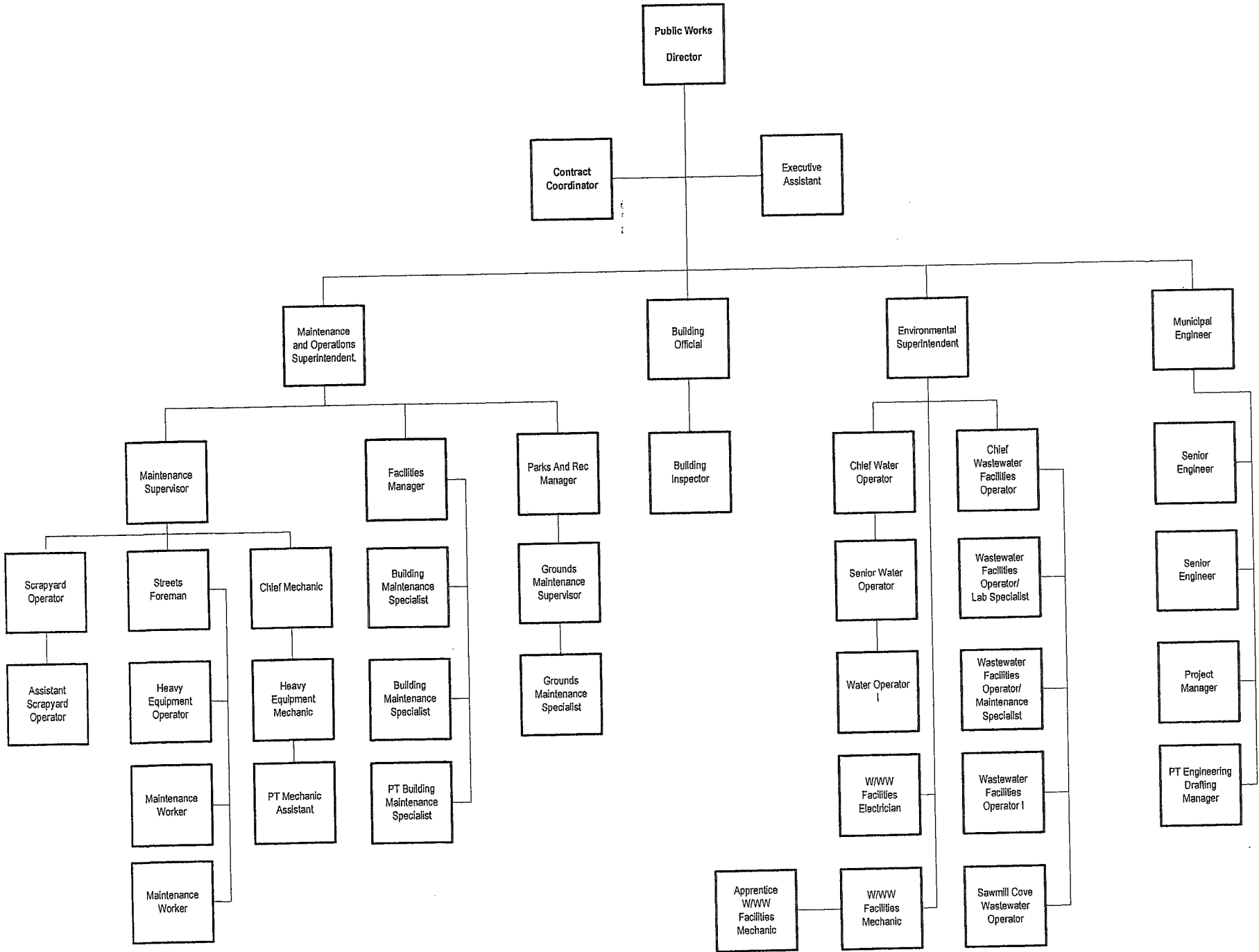


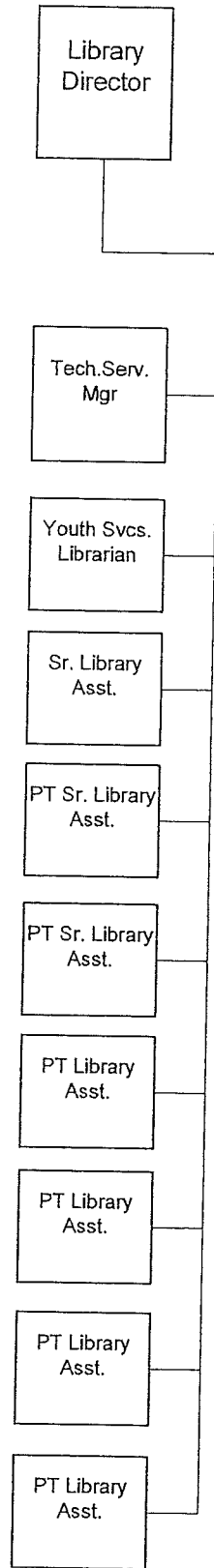


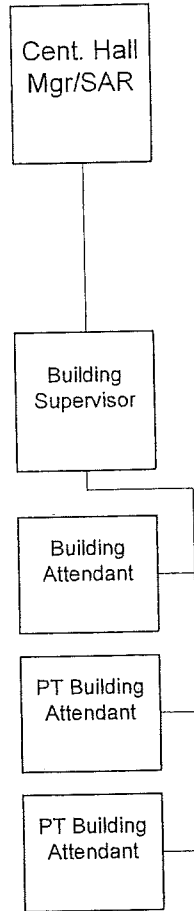


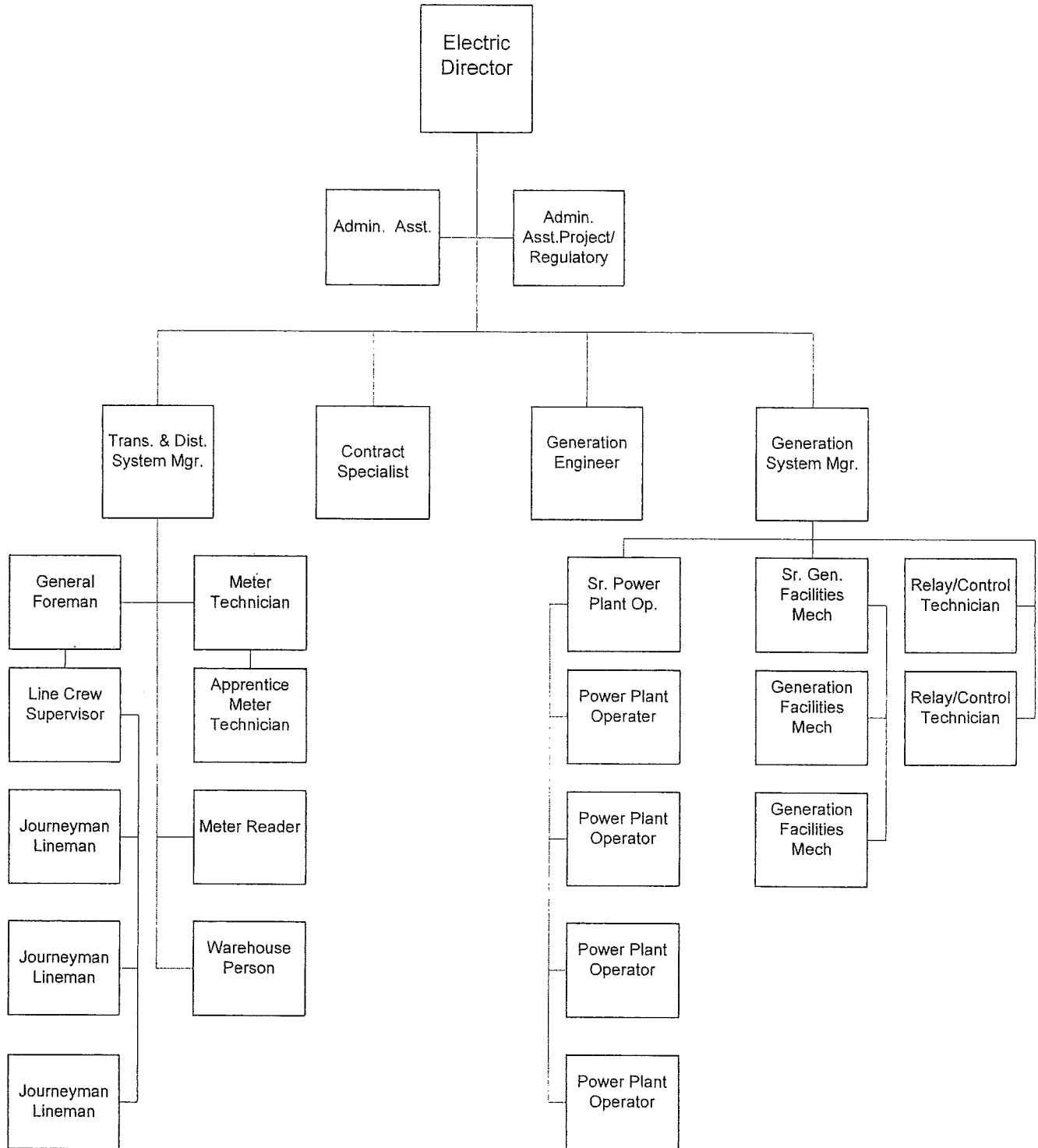


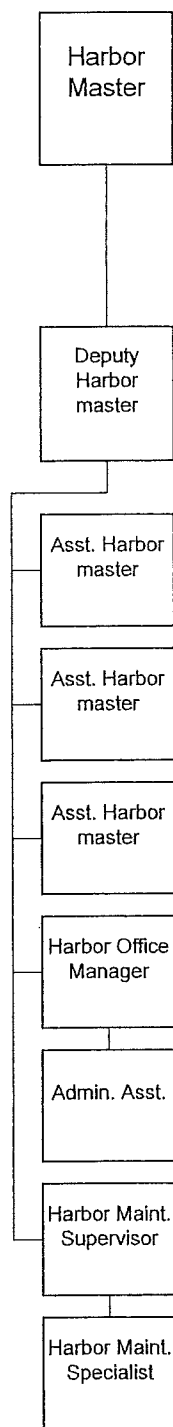












CITY AND BOROUGH OF SITKA
STAFFING TABLE

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>FTE</u>	<u>GR</u>	<u>PAY</u>
1 ADMINISTRATION	1 Administrator	1	42 \$	58.85
	2 Government Relations Director	1	34 \$	43.27
	3 Municipal Deputy Clerk	0.5	31 \$	28.50
	4 Human Resource Director	1	37 \$	43.21
2 ASSESSING	1 Assessor	1	33 \$	38.28
	2 Administrative Assistant	1	\$	20.39
3 CENTENNIAL BLDG	1 Cent. Bldg. Manager	1	27 \$	33.11
	2 Cent. Bldg. Supervisor	1	\$	24.44
	3 Cent. Bldg. Attendant	1	\$	16.92
	4 Cent. Bldg. Attendant	0.5	\$	14.23
	5 Cent. Bldg. Attendant	0.5	\$	14.23
4 MUNICIPAL CLERK	1 Municipal Clerk	1	37 \$	46.53
	2 Municipal Deputy Clerk	0.5	31 \$	28.50
	3 Assistant Clerk	0.75	28 \$	21.77
5 MANAGEMENT INFORMATION SYSTEMS	1 Information Systems Director	1	34 \$	42.24
	2 Information Systems Analyst	1	30 \$	33.90
	3 PC Technician	1	\$	22.65
6 ELECTRIC	1 Electric Utility Director	1	42 \$	55.28
	2 Electric Generation System Manager	1	40 \$	55.22
	3 T&D System Manager	1	40 \$	49.46
	4 General Engineer	1	40 \$	52.92
	5 Contract Specialist	1	28 \$	29.42
	6 General Foreman	1	\$	46.97
	7 Line Foreman	1	\$	44.42
	8 Journeyman Lineman	1	\$	41.60
	9 Journeyman Lineman	1	\$	41.60
	10 Journeyman Lineman	1	\$	33.28
	11 Electric Warehouse Person	1	\$	31.20
	12 Admin Assistant - Electric	1	22 \$	17.05
	13 Project & Regulatory Admin. Asst.	1	25 \$	24.07
	14 Sr. Gen Facilities Mechanic	1	\$	42.16
	15 Gen Facilities Mechanic	1	\$	38.93
	16 Gen Facilities Mechanic	1	\$	38.93
	17 Relay/Control Technician	1	\$	41.60
	18 Relay/Control Technician	1	\$	41.60
	19 Sr. Power Plant Operator	1	\$	41.60
	20 Power Plant Operator	1	\$	38.93
	21 Power Plant Operator	1	\$	38.93
	22 Power Plant Operator	1	\$	38.93
	23 Power Plant Operator	1	\$	38.93
	24 Meter Technician	1	\$	22.54
	25 Meter Technician	1	\$	41.60
	26 Meter Reader	1	\$	18.72

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 \$	51.52
	2 Deputy Finance Director	1	41 \$	47.76
	3 Senior Accountant	1	32 \$	33.42
	4 Accountant	1	29 \$	31.09
	5 Grant Accountant	1	29 \$	26.83
	6 Payroll Specialist/Billing Clerk	1	26 \$	30.86
	7 Accounting Clerk - Sales Tax	1	\$	23.26
	8 Accounting Clerk - A/R Collections	1	\$	25.64
	9 Utility/Harbor Billing Clerk	1	\$	24.44
	10 Accounting Clerk - A/P	1	\$	19.88
	11 Sales Tax Auditor	1	28 \$	26.17
	2 BUDGET			
	1 Budget/Treasury Officer	1	31 \$	31.82
	2 Deputy Budget/Treasury Officer	1	\$	23.19
	3 TREASURY			
	1 Customer Service Rep.	1	\$	15.70
	2 Customer Service Rep.	0.5	\$	15.53
8 FIRE				
	1 Fire Chief	1	37 \$	38.19
	2 Assistant Fire Chief	1	30 \$	35.61
	3 EMS/ Fire Captain	1	29 \$	31.51
	4 Engineer	1	\$	20.39
	5 Engineer	1	\$	20.39
	6 Engineer	1	\$	24.38
	7 Engineer	1	\$	29.70
	8 Engineer	1	\$	32.00
	9 Engineer	1	\$	25.60
	10 Office Assistant	0.5	\$	17.31
9 HARBOR				
	1 Harbormaster	1	34 \$	32.19
	2 Deputy Harbormaster	1	28 \$	25.87
	3 Harbor Maint. Supervisor	1	\$	29.70
	4 Assistant Harbormaster	1	\$	17.78
	5 Assistant Harbormaster	1	\$	17.53
	6 Assistant Harbormaster	1	\$	20.56
	7 Harbor Maintenance Specialist	1	\$	21.57
	8 Harbor Office Manager	1	\$	20.06
	9 Admin Assistant - Harbor	1	\$	16.87
10 LEGAL DEPARTMENT				
	1 Attorney	1	41 \$	50.57
	2 Legal Assistant	1	25 \$	21.28

CITY AND BOROUGH OF SITKA
STAFFING TABLE

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>FTE</u>	<u>GR</u>	<u>PAY</u>
11 LIBRARY	1 Library Director	1	32	\$ 33.03
	2 Youth Services Librarian	1		\$ 23.78
	3 Library Tech Services Mgr.	1		\$ 31.18
	4 Sen. Lib. Asst. - Loan	1		\$ 20.56
	5 Sen. Lib. Asst. - Acquis.	0.625		\$ 19.57
	6 Library Assistant	0.6938		\$ 19.59
	7 Library Assistant	0.6875		\$ 17.25
	8 Library Assistant	0.325		\$ 15.70
	9 Library Assistant	0.375		\$ 14.64
	10 Library Assistant	0.5875		\$ 14.64
12 PLANNING	1 Planning Director	1	35	\$ 42.21
	2 Planner I	1	28	\$ 23.44
13 POLICE	1 Police Chief	1	37	\$ 46.53
	2 Lieutenant	1	33	\$ 40.22
	3 Sergeant	1		\$ 37.53
	4 Sergeant	1		\$ 33.07
	5 Sergeant	1		\$ 33.89
	6 Sergeant	1		\$ 27.92
	7 SEACAD Officer (Grant)	1		\$ 32.86
	8 Detective	1		\$ 30.81
	9 Detective	1		\$ 27.24
	10 Police Officer	1		\$ 27.24
	11 Police Officer	1		\$ 27.92
	12 Police Officer	1		\$ 31.59
	13 Police Officer	1		\$ 29.21
	14 Police Officer	1		\$ 28.62
	15 Poice Officer - COPS	1		\$ 27.24
	16 Police Officer - COPS	1		\$ 26.98
	17 Police Technician	1		\$ 32.46
	18 Dispatch & Records Supervisor	1		\$ 30.36
	19 Admin Assistant - Police	1	22	\$ 21.84
	20 Dispatch & Records Clerk	1		\$ 19.88
	21 Dispatch & Records Clerk	1		\$ 19.88
22 Dispatch & Records Clerk	1		\$ 23.53	
23 Dispatch & Records Clerk	1		\$ 19.88	
24 Jail Officer	1		\$ 25.38	
25 Jail Officer	1		\$ 19.88	
26 Jail Officer	1		\$ 19.88	
27 Jail Officer	1		\$ 20.38	
28 Jail Officer	1		\$ 19.88	
29 Animal Control Officer	1		\$ 24.00	
30 Multi-Service Officer	0.5		\$ 23.19	
31 Multi-Service Officer	1		\$ 29.12	

CITY AND BOROUGH OF SITKA
STAFFING TABLE

<u>DEPARTMENT</u>	<u>POSITION</u>	<u>FTE</u>	<u>GR</u>	<u>PAY</u>
14 PUBLIC WORKS				
1 ADMINISTRATION	1 Public Works Director	1	42 \$	50.51
2 PUBLIC WORKS				
	1 Municipal Engineer	1	41 \$	48.78
	2 Sr. Engineer	1	38 \$	47.66
	3 Sr. Engineer	1	38 \$	48.86
	4 Maintenance and Operations Superintendent	1	38 \$	42.14
	5 Building Official	1	33 \$	33.01
	6 Project Manager	1	31 \$	29.95
	7 Building Inspector	1	\$	29.62
	8 Engineering Drafting Manager	0.5	\$	27.54
	9 Contract Coordinator	1	28 \$	29.27
	10 Executive Assistant/Office Coordinator	1	22 \$	20.79
	11 Parks/Rec Manager	1	29 \$	28.55
3 ENVIRONMENTAL				
	1 Environmental Superintendent	1	37 \$	51.35
	WASTEWATER TREATMENT			
	1 Chief WW Facilities Operator	1	\$	30.39
	2 WW Facilities Operator	1	\$	23.18
	3 W/WW Facilities Electrician	1	\$	37.03
	4 WW Facilities Operator/Maintenance	1	\$	27.77
	5 WW Facilities Operator/Lab Specialist	1	\$	26.04
	6 SMC WW Facilities Operator	1	\$	26.24
	7 WW Mechanic Apprentice	1	\$	25.00
	8 W & WW Facilities Mechanic	1	\$	35.09
	WATER			
	1 Water Operator	1	\$	24.37
	2 Sr. Water Facilities Operator	1	\$	27.55
	3 Chief Water Facilities Operator	1	\$	30.39
4 MAINTENANCE				
	1 Public Works Maint. Supervisor	1	36 \$	40.16
	2 Heavy Equipment Operator	1	\$	22.07
	3 Streets Foreman	1	\$	29.68
	4 Parks & Grounds Maint. Specialist	1	\$	19.71
	5 Parks & Grounds Maint. Supervisor	1	\$	25.60
	6 Chief Heavy Equipment Mechanic	1	\$	26.21
	7 Heavy Equipment Mechanic	1	\$	25.71
	8 Mechanic Assistant	0.5	\$	16.21
	9 Facilities Manager	1	31 \$	32.25
	10 Bldg Maintenance Spec.	1	\$	26.24
	11 Bldg Maintenance Spec.	1	\$	26.24
	12 Bldg Maintenance Worker	0.5	\$	17.34
	13 Public Works Maint. Worker	1	\$	20.74
	14 Public Works Maint. Worker	1	\$	22.08
	15 Asst. Landfill/Scrapyard Hvy Equip Operator	1	\$	18.81
	16 Landfill/Scrapyard Hvy Equip Operator	1	\$	21.96
	FTE POSITIONS	154.044		

City and Borough of Sitka
Revenue and Appropriations Summary
Fiscal Year 2013

<u>Fund</u>	<u>Revenues</u>	<u>Operating Appropriations</u>	<u>Capital Appropriations</u>	<u>Budgeted Fund Balance</u>
General	\$ 27,136,388	\$ 23,178,612	\$ 3,957,776	\$ 0
Electric	\$ 23,367,604	\$ 11,939,253	\$ 12,269,353	\$ (841,002)
Water	\$ 4,382,719	\$ 1,376,115	\$ 3,025,000	\$ (18,396)
Wastewater	\$ 3,141,487	\$ 2,397,367	\$ 929,000	\$ (184,879)
Solidwaste	\$ 3,159,500	\$ 3,022,137	\$ -	\$ 137,363
Harbor	\$ 2,923,600	\$ 1,996,707	\$ 60,000	\$ 866,893
Airport Terminal	\$ 585,873	\$ 450,105	\$ 275,000	\$ (139,232)
Marine Service Center	\$ 250,196	\$ 140,646	\$ -	\$ 109,550
Sawmill Cove Industrial Complex	\$ 261,209	\$ 256,887	\$ -	\$ 4,322
Management Information Systems	\$ 776,862	\$ 727,919	\$ -	\$ 48,943
Central Garage	\$ 1,937,310	\$ 929,130	\$ 289,500	\$ 718,680
Building Maintenance	\$ 723,834	\$ 897,191	\$ -	\$ (173,357)
Hospital	\$ 22,385,615	\$ 20,672,524	\$ 635,715	\$ 1,077,376
Combined Fund Totals	\$ 91,032,198	\$ 67,984,593	\$ 21,441,344	\$ 1,606,261

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City and Borough of Sitka
Working Capital Summary

<u>Fund</u>	Projected Undesignated Working Capital <u>June 30, 2012</u>	Projected Additions to or (Deletions From) Working Capital <u>Fiscal Year 2013</u>	Projected Undesignated Working Capital <u>at June 30, 2013</u>
General	\$ 10,805,000	\$ 0	\$ 10,805,000
Electric	\$ 11,636,000	\$ (841,002)	\$ 10,794,998
Water	\$ 40,000	\$ (18,396)	\$ 21,604
Wastewater	\$ 3,546,000	\$ (184,879)	\$ 3,361,121
Solidwaste	\$ 918,000	\$ 137,363	\$ 1,055,363
Harbor	\$ 5,762,000	\$ 866,893	\$ 6,628,893
Airport Terminal	\$ 537,000	\$ (139,232)	\$ 397,768
Marine Service Center	\$ 1,243,000	\$ 109,550	\$ 1,352,550
Sawmill Cove Industrial Complex	\$ 292,000	\$ 4,322	\$ 296,322
Management Information Systems	\$ 217,000	\$ 48,943	\$ 265,943
Central Garage	\$ 305,000	\$ 718,680	\$ 1,023,680
Building Maintenance	\$ 2,639,000	\$ (173,357)	\$ 2,465,643
Combined Fund Totals	\$ 37,940,000	\$ 528,885	\$ 38,468,885

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City and Borough of Sitka

FIXED ASSET ACQUISITION
SUMMARY

FISCAL YEAR 2013

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>
7106.021	Equipment - Police	\$ <u>26,800</u>
	Total General Fund Fixed Asset Acquisition	\$ <u>26,800</u>

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>
	<u>Police</u>	
7106.021	Video Recorder	\$ 6,800
	Tactical Radio Repeater	\$ 20,000
	Subtotal	\$ 26,800
	Total Equipment	<u>\$ 26,800</u>

Enterprise And Internal Service Funds
Fixed Asset Schedule
Fiscal Year 2013

<u>ELECTRIC FUND</u>	<u>AMOUNT</u>
<u>Account Group 7106 - Machinery/Equipment</u>	
Mercury 250 XL Verado (shared with Harbors)	\$ 10,000
Total Electric Machinery/Equipment Purchases	\$ 10,000
<u>Grand Total Electric Fixed Assets</u>	\$ 10,000
 <u>WASTEWATER FUND</u>	
<u>Account Group 7106 - Machinery/Equipment</u>	
Replace main CCTV Inspection camera (17 years old)	\$ 30,000
Replace Boiler	\$ 22,000
Replace Dimminutor (18 years old)	\$ 47,000
Total Wastewater Machinery/Equipment Purchases	\$ 99,000
<u>Grand Total Wasterwater Fixed Assets</u>	\$ 99,000
 <u>HARBOR FUND</u>	
<u>Account Group 7106 - Machinery/Equipment</u>	
Mercury 250 XL Verado (shared with Electric)	\$ 10,000
Total Harbor Machinery/Equipment Purchases	\$ 10,000
<u>Grand Total Harbor Fixed Assets</u>	\$ 10,000
 <u>CENTRAL GARAGE FUND</u>	
<u>Account Group 7107 - Vehicles</u>	
Police - 2013 Ford Explorer AWD - Replace #408	\$ 43,000
Police - 2013 Ford Explorer AWD - Replace #409	\$ 43,000
Streets - 2013 Elgin Pelican Street Sweeper - Replace #300	\$ 180,000
Water - 2011 Ford Ranger Ext. Cab 4x4 or 150 - Replace #332	\$ 23,500
Total Central Garage Machinery/Equipment Purchases	\$ 289,500
<u>Grand Total Garage Fund Fixed Assets</u>	\$ 289,500
 <u>GRAND TOTAL ALL ENTERPRISE FUNDS</u>	 <u>\$ 408,500</u>



City and Borough of Sitka

TRAVEL AND TRAINING
SUMMARY

FISCAL YEAR 2013

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

Department

Assembly/Administrator

Amount

AML Legislative Committees Summer & Registration	\$	4,000
SE Conference Mid-Winter Summit and Registration	\$	2,500
Alaska Mayor's Conference and Registration	\$	1,700
AML Winter and State Legislative Trip	\$	3,900
Congressional Delegation DC Trip	\$	7,500
AML and Registration Fees	\$	9,500
SE Conference Annual Meeting & Registration	\$	2,500
AAMC (50%)	\$	900
Northwest Clerk's Professional Development IV (50%)	\$	638
Sub Total	\$	33,138

Legal

IMLA Conference	\$	3,690
AML/AMAA Conference	\$	2,700
AML Legislative	\$	1,980
Alaska Bar Conference	\$	1,610
Sub Total	\$	9,980

Clerk

IIMC (International Institute of Municipal Clerks) - Colleen	\$	2,600
AML (AK. Municipal League)	\$	600
AAMC (AK Assoc. of Municipal Clerks)	\$	3,000
NW Clerk's Professional Development IV (50%)	\$	638
Sub Total	\$	6,838

Finance

AGFOA - Fall conference - 2 employees	\$	2,000
AGFOA - Spring conference - 2 employees	\$	2,000
GFOA Class - Controller	\$	1,500
Sub Total	\$	5,500

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

<u>Department</u>	<u>Amount</u>
<u>Assessing</u>	
IAAO Course	\$ 1,800
AAAO Summer Conference	\$ 1,500
AAAO Winter Conference	\$ 1,000
Sub Total	\$ 4,300
<u>Planning</u>	
Meetings with GIS Consultants and data providers	\$ 2,200
Sub Total	\$ 2,200
<u>Police</u>	
Management Training	\$ 5,000
Technical Training - Computer/Software	\$ 5,000
Patrol Certification Training	\$ 25,000
Communication/Crisis Management Training	\$ 5,500
National American Humane Conference	\$ 2,000
Correctional Certified Training	\$ 2,500
Sub Total	\$ 45,000
<u>Fire</u>	
Firefighter Training	\$ 5,500
Dive Training	\$ 3,000
Training Materials	\$ 3,000
National Fire Academy	\$ 500
ASFA Conference	\$ 7,000
Fire Arson Conference	\$ 2,000
Sub Total	\$ 21,000

**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
Sub Total	\$	16,500

SAR

CPR, ETT & EMT Classes - All Volunteers	\$	4,000
Marine Rescue Training - All Volunteers	\$	2,500
Transport/Local - All Volunteers	\$	1,000
Sub Total	\$	7,500

Public Works Administration

Public Works Director	\$	2,500
Maintenance & Operations Manager	\$	2,500
Sub Total	\$	5,000

Engineering

Engineering Classes - +16 contract hours for 4 Engineers	\$	9,350
Sub Total	\$	9,350

Streets

Wastewater certifications	\$	800
Hazardous materials refresher	\$	900
Traffic control	\$	600
Sub Total	\$	2,300

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

<u>Department</u>	<u>Amount</u>
<u>Building Official</u>	
Blding Inspector II - Annual Fire Marshal's Forum	\$ 3,050
Building Official - Fire Inspector Training & Certification	\$ 3,050
Sub Total	<u>\$ 6,100</u>
<u>Library</u>	
Alaska Library Assoc. (Library Director)	\$ 1,200
Sub Total	<u>\$ 1,200</u>
TOTAL GENERAL FUND TRAVEL AND TRAINING	<u><u>\$ 175,906</u></u>

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

Fund/Description

Amount

ELECTRIC FUND

S.E. Conference - Energy Comm.- Utility Director	\$ 1,000
S.E. Conference - Annual Meeting - Utility Director	\$ 3,000
NWPPA Board of Trustees - Utility Director	\$ 5,000
Lobbying & Government Relations - Utility Director	\$ 1,000
Professional Development	\$ 4,000
PE Required CEU's	\$ -
Materials Management -NWPPA	\$ 3,000
Safety & Training - Operators/Mechanics/Technicians	\$ 3,000
Job training & safety- Lineman	\$ 1,250
Metering - Meter Technicians	<u>\$ 5,000</u>
Total Electric Fund Travel & Training	\$ 26,250

WATER FUND

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.	\$ 4,000
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>
Total Water Fund Travel & Training	\$ 10,000

WASTEWATER FUND

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>\$ 3,500</u>
Total Wastewater Fund Travel & Training	\$ 8,000

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

Fund/Description	Amount
<u>SOLID WASTE FUND</u>	
	\$ 1,600
HAZMAT Training	\$ 3,200
SW Training / Certification	\$ 1,000
Asbestos training	\$ 200
CPR and First Aid	\$ 2,000
SWANA Training	\$ 8,000
Total Solid Waste Fund Travel & Training	
<u>HARBOR FUND</u>	
	\$ 2,000
Pacific Coast Congress	\$ 23,000
AAHP - Conference - (Sitka Hosting)	\$ 25,000
Total Harbor Fund Travel & Training	
<u>MANAGEMENT INFORMATION SYSTEMS FUND</u>	
	\$ 15,000
On-training/class room training	\$ 1,000
Cisco Certification Testing - Police	\$ 16,000
Total Management Information Systems Fund Travel & Training	
<u>CENTRAL GARAGE FUND</u>	
	\$ 1,800
Training /Certifications	\$ 1,800
Total Central Garage Fund Travel & Training	
<u>BUILDING MAINTENANCE FUND</u>	
	\$ 2,266
Facility Maintenance - Wilbur	\$ 722
Boiler Training	\$ 2,988
Total Building Maintenance Fund Travel & Training	
TOTAL ENTERPRISE AND INTERNAL SERVICE FUNDS TRAVEL AND TRAINING	<u><u>\$ 98,038</u></u>

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City and Borough of Sitka

CAPITAL IMPROVEMENTS
PROGRAM

FISCAL YEAR 2013

MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS GENERAL FUND	PRIORITY	FY13	FY14	FY15	FY16	FY17	LONG RANGE	FUNDING SOURCE
Animal Shelter								
Paint exterior, in house	2			6,000				1
Paint interior, in house	3							1
Replace Roof	1		69,000			7,000		1
Replace vinyl flooring	3							1
Replace boiler	1			8,000				1
Centennial Building								
Parking Lot					50,000			1
Building Upgrade	1	800,000						
Seawalk Part B	1	610,000	3,890,000	3,900,000				3
Seawalk Part C	1		2,000,000					3
Seawalk Part D	1	780,000						3
City Hall								
Replace Carpet	2		110,000					
Paint Exterior	1							1
Replace EF's	3					58,000		1
Replace electric water heater	2					5,000		1
Paint Interior	2					5,000		1
City/State Building								
Lighting Retrofit	1					52,000		1
Replace rusted windows	1							1,2
Replace carpet-Fish & Game	2		40,000					1,2
Replace first floor rubber floor	2		40,000					2
Paint PD interior (in house)	3		25,000					1
Design HVAC upgrade	1		9,500					1
Paint interior-2nd floor lobby in courtroom (in-house)	3		41,000					1,2
Rebuild 2 airhandling units, replace all EF's, balancing and retrocommission controls	1		200,000		6,000			1
Replace roof	1							1,2
Community Hospital								
						839,000		1,2
Fire Station								
Paint soffits (in-house)	3							1
Kettleton Library								
Reconstruction/Expansion	1			5,000				
Land Improvements								
Crescent Harbor RR Vinyl Replacement	3		4,720,000	10,000,000				1,3,5,6
Centennial Hall Parking Lot Reconstruction	2		4,000					1
Sandy Beach RR - Paint Exterior	2		1,500,000					1,3
Lake & Lincoln RR - Paint interior (in-house)	3		2,800					1
Park and Recreation								
Cross Trail STIP Project - DOT/STW	1					3,000		1
Comprehensive Trail/Trailhead Signage	2							2,3
Crescent, Moller and Indian River Playground Upgrades	1		6,000	6,000				1
Goddard Bathhouses Replaced	2			100,000	100,000	190,000		1,3
Parks and Rec. Woodworking Shop	3		75,000					1,3
Parks and Rec. Greenhouse	4				65,000			1
Crescent Tennis Court Upgrade	2			100,000		40,000		1

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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

CITY AND BO... OF SITKA
MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

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PROJECTS	PRIORITY	FY13	FY14	FY15	FY16	FY17	LONG RANGE	FUNDING SOURCE
			70,000					1
Krueger Field Covered Bleachers	3			40,000				1
Japonski Island Softball Fencing	4			1,395,000				3
SMC Bypass Trail to Rapture Center	3		105,000		1,500,000			3
Whale Park Trail Replacement	2		50,000	6,500,000				5
Moller Park Field & Track Repair	2		25,000					1
Vilandre Baseball Field Backstop	2			35,000				1
Valandre Baseball Field Outfield Fence	2							1
Senior Center			16,000					1
Paint Exterior	2		6,000					1
Paint interior (in-house)	3		5,000					1
Replace Water Heater	2			60,000				1
Replace AHU	3		6,000					1
Replace relief air damper	3			99,000				1
Controls replacement	1				5,000	10,000		1
Miscellaneous	3							1
Streets, Roads, & Subdivisions		9,000						1
Katlian Street Sidewalk Repair	1	250,000						1
Baranof Street Sidewalks	1	105,000						1
Erier Street Paving	3		35,000					1
Arrowhead Paving	4		95,000					1
Verstovia Street East Paving	5		52,000					1
Verstovia Street West Paving	1		50,000					1
New Archangle Paving	1	5,000	300,000					1
Hollywood Paving	2		13,250	265,000				1
DeGroff Street Sidewalks and Paving	2		13,100	262,000				1
Kimsham	2			15,560	311,200			1
Monastery Street North of SMCR	3							1
Verstovia Street Paving	1	150,000		13,800	276,000			1
Verstovia Street Lake to Pherson	3			6,400	128,000			1
Lake Street	3				7,250	145,000		1
Monastery Street Hirst to Arrowhead	3				4,750	95,000		1
Marine Street	3				4,750	95,000		1
Hirst Street	3				62,200	1,244,000		1
Jeff Davis Sawmill Creek to Lincoln	3				86,600	1,732,000		1
Lincoln Street Jeff Davis to Harbor Drive	3		160,000					2
Edgecumbe Drive STIP Match	1		1,683,500					0
Edgecumbe Drive DOT Design	1							0
SUBTOTAL		2,709,000	15,417,150	24,322,760	2,600,750	4,520,000		
GENERAL FUND / ELECTRIC DEPARTMENT								
Public Services Center						150,000		1.7
Upgrade control system front end	2				3,000			1.7
Waste boiler compressor replacement	3		14,000					1.7
Replace Vinyl Floor	1		2,000					1.7
Replace Water Heater	2		7,000					1.7
Paint Interior (in-house)	1					150,000		0
Replace HVAC Controls System	3		0	23,000	0	3,000	300,000	0
SUBTOTAL			0	23,000	0	3,000	300,000	

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	FY13	FY14	FY15	FY16	FY17	LONG RANGE	FUNDING SOURCE
ELECTRIC DEPARTMENT								
Blue lake License Env. Mitigation	2							7
Blue Lake Powerplant Improvements	3			131,210	200,000			7
Blue Lake Expansion	1	10,389,604	10,000	10,000				7
SMC Rd. Upgrade Express Feeder	2							5
Feeder Improvements	3			5,425	88,000			7
Green Lake Powerplant Improvements	2		75,000	75,000	75,000	75,000	150,000	7
Jarvis St. Improvements - Diesel	1			45,088	15,000	15,000	30,000	7
Jarvis Upgrade & Tank Inspection	2			16,163				7
Jeff Davis Line Upgrade	3		40,369					7
Marine St. Sub- Voltage Regulators	1				300,000			7
Medvije Hatchery Substation Upgrade	2				260,300			7
Microwave or Optic Fiber	2							7
SCADA System Enhancements	2							7,8
HPR Line Kramer to Granite Creek	3	36,000	36,000	36,000	36,000	36,000	72,000	7
EPA Diesel Compliance	1	663,749						7
Replace Roof	1	1,000,000						7
Jarvis St. Diesel Capacity Incr.	3	120,000						7
Transmission & 1220 Upgrade	2		9,839,078					7
Substation at Benchlands	2	50,000	1,000,000	2,000,000				5
	3		40,000	40,000	1,400,000			5
SUBTOTAL		12,259,353	11,040,447	2,358,886	2,374,300	126,000	252,000	5
WATER DEPARTMENT								
Blue Lake Water Plant - Paint exterior (in-house)	3			4,000				7
CCF - Replace fire alarm panel	1					6,000		7
CCF - Replace three EF's	2						6,000	7
CCF - Replace water heater & monitor stove	2							7
CCF - Replace vinyl flooring	3				6,000			7
Connect Upper Lance Drive to Hillside Pump Station	3						4,000	7
Develop alternate water source	1	2,000,000	3,000,000				1,210,000	3,7A
Eagleway Water (State)	3		300,000					3,7A,7
Regulatory Water Treatment Upgrades - UV Disinfection	1		3,500,000	500,000				3,2
HPR Water Main Improvements (prior to paving)	1	300,000						3,7,9
SMC Road Water Tank Construction	2							7,7A
Japonaki Is. Water Supply Main	2		300,000	3,000,000	300,000	200,000	5,200,000	3,7A,7
Water Main Replacement	1						5,000,000	7
Design DeArmond Water Main replacement	1		50,000					7
Replace DeArmond water main	2			400,000				7,7A
Replace Jeff Davis Water Main	2			60,000	750,000			7,7A
Repair Airport Water Main near USCG Housing	1	75,000						7
Extend 16" main & abandon old Airport water main	2				50,000	400,000		3,7A
Replace Hollywood Way Water Main (DeGroff end)	2	25,000	250,000					3,7,7A
Replace Lake St. Water Main (SMC to DeGroff)	3			50,000	450,000			3,7A
Replace Baranof Water Main	2	625,000						3,7A
Replace Monastery Main (Hirst to Arrowhead)	3				60,000	625,000		7,7A
Replace Hirst St. Water Main	3					50,000	550,000	7,7A
DeGroff Water Main Improvements	3							7,7A
Replace Monastery Main (North of SMC)	3				150,000			7,7A
Verstovia Water Main Improvements	3			50,000	521,000			7,7A
Replace Water Main Lincoln St. (Jeff Davis to Harbor Dr)	2				100,000			7,7A
					75,000	1,200,000		3,7,7A
SUBTOTAL		3,025,000	7,400,000	4,064,000	2,462,000	2,481,000	11,970,000	

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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	FY13	FY14	FY15	FY16	FY17	LONG RANGE	FUNDING SOURCE
WASTEWATER DEPARTMENT								
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
HVAC retrofit, controls, duct cleaning, balancing	1		482,000					7
Replace WWTP generator	3				50,000			7
Pump Station Upgrades - general	1		150,000	150,000	150,000	150,000	5,000,000	7
Sanitary Sewer Main Replacement	1			250,000	250,000	250,000	5,000,000	3,7,7A
Replace vinyl flooring	3					20,000		7
Replace Generators - Lift Stations	3			100,000	100,000	100,000		7
Effluent Disinfection System	2		50,000	500,000				7,7A,3
Sewer improvements HPR/DOT	1	100,000						7
Replace New Archangel sewer main (Marine-HPR)	1	25,000	250,000					3,7,7A
Replace Hollywood Way sewer main (DeGroff end)	1	25,000	250,000					3,7,7A
Replace Lake St. sewer main (SMC to Arrowhead)	2			100,000	1,200,000			3,7,7A
Replace Landfill lift station	2		50,000	350,000				3,7,7A
Replace Sewer Baranof Main	2	680,000						3,7,7A
Replace Monastery Sewer Main (Hirst to Arrowhead)	3				60,000	680,000		3,7,7A
Replace Hirst St. sewer main	3					50,000	550,000	3,7,7A
Replace DeGroff Sewer Main	3			90,000	1,000,000			3,7,7A
Replace Monastery Sewer Main (North to SMC)	3			40,000	360,000			3,7,7A
Verstovia Sewer Improvements	3				50,000			7
Lincoln St. Sewer Improvements (Jeff Davis Harbor Dr.)	3					50,000		7
SUBTOTAL		830,000	1,232,000	1,624,000	3,224,000	1,306,000	10,550,000	
SOLID WASTE DEPARTMENT								
SUBTOTAL		0	0	0	0	0	0	

MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS	PRIORITY	FY13	FY14	FY15	FY16	FY17	LONG RANGE	FUNDING SOURCE
HARBOR DEPARTMENT								
Misc	1							7
Seaplane Base EA/Design	1		2,000,000	4,000,000				7,3
ANB Harbor	1		4,250,000	4,250,000				7,3
Floatation Upgrades	1	50,000						7
Eliason Harbor floatation upgrades	1							7
SUBTOTAL		50,000	6,250,000	8,250,000	0	0	0	
AIRPORT TERMINAL FUND								
Carpet Replacement	2							7
Bagage and TSA Area	2	275,000						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
SUBTOTAL		275,000	236,000	0	0	219,000	0	
MARINE SERVICES CENTER								
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							7
Shutdown cold room-check insulation, moisture removal, wall coverings, service solenoid valves	1		50,000					7
Refrigeration Controls	2							7
Replace Vinyl Floor	2				10,000			7
SUBTOTAL		0	85,500	68,000	10,000	0	0	
SAWMILL COVE								
Replace Roof						600,000		7
SUBTOTAL		0	0	0	0	600,000	0	
DATA PROCESSING								
Mini Computer Upgrade	2		50,000					7
SUBTOTAL		0	50,000	0	0	0	0	

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MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS PROGRAM

PROJECTS	PRIORITY	FY13	FY14	FY15	FY16	FY17	LONG RANGE	FUNDING SOURCE
TOTALS		19,148,353	41,734,097	40,687,646	10,674,050	9,552,000	22,772,000	
SITKA PROJECTS FUNDED BY OTHER AGENCIES								
Streets, Roads, & Subdivisions								
Sawmill Creek Road Phase III		7,000,000	7,000,000					2
Airport Runway Expansion		10,000,000	10,000,000					2
HPR Resurfacing & Bridge Replacement		10,000,000	8,000,000					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		500,000		7,000,000				2
DOE Swimming Pool				15,000,000	15,000,000			2
Corps Breakwater			8,000,000					
TOTALS		32,400,000	33,000,000	22,000,000	15,000,000			0

**CITY AND BOROUGH OF SITKA
CAPITAL IMPROVEMENTS PROGRAM
FISCAL YEAR 2013**

<u>GENERAL FUND</u>	<u>AMOUNT</u>
Fiscal Year 2013 Appropriations	
Centennial Hall Parking Lot	\$ 800,000
Centennial Hall Building Upgrade	\$ 610,000
Seawalk Part C	\$ 780,000
Katlian Street Sidewalk Repair	\$ 9,000
Baranof Street Sidewalks	\$ 250,000
Erler Street Paving	\$ 105,000
Verstovia Street Paving	\$ 150,000
Hollywood Paving	\$ 5,000
2013 Total	\$ 2,709,000

<u>ELECTRIC FUND</u>	
Fiscal Year 2013 Appropriations	
SCADA System Enhancements	\$ 36,000
HPR Line Kramer to Granite Creek	\$ 663,749
EPA Diesel Compliance	\$ 1,000,000
Replace Roof	\$ 120,000
Blue Lake Expansion	\$ 10,389,604
Transmission & 1220 Upgrade	\$ 50,000
2013 Total	\$ 12,259,353

<u>WATER FUND</u>	
Fiscal Year 2013 Appropriations	
Develop Alternative Water Source	\$ 2,000,000
HPR Water Main Improvements (prior to paving)	\$ 300,000
Repair Airport Water Main near USCG Housing	\$ 75,000
Replace Hollywood Way Water Main (DeGross end)	\$ 25,000
Replace Baranof Water Main	\$ 625,000
2013 Total	\$ 3,025,000

WASTERWATER FUND

Fiscal Year 2013 Appropriations

Sewer Improvements HPR/DOT	\$	100,000
Replace New Archangel sewer Main (Marine- HPR)	\$	25,000
Replace Hollywood Way Sewer Main (DeGroff end)	\$	25,000
Replace Sewer Baranof Main	\$	<u>680,000</u>

2013 Total \$ 830,000

HARBOR FUND

Fiscal Year 2013 Appropriations

Floatation Upgrades	\$	<u>50,000</u>
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2013 Total \$ 50,000

AIRPORT TERMINAL FUND

Fiscal Year 2013 Appropriations

Airport Bagage and TSA Area	\$	<u>275,000</u>
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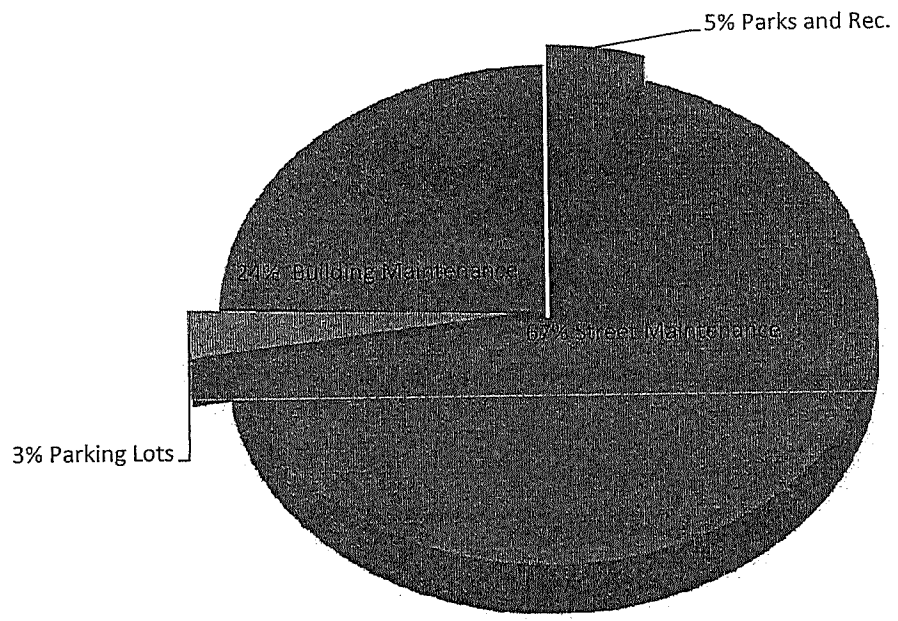
2013 Total \$ 275,000

ALL FUNDS FISCAL YEAR 2013 TOTAL:

\$ 19,148,353

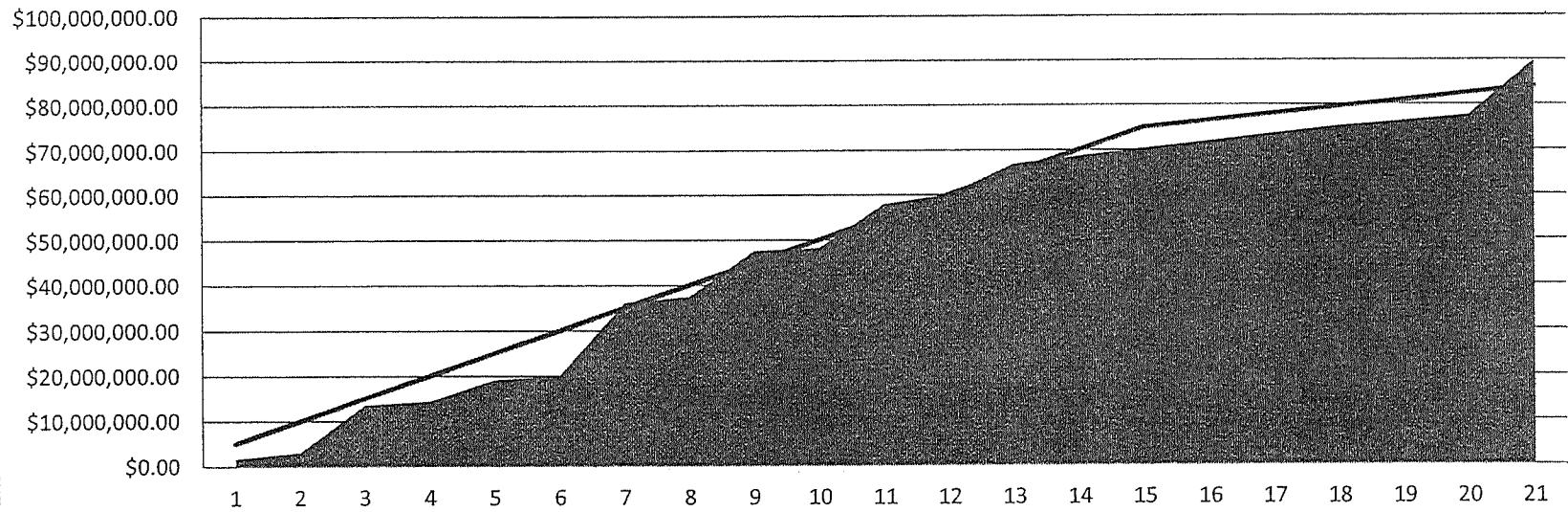
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CBS General Fund Infrastructure Breakdown



Over \$90-Million Projected in the Next 20-Years

\$5-Million Annual Dedicated Sinking Fund For the First 15- years and \$1.5-million Beyond Year 15



Annual Sinking Fund Totals

10-Feb-12

Years	Parks Life Cycle Cost/20 Years	Streets Life Cycle Cost/25 years	Parking Lot Life Cycle/20 years	Building Maintenance	Grand Total	Running Total	Sinking Fund 0-15 @ \$5-mill 15-20 @ \$1.5-mill	Sinking Fund Balance by Year	Year
2013	\$105,000.00	\$841,760.00	\$375,480.00	\$463,200.00	\$1,785,440.00	\$1,785,440.00	\$5,000,000.00	\$3,214,560.00	1
2014	\$45,000.00	\$311,602.00	\$16,598.00	\$944,040.00	\$1,317,240.00	\$3,102,680.00	\$10,000,000.00	\$6,897,320.00	2
2015	\$1,716,000.00	\$7,571,680.00	\$0.00	\$1,192,227.00	\$10,479,907.00	\$13,582,587.00	\$15,000,000.00	\$1,417,413.00	3
2016	\$5,000.00	\$28,342.00	\$11,500.00	\$759,268.00	\$804,110.00	\$14,386,697.00	\$20,000,000.00	\$5,613,303.00	4
2017	\$170,000.00	\$2,916,740.00	\$52,500.00	\$1,658,072.00	\$4,797,312.00	\$19,184,009.00	\$25,000,000.00	\$5,815,991.00	5
2018	\$14,000.00	\$63,397.00	\$4,198.00	\$955,540.00	\$1,037,135.00	\$20,221,144.00	\$30,000,000.00	\$9,778,856.00	6
2019	\$26,000.00	\$15,226,620.00	\$71,690.00	\$626,578.00	\$15,950,888.00	\$36,172,032.00	\$35,000,000.00	-\$1,172,032.00	7
2020	\$192,000.00	\$8,722.00	\$0.00	\$1,053,091.00	\$1,253,813.00	\$37,425,845.00	\$40,000,000.00	\$2,574,155.00	8
2021	\$10,000.00	\$9,571,380.00	\$133,270.00	\$466,786.00	\$10,181,436.00	\$47,607,281.00	\$45,000,000.00	-\$2,607,281.00	9
2022	\$39,000.00	\$304,860.00	\$0.00	\$309,162.00	\$653,022.00	\$48,260,303.00	\$50,000,000.00	\$1,739,697.00	10
2023	\$0.00	\$8,941,030.00	\$221,310.00	\$513,932.00	\$9,676,272.00	\$57,936,575.00	\$55,000,000.00	-\$2,936,575.00	11
2024	\$1,255,000.00	\$51,495.00	\$28,161.00	\$887,999.00	\$2,222,655.00	\$60,159,230.00	\$60,000,000.00	-\$159,230.00	12
2025	\$15,000.00	\$1,124,300.00	\$153,330.00	\$5,523,470.00	\$6,816,100.00	\$66,975,330.00	\$65,000,000.00	-\$1,975,330.00	13
2026	\$40,000.00	\$907,050.00	\$81,953.00	\$644,220.00	\$1,673,223.00	\$68,648,553.00	\$70,000,000.00	\$1,351,447.00	14
2027	\$20,000.00	\$1,397,830.00	\$55,970.00	\$305,073.00	\$1,778,873.00	\$70,427,426.00	\$75,000,000.00	\$4,572,574.00	15
2028	\$310,000.00	\$403,237.00	\$3,938.00	\$853,146.00	\$1,570,321.00	\$71,997,747.00	\$76,500,000.00	\$4,502,253.00	16
2029	\$12,000.00	\$0.00	\$520,440.00	\$1,177,948.00	\$1,710,388.00	\$73,708,135.00	\$78,000,000.00	\$4,291,865.00	17
2030	\$25,000.00	\$500,820.00	\$5,377.00	\$1,012,982.00	\$1,544,179.00	\$75,252,314.00	\$79,500,000.00	\$4,247,686.00	18
2031	\$0.00	\$425,830.00	\$0.00	\$726,257.00	\$1,152,087.00	\$76,404,401.00	\$81,000,000.00	\$4,595,599.00	19
2032	\$50,000.00	\$377,565.00	\$9,995.00	\$758,983.00	\$1,196,543.00	\$77,600,944.00	\$82,500,000.00	\$4,899,056.00	20
2033	\$340,000.00	\$9,624,620.00	\$1,092,700.00	\$1,164,964.00	\$12,222,284.00	\$89,823,228.00	\$84,000,000.00	-\$5,823,228.00	21
Total	\$4,389,000.00	\$60,598,880.00	\$2,838,410.00	\$21,996,938.00	\$89,823,228.00				
Annual Average	\$219,450.00	3,029,944.00	\$141,920.50	\$1,099,846.90	\$4,491,161.40				
				Sinking Fund 0-15	\$5,000,000.00				
				Sinking Fund 15-20	\$1,500,000.00				

* Red Lettering denotes Maintenance Costs.

5%

67%

3%

24%

Annual Sinking Fund Totals

10-Feb-12

Streets

Years	Area yd^2	Cost per Cycle	Maintenance
0	6,866	\$841,760.00	
1	0	311,602.00	311,602.00
2	47,319	\$7,571,680.00	
3	0	28,342.00	28,342.00
4	10,846	\$2,916,740.00	
5	0	63,397.00	63,397.00
6	66,776	\$15,226,620.00	
7	0	8,722.00	8,722.00
8	50,342	\$9,571,380.00	
9	0	304,860.00	304,860.00
10	41,547	\$8,941,030.00	
11	0	51,495.00	51,495.00
12	3,981	\$1,124,300.00	
13	4,674	\$907,050.00	
14	3,779	\$1,397,830.00	
15	0	403,237.00	403,237.00
16	0		
17	0	500,820.00	500,820.00
18	1163	\$425,830.00	
19	0	377,565.00	377,565.00
20	40,648	\$9,624,620.00	
	277,941	\$60,598,880.00	2,050,040.00
		\$3,029,944.00	Annual Cost

* Numbers in red ink are annual PM Maintenance costs at .75 (sq ft.). Sq FT. X .75 Maint. X 10 yrs= Maint. Costs.

Annual Sinking Fund Totals

10-Feb-12

Parks

Years	Annual Costs	Life Cycle Cost/10 years	Life Cycle Cost/20 Years
2013	\$5,250	\$52,500	\$105,000.00
2014	\$2,250	\$22,500	\$45,000.00
2015	\$85,800	\$858,000	\$1,716,000.00
2016	\$250	\$2,500	\$5,000.00
2017	\$8,500	\$850,000	\$170,000.00
2018	\$700	\$7,000	\$14,000.00
2019	\$1,300	\$13,000	\$26,000.00
2020	\$9,600	\$96,000	\$192,000.00
2021	\$500	\$5,000	\$10,000.00
2022	\$1,950	\$19,500	\$39,000.00
2023	\$0	\$0	\$0.00
2024	\$62,750	\$627,500	\$1,255,000.00
2025	\$750	\$7,500	\$15,000.00
2026	\$2,000	\$20,000	\$40,000.00
2027	\$1,000	\$10,000	\$20,000.00
2028	\$15,500	\$155,000	\$310,000.00
2029	\$600	\$6,000	\$12,000.00
2030	\$1,250	\$12,500	\$25,000.00
2031	\$0	\$0	\$0.00
2032	\$2,500	\$25,000	\$50,000.00
2033	\$17,000	\$170,000	\$340,000.00
	\$219,450.00	\$2,959,500.00	\$4,389,000.00

* 4,389,000 / 20 years = \$219,450.00 year

GENERAL FUND INFRASTRUCTURE SINKING FUND

BUILDINGS

BUILDING	SIZE (SF)	UTILITIES ANNUAL COST	O&M LABOR AND MATERIALS ANNUAL COST (1)	2000-11 TOTAL O&M COSTS (Column C+D)	2000-20 TOTAL CIP COST	ANNUAL COST CIP	ANNUAL O&M AND CIP COSTS (Column E+G)
ANIMAL SHELTER	3,200	\$6,986	\$8,492	\$15,478	\$269,694	\$13,485	\$28,963
CENTENNIAL BLDG	21,590	\$42,700	\$20,172	\$62,872	\$892,182	\$319,609	\$382,481
CITY HALL	17,158	\$36,000	\$20,854	\$56,854	\$811,379	\$40,569	\$97,423
CITY STATE (2)	27,302	\$54,168	\$21,593	\$75,761	\$3,228,934	\$161,447	\$237,208
FIRE HALL (2004)	15,927	\$42,000	\$15,659	\$57,659	\$135,352	\$7,962	\$65,621
KETTLESON LIBRARY	7,504	\$18,600	\$18,565	\$37,165	\$1,330,658	\$816,533	\$853,698
PUBLIC SERVICE	20,441	\$24,800	\$14,538	\$39,338	\$832,061	\$41,603	\$80,941
SAWMILL COVE	32,000	\$32,800	\$12,019	\$44,819	\$2,305,041	\$115,252	\$160,071
SENIOR CENTER	4,104	\$14,000	\$15,431	\$29,431	\$561,620	\$28,081	\$57,512
TOTALS		\$272,054	\$147,323	\$419,377	\$10,366,921	\$1,544,541	\$1,963,918
REMOTE FACILITIES	703	Mostly taken care of by volunteers					
REST ROOMS &	6,428	Parks and Recreation					
SHELTERS (8)	7,910	Different budgets hard to quantify					

(1) Includes Janitorial, Elevator, Honeywell costs

(2) CBS share at 34% so divide all totals by 1/3

- Cent Bldg Total CIP cost includes \$5.5 million renovation in FY 13-14

- Library Total CIP cost includes \$15 million renovation in FY 14-15

- Sawmill Cove Admin Total CIP cost include 1.2 million renovation in 2001

* Life cycle cost (LCC) 20 years - 2000-2020

- Does not include building replacement or cost of initial construction

Annual Sinking Fund Totals

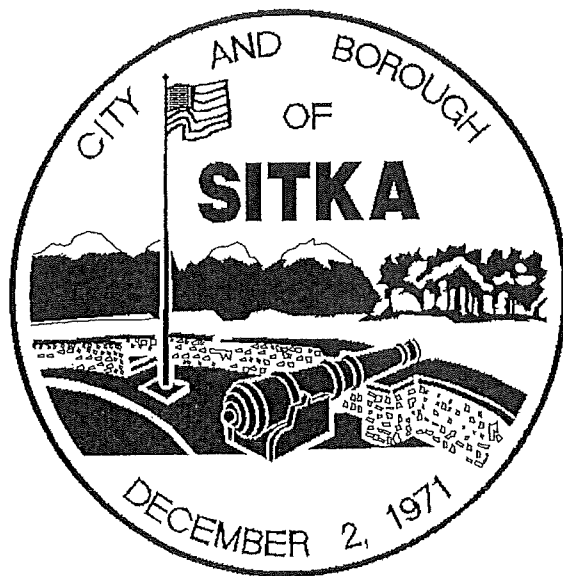
10-Feb-12

Parking Lots

Years	Area (sq. ft.)	Yearly/PM factor	Annual Cost	Life Cycle Cost/ 10 years	Life Cycle Cost/ 25 years	
Crescent Harbor and Centennial Hall	109,270	0.75	\$81,953	546,350	\$1,092,700	FY14
City Hall	13,327	0.75	\$9,995	66,635	\$133,270	FY17
Castle Hill	22,131	0.75	\$16,598	110,655	\$221,310	FY18
Library	5,250	0.75	\$3,938	26,250	\$52,500	FY15
Fire Hall	15,333	0.75	\$11,500	76,665	\$153,330	FY19
Roundabout Parking Lot	5,597	0.75	\$4,198	27,985	\$55,970	FY20
Moller (upper)	52,044	0.75	\$39,033	260,220	\$520,440	Fy21
City/State	37,548	0.75	\$28,161	187,740	\$375,480	FY13
Whale Park	7,169	0.75	\$5,377	35,845	\$71,690	FY16
	267,669		\$200,752	\$1,338,345	\$2,676,690	

Years	Area (sq. ft.)	Cost per Cycle	Maintenance
1	37,548.00	375,480.00	
2		\$16,598.00	\$16,598.00
3	109,270.00	\$1,092,700.00	
4		\$11,500.00	\$11,500.00
5	5,250.00	52,500.00	
6		\$4,198.00	\$4,198.00
7	7,169.00	\$71,690.00	
8			
9	13,327.00	133,270.00	
10			
11	22,131.00	\$221,310.00	
12		\$28,161.00	\$28,161.00
13	15,333.00	153,330.00	
14		\$81,953.00	\$81,953.00
15	5,597.00	\$55,970.00	
16		\$3,938.00	\$3,938.00
17	52,044.00	520,440.00	
18		\$5,377.00	\$5,377.00
19			
20		\$9,995.00	9,995.00
	267,669	\$2,838,410.00	161,720.00
		\$141,920.50	Annual Cost

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City and Borough of Sitka

GENERAL FUND

FISCAL YEAR 2013

Operating Budget

GENERAL FUND - SUMMARY

	FY 2013 <u>Budget</u>	FY 2012 <u>Budget</u>	FY 2012 <u>Projections</u>	Change FY 2012 <u>Budget</u>	% Change From FY 2012 <u>Budget</u>
REVENUES					
Property Tax	\$ 6,002,000	\$ 6,076,562	\$ 5,976,611	\$ (74,562)	-1.23%
Sales Tax	\$ 8,498,060	\$ 8,393,900	\$ 8,644,805	\$ 104,160	1.24%
Bed Tax	\$ 307,000	\$ 305,400	\$ 306,865	\$ 1,600	0.52%
State Revenue	\$ 4,919,260	\$ 2,197,473	\$ 2,230,850	\$ 2,721,787	123.86%
Stumpage	\$ -	\$ 1,035,800	\$ 1,073,350	\$ (1,035,800)	-100.00%
PILT	\$ 592,000	\$ 592,000	\$ 592,104	\$ -	0.00%
Federal Grant Revenue	\$ 125,000	\$ 122,567	\$ 95,505	\$ 2,433	0.00%
Licenses & Permits	\$ 167,000	\$ 147,370	\$ 214,475	\$ 19,630	13.32%
Services	\$ 1,042,000	\$ 1,018,070	\$ 946,346	\$ 23,930	2.35%
Operations Revenue	\$ 606,000	\$ 734,049	\$ 738,672	\$ (128,049)	-17.44%
Property Investments	\$ 768,000	\$ 738,910	\$ 853,498	\$ 29,090	3.94%
From Other Funds	\$ 2,686,068	\$ 2,473,230	\$ 2,885,570	\$ 212,838	8.61%
Miscellaneous	\$ 182,000	\$ 168,650	\$ 161,526	\$ 13,350	7.92%
Transfers In	\$ 1,242,000	\$ 1,184,098	\$ 1,184,098	\$ 57,902	4.89%
Working Capital	\$ -	\$ -	\$ -	\$ -	0.00%
TOTAL REVENUES:	\$ 27,136,388	\$ 25,188,079	\$ 25,904,275	\$ 1,948,309	7.74%

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

Administrator/Assembly	\$ 546,677	\$ 563,585	\$ 529,076	\$ (16,908)	-3.00%
Legal	\$ 230,747	\$ 227,365	\$ 218,812	\$ 3,382	1.49%
Clerk	\$ 245,158	\$ 228,324	\$ 224,605	\$ 16,834	7.37%
Finance	\$ 1,405,216	\$ 1,438,064	\$ 1,351,287	\$ (32,848)	-2.28%
Assessing	\$ 201,379	\$ 199,687	\$ 198,233	\$ 1,692	0.85%
Planning	\$ 220,130	\$ 217,835	\$ 217,717	\$ 2,295	1.05%
Police Department	\$ 3,260,145	\$ 3,495,726	\$ 3,207,965	\$ (235,581)	-6.74%
Fire Department	\$ 1,131,721	\$ 1,172,767	\$ 1,007,283	\$ (41,046)	-3.50%
Ambulance	\$ 123,478	\$ 123,337	\$ 116,638	\$ 141	0.11%
SAR	\$ 5,869	\$ 6,004	\$ 5,058	\$ (135)	-2.24%
PW Administration	\$ 463,385	\$ 448,552	\$ 446,488	\$ 14,833	3.31%
Engineering	\$ 773,994	\$ 725,610	\$ 689,180	\$ 48,384	6.67%
Street Department	\$ 532,263	\$ 532,614	\$ 497,016	\$ (351)	-0.07%
Recreation	\$ 314,023	\$ 313,491	\$ 283,930	\$ 532	0.17%
Building Official	\$ 207,784	\$ 202,335	\$ 186,820	\$ 5,449	2.69%
Library	\$ 554,938	\$ 536,392	\$ 511,755	\$ 18,546	3.46%
Centennial Building	\$ 305,331	\$ 303,057	\$ 301,210	\$ 2,274	0.75%
	\$ 10,522,240	\$ 10,734,744	\$ 9,993,073	\$ (212,505)	-1.98%

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

	FY 2013 Budget	FY 2012 Budget	FY 2012 Projections	Change From FY 2012 Budget	% Change From FY 2012 Budget
Administrator/Assembly	\$ 238,041	\$ 195,464	\$ 182,820	\$ 42,577	21.78%
Legal	\$ 50,529	\$ 56,962	\$ 40,193	\$ (6,433)	-11.29%
Clerk	\$ 106,525	\$ 116,072	\$ 94,323	\$ (9,547)	-8.23%
Finance	\$ 187,481	\$ 209,886	\$ 285,615	\$ (22,405)	-10.67%
Assessing	\$ 33,006	\$ 35,844	\$ 27,431	\$ (2,838)	-7.92%
Planning	\$ 25,662	\$ 30,827	\$ 27,586	\$ (5,165)	-16.75%
General Office	\$ 428,351	\$ 335,417	\$ 404,238	\$ 92,934	27.71%
Other	\$ 302,000	\$ 332,386	\$ 336,457	\$ (22,405)	-9.14%
Police Department	\$ 825,362	\$ 766,469	\$ 907,465	\$ 58,893	7.68%
Fire Department	\$ 511,877	\$ 379,450	\$ 334,736	\$ 132,427	34.90%
Ambulance	\$ 180,388	\$ 131,597	\$ 128,516	\$ 48,791	37.08%
SAR	\$ 44,354	\$ 47,604	\$ 45,564	\$ (3,250)	-6.83%
PW Administration	\$ 42,833	\$ 44,451	\$ 38,769	\$ (1,618)	-3.64%
Engineering . .	\$ 101,845	\$ 96,078	\$ 60,995	\$ 5,767	6.00%
Street Department	\$ 1,029,983	\$ 907,921	\$ 881,720	\$ 122,062	13.44%
Recreation	\$ 252,136	\$ 293,671	\$ 280,582	\$ (41,535)	-14.14%
Building Official	\$ 30,138	\$ 30,172	\$ 19,853	\$ (34)	-0.11%
Library	\$ 297,448	\$ 299,405	\$ 324,027	\$ (1,957)	-0.65%
Centennial Building	\$ 139,436	\$ 187,702	\$ 154,324	\$ (48,266)	-25.71%
Visitor's Bureau	\$ 282,047	\$ 282,048	\$ 282,048	\$ (1)	0.00%
Senior Center	\$ 84,547	\$ 91,330	\$ 68,097	\$ (6,783)	-7.43%
	\$ 5,193,989	\$ 4,870,756	\$ 4,925,359	\$ 323,233	6.64%
Subtotal	\$ 15,716,229	\$ 15,605,500	\$ 14,918,432	\$ 110,728	4.66%
		<u>DEBT</u>			
General Debt	\$ 12,090	\$ 12,236	\$ 12,236	\$ (146)	-1.19%
School Debt	\$ 1,269,013	\$ 1,275,602	\$ 1,275,602	\$ (6,589)	-0.52%
	\$ 1,281,103	\$ 1,287,838	\$ 1,287,838	\$ (6,735)	-0.52%
		<u>SUPPORT</u>			
School Support	\$ 5,770,342	\$ 6,355,670	\$ 6,355,670	\$ (585,328)	-9.21%
Community Schools	\$ 140,392	\$ 140,392	\$ 140,392	\$ -	0.00%
Hospital Support	\$ 270,546	\$ 154,546	\$ 201,781	\$ 116,000	75.06%
	\$ 6,181,280	\$ 6,650,608	\$ 6,697,843	\$ (469,328)	-7.06%
Total Operations Budget:	\$ 23,178,612	\$ 23,543,946	\$ 22,904,113	\$ (365,335)	-1.55%
		<u>CAPITAL BUDGET AND TRANSFERS</u>			
Transfer to other Funds:					
Building Maintenance Fund	\$ 164,776	\$ 146,762	\$ 146,762	\$ 18,014	12.27%
SE AK Economic Dev Fund	\$ 70,000	\$ -	\$ -	\$ 70,000	0.00%
Management Information Systems	\$ -	\$ 39,570	\$ 33,570	\$ (39,570)	-100.00%
2004/2005 Bonds - Debt Service	\$ 920,000	\$ 880,000	\$ 959,048	\$ 40,000	4.55%
Fish Box Tax	\$ 67,200	\$ 60,000	\$ 68,000	\$ 7,200	12.00%
Fixed Asset Acquisition	\$ 26,800	\$ 6,511	\$ 556,380	\$ 20,289	311.61%
Transfer to				\$ -	
Capital Projects - Fund	\$ 519,000	\$ 797,000	\$ 873,400	\$ (278,000)	-34.88%
Capital Projects - Grant	\$ 2,190,000	\$ -	\$ -	\$ 2,190,000	0.00%
Total Capital Fund Budget:	\$ 3,957,776	\$ 1,929,843	\$ 2,637,160	\$ 2,027,933	105.08%
TOTAL OUTLAYS:	\$ 27,136,388	\$ 25,473,789	\$ 25,541,273	\$ 1,662,598	6.53%
SURPLUS/ (SHORTFALL)	\$ 0	\$ (285,710)	\$ 363,002	\$ 285,711	-100%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3011.001	Property Tax	\$ 6,122,320	\$ 6,170,516	\$ 6,166,874	\$ 6,122,000
3011.002	Auto Tax	\$ 99,407	\$ 99,860	\$ 66,997	\$ 99,000
3011.003	Boat Taxes	\$ 102,142	\$ 140,390	\$ 108,534	\$ 102,000
3011.004	Penalty and Interest	\$ 35,384	\$ 32,000	\$ 37,331	\$ 35,000
3011.006	Taxes Paid Voluntary	\$ 47,837	\$ 47,800	\$ 10,880	\$ 48,000
3012.000	Less Senior Citizen Exemption	\$ (404,083)	\$ (414,004)	\$ (414,005)	\$ (404,000)
	Total Property Tax:	\$ 6,003,008	\$ 6,076,562	\$ 5,976,611	\$ 6,002,000

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	\$ 6,122,000
300-301-3011.002	<u>Auto Taxes</u> Automobile Tax Collected and Passed Through by State of Alaska, Department of Transportation	\$ 99,000
300-301-3011.003	<u>Boat Taxes</u> Taxes Assessed on Boat Length	\$ 102,000
300-301-3011.004	<u>Penalty and Interest</u> Penalty and Interest on Late Payment of Property Taxes	\$ 35,000
300-301-3011.006	<u>Property Taxes Paid Voluntarily</u> Payment in Lieu of Property Taxes	\$ 48,000
300-301-3012.000	<u>Less Senior Citizen Exemption</u>	\$ (404,000)
	Total:	\$ 6,002,000

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

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3021.001	1st Qtr CY 2013 Sales Tax	\$ 1,444,118	\$ 1,400,000	\$ 1,396,297	\$ 1,428,000
3021.002	2nd Qtr CY 2012 Sales Tax	\$ 2,670,310	\$ 2,497,000	\$ 2,626,914	\$ 2,516,940
3021.003	3rd Qtr CY 2012 Sales Tax	\$ 2,887,378	\$ 2,831,000	\$ 2,925,554	\$ 2,857,620
3021.004	4th Qtr CY 2012 Sales Tax	\$ 1,514,794	\$ 1,480,000	\$ 1,530,599	\$ 1,509,600
3021.005	Previous Year's Sales Tax	\$ 20,236	\$ 50,000	\$ 28,052	\$ 50,000
3021.006	Penalty and Interest	\$ 78,788	\$ 50,000	\$ 37,500	\$ 50,000
3021.007	Discount	\$ (12,003)	\$ (12,100)	\$ (11,744)	\$ (12,100)
3021.008	Home Construction Refund	\$ (6,792)	\$ (2,000)	\$ (1,316)	\$ (2,000)
3021.009	Other Sales Tax Revenue	\$ 125	\$ -	\$ 60	\$ -
3021.010	Fish Box Tax	\$ 111,530	\$ 100,000	\$ 112,889	\$ 100,000
	Total Sales Tax	\$ 8,708,484	\$ 8,393,900	\$ 8,644,805	\$ 8,498,060

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 2013 Sales Tax</u> Quarterly Basis 5% Sales Tax Remitted In 2nd Quarter CY2013 for 1st Quarter Cy 2013 Sales	\$ 1,428,000
300-302-3021.002	<u>2nd Quarter CY 2012 Sales Tax</u> Quarterly Basis 6% Sales Tax Remitted In 3rd Quarter CY 2012 for 2nd Quarter CY2012 Sales	\$ 2,516,940
300-302-3021.003	<u>3rd Quarter CY 2012 Sales Tax</u> Quarterly Basis 6% Sales Tax Remitted In 4th Quarter CY 2012 for 3rd Quarter CY 2012 Sales	\$ 2,857,620
300-302-3021.004	<u>4th Quarter CY 2012 Sales Tax</u> Quarterly Basis 5% Sales Tax Remitted In 1st Quarter CY 2013 for 4th Quarter CY 2012 Sales	\$ 1,509,600
300-302-3021.005	<u>Previous Year's Sales Tax Paid in FY 2013</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
	Total:	\$ 8,498,060

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3031.001	1st Qtr CY 2013 Bed Tax	\$ 23,110	\$ 20,300	\$ 14,241	\$ 23,000
3031.002	2st Qtr CY 2012 Bed Tax	\$ 107,489	\$ 114,600	\$ 118,926	\$ 107,000
3031.003	3rd Qtr CY 2012 Bed Tax	\$ 149,366	\$ 144,500	\$ 150,498	\$ 149,000
3031.004	4th Qtr CY 2012 Bed Tax	\$ 25,381	\$ 25,000	\$ 22,987	\$ 25,000
3031.005	Previous Year's Bed Tax	\$ 2,544	\$ 500	\$ 213	\$ 3,000
3031.006	Penalty and Interest	\$ -	\$ 500	\$ -	\$ -
	Total Bed Tax:	\$ 307,890	\$ 305,400	\$ 306,865	\$ 307,000

CITY AND BOROUGH OF SITKA

BED TAX

ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
300-303-3031.001	<u>1st Quarter CY 2013 Bed Tax</u> Quarterly Basis 6% Bed Tax Remitted In 2nd Quarter CY2013 for 1st Quarter CY 2013 Sales	\$ 23,000
300-303-3031.002	<u>2nd Quarter CY 2012 Bed Tax</u> Quarterly Basis 6% Bed Tax Remitted In 3rd Quarter CY 2012 for 2nd Quarter CY 2012 Sales	\$107,000
300-303-3031.003	<u>3rd Quarter CY 2012 Bed Tax</u> Quarterly Basis 6% Bed Tax Remitted In 4th Quarter CY 2012 for 3rd Quarter CY 2012 Sales	\$149,000
300-303-3031.004	<u>4th Quarter CY 2012 Bed Tax</u> Quarterly Basis 6% Bed Tax Remitted In 1st Quarterly CY 2013 for 4th Quarter CY 2012 Sales	\$ 25,000
300-303-3031.005	<u>Previous Year's Bed Tax Paid in FY 2013</u>	\$ 3,000
300-303-3031.006	<u>Penalty and Interest</u> Penalty and Interest on Late Filings	\$ -
	Total:	\$307,000

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

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3101.001	School Debt Reimbursement	\$ 894,430	\$ 891,522	\$ 762,968	\$ 887,000
3101.003	Revenue Sharing	\$ 812,658	\$ 1,224,522	\$ 1,349,330	\$ 1,757,260
3101.005	Grant Revenue	\$ (1,116)	\$ 13,479	\$ 34,215	\$ 2,205,000
3101.007	Liquor Licenses	\$ 23,200	\$ 22,000	\$ 14,125	\$ 23,000
3101.012	Public Library Assistance	\$ 6,300	\$ 6,250	\$ 8,125	\$ 6,000
3101.016	Miscellaneous	\$ 41,069	\$ 39,700	\$ 62,087	\$ 41,000
3101.017	PERS Relief	\$ 354,270	\$ -	\$ -	\$ -
3101.019	SAR Reimbursement	\$ 292	\$ -	\$ -	\$ -
3101.020	Loan Proceeds	\$ 49,875	\$ -	\$ -	\$ -
Total Revenue From State of Alaska:		\$ 2,180,978	\$ 2,197,473	\$ 2,230,850	\$ 4,919,260

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	\$ 887,000
300-310-3101.003	<u>Revenue Sharing</u> <u>Reimbursement of Bridge Funding to Sitka School Dist.</u>	\$1,457,260 \$ 300,000
300-310-3101.005	<u>Grant Revenue</u> Grants	\$2,205,000
300-310-3101.007	<u>Liquor Licenses</u>	\$ 23,000
300-310-3101.012	<u>Public Library Assistance</u> State Grants	\$ 6,000
300-310-3101.016	<u>Miscellaneous</u> Fisheries Business Tax	\$ 41,000
	Total:	\$4,919,260

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3151.001	Stumpage	\$ 1,150,914	\$ 1,035,800	\$ 1,073,350	\$ -
3151.002	Payment in Lieu of Taxes	\$ 592,145	\$ 592,000	\$ 592,104	\$ 592,000
3151.003	Grant Revenue	\$ 104,321	\$ 122,567	\$ 36,602	\$ 120,000
3151.004	Misc	\$ 1,000	\$ -	\$ -	\$ -
3161.001	ARRA Grants	\$ 109,714	\$ -	\$ 58,903	\$ 5,000
Total Revenue From					
	Federal Government:	\$ 1,958,093	\$ 1,750,367	\$ 1,760,959	\$ 717,000

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> FY2012 was \$1,073,350	\$ -
300-315-3151.002	<u>Payment in Lieu of Taxes</u>	\$ 592,000
300-315-3151.003	<u>Grant Revenue</u>	\$ 120,000
300-315-3161.001	<u>ARRA Grants - Federal Revenue Sharing</u>	\$ 5,000
	Total:	\$ 717,000

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3201.001	Building Permits	\$ 112,498	\$ 110,000	\$ 195,599	\$ 133,000
3201.002	Planning and Zoning Permits	\$ 3,422	\$ 2,700	\$ 2,781	\$ 4,000
3201.003	Parking Permit	\$ 795	\$ -	\$ 855	\$ 1,000
3201.004	Public Vehicle/Drivers	\$ 8,835	\$ 7,600	\$ 2,037	\$ 9,000
3201.006	Animal Licenses	\$ 4,860	\$ 5,300	\$ 7,318	\$ 5,000
3201.007	Itinerant Business Licenses	\$ 76	\$ 70	\$ 133	\$ -
3201.011	Park & Recreation Fees	\$ 8,325	\$ 20,200	\$ 5,040	\$ 13,000
3201.012	Centennial Permit	\$ 1,560	\$ 1,500	\$ 712	\$ 2,000
Total Licenses and Permits:		\$ 140,371	\$ 147,370	\$ 214,475	\$ 167,000

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>	\$ 133,000
300-320-3201.002	<u>Planning and Zoning Permits</u>	\$ 4,000
300-320-3201.003	<u>Parking Permits</u>	\$ 1,000
300-320-3201.004	<u>Public Vehicle/Drivers</u> Chauffeur permits	\$ 9,000
300-320-3201.006	<u>Animal Licenses</u>	\$ 5,000
300-320-3201.007	<u>Itinerant Business Licenses</u> Miscellaneous	\$ -
300-320-3201.011	<u>Park & Recreation Fee</u> Baseball & Softball Useage	\$ 13,000
300-320-3201.012	<u>Centennial Permit Fee</u>	\$ 2,000
	Total:	\$ 167,000

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3301.003	Jail Contracts	\$ 419,450	\$ 419,450	\$ 393,234	\$ 419,000
3301.004	DWI Jail Time Fees	\$ 2,966	\$ 4,290	\$ 7,080	\$ 3,000
3301.005	Jail-Detox	\$ 5,126	\$ 5,500	\$ 1,389	\$ 5,000
3301.006	Impound/Storage Fees	\$ 5,902	\$ 4,400	\$ 2,237	\$ 6,000
3301.007	Police Other	\$ 35,962	\$ 33,900	\$ 25,221	\$ 36,000
3301.009	Electronic Monitoring	\$ 1,954	\$ 1,600	\$ 3,642	\$ 2,000
3301.010	E911 Surcharge	\$ 185,752	\$ 184,000	\$ 182,012	\$ 186,000
3302.000	Police Medical	\$ 7,651	\$ 3,000	\$ 8,629	\$ 8,000
3303.000	Public Defender Fees	\$ (564)	\$ -	\$ 3,059	\$ -
3321.001	Ambulance Fees	\$ 323,817	\$ 330,000	\$ 287,330	\$ 330,000
3321.002	Fire Department Other	\$ -	\$ 700	\$ -	\$ -
3331.001	Library	\$ 15,863	\$ 14,900	\$ 15,756	\$ 16,000
3331.002	Library Lost Book Replace	\$ 2,285	\$ 2,100	\$ 1,728	\$ 2,000
3331.003	Library Other	\$ 2,340	\$ -	\$ 1,112	\$ 2,000
3331.004	Library Network Charges	\$ 12,356	\$ 12,300	\$ 13,786	\$ 12,000
3332.000	Std. Const. Specifications	\$ -	\$ 130	\$ -	\$ -
3333.000	Sitka Builders Seminar	\$ 2,975	\$ -	\$ -	\$ 3,000
3334.000	Recreation Other	\$ 9,054	\$ -	\$ -	\$ 9,000
3340.000	Coping Revenue	\$ 756	\$ -	\$ (516)	\$ 1,000
3351.000	Legal Fees	\$ 2,213	\$ 1,800	\$ 647	\$ 2,000
Total Services:		\$ 1,035,857	\$ 1,018,070	\$ 946,346	\$ 1,042,000

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	\$ 419,000
300-330-3301.004	<u>DWI Jail Time Fees</u> DWI Incarceration fees @ \$110/day	\$ 3,000
300-330-3301.005	<u>Jail-Detox Fees</u> Detox incarceration fees @ \$110/day	\$ 5,000
300-330-3301.006	<u>Impound/Storage Fees</u> Fees for storage of impounded vehicles	\$ 6,000
300-330-3301.007	<u>Police Other</u> Records fee, animal impoundments, civil service, electronic monitoring	\$ 36,000
300-330-3301.009	<u>Electronic Monitoring</u>	\$ 2,000
300-330-3301.010	<u>E911 Surcharge</u> 911 Service (from Service Company)	\$ 186,000
300-330-3302.000	<u>Police Medical</u> State prisoner medical reimbursement	\$ 8,000
300-330-3321.001	<u>Ambulance Fees</u> Based on fee schedules	\$ 330,000
300-330-3331.001	<u>Library</u> Library Fines	\$ 16,000
300-330-3331.002	<u>Library Lost Book Replace</u>	\$ 2,000
300-330-3331.003	<u>Library Other</u>	\$ 2,000
300-330-3331.004	<u>Library Network Charges</u> Charges to Sitka School District and Mt. Edgecumbe High School for Library network services	\$ 12,000
300-330-3333.000	<u>Sitka Builders Seminar</u>	\$ 3,000
300-330-3334.000	<u>Recreation Other</u>	\$ 9,000
300-330-3340.000	<u>Coping Revenue</u>	\$ 1,000
300-330-3351.000	<u>Legal Fees</u>	\$ 2,000
	Total:	\$ 1,042,000

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3454.000	Concessions	\$ 6,449	\$ 7,400	\$ 4,421	\$ 6,000
3491.000	Jobbing - Labor	<u>\$ 590,880</u>	<u>\$ 726,649</u>	<u>\$ 734,251</u>	<u>\$ 600,000</u>
	Total Operations Revenue:	\$ 597,329	\$ 734,049	\$ 738,672	\$ 606,000

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.	\$ 6,000
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>\$ 600,000</u>
	Total:	\$ 606,000

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3601.000	Rent - Land	\$ 161,771	\$ 131,110	\$ 165,159	\$ 162,000
3602.000	Rent - Building	\$ 14,400	\$ 14,400	\$ 13,984	\$ 14,000
3603.000	Rent- Centennial Building	\$ 58,278	\$ 59,800	\$ 63,564	\$ 64,000
3604.000	Rent - Senior Center	\$ 1,575	\$ 2,000	\$ 2,139	\$ 2,000
3606.000	Tom Young Cabin	\$ 6,738	\$ 5,600	\$ 5,550	\$ 7,000
3608.000	Hames P.E. Center	\$ 48,976	\$ -	\$ -	
3610.000	Interest Income	\$ 384,875	\$ 403,700	\$ 368,519	\$ 382,000
3620.000	Sale of Fixed Assets	\$ -	\$ 1,000	\$ 111,900	\$ 1,000
3635.000	Royalties	\$ 203,552	\$ 65,900	\$ 65,900	\$ 66,000
3640.000	Library - Special Sales	\$ 3,452	\$ 3,400	\$ 3,703	\$ 3,000
3650.000	City/State Blding Cost Reimbursement	\$ 80,929	\$ 52,000	\$ 53,080	\$ 67,000
	Total Property Investments:	\$ 964,546	\$ 738,910	\$ 853,498	\$ 768,000

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	\$ 162,000
300-360-3602.000	<u>Building Rent</u>	\$ 14,000
300-360-3603.000	<u>Centennial Building Rent</u>	\$ 64,000
300-360-3604.000	<u>Senior Center Rent</u>	\$ 2,000
300-360-3606.000	<u>Tom Young Cabin</u>	\$ 7,000
300-360-3610.000	<u>Interest Income</u> Interest from Central Treasury & Overdue receivable accounts	\$ 382,000
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	\$ 66,000
300-360-3640.000	<u>Library - Special Sales</u> Special Sales	\$ 3,000
300-360-3650.000	<u>City/State Building Cost Reimbursement</u>	<u>\$ 67,000</u>
	Total:	\$ 768,000

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3701.110	DARE Officer	\$ -	\$ -	\$ -	\$ -
3701.152	NARCO Grant	\$ 69,768	\$ 65,000	\$ 51,688	\$ 67,000
3701.171	SE Econ DF	\$ -	\$ -	\$ 401,125	\$ -
3701.194	CPET Interfund Billing	\$ 173,541	\$ 199,600	\$ 218,502	\$ -
3701.200	Electric Interfund Billing	\$ 868,556	\$ 875,976	\$ 875,976	\$ 919,334
3701.210	Water Interfund Billing	\$ 124,610	\$ 108,455	\$ 108,455	\$ 253,541
3701.220	Wastewater Interfund Billing	\$ 224,360	\$ 272,378	\$ 272,378	\$ 327,541
3701.230	Solid Waste Interfund Billing	\$ 350,500	\$ 351,890	\$ 351,890	\$ 332,756
3701.240	Harbor Interfund Billing	\$ 191,331	\$ 217,718	\$ 217,718	\$ 288,192
3701.250	Air Term. Interfund Billing	\$ 37,854	\$ 37,468	\$ 37,468	\$ 95,208
3701.260	MSC Interfund Billing	\$ 19,115	\$ 29,396	\$ 29,396	\$ 20,532
3701.270	SMC Interfund Billing	\$ 39,925	\$ 41,832	\$ 41,832	\$ 36,520
3701.300	MIS Interfund Billing	\$ 98,762	\$ 100,141	\$ 100,141	\$ 96,804
3701.310	Central Gargage Interfund Billing	\$ 99,924	\$ 100,498	\$ 100,498	\$ 131,208
3701.320	Building Maint. Interfund Billing	\$ 82,051	\$ 72,878	\$ 72,878	\$ 117,432
3701.700	General Interfund Billing	\$ -	\$ -	\$ 5,625	\$ -
Total From Other Funds:		\$ 2,380,298	\$ 2,473,230	\$ 2,885,570	\$ 2,686,068

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	\$ 67,000
300-370-3701.194	<u>CPET Interfund Billing</u>	\$ -
300-370-3701.200	<u>Electric Interfund Billing</u> Administrative Charges	\$ 919,334
300-370-3701.210	<u>Water Interfund Billing</u> Administrative Charges	\$ 253,541
300-370-3701.220	<u>Wastewater Interfund Billing</u> Administrative Charges	\$ 327,541
300-370-3701.230	<u>Solid Waste Interfund Billing</u> Administrative Charges	\$ 332,756
300-370-3701.240	<u>Harbor Interfund Billing</u> Administrative Charges	\$ 288,192
300-370-3701.250	<u>Airport Terminal Interfund Billing</u> Administrative Charges	\$ 95,208
300-370-3701.260	<u>Marine Service Center Interfund Billing</u> Administrative Charges	\$ 20,532
300-370-3701.270	<u>Sawmill Cove Interfund Billing</u> Administrative Charges	\$ 36,520
300-370-3701.300	<u>Management Information Systems Interfund Billings</u> Administrative Charges	\$ 96,804
300-370-3701.310	<u>Central Garage Interfund Billings</u> Administrative Charges	\$ 131,208
300-370-3701.320	<u>Building Maintenance Interfund Billing</u> Administrative Charges	\$ 117,432
	Total:	\$ 2,686,068

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3801.000	Fines and Forfeits	\$ 138,697	\$ 132,000	\$ 126,265	\$ 139,000
3804.000	Return Check Fee (NSF)	\$ 1,100	\$ 1,000	\$ 750	\$ 1,000
3805.000	Cash Over/ (Short)	\$ (67)	\$ -	\$ (2)	\$ -
3806.000	Coffee Revenue - Cent. Bldg.	\$ -	\$ 250	\$ 250	\$ -
3807.000	Miscellaneous	\$ 39,674	\$ 35,000	\$ 31,528	\$ 40,000
3808.000	Salary Reimbursement	\$ 590	\$ 400	\$ 412	\$ -
3809.000	Donations	\$ 11,078	\$ -	\$ 1,453	\$ 2,000
3811.000	Property Damage	\$ 400	\$ -	\$ 754	\$ -
3820.000	Bad Debt Collected	\$ 309	\$ -	\$ 116	\$ -
	Total Miscellaneous:	\$ 191,781	\$ 168,650	\$ 161,526	\$ 182,000

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	\$139,000
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	
300-380-3807.000	<u>Miscellaneous</u> Miscellaneous revenue and bad debt recovered	\$ 40,000
300-380-3808.000	<u>Salary Reimbursements</u> Reimbursements	
300-380-3809.000	<u>Donations</u> Miscellaneous	<u>\$ 2,000</u>
	Total	\$ 182,000

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

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

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3906.000	Advances from Other Funds	\$ -	\$ -	\$ -	\$ -
3950.000	Transfer In	\$ -	\$ -	\$ -	\$ -
3950.156	LEPC Interfund Billing	\$ -	\$ -	\$ -	\$ -
3950.171	SE Economic Development	\$ 13,492	\$ -	\$ -	\$ -
3950.240	Harbor Interfund Billing	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
3950.320	Building Maintenance Fund Interfund Billing	\$ -	\$ -	\$ -	\$ -
3950.400	Perm. Fund Interfund Billing	\$ 1,113,944	\$ 1,048,898	\$ 1,048,898	\$ 1,110,000
3950.410	Revol. Fund Interfund Billing	\$ 26,425	\$ 27,400	\$ 27,400	\$ 25,000
3950.420	Guar. Fund Interfund Billing	\$ 7,588	\$ 7,800	\$ 7,800	\$ 7,000
3950.700	Capital Fund Interfund Billing	\$ -	\$ -	\$ -	\$ -
	Total Transfers In:	\$ 1,261,449	\$ 1,184,098	\$ 1,184,098	\$ 1,242,000

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	\$ 1,110,000
300-390-3950.410	<u>From Revolving Fund</u> Interest income	\$ 25,000
300-390-3950.420	<u>From Guarantee Fund</u> Interest Income	<u>\$ 7,000</u>
	Total	\$ 1,242,000

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 305,973	\$ 330,036	\$ 315,422	\$ 317,905
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ 33,488	\$ 37,000	\$ 31,634	\$ 37,000
5120.000	Benefits	\$ 206,056	\$ 196,549	\$ 182,020	\$ 191,773
	Total Salaries & Benefits	\$ 545,517	\$ 563,585	\$ 529,076	\$ 546,677
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 26,438	\$ 34,010	\$ 34,010	\$ 33,138
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,848	\$ 700	\$ 2,352	\$ 2,200
5205.000	Insurance	\$ 90	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 7,672	\$ 7,000	\$ 7,000	\$ 6,500
5207.000	Repairs and Maintenance	\$ 900	\$ 900	\$ 1,169	\$ 900
5211.000	MIS Fees	\$ 23,165	\$ 23,320	\$ 23,309	\$ 23,320
5212.000	Contracted/Purchased Services	\$ 61,522	\$ 39,500	\$ 54,234	\$ 91,600
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 5,914	\$ 9,549	\$ 3,726	\$ 11,268
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 4,676	\$ -	\$ 937	\$ -
5224.000	Dues & Publications	\$ 18,476	\$ 16,935	\$ 13,280	\$ 16,865
5226.000	Advertising	\$ 6,712	\$ 15,000	\$ 1,111	\$ 9,000
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5288.000	Administrator's Contingency	\$ 1,150	\$ 6,000	\$ 201	\$ 6,000
5289.000	Mayor's Contingency	\$ 1,941	\$ 6,000	\$ 4,424	\$ 6,000
5290.000	Other Expenditures	\$ 41,202	\$ 36,550	\$ 37,067	\$ 31,250
	Total Non-personnel Operating Outlays:	\$ 201,705	\$ 195,464	\$ 182,820	\$ 238,041
	Total Operating Outlays:	\$ 747,222	\$ 759,049	\$ 711,896	\$ 784,718

**ADMINISTRATOR/ASSEMBLY
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
500-001-5201.000	AML Legislative Committees Summer & Registration	\$ 4,000
	SE Conference Mid-Winter Summit and Registration	\$ 2,500
	Alaska Mayor's Conference and Registration	\$ 1,700
	AML Winter and State Legislative Trip	\$ 3,900
	Congressional Delegation DC Trip	\$ 7,500
	AML and Registration Fees	\$ 9,500
	SE Conference Annual Meeting & Registration	\$ 2,500
	AAMC (50%)	\$ 900
	Northwest Clerk's Professional Development IV (50%)	\$ 638
	Subtotal	\$ 33,138
SUPPLIES		
500-001-5206.000	General office supplies	\$ 5,000
	Meals for Assembly meetings	\$ 1,500
	Subtotal	\$ 6,500
REPAIRS AND MAINTENANCE		
500-001-5207.000	Copier Maintenance	\$ 900
	Subtotal	\$ 900
CONTRACTED/PURCHASED SERVICES		
500-001-5212.000	Employee Assistance Program	\$ 7,500
	ADP Background Checks	\$ 1,600
	SCH/Worksafe Drug Testing	\$ 2,500
	Union Negotiation/Arbitration/Legal Expenses	\$ 65,000
	Lobbyist	\$ 15,000
	Subtotal	\$ 91,600
TOOLS & SMALL EQUIPMENT		
500-001-5223.000		\$ -
	Subtotal	\$ -

**ADMINISTRATOR/ASSEMBLY
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	DUES AND PUBLICATIONS	
500-001-5224.000	Dues - Alaska Municipal League	\$ 8,030
	Dues -AK Marine Safety Education Assoc.	\$ 100
	Due - SE Conference	\$ 5,788
	Sitka Sentinel	\$ 200
	Dues - Chamber of Commerce	\$ 400
	Dues - NACO	\$ 400
	Alaska Conference of Mayors Dues	\$ 100
	Directories & 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
	Subtotal	\$ 16,865
	ADVERTISING	
500-001-5226.000	Other	\$ 9,000
	Subtotal	\$ 9,000
	CONTINGENCY	
500-001-5288.000	Administrator's Contingency	\$ 6,000
500-001-5289.000	Mayor's Contingency	\$ 6,000
	Subtotal	\$ 12,000
	OTHER EXPENDITURES	
500-001-5290.000	Employee appreciation, retirements, etc..	\$ 750
	Visiting Dignatary entertainment	\$ 1,000
	Visioning Session and/or Retreat	\$ 3,000
	New hire travel, interview, moving contingency	\$ 15,000
	Employee Wellness Program	\$ 500
	Employee Holiday Party	\$ 6,000
	Coast Guard City Status Annual Event	\$ 5,000
	Subtotal	\$ 31,250

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City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 140,330	\$ 140,880	\$ 134,180	\$ 141,675
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ 304	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 93,683	\$ 86,485	\$ 84,632	\$ 89,073
	Total Salaries & Benefits	\$ 234,317	\$ 227,365	\$ 218,812	\$ 230,747
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 7,018	\$ 7,675	\$ 7,675	\$ 9,980
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,163	\$ 850	\$ 1,274	\$ 1,200
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 865	\$ 1,000	\$ 1,000	\$ 800
5207.000	Repairs and Maintenance	\$ 900	\$ 900	\$ 1,169	\$ 900
5211.000	MIS Fees	\$ 13,794	\$ 13,887	\$ 13,880	\$ 13,887
5212.000	Contracted/Purchased Services	\$ 1,744	\$ 200	\$ -	\$ -
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 825	\$ 900	\$ 900	\$ 1,062
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 118	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ 5,784	\$ 6,350	\$ 6,039	\$ 6,500
5225.000	Legal Expenditures	\$ 16,074	\$ 25,000	\$ 8,190	\$ 16,000
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 72	\$ 200	\$ 66	\$ 200
	Total Non-personnel Operating Outlays:	\$ 48,356	\$ 56,962	\$ 40,193	\$ 50,529
	Total Operating Outlays:	\$ 282,673	\$ 284,327	\$ 259,005	\$ 281,276

**LEGAL DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
500-002-5201.000	IMLA Conference	\$ 3,690
	AML/AMAA Conference	\$ 2,700
	AML Legislative	\$ 1,980
	Alaska Bar Conference	\$ 1,610
	Subtotal	\$ 9,980
SUPPLIES		
500-002-5206.000	Office Supplies	\$ 800
	Subtotal	\$ 800
REPAIRS AND MAINTENANCE		
500-002-5207.000	Copier Maintenance	\$ 900
	Subtotal	\$ 900
DUES AND PUBLICATIONS		
500-002-5224.000	Alaska Bar Assoc., Sitka Bar Assoc., Alaska Municipal Attorney Assoc Dues	\$ 800
	Westlaw (electronic research)	\$ 4,590
	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
	Subtotal	\$ 6,500
LEGAL EXPENDITURES		
500-002-5225.000	Outside Legal Representation and experts	\$ 16,000
	Subtotal	\$ 16,000
OTHER EXPENDITURES		
500-002-5290.000	Employee Wellness Committee, rebates, etc	\$ 200
	Subtotal	\$ 200

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	Salaries and Benefits				
5110.001	Salaries & Wages	\$ 127,918	\$ 140,262	\$ 138,105	\$ 152,653
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ 3,423	\$ 1,000	\$ -	\$ 1,000
5120.000	Benefits	\$ 88,192	\$ 87,062	\$ 86,500	\$ 91,505
	Total Salaries & Benefits	\$ 219,532	\$ 228,324	\$ 224,605	\$ 245,158
	Non-personnel Operation Outlays				
5201.000	Travel and Training	\$ 6,481	\$ 6,373	\$ 6,373	\$ 6,838
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 805	\$ 1,000	\$ 526	\$ 800
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 5,119	\$ 6,000	\$ 6,000	\$ 6,350
5207.000	Repairs and Maintenance	\$ 900	\$ 900	\$ 1,169	\$ 900
5211.000	MIS Fees	\$ 9,948	\$ 10,014	\$ 10,009	\$ 10,014
5212.000	Contracted/Purchased Services	\$ 24,003	\$ 32,300	\$ 17,681	\$ 24,500
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 1,245	\$ 1,350	\$ 1,349	\$ 1,593
5222.000	Postage	\$ 45	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 2,733	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ 4,248	\$ 6,435	\$ 4,001	\$ 5,880
5226.000	Advertising	\$ 32,415	\$ 28,500	\$ 23,676	\$ 26,500
5227.001	Rentals-Building/Equipment	\$ 23,510	\$ 22,900	\$ 23,539	\$ 22,900
5290.000	Other Expenditures	\$ -	\$ 300	\$ -	\$ 250
	Total Non-personnel Operating Outlays:	\$ 111,452	\$ 116,072	\$ 94,323	\$ 106,525
	Total Operating Outlays:	\$ 330,985	\$ 344,396	\$ 318,928	\$ 351,683

**CLERK DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
500-003-5201.000	IIMC (International Institute of Municipal Clerks) - Colleen	\$ 2,600
	AML (AK. Municipal League)	\$ 600
	AAMC (AK Assoc. of Municipal Clerks)	\$ 3,000
	NW Clerk's Professional Development IV (50%)	\$ 638
	Subtotal	\$ 6,838
SUPPLIES		
500-003-5206.000	Office Supplies	\$ 1,500
	Records Center Supplies	\$ 500
	Election supplies/ballots	\$ 3,850
	Framing & Certificate Supplies	\$ 500
	Subtotal	\$ 6,350
REPAIRS AND MAINTENANCE		
500-003-5207.000	Copier Maintenance	\$ 900
	Subtotal	\$ 900
CONTRACTED/PURCHASED SERVICES		
500-003-5212.000	Secretarial support for Boards/Commissions	\$ 6,000
	Election Programming	\$ 1,000
	Election Officials	\$ 3,500
	ERB Per Diem	\$ 1,500
	Assembly TV Coverage	\$ 7,500
	Records destruction	\$ 2,500
	ERB Legal Counsel	\$ 2,500
	Subtotal	\$ 24,500

**CLERK DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	DUES & PUBLICATIONS	
500-003-5224.000	AAMC dues - Clerk & Deputy Clerk	\$ 320
	ARMA - Clerk & Records Archivist	\$ 175
	IIMC - Clerk & Deputy Clerk	\$ 260
	Alaska Municipal League Directories	\$ 50
	NAP	\$ 75
	Sitka General Code	\$ 5,000
	Subtotal	\$ 5,880
	ADVERTISING	
500-003-5226.000	Assembly/Boards	\$ 24,000
	Election advertising	\$ 2,500
	Subtotal	\$ 26,500
	RENTAL - EQUIPMENT & BUILDINGS	
500-003-5227.001	Records Center	\$ 22,500
	Election Buildings	\$ 400
	Subtotal	\$ 22,900
	OTHER EXPENSES	
500-003-5290.000	Employee Wellness Program	\$ 250
	Subtotal	\$ 250

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City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 741,557	\$ 834,214	\$ 758,564	\$ 828,044
5110.004	Overtime	\$ 1,004	\$ 1,500	\$ 1,190	\$ 1,500
5110.010	Temporary Employees	\$ 15,961	\$ -	\$ 7,286	\$ -
5120.000	Benefits	\$ 597,836	\$ 602,350	\$ 584,247	\$ 575,672
	Total Salaries & Benefits	\$ 1,356,359	\$ 1,438,065	\$ 1,351,287	\$ 1,405,216
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 8,667	\$ 9,000	\$ 17,000	\$ 5,500
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 380	\$ -	\$ 1,412	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 16,388	\$ 15,400	\$ 15,400	\$ 12,800
5207.000	Repairs and Maintenance	\$ -	\$ 1,500	\$ 2,324	\$ 1,500
5211.000	MIS Fees	\$ 91,429	\$ 92,036	\$ 91,990	\$ 92,036
5212.000	Contracted/Purchased Services	\$ 108,305	\$ 84,050	\$ 123,750	\$ 71,500
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ 250	\$ 1,331	\$ 295
5222.000	Postage	\$ (1)	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 106	\$ 3,550	\$ 5,188	\$ -
5224.000	Dues & Publications	\$ 1,371	\$ 2,000	\$ 2,294	\$ 1,400
5226.000	Advertising	\$ 839	\$ 550	\$ 3,226	\$ 950
5227.002	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 797	\$ 1,550	\$ 21,700	\$ 1,500
	Total Non-personnel Operating Outlays:	\$ 228,279	\$ 209,886	\$ 285,615	\$ 187,481
	Total Operating Outlays:	\$ 1,584,637	\$ 1,647,951	\$ 1,636,902	\$ 1,592,697

**FINANCE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
500-004-5201.000	AGFOA - Fall conference - 2 employees	\$ 2,000
	AGFOA - Spring conference - 2 employees	\$ 2,000
	GFOA Class - Controller	\$ 1,500
	Subtotal	\$ 5,500
SUPPLIES		
500-004-5206.000	Office Supplies	\$ 6,500
	Budget Supplies	\$ 2,700
	Forms	\$ 1,500
	CAFR Supplies	\$ 1,500
	Cut off notice bags	\$ 600
	Subtotal	\$ 12,800
REPAIRS AND MAINTENANCE		
500-004-5207.000	Photocopier Maintenance	\$ 1,500
	Subtotal	\$ 1,500
CONTRACTED/PURCHASED SERVICES		
500-004-5212.000	Audit	\$ 40,000
	Debt Collection	\$ 6,000
	Ambulance Billing	\$ 25,000
	State of Alaska - Annual Fees	\$ 500
	Subtotal	\$ 71,500
TOOLS & SMALL EQUIPMENT		
500-004-5223.000		
	Subtotal	\$ -
DUES AND PUBLICATIONS		
500-004-5224.000	AGFOA dues	\$ 475
	GFOA dues	\$ 300
	Publications, etc.	\$ 500
	Northern Credit Services Dues	\$ 125
	Subtotal	\$ 1,400

**FINANCE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	ADVERTISING	
500-004-5226.000	Sales Tax	\$ 400
	State Assistance	\$ 400
	Budget	<u>\$ 150</u>
	Subtotal	\$ 950
	OTHER EXPENSES	
500-004-5290.000	Employee Appreciation	\$ 50
	Employee Wellness Program	<u>\$ 1,450</u>
	Subtotal	\$ 1,500

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City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 112,571	\$ 115,800	\$ 114,254	\$ 117,341
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 90,289	\$ 83,888	\$ 83,979	\$ 84,038
	Total Salaries & Benefits	\$ 202,860	\$ 199,688	\$ 198,233	\$ 201,379
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 3,840	\$ 4,800	\$ 4,800	\$ 4,300
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ -	\$ -	\$ -	\$ -
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 3,358	\$ 3,700	\$ 3,700	\$ 2,700
5207.000	Repairs and Maintenance	\$ 1,103	\$ 1,850	\$ 1,976	\$ 1,850
5211.000	MIS Fees	\$ 10,092	\$ 10,144	\$ 10,139	\$ 10,144
5212.000	Contracted/Purchased Services	\$ -	\$ 1,500	\$ -	\$ 1,500
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 825	\$ 900	\$ 787	\$ 1,062
5222.000	Postage	\$ 6,474	\$ 7,500	\$ 1,393	\$ 7,000
5223.000	Tools & Small Equip.	\$ 388	\$ 500	\$ 500	\$ -
5224.000	Dues & Publications	\$ 2,792	\$ 3,050	\$ 4,136	\$ 3,050
5226.000	Advertising	\$ 674	\$ 1,200	\$ -	\$ 700
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ 700	\$ -	\$ 700
	Total Non-personnel Operating Outlays:	\$ 29,545	\$ 35,844	\$ 27,431	\$ 33,006
	Total Operating Outlays:	\$ 232,406	\$ 235,532	\$ 225,664	\$ 234,385

**ASSESSOR DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
500-005-5201.000	IAAO Course	\$ 1,800
	AAAO Summer Conference	\$ 1,500
	AAAO Winter Conference	\$ 1,000
	Subtotal	\$ 4,300
SUPPLIES		
500-005-5206.000	Forms, photos, office supplies, assessing cards, misc.	\$ 2,700
	Subtotal	\$ 2,700
REPAIRS AND MAINTENANCE		
500-005-5207.000	Copier & Printer Maintenance	\$ 1,850
	Subtotal	\$ 1,850
CONTRACTED/PURCHASED SERVICES		
500-005-5212.000	Access Programing/Ketchikan Consultant	\$ 1,500
	Subtotal	\$ 1,500
TOOLS & SMALL EQUIPMENT		
500-005-5223.000		\$ -
	Subtotal	\$ -
DUES AND PUBLICATIONS		
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
	Subtotal	\$ 3,050
ADVERTISING		
500-005-5226.000	Legal notices, news paper advertisements	\$ 700
	Subtotal	\$ 700
OTHER EXPENDITURES		
500-005-5290.000	Misc	\$ 500
	Employee Wellness Program	\$ 200
	Subtotal	\$ 700

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 128,469	\$ 126,146	\$ 125,069	\$ 128,669
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 97,513	\$ 91,689	\$ 92,648	\$ 91,461
	Total Salaries & Benefits	\$ 225,981	\$ 217,835	\$ 217,717	\$ 220,130
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 3,695	\$ 3,500	\$ 3,500	\$ 2,200
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 143	\$ 300	\$ 390	\$ 300
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 2,882	\$ 4,000	\$ 4,000	\$ 2,500
5207.000	Repairs and Maintenance	\$ 413	\$ 600	\$ 619	\$ 600
5211.000	MIS Fees	\$ 13,594	\$ 13,687	\$ 13,681	\$ 13,687
5212.000	Contracted/Purchased Services	\$ 4,451	\$ 8,000	\$ 4,541	\$ 5,750
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ 69	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 911	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ 695	\$ 540	\$ 855	\$ 425
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ 200	\$ -	\$ 200
	Total Non-personnel Operating Outlays:	\$ 26,853	\$ 30,827	\$ 27,586	\$ 25,662
	Total Operating Outlays:	\$ 252,834	\$ 248,662	\$ 245,303	\$ 245,792

**PLANNING DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
500-006-5201.000	Meetings with GIS Consultants and data providers	\$ 2,200
	Subtotal	<u>\$ 2,200</u>
SUPPLIES		
500-006-5206.000	Map printing, aerial photography, and recording fees, etc.	\$ 2,500
	Subtotal	<u>\$ 2,500</u>
REPAIRS AND MAINTENANCE		
500-006-5207.000	Copier Maintenance	\$ 600
	Subtotal	<u>\$ 600</u>
CONTRACTED/PURCHASED SERVICES		
500-006-5212.000	Zoning, Base Map, Address Map Maintenance and Updating	\$ 5,750
	Subtotal	<u>\$ 5,750</u>
DUES AND PUBLICATIONS		
500-006-5224.000	American Planning Assoc. dues, AICP Certification	\$ 425
	Western Planner for Planning Commission	\$ -
	Subtotal	<u>\$ 425</u>
OTHER EXPENDITURES		
500-006-5290.000	Employee Wellness Program	\$ 200
	Subtotal	<u>\$ 200</u>

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ -	\$ -	\$ -	\$ -
5202.000	Uniform Allowance	\$ -	\$ -	\$ 44,133	\$ 23,000
5203.000	Utilities	\$ 22,764	\$ -	\$ 69,277	\$ 45,240
5203.005	Heating Fuel	\$ 8,434	\$ 2,000	\$ 1,052	\$ 2,000
5203.006	Interruptable Electric	\$ 32,506	\$ 35,000	\$ 60,228	\$ 60,000
5204.000	Telephone	\$ 56,727	\$ 61,000	\$ 61,000	\$ 61,000
5205.000	Insurance	\$ 61,183	\$ 14,000	\$ 14,000	\$ 12,000
5206.000	Supplies	\$ 15,123	\$ 3,775	\$ -	\$ 2,775
5207.000	Repairs and Maintenance	\$ 2,811	\$ 63,806	\$ 31,787	\$ 86,437
5208.000	Building Maintenance Fees	\$ 54,289	\$ -	\$ -	\$ -
5211.000	MIS Fees	\$ -	\$ -	\$ 58,860	\$ 75,125
5212.000	Contracted/Purchased Services	\$ 71,336	\$ 51,236	\$ -	\$ -
5214.000	Indepartment Services	\$ 7	\$ -	\$ -	\$ -
5214.000	Indepartment Services	\$ 52	\$ 100	\$ -	\$ 118
5221.000	Transportation/Vehicles	\$ 18,500	\$ 24,000	\$ 24,000	\$ 32,000
5222.000	Postage	\$ 350	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ -	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ 4,454	\$ 4,500	\$ 3,489	\$ 4,656
5227.000	Rentals-Building/Equipment	\$ 23,949	\$ 24,000	\$ 36,333	\$ 24,000
5231.000	Credit Card Expense	\$ -	\$ -	\$ 79	\$ -
5290.000	Other Expenditures	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 372,485	\$ 335,417	\$ 404,238	\$ 428,351
	Total Operating Outlays:	\$ 372,485	\$ 335,417	\$ 404,238	\$ 428,351

**GENERAL OFFICE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
SUPPLIES		
500-007-801-5206.000	Copier Paper	\$ 4,000
	Computer paper	\$ 1,000
	Letterhead stationary	\$ 600
	Letterhead envelopes	\$ 2,400
	Office supplies	\$ 4,000
	Subtotal	\$ 12,000
REPAIRS AND MAINTENANCE		
500-007-801-5207.000	Copier maintenance (1st Floor)	\$ 1,575
	Postage meter repair	\$ 1,200
	Subtotal	\$ 2,775
BUILDING MAINTENANCE FEES		
500-007-801-5208.000	Building Maint. Fund - Lincoln St. Building Repair	\$ 20,601
	Window Repair	\$ 8,000
	Front Door Replacement	\$ 28,000
500-007-802-5208.000	Building Maint. Fund - Lake St. Building Repair	\$ 29,836
	Subtotal	\$ 86,437
CONTRACTED/PURCHASED SERVICES		
500-007-801-5212.000	Janitorial contract Lincoln St.	\$ 32,000
500-007-802-5212.000	Janitorial contract 304 Lake St.	\$ 40,200
	Honeywell Contract	\$ 2,925
	Subtotal	\$ 75,125
RENTALS - EQUIPMENT OR BUILDINGS		
500-007-801-5227.002	Credit Card Terminal Rental	\$ 600
	Pitney Bowes Equipment Rentals	\$ 4,056
	Subtotal	\$ 4,656
CREDIT CARD EXPENSES		
500-007-801-5231.000	Credit Card Fees	\$ 24,000
	Subtotal	\$ 24,000

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 1,659,408	\$ 1,859,076	\$ 1,625,469	\$ 1,747,333
5110.004	Overtime	\$ 219,394	\$ 150,885	\$ 217,702	\$ 148,556
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 1,411,909	\$ 1,485,765	\$ 1,364,794	\$ 1,364,256
	Total Salaries & Benefits	\$ 3,290,711	\$ 3,495,726	\$ 3,207,965	\$ 3,260,145
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 40,344	\$ 45,000	\$ 47,799	\$ 45,000
5202.000	Uniform Allowance	\$ 11,568	\$ 7,700	\$ 6,494	\$ 7,200
5203.001	Utilities	\$ 4,593	\$ 5,600	\$ 3,762	\$ 5,000
5203.005	Heating Fuel	\$ 9,677	\$ 10,000	\$ 6,981	\$ 11,600
5204.000	Telephone	\$ 111,940	\$ 110,000	\$ 114,290	\$ 112,750
5205.000	Insurance	\$ 93,978	\$ 93,800	\$ 97,889	\$ 97,888
5206.000	Supplies	\$ 85,606	\$ 70,000	\$ 74,026	\$ 65,000
5207.000	Repairs and Maintenance	\$ 8,486	\$ 10,000	\$ 10,943	\$ 9,000
5208.000	Building Maintenance Fees	\$ 13,177	\$ 18,382	\$ 8,029	\$ 35,982
5211.000	MIS Fees	\$ 186,445	\$ 201,952	\$ 201,852	\$ 201,952
5212.000	Contracted/Purchased Services	\$ 31,551	\$ 15,325	\$ 36,666	\$ 27,000
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 136,736	\$ 130,410	\$ 111,703	\$ 157,873
5222.000	Postage	\$ 2,482	\$ 2,500	\$ 1,435	\$ 2,500
5223.000	Tools & Small Equip.	\$ 42,486	\$ 15,000	\$ 147,057	\$ 10,000
5224.000	Dues & Publications	\$ 2,529	\$ 1,700	\$ 2,656	\$ 1,700
5225.000	Legal Expense	\$ 2,672	\$ -	\$ -	\$ -
5226.000	Advertising	\$ 7,517	\$ 5,900	\$ 1,148	\$ 4,900
5227.000	Rentals-Building/Equipment	\$ 21,187	\$ 6,000	\$ 13,498	\$ 14,917
5290.000	Other Expenditures	\$ 25,677	\$ 17,200	\$ 21,237	\$ 15,100
	Total Non-personnel Operating Outlays:	\$ 838,652	\$ 766,469	\$ 907,465	\$ 825,362
	Total Operating Outlays:	\$ 4,129,363	\$ 4,262,195	\$ 4,115,430	\$ 4,085,507

**POLICE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
520-021-800-5201.000	Management Training	\$ 5,000
	Technical Training - Computer/Software	\$ 5,000
520-021-803-5201.000	Patrol Certification Training	\$ 25,000
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
	Subtotal	\$ 45,000
UNIFORM ALLOWANCE		
520-021-803-5202.000	Sworn Officers	\$ 3,800
	Detective clothing allowance	\$ 1,200
520-021-804-5202.000	Service Personnel	\$ 1,000
520-021-805-5202.000	Animal Control Officer	\$ 200
520-021-806-5202.000	Jail Officers	\$ 1,000
	Subtotal	\$ 7,200
TELEPHONE		
520-021-800-5204.000	ACS phone costs and related work	\$ 35,600
	ACS E911 Network Fees	\$ 24,000
	ACS Intrado Fee for 911 service	\$ 36,000
	Incoming and Outgoing Connections for E911	\$ 9,600
	AP SIN Phone Line Charges	\$ 2,500
	Satellite Phone	\$ 1,200
	AK Public Safety Network Annual Subscription	\$ 1,850
	ALEISS Annual Subscription	\$ 2,000
	Subtotal	\$ 112,750
SUPPLIES		
520-021-800-5206.000	Office and Computer Maintenance Supplies	\$ 5,000
520-021-803-5206.000	Evidence Collection Supplies, Ammunition, Batteries, Flashlight bulbs, etc..	\$ 8,350
520-021-804-5206.000	Miscellaneous Office (citation forms, data storage, etc..)	\$ 5,000
520-021-805-5206.000	Animal Shelter Supplies (Leashes, food, litter, etc.)	\$ 1,725
	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 Vessel Ops	\$ 1,000
	Subtotal	\$ 65,000

**POLICE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
REPAIRS AND MAINTENANCE		
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	\$ -
520-021-805-5207.000	Shelter maintenance and repair	\$ 1,000
520-021-806-5207.000	Minor repairs/maintenance	\$ 1,000
520-021-810-5207.000	Minor repairs/maintenance	\$ 1,000
	Subtotal	\$ 9,000
BUILDING MAINTENANCE FEES		
520-021-800-5208.000	Building Maintenance Fund	\$ 7,431
520-021-805-5208.000	Building Maintenance Fund - Animal Shelter	\$ 7,551
	Replace Kennel Drain	\$ 21,000
	Subtotal	\$ 35,982
CONTRACTED/PURCHASED SERVICES		
520-021-800-5212.000	Entrance/Promotional Testing (written/psych/poly,etc)	\$ 1,800
	Maintenance Agreements for Savin Copiers	\$ 1,200
	Code Red - H.T.E.	\$ 13,000
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	\$ 8,000
	Subtotal	\$ 27,000
POSTAGE		
520-021-804-5222.000	Postage	\$ 2,500
	Subtotal	\$ 2,500
TOOLS & SMALL EQUIPMENT		
520-021-800-5223.000	Equipment	\$ 1,500
	Equipment Allowance to PSEA Members (\$200 sworn \$100 non)	\$ 4,500
520-021-803-5223.000	Small Tools and Equipment (Nylon Duty Gear, Vests, etc)	\$ 3,000
520-021-806-5223.000	Jail Tools and Equipment	\$ 1,000
	Subtotal	\$ 10,000
DUES AND PUBLICATIONS		
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
	Subtotal	\$ 1,700

**POLICE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	ADVERTISING	
520-021-800-5226.000	Hiring	\$ 4,000
	Vehicle/Bicycle/Property Auctions	\$ 600
520-021-805-5226.000	Animal Shelter PSA's, Licensing/Shots	\$ 300
	Subtotal	\$ 4,900
	RENTALS - EQUIPMENT OR BUILDINGS	
520-021-800-5227.000	Postage Meter and Scale	\$ 625
	Impound Yard	\$ 4,200
	Jarvis Storage Units	\$ 5,292
	SCIP Storage	\$ 4,800
	Subtotal	\$ 14,917
	OTHER EXPENDITURES	
520-021-800-5290.000	Employee Wellness Program	\$ 3,100
520-021-803-5290.000	Special investigations, Narcotic Investigations	\$ 2,000
	Sexual Assault Exams, DUI Blood Draws	\$ 2,000
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	\$ 3,000
	Subtotal	\$ 15,100

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 551,507	\$ 646,459	\$ 494,453	\$ 637,498
5110.004	Overtime	\$ 84,144	\$ 60,000	\$ 81,711	\$ 60,000
5110.010	Temporary Employees	\$ 24,649	\$ 25,330	\$ 10,018	\$ 24,000
5120.000	Benefits	\$ 468,784	\$ 440,977	\$ 421,101	\$ 410,223
	Total Salaries & Benefits	\$ 1,129,083	\$ 1,172,766	\$ 1,007,283	\$ 1,131,721
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 36,399	\$ 23,000	\$ 23,000	\$ 21,000
5202.000	Uniform Allowance	\$ 1,334	\$ 3,500	\$ 2,793	\$ 2,000
5203.001	Utilities	\$ 20,030	\$ 20,000	\$ 20,861	\$ 20,000
5203.005	Heating Fuel	\$ 23,794	\$ 22,300	\$ 22,018	\$ 25,868
5204.000	Telephone	\$ 10,346	\$ 10,000	\$ 9,580	\$ 10,000
5205.000	Insurance	\$ 26,508	\$ 26,030	\$ 26,030	\$ 24,706
5206.000	Supplies	\$ 29,780	\$ 23,500	\$ 27,396	\$ 23,500
5207.000	Repairs and Maintenance	\$ 7,408	\$ 7,350	\$ 3,805	\$ 7,000
5208.000	Building Maintenance Fees	\$ 22,281	\$ 22,549	\$ 17,838	\$ 36,259
5211.000	MIS Fees	\$ 29,005	\$ 29,202	\$ 29,187	\$ 29,202
5212.000	Contracted/Purchased Services	\$ 1,371	\$ -	\$ 3,156	\$ 8,988
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 75,144	\$ 112,019	\$ 75,730	\$ 229,804
5222.000	Postage	\$ 241	\$ 350	\$ 208	\$ 350
5223.000	Tools & Small Equip.	\$ 12,305	\$ 21,500	\$ 25,817	\$ 20,000
5224.000	Dues & Publications	\$ 1,085	\$ 1,500	\$ 2,865	\$ 1,500
5226.000	Advertising	\$ 440	\$ 500	\$ 241	\$ -
5227.000	Rentals-Building/Equipment	\$ 61	\$ -	\$ 90	\$ -
5290.000	Other Expenditures	\$ 58,759	\$ 56,150	\$ 44,121	\$ 51,700
	Total Non-personnel Operating Outlays:	\$ 356,290	\$ 379,450	\$ 334,736	\$ 511,877
	Total Operating Outlays:	\$ 1,485,373	\$ 1,552,216	\$ 1,342,019	\$ 1,643,598

**FIRE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
520-022-800-5201.000	Firefighter Training	\$ 5,500
	Dive Training	\$ 3,000
	Training Materials	\$ 3,000
	National Fire Academy	\$ 500
	ASFA Conference	\$ 7,000
	Fire Arson Conference	\$ 2,000
	Subtotal	\$ 21,000
UNIFORM ALLOWANCE		
520-022-800-5202.000	Dept. member uniforms	\$ 2,000
	Subtotal	\$ 2,000
SUPPLIES		
520-022-800-5206.000	Miscellaneous supplies, copy paper, etc.	\$ 4,000
	Fire Turnout Gear	\$ 10,000
	Fire equipment	\$ 5,500
	Hazardous materials	\$ 1,000
	Dive Equipment	\$ 3,000
	Subtotal	\$ 23,500
REPAIRS AND MAINTENANCE		
520-022-800-5207.000	Equipment maintenance	\$ 7,000
	Subtotal	\$ 7,000
BUILDING MAINTENANCE FEES		
520-022-807-5208.000	BMF - Fire Department building repairs	\$ 15,259
	Communications Closet Cooling	\$ 21,000
	Subtotal	\$ 36,259
CONTRACTED/PURCHASED SERVICES		
520-022-800-5212.000	Airpack Flow Testing (every two years)	\$ 2,000
	Airpack Hydro Testing (every five years)	\$ 2,600
	Honeywell Contract	\$ 4,388
	Subtotal	\$ 8,988

**FIRE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRANSPORTATION AND VEHICLES		
520-022-807-5221.000	Central Garage charges	\$ 229,804
	Subtotal	\$ 229,804
TOOLS AND SMALL EQUIPMENT		
520-022-800-5223.000	Fire tools/equipment	\$ 4,000
	Tools	\$ 1,000
	Dive equipment	\$ 2,500
	Fire hose - Replacement	\$ 2,000
	Radio pagers	\$ 5,000
	Handheld radios	\$ 5,500
	Subtotal	\$ 20,000
DUES AND PUBLICATIONS		
520-022-800-5224.000	NFPA	\$ 1,050
	AAFAI	\$ 225
	NFPA Membership	\$ 150
	NAFAI	\$ 75
	Subtotal	\$ 1,500
OTHER EXPENDITURES		
520-022-800-5290.000	Public Info, Materials Info	\$ 3,000
	Hepatitis B. vaccine (10)	\$ 1,000
	Siren Systems Parts	\$ 2,000
	Employee Wellness Program	\$ 900
	Volunteer expenditures:	
520-022-808-5290.000	Volunteer Incentive pay - Monthly/Quarterly	\$ 24,300
	Call response reimbursement	\$ 13,000
	EMS Duty Squad	\$ 7,500
	Subtotal	\$ 51,700

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City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	Salaries and Benefits				
5110.001	Salaries & Wages	\$ 55,570	\$ 61,286	\$ 60,346	\$ 61,755
5110.004	Overtime	\$ 1,407	\$ 2,000	\$ 2,000	\$ 2,000
5110.010	Temporary Employees	\$ -	\$ 5,000	\$ -	\$ 5,000
5120.000	Benefits	\$ 57,030	\$ 55,051	\$ 54,292	\$ 54,723
	Total Salaries & Benefits	\$ 114,008	\$ 123,337	\$ 116,638	\$ 123,478
	Non-personnel Operation Outlays				
5201.000	Travel and Training	\$ 15,057	\$ 16,500	\$ 16,500	\$ 16,500
5202.000	Uniform Allowance	\$ 2,258	\$ 2,000	\$ -	\$ 2,000
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,775	\$ 1,800	\$ 1,870	\$ 1,800
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 798	\$ 22,400	\$ 22,400	\$ 20,000
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ 900	\$ -
5211.000	MIS Fees	\$ 18,024	\$ 18,142	\$ 18,133	\$ 18,142
5212.000	Contracted/Purchased Services	\$ 12,041	\$ 13,300	\$ 12,004	\$ 13,300
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 62,866	\$ 55,355	\$ 49,631	\$ 106,546
5222.000	Postage	\$ 192	\$ -	\$ 97	\$ -
5223.000	Tools & Small Equip.	\$ -	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 16,969	\$ 2,100	\$ 6,981	\$ 2,100
	Total Non-personnel Operating Outlays:	\$ 129,980	\$ 131,597	\$ 128,516	\$ 180,388
	Total Operating Outlays:	\$ 243,988	\$ 254,934	\$ 245,154	\$ 303,866

**AMBULANCE DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
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
	Subtotal	\$ 16,500
UNIFORMS ALLOWANCE		
520-023-5202.000	EMS Protective Equipment	\$ 2,000
	Subtotal	\$ 2,000
SUPPLIES		
520-023-5206.000	Patient Care Supplies /laundry, blankets, etc.	\$ 15,500
	Replacement small equip., etc.	\$ 4,500
	Subtotal	\$ 20,000
CONTRACTED/PURCHASED SERVICES		
520-023-5212.000	Medical Director contract	\$ 12,300
	Bio Hazard and emergency response equipment cleaning	\$ 1,000
	Subtotal	\$ 13,300
TRANSPORTATION AND VEHICLES		
520-023-5221.000	Central Garage charges	\$ 106,546
	Subtotal	\$ 106,546
OTHER EXPENDITURES		
520-023-5290.000	Employee Wellness Program	\$ 100
	Vaccinations & TB Screening	\$ 2,000
	Subtotal	\$ 2,100

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ 5,100	\$ 5,000	\$ 4,460	\$ 5,000
5120.000	Benefits	\$ 684	\$ 1,004	\$ 598	\$ 869
	Total Salaries & Benefits	\$ 5,784	\$ 6,004	\$ 5,058	\$ 5,869
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 4,544	\$ 5,000	\$ 5,000	\$ 7,500
5202.000	Uniform Allowance	\$ -	\$ 900	\$ -	\$ 250
5203.001	Utilities	\$ -	\$ 1,050	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ 1,000	\$ -	\$ -
5204.000	Telephone	\$ 1,418	\$ 1,500	\$ 1,099	\$ 1,500
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 3,984	\$ 5,500	\$ 5,838	\$ 4,000
5207.000	Repairs and Maintenance	\$ 111	\$ 1,350	\$ 777	\$ 1,350
5211.000	MIS Fees	\$ 9,638	\$ 9,704	\$ 9,699	\$ 9,704
5212.000	Contracted/Purchased Services	\$ 3,000	\$ 3,000	\$ 2,999	\$ 3,000
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 1,404	\$ 2,500	\$ 741	\$ 2,950
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 3,794	\$ 5,400	\$ 12,342	\$ 4,400
5224.000	Dues & Publications	\$ 1,165	\$ 1,200	\$ 1,747	\$ 1,200
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 4,350	\$ 9,500	\$ 5,322	\$ 8,500
	Total Non-personnel Operating Outlays:	\$ 33,407	\$ 47,604	\$ 45,564	\$ 44,354
	Total Operating Outlays:	\$ 39,191	\$ 53,608	\$ 50,622	\$ 50,223

**SAR DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
520-024-5201.000	CPR, ETT & EMT Classes - All Volunteers	\$ 4,000
	Marine Rescue Training - All Volunteers	\$ 2,500
	Transport/Local - All Volunteers	\$ 1,000
	Subtotal	\$ 7,500
UNIFORMS		
520-024-5202.000	Shirts	\$ 250
	Subtotal	\$ 250
SUPPLIES		
520-024-5206.000	Batteries	\$ 500
	Disposal outdoor survival gear	\$ 1,000
	Medical Supplies	\$ 1,000
	Misc SAR equipment	\$ 1,500
	Subtotal	\$ 4,000
REPAIRS & MAINTENANCE		
520-024-5207.000	Parts & Oil	\$ 1,350
	Subtotal	\$ 1,350
CONTRACTED/PURCHASED SERVICES		
520-024-5212.000	Medical Director Contract	\$ 3,000
	Subtotal	\$ 3,000
TRANSPORTATION AND VEHICLES		
520-024-5221.000	Central Garage Charges	\$ 2,950
	Subtotal	\$ 2,950
TOOLS & SMALL EQUIPMENT		
520-024-5223.000	Technical Rescue Equipment	\$ 1,000
	Handheld Radio	\$ 1,000
	SAR Jackets	\$ 2,400
	Subtotal	\$ 4,400

**SAR DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	DUES AND PUBLICATIONS	
520-024-5224.000	MRA Dues (Mountain Rescue Assoc.)	\$ 450
	NASAR Dues (National Association Search & Rescue)	\$ 200
	AMSEA Dues (Alaska Marine Safety Education Association)	\$ 250
	ASARA Dues (Alaska Search & Rescue Assoc.)	\$ 300
	Subtotal	\$ 1,200
	OTHER EXPENDITURES	
520-024-5290.000	Volunteer Incentive	\$ 6,000
	Volunteer Response Reimbursement	\$ 2,500
	Subtotal	\$ 8,500

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City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 275,531	\$ 271,543	\$ 263,874	\$ 283,079
5110.004	Overtime	\$ -	\$ 1,000	\$ -	\$ 1,000
5110.010	Temporary Employees	\$ 408	\$ 1,000	\$ 306	\$ 1,000
5120.000	Benefits	\$ 252,693	\$ 175,008	\$ 182,308	\$ 178,306
	Total Salaries & Benefits	\$ 528,632	\$ 448,551	\$ 446,488	\$ 463,385
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 2,404	\$ 6,000	\$ 6,000	\$ 5,000
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,921	\$ 1,700	\$ 1,933	\$ 1,950
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 4,859	\$ 4,000	\$ 4,000	\$ 4,500
5207.000	Repairs and Maintenance	\$ 1,535	\$ 4,700	\$ 2,376	\$ 2,700
5211.000	MIS Fees	\$ 18,051	\$ 18,169	\$ 18,160	\$ 18,169
5212.000	Contracted/Purchased Services	\$ 133	\$ -	\$ 562	\$ -
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 4,973	\$ 5,290	\$ 2,091	\$ 6,242
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 231	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ 1,176	\$ 1,120	\$ 1,286	\$ 800
5226.000	Advertising	\$ 260	\$ -	\$ -	\$ -
5227.002	Rentals-Building/Equipment	\$ 3,072	\$ 3,072	\$ 2,303	\$ 3,072
5290.000	Other Expenditures	\$ 616	\$ 400	\$ 58	\$ 400
	Total Non-personnel Operating Outlays:	\$ 39,230	\$ 44,451	\$ 38,769	\$ 42,833
	Total Operating Outlays:	\$ 567,862	\$ 493,002	\$ 485,257	\$ 506,218

**PUBLIC WORKS ADMINISTRATION DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
530-031-5201.000	Public Works Director	\$ 2,500
	Maintenance & Operations Manager	\$ 2,500
	Subtotal	\$ 5,000
SUPPLIES		
530-031-5206.000	Office Supplies	\$ 4,500
	Subtotal	\$ 4,500
REPAIRS AND MAINTENANCE		
530-031-5207.000	Copier maintenance	\$ 2,700
	Subtotal	\$ 2,700
TOOLS & SMALL EQUIPMENT		
530-031-5223.000		\$ -
	Subtotal	\$ -
DUES AND PUBLICATIONS		
530-031-5224.000	Fuel OPIS Reports	\$ 800
	Subtotal	\$ 800
RENTALS - BUILDING AND EQUIPMENT		
530-031-5227.002	Building rental	\$ 3,072
	Subtotal	\$ 3,072
OTHER EXPENDITURES		
530-031-5290.000	Miscellaneous	\$ -
	Employee Wellness Program	\$ 400
	Subtotal	\$ 400

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 318,837	\$ 367,370	\$ 366,582	\$ 376,675
5110.004	Overtime	\$ 22,518	\$ 35,000	\$ 18,559	\$ 31,000
5110.010	Temporary Employees	\$ 64,765	\$ 91,800	\$ 68,573	\$ 137,000
5120.000	Benefits	\$ 202,189	\$ 231,440	\$ 235,466	\$ 229,319
	Total Salaries & Benefits	\$ 608,309	\$ 725,610	\$ 689,180	\$ 773,994
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 8,935	\$ 11,900	\$ 11,900	\$ 9,350
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 2,234	\$ 4,320	\$ 2,097	\$ 2,076
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 1,569	\$ 3,200	\$ 3,200	\$ 1,100
5207.000	Repairs and Maintenance	\$ 1,507	\$ 250	\$ -	\$ 250
5211.000	MIS Fees	\$ 31,631	\$ 31,841	\$ 31,825	\$ 31,841
5212.000	Contracted/Purchased Services	\$ 9,656	\$ 36,000	\$ 6,085	\$ 45,600
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 5,654	\$ 7,217	\$ 3,039	\$ 10,378
5222.000	Postage	\$ 80	\$ -	\$ -	\$ 100
5223.000	Tools & Small Equip.	\$ 1,374	\$ 400	\$ 420	\$ 200
5224.000	Dues & Publications	\$ 230	\$ 450	\$ 432	\$ 450
5226.000	Advertising	\$ 3,567	\$ -	\$ 1,997	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 22,072	\$ 500	\$ -	\$ 500
	Total Non-personnel Operating Outlays:	\$ 88,508	\$ 96,078	\$ 60,995	\$ 101,845
	Total Operating Outlays:	\$ 696,817	\$ 821,688	\$ 750,175	\$ 875,839

**ENGINEERING DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
530-032-800-5201.000	Engineering Classes - +16 contract hours for 4 Engineers	\$ 9,350
	Subtotal	\$ 9,350
SUPPLIES		
530-032-800-5206.000	Field Books	\$ 200
	Engineering Books & Manuals	\$ 400
	Plotter Supplies	\$ 500
	Subtotal	\$ 1,100
REPAIRS AND MAINTENANCE		
530-032-800-5207.000	Miscellaneous engineering equipment	\$ 250
	Subtotal	\$ 250
CONTRACTED/PURCHASED SERVICES		
530-032-800-5212.000	Other small projects	\$ 10,000
	Storm Water Master Plan	\$ 35,600
	Subtotal	\$ 45,600
TOOLS AND SMALL EQUIPMENT		
530-032-800-5223.000	Misc Equipment	\$ 200
	Subtotal	\$ 200
DUES AND PUBLICATIONS		
530-032-800-5224.000	Registration for 3 Engineers	\$ 450
	Subtotal	\$ 450
OTHER EXPENDITURES		
530-032-800-5290.000	Employee Wellness Program	\$ 500
	Subtotal	\$ 500

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 270,528	\$ 275,614	\$ 273,265	\$ 281,784
5110.004	Overtime	\$ 20,241	\$ 25,000	\$ 26,307	\$ 27,500
5110.010	Temporary Employees	\$ 13,570	\$ 13,000	\$ -	\$ 7,500
5120.000	Benefits	\$ 195,389	\$ 219,000	\$ 197,444	\$ 215,479
	Total Salaries & Benefits	\$ 499,728	\$ 532,614	\$ 497,016	\$ 532,263
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 687	\$ 3,000	\$ 3,000	\$ 2,300
5202.000	Uniform Allowance	\$ 2,200	\$ 2,500	\$ 785	\$ 2,500
5203.001	Utilities	\$ 59,165	\$ 59,165	\$ 59,145	\$ 59,165
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 2,321	\$ 3,600	\$ 1,964	\$ 2,000
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 167,097	\$ 220,000	\$ 225,523	\$ 206,300
5207.000	Repairs and Maintenance	\$ 608	\$ -	\$ -	\$ -
5208.000	Bldg Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -
5211.000	MIS Fees	\$ 9,888	\$ 9,954	\$ 9,949	\$ 9,954
5212.000	Contracted/Purchased Services	\$ 98,551	\$ 297,300	\$ 259,025	\$ 275,500
5214.000	Indepartment Services	\$ 3,276	\$ -	\$ 5,404	\$ -
5221.000	Transportation/Vehicles	\$ 281,723	\$ 287,634	\$ 295,890	\$ 450,596
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 1,325	\$ 6,500	\$ 6,500	\$ 4,000
5224.000	Dues & Publications	\$ 100	\$ 200	\$ -	\$ -
5226.000	Advertising	\$ 240	\$ 1,200	\$ 120	\$ 800
5227.002	Rentals-Building/Equipment	\$ 16,368	\$ 16,368	\$ 12,397	\$ 16,368
5290.000	Other Expenditures	\$ 515	\$ 500	\$ 2,018	\$ 500
	Total Non-personnel Operating Outlays:	\$ 644,063	\$ 907,921	\$ 881,720	\$ 1,029,983
	Total Operating Outlays:	\$ 1,143,791	\$ 1,440,535	\$ 1,378,736	\$ 1,562,246

**STREET DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAVEL AND TRAINING		
530-033-800-5201.000	Wastewater certifications	\$ 800
	Hazardous materials refresher	\$ 900
	Traffic control	\$ 600
	Subtotal	\$ 2,300
UNIFORM ALLOWANCE		
530-033-800-5202.000	Work overalls, gloves, safety gear	\$ 2,500
	Subtotal	\$ 2,500
SUPPLIES		
530-033-800-5206.000	Office supplies	\$ 1,600
530-033-812-5206.000	Oil for patching machine	\$ 15,000
	Street gravel	\$ 25,000
	Guard rail and supplies	\$ 3,200
	Misc. materials	\$ 5,000
530-033-813-5206.000	Culvert and catch basins	\$ 11,500
530-033-815-5206.000	Sand for snow and ice control	\$ 45,000
	De-Icer	\$ 70,000
	Plow blades, chains	\$ 20,000
530-033-816-5206.000	Signs, posts and related hardware	\$ 10,000
	Subtotal	\$ 206,300
CONTRACTED/PURCHASED SERVICES		
530-033-800-5212.000	Miscellaneous	\$ 10,000
	Baranof Warm Springs maintenance	\$ 4,000
530-033-812-5212.000	Street and parking lot striping	\$ 35,000
	Paving repairs	\$ 200,000
	Sidewalk repairs	\$ 10,000
530-033-815-5212.000	Contract snow removal	\$ 16,500
	Subtotal	\$ 275,500
TOOLS AND SMALL EQUIPMENT		
530-033-800-5223.000	Misc. tools and equipment	\$ 4,000
	Subtotal	\$ 4,000
ADVERTISING		
530-033-800-5226.000	Street repair/closure announcements	\$ 800
	Subtotal	\$ 800

**STREET DEPARTMENT
ITEMIZED EXPENDITURES**

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

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City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 132,217	\$ 141,816	\$ 135,056	\$ 146,339
5110.004	Overtime	\$ 6,401	\$ 5,000	\$ 5,714	\$ 6,500
5110.010	Temporary Employees	\$ 37,402	\$ 50,000	\$ 22,683	\$ 50,000
5120.000	Benefits	\$ 104,796	\$ 116,675	\$ 120,477	\$ 111,185
	Total Salaries & Benefits	\$ 280,816	\$ 313,491	\$ 283,930	\$ 314,023
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 1,890	\$ 2,800	\$ 2,800	\$ 2,800
5202.000	Uniform Allowance	\$ -	\$ 750	\$ -	\$ 500
5203.001	Utilities	\$ 42,886	\$ 22,000	\$ 23,908	\$ 25,520
5203.005	Heating Fuel	\$ 26,063	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 746	\$ 1,000	\$ 748	\$ 800
5205.000	Insurance	\$ 18,148	\$ 18,150	\$ 18,150	\$ 15,655
5206.000	Supplies	\$ 34,401	\$ 38,000	\$ 39,822	\$ 24,000
5207.000	Repairs and Maintenance	\$ 28,759	\$ 52,500	\$ 10,733	\$ 19,500
5208.000	Building Maintenance Fees	\$ 40,048	\$ 24,867	\$ 38,954	\$ 17,274
5211.000	MIS Fees	\$ 7,663	\$ 7,715	\$ 7,711	\$ 7,715
5212.000	Contracted/Purchased Services	\$ 68,084	\$ 59,250	\$ 19,268	\$ 49,250
5214.000	Indepartment Services	\$ 1,288	\$ -	\$ 447	\$ -
5221.000	Transportation/Vehicles	\$ 92,423	\$ 62,639	\$ 112,706	\$ 84,022
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 1,611	\$ 3,200	\$ 4,599	\$ 4,000
5224.000	Dues & Publications	\$ 234	\$ -	\$ 615	\$ 400
5226.000	Advertising	\$ 1,578	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ 19,742	\$ -	\$ 97	\$ -
5290.000	Other Expenditures	\$ 159	\$ 800	\$ 24	\$ 700
	Total Non-personnel Operating Outlays:	\$ 385,723	\$ 293,671	\$ 280,582	\$ 252,136
	Total Operating Outlays:	\$ 666,539	\$ 607,162	\$ 564,512	\$ 566,159

**RECREATION DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAINING AND TRAVEL		
530-034-800-5201.000	CPR and First Aid Training/Certifications	665 \$ 2,135
	Subtotal	\$ 2,800
ELECTRIC		
530-034-800-5203.001	Electric	\$ 25,520
	Subtotal	\$ 25,520
SUPPLIES		
530-034-817-5206.000	Signage	\$ 2,500
	Landscape/Plant Mtc.-Fertilizer, seed, annual plants	\$ 2,500
	Landscape Materials - soil, plant materials, mulch	\$ 4,000
	Turf Mtc - Fertilizer, seed, lime for 15 acres total	\$ 5,000
	Kimsham Fields maintenance, +5.5 acres turf, (fertilizer)	\$ 5,000
	Ballfield Maintenance - fencing, sand, surfacing	\$ 5,000
	Subtotal	\$ 24,000
REPAIRS AND MAINTENANCE		
530-034-817-5207.000	Grounds Maintenance & Repair	\$ 5,000
	Tony Hrebar Deferred Maintenance	\$ -
	Kimsham Repairs & Maintenance	\$ 2,000
	Goddard & Tom Young Repairs & Maintenance	\$ 2,500
	(15) Parks, trails and playground repairs & maintenance	\$ 3,000
	Surfacing material trails playgrounds, ballfields	\$ 3,000
	Ballfields Repair (11 Fields)	\$ 4,000
	Subtotal	\$ 19,500
BUILDING MAINTENANCE FEES		
530-034-800-5208.000	Building Maintenance Fund	\$ 17,274
	Subtotal	\$ 17,274

CONTRACTED/PURCHASED SERVICES

530-034-800-5212.000	Sani-can pumping and garbage	\$	13,650
	Restroom janitorial contract	\$	25,000
	Park & Trail contactual	\$	7,000
	Transfer station disposal fees	\$	<u>3,600</u>
	Subtotal	\$	49,250

TOOLS AND SMALL EQUIPMENT

530-034-817-5223.000	General Parks & Recreation small tools	\$	<u>4,000</u>
	Subtotal	\$	4,000

OTHER EXPENDITURES

530-034-800-5290.000	Misc	\$	500
	Employee Wellness Program	\$	<u>200</u>
	Subtotal	\$	700

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City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 111,147	\$ 117,286	\$ 106,240	\$ 125,391
5110.004	Overtime	\$ 579	\$ -	\$ 2,692	\$ -
5110.010	Temporary Employees	\$ 3,525	\$ -	\$ 1,498	\$ -
5120.000	Benefits	\$ 79,492	\$ 85,048	\$ 76,390	\$ 82,393
	Total Salaries & Benefits	\$ 194,743	\$ 202,334	\$ 186,820	\$ 207,784
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 3,724	\$ 6,260	\$ 6,260	\$ 6,100
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,446	\$ 1,600	\$ 1,388	\$ 1,500
5205.000	Insurance	\$ -	\$ -	\$ -	\$ -
5206.000	Supplies	\$ 398	\$ 1,000	\$ 1,000	\$ 500
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -
5211.000	MIS Fees	\$ 7,413	\$ 7,465	\$ 7,462	\$ 7,465
5212.000	Contracted/Purchased Services	\$ 1,726	\$ 1,700	\$ 990	\$ 1,500
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 8,237	\$ 10,147	\$ 1,370	\$ 11,973
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ -	\$ 300	\$ 300	\$ 200
5224.000	Dues & Publications	\$ 619	\$ 1,500	\$ 945	\$ 700
5226.000	Advertising	\$ 565	\$ -	\$ 138	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ 200	\$ -	\$ 200
	Total Non-personnel Operating Outlays:	\$ 24,127	\$ 30,172	\$ 19,853	\$ 30,138
	Total Operating Outlays:	\$ 218,870	\$ 232,506	\$ 206,673	\$ 237,922

**BUILDING OFFICIAL DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAINING AND TRAVEL		
530-035-800-5201.000	Blding Inspector II - Annual Fire Marshal's Forum	\$ 3,050
	Building Official - Fire Inspector Training & Certification	\$ 3,050
	Subtotal	\$ 6,100
SUPPLIES		
530-035-800-5206.000	Office supplies	\$ 500
	Subtotal	\$ 500
CONTRACTED/PURCHASED SERVICES		
530-035-800-5212.000	Engineering review services	\$ 1,500
	Subtotal	\$ 1,500
TOOLS AND SMALL EQUIPMENT		
530-035-800-5223.000	Miscellaneous tool/equipment replacement	\$ 200
	Subtotal	\$ 200
DUES AND PUBLICATIONS		
530-035-800-5224.000	Building Official code books	\$ 700
	Subtotal	\$ 700
OTHER EXPENDITURES		
530-035-800-5290.000	Employee Wellness Program	\$ 200
	Subtotal	\$ 200

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 324,371	\$ 320,855	\$ 292,623	\$ 331,781
5110.004	Overtime	\$ 1,170	\$ 1,000	\$ 544	\$ 1,000
5110.010	Temporary Employees	\$ 17,043	\$ 19,000	\$ 21,144	\$ 19,000
5120.000	Benefits	\$ 223,829	\$ 195,537	\$ 197,444	\$ 203,158
	Total Salaries & Benefits	\$ 566,413	\$ 536,392	\$ 511,755	\$ 554,938
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 2,174	\$ 2,400	\$ 2,400	\$ 1,200
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.001	Utilities	\$ 8,722	\$ 10,000	\$ 9,219	\$ 9,000
5203.005	Heating Fuel	\$ 11,970	\$ 12,000	\$ 12,625	\$ 13,920
5204.000	Telephone	\$ 4,116	\$ 3,700	\$ 4,154	\$ 4,200
5205.000	Insurance	\$ 11,709	\$ 11,710	\$ 11,710	\$ 11,653
5206.000	Supplies	\$ 14,180	\$ 9,000	\$ 9,458	\$ 8,000
5207.000	Repairs and Maintenance	\$ 2,228	\$ 4,000	\$ 3,700	\$ 4,000
5208.000	Building Maintenance Fees	\$ 23,608	\$ 20,856	\$ 9,676	\$ 18,134
5211.000	MIS Fees	\$ 80,696	\$ 81,241	\$ 81,201	\$ 81,241
5212.000	Contracted/Purchased Services	\$ 69,098	\$ 41,773	\$ 83,781	\$ 51,000
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ 7,399	\$ 8,500	\$ 6,885	\$ 8,500
5223.000	Tools & Small Equip.	\$ 10,424	\$ 2,000	\$ 2,000	\$ 2,500
5224.000	Dues & Publications	\$ -	\$ 350	\$ 1,124	\$ -
5226.000	Advertising	\$ 56	\$ 1,500	\$ 975	\$ -
5227.000	Rentals-Building/Equipment	\$ 261	\$ 1,000	\$ 217	\$ 300
5240.000	Books and Periodicals	\$ 70,043	\$ 84,475	\$ 83,103	\$ 80,000
5290.000	Other Expenditures	\$ 4,297	\$ 4,900	\$ 1,799	\$ 3,800
	Total Non-personnel Operating Outlays:	\$ 320,981	\$ 299,405	\$ 324,027	\$ 297,448
	Total Operating Outlays:	\$ 887,394	\$ 835,797	\$ 835,782	\$ 852,386

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TRAINING AND TRAVEL		
540-041-5201.000	Alaska Library Assoc. (Library Director)	\$ 1,200
	Subtotal	\$ 1,200
SUPPLIES		
540-041-5206.000	Library / Office Supplies	\$ 8,000
	Subtotal	\$ 8,000
REPAIRS AND MAINTENANCE		
540-041-5207.000	Copier maintenance	\$ 1,400
	Miscellaneous Unexpected Repairs	\$ 1,000
	Microform reader/Printer maintenance	\$ 1,600
	Subtotal	\$ 4,000
BUILDING MAINTENANCE FEES		
540-041-5208.000	Building Maint. Fund (BMF) - Library building repairs	\$ 18,134
	Subtotal	\$ 18,134
CONTRACTED/PURCHASED SERVICES		
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	\$ 14,000
	Movie Licensing Fee	\$ 375
	Grant Station Online Subscription	\$ 300
	Friends of the Library - Alaska Statewide Participation Fee Est.	\$ 500
	Honeywell Performance Contract	\$ 2,925
	Public Internet Access	\$ 3,800
	Subtotal	\$ 51,000

**LIBRARY DEPARTMENT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
TOOLS AND SMALL EQUIPMENT		
540-041-5223.000	Misc	\$ 2,000
	Projection Screen	\$ 500
	Subtotal	\$ 2,500
ADVERTISING		
540-041-5226.000		\$ -
	Subtotal	\$ -
RENTALS - EQUIPMENT OR BUILDINGS		
540-041-5227.002	Postage meter rental	\$ 300
	Subtotal	\$ 300
BOOKS AND PERIODICALS		
540-041-5240.000	Books	\$ 39,000
	Reference	\$ 8,000
	Periodicals	\$ 8,000
	Videos	\$ 5,000
	Audio Books	\$ 6,000
	Foreign Language Materials	\$ 2,500
	Music CDs	\$ 1,825
	McNaughton book lease	\$ 8,500
	Sitka Sentinel Archives	\$ 600
	Southeast Alaska Newspapers	\$ 575
	Subtotal	\$ 80,000
OTHER EXPENDITURES		
540-041-5290.000	Visiting Authors & Performers	\$ 2,900
	Employee Wellness Program	\$ 900
	Subtotal	\$ 3,800

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City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 190,840	\$ 171,000	\$ 178,441	\$ 174,135
5110.004	Overtime	\$ 2,231	\$ 3,500	\$ 2,295	\$ 3,500
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 136,775	\$ 128,558	\$ 120,474	\$ 127,696
	Total Salaries & Benefits	\$ 329,845	\$ 303,058	\$ 301,210	\$ 305,331
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ -	\$ -	\$ -	\$ -
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ 21,545	\$ 21,200	\$ 22,667	\$ 23,000
5203.005	Heating Fuel	\$ 25,630	\$ 25,000	\$ 24,822	\$ 29,000
5204.000	Telephone	\$ 6,488	\$ 5,000	\$ 6,486	\$ 6,500
5205.000	Insurance	\$ 17,474	\$ 17,475	\$ 17,475	\$ 15,530
5206.000	Supplies	\$ 4,360	\$ 7,100	\$ 7,100	\$ 6,800
5207.000	Repairs and Maintenance	\$ 4,585	\$ 9,200	\$ 733	\$ 8,200
5208.000	Building Maintenance Fees	\$ 23,617	\$ 33,097	\$ 19,142	\$ 30,866
5211.000	MIS Fees	\$ 7,663	\$ 7,715	\$ 7,711	\$ 7,715
5212.000	Contracted/Purchased Services	\$ 55,693	\$ 57,365	\$ 43,001	\$ 8,775
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ 2,765	\$ 3,500	\$ 3,500	\$ 2,000
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ 975	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5250.000	Assembly Waived Fees	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ 475	\$ 1,050	\$ 712	\$ 1,050
	Total Non-personnel Operating Outlays:	\$ 170,295	\$ 187,702	\$ 154,324	\$ 139,436
	Total Operating Outlays:	\$ 500,140	\$ 490,760	\$ 455,534	\$ 444,767

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**CENTENNIAL BUILDING
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
SUPPLIES		
540-043-5206.000	Toilet paper and paper towels	\$ 2,500
	Copier paper	\$ 300
	Cleaning supplies	\$ 3,500
	Miscellaneous office supplies	\$ 500
	Subtotal	\$ 6,800
REPAIRS AND MAINTENANCE		
540-043-5207.000	Light bulbs	\$ 3,000
	Plumbing and electrical parts	\$ 4,000
	Paint and painting supplies	\$ 800
	Copier maintenance	\$ 400
	Subtotal	\$ 8,200
BUILDING MAINTENANCE FEES		
540-043-5208.000	Building Maint. Fund (BMF) - Repairs to building	\$ 14,866
	Flush Sprinkler System	\$ 16,000
	Subtotal	\$ 30,866
CONTRACTED/PURCHASED SERVICES		
540-043-5212.000	Honeywell Service Contract	\$ 8,775
	Subtotal	\$ 8,775
TOOLS AND SMALL EQUIPMENT		
540-043-5223.000	Multi Media Projector	\$ 2,000
	Subtotal	\$ 2,000
OTHER EXPENDITURES		
540-043-5290.000	Food service permit	\$ 550
	Employee Wellness Program	\$ 500
	Subtotal	\$ 1,050

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	Salaries and Benefits				
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
	Non-personnel Operation Outlays				
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	\$ 1,250	\$ 2,000	\$ 2,000	\$ 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	\$ 250,240	\$ 280,048	\$ 280,048	\$ 280,047
	Total Non-personnel Operating Outlays:	<u>\$ 251,490</u>	<u>\$ 282,048</u>	<u>\$ 282,048</u>	<u>\$ 282,047</u>
	Total Operating Outlays:	<u>\$ 251,490</u>	<u>\$ 282,048</u>	<u>\$ 282,048</u>	<u>\$ 282,047</u>

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

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
CONTRACTED/PURCHASED SERVICES		
540-045-5212.000	Audit	\$ 2,000
	Subtotal	\$ 2,000
OTHER EXPENDITURES		
540-045-5290.000	Operational support	\$ 280,047
	Subtotal	\$ 280,047

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ -	\$ -	\$ -	\$ -
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ 14,514	\$ 14,500	\$ 12,532	\$ 14,500
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 2,233	\$ 1,900	\$ 2,244	\$ 2,275
5205.000	Insurance	\$ 1,443	\$ 1,450	\$ 1,785	\$ 1,798
5206.000	Supplies	\$ 2,948	\$ 3,080	\$ 3,080	\$ 3,080
5207.000	Repairs and Maintenance	\$ -	\$ 2,500	\$ -	\$ 500
5208.000	Building Maintenance Fees	\$ 18,899	\$ 35,200	\$ 14,345	\$ 23,808
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ -	\$ -	\$ -	\$ -
5214.000	Indepartment Services	\$ -	\$ -	\$ -	\$ -
5221.000	Transportation/Vehicles	\$ 30,153	\$ 32,700	\$ 34,111	\$ 38,586
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equip.	\$ -	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals-Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenditures	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 70,190	\$ 91,330	\$ 68,097	\$ 84,547
	Total Operating Outlays:	\$ 70,190	\$ 91,330	\$ 68,097	\$ 84,547

**SENIOR CENTER
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
SUPPLIES		
540-047-800-5206.000	Supplies for cleaning, etc.	\$ 3,080
	Subtotal	\$ 3,080
REPAIRS AND MAINTENANCE		
540-047-800-5207.000	Miscellaneous equipment maintenance	\$ 500
	Subtotal	\$ 500
BUILDING MAINTENANCE FEES		
540-047-800-5208.000	Building Maint. Fund (BMF) - Building repair	\$ 18,608
	FACP replacement	\$ 5,200
	Subtotal	\$ 23,808

City and Borough of Sitka
Sitka, Alaska

FY2013 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>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
5295.000	Interest	\$ 2,762	\$ 2,486	\$ 2,486	\$ 2,340
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7302.000	Debt Principal Payments	\$ 9,750	\$ 9,750	\$ 9,750	\$ 9,750
	Total:	\$ 12,512	\$ 12,236	\$ 12,236	\$ 12,090

**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		\$ 2,340
		Subtotal	\$ 2,340
550-650-951-7302.000	Principal payment State of Alaska Note #783011		\$ 9,750
		Subtotal	\$ 9,750

City and Borough of Sitka
Sitka, Alaska

FY2013 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>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
5295.000	Interest	\$ 422,756	\$ 383,602	\$ 383,602	\$ 347,013
5297.000	Debt Administrative Expense	\$ -	\$ 2,000	\$ 2,000	\$ 2,000
7302.000	Debt Principal Payments	\$ 855,000	\$ 890,000	\$ 890,000	\$ 920,000
	Total:	<u>\$ 1,277,756</u>	<u>\$ 1,275,602</u>	<u>\$ 1,275,602</u>	<u>\$ 1,269,013</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	\$ 226,850
	Interest payment on 2005 School Bonds	<u>\$ 120,163</u>
	Subtotal	\$ 347,013
550-650-952-5297.000	Administrative (Bank) Expenditures	<u>\$ 2,000</u>
	Subtotal	\$ 2,000
550-650-952-7302.000	Principal payment on 2007 School Bonds	\$ 620,000
	Principal payment on 2005 School Bonds	<u>\$ 300,000</u>
	Subtotal	\$ 920,000

City and Borough of Sitka
Sitka, Alaska

FY2013 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>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	Salaries and Benefits				
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -
	Non-personnel Operation Outlays				
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	Bldg Maintenance Fees	\$ 169,321	\$ 150,000	\$ 150,000	\$ 150,000
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 143,257	\$ 140,392	\$ 140,392	\$ 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	\$ 6,004,377	\$ 6,205,670	\$ 6,205,670	\$ 5,620,342
	Total Non-personnel Operating Outlays:	\$ 6,316,955	\$ 6,496,062	\$ 6,496,062	\$ 5,910,734
	Total Operating Outlays:	\$ 6,316,955	\$ 6,496,062	\$ 6,496,062	\$ 5,910,734

**SCHOOL SUPPORT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
BUILDING MAINTENANCE FEES		
550-660-952-5208.000	Maintenance Projects	\$ 150,000
	Subtotal	<u>\$ 150,000</u>
CONTRACTED/PURCHASED SERVICES		
550-660-952-5212.000	Community Schools Operations	\$ 140,392
	Subtotal	<u>\$ 140,392</u>
TRANSFER TO OTHER FUNDS		
550-660-952-7200.000	Operational support	\$ 5,320,342
	Bridge funding to Sitka School District	<u>\$ 300,000</u>
	Subtotal	<u>\$ 5,620,342</u>

City and Borough of Sitka
Sitka, Alaska

FY2013 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>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -
Non-personnel Operation Outlays					
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	\$ 213,216	\$ 154,546	\$ 201,781	\$ 270,546
7200.000	Line of Credit Net	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 213,216	\$ 154,546	\$ 201,781	\$ 270,546
	Total Operating Outlays:	\$ 213,216	\$ 154,546	\$ 201,781	\$ 270,546

**HOSPITAL SUPPORT
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	OTHER EXPENDITURES	
550-660-953-5290.000	Hospital maintenance projects	\$ 154,546
	Chiller Unit	\$ 116,000
	Subtotal	\$ 270,546

City and Borough of Sitka
Sitka, Alaska

FY2013 Budget

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

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
7200.000	Interfund Transfers	\$ 7,376,761	\$ 1,923,332	\$ 2,080,780	\$ 3,930,976
7500.000	Advances to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Transfers:	<u>\$ 7,376,761</u>	<u>\$ 1,923,332</u>	<u>\$ 2,080,780</u>	<u>\$ 3,930,976</u>

**INTERFUND AND DEPARTMENT TRANSFER
ITEMIZED EXPENDITURES**

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
<u>TRANSFER TO SE ALASKA ECONOMIC DEVELOPMENT</u>		
550-680-7200.000	NG E-911	\$ 70,000
	Total Transfer to SE Alaska Economic Development	\$ 70,000
<u>TRANSFER TO MANAGEMENT INFORMATION SYSTEMS FUND</u>		
550-680-7200.000		
	Total Transfer to MIS Fund	\$ -
<u>TRANSFER TO BUILDING MAINTENANCE FUND</u>		
550-680-7200.000	Infrastructure Maintenance Sinking Fund	\$ 164,776
	Total Transfer to Central Garage Fund	\$ 164,776
<u>TRANSFERS</u>		
550-680-7200.000	2004/2005 Bonds - (6%) Sales Tax	\$ 920,000
	Fish Box Tax	\$ 67,200
	Total Transfer	\$ 987,200
<u>TRANSFER TO CAPITAL PROJECT FUND</u>		
550-680-7200.000	Centennial Hall Parking Lot	\$ 800,000
	Centennial Hall Building Upgrade	\$ 610,000
	Seawalk Part C	\$ 780,000
	Katlian Street Sidewalk Repair	\$ 9,000
	Baranof Street Sidewalks	\$ 250,000
	Erler Street Paving	\$ 105,000
	Verstovia Street Paving	\$ 150,000
	Hollywood Paving	\$ 5,000
	Total Transfer to Capital Projects Fund	\$ 2,709,000
	TOTAL TRANSFERS	\$ 3,930,976

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>
7106.021	Equipment - Police	\$ <u>26,800</u>
	Total General Fund Fixed Asset Acquisition	\$ <u>26,800</u>

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>
	<u>Police</u>	
7106.021	Video Recorder	\$ 6,800
	Tactical Radio Repeater	\$ 20,000
	Subtotal	<u>\$ 26,800</u>
	Total Equipment	<u>\$ 26,800</u>

CITY AND BOROUGH OF SITKA
CAPITAL BUDGET
GENERAL FUND

Construction in Progress for General Fund Capital Projects
Funds 700, 704, 705, 706 & 707

<u>DESCRIPTION</u>			Approved Budget.	Expenses & Encumbrances as of 12/31/11
Project Name				
Baranof St Sidewalks	90705	\$	5,000	\$ -
Baranof Warm Springs Hot Water Distr. System	90586	\$	24,000	\$ 11,055
Baranof Warm Springs-Trail St Stairway	90679	\$	10,000	\$ -
Centennial Hall Upgrades	90692	\$	4,500,000	\$ 56,243
Centennial Hall UST	90588	\$	151,000	\$ 111,778
City Hall ADA back door	90706	\$	15,000	\$ -
City/State Municipal Major Maint	90583	\$	127,000	\$ 92,668
City/State Troubleshoot Air Control System	90690	\$	16,000	\$ -
Crescent Harbor Parking Lot	90696	\$	1,500,000	\$ 39,175
Crescent Harbor Sidewalk Widening	90693	\$	1,000,000	\$ -
Easement/Trail Survey	90576	\$	98,000	\$ 92,507
Etolin St Paving	90707	\$	70,000	\$ -
Fire Hall Electric Conversion	90708	\$	200,000	\$ -
Granite Creek Quarry Development	90700	\$	100,000	\$ 57,472
Indian River Road Upgrade	90544	\$	1,834,000	\$ 1,762,696
Indian River Trail Extension	90598	\$	25,225	\$ -
Kimsham Ballparks/Landfill	90508	\$	5,554,472	\$ 5,599,092
Lightering Facility Imp-Comm Pass Vessel	90665	\$	2,000,000	\$ 3,974
Moller Park Ballfield Upgrade	90567	\$	110,000	\$ 99,419
Moller Park Baseball Field Improvements	90618	\$	450,000	\$ 20,347
Moller Scoreboards	90495	\$	12,000	\$ 13,143
Monastery Sidewalk & Parking	90709	\$	320,000	\$ -
Sea Walk Part B - O'Connell to Harbor Way	90694	\$	1,000,000	\$ 4,755
Sea Walk Part C - Crescent to NHP	90695	\$	1,080,000	\$ 104,040
Skateboard Park Relocation	90439	\$	570,346	\$ 343,538
Swan Lake Dock & Pedestrian Improvement	90620	\$	100,000	\$ 2,356
Tony Hrebar Rifle Range Improvements	90553	\$	58,315	\$ 51,018
Tony Hrebar FY09 Range Improvements	90621	\$	8,000	\$ 3,745
Viking & Valhalla St Paving	90671	\$	341,156	\$ 35,887
Blatchley Water System Upgrade	90505	\$	439,725	\$ 138,235
Benchland Subdivision Utilities	90570	\$	8,170,000	\$ 8,169,121
Whitcomb Heights Sub Div. Benchlands	90603	\$	3,500,000	\$ 3,499,430
BMS Mechanical Upgrade	90640	\$	11,404,179	\$ 10,402,880
BMS Pool Equipment Upgrade 2011	90703	\$	260,613	\$ 260,613
KGH-Replace Flooring	90638	\$	1,775,447	\$ 951,817
School Roof-KGH 2009	90637	\$	1,775,447	\$ 819,442

City and Borough of Sitka
General Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Revenues:			
Property taxes	\$ 6,003,008	\$ 6,076,562	\$ 6,002,000
Sales and Bed Taxes	\$ 9,016,374	\$ 8,699,300	\$ 8,805,060
State Sources	\$ 2,435,430	\$ 2,516,428	\$ 4,277,000
Federal Sources	\$ 1,958,093	\$ 1,627,800	\$ 717,000
Charges For Services	\$ 1,633,186	\$ 1,685,018	\$ 1,648,000
Interfund Services	\$ 2,380,298	\$ 2,885,570	\$ 2,686,068
Fines, Forfeitures and Penalties	\$ 138,697	\$ 126,265	\$ 139,000
Investment Income	\$ 370,792	\$ 368,519	\$ 382,000
Uses of Property	\$ 579,670	\$ 484,979	\$ 386,000
Licenses and Permits	\$ 140,371	\$ 214,475	\$ 167,000
Other	\$ 53,997	\$ 35,261	\$ 43,000
Total Revenues:	\$ 24,709,916	\$ 24,720,177	\$ 25,252,128
Expenditures:			
Governmental Operations:	\$ 15,298,286	\$ 14,918,432	\$ 15,237,825
School District Support:	\$ 6,316,955	\$ 6,496,062	\$ 5,910,734
Hospital Support:	\$ 213,216	\$ 201,781	\$ 270,546
Debt Service:	\$ 1,290,268	\$ 1,287,838	\$ 1,281,103
Capital Outlays:	\$ 141,924	\$ 556,380	\$ 26,800
Total Expenditures:	\$ 23,260,649	\$ 23,460,493	\$ 22,727,008
Excess of Revenues Over (Under) Expenditures:	\$ 1,449,267	\$ 1,259,684	\$ 2,525,120
Other Financing Sources (Uses):			
Transfers In:	\$ 1,261,447	\$ 1,184,098	\$ 1,242,000
Transfers Out:	\$ (1,656,522)	\$ (2,080,780)	\$ (3,766,200)
Net Other Financing Sources (Uses):	\$ (395,075)	\$ (896,682)	\$ (2,524,200)
Net Change in Fund Balance:	\$ 1,054,192	\$ 363,002	\$ 920
Fund Balance, Beginning of the Year:	\$ 10,507,701	\$ 11,561,893	\$ 11,924,895
Fund Balance, End of the Year:	\$ 11,561,893	\$ 11,924,895	\$ 11,925,815

City and Borough of Sitka
 General Fund
 Statement of Net Assets
 As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	9,712,503	9,712,503	9,712,503
Accounts Receivable	2,528,550	2,528,550	2,528,550
Other Current Assets	<u>1,408,318</u>	<u>1,408,318</u>	<u>1,408,318</u>
Total Assets:	<u><u>13,649,371</u></u>	<u><u>13,649,371</u></u>	<u><u>13,649,371</u></u>
 <u>Total Liabilities and Fund Balance:</u>			
<u>Liabilities</u>			
Accounts Payable	163,603	163,603	163,603
Other current Liabilities	<u>1,923,875</u>	<u>1,923,875</u>	<u>1,923,875</u>
Total Liabilities:	2,087,478	2,087,478	2,087,478
Fund Balance:			
Nonspendable, Restricted and Committed:	1,259,251	1,259,251	1,259,251
Unassigned	<u>10,302,642</u>	<u>10,665,644</u>	<u>10,302,642</u>
Total Fund Balance:	<u><u>11,561,893</u></u>	<u><u>11,924,895</u></u>	<u><u>11,925,815</u></u>
Total Liabilities and Fund Balance:	<u><u>13,649,371</u></u>	<u><u>14,012,373</u></u>	<u><u>14,013,293</u></u>

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City and Borough of Sitka

ELECTRIC FUND

FISCAL YEAR 2013

Operating Budget

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ELECTRIC FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
State Revenue	\$ 10,489,604	\$ 100,000	\$ 436,000	\$ 10,389,604	0%
Federal Revenue	\$ 616,000	\$ 397,305	\$ 397,000	\$ 218,695	0%
Operating Revenue	\$ 11,925,000	\$ 11,115,814	\$ 11,759,000	\$ 809,186	7%
Non-Operating Revenue	\$ 100,000	\$ 76,726	\$ 97,000	\$ 23,274	30%
Property Investments	\$ 206,000	\$ 439,800	\$ 247,000	\$ (233,800)	-53%
Miscellaneous	\$ 31,000	\$ 31,070	\$ 52,000	\$ (70)	0%
Cash Basis	\$ -	\$ -	\$ -	\$ -	
TOTAL CASH INFLOWS / REVENUES:	\$ 23,367,604	\$ 12,160,715	\$ 12,988,000	\$ 11,206,889	92%

CASH OUTLAYS

	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
<u>Operating Outlays</u>					
Cash Outlays for Salaries and Benefits	\$ 3,908,578	\$ 3,938,416	\$ 3,481,000	\$ (29,838)	-1%
Non-personnel Operating Outlays	\$ 8,030,674	\$ 7,493,379	\$ 9,038,000	\$ 537,295	7%
Total Operating Outlays:	\$ 11,939,253	\$ 11,431,796	\$ 12,519,000	\$ 507,458	4%
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ 10,000	\$ -	\$ -	\$ 10,000	0%
Transfers to Capital Projects	\$ 12,259,353	\$ 1,002,409	\$ 973,438	\$ 11,256,944	1123%
Total Capital Outlays:	\$ 12,269,353	\$ 1,002,409	\$ 973,438	\$ 11,266,944	1124%
TOTAL CASH OUTLAYS:	\$ 24,208,606	\$ 12,434,205	\$ 13,492,438	\$ 11,774,401	95%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ (841,002)	\$ (273,490)	\$ (504,438)	\$ (567,512)	-208%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 200 - Electric Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
State Revenue					
300-310-3101.003	Revenue Sharing	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
300-310-3101.005	Grant Revenue	\$ 430,437	\$ -	\$ 336,000	\$ 10,389,604
300-310-3101.017	PERS Relief	\$ 119,824	\$ -	\$ -	\$ -
	Subtotal:	\$ 650,261	\$ 100,000	\$ 436,000	\$ 10,489,604
Federal Revenue					
300-315-3151.004	Federal Subsidy - Interest - FY12	\$ 346,608	\$ 397,305	\$ 397,000	\$ 616,000
300-315-3161.001	ARRA Grant	\$ 29,073	\$ -	\$ -	\$ -
	Subtotal:	\$ 375,681	\$ 397,305	\$ 397,000	\$ 616,000
Operating Revenue					
300-340-3401.000	Electricity - Residential	\$ 4,678,191	\$ 4,604,747	\$ 4,727,000	\$ 4,973,000
300-340-3402.000	Electricity - Commercial	\$ 2,917,524	\$ 2,905,782	\$ 3,080,000	\$ 3,201,000
300-340-3403.000	Electricity - Harbor	\$ 401,639	\$ 401,006	\$ 388,000	\$ 433,000
300-340-3404.000	Electricity - Public Authority	\$ 2,024,367	\$ 2,026,124	\$ 1,949,000	\$ 2,188,000
300-340-3405.000	Electricity - SCIS	\$ 476,226	\$ 500,012	\$ 547,000	\$ 540,000
300-340-3406.000	Electricity - Inter Dmnd	\$ 137,312	\$ 118,115	\$ 2,000	\$ -
300-340-3407.000	Yard/Street Lights	\$ 104,411	\$ 104,530	\$ 98,000	\$ 113,000
300-340-3408.000	Electric - Other	\$ 29,771	\$ 39,517	\$ 36,000	\$ 43,000
300-340-3409.000	Electric - Diesel Surcharge	\$ -	\$ -	\$ 800,000	\$ 180,000
300-340-3491.000	Jobbing - Labor	\$ 540,058	\$ 415,981	\$ 132,000	\$ 254,000
	Subtotal:	\$ 11,309,500	\$ 11,115,814	\$ 11,759,000	\$ 11,925,000
Non-Operating Revenue					
300-350-3501.001	Connection Fees	\$ -	\$ -	\$ -	\$ -
300-350-3501.002	Pole Contracts	\$ 37,446	\$ 37,446	\$ 55,000	\$ 60,000
300-350-3501.003	Other Electric Revenue	\$ 30,813	\$ 39,280	\$ 42,000	\$ 40,000
	Subtotal:	\$ 68,259	\$ 76,726	\$ 97,000	\$ 100,000
Property Investments					
300-360-3610.000	Interest Income	\$ 363,831	\$ 439,800	\$ 247,000	\$ 206,000
300-360-3621.000	Cost Fixed Assets	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 363,831	\$ 439,800	\$ 247,000	\$ 206,000
Miscellaneous					
300-380-3807.000	Miscellaneous	\$ (2,283)	\$ 1,000	\$ 34,000	\$ 1,000
300-380-3812.000	Cap C. Local	\$ -	\$ -	\$ -	\$ -
300-380-3820.000	Bad Debts Collected	\$ 26,374	\$ 30,070	\$ 18,000	\$ 30,000
	Subtotal:	\$ 24,091	\$ 31,070	\$ 52,000	\$ 31,000
Cash Basis					
300-390-3902.000	Assessments - Principal	\$ -	\$ -	\$ -	\$ -
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
	Total Electric Fund Revenue:	\$ 12,791,624	\$ 12,160,715	\$ 12,988,000	\$ 23,367,604

CITY AND BOROUGH OF SITKA
ELECTRIC FUND
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
STATE REVENUE		
300-310-3101.003	Diesel Surcharge	\$ 100,000
300-310-3101.005	Grant Revenue	<u>\$ 10,389,604</u>
	Subtotal:	\$ 10,489,604
FEDERAL REVENUE		
300-315-3151.004	Federal Subsidy	<u>\$ 616,000</u>
	Subtotal:	\$ 616,000
OPERATING REVENUE		
300-340-3401.000	Electricity - Residential Residential Electricity Charges	\$ 4,973,000
300-340-3402.000	Electricity - Commercial Commercial Electricity Charges	\$ 3,201,000
300-340-3403.000	Electricity - Harbor Harbor / Moored Boat Electricity	\$ 433,000
300-340-3404.000	Electricity - Public Authority Governmental Agency Electricity Charges This includes General Fund Buildings paying	\$ 2,188,000
300-340-3405.000	Electricity - SCIP Electricity Supplies to Sawmill Cove Industrial Park	\$ 540,000
300-340-3406.000	Interruptable Demand	\$ -
300-340-3407.000	Yard / Street Light Private Street Light Contracts	\$ 113,000
300-340-3408.000	Electric - Other Hookup Fees	\$ 43,000
300-340-3409.000	Diesel Surcharge	\$ 180,000
300-340-3491.000	Jobbing - Labor Billings to Capital Projects Billings to other funds and citizens	<u>\$ 254,000</u>
	Subtotal:	\$ 11,925,000
NON-OPERATING REVENUE		
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	\$ 60,000
300-350-3501.003	Other Electric Revenue Disconnect/Reconnect Fees	<u>\$ 40,000</u>
	Subtotal:	\$ 100,000
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	<u>\$ 206,000</u>
	Subtotal:	\$ 206,000
MISCELLANEOUS		
300-380-3807.000	Miscellaneous	\$ 1,000
300-380-3820.000	Bad Debts Collected	<u>\$ 30,000</u>
	Subtotal:	\$ 31,000
	Total:	<u>\$ 23,367,604</u>

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 200 - Electric Fund

Operations Budget

Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	Salaries and Benefits				
5110.001	Salaries & Wages	\$ 1,805,853	\$ 2,084,882	\$ 1,869,000	\$2,185,257
5110.004	Overtime	\$ 139,350	\$ 102,371	\$ 119,000	\$113,959
5110.010	Temporary Employees	\$ 145,272	\$ 194,160	\$ 137,000	\$116,640
5120.000	Benefits	\$ 1,378,790	\$ 1,557,003	\$ 1,356,000	\$1,492,723
	Total Salaries & Benefits	\$ 3,469,265	\$ 3,938,416	\$ 3,481,000	\$ 3,908,578
	Non-personnel Operation Outlays				
5201.000	Travel and Training	\$ 15,034	\$ 48,000	\$ 30,000	\$ 26,250
5202.000	Uniform Allowance	\$ 4,380	\$ 8,100	\$ 4,000	\$ 8,100
5203.000	Utilities	\$ 6,152	\$ 3,500	\$ 4,000	\$ 4,000
5203.004	Solid Waste	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ 293,384	\$ 58,500	\$ 997,000	\$ 190,080
5204.000	Telephone	\$ 18,781	\$ 16,500	\$ 19,000	\$ 26,300
5205.000	Insurance	\$ 485,934	\$ 487,000	\$ 487,000	\$ 434,685
5206.000	Supplies	\$ 272,963	\$ 287,500	\$ 183,000	\$ 277,300
5207.000	Repairs and Maintenance	\$ 172,327	\$ 208,000	\$ 186,000	\$ 175,500
5208.000	Building Maintenance Fees	\$ 10,924	\$ 12,200	\$ 55,000	\$ 41,016
5211.000	MIS Fees	\$ 83,571	\$ 84,075	\$ 84,000	\$ 84,075
5212.000	Contracted/Purchased Services	\$ 815,921	\$ 483,750	\$ 1,297,000	\$ 562,750
5214.000	Interdepartment Services	\$ 880,012	\$ 875,976	\$ 876,000	\$ 919,334
5221.000	Transportation/Vehicles	\$ 184,920	\$ 181,154	\$ 135,000	\$ 305,876
5222.000	Postage	\$ 21,986	\$ 25,000	\$ 26,000	\$ 27,000
5223.000	Tools & Small Equipment	\$ 33,960	\$ 42,300	\$ 36,000	\$ 31,500
5224.000	Dues & Publications	\$ 14,631	\$ 24,500	\$ 20,000	\$ 21,000
5226.000	Advertising	\$ 1,433	\$ 4,000	\$ 1,000	\$ 4,000
5227.000	Rentals - Building/Equipment	\$ 76,373	\$ 75,000	\$ 90,000	\$ 83,200
5231.000	Credit Card Expense	\$ 48,939	\$ 49,200	\$ 58,000	\$ 49,200
5290.000	Other Expenses	\$ 43,722	\$ 79,500	\$ 27,000	\$ 78,100
5295.000	Interest	\$ 1,671,717	\$ 3,024,606	\$ 3,038,000	\$ 2,635,026
5297.000	Debt Administrative Expense	\$ 9,759	\$ 19,300	\$ 1,000	\$ 1,000
7302.000	Debt Principal Payment	\$ 1,130,000	\$ 1,394,689	\$ 1,384,000	\$ 2,045,383
7200.000	Transfer to Other Funds	\$ -	\$ 1,029	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 6,296,824	\$ 7,493,379	\$ 9,038,000	\$ 8,030,674
	Total Operating Outlays:	\$ 9,766,088	\$ 11,431,795	\$ 12,519,000	\$ 11,939,253

**ELECTRIC FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAVEL AND TRAINING		
600-601-5201.000	S.E. Conference - Energy Comm.- Utility Director	\$ 1,000
	S.E. Conference - Annual Meeting - Utility Director	\$ 3,000
	NWPPA Board of Trustees - Utility Director	\$ 5,000
	Lobbying & Government Relations - Utility Director	\$ 1,000
	Professional Development	\$ 4,000
	PE Required CEU's	\$ -
600-602-5201.000	Materials Management -NWPPA	\$ 3,000
600-603-851-5201.000	Safety & Training - Operators/Mechanics/Technicians	\$ 3,000
600-605-5201.000	Job training & safety- Lineman	\$ 1,250
600-606-5201.000	Metering - Meter Technicians	\$ 5,000
	Subtotal:	\$ 26,250
UNIFORM ALLOWANCE		
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
	Subtotal:	\$ 8,100
HEATING OR DIESEL FUEL		
600-601-5203.005	Public Service Complex - Office/warehouse/Diesel Plant	\$ 13,920
600-603-850-5203.005	Station Service Stand-by Generator Fuel	\$ 580
600-603-851-5203.005	Station Service Stand-by Generator Fuel	\$ 580
600-603-852-5203.005	Diesel Fuel - Power Generation	\$ 175,000
	Subtotal:	\$ 190,080
TELEPHONE		
600-601-5204.000	Telephone Service - Existing Service	\$ 16,000
	SCADA Service Upgrade	\$ 4,800
	Service Upgrade 1 - time cost	\$ 3,500
600-603-851-5204.000	Blue Lake Powerhouse	\$ 2,000
	Subtotal:	\$ 26,300
SUPPLIES		
600-601-5206.000	27 Ft Boat, the "Stray Current" 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	\$ 17,500
600-603-850-5206.000	Oil filters, oil & grease, solvents/degreasers, sorbal, cleaning supplies	\$ 7,500
600-603-851-5206.000	Oil, filters, solvent cleaners, sorballs, ACAD supplies, office supplies, cleaning supplies	\$ 12,000
600-603-852-5206.000	Oil, filters, antifreeze, solvent & degreasers, office supplies, sorbents	\$ 29,800
600-603-853-5206.000	Oil/filters/sorbals	\$ 500
600-604-860-5206.000	Transformer oil and filters, herbicides, slings/grips, U/G line projects	\$ 10,000
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	\$ 100,000
	Subtotals:	\$ 277,300

**ELECTRIC FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
	REPAIRS AND MAINTENANCE	
		\$ 1,000
600-601-5207.000	Repairs & Maintenance - Office Equipment	\$ 500
600-602-5207.000	Repairs & Maintenance - Warehouse	\$ 35,000
600-603-850-5207.000	Turbines, generators, ancillary equipment, controls, switchgear, building & grounds, SCADA, fencing, security	\$ 30,500
600-603-851-5207.000	Turbines, generators, ancillary equipment, controls, switchgear, relays & metering, small hydros, station service, building & grounds,hydraulic oil filtering sets	\$ 4,000
600-603-852-5207.000	Generators	\$ 10,000
	Diesel Engines	\$ 5,000
	Switchgear	\$ 3,000
	Ancillary parts	\$ 2,500
	Controls	\$ 5,000
	SCADA	\$ 5,000
	Yard	\$ 8,000
	D4 spare parts	\$ 11,500
	FM spare parts	\$ 8,000
600-603-853-5207.000	Controls, relay & metering,SCADA, station service, building & grounds, restore security fencing (material only)	\$ 1,000
600-604-860-5207.000	Electrical line materials	\$ 4,000
601-604-861-5207.000	Transmission substation parts	\$ 30,000
600-605-5207.000	Street lighting repairs, raptor retrofit, overhead line, Underground line, Christmas lights	\$ 11,500
600-606-5207.000	Test set calibration, Harbor Meter Upgrades	\$ 175,500
	Subtotal:	\$ 175,500
	BUILDING MAINTENANCE FEES	
600-601-5208.000	Building maint. Fund - building repairs	\$ 11,016
	Flush Sprinkler System	\$ 15,000
	Replace garage door	\$ 15,000
	Subtotal:	\$ 41,016
	CONTRACTED/PURCHASED SERVICES	
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	\$ 50,000
	Lobbying - portion of City Lobbyist fee	\$ 45,000
	Miscellaneous technical services	\$ 5,000
	AutoCad/SKM License	\$ 2,500
600-603-850-5212.000	Snow/Debris removal	\$ 10,000
	G/L road maintenance	\$ 50,000
	Service engineering & troubleshooting	\$ 5,000
	SCADA service engineering	\$ 5,000
	Independent Consultant Part 12 Inspection - due Sept. 1, 2012	\$ 50,000
600-603-851-5212.000	Debris Removal	\$ 25,000
	Road Maintenance	\$ 15,000
	Service engineering	\$ 11,000
	SCADA software agreement	\$ 5,000
	SCADA service engineering	\$ 15,000
	Blue Lake Emergency Action Plan Functional Exercise	\$ 15,000
	Snow removal	\$ 20,000
	Part 12 Inspection follow up items	\$ 10,000
600-603-852-5212.000	EPA RICE NESHAP Subpart ZZZZ Evaluation	\$ 10,000
	Service Engineering	\$ 10,000
	General Contracting	\$ 5,000
600-603-853-5212.000	SCADA Service Engineering	\$ 10,500
	Roof Repair Marine Street Substation	\$ 4,000
600-604-860-5212.000	Prof. Services, equip. testing	\$ 4,000
	Transmission line inspection	\$ 4,000
	Thermography services	\$ 4,000

**ELECTRIC FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
600-604-861-5212.000	Paint BL Switchyard Structures, transformers & switches	\$ 8,000
600-605-5212.000	Clear distribution right of ways and remove danger trees	\$ 125,000
	Engineering Services (Halibut Point Road)	\$ 20,000
600-606-5212.000	Hunt Technologies - Turtle Technical support services	\$ 5,000
	Subtotal:	\$ 158,000

INTERDEPARTMENT SERVICES		
600-601-5214.000	Admin. Services	\$ 919,334
	Subtotal:	\$ 919,334

POSTAGE		
600-601-5222.000	Billing/mail (USPS increase)	\$ 27,000
	Subtotal:	\$ 27,000

TOOLS & SMALL EQUIPMENT		
600-601-5223.000	Office equipment & furnishings	\$ 3,000
600-602-5223.000	Hand tools, related line tools, voltage testers, socket sets, saw blades	\$ 5,000
600-603-850-5223.000	Hand tools	\$ 2,000
600-603-851-5223.000	Hand tools and test equipment	\$ 3,000
600-603-852-5223.000	Hand tools and test equipment	\$ 5,000
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
	Subtotal:	\$ 31,500

DUES & PUBLICATIONS		
600-601-5224.000	American Public Power Association	\$ 5,000
	Northwest Public Power Association	\$ 6,000
	Renewable Energy Alaska Project	
	Books, codes, publications	\$ 5,000
	2012 National Hydropower Conference - Sponsor	\$ 2,000
600-602-5224.000	Warehouse Management & Controls Systems	\$ 250
	Filemaker Advisor	\$ 150
	Miscellaneous publications	\$ 100
600-603-851-5224.000	Trade journals and papers	\$ 500
600-605-5224.000	State Licenses	\$ 1,500
600-606-5224.000	Books, codes, reference manuals	\$ 500
	Subtotal:	\$ 21,000

ADVERTISING		
600-601-5226.000	Help wanted/jobs for bid, etc.	\$ 2,000
	Public Service Announcements	\$ 2,000
	Subtotal:	\$ 4,000

**ELECTRIC FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
RENTALS - LAND, BUILDINGS, EQUIP.		
600-603-850-5227.002	Federal Land Use Fees (FERC)	\$ 15,200
	Administrative Charges (FERC)	\$ 28,000
600-603-851-5227.002	Federal Land Use Fees (FERC)	\$ 24,000
	Administrative Charges (FERC)	<u>\$ 16,000</u>
	Subtotal:	\$ 83,200
OTHER EXPENSES		
600-601-5290.000	Misc items	\$ 2,000
	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	\$ 5,000
	USGS stream monitoring	\$ 46,100
600-603-851-5290.000	Dam movement monitoring	\$ 3,000
	FERC consulting	\$ 5,000
	Emergency Action Plan - funtional exercise	\$ 2,000
	FERC Part 12 mandated follow-up requirements	<u>\$ 5,000</u>
	Subtotal:	\$ 78,100
INTEREST		
600-650-5295.000	2010 Municipal Utilities Refunding Bond Issue	\$ 2,296,332
	Alaska Energy Authority Note	<u>\$ 338,693</u>
	Subtotal:	\$ 2,635,026
DEBT ADMINISTRATIVE EXPENSE		
600-650-5297.000	2010/2011 Series Municipal Utilities Refunding Bond Issue	<u>\$ 1,000</u>
	Subtotal:	\$ 1,000
DEBT PRINCIPAL PAYMENT		
600-650-7301.000	Alaska Energy Authority Note	\$ 275,383
600-650-7302.000	2010 Municipal Utilities Refunding Bond Issue	<u>\$ 1,770,000</u>
	Subtotal:	\$ 2,045,383



Capital Budget
ELECTRIC FUND
2013

**City and Borough of Sitka
Fund 200 - Electric Fund
FY 2013 Capital Budget Summary**

	New Appropriations for FY 2013
Capital Projects:	\$ 12,259,353
Fixed Assets:	
Machinery/Equipment	\$ <u>10,000</u>
Subtotals:	\$ <u>10,000</u>
Total Planned Capital Expenditures:	<u>\$ 12,269,353</u>

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 2013 Amount
	Capital Projects 710-600-630-5212.000	
7200.000	SCADA System Enhancements	\$ 36,000
	HPR Line Kramer to Granite Creek	\$ 663,749
	EPA Diesel Compliance	\$ 1,000,000
	Replace Roof	\$ 120,000
	Blue Lake Expansion	\$ 10,389,604
	Transmission & 1220 Upgrade	\$ 50,000
	Total Direct Capital Transfers:	\$ 12,259,353
	<u>Fixed Asset Acquisition</u> Electric Fund Department #200-600-670	
	<u>Machinery/Equipment</u>	
7106.000	Mercury 250 XL Verado (shared with Harbors)	\$ 10,000
		\$ -
	Total Machinery/Equipment:	\$ 10,000
	Total Planned Capital Expenditures:	<u>\$ 12,269,353</u>

Construction in Progress for Electric Fund Capital Projects
Fund 710

DESCRIPTION

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/11
AMR	80040	\$ 442,192	\$ 347,742
Blue Lake FERC License Mitigation	90610	\$ 100,000	\$ 1,210
Blue Lake Power Plant Improvements	63003	\$ 438,339	\$ 353,919
Blue Lake Sub - Paint & Maint	90716	\$ 50,000	\$ -
BL LK Third Turbine & Dam Upgrade	90594	\$ 42,262,413	\$ 25,613,840
Building Electric Heat Conversions	63005	\$ 800,000	\$ 439,501
Demand Side Load Management	90628	\$ 160,300	\$ 15,930
Feeder Improvements	80003	\$ 1,320,064	\$ 1,109,449
Green Lake FERC Compliance	63010	\$ 122,000	\$ 49,870
Green Lake Powerplant Improvements	90562	\$ 577,721	\$ 419,963
HPR to Kramer Line Riser	90645	\$ 920,000	\$ 644,999
Island Improvements	90261	\$ 324,500	\$ 112,922
Jarvis St Diesel Capacity Incr	90646	\$ 50,000	\$ 13,310
Jarvis St Improvements	90717	\$ 61,163	\$ -
Jarvis Tank Inspection	90647	\$ 468,675	\$ -
Jeff Davis Line Upgrade to 3 Phase	90563	\$ 50,000	\$ 4,000
Marine St Sub - Paint & Maint	90718	\$ 54,000	\$ -
Medvejje Hatchery Transformer Replacement	90672	\$ 225,000	\$ 149,782
Microwave or Optic Fiber	90611	\$ 404,482	\$ 20,553
SCADA System Enhancements	90410	\$ 214,635	\$ 200,519
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	\$ 50,000	\$ -
Water Tower Radio Repeater	90649	\$ 25,000	\$ 19,844

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City and Borough of Sitka
Electric Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operating Revenues:	\$ 11,401,523	\$ 11,908,000	\$ 12,056,000
Operating Expenses:			
Salaries and benefits	\$ 3,469,265	\$ 3,481,000	\$ 3,852,363
Depreciation and amortization	\$ 1,987,558	\$ 1,987,560	\$ 1,987,560
Other operating expenses	<u>\$ 3,527,775</u>	<u>\$ 4,615,000</u>	<u>\$ 3,334,265</u>
Total Operating Expenses:	<u>\$ 8,984,598</u>	<u>\$ 10,083,560</u>	<u>\$ 9,174,188</u>
Operating Income (loss):	\$ 2,416,925	\$ 1,824,440	\$ 2,881,812
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 610,810	\$ 644,000	\$ 822,000
Nonoperating expenses	<u>\$ (1,725,198)</u>	<u>\$ (2,636,026)</u>	<u>\$ (2,627,135)</u>
Total Nonoperating Revenues and Expenses:	\$ (1,114,388)	\$ (1,992,026)	\$ (1,805,135)
Income (Loss) Before Contributions and Transfers:	\$ 1,302,537	\$ (167,586)	\$ 1,076,677
Capital Contributions	\$ 4,039,237	\$ 336,000	\$ 10,389,604
Net Transfers IN/(Out)	<u>\$ -</u>	<u>\$ 100,000</u>	<u>\$ 100,000</u>
Change in Net Assets:	\$ 5,341,774	\$ 268,414	\$ 11,566,281
Net Assets, Beginning of the Year:	<u>\$ 44,915,646</u>	<u>\$ 50,257,420</u>	<u>\$ 50,525,834</u>
Net Assets, End of the Year:	<u>\$ 50,257,420</u>	<u>\$ 50,525,834</u>	<u>\$ 62,092,115</u>

City and Borough of Sitka
Electric Fund
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	32,854,094	26,356,075	42,382,356
Accounts receivable	2,664,865	441,000	441,000
Other current assets	<u>1,787,596</u>	<u>20,000</u>	<u>20,000</u>
Total Current Assets:	37,306,555	26,817,075	42,843,356
Non-Current Assets			
Property, Plant and Equipment, Net	74,717,583	80,000,000	100,000,000
Other Non-Current Assets	<u>-</u>	<u>287,000</u>	<u>287,000</u>
Total Non-Current Assets:	<u>74,717,583</u>	<u>80,287,000</u>	<u>100,287,000</u>
Total Assets:	<u>112,024,138</u>	<u>107,104,075</u>	<u>143,130,356</u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	2,345,149	242,000	242,000
Current portion long term debt	1,384,411	2,034,689	2,120,383
Other current liabilities	<u>102,986</u>	<u>45,000</u>	<u>45,000</u>
Total, Current liabilities:	3,832,546	2,321,689	2,407,383
Non-Current Liabilities			
Bonds Payable	56,192,597	54,209,552	78,583,858
Loans Payable	-	-	-
Other Non-Current Liabilities	<u>188,626</u>	<u>47,000</u>	<u>47,000</u>
Total Non-Current Liabilities:	<u>56,381,223</u>	<u>54,256,552</u>	<u>78,630,858</u>
Total Liabilities:	60,213,769	56,578,241	81,038,241
Net Assets:	<u>51,810,369</u>	<u>50,525,834</u>	<u>62,092,115</u>
Total Liabilities and Net Assets:	<u>112,024,138</u>	<u>107,104,075</u>	<u>143,130,356</u>

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City and Borough of Sitka

WATER FUND

FISCAL YEAR 2013

Operating Budget

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

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
State Revenue	\$ 2,925,000	\$ 4,783,000	\$ -	\$ (1,858,000)	0%
Operating Revenue	\$ 1,428,719	\$ 1,201,800	\$ 1,382,000	\$ 226,919	19%
Non-Operating Revenue	\$ 8,000	\$ 1,800	\$ 8,000	\$ 6,200	344%
Property Investments	\$ 18,000	\$ 14,800	\$ 20,000	\$ 3,200	22%
Miscellaneous	\$ 3,000	\$ 12,200	\$ 8,000	\$ (9,200)	-75%
Cash Basis	\$ -	\$ -	\$ -	\$ -	0%
TOTAL CASH INFLOWS / REVENUES:	\$ 4,382,719	\$ 6,013,600	\$ 1,418,000	\$ (1,630,881)	-27%

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 354,643	\$ 357,536	\$ 289,000	\$ (2,893)	-1%
Non-personnel Operating Outlays	\$ 1,021,473	\$ 878,226	\$ 886,000	\$ 143,247	16%
Total Operating Outlays:	\$ 1,376,115	\$ 1,235,762	\$ 1,175,000	\$ 140,353	11%
Total Operating Subtotal:	\$ 3,006,604	\$ 4,777,838	\$ 243,000	\$ (1,771,234)	-38%

CAPITAL

<u>Capital Revenue</u>					
Outside Capital Funding	\$ -	\$ -	\$ -		
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ 9,000	\$ 9,000	\$ (9,000)	-100%
Transfers to Capital Projects	\$ 3,025,000	\$ 4,918,000	\$ 135,000	\$ (1,893,000)	-38%
Total Capital Outlays:	\$ 3,025,000	\$ 4,927,000	\$ 144,000	\$ (1,902,000)	-39%
NET CAPITAL OUTLAYS:	\$ (3,025,000)	\$ (4,927,000)	\$ (144,000)	\$ 1,902,000	-39%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ (18,396)	\$ (149,162)	\$ 99,000	\$ 130,766	88%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 210 - Water Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
State Revenue					
300-310-3101.005	Grant Revenue	\$ -	\$ 4,783,000	\$ -	\$ 1,837,500
300-310-3101.017	PERS Relief	\$ 11,186	\$ -	\$ -	\$ -
300-310-3101.020	Loan Proceeds	\$ -	\$ -	\$ -	\$ 1,087,500
	Subtotal:	\$ 11,186	\$ 4,783,000	\$ -	\$ 2,925,000
Federal Revenue					
300-315-3161.001	ARRA Grant	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Operating Revenue					
300-340-3406.000	Water - APC	\$ -	\$ -	\$ -	\$ -
300-340-3409.000	Water - Global	\$ -	\$ -	\$ -	\$ -
300-340-3411.000	Water - Residential	\$ 776,467	\$ 777,600	\$ 913,000	\$ 887,719
300-340-3412.000	Water - Commercial	\$ 390,289	\$ 389,900	\$ 437,000	\$ 505,000
300-340-3413.000	Water - Harbor	\$ 9,713	\$ 10,000	\$ 9,000	\$ 11,000
300-340-3415.000	Water - Other	\$ -	\$ -	\$ -	\$ -
300-340-3491.000	Jobbing - Labor	\$ 36,489	\$ 24,300	\$ 23,000	\$ 25,000
	Subtotal:	\$ 1,212,959	\$ 1,201,800	\$ 1,382,000	\$ 1,428,719
Non-Operating Revenue					
300-350-3501.001	Connection Fees	\$ 1,800	\$ 1,800	\$ 7,000	\$ 8,000
300-350-3501.003	Other	\$ -	\$ -	\$ 1,000	\$ -
	Subtotal:	\$ 1,800	\$ 1,800	\$ 8,000	\$ 8,000
Property Investments					
300-360-3610.000	Interest Income	\$ 19,226	\$ 14,800	\$ 20,000	\$ 18,000
300-360-3620.000	Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -
300-360-3625.000	Sale of Water	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 19,226	\$ 14,800	\$ 20,000	\$ 18,000
Miscellaneous					
300-380-3807.000	Miscellaneous	\$ 8,078	\$ 10,000	\$ 6,000	\$ 1,000
300-380-3820.000	Bad Debts Collected	\$ 2,130	\$ 2,200	\$ 2,000	\$ 2,000
	Subtotal:	\$ 10,207	\$ 12,200	\$ 8,000	\$ 3,000
Cash Basis					
300-390-3902.000	Assessments - Principal	\$ -	\$ -	\$ -	\$ -
300-390-3906.000	Advances from State of Alaska	\$ -	\$ -	\$ -	\$ -
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
	Total Water Fund Revenue:	\$ 1,255,379	\$ 6,013,600	\$ 1,418,000	\$ 4,382,719

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

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
STATE REVENUE		
300-310-3101.005	Grant Revenue	\$ 1,837,500
300-310-3101.020	Loan Proceeds	\$ 1,087,500
	Subtotal:	\$ 2,925,000
OPERATING REVENUE		
300-340-3411.000	Water - Residential Residential Water Charges	\$ 887,719
300-340-3412.000	Water - Commercial Commercial Water Charges	\$ 505,000
300-340-3413.000	Water - Harbor Harbor Water Charges	\$ 11,000
300-340-3491.000	Jobbing - Labor Billings to other funds & citizens	\$ 25,000
	Subtotal:	\$ 1,428,719
NON-OPERATING REVENUE		
300-350-3501.001	Connection Fees - Water First Time Connection Fees	\$ 8,000
300-350-3501.003	Other	\$ -
	Subtotal:	\$ 8,000
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	\$ 18,000
300-360-3625.000	Sale of Water	\$ -
	Subtotal:	\$ 18,000
MISCELLANEOUS		
300-380-3807.000	Miscellaneous	\$ 1,000
300-380-3820.000	Bad Debts Collected	\$ 2,000
	Subtotal:	\$ 3,000
Cash Basis		
300-390-3902.000	Assessments - Principal	\$ -
300-390-3906.000	Advances from State	\$ -
	Subtotal:	\$ -
	Total:	\$ 4,382,719

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 210 - Water Fund

Operations Budget

Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 164,840	\$ 180,265	\$ 155,000	\$ 177,773
5110.004	Overtime	\$ 19,143	\$ 23,000	\$ 13,000	\$ 23,000
5110.010	Temporary Employees	\$ -	\$ 9,000	\$ 1,000	\$ 9,000
5120.000	Benefits	<u>\$ 119,317</u>	<u>\$ 145,271</u>	<u>\$ 120,000</u>	<u>\$ 144,870</u>
	Total Salaries & Benefits	\$ 303,300	\$ 357,536	\$ 289,000	\$ 354,643
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 5,649	\$ 10,400	\$ 5,000	\$ 10,000
5202.000	Uniform Allowance	\$ 383	\$ 850	\$ 1,000	\$ 500
5203.001	Utilities	\$ 38,290	\$ 36,250	\$ 39,000	\$ 36,250
5203.005	Heating Fuel	\$ 2,524	\$ 2,500	\$ 6,000	\$ 4,000
5204.000	Telephone	\$ 5,701	\$ 6,000	\$ 5,000	\$ 6,000
5205.000	Insurance	\$ 30,362	\$ 30,375	\$ 30,000	\$ 32,536
5206.000	Supplies	\$ 76,115	\$ 96,000	\$ 54,000	\$ 91,600
5207.000	Repairs and Maintenance	\$ (4,998)	\$ 17,000	\$ 13,000	\$ 17,000
5208.000	Building Maintenance Fees	\$ 3,982	\$ 8,046	\$ 6,000	\$ 18,449
5211.000	MIS Fees	\$ 11,992	\$ 12,069	\$ 12,000	\$ 12,069
5212.000	Contracted/Purchased Services	\$ 41,122	\$ 96,350	\$ 176,000	\$ 96,350
5214.000	Interdepartment Services	\$ 232,364	\$ 108,455	\$ 161,000	\$ 253,541
5221.000	Transportation/Vehicles	\$ 28,122	\$ 29,840	\$ 17,000	\$ 44,570
5222.000	Postage	\$ 1,036	\$ 500	\$ 1,000	\$ 500
5223.000	Tools & Small Equipment	\$ 39,425	\$ 17,000	\$ 15,000	\$ 8,800
5224.000	Dues & Publications	\$ 751	\$ 3,000	\$ 1,000	\$ 1,000
5226.000	Advertising	\$ 912	\$ 1,000	\$ 1,000	\$ 1,000
5227.000	Rentals - Building/Equipment	\$ 9,816	\$ 14,816	\$ 11,000	\$ 14,816
5231.000	Credit Card Expense	\$ 6,837	\$ 6,600	\$ 9,000	\$ 8,866
5290.000	Other Expenses	\$ 1,840	\$ 4,400	\$ 1,000	\$ 4,400
5295.000	Interest	\$ 56,977	\$ 76,547	\$ 77,000	\$ 80,754
7302.000	Debt Principal Payment	\$ 244,671	\$ 300,228	\$ 245,000	\$ 263,972
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ 14,500
	Total Non-personnel Operating Outlays:	\$ 833,873	\$ 878,226	\$ 886,000	\$ 1,021,473
	Total Operating Outlays:	<u>\$ 1,137,173</u>	<u>\$ 1,235,762</u>	<u>\$ 1,175,000</u>	<u>\$ 1,376,115</u>

**WATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAINING AND TRAVEL		
600-605-5201.000	Water distribution operator's continuing education credits related to state operator certification and other required certificates e.g. Hazwopper & Hazardous site worker, Flagger & Traffic Safety, Trench Safety, etc.	\$ 4,000
600-610-5201.000	Water treatment operator's continuing education credits related to state operator certification, microbiological laboratory training and other required certificates e.g. Hazwopper & Hazardous site worker, etc..	<u>\$ 6,000</u>
	Subtotal:	\$ 10,000
UNIFORM ALLOWANCE		
600-605-5202.000	Coveralls, rainwear, rubber boots, etc.	\$ 200
600-610-5202.000	Coveralls, rainwear, rubber boots, etc.	<u>\$ 300</u>
	Subtotal:	\$ 500
UTILITIES		
600-605-5203.001	Utilities - Distribution	\$ 16,250
600-610-5203.001	Utilities- Treatment (inc for T.L.S. line to BLWTP)	<u>\$ 20,000</u>
	Subtotal:	\$ 36,250
SUPPLIES		
600-601-5206.000	Office supplies, etc.	\$ 1,600
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	\$ 10,000
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)	<u>\$ 72,000</u>
	Laboratory reagents for monitoring & standards, sample containers, microbial supplies, pH & alkalinity supplies	<u>\$ 6,000</u>
	Subtotal:	\$ 91,600

**WATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
REPAIRS & MAINTENANCE		
600-605-5207.000	Paint, misc. hardware & repair/repl. parts for hydrants, repl./repair of pumps & control systems, booster station, repair parts, piping & valves, boxes, piping, saddles, parts & paint	\$ 8,000
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.	\$ 5,000
	Indian River W.P. Equipment	<u>\$ 4,000</u>
	Subtotal:	\$ 17,000
BUILDING MAINTENANCE FEES		
600-601-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 5,449
	Blue Lake Water Plant - Replace Doors	<u>\$ 13,000</u>
	Subtotal:	\$ 18,449
CONTRACTED/PURCHASED SERVICES		
600-601-5212.000	Distribution system modeling, mapping, professional surveying services, Indian River flow studies (CBS portion)	\$ 30,000
	Audit Fees	\$ 2,350
600-605-5212.000	Engineering professional services, excavation contractors, other City Department Services, painting FHs	\$ 30,000
600-610-5212.000	Engineering Services, Corrosion Control, Filtration Avoidance, and UV disinfection, Contracted Analytical Services, Rebuild & Calibrate Flow Meters, Outside Services - machinist, Annual Onsite Inspections, SCADA system troubleshooting	<u>\$ 34,000</u>
	Subtotal:	\$ 96,350
INTERDEPARTMENT SERVICES		
600-601-5214.000	Admin. services	<u>\$ 253,541</u>
	Subtotal:	\$ 253,541
POSTAGE		
600-601-5222.000	Public Education Drinking Water Quality & Misc.	<u>\$ 500</u>
	Subtotal:	\$ 500
TOOLS & SMALL EQUIPMENT		
600-605-5223.000	Cell phone signal boosters (for BLWP & Stand-by)	\$ 1,800
	Specialized tools, traffic control equip.	\$ 2,000
	Replace one handheld radio	\$ 1,400
600-610-5223.000	Replace still for making distilled water (1/2 W / 1/2 WW)	\$ 2,600
	Tools, and minor equipment for water lab	<u>\$ 1,000</u>
	Subtotal:	\$ 8,800

**WATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
DUES & PUBLICATIONS		
600-601-5224.000	AWWA Utility membership, Operator cert., updated AWWA Standards subscription, AWWA individual memberships	\$ 1,000
	Subtotal:	\$ 1,000
ADVERTISING		
600-601-5226.000	Public Education Drinking Water Quality, PSAs, etc	\$ 1,000
	Subtotal:	\$ 1,000
RENTALS - BUILDING/EQUIPMENT		
600-601-5227.002	Central Garage Building Rent	\$ 9,816
600-605-5227.002	Equipment rent	\$ 5,000
	Subtotal:	\$ 14,816
OTHER EXPENSES		
600-601-5290.000	Unanticipated expenses, DEC charges, Micro lab certification fees	\$ 2,000
	Employee Wellness Programs	\$ 400
600-605-5290.000	Unanticipated expenses, DEC charges	\$ 1,000
600-610-5290.000	Unanticipated expenses, DEC charges	\$ 1,000
	Subtotal:	\$ 4,400
INTEREST		
600-650-5295.000	Corrosion Control Facility Loan - Loan #783031	\$ 2,482
	Building - Inventory & Equipment - Loan #783051	\$ 1,753
	Roundabout Water Loan #783311	\$ 4,445
	Water Line - Loan #783151	\$ 9,313
	Whitcomb Heights Subdivision	\$ 42,795
	Water Storage Tank Coating Loan #783341	\$ 13,750
	Water System - SMC Road - Loan #783061	\$ 6,215
	Subtotal:	\$ 80,754
DEBT PRINCIPAL PAYMENT		
600-650-7302.000	Corrosion Control Facility Loan	\$ 20,681
	Building - Inventory & Equipment	\$ 7,566
	Roundabout Water Loan	\$ 15,598
	Water Line	\$ 32,677
	Whitcomb Heights Subdivision	\$ 158,500
	Water Storage Tank Coating Loan	\$ 3,055
	Water System - SMC Road	\$ 25,895
	Subtotal:	\$ 263,972
TRANSFER TO OTHER FUNDS		
600-680-7200.000	2011 Ford Ranger Ext. Cab 4x4 or F150 - Replace #332	\$ 14,500
	Subtotal:	\$ 14,500

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Capital Budget

WATER FUND

2013

**City and Borough of Sitka
Fund 210 - Water Fund
FY 2013 Capital Budget Summary**

	New Appropriations for FY 2013
Capital Projects:	\$ 3,025,000
Fixed Assets:	
Machinery/Equipment	\$ _____ -
Subtotals:	\$ _____ -
Total Planned Capital Expenditures:	<u>\$ 3,025,000</u>

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

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

Account Number	<u>Fund/Project Name</u>	New Appropriation for FY 2013 Amount
	Capital Projects 720-600-630-5212.000	
7200.000	Develop Alternative Water Source	\$ 2,000,000
	HPR Water Main Improvements (prior to paving)	\$ 300,000
	Repair Airport Water Main near USCG Housing	\$ 75,000
	Replace Hollywood Way Water Main (DeGroff end)	\$ 25,000
	Replace Baranof Water Main	<u>\$ 625,000</u>
	Total Direct Capital Transfers:	\$ 3,025,000
	<u>Fixed Asset Acquisition</u> Water Fund Department #210-600-670	
	<u>Machinery/Equipment</u>	
7106.000		
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	<u>\$ 3,025,000</u>

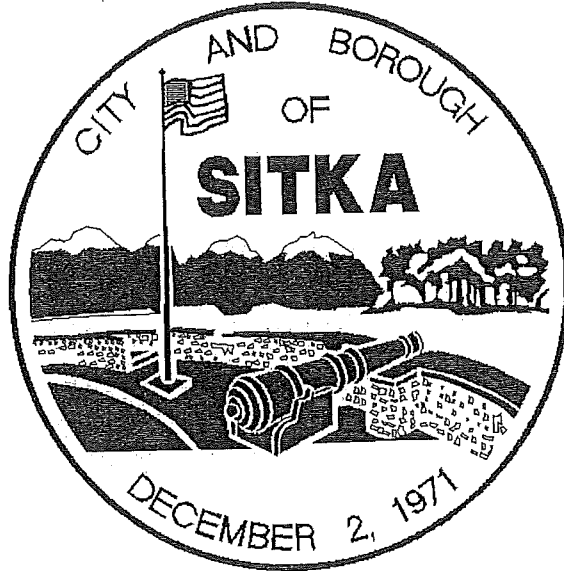
City and Borough of Sitka
Water Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operating Revenues:	\$ 1,224,915	\$ 1,398,000	\$ 1,439,719
Operating Expenses:			
Salaries and benefits	\$ 303,300	\$ 289,000	\$ 350,003
Depreciation and amortization	\$ 641,650	\$ 546,000	\$ 575,000
Other operating expenses	\$ <u>667,081</u>	\$ <u>564,000</u>	\$ <u>662,247</u>
Total Operating Expenses:	<u>\$ 1,612,031</u>	<u>\$ 1,399,000</u>	<u>\$ 1,587,250</u>
Operating Income (loss):	\$ (387,116)	\$ (1,000)	\$ (147,531)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 451,608	\$ 20,000	\$ 18,000
Nonoperating expenses	\$ <u>(13,255)</u>	\$ <u>(77,000)</u>	\$ <u>(80,754)</u>
Total Nonoperating Revenues and Expenses:	\$ 438,353	\$ (57,000)	\$ (62,754)
Income (Loss) Before Contributions and Transfers:	\$ 51,237	\$ (58,000)	\$ (210,285)
Capital Contributions	\$ 6,470,119	\$ 365,000	\$ 1,837,500
Net Transfers IN/(Out)	\$ <u>(3,205,000)</u>	\$ <u>-</u>	\$ <u>(14,500)</u>
Change in Net Assets:	\$ 3,316,356	\$ 307,000	\$ 1,612,715
Net Assets, Beginning of the Year:	<u>\$ 14,539,174</u>	<u>\$ 16,761,221</u>	<u>\$ 17,068,221</u>
Net Assets, End of the Year:	<u>\$ 16,761,221</u>	<u>\$ 17,068,221</u>	<u>\$ 18,680,936</u>

City and Borough of Sitka
Water Fund
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	532,233	1,348,462	1,423,705
Accounts receivable	420,302	441,000	441,000
Other current assets	<u>263,745</u>	<u>20,000</u>	<u>20,000</u>
Total Current Assets:	1,216,280	1,809,462	1,884,705
Non-Current Assets			
Property, Plant and Equipment, Net	20,200,455	19,654,000	22,033,000
Other Non-Current Assets	<u>193,172</u>	<u>287,000</u>	<u>287,000</u>
Total Non-Current Assets:	<u>20,393,627</u>	<u>19,941,000</u>	<u>22,320,000</u>
Total Assets:	<u>21,609,907</u>	<u>21,750,462</u>	<u>24,204,705</u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	43,831	45,000	45,000
Current portion long term debt	114,754	118,000	136,000
Other current liabilities	<u>400</u>	<u>45,000</u>	<u>45,000</u>
Total, Current liabilities:	158,985	208,000	226,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	4,672,241	4,427,241	5,250,769
Other Non-Current Liabilities	<u>17,460</u>	<u>47,000</u>	<u>47,000</u>
Total Non-Current Liabilities:	<u>4,689,701</u>	<u>4,474,241</u>	<u>5,297,769</u>
Total Liabilities:	4,848,686	4,682,241	5,523,769
Net Assets:	<u>16,761,221</u>	<u>17,068,221</u>	<u>18,680,936</u>
Total Liabilities and Net Assets:	<u>21,609,907</u>	<u>21,750,462</u>	<u>24,204,705</u>

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City and Borough of Sitka

WASTEWATER FUND

FISCAL YEAR 2013

Operating Budget

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

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
State Revenue	\$ 879,000	\$ 2,214,500	\$ 20,000	\$ (1,335,500)	0%
Federal Revenue	\$ -	\$ -	\$ -	\$ -	0%
Operating Revenue	\$ 2,172,487	\$ 1,956,700	\$ 2,012,286	\$ 215,787	11%
Non-Operating Revenue	\$ 8,000	\$ 1,800	\$ 6,137	\$ 6,200	344%
Property Investments	\$ 76,000	\$ 92,776	\$ 76,234	\$ (16,776)	-18%
Miscellaneous	\$ 6,000	\$ 4,200	\$ 10,606	\$ 1,800	43%
Cash Basis	\$ -	\$ 12,260	\$ 12,260	\$ (12,260)	-100%
TOTAL CASH INFLOWS / REVENUES:	\$ 3,141,487	\$ 4,282,236	\$ 2,137,523	\$ (1,140,749)	-27%

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 1,021,775	\$ 936,674	\$ 873,117	\$ 85,101	9%
Non-personnel Operating Outlays	\$ 1,375,591	\$ 1,271,702	\$ 1,129,158	\$ 103,889	8%
Total Operating Outlays:	\$ 2,397,367	\$ 2,208,376	\$ 2,002,275	\$ 188,991	9%
Total Operating Subtotal:	\$ 744,121	\$ 2,073,860	\$ 135,248	\$ (1,329,739)	-35%

CAPITAL

Capital Revenue

Outside Capital Funding	\$ -	\$ -			
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Capital Outlays

Fixed Asset Acquisition	\$ 99,000	\$ 32,000	\$ 84,473	\$ 67,000	209%
Transfers to Capital Projects	\$ 830,000	\$ 2,533,000	\$ -	\$ (1,703,000)	-67%
Total Capital Outlays:	\$ 929,000	\$ 2,565,000	\$ 84,473	\$ (1,636,000)	-64%

NET CAPITAL OUTLAYS:	\$ (929,000)	\$ (2,565,000)	\$ 2,086,748	\$ (1,447,009)	56%
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INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ (184,879)	\$ (491,140)	\$ 50,775	\$ 306,261	62%
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City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 220 - Wastewater Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
State Revenue					
300-310-3101.005	Grant Revenue	\$ -	\$ 2,214,500	\$ 20,000	\$ 476,000
300-310-3101.017	PERS Relief	\$ 33,291	\$ -	\$ -	\$ -
300-310-3101.020	Loan Proceeds	\$ -	\$ -	\$ -	\$ 403,000
	Subtotal:	\$ 33,291	\$ 2,214,500	\$ 20,000	\$ 879,000
Federal Revenue					
300-315-3151.003	Grant Revenue	\$ 19,544	\$ -	\$ -	\$ -
		<u>\$ 19,544</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Revenue					
300-340-3421.000	Wastewater Fees	\$ 1,795,777	\$ 1,799,700	\$ 1,845,885	\$ 2,056,487
300-340-3491.000	Jobbing	\$ 169,695	\$ 157,000	\$ 166,401	\$ 116,000
	Subtotal:	\$ 1,965,472	\$ 1,956,700	\$ 2,012,286	\$ 2,172,487
Non-Operating Revenue					
300-350-3501.001	Connection Fees, Sewer, Other	\$ 9,180	\$ 1,800	\$ 4,800	\$ 8,000
300-350-3501.003	Other	\$ -	\$ -	\$ 1,337	\$ -
	Subtotal:	\$ 9,180	\$ 1,800	\$ 6,137	\$ 8,000
Property Investments					
300-360-3610.000	Interest Income	\$ 92,435	\$ 92,776	\$ 76,234	\$ 76,000
300-360-3610.000	Interest LID	\$ -	\$ -	\$ -	\$ -
300-360-3621.000	Cost Fixed Assets	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 92,435	\$ 92,776	\$ 76,234	\$ 76,000
Interfund Billing					
300-370-3701.730	Wastewater Billing	\$ (400,000)	\$ -	\$ -	\$ -
	Subtotal:	\$ (400,000)	\$ -	\$ -	\$ -
Miscellaneous					
300-380-3807.000	Miscellaneous	\$ (2,845)	\$ 300	\$ 6,788	\$ 1,000
300-380-3808.000	Wage Reimbursement	\$ -	\$ -	\$ -	\$ -
300-380-3812.000	Capital Contribution - Local	\$ -	\$ -	\$ -	\$ -
300-380-3820.000	Bad Debts Collected	\$ 3,142	\$ 3,900	\$ 3,818	\$ 5,000
	Subtotal:	\$ 298	\$ 4,200	\$ 10,606	\$ 6,000
Cash Basis					
300-390-3902.000	Assessments - Principal	\$ -	\$ 12,260	\$ 12,260	\$ -
300-390-3950.000	Transfer In	\$ -	\$ -	\$ -	\$ -
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ 12,260	\$ 12,260	\$ -
	Total Wastewater Fund Revenue:	\$ 1,720,220	\$ 4,282,236	\$ 2,137,523	\$ 3,141,487

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

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
STATE REVENUE		
300-310-3101.005	Grant Revenue	\$ 476,000
300-310-3101.020	Loan Proceeds	\$ 403,000
	Subtotal:	\$ 879,000
OPERATING REVENUE		
300-340-3421.000	Wastewater Fees	\$ 2,056,487
	Total Monthly Fees	
300-340-3491.000	Jobbing - Labor	\$ 116,000
	Subtotal:	\$ 2,172,487
NON-OPERATING REVENUE		
300-350-3501.001	Connection Fees - Sewer	\$ 8,000
300-350-3501.003	Other	\$ -
	Subtotal:	\$ 8,000
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	\$ 76,000
	Subtotal:	\$ 76,000
MISCELLANEOUS		
300-380-3807.000	Miscellaneous	\$ 1,000
300-380-3820.000	Bad Debts Collected	\$ 5,000
	Subtotal:	\$ 6,000
Cash Basis		
300-390-3902.000	Assessments	
	Subtotal:	\$ -
	Total:	\$ 3,141,487

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 220 - Wastewater Fund

Operations Budget

Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	Salaries and Benefits				
5110.001	Salaries & Wages	\$ 516,850	\$ 511,768	\$ 474,656	\$ 587,144
5110.004	Overtime	\$ 25,212	\$ 29,000	\$ 23,978	\$ 29,000
5110.010	Temporary Employees	\$ -	\$ 24,000	\$ 2,564	\$ 15,000
5120.000	Benefits	\$ 387,079	\$ 371,906	\$ 371,919	\$ 390,631
	Total Salaries & Benefits	\$ 929,141	\$ 936,674	\$ 873,117	\$ 1,021,775
	Non-personnel Operation Outlays				
5201.000	Travel and Training	\$ 2,919	\$ 10,500	\$ 10,521	\$ 8,000
5202.000	Uniform Allowance	\$ 653	\$ 1,600	\$ 417	\$ 1,600
5203.000	Utilities	\$ 122,843	\$ 143,000	\$ 133,318	\$ 143,000
5203.005	Heating Fuel	\$ 58,266	\$ 53,600	\$ 53,132	\$ 62,176
5204.000	Telephone	\$ 25,606	\$ 25,000	\$ 27,019	\$ 25,000
5205.000	Insurance	\$ 24,449	\$ 24,450	\$ 15,128	\$ 22,692
5206.000	Supplies	\$ 48,927	\$ 64,500	\$ 69,351	\$ 73,000
5207.000	Repairs and Maintenance	\$ 28,361	\$ 90,000	\$ 35,873	\$ 80,000
5208.000	Building Maintenance Fees	\$ 20,296	\$ 24,007	\$ 25,802	\$ 48,927
5211.000	MIS Fees	\$ 37,939	\$ 40,197	\$ 40,177	\$ 40,197
5212.000	Contracted/Purchased Services	\$ 75,528	\$ 170,855	\$ 144,292	\$ 108,113
5214.000	Interdepartment Services	\$ 297,097	\$ 272,378	\$ 336,066	\$ 327,541
5221.000	Transportation/Vehicles	\$ 50,489	\$ 95,253	\$ 12,982	\$ 162,642
5222.000	Postage	\$ -	\$ 500	\$ -	\$ 500
5223.000	Tools & Small Equipment	\$ 11,362	\$ 11,700	\$ 12,899	\$ 9,600
5224.000	Dues & Publications	\$ 1,239	\$ 2,600	\$ 445	\$ 1,600
5226.000	Advertising	\$ 2,288	\$ 1,500	\$ 1,916	\$ 1,500
5227.000	Rentals - Building/Equipment	\$ 4,435	\$ 6,248	\$ 3,184	\$ 6,248
5231.000	Credit Card Expense	\$ 11,248	\$ 11,050	\$ 14,294	\$ 14,300
5290.000	Other Expenses	\$ 2,093	\$ 5,700	\$ 2,988	\$ 5,700
5295.000	Interest	\$ 29,601	\$ 27,710	\$ -	\$ 43,345
7301.000	Note Principal Payment	\$ 126,038	\$ 127,188	\$ 127,188	\$ 189,911
7200.000	Transfer to Other Funds	\$ -	\$ 62,166	\$ 62,166	\$ -
	Total Non-personnel Operating Outlays:	\$ 981,675	\$1,271,701	\$ 1,129,158	\$ 1,375,591
	Total Operating Outlays:	\$1,910,817	\$2,208,375	\$ 2,002,275	\$ 2,397,367

**WASTEWATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAVEL AND TRAINING		
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>\$ 3,500</u>
	Subtotal:	\$ 8,000
UNIFORM ALLOWANCE		
600-607-5202.000	Coveralls, rainwear, rubber boots, etc.	\$ 1,000
600-610-5202.000	Coveralls, rainwear, rubber boots, etc.	<u>\$ 600</u>
	Subtotal:	\$ 1,600
UTILITIES		
600-607-5203.001	Electric/Water	\$ 94,700
600-610-5203.001	Electric/Water	<u>\$ 48,300</u>
	Subtotal:	\$ 143,000
SUPPLIES		
600-601-5206.000	Office supplies	\$ 2,000
600-607-5206.000	Manhole inserts & sewer plugs (rehab materials), Misc parts, piping, hardware, inspection camera supplies, Degreaser, dyes & sanitizing agents, safty supplies, etc.	\$ 22,000
600-610-5206.000	Safety supplies (PPE) 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>\$ 49,000</u>
	Subtotal:	\$ 73,000

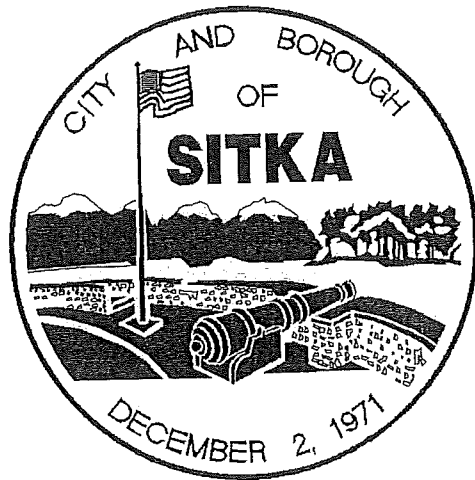
**WASTEWATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
REPAIRS & MAINTENANCE		
600-607-5207.000	Collection system maintenance materials	\$ 5,000
	Lift station repair, replace equipment, pump impellers, etc..	\$ 40,000
600-610-5207.000	Maintain, repair, replace equipment	\$ 35,000
	Subtotal:	\$ 80,000
BUILDING MAINTENANCE FEES		
600-601-5208.000	Building Maint. Fund (BMF) - Building Repair	\$ 25,927
	Replace WWTP man door	\$ 4,000
	Replace 10 x 10 garage door	\$ 19,000
	Subtotal:	\$ 48,927
CONTRACTED/PURCHASED SERVICES		
600-601-5212.000	Copier maintenance, Engineering/consulting services, permit renewal, etc...	\$ 40,000
	Audit fees	\$ 2,650
	Honeywell Performance Contract	\$ 1,463
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.	\$ 40,000
	Whole effluent toxicity, biological monitoring program toxic pollutants & pesticides (2013)	\$ 3,000
	Subtotal:	\$ 108,113
INTERDEPARTMENT SERVICES		
600-601-5214.000	Admin. services	\$ 327,541
	Subtotal:	\$ 327,541
POSTAGE		
600-601-5222.000	Miscellaneous postage	\$ 500
	Subtotal:	\$ 500
TOOLS & SMALL EQUIPMENT		
600-607-5223.000	Cell Phone Signal Boosters (for stand-by)	\$ 1,200
	Specialized tools, traffic control equip.	\$ 1,000
	Replace hand held radio	\$ 1,400
600-610-5223.000	Replace still for making distilled water (1/2 W / 1/2 WW)	\$ 2,600
	Replace BOD Probe	\$ 800
	New Handheld pH, conductivity, Salinity & DO meter	\$ 2,600
	Subtotal:	\$ 9,600

**WASTEWATER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
DUES & PUBLICATIONS		
600-601-5224.000	Operator certifications	\$ 500
	Water Environment Fed., individual memberships	\$ 600
	Water Environment Federation, City membership	\$ 500
	Subtotal:	\$ 1,600
ADVERTISING		
600-601-5226.000	Public Education, PSAs	\$ 1,500
	Subtotal:	\$ 1,500
RENTALS - EQUIPMENT OR BUILDINGS		
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
	Subtotal:	\$ 6,248
OTHER EXPENSES		
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
	Subtotal:	\$ 5,700
INTEREST		
600-650-5295.000	Interest on Treatment Plant Remodel/Inventory Building	\$ 12,389
	Interest on loan for Cedar Beach/Shotgun Alley -#783041	\$ 1,567
	Roundabout Wastewater Loan #783241	\$ 3,879
	SMC Sewer II - Loan #783101	\$ 13,665
	Interest on State of Alaska Note #783011	\$ 11,846
	Subtotal:	\$ 43,345
NOTE PRINCIPAL PAYMENT		
600-650-7301.000	Principal on Treatment Plant Remodel/Inventory Building	\$ 53,456
	Principal on loan for Cedar Beach/Shotgun Alley	\$ 25,541
	Roundabout Wastewater Loan #783241	\$ 13,609
	SMC Sewer II - Loan #783101	\$ 47,947
	Principal on State of Alaska Note #783011	\$ 49,358
	Subtotal:	\$ 189,911

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Capital Budget
WASTEWATER FUND
2013

**City and Borough of Sitka
Fund 220 - Wastewater Fund
FY 2013 Capital Budget Summary**

	New Appropriations for FY 2013
Capital Projects:	\$ 830,000
Fixed Assets:	
Machinery/Equipment	\$ <u>99,000</u>
Subtotals:	\$ <u>99,000</u>
Total Planned Capital Expenditures:	\$ <u>929,000</u>

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 2013 Amount
	Capital Projects 730-600-630-5212.000	
7200.000	Sewer Improvements HPR/DOT	\$ 100,000
	Replace New Archangel sewer Main (Marine- HPR)	\$ 25,000
	Replace Hollywood Way Sewer Main (DeGross end)	\$ 25,000
	Replace Sewer Baranof Main	<u>\$ 680,000</u>
	Total Direct Capital Transfers:	\$ 830,000
	Fixed Asset Acquisition Wastewater Fund Department #220-600-670	
	<u>Machinery/Equipment</u>	
7106.000	Replace main CCTV Inspection camera (17 years old)	\$ 30,000
	Replace Boiler	\$ 22,000
	Replace Dimminutor (18 years old)	<u>\$ 47,000</u>
	Total Machinery/Equipment:	\$ 99,000
	Total Planned Capital Expenditures:	<u><u>\$ 929,000</u></u>

Construction in Progress for Wastewater Fund Capital Projects
Fund 730

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/11
Brady St Rebuild Lift Station	90676	\$ 90,000	\$ -
Brady St Sewer	90663	\$ 499,000	\$ 407,301
Cathodic Protection (14 Lift Stations)	90259	\$ 150,000	\$ 30,784
Channel Lift Station Design	90457	\$ 165,000	\$ -
Cove Lift Station Replacement	90274	\$ 400,000	\$ 304,653
Crescent Liftstation Replacement	90713	\$ 150,000	\$ -
Etolin WW Main Replacement	90714	\$ 284,000	\$ -
HPR/SMC Main Rehab	90564	\$ 1,080,000	\$ 687,322
Jamestown East Lift Station Replacement	90565	\$ 85,000	\$ 17,467
Japonski Island Sewer Lift Station	90697	\$ 1,300,000	\$ 548,304
Lake Street Lift Station Rebuild	90601	\$ 250,000	\$ -
Monastery/Kincaid Sewer Design Replacement	90531	\$ 30,000	\$ -
Monastery St Water & Sewer Main Replacement	90698	\$ 1,799,000	\$ 1,541,189
Oja St Water/Sewer Project	90666	\$ 654,405	\$ 531,810
Replace Lift Station Alarms (SCADA)	90258	\$ 497,500	\$ 315,849
Sanitary Sewer Main Replacement	90602	\$ 171,000	\$ 25,357
SF4 Replacement (Supply Fan)	90655	\$ 42,000	\$ 3,065
SMC Road Sewer Phase III	90579	\$ 2,210,000	\$ 1,769,550
WWTP AHU Retrofit	90715	\$ 50,000	\$ -
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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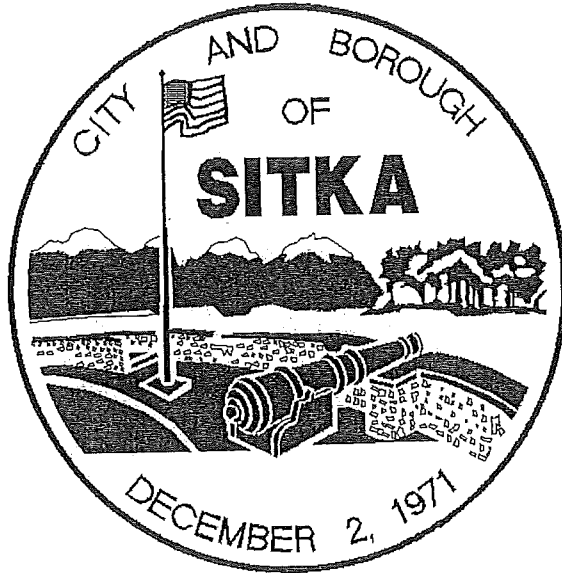
City and Borough of Sitka
Wastewater Treatment Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operating Revenues:	\$ 2,036,000	\$ 2,029,029	\$ 2,186,487
Operating Expenses:			
Salaries and benefits	\$ 929,000	\$ 873,117	\$ 1,007,311
Depreciation and amortization	\$ 1,475,000	\$ 1,500,000	\$ 1,525,000
Other operating expenses	\$ 839,000	\$ 939,804	\$ 1,142,335
Total Operating Expenses:	<u>\$ 3,243,000</u>	<u>\$ 3,312,921</u>	<u>\$ 3,674,646</u>
Operating Income (loss):	\$ (1,207,000)	\$ (1,283,892)	\$ (1,488,159)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 146,000	\$ 76,234	\$ 76,000
Nonoperating expenses	\$ (30,000)	\$ (35,000)	\$ (43,345)
Total Nonoperating Revenues and Expenses:	\$ 116,000	\$ 41,234	\$ 32,655
Income (Loss) Before Contributions and Transfers:	\$ (1,091,000)	\$ (1,242,658)	\$ (1,455,504)
Capital Contributions	\$ 861,000	\$ 20,000	\$ 476,000
Net Transfers In/(Out)	\$ 35,000	\$ -	\$ -
Change in Net Assets:	\$ (195,000)	\$ (1,222,658)	\$ (979,504)
Net Assets, Beginning of the Year:	<u>\$ 18,899,000</u>	<u>\$ 18,704,000</u>	<u>\$ 17,481,342</u>
Net Assets, End of the Year:	<u>\$ 18,704,000</u>	<u>\$ 17,481,342</u>	<u>\$ 16,501,838</u>

City and Borough of Sitka
Wastewater Treatment Fund
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	3,612,181	2,616,588	3,504,173
Accounts receivable	524,989	441,000	441,000
Other current assets	<u>19,362</u>	<u>20,000</u>	<u>20,000</u>
Total Current Assets:	4,156,532	3,077,588	3,965,173
Non-Current Assets			
Property, Plant and Equipment, Net	17,962,754	17,863,000	16,209,000
Other Non-Current Assets	<u>287,937</u>	<u>287,000</u>	<u>287,000</u>
Total Non-Current Assets:	<u>18,250,691</u>	<u>18,150,000</u>	<u>16,496,000</u>
Total Assets:	<u><u>22,407,223</u></u>	<u><u>21,227,588</u></u>	<u><u>20,461,173</u></u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	77,881	242,000	242,000
Current portion long term debt	175,134	175,000	175,000
Other current liabilities	<u>38,575</u>	<u>45,000</u>	<u>45,000</u>
Total, Current liabilities:	291,590	462,000	462,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	3,364,434	3,237,246	3,450,335
Other Non-Current Liabilities	<u>47,447</u>	<u>47,000</u>	<u>47,000</u>
Total Non-Current Liabilities:	<u>3,411,881</u>	<u>3,284,246</u>	<u>3,497,335</u>
Total Liabilities:	3,703,471	3,746,246	3,959,335
Net Assets:	<u>18,703,752</u>	<u>17,481,342</u>	<u>16,501,838</u>
Total Liabilities and Net Assets:	<u><u>22,407,223</u></u>	<u><u>21,227,588</u></u>	<u><u>20,461,173</u></u>

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City and Borough of Sitka

SOLID WASTE FUND

FISCAL YEAR 2013

Operating Budget

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**SOLID WASTE FUND
SUMMARY OF CASH INFLOWS/OUTLAYS**

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
Operating Revenue	\$ 3,120,500	\$ 3,014,000	\$ 3,044,824	\$ 106,500	4%
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 32,000	\$ 44,360	\$ 39,046	\$ (12,360)	-28%
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	0%
Miscellaneous	\$ 7,000	\$ 5,800	\$ 12,043	\$ 1,200	21%
TOTAL CASH INFLOWS / REVENUES:	\$ 3,159,500	\$ 3,064,160	\$ 3,095,913	\$ 95,340	3%

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 160,048	\$ 158,126	\$ 135,854	\$ 1,922	1%
Non-personnel Operating Outlays	\$ 2,862,089	\$ 2,944,796	\$ 2,762,959	\$ (82,707)	-3%
Total Operating Outlays:	\$ 3,022,137	\$ 3,102,922	\$ 2,898,813	\$ (80,785)	-3%
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ -	\$ -	\$ -	\$ -	0%
Total Capital Outlays:	\$ -	\$ -	\$ -	\$ -	0%
TOTAL CASH OUTLAYS:	\$ 3,022,137	\$ 3,102,922	\$ 2,898,813	\$ (80,785)	-3%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ 137,363	\$ (38,762)	\$ 197,100	\$ 176,125	454%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 230 - Solid Waste Fund

Cash Inflows / Revenues

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
State Revenue					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 4,659	\$ -	\$ -	\$ -
	Subtotal:	\$ 4,659	\$ -	\$ -	\$ -
Operating Revenue					
300-340-3431.000	Solid Waste Disposal	\$ 2,513,685	\$ 2,490,000	\$ 2,539,216	\$ 2,560,000
300-340-3432.000	Scale Revenue	\$ 218,712	\$ 213,500	\$ 209,149	\$ 234,000
300-340-3433.000	Granite Creek Waste	\$ -	\$ -	\$ -	\$ -
300-340-3434.000	Landfill Revenue	\$ -	\$ -	\$ -	\$ -
300-340-3435.000	Recycling	\$ 332,634	\$ 261,900	\$ 227,491	\$ 275,000
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	\$ 492	\$ -	\$ 165	\$ -
300-340-3439.000	Rolloff Container Fees	\$ -	\$ -	\$ -	\$ -
300-340-3440.000	Recycling - Others	\$ 12,103	\$ 7,100	\$ 25,470	\$ 10,000
300-340-3491.000	Jobbing - Labor	\$ 2,370	\$ 1,000	\$ 2,833	\$ 1,000
	Subtotal:	\$ 3,120,494	\$ 3,014,000	\$ 3,044,824	\$ 3,120,500
Non-Operating Revenue					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Property Investments					
300-360-3610.000	Interest Income	\$ 44,634	\$ 44,360	\$ 39,046	\$ 32,000
	Subtotal:	\$ 44,634	\$ 44,360	\$ 39,046	\$ 32,000
Interfund Transfers					
300-370-3701.740	Solid Waste Interfund Billing	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Miscellaneous					
300-380-3807.000	Miscellaneous	\$ (2,401)	\$ 1,000	\$ 7,243	\$ 2,000
300-380-3820.000	Bad Debts Collected	\$ 8,084	\$ 4,800	\$ 4,800	\$ 5,000
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 5,683	\$ 5,800	\$ 12,043	\$ 7,000
Total Solid Waste Fund Revenue:		\$ 3,175,470	\$ 3,064,160	\$ 3,095,913	\$ 3,159,500

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

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
OPERATING REVENUE		
300-340-3431.000	Solid Waste Disposal Charges for waste pickup and disposal	\$ 2,560,000
300-340-3432.000	Scale Revenue	\$ 234,000
300-340-3433.000	Granite Creek Waste	\$ -
300-340-3435.000	Recycling Salvage Permits and Scrap Metal sales	\$ 275,000
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	\$ 10,000
300-340-3491.000	Jobbing - Labor	\$ 1,000
	Subtotal:	\$ 3,120,500
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	\$ 32,000
	Subtotal:	\$ 32,000
MISCELLANEOUS		
300-380-3807.000	Miscellaneous	\$ 2,000
300-380-3820.000	Bad Debts Collected	\$ 5,000
	Subtotal:	\$ 7,000
	Total:	\$ 3,159,500

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 230 - Solid Waste Fund

Operations Budget

Cash Outlays for Operations

Account Number	Expense Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 74,571	\$ 83,303	\$ 76,514	\$ 85,977
5110.004	Overtime	\$ 4,288	\$ 6,000	\$ 768	\$ 6,000
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 50,412	\$ 68,822	\$ 58,572	\$ 68,072
	Total Salaries & Benefits	\$ 129,272	\$ 158,125	\$ 135,854	\$ 160,048
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 7,064	\$ 11,700	\$ 11,700	\$ 8,000
5202.000	Uniform Allowance	\$ 492	\$ 700	\$ 387	\$ 700
5203.000	Utilities	\$ 21,271	\$ 25,000	\$ 17,206	\$ 25,000
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,854	\$ 3,200	\$ 1,895	\$ 3,200
5205.000	Insurance	\$ 4,525	\$ 4,550	\$ 2,973	\$ 4,459
5206.000	Supplies	\$ 22,286	\$ 43,700	\$ 45,793	\$ 43,700
5207.000	Repairs and Maintenance	\$ 246	\$ -	\$ 484	\$ -
5208.000	Building Maintenance Fees	\$ 4,957	\$ 2,578	\$ 4,615	\$ 15,784
5211.000	MIS Fees	\$ 4,429	\$ 4,454	\$ 4,451	\$ 4,454
5212.000	Contracted/Purchased Services	\$ 2,078,030	\$ 2,091,900	\$ 1,905,362	\$ 2,086,900
5214.000	Interdepartment Services	\$ 401,315	\$ 351,890	\$ 382,983	\$ 332,756
5221.000	Transportation/Vehicles	\$ 82,302	\$ 73,185	\$ 55,905	\$ 136,110
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ 3,259	\$ 4,250	\$ 4,250	\$ 3,000
5224.000	Dues & Publications	\$ 411	\$ 500	\$ 823	\$ 500
5226.000	Advertising	\$ 5,237	\$ 3,000	\$ 1,478	\$ 3,000
5227.000	Rentals - Building/Equipment	\$ 30,655	\$ 31,500	\$ 30,640	\$ 31,500
5231.000	Credit Card Expense	\$ 13,792	\$ 15,460	\$ 16,174	\$ 16,300
5290.000	Other Expenses	\$ 1,703	\$ 1,400	\$ -	\$ 1,400
5295.000	Interest	\$ 40,557	\$ 35,015	\$ 35,027	\$ 29,528
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7301.000	Debt Principal Payment	\$ 240,084	\$ 240,813	\$ 240,813	\$ 115,798
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 2,964,469	\$ 2,944,795	\$ 2,762,959	\$ 2,862,089
	Total Operating Outlays:	\$ 3,093,741	\$ 3,102,920	\$ 2,898,813	\$ 3,022,137

**SOLID WASTE FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAVEL AND TRAINING		
600-621-5201.000	HAZMAT Training	\$ 1,600
	SW Training / Certification	\$ 3,200
	Asbestos training	\$ 1,000
	CPR and First Aid	\$ 200
	SWANA Training	\$ 2,000
	Subtotal:	\$ 8,000
UNIFORM ALLOWANCE		
600-621-5202.000	Work overalls, gloves, cold weather gear, respirators	\$ 700
	Subtotal:	\$ 700
TELEPHONE		
600-622-5204.000	Recycling	\$ 3,200
	Subtotal:	\$ 3,200
SUPPLIES		
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
	Subtotal:	\$ 43,700
REPAIRS AND MAINTENANCE		
600-622-5207.000		\$ -
	Subtotal:	\$ -
BUILDING MAINTENANCE FEES		
600-621-5208.000	Building Maint. Fund (BMF) - Building Repair	\$ 2,784
	Flush Sprinkler System (Transfer Station)	\$ 13,000
	Subtotal:	\$ 15,784

**SOLID WASTE FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
CONTRACTED/PURCHASED SERVICES		
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
600-620-5212.000	Off island waste disposal	\$ 1,250,000
600-621-5212.000	Kimsham landfill monitoring	\$ 5,000
	HHW program	\$ 50,000
	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
600-623-5212.000	Solid Waste Coordinator	\$ 36,000
	Subtotal:	\$ 2,086,900
INTERDEPARTMENT SERVICES		
600-601-5214.000	Admin Services	\$ 332,756
	Subtotal:	\$ 332,756
TOOLS & SMALL EQUIPMENT		
600-601-5223.000	Misc. hand tools	\$ 1,500
600-622-5223.000	Misc tools	\$ 1,500
	Subtotal:	\$ 3,000
DUES & PUBLICATIONS		
600-601-5224.000	Miscellaneous, SWANA	\$ 500
	Subtotal:	\$ 500
ADVERTISING		
600-601-5226.000	Misc	\$ 1,500
600-622-5226.000	Recycling advertising	\$ 1,500
	Subtotal:	\$ 3,000
RENTALS - EQUIPMENT OR BUILDINGS		
600-622-5227.002	Scrap metal site rent	\$ 31,500
	Subtotal:	\$ 31,500

**SOLID WASTE FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
	OTHER EXPENSES	
600-621-5290.000	Employee Wellness Program	\$ 200
	ADEC landfill inspectors expenses and permits	<u>\$ 1,200</u>
	Subtotal:	\$ 1,400
	INTEREST EXPENSE	
600-650-5295.000	Kimsham Landfill - Loan #783081	<u>\$ 29,528</u>
	Subtotal:	\$ 29,528
	NOTE PRINCIPAL PAYMENTS	
600-650-7301.000	Kimsham Landfill - Loan #783081	<u>\$ 115,798</u>
	Subtotal:	\$ 115,798

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Capital Budget
SOLID WASTE FUND
2013

**City and Borough of Sitka
Fund 230 - Solid Waste Fund
FY 2013 Capital Budget Summary**

	New Appropriations for FY 2013
Capital Projects:	\$ -
Fixed Assets:	
Machinery/Equipment	\$ _____ -
Subtotals:	\$ _____ -
Total Planned Capital Expenditures:	\$ _____ -

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 2013 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**

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/11
Expand Biosolids Area	90657	\$ 500,000	\$ -
Recycle Center Fence	90677	\$ 50,000	\$ -
Scrap Yard Upgrade	90678	\$ 115,000	\$ 582
Sitka Landfill / Granite Creek	90413	\$ 250,000	\$ 193,218
Transfer Station	90566	\$ 50,000	\$ 276

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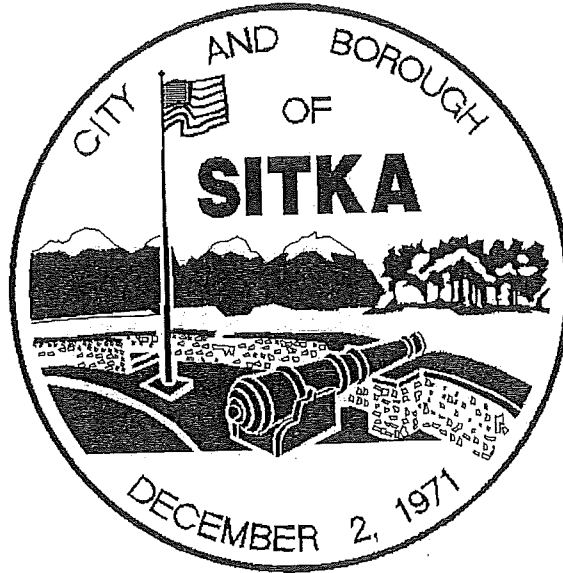
City and Borough of Sitka
Solid Waste Disposal Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operating Revenues:	\$ 3,126,086	\$ 3,056,867	\$ 3,127,500
Operating Expenses:			
Salaries and benefits	\$ 129,272	\$ 135,854	\$ 157,738
Depreciation and amortization	\$ 216,082	\$ 216,000	\$ 216,000
Other operating expenses	<u>\$ 2,694,854</u>	<u>\$ 2,487,119</u>	<u>\$ 2,716,763</u>
Total Operating Expenses:	<u>\$ 3,040,208</u>	<u>\$ 2,838,973</u>	<u>\$ 3,090,501</u>
Operating Income (loss):	\$ 85,878	\$ 217,894	\$ 36,999
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 24,215	\$ 39,046	\$ 32,000
Nonoperating expenses	<u>\$ (40,557)</u>	<u>\$ (35,027)</u>	<u>\$ (29,528)</u>
Total Nonoperating Revenues and Expenses:	\$ (16,342)	\$ 4,019	\$ 2,472
Income (Loss) Before Contributions and Transfers:	\$ 69,536	\$ 221,913	\$ 39,471
Capital Contributions	\$ -	\$ -	\$ -
Net Transfers In/(Out)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Change in Net Assets:	\$ 69,536	\$ 221,913	\$ 39,471
Net Assets, Beginning of the Year:	<u>\$ 5,112,963</u>	<u>\$ 5,182,499</u>	<u>\$ 5,404,412</u>
Net Assets, End of the Year:	<u>\$ 5,182,499</u>	<u>\$ 5,404,412</u>	<u>\$ 5,443,883</u>

City and Borough of Sitka
Solid Waste Disposal Fund
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	1,046,501	1,380,766	1,527,237
Accounts receivable	155,177	162,000	155,000
Other current assets	<u>1,529</u>	<u>1,000</u>	<u>1,000</u>
Total Current Assets:	1,203,207	1,543,766	1,683,237
Non-Current Assets			
Property, Plant and Equipment, Net	6,308,646	6,092,646	5,876,646
Other Non-Current Assets	<u>505,936</u>	<u>506,000</u>	<u>506,000</u>
Total Non-Current Assets:	<u>6,814,582</u>	<u>6,598,646</u>	<u>6,382,646</u>
Total Assets:	<u><u>8,017,789</u></u>	<u><u>8,142,412</u></u>	<u><u>8,065,883</u></u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	115,796	136,000	136,000
Current portion long term debt	115,798	116,000	116,000
Other current liabilities	<u>5,941</u>	<u>5,000</u>	<u>5,000</u>
Total, Current liabilities:	237,535	257,000	257,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	1,968,558	1,853,000	1,737,000
Other Non-Current Liabilities	<u>629,197</u>	<u>628,000</u>	<u>628,000</u>
Total Non-Current Liabilities:	<u>2,597,755</u>	<u>2,481,000</u>	<u>2,365,000</u>
Total Liabilities:	2,835,290	2,738,000	2,622,000
Net Assets:	<u>5,182,499</u>	<u>5,404,412</u>	<u>5,443,883</u>
Total Liabilities and Net Assets:	<u><u>8,017,789</u></u>	<u><u>8,142,412</u></u>	<u><u>8,065,883</u></u>

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City and Borough of Sitka

HARBOR FUND

FISCAL YEAR 2013

Operating Budget

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HARBOR FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	FY 2013 <u>Budget</u>	FY 2012 <u>Budget</u>	FY 2012 <u>Projections</u>	Change From FY 2012 <u>Budget</u>	% Change From FY 2012 <u>Budget</u>
State Revenue	\$ 1,200,000	\$ 800,000	\$ 1,200,000	\$ 400,000	50%
Federal Revenue	\$ -	\$ -	\$ 47,754	\$ -	0%
Operating Revenue	\$ 1,360,000	\$ 1,407,960	\$ 1,345,577	\$ (47,960)	-3%
Non-Operating Revenue	\$ 115,000	\$ 107,900	\$ 113,813	\$ 7,100	7%
Property Investments	\$ 98,000	\$ 101,300	\$ 114,330	\$ (3,300)	-3%
Interfund Billing	\$ 85,000	\$ -	\$ -	\$ 85,000	n/a
Miscellaneous	\$ 32,000	\$ 10,500	\$ 11,028	\$ 21,500	205%
Cash Basis	\$ 33,600	\$ 73,659	\$ 115,865	\$ (40,059)	-54%
TOTAL CASH INFLOWS / REVENUES:	\$ 2,923,600	\$ 2,501,319	\$ 2,948,367	\$ 422,281	17%

CASH OUTLAYS

<u>Operating Outlays</u>	FY 2013 <u>Budget</u>	FY 2012 <u>Operations Budget</u>	FY 2012 <u>Operations Projections</u>	Change From FY 2012 <u>Operations Budget</u>	% Change From FY 2012 <u>Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 773,351	\$ 804,101	\$ 716,902	\$ (30,750)	-4%
Non-personnel Operating Outlays	\$ 1,223,356	\$ 1,285,380	\$ 1,309,755	\$ (62,024)	-5%
Total Operating Outlays:	\$ 1,996,707	\$ 2,089,481	\$ 2,026,657	\$ (92,774)	-4%
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ 10,000	\$ -	\$ -	\$ 10,000	0%
Transfers to Capital Projects	\$ 50,000	\$ 375,000	\$ 325,000	\$ (325,000)	-87%
Total Capital Outlays:	\$ 60,000	\$ 375,000	\$ 325,000	\$ (315,000)	-84%
TOTAL CASH OUTLAYS:	\$ 2,056,707	\$ 2,464,481	\$ 2,351,657	\$ (407,774)	-17%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ 866,893	\$ 36,838	\$ 596,710	\$ 830,055	2253%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 240 - Harbor Fund

Cash Inflows / Revenues

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
State Revenue					
300-310-3101.004	Raw Fish Tax	\$ 1,195,000	\$ 800,000	\$ 1,200,000	\$ 1,200,000
300-310-3101.006	Misc.	\$ -	\$ -	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 26,135	\$ -	\$ -	\$ -
	Subtotal:	\$ 1,221,135	\$ 800,000	\$ 1,200,000	\$ 1,200,000
Federal Revenue					
300-315-3151.003	Grant Revenue	\$ 75,440	\$ -	\$ 47,754	\$ -
	Subtotal:	\$ 75,440	\$ -	\$ 47,754	\$ -
Operating Revenue					
300-340-3441.000	Moorage - Permanent	\$ 1,070,125	\$ 1,080,000	\$ 1,068,355	\$ 1,080,000
300-340-3442.000	Moorage - Transient	\$ 226,772	\$ 200,000	\$ 163,682	\$ 192,000
300-340-3444.000	Airplane Fees	\$ 3,640	\$ 3,760	\$ 1,426	\$ 4,000
300-340-3445.000	Lightering Fees	\$ 76,255	\$ 94,000	\$ 67,650	\$ 52,000
300-340-3446.000	Recreational Vehicle Fees	\$ 8,950	\$ 8,200	\$ 9,628	\$ 9,000
300-340-3447.000	Harbor Assessment Fees	\$ 22,020	\$ 22,000	\$ 22,000	\$ 22,000
300-340-3491.000	Jobbing - Labor	\$ 2,177	\$ -	\$ 12,836	\$ 1,000
	Subtotal:	\$ 1,409,938	\$ 1,407,960	\$ 1,345,577	\$ 1,360,000
Non-Operating Revenue					
300-350-3501.003	Other Revenue	\$ 80,406	\$ 64,100	\$ 69,311	\$ 72,000
300-350-3501.004	Electric Billing	\$ 35,067	\$ 30,000	\$ 31,572	\$ 35,000
300-350-3501.005	Hoist Revenue	\$ 2,322	\$ 1,400	\$ 1,464	\$ 2,000
300-350-3501.006	Launch Fee	\$ 19,143	\$ 12,400	\$ 11,466	\$ 6,000
	Subtotal:	\$ 136,938	\$ 107,900	\$ 113,813	\$ 115,000
Property Investments					
300-360-3610.000	Interest Income	\$ 105,744	\$ 101,300	\$ 114,330	\$ 98,000
300-360-3620.000	Sale of Fixed Assets	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 105,744	\$ 101,300	\$ 114,330	\$ 98,000
Interfund Billings					
300-370-3701.194	CPET Fund	\$ 67,755	\$ -	\$ -	\$ 85,000
300-370-3701.200	Electric Billing	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 67,755	\$ -	\$ -	\$ 85,000
Miscellaneous					
300-380-3801.000	Fines/Forfeitures	\$ -	\$ -	\$ -	\$ -
300-380-3807.000	Miscellaneous Revenue	\$ 3,448	\$ 5,000	\$ 5,000	\$ 26,000
300-380-3808.000	Wage Reimbursement	\$ -	\$ -	\$ -	\$ -
300-380-3812.000	Capital Contribution - Local	\$ -	\$ -	\$ -	\$ -
300-380-3820.000	Bad Debts Collected	\$ 6,291	\$ 5,500	\$ 6,028	\$ 6,000
	Subtotal:	\$ 9,738	\$ 10,500	\$ 11,028	\$ 32,000
Cash Basis					
300-390-3950.100	Transfer In - General Fund	\$ 33,311	\$ 30,000	\$ 30,000	\$ 33,600
300-390-3950.194	CPET	\$ -	\$ 43,659	\$ 85,865	\$ -
	Subtotal:	\$ 33,311	73,659	115,865	33,600
	Total Harbor Fund Revenue:	\$ 3,059,998	\$ 2,501,319	\$ 2,948,367	\$ 2,923,600

CITY AND BOROUGH OF SITKA
HARBOR FUND
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
STATE REVENUE		
300-310-3101.004	Raw Fish Tax	\$ 1,200,000
	Subtotal:	\$ 1,200,000
FEDERAL REVENUE		
300-315-3151.003	Grant Revenue - FAA	\$ -
	Subtotal:	\$ -
OPERATING REVENUE		
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	\$ 192,000
300-340-3444.000	Airplane Fees	\$ 4,000
300-340-3445.000	Lightering Fees Cruise Ship Lightering Fees	\$ 52,000
300-340-3446.000	Recreational Vehicle Fees Sealing Cove RV Parking	\$ 9,000
300-340-3447.000	Harbor Assessment Fees Fee per Boat = \$10	\$ 22,000
300-340-3491.000	Jobbing - Labor	\$ 1,000
	Subtotal:	\$ 1,360,000
NON-OPERATING REVENUE		
300-350-3501.003	Harbor Miscellaneous Other	\$ 72,000
300-350-3501.004	Daily electrical billing	\$ 35,000
300-350-3501.005	Hoist Revenue	\$ 2,000
300-350-3501.006	Launch ramp fees	\$ 6,000
	Subtotal:	\$ 115,000
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	\$ 98,000
	Subtotal:	\$ 98,000
INTERFUND BILLINGS		
300-370-3701.194	CPET Fund	\$ 85,000
	Subtotal:	\$ 85,000

MISCELLANEOUS

300-380-3807.000	Miscellaneous Revenue	\$	26,000
300-380-3820.000	Bad Debts Collected	\$	<u>6,000</u>
	Subtotal:	\$	32,000

CASH BASIS

300-390-3950.100	Fish box tax	\$	33,600
300-390-3950.194	Commercial vessel passenger tax	\$	<u>-</u>
	Subtotal:	\$	33,600

Total: \$ 2,923,600

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City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 240 - Harbor Fund

Operations Budget

Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 424,529	\$ 406,034	\$ 382,823	\$ 399,675
5110.004	Overtime	\$ 4,995	\$ 9,500	\$ 8,500	\$ 9,500
5110.010	Temporary Employees	\$ 32,599	\$ 55,000	\$ 17,943	\$ 35,000
5120.000	Benefits	\$ 321,123	\$ 333,567	\$ 307,636	\$ 329,176
	Total Salaries & Benefits	\$ 783,245	\$ 804,101	\$ 716,902	\$ 773,351
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 7,017	\$ 7,000	\$ 7,000	\$ 25,000
5202.000	Uniform Allowance	\$ 3,798	\$ 3,000	\$ 2,632	\$ 3,000
5203.000	Utilities	\$ 85,944	\$ 92,000	\$ 87,662	\$ 92,000
5203.004	Solid Waste	\$ 25,187	\$ 46,000	\$ 7,054	\$ 25,000
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 6,115	\$ 7,200	\$ 6,661	\$ 6,000
5205.000	Insurance	\$ 59,498	\$ 59,500	\$ 42,857	\$ 65,237
5206.000	Supplies	\$ 17,720	\$ 20,000	\$ 20,156	\$ 20,000
5207.000	Repairs and Maintenance	\$ 121,837	\$ 190,000	\$ 162,186	\$ 174,000
5208.000	Building Maintenance Fees	\$ 5,115	\$ 1,595	\$ 1,612	\$ 1,722
5211.000	MIS Fees	\$ 33,610	\$ 33,842	\$ 33,825	\$ 33,842
5212.000	Contracted/Purchased Services	\$ 197,368	\$ 221,650	\$ 322,261	\$ 94,310
5214.000	Interdepartment Services	\$ 235,543	\$ 228,218	\$ 255,159	\$ 288,192
5221.000	Transportation/Vehicles	\$ 11,154	\$ 26,898	\$ 13,334	\$ 41,591
5222.000	Postage	\$ 4,863	\$ 5,000	\$ 5,000	\$ 5,000
5223.000	Tools & Small Equipment	\$ 5,936	\$ 10,000	\$ 11,041	\$ 10,000
5224.000	Dues & Publications	\$ 920	\$ 1,250	\$ 1,079	\$ 1,250
5226.000	Advertising	\$ 1,673	\$ 1,500	\$ 1,174	\$ 1,500
5227.000	Rentals - Building/Equipment	\$ 985	\$ 1,250	\$ 382	\$ 900
5231.000	Credit Card Expense	\$ 10,625	\$ 10,685	\$ 11,751	\$ 11,200
5290.000	Other Expenses	\$ 182	\$ 1,900	\$ 37	\$ 1,900
5295.000	Interest	\$ 26,724	\$ 21,544	\$ 21,544	\$ 16,364
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7301.000	Debt Principal Payment	\$ 195,349	\$ 195,348	\$ 195,348	\$ 205,348
7200.000	Transfer to Other Funds	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
	Total Non-personnel Operating Outlays:	\$ 1,157,165	\$ 1,285,380	\$ 1,309,755	\$ 1,223,356
	Total Operating Outlays:	\$ 1,940,410	\$ 2,089,481	\$ 2,026,657	\$ 1,996,707

**HARBOR FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAVEL AND TRAINING		
600-601-5201.000	Pacific Coast Congress	\$ 2,000
	AAHP - Conference - (Sitka Hosting)	\$ 23,000
	Subtotal:	<u>\$ 25,000</u>
UNIFORM ALLOWANCE		
600-601-5202.000	Work & Safety Clothing	\$ 500
600-630-5202.000	Work & Safety Clothing	\$ 2,500
	Subtotal:	<u>\$ 3,000</u>
SUPPLIES		
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	\$ 7,000
	Subtotal:	<u>\$ 20,000</u>
REPAIRS & MAINTENANCE		
600-630-5207.000	Maintenance Materials	\$ 169,000
	Maintenance for Harbor skiffs	\$ 1,000
	Electrical breakers/receptacles	\$ 4,000
	Subtotal:	<u>\$ 174,000</u>
BUILDING MAINTENANCE FEES		
600-601-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 1,722
	Subtotal:	<u>\$ 1,722</u>
CONTRACTED/PURCHASED SERVICES		
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)	\$ 42,000
	Snow Removal Harbor Parking Lots	\$ 8,500
	Misc Contracted Services	\$ 22,000
	State of Alaska Boat Launch Fees	\$ 9,260
	Subtotal:	<u>\$ 94,310</u>
INTERDEPARTMENT SERVICES		
600-601-5214.000	City Engineering Services	\$ -
	Admin. services	\$ 288,192
600-630-5214.000	Waste oil pick-up	\$ -
	Subtotal:	<u>\$ 288,192</u>

**HARBOR FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TOOLS & MISCELLANEOUS EQUIPMENT		
600-630-5223.000	Misc. tools/equipment	\$ 8,000
	Harbor cart parts	<u>\$ 2,000</u>
	Subtotal:	\$ 10,000
DUES & PUBLICATIONS		
600-601-5224.000	AK Assoc. of Harbormasters	\$ 250
	Pacific Coast Congress of Harbormasters	\$ 250
	AMSEA	\$ 250
	Professional Harbor publications	<u>\$ 500</u>
	Subtotal:	\$ 1,250
ADVERTISING		
600-630-5226.000	Commission meeting notices	\$ 500
	Impounded vessel notices	\$ 500
	Harbor enforcement notices	<u>\$ 500</u>
	Subtotal:	\$ 1,500
OTHER EXPENSES		
600-601-5290.000	Employee Wellness Program	\$ 900
	Miscellaneous	<u>\$ 1,000</u>
	Subtotal:	\$ 1,900
INTEREST		
600-650-5295.000	Thomas Harbor Phase 2A Loan	\$ 4,800
	Water - Sealing/Thomsen - Loan #783071	<u>\$ 11,564</u>
	Subtotal:	\$ 16,364
DEBT PRINCIPAL PAYMENT		
600-650-7301.000	Thomsen Harbor Phase 2 loan	\$ 160,000
	Water - Sealing/Thomsen - Loan #783071	<u>\$ 45,348</u>
	Subtotal:	\$ 205,348
INTERFUND TRANSFERS		
600-680-7200.000	General Fund - Admin. Share of Raw Fish Tax	<u>\$ 100,000</u>
	Subtotal:	\$ 100,000



Capital Budget
HARBOR FUND
2013

City and Borough of Sitka
Fund 240 - Harbor Fund
FY 2013 Capital Budget Summary

	New Appropriations for FY 2013
Capital Projects:	50,000
Fixed Assets:	
Machinery/Equipment	<u>10,000</u>
Subtotals:	<u>10,000</u>
Total Planned Capital Expenditures:	<u>\$ 60,000</u>

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 2013 Amount
	Capital Projects 750-600-630-5212.000	
7200.000	Floatation Upgrades	\$ <u>50,000</u>
	Total Direct Capital Transfers:	\$ 50,000
	<u>Fixed Asset Acquisition</u> Harbor Fund Department #240-600-670	
	<u>Machinery/Equipment</u>	
7106.000	Mercury 250 XL Verado (shared with Electric)	\$ <u>10,000</u>
	Total Machinery/Equipment:	\$ 10,000
	Total Planned Capital Expenditures:	<u>\$ 60,000</u>

Construction in Progress for Harbor Fund Capital Projects
Fund 750

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/11
ANB - Harbor	90674	\$ 500,000	\$ 45
Eliason Flotation Upgrade	90722	\$ 66,500	\$ -
New Thomsen Harbor Breakwater Repairs	90372	\$ 23,000	\$ 93

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City and Borough of Sitka
Harbor Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operating Revenues:	\$ 1,497,000	\$ 1,470,418	\$ 1,612,000
Operating Expenses:			
Salaries and benefits	\$ 783,000	\$ 716,902	\$ 761,790
Depreciation and amortization	\$ 710,000	\$ 710,000	\$ 710,000
Other operating expenses	<u>\$ 800,000</u>	<u>\$ 992,863</u>	<u>\$ 901,644</u>
Total Operating Expenses:	<u>\$ 2,293,000</u>	<u>\$ 2,419,765</u>	<u>\$ 2,373,434</u>
Operating Income (loss):	\$ (796,000)	\$ (949,347)	\$ (761,434)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 1,418,000	\$ 1,447,949	\$ 1,383,000
Nonoperating expenses	<u>\$ (196,000)</u>	<u>\$ (12,000)</u>	<u>\$ (12,000)</u>
Total Nonoperating Revenues and Expenses:	\$ 1,222,000	\$ 1,435,949	\$ 1,371,000
Income (Loss) Before Contributions and Transfers:	\$ 426,000	\$ 486,602	\$ 609,566
Capital Contributions	\$ -	\$ -	\$ -
Net Transfers In/(Out)	<u>\$ 88,000</u>	<u>\$ (70,000)</u>	<u>\$ (66,400)</u>
Change in Net Assets:	\$ 514,000	\$ 416,602	\$ 543,166
Net Assets, Beginning of the Year:	<u>\$ 18,056,000</u>	<u>\$ 18,570,000</u>	<u>\$ 18,986,602</u>
Net Assets, End of the Year:	<u>\$ 18,570,000</u>	<u>\$ 18,986,602</u>	<u>\$ 19,529,768</u>

City and Borough of Sitka
Harbor Fund
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	<u>June 30, 2011</u>	<u>As Projected June 30, 2012</u>	<u>As Projected June 30, 2013</u>
Current Assets:			
Equity in Central Treasury	3,727,000	4,165,602	5,063,768
Accounts receivable	72,000	72,000	72,000
Other current assets	<u>1,271,000</u>	<u>1,204,000</u>	<u>804,000</u>
Total Current Assets:	5,070,000	5,441,602	5,939,768
Non-Current Assets			
Property, Plant and Equipment, Net	14,900,000	14,900,000	14,900,000
Other Non-Current Assets	<u>6,000</u>	<u>6,000</u>	<u>6,000</u>
Total Non-Current Assets:	<u>14,906,000</u>	<u>14,906,000</u>	<u>14,906,000</u>
Total Assets:	<u>19,976,000</u>	<u>20,347,602</u>	<u>20,845,768</u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	133,000	133,000	133,000
Current portion long term debt	45,000	45,000	45,000
Other current liabilities	<u>106,000</u>	<u>106,000</u>	<u>106,000</u>
Total, Current liabilities:	284,000	284,000	284,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	771,000	726,000	681,000
Other Non-Current Liabilities	<u>351,000</u>	<u>351,000</u>	<u>351,000</u>
Total Non-Current Liabilities:	<u>1,122,000</u>	<u>1,077,000</u>	<u>1,032,000</u>
Total Liabilities:	1,406,000	1,361,000	1,316,000
Net Assets:	<u>18,570,000</u>	<u>18,986,602</u>	<u>19,529,768</u>
Total Liabilities and Net Assets:	<u>19,976,000</u>	<u>20,347,602</u>	<u>20,845,768</u>

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City and Borough of Sitka

AIRPORT TERMINAL FUND

FISCAL YEAR 2013

Operating Budget

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AIRPORT TERMINAL FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
Grant Revenue	\$ -	\$ -	\$ 1,022	\$ -	0%
Operating Revenue	\$ 316,873	\$ 316,581	\$ 315,064	\$ 292	0%
Non-Operating Revenue	\$ 262,000	\$ 236,600	\$ 237,392	\$ 25,400	11%
Interfund Transfers	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 7,000	\$ 14,700	\$ 10,017	\$ (7,700)	-52%
Miscellaneous	\$ -	\$ -	\$ 55	\$ -	0%
TOTAL CASH INFLOWS / REVENUES:	\$ 585,873	\$ 567,881	\$ 563,550	\$ 17,992	3%

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	0%
Non-personnel Operating Outlays	\$ 450,105	\$ 439,028	\$ 396,091	\$ 11,077	3%
Total Operating Outlays:	\$ 450,105	\$ 439,028	\$ 396,091	\$ 11,077	3%
<u>Capital Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ 275,000	\$ 90,000	\$ 90,000	\$ 185,000	0%
Total Capital Outlays:	\$ 275,000	\$ 90,000	\$ 90,000	\$ 185,000	0%
TOTAL CASH OUTLAYS:	\$ 725,105	\$ 529,028	\$ 486,091	\$ 196,077	37%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ (139,232)	\$ 38,853	\$ 77,459	\$ (178,085)	458%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 250 - Airport Terminal Fund

Cash Inflows / Revenues

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
State Revenue					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Federal Revenue					
300-315-3151.003	Grant Revenue	\$ 40,469	\$ -	\$ 1,022	\$ -
	Subtotal:	\$ 40,469	\$ -	\$ 1,022	\$ -
Operating Revenue					
300-340-3451.000	Terminal Leases	\$ 315,595	\$ 315,881	\$ 314,344	\$ 315,873
300-340-3454.000	Concessions	\$ 716	\$ 700	\$ 720	\$ 1,000
	Subtotal:	\$ 316,311	\$ 316,581	\$ 315,064	\$ 316,873
Non-Operating Revenue					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
300-350-3501.010	Driver Facility Charges	\$ 37,107	\$ 36,200	\$ 36,484	\$ 50,000
300-350-3501.011	Passenger Facility Charges	\$ 208,027	\$ 200,400	\$ 200,908	\$ 212,000
	Subtotal:	\$ 245,134	\$ 236,600	\$ 237,392	\$ 262,000
Property Investments					
300-360-3610.000	Interest Income	\$ 14,508	\$ 14,700	\$ 10,017	\$ 7,000
	Subtotal:	\$ 14,508	\$ 14,700	\$ 10,017	\$ 7,000
Miscellaneous					
300-380-3807.000	Misc	\$ 75	\$ -	\$ 55	\$ -
300-380-3820.000	Bad Debt	\$ 120	\$ -	\$ -	\$ -
	Subtotal:	\$ 195	\$ -	\$ 55	\$ -
Total Airport Terminal Fund Revenue:		\$ 616,616	\$ 567,881	\$ 563,550	\$ 585,873

CITY AND BOROUGH OF SITKA
AIRPORT TERMINAL FUND
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
OPERATING REVENUE		
300-340-3451.000	Terminal Leases	
	Alaska Airlines	\$ 222,504
	Nugget	\$ 45,216
	Avis	\$ 4,958
	Ostrov Enterprises	\$ 21,360
	Ground Control	\$ 5,202
	TSA	\$ 14,988
	Harris	\$ 1,645
	Subtotal:	\$ 315,873
300-340-3454.000	Concessions	\$ 1,000
	Subtotal:	\$ 316,873
NON-OPERATING REVENUE		
300-350-3501.003	Other Revenue	\$ -
300-350-3501.010	Driver Facility Charges - 4% Fee for Rental Cars	\$ 50,000
300-350-3501.011	Passenger Facility Charges	\$ 212,000
	Subtotal:	\$ 262,000
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	\$ 7,000
	Subtotal:	\$ 7,000
MISCELLANEOUS		
300-380-3807.000	AIP Funds	\$ -
	Subtotal:	\$ -
	Total:	\$ 585,873

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 250 - Airport Terminal Fund

Operations Budget

Cash Outlays for Operations

Account Number	Expense Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
Salaries and Benefits					
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ -	\$ -	\$ -	\$ -
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ 50,765	\$ 53,800	\$ 52,517	\$ 53,800
5203.005	Heating Fuel	\$ 27,512	\$ 53,800	\$ 28,807	\$ 40,000
5204.000	Telephone	\$ 2,087	\$ 1,200	\$ 2,585	\$ 2,268
5205.000	Insurance	\$ 13,483	\$ 13,500	\$ 8,480	\$ 12,851
5206.000	Supplies	\$ 33	\$ 600	\$ 600	\$ 600
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -
5208.000	Building Maintenance Fees	\$ 33,427	\$ 47,500	\$ 51,258	\$ 98,900
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 119,467	\$ 134,348	\$ 111,988	\$ 105,503
5214.000	Interdepartment Services	\$ 42,355	\$ 37,468	\$ 39,382	\$ 95,208
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ -	\$ -	\$ -	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ 106	\$ 500	\$ -	\$ 500
5227.000	Rentals - Building/Equipment	\$ 7,623	\$ 7,500	\$ 11,676	\$ 7,787
5231.000	Credit Card Expense	\$ 523	\$ 450	\$ 436	\$ 450
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
5295.000	Interest	\$ 11,299	\$ 2,373	\$ 2,373	\$ 939
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7301.000	Note Principal Payment	\$ 367,262	\$ 85,989	\$ 85,989	\$ 31,299
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 675,942	\$ 439,028	\$ 396,091	\$ 450,105
	Total Operating Outlays:	\$ 675,942	\$ 439,028	\$ 396,091	\$ 450,105

**AIRPORT FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
SUPPLIES		
600-630-5206.000	Misc. supplies	\$ 600
	Subtotal:	<u>\$ 600</u>
BUILDING MAINTENANCE FEES		
600-630-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 45,900
	Seating	\$ 53,000
	Subtotal:	<u>\$ 98,900</u>
CONTRACTED/PURCHASED SERVICES		
600-630-5212.000	Audit fees	\$ 625
	Misc. purchased services	\$ 2,500
	Sprinkler System Flushing	\$ 18,000
	Janitorial contract	\$ 79,990
	Honeywell Performance Contract	\$ 4,388
	Subtotal:	<u>\$ 105,503</u>
INTERDEPARTMENT SERVICES		
600-630-5214.000	Admin. fees	\$ 95,208
	Subtotal:	<u>\$ 95,208</u>
RENTALS - BUILDING/EQUIPMENT		
600-630-5227.002	Airport Terminal Building Land lease	\$ 7,787
	Subtotal:	<u>\$ 7,787</u>
OTHER EXPENSES		
600-630-5290.000	Miscellaneous expenses not allocated	\$ -
	Subtotal:	<u>\$ -</u>
INTEREST		
600-650-5295.000	Interest payment on Airport Terminal Loan	\$ 939
	Subtotal:	<u>\$ 939</u>
NOTE PRINCIPAL PAYMENT		
600-650-7301.000	Principal payment on Airport Terminal Loan	\$ 31,299
	Subtotal:	<u>\$ 31,299</u>

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Capital Budget

AIRPORT TERMINAL FUND

2013

**City and Borough of Sitka
Fund 250 - Airport Terminal Fund
FY 2013 Capital Budget Summary**

	New Appropriations for FY 2013
Capital Projects:	\$ 275,000
Fixed Assets:	
Machinery/Equipment	\$ _____ -
Subtotals:	\$ _____ -
Total Planned Capital Expenditures:	<u>\$ 275,000</u>

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 2013 Amount
	Capital Projects 760-600-630-5212.000	
7200.000	Airport Bagage and TSA Area	\$ <u>275,000</u>
	Total Direct Capital Transfers:	\$ 275,000
	<u>Fixed Asset Acquisition</u> Airport Terminal Fund Department #250-600-670	
	<u>Machinery/Equipment</u>	
7106.000		\$ -
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	<u>\$ 275,000</u>

Construction in Progress for Airport Terminal Fund Capital Projects
Fund 760

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/11
Airport Lighting Retrofit	90656	\$ 76,000	\$ 12,087

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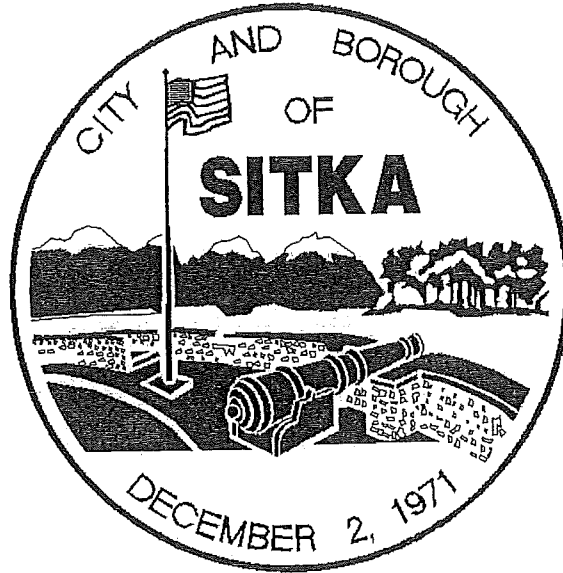
City and Borough of Sitka
 Airport Terminal Fund
 Statement of Revenues, Expenditures and Changes in Fund Balance
 For the Fiscal years Ended June 30, 2011
 and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operating Revenues:	\$ 561,640	\$ 552,511	\$ 578,873
Operating Expenses:			
Salaries and benefits	\$ -	\$ -	\$ -
Depreciation and amortization	\$ 178,000	\$ 178,000	\$ 178,000
Other operating expenses	<u>\$ 297,381</u>	<u>\$ 307,729</u>	<u>\$ 297,000</u>
Total Operating Expenses:	<u>\$ 475,381</u>	<u>\$ 485,729</u>	<u>\$ 475,000</u>
Operating Income (loss):	\$ 86,259	\$ 66,782	\$ 103,873
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 54,977	\$ 11,039	\$ 7,000
Nonoperating expenses	<u>\$ (11,299)</u>	<u>\$ (2,373)</u>	<u>\$ (939)</u>
Total Nonoperating Revenues and Expenses:	\$ 43,678	\$ 8,666	\$ 6,061
Income (Loss) Before Contributions and Transfers:	\$ 129,937	\$ 75,448	\$ 109,934
Capital Contributions	\$ -	\$ -	\$ -
Net Transfers In/(Out)	<u>\$ (10,000)</u>	<u>\$ -</u>	<u>\$ -</u>
Change in Net Assets:	\$ 119,937	\$ 75,448	\$ 109,934
Net Assets, Beginning of the Year:	<u>\$ 3,228,402</u>	<u>\$ 3,348,339</u>	<u>\$ 3,423,787</u>
Net Assets, End of the Year:	<u>\$ 3,348,339</u>	<u>\$ 3,423,787</u>	<u>\$ 3,533,721</u>

City and Borough of Sitka
 Airport Terminal Fund
 Statement of Net Assets
 As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	251,991	392,580	680,514
Accounts receivable	42,815	43,000	43,000
Other current assets	<u>7,788</u>	<u>8,000</u>	<u>8,000</u>
Total Current Assets:	302,594	443,580	731,514
Non-Current Assets			
Property, Plant and Equipment, Net	3,164,207	2,986,207	2,808,207
Other Non-Current Assets	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Current Assets:	<u>3,164,207</u>	<u>2,986,207</u>	<u>2,808,207</u>
Total Assets:	<u><u>3,466,801</u></u>	<u><u>3,429,787</u></u>	<u><u>3,539,721</u></u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	118,462	6,000	6,000
Current portion long term debt	-	-	-
Other current liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total, Current liabilities:	118,462	6,000	6,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	-	-	-
Other Non-Current Liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Current Liabilities:	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities:	118,462	6,000	6,000
Net Assets:	<u>3,348,339</u>	<u>3,423,787</u>	<u>3,533,721</u>
Total Liabilities and Net Assets:	<u><u>3,466,801</u></u>	<u><u>3,429,787</u></u>	<u><u>3,539,721</u></u>

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City and Borough of Sitka

MARINE SERVICE CENTER
FUND

FISCAL YEAR 2013

Operating Budget

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**MARINE SERVICE CENTER FUND
SUMMARY OF CASH INFLOWS/OUTLAYS**

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
Operating Revenue	\$ 224,496	\$ 224,496	\$ 224,496	\$ -	0%
Property Investments	\$ 25,700	\$ 25,700	\$ 25,421	\$ -	0%
TOTAL CASH INFLOWS / REVENUES:	\$ 250,196	\$ 250,196	\$ 249,917	\$ -	0%

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ -	\$ -	\$ -	\$ -	0%
Non-personnel Operating Outlays	\$ 140,646	\$ 140,608	\$ 70,530	\$ 38	0%
Total Operating Outlays:	\$ 140,646	\$ 140,608	\$ 70,530	\$ 38	0%
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ -	\$ 106,000	\$ 106,000	\$ (106,000)	0%
Total Capital Outlays:	\$ -	\$ 106,000	\$ 106,000	\$ (106,000)	0%
TOTAL CASH OUTLAYS:	\$ 140,646	\$ 246,608	\$ 176,530	\$ (105,962)	-43%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ 109,550	\$ 3,588	\$ 73,387	\$ 105,962	-2953%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 260 - Marine Service Center Fund

Cash Inflows / Revenues

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Operating Revenue					
300-340-3461.000	Lease - Sitka Sound Seafood	\$ 112,248	\$ 112,248	\$ 112,248	\$ 112,248
300-340-3462.000	Lease - Seafood Producers Corp.	\$ 112,248	\$ 112,248	\$ 112,248	\$ 112,248
300-340-3463.000	Operating Lease - SPC	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 224,496	\$ 224,496	\$ 224,496	\$ 224,496
Non-Operating Revenue					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Property Investments					
300-360-3610.000	Interest Income	\$ 25,993	\$ 25,700	\$ 25,421	\$ 25,700
	Subtotal:	\$ 25,993	\$ 25,700	\$ 25,421	\$ 25,700
Interfund Billings					
300-370-3701.770	MSC Capital Billing	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Miscellaneous					
300-380-3807.000	Miscellaneous Revenue	\$ -	\$ -	\$ 50	\$ -
	Subtotal:	\$ -	\$ -	\$ 50	\$ -
Total Marine Service Center Fund Revenue:		\$ 250,489	\$ 250,196	\$ 249,967	\$ 250,196

**CITY AND BOROUGH OF SITKA
MARINE SERVICE CENTER FUND
ITEMIZED REVENUES**

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

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 260 - Marine Service Center Fund

Operations Budget

Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	Salaries and Benefits				
5110.001	Salaries & Wages	\$ -	\$ -	\$ -	\$ -
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ -	\$ -	\$ -	\$ -
	Total Salaries & Benefits	\$ -	\$ -	\$ -	\$ -
	Non-personnel Operation Outlays				
5201.000	Travel and Training	\$ -	\$ -	\$ -	\$ -
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ 9,127	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ 720
5204.000	Telephone	\$ 813	\$ 720	\$ 870	\$ 9,359
5205.000	Insurance	\$ 10,000	\$ 10,000	\$ 9,358	\$ -
5206.000	Supplies	\$ -	\$ -	\$ -	\$ -
5207.000	Repairs and Maintenance	\$ -	\$ -	\$ -	\$ -
5208.000	Building Maintenance Fees	\$ 43,757	\$ 47,769	\$ 18,253	\$ 61,110
5211.000	MIS Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 25,864	\$ 50,423	\$ 11,168	\$ 48,125
5214.000	Interdepartment Services	\$ 19,310	\$ 29,396	\$ 29,381	\$ 20,532
5221.000	Transportation/Vehicles	\$ -	\$ -	\$ -	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ -	\$ 1,500	\$ 1,500	\$ -
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ 345	\$ -	\$ -	\$ -
5227.002	Rentals - Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenses	\$ -	\$ 800	\$ -	\$ 800
5295.000	Interest	\$ -	\$ -	\$ -	\$ -
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7301.000	Note Principal Payment	\$ -	\$ -	\$ -	\$ -
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 109,217	\$ 140,608	\$ 70,530	\$ 140,646
	Total Operating Outlays:	\$ 109,217	\$ 140,608	\$ 70,530	\$ 140,646

**MARINE SERVICE CENTER FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
	REPAIRS & MAINTENANCE	
600-630-5207.000		\$ -
	Subtotal:	\$ -
	BUILDING MAINTENANCE FEES	
600-630-5208.000	Building Maint. Fund (BMF) - Building Repairs	\$ 45,110
	Correct power factor	\$ 16,000
	Subtotal:	\$ 61,110
	CONTRACTED/PURCHASED SERVICES	
600-630-5212.000	Other Services	\$ 4,000
	Refrigeration equipment maintenance	\$ 38,000
	Replace fire alarm control panel	\$ 5,500
	Audit Fees	\$ 625
	Subtotal:	\$ 48,125
	INTERDEPARTMENT SERVICES	
600-630-5214.000	Admin. services	\$ 20,532
	Subtotal:	\$ 20,532
	TOOLS & SMALL EQUIPMENT	
600-630-5223.000		
	Subtotal:	\$ -

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Capital Budget

MARINE SERVICE CENTER FUND

2013

**City and Borough of Sitka
Fund 260 - Marine Service Center Fund
FY 2013 Capital Budget Summary**

	New Appropriations for FY 2013	
Capital Projects:	\$ -	
Fixed Assets:		
Machinery/Equipment	\$ _____ -	
Subtotals:	\$ _____ -	
Total Planned Capital Expenditures:		\$ _____ -

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 2013 Amount
7200.000	Capital Projects 770-600-630-5212.000	
	Total Direct Capital Transfers:	\$ -
	<u>Fixed Asset Acquisition</u>	
	Marine Service Center Fund Department #260-600-670	
7106.000	<u>Machinery/Equipment</u>	\$ -
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	<u>\$ -</u>

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

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/11
MSC Ammonia pumps & valves installation	90723	\$ 23,000	\$ -
MSC Refrigeration Controls	90724	\$ 83,000	\$ 262

City and Borough of Sitka
Marine Service Center
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operating Revenues:	\$ 224,496	\$ 224,000	\$ 224,000
Operating Expenses:			
Salaries and benefits	\$ -	\$ -	\$ -
Depreciation and amortization	\$ 152,652	\$ 152,652	\$ 152,652
Other operating expenses	<u>\$ 109,217</u>	<u>\$ 70,530</u>	<u>\$ 140,646</u>
Total Operating Expenses:	<u>\$ 261,869</u>	<u>\$ 223,182</u>	<u>\$ 293,298</u>
Operating Income (loss):	\$ (37,373)	\$ 818	\$ (69,298)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 25,993	\$ 25,471	\$ 25,700
Nonoperating expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Nonoperating Revenues and Expenses:	\$ 25,993	\$ 25,471	\$ 25,700
Income (Loss) Before Contributions and Transfers:	\$ (11,380)	\$ 26,289	\$ (43,598)
Capital Contributions	\$ -	\$ -	\$ -
Net Transfers In/(Out)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Change in Net Assets:	\$ (11,380)	\$ 26,289	\$ (43,598)
Net Assets, Beginning of the Year:	<u>\$ 1,915,890</u>	<u>\$ 1,904,510</u>	<u>\$ 1,930,799</u>
Net Assets, End of the Year:	<u>\$ 1,904,510</u>	<u>\$ 1,930,799</u>	<u>\$ 1,887,201</u>

City and Borough of Sitka
 Marine Service Center
 Statement of Net Assets
 As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	998,959	1,178,014	1,287,068
Accounts receivable	7,358	7,000	7,000
Other current assets	<u>31</u>	<u>-</u>	<u>-</u>
Total Current Assets:	1,006,348	1,185,014	1,294,068
Non-Current Assets			
Property, Plant and Equipment, Net	929,437	776,785	624,133
Other Non-Current Assets	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Current Assets:	929,437	776,785	624,133
Total Assets:	<u>1,935,785</u>	<u>1,961,799</u>	<u>1,918,201</u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	30,979	31,000	31,000
Current portion long term debt	-	-	-
Other current liabilities	<u>296</u>	<u>-</u>	<u>-</u>
Total, Current liabilities:	31,275	31,000	31,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	-	-	-
Other Non-Current Liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Current Liabilities:	-	-	-
Total Liabilities:	31,275	31,000	31,000
Net Assets:	<u>1,904,510</u>	<u>1,930,799</u>	<u>1,887,201</u>
Total Liabilities and Net Assets:	<u>1,935,785</u>	<u>1,961,799</u>	<u>1,918,201</u>

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City and Borough of Sitka

**SAWMILL COVE INDUSTRIAL
COMPLEX FUND**

FISCAL YEAR 2013

Operating Budget

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SAWMILL COVE INDUSTRIAL COMPLEX FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
Grant Revenue	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 234,209	\$ 75,718	\$ 105,057	\$ 158,491	209%
Interfund Transfers	\$ -	\$ 31,680	\$ -	\$ (31,680)	-100%
Cash Basis	\$ 27,000	\$ -	\$ 540	\$ 27,000	0%
TOTAL CASH INFLOWS / REVENUES:	\$ 261,209	\$ 107,398	\$ 105,597	\$ 153,811	143%

CASH OUTLAYS

	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
<u>Operating Outlays</u>					
Cash Outlays for Salaries and Benefits	\$ -	\$ 37,108	\$ -	\$ (37,108)	-100%
Non-personnel Operating Outlays	\$ 256,887	\$ 302,846	\$ 259,923	\$ (45,959)	-15%
Total Operating Outlays:	\$ 256,887	\$ 339,954	\$ 259,923	\$ (83,067)	-24%
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ -	\$ -	\$ -	\$ -	0%
Total Capital Outlays:	\$ -	\$ -	\$ -	\$ -	0%
TOTAL CASH OUTLAYS:	\$ 256,887	\$ 339,954	\$ 259,923	\$ (83,067)	-24%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ 4,322	\$ (232,556)	\$ (154,326)	\$ 236,878	102%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 270 - Sawmill Cove Industrial Complex Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
State Revenue					
300-310-3101.005	Grant Revenue	\$ -	\$ -	\$ 113,600	\$ -
300-310-3101.017	PERS Relief	\$ 476	\$ -	\$ -	\$ -
	Subtotal:	\$ 476	\$ -	\$ -	\$ -
Federal Revenue					
300-315-3151.003	Grant Revenue	\$ -	\$ -	\$ -	\$ -
300-315-3151.004	Misc	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Operating Revenue					
300-340-3491.000	Jobbing Labor	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Non-operating Revenue					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ -	\$ -	\$ -	\$ -
Property Investments					
300-360-3601.000	Rental of Land	\$ -	\$ -	\$ -	\$ -
300-360-3602.000	Rental of Building	\$ 77,165	\$ 75,338	\$ 96,316	\$ 83,209
300-360-3607.000	Job Credit	\$ -	\$ -	\$ -	\$ -
300-360-3609.000	Wharfage	\$ -	\$ -	\$ -	\$ -
300-360-3610.000	Interest Income	\$ 9,709	\$ 380	\$ 8,741	\$ 1,000
300-360-3620.000	Sell Fixed Assets	\$ -	\$ -	\$ -	\$ -
300-360-3621.000	Cost Fixed Assets	\$ -	\$ -	\$ -	\$ -
300-360-3625.000	Sale of Water	\$ 100,000	\$ -	\$ -	\$ 150,000
	Subtotal:	\$ 186,873	\$ 75,718	\$ 105,057	\$ 234,209
Interfund Billings					
300-370-3701.100	General Fund	\$ -	\$ -	\$ -	\$ -
300-370-3701.171	SE AK Econ. Development Billing	\$ -	\$ -	\$ -	\$ -
300-370-3701.173	FMC Contingency Fund	\$ -	\$ 31,680	\$ -	\$ -
	Subtotal:	\$ -	\$ 31,680	\$ -	\$ -
Miscellaneous					
300-380-3807.000	Misc.	\$ 200	\$ -	\$ 540	\$ -
300-380-3820.000	Bad Debts Collected	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 200	\$ -	\$ 540	\$ -
Cash Basis					
300-390-3906.000	Advance Other Funds	\$ 225,000	\$ -	\$ -	\$ -
300-390-3950.100	Transfer In - General Fund	\$ -	\$ -	\$ -	\$ -
300-390-3950.173	Transfer In - SMC Contingency	\$ 30,114	\$ -	\$ 16,521	\$ 27,000
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	\$ 255,114	\$ -	\$ 16,521	\$ 27,000
Total Sawmill Cove Industrial Complex Fund Revenue:		\$ 442,664	\$ 107,398	\$ 122,118	\$ 261,209

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

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
PROPERTY INVESTMENTS		
300-360-3602.000	Rental of Land	\$ 83,209
300-360-3610.000	Interest Income	\$ 1,000
300-360-3625.000	Sale of Water	\$ 150,000
	Subtotal:	\$ 234,209
INTERFUND		
300-370-3701.100	General Fund	\$ -
300-370-3701.173	FMC Contingency Fund	\$ -
	Subtotal:	\$ -
Cash Basis		
300-390-3950.100	Transfer In - General Fund	\$ -
300-390-3950.173	Transfer In - SCIP Contingency	\$ 27,000
	Subtotal:	\$ 27,000
	Total:	\$ 261,209

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 270 - Sawmill Cove Industrial Complex Fund

Operations Budget

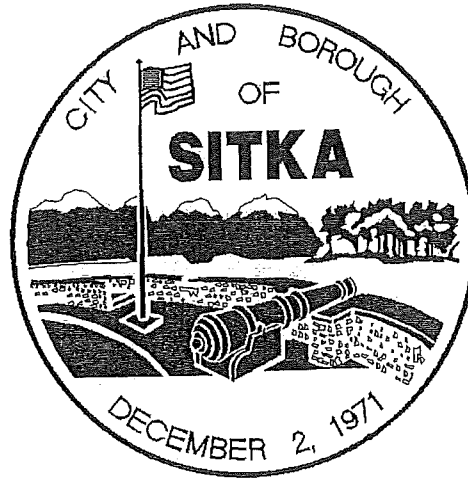
Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 8,384	\$ 19,446	\$ -	\$ -
5110.004	Overtime	\$ -	\$ 1,000	\$ -	\$ -
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 3,659	\$ 16,661	\$ -	\$ -
	Total Salaries & Benefits	\$ 12,043	\$ 37,107	\$ -	\$ -
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ -	\$ 200	\$ 200	\$ -
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ 21,987	\$ 18,000	\$ 23,559	\$ 17,000
5203.005	Heating Fuel	\$ 30,772	\$ 24,000	\$ 20,841	\$ 27,840
5204.000	Telephone	\$ 4,016	\$ 3,500	\$ 4,045	\$ 2,400
5205.000	Insurance	\$ 51,682	\$ 51,700	\$ 34,812	\$ 40,000
5206.000	Supplies	\$ 808	\$ 3,000	\$ 3,440	\$ 2,250
5207.000	Repairs and Maintenance	\$ 1,080	\$ 10,000	\$ -	\$ 10,000
5208.000	Building Maintenance Fees	\$ 15,260	\$ 5,381	\$ 11,445	\$ 15,000
5211.000	MIS Fees	\$ 3,707	\$ 3,732	\$ 3,730	\$ 3,732
5212.000	Contracted/Purchased Services	\$ 86,415	\$ 134,625	\$ 85,556	\$ 99,625
5214.000	Interdepartment Services	\$ 81,673	\$ 41,832	\$ 67,556	\$ 36,520
5221.000	Transportation/Vehicles	\$ 3,913	\$ 3,801	\$ 2,729	\$ -
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ -	\$ 2,000	\$ 2,000	\$ 1,000
5224.000	Dues & Publications	\$ -	\$ -	\$ -	\$ -
5225.000	Legal Expenses	\$ -	\$ -	\$ -	\$ -
5226.000	Advertising	\$ -	\$ 1,000	\$ -	\$ 500
5227.000	Rentals - Building/Equipment	\$ -	\$ -	\$ -	\$ -
5231.000	Credit Card Expense	\$ 16	\$ 75	\$ 10	\$ 20
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ 1,000
5295.000	Interest	\$ -	\$ -	\$ -	\$ -
5297.000	Debt Administrative Expense	\$ -	\$ -	\$ -	\$ -
7302.000	Debt Principal Payment	\$ -	\$ -	\$ -	\$ -
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 301,329	\$ 302,846	\$ 259,923	\$ 256,887
	Total Operating Outlays:	\$ 313,372	\$ 339,953	\$ 259,923	\$ 256,887

**SAWMILL COVE INDUSTRIAL COMPLEX FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAVEL AND TRAINING		
600-630-5201.000		
	Subtotal:	\$ -
SUPPLIES		
600-630-5206.000	Office & security supplies	\$ 250
	Wastewater System and Lab	<u>\$ 2,000</u>
	Subtotal:	\$ 2,250
REPAIRS & MAINTENANCE		
600-630-5207.000	Miscellaneous materials & repairs	<u>\$ 10,000</u>
	Subtotal:	\$ 10,000
BUILDING MAINTENANCE FEES		
600-630-5208.000	Building Maint. Fund (BMF) - Building Repairs	<u>\$ 15,000</u>
	Subtotal:	\$ 15,000
CONTRACTED/PURCHASED SERVICES		
600-630-5212.000	Landfill testing	\$ 1,500
	ADEC oversight	\$ 1,500
	SEDA contract	\$ 75,000
	Road Maintenance	\$ 3,000
	Snow removal	\$ 3,000
	Janitorial	\$ 6,000
	Electrician services	\$ 3,000
	Land surveying - landfill monuments	\$ 1,000
	Wastewater tesing	\$ 1,000
	Sprinkler/fire alarm services	\$ 1,000
	Storm water testing	\$ 1,000
	Audit Fees	<u>\$ 2,625</u>
	Subtotal:	\$ 99,625
INTERDEPARTMENT SERVICES		
600-630-5214.000	Administration Services	<u>\$ 36,520</u>
	Subtotal:	\$ 36,520
TOOLS & MISCELLANEOUS EQUIPMENT		
600-630-5223.000	Misc. tools/equipment	<u>\$ 1,000</u>
	Subtotal:	\$ 1,000
OTHER EXPENSES		
600-630-5290.000	Misc	<u>\$ 1,000</u>
	Subtotal:	\$ 1,000

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Capital Budget

SAWMILL COVE INDUSTRIAL COMPLEX FUND

2013

City and Borough of Sitka
Fund 270 - Sawmill Cove Industrial Complex Fund
FY 2013 Capital Budget Summary

	New Appropriations for FY 2013
Capital Projects:	\$ -
Fixed Assets:	
Machinery/Equipment	\$ _____ -
Subtotals:	\$ _____ -
Total Planned Capital Expenditures:	\$ _____ -

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 2013 Amount
	Capital Projects 780-600-630-5212.000	
7200.000		
	Total Direct Capital Transfers:	\$ -
	<u>Fixed Asset Acquisition</u> Sawmill Cove Industrial Complex Department #270-600-670	
	<u>Machinery/Equipment</u>	
7106.000		
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	<u>\$ -</u>

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

Project Name	Project Number	Approved Budget	Expenses & Encumbrances as of 12/31/11
SCIP Fire Suppression	90631	\$ 30,000	\$ 329
SCIP Waterline Relocate	90604	\$ 39,000	\$ 7,971
SCIP Paving -FTA	90549	\$ 2,428,184	\$ 2,362,965

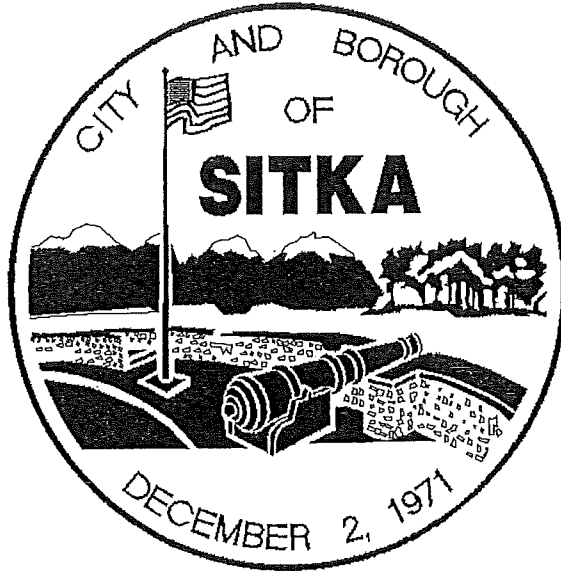
City and Borough of Sitka
Sawmill Cove Industrial Park
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2012</u>	<u>2013</u>
Operating Revenues:	\$ 177,365	\$ 218,744	\$ 234,209
Operating Expenses:			
Salaries and benefits	\$ 12,043	\$ -	\$ -
Depreciation and amortization	\$ 227,472	\$ 227,472	\$ 227,472
Other operating expenses	<u>\$ 301,329</u>	<u>\$ 259,923</u>	<u>\$ 256,887</u>
Total Operating Expenses:	<u>\$ 540,844</u>	<u>\$ 487,395</u>	<u>\$ 484,359</u>
Operating Income (loss):	\$ (363,479)	\$ (268,651)	\$ (250,150)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 9,709	\$ 28,540	\$ 27,000
Nonoperating expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Nonoperating Revenues and Expenses:	\$ 9,709	\$ 28,540	\$ 27,000
Income (Loss) Before Contributions and Transfers:	\$ (353,770)	\$ (240,111)	\$ (223,150)
Capital Contributions	\$ -	\$ -	\$ -
Net Transfers In/(Out)	<u>\$ 255,114</u>	<u>\$ -</u>	<u>\$ -</u>
Change in Net Assets:	\$ (98,656)	\$ (240,111)	\$ (223,150)
Net Assets, Beginning of the Year:	<u>\$ 11,032,798</u>	<u>\$ 10,934,142</u>	<u>\$ 10,694,031</u>
Net Assets, End of the Year:	<u>\$ 10,934,142</u>	<u>\$ 10,694,031</u>	<u>\$ 10,470,881</u>

City and Borough of Sitka
Sawmill Cove Industrial Park
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	154,418	52,821	(92,857)
Accounts receivable	81,308	6,000	6,000
Other current assets	-	-	-
Total Current Assets:	235,726	58,821	(86,857)
Non-Current Assets			
Property, Plant and Equipment, Net	10,858,995	10,745,210	10,517,738
Other Non-Current Assets	45,876	46,000	46,000
Total Non-Current Assets:	10,904,871	10,791,210	10,563,738
Total Assets:	11,140,597	10,850,031	10,476,881
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	6,156	6,000	6,000
Current portion long term debt	-	-	-
Other current liabilities	-	150,000	-
Total, Current liabilities:	6,156	156,000	6,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	-	-	-
Other Non-Current Liabilities	200,299	-	-
Total Non-Current Liabilities:	200,299	-	-
Total Liabilities:	206,455	156,000	6,000
Net Assets:	10,934,142	10,694,031	10,470,881
Total Liabilities and Net Assets:	11,140,597	10,850,031	10,476,881

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City and Borough of Sitka

MANAGEMENT INFORMATION
SYSTEMS FUND

FISCAL YEAR 2013

Operating Budget

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MANAGEMENT INFORMATION SYSTEMS FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
Operating Revenue	\$ 772,862	\$ 772,862	\$ 772,861	\$ -	0%
Property Investments	\$ 4,000	\$ 3,200	\$ 4,151	\$ 800	25%
Interfund	\$ -	\$ 59,570	\$ 54,159	\$ (59,570)	-100%
TOTAL CASH INFLOWS / REVENUES:	\$ 776,862	\$ 835,632	\$ 831,171	\$ (58,770)	-7%

CASH OUTLAYS

	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
<u>Operating Outlays</u>					
Cash Outlays for Salaries and Benefits	\$ 333,757	\$ 323,826	\$ 324,008	\$ 9,931	3%
Non-personnel Operating Outlays	\$ 394,162	\$ 452,859	\$ 456,185	\$ (58,697)	-13%
Total Operating Outlays:	\$ 727,919	\$ 776,685	\$ 780,193	\$ (48,766)	-6%
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ 50,000	\$ 50,000	\$ (50,000)	0%
Transfers to Capital Projects	\$ -	\$ -	\$ -	\$ -	0%
Total Capital Outlays:	\$ -	\$ 50,000	\$ 50,000	\$ (50,000)	0%
TOTAL CASH OUTLAYS:	\$ 727,919	\$ 826,685	\$ 830,193	\$ (98,766)	-12%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ 48,943	\$ 8,947	\$ 978	\$ 39,996	-447%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 300 - Management Information Systems Fund

Cash Inflows / Revenues

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
State Revenue					
300-310-3101.017	PERS Relief	\$ 11,809	\$ -	\$ -	\$ -
		<u>\$ 11,809</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Revenue					
300-340-3471.000	MIS Monthly Billing	\$ 751,643	\$ 772,862	\$ 772,861	\$ 772,862
	Subtotal:	<u>\$ 751,643</u>	<u>\$ 772,862</u>	<u>\$ 772,861</u>	<u>\$ 772,862</u>
Property Investments					
300-360-3610.000	Interest Income	\$ 4,171	\$ 3,200	\$ 4,151	\$ 4,000
	Subtotal:	<u>\$ 4,171</u>	<u>\$ 3,200</u>	<u>\$ 4,151</u>	<u>\$ 4,000</u>
Interfund					
300-370-3701.100	General Fund Interfund Bill	\$ 12,000	\$ 39,570	\$ 33,198	\$ -
300-370-3701.194	CPET Fund Billing	\$ 6,048	\$ -	\$ 961	\$ -
300-370-3701.200	Electric Interfund Bill	\$ -	\$ -	\$ -	\$ -
300-370-3701.210	Water Fund Interfund Bill	\$ -	\$ -	\$ -	\$ -
300-370-3701.220	Wastewater Interfund Bill	\$ -	\$ 20,000	\$ 20,000	\$ -
	Subtotal:	<u>\$ 18,048</u>	<u>\$ 59,570</u>	<u>\$ 54,159</u>	<u>\$ -</u>
Cash Basis					
300-390-3950.100	Transfer In - General Fund	\$ 3,000			
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ 3,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Management Information Systems Fund Revenue:		<u>\$ 788,671</u>	<u>\$ 835,632</u>	<u>\$ 831,171</u>	<u>\$ 776,862</u>

CITY AND BOROUGH OF SITKA
MANAGEMENT INFORMATION SYSTEMS FUND
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
OPERATING REVENUE		
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
	Subtotal:	\$ 772,862
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	\$ 4,000
	Subtotal:	\$ 4,000
INTERFUND		
Transfers from other funds for Computer Equipment		
300-370-3701.100	General Interfund Bill	\$ -
300-370-3701.200	Electric Interfund Bill	\$ -
300-370-3701.210	Water Interfund Bill	\$ -
300-370-3701.220	Wastewater Interfund Bill	\$ -
	Subtotal:	\$ -
	Total:	\$ 776,862

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 300 - Management Information Systems Fund

Operations Budget

Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 193,225	\$ 189,846	\$ 180,727	\$ 193,643
5110.004	Overtime	\$ -	\$ -	\$ -	\$ -
5110.010	Temporary Employees	\$ 805	\$ -	\$ -	\$ -
5120.000	Benefits	\$ 153,670	\$ 133,980	\$ 143,281	\$ 140,114
	Total Salaries & Benefits	\$ 347,700	\$ 323,826	\$ 324,008	\$ 333,757
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 10,603	\$ 18,000	\$ 18,000	\$ 16,000
5202.000	Uniform Allowance	\$ -	\$ -	\$ -	\$ -
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 6,035	\$ 12,600	\$ 5,301	\$ 9,000
5205.000	Insurance	\$ 3,722	\$ 3,725	\$ 2,273	\$ 3,505
5206.000	Supplies	\$ 10,016	\$ 11,000	\$ 11,000	\$ 9,000
5207.000	Repairs and Maintenance	\$ 168,304	\$ 179,173	\$ 207,030	\$ 151,617
5208.000	Building Maintenance Fees	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/Purchased Services	\$ 11,302	\$ 39,850	\$ 27,855	\$ 25,650
5214.000	Interdepartment Services	\$ 99,548	\$ 100,141	\$ 100,289	\$ 96,804
5221.000	Transportation/Vehicles	\$ 2,747	\$ 2,700	\$ 2,633	\$ 3,186
5222.000	Postage	\$ -	\$ -	\$ 10	\$ -
5223.000	Tools & Small Equipment	\$ 93,315	\$ 84,620	\$ 81,794	\$ 78,750
5224.000	Dues & Publications	\$ 868	\$ 750	\$ -	\$ 350
5226.000	Advertising	\$ -	\$ -	\$ -	\$ -
5227.000	Rentals - Building/Equipment	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenses	\$ 56	\$ 300	\$ -	\$ 300
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 406,515	\$ 452,859	\$ 456,185	\$ 394,162
	Total Operating Outlays:	\$ 754,215	\$ 776,685	\$ 780,193	\$ 727,919

**MANAGEMENT INFORMATION SYSTEMS FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAINING AND TRAVEL		
600-630-5201.000	On-training/class room training	\$ 15,000
	Cisco Certification Testing - Police	\$ 1,000
	Subtotal:	\$ 16,000
TELEPHONE		
600-630-5204.000	Cell Phone	\$ 3,000
	Internet related expenses	\$ 6,000
	Subtotal:	\$ 9,000
SUPPLIES		
600-630-5206.000	Misc. PC and printer supplies	\$ 9,000
	Subtotal:	\$ 9,000
REPAIRS & MAINTENANCE		
600-630-5207.000	Harbor Software/Hardware	\$ 2,000
	Printers	\$ 3,000
	Online-tech support	\$ 750
	NWS Software	\$ 60,000
	HTE Police Software	\$ 39,000
	Cisco IOS renewal	\$ 10,575
	Communigate Pro Maintenance	\$ 400
	Meter reading system	\$ 342
	Doc. imaging	\$ 4,500
	Form overlay software	\$ 1,500
	IQ Query	\$ 2,500
	Virus protection software - Sophos-Police	\$ 2,500
	Phone system - networked	\$ 3,600
	Phone system - Police Dept.	\$ 1,000
	Misc. Software	\$ 500
	GIS	\$ 9,000
	Misc. hardware	\$ 500
	UPS battery backups	\$ 1,750
	Office WiFi systems	\$ 1,000
	VMWare renewal	\$ 2,300
	IBM Iseries	\$ 3,000
	Firesoft softward - Fire Department	\$ 1,500
	Firesoft software - City Hall Watchguard	\$ 400
	Subtotal:	\$ 151,617

**MANAGEMENT INFORMATION SYSTEMS FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
	CONTRACTED/PURCHASED SERVICES	
600-630-5212.000	Phone System Maintenance	\$ 2,500
	Audit Fees	\$ 2,350
	Egov	\$ 3,500
	Contracted E-mail service	\$ 5,500
	On line task tracking	\$ 1,500
	Assessing Department	\$ 3,500
	Clerk System	\$ 6,800
	Subtotal:	\$ 25,650
	INTERDEPARTMENT SERVICES	
600-630-5214.000	Admin. services	\$ 96,804
	Subtotal:	\$ 96,804
	TOOLS & SMALL EQUIPMENT	
600-630-5223.000	Replacement PC's (23)	\$ 28,750
	Replacement of PD Scan station (1)	\$ 3,000
	Replacement Dispatch PC's (2)	\$ 4,000
	Replacement Printer's (1)	\$ 3,000
	Replacement Laptops (2)	\$ 3,500
	Replacement Phones (5)	\$ 1,500
	Handheld computers for Harbor (2)	\$ 5,000
	Upgrade RVI software to version 8 (City Hall & Police)	\$ 9,000
	Miscellaneous Hardware	\$ 5,500
	Miscellaneous software/renewel	\$ 4,000
	Hard Drives for disk to disk backups	\$ 1,000
	Switch additions and replacements	\$ 5,000
	Wireless network radios City Hall to Harbor	\$ 2,500
	Wireless network radios City Hall to Electric	\$ 3,000
	Subtotal:	\$ 78,750
	OTHER EXPENDITURES	
600-601-5290.000	Employee Wellness Program	\$ 300
	Subtotal:	\$ 300



Capital Budget

MANAGEMENT INFORMATION SYSTEMS FUND

2013

City and Borough of Sitka
Fund 300 - Management Information Systems Fund
FY 2013 Capital Budget Summary

	New Appropriations for FY 2013
Capital Projects:	\$ -
Fixed Assets:	
Machinery/Equipment	\$ _____ -
Subtotals:	\$ _____ -
Total Planned Capital Expenditures:	\$ _____ -

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>	New Appropriation for FY 2013 <u>Amount</u>
	Capital Projects	
7200.000		
	Total Direct Capital Transfers:	\$ -
	<u>Fixed Asset Acquisition</u>	
	Management Information Systems Department #300-600-670	
	<u>Machinery/Equipment</u>	
7106.000		
	Total Machinery/Equipment:	\$ -
	Total Planned Capital Expenditures:	\$ <u>-</u>

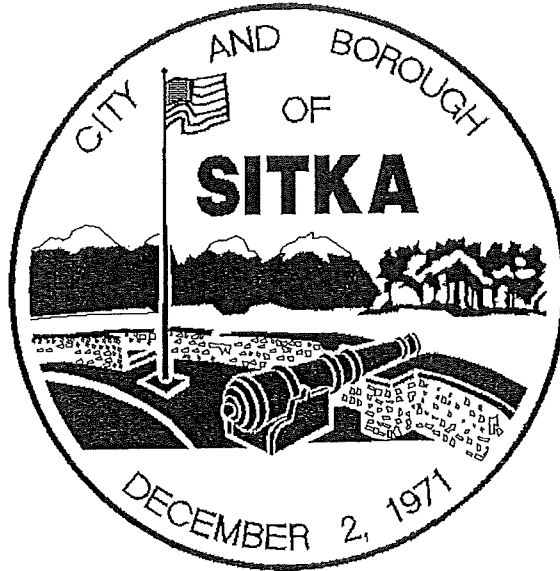
City and Borough of Sitka
Management Information Systems Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2011</u>	<u>2011</u>
Operating Revenues:	\$ 763,643	\$ 826,059	\$ 772,862
Operating Expenses:			
Salaries and benefits	\$ 347,700	\$ 324,008	\$ 328,338
Depreciation and amortization	\$ 71,388	\$ 71,388	\$ 71,388
Other operating expenses	<u>\$ 406,515</u>	<u>\$ 456,185</u>	<u>\$ 394,162</u>
Total Operating Expenses:	<u>\$ 825,603</u>	<u>\$ 851,581</u>	<u>\$ 793,888</u>
Operating Income (loss):	\$ (61,960)	\$ (25,522)	\$ (21,026)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 15,980	\$ 4,151	\$ 4,000
Nonoperating expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Nonoperating Revenues and Expenses:	\$ 15,980	\$ 4,151	\$ 4,000
Income (Loss) Before Contributions and Transfers:	\$ (45,980)	\$ (21,371)	\$ (17,026)
Capital Contributions	\$ -	\$ -	\$ -
Net Transfers In/(Out)	<u>\$ 9,048</u>	<u>\$ 961</u>	<u>\$ -</u>
Change in Net Assets:	\$ (36,932)	\$ (20,410)	\$ (17,026)
Net Assets, Beginning of the Year:	<u>\$ 442,753</u>	<u>\$ 405,821</u>	<u>\$ 385,411</u>
Net Assets, End of the Year:	<u>\$ 405,821</u>	<u>\$ 385,411</u>	<u>\$ 368,385</u>

City and Borough of Sitka
Management Information Systems Fund
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	219,712	205,042	259,404
Accounts receivable	812	-	-
Other current assets	<u>4,270</u>	<u>-</u>	<u>-</u>
Total Current Assets:	224,794	205,042	259,404
Non-Current Assets			
Property, Plant and Equipment, Net	207,757	186,369	114,981
Other Non-Current Assets	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Current Assets:	<u>207,757</u>	<u>186,369</u>	<u>114,981</u>
Total Assets:	<u><u>432,551</u></u>	<u><u>391,411</u></u>	<u><u>374,385</u></u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	26,730	6,000	6,000
Current portion long term debt	-	-	-
Other current liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total, Current liabilities:	26,730	6,000	6,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	-	-	-
Other Non-Current Liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Current Liabilities:	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities:	26,730	6,000	6,000
Net Assets:	<u>405,821</u>	<u>385,411</u>	<u>368,385</u>
Total Liabilities and Net Assets:	<u><u>432,551</u></u>	<u><u>391,411</u></u>	<u><u>374,385</u></u>

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City and Borough of Sitka

CENTRAL GARAGE FUND

FISCAL YEAR 2013

Operating Budget

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CENTRAL GARAGE FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
Operating Revenue	\$ 1,863,810	\$ 1,209,984	\$ 1,244,217	\$ 653,826	54%
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 73,500	\$ 72,800	\$ 98,538	\$ 700	1%
Interfund	\$ -	\$ 544,957	\$ 559,777	\$ (544,957)	0%
Miscellaneous	\$ -	\$ -	\$ -	\$ -	0%
TOTAL CASH INFLOWS / REVENUES:	\$ 1,937,310	\$ 1,827,741	\$ 1,902,532	\$ 109,569	6%

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 192,466	\$ 189,585	\$ 180,320	\$ 2,881	2%
Non-personnel Operating Outlays	\$ 736,665	\$ 694,410	\$ 651,288	\$ 42,255	6%
Total Operating Outlays:	\$ 929,130	\$ 883,995	\$ 831,608	\$ 45,135	5%
<u>Capital Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Fixed Asset Acquisition	\$ 289,500	\$ 1,038,085	\$ 1,241,017	\$ (748,585)	-72%
Transfers to Capital Projects	\$ -	\$ -	\$ -	\$ -	0%
Total Capital Outlays:	\$ 289,500	\$ 1,038,085	\$ 1,241,017	\$ (748,585)	-72%
TOTAL CASH OUTLAYS:	\$ 1,218,630	\$ 1,922,080	\$ 2,072,625	\$ (703,450)	-37%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ 718,680	\$ (94,340)	\$ (170,093)	\$ 813,020	862%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 310 - Central Garage Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
State Revenue					
300-310-3101.017	PERS Relief	\$ 6,754	\$ -	\$ -	\$ -
		<u>\$ 6,754</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Revenue					
300-340-3481.000	Department Monthly Billings	\$ 1,048,504	\$ 1,164,984	\$ 1,173,162	\$ 1,863,810
300-340-3491.000	Jobbing - Labor	\$ 49,643	\$ 45,000	\$ 71,055	\$ -
	Subtotal:	<u>\$ 1,098,147</u>	<u>\$ 1,209,984</u>	<u>\$ 1,244,217</u>	<u>\$ 1,863,810</u>
Non-Operating Revenue					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Property Investments					
300-360-3602.000	Rental of Building	\$ 33,504	\$ 33,500	\$ 29,781	\$ 33,500
300-360-3610.000	Interest Income	\$ 31,180	\$ 29,300	\$ 26,757	\$ 35,000
300-360-3620.000	Sale of Fixed Assets	\$ -	\$ 10,000	\$ 42,000	\$ 5,000
300-360-3621.000	Cost Fixed Assets	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ 64,684</u>	<u>\$ 72,800</u>	<u>\$ 98,538</u>	<u>\$ 73,500</u>
Interfund					
300-370-3701.100	General Fund Interfund Bill	\$ 42,601	\$ 146,762	\$ 146,762	\$ -
300-370-3701.200	Electric Interfund Bill	\$ -	\$ 1,029	\$ 1,029	\$ -
300-370-3701.210	Water Interfund Bill	\$ -	\$ -	\$ -	\$ -
300-370-3701.220	Wastewater Interfund Bill	\$ -	\$ 42,166	\$ 42,166	\$ -
300-370-3701.450	Sunde-Arnoldt Fund Bill	\$ -	\$ 355,000	\$ 369,820	\$ -
	Subtotal:	<u>\$ 42,601</u>	<u>\$ 544,957</u>	<u>\$ 559,777</u>	<u>\$ -</u>
Miscellaneous					
300-380-3807.000	Miscellaneous	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Cash Basis					
300-390-3990.000	Net Pension Obligation WO	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Central Garage Fund Revenue:		<u><u>\$ 1,212,187</u></u>	<u><u>\$ 1,827,741</u></u>	<u><u>\$ 1,902,532</u></u>	<u><u>\$ 1,937,310</u></u>

CITY AND BOROUGH OF SITKA
CENTRAL GARAGE FUND
ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
	OPERATING REVENUE	
300-340-3481.000	Department Monthly Billings General Fund (year)	
	Administration	\$ 11,268
	Attorney	\$ 1,062
	Clerk	\$ 1,593
	Assessing	\$ 1,062
	Finance	\$ 295
	Police	\$ 157,873
	Fire	\$ 229,804
	Ambulance	\$ 106,548
	SAR	\$ 2,950
	PW Admin.	\$ 6,242
	Engineering	\$ 10,378
	Streets	\$ 450,596
	Recreation	\$ 84,022
	Building Official	\$ 11,973
	Library	\$ -
	Senior Center	\$ 38,586
	Total General Fund:	\$ 1,114,252
	Electric Fund	\$ 305,876
	Water Fund	\$ 44,570
	Wastewater Fund	\$ 162,642
	Solid Waste Fund	\$ 136,110
	Harbor Fund	\$ 41,591
	MIS	\$ 2,916
	Central Garage	\$ 21,672
	Building Maintenance Fund	\$ 34,181
	Subtotal:	\$ 1,863,810
	PROPERTY INVESTMENTS	
300-360-3602.000	Rental of Building	
	Rent Part of Building to Other Funds (static)	\$ 33,500
300-360-3610.000	Interest Income	\$ 35,000
300-360-3620.000	Sale of Fixed Assets	\$ 5,000
	Sale of Replace Vehicles and Equipment	
	Subtotal:	\$ 73,500
	Total:	\$ 1,937,310

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 310 - Central Garage Fund

Operations Budget

Cash Outlays for Operations

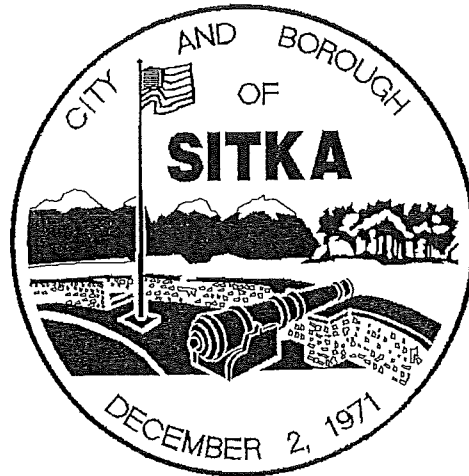
<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
Salaries and Benefits					
5110.001	Salaries & Wages	\$ 104,898	\$ 115,974	\$ 111,404	\$ 119,360
5110.004	Overtime	\$ 1,933	\$ 1,000	\$ 4,112	\$ 1,000
5110.010	Temporary Employees	\$ -	\$ -	\$ -	\$ -
5120.000	Benefits	<u>\$ 58,677</u>	<u>\$ 72,612</u>	<u>\$ 64,804</u>	<u>\$ 72,106</u>
	Total Salaries & Benefits	\$ 165,508	\$ 189,586	\$ 180,320	\$ 192,466
Non-personnel Operation Outlays					
5201.000	Travel and Training	\$ 30	\$ 2,100	\$ 2,100	\$ 1,800
5202.000	Uniform Allowance	\$ 591	\$ 900	\$ 522	\$ 900
5203.000	Utilities	\$ 14,957	\$ 16,200	\$ 11,817	\$ 15,000
5203.004	Solid Waste	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ 7,642	\$ 10,000	\$ 10,111	\$ 11,600
5204.000	Telephone	\$ 1,913	\$ 1,800	\$ 1,381	\$ 1,800
5205.000	Insurance	\$ 121,845	\$ 122,425	\$ 86,406	\$ 127,103
5206.000	Supplies	\$ 210,881	\$ 235,700	\$ 235,700	\$ 230,700
5207.000	Repairs and Maintenance	\$ 47,442	\$ 80,000	\$ 82,988	\$ 70,000
5208.000	Building Maintenance Fees	\$ 14,848	\$ 14,043	\$ 5,124	\$ 27,166
5211.000	MIS Fees	\$ 4,103	\$ 4,128	\$ 4,126	\$ 4,128
5212.000	Contracted/Purchased Services	\$ 7,630	\$ 10,250	\$ 12,556	\$ 14,638
5214.000	Interdepartment Services	\$ 121,196	\$ 100,498	\$ 111,700	\$ 131,208
5221.000	Transportation/Vehicles	\$ 8,424	\$ 14,610	\$ 6,441	\$ 21,672
5222.000	Postage	\$ 17	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ 4,167	\$ 4,750	\$ 4,889	\$ 4,500
5224.000	Dues & Publications	\$ -	\$ 450	\$ -	\$ 450
5226.000	Advertising	\$ 538	\$ 1,200	\$ -	\$ 1,200
5227.000	Rentals - Building/Equipment	\$ -	\$ -	\$ -	\$ -
5231.000	Credit Card Expense	\$ -	\$ 156	\$ -	\$ -
5290.000	Other Expenses	\$ 898	\$ 200	\$ 427	\$ 300
5295.000	Interest	\$ 27,500	\$ 25,000	\$ 25,000	\$ 22,500
7301.000	Note Principal Payment	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 594,621	\$ 694,410	\$ 651,288	\$ 736,665
	Total Operating Outlays:	\$ 760,129	\$ 883,995	\$ 831,608	\$ 929,130

**CENTRAL GARAGE FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAINING AND TRAVEL		
600-601-5201.000	Training /Certifications	\$ 1,800
	Subtotal:	\$ 1,800
UNIFORM ALLOWANCE		
600-601-5202.000	Coveralls, gloves, protective gear	\$ 900
	Subtotal:	\$ 900
SUPPLIES		
600-601-5206.000	Forms and supplies	\$ 700
600-630-5206.000	Gas, oil, grease, tires	\$ 230,000
	Subtotal:	\$ 230,700
REPAIRS & MAINTENANCE		
600-630-5207.000	Parts for vehicle repair & maintenance	\$ 70,000
	Subtotal:	\$ 70,000
BUILDING MAINTENANCE FEES		
600-601-5208.000	Building Maint. Fund - Building Repairs	\$ 15,166
	Flush Sprinkler System	\$ 12,000
	Subtotal:	\$ 27,166
CONTRACTED/PURCHASED SERVICES		
600-601-5212.000	Audit fees	\$ 2,350
600-630-5212.000	Outside services	\$ 900
	Radio/electronics repair	\$ 2,000
	Honeywell Contract	\$ 4,388
	Janitorial Contract	\$ 5,000
	Subtotal:	\$ 14,638
INTERDEPARTMENT SERVICES		
600-601-5214.000	Admin. services	\$ 131,208
	Subtotal:	\$ 131,208
TOOLS & SMALL EQUIPMENT		
600-601-5223.000	Misc. expendable tools & equipment	\$ 4,500
	Subtotal:	\$ 4,500
DUES & PUBLICATIONS		
600-601-5224.000	PMI software upgrade	\$ 450
	Subtotal:	\$ 450

**CENTRAL GARAGE FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
ADVERTISING		
600-630-5226.000	Advertising sale of surplus vehicles	\$ 1,200
	Subtotal:	<u>\$ 1,200</u>
OTHER EXPENSES		
600-601-5290.000	Employee Wellness Program	\$ 300
	Subtotal:	<u>\$ 300</u>
INTEREST		
600-650-5295.000	Interest payment	\$ 22,500
	Subtotal:	<u>\$ 22,500</u>
NOTE PRINCIPAL PAYMENT		
600-650-7301.000	Principal payment	\$ 50,000
	Subtotal:	<u>\$ 50,000</u>



Capital Budget

CENTRAL GARAGE FUND

2013

**City and Borough of Sitka
Fund 310 - Central Garage Fund
FY 2013 Capital Budget Summary**

	New Appropriations for FY 2013
Capital Projects:	\$ -
Fixed Assets:	
Machinery/Equipment	\$ -
Vehicles	\$ <u>289,500</u>
Subtotals:	\$ <u>289,500</u>
Total Planned Capital Expenditures:	<u>\$ 289,500</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 2013 Amount</u>
	Capital Projects	
7200.000		
	Total Direct Capital Transfers:	\$ -
	<u>Fixed Asset Acquisition</u>	
	Central Garage Fund Department #310-600-670	
	<u>Machinery/Equipment</u>	
7106.000		\$ -
	Total Machinery/Equipment:	\$ -
	<u>Vehicles</u>	
7107.000	Police - 2013 Ford Explorer AWD - Replace #408	\$ 43,000
	Police - 2013 Ford Explorer AWD - Replace #409	\$ 43,000
	Streets - 2013 Elgin Pelican Street Sweeper - Replace #300	\$ 180,000
	Water - 2011 Ford Ranger Ext. Cab 4x4 or 150 - Replace #332	\$ 23,500
	Total Vehicles:	\$ 289,500
	Total Planned Capital Expenditures:	<u>\$ 289,500</u>

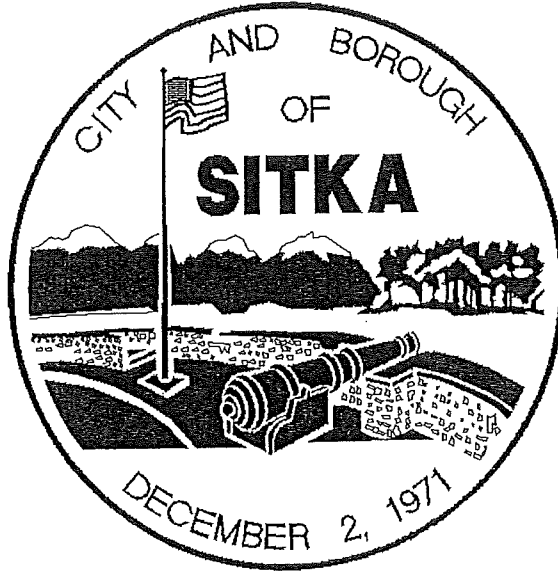
City and Borough of Sitka
Central Garage Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2011</u>	<u>2011</u>
Operating Revenues:	\$ 1,140,748	\$ 1,803,994	\$ 1,863,810
Operating Expenses:			
Salaries and benefits	\$ 165,508	\$ 180,320	\$ 189,022
Depreciation and amortization	\$ 227,472	\$ 227,472	\$ 227,472
Other operating expenses	<u>\$ 567,121</u>	<u>\$ 576,288</u>	<u>\$ 664,165</u>
Total Operating Expenses:	<u>\$ 960,101</u>	<u>\$ 984,080</u>	<u>\$ 1,080,659</u>
Operating Income (loss):	\$ 180,647	\$ 819,914	\$ 783,151
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 71,438	\$ 98,538	\$ 68,500
Nonoperating expenses	<u>\$ 27,500</u>	<u>\$ 25,000</u>	<u>\$ 22,500</u>
Total Nonoperating Revenues and Expenses:	\$ 98,938	\$ 123,538	\$ 91,000
Income (Loss) Before Contributions and Transfers:	\$ 279,585	\$ 943,452	\$ 874,151
Capital Contributions	\$ -	\$ -	\$ -
Net Transfers In/(Out)	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Change in Net Assets:	\$ 279,585	\$ 943,452	\$ 874,151
Net Assets, Beginning of the Year:	<u>\$ 3,268,051</u>	<u>\$ 3,547,636</u>	<u>\$ 4,491,088</u>
Net Assets, End of the Year:	<u>\$ 3,547,636</u>	<u>\$ 4,491,088</u>	<u>\$ 5,365,239</u>

City and Borough of Sitka
Central Garage Fund
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	1,397,833	1,360,956	2,184,579
Accounts receivable	403	6,000	6,000
Other current assets	313	-	-
	<hr/>	<hr/>	<hr/>
Total Current Assets:	1,398,549	1,366,956	2,190,579
Non-Current Assets			
Property, Plant and Equipment, Net	2,700,626	3,625,671	3,626,199
Other Non-Current Assets	-	-	-
	<hr/>	<hr/>	<hr/>
Total Non-Current Assets:	2,700,626	3,625,671	3,626,199
	<hr/>	<hr/>	<hr/>
Total Assets:	4,099,175	4,992,627	5,816,778
	<hr/>	<hr/>	<hr/>
<u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	551,539	501,539	451,539
Current portion long term debt	-	-	-
Other current liabilities	-	-	-
	<hr/>	<hr/>	<hr/>
Total, Current liabilities:	551,539	501,539	451,539
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	-	-	-
Other Non-Current Liabilities	-	-	-
	<hr/>	<hr/>	<hr/>
Total Non-Current Liabilities:	-	-	-
	<hr/>	<hr/>	<hr/>
Total Liabilities:	551,539	501,539	451,539
	<hr/>	<hr/>	<hr/>
Net Assets:	3,547,636	4,491,088	5,365,239
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Total Liabilities and Net Assets:	4,099,175	4,992,627	5,816,778
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City and Borough of Sitka

BUILDING MAINTENANCE FUND

FISCAL YEAR 2013

Operating Budget

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BUILDING MAINTENANCE FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

<u>Source</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Budget</u>	<u>FY 2012 Projections</u>	<u>Change From FY 2012 Budget</u>	<u>% Change From FY 2012 Budget</u>
Grant Revenue	\$ -	\$ 1,075,000	\$ -	\$ (1,075,000)	0%
Operating Revenue	\$ 568,834	\$ 385,870	\$ 323,994	\$ 182,964	47%
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	0%
Property Investments	\$ 63,000	\$ 79,800	\$ 63,913	\$ (16,800)	-21%
Interfund	\$ -	\$ -	\$ 4,050	\$ -	0%
Miscellaneous	\$ 92,000	\$ 144,800	\$ 91,902	\$ (52,800)	0%
TOTAL CASH INFLOWS / REVENUES:	\$ 723,834	\$ 1,685,470	\$ 483,859	\$ (961,636)	-57%

CASH OUTLAYS

<u>Operating Outlays</u>	<u>FY 2013 Budget</u>	<u>FY 2012 Operations Budget</u>	<u>FY 2012 Operations Projections</u>	<u>Change From FY 2012 Operations Budget</u>	<u>% Change From FY 2012 Operations Budget</u>
Cash Outlays for Salaries and Benefits	\$ 365,114	\$ 345,157	\$ 337,638	\$ 19,957	6%
Non-personnel Operating Outlays	\$ 280,877	\$ 229,354	\$ 42,696	\$ 51,523	22%
Non-recurring Repair Projects	\$ 251,200	\$ 1,138,800	\$ 304,991	\$ (887,600)	-78%
Total Operating Outlays:	\$ 897,191	\$ 1,713,311	\$ 685,325	\$ (816,120)	-48%
<u>Capital Outlays</u>					
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	0%
Transfers to Capital Projects	\$ -	\$ -	\$ -	\$ -	0%
Total Capital Outlays:	\$ -	\$ -	\$ -	\$ -	0%
TOTAL CASH OUTLAYS:	\$ 897,191	\$ 1,713,311	\$ 685,325	\$ (816,120)	-48%
INCREASE IN UNRESTRICTED WORKING CAPITAL	\$ (173,357)	\$ (27,841)	\$ (201,466)	\$ (145,516)	523%

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 320 - Building Maintenance Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
State Revenue					
300-310-3101.005	Grant Revenue	\$ -	\$ 1,075,000	\$ -	\$ -
300-310-3101.017	PERS Relief	\$ 13,043	\$ -	\$ -	\$ -
		<u>\$ 13,043</u>	<u>\$ 1,075,000</u>	<u>\$ -</u>	<u>\$ -</u>
Operating Revenue					
300-340-3491.000	Jobbing - Labor/Materials	\$ 354,507	\$ 385,870	\$ 323,994	\$ 568,834
	Subtotal:	<u>\$ 354,507</u>	<u>\$ 385,870</u>	<u>\$ 323,994</u>	<u>\$ 568,834</u>
Non-Operating Revenue					
300-350-3501.003	Other Revenue	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Property Investments					
300-360-3610.000	Interest Income	\$ 76,342	\$ 79,800	\$ 63,913	\$ 63,000
300-360-3621.000	Cost Fixed Assets	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ 76,342</u>	<u>\$ 79,800</u>	<u>\$ 63,913</u>	<u>\$ 63,000</u>
Interfund					
300-370-3701.170	Timber Relief Fund Interfund	\$ -	\$ -	\$ -	\$ -
300-370-3701.171	SE Econ. Dev. Fund Interfund	\$ -	\$ -	\$ -	\$ -
300-370-3701.194	CPET Interfund	\$ 3,095	\$ -	\$ 4,050	\$ -
300-370-3701.700	General Fund Interfund	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ 3,095</u>	<u>\$ -</u>	<u>\$ 4,050</u>	<u>\$ -</u>
Miscellaneous Revenue					
300-380-3809.000	Donations	\$ -	\$ -	\$ -	\$ -
	Subtotal:	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Cash Basis					
300-390-3950.171	Transfer In SE Econ. Dev.	\$ 127,748	\$ 144,800	\$ 91,902	\$ 92,000
	Subtotal:	<u>\$ 127,748</u>	<u>\$ 144,800</u>	<u>\$ 91,902</u>	<u>\$ 92,000</u>
Total Building Maintenance Fund Revenue:		<u>\$ 574,735</u>	<u>\$ 1,685,470</u>	<u>\$ 483,859</u>	<u>\$ 723,834</u>

CITY AND BOROUGH OF SITKA
 BUILDING MAINTENANCE FUND
 ITEMIZED REVENUES

<u>ACCOUNT #</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
STATE REVENUE		
300-310-3101-005	Grant Revenue	
	Subtotal:	\$ -
OPERATING REVENUE		
300-340-3491.000	Jobbing - Labor/Materials	\$ 568,834
	Subtotal:	<u>\$ 568,834</u>
PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	\$ 63,000
	Subtotal:	<u>\$ 63,000</u>
CASH BASIS		
300-390-3950.171	Transfer from SE Econ. Development Fund	\$ 92,000
	Subtotal:	<u>\$ 92,000</u>
	Total:	<u>\$ 723,834</u>

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 320 - Building Maintenance Fund

Operations Budget

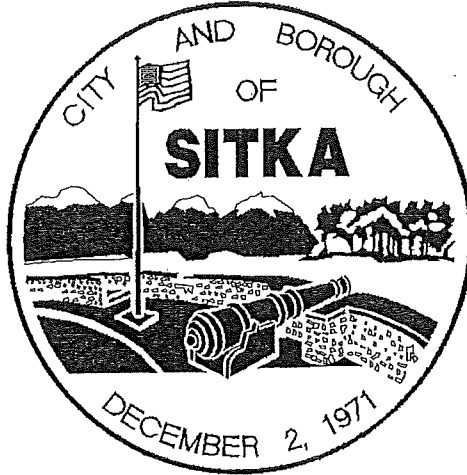
Cash Outlays for Operations

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	Salaries and Benefits				
5110.001	Salaries & Wages	\$ 202,936	\$ 188,694	\$ 187,131	\$ 208,126
5110.004	Overtime	\$ 9,055	\$ 7,500	\$ 6,088	\$ 7,500
5110.010	Temporary Employees	\$ 1,029	\$ 4,000	\$ -	\$ 3,720
5120.000	Benefits	\$ 150,642	\$ 144,963	\$ 144,419	\$ 145,768
	Total Salaries & Benefits	\$ 363,662	\$ 345,157	\$ 337,638	\$ 365,114
	Non-personnel Operation Outlays				
5201.000	Travel and Training	\$ -	\$ 3,515	\$ 3,515	\$ 2,988
5202.000	Uniform Allowance	\$ -	\$ 487	\$ 318	\$ 453
5203.000	Utilities	\$ -	\$ -	\$ -	\$ -
5203.005	Heating Fuel	\$ -	\$ -	\$ -	\$ -
5204.000	Telephone	\$ 1,605	\$ 1,083	\$ 1,760	\$ 1,400
5205.000	Insurance	\$ 754	\$ 760	\$ 313	\$ 1,369
5206.000	Supplies	\$ 2,196	\$ 6,500	\$ 8,629	\$ 6,045
5207.000	Repairs and Maintenance	\$ 55,206	\$ 55,233	\$ 63,730	\$ 51,366
5211.000	MIS Fees	\$ 4,152	\$ 4,177	\$ 4,175	\$ 4,177
5212.000	Contracted/Purchased Services	\$ 128,590	\$ 1,198,158	\$ 168,546	\$ 307,466
5214.000	Interdepartment Services	\$ 83,843	\$ 72,878	\$ 72,841	\$ 117,432
5221.000	Transportation/Vehicles	\$ 18,754	\$ 20,201	\$ 20,224	\$ 34,181
5222.000	Postage	\$ -	\$ -	\$ -	\$ -
5223.000	Tools & Small Equipment	\$ 1,022	\$ 3,300	\$ 3,300	\$ 3,069
5224.000	Dues & Publications	\$ 600	\$ 342	\$ 150	\$ 318
5226.000	Advertising	\$ -	\$ 407	\$ 186	\$ 379
5227.000	Rentals - Building/Equipment	\$ 90	\$ 812	\$ -	\$ 755
5290.000	Other Expenses	\$ -	\$ 300	\$ -	\$ 679
7200.000	Transfer to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 296,812	\$ 1,368,153	\$ 347,687	\$ 532,077
	Total Operating Outlays:	\$ 660,474	\$ 1,713,310	\$ 685,325	\$ 897,191

**BUILDING MAINTENANCE FUND
ITEMIZED EXPENSES**

ACCOUNT #	DESCRIPTION	AMOUNT
TRAINING AND TRAVEL		
600-601-5201.000	Facility Maintenance - Wilbur	\$ 2,266
	Boiler Training	\$ 722
	Subtotal:	\$ 2,988
UNIFORM ALLOWANCE		
600-601-5202.000	Work overalls, gloves & safety gear	\$ 453
	Subtotal:	\$ 453
SUPPLIES		
600-630-5206.000	Supplies, paint, etc.	\$ 6,045
	Subtotal:	\$ 6,045
REPAIRS & MAINTENANCE		
600-630-5207.000	Materials for repairs of General Fund Buildings	\$ 28,251
	Materials for repairs of Enterprise Fund Buildings	\$ 23,115
	Subtotal:	\$ 51,366
CONTRACTED/PURCHASED SERVICES		
600-601-5212.000	Audit Fees	\$ 2,350
600-630-5212.000	Electrical services	\$ 10,188
	Plumbing Services	\$ 10,188
	Fire Alarm and Sprinkler services	\$ 26,040
	Elevator maintenance	\$ 7,500
	Subtotal:	\$ 56,266
INTERDEPARTMENT SERVICES		
600-601-5214.000	Admin. services	\$ 117,432
	Subtotal:	\$ 117,432
TOOLS & SMALL EQUIPMENT		
600-601-5223.000	Misc. tools	\$ 3,069
	Subtotal:	\$ 3,069
DUES & PUBLICATIONS		
600-601-5224.000	Misc.	\$ 318
	Subtotal:	\$ 318
ADVERTISING		
600-601-5226.000	Contracted services advertisement	\$ 379
	Subtotal:	\$ 379
OTHER EXPENSES		
600-630-5290.000	Misc. expenditures	\$ 279
	Employee Wellness Program	\$ 400
	Subtotal:	\$ 679
TRANSFER TO OTHER FUNDS		
600-630-7200.000		\$ -
	Subtotal:	\$ -

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Capital Budget

BUILDING MAINTENANCE FUND

2013

**City and Borough of Sitka
Fund 320 - Building Maintenance Fund
FY 2013 Capital Budget Summary**

	New Appropriations for FY 2013
Capital Projects:	\$ -
Fixed Assets:	
Machinery/Equipment	\$ _____ -
Subtotals:	\$ _____ -
Total Planned Capital Expenditures:	\$ _____ -

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>	<u>New Appropriation for FY 2013 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:	<u><u>\$ -</u></u>

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

GENERAL OFFICE		
City Hall - Front Door Replacement	\$	28,000
Window Repair	\$	<u>8,000</u>
Subtotal	\$	28,000
ANIMAL SHELTER		
Replace Kennel Drain	\$	<u>21,000</u>
Subtotal	\$	21,000
FIRE		
Communications Closet Cooling	\$	<u>21,000</u>
Subtotal	\$	21,000
CENTENNIAL HALL		
Flush Sprinkler system	\$	<u>16,000</u>
Subtotal	\$	16,000
SENIOR CENTER		
FACP Replacement	\$	<u>5,200</u>
Subtotal	\$	5,200
ELECTRIC		
Flush Sprinkler System	\$	15,000
Replace garage door	\$	<u>15,000</u>
Subtotal	\$	30,000
WATER FUND		
Blue Lake water plant - replace doors	\$	<u>13,000</u>
Subtotal	\$	13,000
WASTEWATER FUND		
Replace WWTP mandoor	\$	4,000
Replace 10x10 garage door	\$	<u>19,000</u>
Subtotal	\$	23,000
SOLID WASTE FUND		
Flush Sprinkler System (Transfer Station)	\$	<u>13,000</u>
Subtotal	\$	13,000
AIRPORT TERMINAL		
Seating	\$	<u>53,000</u>
Subtotal	\$	53,000
MARINE SERVICE CENTER		
Correct power factor	\$	<u>16,000</u>
Subtotal	\$	16,000
CENTRAL GARAGE FUND		
PSC - Flush Sprinkler System	\$	<u>12,000</u>
Subtotal	\$	12,000
Total	\$	<u>251,200</u>

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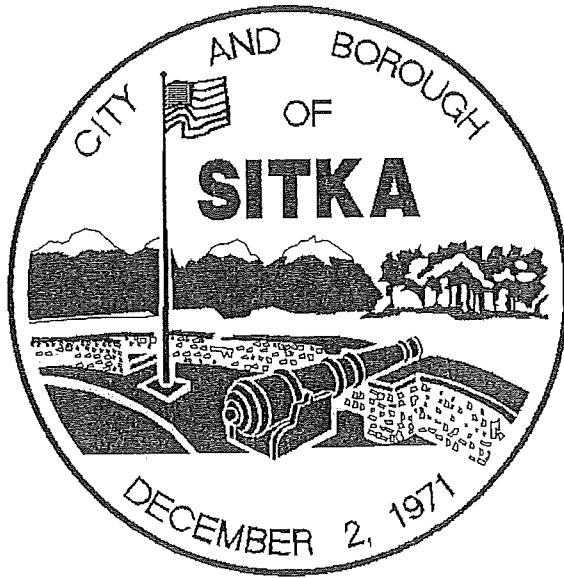
City and Borough of Sitka
 Building Maintenance Fund
 Statement of Revenues, Expenditures and Changes in Fund Balance
 For the Fiscal years Ended June 30, 2011
 and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	<u>2011</u>	<u>2011</u>	<u>2011</u>
Operating Revenues:	\$ 354,507	\$ 323,994	\$ 568,834
Operating Expenses:			
Salaries and benefits	\$ 363,662	\$ 337,638	\$ 359,778
Depreciation and amortization	\$ 2,496	\$ 2,496	\$ 2,496
Other operating expenses	<u>\$ 296,812</u>	<u>\$ 259,923</u>	<u>\$ 256,887</u>
Total Operating Expenses:	<u>\$ 662,970</u>	<u>\$ 600,057</u>	<u>\$ 619,161</u>
Operating Income (loss):	\$ (308,463)	\$ (276,063)	\$ (50,327)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	\$ 89,385	\$ 63,913	\$ 63,000
Nonoperating expenses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Total Nonoperating Revenues and Expenses:	\$ 89,385	\$ 63,913	\$ 63,000
Income (Loss) Before Contributions and Transfers:	\$ (219,078)	\$ (212,150)	\$ 12,673
Capital Contributions	\$ -	\$ -	\$ -
Net Transfers In/(Out)	<u>\$ 130,843</u>	<u>\$ 95,952</u>	<u>\$ 92,000</u>
Change in Net Assets:	\$ (88,235)	\$ (116,198)	\$ 104,673
Net Assets, Beginning of the Year:	<u>\$ 2,978,782</u>	<u>\$ 2,890,547</u>	<u>\$ 2,774,349</u>
Net Assets, End of the Year:	<u>\$ 2,890,547</u>	<u>\$ 2,774,349</u>	<u>\$ 2,879,022</u>

City and Borough of Sitka
 Building Maintenance Fund
 Statement of Net Assets
 As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

<u>Assets</u>	June 30, <u>2011</u>	As Projected June 30, <u>2012</u>	As Projected June 30, <u>2013</u>
Current Assets:			
Equity in Central Treasury	2,902,437	2,764,512	2,871,591
Accounts receivable	-	-	-
Other current assets	<u>1,617</u>	<u>-</u>	<u>-</u>
Total Current Assets:	2,904,054	2,764,512	2,871,591
Non-Current Assets			
Property, Plant and Equipment, Net	18,423	15,927	13,431
Other Non-Current Assets	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Current Assets:	<u>18,423</u>	<u>15,927</u>	<u>13,431</u>
Total Assets:	<u>2,922,477</u>	<u>2,780,439</u>	<u>2,885,022</u>
 <u>Total Liabilities and Net Assets:</u>			
<u>Liabilities</u>			
Current Liabilities:			
Accounts payable	31,930	6,000	6,000
Current portion long term debt	-	-	-
Other current liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total, Current liabilities:	31,930	6,000	6,000
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	-	-	-
Other Non-Current Liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Current Liabilities:	<u>-</u>	<u>-</u>	<u>-</u>
Total Liabilities:	31,930	6,000	6,000
Net Assets:	<u>2,890,547</u>	<u>2,774,439</u>	<u>2,879,022</u>
Total Liabilities and Net Assets:	<u>2,922,477</u>	<u>2,780,439</u>	<u>2,885,022</u>

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City and Borough of Sitka

SPECIAL REVENUE FUND

FISCAL YEAR 2013

Operating Budget

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

FUND: 171 - SE Alaska Economic Development Fund

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3151.004	Misc. - Grant Revenue	\$ -	\$ -	\$ -	\$ -
3610.000	Interest Income	\$ 173,374	\$ 170,494	\$ 182,000	\$ 175,000
3612.000	Change in FMV - Investment	\$ (72,582)	\$ -	\$ -	\$ -
3807.000	Principal Repayment	\$ -	\$ 382,712	\$ 393,000	\$ 268,000
	Total Revenues:	\$ 100,792	\$ 553,206	\$ 575,000	\$ 443,000

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
5203.001	Electric	\$ -	\$ -	\$ -	\$ -
5212.000	Contracted/ Purchased Services	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenses	\$ 1,050,000	\$ -	\$ -	\$ -
7200.000	Transfer to Other Funds	\$ 463,328	\$ 144,800	\$ 144,800	\$ 138,000
	Total Non-personnel Operating Outlays:	\$ 1,513,328	\$ 144,800	\$ 144,800	\$ 138,000
	Total Expenditures:	\$ 1,513,328	\$ 144,800	\$ 144,800	\$ 138,000
	INCREASE IN WORKING CAPITAL / RESERVES	\$ (1,412,536)	\$ 408,406	\$ 430,200	\$ 305,000

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

FUND: 410 - Revolving Fund

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3610.000	Interest Income	\$ 33,980	\$ 31,900	\$ 32,000	\$ 31,000
3612.000	Change in FMV- Investment	\$ (1,397)	\$ -	\$ -	\$ -
3807.000	Miscellaneous	\$ 296	\$ -	\$ -	\$ -
3902.000	Assessments - Principal	\$ 20,887	\$ 13,200	\$ 13,000	\$ 13,000
3850.000	Transfers In From Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Revenues:	\$ 53,766	\$ 45,100	\$ 45,000	\$ 44,000

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
5231.000	Credit Card Expense	\$ 139	\$ 200	\$ 200	\$ 200
7200.000	Interfund Transfers - Gen. Fund	\$ 26,425	\$ 27,400	\$ 31,000	\$ 31,000
7600.000	Advances to Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 26,564	\$ 27,600	\$ 31,200	\$ 31,200
	Total Expenditures:	\$ 26,564	\$ 27,600	\$ 31,200	\$ 31,200
	INCREASE IN WORKING CAPITAL / RESERVES	\$ 27,202	\$ 17,500	\$ 13,800	\$ 12,800

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

FUND: 420 - Guarantee Fund

Operating Budget

		<u>Revenue</u>			
<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3610.000	Interest Income	\$ 7,588	\$ 7,800	\$ 8,000	\$ 7,000
3612.000	Change in FMV - Investment	\$ -	\$ -	\$ -	\$ -
3906.000	Advance from Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Revenues:	\$ 7,588	\$ 7,800	\$ 8,000	\$ 7,000

		<u>Expenditures</u>			
<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
7200.000	Transfer to Other Funds - Gen Fund	\$ 7,588	\$ 7,800	\$ 7,800	\$ 7,000
	Total Non-personnel Operating Outlays:	\$ 7,588	\$ 7,800	\$ 7,800	\$ 7,000
	Total Expenditures:	\$ 7,588	\$ 7,800	\$ 7,800	\$ 7,000
	INCREASE IN WORKING CAPITAL / RESERVES	\$ -	\$ -	\$ 200	\$ -

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

FUND: 440 - Rowe Trust Fund

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3610.000	Interest Income	\$ 5,125	\$ 5,320	\$ 5,100	\$ 4,900
3612.000	Change in FMV - Investment	\$ (364)	\$ -	\$ -	\$ -
3809.000	Donations	\$ 395	\$ -	\$ -	\$ -
	Total Revenues:	\$ 5,156	\$ 5,320	\$ 5,100	\$ 4,900

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
5206.000	Supplies	\$ 4,168	\$ 2,600	\$ 2,500	\$ 2,400
5223.000	Tools & Small Equipment	\$ 472	\$ -	\$ -	\$ -
5240.000	Books	\$ 186	\$ 2,600	\$ 2,500	\$ 2,400
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 4,825	\$ 5,200	\$ 5,000	\$ 4,800
	Total Expenditures:	\$ 4,825	\$ 5,200	\$ 5,000	\$ 4,800
	INCREASE IN WORKING CAPITAL / RESERVES	\$ 331	\$ 120	\$ 100	\$ 100

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

FUND: 500 - Library Endowment Fund

Operating Budget

<u>Account Number</u>	<u>Revenue Description</u>	<u>Revenue</u>			
		<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3610.000	Interest Income	\$ 5,132	\$ 5,400	\$ 5,200	\$ 5,000
3612.000	Change in FMV - Investment	\$ (185)	\$ -	\$ -	\$ -
3809.000	Donations	\$ 3,440	\$ -	\$ -	\$ -
	Total Revenues:	\$ 8,387	\$ 5,400	\$ 5,200	\$ 5,000

<u>Account Number</u>	<u>Expense Description</u>	<u>Expenditures</u>			
		<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
5223.000	Tools & Small Equipment	\$ -	\$ -	\$ -	\$ -
5240.000	Books	\$ 2,427	\$ 4,000	\$ 4,000	\$ 4,000
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
	Total Non-personnel Operating Outlays:	\$ 2,427	\$ 4,000	\$ 4,000	\$ 4,000
	Total Expenditures:	\$ 2,427	\$ 4,000	\$ 4,000	\$ 4,000

	INCREASE IN WORKING CAPITAL / RESERVES	\$ 5,960	\$ 1,400	\$ 1,200	\$ 1,000
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City and Borough of Sitka

PERMANENT FUND

FISCAL YEAR 2013

Operating Budget

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

FUND: 400 - Permanent Fund

Operating Budget

Revenue

<u>Account Number</u>	<u>Revenue Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
3610.000	Interest Income	\$ 320,528	\$ 331,000	\$ 373,000	\$ 365,000
3612.000	Change in FMV - Investment	\$ 2,889,750	\$ -	\$ 25,000	\$ -
3615.000	Gain On Investment Security	\$ 61,123	\$ 1,225,000	\$ 77,000	\$ 77,000
3620.000	Sales of Land	\$ -	\$ -	\$ -	\$ -
3950.000	Transfers In From Other Funds	\$ -	\$ -	\$ -	\$ -
	Total Revenues:	\$ 3,271,401	\$ 1,556,000	\$ 475,000	\$ 442,000

Expenditures

<u>Account Number</u>	<u>Expense Description</u>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2012 Projections</u>	<u>2013 Budget</u>
	<u>Non-personnel Operation Outlays</u>				
5231.000	Credit Card Expenses	\$ -	\$ -	\$ -	\$ -
5290.000	Other Expenses	\$ -	\$ -	\$ -	\$ -
7200.000	Transfer to Other Funds	\$ 1,113,944	\$ 1,048,898	\$ 1,048,898	\$ 1,110,000
	Total Non-personnel Operating Outlays:	\$ 1,113,944	\$ 1,048,898	\$ 1,048,898	\$ 1,110,000
	Total Expenditures:	\$ 1,113,944	\$ 1,048,898	\$ 1,048,898	\$ 1,110,000
	INCREASE IN WORKING CAPITAL / RESERVES	\$ 2,157,457	\$ 507,102	\$ (573,898)	\$ (668,000)



CEO: Hugh Hallgren

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

BUDGET 2012 - 2013

Approved by the Hospital Board May 8, 2012

SITKA COMMUNITY HOSPITAL
FY 2012/2013 BUDGET
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3 CASH FLOW
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9 STATEMENT OF REVENUES & EXPENSES WITH DEPRECIATION EXPENSE
10 FTE COMPARISON
12 SALARIES & BENEFITS SUMMARY BY DEPARTMENT
13 FY 2012/2013 CAPITAL EQUIPMENT REQUESTS



209 MOLLER AVENUE
SITKA, ALASKA 99835

Phone: (907) 747-3241
Fax: (907) 747-1794

May 8, 2012

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

Dear Hospital Board Members:

The draft budget for fiscal year ending June 30, 2013 for Sitka Community Hospital is included for your review, discussion and adoption. The budget process this year continues to be challenging due to the addition of two family practice with obstetrics physicians leading to the reinstatement of obstetrical services, ongoing issues with SEARHC including the changing of their employee health insurance programs allowing their staff to be treated at SCH, the economy in general and specifically here in Sitka, the budget process this year with the City, and the State Capital Budget. Given these challenges, our continuing to look for other services and adding additional specialists into the visiting physician mix Ms. Ida Eliason, Accounting Manager, and I have gone back to a more conservative approach in constructing this budget. 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 a 5% increase with QHR's doing the QRate Analysis to help keep charges in line and putting increases where most beneficial. That is done every two years so will not occur this budget year. A 5% overall increase in charges is being budgeted. The budget is built around minimal volume increases due to starting up obstetrical services, new physicians building their practices, changes at SEARHC and at Sitka Medical Center. Also additional costs are included for minor equipment and for staff training as we move to our new information system to include an electronic health record. A \$143,112 loss from operations is being budgeted. Adding in Non-Operating Revenue and City Capital and Tobacco Tax support a positive Net Income of \$781,434 is being budgeted. As previously stated this is hopefully conservative and we can end the year somewhat better than budget.

Fiscal year 2012 continued to be a year of changes and new challenges. The Hospital reinstated obstetrical services and relocated the Mountainside Physician Clinic from a leased facility to our own newly built on campus medical office building. A large turnover in Registered Nurses has challenged staffing and required the use of additional travelers. We are again in a situation where we may need additional Physicians to cover the needs of our Physician Clinic and the Emergency Room. The open staff position list is currently at 12 positions with 6 of those being for Registered Nurses including one for the Director of Nursing position. This budget again includes expenses and capital for a new information system that includes an electronic health record as we did not get an early enough start to get it all within the current fiscal year. 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 12 which happens to be our current census.

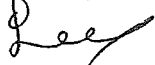
Other areas that will impact Hospital operations in 2013 are a 4% increase in supplies purchased locally, 2% to 3% increase in the cost of supplies and services from outside vendors and increases for employee and community wellness and relations programs. The Hospital experienced a 3% decrease in health insurance rates which is an unexpected event compared to the 17% increase this current year. There is no increase to scale this year as we did an overall adjustment this year. The national average wage increase is 2% to 2.5% which is what our step increases are so all employees will get an increase this year except those at the top of their respective scale. Salaries are budgeted to increase by 5.4%, 2.25% is due to step increases and the balance is due to the addition of a couple of positions and changing the requirements of others. Traveler expense is expected to go down somewhat but is still more than double what was budgeted for this fiscal year.

City Capital support along with Tobacco Tax Receipts are budgeted the same as this year at \$154,546 and \$450,000 respectively. The Capital support will be used toward our capital equipment budget while the Tobacco Tax will go first toward operations if needed then toward capital needs. Additionally the City is also providing funding for the replacement of our chiller unit in the amount of \$116,000. The Hospital is trying to fund the new information system from operating funds and is using the line of credit of \$500,000 from the City as a backup plan if necessary. Otherwise the line of credit is held in reserve for emergency needs. Currently the roof replacement of \$1.2 million is included in the State Capital Projects Budget and is awaiting the Governor's signature. Hopefully he will not exclude this project.

Should this budget come to fruition cash flow will fund operations and hopefully the majority of our Capital Equipment budget. 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 first is the replacement of the roof (which hopefully will be covered by the State) and the second is the new information system which the Hospital expects to cover with its own funds. The City is aware of both projects.

As previously stated this budget is hopefully conservative and actual operations will fare somewhat better. However, actual outcomes will vary. Fiscal Year 2013 will be full of challenges for Sitka Community Hospital as we implement a new information system including an electronic health record, deal with federal healthcare reform and await the Supreme Court's decisions on healthcare, struggle through the Presidential and Congressional elections, deal with the economy, grow our reinstated obstetrical services, 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 2012/2013 Budget
Cash Flow

NET OPERATING INCOME / (LOSS)	\$ (143,112)
ADD BACK: DEPRECIATION	\$ 931,657
CASH FLOW FROM OPERATIONS	\$ 788,545
CITY CAPITAL SUPPORT	\$ 154,546
CITY CAPITAL SUPPORT - CHILLER	\$ 116,000
OTHER NON-PATIENT REVENUE	\$ 204,000
TAX ON TOBACCO PRODUCTS	\$ 450,000
DECREASE IN DEBT OBLIGATIONS TO CITY	\$ (450,000)
CAPITAL EQUIPMENT PURCHASES	\$ (790,261)
NET CASH FLOW	\$ 472,830

SITKA COMMUNITY HOSPITAL
CITY BUDGET SUMMARY
FY2012/2013 BUDGET

REVENUE

From Operations	21,461,069
From Other Non-Patient Revenue	204,000
Total Revenue	<u>\$21,665,069</u>

EXPENSE

Wages and Salaries	9,633,977
Benefits	5,568,524
Operating Expense	5,470,023
Subtotal	<u>20,672,524</u>

City Funded Capital Outlay	154,546
City Funded Capital Outlay - Chiller	116,000
From Tobacco Tax Revenue	<u>450,000</u>
Subtotal	720,546

To / (From) Reserve	<u>1,713,091</u>
Total Expenses & Reserves w/o Depreciation	<u>\$21,665,069</u>

SITKA COMMUNITY HOSPITAL STATISTICAL DATA

	Actual 03/31/12 YTD	Extrapolated 06/30/12 YTD	BUDGET FY13
Acute Care:			
Surgical Admits	29	39	60
Emerg Admits	93	124	105
Direct Admits	<u>73</u>	<u>97</u>	<u>96</u>
Total Admissions	195	260	261
Acute Ptnt Days	501	668	680
Special Care Days	12	16	7
OB Acute Ptnt Days	12	16	50
Swingbed Ptnt Days	<u>438</u>	<u>584</u>	<u>600</u>
Total Days	963	1,284	1,337
Ave Daily Census	3.51	3.51	5.12
% Occupancy	29.29%	29.23%	30.53%
Ave Length of Stay	2.69	2.69	2.82
Long Term Care:			
Admissions	4	4	0
Resident Days	3,610	4,813	4,380
Ave Daily Census	13.18	13.15	12.00
% Occupancy	87.83%	87.67%	80.00%
Labor & Delivery:			
Nonsurgical/Deliveries	4	5	40
Total Deliveries	5	7	50
Newborn Ptnt Days	15	20	50
Newborn ALOS	3.00	2.86	1.00
Laboratory Visits:			
Inpatient	577	769	754
Outpatient	4,170	5,560	5,960
Long Term Care	<u>8</u>	<u>11</u>	<u>0</u>
Total	4,755	6,340	6,714
Lab Procedures:			
Inpatient	2,727	3,636	3,567
Outpatient	13,751	18,335	19,667
Long Term Care	<u>1</u>	<u>1</u>	<u>0</u>
Total	16,479	21,972	23,234
IP Proc/Visit	4.7	4.7	4.7
OP Proc/Visit	3.3	3.3	3.3

SITKA COMMUNITY HOSPITAL STATISTICAL DATA

	Actual 03/31/12 YTD	Extrapolated 06/30/12 YTD	BUDGET FY13
X-Ray, CT & US Visits:			
Inpatient	158	211	226
Outpatient	2,431	3,241	3,468
Long Term Care	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,589	3,452	3,694
X-Ray Procedures:			
Inpatient	105	140	155
Outpatient	2,153	2,871	3,020
Long Term Care	<u>0</u>	<u>0</u>	<u>0</u>
Total	2,258	3,011	3,175
CT Scan Procedures:			
Inpatient	23	31	26
Outpatient	280	373	360
Long Term Care	<u>0</u>	<u>0</u>	<u>0</u>
Total	303	404	386
Ultrasound Procedures:			
Inpatient	46	61	65
Outpatient	737	983	1,110
Long Term Care	<u>0</u>	<u>0</u>	<u>0</u>
Total	783	1,044	1,175
Total Radiology Procedures	3,344	4,459	4,736
IP Proc/Visit	1.1	1.1	1.1
OP Proc /Visit	1.3	1.3	1.3
Surgeries:			
Inpatient	29	39	60
Outpatient	<u>250</u>	<u>333</u>	<u>350</u>
Total	279	372	410
Emergency Room Visits			
Inpatient	93	124	105
Observation	105	140	0
Outpatient	<u>1,096</u>	<u>1,461</u>	<u>1,680</u>
Total	1,294	1,725	1,785
Non-Surg Observ Visits			
Direct	44	59	62
Mountainside Clinic			
Visits	5,326	9,130	8,000

SITKA COMMUNITY HOSPITAL STATISTICAL DATA

	Actual 03/31/12 YTD	Extrapolated 06/30/12 YTD	BUDGET FY13
Neurobehavioral			
Visits	129	172	220
Physical Therapy Visits			
Inpatient	740	987	1,084
Outpatient	2,390	3,187	3,288
Long Term Care	<u>93</u>	<u>124</u>	<u>127</u>
Total	3,223	4,298	4,499
Physical Therapy Units			
Inpatient	2,171	2,895	3,176
Outpatient	8,547	11,396	11,770
Long Term Care	<u>225</u>	<u>300</u>	<u>307</u>
Total	10,943	14,591	15,253
Infusion Services			
Visits	108	144	110
Total Hosp OP Visits	16,436	23,942	23,818
Home Health Visits			
Skilled Nursing	373	497	495
Physical Therapy	130	173	206
Occupational Therapy	14	19	23
Speech Therapy	19	25	19
Home Health Aide	<u>0</u>	<u>0</u>	<u>0</u>
Visits	536	714	743
Laundry Pounds:			
Patient	58,596	78,128	69,550
LTC	39,451	52,601	48,837
NonPatient	<u>6,322</u>	<u>8,429</u>	<u>7,371</u>
Total	104,369	139,158	125,758
Lbs/ Ptnt Day	60.8	60.8	52.0
Lbs/ LTC Day	10.9	10.9	11.2
Dietary Meals:			
Patient	3,540	4,720	4,813
LTC	10,172	13,563	12,366
NonPatient	<u>19,284</u>	<u>25,712</u>	<u>25,884</u>
Total	32,996	43,995	43,063
Meals/ Ptnt Day	3.7	3.7	3.6
Meals/ LTC Day	2.8	2.8	2.8

SITKA COMMUNITY HOSPITAL
STATEMENT OF REVENUE & EXPENSES
FY2012/2013 BUDGET
WITHOUT DEPRECIATION EXPENSE

	ACTUAL YTD 01/31/12	ESTIMATED 06/30/12	BUDGET 06/30/12	BUDGET 06/30/13
INPATIENT	2,229,757	3,822,443	4,489,715	4,500,074
OUTPATIENT	6,800,348	11,657,741	13,123,415	12,990,514
LTC	<u>2,686,868</u>	<u>4,606,059</u>	<u>4,120,026</u>	<u>4,508,838</u>
GROSS REVENUE	11,716,973	20,086,243	21,733,157	21,999,427
CHARITY CARE	(556,351)	(953,745)	(523,830)	(900,000)
CONTRACTUAL ADJUSTMENTS	(297,824)	(510,554)	(1,491,089)	(835,991)
NET PATIENT REVENUE	10,862,798	18,621,944	19,718,237	20,263,436
OTHER	<u>662,302</u>	<u>1,135,373</u>	<u>203,676</u>	<u>1,197,633</u>
TOTAL OPERATION REVENUE	11,525,099	19,757,317	19,921,913	21,461,069
SALARIES	5,360,432	9,142,325	9,157,443	9,633,977
EMPLOYEE BENEFITS	3,023,722	5,190,246	4,288,498	5,568,524
SUPPLIES	683,837	1,172,296	1,273,134	1,241,273
BAD DEBT	511,378	876,649	698,000	800,000
PURCHASED SERVICES	526,616	902,772	833,383	833,152
PROFESSIONAL SERVICE	412,314	709,686	599,590	647,760
DEPRECIATION	0	0	0	0
UTILITIES	220,660	378,371	435,591	407,289
REPAIRS & MAINTENANCE	285,527	489,472	590,015	496,115
INSURANCE	94,216	161,512	164,158	169,588
RENTAL AND LEASES	62,014	106,310	115,500	109,270
TRAVELER SERVICES	152,732	261,827	104,500	211,000
OTHER EXPENSE	68,702	117,779	116,951	111,168
MINOR EQUIPMENT	143,582	242,300	196,573	223,837
TRAINING AND EDUCATION	37,141	64,577	171,995	112,782
COLLECTION FEE	29,274	50,184	56,500	52,000
ADVERTISING	23,018	39,461	42,359	46,089
RECRUITMENT AND RELOCATION	<u>35,267</u>	<u>60,457</u>	<u>3,500</u>	<u>8,700</u>
TOTAL OPER EXPENSE	11,670,434	19,966,224	18,847,690	20,672,524
OPERATING INCOME / (LOSS)	(145,334)	(208,907)	1,074,224	788,545
NON OPERATING REVENUE/EXPENSE				
DONATIONS	127,049	217,798	25,000	150,000
GRANT REVENUE	41,775	71,615	50,000	75,000
INTEREST REVENUE	13,610	23,331	25,000	24,000
LOSS/GAIN SALE OF ASSETS	(293)	(503)	0	0
INTEREST EXPENSE	<u>(21,656)</u>	<u>(37,124)</u>	<u>(1,000)</u>	<u>(45,000)</u>
NON OPERATING REVENUE/EXPENSE	160,485	275,117	99,000	204,000
INCOME / (LOSS) BEFORE TRANSFERS	15,150	66,210	1,173,224	992,545
TRANSFERS IN				
CITY SUPPORT - CAPITAL	87,380	149,794	154,546	154,546
CITY SUPPORT - CHILLER	0	0	0	116,000
CITY SUPPORT - TOBACCO TAX	<u>268,189</u>	<u>459,752</u>	<u>450,000</u>	<u>450,000</u>
TOTAL TRANSFERS IN	355,569	609,546	604,546	720,546
NET INCOME / (LOSS)	370,719	675,756	1,777,770	1,713,091

SITKA COMMUNITY HOSPITAL
STATEMENT OF REVENUE & EXPENSES
FY2012/2013 BUDGET
WITH DEPRECIATION EXPENSE

	ACTUAL YTD 01/31/12	ESTIMATED 06/30/12	BUDGET 06/30/12	BUDGET 06/30/13
INPATIENT	2,229,757	3,822,443	4,489,715	4,500,074
OUTPATIENT	6,800,348	11,657,741	13,123,415	12,990,514
LTC	<u>2,686,868</u>	<u>4,606,059</u>	<u>4,120,026</u>	<u>4,508,838</u>
GROSS REVENUE	11,716,973	20,086,243	21,733,157	21,999,427
CHARITY CARE	(556,351)	(953,745)	(523,830)	(900,000)
CONTRACTUAL ADJUSTMENTS	<u>(297,824)</u>	<u>(510,554)</u>	<u>(1,491,089)</u>	<u>(835,991)</u>
NET PATIENT REVENUE	10,862,798	18,621,944	19,718,237	20,263,436
OTHER	<u>662,302</u>	<u>1,135,373</u>	<u>203,676</u>	<u>1,197,633</u>
TOTAL OPERATION REVENUE	11,525,099	19,757,317	19,921,913	21,461,069
SALARIES	5,360,432	9,142,325	9,157,443	9,633,977
EMPLOYEE BENEFITS	3,023,722	5,190,246	4,288,498	5,568,524
SUPPLIES	683,837	1,172,296	1,273,134	1,241,273
BAD DEBT	511,378	876,649	698,000	800,000
PURCHASED SERVICES	526,616	902,772	833,383	833,152
PROFESSIONAL SERVICE	412,314	709,686	599,590	647,760
DEPRECIATION	477,870	824,657	873,060	931,657
UTILITIES	220,660	378,371	435,591	407,289
REPAIRS & MAINTENANCE	285,527	489,472	590,015	496,115
INSURANCE	94,216	161,512	164,158	169,588
RENTAL AND LEASES	62,014	106,310	115,500	109,270
TRAVELER SERVICES	152,732	261,827	104,500	211,000
OTHER EXPENSE	68,702	117,779	116,951	111,168
MINOR EQUIPMENT	143,582	242,300	196,573	223,837
TRAINING AND EDUCATION	37,141	64,577	171,995	112,782
COLLECTION FEE	29,274	50,184	56,500	52,000
ADVERTISING	23,018	39,461	42,359	46,089
RECRUITMENT AND RELOCATION	<u>35,267</u>	<u>60,457</u>	<u>3,500</u>	<u>8,700</u>
TOTAL OPER EXPENSE	12,148,304	20,790,881	19,720,750	21,604,181
OPERATING INCOME / (LOSS)	(623,205)	(1,033,564)	201,164	(143,112)
NON OPERATING REVENUE/EXPENSE				
DONATIONS	127,049	217,798	25,000	150,000
GRANT REVENUE	41,775	71,615	50,000	75,000
INTEREST REVENUE	13,610	23,331	25,000	24,000
LOSS/GAIN SALES OF ASSETS	(293)	(503)	0	0
INTEREST EXPENSE	<u>(21,656)</u>	<u>(37,124)</u>	<u>(1,000)</u>	<u>(45,000)</u>
NON OPERATING REVENUE/EXPENSE	160,485	275,117	99,000	204,000
INCOME / (LOSS) BEFORE TRANSFERS	(462,720)	(758,447)	300,164	60,888
TRANSFERS IN				
CITY SUPPORT - CAPITAL	87,380	149,794	154,546	154,546
CITY SUPPORT - CHILLER	0	0	0	116,000
CITY SUPPORT - TOBACCO TAX	<u>268,189</u>	<u>459,752</u>	<u>450,000</u>	<u>450,000</u>
TOTAL TRANSFERS IN	355,569	609,546	604,546	720,546
NET INCOME / (LOSS)	(107,151)	(148,901)	904,710	781,434

SITKA COMMUNITY HOSPITAL FTE COMPARISON
FY2012/2013

	ACTUAL 03/31/12	06/30/12 BUDGET	06/30/13 BUDGET
ACUTE CARE NSG			
1	12.89	14.48	13.02
EMERGENCY			
1	2.44	2.35	2.62
INFUSION SERVICES			
1	0.53	0.79	0.59
BIRTHING/DEL RM			
1	0.89	1.75	1.23
NURSING INSVC			
1	0.02	-	-
NURSING ADMIN			
1	7.68	8.73	8.19
LONG TERM CARE			
1	19.42	18.50	19.30
SURGERY			
1	4.15	4.23	4.30
STERILE SERVICES			
1	0.41	0.92	0.41
HOME HEALTH			
1	1.89	1.52	1.78
MNT/DSMET			
1	0.14	-	0.16
1 DIV 1 TOTALS	50.46	53.27	51.60
LAB			
2	6.35	6.52	6.43
RADIOLOGY			
2	5.25	5.44	5.41
CAT SCAN			
2	0.34	-	0.67
PHYSICAL THER			
2	5.40	4.52	5.64
2 DIV 2 TOTALS	17.34	16.48	18.15
DIETARY			
3	11.41	11.70	12.12
LAUNDRY			
3	2.56	2.67	2.79
HOUSEKEEPING			
3	8.20	7.60	8.88
PLANT/OPER/MAIN			
3	3.60	3.85	3.27
BIO MEDICAL			
3	1.05	1.24	1.04
BIO HAZ/OUTSIDE			
3	0.19	0.14	0.75
INFO SYS			
3	2.04	1.81	2.02
3 DIV 3 TOTALS	29.05	29.01	30.87

SITKA COMMUNITY HOSPITAL FTE COMPARISON
FY2012/2013

	ACTUAL 03/31/12	06/30/12 BUDGET	06/30/13 BUDGET
PURCHASING			
4	0.95	1.00	1.00
CENTRAL SVC PURCH			
4	0.80	0.89	0.76
FISCAL SERVICES			
4	4.79	4.85	4.84
PATIENT FINANCIAL SERVICES			
4	11.28	11.04	11.25
HEALTH INFO MGMT			
4	5.78	5.05	7.07
4 DIV 4 TOTALS	23.60	22.83	24.92
ADMINISTRATION			
5	2.00	2.00	2.00
MTNSIDE CLINIC			
5	11.56	10.26	13.35
VISIT PHYSICIAN			
5	2.03	2.01	2.01
5 DIV 5 TOTALS	15.59	14.27	17.36
TOTALS	136.04	135.86	142.90

SITKA COMMUNITY HOSPITAL BENEFIT SUMMARY - BUDGET FY 11/12

	GROSS	GROUP MEDICAL	GROUP LIFE	SBS	PERS	MEDICARE	ESD	WORK COMP	TOTAL BENEFITS
				110,100 0.0613	TIER I - III 0.3220			0.0050 0.0189 0.0693	
ADD'L "PROJECTED" INCREASES									
NURSING	995,439	181,924	460	61,020	316,719	14,434	2,439	18,814	595,810
LONG TERM CARE	1,011,773	254,686	210	62,022	235,041	14,671	2,479	19,123	588,231
BIRTHING/DELIVERY ROOM	113,028	7,912	15	6,929	35,516	1,639	277	2,136	54,424
SURGERY	369,468	64,761	60	22,648	106,085	5,357	905	6,983	206,800
RECOVERY	-	-	-	-	-	-	-	-	-
INFUSION	45,089	-	-	2,764	12,332	654	110	852	16,713
CENTRAL STERILE	22,417	-	-	1,374	7,218	325	55	424	9,396
LABORATORY/BLOOD DEPOT	447,004	67,239	90	27,401	143,935	6,482	1,095	8,448	254,691
MOUNTAINSIDE CLINIC	1,510,508	204,673	331	77,175	486,384	21,902	3,701	28,549	822,714
RADIOLOGY	407,127	93,931	90	24,957	131,095	5,903	997	7,695	264,668
CT	37,973	-	-	2,328	12,227	551	93	718	15,916
EMERGENCY	446,595	7,912	15	20,946	143,804	6,476	1,094	8,441	188,687
PHYSICAL THERAPY	381,699	72,673	75	23,398	121,188	5,535	935	7,214	231,018
HOME HEALTH	142,856	15,824	30	8,757	46,000	2,071	350	2,700	75,732
DIETARY	473,872	113,220	271	29,048	143,474	6,871	1,161	8,956	303,002
LAUNDRY	92,025	28,666	30	5,641	29,632	1,334	225	1,739	67,268
PURCHASING	41,961	14,837	15	2,572	13,511	608	103	210	31,857
CENTRAL STORES	31,900	14,837	15	1,955	10,272	463	78	160	27,780
PLANT & GROUNDS	207,711	37,082	45	12,733	61,499	3,012	509	14,394	129,274
BIO MEDICAL	87,631	7,912	15	5,372	28,217	1,271	215	6,073	49,074
BIO HAZ - OUTSIDE MAINT	25,178	7,912	15	1,543	8,107	365	62	1,745	19,750
HOUSEKEEPING	291,035	82,580	105	17,840	80,483	4,220	713	20,169	206,110
FISCAL SERVICES	364,037	51,415	60	21,329	117,220	5,279	892	1,820	198,015
PATIENT FINANCIAL SERVICES	504,126	119,158	150	30,903	159,322	7,310	1,235	2,521	320,598
INFORMATION SYSTEMS	97,103	22,245	30	5,952	31,267	1,408	238	1,835	62,976
ADMINISTRATION	208,307	22,245	30	10,630	67,075	3,020	510	1,042	104,552
CORPORATE COMPLIANCE	-	-	-	-	-	-	-	-	-
HEALTH INFORMATION SVCS	360,818	80,081	90	22,118	116,183	5,232	884	1,804	226,392
MNT DSME/T	13,540	-	-	830	4,360	196	33	256	5,675
NURSING ADMINISTRATION	506,155	107,277	90	31,027	158,293	7,339	1,240	9,566	314,833
VISITING PHYSICIAN CLINIC	397,601	22,749	30	11,506	128,027	5,765	974	7,515	176,566
TOTALS	9,633,977	1,703,751	2,367	552,720	2,954,490	139,693	23,603	191,900	5,568,524

SITKA COMMUNITY HOSPITAL
FY13 CAPITAL BUDGET

<u>DESCRIPTION</u>	<u>COST</u>
SARA LIFT 3000	\$5,000
CENTRIQ INFORMATION SYSTEM INCLUDING ELECTRONIC HEALTH RECORD	\$750,000
ROOF REPLACEMENT	\$1,200,000
CHILLER REPLACEMENT	\$116,000
TOTAL #1	<u>\$2,071,000</u>
BARIATRIC LIFT DEVICE	\$14,000
BLADDER SCANNER	\$15,100
CHEMOSPHERE 4X2	\$37,000
STRETCHER	\$30,000
MAXI MOVE RESIDENT LIFT	\$8,000
FLUID WASTE MGMT SYSTEM	\$38,000
OR LIGHTS	\$30,000
ASPIRE ANESTHESIA MACHINE	\$40,000
FREEZER	\$6,000
REFRIGERATOR	\$5,000
MAMOGRAPHY UNIT	\$290,000
CARDIAC REHAB CENTRAL STATION & TELEMETRY	\$26,000
SAVIN COPIER	\$16,000
EMERGENCY GENERATOR	\$362,000
PAVE PARKING LOTS	\$200,000
REPLACE STEAM BOILER ON AUTOCLAVE	\$7,000
SAVIN COPIER	\$10,531
TOTAL #2	<u>\$1,134,631</u>
BARIATRIC BED	\$22,000
CARDIA MONITOR UPGRADE	\$8,000
BARIATRIC STRETCHER	\$20,000
PYXIS TYPE SYSTEM (OR LEASE @ \$14,000)	\$80,000
MQSA PROGRAM	\$14,000
REPLACE HANDRAIL COVERS	\$5,365
MEZZANINE FOR STORAGE AREA	\$27,500
REPLACE BIO/ERRAND VAN	\$25,000
TOTAL #3	<u>\$201,865</u>
CYCTOSCOPE	\$20,000
HYSTERSCOPE	\$13,000
TOTAL #4	<u>\$33,000</u>
Total Capital Equipment	<u><u>\$3,440,496</u></u>
Funding Sources	
City carry over funds	\$47,235
Stedman Funds - State Caspital Projects Budget (or the City) - Roof Replacement	\$1,200,000
Specific Grants	\$25,000
City - Capital Support	\$154,546
City - Chiller Replacement	\$116,000
Foundation	\$150,000
City - Emergency Generator Replacement	\$362,000
Hospital Funds - Information System	<u>\$750,000</u>
Total Funding Sources	\$2,804,781
Additional Hospital Funding needed	\$635,715

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City and Borough of Sitka FY13 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
FY13 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 30th). 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.