

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2015-40

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA
ADJUSTING THE FY15 AND FY16 BUDGETS**

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 provision 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 adjust the FY15 AND FY16 budgets for known changes.

4. **ENACTMENT.** The Assembly of the City and Borough of Sitka hereby adjusts the FY15 and FY16 Budgets for known changes. In accordance with Section 11.10(a) of the Charter of the City and Borough of Sitka, Alaska, the budget for the fiscal period beginning July 1, 2014 and ending June 30, 2015 is hereby adjusted as follows:

<u>Account Number</u>	<u>Account</u>	<u>Increase</u>	<u>Decrease</u>
FISCAL YEAR 2015 EXPENDITURE BUDGETS			
GENERAL FUND			
Fire Department – Operations			
100-300-310-3101.005	Grant Revenue	\$9,000	
100-2910.120	Designated Future Expenditures	\$9,000	
Recognize a State of Alaska 2015 Volunteer Fire Assistance Grant and to rollover funds into FY16 for expenditures.			
Clerk Department – Operations:			
100-500-003-5212.000	Contracted/Purchased Services		\$10,000
100-2910.120	Designated Future Expenditures	\$10,000	
The Municipal Clerk has requested to rollover funds from FY15 to FY16 to develop procedures for the All-Vote-by-Mail election.			
Police Department- Operations:			
100-520-021-800-5212.000	Contracted/Purchased Services		\$74,755
100-2910.120	Designated Future Expenditures	\$74,755	
Rollover funds from FY15 to FY16 for Justice Center Design.			
Recreation Department – Operations:			
100-530-034-817-5207.000	Repairs and Maintenance		\$4,500
100-2910.120	Designated Future Expenditures	\$4,500	
Rollover of funds from FY15 to FY16 for Baranof Warm Springs Shelter Maintenance.			

<u>Account Number</u>	<u>Account</u>	<u>Increase</u>	<u>Decrease</u>
ENTERPRISE AND INTERNAL SERVICE FUNDS			
Water Fund – Operations:			
210-600-605-5212.000	Contracted/Purchased Services		\$13,787
210-2910.140	Designated Future Expenditures	\$13,787	
Rollover funds from FY15 to FY16 for Hydrant Replacement.			
Harbor Fund – Operations:			
240-600-630-5212.000	Contracted/Purchased Services		\$136,147
240-2910.140	Designated Future Expenditures	\$136,147	
Rollover of funds from FY15 to FY16 for Seaplane Base Study.			
Wastewater Fund – Fixed Assets:			
220-600-670-7106.000	Fixed Assets/Equipment		\$12,900
220-2910.140	Designated Future Expenditures	\$12,900	
Rollover of Funds from FY15 to FY16 for Lift Station Pump replacements.			
Water Fund – Operations:			
210-600-605-5212.000	Contracted/Purchased Services		\$65,000
210-2910.140	Designated Future Expenditures	\$65,000	
Rollover of funds from FY15 to FY16 for the Water Master Plan.			
Building Maintenance Fund – Operations:			
320-600-630-5212.000	Contracted/Purchased Services		\$106,000
320-2910.140	Designated Future Expenditures	\$106,000	
Rollover of funds from FY15 to FY16 for: City Hall exterior paint (\$65,000); Senior Center rear deck repair (\$5,000); Senior Center Exterior Paint (\$16,000); Senior Center front door and coverings (\$20,000).			
Building Maintenance Fund – Operations:			
320-600-630-5212.000	Contracted/Purchased Services		\$168,650
320-2910.140	Designated/Future Expenditures	\$168,650	
260-600-630-5208.000	Blding Repairs & Maintenance		\$56,150
260-2910.140	Designated/Future Expenditures	\$56,150	
200-600-601-5208.000	Blding Repairs & Maintenance		\$13,000
200-2910.140	Designated Future Expenditures	\$13,000	
100-520-021-805-5208.000	Blding Repairs & Maintenance		\$14,000

<u>Account Number</u>	<u>Account</u>	<u>Increase</u>	<u>Decrease</u>
ENTERPRISE AND INTERNAL SERVICE FUNDS (cont.)			
100-520-022-807-5208.000	Blding Repairs & Maintenance		\$5,000
100-500-007-801-5208.000	Blding Repairs & Maintenance		\$25,000
100-540-047-800-5208.000	Blding Repairs & Maintenance		\$5,500
100-2910.120	Designated Future Expenditures	\$49,500	
220-600-601-5208.000	Blding Repairs & Maintenance		\$50,000
220-2910.140	Designated Future Expenditures	\$50,000	
Rollover of funds from FY15 to FY16 for: MSC Shutdown (\$32,950); MSC Replace exterior doors (\$19,000); MSC replace compressor (\$4,200); Blue Lake Water Plant Replace doors (\$13,000); replace boiler and hot water heater at Animal Shelter (\$14,000); Paint Soffits at Fire Hall (\$5,000); Dryvit repair at City Hall (\$25,000); install toilet supports at Senior Center (\$5,500); repainting thickener room ceiling & girders at Wastewater Treatment Plant (\$50,000)			
MIS – Fixed Assets			
300-600-670-7106.000	Fixed Assets/Equipment		\$20,000
300-2910.140	Designated Future Expenditures	\$20,000	
Rollover of funds from FY15 to FY16 for City Hall automated backup system			
CAPITAL PROJECTS			
GPIP Lot 16 Paving Project #80319:			
400-600-680-7200.000	Interfund Transfer Out	\$32,400	
780-300-370-3701.400	Interfund Transfer In	\$32,400	
780-600-630-5212.000	Contracted/Purchased Services	\$32,400	
When lot 16 of the GPIP was sold, the Assembly agreed that the cost of paving to the lot line (to provide access to adjoining lots) was to be considered a cost of the sale in determining the net proceeds for transfer to the Permanent Fund. As the sale proceeded the paving, which is to be accomplished this Summer, the full amount of sales proceeds was transferred to the Permanent Fund. Now, the cost of the paving is be transferred back to pay for the services in the GPIP Fund.			
Jarvis St. Control Building Roof Replacement Project #90765:			
200-600-603-851-5212.000	Contracted/Purchased Services		\$8,500
200-600-680-7200.000	Interfund Transfers Out	\$8,500	
710-300-371-3701.200	Interfund Transfers In	\$8,500	
710-600-630-5212.000	Contracted/Purchased Services	\$8,500	
At the June 9, 2015 meeting, the Assembly approved to transfer \$8,500 from the Electric Department Operating Fund to the Jarvis Control Building Re-Roof project #90765 and authorize the expenditures of these funds.			
At the June 23, 2015 meeting, the Assembly approved transfer of: \$50,000 from the Blue Lake Substation Maintenance Project #90716 to Transmission & 1220 Upgrade Project #90648; \$57,423 from Blue Lake Power House Improvements Project #63003 to Medvejie Hatchery Transformer Replacement Project #90672; and \$85,817 from Building Electric Heat Conversions Project #63005 to Electric Heating Systems/Dual Fuel Interruptible Power Project #90791. This is for informational purpose only.			

In accordance with Section 11.10(a) of the Charter of the City and Borough of Sitka, Alaska, the budget for the fiscal period beginning July 1, 2015 and ending June 30, 2016 is hereby adjusted as follows:

Account Number	Account	Increase	Decrease
FISCAL YEAR 2016 EXPENDITURE BUDGET			
GENERAL FUND			
General Fund:			
100-500-008-5228.000	Donations		\$25,000
100-530-033-815-5206.000	Streets – Snow Removal Supplies		\$30,000
100-520-022-807-5208.000	Bldg Repair & Maintenance		\$90,000
100-520-021-803-5110.001	Wages		\$24,895
100-520-021-803-5120.002	SBS		\$1,526
100-520-021-803-5120.003	Medicare		\$360
100-520-021-803-5120.004	PERS		\$5,476
100-520-021-803-5120.005	Health Ins		\$10,202
100-520-021-803-5120.006	Life Ins		\$8
100-520-021-803-5120.007	Worker's Comp		\$1,046
100-540-043-5110.001	Wages		\$14,735
100-520-021-805-5208.000	Bldg Repair & Maintenance		\$83,000
100-500-001-5289.000	Mayor's Contingency		\$2,000
100-500-001-5288.000	Administrator's Contingency		\$2,000
100-500-001-5206.000	Supplies		\$1,500
100-500-001-5212.000	Contracted / Purchased Services		\$10,000
100-500-001-5226.000	Advertising		\$4,500
100-500-001-5290.000	Other Expenses		\$12,000
100-540-041-5110.010	Temp Wages		15,000
100-300-390-3950.400	Transfer in Permanent Fund	\$302,218	
100-550-660-953-5290.000	GF Other Expenses		\$256,000
100-520-021-806-5212.000	Contracted/Purchased Services		\$20,000
100-500-001-5201.000	Travel & Training		\$6,423
100-500-002-5201.000	Travel & Training		\$1,372
100-500-003-5201.000	Travel & Training		\$1,513
100-500-004-5201.000	Travel & Training		\$4,663

Account Number	Account	Increase	Decrease
GENERAL FUND (cont)			
100-500-005-5201.000	Travel & Training		\$1,250
100-500-006-5201.000	Travel & Training		\$1,219
100-520-021-5201.000	Travel & Training		\$9,447
100-520-022-5201.000	Travel & Training		\$8,306
100-540-041-5201.000	Travel & Training		\$610
100-530-031-5201.000	Travel & Training		\$1,207
100-530-032-5201.000	Travel & Training		\$1,064
100-530-033-800-5201.000	Travel & Training		\$1,330
100-530-034-800-5201.000	Travel & Training		\$1,064
100-530-035-800-5201.000	Travel & Training		\$532
320-300-340-3491.000	Jobbing – Labor		\$173,000
320-600-630-5212.000	Contracted/Purchased Services		\$173,000
At the June 9, 2015 meeting, the Assembly approved the Administrator's recommended reductions to the FY16 Budget, and changing the \$100, 000 reduction for Non-Profits to \$25,000.			
Fire Department – Operations:			
100-2910.120	Designated Future Expenditures		\$9,000
100-520-022-800-5223.000	Tools & Small Equipment	\$9,000	
Funds received in FY15 for expenditures hitting in FY16. \$9,000 from the State of Alaska to provide 5 sets of turnout gear.			
Clerk Department – Operations:			
100-2910.120	Designated Future Expenditures		\$10,000
100-500-003-5212.000	Contracted/Purchased Services	\$10,000	
Funds moved from FY 15 to FY16 to develop the procedures for an All-Vote-by-Mail election.			
Police Department – Operations:			
100-2910.120	Designated Future Expenditures		\$74,755
100-520-021-800-5212.000	Contracted/Purchased Services	\$74,755	
Funds from FY15 for the Justice Center Design.			
Recreation Department – Operations:			
100-2910.120	Designated Future Expenditures		\$4,500
100-530-034-817-5207.000	Repairs & Maintenance	\$4,500	
Funds from FY15 for Baranof Warm Springs Shelter Maintenance			

Account Number	Account	Increase	Decrease
ENTERPRISE AND INTERNAL SERVICE FUNDS			
Water Fund – Operations:			
210-2910.140	Designated Future Expenditures		\$13,787
210-600-605-5212.000	Contracted/Purchased Services	\$13,787	
Funds from FY15 for Hydrant Replacements.			
Harbor Fund – Operations:			
240-2910.140	Designated Future Expenditures		\$136,147
240-600-630-5212.000	Contracted/Purchased Services	\$136,147	
Funds from FY15 for Seaplane Base Study.			
Wastewater Fund – Fixed Assets:			
220-2910.140	Designated Future Expenditures		\$12,900
220-600-670-7106.000	Fixed Assets/Equipment	\$12,900	
Funds from FY15 for Lift Station Pump replacements.			
Water Fund – Operations:			
210-2910.140	Designated Future Expenditures		\$65,000
210-600-605-5212.000	Contracted/Purchased Services	\$65,000	
Funds from FY15 for Water Master Plan.			
Building Maintenance Fund – Operations:			
320-2910.140	Designated Future Expenditures		\$106,000
320-600-630-5212.000	Contracted/Purchased Services	\$106,000	
Funds from FY15 for: City Hall exterior paint (\$65,000); Senior Center rear deck repair (\$5,000); Senior Center Exterior Paint (\$16,000); Senior Center front door and coverings (\$20,000).			
Building Maintenance Fund – Operations:			
320-2910.140	Designated Future Expenditures		\$168,650
320-600-630-5212.000	Contracted/Purchased Services	\$168,650	
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260-600-630-5208.000	Bldg Repairs& Maintenance	\$56,150	
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Account Number	Account	Increase	Decrease
ENTERPRISE AND INTERNAL SERVICE FUNDS (cont.)			
100-520-022-807-5208.000	Bldg Repairs& Maintenance	\$5,000	
100-500-007-801-5208.000	Bldg Repairs& Maintenance	\$25,000	
100-540-047-800-5208.000	Bldg Repairs& Maintenance	\$5,500	
220-2910.140	Designated Future Expenditures		\$50,000
220-600-601-5208.000	Bldg Repairs& Maintenance	\$50,000	
Funds from FY15 for: MSC Shutdown (\$32,950); MSC Replace exterior doors (\$19,000); MSC replace compressor (\$4,200); Blue Lake Water Plant Replace doors (\$13,000); replace boiler and hot water heater at Animal Shelter (\$14,000); Paint Soffits at Fire Hall (\$5,000); Dryvit repair at City Hall (\$25,000); install toilet supports at Senior Center (\$5,500); repainting thickener room ceiling & girders at Wastewater Treatment Plant (\$50,000)			
MIS – Fixed Assets:			
300-2910.140	Designated Future Expenditures		\$20,000
300-600-670-7106.000	Fixed Assets/Equipment	\$20,000	
Funds from FY15 for the City hall automated backup system.			
Electric Department:			
710-300-371-3701.200	Interfund Transfers In	\$516,287	
710-600-630-5212.000	Contracted/Purchased Services	\$516,287	
714-600-680-7200.000	Interfund Transfers Out	\$516,287	
Increase the appropriation for the Medvejie Substation – project # 90672 – by \$516,287 using unspent Blue Lake Bond Funds			
SPECIAL REVENUE FUNDS			
Tobacco Excise Tax Fund:			
190-300-305-3051.001	Cigarette Tax	\$256,000	
190-600-601-5290.000	Other Expenses	\$256,000	
At the June 9, 2015 meeting, the Assembly approved an Ordinance amending Title 4 Revenue and Finance at Chapter 4.26 excise tax on cigarettes and tobacco products.			
Permanent Fund – Operations:			
400-600-680-7200.000	Interfund Transfer Out	\$302,218	
At the June 9, 2015 meeting, the Assembly approved the Administrator's recommended reductions to the FY16 Budget, in which part was changing the Permanent Fund draw from 4.5% to 6%.			


EXPLANATION

Necessary revisions in the FY2016 budget were identified. These changes involve the increase of expenditure accounts and causes decreased cash flows to the fund balance of various funds. A short explanation of each budget revision is included. A short explanation of each budget revision is included. The revisions for the Open Purchase orders have been rounded up to the nearest dollar.

5. **EFFECTIVE DATE.** This ordinance shall become effective on the day after the date of its passage.

PASSED, APPROVED, AND ADOPTED by the Assembly of the City and Borough of Sitka, Alaska this 11th day of August, 2015.

ATTEST:



Sara Peterson, CMC
Municipal Clerk



Mim McConnell, Mayor