

# CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

## HARBOR DEPARTMENT

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907-747-4017

## SITKA PORT AND HARBORS DEPARTMENTS QUARTERLY REPORT

Thru: John Leach, Administrator

From: Brandon Calhoun, Harbormaster

To: CBS Assembly Members

Date: May 12th, 2026

### Department Overview:

Task I. Crescent Harbor Highload Dock and Fishermans Work Float repairs are complete. Both facilities are open for use.

Task II. We are actively moving forward with our Eliason Harbor electrical-floatation upgrade project.

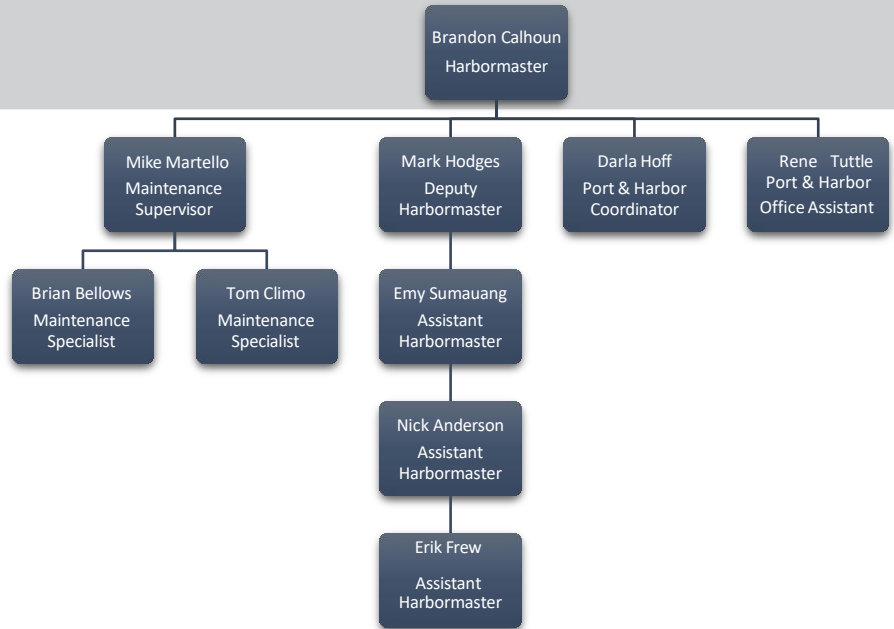
Task III. Planning for wide spread upland maintenance for 2026 summer.

Task IV. Gauging service levels and where we can increase services and revenue.

Staffing Levels: The Harbor Department will be short staffed this summer. We have 2 maintenance FTE's, 1 retiring in June and the other on leave until approximately August. We are actively advertising the FTE Maintenance position. We have been able to hire 4 of our 6 Summer temporary positions. 3 for Port Security and 1 Maintenance.

I have included the FY26 budget through Dec. 31<sup>st</sup>, 2025. 40% of the budget is expended.

SITKA PORT & HARBORS  
DEPARTMENT





# Expense Budget Performance Report

Fiscal Year to Date 12/31/25

Exclude Rollup Account

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% Used/ Rec'd	Prior Year Total
Fund 240 - Harbor Fund										
	EXPENSE									
5110.001	Regular Salaries/Wages	798,701.83	.00	798,701.83	51,492.71	.00	284,237.29	514,464.54	36	582,121.46
5110.002	Holidays	.00	.00	.00	3,321.38	.00	14,296.65	(14,296.65)	+++	30,257.50
5110.003	Sick Leave	.00	.00	.00	728.50	.00	6,970.74	(6,970.74)	+++	39,930.16
5110.004	Overtime	15,000.00	.00	15,000.00	311.54	.00	4,846.88	10,153.12	32	6,244.67
5110.010	Temp Wages	105,171.22	.00	105,171.22	.00	.00	28,394.25	76,776.97	27	55,159.00
5120.001	Annual Leave	30,783.00	.00	30,783.00	3,150.26	.00	44,061.20	(13,278.20)	143	70,368.20
5120.002	SBS	58,214.26	.00	58,214.26	3,620.03	.00	23,481.40	34,732.86	40	46,268.63
5120.003	Medicare	13,770.05	.00	13,770.05	856.29	.00	5,554.35	8,215.70	40	11,014.47
5120.004	PERS	179,013.78	.00	179,013.78	12,502.72	.00	71,439.25	107,574.53	40	153,306.90
5120.005	Health Insurance	288,216.36	.00	288,216.36	22,253.80	.00	122,060.80	166,155.56	42	195,504.46
5120.006	Life Insurance	131.40	.00	131.40	10.47	.00	59.22	72.18	45	119.61
5120.007	Workmen's Compensation	25,030.94	.00	25,030.94	1,674.34	.00	10,854.80	14,176.14	43	22,067.54
5120.008	Unemployment	.00	.00	.00	.00	.00	.00	.00	+++	188.63
5120.011	PERS on Behalf	17,407.00	.00	17,407.00	.00	.00	.00	17,407.00	0	61,884.00
5201.000	Training and Travel	7,400.00	.00	7,400.00	1,151.69	.00	6,823.83	576.17	92	5,735.29
5202.000	Uniforms	4,150.00	.00	4,150.00	.00	.00	2,442.98	1,707.02	59	3,547.64
5203.001	Utilities	745,000.00	.00	745,000.00	52,309.65	.00	415,927.59	329,072.41	56	747,245.83
5204.001	Cell Phone Stipend	600.00	.00	600.00	50.00	.00	250.00	350.00	42	750.00
5205.000	Insurance	124,850.00	.00	124,850.00	11,589.10	.00	69,534.60	55,315.40	56	126,417.58
5206.000	Supplies	20,500.00	.00	20,500.00	698.89	.00	13,030.48	7,469.52	64	13,642.97
5207.000	Repairs and Maintenance	60,000.00	.00	60,000.00	4,434.89	.00	16,085.01	43,914.99	27	43,989.35
5207.001	Boat Repair and Maintenance	6,000.00	.00	6,000.00	.00	.00	956.87	5,043.13	16	7,112.27
5207.002	Disposal of derelict vessels	95,000.00	.00	95,000.00	1,500.00	.00	5,499.00	89,501.00	6	.00
5208.000	Bldg Repair & Maint	25,076.00	.00	25,076.00	2,089.67	.00	12,538.02	12,537.98	50	16,166.04
5211.000	IT Fees	112,368.00	.00	112,368.00	9,364.00	.00	56,184.00	56,184.00	50	107,621.04
5212.000	Contracted Services	208,565.00	328.97	208,893.97	6,878.36	1,717.99	62,897.00	144,278.98	31	108,746.60
5214.000	Interdepartment Services	390,144.00	.00	390,144.00	34,647.42	.00	201,081.92	189,062.08	52	349,107.52
5221.000	Transportation/Vehicles	100,864.00	.00	100,864.00	6,590.01	.00	37,654.53	63,209.47	37	78,511.90
5222.000	Postage	6,000.00	.00	6,000.00	500.00	2,500.00	3,500.00	.00	100	6,292.05
5223.000	Tools & Small Equipment	17,066.00	.00	17,066.00	1,748.52	.00	11,596.04	5,469.96	68	3,255.59
5224.000	Dues and Publications	650.00	.00	650.00	.00	.00	.00	650.00	0	225.00
5226.000	Advertising	5,840.00	.00	5,840.00	.00	.00	.00	5,840.00	0	3,673.55
5227.002	Rent-Equipment	1,000.00	.00	1,000.00	.00	.00	.00	1,000.00	0	.00
5227.003	Rent-Other	1,440.00	.00	1,440.00	.00	.00	.00	1,440.00	0	960.00
5230.000	Bad Debts	150,000.00	.00	150,000.00	11,917.21	.00	(3,923.05)	153,923.05	-3	153,123.30
5231.000	Credit Card Expense	82,000.00	.00	82,000.00	2,459.46	.00	44,306.41	37,693.59	54	74,155.44
5290.000	Other Expenses	3,595.00	.00	3,595.00	409.58	.00	579.16	3,015.84	16	2,310.31
5295.000	Interest Expense	360,051.00	.00	360,051.00	.00	.00	.00	360,051.00	0	317,793.26
5297.000	Debt Admin Expense	1,000.00	.00	1,000.00	.00	.00	500.00	500.00	50	.00



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<b>Fund 240 - Harbor Fund</b>										
EXPENSE										
5400.000	OPEB Expense	.00	.00	.00	.00	.00	.00	.00	+++	35,273.00
6205.000	Depreciation-Buildings	1,195.00	.00	1,195.00	99.56	.00	597.36	597.64	50	1,194.72
6206.000	Depreciation-Machinery	10,613.00	.00	10,613.00	884.37	.00	5,306.22	5,306.78	50	43,792.23
7106.000	Fixed Assets-Machinery	26,000.00	65,000.00	91,000.00	43,127.28	.00	48,284.17	42,715.83	53	.00
7200.000	Interfund Transfers Out	.00	.00	.00	.00	.00	.00	.00	+++	92,500.00
7301.000	Note Principal Payments	45,349.00	.00	45,349.00	.00	.00	.00	45,349.00	0	.00
7302.000	Bond Principal Payments	515,000.00	.00	515,000.00	.00	.00	245,000.00	270,000.00	48	.00
<b>EXPENSE TOTALS</b>		<b>\$4,658,755.84</b>	<b>\$65,328.97</b>	<b>\$4,724,084.81</b>	<b>\$292,371.70</b>	<b>\$4,217.99</b>	<b>\$1,872,908.97</b>	<b>\$2,846,957.85</b>	<b>40%</b>	<b>\$3,617,577.71</b>
<b>Fund 240 - Harbor Fund Totals</b>		<b>\$4,658,755.84</b>	<b>\$65,328.97</b>	<b>\$4,724,084.81</b>	<b>\$292,371.70</b>	<b>\$4,217.99</b>	<b>\$1,872,908.97</b>	<b>\$2,846,957.85</b>		<b>\$3,617,577.71</b>
<b>Fund 750 - Capital Project-Harbor</b>										
EXPENSE										
5212.000	Contracted Services	10.00	451,872.70	451,882.70	2,042.38	1,720,230.09	82,853.17	(1,351,200.56)	399	86,002.14
5214.000	Interdepartment Services	.00	.00	.00	20,930.69	.00	33,745.53	(33,745.53)	+++	70,959.96
7150.000	Capitalized Cont/Services	.00	.00	.00	.00	.00	.00	.00	+++	(156,962.10)
7200.000	Interfund Transfers Out	.00	.00	.00	.00	.00	.00	.00	+++	15,746.87
<b>EXPENSE TOTALS</b>		<b>\$10.00</b>	<b>\$451,872.70</b>	<b>\$451,882.70</b>	<b>\$22,973.07</b>	<b>\$1,720,230.09</b>	<b>\$116,598.70</b>	<b>(\$1,384,946.09)</b>	<b>406%</b>	<b>\$15,746.87</b>
<b>Fund 750 - Capital Project-Harbor Totals</b>		<b>\$10.00</b>	<b>\$451,872.70</b>	<b>\$451,882.70</b>	<b>\$22,973.07</b>	<b>\$1,720,230.09</b>	<b>\$116,598.70</b>	<b>(\$1,384,946.09)</b>		<b>\$15,746.87</b>
<b>Grand Totals</b>		<b>\$4,658,765.84</b>	<b>\$517,201.67</b>	<b>\$5,175,967.51</b>	<b>\$315,344.77</b>	<b>\$1,724,448.08</b>	<b>\$1,989,507.67</b>	<b>\$1,462,011.76</b>		<b>\$3,633,324.58</b>