



CITY AND BOROUGH OF SITKA

A COAST GUARD CITY

MEMORANDUM

To: Mayor Eisenbeisz & Assembly Members
Thru: John Leach, Municipal Administrator *John Brantley*, Acting
From: Brooke Volschenk, Finance Director
Date: June 30, 2025
Subject: Supplemental Appropriations for Custodial Services

Background and Analysis

During the review of the FY26 adopted budget, we discovered that funding for contracted custodial services was inadvertently omitted for the Library, Electric Department, and Central Garage.

To correct this oversight, a supplemental appropriation is needed for contracted/purchased services for the Library (\$25,536.72), Electric Department (\$7,533.36), and Central Garage (\$5,235.00).

Fiscal Note

The total previously unbudgeted increases to operations are as follows:

- General Fund - \$25,536.72
- Electric Fund - \$7,533.36
- Central Garage Fund - \$5,235.00

Recommendation

Approve Ordinance 2025-21 making supplemental appropriations for custodial services to the FY2026 budget.