

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2013-37

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA
 ADJUSTING THE FY13 AND FY14 BUDGETS FOR CHANGES IDENTIFIED DURING THE
 FOURTH QUARTER FY13 FORMAL BUDGET EXECUTION REVIEW

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 FY13 AND FY14 budgets for changes identified during the Fourth Quarter, FY13 Formal Budget Execution Review.

4. **ENACTMENT.** The Assembly of the City and Borough of Sitka hereby adjusts the FY13 and FY14 Budgets for changes identified during the Fourth Quarter, FY13 Formal Budget Execution Review. 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, 2012 and ending June 30, 2013 is hereby adjusted as follows:

<u>Account Number</u>	<u>Account</u>	<u>Increase</u>	<u>Decrease</u>
<u>FISCAL YEAR 2013 EXPENDITURE BUDGETS</u>			
GENERAL FUND			
Administrator/Assembly – Personnel:			
100-500-001-5110.001	Wages	\$43,651	
100-500-001-5110.003	Sick Leave	\$541	
100-500-001-5120.001	Annual Leave	\$28,552	
100-500-001-5120.002	SBS	\$4,459	
100-500-001-5120.003	Medicare	\$1,055	
100-500-001-5120.004	PERS (IRA)	\$9,603	
100-500-001-5120.007	Workmen’s Comp	\$393	
Severance pay for City Administrator.			
ENTERPRISE AND INTERNAL SERVICE FUNDS			
Electric Fund – Fixed Assets:			
200-600-670-7106.000	Fixed Assets/Equipment	\$720	
To cover coverage.			

<u>Account Number</u>	<u>Account</u>	<u>Increase</u>	<u>Decrease</u>
ENTERPRISE AND INTERNAL SERVICE FUNDS (cont.)			
Water Fund – Operations:			
210-600-601-5290.000	Other Expense	\$279,883	
To cover overage.			
Wastewater Fund – Travel & Training:			
220-600-607-5201.000	Travel & Training	\$3,991	
To cover overage.			
Solid Waste Fund – Operations:			
230-600-601-5212.000	Contracted/Purchased Services	\$137,727	
230-600-622-5212.000	Contracted/Purchased Services	\$60,273	
To cover overage.			
Harbor Fund – Fixed Assets:			
240-600-670-7106.000	Fixed Assets/Equipment	\$720	
To cover overage.			
Sawmill Cove Industrial Complex – Operations:			
270-600-680-7200.000	Interfund Transfers	\$146,205	
To cover overage.			
Sawmill Cove Industrial Complex:			
270-600-650-5295.000	Interest Expense	\$14,562	
270-600-650-7301.000	Note Principal Payment	\$49,783	
Adjustment to cover SCIP Paving project loan.			
CAPITAL PROJECT			
Spruce Street Drainage Project #80293:			
100-530-033-812-5212.000	Contracted/Purchase Services		\$30,000
100-600-680-7200.000	Interfund Transfers	\$30,000	
700-300-370-3701.000	Interfund Billing	\$30,000	
700-600-630-5212.000	Contracted/Purchased Services	\$30,000	
Transfer from Street Department to Spruce Street Drainage Project #80293.			

<u>Account Number</u>	<u>Account</u>	<u>Increase</u>	<u>Decrease</u>
CAPITAL PROJECTS			
City Hall – Window Replacement 3rd Floor Project #90749:			
320-600-680-7200.000	Interfund Transfers	\$5,000	
700-300-370-3701.320	Interfund Billing	\$5,000	
700-600-630-5212.000	Contracted/Purchased Services	\$5,000	
Transfer from Building Maintenance Fund to cover the City Hall Window Replacement Project.			

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, 2012 and ending June 30, 2013 is hereby adjusted as follows for the purchase orders open as of June 30, 2013.

<u>Account Number</u>	<u>Account</u>	<u>Increase</u>	<u>Decrease</u>
<u>FISCAL YEAR 2013 EXPENDITURE BUDGETS</u>			
General Fund		\$84,037	
Homeland Security Grant		\$6,780	
SMC Contingency		\$301	
CPET		\$10,835	
Electric		\$58,597	
Water		\$14,760	
Wastewater		\$6,401	
Solid Waste		\$7,965	
Harbor		\$70,317	
SMCIP		\$419	
Central Garage		\$34,968	
Building Maintenance		\$27,914	
General Fund Capital		\$4,436,241	
2008 School Bonds		\$1,092,694	
Pacific High Renovation		\$515,651	
Electric Capital		\$13,287,505	
Water Capital		\$1,604,454	
Wastewater Capital		\$33,212	
Harbor Capital		\$143,215	
Marine Service Center Capital		\$2,106	
SCIP Capital		\$7,604	

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, 2013 and ending June 30, 2014 is hereby adjusted as follows:

Account Number	Account	Increase	Decrease
FISCAL YEAR 2014 EXPENDITURE BUDGET			
GENERAL FUND			
General Fund – Personnel:			
100-500-002-5110.001	Wages	\$9,612	
100-500-004-5110.001	Wages	\$16,746	
100-500-005-5110.001	Wages	\$2,089	
100-520-022-800-5110.001	Wages	\$15,905	
100-530-032-800-5110.001	Wages	\$33,466	
100-530-033-800-5110.001	Wages	\$9,638	
100-530-034-800-5110.001	Wages	\$4,591	
100-530-035-800-5110.001	Wages	\$6,500	
100-540-041-5110.001	Wages	\$14,189	
100-540-043-5110.001	Wages	\$5,884	
Alaska State Employees (ASEA) Collective Bargaining Agreement.			
Police Department – Personnel:			
100-520-021-803-5110.001	Wages	\$121,990	
Public Safety Employees Association (PSEA) Collective Bargaining Agreement.			
ENTERPRISE AND INTERNAL SERVICE FUNDS			
Enterprise/Internal Service Funds – Personnel:			
210-600-605-5110.001	Wages	\$8,272	
220-600-601-5110.001	Wages	\$22,958	
230-600-622-5110.001	Wages	\$4,109	
240-600-630-5110.001	Wages	\$16,516	
300-600-630-5110.001	Wages	\$2,245	
310-600-630-5110.001	Wages	\$6,099	
320-600-630-5110.001	Wages	\$6,245	
Alaska State Employees (ASEA) Collective Bargaining Agreement.			

EXPLANATION

As part of the Fourth Quarter FY13 Formal Budget Execution Review, a number of necessary revisions in the FY13 and FY4 budgets were outlined. These changes involve the increase of expenditure accounts and causes decreased cash flows to the fund balance of various funds. A consolidated budget ordinance will normally follow each formal budget review session. 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 24th Day of September, 2013.

ATTEST:

Mim McConnell, Mayor

Colleen Ingman, MMC
Municipal Clerk

MEMORANDUM

To: Mayor and Assembly Members
Jay Sweeney, Interim Administrator

From: Janet Schwartz, Budget/Treasury Officer

Thru: Michael Middleton, Interim Finance Director *MM*

Date: September 4, 2013

Subject: Ordinance #2013-37 Budget Adjustments

The following is a brief explanation of Ordinance #2013-37.

The first section will adjust the Fiscal Year 2013 Budget:

The adjustments for the Severance pay of the Administrator that was brought before you on April 23, 2013 Assembly meeting;

The overages consisting in the Electric, Water, Wastewater, Solid Waste, Harbor and Sawmill Cove Industrial Complex funds;

The Public Works Director requesting to transfer \$30,000 from the Streets department to Capital to cover the cost of the Spruce Street Drainage repairs;

The Public Works Director requesting to transfer \$5,000 from the Building Maintenance Fund to cover additional expenses for the City Hall Window Replacement Project;

The last section will adjust the Fiscal Year 2014 Budget:

The re-appropriations of the open purchase orders;

The ASEA & PSEA Contracts.