



# CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS  
330 Harbor Drive  
Sitka, AK  
(907)747-1811

## Meeting Agenda

### City and Borough Assembly

*Mayor Gary Paxton  
Deputy Mayor Steven Eisenbeisz,  
Vice Deputy Mayor Valorie Nelson,  
Aaron Bean, Kevin Knox, Dr. Richard Wein, Kevin Mosher*

*Municipal Administrator: Keith Brady  
Municipal Attorney: Brian Hanson  
Municipal Clerk: Sara Peterson*

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Tuesday, June 11, 2019

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

I. CALL TO ORDER

II. FLAG SALUTE

III. ROLL CALL

IV. CORRESPONDENCE/AGENDA CHANGES

[19-130](#) Reminders, Calendars and General Correspondence

Attachments: [Reminders and Calendars](#)

[05-17-19 DW Secondary Source Letter - City and Borough of Sitka](#)

[PW Assembly Update 6.4.2019.cmr](#)

[2019Q2-LocalProcurementReport](#)

[2019Q3-LocalProcurementReport](#)

V. CEREMONIAL MATTERS

*None anticipated.*

VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Sitka Community Hospital, Municipal Departments, School District, Students and Guests (five minute time limit)

[19-118](#) Public Works Department - Lincoln Street Paving: Harbor Way to Harbor Drive

Attachments: [Lincoln Street - Assembly special report 06.11](#)

**VII. PERSONS TO BE HEARD**

*Public participation on any item off the agenda. All public testimony is not to exceed 3 minutes for any individual, unless the mayor imposes other time constraints at the beginning of the agenda item.*

**VIII. REPORTS**

**a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other**

**IX. CONSENT AGENDA**

*All matters under Item IX Consent Agenda are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.*

- A**     [19-119](#)     Approve the minutes of the May 22 and May 28 Assembly meetings

**Attachments:**   [Consent and Minutes](#)

- B**     [RES 19-17](#)     Setting the millage rates for the fiscal year July 1, 2019 through June 30, 2020

**Attachments:**   [Motion Memo and Res 2019-17](#)

**X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS**

- C**     [19-120](#)     Reappoint Tyler Green to a three-year term on the Port and Harbors Commission

**Attachments:**   [Motion Green](#)  
                         [Green Application](#)

- D**     [19-121](#)     Reappoint Morgan Doubleday to a three-year term on the Animal Hearing Board

**Attachments:**   [Motion Doubleday](#)  
                         [Doubleday Application](#)

- E**     [19-122](#)     Appoint Rich Krupa to a three-year term on the Parks and Recreation Committee

**Attachments:**   [Motion Krupa](#)  
                         [Krupa Application](#)

**XI. UNFINISHED BUSINESS:**

- F**      [RES 19-14A](#)    Amending the Participation Agreement with the Public Employees Retirement System of Alaska by Sitka Community Hospital being removed from participation in the Public Employees Retirement System (amend as previously adopted on May 28, 2019 to change the participation removal date on line 31 to July 31, 2019)

**Attachments:** [Motion Res 2019-14A and Agreement](#)

[Memo.pdf](#)

[Termination Study PERS SCH 2017.pdf](#)

[Termination Study PERS SCH 2019.pdf](#)

- G**      [RES 19-15A](#)    Amending the Participation Agreement with the Alaska Supplemental Benefits System of Alaska by Sitka Community Hospital being removed from participation in the Supplemental Benefits System (amend as previously adopted on May 28, 2019 to change the participation removal date on line 30 to July 31, 2019)

**Attachments:** [Motion Res 2019-15A and Agreement](#)

[Memo.pdf](#)

- H**      [ORD 19-17S](#)    Adopting budgets and capital improvement plan for the General Fund, Internal Service Funds, and Special Revenue Funds for the fiscal year July 1, 2019 through June 30, 2020

**Attachments:** [Motion Ord 2019-17S](#)

[Memo.pdf](#)

[Ord 2019-17S.pdf](#)

[Draft FY2020 Budget \(as amended through 5-22-19\).pdf](#)

- I**      [ORD 19-18S](#)    Adopting the budget and capital improvement plan for the Electric Fund for the fiscal year July 1, 2019 through June 30, 2020

**Attachments:** [Motion Ord 2019-18S](#)

[Memo 2019-18S.pdf](#)

[Ord 2019-18S.pdf](#)

- J**      [ORD 19-19S](#)    Adopting the budget and capital improvement plan for the Water Fund for the fiscal year July 1, 2019 through June 30, 2020

**Attachments:** [Motion Ord 2019-19S](#)

[Memo 2019-19S.pdf](#)

[Ord 2019-19S.pdf](#)

- K**      [ORD 19-20S](#)    Adopting the budget and capital improvement plan for the Wastewater Fund for the fiscal year July 1, 2019 through June 30, 2020 and amending Title 15 "Public Utilities" of the Sitka General Code to increase Section 15.04.320 "Rates and Fees"
- Attachments: [Motion Ord 2019-20S](#)  
                                 [Memo 2019-20S.pdf](#)  
                                 [Ord 2019-20S.pdf](#)
- L**      [ORD 19-21S](#)    Adopting the budget and capital improvement plan for the Solid Waste Fund for the fiscal year July 1, 2019 through June 30, 2020 and amending Title 15 "Public Utilities" of the Sitka General Code to increase solid waste disposal rates in Section 15.06.020 "Solid Waste Disposal Policy and Rates," Section 15.06.035 "Rates for Treatment and Collection," and Section 15.06.045 "Transfer Station Drop-Off Charges and Special Refuse Collection Charges"
- Attachments: [Motion Ord 2019-21S](#)  
                                 [Memo 2019-21S.pdf](#)  
                                 [Ord 2019-21S.pdf](#)
- M**      [ORD 19-22S](#)    Adopting the budget and capital improvement plan for the Harbor Fund for the fiscal year July 1, 2019 through June 30, 2020
- Attachments: [Motion Ord 2019-22S](#)  
                                 [Memo 2019-22S.pdf](#)  
                                 [Ord 2019-22S.pdf](#)
- N**      [ORD 19-23S](#)    Adopting budgets and capital improvement plans for the Airport Terminal Fund, the Marine Service Center Fund, and the Gary Paxton Industrial Park Fund for the fiscal year July 1, 2019 through June 30, 2020
- Attachments: [Motion Ord 2019-23S](#)  
                                 [Memo 2019-23S.pdf](#)  
                                 [Ord 2019-23S.pdf](#)
- O**      [ORD 19-24](#)      Amending Sitka Home Rule Charter Article XI "Finance," Section 11.16 "Sitka Permanent Fund," Subsection (B) "Flow of money into the Sitka Permanent Fund," by changing the flow of net proceeds from the sale of any municipal real property solely to the Sitka Permanent Fund to an equal division between the Sitka Permanent Fund and Governmental Capital Project Fund; and, submitting the question of such an amendment to the qualified voters at a Regular Election on October 1, 2019
- Attachments: [Motion Ord 2019-24](#)  
                                 [Memo Ord 2019-24.pdf](#)  
                                 [Ord 2019-24.pdf](#)



**XII. NEW BUSINESS:****New Business First Reading**

- P**      [ORD 19-25](#)      Adopting the budget for Sitka Community Hospital for a portion of the fiscal year July 1, 2019 through June 30, 2020  
                                 **Attachments:** [Motion Ord 2019-25](#)  
   [Memos and Ord 2019-25](#)
- Q**      [ORD 19-26](#)      Amending Title 15 "Public Utilities" of the Sitka General Code by modifying Chapter 15.01 "Electric Utility Policies", Section 15.01.020 "Electrical Rates" which will shift the period for seasonal electric rates  
                                 **Attachments:** [Motion Ord 2019-26](#)  
   [Ord 2019-26](#)
- R**      [ORD 19-27](#)      Making supplemental appropriations for fiscal year 2019 (legal fees and administration contracted services - Sitka Community Hospital sale)  
                                 **Attachments:** [Motion Ord 2019-27](#)  
   [Memo-Supplemental professional services re SCH-SEARHC affiliation](#)  
   [Ord 2019-27](#)  
   [1. March 26, 2018-Huebner Advisory engagment agreement](#)  
   [2. May 5, 2019-Huebner Advisory fee proposal](#)  
   [3. September 24, 2018-Schwabe engagment letter](#)  
   [4. April 14, 2019-Schwabe explanatory letter](#)  
   [5. June 4, 2019-Schwabe supplemental explanatory letter](#)

**Additional New Business Items**

- S**      [19-124](#)      Consideration and award of the request for proposals submitted for the available funds (\$35,592) in the Fisheries Enhancement Fund  
                                 **Attachments:** [Process](#)  
   [Administrator Memo and Materials](#)  
   [2019 All Years Combined Amounts Given](#)  
   [2019 Sitka Sound Science Center App](#)  
   [2019 ALFA FEF App\\_Redacted](#)
- T**      [19-123](#)      Approve a Consent to Assignment for Security for Kootznahoo Fortress of the Bear  
                                 **Attachments:** [Motion](#)  
   [FOB Consent to Assignment for Security v.3](#)

- U     [19-125](#)     Update and Discussion / Direction / Decision of Assembly Position  
Subcommittee recommendations from June 7 meeting  
         **Attachments:** [Assembly Subcommittee](#)
- V     [RES 19-16](#)     A preliminary resolution of the Assembly of the City and Borough of Sitka  
to remove Keith Brady as Administrator of the City and Borough of Sitka  
         **Attachments:** [Motion Res 2019-16](#)  
                         [Res 2019-16](#)

**XIII.     PERSONS TO BE HEARD:**

*Public participation on any item on or off the agenda. Not to exceed 3 minutes for any individual.*

**XIV.     EXECUTIVE SESSION**

- W     [19-126](#)     Legal Matter: Update from legal counsel regarding the status of the  
litigation arising out of the August 18, 2015 landslide events including  
consideration and potential action upon a settlement offer after executive  
session.  
         **Attachments:** [Executive Session Landslide](#)
- X     [19-127](#)     Financial Matter: Baranof Island Brewing Company Forbearance  
Agreement  
         **Attachments:** [Executive Session BIBCO](#)
- Y     [19-128](#)     Legal Matter: Rutter dba 738 Taxi LLC lawsuit  
         **Attachments:** [Executive Session Rutter](#)
- Z     [19-129](#)     Legal Matter: Equipment Tampering / Power Theft Claim by the City and  
Borough of Sitka against a customer  
         **Attachments:** [Executive Session Equipment Tampering and Power Theft](#)

**XV.     ADJOURNMENT**

*Note: Detailed information on these agenda items can be found on the City website at <https://sitka.legistar.com/Calendar.aspx> or by contacting the Municipal Clerk's Office at City Hall, 100 Lincoln Street or 747-1811. A hard copy of the Assembly packet is available at the Sitka Public Library. Assembly meetings are aired live on KCAW FM 104.7 and via video streaming from the City's website. To receive Assembly agenda notifications, sign up with GovDelivery on the City website.*

*Sara Peterson, MMC, Municipal Clerk  
Publish: June 7*



# CITY AND BOROUGH OF SITKA

## Legislation Details

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**File #:** 19-130      **Version:** 1      **Name:**

**Type:** Item      **Status:** AGENDA READY

**File created:** 6/6/2019      **In control:** City and Borough Assembly

**On agenda:** 6/11/2019      **Final action:**

**Title:** Reminders, Calendars and General Correspondence

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Reminders and Calendars](#)  
[05-17-19 DW Secondary Source Letter - City and Borough of Sitka](#)  
[PW Assembly Update 6.4.2019.cmr](#)  
[2019Q2-LocalProcurementReport](#)  
[2019Q3-LocalProcurementReport](#)

Date	Ver.	Action By	Action	Result
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# **REMINDERS**

<b><u>DATE</u></b>	<b><u>EVENT</u></b>	<b><u>TIME</u></b>
Tuesday, June 11	Regular Meeting	6:00 PM
Tuesday, June 25	Regular Meeting	6:00 PM



## *Municipal Election Reminders*

Monday, July 15	First day to file candidate petitions
Tuesday, July 23	Last scheduled meeting to introduce ordinance charter changes and ballot measures
Friday, August 2	5:00 PM deadline for filing candidate petitions
Tuesday, August 13	Last scheduled meeting to adopt ordinances for charter changes and ballot measures
Tuesday, October 1	Municipal Election

## Expiring Terms:

Assembly  
Kevin Knox  
Aaron Bean

School Board  
Jennifer McNichol

# Assembly Calendar

2018 Jan Feb Mar Apr May Jun Jul Aug Sep Oct Nov Dec 2020

June 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<u>26</u> May	<u>27</u>	<u>28</u>	<u>29</u>	<u>30</u>	<u>31</u>	<u>1</u> Jun
Knox	HOLIDAY	6:00pm Regular Assembly Mtg			Nelson	Nelson
<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>	<u>7</u>	<u>8</u>
Nelson	Nelson	Nelson	Nelson 6:00pm Library Commission 6:00pm School Board 7:00pm Planning Commission	Nelson 12:00pm SEDA Board Meeting		
<u>9</u>	<u>10</u>	<u>11</u>	<u>12</u>	<u>13</u>	<u>14</u>	<u>15</u>
		12:00pm Parks & Rec 6:00pm Regular Assembly Mtg	Nelson 6:00pm Historic Preservation 6:00pm Port & Harbors Commission	Nelson 12:00pm LEPC	Nelson	Nelson
<u>16</u>	<u>17</u>	<u>18</u>	<u>19</u>	<u>20</u>	<u>21</u>	<u>22</u>
Nelson Eisenbeisz	Nelson Eisenbeisz	Nelson Eisenbeisz 12:00pm Tree/Landscape 1:30pm Health Needs & Human Services Commission	Nelson Eisenbeisz 7:00pm Planning Commission	Nelson Eisenbeisz	Nelson Eisenbeisz	Nelson
<u>23</u>	<u>24</u>	<u>25</u>	<u>26</u>	<u>27</u>	<u>28</u>	<u>29</u>
		6:00pm Regular Assembly Mtg	6:00pm Police and Fire Commission	6:00pm Hospital Board Meeting		
<u>30</u>	<u>1</u> Jul	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>6</u>
			6:00pm Library Commission 6:00pm School Board 7:00pm Planning Commission	HOLIDAY 12:00pm SEDA Board Meeting		



# Assembly Calendar

2018   Jan   Feb   Mar   Apr   May   Jun   Jul   Aug   Sep   Oct   Nov   Dec   2020

July 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
30 <u>Jun</u>	1 <u>Jul</u>	2	3	4	5	6
			6:00pm Library Commission 6:00pm School Board 7:00pm Planning Commission	<b>HOLIDAY</b> 12:00pm SEDA Board Meeting		
7	8	9	10	11	12	13
		12:00pm Parks & Rec 6:00pm <u>Regular Assembly Mtg</u>	6:00pm Historic Preservation 6:00pm Port & Harbors Commission	12:00pm LEPC 1:30pm Health Needs & Human Services Commission		
14	15	16	17	18	19	20
	6:00pm <b>Special Meeting: Municipal Administrator Evaluation (follow up from April 16)</b>	12:00pm <u>Tree/Landscape</u>	7:00pm Planning Commission			
21	22	23	24	25	26	27
		6:00pm <u>Regular Assembly Mtg</u>	6:00pm Police and Fire Commission	6:00pm Hospital Board Meeting		
28	29	30	31	1 <u>Aug</u>	2	3
				12:00pm SEDA Board Meeting		



THE STATE  
of **ALASKA**  
GOVERNOR MICHAEL J. DUNLEAVY

## Department of Environmental Conservation

DIVISION OF ENVIRONMENTAL HEALTH  
Director's Office

555 Cordova Street  
Anchorage, AK 99501  
Phone: 907.269.7644  
Fax: 907.269.7654  
[www.dec.alaska.gov](http://www.dec.alaska.gov)

May 17, 2019

Ms. Shilo Williams  
Environmental Superintendent  
City and Borough of Sitka  
100 Lincoln Street  
Sitka, AK 99835

**Sent by email only.**

Dear Ms. Williams,

This letter is in response to the various email correspondence, telephone calls, and meetings between representatives from the Alaska Department of Environmental Conservation (ADEC) and the City & Borough of Sitka (CBS) since my November 5, 2018 letter regarding the CBS's secondary water system needs.

In October 2018, ADEC proposed to enter into an agreement with CBS called a Compliance Order by Consent (COBC) that would suspend action related to the ongoing turbidity exceedances at Blue Lake, without affecting the filtration avoidance approval for this system, and that could also address the criteria and timeline for coming into compliance with treatment at an alternative source such as Sawmill Creek.

ADEC believed the COBC provided CBS and ADEC the greatest flexibility to address the current issues with Blue Lake's upcoming FERC inspection, and also addressed the long-term needs of the community for a reliable secondary source of drinking water. ADEC maintains the belief that having an approved secondary source puts CBS on a path towards being able to provide safe drinking water to its residents and visitors year-round, without constant threats of interruption due to turbidity events, FERC inspections, maintenance of the penstock, or loss of Blue Lake's filtration avoidance waiver. However, since the offer of the COBC, ADEC has been unable to obtain confirmation from EPA that ADEC has the authority to grant relief from the requirement to install filtration if the number of allowed turbidity events is exceeded under the Surface Water Treatment Rule for Blue Lake.

ADEC is aware the CBS Assembly voted to authorize CBS to enter into such an agreement and obtain loans to proceed with construction of a filtration plant at Sawmill Creek as a secondary source. I am committed to continue engaging with EPA to determine if there is regulatory framework available to allow relief from installing filtration at Blue Lake, or utilize enforcement discretion if the allowed number of turbidity events is exceeded before Sawmill Creek is constructed

Ms. Shilo Williams  
City and Borough of Sitka

2

May 17, 2019

and has received ADEC's interim approval to operate (currently anticipated between September 2021-2022).

As previously offered, ADEC Drinking Water Program staff are willing to come to Sitka to provide information or answer any questions the CBS Assembly may have.

Sincerely,

A handwritten signature in blue ink, appearing to read "Carpenter", with a stylized initial "C".

Christina Carpenter  
Director

cc: Dan Opalski, Director, Office of Water and Watersheds, US EPA  
Cindy Christian, Environmental Program Manager, ADEC Drinking Water Program  
Carrie Bohan, Environmental Program Manager, ADEC State Revolving Loan Fund  
Representative Jonathan Kreiss-Tomkins, Alaska House of Representatives  
Ann Robertson, Legislative Aide, Office of Senator Lisa Murkowski



**PUBLIC WORKS ASSEMBLY UPDATE**  
**WORK COMPLETED THROUGH MAY 2019**

**Wastewater Treatment Plant (WWTP) Rehabilitation (DESIGN PHASE)**

**Milestones This Period**

- Working on completion of the SCADA design for the bid documents.

**Future Milestones**

- Complete the bidding documents for a July or August 2019 bid.
- Award construction contract and begin construction of the WWTP rehabilitation project September or October 2019, assuming sufficient funding is available.
- Anticipated project completion Spring 2021.

**Background**

The Wastewater Treatment Plant was built in the early 1980's and most of the building systems, especially the HVAC (ventilation air) systems have failed or are past their useful life and require replacement. The air quality within the building is inadequate and corrosive and the exposed piping and metal within the building are corroded. The building's envelope leaks air and does not allow for proper pressurization of the office areas and other clean rooms. Corrosive air in these spaces results in electronics regularly becoming dysfunctional within months, in addition to creating an unhealthy air quality for the WWTP operators. It is the intent of Public Works to move this project forward as quickly as possible as there are life safety issues that need to be addressed in the existing facility. It is anticipated that the current project funding will be insufficient to rehabilitate the building, correct the life safety, code compliance and non-functional existing conditions. The preliminary total project cost is estimated at \$10 million. Funding for this project is provided by the following sources: \$263,000 in Wastewater fund Working Capital and DEC loans with \$2,832,500 (secured) and \$1,825,000 (approved and pending signed agreement), which totals \$4,920,500, leaving an estimated funding shortfall of \$5,079,500 million to be funded through a third DEC loan, if approved.

Current Contracts: McCool Carlson Green (design) \$835,584

**O'Connell Lightering Float Pile Replacement (CONSTRUCTION PHASE)**

**Milestones This Period**

- Permitting completed with U.S. Army Corps of Engineers.
- NMFS IHA permitting completed.
- Review of submittals completed.
- Review of Public Notice approved.
- Pre-Construction Meeting May 31, 2019.

**Future Milestones**

- USFWS IHA for observing otters required during construction, end of June.
- Materials shipped on barge, arrival scheduled June 8, 2019.
- Mobilize equipment and personnel beginning June 8, 2019.
- Construction scheduled for June 8-14, 2019.

- Substantial Completion by July 30, 2019.

### **Background**

With lightering traffic reduced due to cruise ships mooring at Old Sitka Dock, and what lightering remains shifting to the Crescent Lightering Facility near Harrigan Centennial Hall, Harbor Staff have found O'Connell to be a popular moorage location for yacht owners. However, the existing piling at the O'Connell Lightering Float were installed too shallow to support yacht moorage as evidenced by several piles being displaced during a storm event. This project will replace all piling at the facility with new rock-socketed piling specifically designed to support large yachts. The Assembly approved an appropriation of \$280,000 from the Harbor Fund Undesignated Working Capital on September 12, 2017, on 2<sup>nd</sup> reading. This amount was insufficient given regulatory agency feedback and timeframes. An additional \$290,000 appropriation from the Harbor Fund Undesignated Working Capital was approved by the Assembly on March 27, 2018, on 2<sup>nd</sup> reading.

Current Contracts:	PND Engineers (design)	\$35,380
	Turnagain Marine (construction)	\$483,800

### **Lincoln Street Paving – Harbor Way to Harbor Drive (DESIGN PHASE)**

#### **Milestones This Period**

- Hosted open house on May 22, 2019, to re-introduce the project to the public and solicit input on mini-plaza options.
- Continued work on design plans and specifications.

#### **Future Milestones**

- Presentation to Assembly: June 11, 2019.
- Bid period: July 9 to July 30, 2019.
- Construction anticipated Fall 2019 to Spring 2020.

### **Background**

The project includes replacing non-ADA-compliant curb ramps, failing storm drain, limited curb, gutter and sidewalk and all asphalt pavement on Lincoln Street from approximately Harbor Way to Harbor Drive. Red concrete crosswalks are planned to be bid as an additive alternate. Funding for the project is provided by:

\$1,760,000 – General Fund  
 \$105,000 – CPET funding  
 \$20,000 – Water Fund  
\$20,000 – Sewer Fund  
 \$1,905,000 – Total Available Project Funding

Current Contracts:	Professional and Technical Services, Inc.	\$316,854
	(Lincoln portion of Lincoln & Katlian contract)	
	Anderson Land Planning (design)	\$5,000

### **Katlian Street (DESIGN PHASE)**

#### **Milestones This Period**

- Final plans received from consultant.
- Preparing construction-slope-storm drain easements and letters to property owners.

#### **Future Milestones**

- Finalize easements by June 2019.
- Construction anticipated Spring/Summer 2020.

#### **Background**

The project includes replacing non-ADA compliant curb ramps, failing storm drain, and limited curb, gutter and sidewalk and all asphalt pavement on Katlian Street from Halibut Point Road. Currently, funding for the project is provided by:

Total Available Project Funding: \$747,868 (General Fund).

Current Contracts: Professional and Technical Services, Inc. (Lincoln & Katlian design projects, combined)	\$394,986
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### **East DeGroff Water, Sewer and Street Repairs (CONSTRUCTION PHASE)**

#### **Milestones This Period**

- Installed 250 linear feet of storm pipe and 5 storm structures.

#### **Future Milestones**

- Install approximately 400 linear feet of water and sewer main, 13 water and 13 sewer services, and 500 linear feet of storm infrastructure between Baranof and SMC by early July 2019.
- Install 750 linear feet of sidewalk, 1,500 linear feet of curb and gutter, and pave DeGroff from Baranof to SMC by July 25, 2019.

#### **Background**

The project includes replacement of aging, failing water, sewer and storm drainage infrastructure in DeGroff Street from Hollywood Way to Sawmill Creek Road. The project will replace all pavement, curb, gutter and sidewalk. Scope will also include utility trenching work in Sawmill Creek Road, ahead of an Alaska Department of Transportation project to re-pave SMC in 2019 or 2020. Funding for the project is provided by the following sources: \$2.24 million from FY2015 ADEC Water and Sewer Loans, \$175,000 from the FY17 Water Enterprise Fund and \$45,000 from the FY17 Wastewater Enterprise Fund and \$300,000 from the FY18 General Fund.

Current Contracts: PND Engineers (design)	\$144,747
K&E Alaska (construction)	\$2,170,978

### **Sitka Seaplane Base (SPB) (PLANNING PHASE)**

#### **Milestones This Period**

- Published the 'Notice to Airport Consultants - Request for Qualification (RFQ),' to engage a consultant to perform the environmental assessment and the remaining activities to be completed before moving the project into the design phase.

- Completed the Application to DNR for Tide & Submerged Lands for Conveyance to the CBS for the SPB.
- Drafted a *Letter of Intent to Purchase Real Property* (LOI), to the Alaska Dept of Education & Early Development (ADEED) to express and establish the commitment between the parties to purchase/sell the uplands property and some of the basic conditions to be incorporated into a (future) binding Purchase Agreement.
- Researched FAA requirements regarding Land Acquisition AIP funding eligibility for the purchase the upland property from ADEED in order to respond to questions ADEED submitted.
- Daily coordination with our ADO at the FAA as we prepare the documents and perform the required activities for the AIP Planning Grant application, which is for completion of the Environmental Assessment and the remaining planning activities.

#### **Future Milestones**

- Obtain a letter of commitment (signed LOI or similar) for the purchase of the property from ADEED.
- Apply for the first AIP grant, for the remaining required planning activities, including performing an environmental analysis (EA), validating existing information for the masterplan and subsequent studies, updating plans as required, and other planning activities as required, July 10, 2019.

#### **Background**

Assembly Resolution supporting the acquisition of the preferred location/land parcel for the Seaplane Base, October 9, 2018. The Assembly approved Supplemental Appropriations for FY19, Ordinance 2018-49, for the SPB. Finance Dept. submitted project information to FAA by October 31, 2018 – required step in order to be considered to receive any of the \$1 billion AIP Supplemental funding. Improvement or replacement of the seaplane base has been discussed on and off for the past two decades. The Assembly has made it a priority to look into the development of a new seaplane base for the economic development of Sitka, a key component to making this happen is land acquisition. Part of the due diligence that staff is doing for the Assembly is working on what staffing, money, and land acquisition we need for adequate maintenance, operations and reporting. The seaplane base study, which included an Economic Impact Study, showed that property on Japonski Island was the preferred site for the seaplane base. The AIP grants from FAA could help fund planning, design, land acquisition, and construction costs for the new SPB. \$16 million is the estimated Project Cost submitted to FAA for AIP grant funding, which may require (6.25%) matching funds from CBS unless the project wins a grant from the Supplemental AIP funding, which funds 100% without any required match.

#### **Nelson Logging Road Upgrades (CONSTRUCTION PHASE)**

##### **Milestones This Period**

- Contractor's punch list work is on-going. Physical Completion is scheduled for late July 2019.

**Future Milestones.**

- Complete Construction Contract Punch List, June - July 2019.
- Project Construction Contract Closeout, July 2019.
- DNR Survey information provided to Surveyor to prepare easement plan, June-July 2019.

**Background**

The project includes replacing both inadequate bridges, realignment at HPR intersection to raise the road elevation out of the stream floodplain, upgrading Nelson Logging Road to include drainage improvements, resurfacing, pedestrian amenities and widening. Funding for the project is provided by a \$2,343,000 State of Alaska Department of Commerce Community and Economic Development Grant.

Current Contracts:	LEI Engineers & Surveying (design)	\$471,120
	K&E Alaska, Inc. (construction)	\$1,544,280

**Davidoff Storm Sewer Rehabilitation (CONSTRUCTION PHASE)****Milestones This Period**

- Slip-line pipe manufactured and shipped (due in Sitka June 24).

**Future Milestones**

- Remove and replace 70 linear feet of corroding 30" culvert, early July 2019.
- Remove and replace 2 corroding metal storm manholes, early July 2019.
- Rehabilitate 261 linear feet of corroding 36" culvert with fiberglass slip-line pipe, early July 2019.
- Re-pave street excavation, late July 2019.

**Background**

The project includes rehabilitation and/or replacement of deteriorated storm drain infrastructure including two 30" and two 36" metal culverts and two metal storm structures adjacent to Davidoff Street, between Charteris and HPR. Funding for the project is provided by:

\$350,000 – General Fund FY2018
\$150,000 – General Fund FY2019
<u>(\$100,000)</u> – transferred to Peterson Street Sewer Rehab project
\$400,000 – Total Available Project Funding

Current Contracts:	Stephl Engineering (design)	\$37,500
	K&E Alaska, Inc. (construction)	\$289,172

**Airport Terminal Improvements (DESIGN PHASE)****Milestones This Period**

- Communications between TSA, design consultants, & airlines to verify statistical data used in the 30% TSA Baggage Design Submittal – i.e. the number of bags and time frames, which directly impacts the baggage screening equipment and

its layout, which impacts all adjacent spaces in the Terminal Improvements Project.

#### **Future Milestones**

- Anticipate the formal 30% review meeting to occur in June 2019.
- Continue to await news from ADOT regarding potential FAA AIP funding.
- Other funding sources for terminal improvements beyond the PFC/Bonding and AIP grant requests are being developed for consideration, including airport terminal user fees and TSA grants for screening/security improvements.
- Phased construction has been delayed to 2020 through 2023 due the Federal Government shutdown at the end of 2018.
- Still awaiting and anticipating the State of Alaska DOT sending the CBS information about the upcoming parking lot management changes and options.

#### **Background**

The Airport Terminal Improvement Project is intended to remedy some of the existing critical problems identified in the Airport Terminal Master Plan 2008-2011, including working conditions in the baggage make-up area and TSA baggage screening area, as well as problems with congested passenger queuing, screening, baggage, fish boxes, waiting areas and passenger flow. CBS accepted a TSA design grant in the amount of \$158,569.25 to design specific improvements to the TSA Baggage Screening Area. Other areas impacted by these design changes are ineligible for the TSA design funding. The Assembly approved moving forward to the 65% Schematic Design Milestone for the preferred concept plan that was presented in the Assembly work-session August 8, 2017. Passenger Facility Charges (PFC) were applied for and approved by ADOT and FAA. Collection of the PFCs began May 1, 2018 and will. The total anticipated revenue collection over the 20-year period of collection is \$6,840,000.00, which is anticipated to finance the \$4,025,000 revenue bond along with its fees and debt service.

The current estimated cost for the project as identified is approximately \$15-million. The current funding plan outlines the following components:

- |                                     |              |                                |
|-------------------------------------|--------------|--------------------------------|
| • Passenger Facility Charge Revenue | \$4,025,000  | Bond in progress               |
| • TSA Funding                       | \$3,397,500  | Unsecured                      |
| • Eligible AIP Grant Request        | \$10,283,954 | Unsecured                      |
| • Potential User Fees & Airline     | TBD          | – dependent on securing grants |

Current contracts: MCG Architects (design) \$449,069

#### **Crescent Harbor Float Replacement – Phase I (DESIGN PHASE)**

##### **Milestones This Period**

- Advertise for Design-Build Team, May 10, 2019.
- Pre-Proposal Meeting May 21, 2019.
- Prepare third party cost estimating contract with Moffat and Nichol

##### **Future Milestones**

- Receive Proposals June 4, 2019.

- Sign contract with Moffat and Nichol June 2019.
- Select Design Build Team June 12, 2019.
- Construction project Fall 2019 to March 15, 2020.

### **Background**

The physical condition of Crescent Harbor has deteriorated to point where in-house repairs are no longer sufficient to adequately maintain the facility. Harbor Department staff and Public Works Department engineers have determined that the harbor now presents an operational and safety risk due to floats sinking, decay of wooden beams, corrosion of metal fixtures and failure of walk-down ramps to meet ADA accessibility requirements. The project has estimated total cost of \$14,025,000. Of this, the harbor grant will provide \$5,000,000. The Harbor Fund working capital has allocated \$1,000,000 for the project. The remaining \$9,025,000 is planned to be provided with \$8,025,000 in harbor revenue bond proceeds and the use of the Harbor Fund working capital in the amount of \$1,000,000 noted above.

Current Contracts:	Jacobs (project admin)	\$90,090
	Pending Moffatt and Nichol	\$79,948

### **Peterson Storm Sewer Rehabilitation (DESIGN PHASE)**

#### **Milestones This Period**

- Project survey completed May 2019.
- Hydrology evaluations completed, May 2019.
- Preliminary design underway.

#### **Future Milestones**

- Begin detailed design, June 2019.
- Bid construction project, August 15, 2019.
- Complete construction work, March 13, 2020.

### **Background**

The project includes replacement of deteriorated 60" corrugated metal culvert crossing under Peterson Street, allowing for fish passage. Funding for the project is provided by:

\$150,000 – General Fund FY2019  
 (\$50,000) – transferred to Davidoff Street Sewer Rehab project  
\$ 60,000 – U.S. Fish and Wildlife Service Fish Passage Program grant  
 \$160,000 – Total Available Project Funding

Current Contracts:	DOWL (design)	\$78,072
	Boreal Controls, Inc. (design)	\$87,700

### **Critical Secondary Water Supply (DESIGN PHASE)**

#### **Milestones This Period**

- Consultant drafted Sawmill Creek intake and backwash water disposal memos. Reviewed by CBS staff.

### **Future Milestones**

- CBS to request acquisition of GPIIP Lot 17 for filter plant construction at June GPIIP Board and Assembly meetings.
- Solicit construction bids, August 2020.
- Substantial Completion for secondary water source project anticipated in September 2021.

### **Background**

The project is for design and construction of a secondary water source, for when the primary water source – Blue Lake water treated with ultraviolet (UV) radiation – is unavailable. Blue Lake water will not be available when the Electric Department inspects and maintains the penstock providing water from the dam to the power plant. Blue Lake water may also require filtration – not just UV treatment – if turbidity levels continue to exceed regulatory thresholds. Total project cost is estimated at \$18 million. Funding for the project is provided by:

\$150,000 – Working Capital  
\$380,000 – transferred from UV Disinfection project Working Capital  
\$17,620,000 – Alaska Clean Water Fund loan  
\$18,150,000 – Total Available Project Funding

Current Contracts: CRW Engineering Group, L.L.C. (design) \$362,780

### **Brady, Channel and Eagle Way Lift Station Rehabilitation (DESIGN PHASE)**

#### **Milestones This Period**

- Issued RFP to DOWL for completion of design package.
- Received and reviewed proposal, and provided comments to DOWL.

#### **Future Milestones**

- Design notice-to-proceed, early June 2019.
- Bid period: October to November 2019.
- Construction notice-to-proceed, November 2019.
- Rehabilitate lift station, Winter 2019 - Spring 2020.

### **Background**

Eagle Way Lift Station is responsible for pumping all sewage east of Eagle Way toward the Wastewater Treatment Plant (WWTP). Brady Lift Station is responsible for all sewage north of Brady Street. Channel Lift Station is responsible for an apartment complex and one private residence on Halibut Point Road. All three lift stations require excess maintenance due to corrosion and/or outdated pumping equipment. Project will rehabilitate lift stations, re-using existing infrastructure to the extent feasible. Funding for the project is provided by:

*Eagle Way Lift Station*  
\$250,000 – DCCED grant  
\$220,000 – Wastewater Fund Working Capital



*Brady Lift Station*

\$217,400 – ACWF loan

\$165,000 – Wastewater Fund Working Capital

*Channel Lift Station*

\$300,000 – ACWF loan (left over from larger, four-lift station loan)

\$100,000 – Wastewater Fund Working Capital

\$1,222,400 – Total Available Project Funding

Current Contracts: Boreal Controls, Inc. (design)

\$87,700

**Bio-solids Municipal Landfill Expansion (PLANNING & DESIGN PHASE)**

**Milestones This Period**

- Award Design Contract to Stantec.

**Future Milestones**

- Prepare COE application June 2019.
- COE permit expected, July 2019.
- Construction planned to start, August 2019.

**Background**

The project is required because the existing limits of the Bio-Solids Landfill are nearing available storage limits. A COE permit is required to expand the limits of the landfill to the current DEC permit. The project is funded in fiscal year 2018 for \$500,000.00.

Current Contracts: Stantec (design)

\$48,019

**Gary Paxton Industrial Park Access Ramp (PLANNING PHASE)**

**Milestones This Period**

- Revised Schedule submitted.

**Future Milestones**

- Complete change order tasks and scoping study, September 30, 2019.

**Background**

The project includes planning and design for a multipurpose boat ramp for the Gary Paxton Industrial Park. The ramp is to be associated with the new existing barge ramp constructed adjacent to the Boat Building Lot. Project funding of \$40,000 provided in Gary Paxton Industrial Park Budget. Additional funding approved by Assembly March 3, 2019 for \$21,960 for a total of \$61,960.

Current Contracts: PND Engineers Inc. (design)

\$49,716

**Police Station Planning Study (PLANNING PHASE)- 99% complete**

**Milestones This Period**

- Awaiting the results of a Title Search for the existing City/State Building and its adjacent parking lot to include in the final Police Station Planning Study before printing final copies.

## **Future Milestones**

- Anticipate printing final copies of the report in July 2019.

## **Background**

The Sitka Police Department and Jail occupies one-third of the first floor in the City/State Court/Office Building. The Sitka Police Offices and jail do not meet current industry standards. It is nonfunctional, unsafe, and severely inhibits the effective delivery of police service to Sitka. The City/State Building was built in 1974-76 in partnership with the State of Alaska. The City owns the land including the parking lot and is joint owner with the State of the building. Expenses for maintenance and operations per agreement December 1993, are split 34% CBS and 66% State based on the occupancy remaining within the building. Maintenance of the facility and its building systems, along with replacement of non-functional and obsolete infrastructure, has not kept pace with facility needs. Repairs to the facility to address its deferred maintenance are conservatively estimated to exceed \$1 million. How these costs are to be shared is to be determined, and is complicated by the shared ownership of the facility with the State of Alaska. Given Alaska's current fiscal status, reaching a timely cost-sharing agreement is a point of significant concern.

Current Contracts: Stantec (planning) \$57,558

## **MAINTENANCE ACTIVITIES**

### **Streets**

- Brushed intersections for line of sight issues.
- Cold patch asphalt roads.
- Grade gravel roads.
- Ditched and cleaned storm drains.
- Dug test holes on Knutson.
- Helped repair fence at Crescent Park tennis court.
- Buried approx. 20 yards of bio-solids.

### **Central Garage**

- 36 repair items, mostly minor.
- Fabricating equipment rack for de-icing equipment.
- Looking in to repairs for heavy equipment lift

### **Scrapyard**

- Sent out 13 gondolas, totaling of 329,490 pounds (164 tons).

### **Grounds Maintenance**

- Made temporary repair to basketball court.
- Mowing rotation.
- Maintenance on flower beds.
- Maintenance to upper and lower Moller Field, Kimsham, Keet and Vilandre fields.

**Building Maintenance**

- Worked on numerous preventive maintenance items including fire extinguishers, air handlers, and cleaning rain gutters.
- Ordered new fire alarm panel for City Hall.

**HCH**

- Quotes for gutters.
- Dishwasher issues.
- Looked at painting of columns.
- Coordinate repairs for damage done to walls.
- Looked at failing finish on exterior of building.
- Install bracket for security camera.

**Fire Hall**

- Install new light.
- Repaired carpet.

**Police Department**

- Coordinate contracted services for painting interior.
- Looking at pricing for possible heat pump installation.

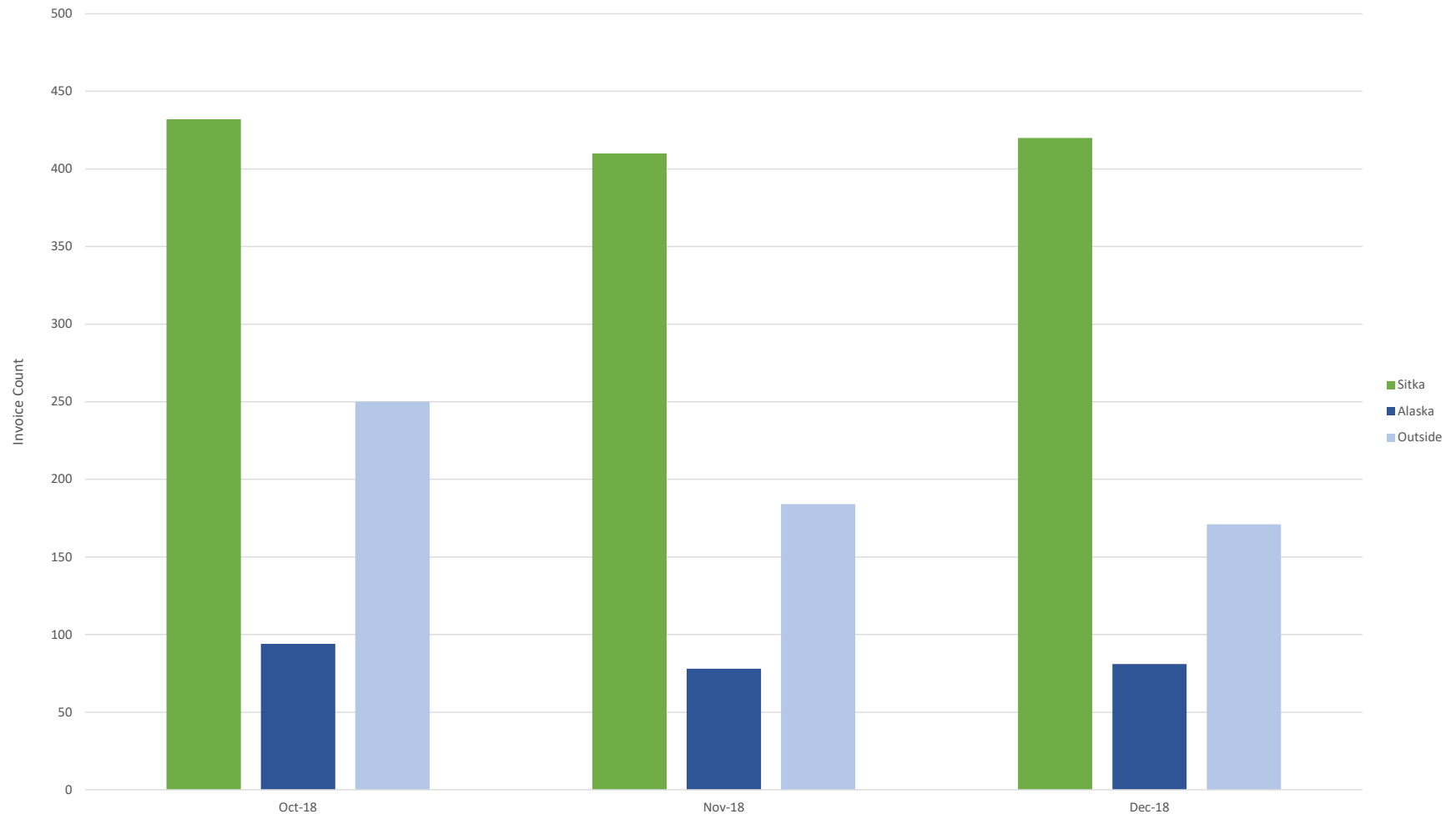
Fiscal Year 2019 - Q2

Local Purchase Tracking

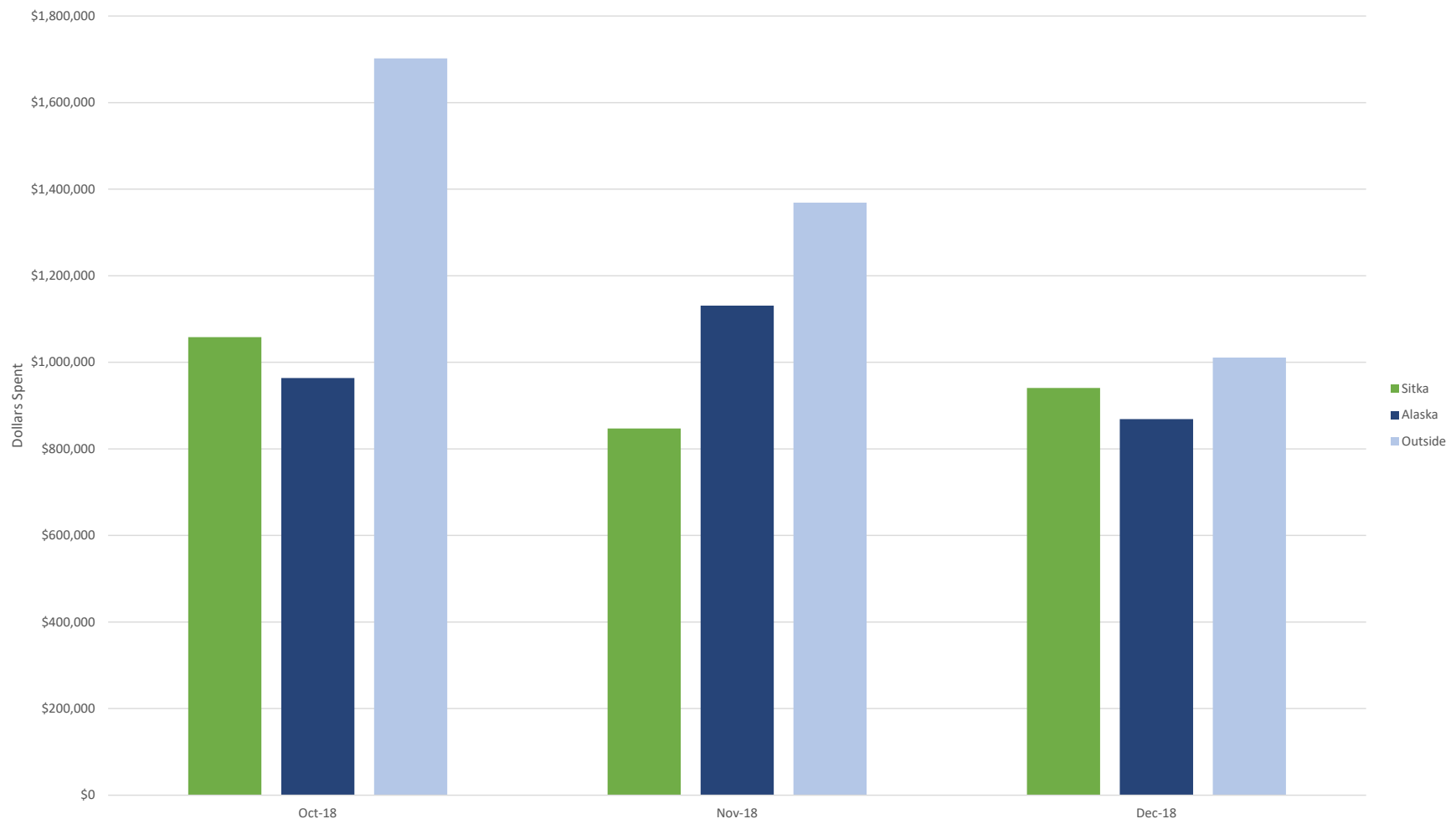
Month	Fiscal Year	Sitka Invoice Count	Alaska Invoice Count Remaining	Outside Invoice Count	Total Invoice Count	Sitka Dollar Amount	Alaska Dollar Amount Remaining	Outside Dollar Amount	Total Dollar Amount	% Sitka Count	% Sitka Dollar
Oct-18	2019	432	94	250	776	\$1,058,183	\$963,563	\$1,702,171	\$3,723,917	56%	28%
Nov-18	2019	410	78	184	672	\$847,259	\$1,130,945	\$1,368,786	\$3,346,990	61%	25%
Dec-18	2019	420	81	171	672	\$940,904	\$869,008	\$1,010,894	\$2,820,806	63%	33%
Q2 Total:	2019	1262	253	605	2120	\$2,846,346	\$2,963,516	\$4,081,851	\$9,891,713	60%	29%

Notes:  
Alaska (Remaining) = Alaska - Sitka  
Outside = Total - (Alaska (Remaining) + Sitka)

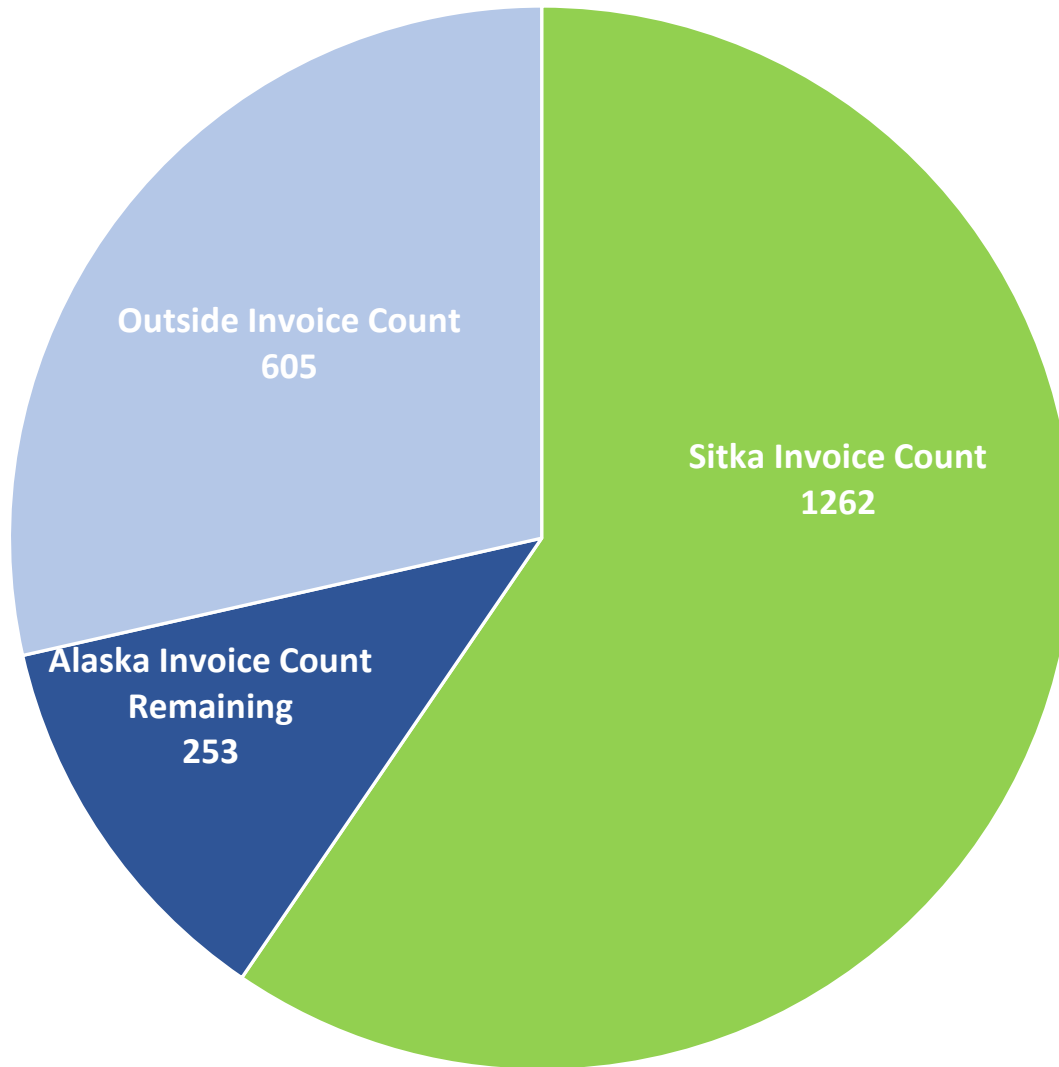
Invoice Count Fiscal Year 2019 Q2



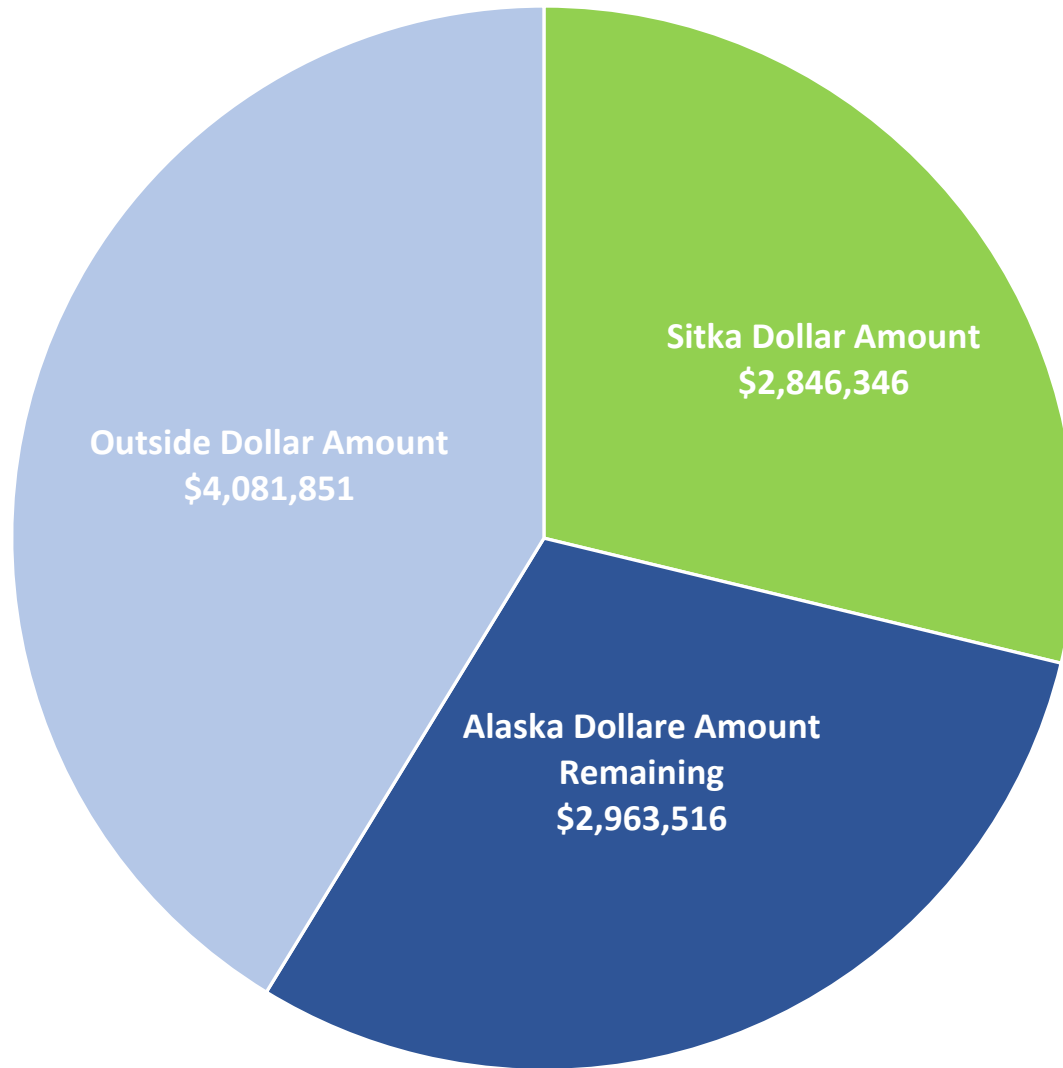
Dollars Spent Fiscal Year 2019 Q2



Invoice Count - Total: 2120



Dollars Spent - Total: \$9,891,713





Fiscal Year 2019 - Q3

Local Purchase Tracking

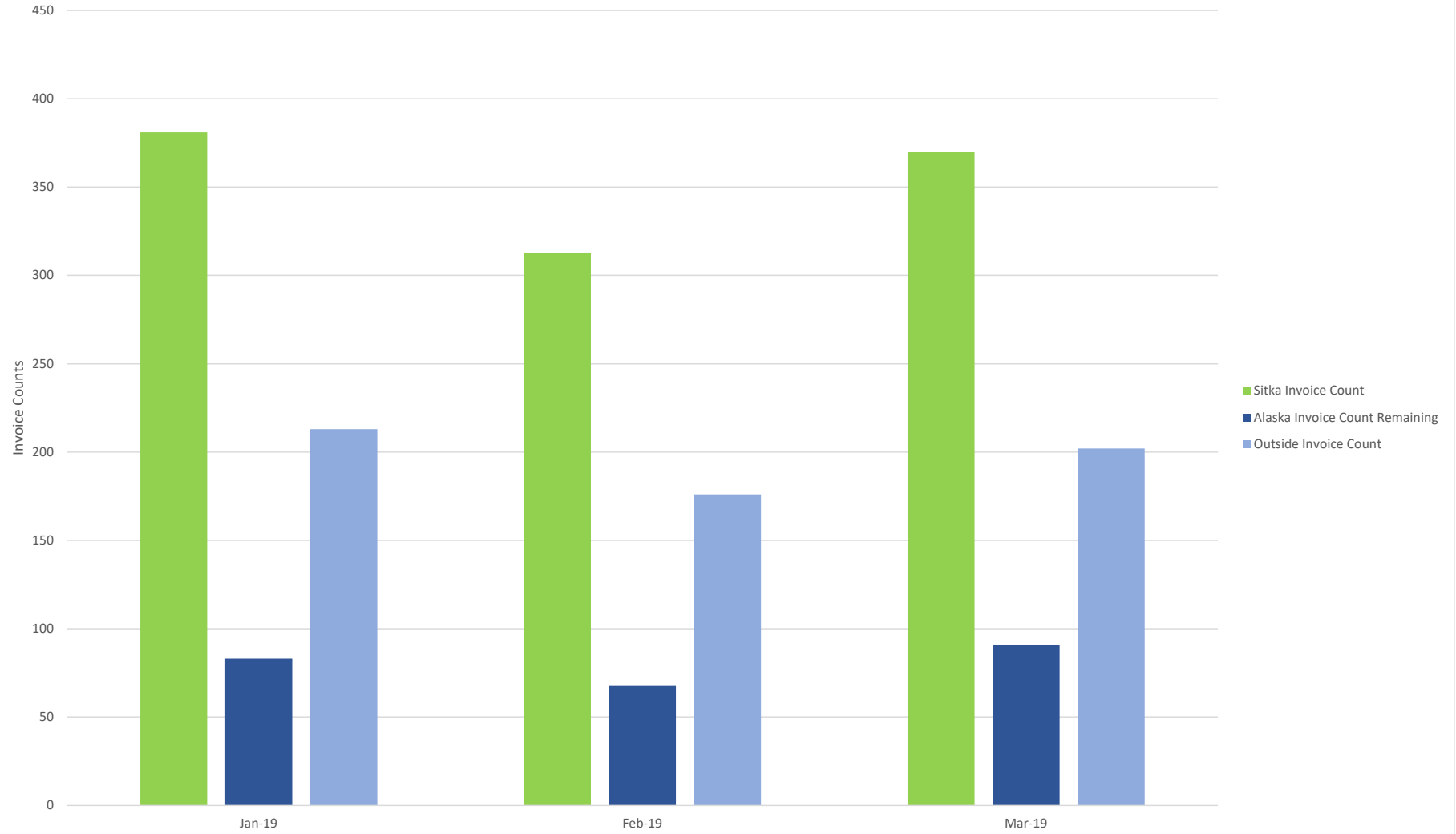
Month	Fiscal Year	Sitka Invoice Count	Alaska Invoice Count	Outside Invoice	Total Invoice Count	Sitka Dollar Amount	Alaska Dollar Amount		Total Dollar Amount	% Sitka Count	% Sitka Dollar
			Remaining	Count			Remaining	Outside Dollar Amount			
Jan-19	2019	381	83	213	677	\$947,089	\$821,507	\$1,360,434	\$3,129,030	56%	30%
Feb-19	2019	313	68	176	557	\$794,514	\$626,807	\$1,529,713	\$2,951,034	56%	27%
Mar-19	2019	370	91	202	663	\$1,174,837	\$644,034	\$914,089	\$2,732,960	56%	43%
Q3 Total:	2019	1064	242	591	1897	\$2,916,440	\$2,092,348	\$3,804,236	\$8,813,024	56%	33%

Notes:

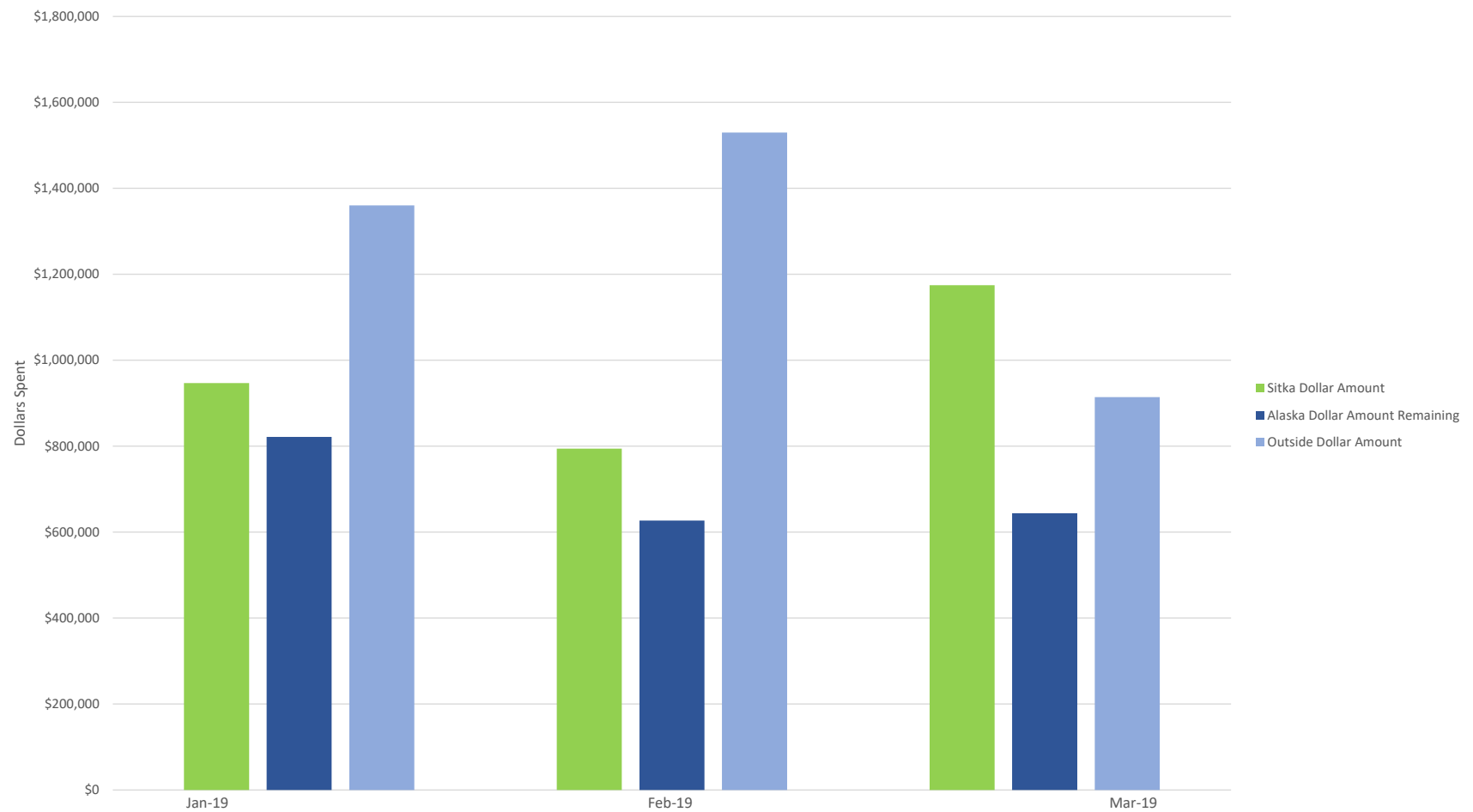
Alaska (Remaining) = Alaska - Sitka

Outside = Total - (Alaska (Remaining) + Sitka)

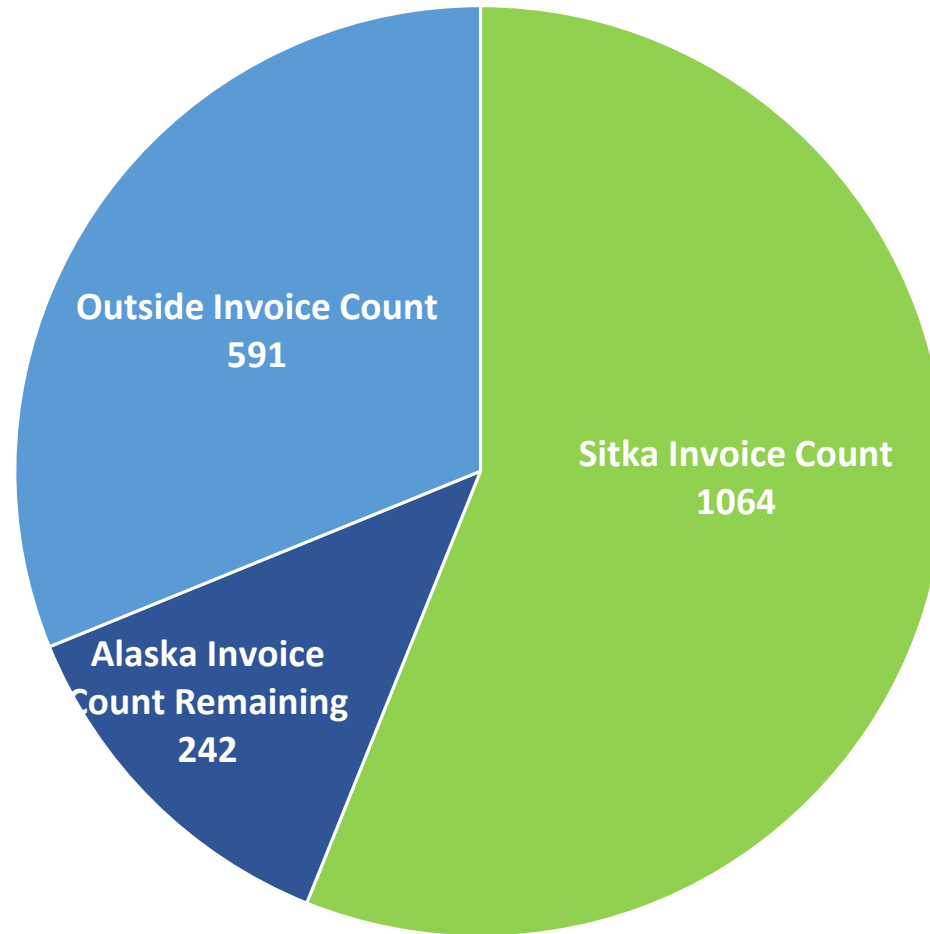
Invoice Count Fiscal Year 2019 Q3



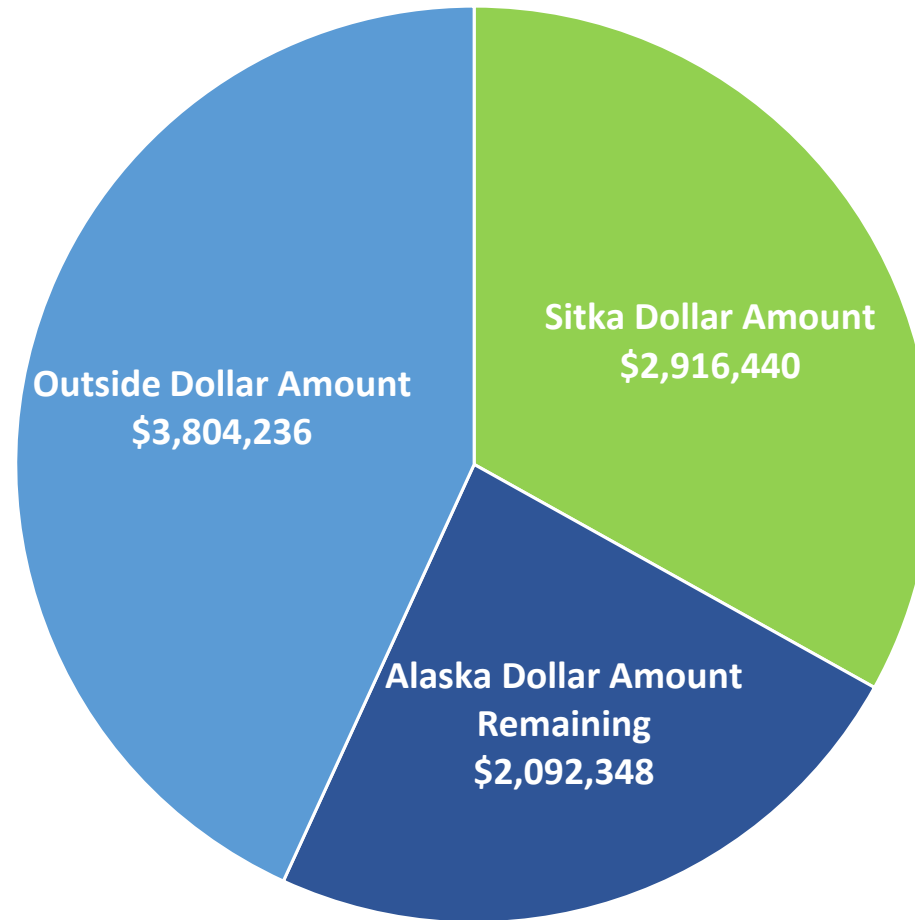
Dollars Spent Fiscal Year 2019 Q3



Invoice Count - Total: 1897



Dollars Spent - Total: \$8,813,024





# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: 19-118      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Public Works Department - Lincoln Street Paving: Harbor Way to Harbor Drive

Sponsors:

Indexes:

Code sections:

Attachments: [Lincoln Street - Assembly special report 06.11](#)

Date	Ver.	Action By	Action	Result
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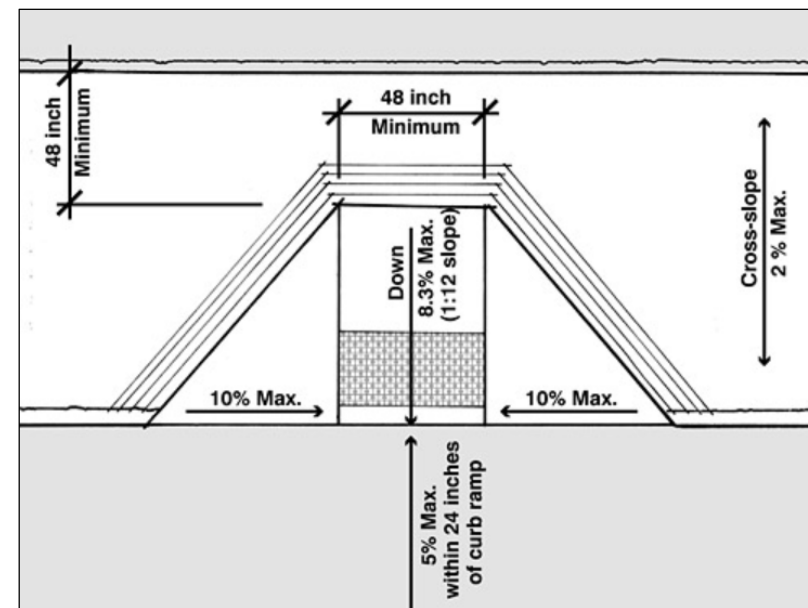
# Lincoln Street Paving: Harbor Way to Harbor Drive

Special Report to the Assembly  
June 11, 2019



## Project Scope

- Paving replacement will extend from City Hall to Stereo North
  - most-recent paving reconstruction: 1985
  - most-recent paving overlay: 2002
- Curb ramps will be re-built to comply with ADA Standards
- Limited, select areas of failing sidewalk will be replaced
- Corroding / failing storm infrastructure will be replaced
- Some drainage will be re-routed to discharge next to Totem Square
- New water main to serve Cathedral Way
- Safety improvements in front of St. Michael's Cathedral



Standard ADA Crosswalk Curb Ramp



## Project Budget

project	source	amount
Lincoln Street	General Fund	\$ 1,760,000.00
Lincoln Street	Water Fund	\$ 20,000.00
Lincoln Street	Wastewater Fund	\$ 20,000.00
Lincoln Street	CPET	\$ 105,000.00
Cathedral Way	General Fund	\$ 195,000.00
Cathedral Way	Water Fund	\$ 60,000.00
total		\$ 2,160,000.00

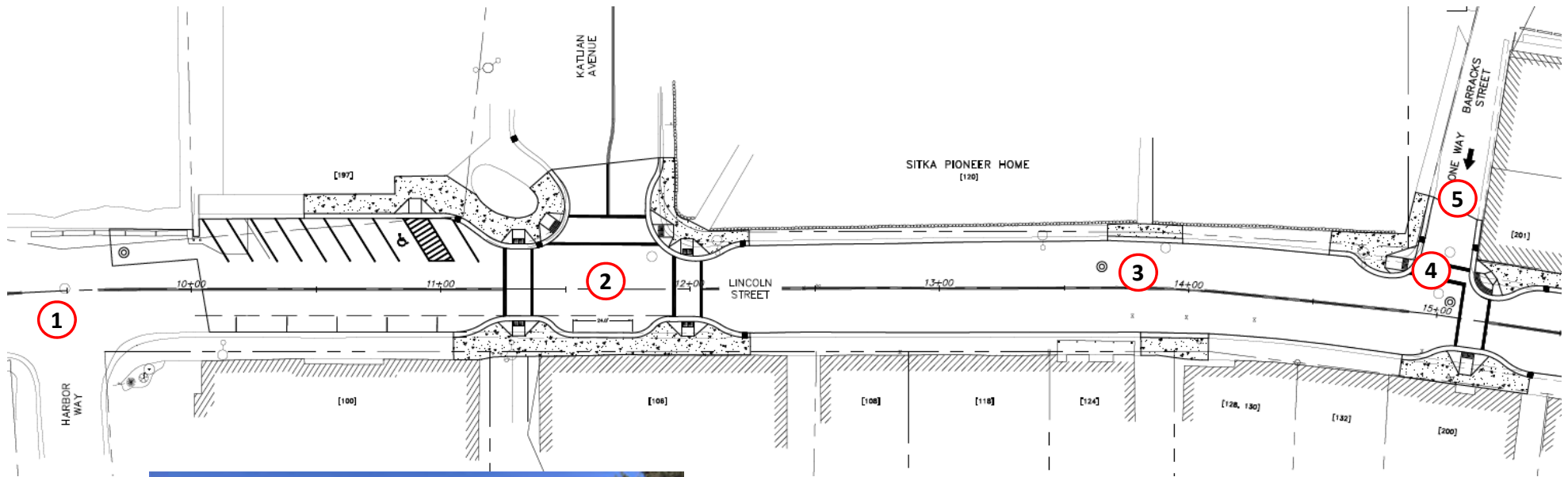
## **Project Schedule**

- Design complete: July 2019
- Bid opening: early August 2019
- Construction notice to proceed: late August 2019
- Construction activity: October 2019 through April 2020
  - winter construction scheduled to minimize business impacts
  - contractor will be limited to one discrete 'zone' at any given time
  - contractor will be required to maintain access to businesses

## **Project Outreach**

- Public Works hosted three public meetings
  - most recently on May 22, 2019
- Met with Police and Fire Commission regarding Barracks/American one-way couplet
- Presented to Historical Preservation Commission
- Validated plans with business owners and other stakeholders

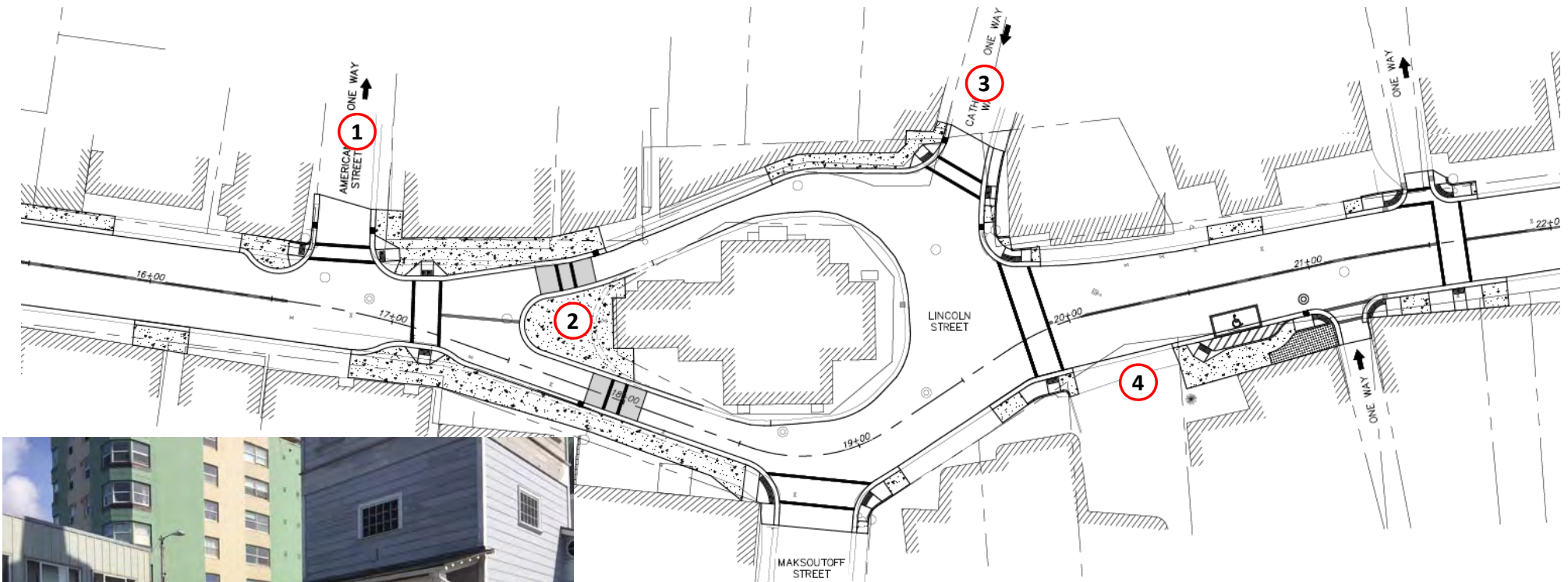
# Overview: Katlian and Barracks Intersections



## Highlights:

1. Project does not include Harbor Way intersection; will be addressed with upcoming grant-funded Sea Walk Phase 2 project.
2. Detailed drawing of intersection shown on separate slide.
3. Mid-block crosswalk at Sta 13+90 removed to provide additional parking, after consulting with Pioneer Home staff.
4. Barracks Street intersection design verified by test-driving Pioneer Home van and Petro Marine trucks.
5. Barracks to become one-way road, north-to-south.

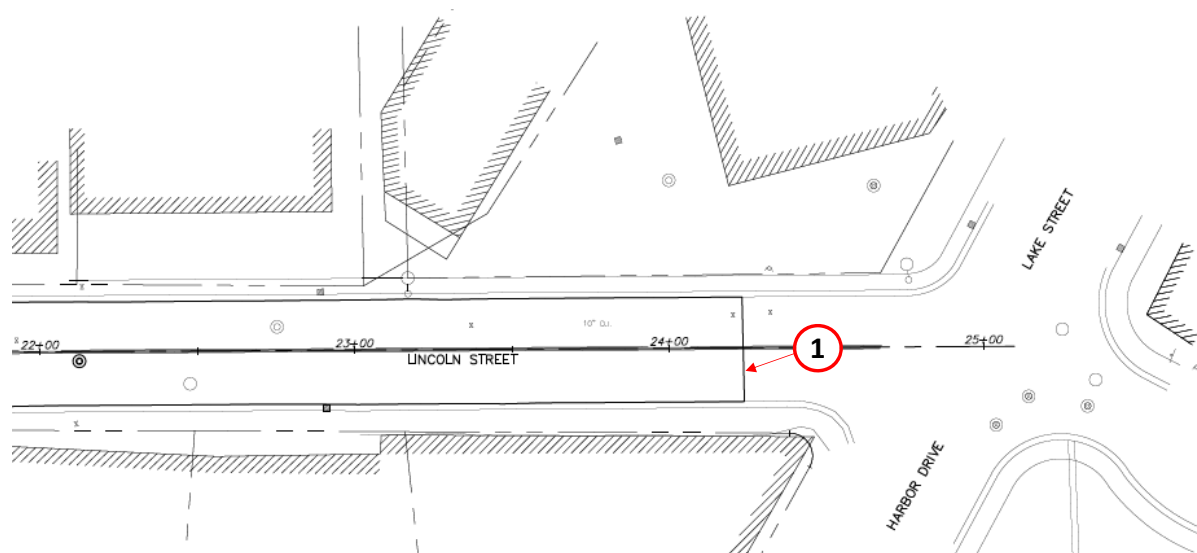
# Overview: American, Cathedral Way and Maksoutoff Intersections



## Highlights:

1. American to become one-way road, south-to-north.
2. Pedestrian space created in front of St. Michael's Cathedral while maintaining U-Turn and improving safety.
3. Cathedral Way water main to provide water to unserved lot and improve "looped" flow.
4. Engineering to work with private property owners to acquire Public Use Easements where CBS improvements encroach onto private property.

## Overview: East of St. Michael's Cathedral

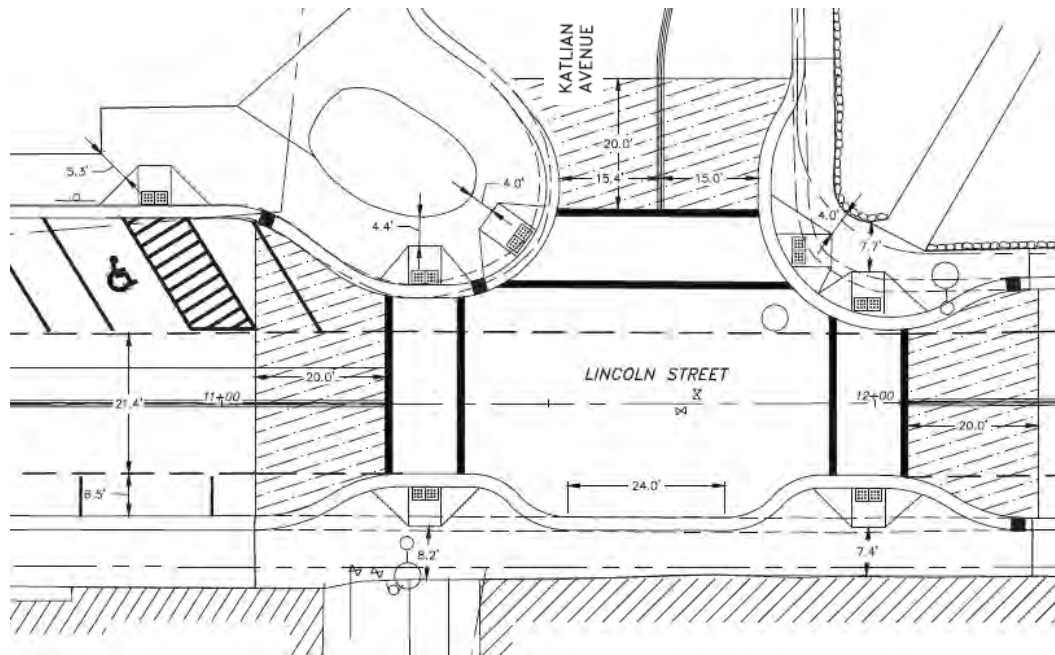


### Highlight:

1. End of new pavement. Intersection will be re-paved as part of separate Lincoln Street project that will replace water main from Lake Street to Jeff Davis.



## Detail: Katlian Street Intersection



### Highlights:

1. Design revised after business owner stated concerns over loss of nearby parking.
2. Revised design verified with AutoTURN analysis of Petro Marine fuel truck and live test of AML tractor-trailer.

Maintains current parking while improving pedestrian safety, and allows for truck traffic without driving over curbs.





# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: 19-119      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Approve the minutes of the May 22 and May 28 Assembly meetings

Sponsors:

Indexes:

Code sections:

Attachments: [Consent and Minutes](#)

Date	Ver.	Action By	Action	Result
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## **CONSENT AGENDA**

### **POSSIBLE MOTION**

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**I MOVE TO APPROVE THE CONSENT AGENDA  
CONSISTING OF ITEMS A & B**

**I wish to remove Item(s) \_\_\_\_\_**

**REMINDER – Read aloud a portion of each item being  
voted on that is included in the consent vote.**

Should this item be pulled from the Consent Agenda the following motion is suggested:

**POSSIBLE MOTION**

**I MOVE TO** approve the minutes of the  
May 22 and May 28 Assembly meetings.



# CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS  
330 Harbor Drive  
Sitka, AK  
(907)747-1811

## Minutes - Draft

### City and Borough Assembly

*Mayor Gary Paxton  
Deputy Mayor Steven Eisenbeisz,  
Vice Deputy Mayor Valorie Nelson,  
Aaron Bean, Kevin Knox, Dr. Richard Wein, Kevin Mosher*

*Municipal Administrator: Keith Brady  
Municipal Attorney: Brian Hanson  
Municipal Clerk: Sara Peterson*

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Wednesday, May 22, 2019

6:00 PM

Assembly Chambers

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#### SPECIAL MEETING

#### I. CALL TO ORDER

#### II. FLAG SALUTE

#### III. ROLL CALL

**Present:** 4 - Wein, Paxton, Mosher, and Nelson

**Absent:** 3 - Eisenbeisz, Knox, and Bean

#### IV. PERSONS TO BE HEARD

Benjamin Miyasato expressed concern for the assembly decision of a subcommittee that reviews all staff positions as they become vacant and the hiring freeze.

#### V. NEW BUSINESS:

##### **A 19-110** Discussion / Direction on final requests for the FY2020 Draft Municipal Budget

Municipal Administrator Keith Brady stated this item was on the agenda to hopefully avoid a special meeting at a later date. Mosher stated the RIDE had been included in the budget the last four years, it received matching grants, and felt it provided a great service. Brady stated the RIDE was not included in the budget as a line item, however there were funds for non-profit/community enterprises. Wein was in support, stated that the RIDE served Sitka well, thought that \$25,000 was a bargain noting that it provided 218 rides a day, and felt it was a wonderful partnership.

**A motion was made by Mosher to direct the Administrator to include a request of \$25,000 for the RIDE in the FY2020 budget. The motion PASSED by the following vote.**

**Yes:** 4 - Wein, Paxton, Mosher, and Nelson

**Absent:** 3 - Eisenbeisz, Knox, and Bean

Wein noted a number of things he would like to make motions on however had concerns in doing so with only four assembly members present. He would like to see CPET Funds or Visitor Enhancement Funds in the six figure range to develop a planting program to hire and plant a core portion of the city to enhance visitor experience.

**B 19-109**

Discussion / Direction regarding union negotiations (executive session anticipated)

Municipal Administrator Keith Brady noted that union negotiations had started with ASEA, PSEA and negotiations would begin with IBEW in June that included Human Resources Director Matthew lone and outside legal counsel Kimberly Gearity. He stated this meeting would be information for the assembly with regards to what takes place in negotiations, history of previous negotiations, and to receive direction from the assembly with how to move forward with negotiations. He felt an executive session was necessary because of discussions with strategy and possible financial ramifications.

**A motion was made by Mosher to go into Executive Session with outside legal counsel Kimberly Gearity, Chief Finance and Administrative Officer Jay Sweeney and Human Resources Director Matthew lone, under the statutory category of discussing a subject, collective bargaining agreements with ASEA, PSEA and IBEW, of the immediate knowledge of which would adversely affect the finances of the City and Borough of Sitka. The motion PASSED by the following vote.**

**Yes:** 4 - Wein, Paxton, Mosher, and Nelson

**Absent:** 3 - Eisenbeisz, Knox, and Bean

Municipal Attorney Brian Hanson mentioned that there were documents that were needed in executive session and a suspension of the rules was in order.

**A motion was made by Mosher to SUSPEND THE RULES to allow documents in executive session. The motion PASSED by the following vote.**

**Yes:** 4 - Wein, Paxton, Mosher, and Nelson

**Absent:** 3 - Eisenbeisz, Knox, and Bean

The assembly was in executive session from 6:12 to 7:17 p.m.

**A motion was made by Nelson to reconvene as the Assembly in regular session. The motion PASSED by a unanimous voice vote.**

**VI. PERSONS TO BE HEARD:**

None.

**VII. EXECUTIVE SESSION**

See item B.

**VIII. ADJOURNMENT**

A motion was made by Wein to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:20 p.m.

ATTEST: \_\_\_\_\_

Melissa Henshaw, CMC  
Acting Municipal Clerk



# CITY AND BOROUGH OF SITKA

ASSEMBLY CHAMBERS  
330 Harbor Drive  
Sitka, AK  
(907)747-1811

## Minutes - Draft

### City and Borough Assembly

*Mayor Gary Paxton  
Deputy Mayor Steven Eisenbeisz,  
Vice Deputy Mayor Valorie Nelson,  
Aaron Bean, Kevin Knox, Dr. Richard Wein, Kevin Mosher*

*Municipal Administrator: Keith Brady  
Municipal Attorney: Brian Hanson  
Municipal Clerk: Sara Peterson*

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Tuesday, May 28, 2019

6:00 PM

Assembly Chambers

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#### REGULAR MEETING

#### I. CALL TO ORDER

#### II. FLAG SALUTE

#### III. ROLL CALL

Present: 7 - Eisenbeisz, Knox, Bean, Wein, Paxton, Mosher, and Nelson

#### IV. CORRESPONDENCE/AGENDA CHANGES

No agenda changes.

19-111 Reminders, Calendars, and General Correspondence

#### V. CEREMONIAL MATTERS

None.

#### VI. SPECIAL REPORTS: Government to Government, Municipal Boards/Commissions/Committees, Sitka Community Hospital, Municipal Departments, School District, Students and Guests (five minute time limit)

19-117 Planning Commission: Support for Planning Director hire

Planning Commission Member Randy Hughey read into the record Planning Commission Resolution No. 2019-01 supporting the prompt hire of a Planning Director.

19-112 Homeless Coalition

Gayle Young and Michael Scarcelli of the Sitka Homeless Coalition addressed the



Assembly. They told of their work, their search for a building to serve the homeless population, and stated property on Sister's Lane may be a possibility. Mayor Paxton asked Young and Scarcelli to send an email to him and the Clerk stating what next steps might look like and action needed from the City.

## VII. PERSONS TO BE HEARD

Judy Christianson spoke in support of the Homeless Coalition's work.

## VIII. REPORTS

### a. Mayor, b. Administrator, c. Attorney, d. Liaison Representatives, e. Clerk, f. Other

Mayor - Paxton relayed he had spoke with Senator Stedman's staff regarding Governor Dunleavy's budget, in particular school funding, and thanked Fire Hall staff for organizing Dave Swearingen's memorial service.

Administrator - Brady reported staff was working on the seaplane base grant application, stated progress was being made on refining the scope of work for the No Name/Granite Creek Master Plan, and noted staff was working on the final details of the hospital affiliation project.

Attorney - Hanson reviewed a list of projects he was devoting time and attention to.

Liaison Representatives - Wein reported on the Hospital Board and Investment Committee meetings.

Other - Wein reported on his attendance at the US Coast Guard Memorial Day service.

## IX. CONSENT AGENDA

- A 19-113 Approve the minutes of the May 14 Assembly meeting

A motion was made by Knox that this Item be APPROVED. The motion PASSED by unanimous consent.

## X. BOARD, COMMISSION, COMMITTEE APPOINTMENTS

- B 19-114 Appoint Brandon Marx to an unexpired term on the Parks and Recreation Committee

A motion was made by Mosher that this Item be APPROVED. The motion PASSED by the following vote.

Yes: 7 - Eisenbeisz, Knox, Bean, Wein, Paxton, Mosher, and Nelson

## XI. UNFINISHED BUSINESS:

- C ORD 19-16A Amending Title 22 "Zoning" of the Sitka General Code by modifying Chapter 22.20 "Supplemental District Regulations and Development Standards"

Nelson believed the proposed changes would water down the Code in the name of affordable housing.

**A motion was made by Knox that this Ordinance be APPROVED on SECOND AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 6 - Eisenbeisz, Knox, Bean, Wein, Paxton, and Mosher

**No:** 1 - Nelson

**D ORD 19-17S**

Adopting budgets and capital improvement plan for the General Fund, Internal Service Funds, and Special Revenue Funds for the fiscal year July 1, 2019 through June 30, 2020 (*substitute ordinance 1st reading*)

**A motion was made by Knox that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 4 - Eisenbeisz, Knox, Paxton, and Mosher

**No:** 3 - Bean, Wein, and Nelson

**E ORD 19-18S**

Adopting the budget and capital improvement plan for the Electric Fund for the fiscal year July 1, 2019 through June 30, 2020 (*substitute ordinance 1st reading*)

**A motion was made by Knox that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 4 - Eisenbeisz, Knox, Paxton, and Mosher

**No:** 3 - Bean, Wein, and Nelson

**F ORD 19-19S**

Adopting the budget and capital improvement plan for the Water Fund for the fiscal year July 1, 2019 through June 30, 2020 (*substitute ordinance 1st reading*)

**A motion was made by Mosher that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 4 - Eisenbeisz, Knox, Paxton, and Mosher

**No:** 3 - Bean, Wein, and Nelson

**G ORD 19-20S**

Adopting the budget and capital improvement plan for the Wastewater Fund for the fiscal year July 1, 2019 through June 30, 2020 and amending Title 15 "Public Utilities" of the Sitka General Code to increase Section 15.04.320 "Rates and Fees" (*substitute ordinance 1st reading*)

**A motion was made by Mosher that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 4 - Eisenbeisz, Knox, Paxton, and Mosher

**No:** 3 - Bean, Wein, and Nelson

**H ORD 19-21S**

Adopting the budget and capital improvement plan for the Solid Waste Fund for the fiscal year July 1, 2019 through June 30, 2020 and amending Title 15 "Public Utilities" of the Sitka General Code to increase solid waste disposal



rates in Section 15.06.020 "Solid Waste Disposal Policy and Rates," Section 15.06.035 "Rates for Treatment and Collection," and Section 15.06.045 "Transfer Station Drop-Off Charges and Special Refuse Collection Charges" (*substitute ordinance 1st reading*)

Eisenbeisz spoke to the 6.5% increase for collections and 2.5% for drop-off and wondered of the reasoning behind the increase. Municipal Administrator Keith Brady stated increases were needed because the Solid Waste Fund was in a deficit and added all cost savings measures had been explored. Bean asked for further explanation from Chief Finance and Administrative Officer Jay Sweeney on the deficit. Sweeney stated in a prior year there had been a budgeting error made where amounts that were necessary to cover increased contractual costs were not included in the Administrator's first budget. Once discovered, the error was brought before the Assembly and corrected in that year. The error totaled approximately 1 million.

**A motion to AMEND was made by Eisenbeisz to reduce the collection rate from 6.5% to 2.5%. The motion FAILED by the following vote:**

**Yes:** 3 - Mosher, Nelson, and Eisenbeisz

**No:** 4 - Knox, Paxton, Wein, and Bean

Sweeney stated reducing the rate would cause the deficit to rise.

**A motion was made by Mosher that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 4 - Eisenbeisz, Knox, Paxton, and Mosher

**No:** 3 - Bean, Wein, and Nelson

**I     ORD 19-22S**

Adopting the budget and capital improvement plan for the Harbor Fund for the fiscal year July 1, 2019 through June 30, 2020 (*substitute ordinance 1st reading*)

Bean noted subsidization of this fund was likely in the future.

**A motion was made by Knox that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 4 - Eisenbeisz, Knox, Paxton, and Mosher

**No:** 3 - Bean, Wein, and Nelson

**J     ORD 19-23S**

Adopting budgets and capital improvement plans for the Airport Terminal Fund, the Marine Service Center Fund, and the Gary Paxton Industrial Park Fund for the fiscal year July 1, 2019 through June 30, 2020 (*substitute ordinance 1st reading*)

**A motion was made by Mosher that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 5 - Eisenbeisz, Knox, Paxton, Mosher, and Nelson

**No:** 2 - Bean, and Wein

**XII. NEW BUSINESS:****New Business First Reading**

- K ORD 19-24** Amending Sitka Home Rule Charter Article XI "Finance," Section 11.16 "Sitka Permanent Fund," Subsection (B) "Flow of money into the Sitka Permanent Fund," by changing the flow of net proceeds from the sale of any municipal real property solely to the Sitka Permanent Fund to an equal division between the Sitka Permanent Fund and Governmental Capital Project Fund; and, submitting the question of such an amendment to the qualified voters at a Regular Election on October 1, 2019

Paxton voiced support and believed it to be a rational way to proceed. Wein suggested it was premature and noted only preliminary work had occurred on the No Name/Granite Creek project. Without knowing values of that project, he wished to wait until the RFP contract was complete with Jones and Jones. In addition, he recommended the money flow into the Permanent Fund to keep the money in perpetuity and make a draw if necessary. Mosher expressed his desire to allow for the possibility of net proceeds from the sale of any municipal real property to be divided equally between the Permanent Fund and Governmental Capital Project Fund. Bean spoke in opposition and stated the Charter was written in a thoughtful manner; the money was flowing into a fund that created revenue rather than spending money. Knox suggested the Investment Committee provide an opinion on the proposed Ordinance. Eisenbeisz asked for further explanation of the Governmental Capital Project Fund. Jay Sweeney, Chief Finance and Administrative Officer, noted it was an existing fund and required under governmental accounting. Sweeney told of the need to have a separate fund for governmental capital projects as opposed to capital projects for enterprise funds which were budgeted for and contained within those funds. Sweeney explained capital appropriations remained valid and did not lapse until either the funds were spent and the project completed or the purpose for the project no longer existed. Sweeney told of the mechanism for funding governmental capital projects: a capital appropriation was made from the General Fund and then the funds were transferred into the Governmental Capital Project Fund where they remained until such a time the project was complete or the purpose for the funds was no longer required. He noted an alternative would be to take a portion of the General Fund (where the proceeds from a land sale would go) and restrict the fund balance until a time when the Assembly would decide to appropriate the money. Ultimately, once funds were appropriated for a capital project it would need to leave the General Fund and go into the Governmental Capital Project Fund.

**A motion was made by Mosher that this Ordinance be APPROVED on FIRST READING. The motion PASSED by the following vote.**

**Yes:** 5 - Eisenbeisz, Knox, Paxton, Mosher, and Nelson

**No:** 2 - Bean, and Wein

**Additional New Business Items**

- L RES 19-14** Amending the Participation Agreement with the Public Employees Retirement System of Alaska by Sitka Community Hospital being removed from participation in the Public Employees Retirement System

Chief Finance and Administrative Officer Jay Sweeney explained when the municipality joined PERS and SBS, a participation agreement was signed and the system now required an amendment to remove Sitka Community Hospital (SCH) from participation. Sweeney relayed a PERS termination study was complete and the amount to terminate the positions and fulfill the City's obligation to pay was a one-time payment of \$813,166. When exiting PERS, there was also an amount of unfunded liability to be paid which Municipal Administrator Keith Brady estimated to be \$1.6 million per year for a period of 22 years. Sweeney reminded the unfunded liability amount was subject to change based on an actuary study updated annually.

Eisenbeisz wondered of the process for SCH employees currently vested in SBS and PERS. Sweeney stated Tier 1, 2, and 3 employees in PERS could retire given the number of years required to work in order for a full retirement prior to age 65, or retire at age 65. Tier IV employees could decide to retire at any point, however, if prior to age 65 a penalty would be incurred for early withdrawal. He added employees were not forced to rollover their PERS account to another retirement plan but could do so if they desired.

**A motion was made by Knox that this Resolution be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 7 - Eisenbeisz, Knox, Bean, Wein, Paxton, Mosher, and Nelson

**M RES 19-15**

Amending the Participation Agreement with the Alaska Supplemental Benefits System of Alaska by Sitka Community Hospital being removed from participation in the Supplemental Benefits System

**A motion was made by Mosher that this Resolution be APPROVED on FIRST AND FINAL READING. The motion PASSED by the following vote.**

**Yes:** 7 - Eisenbeisz, Knox, Bean, Wein, Paxton, Mosher, and Nelson

**N 19-115**

Approve an early termination of a lease agreement between the City and Borough of Sitka and Northline Seafoods, LLC for a portion of Block 4, Lot 9A, Gary Paxton Industrial Park

Garry White, Executive Director of the Gary Paxton Industrial Park (GPIP), noted the GPIP Board was recommending an early lease termination of two months due to the cooperative and mutual beneficial relationship between Northline Seafoods and the GPIP. White reported it was a net cost of approximately \$5200. White noted Northline had met all conditions of the lease.

**A motion was made by Mosher that this Item be APPROVED. The motion PASSED by the following vote.**

**Yes:** 7 - Eisenbeisz, Knox, Bean, Wein, Paxton, Mosher, and Nelson

**O 19-116**

Discussion / Direction for the June 6 Alaska Municipal League work group meeting regarding online sales tax in Anchorage of what points to negotiate

Nelson wished to receive guidance on points to negotiate for sales tax. She stated she was not in support of retroactive collection. Bean spoke against further taxation. Eisenbeisz wished to gain a better understanding of how exemptions and differing tax rates were going to affect businesses as a whole. He noted taxing internet sales, in turn putting all businesses on a level playing field, would be a benefit to municipalities and businesses. He also wondered of costs to the municipalities. Knox stated the issue was complex and having a streamlined system for the State could be beneficial.

Wein voiced confusion as to why the State would allow the Alaska Municipal League (AML) to be the taxing authority. He believed AML should be pushing the State to be the taxing authority.

**XIII. PERSONS TO BE HEARD:**

Bobby Pendleton spoke in support of the Sitka Homeless Coalition.

**XIV. EXECUTIVE SESSION**

None.

**XV. ADJOURNMENT**

A motion was made by Mosher to ADJOURN. Hearing no objections, the meeting ADJOURNED at 7:52pm.

ATTEST: \_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: RES 19-17      Version: 1      Name:  
Type: Resolution      Status: AGENDA READY  
File created: 6/5/2019      In control: City and Borough Assembly  
On agenda: 6/11/2019      Final action:  
Title: Setting the millage rates for the fiscal year July 1, 2019 through June 30, 2020  
Sponsors:  
Indexes:  
Code sections:  
Attachments: [Motion Memo and Res 2019-17](#)

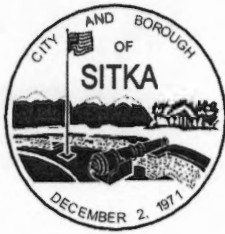
Date	Ver.	Action By	Action	Result
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Should this item be pulled from the Consent Agenda the following motion is suggested:

**POSSIBLE MOTION**

**I MOVE TO** approve Resolution 2019-17 on  
first and final reading.





# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

*Coast Guard City, USA*

## MEMORANDUM

**To:** Mayor Paxton and Members of the Assembly  
Keith Brady, Municipal Administrator  
Jay Sweeney, Chief Finance and Administrative Officer

**From:** Wendy Lawrence, Assessing Director

**Date:** June 11, 2019

**Subject:** Certification of Assessment Rolls as of January 1, 2019

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I have completed the certification of the 2019 assessment rolls for the City and Borough of Sitka. The real property roll includes taxable land and building improvements minus the value of the Senior/Veteran exempted properties. The personal property roll includes equipment, supplies, float houses, business personal property and similar items. The total 2019 assessment of taxable property is declared as:

Real Property:	\$1,057,900,600
Personal Property:	<u>\$ 51,293,280</u>

**Total Assessed Value of Taxable Property: \$1,109,193,880**

There is an overall increase in assessed values of 0.002%. For a detailed analysis of this past year's market activity please visit the [Assessing Department Website](#).

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Providing for today...preparing for tomorrow

**CITY AND BOROUGH OF SITKA**

**RESOLUTION NO. 2019-17**

**A RESOLUTION OF THE CITY AND BOROUGH OF SITKA  
SETTING THE MILLAGE RATES FOR THE FISCAL YEAR JULY 1, 2019  
THROUGH JUNE 30, 2020**

**WHEREAS**, the Assessor has completed the final assessment records and the total assessed value of all real and personal property within the City and Borough of Sitka as of January 1, 2019, is **\$1,109,193,880**; and

**WHEREAS**, Sitka General Code 4.12.110 states that the Assembly shall fix the rate of tax levy and designate the number of mills upon each dollar of assessed taxable real and personal property.

**THEREFORE, BE IT RESOLVED** that the Assembly of the City and Borough of Sitka, Alaska by this resolution hereby adopts and levies the following millage rate upon each dollar of assessed taxable real and personal property for the fiscal year July 1, 2019, through June 30, 2020:

GENERAL PURPOSES.....	2.000 mills
SCHOOLS.....	4.000 mills
TOTAL.....	6.000 mills

**BE IT FURTHER RESOLVED**, all property taxes shall become due sixty days after the billing date and if not paid by the due date are delinquent.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska on the 11th day of June, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> and final reading 6/11/19

Sponsor: Administrator





# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: 19-120 Version: 1 Name:  
Type: Item Status: AGENDA READY  
File created: 6/5/2019 In control: City and Borough Assembly  
On agenda: 6/11/2019 Final action:  
Title: Reappoint Tyler Green to a three-year term on the Port and Harbors Commission  
Sponsors:  
Indexes:  
Code sections:  
Attachments: [Motion Green](#)  
[Green Application](#)

Date	Ver.	Action By	Action	Result
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## **POSSIBLE MOTION**

**I MOVE TO** reappoint Tyler Green to a three-year term on the Port and Harbors Commission.



Application for Appointment to Boards, Committees, and Commissions  
City and Borough of Sitka

Board/Commission/Committee: Ports & Harbors  
Name: Tyler Green Preferred Phone: [REDACTED]  
Address: [REDACTED] Alternate Phone: \_\_\_\_\_  
Email Address: [REDACTED] Fax Number: \_\_\_\_\_  
Length of Residence in Sitka: 9 yrs Registered to vote in Sitka? ☒ Yes ☐ No  
Employer: Self employed, Local 302  
Organizations you belong to or participate in: Local 302, ATA, NSRAA

Explain your main reason for applying: Continue to work with the best interest for our Harbors, residents and the city of Sitka.

What background, experience or credentials will you bring to the board, commission, or committee membership?  
Construction Superintendent, Commercial Fisherman, Recreational user

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of \$1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 5-28-19 Signature: [Signature]

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ☐ Yes ☐ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street  
Fax: 907-747-7403 Email: melissa.henshaw@cityofsitka.org



## PORT AND HARBORS COMMISSION

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
DAVE GORDON 717 Lake Street	738-0515 sitkadgordon@gmail.com	12/13/16	12/13/19	CHAIR
CHRIS YSTAD 104 Chirikov Drive	738-1560 fathom99835@yahoo.com	5/22/18	5/22/21	VICE CHAIR
MICHAEL NURCO PO Box 6443	738-0927 albatrossalaskacharters@gmail.com	11/11/15	7/8/17 12/12/20	
KEN CREAMER 101 Sunset Drive	738-0223 747-8903 k.creamer@gci.net	9/12/17	10/27/18 10/23/21	
SHAUNA THORNTON PO Box 2156	598-1171 shaunat@gci.net	11/28/17 3/13/18	3/24/18 3/13/21	
TYLER GREEN 322 Wachussetts Street	738-5010 tgoceancowboy@gmail.com	2/12/19	6/14/19	<i>Jones' term</i>
TAMY STEVENSON PO Box 6145	907-244-8853 blackdog.whitedog@gci.net	3/26/19	3/26/22	
Stan Eliason Office: 617 Katlian Street	747-3439 w 738-0832 stan.eliason@cityofsitka.org			Harbormaster Non-voting
Kevin Knox PO Box 6415	738-4664 assemblyknox@cityofsitka.org			Assembly Liaison
Alicia Soto Harbor Office Manager	747-3439 w alicia.soto@cityofsitka.org			Secretary

7 members from the public, 3-year terms  
 Established by Resolution 88-375  
 Nine meetings per year, September – May, 2<sup>nd</sup> Wednesday 6:15 p.m.  
 Harrigan Centennial Hall, 300 Harbor Drive

Revised: March 28, 2019



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: 19-121 Version: 1 Name:  
Type: Item Status: AGENDA READY  
File created: 6/5/2019 In control: City and Borough Assembly  
On agenda: 6/11/2019 Final action:  
Title: Reappoint Morgan Doubleday to a three-year term on the Animal Hearing Board  
Sponsors:  
Indexes:  
Code sections:  
Attachments: [Motion Doubleday](#)  
[Doubleday Application](#)

Date	Ver.	Action By	Action	Result
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## **POSSIBLE MOTION**

**I MOVE TO** reappoint Morgan Doubleday to a three-year term on the Animal Hearing Board.





Application for Appointment to Boards, Committees, and Commissions  
City and Borough of Sitka

Board/Commission/Committee:

ANIMAL HEARING BOARD

Name:

MORGAN DOUBLEDAY

Daytime Phone:

[REDACTED]

Address:

1705 S. ALASKA STREET

Evening Phone:

SAME

Email Address:

[REDACTED]

Fax Number:

[REDACTED]

Length of Residence in Sitka:

33 YEARS

Registered to vote in Sitka?

Yes ☒ No ☐

Employer:

SSS

Organizations you belong to or participate in:

Explain your main reason for applying:

GIVE A VOICE TO THOSE WHO CANNOT SPEAK FOR THEMSELVES.

What background, experience or credentials will you bring to the board, commission, or committee membership?

8 YEARS ON BOARD FOR ANIMALS

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date:

5/17/16

Signature:

[Signature]

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting. Applications received after the deadline will be considered but will not be included in the Assembly packets for review prior to appointment.

Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? Yes ☐ No ☒

Return to:

Sara Peterson, Deputy Clerk

100 Lincoln Street

Fax: 907-747-7403

Email: sara@cityofsitka.com

[Signature]

5/22/2019

Re-sign me to another term

Resume MORGAN DOUBLEDAY

Occupation: Boat Captain/ Fisherman 40 years

Hobbies: Travel gardening

References: C Regis artist [REDACTED] / Elton Johnson  
fisherman [REDACTED]

Email c [REDACTED] Phone [REDACTED]





## ANIMAL HEARING BOARD

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
SUSAN ROYCE 1919 Cascade Creek Rd.	747-6064 747-6599 fax svroyce@gmail.com	7/9/02 7/12/05 6/24/08 6/14/11 6/10/14 6/13/17	7/09/05 7/12/08 6/24/11 6/14/14 6/10/17 6/13/20	CHAIR Animal Trainer
CARIN ADICKES 1401 Edgumbe Dr.	747-1078 4seapeople@gci.net	1/26/10 1/8/13 12/22/15	1/26/13 1/8/16 12/22/18	Animal Interest Group
MORGAN DOUBLEDAY 1705 Sawmill Creek Road	747-5424 w 738-4242 c cogeye@aol.com	4/8/08 6/22/10 6/11/13 6/14/16	7/10/10 6/22/13 6/11/16 6/14/19	Dog Keeper
KATHY INGALLINERA 108 Kiksadi Court	966-8764 w 966-2251 h	7/12/11	7/12/14	Non-animal Keeper
MARY ANN JONES 515 Charteris St	747-1815 w 747-8787 h majeryj@gmail.com	9/13/11	9/13/14	Alternate Resigned 10/12/12
DAVID HUNT 209 Jarvis Street	747-7387 w doctordaveak@gmail.com	8/9/11 8/26/14 5/14/19	8/9/14 8/26/17 5/14/22	Veterinarian

**Note:** Hearing boards do not have an assembly liaison nor does the Animal Control Officer sit on the board. The hearing board consists of five members as defined in Ordinance 02-1656.

5 Members from Public and one alternate

Initial terms staggered (1) one-year (2) two-year and (2) three-year terms and (1) alternate with 3-year term. Established by Ordinance 02-1656

The Animal Hearing Board shall meet within 5 business days, or as soon as possible thereafter, after receipt for a hearing.

Revised: May 16, 2019



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: 19-122      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Appoint Rich Krupa to a three-year term on the Parks and Recreation Committee

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Krupa](#)  
[Krupa Application](#)

Date	Ver.	Action By	Action	Result
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## **POSSIBLE MOTION**

**I MOVE TO** appoint Rich Krupa to a three-year term on the Parks and Recreation Committee.



5/28/19

Dear Assembly:

I am applying requesting appointment to the Parks and Recreation Committee. I am currently the Athletic Director at Sitka High School and have spent over 20 years teaching Physical Education in the Sitka School District. I have been very active in a majority of activities in this community as a participant, educator and parent. Whether participating, coaching, officiating or running camps for the youth of this community, my primary focus has always been on what is best for all the children of Sitka.

As the high school Athletic Director, I recognize the importance of the programs that offer youth the opportunity to learn lifelong fitness and athletic skill. I see the positive impacts that organizations such as Little League, Barracudas, Youth Soccer, Flag Football and the Sitka Fine Arts Camp have on our young people. While I work for the Sitka School District, I am truly interested in representing the interests of all of Sitka's youth as a member of the Parks and Recreation Committee.

Thank you for your consideration.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Rich Krupa', written over a horizontal line.

Rich Krupa

5/28/19



Application for Appointment to Boards, Committees, and Commissions  
City and Borough of Sitka

Board/Commission/Committee: Dark & Rec.  
Name: Rich Krupic Daytime Phone: [REDACTED]  
Address: [REDACTED] Evening Phone: [REDACTED]  
Email Address: [REDACTED] Fax Number: [REDACTED]  
Length of Residence in Sitka: 30+ years Registered to vote in Sitka? ☒ Yes ☐ No  
Employer: Sitka School District  
Organizations you belong to or participate in:  
None - Sitka High AD

Explain your main reason for applying:

I want what is Best for Kids, Adults of this Community

What background, experience or credentials will you bring to the board, commission, or committee membership?

20+ Years Teaching & Being Active in Sitka Community

Please disclose any potential conflicts of interest that may arise from your appointment. These may include but are not limited to:

- A substantial financial interest of \$1000 annually that could be influenced by your appointment.
- An immediate family member employed within the scope of this appointment.

Please attach a letter of interest, outline, or resume which includes your education, work, and volunteer experience that will enhance your membership.

→ (To be considered, your application must be complete AND be accompanied by one of the above supporting documents.)

Date: 5/15/19 Signature: [Signature]

Your complete application and resume should be returned to the Municipal Clerk's Office by noon on the Wednesday prior to an advertised Assembly meeting.

Please note: all information submitted will be made public and published online. Appointments are normally made during open session of an Assembly meeting, however, Assembly members may vote to discuss applicant(s) in closed executive session. In this case, do you wish to be present when your application is discussed? ☐ Yes ☐ No

Return to:

Melissa Henshaw, Deputy Clerk/Records Specialist, 100 Lincoln Street  
Fax: 907-747-7403 Email: [melissa.henshaw@cityofsitka.org](mailto:melissa.henshaw@cityofsitka.org)



## PARKS AND RECREATION COMMITTEE

NAME	CONTACT NUMBERS	TERM STARTS	EXPIRES	CATEGORY
WOODY WIDMARK 444 Katlian Street	752-0152 c woodywidmark@gmail.com	9/27/2016	9/27/2019	<b>CHAIR</b>
ALLISON MASSEY 1510 B Davidoff Street	907-887-4555 asajm46@gmail.com	04/26/16	04/26/19	<b>CHAIR</b>
LORRAINE LIL 105 Austin Street	747-3309 752-5555 c committeework@outlook.com	03/22/16	03/22/19	
BARBARA MORSE PO Box 2972	509-312-0617 morseb9@hotmail.com	03/22/16	03/22/19 03/26/22	
BETH SMITH 109 Darrin Drive	747-7010 253-590-3137 bekumtoo@hotmail.com	3/14/17	3/14/20	
BRANDON MARX PO Box 6171	747-1700 738-1392 marxlaw@gci.net	6/12/18	6/12/21	<i>Wright's term</i>
JAMES POULSON 1610 Sawmill Creek Road	747-3219 w 747-6567 h james.poulson1@gmail.com	5/28/19	11/22/19	<i>Christianson's term</i>
Kevin Knox PO Box 6415	738-4664 c assemblyknox@cityofsitka.org			Assembly Liaison
Dee Corbell Assistant Contract Coordinator/Office Manager City and Borough of Sitka	747-1806 dee.corbell@cityofsitka.org			Secretary

7 members from public - 3 year terms

Established by Ordinance 75-199 (2.56 SGC)

Second Tuesday, Noon – Harrigan Centennial Hall, 330 Harbor Drive

Community Resources				
Mary Miller Sitka National Historical Park 106 Metlakatla Street	747-0111 w 747-5938-fax mary_miller@nps.gov			
Lynne Brandon Sitka Trail Works 801 HPR	747-7244 w 747-7315 fax trail@gci.net			
Annemarie LaPalme Sitka Forest Service 2108 Halibut Point Road	747-4209 annemarie.lapalme@usda.gov			

Revised: May 29, 2019



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: RES 19-14A    Version: 1    Name:  
Type: Resolution    Status: AGENDA READY  
File created: 5/22/2019    In control: City and Borough Assembly  
On agenda: 6/11/2019    Final action:  
Title: Amending the Participation Agreement with the Public Employees Retirement System of Alaska by Sitka Community Hospital being removed from participation in the Public Employees Retirement System (amend as previously adopted on May 28, 2019 to change the participation removal date on line 31 to July 31, 2019)

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Res 2019-14A and Agreement Memo.pdf](#)  
[Termination Study PERS SCH 2017.pdf](#)  
[Termination Study PERS SCH 2019.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		

## **POSSIBLE MOTION**

**I MOVE TO** amend Resolution 2019-14A as previously adopted at the May 28, 2019 Assembly meeting by changing the participation removal date on line 31 to July 31, 2019, thereby approving Resolution 2019-14A on first and final reading as amended, and authorizing the Municipal Administrator to sign Participation Agreement Amendment No.1.

Note: Due to the delay of the Sitka Community Hospital sale by one month, this previously approved Resolution needs to be amended.



CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2019 – 14A

**A RESOLUTION OF THE CITY AND BOROUGH OF SITKA AMENDING THE PARTICIPATION AGREEMENT WITH THE PUBLIC EMPLOYEES RETIREMENT SYSTEM OF ALASKA BY SITKA COMMUNITY HOSPITAL BEING REMOVED FROM PARTICIPATION IN THE PUBLIC EMPLOYEES RETIREMENT SYSTEM**

**WHEREAS**, the Sitka Community Hospital, a political subdivision of the State of Alaska, entered into a participation agreement with the Public Employees Retirement System on October 1, 1976; and

**WHEREAS**, the Sitka Community Hospital has had their employees participate in the Public Employees Retirement System through the Sitka Community Hospital payroll system; and

**WHEREAS**, the employees will no longer participate in the Public Employees Retirement System.

**NOW, THEREFORE, BE IT RESOLVED** by the Assembly of the City and Borough of Sitka, Alaska that:

All permanent full-time employees (those whose positions normally require 30 or more hours of work each week) and all permanent part-time employees (those whose positions normally require 15 or more but less than 30 hours of work each week) will be removed from participation in the Public Employees Retirement System on July 31, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska, on this 11<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> and final reading 5/28/19  
Amended 1<sup>st</sup> and final reading 6/11/19

Sponsor: Administrator

# PUBLIC EMPLOYEES' RETIREMENT SYSTEM

Division of Retirement and Benefits  
PO Box 110203 Juneau, AK 99811-0203  
Phone: (907) 465-4460  
Fax: (907) 465-3086

## PARTICIPATION AGREEMENT AMENDMENT NO. \_\_\_\_1\_\_\_\_

The Public Employees' Retirement System (PERS) Participation Agreement entered into between the State of Alaska (hereafter referred to as the State) and the Sitka Community Hospital on October 1, 1976, and approved by the State on (October 19, 1976) is amended effective July 31, 2019, by changing subparagraph 2 on page 2 to read as follows:

(2) The Political Subdivision agrees that: All permanent full-time employees (those whose positions normally require 30 or more hours of work each week) And all permanent part-time employees (those whose positions normally require 15 or more but less than 30 hours of work each week) will be removed from participation in the PERS on the effective date of this amendment.

\_\_\_\_\_  
**Authorized Representative Signature**

\_\_\_\_\_  
**Authorized Representative Name (please type/print)**

\_\_\_\_\_  
**Authorized Representative's Title**

**Approved:**

\_\_\_\_\_  
**Administrator**

\_\_\_\_\_  
**Date**



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members

**From:** Keith Brady, Municipal Administrator

**Date:** May 24, 2019

**Subject:** Resolutions 2019 -14 and 2019 -15

---

### Summary

The State of Alaska Division of Retirement and Benefits (Division) has a participation agreement with the cities and boroughs that participate in PERS and SBS. A requirement of the participation agreement to terminating positions is to request it through a resolution. Both resolutions deal with the termination of positions, one resolution is for PERS and the other for SBS. A PERS termination study was completed in 2017 and 2019, the amount to terminate the positions and fulfill CBS's obligation to pay is \$813,166.

Before the start of each fiscal year the Division will provide CBS, the ongoing past service cost payment due each pay period.

### Fiscal Note

\$813,166

### Details

Below is the process for CBS to pay termination and post-closing costs for PERS.

1. A termination study is requested by the employer through the actuary.
2. Once the termination study is completed, the Division of Retirement and Benefits (Division) Counselor will work with SCH/CBS to amend the participation agreement to terminate.
3. After the amendment to terminate participation is received and signed by the PERS administrator, the affected defined benefit employees would be contacted and notified in writing of their rights and provided 60 days to decide whether to refund their contributions or accept the vested benefit. Termination costs for employees who elect a refund are voided.
4. The Division Counselor will notify and provide to the Division Active Payroll Unit and Accounting Section of the completed amendments to the participation agreement.
5. The Division Active Payroll Unit will send SCH/CBS a terminating liability letter to clarify the costs associated with the termination of participation.
6. The Division's Active Payroll Unit will work with SCH/CBS to collect necessary

salary information of each employee to calculate the past service cost based on the current past service cost rate.

7. SCH/CBS will need to pay any one-time termination liability associated with the termination study in a lump sum or set up a mutually agreed upon payment plan with the Division.
8. CBS will need to set up payroll reporting to pay ongoing past service cost for all positions terminated from the plan until the plan no longer has an unfunded liability.
9. Before the start of the fiscal year the Division will provide CBS, the past service cost rates used to calculate the ongoing past service cost payment due each pay period.

### **Recommendation**

Approve Resolutions 2019 -14 and 2019 -15.

# State of Alaska

Termination Study for Sitka Community  
Hospital

July 2017

July 11, 2017

**VIA EMAIL**

Mr. Rob Allen  
CEO  
Sitka Community Hospital  
209 Moller Avenue  
Sitka, AK 99835

**Re: Sitka Community Hospital Termination Study**

Dear Mr. Allen:

At your request, we have performed a termination study for Sitka Community Hospital (SCH) assuming termination from the State of Alaska Public Employees' Retirement System Defined Benefit (PERS DB) and Defined Contribution Retirement (PERS DCR) plans as of February 1, 2018.

We have estimated that terminating Sitka Community Hospital's participation in PERS DB and PERS DCR as of February 1, 2018 increases pension liabilities by \$0 and increases healthcare liabilities by \$645,548. Therefore, the one-time payment as of February 1, 2018 due to PERS for the total cost of termination is \$645,548. This amount excludes SCH's future annual payments toward the PERS DB unfunded past service liability as explained below.

In addition to the one-time payment shown above, Alaska Statutes (AS) Section 39.35.625(a) requires SCH to contribute to the system, each payroll period until the past service liability of PERS DB is extinguished (which is currently projected to be Fiscal Year 2040), an amount calculated by applying the current past service contribution rate adopted by the Alaska Retirement Management Board (ARMB) to the greater of total base salaries paid:

- 1) During the payroll period to employees in positions for which coverage has been terminated;
- 2) At the time of termination to employees in positions for which coverage has been terminated;
- or
- 3) During the payroll period for the fiscal year ending June 30, 2008 to employees in positions for which coverage has been terminated.

This rate is 15.28% of pay for Fiscal Year 2018 (as adopted by the ARMB in September 2016). This rate is recalculated each year as part of the annual actuarial valuation of PERS DB. Based on SCH's current estimated salaries shown in Section 2, SCH's current annual payment for the PERS DB unfunded liability is approximately \$1.6 million (approximately \$0.7 million for Fiscal Year 2018 based on a termination date of February 1, 2018).

Termination liabilities were calculated based upon the member data, assumptions, methods, and plan provisions summarized in this report.

Future actuarial measurements may differ significantly from current measurements due to plan experience differing from that anticipated by the economic and demographic assumptions, increases or decreases expected as part of the natural operation of the methodology used for these measurements, and changes in plan provisions or applicable law. An analysis of the potential range of such future differences is beyond the scope of this valuation.

This report was prepared under my supervision and in accordance with all applicable Actuarial Standards of Practice. I am a Member of the American Academy of Actuaries and the Society of Actuaries, and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained in this report.

If you have any questions, please feel free to call me at (602) 659-6924.

Sincerely,



David J. Kershner, FSA, EA, MAAA, FCA  
Principal

The undersigned actuary is responsible for all assumptions related to the average annual per capita health claims cost and the health care cost trend rates, and hereby affirms her qualification to render opinions in such matters, in accordance with the Qualification Standards of the American Academy of Actuaries.



Melissa A. Bissett, FSA, MAAA  
Senior Consultant, Health & Productivity

cc: Ms. Kathy Lea, State of Alaska  
Mr. Kevin Worley, State of Alaska

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## Section 1:

### Development of Termination Liability at February 1, 2018

	Total Liability	Liability Allocated to Sitka Community Hospital*
<b>(1) Pension Cost of Termination</b>		
(a) Accrued Pension Liability Prior to Termination		
PERS DB		
Tier 1	\$ 1,496,805	\$ 1,492,272
Tier 2	4,421,481	4,017,887
Tier 3	<u>4,268,098</u>	<u>4,198,616</u>
Total PERS DB	10,186,384	9,708,775
PERS DCR	<u>11,542</u>	<u>10,999</u>
Grand Total	\$ 10,197,926	\$ 9,719,774
(b) Pension Termination Liability		
PERS DB		
Tier 1	\$ 1,765,776	\$ 1,760,413
Tier 2	4,513,164	4,141,758
Tier 3	<u>3,306,160</u>	<u>3,245,978</u>
Total PERS DB	9,585,100	9,148,149
PERS DCR	<u>0</u>	<u>0</u>
Grand Total	\$ 9,585,100	\$ 9,148,149
<b>(c) Pension Cost of Termination (b-a, not less than \$0)</b>	<b>\$ 0</b>	<b>\$ 0</b>
<b>(2) Healthcare Cost of Termination</b>		
(a) Accrued Healthcare Liability Prior to Termination		
PERS DB		
Tier 1	\$ 569,417	\$ 567,604
Tier 2	1,608,035	1,464,781
Tier 3	<u>2,775,422</u>	<u>2,732,259</u>
Total PERS DB	4,952,874	4,764,644
PERS DCR	<u>815,275</u>	<u>789,760</u>
Grand Total	\$ 5,768,149	\$ 5,554,404
(b) Healthcare Termination Liability		
PERS DB		
Tier 1	\$ 791,531	\$ 788,916
Tier 2	2,312,425	2,102,095
Tier 3	<u>3,209,459</u>	<u>3,156,871</u>
Total PERS DB	6,313,415	6,047,882
PERS DCR	<u>153,695</u>	<u>152,070</u>
Grand Total	\$ 6,467,110	\$ 6,199,952
<b>(c) Healthcare Cost of Termination (b-a, not less than \$0)</b>	<b>\$ 698,961</b>	<b>\$ 645,548</b>
<b>(3) Total Cost of Termination (1(c)+2(c))</b>	<b>\$ 698,961</b>	<b>\$ 645,548</b>

\*The liability allocated to Sitka Community Hospital is each member's liability multiplied by the ratio of the member's Sitka Community Hospital service to their total service in PERS.

## Section 2: Member Information

The following member information was used to determine the termination liability for Sitka Community Hospital.

Number of Members	153
Average Age as of February 1, 2018	46.91
Average Service with Sitka Community Hospital as of February 1, 2018	7.05
Total Average Benefit Service as of February 1, 2018	7.26
Average Annual Compensation as of February 1, 2018	\$ 68,570

## Section 3:

# Summary of Plan Provisions of the Alaska Public Employees' Retirement System DB and DCR Plans

The plan provisions used for this study are the same as those shown in the June 30, 2016 valuation reports for the State of Alaska Public Employees' Retirement System (PERS DB) and Defined Contribution Retirement (PERS DCR) plans.

## Section 4:

### Actuarial Basis

The actuarial assumptions and methods used for this study are the same as those described in the June 30, 2016 valuation reports for the State of Alaska Public Employees' Retirement System (PERS DB) and Defined Contribution Retirement (PERS DCR) plans, except as noted below:

- Each member's compensation and service was taken from the June 30, 2016 valuation data and rolled forward to the termination date using valuation actuarial assumptions. This data was compared to the data received from the Department of Administration for consistency.

# State of Alaska

Termination Study  
for Sitka Community  
Hospital

April 2019



# BUCK



April 22, 2019

**VIA EMAIL**

Mr. Rob Allen  
CEO  
Sitka Community Hospital

**Re: Sitka Community Hospital Termination Study**

Dear Mr. Allen:

At your request, we have performed a termination study for Sitka Community Hospital (SCH) assuming termination from the State of Alaska Public Employees' Retirement System Defined Benefit (PERS DB) and Defined Contribution Retirement (PERS DCR) plans as of June 30, 2019.

We have estimated that terminating SCH's participation in PERS DB and PERS DCR as of June 30, 2019 increases pension liabilities by \$0 and increases healthcare liabilities by \$813,166. **Therefore, the total cost for termination is \$813,166.**

In addition, Alaska Statutes (AS) Section 39.35.625(a) requires SCH to contribute to the system, each payroll period until the past service liability of PERS DB is extinguished, an amount calculated by applying the current past service contribution rate adopted by the Alaska Retirement Management Board (ARMB) to the greater of total base salaries paid:

- 1) During the payroll period to employees in positions for which coverage has been terminated;
- 2) At the time of termination to employees in positions for which coverage has been terminated; or
- 3) During the payroll period for the fiscal year ending June 30, 2008 to employees in positions for which coverage has been terminated.

The PERS DB past service contribution rate is 17.44% of pay for Fiscal Year 2020 (as adopted by the ARMB in September 2018). This rate is recalculated each year as part of the annual actuarial valuation of PERS DB.

Termination liabilities were calculated based upon the member data, assumptions, methods, and plan provisions summarized in this report.

Future actuarial measurements may differ significantly from current measurements due to plan experience differing from that anticipated by the economic and demographic assumptions, increases or decreases expected as part of the natural operation of the methodology used for these measurements, and changes in plan provisions or applicable law. An analysis of the potential range of such future differences is beyond the scope of this valuation.

This report was prepared under my supervision and in accordance with all applicable Actuarial Standards of Practice. I am a Member of the American Academy of Actuaries and the Society of Actuaries and meet the Qualification Standards of the American Academy of Actuaries to render the actuarial opinions contained in this report.

If you have any questions, please feel free to call me at (602) 803-6174.

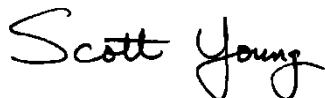
Sincerely,



David J. Kershner, FSA, EA, MAAA, FCA

Principal

The undersigned actuary is responsible for all assumptions related to the average annual per capita health claims cost and the health care cost trend rates, and hereby affirms his qualification to render opinions in such matters, in accordance with the Qualification Standards of the American Academy of Actuaries.



Scott Young, FSA, EA, MAAA

Director

cc: Mr. Roberto Aceveda, State of Alaska  
Ms. Kathy Lea, State of Alaska  
Mr. Kevin Worley, State of Alaska

## Section 1: Development of Termination Liability at June 30, 2019

	Total Liability	Liability Allocated to SCH*
(1) Pension Cost of Termination		
(a) Accrued Pension Liability Prior to Termination		
PERS DB		
Tier 1	\$ 363,447	\$ 363,447
Tier 2	2,697,055	1,882,135
Tier 3	<u>4,568,776</u>	<u>4,222,753</u>
Total PERS DB	7,629,278	6,468,335
PERS DCR	<u>8,365</u>	<u>8,850</u>
Grand Total	\$ 7,637,643	\$ 6,477,185
(b) Pension Termination Liability		
PERS DB		
Tier 1	\$ 453,923	\$ 453,923
Tier 2	2,988,294	1,995,070
Tier 3	<u>4,089,606</u>	<u>3,784,874</u>
Total PERS DB	7,531,823	6,233,867
PERS DCR	<u>0</u>	<u>0</u>
Grand Total	\$ 7,531,823	\$ 6,233,867
(c) Pension Cost of Termination (b-a, not less than \$0)	\$ 0	\$ 0
(2) Healthcare Cost of Termination		
(a) Accrued Healthcare Liability Prior to Termination		
PERS DB		
Tier 1	\$ 173,497	\$ 173,497
Tier 2	1,081,276	894,702
Tier 3	<u>3,003,764</u>	<u>2,658,996</u>
Total PERS DB	4,258,537	3,727,195
PERS DCR	<u>893,412</u>	<u>870,322</u>
Grand Total	\$ 5,151,949	\$ 4,597,517
(b) Healthcare Termination Liability		
PERS DB		
Tier 1	\$ 284,750	\$ 284,750
Tier 2	1,555,959	1,287,995
Tier 3	<u>4,196,447</u>	<u>3,664,725</u>
Total PERS DB	6,037,156	5,237,470
PERS DCR	<u>173,213</u>	<u>173,213</u>
Grand Total	\$ 6,210,369	\$ 5,410,683
(c) Healthcare Cost of Termination (b-a, not less than \$0)	\$ 1,058,420	\$ 813,166
(3) Total Cost of Termination (1(c)+2(c))	\$ 1,058,420	\$ 813,166

\*The liability allocated to Sitka Community Hospital is each member's liability multiplied by the ratio of the member's Sitka Community Hospital service to their total service in PERS.



## Section 2: Member Information

The following member information was used to determine the termination liability for Sitka Community Hospital\*:

Number of Members	124
Average Age as of June 30, 2019	47.77
Average Service with Sitka Community Hospital as of June 30, 2019	7.09
Total Average Benefit Service as of June 30, 2019	7.79
Average Annual Compensation as of June 30, 2019	\$ 77,060

\*Does not include any members with status changes after June 30, 2018 or any members hired after June 30, 2018.

## **Section 3: Summary of Plan Provisions of the Alaska Public Employees' Retirement System DB and DCR Plans**

The plan provisions used for this study are the same as those shown in the June 30, 2017 valuation reports for the State of Alaska Public Employees' Retirement System (PERS DB) and Defined Contribution Retirement (PERS DCR) plans. These are the same plan provisions as those used in the June 30, 2018 actuarial valuations of PERS DB and PERS DC.

## Section 4: Actuarial Basis

The actuarial assumptions and methods used for this study are the same as those described in the June 30, 2017 valuation reports for the State of Alaska Public Employees' Retirement System (PERS DB) and Defined Contribution Retirement (PERS DCR) plans, except as noted below:

- We reflected the new assumptions and methods effective for the June 30, 2018 valuations that were adopted by the ARMB in January 2019.
- The data used for this study was taken from the June 30, 2018 valuation data and rolled forward to the termination date using actuarial valuation assumptions. This data was compared to the data received from the Department of Administration for consistency.



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: RES 19-15A    Version: 1    Name:

Type: Resolution    Status: AGENDA READY

File created: 5/22/2019    In control: City and Borough Assembly

On agenda: 6/11/2019    Final action:

Title: Amending the Participation Agreement with the Alaska Supplemental Benefits System of Alaska by Sitka Community Hospital being removed from participation in the Supplemental Benefits System (amend as previously adopted on May 28, 2019 to change the participation removal date on line 30 to July 31, 2019)

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Res 2019-15A and Agreement Memo.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		

## **POSSIBLE MOTION**

**I MOVE TO** amend Resolution 2019-15A as previously adopted at the May 28, 2019 Assembly meeting by changing the participation removal date on line 30 to July 31, 2019, thereby approving Resolution 2019-15A on first and final reading as amended, and authorizing the Municipal Administrator to sign Participation Agreement Amendment No.1.

Note: Due to the delay of the Sitka Community Hospital sale by one month, this previously approved Resolution needs to be amended.

CITY AND BOROUGH OF SITKA

RESOLUTION NO. 2019 – 15A

**A RESOLUTION OF THE CITY AND BOROUGH OF SITKA AMENDING THE PARTICIPATION AGREEMENT WITH THE ALASKA SUPPLEMENTAL BENEFITS SYSTEM OF ALASKA BY SITKA COMMUNITY HOSPITAL BEING REMOVED FROM PARTICIPATION IN THE SUPPLEMENTAL BENEFITS SYSTEM**

**WHEREAS,** the Sitka Community Hospital, a political subdivision of the State of Alaska, entered into a participation agreement with the Supplemental Benefits System on February 1, 1983; and

**WHEREAS,** the Sitka Community Hospital has had their employees participate in the Supplemental Benefits System through the Sitka Community Hospital payroll system; and

**WHEREAS,** the employees will no longer participate in the Supplemental Benefits System.

**NOW, THEREFORE, BE IT RESOLVED** by the Assembly of the City and Borough of Sitka, Alaska that:

The Supplemental Benefits System Participation Agreement entered into between the State of Alaska (hereafter referred to as the State) and the Sitka Community Hospital on February 1, 1983, and approved by the State on January 31, 1983 is amended effective July 31, 2019 by terminating the Sitka Community Hospital from participation in the Supplemental Benefits System.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska, on this 11<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> and final reading 5/28/19  
Amended 1<sup>st</sup> and final reading 6/11/19

Sponsor: Administrator

# **SUPPLEMENTAL BENEFITS SYSTEM**

Division of Retirement and Benefits  
PO Box 110203 Juneau, AK 99811-0203  
Phone: (907) 465-4460  
Fax: (907) 465-3086

## **PARTICIPATION AGREEMENT AMENDMENT NO. 1**

The Supplemental Benefits System Participation Agreement entered into between the State of Alaska (hereafter referred to as the State) and the Sitka Community Hospital on February 1, 1983, and approved by the State on January 31, 1983 is amended effective July 31, 2019, by terminating the Sitka Community Hospital from participation in the Supplemental Benefits System.

\_\_\_\_\_  
*Authorized Representative Signature*

\_\_\_\_\_  
*Authorized Representative Name (please type/print)*

\_\_\_\_\_  
*Authorized Representative's Title*

**Approved:**

\_\_\_\_\_  
*Administrator*

\_\_\_\_\_  
*Date*



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-17S Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 5/8/2019 In control: City and Borough Assembly

On agenda: 6/11/2019 Final action:

Title: Adopting budgets and capital improvement plan for the General Fund, Internal Service Funds, and Special Revenue Funds for the fiscal year July 1, 2019 through June 30, 2020

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-17S](#)  
[Memo.pdf](#)  
[Ord 2019-17S.pdf](#)  
[Draft FY2020 Budget \(as amended through 5-22-19\).pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		
5/14/2019	1	City and Borough Assembly	AMENDED	Pass
5/14/2019	1	City and Borough Assembly	PASSED ON FIRST READING	Pass



## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-17S on  
second and final reading.



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Melissa Haley, Controller

**Date:** May 22, 2019

**Subject:** FY2020 Budget Adoption Ordinances

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The FY2020 budget process began in November of 2018 with staff being directed to budget to keep services at current levels. The first work session took place on January 10, 2019. Since then the assembly has met an additional 6 times and has spent at least 18 hours on FY2020 budget meetings and work sessions. The ordinances presented reflect the final version of the Administrator's budget, which has been amended both through direction given to the administrator via motions made and passed by the assembly, and through corrections made that have resulted from new information. A document is attached that details every change from the time the budgets were originally presented to the assembly. In the past, the budget ordinances consisted of only the appropriations. As the appropriations, approval to apply for loans or grants and rate increases (when applicable), are all interrelated, all are now being presented together.

### **Ordinance 2019-17**

Includes FY2020 appropriations for General Fund, Internal Service Funds, and Special Revenue funds and related capital improvement plan (General Fund only). The only contingent appropriation included in this ordinance is related to grant funding for a storm sewer. The assembly has previously approved a resolution to seek this funding (in the amount of \$55,000). There are no rate increases or loans for any of the funds included in this ordinance.

### **Ordinance 2019-18**

Includes FY2020 appropriations and related capital improvement plan for the Electric Fund. There is no rate increase being proposed for FY2020, nor are there any new loans or grants that appropriations are contingent on.

### **Ordinance 2019-19**

This ordinance includes Water Fund FY2020 appropriations and related capital improvement plan as well as approval to apply for loan funding in FY2020 in the amount of \$1,275,000 for the water system underneath of a portion of Lincoln Street that needs to be replaced.

**Ordinance 2019-20**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% rate increase that the FY2020 Wastewater Fund budget is based on. Please note that the assembly has already given approval (via resolution) to seek DEC loan funding in the amount of \$5,079,500 for the Wastewater Treatment Plant rehabilitation project.

**Ordinance 2019-21**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% (collection) / 2.5% drop off rate increase that the Solid Waste Fund budget is based on. There are no new loans or grants that appropriations are contingent on.

**Ordinance 2019-22 / Resolution 2019-13**

This ordinance covers only the FY2020 appropriations and related capital improvement plan. By code, the rates for harbor moorage are adopted by resolution, thus the proposed 3% rate increase (that has been approved by the Port and Harbor Commission) is being presented separately. Also, it should be noted that there is \$17,203,000 in contingent grants included in the FY2020 budget. The assembly has already authorized the CBS to apply for \$1,703,000 (for projects at Thomsen and Eliason Harbors). The remaining \$16,000,000 is proposed grant funding for the seaplane base project. This will come before the assembly separately due to timing upcoming grant applications.

**Ordinance 2019-23**

The final ordinance includes FY2020 appropriations and related capital improvement plans for the remaining enterprise funds that have no user fees (Airport Terminal Fund, the Marine Service Center Fund, and the GP Industrial Park Fund).

# FISCAL 2020 BUDGET CHANGES

<b>General Fund</b>				
Beginning Revenue	\$	29,979,628.00		
Beginning Expense	\$	29,979,172.73		
		\$	57,000.00	Assembly approval of PAC MOA (4/25)
		\$	15,000.73	Assembly direction to increase library hours (4/23)
		\$	546,224.00	Assembly motion to increase local funding to SSD (5/2)
		\$	(80,000.00)	Transfer in from VEF for HCH visitor support
		\$	(598,578.00)	Health insurance savings
		\$	(7,956.82)	Personnel/Benefit Adjustment
		\$	(48,000.00)	Transfers out for Fish Box Tax Adjustment
		\$	(32,127.00)	Reduction in Travel & Training (5/14)
		\$	25,000.00	Add in funds for the Ride
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>123,892.36</b>		
<b>Electric Fund</b>				
Beginning Revenue	\$	18,201,278.00		
Beginning Expense	\$	27,620,304.29		
		\$	(30,320.00)	Including depreciation
		\$	(136,651.12)	IT fee adjustment
		\$	(5,250.00)	Health insurance savings
		\$	(80,000.00)	Reduction in Travel & Training (5/14)
		\$	(80,000.00)	Reduction per 5/14 motion (fuel)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(9,166,805.17)</b>		
<b>Water</b>				
Beginning Revenue	\$	3,021,185.00		
Beginning Expense	\$	3,796,624.55		
		\$	(6,759.00)	Including depreciation
		\$	(20,224.56)	IT fee adjustment
		\$	(1,050.00)	Health insurance savings
		\$	(1,050.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(747,405.99)</b>		
<b>Wastewater</b>				
Beginning Revenue	\$	3,769,356.00		
Beginning Expense	\$	4,481,137.90		
		\$	(14,695.00)	Including depreciation
		\$	(33,048.00)	IT fee adjustment
		\$	(33,048.00)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(664,038.90)</b>		
<b>Solid Waste</b>				
Beginning Revenue	\$	4,825,309.00		
Beginning Expense	\$	5,116,252.48		
		\$	(253.00)	Including depreciation
		\$	(16,449.36)	IT fee adjustment
		\$	(16,449.36)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(274,241.12)</b>		
<b>Harbor</b>				
Beginning Revenue	\$	4,384,870.00		
		\$	(2.00)	Clean up on rounding entries
		\$	(69,000.00)	Fish box tax revenue adjustment
Beginning Expense	\$	6,544,176.95		
		\$	(93,196.08)	Including depreciation
		\$	75,000.00	Health insurance savings
		\$	(10,540.00)	Condition assessment Crescent High-load
		\$	(10,540.00)	IT fee adjustment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(2,199,572.87)</b>		
<b>Marine Service Center</b>				
Beginning Revenue	\$	166,200.00		
Beginning Expense	\$	258,022.00		
		\$	70,000.00	Including depreciation
		\$	80,000.00	Added to the MSC Roof Condenser Replacement
		\$	80,000.00	Add in MSC Bulkhead Condition Assessment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(241,822.00)</b>		
<b>IT Fund</b>				
Beginning Revenue	\$	1,552,395.00		
Beginning Expense	\$	1,592,038.63		
		\$	(1,500.00)	Including depreciation
		\$	(1,500.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(38,143.63)</b>		
<b>Visitor Enhancement Fund</b>				
Beginning Revenue	\$	535,000.00		
Beginning Expense	\$	445,000.00		
		\$	180,200.00	Increase appropriation based on Assembly decision
		\$	180,200.00	on FY20 funding for marketing/visitor services
		\$	180,200.00	(includes \$80K transfer in to General Fund)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(90,200.00)</b>		

## CITY AND BOROUGH OF SITKA

## ORDINANCE NO. 2019-17S

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING BUDGETS AND CAPITAL IMPROVEMENT PLAN FOR THE GENERAL FUND,  
INTERNAL SERVICE FUNDS, AND SPECIAL REVENUE FUNDS  
FOR THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020**

**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 2020.

**4. ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska that the following expenditure budgets (see below) for the fiscal period beginning July 1, 2019 and ending June 30, 2020 and related capital improvement plan (included in the FY2020 Administrator's Budget) are hereby adopted as follows:

	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>GENERAL FUND</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
General Fund	\$ 30,059,628	\$ 25,483,099	\$ 4,452,637	\$ 29,935,736

<u>INTERNAL SERVICE FUNDS</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Information Technology Fund	\$ 1,552,395	\$ 1,545,838	\$ 45,000	\$ 1,590,538
Central Garage Fund	\$ 1,948,396	\$ 1,382,892	\$ 643,200	\$ 2,026,092
Building Maintenance Fund	\$ 590,679	\$ 791,249	\$ -0-	\$ 791,249

<u>SPECIAL REVENUE FUNDS</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Pet Adoption Fund	\$ 900	\$ 900	\$ -0-	\$ 900
Sitka Forfeiture Fund	\$ 1,000	\$ 900	\$ -0-	\$ 900
Justice Assistance Grant	\$ 129,188	\$ 118,099	\$ -0-	\$ 118,099

State Forfeiture Fund	\$ 5,000	\$ 5,000	\$ -0-	\$ 5,000
Homeland Security Grant	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Library Building Fund	\$ 372	\$ 1,000	\$ -0-	\$ 1,000
Southeast Alaska Economic Development Fund	\$ 103,700	\$ 93,100	\$ -0-	\$ 93,100
GPIP Contingency Fund	\$ 13,200	\$ 13,200	\$ -0-	\$ 13,200
Sitka Community Hospital Dedicated Fund	\$ 971,500	\$ 890,500	\$ -0-	\$ 890,500
Student Activities Travel Fund	\$ 2,500	\$ 2,500	\$ -0-	\$ 2,500
Fisheries Enhancement Fund	\$ 36,000	\$ 36,000	\$ -0-	\$ 36,000
Utility Subsidization Fund	\$ -0-	\$ 161,543	\$ -0-	\$ 161,543
Commercial Passenger Vessel Excise Tax Fund	\$ 457,000	\$ 151,200	\$ -0-	\$ 151,200
Visitor Enhancement Fund	\$ 535,000	\$ 625,200	\$ -0-	\$ 625,200
Revolving Fund	\$ 23,000	\$ 23,500	\$ -0-	\$ 23,500
Guarantee Fund	\$ 5,500	\$ 5,500	\$ -0-	\$ 5,500
Cemetery Fund	\$ 2,000	\$ 2,000	\$ -0-	\$ 2,000
Rowe Trust Fund	\$ 4,500	\$ 4,500	\$ -0-	\$ 4,500
Library Endowment Fund	\$ 5,200	\$ 5,000	\$ -0-	\$ 5,000
Bulk Water Fund	\$ 18,000	\$ 30,000	\$ -0-	\$ 30,000
Seasonal Sales Tax/School Bond Debt Service Fund	\$ 1,671,222	\$ 2,796,115	\$ -0-	\$ 2,796,115
<b><u>PERMANENT FUND</u></b>				
Permanent Fund	\$ 730,941	\$ 1,447,500	\$ -0-	\$ 1,447,500

<b><u>GENERAL FUND CAPITAL PROJECT FUND</u></b>	REVENUE	OPERATIONS	CAPITAL /TRANSFER	TOTAL
General Capital Project Fund	\$ 1,962,474	\$ -0-	\$ 1,962,474	\$ 1,962,474
General Fund Capital Contingent on State/Federal Funding	\$ 55,000	\$ -0-	\$ 55,000	\$ 55,000

**EXPLANATION**

Details of individual budgets and capital improvement plans are contained in the FY2020 Administrator's Budget. 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. This ordinance fulfills the requirements of Section 11.08 of the Home Rule Charter of the City and Borough of Sitka regarding annual adoption of a capital improvements program.

**5. EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 28th day of May, 2019.

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Gary L. Paxton, Mayor

ATTEST:

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Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 5/14/19  
1<sup>st</sup> reading substitute 5/28/19  
2<sup>nd</sup> reading 6/11/19

Sponsor: Administrator



# **CITY AND BOROUGH OF SITKA**

**FISCAL YEAR 2020**

## **DRAFT**

## **CONSOLIDATED OPERATING BUDGET**



May 6, 2019

**Mayor, Assembly Members, and Fellow Citizens of the  
City and Borough of Sitka**

Dear Mayor and Assembly Members,

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 2020 Operating Budget of the City and Borough of Sitka and Sitka are hereby presented for your approval.

After a long and particularly challenging budget process (largely due to the state budget), we are pleased to submit a final FY2020 budget to you. This budget largely maintains current operations, keeps local funding to the school district at the same level as last year, and also provides a small surplus at the end of the fiscal year, which, per Sitka General Code, can be used in the subsequent fiscal year to address the growing amount of deferred infrastructure projects across the municipality. As we have discussed throughout this process, the City and Borough of Sitka now must rely much more heavily on revenue generated locally. As we learned with the deep cuts proposed for FY2020, state funding sources are at high risk of being eliminated, and, while the municipality has decreased its dependence on state funding, previously unanticipated decreases in funding such as the possible elimination of the disbursement of raw fish tax to municipalities or the proposed decrease in school funding would have significant impacts.

**General Fund**

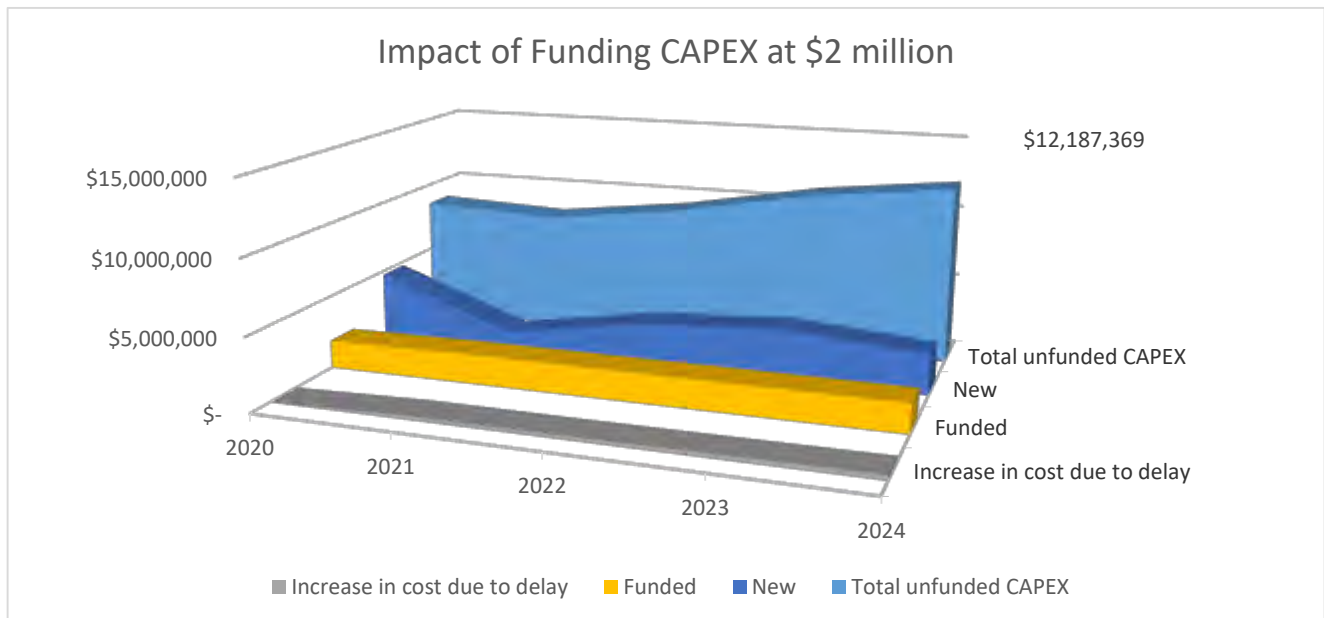
In the FY2020 budget, staff were directed to budget to maintain the current level of service. Given the dire budget presented by the Governor, staff also made conservative assumptions on the revenue side. This means that the overall budget is \$1.3 million less than the FY2019 amended budget. Under this budget governmental services are maintained at the current level, the Sitka School District (SSD) is funded at the same level as FY2019, \$1.9 million has been budgeted for repair of infrastructure, and the Harbor Fund and the School Bond Debt Service Fund are being subsidized in the event that some proposed state funding cuts are actualized.

As has been highlighted throughout this budget process, every time a budget choice is made it is between one of 4 areas:

- Repair of Infrastructure
- Services (including public safety, recreation, street maintenance, and general governmental services)
- Support to education
- Transfers and/or Subsidization to other funds

## Infrastructure Repair

While funding for infrastructure repair is at a similar level for FY2020 as in previous years, this level of funding is insufficient to cover all the projects that need to be done maintain the current level of infrastructure and is leading to growing level of deferred projects, as is illustrated in the chart below:



In addition, as the state is no longer reimbursing municipalities for a significant portion of the debt service related to bonding to build and/or renovate schools, a greater burden will fall on the municipality in the future. City and SSD staff will work this summer to define a maintenance/renovation plan with baseline costs for Sitka's schools. Fortunately, the municipality's schools are in relatively good shape, and, while the numbers that SSD is required to report to the state (which are based on total replacement costs) are very large, SSD staff have recently indicated that they believe that with continued proactive preventative maintenance, there are very few major projects that will need to be undertaken soon.

## Governmental Services

For years CBS has been improving efficiencies and cutting costs, including personnel. We are at a point where further efficiencies need to be made or it will result in burnout, frustration and ultimately result in reduced services to the community. Current staffing is lean and it is becoming increasingly more difficult to dedicate time to seek these additional efficiencies that could benefit the community. Fortunately, due to savings in the municipality's health insurance, the cost of providing these services in FY2020 has decreased. The FY2020 budget contains no significant increased expenditure other than programmatic spending increases due to collective bargaining agreements and in most departments the FY2020 budget has decreased from FY2019.

## Local Support to Education

The proposed municipal budget funds the Sitka School District (SSD) at a level that ensures a balanced FY2020 SSD budget. However, looking forward it is likely that declining enrollment, continually increasing expense (including the effects of collective bargaining), and the current political climate (especially the governor's proposed cuts to school funding) mean that the municipality may soon be in a situation in which even funding to the maximum allowable level will not be sufficient to meet the SSD's needs. The level of FY2020 funding to the schools is at the expense of increasing deferred capital

projects. Continuing with this same level of funding without increasing revenue, decreasing the scope of infrastructure that the municipality maintains, or cutting other costs is unsustainable. FY2020 local funding is over 100% of the maximum allowable, however, as some of this is able to be counted as non-instructional, the funding amount in the FY2020 budget is allowable.

### Enterprise Funds

In our utility and harbor funds, we have adopted a policy of considering annual user fee increases that are in line with long range fiscal plans. Our fiscal plans span a decade, at a minimum, and model the necessary increases in user fees required to finance needed infrastructure renovation while maintaining minimum levels of liquidity and financial stability. The fiscal plans are constantly evolving and are collaboratively updated at least annually.

Our budget proposes user fee increases for our solid waste (6.5%) and wastewater utilities (6.5%), as well as in our moorage rates (3%) for the Harbor Fund. There are no proposed increases to electricity rates nor to water rates this fiscal year. Current projections show that while we will be able to maintain the debt service coverage in the Electric Fund that is required by our bond agreements without a user fee increase this year, we will be very closely monitoring revenue, and, if consumption falls, it will become necessary to either make a rate increase or subsidize the Electric Fund from the General Fund. Current projections for the electric fund look out only 10 years and consider only nearer-term smaller capital projects. Further clarity on significant projects such as the Green Lake Overhaul, will likely impact projections. The Harbor Fund has a lower increase for FY2020 than originally projected, due better than anticipated FY2018 performance, and specifically a higher remittance of Raw Fish Tax. Should governor be successful in eliminating the distribution of the Raw Fish Tax to municipalities, the fiscal model for the Harbor Fund will have to be redone and the rate structure will have to be revised to ensure that they harbor system's infrastructure is maintained and bond covenants are met. Ultimately, current projections show annual rate increases of 5.8%. This level of sustained rate increase may be unsustainable and other options must be considered.

	Current	FY2020	Difference
<b>Example of a residential utility bill @ budgeted rates</b>	<b>Rates</b>	<b>Budgeted</b>	
Electric (base fee plus 1500kwh) (average of summer/winter rates)	\$ 254.48	\$ 254.48	\$ -
Water	\$ 49.45	\$ 49.45	\$ -
Sewer	\$ 59.09	\$ 62.93	\$ 3.84
Garbage pickup (96 gallon can)	\$ 55.37	\$ 58.97	\$ 3.60
Refuse drop 250lbs	\$ 6.50	\$ 6.67	\$ 0.17
Sales Tax (average of summer/winter rates)	\$ 23.37	\$ 23.79	\$ 0.42
<b>Total charge/impact to representative utility bill</b>	<b>\$ 448.26</b>	<b>\$ 456.28</b>	<b>\$ 8.02</b>

Annual increase of example: \$96.24

	Current	FY2020	Difference
<b>Example of permanent moorage @ budgeted rates</b>	<b>Rates</b>	<b>Budgeted</b>	
Permanent moorage-40 ft vessel/month	\$ 140.40	\$ 144.80	\$ 4.40
Sales Tax (average of summer/winter rates)	\$ 7.72	\$ 7.96	\$ 0.24
<b>Total charge/impact to for monthly moorage</b>	<b>\$ 148.12</b>	<b>\$ 152.76</b>	<b>\$ 4.64</b>

Annual increase: \$55.68

As our auditors explained in their presentation of the FY2018 Comprehensive Annual Financial Report, our enterprise funds—specifically our utilities and harbor system—while generally maintaining a positive cashflow from operations, are falling far short of the mark when it comes to setting aside any funds for future infrastructure replacement, meaning that the only way these funds can maintain their infrastructure is by funding projects by taking on more debt.

### **Sitka Community Hospital**

A significant change to overall governmental services provided to Sitka's citizens is the sale of the business operations of Sitka Community Hospital (a component unit of the area-wide municipal government) to the Southeast Alaska Regional Health Consortium (SEARHC). Barring any unforeseen delays, closing of the sale is scheduled to take place on June 30, 2019.

While the sale will result in the transfer of ongoing health care services and related employees to SEARHC (along with some equipment), the assets and liabilities of the previous Sitka Community Hospital will pass to the City and Borough of Sitka for financial reporting and budgeting purposes. The physical hospital buildings will be leased to SEARHC and a small contractual need will remain necessary to wind down the business operations of the old hospital (collecting patient receivables, paying remaining trade obligations, etc.).

A significant liability of Sitka Community Hospital that will pass to the City and Borough of Sitka is a retirement plan or PERS termination debt. Sitka Community Hospital employees have participated in the State of Alaska Professional Employees Retirement System (PERS), and, when participation is terminated through an event wherein employees leave the PERS system, the employer incurs a sizeable debt for its portion of the unfunded liability of the overall PERS plan. To help pay for the unfunded liability debt assumed, the Municipality will retain the tobacco tax revenue previously remitted to Sitka Community Hospital.

For financial reporting and budgeting purposes, the remaining business activities and expenditures of Sitka Community Hospital will be accounted for in the old Tobacco Tax special revenue fund. The fund will be renamed the Sitka Community Hospital Dedicated Fund and combine tobacco tax collection proceeds with business wind down activities.

### **Capital Improvement Program**

The Capital Improvement Program has been developed to address the infrastructure and service needs of our community. Wherever possible, we have identified Federal and State sources of revenue to finance these projects. Individual capital improvement projects have already been outlined 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 the working capital to be expended in each project including grant revenue, loan proceeds, 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).

The Capital Improvement Program is shown in its entirety at the Capital Improvements Tab of the FY2020 budget, and, individual projects for each fund are shown in the respective capital sections for that fund.

### **Future Outlook**

The key challenge facing the CBS continues to be the alignment of governmental services provided by municipality to its citizens with sustainable revenue streams to not only pay for such services, but also, to provide for the repair, maintenance, and eventual replacement of the infrastructure associated with such services.

For our utilities, years of no rate increase (even at times of high inflation) has left us in a situation in which we must rely heavily on debt and rate increases to fund that debt must be made every year. Fortunately for many of our funds, rate increases will now settle to inflationary adjustments—the period of playing catch-up has passed.

The current level of municipal services, including funding of local education, and the level of infrastructure that must be maintained is unsustainable given current revenue. Fortunately, sales tax code revisions in recent years ensure that we are in a better position than we would otherwise be, but as it becomes ever clearer that the municipality can't continue to rely on the State, decisions must be made—either to increase revenue, to decrease the level of infrastructure that is maintained, or to decrease the services provided to our citizens and visitors.

Despite the challenges, there continue to be bright spots in Sitka's future. Tourism continues to grow, and a plan for increased Coast Guard presence in Sitka, as well as plans for construction of a new SEARHC hospital bode well for the future. However, a proactive approach must be taken, work towards the development of the No Name mountain area, revision of zoning to encourage business and other development, and marketing of our town is critical to Sitka's future.

### **Summary**

Despite this year's challenges, the budget we have presented is one that is fairly conservative and considers much of the impact that the cuts proposed by the governor could have. Should some of those cuts not come to pass, the municipality will end fiscal year 2020 in a better than anticipated position and will be able to dedicate any surplus to help address deferred infrastructure projects.

Respectfully Submitted,

A handwritten signature in blue ink, appearing to read "P. Keith Brady". The signature is fluid and cursive, with a large, stylized "P" and "B".

P. Keith Brady  
Municipal Administrator

# 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.

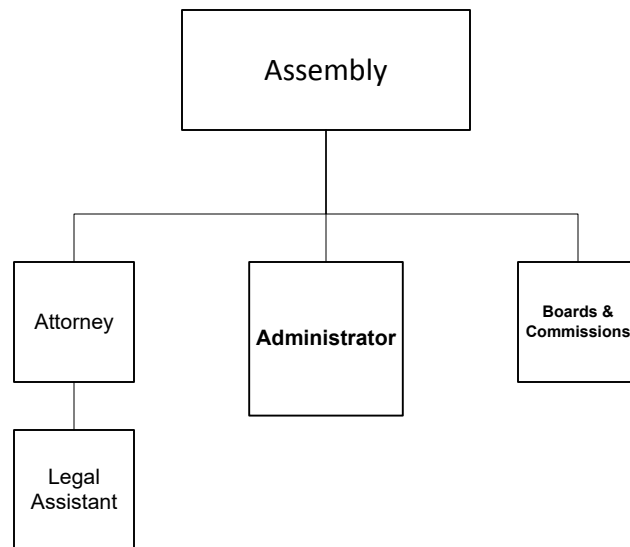
### ONGOING PRIORITY ACTION

- 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**

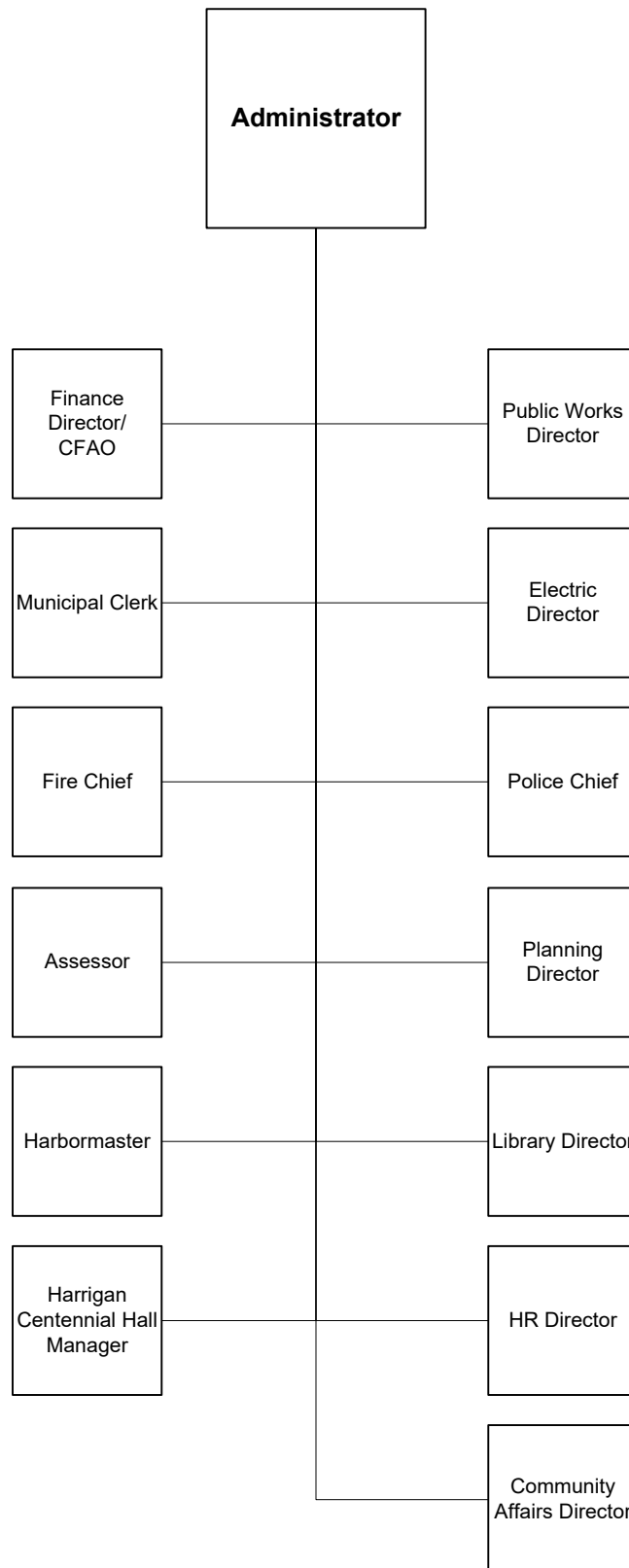
- **Accountability** - Accepting responsibility for job performance, actions, and behavior.
- **Commitment** - Individual and collective dedication of employees in providing quality services to meet customer needs.
- **Equal Opportunity** - Providing a work environment that is fair to all employees through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

Administrator,  
Legal, Boards and  
Commissions

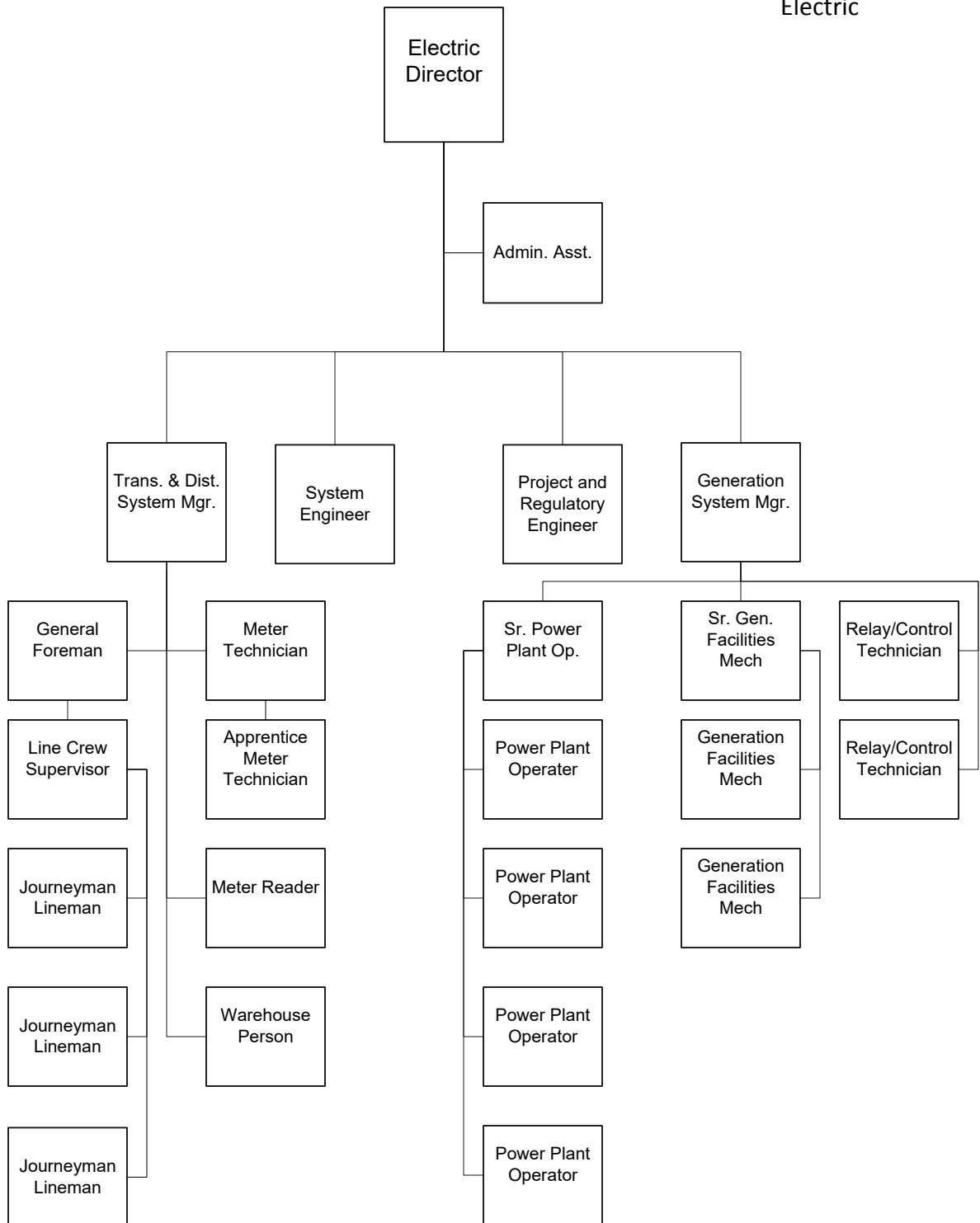


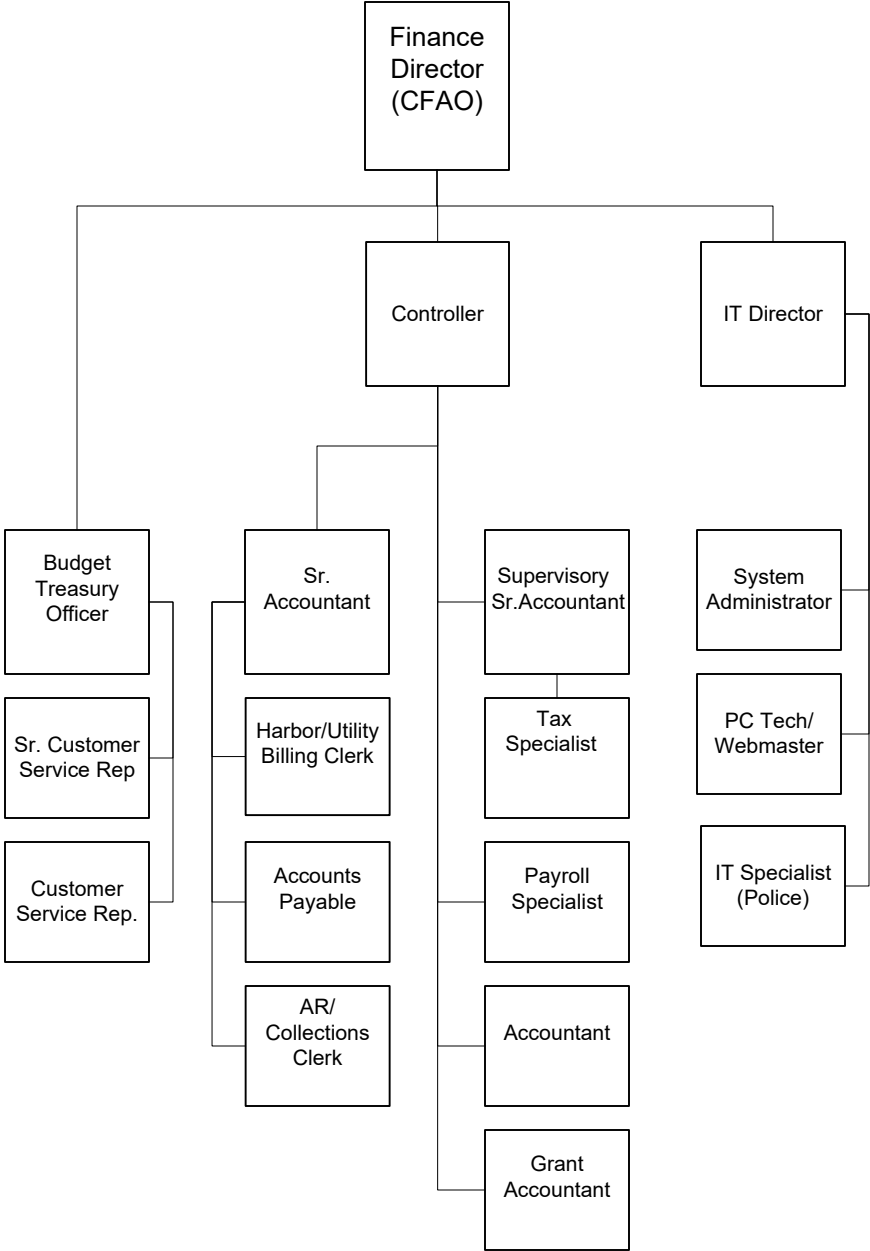


## Departments

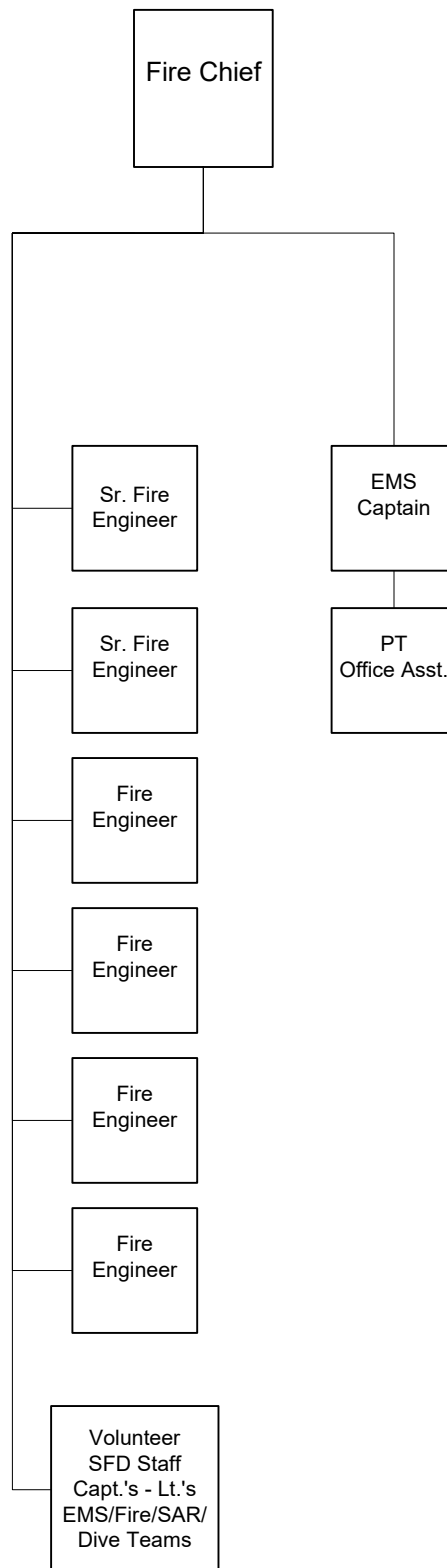


## Electric

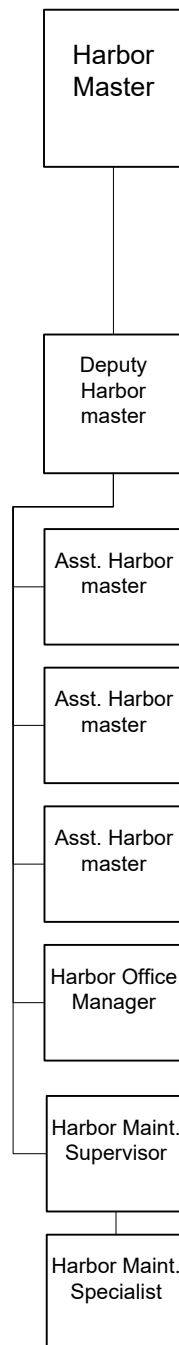




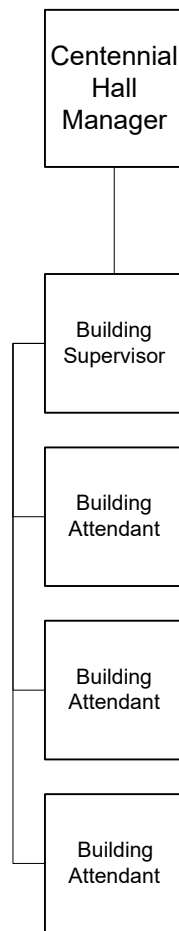
## Fire



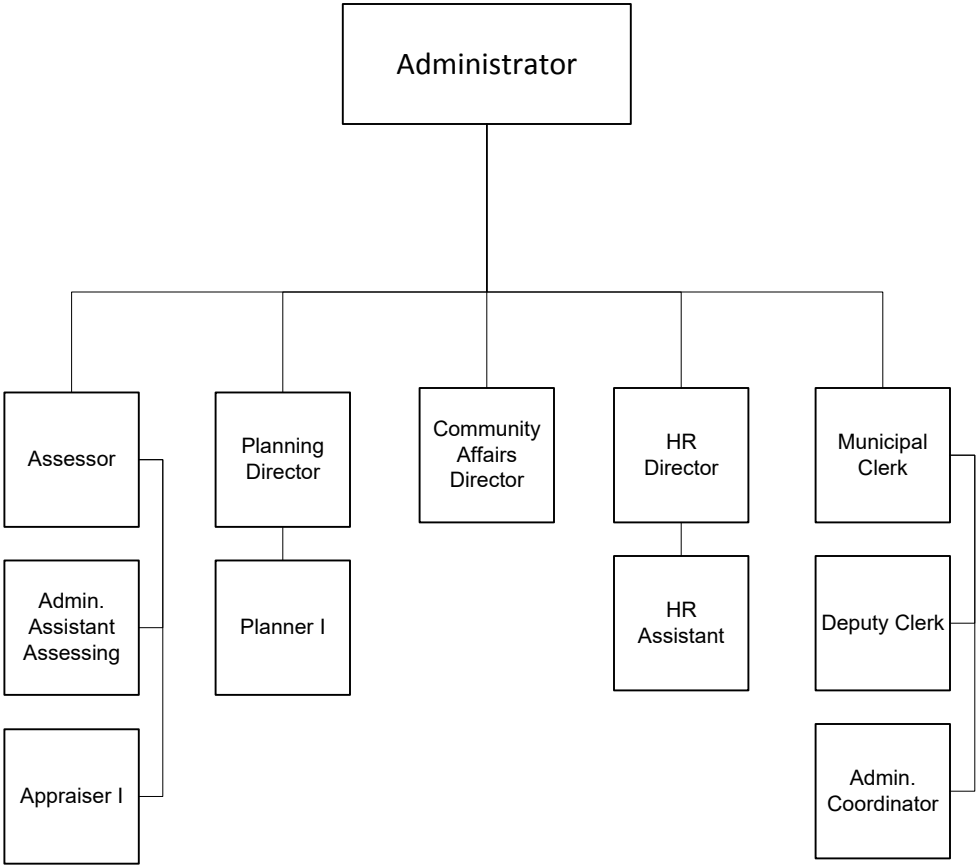
## Harbors



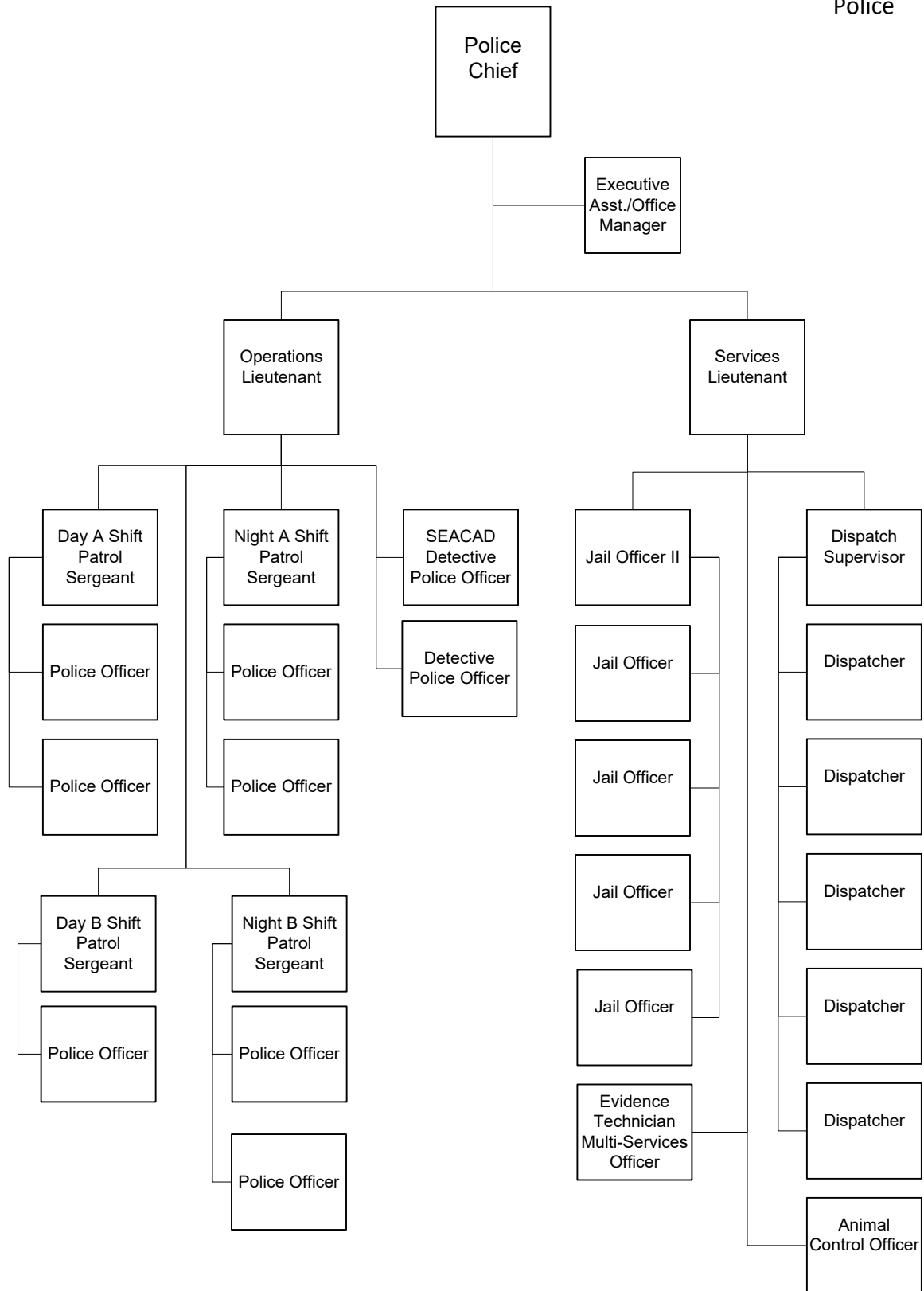
HCH



Planning, Assessing,  
Municipal Clerk, HR,  
Community Affairs

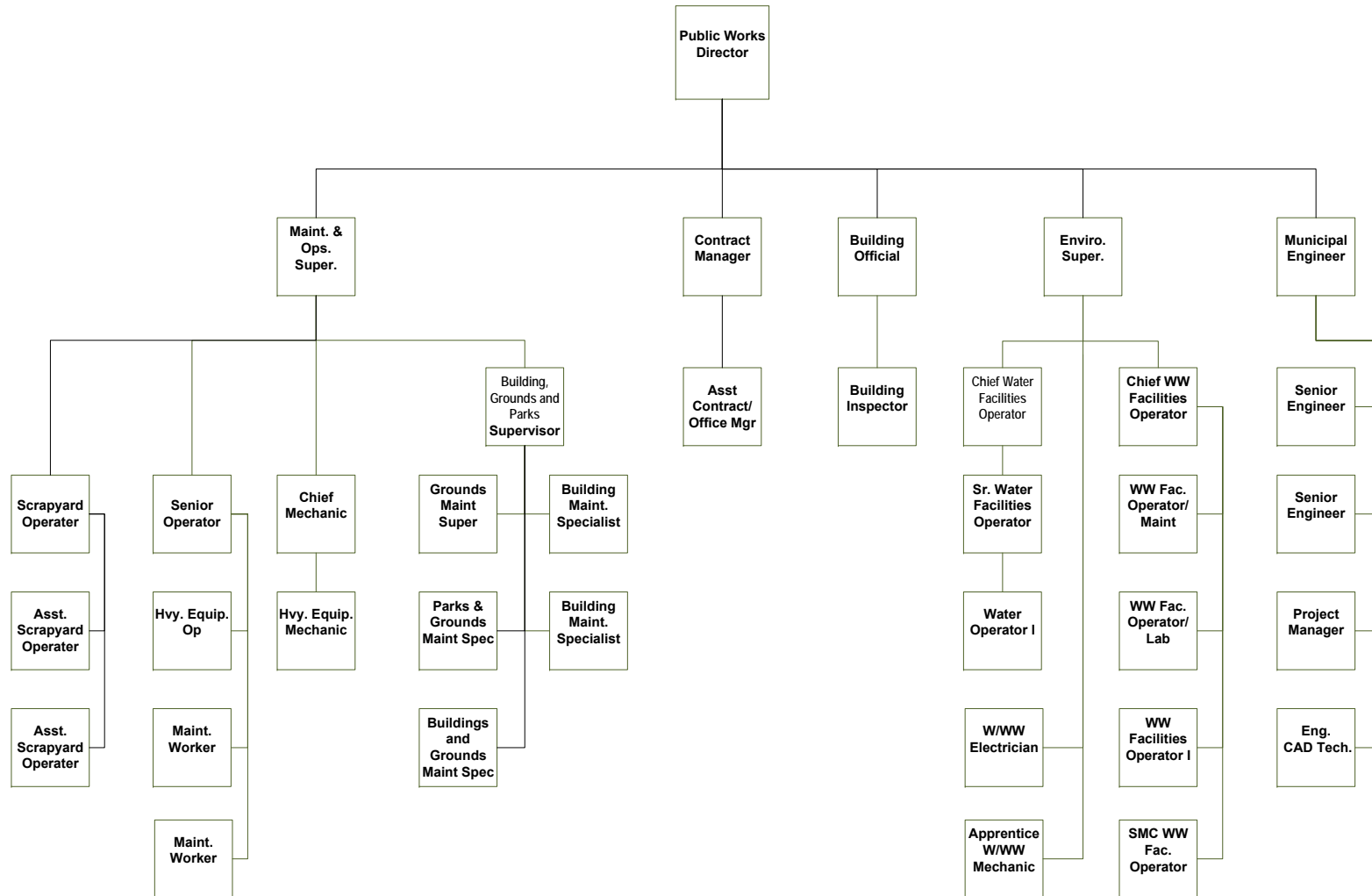


Police

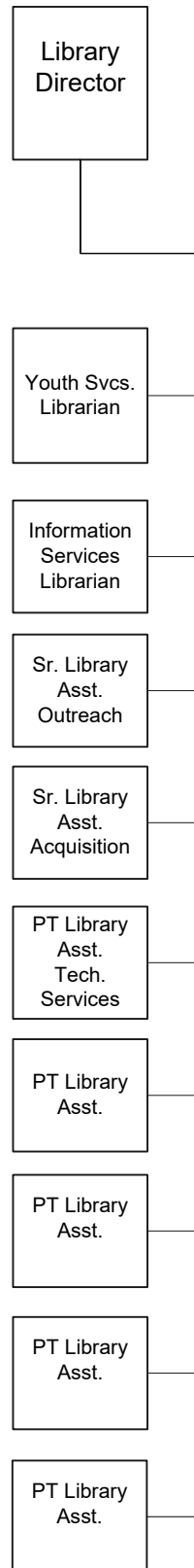




## Public Works



Sitka Public  
Library



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# City and Borough of Sitka

## FY20 STAFFING TABLE

Department	Position	Grade	Pay	FTE
001 - Administrator	Administrator		\$ 62.50	1
	Community Affairs Director	34	\$ 41.39	1
	Administrative Coordinator	27	\$ 25.91	1
	Human Resources Assistant	27	\$ 29.33	1
	Human Resources Director	37	\$ 49.22	1
002 - Attorney	Attorney		\$ 67.31	1
	Legal Assistant	27	\$ 28.61	1
003 - Municipal Clerk	Deputy Clerk/Records Clerk	28	\$ 30.90	1
	Municipal Clerk	36	\$ 44.60	1
004 - Finance	Accountant	28	\$ 35.83	1
	Accounting Clerk - A/P		\$ 21.08	1
	Accounting Clerk-A/R Collections		\$ 22.29	1
	Tax Specialist		\$ 24.66	1
	Budget/Treasury Officer	33	\$ 41.86	1
	Chief Finance and Admin Officer	41	\$ 62.83	1
	Customer Service Representative		\$ 19.97	1
	Controller	36	\$ 50.45	1
	Grant Accountant	28	\$ 27.99	1
	Payroll Specialist	27	\$ 28.61	1
	Senior Accountant	30	\$ 38.69	1
	Sr. Customer Service Represent		\$ 22.29	1
	Supervisory Senior Accountant	32	\$ 34.47	1
	Utility/Harbor Billing Clerk		\$ 22.26	1
005 - Assessing	Administrative Assistant		\$ 26.27	1
	Appraiser 1		\$ 27.59	1
	Assessor	36	\$ 49.22	1
006 - Planning	Planner 1	28	\$ 30.90	1
	Planning Director	35	\$ 40.80	1

# FY20 STAFFING TABLE

## 021 - Police

Administrative Assistant	25	\$ 24.96	1
Animal Control Officer		\$ 23.76	1
Dispatch & Records Clerk		\$ 20.48	1
Dispatch & Records Clerk		\$ 21.51	1
Dispatch & Records Clerk		\$ 20.48	1
Dispatch & Records Clerk		\$ 20.48	1
Dispatch & Records Clerk		\$ 20.48	1
Dispatch & Records Supervisor		\$ 33.85	1
Jail Officer		\$ 20.48	1
Jail Officer		\$ 23.17	1
Jail Officer		\$ 20.48	1
Jail Officer II		\$ 27.50	1
Jail Officer		\$ 20.48	1
Lieutenant - Operations	34	\$ 43.51	1
Lieutenant - Services	34	\$ 44.60	1
Multi-Services Officer		\$ 25.73	1
Police Chief	38	\$ 52.96	1
Police Officer		\$ 31.74	1
Police Officer		\$ 28.76	1
Police Officer		\$ 28.76	1
Police Officer		\$ 28.76	1
Police Officer		\$ 30.98	1
Police Officer		\$ 28.06	1
Police Officer - Detective		\$ 29.47	1
Police Officer - Detective		\$ 30.98	1
Police Officer-*SEACAD-Fund 152		\$ 29.48	1
Sergeant		\$ 35.61	1
Sergeant		\$ 37.79	1
Sergeant		\$ 34.07	1
Sergeant		\$ 34.07	1

## 022 - Fire Protection

EMS/Fire Captain		\$ 39.32	1
Fire Chief	36	\$ 49.25	1
Fire Engineer		\$ 24.76	1
Senior Fire Engineer		\$ 37.77	1
Fire Engineer		\$ 21.67	1
Fire Engineer		\$ 22.30	1
Senior Fire Engineer		\$ 32.40	1
Fire Engineer		\$ 21.67	1
Office Assistant		\$ 20.89	0.5

## 031 - Public Works - Administration

Contract Manager	29	\$ 34.48	1
Public Works Director	41	\$ 62.83	1
Maint. & Operations Superintend	35	\$ 44.62	1
Asst. Contract Coord./Office Mgr.	25	\$ 24.36	1

## FY20 STAFFING TABLE

### 032 - Engineering

Municipal Engineer	39	\$ 59.89	1
Project Manager	34	\$ 46.85	1
Engineering CAD Tech		\$ 27.99	1
Senior Engineer	36	\$ 57.08	1
Senior Engineer	36	\$ 53.01	1

### 033 - Streets

Heavy Equipment Operator		\$ 27.12	1
Maintenance Worker		\$ 21.78	1
Maintenance Worker		\$ 21.17	1
Senior Operator		\$ 32.47	1

### 034 - Recreation

Parks and Grounds Maintenance Supervisor		\$ 29.86	1
Grounds Maint Specialist		\$ 23.87	1
Blding & Grounds Maintenance Specialist		\$ 27.68	1

### 035 - Building Department

Building Inspector		\$ 25.47	1
Building Official	29	\$ 34.48	1

### 041 - Library

Library Assistant		\$ 15.92	0.38
Information Services Librarian		\$ 30.46	1
Library Assistant		\$ 19.82	0.69
Library Assistant		\$ 15.92	0.38
Library Assistant		\$ 17.05	0.38
Library Assistant -Tech Services		\$ 17.48	0.54
Library Director	30	\$ 34.21	1
Senior Library Assis.Acquisition		\$ 19.64	1
Senior Library Assistant -Loan		\$ 19.64	1
Youth Services Librarian		\$ 27.73	1

# FY20 STAFFING TABLE

## 043 - Centennial Building

Cent. Building Attendant		\$ 21.77	1
Cent. Building Attendant		\$ 25.63	1
Cent. Building Manager	30	\$ 37.74	1
Cent. Building Supervisor		\$ 26.95	1
Building Attendant		\$ 16.42	1

## 200 - Electric

Administrative Assistant	24	\$ 24.96	1
Meter Technician		\$ 48.35	1
Electric Utility Director	44	\$ 76.42	1
General Foreman		\$ 54.16	1
Generation Facilities Mechanic		\$ 45.46	1
Generation Facilities Mechanic		\$ 45.46	1
Generation System Manager	40	\$ 62.88	1
Line Crew Supervisor		\$ 51.40	1
Line Worker		\$ 48.35	1
Line Worker		\$ 48.35	1
Line Worker		\$ 48.35	1
Meter Reader		\$ 21.76	1
Apprentice Meter Technician		\$ 33.06	1
Operator		\$ 45.46	1
Operator		\$ 45.46	1
Operator		\$ 45.46	1
Operator		\$ 45.46	1
Project & Regulatory Engineer	36	\$ 49.25	1
Relay Control Technician		\$ 48.35	1
Relay Control Technician		\$ 48.35	1
Senior Operator		\$ 48.35	1
Sr. Gen Facilities Mechanic		\$ 48.95	1
System Engineer	40	\$ 59.84	1
T&D System Manager	40	\$ 59.82	1
Warehouse Person		\$ 43.51	1

# FY20 STAFFING TABLE

210 - Water	Chief Water Facilities Operator		\$ 35.41	1
	Senior Water Facilities Operator		\$ 32.92	1
	Water Operator 1		\$ 27.59	1
220 - WWTP	Chief WW Facilities Operator		\$ 34.68	1
	Environmental Superintendent	39	\$ 55.59	1
	SMC WW Facilities Operator		\$ 30.59	1
	W&WW Facilities Mechanic		\$ 39.37	1
	W/WW Facilities Electrician		\$ 48.01	1
	WW Facilities Operator 1		\$ 29.12	1
	WW Facilities Operator/Lab		\$ 30.34	1
	WW Facilities Operator/Maint.		\$ 23.58	1
230 - Solid Waste	Landfill/Scrapyard Hvy Operator		\$ 26.27	1
	Asst Landfill/Scrapyard Operator		\$ 22.07	1
	Asst Landfill/Scrapyard Operator		\$ 22.07	1
240 - Harbor	Assistant Harbormaster		\$ 23.96	1
	Assistant Harbormaster		\$ 19.43	1
	Assistant Harbormaster		\$ 20.72	1
	Deputy Harbormaster	27	\$ 27.91	1
	Harbor Maintenance Specialist		\$ 25.13	1
	Harbor Maintenance Supervisor		\$ 34.60	1
	Harbormaster	34	\$ 44.60	1
	Office Manager		\$ 19.99	1
300 - MIS	Information Systems Director	37	\$ 46.85	1
	IT Specialist		\$ 29.56	1
	IT System Administrator	32	\$ 38.61	1
	PC Tech / Webmaster		\$ 26.38	1
310 - Central Garage				
	Chief Heavy Equipment Mechanic		\$ 30.56	1
	Heavy Equipment Mechanic		\$ 26.14	1
320 - Building Maintenance				
	Bldg. Maintenance Specialist		\$ 30.59	1
	Bldg. Maintenance Specialist		\$ 24.90	1
	Building, Parks & Grounds Supervisor	32	\$ 39.56	1
				152.87



City and Borough of Sitka  
Revenue and Appropriations Summary  
Fiscal Year 2020

<u>Fund</u>	<u>Revenues</u>	<u>Operating Appropriations</u>	<u>Capital Appropriations</u>	<u>Net Change to Fund Balance</u>
General	\$ 30,059,628	\$ 27,917,262	\$ 2,018,474	\$ 123,892
Electric	\$ 18,201,278	\$ 25,913,083	\$ 1,455,000	\$ (9,166,805)
Water	\$ 3,021,185	\$ 3,511,591	\$ 257,000	\$ (747,406)
Wastewater	\$ 3,769,356	\$ 4,163,395	\$ 270,000	\$ (664,039)
Solidwaste	\$ 4,825,309	\$ 5,076,550	\$ 23,000	\$ (274,241)
Harbor	\$ 4,315,868	\$ 4,537,669	\$ 1,977,772	\$ (2,199,573)
Airport Terminal	\$ 879,991	\$ 911,518	\$ 120,000	\$ (151,527)
Marine Service Center	\$ 166,200	\$ 198,022	\$ 210,000	\$ (241,822)
Gary Paxton Industrial Park	\$ 234,450	\$ 600,721	\$ -	\$ (366,271)
Management Information Systems	\$ 1,552,395	\$ 1,545,538	\$ 45,000	\$ (38,143)
Central Garage	\$ 1,948,396	\$ 1,382,842	\$ 643,250	\$ (77,696)
Building Maintenance	\$ 590,679	\$ 791,249	\$ -	\$ (200,570)
Visitor Enhancement	\$ 535,000	\$ 625,200	\$ -	\$ (90,200)
Combined Fund Totals	\$ 69,564,735	\$ 76,549,440	\$ 7,019,496	\$ (14,004,201)
Total Revenue & Appropriations	\$ 70,099,735	\$ 83,568,936		

**City and Borough of Sitka**  
**Undesignated Working Capital Summary**

<u>Fund</u>	<u>Undesignated Working Capital June 30, 2018</u>	<u>Projected Undesignated Working Capital June 30, 2019</u>	<u>Projected Additions to or (Deletions From) Undesignated Working Capital Fiscal Year 2020</u>	<u>Projected Undesignated Working Capital at June 30, 2020</u>
General	\$ 5,378,630	\$ 4,612,180	\$ 123,892	\$ 4,736,072
Electric	\$ 2,159,864	\$ (462,257)	\$ (1,178,684)	\$ (1,640,941)
Water	\$ 1,161,365	\$ 1,570,014	\$ 21,050	\$ 1,591,064
Wastewater	\$ 4,597,880	\$ 4,706,359	\$ 267,482	\$ 4,973,841
Solid Waste	\$ (1,241,781)	\$ (1,710,570)	\$ (92,370)	\$ (1,802,940)
Harbor	\$ 6,110,580	\$ 5,081,481	\$ (693,340)	\$ 4,388,141
Airport Terminal	\$ 691,241	\$ 330,805	\$ 56,270	\$ 387,075
Marine Service Center	\$ 1,978,635	\$ 1,914,890	\$ (209,920)	\$ 1,704,970
Gary Paxton Industrial Park	\$ 477,377	\$ 352,830	\$ (44,000)	\$ 308,830
Management Information Systems	\$ (17,165)	\$ 366,035	\$ 160,305	\$ 526,340
Central Garage	\$ 3,489,644	\$ 3,943,314	\$ 427,130	\$ 4,370,444
Building Maintenance	\$ <u>1,493,004</u>	\$ <u>1,555,844</u>	\$ <u>(199,690)</u>	\$ <u>1,356,154</u>
Combined Fund Totals	\$ <u>26,279,274</u>	\$ <u>22,260,925</u>	\$ <u>(1,361,875)</u>	\$ <u>20,899,050</u>

**Notes and Explanation**

*This table represents undesignated working capital as of June 30, 2018 and as projected on June 30, 2019 and June 30, 2020.*

*Undesignated working capital is an approximation of how much money, free of previous restrictions, commitments, or other designations (such as for capital projects) that a fund has available to spend.*

*In 2014, the Assembly to action to designate an amount of cash assets and fund balance in the amount of three months of expenditures to be restricted for liquidity purposes (\$5,748,818) and an additional \$2,000,000 of cash assets and fund balance to be restricted for emergency response.*

**City and Borough of Sitka  
Fixed Asset Schedule  
FY2020**

**General Fund**

Heavy Rescue Hydraulics	\$50,000.00
SAR Repeater Replacement	<u>\$6,000.00</u>
	<u>\$56,000.00</u>

**Wastewater Fund**

DR6000 Spectrophotometer	<u>\$10,000.00</u>
	<u>\$10,000.00</u>

**Harbor Fund**

Honda 4x4 replace 10 yr can-am	<u>\$10,000.00</u>
	<u>\$10,000.00</u>

**Management Informtion Systems Fund**

Copier - Fire Department	\$15,000.00
(2) Copiers - Police Department	<u>\$30,000.00</u>
	<u>\$45,000.00</u>

**Central Garage Fund**

Asphalt Reclaimer (new)	\$60,000.00
F150 4x4 (Engineering) Replaces #357	\$23,000.00
F150 4x4 (Electric) Replaces #363	\$33,500.00
F150 4x4 (Wastewater) Replaces #362	\$27,500.00
F150 4x4 (Wastewater) Replaces #366	\$32,500.00
Ford Explorer (Police) Replaces #455	\$62,000.00
Hitachi 120 Excavator (Streets) Replaces #317	\$231,500.00
John Deer Mower (Grounds) Replaces #388	\$22,750.00
John Deer Mower (Grounds) Replaces #414	\$22,750.00
Mini Excavator with accessories & attachments (Streets) Rep #345	\$105,000.00
Walker Riding Mower (Grounds) Replaces #417	<u>\$22,750.00</u>
	<u>\$643,250.00</u>

**TOTAL FIXED ASSETS**

**\$764,250.00**

**City and Borough of Sitka  
Travel and Training Budget  
General Fund  
FY2020**

**Assembly/Administrator**

AML Summer Conf - Soldotna	\$2,000.00
AML Winter Conf - Juneau	\$2,475.00
AML/NEO Annual Conference - Anchorage	\$11,500.00
Congressional Lobby	\$8,700.00
ICMA Regional Managers Conference	\$3,000.00
ICMA Training	\$1,500.00
SE Conf Annual Mtg - Sitka	\$2,700.00
SE Conference Mid Session Summit	\$1,000.00

**HR**

Training for CBS Employees	\$7,200.00
HR Staff	\$6,000.00
	<u>\$46,075.00</u>

**Legal**

AML/AMAA - Attorney	\$1,100.00
AML/AMAA - Legal Asst	\$1,550.00
Attorney CLE	\$350.00
	<u>\$3,000.00</u>

**Clerk**

AAMC Annual Conference - Clerk and Deputy	\$3,350.00
AML Annual Conference - Clerk	\$325.00
AML Winter Conference - Clerk	\$1,200.00
IIMC Conference - Clerk	\$4,000.00
Parliamentary Training - Clerk	\$100.00
	<u>\$8,975.00</u>

**Finance**

AGFOA/AML-Anchorage - 3 Employees	\$2,750.00
Grant Accounting & Management Training - Grant Acct.	\$1,125.00
Tyler Connect Conferences	\$8,700.00
	<u>\$12,575.00</u>

**Assessing**

AAAO/AML Conference	\$1,000.00
Continuing Education USPAP (Ethics) Required	\$3,750.00
	<u>\$4,750.00</u>

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

**Planning**

Alaska Planning Association	\$2,125.00
Floodplain Management	<u>\$2,125.00</u>
	<u>\$4,250.00</u>

**Police**

Administrative Travel	\$4,500.00
Applicant Travel	\$9,000.00
IT Training/Software	\$4,500.00
Academy Costs	\$18,000.00
Patrol Training/Certifications	\$9,000.00
ASPIN/Commun/Crisis Manage	\$5,850.00
Evidence Tech	\$3,600.00
Animal Control Humane Conference	\$1,800.00
Correctional Certification	<u>\$4,050.00</u>
	<u>\$60,300.00</u>

**Fire**

Alaska State Firefighters Assn Conf	\$6,000.00
APCO Radio Communications Training	\$2,500.00
Dive Training	\$3,000.00
Fire and Arson Invest. Conference	\$2,000.00
Firefighter 1 Training	\$5,000.00
General Firefighter Training	\$4,000.00
Hazmat Training	\$2,500.00
Methods of Instruction	<u>\$5,000.00</u>
	<u>\$30,000.00</u>

**Ambulance**

EMS Conferences	\$5,000.00
Local CME Cleasses	\$2,000.00
Paramedic Refresher	\$4,000.00
Physician Training	\$3,000.00
Recertifications	\$2,500.00
Training Materials	\$3,000.00
Wilderness EMT	<u>\$5,000.00</u>
	<u>\$24,500.00</u>

**SAR**

CPR, WFR and EMT Training	\$2,000.00
SAR Training	<u>\$5,000.00</u>
	<u>\$7,000.00</u>

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

**Public Works-Administration**

Contract Manager	\$2,000.00
Maintenance & Operations Manager	\$2,000.00
Public Works Director	\$2,000.00
	<u>\$6,000.00</u>

**Engineering**

Engineering Classes - Prof dev for 5 Engineering Staff	\$5,000.00
	<u>\$5,000.00</u>

**Streets**

CPR and First Aid	700
Hazardous Material Refresher	900
Operator Certifications	800
Resource Management	3000
Traffic Control	600
	<u>\$6,000.00</u>

**Recreation**

Master Gardner Cert	\$1,730.00
Training and Certification	\$412.00
	<u>\$2,142.00</u>

**Building Official**

Certified Building Official	\$3,150.00
Continuing Education to Maintain Certifications	\$3,150.00
Fire Inspector I	\$3,150.00
Fire Inspector II	\$3,150.00
	<u>\$12,600.00</u>

**Library**

AK Library Association Director Meeting Conference	\$1,800.00
AK Library Association Conference Staff Mbr	\$1,800.00
Strategic Planning/Retreat Moderator	\$1,100.00
	<u>\$4,700.00</u>

**TOTAL GENERAL FUND TRAVEL AND TRAINING**

**\$237,867.00**

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

**Electric Fund**

Distribution Engineering & Planning	\$1,800.00
Distribution Overcurrent Protection	\$1,800.00
Educational Webinars	\$2,250.00
FERC & NHA Regional Hydro Conference	\$3,600.00
Lobbying & Government Relations	\$900.00
NWPPA ETF & ENO	\$3,600.00
NWPPA Utility Cost of Service	\$1,800.00
NWPPA Utility System Operations	\$5,400.00
PE Required CEU's	\$900.00
Professional Development	\$1,800.00
SE Conference - Annual Meeting	\$1,800.00
State & Regional Utility Conference	\$4,500.00
NWPPA Materials Management	\$1,800.00
Safety Training	\$6,300.00
Visual Emissions Evaluation Cer Mechanics	\$1,800.00
Mobile Crane Certification	\$4,500.00
Metering Class - Meter Tech/Apprentice	\$2,700.00
	<u>\$47,250.00</u>

**Water Fund**

Water Distribution Continuing Education	\$4,050.00
Water Treatment Continuing Education	\$5,400.00
	<u>\$9,450.00</u>

**Wastewater Fund**

Wastewater Collection Operator Continuing Education, Training	\$12,000.00
Wastewater Treatment Operator Continuing Education	\$4,000.00
	<u>\$16,000.00</u>

**Solid Waste Fund**

Asbestos Training	\$1,000.00
HAZ MAT Training	\$2,000.00
SW Training/Certification	\$3,200.00
SWANA Training	\$2,000.00
Travel & Training	\$2,000.00
	<u>\$10,200.00</u>

**Harbor Fund**

Alaska Association of Harbormasters	\$3,000.00
Juneau Harbormaster Board Meeting	\$1,500.00
Pacific Coast Congress of Harbormasters - Deputy	\$2,700.00
	<u>\$7,200.00</u>

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

**Management Information Systems**

IT Training	\$9,000.00
NWS User Conference	<u>\$4,500.00</u>
	<u>\$13,500.00</u>

**Central Garage Fund**

Travel & Training	<u>\$2,000.00</u>
	<u>\$2,000.00</u>

**Building Maintenance Fund**

HVAC Training	\$1,500.00
Locksmith Training	\$1,500.00
Misc Training Certifications	<u>\$1,100.00</u>
	<u>\$4,100.00</u>

**TOTAL ENTERPRISE & INTERNAL SERVICE FUND  
TRAVEL AND TRAINING**

**\$109,700.00**



CITY AND BOROUGH OF SITKA  
FY2020  
MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS NEEDS

PROJECTS	YEAR	DEFERRED	FY21	FY22	FY23	FY24	LONG RANGE	FUND
<b>GENERAL FUND</b>								
<b>Streets &amp; Roads</b>								
Etolin Street Paving (Baranof to Jeff Davis)	2012	208,000						208,000
Finn Alley Paving (Etolin to Lincoln)	2015	71,000						71,000
Mikele Street Paving	2016	35,000						35,000
O'Cain Street Paving	2016	66,000						66,000
Osprey Street Paving (Marine to Andrews, O'Cain to O'Cain)	2016	114,000						114,000
Patterson Way Paving (Somer to Kinkroft)	2016	34,000						34,000
Cascade Creek Road Paving	2017	286,000						286,000
Crabapple Drive Paving	2017	89,000						89,000
New Archangel Paving (Marine to Andrews)	2017	89,000						89,000
Price Street Paving	2017	89,000						89,000
Valhala Way Paving	2017	81,000						81,000
Wachusett Street Paving	2017	161,000						161,000
Cascade Street Paving	2018	1,049,000						1,049,000
Ross Street Paving (Mikele to Barker)	2018	27,000						27,000
Shuler Drive Paving	2018	81,000						81,000
Lakeview Drive Paving	2019	381,000						381,000
Monastery Street Paving (Hirst to Arrowhead, Pherson to A Street)	2019	187,000						187,000
Pherson Street Paving (Monastery to Charles)	2019	63,000						63,000
Princess Way Paving	2019	28,000						28,000
Sand Dollar Drive Paving	2019	99,000						99,000
Shotgun Alley Paving	2019	204,000						204,000
Wolff Drive Paving (SMC to Loop)	2019	88,000						88,000
Anna Drive Paving	2020	107,000						107,000
Arrowhead Street Paving	2020	21,000						21,000
Barlow Street Paving	2020	41,000						41,000
Brady & Gavan Utility & Street Improvements	2020	20,000						20,000
Jarvis Street Paving (Public Service Complex to Beardslee)	2020	202,000						202,000
Lance Drive Paving (Vitskari to Haley)	2020	302,000						302,000
Lake Street & Hirst Utility & Paving	2020	7,940						7,940
Nicole Drive Paving (Somer to Patterson)	2020	36,000						36,000
Observatory Street Paving (Seward to Rigling)	2020	25,000						25,000
Seward Street Paving (Marine to Observatory)	2020	206,000						206,000
Darrin Drive Paving	2021		186,000					186,000
Lance Drive Paving (Vitskari to SMC/End)	2020		166,000					166,000
Mills Street Paving	2021		201,000					201,000
New Archangel Paving	2021		117,000					117,000
Observatory Street Paving (Rigling to End)	2021		141,000					141,000
Ross Street Paving (Mikele to End)	2021		15,000					15,000
Sirstad Street Paving	2021		249,000					249,000
Wolff Drive Paving (Loop to Loop)	2021		261,000					261,000
A Street Paving	2022			85,000				85,000
Anna Circle Paving	2022			82,000				82,000
Andrews Street Paving	2022			128,000				128,000
Austin Street Paving	2022			69,000				69,000
Baranof Street Paving	2022			48,000				48,000
Barker Street Paving	2022			55,000				55,000
Brady Street Paving (Gavan to End)	2022			47,000				47,000
Charles Street Paving	2023			84,000				84,000
Charteris Street Paving	2022			159,000				159,000
Erler Street Paving	2022			53,000				53,000
Highland Street Paving	2022			67,000				67,000
Kinthead Street Paving	2022			43,000				43,000
Knutson Drive Paving	2022			283,000				283,000
Merrill Street Paving	2022			108,000				108,000
Moller Avenue Paving	2022			70,000				70,000
Moller Drive Paving	2022			81,000				81,000
Oja Street Paving	2022			178,000				178,000
Osprey Street Paving (Andrews to O'Cain)	2022			24,000				24,000
Patterson Way Paving (Nicole to Somer)	2022			70,000				70,000
Pherson Street Paving (Charles to Austin)	2022			127,000				127,000
Race Street Paving	2022			32,000				32,000

CITY AND BOROUGH OF SITKA  
FY2020  
MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS NEEDS

PROJECTS	YEAR	DEFERRED	FY21	FY22	FY23	FY24	LONG RANGE	FUND
Rands Drive Paving	2022			72,000				72,000
Rigling Way Paving	2022			18,000				18,000
Somer Drive Paving	2022			99,000				99,000
Tlingit Way Paving	2022			82,000				82,000
Viking Way Paving	2022			81,000				81,000
American Street Paving	2023				210,000			210,000
Barracks Street Paving	2023				122,000			122,000
Kimsham Street Paving (Peterson to Edgecumbe)	2023				649,000			649,000
Kostromentinoff Street Paving	2023				146,000			146,000
Lake Street Paving (Arrowhead to Verstovia)	2023				1,831,000			1,831,000
Metlakatla Street Paving	2023				111,000			111,000
Monastery Street Paving (A Street to Verstovia)	2023				60,000			60,000
Seward Street Paving (Observatory to Cathedral Way)	2023				196,000			196,000
Katlian Avenue Paving (Olga to Lincoln)	2024					2,743,000		2,743,000
Long Range Roads	2025+						36,218,000	36,218,000
<b>STREETS &amp; ROADS SUBTOTAL</b>		<b>4,497,940</b>	<b>1,336,000</b>	<b>2,245,000</b>	<b>3,466,000</b>	<b>2,743,000</b>	<b>36,218,000</b>	<b>50,505,940</b>
<b>Parking Lots</b>								
Upper Moller Parking Lot Paving	2020	608,000						608,000
City Hall Parking Lot Paving	2022			172,000				172,000
City/State Parking Lot Paving	2022			484,000				484,000
Long Range Parking Lots	2025+						1,301,000	1,301,000
<b>PARKING LOTS SUBTOTAL</b>		<b>608,000</b>	<b>-</b>	<b>656,000</b>	<b>-</b>		<b>1,301,000</b>	<b>2,565,000</b>
<b>Parks and Recreational Facilities</b>								
Crescent Harbor Park Restroom Replacement	2019	300,000						300,000
Ball Field Scoreboard Replacement (7 total, 2 per year)	2021		20,000	20,000	20,000	10,000		70,000
Long Range Parks & Rec	2025+						3,500,000	3,500,000
<b>PARKS &amp; RECREATION SUBTOTAL</b>		<b>300,000</b>	<b>20,000</b>	<b>20,000</b>	<b>20,000</b>	<b>10,000</b>	<b>3,500,000</b>	<b>3,870,000</b>
<b>Building Maintenance</b>								
<b>Animal Shelter</b>								
Lighting	1993	20,000					-	20,000
Walls	2014	16,000					-	16,000
Walls/Ceiling	2014	6,000					-	6,000
Water Heater	2018	2,300					-	2,300
Electrical	2018	21,500			16,000			37,500
Siding	2019	80,000					-	80,000
Mechanical	2023	-			5,000		15,000	20,000
Restroom	2023	-			10,000		-	10,000
Windows	2023	-			6,000		-	6,000
Flooring	2023	-			18,000		-	18,000
Kennels	2025+	-					25,000	25,000
Boiler	2025+	-					14,000	14,000
Fuel Tank	2034						3,000	3,000
Roof, soffit and siding	2049	-					120,000	120,000
<b>Animal Shelter Subtotal</b>		<b>145,800</b>	<b>-</b>	<b>-</b>	<b>55,000</b>	<b>-</b>	<b>177,000</b>	<b>257,800</b>
<b>City Hall</b>								
Electrical	1995	128,000					-	128,000
Walls	2010	74,000					-	74,000
Walls/Ceiling	2011	60,000					-	60,000
Air compressor	2013	1,500					-	1,500
Elevator	2015	60,000					150,000	210,000
Carpeting	2019	160,000					-	160,000
Exterior Paint	2019	65,000					-	65,000
Stairs	2019	20,000					-	20,000
Siding	2019	25,000					-	25,000
Water Heater	2019	3,000					6,000	9,000
Kitchenette	2023	-			45,000		-	45,000
Mechanical	2023	-			45,000		230,000	275,000
Plumbing	2024	-					500,000	500,000
Restroom	2024	-				180,000	-	180,000
Roof	2025+	-					300,000	300,000
Structure	2025+	-					6,000	6,000
Lighting	2025+	-					250,000	250,000
Cabinet Unit Heater	2025+	-					5,000	5,000

CITY AND BOROUGH OF SITKA  
FY2020  
MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS NEEDS

PROJECTS	YEAR	DEFERRED	FY21	FY22	FY23	FY24	LONG RANGE	FUND
Windows	2025+	-					100,000	100,000
<i>City Hall Subtotal</i>		<b>596,500</b>	-	-	<b>90,000</b>	<b>180,000</b>	<b>1,547,000</b>	<b>2,413,500</b>
<b>City-State Building</b>								
Ceiling	1984	60,000					-	60,000
Life Safety	1984	220,000					-	220,000
Plumbing	1990	100,000					-	100,000
Mechanical	1995	1,095,000					31,000	1,126,000
Restroom	1995	100,000					20,000	120,000
Windows	2005	150,000					-	150,000
Walls	2017	45,000					-	45,000
Electrical	2025+	-					10,000	10,000
Flooring	2025+	-					105,000	105,000
Fuel Tank	2025+	-					10,000	10,000
Generator	2025+	-					40,000	40,000
Roof	2025+	-					200,000	200,000
<i>City-State Building Subtotal</i>		<b>1,770,000</b>	-	-	-	-	<b>416,000</b>	<b>2,186,000</b>
<b>Fire Hall</b>								
Appliances	2015	10,000					-	10,000
Water Heater	2015	6,000					-	6,000
Siding	2015	8,000					-	8,000
Controls	2023	-			10,000		-	10,000
Walls	2023	-			16,000		-	16,000
Flooring	2023	-			120,000		5,000	125,000
Fuel Tank	2023	-			4,000		-	4,000
Electrical	2023	-			6,500		-	6,500
Mechanical	2023	-			4,500		190,000	194,500
Overhead Door	2023	-			75,000		-	75,000
Partitions	2023	-			8,400		-	8,400
Flag Pole	2025+	-					65,000	65,000
Generator	2025+	-					12,000	12,000
Heat Pump	2025+	-					14,000	14,000
Lighting	2025+	-					120,000	120,000
Restroom	2025+	-					20,000	20,000
Roof	2025+	-					500,000	500,000
Boiler	2025+	-					50,000	50,000
Drop Ceiling	2025+	-					15,000	15,000
Windows	2025+	-					50,000	50,000
<i>Fire Hall Subtotal</i>		<b>24,000</b>	-	-	<b>244,400</b>	-	<b>1,041,000</b>	<b>1,309,400</b>
<b>Harrigan Centennial Hall</b>								
Stage	2023	-			6,500		-	6,500
Appliance	2025+	-					20,000	20,000
Ceiling	2025+	-					16,000	16,000
Controls	2025+	-					15,000	15,000
Doors	2025+	-					20,000	20,000
Electrical	2025+	-					253,400	253,400
Elevator	2025+	-					45,000	45,000
Flag Pole	2025+	-					65,000	65,000
Flooring	2025+	-					51,200	51,200
Heat Pump	2025+	-					100,000	100,000
Ice Machine	2025+	-					75,000	75,000
Mechanical	2025+	-					180,500	180,500
Oven	2025+	-					41,000	41,000
Plumbing	2025+	-					15,000	15,000
Range	2025+	-					40,000	40,000
Refrigerator	2025+	-					40,000	40,000
Restroom	2025+	-					325,000	325,000
Roof	2025+	-					1,500,000	1,500,000
Siding	2025+	-					14,000	14,000
Walls	2025+	-					100,000	100,000
Water Heater	2025+	-					6,000	6,000
Windows	2025+	-					820,000	820,000
Carpet Common	2025+	-					50,000	50,000
Carpet Meeting Spaces	2025+	-					50,000	50,000
<i>Harrigan Centennial Hall Subtotal</i>		-	-	-	<b>6,500</b>	-	<b>10,204,100</b>	<b>10,210,600</b>

## CITY AND BOROUGH OF SITKA

FY2020

## MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS NEEDS

PROJECTS	YEAR	DEFERRED	FY21	FY22	FY23	FY24	LONG RANGE	FUND
<b>Library</b>								
Ceiling	2025+	-					20,000	20,000
Controls	2025+	-					15,000	15,000
Drop Ceiling	2025+	-					16,000	16,000
Electrical	2025+	-					25,000	25,000
Flooring	2025+	-					140,000	140,000
Heat Pump	2025+	-					50,000	50,000
Lighting	2025+	-					100,000	100,000
Mechanical	2025+	-					119,500	119,500
Partitions	2025+	-					123,000	123,000
Restroom	2025+	-					12,300	12,300
Roof	2025+	-					100,000	100,000
Water Heater	2025+	-					6,500	6,500
Windows	2025+	-					250,000	250,000
<b>Library Subtotal</b>		-	-	-	-	-	<b>977,300</b>	<b>977,300</b>
<b>Senior Center</b>								
Structure	1987	20,000					-	20,000
Ceiling	1997	6,000					-	6,000
Walls	1997	7,500					-	7,500
Partitions	2002	12,000					-	12,000
Electrical	2007	2,500					16,000	18,500
Flooring	2007	42,200					-	42,200
Mechanical	2007	24,500					15,000	39,500
Rear Access Deck	2007	20,000					-	20,000
Siding	2009	17,500					-	17,500
Lighting	2012	15,000					-	15,000
Ramp	2015	20,000					-	20,000
Plumbing	2017	40,000					-	40,000
Restroom	2017	35,000					-	35,000
Windows	2017	40,000					-	40,000
Kitchen hood	2019	25,000					-	25,000
Sprinkler System 25' pitted pipe	2019	11,000					-	11,000
Range	2024	-				20,000	-	20,000
Dishwasher	2025+	-					20,000	20,000
Elevator	2025+	-					60,000	60,000
Roof	2025+	-					100,000	100,000
Sidewalk	2025+	-					15,000	15,000
<b>Senior Center Subtotal</b>		<b>338,200</b>	-	-	-	<b>20,000</b>	<b>226,000</b>	<b>584,200</b>
<b>BUILDING MAINTENANCE SUBTOTAL</b>		<b>2,874,500</b>	-	-	<b>395,900</b>	<b>200,000</b>	<b>14,588,400</b>	<b>17,938,800</b>
<b>GENERAL FUND TOTAL</b>		<b>8,280,440</b>	<b>1,356,000</b>	<b>2,921,000</b>	<b>3,881,900</b>	<b>2,953,000</b>	<b>55,607,400</b>	<b>74,879,740</b>
<b>PUBLIC SERVICE CENTER - MAINTENANCE BUILDINGS</b>								
<b>Public Service Center 105, 109, 113 Jarvis St</b>								
Electrical	2019	24,500					-	24,500
Sidewalk	2019	15,000					-	15,000
Walls	2019	45,000					-	45,000
Flooring	2024	-				60,000	-	60,000
Mechanical	2024	-				6,500	15,000	21,500
Overhead Door	2024	-				132,000	-	132,000
Controls	2025+	-					15,000	15,000
Flag Pole	2025+	-					6,500	6,500
Fuel Tank	2025+	-					12,500	12,500
Lighting	2025+	-					75,000	75,000
Restroom	2025+	-					133,000	133,000
Roof	2025+	-		157,000			100,000	257,000
Windows & Siding	2025+	-					30,000	30,000
<b>Subtotal</b>		<b>84,500</b>	-	<b>157,000</b>	-	<b>198,500</b>	<b>387,000</b>	<b>827,000</b>
<b>Public Service Center 131 Jarvis St</b>								
Walls	2009	4,500					-	4,500
Siding	2018	10,000					-	10,000
Electrical	2019	2,500					-	2,500
Lighting	2019	10,000					10,000	20,000
Mechanical	2019	7,500					6,000	13,500

CITY AND BOROUGH OF SITKA  
FY2020  
MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS NEEDS

PROJECTS	YEAR	DEFERRED	FY21	FY22	FY23	FY24	LONG RANGE	FUND
Flooring	2024	-				6,000	-	6,000
Overhead Door	2025+	-				130,000	30,000	160,000
Restroom	2025+	-					6,000	6,000
Roof	2025+	-					100,000	100,000
Windows	2025+	-					800	800
<b>Subtotal</b>		<b>34,500</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>136,000</b>	<b>152,800</b>	<b>323,300</b>
<b>Public Service Center Pole Barn</b>								
Ceiling	2018	15,000					-	15,000
Electrical	2019	1,600					-	1,600
Mechanical	2019	9,000					-	9,000
Lighting	2024	-				8,400	-	8,400
Overhead Door	2024	-				20,000	20,000	40,000
Walls	2024	-				20,000	-	20,000
Roof	2025	-					100,000	100,000
<b>Subtotal</b>		<b>25,600</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>48,400</b>	<b>120,000</b>	<b>194,000</b>
<b>Public Service Center Subtotal</b>		<b>144,600</b>	<b>-</b>	<b>157,000</b>	<b>-</b>	<b>382,900</b>	<b>659,800</b>	<b>1,344,300</b>

**ENTERPRISE FUNDS**

<b>ELECTRIC FUND</b>								
Green Lake Power Plant 35yr Overhaul	FY19-FY22		3,715,000				TBD	3,715,000
69 kV Thimbleberry Trans Line Bypass	FY19-FY27		20,000	20,000	20,000	20,000	3,700,000	3,780,000
Feeder Improvements	FY19-FY28		200,000	200,000	200,000	200,000	600,000	1,400,000
Island Improvements	FY19-FY28		60,000	60,000	60,000	60,000	60,000	300,000
Marine Street Substation Maintenance	FY19-FY28		20,000	20,000	20,000	20,000	60,000	140,000
Meter Replacement	FY19-FY28		95,000	95,000	95,000	95,000		380,000
Harbor meter Replacement	FY19-FY25		75,000	75,000	75,000			225,000
Green Lake Auto Start Back-up Diesel	FY24					20,000		20,000
Blue Lake Powerhouse Conversion	FY28						150,000	150,000
Green Lake Re-roof	FY28						225,000	225,000
<b>ELECTRIC FUND TOTALS</b>			<b>4,185,000</b>	<b>470,000</b>	<b>470,000</b>	<b>415,000</b>	<b>4,795,000</b>	<b>10,335,000</b>

**WATER FUND**

Cascade Street Paving (Gaven to Peterson)	FY21		10,000					10,000
Lake Street (DeGroff to Arrowhead) and Hirst Utility & Street Improvements	FY21		25,000					25,000
Water Main Replacement	FY21-39		200,000	200,000	200,000	225,000	7,945,000	8,770,000
Marine St Phase I Utility & Street Improvements (Osprey to Erler)	FY26						495,000	495,000
Marine St Phase II Utility & Street Improvements (Erler to Seward)	FY27						515,000	515,000
DeArmond Street Utility and Street Improvements	FY26						320,000	320,000
Japonski Water Main Replacement (O'Connell Crossing)	FY29						2,000,000	2,000,000
DOT Japonski Water Main Replacement (Lifesaver Dr to USCG Air Station Sitka)	FY30						3,000,000	3,000,000
Wortman Booster Station Replacement	FY31						389,000	389,000
<b>WATER FUND TOTALS</b>			<b>235,000</b>	<b>200,000</b>	<b>200,000</b>	<b>225,000</b>	<b>14,664,000</b>	<b>15,524,000</b>

**WASTEWATER FUND**

Monastery (DeGroff to Arrowhead) and Kinkad Utility and Street Improvements	FY22		-	400,000				400,000
Cascade Street Paving (Gavan to Peterson)	FY21		20,000					20,000
WWTP Clarifier Drive Replacement (STCIP#22)	FY21		30,000					30,000
Replace Generators - Lift Stations	FY21		125,000					125,000
Thomsen Harbor Lift Station Rehabilitation	FY22-23		-	75,000	750,000			825,000
WWTP Scum Collector Replacement (STCIP#26)	FY23				40,000			40,000
Lincoln Street Lift Station Rehabilitation	FY24-25					75,000	500,000	575,000
Japonski Sewer Force Main Replacement	FY25						6,400,000	6,400,000
Marine St Phase I Utility & Street Improvements (Osprey to Erler)	FY25-26						530,000	530,000
Marine St Phase II Utility & Street Improvements (Erler to Seward)	FY27-28						705,000	705,000
DeArmond Street Sewer	FY26						10,000	10,000
WWTP DorrClone Clarifier Replacement (STCIP#31)	FY26						75,000	75,000
Effluent Disinfection System	FY29-30						550,000	550,000
Indian River Lift Station Rehabilitation	FY26-27						675,000	675,000
WWTP Dorr-Oliver Grit Collector & Wemco Pump Replacement (STCIP#33)	FY28						85,000	85,000
WWTP Belt Filter Press Replacement	FY28						800,000	800,000
Castle Hill Lift Station Rehabilitation	FY28-29						675,000	675,000
Old Sitka Rocks Lift Station Rehabilitation	FY30-31						325,000	325,000

CITY AND BOROUGH OF SITKA  
FY2020  
MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS NEEDS

PROJECTS	YEAR	DEFERRED	FY21	FY22	FY23	FY24	LONG RANGE	FUND
Granite Creek Lift Station Rehabilitation	FY32-33						325,000	325,000
Sewer Main Replacement	FY21-39		300,000	350,000	375,000	375,000	9,375,000	10,775,000
<b>WASTEWATER FUND TOTALS</b>			<b>475,000</b>	<b>825,000</b>	<b>1,165,000</b>	<b>450,000</b>	<b>21,030,000</b>	<b>23,945,000</b>
<b>SOLID WASTE FUND</b>								
Recycling Oval Concrete Structure	FY21		8,500					8,500
Shear Baler	FY23				782,000			782,000
Transfer Station Electrical	FY24					25,000		25,000
Transfer Station Exterior Wall	FY24					200,000		200,000
Transfer Station Roof	FY24					200,000		200,000
Recycling Concrete Building Lighting	FY29						2,500	2,500
Recycling Concrete Building Electrical	FY29						2,500	2,500
Recycling Concrete Building Emergency Egress	FY29						2,500	2,500
Recycling Concrete Building Roof	FY29						100,000	100,000
Recycling Fuel Oil Separator	FY34						100,000	100,000
Recycling Office Trailer	FY34						200,000	200,000
Recycling Scale Shed	FY39						6,000	6,000
Recycling Steel Storage Building	FY49						250,000	250,000
Transfer Station Steel Structure	FY49						600,000	600,000
<b>SOLID WASTE FUND TOTALS</b>			<b>8,500</b>	<b>-</b>	<b>782,000</b>	<b>425,000</b>	<b>1,263,500</b>	<b>2,479,000</b>
<b>HARBOR FUND</b>								
MSC Rip Rap	FY21		500,000					500,000
Sealing Cove Upland Access and Parking	FY21		817,769					817,769
Sealing Cove Boat Launch & Upland Access	FY21		289,842					289,842
Crescent Harbor - Lincoln Street Lots	FY21		279,491					279,491
Thompson Harbor Upland Access and Parking	FY21		703,902					703,902
Eliason Harbor Upland Access and Parking	FY21		1,088,579					1,088,579
ANB Harbor Upland Access and Parking	FY21		544,493					544,493
Fish Cleaning Float	FY21		316,000					316,000
Fisherman's Work Float	FY22			2,709,828				2,709,828
Sealing Cove Repairs	FY24					257,500		257,500
Thompson Harbor Restroom Demolition	FY26						30,000	30,000
Crescent Harbor Phase II Concrete Floats	FY27						5,638,667	5,638,667
Sealing Cove Harbor	FY27						12,114,145	12,114,145
Sealing Cove Harbor Boat Launch Ramp	FY30						1,089,800	1,089,800
Crescent Harbor Boat Launch Ramp	FY30						373,047	373,047
Fisherman's Work Float Upland Parking	FY31						247,720	247,720
Eliason Harbor Phase 1	FY32						11,747,771	11,747,771
Demolish Boat Grid	FY33						200,000	200,000
Eliason Harbor Phase 2	FY33						5,873,885	5,873,885
Eliason Harbor Phase 3	FY34						5,873,885	5,873,885
Eliason Harbor Phase 4	FY35						5,873,885	5,873,885
Eliason Harbor Restroom (only rebuilt restroom)	FY36						343,706	343,706
ANB Harbor Restroom Demolition	FY37						30,000	30,000
Crescent Harbor High Load Dock & Net Shed	FY37						5,623,084	5,623,084
Sealing Cove Restroom Demolition	FY38						30,000	30,000
Crescent Harbor Upland Access and Parking	FY43						1,406,435	1,406,435
Harbor System Office	FY44						419,690	419,690
Thompson Harbor	FY47						10,094,628	10,094,628
ANB Harbor	FY54						8,053,491	8,053,491
Sitka Transient Dock	FY56						6,557,158	6,557,158
Crescent Harbor Boat Launch & Upland	FY56						213,241	213,241
<b>HARBOR FUND TOTALS</b>			<b>4,540,076</b>	<b>2,709,828</b>	<b>-</b>	<b>257,500</b>	<b>81,834,238</b>	<b>89,341,642</b>
<b>AIRPORT FUND</b>								
Flooring and Ceiling	2006	21,000				-		21,000
Walls	2006	20,000					100,000	120,000
Doors	2016	56,000						56,000
Heat Pump	2017	16,000					200,000	216,000
Plumbing	2017	110,000					206,000	316,000
Sidewalk	2017	80,000						80,000

CITY AND BOROUGH OF SITKA  
FY2020  
MID-RANGE AND LONG-RANGE CAPITAL IMPROVEMENTS NEEDS

PROJECTS	YEAR	DEFERRED	FY21	FY22	FY23	FY24	LONG RANGE	FUND
Sidewalk	2017	80,000						80,000
Electrical	2022			120,000			40,000	160,000
Intercom System	2022			17,000				17,000
Boiler	2023				100,000			100,000
Chairs	2023				40,000	-		40,000
Overhead Door	2023				14,000		20,000	34,000
Baggage Carts	2024		-			10,000		10,000
Controls	2024+						56,000	56,000
Drop Ceiling	2024+						6,000	6,000
Flag Pole	2024+						7,500	7,500
Fuel Tank	2024+						160,000	160,000
Generator	2024+						200,000	200,000
Lighting	2024+						160,000	160,000
Mechanical	2024+						1,400,000	1,400,000
Partitions	2024+						25,000	25,000
Restroom	2024+						210,000	210,000
Roof	2024+						1,500,000	1,500,000
Structure	2024+						15,000	15,000
Windows	2024+						220,000	220,000
<b>AIRPORT FUND TOTALS</b>		<b>383,000</b>	<b>-</b>	<b>137,000</b>	<b>154,000</b>	<b>10,000</b>	<b>4,525,500</b>	<b>5,209,500</b>
<b>MARINE SERVICE CENTER FUND (MSC FUND)</b>								
Contract Services Mechanical Operations	2016	56,000						56,000
Electrical	2017	20,000					206,000	226,000
Mechanical	2019	50,000	8,000		80,000	-		138,000
Doors	2021	-	5,000				-	5,000
Lighting	2021		20,000					20,000
Restroom	2021		5,000				6,000	11,000
Sidewalk	2021		15,000				160,000	175,000
Walls	2022			25,000			25,000	50,000
Shut Down	2022			45,000			15,000	60,000
Sliding Door	2023				10,000		160,000	170,000
Strip Curtains	2023				6,000		1,400,000	1,406,000
Overhead Door	2024	76,000	-			10,000		86,000
Controls	2024+	-					15,000	15,000
Plumbing	2024+	10,000					56,000	66,000
Roof	2024+						600,000	600,000
<b>MSC FUND TOTALS</b>		<b>212,000</b>	<b>53,000</b>	<b>70,000</b>	<b>96,000</b>	<b>10,000</b>	<b>2,643,000</b>	<b>3,084,000</b>

Proposed financing plan for capital improvements from 2021 and beyond is included in the fiscal models shared with the assembly during the budget process and consist of grants, bonding, low interest DEC loans, and use of working capital. General Fund capital improvements are funded primarily through working capital, other than some minor grant funding. For smaller funds that do not have fiscal models, projects are proposed to be paid for out of that fund's available working capital.

City and Borough of Sitka  
General Fund (Fund 700)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans (approved)	Working Capital	Other source	Contingent Grants	Total Contingent	Total authorized	Total project (authorized + contingent)
90690	City/State Troubleshoot Air Control System	Authorized/in progress	-	-	16,000	-	-	-	16,000	16,000
90740	Nelson Logging Road Upgrade	Authorized/in progress	2,343,000	-	-	-	-	-	2,343,000	2,343,000
90789	Police Station Study	Authorized/in progress	-	-	75,000	-	-	-	75,000	75,000
90790	East DeGroff St Utilities & Street Improvements	Authorized/in progress	-	-	300,000	-	-	-	300,000	300,000
90812	Storm Drain Improvements	Authorized/in progress	-	-	100,000	-	-	-	100,000	100,000
90814	Cross Trail Multimodal Pathway Phase 6	Authorized/in progress	2,132,698	-	22,575	50,000	-	-	2,205,273	2,205,273
90819	South Lake/West DeGroff Utilities & Street Improvements	Authorized/in progress	-	-	200,000	-	-	-	200,000	200,000
90820	Davidoff Storm Sewer Rehabilitation	Authorized/in progress	-	-	400,000	-	-	-	400,000	400,000
90831	Wayfinding Signage Project	Authorized/in progress	-	-	-	282,300	-	-	282,300	282,300
90832	CAMA (Computer Assisted Mass Appraisal)	Authorized/in progress	-	-	150,000	-	-	-	150,000	150,000
90838	Lincoln Street Paving (Harbor Way to Harbor Drive)	Authorized/in progress	-	-	1,760,000	-	-	-	1,760,000	1,760,000
90844	Lincoln Street Paving (Jeff Davis to Harbor Drive)	Authorized/in progress	-	-	730,586	-	-	-	730,586	730,586
90855	Sea Walk Part II	Authorized/in progress	1,674,713	-	5,000	-	-	-	1,679,713	1,679,713
90859	Landslide Study	Authorized/in progress	-	-	75,000	-	-	-	75,000	75,000
90861	Resource Management/GIS Implementation	Authorized/in progress	-	-	28,400	11,600	-	-	40,000	40,000
90866	City Hall HVAC & Controls Replacement	Authorized/in progress	-	-	500,000	-	-	-	500,000	500,000
90867	RMS/CAD Police Department	Authorized/in progress	-	-	360,000	-	-	-	360,000	360,000
90877	Brady-Gavan Road and Utility Project	Authorized/in progress	-	-	440,000	-	-	-	440,000	440,000
90878	Sitka Paving 2017-Katlian Paving	Authorized/in progress	-	-	692,868	-	-	-	692,868	692,868
90879	Seaplane Base Project	Authorized/in progress	-	-	50,000	-	-	-	50,000	50,000
90881	Peterson Storm Sewer Rehabilitation	Authorized/in progress	-	-	100,000	-	-	-	100,000	100,000
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>									<b>12,499,740</b>	<b>12,499,740</b>
90838	Lincoln Street Paving (Harbor Way to Harbor Drive)	New FY20	-	-	300,000	-	-	-	300,000	300,000
90843	Lake St (DeGroff to Arrowhead) and Hirst Utility & Street Improvements	New FY20	-	-	645,000	-	-	-	645,000	645,000
90844	Lincoln Street Paving (Harbor Way to Harbor Drive)	New FY20	-	-	434,414	-	-	-	434,414	434,414
90861	Resource Management/GIS Implementation	New FY20	-	-	100,000	-	-	-	100,000	100,000
90855	Sea Walk Part II	New FY20	-	-	153,060	-	-	-	153,060	153,060
90881	Peterson Storm Sewer Rehabilitation	New FY20	60,000	-	220,000	-	55,000	55,000	280,000	335,000
TBD700-1	Senior Center - ADA Ramp and Rear Porch Improvements	New FY20	-	-	15,000	-	-	-	15,000	15,000
TBD700-2	Community Playground Safety Improvements (Crescent Harbor Playground)	New FY20	-	-	10,000	-	-	-	10,000	10,000
TBD700-3	Lower Moller East Playground Improvements	New FY20	-	-	10,000	-	-	-	10,000	10,000
TBD-700-4	Pioneer Park Shelter Improvements	New FY20	-	-	15,000	-	-	-	15,000	15,000
<b>TOTAL NEW APPROPRIATIONS</b>			<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$1,902,474</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 1,962,474</b>	<b>\$ 2,017,474</b>
90692	Centennial Hall Upgrades	Physically complete	14,704,848	-	-	1,666,000	-	-	16,370,848	16,370,848
90739	Kattleson Memorial Library Expansion	Physically complete	5,350,000	-	357,114	1,212,842	-	-	6,919,956	6,919,956
90741	Baranof Warm Springs Dock Imp	Physically complete	1,900,000	-	-	-	-	-	1,900,000	1,900,000
90801	Sitka Paving 2017 (Lincoln-Jeff Davis to Metlakatla, Kashevaroff, Hospital parking)	Physically complete	-	-	1,637,132	-	-	-	1,637,132	1,637,132
<b>TOTAL PHYSICALLY COMPLETE</b>									<b>\$ 26,827,936</b>	<b>\$ 26,827,936</b>



City and Borough of Sitka  
Electric Fund (Fund 710)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
63010	Green Lake FERC Compliance	Authorized/in progress	-	-	302,000	-	-	-	-	-	302,000	302,000	
80003	Feeder Improvements	Authorized/in progress	-	-	3,310,587	-	-	-	-	-	3,310,587	3,310,587	
80040	AMR	Authorized/in progress	-	-	-	-	-	-	-	-	-	-	
90261	Island Improvements	Authorized/in progress	-	-	225,000	24,500	-	-	-	-	249,500	249,500	
90410	SCADA System Enhancements	Authorized/in progress	-	-	615,336	-	-	-	-	-	615,336	615,336	
90562	Green Lake Power Plant Improvements	Authorized/in progress	-	-	777,721	-	-	-	-	-	777,721	777,721	
90594	BL Lk Third Turbine & Dam Upg.	Authorized/in progress	48,950,000	97,059,306	6,000	-	-	-	-	-	146,015,306	146,015,306	
90610	Blue Lake FERC License Mitigation	Authorized/in progress	-	-	425,000	-	-	-	-	-	425,000	425,000	
90614	Takatz Lake Hydroelectric	Authorized/in progress	-	-	-	-	-	-	-	-	-	-	
90672	Medvejie Hatchery Transformer Repl	Authorized/in progress	-	-	983,462	-	-	-	-	-	983,462	983,462	
90717	Jarvis St. Improvements	Authorized/in progress	-	-	267,518	-	-	-	-	-	267,518	267,518	
90718	Marine Street Substation Replacements	Authorized/in progress	-	-	134,000	-	-	-	-	-	134,000	134,000	
90776	Electric Storage & Shop Building	Authorized/in progress	-	-	-	-	-	-	-	-	-	-	
90777	Meter Replacement Upgrading Meters	Authorized/in progress	-	-	345,000	-	-	-	-	-	345,000	345,000	
90804	Blue Lake Powerhouse Conversion	Authorized/in progress	-	-	300,000	-	-	-	-	-	300,000	300,000	
90821	Capital for Fuel Conversions (Interruptibles)	Authorized/in progress	-	-	1,200,000	-	-	-	-	-	1,200,000	1,200,000	
90823	Marine St. N-1 Design to New HPR	Authorized/in progress	-	-	4,300,000	-	-	-	-	-	4,300,000	4,300,000	
90824	Safety - Arc Flash, Training	Authorized/in progress	-	-	60,000	-	-	-	-	-	60,000	60,000	
90828	Asset Management	Authorized/in progress	-	-	12,800	-	-	-	-	-	12,800	12,800	
90829	Harbor Meters	Authorized/in progress	-	-	225,000	-	-	-	-	-	225,000	225,000	
90839	Green Lake Power Plant 35 Year Overhaul	Authorized/in progress	-	-	200,000	-	-	-	-	-	200,000	200,000	
90840	Green Lake Power Plant Pre Overhaul Inspection	Authorized/in progress	-	-	380,000	-	-	-	-	-	380,000	380,000	
90841	Jarvis Fuel System Repairs and Storage Tanks	Authorized/in progress	-	-	1,400,000	-	-	-	-	-	1,400,000	1,400,000	
90857	Raw Water Infrastructure Enhancement (Bulk)	Authorized/in progress	-	-	-	100,000	-	-	-	-	100,000	100,000	
90860	Cell Service Enhancement	Authorized/in progress	-	-	295,000	-	-	-	-	-	295,000	295,000	
90868	69 kv Thimbleberry Trans Line Bypass	Authorized/in progress	-	-	20,000	-	-	-	-	-	20,000	20,000	
90869	Blue Lake Auto Start Back-up Diesel	Authorized/in progress	-	-	70,000	-	-	-	-	-	70,000	70,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>161,988,230</b>	<b>161,988,230</b>	
80003	Feeder Improvements	New FY20-Additional appropriation	-	-	200,000	-	-	-	-	-	200,000	200,000	
90261	Island Improvements	New FY20-Additional appropriation	-	-	60,000	-	-	-	-	-	60,000	60,000	
90718	Marine Street Substation Replacements	New FY20-Additional appropriation	-	-	20,000	-	-	-	-	-	20,000	20,000	
90777	Meter Replacement Upgrading Meters	New FY20-Additional appropriation	-	-	95,000	-	-	-	-	-	95,000	95,000	
90829	Harbor Meters	New FY20-Additional appropriation	-	-	75,000	-	-	-	-	-	75,000	75,000	
90839	Green Lake Power Plant 35 Year Overhaul	New FY20-Additional appropriation	-	-	985,000	-	-	-	-	-	985,000	985,000	
90868	69 kv Thimbleberry Trans Line Bypass	New FY20-Additional appropriation	-	-	20,000	-	-	-	-	-	20,000	20,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>1,455,000</b>	<b>1,455,000</b>	

City and Borough of Sitka  
Water Fund (Fund 720)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
80238	Japonski Island Water Design	Authorized/in progress	-	-	50,000	-	-	-	-	-	50,000	50,000	
90652	UV Disinfection Feasibility	Authorized/in progress	5,561,000	6,550,000	18,000	-	-	-	-	-	12,129,000	12,129,000	
90790	East DeGroff St Utilities & Street Improvements	Authorized/in progress	-	1,120,000	175,000	-	-	-	-	-	1,295,000	1,295,000	
90819	South Lake/West DeGroff Utilities & Street Improvements	Authorized/in progress	500,000	232,100	50,000	-	-	-	-	-	782,100	782,100	
90833	Critical Secondary Water Supply	Authorized/in progress	-	17,620,000	530,000	-	-	-	-	-	18,150,000	18,150,000	
90838	Lincoln Street Paving (Harbor Way to Harbor Drive)	Authorized/in progress	-	-	20,000	-	-	-	-	-	20,000	20,000	
90843	Lake St (DeGroff to Arrowhead) and Hirst Utility & Street Improvements	Authorized/in progress	-	-	50,000	-	-	750,000	-	750,000	50,000	800,000	
90844	Lincoln Street Paving (Jeff Davis to Harbor Drive)	Authorized/in progress	-	-	10,000	-	-	-	-	-	10,000	10,000	
90859	Landslide Study	Authorized/in progress	-	-	20,000	-	-	-	-	-	20,000	20,000	
90870	Water Master Plan	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90877	Brady-Gavan Road and Utility Project	Authorized/in progress	-	-	5,000	-	-	500,000	-	500,000	5,000	505,000	
90878	Sitka Paving 2017-Katlän Paving	Authorized/in progress	-	-	15,000	-	-	-	-	-	15,000	15,000	
90531	Monastery St (DeGroff to Arrowhead) and Kinhead Utility & Street Improvements	Authorized/in progress	-	-	75,000	-	-	750,000	-	750,000	75,000	825,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>32,701,100</b>	<b>34,701,100</b>	
TBD	Blue Lake Watershed Plan	New FY20	-	-	35,000	-	-	-	-	-	35,000	35,000	
TBD	Analyzer Monitoring Panel	New FY20	-	-	25,000	-	-	-	-	-	25,000	25,000	
TBD	Blue Lake WTP Valve Insulation Box	New FY20	-	-	15,000	-	-	-	-	-	15,000	15,000	
TBD	Harbor Mountain Tank Ladder	New FY20	-	-	17,000	-	-	-	-	-	17,000	17,000	
TBD	SCADA Reporting Software	New FY20	-	-	10,000	-	-	-	-	-	10,000	10,000	
TBD	Resource Management/GIS Implementation	New FY20	-	-	20,000	-	-	-	-	-	20,000	20,000	
90838	Lincoln Street Paving (Harbor Way to Harbor Drive)	FY20-Additional appropriation	-	-	60,000	-	-	-	-	-	60,000	60,000	
90844	Lincoln Street Paving (Jeff Davis to Harbor Drive)	FY20-Additional appropriation	-	-	75,000	-	-	1,275,000	-	1,275,000	75,000	1,350,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>257,000</b>	<b>1,532,000</b>	
90801	Sitka Paving 2017 (Lincoln-Jeff Davis to Metlakatla, Kashevaroff, Hospital parking)	Physically complete	-	-	15,000	-	-	-	-	-	15,000	15,000	
<b>TOTAL PHYSICALLY COMPLETE</b>											<b>15,000</b>	<b>15,000</b>	

City and Borough of Sitka  
Wastewater Fund (Fund 730)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total approved	Total project (approved + contingent)	Other source (description)
90447	WWTP Control System	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90531	Monastery St (DeGroff to Arrowhead) and Kinkead Utility & Street Improvements	Authorized/in progress	-	-	30,000	-	-	275,000	-	275,000	30,000	305,000	
90565	Jamestown East Lift Station Replacement	Authorized/in progress	-	-	85,000	-	-	-	-	-	85,000	85,000	
90655	WWTP-Rehabilitation	Authorized/in progress	-	2,832,500	263,000	-	-	1,825,000	-	1,825,000	3,095,500	4,920,500	
90676	Brady Street Lift Station Rehabilitation	Authorized/in progress	-	-	165,000	-	-	217,400	-	217,400	165,000	382,400	
90713	Landfill & Crescent Lift Station Improvements	Authorized/in progress	-	1,201,196	670,000	-	-	-	-	-	1,871,196	1,871,196	
90783	Replace Generators - Lift Station	Authorized/in progress	-	311,000	236,000	-	-	-	-	-	547,000	547,000	
90784	WWTP Blowers	Authorized/in progress	-	-	90,000	-	-	-	-	-	90,000	90,000	
90790	East DeGroff St Utilities & Street Improvements	Authorized/in progress	-	1,120,000	45,000	-	-	-	-	-	1,165,000	1,165,000	
90800	Hypo Chlorite Injection System at the TH LS	Authorized/in progress	-	-	24,000	-	-	-	-	-	24,000	24,000	
90809	Replace WWTP Influent Grinder	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90816	Channel Lift Station Rehabilitation	Authorized/in progress	-	500,000	100,000	-	-	-	-	-	600,000	600,000	
90819	South Lake/West DeGroff Utilities & Street Improvements	Authorized/in progress	500,000	343,700	50,000	-	-	-	-	-	893,700	893,700	
90844	Lincoln Street Paving (Jeff Davis to Harbor Drive)	Authorized/in progress	-	-	10,000	-	-	-	-	-	10,000	10,000	
90838	Lincoln Street Paving	Authorized/in progress	-	-	20,000	-	-	-	-	-	20,000	20,000	
90843	Lake St. (DeGroff to Arrowhead) & Hirst Utility & Street Imp	Authorized/in progress	-	-	50,000	-	-	975,000	-	975,000	50,000	1,025,000	
90845	Trailer mounted 3-phase generator	Authorized/in progress	-	-	90,000	-	-	-	-	-	90,000	90,000	
90846	WWTP Generator Replacement	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90858	Eagle Way Lift station	Authorized/in progress	250,000	-	220,000	-	-	-	-	-	470,000	470,000	
90877	Brady-Gavan Road and Utility Project	Authorized/in progress	-	-	5,000	-	-	-	-	-	5,000	5,000	
90878	Sitka Paving 2017-Katlian Paving	Authorized/in progress	-	-	40,000	-	-	-	-	-	40,000	40,000	
90862	Japonski Sewer Force Main Condition Assessment	Authorized/in progress	-	-	250,000	-	-	-	-	-	250,000	250,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>9,801,396</b>	<b>13,093,796</b>	
TBD	Wastewater Master Plan	New FY20	-	-	120,000	-	-	-	-	-	120,000	120,000	
TBD	Lake & Lincoln 20 Hp Pump	New FY20	-	-	27,000	-	-	-	-	-	27,000	27,000	
TBD	WW Lift station #6 6.5 Hp Pump	New FY20	-	-	12,000	-	-	-	-	-	12,000	12,000	
TBD	Granite Creek WW Pump	New FY20	-	-	16,000	-	-	-	-	-	16,000	16,000	
TBD	Resource Management/GIS Implementation	New FY20	-	-	25,000	-	-	-	-	-	25,000	25,000	
90447	WWTP Control System	FY20-Additional appropriation	-	-	70,000	-	-	-	-	-	70,000	70,000	
90655	WWTP-Rehabilitation	FY20-Additional appropriation	-	-	-	-	-	5,079,500	-	5,079,500	-	5,079,500	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>270,000</b>	<b>5,349,500</b>	
90801	Sitka Paving 2017 (Lincoln-Jeff Davis to Metlakatla, Kashevaroff, Hospital parking)	Physically complete	-	-	40,000	-	-	-	-	-	40,000	40,000	
<b>TOTAL PHYSICALLY COMPLETE</b>											<b>40,000</b>	<b>40,000</b>	

City and Borough of Sitka  
Solid Waste Fund (Fund 740)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90871	Kimsham Landfill Drainage Compliance	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90863	Scrapyard Water Line	Authorized/in progress			50,000		-	-	-	-	50,000	50,000	
90864	Transfer Station Scale	Authorized/in progress	-	-	75,000	-	-	-	-	-	75,000	75,000	
90865	Transfer Station Building	Authorized/in progress	-	-	200,000	-	-	-	-	-	200,000	200,000	
90847	Expansion of Biosolids	Authorized/in progress	-	-	500,000	-	-	-	-	-	500,000	500,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>500,000</b>	<b>500,000</b>	
TBD	Scrap Yard Electrical	New FY20	-	-	8,000	-	-	-	-	-	8,000	8,000	
TBD	Scrap Yard / Impound Fence	New FY20	-	-	15,000	-	-	-	-	-	15,000	15,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>23,000</b>	<b>23,000</b>	

City and Borough of Sitka  
Harbor Fund (Fund 750)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90798	Eliason Harbor Electrical Upgrades	Authorized/in progress	-	-	15,000	-	-	-	-	-	15,000	15,000	
90810	Sealing Cove Harbor Maintenance Repairs	Authorized/in progress	-	-	15,000	-	-	-	-	-	15,000	15,000	
90849	Crescent Harbor Phase 1	Authorized/in progress	-	13,000,000	1,000,000	-	-	-	-	-	14,000,000	14,000,000	
90850	O'Connell Lightering Facility Repair	Authorized/in progress			280,000		-	-	-	-	280,000	280,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>14,310,000</b>	<b>14,310,000</b>	
90798	Eliason Harbor Electrical Upgrades	FY20-Additional appropriation			1,629,772		1,500,000			1,500,000	1,629,772	3,129,772	
tbd	MSC Bulkhead Pile Repair	New FY20			70,000					-	70,000	70,000	
tbd	Crescent Harbor High-load and Net Shed Condition Assessment	New FY20			75,000					-	75,000	75,000	
tbd	Thomsen Harbor Anode Replacement	New FY20	-		203,000	-	203,000			203,000	203,000	406,000	
tbd	Seaplane Base	New FY20					16,000,000	-	-	16,000,000	-	16,000,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>1,977,772</b>	<b>19,680,772</b>	
90757	Sitka Transient Float Replacement	Authorized/in progress	-	2,700,000	3,649,165	-	-	6,349,165	6,349,165		6,349,165	6,349,165	
<b>TOTAL PHYSICALLY COMPLETE</b>											<b>6,349,165</b>	<b>6,349,165</b>	

City and Borough of Sitka  
 Airport Fund (Fund 760)  
 FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90835	SIT Airport Terminal Improvements	Authorized/in progress	158,570	4,000,000	-	264,468	-	-	-	-	4,423,038	<b>4,423,038</b>	
90872	Air Taxi ADA Ramp and Door	Authorized/in progress	-	-	-	100,000	-	-	-	-	100,000	<b>100,000</b>	
90873	Heat Pumps for Hold Room	Authorized/in progress	-	-	-	36,000	-	-	-	-	36,000	<b>36,000</b>	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>4,559,038</b>	<b>4,559,038</b>	
90835	SIT Airport Terminal Improvements	FY20-Additional appropriation					10,000,000			10,000,000	-	<b>10,000,000</b>	
90872	Air Taxi ADA Ramp and Door	FY20-Additional appropriation	-	-	20,000	-	-	-	-	-	20,000	<b>20,000</b>	
90873	Heat Pumps for Hold Room	FY20-Additional appropriation	-	-	10,000	-	-	-	-	-	10,000	<b>10,000</b>	
TBD	SIT Airport Terminal Sidewalk Replacement	New FY20	-	-	90,000	-	-	-	-	-	90,000	<b>90,000</b>	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>120,000</b>	<b>10,120,000</b>	
n/a	n/a	n/a	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL PHYSICALLY COMPLETE</b>											-	-	

City and Borough of Sitka  
MSC (Fund 770)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)
TBD-770	MSC Bulkhead Repairs	Authorized/in progress	-	-	-	-	7,940,000	-	500,000	8,440,000	-	8,440,000
90874	MSC Roof Condenser Replacement	Authorized/in progress	-	-	70,000	-	-	-	-	-	70,000	70,000
<b>TOTAL NEW APPROPRIATIONS</b>											<b>70,000</b>	<b>8,510,000</b>
TBD-770-2	MSC Bulkhead Condition Assessment	New FY20			80,000					-	80,000	80,000
90874	MSC Roof Condenser Replacement	Additional appropriation	-	-	130,000	-	-	-	-	-	130,000	130,000
<b>TOTAL NEW APPROPRIATIONS</b>											<b>210,000</b>	<b>210,000</b>

City and Borough of Sitka  
GPIP (Fund 780)  
FY2019

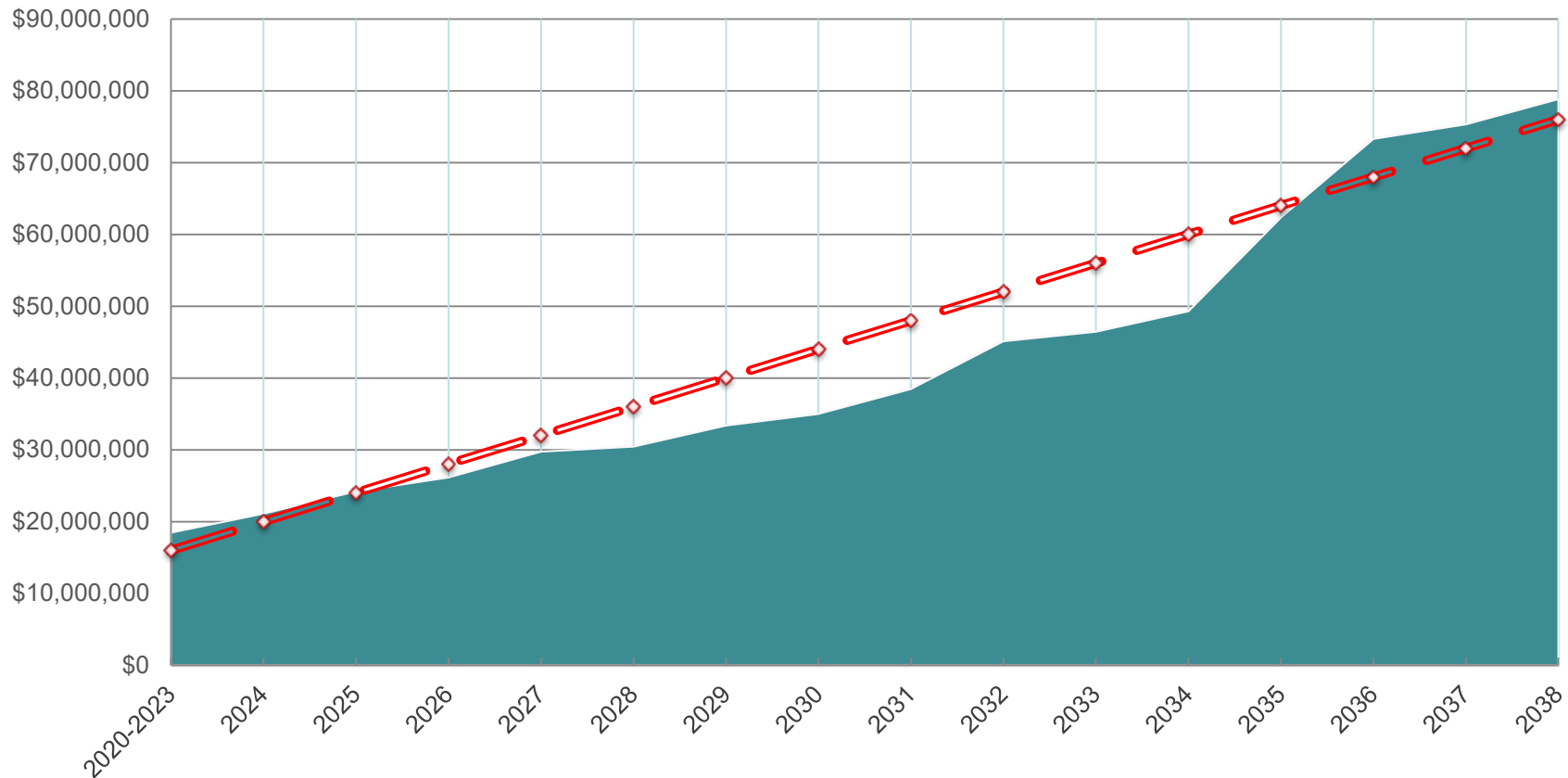
Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90748	GPIP-Dock	Authorized/in progress	7,500,000	-	125,000	125,000	-	-	-	-	7,750,000	<b>7,750,000</b>	Bulk water fund
90837	GPIP Access Ramp	Authorized/in progress	-	-	40,000	-	-	-	-	-	40,000	<b>40,000</b>	
80273	Site Improvements	Authorized/in progress	-	-	232,185	-	-	-	-	-	232,185	<b>232,185</b>	
90836	GPIP shoreline stabilization	Authorized/in progress	-	-	-	215,000	-	-	-	-	215,000	<b>215,000</b>	Fund 173
90854	GPIP Site Clean UP	Authorized/in progress	-	-	-	35,000	-	-	-	-	35,000	<b>35,000</b>	Fund 173
90875	GPIP Wash down pad	Authorized/in progress			20,000	-	-	-	-	-	20,000	<b>20,000</b>	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>8,272,185</b>	<b>8,272,185</b>	
<b>TOTAL NEW APPROPRIATIONS</b>											-	-	
90748	GPIP-Dock	Authorized/in progress	7,500,000	-	125,000	125,000	-	-	-	-	7,750,000	<b>7,750,000</b>	
<b>TOTAL PHYSICALLY COMPLETE</b>											-	-	



LONG-TERM INFRASTRUCTURE SINKING FUND  
AND  
ESTIMATED/PROJECTED ANNUAL INFRASTRUCTURE  
MAINTENANCE AND REPLACEMENT COST  
FOR THE NEXT TWENTY YEARS.

Ordinance 2012-30 was established October 9, 2012  
Current Balance \$837,866

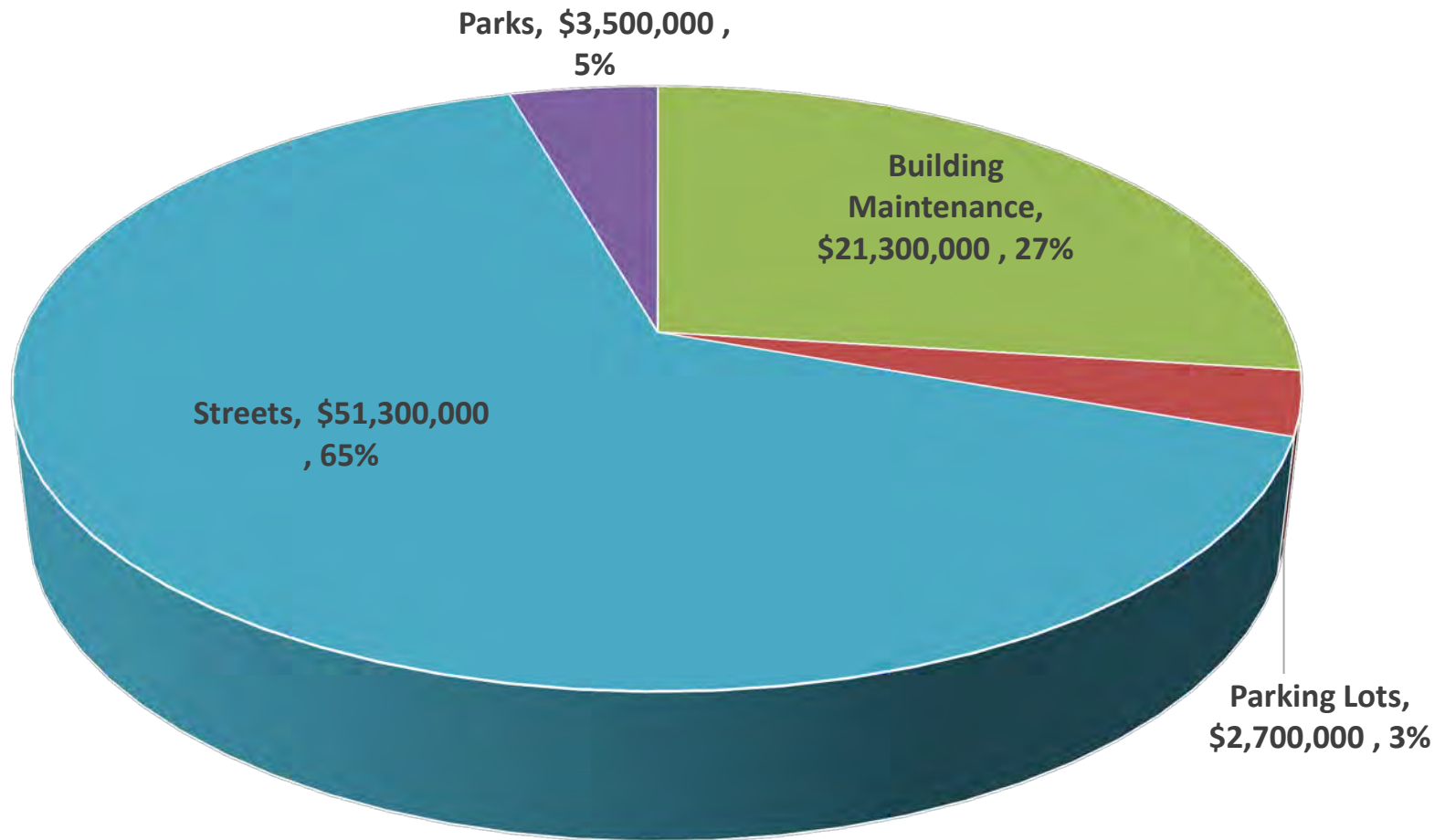
## General Fund Infrastructure Funding Required: \$4.0M Annually



Does not include the following long-range capital funding requirements for:

- Sitka Community Hospital = \$15.75 million
- Sitka School District = \$57.6 million

CBS General Fund Infrastructure Needs Breakdown  
\$79 million through 2038



Does not include the following Long Range Capital Needs:

- Sitka Community Hospital = \$15.75 million
- Sitka School District = \$57.6 million

# **CITY AND BOROUGH OF SITKA**

## **ORDINANCE NO. 2012-30**

### **AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA, ALASKA ADDING A NEW CHAPTER 4.44 TO THE SITKA GENERAL CODE ESTABLISHING REQUIRED LEVELS OF CASH TO BE MAINTAINED AND A NEW CHAPTER 4.45 TO THE SITKA GENERAL CODE ESTABLISHING A LONG TERM PUBLIC INFRASTRUCTURE SINKING FUND FOR THE OF REPAIR AND REPLACEMENT OF GENERAL FUND MUNICIPAL BUILDINGS, STREETS, SIDEWALKS, PARKING LOTS, AND PARKS**

**BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska as follows:

1. **CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code.
2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstances shall not be affected.
3. **PURPOSE.** The purposes of this ordinance are to codify requirements to maintain minimum levels of cash within the General Fund, and, to establish a sinking fund for the repair and replacement of General Fund municipal buildings, streets, sidewalks, parking lots, and parks its subsequent use for such restricted purposes.
4. **ENACTMENT.** The Assembly of the City and Borough of Sitka hereby adds Chapter 4.44 and 4.45 to the Sitka General Code.

#### **Chapter 4.44 REQUIRED LEVELS OF CASH TO BE MAINTAINED IN THE GENERAL FUND**

\* \* \*

**4.44.01 Required Levels of Cash On Hand.** The General Fund of the City and Borough of Sitka shall be required to maintain a minimum level of cash and cash equivalents in order to provide for adequate cash flow management and liquidity for the Municipality.

A. The minimum level of cash and cash equivalents to be maintained shall be equal to the total of all budgeted expenditure for the General Fund for the current fiscal year, divided by 4. Transfers from the General Fund balance shall not be considered expenditure for the purposes of this calculation.

B. For purposes of this Chapter, cash and cash equivalents shall be defined as cash held in demand deposits, overnight repurchase agreements as defined by SGC 4.28.060 4, money market mutual funds as defined by SGC 4.28.060 5, certificates of deposit as defined by SGC 4.28.060 2, and local government investment pools per SGC 4.28.060 6.

**4.44.02 Restriction of General Fund Balance.** A portion of the General Fund balance equal to the total of all budgeted expenditures for the General Fund for the current fiscal year, divided by 4, (transfers from the General Fund balance shall not be considered expenditure for the purposes of this calculation), shall be restricted as to its use in order to provide for required liquidity of the Municipality and not available for appropriation without a super majority of the Assembly voting in approval. An additional amount of \$2,000,000 shall be restricted as to its use in order to provide funds for responding to an emergency and not available for appropriation without a super majority of the Assembly voting in approval.

## **Chapter 4.45**

### **LONG TERM INFRASTRUCTURE SINKING FUND FOR THE REPAIR AND REPLACEMENT OF GENERAL FUND MUNICIPAL BUILDINGS, STREETS, SIDEWALKS, PARKING LOTS, AND PARKS**

\* \* \*

**4.45.01 Establishment of the Public Infrastructure Sinking Fund.** There shall hereby be created, within the fund structure of the City and Borough of Sitka, a sinking fund for the repair and replacement of General Fund municipal buildings, streets, sidewalks, parking lots, and parks to be hereafter called the Public Infrastructure Sinking Fund.

**4.45.02 Determination of the Required Balance of the Public Infrastructure Sinking Fund.** Within 90 days after the start of each fiscal year, the Administrator shall prepare an analysis of the General Fund Balance with an accompanying recommendation as to an amount of the General Fund Balance available for potential transfer to the Public Infrastructure Sinking Fund. This analysis shall first take into account any portions of the General Fund restricted by Section 4.44 of the Sitka General Code before recommending any further amounts for potential transfer to the Public Infrastructure Sinking Fund.


**4.45.03 Assembly Action.** Within 60 days after presentation of the annual analysis by the Administrator, the amount determined by the Administrator shall automatically be transferred to the Public Infrastructure Sinking Fund, unless a super majority of the Assembly votes to change the recommended amount.

**4.45.04 Use of the Sinking Fund.** The Assembly shall annually appropriate an amount from the Public Infrastructure Sinking Fund to be used exclusively for the repair and replacement of General Fund municipal buildings, streets, sidewalks, parking lots, and parks as recommended by the Administrator in his annual budget.

**4.45.05 Emergency Transfer of the Sinking Fund.** The Assembly shall have the authority to transfer any portion of the Public Infrastructure Sinking Fund to the General Fund in the case of an emergency threatening public health, safety, or welfare which requires use of public funds. Such a transfer shall require an approval of a super majority of the Assembly.

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

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 9<sup>th</sup> day of October, 2012.

  
\_\_\_\_\_  
Cheryl Westover, Mayor

**ATTEST:**

  
\_\_\_\_\_  
Colleen Ingman, MMC  
Municipal Clerk



# **GENERAL FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

## GENERAL FUND - SUMMARY BY ORGANIZATION

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2019 Projected Amount	2020 Budget
Fund: 100 General Fund						
<b>Revenue</b>						
100-300-301 - Property Tax	6,202,972	6,454,150	6,647,375	6,866,000	6,522,700	6,966,000
100-300-302 - Sales Tax	10,531,237	11,087,495	12,088,012	12,780,000	12,141,000	13,535,000
100-300-303 - Bed Tax	-	-	-	-	-	-
100-300-310 - State Revenue	1,335,451	981,266	875,827	948,222	929,615	873,649
100-300-315 - Federal Revenue	2,147,197	1,293,619	1,908,950	1,528,970	1,120,003	1,257,000
100-300-320 - Licenses & Permits	203,045	264,814	155,943	136,000	97,361	136,000
100-300-330 - Services	992,107	1,000,384	981,875	904,000	939,835	948,000
100-300-340 - Operating Revenue	741,053	640,910	758,794	705,000	699,750	705,000
100-300-360 - Uses of Prop & Investment	853,069	867,808	893,236	951,000	541,510	951,000
100-300-370 - Interfund Billings	2,870,628	2,750,428	2,855,202	2,697,736	2,645,065	2,663,479
100-300-380 - Miscellaneous	175,554	277,883	124,274	144,000	122,303	126,000
100-300-390 - Cash Basis Receipts	<u>2,960,919</u>	<u>3,755,907</u>	<u>1,607,903</u>	<u>2,883,097</u>	<u>2,309,062</u>	<u>1,898,500</u>
<b>Revenue Totals</b>	<b>\$ 29,013,232.00</b>	<b>\$ 29,374,664.00</b>	<b>\$ 28,897,391.00</b>	<b>\$ 30,544,025.00</b>	<b>\$ 28,068,204.00</b>	<b>\$ 30,059,628.00</b>
<b>Expenditures</b>						
100-500-001 - Administrative,Administrator & Assembly	746,619	853,767	1,029,605	1,181,472	948,386	940,907
100-500-002 - Attorney	587,855	641,228	223,921	618,739	447,304	385,229
100-500-003 - Municipal Clerk	374,127	379,397	403,604	405,498	328,358	446,451
100-500-004 - Finance	1,709,507	1,644,051	1,791,702	1,885,246	1,397,899	1,855,173
100-500-005 - Assessing	353,683	378,603	374,903	473,092	306,061	426,371
100-500-006 - Planning	356,228	379,926	245,256	252,247	122,001	291,928
100-500-007- General Office	604,539	538,053	461,193	489,814	460,960	505,618
100-500-008 - Other Expenditures	377,951	300,752	326,899	332,422	330,277	295,200
100-520-021-800 - Police	4,619,762	4,392,352	4,316,702	4,596,946	3,274,278	4,665,101
100-520-022-800 - Fire Protection	1,711,492	1,638,454	1,513,867	1,724,949	1,226,521	1,762,648
100-520-023 - Ambulance	296,614	317,493	286,208	348,324	186,094	335,920
100-520-024 - Search and Rescue	37,741	27,169	46,402	42,062	14,214	42,784
100-530-031 - Public Works Administration	736,251	621,142	662,949	701,796	542,485	710,645
100-530-032-800 - Engineering	1,093,453	932,023	901,654	1,144,938	681,122	1,104,105
100-530-033-800 - Streets	1,175,961	1,148,136	1,154,195	1,712,108	560,361	1,521,088



## GENERAL FUND - SUMMARY BY ORGANIZATION

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2019 Projected Amount	2020 Budget
100-530-034-800 - Recreation	578,076	615,103	535,646	655,766	449,948	690,304
100-530-035-800 - Building Officials	221,573	237,955	235,504	252,823	202,084	255,343
100-540-041 - Library	879,256	868,914	840,140	917,516	689,956	958,539
100-540-043 - Centennial Building	446,918	482,287	560,055	612,566	433,032	675,608
100-540-045 - Convention & Visitors Bureau	537	-	-	-	-	-
100-540-047 - Senior Citizens	69,935	123,694	78,112	97,764	36,662	89,764
100-545-050 - Contingency	680,510	629,015	(4,096)	-	-	-
100-550-650-951 - Debt Payments	38,464	34,936	33,222	90,741	90,741	88,001
100-550-660-952 - Support Payments	7,271,977	6,876,949	7,294,013	7,524,879	7,524,879	7,436,371
100-550-670 - Fixed Assets	-	-	13,999	709,938	709,938	56,000
100-550-680 - Transfer to Other Funds	4,476,064	5,336,017	4,430,278	4,453,825	4,423,825	4,396,637
100-550-690 - Other Financing Sources	-	-	-	-	-	-
<b>Expenditure Totals</b>	<b>\$ 29,445,093.45</b>	<b>\$ 29,397,416.00</b>	<b>\$ 27,755,933.00</b>	<b>\$ 31,225,471.00</b>	<b>\$ 25,387,386.00</b>	<b>\$ 29,935,735.64</b>
<b>Fund Total: General Fund</b>	<b>\$ (431,861.45)</b>	<b>\$ (22,752.00)</b>	<b>\$ 1,141,458.00</b>	<b>\$ (681,446.00)</b>	<b>\$ 2,680,818.00</b>	<b>\$ 123,892.36</b>

<b>Fund: 100 General Fund</b>	<b>2016 Actual Amount</b>	<b>2017 Actual Amount</b>	<b>2018 Actual Amount</b>	<b>2019 Amended Budget</b>	<b>2020 Budget</b>
<b>Revenue</b>					
<b>301 - Property Tax</b>					
3011 001 - Property Tax Levy	6,484,038	6,661,675	6,924,679	7,157,000	7,268,152
3011 002 - Auto Tax	92,829	89,898	92,790	95,000	93,000
3011 003 - Boat Tax	18,060	24,184	5,183	-	-
3011 004 - Penalty and Interest	43,896	88,088	63,056	58,000	60,000
3011 006 - Taxes Paid Voluntarily	13,944	55,496	49,698	49,000	50,000
3012 000 - Less Sr Citizen Exemption	(449,795)	(465,190)	(488,031)	(493,000)	(505,152)
<b>301 - Property Tax Totals</b>	<b>\$ 6,202,971.50</b>	<b>\$ 6,454,150.34</b>	<b>\$ 6,647,374.90</b>	<b>\$ 6,866,000.00</b>	<b>\$ 6,966,000.00</b>
<b>302 - Sales Tax</b>					
3021 001 - 1st Qtr Calendar Yr Sales	1,646,412	1,693,924	1,841,667	1,805,000	2,003,600
3021 002 - 2nd Qtr Calendar Yr Sales	3,352,982	3,544,369	3,875,384	4,250,000	4,450,400
3021 003 - 3rd Qtr Calendar Yr Sales	3,444,100	3,819,349	4,233,938	4,645,000	4,866,600
3021 004 - 4th Qtr Calendar Yr Sales	1,743,860	1,758,351	1,957,440	1,825,000	2,028,400
3021 005 - Previous Quarters Tax	83,506	59,770	11,832	50,000	10,000
3021 006 - Penalty & Interest	97,334	99,096	78,743	58,000	80,000
3021 007 - Discount	(14,972)	(12,509)	(14,107)	(10,000)	(15,000)
3021 008 - Home Construction Refund	(4,876)	(4,471)	(27,189)	(3,000)	(19,000)
3021 009 - Other Sales Tax Revenue	9,362	9,205	8,685	10,000	10,000
3021 010 - Fish Box Tax	173,530	120,411	121,619	150,000	120,000
<b>302 - Sales Tax Totals</b>	<b>\$ 10,531,237.14</b>	<b>\$ 11,087,495.30</b>	<b>\$ 12,088,012.56</b>	<b>\$ 12,780,000.00</b>	<b>\$ 13,535,000.00</b>

<b>Fund: 100 General Fund</b>	<b>2016 Actual Amount</b>	<b>2017 Actual Amount</b>	<b>2018 Actual Amount</b>	<b>2019 Amended Budget</b>	<b>2020 Budget</b>
<b>310 - State Revenue</b>					
3101 003 - Revenue Sharing	869,394	574,270	595,992	500,000	488,900
3101 005 - Grant Revenue	14,343	20,326	15,587	30,000	7,000
3101 007 - Liquor Licenses	25,125	24,250	19,375	24,000	25,000
3101 012 - Public Library Assistance	6,650	8,156	7,000	7,000	7,000
3101 016 - Miscellaneous	34,363	46,101	28,371	32,000	30,365
3101 017 - PERS Relief	385,215	290,629	207,833	300,000	257,384
3101 019 - SAR reimbursement	361	2,534	1,670	1,000	2,000
3101 030 - Grant Revenue Pass Thru	-	15,000	-	54,222	56,000
<b>310 - State Revenue Totals</b>	<b>\$ 1,335,451.79</b>	<b>\$ 981,266.26</b>	<b>\$ 875,827.96</b>	<b>\$ 948,222.00</b>	<b>\$ 873,649.00</b>
<b>315 - Federal Revenue</b>					
3151 001 - Stumpage	544,967	-	613,224	491,832	-
3151 002 - Payment in Lieu of Taxes	756,444	684,271	1,206,982	566,200	887,000
3151 003 - Grant Revenue	790,395	567,730	61,149	428,938	370,000
3161 001 - COPS grants	55,392	41,618	27,595	42,000	-
<b>315 - Federal Revenue Totals</b>	<b>\$ 2,147,197.60</b>	<b>\$ 1,293,619.59</b>	<b>\$ 1,908,950.86</b>	<b>\$ 1,528,970.00</b>	<b>\$ 1,257,000.00</b>
<b>320 - Licenses &amp; Permits</b>					
3201 001 - Building Permits	151,291	188,639	114,676	100,000	95,000
3201 002 - Planning & Zoning Permits	21,184	55,543	11,427	10,000	10,000
3201 003 - Parking Permits	710	545	410	1,000	1,000
3201 004 - Public Vehicle/Drivers	6,960	9,250	8,720	9,000	9,000
3201 005 - Bicycle Licenses	-	-	-	-	-
3201 006 - Animal Licenses	4,996	2,983	3,848	3,000	4,000
3201 007 - Itinerant Business Licens	40	62	18	-	-
3201 008 - Miscellaneous	600	652	663	-	-
3201 010 - Fire Marshall Fees	-	-	-	-	-
3201 011 - Park & Rec. Fees	15,705	5,902	13,141	12,000	13,000
3201 012 - Centennial Permit Fees	1,560	1,240	3,040	1,000	4,000
<b>320 - Licenses &amp; Permits Totals</b>	<b>\$ 203,045.69</b>	<b>\$ 264,814.94</b>	<b>\$ 155,943.22</b>	<b>\$ 136,000.00</b>	<b>\$ 136,000.00</b>
<b>330 - Services</b>					
3301 002 - Police Contracts	-	-	-	-	-
3301 003 - Jail Contracts	391,194	391,194	391,194	391,000	352,000
3301 004 - DWI Jail Time Fees	990	-	-	-	-
3301 005 - Jail-Detox	11,675	9,680	6,820	8,000	7,000

<b>Fund: 100 General Fund</b>	<b>2016 Actual Amount</b>	<b>2017 Actual Amount</b>	<b>2018 Actual Amount</b>	<b>2019 Amended Budget</b>	<b>2020 Budget</b>
3301 006 - Impound/Storage Fees	4,840	4,484	6,150	8,000	6,000
3301 007 - Police Other	(23,907)	6,064	6,838	9,000	7,000
3301 010 - E911 Surcharge	185,909	180,210	185,590	180,000	180,000
3302 000 - Police Medical Billings	6,122	9,401	22,656	6,000	22,000
3303 000 - Public Defender Fees	200	-	-	-	-
3321 001 - Ambulance Fees	401,803	387,022	342,108	270,000	342,000
3321 002 - Fire Dept Other	-	-	-	-	-
3331 001 - Library	11,874	11,030	11,027	12,000	12,000
3331 002 - Library Lost Book Replace	1,437	1,299	1,059	3,000	3,000
3331 003 - Library-Other	(30)	-	-	-	-
3331 004 - Library-Network	-	-	8,434	17,000	17,000
3333 000 - Sitka Builders Seminar	-	-	-	-	-
3351 000 - Legal Fees	-	-	-	-	-
<b>330 - Services Totals</b>	<b>\$ 992,107.41</b>	<b>\$ 1,000,384.44</b>	<b>\$ 981,875.64</b>	<b>\$ 904,000.00</b>	<b>\$ 948,000.00</b>
<u><b>340 - Operating Revenue</b></u>					
3454 000 - Concessions	2,784	2,267	2,340	3,000	3,000
3491 000 - Jobbing-Labor	738,270	636,225	752,179	700,000	700,000
3492 000 - Jobbing-Materials/Parts	-	1,000	628	1,000	1,000
3493 000 - Jobbing-Equipment	-	1,419	648	1,000	1,000
3494 000 - Jobbing-Outside Contracts	-	-	3,000.00	-	-
<b>340 - Operating Revenue Totals</b>	<b>\$ 741,053.95</b>	<b>\$ 640,910.76</b>	<b>\$ 758,794.06</b>	<b>\$ 705,000.00</b>	<b>\$ 705,000.00</b>
<u><b>360 - Uses of Property &amp; Investments</b></u>					
3601 000 - Rent - Land	204,938	194,018	206,761	209,000	209,000
3602 000 - Rent - Building	9,613	9,600	9,600	10,000	10,000
3603 000 - Rent-Centennial Building	970	52,992	109,471	115,000	115,000
3604 000 - Rent-Senior Center	2,898	905	942	2,000	2,000
3606 000 - Rent-Tom Young Cabin	8,224	8,042	8,912	8,000	8,000
3610 000 - Interest Income	478,527	402,364	396,911	420,000	444,000
3620 000 - Sale of Fixed Assets	1	101	-	-	-
3635 000 - Gravel & Rock Royalties	27,631	67,922	37,474	75,000	40,000
3640 000 - Library-Special Sales	2,415	2,130	1,784	2,000	2,000
3650 000 - City/St Bldg Cost Reimbur	117,853	129,734	121,381	110,000	121,000
<b>360 - Uses of Property &amp; Investments Totals</b>	<b>\$ 853,069.58</b>	<b>\$ 867,808.43</b>	<b>\$ 893,236.90</b>	<b>\$ 951,000.00</b>	<b>\$ 951,000.00</b>

<b>Fund: 100 General Fund</b>	<b>2016 Actual Amount</b>	<b>2017 Actual Amount</b>	<b>2018 Actual Amount</b>	<b>2019 Amended Budget</b>	<b>2020 Budget</b>
<b>370 - Interfund Billings</b>					
3701 152 - Interfund Bill NARCO	47,075	-	-	-	-
3701 200 - Electric Interfund Bill	1,008,642	965,971	965,971	979,647	865,541
3701 210 - Water Interfund Bill	290,151	301,476	301,476	292,397	313,204
3701 220 - WWater Interfund Bill	342,598	354,201	354,201	386,249	386,493
3701 230 - SWste Interfund Bill	362,493	422,522	422,522	335,638	382,347
3701 240 - Harbor Interfund Bill	353,994	325,824	325,824	247,943	293,329
3701 250 - Air Term Interfund Bill	107,992	107,953	107,953	95,022	98,343
3701 260 - MSC Interfund Bill	16,263	20,192	20,192	6,528	17,044
3701 270 - SMC Interfund Bill	31,451	32,874	32,874	66,277	62,738
3701 300 - MIS Interfund Bill	105,423	110,602	110,602	97,288	90,295
3701 310 - Garage Interfund Billing	111,892	108,814	108,814	122,204	79,326
3701 320 - Maint Fund Interfund Bill	92,653	-	104,774	68,543	74,819
<b>370 - Interfund Billings Totals</b>	<b>\$ 2,870,628.21</b>	<b>\$ 2,750,428.92</b>	<b>\$ 2,855,202.96</b>	<b>\$ 2,697,736.00</b>	<b>\$ 2,663,479.00</b>
<b>380 - Miscellaneous Revenue</b>					
3801 000 - Fines and Forfeits	84,915	70,993	46,173	72,000	46,000
3801 100 - Fines Minor Consuming	-	-	-	-	-
3804 000 - Return Check Fee (NSF)	330	300	600	1,000	1,000
3805 000 - Cash, (Short)/Long	(231)	(21)	(226)	-	-
3806 000 - Coffee Revenue-Cent Bldg	-	-	-	-	-
3807 000 - Miscellaneous	30,190	149,480	8,685	20,000	20,000
3807 100 - Miscellaneous Grant Revenue	-	1,088	10,152	-	-
3808 000 - Salary Reimbursement	7,765	75	175	-	-
3809 000 - Donations	1,807	2,773	8,069	2,000	8,000
3809 001 - Donation - Parks and Recreation	20	-	-	-	-
3810 000 - Cops Grant Donations	-	-	-	-	-
3811 000 - Property Damage Reimburse	55	2,495	-	-	-
3820 000 - Bad Debt Collected	16,713	5,040	3,234	1,000	3,000
3850 000 - Pcard Rebate	33,992	45,660	47,413	48,000	48,000
<b>380 - Miscellaneous Revenue Totals</b>	<b>\$ 175,554.83</b>	<b>\$ 277,883.36</b>	<b>\$ 124,274.08</b>	<b>\$ 144,000.00</b>	<b>\$ 126,000.00</b>

<b>Fund: 100 General Fund</b>	<b>2016 Actual Amount</b>	<b>2017 Actual Amount</b>	<b>2018 Actual Amount</b>	<b>2019 Amended Budget</b>	<b>2020 Budget</b>
<b>390 - Cash Basis Receipts</b>					
3950 000 - Interfund Transfers In	1,630,000	1,120,000	-	1,000,000	340,000
3950 193 - Transfer In Utility Subsidization Fnd	-	-	-	200,000	-
3950 194 - Transfer In Comm Pass Tax	253	-	-	-	-
3950 195 - Transfer In Visitor Enhancement Fnd	-	-	50,000	200,000	80,000
3950 240 - Transfer In Harbor	100,000	-	-	-	-
3950 310 - Transfer In from 310	-	-	-	-	-
3950 320 - Transfer In Bldg Maint	-	-	-	25,000	-
3950 400 - Transfer In Permanent Fd	1,195,852	1,298,821	1,375,900	1,427,097	1,447,500
3950 410 - Transfer In Revolving Fnd	27,866	22,762	21,841	23,000	23,000
3950 420 - Transfer In Guarantee Fnd	6,948	5,658	5,409	8,000	8,000
3950 540 - Transfer in from fund 540	-	-	6,300	-	-
3950 700 - Transfer In Cap Proj Fund	-	1,308,666	148,453	-	-
<b>390 - Cash Basis Receipts Totals</b>	<b>\$ 2,960,919.77</b>	<b>\$ 3,755,907.96</b>	<b>\$ 1,607,902.92</b>	<b>\$ 2,883,097.00</b>	<b>\$ 1,898,500.00</b>
<b>Revenue Totals</b>	<b>\$ 29,013,237.47</b>	<b>\$ 29,374,670.30</b>	<b>\$ 28,897,396.50</b>	<b>\$ 30,544,025.00</b>	<b>\$ 30,059,628.00</b>

<b>Fund: 100 General Fund</b>	<b>2016 Actual Amount</b>	<b>2017 Actual Amount</b>	<b>2018 Actual Amount</b>	<b>2019 Amended Budget</b>	<b>2020 Budget</b>
<b>Expenditures</b>					
<b>400 - Salaries and Wages</b>					
5110 001 - Regular Salaries/Wages	5,600,944	5,147,031	5,138,735	6,146,865	6,471,368
5110 002 - Holidays	244,550	238,644	242,003	-	-
5110 003 - Sick Leave	172,952	209,060	182,044	-	-
5110 004 - Overtime	437,064	491,304	494,016	405,862	405,862
5110 010 - Temp Wages	378,191	293,828	338,163	461,600	501,478
<b>400 - Salaries and Wages Totals</b>	<b>\$ 6,833,699.52</b>	<b>\$ 6,379,866.72</b>	<b>\$ 6,394,961.37</b>	<b>\$ 7,014,326.80</b>	<b>\$ 7,378,707.65</b>
<b>450 - Fringe Benefits</b>					
5120 001 - Annual Leave	597,612	575,062	512,001	265,026	280,696
5120 002 - SBS	455,206	426,689	425,269	437,462	461,454
5120 003 - Medicare	105,980	99,754	99,155	104,200	109,914
5120 004 - PERS	1,861,967	1,709,421	1,613,099	1,441,602	1,770,381
5120 005 - Health Insurance	1,610,454	1,741,708	1,927,478	2,255,482	1,678,028
5120 006 - Life Insurance	1,167	1,106	1,091	1,105	1,015
5120 007 - Workmen's Compensation	223,823	231,853	223,607	231,751	243,833
5120 008 - Unemployment	9,940	28,413	7,654	-	-
<b>450 - Fringe Benefits Totals</b>	<b>\$ 4,866,149.42</b>	<b>\$ 4,814,007.40</b>	<b>\$ 4,809,354.71</b>	<b>\$ 4,736,627.63</b>	<b>\$ 4,545,320.99</b>
<b>500 - Operating Expenses</b>					
5201 000 - Training and Travel	202,785	194,233	167,167	273,500	237,867
5202 000 - Uniforms	31,848	34,458	32,447	45,610	37,600
5203 000 - Utilities	-	-	-	-	57,000
5203 001 - Electric	289,513	392,473	398,068	379,500	400,622
5203 005 - Heating Fuel	22,435	20,811	26,649	22,000	22,000
5203 006 - Interruptable electric	15,112	21,482	23,484	20,000	25,000
5204 000 - Telephone	245,196	119,379	113,556	118,952	132,845
5204 001 - Cell Phone Stipend	6,600	5,800	5,715	8,616	9,144
5205 000 - Insurance	203,289	188,007	179,396	173,428	248,098
5206 000 - Supplies	333,674	298,041	301,888	587,348	456,795
5207 000 - Repairs & Maintenance	28,977	31,142	51,553	65,985	77,120
5208 000 - Bldg Repair & Maint	373,351	360,801	360,590	380,500	356,300
5211 000 - Data Processing Fees	848,496	781,076	851,470	901,157	1,150,655
5211 001 - Information Technology Special	-	-	-	228,486	45,000
5212 000 - Contracted/Purchased Serv	1,805,448	1,391,918	716,153	1,210,259	866,925

<b>Fund: 100 General Fund</b>	<b>2016 Actual Amount</b>	<b>2017 Actual Amount</b>	<b>2018 Actual Amount</b>	<b>2019 Amended Budget</b>	<b>2020 Budget</b>
5212 001 - Sitka Historical Contract	-	108,000	97,200	97,200	97,200
5212 002 - SEDA Contract	-	63,000	63,000	63,000	63,000
5214 000 - Interdepartment Services	1,177	36,510	21,414	30,000	30,000
5221 000 - Transportation/Vehicles	981,206	1,010,216	755,148	960,368	905,834
5222 000 - Postage	43,453	35,066	33,140	60,900	49,650
5223 000 - Tools & Small Equipment	111,523	60,788	114,677	130,979	138,610
5224 000 - Dues & Publications	42,744	42,995	38,447	50,718	51,848
5225 000 - Legal Expenditures	198,964	374,959	(78,593)	290,000	50,000
5226 000 - Advertising	78,844	80,834	67,539	54,050	62,240
5227 001 - Rent-Buildings	32,935	27,177	28,311	29,200	29,500
5227 002 - Rent-Equipment	9,543	11,742	27,603	29,441	29,790
5228 000 - Donations	142,500	95,001	117,833	133,000	125,000
5228 001 - Pass through grants	19,942	34,652	48,866	39,222	10,000
5229 000 - Investment Expenses	-	-	54,181	85,200	77,880
5231 000 - Credit Card Expense	75,117	84,643	69,969	75,500	70,000
5240 000 - Books & Publications	59,958	48,428	48,009	67,072	72,500
5280 000 - Public Defender Fees	3,552	510	-	-	-
5288 000 - Administrator Contingency	1,939	2,775	2,860	3,000	3,000
5289 000 - Mayor Contingency	3,879	21	2,006	3,000	3,000
5290 000 - Other Expenses	7,016,726	6,875,662	7,324,064	7,502,829	7,379,046
5290 100 - Unanticipated Repairs	-	-	10,316	100,000	100,000
5295 000 - Interest Expense	13,613	12,626	10,912	23,507	21,970
5297 000 - Debt Admin Expense	1,020	-	-	-	-
<b>500 - Operating Expenses Totals</b>	<b>\$ 13,245,358.20</b>	<b>\$ 12,845,225.20</b>	<b>\$ 12,085,040.42</b>	<b>\$ 14,243,526.10</b>	<b>\$ 13,493,039.00</b>



<b>Fund: 100 General Fund</b>	<b>2016 Actual Amount</b>	<b>2017 Actual Amount</b>	<b>2018 Actual Amount</b>	<b>2019 Amended Budget</b>	<b>2020 Budget</b>
<u>700 - Cash Basis Expenditures</u>					
7101 000 - Fixed Assets-Land	-	-	-	-	-
7106 022 - Fixed Assets-Fire Dept	-	-	-	280,000	56,000
7106 033 - Fixed Assets-Streets	-	-	-	18,000	-
7106 034 - Fixed Assets-Recreation	-	-	-	-	-
7106 041 - Fixed Assets - Library	-	-	-	-	-
7106 043 - Fixed Assets - Cent Bldg	-	-	-	-	-
7106 047 - Fixed Assets-Sr Citizen B	-	-	-	25,000	-
7200 000 - Interfund Transfers Out	4,476,064	5,336,017	4,430,278	4,453,825	4,396,637
7301 000 - Note Principal Payments	23,831	22,310	22,310	67,234	66,031
7302 000 - Bond Principal Payments	-	-	-	-	-
7600 000 - Advances to Other Funds	-	-	-	-	-
<b>700 - Cash Basis Expenditures Totals</b>	<b>\$ 4,499,895.83</b>	<b>\$ 5,358,326.91</b>	<b>\$ 4,466,587.36</b>	<b>\$ 5,230,997.00</b>	<b>\$ 4,518,668.00</b>
<b>Revenue Totals:</b>	<b>\$ 29,013,237.47</b>	<b>\$ 29,374,670.30</b>	<b>\$ 28,897,396.50</b>	<b>\$ 30,544,025.00</b>	<b>\$ 30,059,628.00</b>
<b>Expenditure Totals</b>	<b>\$ 29,445,102.97</b>	<b>\$ 29,397,426.23</b>	<b>\$ 27,755,943.86</b>	<b>\$ 31,225,477.53</b>	<b>\$ 29,935,735.64</b>
<b>Fund Total: General Fund</b>	<b>\$ (431,865.50)</b>	<b>\$ (22,755.93)</b>	<b>\$ 1,141,452.64</b>	<b>\$ (681,452.53)</b>	<b>\$ 123,892.36</b>



# General Fund - Administrator/Assembly

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	148,124.91	186,288.47	214,116.08	248,486.35	267,829.50
5110.002	Holidays	2,018.98	3,857.80	5,985.08	.00	.00
5110.003	Sick Leave	4,653.75	5,469.83	5,598.84	.00	.00
5110.004	Overtime	.00	6,043.97	.00	.00	.00
5110.010	Temp Wages	33,750.00	33,350.00	29,800.00	27,600.00	27,600.00
<i>Salaries and Wages Totals</i>		\$188,547.64	\$235,010.07	\$255,500.00	\$276,086.35	\$295,429.50
<i>Fringe Benefits</i>						
5120.001	Annual Leave	26,619.31	22,343.16	30,121.85	15,997.00	13,257.00
5120.002	SBS	11,832.15	15,410.28	17,522.39	17,733.02	18,763.12
5120.003	Medicare	2,897.52	3,743.85	4,144.79	4,235.21	4,475.97
5120.004	PERS	45,549.03	51,570.72	58,625.38	68,167.07	66,537.49
5120.005	Health Insurance	26,787.16	45,288.10	79,952.21	86,108.54	69,662.16
5120.006	Life Insurance	21.64	26.85	32.82	35.02	36.36
5120.007	Workmen's Compensation	1,088.26	2,408.16	1,582.96	1,408.15	1,506.57
5120.008	Unemployment	39.16	(7.40)	.00	.00	.00
<i>Fringe Benefits Totals</i>		\$114,834.23	\$140,783.72	\$191,982.40	\$193,684.01	\$174,238.67
<i>Operating Expenses</i>						
5201.000	Training and Travel	22,919.73	26,181.29	14,983.85	29,980.00	32,875.00
5204.000	Telephone	6,577.23	5,105.45	6,475.30	9,800.00	10,192.00
5204.001	Cell Phone Stipend	300.00	300.00	125.00	.00	300.00
5206.000	Supplies	6,618.69	6,430.40	8,951.93	9,000.00	9,000.00
5207.000	Repairs & Maintenance	780.00	780.00	1,560.00	780.00	780.00
5211.000	Data Processing Fees	13,836.00	13,154.04	14,721.96	19,462.00	20,329.00
5211.001	Information Technology Special Projects	.00	.00	.00	2,205.00	.00
5212.000	Contracted/Purchased Serv	37,601.37	52,206.93	114,262.31	259,000.00	40,000.00
5221.000	Transportation/Vehicles	262.50	.00	.00	.00	.00
5222.000	Postage	6.74	79.15	95.95	100.00	100.00
5223.000	Tools & Small Equipment	.00	.00	786.91	.00	2,100.00
5224.000	Dues & Publications	15,465.32	15,519.70	17,966.15	17,940.00	18,065.00
5226.000	Advertising	492.75	16,708.77	5,070.47	5,000.00	5,000.00
5288.000	Administrator Contingency	1,938.91	2,774.63	2,860.28	3,000.00	3,000.00
5289.000	Mayor Contingency	3,878.79	20.85	2,005.76	3,000.00	3,000.00
5290.000	Other Expenses	15,842.03	8,915.99	42,167.36	7,250.00	28,775.00



# General Fund - Administrator/Assembly

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Operating Expenses</i>					
	<i>Operating Expenses Totals</i>	\$126,520.06	\$148,177.20	\$232,033.23	\$366,517.00	\$173,516.00
Fund	<b>100 - General Fund Totals</b>	\$429,901.93	\$523,970.99	\$679,515.63	\$836,287.36	\$643,184.17
	Net Grand Totals	\$429,901.93	\$523,970.99	\$679,515.63	\$836,287.36	\$643,184.17



# General Fund - Human Resources

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	139,923.43	139,185.60	120,929.43	159,633.00	162,201.58
5110.002	Holidays	3,783.48	4,296.96	5,364.93	.00	.00
5110.003	Sick Leave	4,602.51	4,791.24	25,810.68	.00	.00
<i>Salaries and Wages Totals</i>		<b>\$148,309.42</b>	<b>\$148,273.80</b>	<b>\$152,105.04</b>	<b>\$159,633.00</b>	<b>\$162,201.58</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	11,639.32	16,039.80	10,481.16	.00	.00
5120.002	SBS	9,804.89	10,072.24	9,966.38	9,786.00	9,942.90
5120.003	Medicare	2,319.25	2,382.56	2,357.48	2,315.00	2,351.92
5120.004	PERS	43,611.62	42,505.46	41,109.19	43,792.00	42,298.40
5120.005	Health Insurance	51,482.37	57,470.02	63,735.10	67,212.00	26,044.56
5120.006	Life Insurance	28.32	28.32	28.32	29.00	22.20
5120.007	Workmen's Compensation	859.92	913.90	957.94	815.00	827.39
<i>Fringe Benefits Totals</i>		<b>\$119,745.69</b>	<b>\$129,412.30</b>	<b>\$128,635.57</b>	<b>\$123,949.00</b>	<b>\$81,487.37</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	2,520.60	1,709.76	5,450.00	8,100.00	13,200.00
5206.000	Supplies	2,196.06	2,077.43	1,283.59	2,896.00	2,400.00
5211.000	Data Processing Fees	13,836.00	13,154.04	14,721.96	15,570.00	15,094.00
5211.001	Information Technology Special Projects	.00	.00	.00	1,764.00	.00
5212.000	Contracted/Purchased Serv	27,709.72	32,361.53	45,828.21	88,436.00	21,110.00
5224.000	Dues & Publications	2,320.54	2,787.86	2,065.03	2,010.00	2,030.00
5290.000	Other Expenses	79.40	20.00	.00	.00	200.00
<i>Operating Expenses Totals</i>		<b>\$48,662.32</b>	<b>\$52,110.62</b>	<b>\$69,348.79</b>	<b>\$118,776.00</b>	<b>\$54,034.00</b>
<b>Fund 100 - General Fund Totals</b>		<b>\$316,717.43</b>	<b>\$329,796.72</b>	<b>\$350,089.40</b>	<b>\$402,358.00</b>	<b>\$297,722.95</b>
<b>Net Grand Totals</b>		<b>\$316,717.43</b>	<b>\$329,796.72</b>	<b>\$350,089.40</b>	<b>\$402,358.00</b>	<b>\$297,722.95</b>



# General Fund - Legal

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	227,534.57	137,696.56	150,789.78	189,124.00	199,248.38
5110.002	Holidays	7,223.64	4,371.20	6,979.88	.00	.00
5110.003	Sick Leave	4,265.86	3,360.82	5,044.60	.00	.00
5110.004	Overtime	1,172.16	.00	.00	.00	.00
<i>Salaries and Wages Totals</i>		\$240,196.23	\$145,428.58	\$162,814.26	\$189,124.00	\$199,248.38
<i>Fringe Benefits</i>						
5120.001	Annual Leave	18,212.62	15,060.65	15,421.56	9,528.00	9,932.00
5120.002	SBS	13,793.43	9,964.89	10,697.83	11,699.81	12,045.31
5120.003	Medicare	3,348.85	2,923.14	2,605.81	2,880.45	3,033.11
5120.004	PERS	46,464.84	40,324.47	44,993.66	51,882.28	50,995.69
5120.005	Health Insurance	22,056.59	22,786.88	41,452.35	46,133.28	35,752.56
5120.006	Life Insurance	21.02	11.55	19.84	22.20	22.20
5120.007	Workmen's Compensation	959.17	860.04	1,023.75	1,040.26	1,095.94
5120.008	Unemployment	.00	7,486.00	.00	.00	.00
<i>Fringe Benefits Totals</i>		\$104,856.52	\$99,417.62	\$116,214.80	\$123,186.28	\$112,876.81
<i>Operating Expenses</i>						
5201.000	Training and Travel	3,488.67	1,336.41	2,093.56	4,750.00	3,000.00
5204.000	Telephone	398.08	999.46	415.72	370.00	680.00
5204.001	Cell Phone Stipend	275.00	250.00	500.00	600.00	600.00
5206.000	Supplies	1,407.94	679.92	1,705.42	1,200.00	1,200.00
5207.000	Repairs & Maintenance	780.00	780.00	1,560.00	800.00	780.00
5211.000	Data Processing Fees	13,836.00	13,154.04	14,721.96	15,570.00	15,094.00
5211.001	Information Technology Special Projects	.00	.00	.00	1,764.00	.00
5212.000	Contracted/Purchased Serv	11,380.55	174.75	(.60)	.00	.00
5221.000	Transportation/Vehicles	1,725.00	1,200.00	975.00	900.00	900.00
5222.000	Postage	70.87	93.36	.00	.00	.00
5223.000	Tools & Small Equipment	62.90	.00	471.23	.00	.00
5224.000	Dues & Publications	1,786.45	1,000.05	895.65	750.00	750.00
5225.000	Legal Expenditures	198,963.57	374,958.78	(78,592.55)	340,000.00	50,000.00
5226.000	Advertising	4,949.52	1,245.30	48.15	.00	.00
5280.000	Public Defender Fees	3,551.75	510.00	.00	.00	.00
5290.000	Other Expenses	126.22	.00	99.00	.00	100.00
<i>Operating Expenses Totals</i>		\$242,802.52	\$396,382.07	(\$55,107.46)	\$366,704.00	\$73,104.00



# General Fund - Legal

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b> Totals	\$587,855.27	\$641,228.27	\$223,921.60	\$679,014.28	\$385,229.19
	Net Grand Totals	\$587,855.27	\$641,228.27	\$223,921.60	\$679,014.28	\$385,229.19



# General Fund - Clerk

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	137,371.79	130,272.08	138,652.72	148,265.70	153,500.56
5110.002	Holidays	2,303.26	1,423.40	1,684.52	.00	.00
5110.003	Sick Leave	2,541.27	5,513.48	2,399.20	.00	.00
5110.010	Temp Wages	.00	14,546.00	7,707.00	20,000.00	20,000.00
<i>Salaries and Wages Totals</i>		<b>\$142,216.32</b>	<b>\$151,754.96</b>	<b>\$150,443.44</b>	<b>\$168,265.70</b>	<b>\$173,500.56</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	11,553.05	15,455.68	14,544.00	5,964.00	6,055.00
5120.002	SBS	9,853.03	10,341.89	10,217.92	10,735.49	11,061.98
5120.003	Medicare	2,330.64	2,446.31	2,416.97	2,539.38	2,616.62
5120.004	PERS	42,715.46	39,854.71	39,930.75	40,673.30	42,011.22
5120.005	Health Insurance	40,738.18	48,792.81	54,112.45	57,060.12	44,224.68
5120.006	Life Insurance	28.88	28.32	28.32	28.32	28.32
5120.007	Workmen's Compensation	846.75	948.35	946.79	862.88	889.42
<i>Fringe Benefits Totals</i>		<b>\$108,065.99</b>	<b>\$117,868.07</b>	<b>\$122,197.20</b>	<b>\$117,863.49</b>	<b>\$106,887.24</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	8,605.52	7,373.79	9,188.25	10,550.00	8,975.00
5204.000	Telephone	951.55	558.42	370.12	970.00	970.00
5204.001	Cell Phone Stipend	.00	300.00	300.00	.00	300.00
5206.000	Supplies	7,798.07	5,535.24	6,167.25	8,500.00	8,500.00
5207.000	Repairs & Maintenance	780.00	780.00	1,560.00	780.00	780.00
5211.000	Data Processing Fees	18,648.00	17,049.00	20,735.04	24,497.00	51,133.00
5211.001	Information Technology Special Projects	.00	.00	.00	3,087.00	.00
5212.000	Contracted/Purchased Serv	28,129.60	23,582.45	37,781.63	27,000.00	31,300.00
5221.000	Transportation/Vehicles	637.50	900.00	900.00	900.00	1,800.00
5222.000	Postage	62.95	39.50	26.90	100.00	100.00
5223.000	Tools & Small Equipment	.00	.00	.00	.00	4,000.00
5224.000	Dues & Publications	6,645.20	5,550.10	5,078.35	7,940.00	8,805.00
5226.000	Advertising	31,601.40	33,677.45	34,028.15	28,000.00	34,000.00
5227.001	Rent-Buildings	19,860.96	14,428.76	14,793.43	15,100.00	15,400.00
5290.000	Other Expenses	123.99	.00	34.75	.00	.00
<i>Operating Expenses Totals</i>		<b>\$123,844.74</b>	<b>\$109,774.71</b>	<b>\$130,963.87</b>	<b>\$127,424.00</b>	<b>\$166,063.00</b>
<b>Fund 100 - General Fund Totals</b>		<b>\$374,127.05</b>	<b>\$379,397.74</b>	<b>\$403,604.51</b>	<b>\$413,553.19</b>	<b>\$446,450.80</b>



# General Fund - Finance

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	741,847.44	673,910.26	737,760.72	870,557.00	919,583.32
5110.002	Holidays	36,252.97	32,370.10	37,578.15	.00	.00
5110.003	Sick Leave	26,714.49	23,260.61	47,921.95	.00	.00
5110.004	Overtime	4,335.84	811.34	768.97	.00	.00
5110.010	Temp Wages	1,638.75	4,095.00	.00	.00	5,000.00
<i>Salaries and Wages Totals</i>		<b>\$810,789.49</b>	<b>\$734,447.31</b>	<b>\$824,029.79</b>	<b>\$870,557.00</b>	<b>\$924,583.32</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	77,331.51	68,685.98	67,333.38	31,911.00	32,543.00
5120.002	SBS	55,269.37	48,898.71	54,635.60	55,322.00	58,469.66
5120.003	Medicare	13,126.86	11,646.53	12,923.66	13,086.00	13,878.32
5120.004	PERS	243,095.15	208,673.80	220,588.06	238,819.00	237,772.57
5120.005	Health Insurance	225,023.60	223,875.78	275,437.58	300,255.00	206,652.12
5120.006	Life Insurance	152.46	142.61	160.91	168.00	159.60
5120.007	Workmen's Compensation	4,802.73	4,507.68	5,141.40	4,441.00	4,715.03
5120.008	Unemployment	.00	.00	860.00	.00	.00
<i>Fringe Benefits Totals</i>		<b>\$618,801.68</b>	<b>\$566,431.09</b>	<b>\$637,080.59</b>	<b>\$644,002.00</b>	<b>\$554,190.30</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	25,951.48	17,522.99	11,349.82	15,000.00	12,575.00
5204.000	Telephone	(120.00)	(120.00)	(120.00)	.00	.00
5204.001	Cell Phone Stipend	275.00	.00	.00	.00	.00
5206.000	Supplies	12,761.74	7,956.72	8,913.92	15,914.70	14,100.00
5207.000	Repairs & Maintenance	.00	.00	.00	1,000.00	1,000.00
5211.000	Data Processing Fees	129,924.00	133,548.96	126,374.04	134,161.00	137,039.00
5211.001	Information Technology Special Projects	.00	.00	.00	31,758.00	.00
5212.000	Contracted/Purchased Serv	104,713.23	180,013.46	119,329.01	129,200.00	126,200.00
5222.000	Postage	.00	30.20	462.00	100.00	500.00
5223.000	Tools & Small Equipment	.00	.00	365.48	500.00	500.00
5224.000	Dues & Publications	685.00	541.20	320.00	800.00	415.00
5226.000	Advertising	20,392.07	3,141.85	6,703.45	3,350.00	5,290.00
5229.000	Investment Expenses	.00	.00	54,181.23	85,200.00	77,880.00
5290.000	Other Expenses	(14,666.67)	537.62	2,712.99	1,000.00	900.00
<i>Operating Expenses Totals</i>		<b>\$279,915.85</b>	<b>\$343,173.00</b>	<b>\$330,591.94</b>	<b>\$417,983.70</b>	<b>\$376,399.00</b>





# General Fund - Finance

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b> Totals	\$1,709,507.02	\$1,644,051.40	\$1,791,702.32	\$1,932,542.70	\$1,855,172.62
	Net Grand Totals	\$1,709,507.02	\$1,644,051.40	\$1,791,702.32	\$1,932,542.70	\$1,855,172.62



# General Fund - Assessing

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	162,801.00	162,304.01	162,923.49	189,146.00	208,274.28
5110.002	Holidays	8,034.16	8,316.84	8,502.19	.00	.00
5110.003	Sick Leave	5,216.87	6,409.26	3,433.23	.00	.00
5110.010	Temp Wages	.00	17,104.00	.00	.00	.00
<i>Salaries and Wages Totals</i>		\$176,052.03	\$194,134.11	\$174,858.91	\$189,146.00	\$208,274.28
<i>Fringe Benefits</i>						
5120.001	Annual Leave	10,696.54	17,019.15	20,362.63	7,418.00	7,584.00
5120.002	SBS	11,546.29	13,035.65	12,059.03	12,050.00	13,232.16
5120.003	Medicare	2,737.35	3,083.48	2,852.46	2,851.00	3,129.95
5120.004	PERS	51,859.84	50,168.58	47,063.98	51,889.00	53,447.39
5120.005	Health Insurance	51,492.44	58,827.82	59,805.28	68,813.00	53,325.60
5120.006	Life Insurance	24.12	24.12	22.78	25.00	30.24
5120.007	Workmen's Compensation	1,030.50	1,184.88	1,104.41	965.00	1,062.15
<i>Fringe Benefits Totals</i>		\$129,387.08	\$143,343.68	\$143,270.57	\$144,011.00	\$131,811.49
<i>Operating Expenses</i>						
5201.000	Training and Travel	7,429.86	4,450.03	1,655.37	7,100.00	4,750.00
5204.000	Telephone	.00	134.56	740.24	740.00	798.00
5204.001	Cell Phone Stipend	575.00	600.00	600.00	.00	600.00
5206.000	Supplies	2,402.97	1,381.29	2,316.32	1,000.00	1,500.00
5207.000	Repairs & Maintenance	690.00	2,247.50	769.84	1,000.00	1,000.00
5211.000	Data Processing Fees	22,956.00	19,731.00	37,422.96	37,316.00	34,205.00
5211.001	Information Technology Special Projects	.00	.00	.00	12,351.00	.00
5212.000	Contracted/Purchased Serv	2,247.50	.00	.00	66,147.50	20,000.00
5221.000	Transportation/Vehicles	825.00	2,184.00	3,397.01	5,797.00	4,687.00
5222.000	Postage	4,384.03	2,295.33	2,299.71	5,600.00	5,800.00
5223.000	Tools & Small Equipment	1,237.89	1,145.18	2,435.18	2,990.00	2,000.00
5224.000	Dues & Publications	3,941.10	5,814.10	4,069.10	8,670.00	9,445.00
5226.000	Advertising	486.00	906.50	812.85	1,500.00	1,500.00
5290.000	Other Expenses	1,068.99	235.78	255.40	.00	.00
<i>Operating Expenses Totals</i>		\$48,244.34	\$41,125.27	\$56,773.98	\$150,211.50	\$86,285.00
<b>Fund 100 - General Fund Totals</b>		<b>\$353,683.45</b>	<b>\$378,603.06</b>	<b>\$374,903.46</b>	<b>\$483,368.50</b>	<b>\$426,370.77</b>
<b>Net Grand Totals</b>		<b>\$353,683.45</b>	<b>\$378,603.06</b>	<b>\$374,903.46</b>	<b>\$483,368.50</b>	<b>\$426,370.77</b>



# General Fund - Planning

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	171,847.34	171,289.12	117,001.51	131,220.05	147,340.94
5110.002	Holidays	4,827.88	6,052.52	4,320.64	.00	.00
5110.003	Sick Leave	5,215.28	1,369.68	1,402.81	.00	.00
5110.010	Temp Wages	2,687.50	2,587.50	.00	.00	.00
<i>Salaries and Wages Totals</i>		\$184,578.00	\$181,298.82	\$122,724.96	\$131,220.05	\$147,340.94
<i>Fringe Benefits</i>						
5120.001	Annual Leave	10,825.23	7,803.56	8,748.80	4,739.00	4,224.00
5120.002	SBS	11,759.82	11,591.87	8,073.26	8,334.38	9,031.93
5120.003	Medicare	2,784.50	2,741.98	1,909.64	1,971.41	2,136.45
5120.004	PERS	52,468.91	49,438.66	32,253.49	35,997.38	37,671.90
5120.005	Health Insurance	34,002.44	32,055.89	11,878.65	12,527.76	36,360.24
5120.006	Life Insurance	32.15	32.82	19.84	22.20	14.16
5120.007	Workmen's Compensation	1,050.96	1,077.77	751.47	669.30	751.42
<i>Fringe Benefits Totals</i>		\$112,924.01	\$104,742.55	\$63,635.15	\$64,261.43	\$90,190.10
<i>Operating Expenses</i>						
5201.000	Training and Travel	3,123.85	4,196.16	2,920.52	5,000.00	4,250.00
5204.000	Telephone	.00	40.26	.00	.00	.00
5204.001	Cell Phone Stipend	.00	.00	225.00	300.00	300.00
5206.000	Supplies	5,528.85	5,184.92	3,025.75	3,000.00	4,000.00
5207.000	Repairs & Maintenance	.00	825.00	825.00	825.00	820.00
5211.000	Data Processing Fees	30,072.00	19,731.00	22,083.96	18,087.00	17,407.00
5211.001	Information Technology Special Projects	.00	.00	.00	9,705.00	.00
5212.000	Contracted/Purchased Serv	13,427.99	61,585.78	28,531.07	25,000.00	26,500.00
5221.000	Transportation/Vehicles	.00	.00	.00	1,103.00	.00
5222.000	Postage	14.03	.00	.00	.00	.00
5223.000	Tools & Small Equipment	1,992.78	.00	.00	200.00	200.00
5224.000	Dues & Publications	645.00	1,456.00	1,165.00	675.00	920.00
5226.000	Advertising	601.20	.00	120.40	.00	.00
5290.000	Other Expenses	3,320.49	866.02	.00	.00	.00
<i>Operating Expenses Totals</i>		\$58,726.19	\$93,885.14	\$58,896.70	\$63,895.00	\$54,397.00
<b>Fund 100 - General Fund Totals</b>		<b>\$356,228.20</b>	<b>\$379,926.51</b>	<b>\$245,256.81</b>	<b>\$259,376.48</b>	<b>\$291,928.04</b>
<b>Net Grand Totals</b>		<b>\$356,228.20</b>	<b>\$379,926.51</b>	<b>\$245,256.81</b>	<b>\$259,376.48</b>	<b>\$291,928.04</b>



# General Fund - 100 Lincoln Street

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Operating Expenses</i>					
5203.001	Electric	38,998.24	55,119.38	58,094.37	45,000.00	48,000.00
5204.000	Telephone	87,154.82	.00	.00	7,800.00	.00
5205.000	Insurance	66,849.32	72,517.22	52,484.03	53,175.00	86,321.00
5206.000	Supplies	12,759.09	11,785.20	12,434.06	10,000.00	11,765.00
5207.000	Repairs & Maintenance	1,550.00	2,100.00	1,000.00	2,150.00	2,610.00
5208.000	Bldg Repair & Maint	46,743.63	35,796.67	30,265.26	35,000.00	38,000.00
5212.000	Contracted/Purchased Serv	33,996.00	33,996.00	34,131.96	34,800.00	34,908.00
5221.000	Transportation/Vehicles	.00	176.99	4,187.31	3,688.00	4,406.00
5222.000	Postage	26,192.08	15,987.27	20,156.57	35,000.00	24,000.00
5227.002	Rent-Equipment	5,550.09	8,850.15	7,035.36	7,201.00	6,600.00
5231.000	Credit Card Expense	75,117.41	84,643.47	69,968.90	75,500.00	70,000.00
5290.000	Other Expenses	31,543.56	38,569.15	.00	.00	.00
	<i>Operating Expenses Totals</i>	\$426,454.24	\$359,541.50	\$289,757.82	\$309,314.00	\$326,610.00
Fund	<b>100 - General Fund Totals</b>	\$426,454.24	\$359,541.50	\$289,757.82	\$309,314.00	\$326,610.00
	Net Grand Totals	\$426,454.24	\$359,541.50	\$289,757.82	\$309,314.00	\$326,610.00



# General Fund - 304 Lake Street

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Operating Expenses</i>						
5203.001	Electric	54,649.08	67,853.51	55,471.11	70,000.00	70,000.00
5203.005	Heating Fuel	2,493.03	.00	1,065.36	.00	.00
5203.006	Interruptable electric	15,112.13	21,481.58	23,483.74	20,000.00	25,000.00
5204.000	Telephone	1,554.05	1,357.22	1,580.51	1,500.00	1,500.00
5208.000	Bldg Repair & Maint	51,068.05	34,434.06	36,449.06	35,000.00	27,800.00
5212.000	Contracted/Purchased Serv	53,208.68	53,385.72	53,385.72	54,000.00	54,708.00
<i>Operating Expenses Totals</i>		\$178,085.02	\$178,512.09	\$171,435.50	\$180,500.00	\$179,008.00
<b>Fund 100 - General Fund Totals</b>		\$178,085.02	\$178,512.09	\$171,435.50	\$180,500.00	\$179,008.00
<b>Net Grand Totals</b>		\$178,085.02	\$178,512.09	\$171,435.50	\$180,500.00	\$179,008.00



# General Fund - Donations and Non-Profit Support

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Operating Expenses</i>						
5212.000	Contracted/Purchased Serv	190,000.00	.00	.00	.00	.00
5212.001	Sitka Historical Contract	.00	108,000.00	97,200.00	97,200.00	97,200.00
5212.002	SEDA Contract	.00	63,000.00	63,000.00	63,000.00	63,000.00
5228.000	Donations	142,500.00	95,001.00	117,833.00	133,000.00	125,000.00
5228.001	Pass through grants	19,941.98	34,651.73	48,866.00	39,222.00	10,000.00
5290.000	Other Expenses	25,509.43	100.00	.00	.00	.00
<i>Operating Expenses Totals</i>		\$377,951.41	\$300,752.73	\$326,899.00	\$332,422.00	\$295,200.00
<b>Fund 100 - General Fund Totals</b>		\$377,951.41	\$300,752.73	\$326,899.00	\$332,422.00	\$295,200.00
<b>Net Grand Totals</b>		\$377,951.41	\$300,752.73	\$326,899.00	\$332,422.00	\$295,200.00



# General Fund - Police Department

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	1,623,209.66	1,491,413.87	1,411,399.93	1,756,478.12	1,825,493.84
5110.002	Holidays	88,946.06	86,242.70	83,487.80	.00	.00
5110.003	Sick Leave	2,979.94	34,745.99	16,712.81	.00	.00
5110.004	Overtime	307,748.79	308,573.75	336,423.13	224,796.00	224,796.00
<i>Salaries and Wages Totals</i>		\$2,022,884.45	\$1,920,976.31	\$1,848,023.67	\$1,981,274.12	\$2,050,289.84
<i>Fringe Benefits</i>						
5120.001	Annual Leave	194,141.97	180,702.53	172,267.83	87,420.00	98,320.00
5120.002	SBS	135,417.55	128,913.08	124,035.24	120,883.42	125,855.62
5120.003	Medicare	31,093.70	29,547.56	28,916.35	30,009.23	31,167.95
5120.004	PERS	595,412.54	538,062.81	492,624.27	543,521.79	526,115.42
5120.005	Health Insurance	578,217.27	632,831.56	703,443.67	859,477.32	599,445.60
5120.006	Life Insurance	366.89	345.30	329.52	314.12	264.72
5120.007	Workmen's Compensation	76,325.50	81,346.73	81,381.89	84,562.41	87,594.26
5120.008	Unemployment	4,741.75	6,148.28	3,733.51	.00	.00
<i>Fringe Benefits Totals</i>		\$1,615,717.17	\$1,597,897.85	\$1,606,732.28	\$1,726,188.29	\$1,468,763.57
<i>Operating Expenses</i>						
5201.000	Training and Travel	61,151.53	59,736.28	63,379.49	87,300.00	60,300.00
5202.000	Uniforms	25,639.39	27,179.36	25,511.04	35,800.00	27,800.00
5203.001	Electric	6,312.69	8,643.74	8,766.65	8,000.00	8,700.00
5203.005	Heating Fuel	6,438.63	7,084.40	8,887.49	7,000.00	7,000.00
5204.000	Telephone	123,936.81	104,031.00	97,770.83	86,694.00	110,755.00
5204.001	Cell Phone Stipend	1,550.00	1,100.00	1,014.52	900.00	1,200.00
5205.000	Insurance	75,835.09	47,014.58	53,226.76	53,227.00	68,925.00
5206.000	Supplies	47,902.39	34,992.52	42,752.21	50,500.00	50,500.00
5207.000	Repairs & Maintenance	3,644.06	3,085.31	5,915.54	9,300.00	9,300.00
5208.000	Bldg Repair & Maint	28,258.85	9,195.76	15,063.08	17,500.00	15,500.00
5211.000	Data Processing Fees	244,752.00	222,648.96	198,249.00	208,835.00	445,826.00
5211.001	Information Technology Special Projects	.00	.00	.00	111,168.00	30,000.00
5212.000	Contracted/Purchased Serv	128,006.18	96,827.92	91,706.35	73,800.00	76,420.00
5214.000	Interdepartment Services	.00	1,410.40	.00	.00	.00
5221.000	Transportation/Vehicles	130,414.00	144,165.62	113,575.56	139,601.00	126,322.00
5222.000	Postage	3,832.16	3,860.30	3,423.14	4,000.00	4,000.00
5223.000	Tools & Small Equipment	22,164.71	23,340.76	44,648.97	25,500.00	25,500.00



# General Fund - Police Department

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Operating Expenses</i>						
5224.000	Dues & Publications	3,141.15	2,122.54	2,972.19	2,900.00	2,900.00
5226.000	Advertising	15,102.01	13,300.61	3,750.68	5,900.00	5,900.00
5227.001	Rent-Buildings	13,074.00	12,747.88	13,518.00	14,100.00	14,100.00
5227.002	Rent-Equipment	300.00	.00	175.47	600.00	600.00
5290.000	Other Expenses	39,705.14	50,990.79	67,639.70	54,500.00	54,500.00
<i>Operating Expenses Totals</i>		\$981,160.79	\$873,478.73	\$861,946.67	\$997,125.00	\$1,146,048.00
<b>Fund 100 - General Fund Totals</b>		<b>\$4,619,762.41</b>	<b>\$4,392,352.89</b>	<b>\$4,316,702.62</b>	<b>\$4,704,587.41</b>	<b>\$4,665,101.41</b>
<b>Net Grand Totals</b>		<b>\$4,619,762.41</b>	<b>\$4,392,352.89</b>	<b>\$4,316,702.62</b>	<b>\$4,704,587.41</b>	<b>\$4,665,101.41</b>





# General Fund - Fire Department

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	531,201.65	428,947.97	438,300.74	528,075.76	543,263.61
5110.002	Holidays	18,149.42	17,480.93	12,943.01	.00	.00
5110.003	Sick Leave	20,534.45	41,791.86	14,545.81	.00	.00
5110.004	Overtime	80,821.12	119,348.86	94,403.00	95,065.90	95,066.00
5110.010	Temp Wages	30,257.00	51,898.00	45,845.00	60,000.00	60,000.00
<i>Salaries and Wages Totals</i>		<b>\$680,963.64</b>	<b>\$659,467.62</b>	<b>\$606,037.56</b>	<b>\$683,141.66</b>	<b>\$698,329.61</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	53,702.98	49,796.42	20,814.35	23,160.00	28,400.00
5120.002	SBS	47,158.64	44,434.95	39,913.44	43,296.49	44,548.54
5120.003	Medicare	11,153.22	10,509.71	9,436.21	10,241.37	10,537.57
5120.004	PERS	186,641.85	171,800.56	148,800.61	170,944.98	170,680.39
5120.005	Health Insurance	109,224.33	118,926.79	131,849.57	162,149.52	124,201.92
5120.006	Life Insurance	101.78	91.51	86.44	94.92	86.88
5120.007	Workmen's Compensation	60,595.28	58,119.55	49,899.56	41,944.68	42,877.55
5120.008	Unemployment	.00	40.37	20.64	.00	.00
<i>Fringe Benefits Totals</i>		<b>\$468,578.08</b>	<b>\$453,719.86</b>	<b>\$400,820.82</b>	<b>\$451,831.96</b>	<b>\$421,332.85</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	20,804.32	27,186.09	21,101.24	33,500.00	30,000.00
5202.000	Uniforms	2,631.82	3,340.63	2,105.08	2,700.00	2,700.00
5203.001	Electric	32,085.28	38,577.29	38,767.38	36,000.00	39,000.00
5203.005	Heating Fuel	10,537.75	13,243.81	16,696.62	15,000.00	15,000.00
5204.000	Telephone	8,636.89	1,284.89	485.65	1,000.00	500.00
5204.001	Cell Phone Stipend	600.00	300.00	300.00	900.00	300.00
5205.000	Insurance	33,123.89	31,445.45	31,770.32	31,681.00	44,108.00
5206.000	Supplies	24,098.63	21,520.31	18,915.70	21,000.00	21,000.00
5207.000	Repairs & Maintenance	4,578.35	3,264.66	16,242.17	13,300.00	13,300.00
5208.000	Bldg Repair & Maint	19,619.53	22,536.22	26,095.08	23,000.00	20,000.00
5211.000	Data Processing Fees	79,200.00	71,006.04	78,275.04	82,883.00	89,894.00
5211.001	Information Technology Special Projects	.00	.00	.00	9,702.00	15,000.00
5212.000	Contracted/Purchased Serv	21,552.28	840.00	2,417.50	18,575.00	6,000.00
5221.000	Transportation/Vehicles	197,888.62	227,976.05	157,455.95	207,200.00	216,024.00
5222.000	Postage	143.49	138.95	148.25	350.00	350.00
5223.000	Tools & Small Equipment	55,760.68	22,115.26	42,868.96	76,788.85	79,560.00



# General Fund - Fire Department

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Operating Expenses</i>					
5224.000	Dues & Publications	165.00	.00	.00	1,500.00	1,500.00
5226.000	Advertising	1,124.51	1,168.40	2,600.05	750.00	750.00
5227.002	Rent-Equipment	60.00	60.00	.00	.00	.00
5290.000	Other Expenses	49,340.23	39,262.73	50,764.19	48,000.00	48,000.00
	<i>Operating Expenses Totals</i>	\$561,951.27	\$525,266.78	\$507,009.18	\$623,829.85	\$642,986.00
Fund	<b>100 - General Fund Totals</b>	\$1,711,492.99	\$1,638,454.26	\$1,513,867.56	\$1,758,803.47	\$1,762,648.46
	Net Grand Totals	\$1,711,492.99	\$1,638,454.26	\$1,513,867.56	\$1,758,803.47	\$1,762,648.46



# General Fund - Ambulance

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	62,525.40	65,469.00	66,678.19	78,644.80	80,491.64
5110.002	Holidays	3,478.02	3,693.00	3,448.16	.00	.00
5110.003	Sick Leave	.00	1,181.76	2,998.40	.00	.00
5110.004	Overtime	1,809.99	6,961.56	11,108.34	19,999.98	20,000.00
5110.010	Temp Wages	.00	.00	.00	5,000.00	5,000.00
<i>Salaries and Wages Totals</i>		\$67,813.41	\$77,305.32	\$84,233.09	\$103,644.78	\$105,491.64
<i>Fringe Benefits</i>						
5120.001	Annual Leave	9,795.24	7,275.21	7,645.92	3,126.00	3,175.00
5120.002	SBS	4,757.37	5,184.71	5,632.19	6,545.04	6,661.38
5120.003	Medicare	1,125.33	1,226.42	1,332.25	1,548.18	1,575.67
5120.004	PERS	21,527.74	22,419.41	23,252.12	27,060.96	22,108.06
5120.005	Health Insurance	26,242.79	28,735.01	31,867.55	33,605.52	26,044.56
5120.006	Life Insurance	14.16	14.16	14.16	14.16	14.16
5120.007	Workmen's Compensation	6,405.67	6,893.24	7,111.48	6,555.66	6,672.06
<i>Fringe Benefits Totals</i>		\$69,868.30	\$71,748.16	\$76,855.67	\$78,455.52	\$66,250.89
<i>Operating Expenses</i>						
5201.000	Training and Travel	16,374.83	14,364.45	8,833.03	23,000.00	24,500.00
5202.000	Uniforms	663.42	1,270.50	514.31	3,510.00	3,000.00
5204.000	Telephone	1,206.44	1,318.96	1,141.24	1,128.00	1,200.00
5206.000	Supplies	20,109.82	25,913.82	21,864.36	23,550.00	29,500.00
5207.000	Repairs & Maintenance	516.80	1,926.05	.00	2,500.00	2,500.00
5212.000	Contracted/Purchased Serv	16,116.00	16,410.00	16,484.64	17,300.00	18,300.00
5221.000	Transportation/Vehicles	101,110.00	106,072.12	72,458.66	97,095.00	81,527.00
5222.000	Postage	584.25	396.54	439.04	350.00	500.00
5223.000	Tools & Small Equipment	913.59	.00	243.64	.00	.00
5224.000	Dues & Publications	.00	.00	.00	150.00	150.00
5290.000	Other Expenses	1,338.02	767.80	3,140.78	3,000.00	3,000.00
<i>Operating Expenses Totals</i>		\$158,933.17	\$168,440.24	\$125,119.70	\$171,583.00	\$164,177.00
<b>Fund 100 - General Fund Totals</b>		<b>\$296,614.88</b>	<b>\$317,493.72</b>	<b>\$286,208.46</b>	<b>\$353,683.30</b>	<b>\$335,919.53</b>
<b>Net Grand Totals</b>		<b>\$296,614.88</b>	<b>\$317,493.72</b>	<b>\$286,208.46</b>	<b>\$353,683.30</b>	<b>\$335,919.53</b>



# General Fund - Search and Rescue

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund <b>100 - General Fund</b>						
	<i>Salaries and Wages</i>					
5110.010	Temp Wages	6,000.00	6,000.00	5,500.00	5,000.00	5,000.00
	<i>Salaries and Wages Totals</i>	\$6,000.00	\$6,000.00	\$5,500.00	\$5,000.00	\$5,000.00
	<i>Fringe Benefits</i>					
5120.002	SBS	372.57	374.44	337.26	306.50	306.50
5120.003	Medicare	88.18	88.64	79.84	72.50	72.50
5120.007	Workmen's Compensation	327.65	332.60	221.43	307.00	307.00
	<i>Fringe Benefits Totals</i>	\$788.40	\$795.68	\$638.53	\$686.00	\$686.00
	<i>Operating Expenses</i>					
5201.000	Training and Travel	3,587.68	5,097.09	6,545.48	6,278.00	7,000.00
5204.000	Telephone	1,539.39	1,512.18	1,622.12	1,600.00	1,600.00
5206.000	Supplies	3,419.53	6,980.58	5,352.21	5,500.00	5,500.00
5207.000	Repairs & Maintenance	42.12	.00	.00	1,350.00	1,350.00
5212.000	Contracted/Purchased Serv	3,000.00	3,000.00	4,195.00	4,500.00	4,500.00
5221.000	Transportation/Vehicles	1,154.00	144.00	372.00	1,148.00	1,148.00
5222.000	Postage	37.80	.00	.00	.00	.00
5223.000	Tools & Small Equipment	8,557.58	2,848.18	10,233.89	6,300.00	6,300.00
5224.000	Dues & Publications	1,498.25	685.00	775.00	1,200.00	1,200.00
5290.000	Other Expenses	8,116.70	106.53	11,168.00	8,500.00	8,500.00
	<i>Operating Expenses Totals</i>	\$30,953.05	\$20,373.56	\$40,263.70	\$36,376.00	\$37,098.00
Fund <b>100 - General Fund</b>	<b>Totals</b>	\$37,741.45	\$27,169.24	\$46,402.23	\$42,062.00	\$42,784.00
	<b>Net Grand Totals</b>	\$37,741.45	\$27,169.24	\$46,402.23	\$42,062.00	\$42,784.00



# General Fund - Public Works Administration

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	377,382.20	244,181.65	280,351.97	327,763.30	338,084.80
5110.002	Holidays	12,416.64	8,333.40	12,808.00	.00	.00
5110.003	Sick Leave	17,567.38	13,834.48	9,228.82	.00	.00
5110.004	Overtime	1,454.29	33.26	.00	999.97	1,000.01
5110.010	Temp Wages	.00	.00	.00	1,000.00	1,000.00
<i>Salaries and Wages Totals</i>		<b>\$408,820.51</b>	<b>\$266,382.79</b>	<b>\$302,388.79</b>	<b>\$329,763.27</b>	<b>\$340,084.81</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	37,603.15	38,365.61	24,967.03	12,363.00	12,587.00
5120.002	SBS	27,240.14	18,241.41	20,158.83	20,972.28	21,618.64
5120.003	Medicare	6,549.14	4,433.75	4,768.40	4,960.82	5,113.72
5120.004	PERS	105,682.71	77,645.04	86,412.90	90,189.07	126,293.66
5120.005	Health Insurance	107,917.81	102,287.41	107,482.03	113,345.04	79,370.16
5120.006	Life Insurance	58.78	45.34	50.52	50.52	36.36
5120.007	Workmen's Compensation	2,090.58	1,675.36	1,937.79	1,744.85	1,798.87
5120.008	Unemployment	5,016.00	12,122.00	.00	.00	.00
<i>Fringe Benefits Totals</i>		<b>\$292,158.31</b>	<b>\$254,815.92</b>	<b>\$245,777.50</b>	<b>\$243,625.58</b>	<b>\$246,818.41</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	5,623.55	1,823.76	661.00	6,000.00	6,000.00
5204.000	Telephone	398.08	307.60	416.08	370.00	370.00
5204.001	Cell Phone Stipend	575.00	500.00	600.00	600.00	600.00
5206.000	Supplies	7,694.43	6,562.28	6,216.65	7,500.00	7,500.00
5207.000	Repairs & Maintenance	2,184.78	448.32	1,485.00	2,000.00	2,000.00
5211.000	Data Processing Fees	.00	85,112.04	100,244.04	106,682.00	97,382.00
5211.001	Information Technology Special Projects	.00	.00	.00	14,112.00	.00
5212.000	Contracted/Purchased Serv	1,592.50	98.00	988.80	1,000.00	1,000.00
5214.000	Interdepartment Services	425.81	.00	.00	.00	.00
5221.000	Transportation/Vehicles	10,128.00	525.00	900.00	.00	900.00
5222.000	Postage	.00	16.15	.00	.00	.00
5223.000	Tools & Small Equipment	3,905.00	.00	.00	.00	.00
5224.000	Dues & Publications	1,436.00	365.00	200.00	1,633.00	1,618.00
5226.000	Advertising	.00	4,185.58	.00	3,300.00	3,300.00
5227.002	Rent-Equipment	.00	.00	3,072.00	3,072.00	3,072.00
5290.000	Other Expenses	1,309.21	.00	.00	.00	.00



# General Fund - Public Works Administration

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Operating Expenses</i>					
	<i>Operating Expenses Totals</i>	\$35,272.36	\$99,943.73	\$114,783.57	\$146,269.00	\$123,742.00
Fund	<b>100 - General Fund Totals</b>	\$736,251.18	\$621,142.44	\$662,949.86	\$719,657.85	\$710,645.22
	Net Grand Totals	\$736,251.18	\$621,142.44	\$662,949.86	\$719,657.85	\$710,645.22



# General Fund - Engineering

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	367,640.83	403,343.07	403,772.91	480,368.20	500,799.90
5110.002	Holidays	16,237.48	19,024.84	17,567.00	.00	.00
5110.003	Sick Leave	35,070.52	26,981.92	18,816.84	.00	.00
5110.004	Overtime	17,601.83	22,332.00	23,619.00	30,000.00	30,000.00
5110.010	Temp Wages	214,519.05	92,300.64	62,775.00	135,000.00	135,000.00
<i>Salaries and Wages Totals</i>		<b>\$651,069.71</b>	<b>\$563,982.47</b>	<b>\$526,550.75</b>	<b>\$645,368.20</b>	<b>\$665,799.90</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	32,595.22	32,407.08	43,954.59	18,669.00	18,120.00
5120.002	SBS	41,967.57	36,647.27	35,108.29	40,227.59	41,519.48
5120.003	Medicare	9,930.61	8,668.58	8,304.61	9,628.53	9,916.83
5120.004	PERS	125,388.00	127,564.47	114,109.56	140,007.90	116,775.98
5120.005	Health Insurance	91,608.87	112,460.42	114,304.19	123,495.96	79,370.16
5120.006	Life Insurance	63.72	65.22	60.62	61.80	61.80
5120.007	Workmen's Compensation	19,560.10	22,782.15	22,227.69	29,552.25	30,457.93
5120.008	Unemployment	.00	281.75	2,888.75	.00	.00
<i>Fringe Benefits Totals</i>		<b>\$321,114.09</b>	<b>\$340,876.94</b>	<b>\$340,958.30</b>	<b>\$361,643.03</b>	<b>\$296,222.18</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	4,835.85	6,988.03	1,666.27	5,000.00	5,000.00
5202.000	Uniforms	.00	292.30	.00	500.00	500.00
5204.001	Cell Phone Stipend	1,200.00	1,275.00	1,175.00	1,200.00	1,200.00
5206.000	Supplies	1,480.01	138.42	412.41	1,500.00	1,500.00
5211.000	Data Processing Fees	94,896.00	.00	.00	.00	.00
5212.000	Contracted/Purchased Serv	6,951.00	6,916.00	20,436.55	148,000.00	124,000.00
5221.000	Transportation/Vehicles	8,724.07	8,890.97	3,540.57	5,854.00	5,283.00
5222.000	Postage	.00	56.58	.00	100.00	100.00
5223.000	Tools & Small Equipment	1,526.00	173.98	2,633.95	500.00	500.00
5224.000	Dues & Publications	899.00	1,105.00	649.00	1,500.00	1,500.00
5226.000	Advertising	.00	1,288.16	3,631.90	1,500.00	2,500.00
5290.000	Other Expenses	757.94	40.00	.00	.00	.00
<i>Operating Expenses Totals</i>		<b>\$121,269.87</b>	<b>\$27,164.44</b>	<b>\$34,145.65</b>	<b>\$165,654.00</b>	<b>\$142,083.00</b>
<b>Fund 100 - General Fund Totals</b>		<b>\$1,093,453.67</b>	<b>\$932,023.85</b>	<b>\$901,654.70</b>	<b>\$1,172,665.23</b>	<b>\$1,104,105.08</b>
<b>Net Grand Totals</b>		<b>\$1,093,453.67</b>	<b>\$932,023.85</b>	<b>\$901,654.70</b>	<b>\$1,172,665.23</b>	<b>\$1,104,105.08</b>



# General Fund - Streets

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	230,755.56	198,975.49	218,723.85	217,401.60	222,867.02
5110.002	Holidays	9,108.52	9,129.97	8,168.52	.00	.00
5110.003	Sick Leave	11,895.71	8,671.70	4,490.51	.00	.00
5110.004	Overtime	15,595.01	19,902.98	20,472.38	27,499.97	27,500.00
5110.010	Temp Wages	29,254.00	13,860.00	99,577.50	136,000.00	136,000.00
<i>Salaries and Wages Totals</i>		<b>\$296,608.80</b>	<b>\$250,540.14</b>	<b>\$351,432.76</b>	<b>\$380,901.57</b>	<b>\$386,367.02</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	23,300.08	23,962.08	8,802.03	6,673.00	6,802.00
5120.002	SBS	19,614.92	16,836.14	22,091.62	23,218.97	23,635.37
5120.003	Medicare	4,639.75	3,982.44	5,225.59	5,619.82	5,700.96
5120.004	PERS	77,740.95	67,101.80	64,141.63	67,183.55	55,080.69
5120.005	Health Insurance	64,339.92	50,323.52	44,274.38	60,250.68	54,562.08
5120.006	Life Insurance	47.92	43.99	36.27	30.24	16.08
5120.007	Workmen's Compensation	18,736.16	16,646.13	16,471.18	25,101.32	25,461.78
5120.008	Unemployment	.00	682.97	.00	.00	.00
<i>Fringe Benefits Totals</i>		<b>\$208,419.70</b>	<b>\$179,579.07</b>	<b>\$161,042.70</b>	<b>\$188,077.58</b>	<b>\$171,258.96</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	1,116.00	845.00	551.99	6,000.00	6,000.00
5202.000	Uniforms	2,455.83	869.50	4,076.85	2,500.00	3,000.00
5203.001	Electric	65,835.90	78,603.93	82,820.44	70,000.00	82,822.00
5204.000	Telephone	.00	105.25	105.50	2,400.00	100.00
5204.001	Cell Phone Stipend	425.00	150.00	150.00	1,200.00	1,200.00
5206.000	Supplies	107,743.95	100,324.21	105,882.37	357,000.00	210,000.00
5207.000	Repairs & Maintenance	437.18	21.16	.00	200.00	10,200.00
5208.000	Bldg Repair & Maint	.00	.00	3,123.05	.00	5,000.00
5211.000	Data Processing Fees	20,160.00	21,201.96	22,815.00	23,820.00	23,860.00
5211.001	Information Technology Special Projects	.00	.00	.00	1,764.00	.00
5212.000	Contracted/Purchased Serv	43,086.31	88,568.09	58,888.81	191,200.00	147,000.00
5214.000	Interdepartment Services	279.64	2,757.80	21,262.66	.00	.00
5221.000	Transportation/Vehicles	422,837.10	417,963.59	309,809.17	375,182.00	351,512.00
5222.000	Postage	.00	.00	.00	200.00	200.00
5223.000	Tools & Small Equipment	4,752.76	4,680.94	2,805.35	7,400.00	5,000.00
5224.000	Dues & Publications	.00	75.00	46.00	100.00	100.00





# General Fund - Streets

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Operating Expenses</i>					
5226.000	Advertising	704.50	.00	1,930.93	800.00	800.00
5227.002	Rent-Equipment	660.23	745.48	16,368.00	16,368.00	16,368.00
5290.000	Other Expenses	438.20	1,104.92	768.69	300.00	300.00
5290.100	Unanticipated Repairs	.00	.00	10,315.62	100,000.00	100,000.00
	<i>Operating Expenses Totals</i>	\$670,932.60	\$718,016.83	\$641,720.43	\$1,156,434.00	\$963,462.00
Fund	<b>100 - General Fund Totals</b>	\$1,175,961.10	\$1,148,136.04	\$1,154,195.89	\$1,725,413.15	\$1,521,087.98
	Net Grand Totals	\$1,175,961.10	\$1,148,136.04	\$1,154,195.89	\$1,725,413.15	\$1,521,087.98



# General Fund - Recreation

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	124,854.81	140,623.57	100,207.49	137,579.00	165,515.88
5110.002	Holidays	7,218.88	5,643.96	5,449.35	.00	.00
5110.003	Sick Leave	12,982.12	5,026.62	8,689.62	.00	.00
5110.004	Overtime	2,811.87	5,139.64	3,800.03	3,999.75	4,000.01
5110.010	Temp Wages	32,093.00	43,372.00	54,052.75	48,000.00	48,000.00
<i>Salaries and Wages Totals</i>		<b>\$179,960.68</b>	<b>\$199,805.79</b>	<b>\$172,199.24</b>	<b>\$189,578.75</b>	<b>\$217,515.89</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	16,946.04	12,928.62	8,139.69	6,462.00	7,136.00
5120.002	SBS	12,064.11	13,048.29	11,054.76	12,017.32	13,771.25
5120.003	Medicare	2,853.68	3,086.49	2,614.90	2,842.59	3,257.46
5120.004	PERS	44,401.30	44,584.31	30,720.24	38,839.33	37,293.54
5120.005	Health Insurance	49,099.33	65,285.49	44,693.39	69,587.88	53,932.68
5120.006	Life Insurance	31.26	31.43	26.76	22.20	36.36
5120.007	Workmen's Compensation	12,783.09	14,391.07	13,721.99	12,664.06	14,530.01
5120.008	Unemployment	143.04	1,659.31	150.99	.00	.00
<i>Fringe Benefits Totals</i>		<b>\$138,321.85</b>	<b>\$155,015.01</b>	<b>\$111,122.72</b>	<b>\$142,435.38</b>	<b>\$129,957.30</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	2,611.27	850.00	1,298.13	2,142.00	2,142.00
5202.000	Uniforms	457.46	1,505.91	240.03	600.00	600.00
5203.001	Electric	51,033.84	50,808.54	50,525.51	51,000.00	51,000.00
5204.001	Cell Phone Stipend	50.00	125.00	.00	2,016.00	1,644.00
5205.000	Insurance	2,822.94	2,593.28	3,358.06	3,359.00	5,700.00
5206.000	Supplies	28,213.01	26,754.86	31,468.10	33,000.00	39,000.00
5207.000	Repairs & Maintenance	12,053.25	13,141.15	15,842.92	19,500.00	19,500.00
5208.000	Bldg Repair & Maint	22,455.80	16,536.71	31,020.62	24,000.00	30,000.00
5211.000	Data Processing Fees	18,048.00	18,519.96	18,768.00	19,695.00	18,016.00
5211.001	Information Technology Special Projects	.00	.00	.00	1,764.00	.00
5212.000	Contracted/Purchased Serv	39,210.89	35,818.11	39,658.59	60,000.00	60,975.00
5214.000	Interdepartment Services	471.41	32,342.10	.00	30,000.00	30,000.00
5221.000	Transportation/Vehicles	73,940.61	52,341.65	51,471.77	71,668.00	70,454.00
5223.000	Tools & Small Equipment	6,478.89	5,438.23	6,324.77	10,100.00	10,000.00
5224.000	Dues & Publications	265.00	.00	.00	.00	.00
5226.000	Advertising	1,210.20	529.50	1,112.30	.00	1,200.00



# General Fund - Recreation

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Operating Expenses</i>					
5227.002	Rent-Equipment	.00	1,741.44	669.69	2,000.00	2,000.00
5290.000	Other Expenses	471.23	1,235.79	566.35	600.00	600.00
	<i>Operating Expenses Totals</i>	\$259,793.80	\$260,282.23	\$252,324.84	\$331,444.00	\$342,831.00
Fund	<b>100 - General Fund Totals</b>	\$578,076.33	\$615,103.03	\$535,646.80	\$663,458.13	\$690,304.19
	Net Grand Totals	\$578,076.33	\$615,103.03	\$535,646.80	\$663,458.13	\$690,304.19



# General Fund - Building Officials

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	92,836.23	106,167.40	97,176.65	121,721.60	121,885.02
5110.002	Holidays	2,251.92	5,342.45	5,419.04	.00	.00
5110.003	Sick Leave	1,574.86	2,882.48	2,973.92	.00	.00
5110.004	Overtime	739.38	.00	.00	.00	.00
5110.010	Temp Wages	11,925.00	450.00	12,162.50	.00	.00
<i>Salaries and Wages Totals</i>		<b>\$109,327.39</b>	<b>\$114,842.33</b>	<b>\$117,732.11</b>	<b>\$121,721.60</b>	<b>\$121,885.02</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	12,283.83	7,560.53	9,856.91	4,143.00	3,852.00
5120.002	SBS	7,483.97	7,540.05	7,853.45	7,715.45	7,707.58
5120.003	Medicare	1,770.23	1,783.52	1,857.67	1,825.03	1,823.17
5120.004	PERS	27,360.60	32,192.95	28,896.11	33,391.70	26,814.66
5120.005	Health Insurance	27,215.24	28,735.01	24,314.57	33,605.52	44,224.68
5120.006	Life Insurance	18.02	22.20	19.33	22.20	16.08
5120.007	Workmen's Compensation	4,459.46	5,822.38	5,701.08	6,645.86	6,655.06
<i>Fringe Benefits Totals</i>		<b>\$80,591.35</b>	<b>\$83,656.64</b>	<b>\$78,499.12</b>	<b>\$87,348.76</b>	<b>\$91,093.23</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	9,743.19	12,204.97	10,633.28	17,000.00	12,600.00
5204.001	Cell Phone Stipend	475.00	600.00	525.00	600.00	600.00
5206.000	Supplies	960.19	1,490.59	584.52	550.00	550.00
5211.000	Data Processing Fees	13,836.00	13,154.04	14,721.96	15,570.00	15,094.00
5211.001	Information Technology Special Projects	.00	.00	.00	1,764.00	.00
5212.000	Contracted/Purchased Serv	.00	750.00	.00	750.00	750.00
5221.000	Transportation/Vehicles	2,644.49	10,180.74	10,138.78	12,232.00	10,871.00
5223.000	Tools & Small Equipment	51.38	60.88	70.78	200.00	200.00
5224.000	Dues & Publications	2,100.88	734.63	1,232.37	1,450.00	1,450.00
5226.000	Advertising	1,609.74	280.50	1,366.20	250.00	250.00
5290.000	Other Expenses	233.80	.00	.00	.00	.00
<i>Operating Expenses Totals</i>		<b>\$31,654.67</b>	<b>\$39,456.35</b>	<b>\$39,272.89</b>	<b>\$50,366.00</b>	<b>\$42,365.00</b>
<b>Fund 100 - General Fund Totals</b>		<b>\$221,573.41</b>	<b>\$237,955.32</b>	<b>\$235,504.12</b>	<b>\$259,436.36</b>	<b>\$255,343.25</b>
<b>Net Grand Totals</b>		<b>\$221,573.41</b>	<b>\$237,955.32</b>	<b>\$235,504.12</b>	<b>\$259,436.36</b>	<b>\$255,343.25</b>



# General Fund - Library

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	306,402.32	295,631.52	285,096.25	351,917.80	353,710.48
5110.002	Holidays	15,388.28	16,623.03	13,525.12	.00	.00
5110.003	Sick Leave	8,725.71	22,983.69	9,342.59	.00	.00
5110.004	Overtime	432.22	653.52	1,390.75	.00	.00
5110.010	Temp Wages	15,994.39	13,327.18	20,743.63	4,000.00	28,878.00
<i>Salaries and Wages Totals</i>		<b>\$346,942.92</b>	<b>\$349,218.94</b>	<b>\$330,098.34</b>	<b>\$355,917.80</b>	<b>\$382,588.48</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	33,733.87	36,881.19	29,919.19	19,020.00	16,177.00
5120.002	SBS	23,487.07	23,686.40	22,001.77	22,983.85	24,444.21
5120.003	Medicare	5,565.70	5,602.77	5,223.24	5,436.60	5,782.09
5120.004	PERS	100,017.36	93,987.73	83,506.06	96,541.02	91,218.08
5120.005	Health Insurance	62,186.79	69,036.29	63,322.20	71,964.72	75,192.24
5120.006	Life Insurance	114.24	105.02	94.37	100.08	105.12
5120.007	Workmen's Compensation	2,061.59	2,098.59	2,069.25	1,815.18	1,950.62
<i>Fringe Benefits Totals</i>		<b>\$227,166.62</b>	<b>\$231,397.99</b>	<b>\$206,136.08</b>	<b>\$217,861.45</b>	<b>\$214,869.36</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	2,897.15	2,366.41	4,855.96	6,800.00	4,700.00
5203.001	Electric	20,646.32	20,139.25	22,583.06	20,000.00	21,600.00
5203.005	Heating Fuel	1,770.71	.00	.00	.00	.00
5204.000	Telephone	4,388.97	498.80	(26.39)	500.00	100.00
5204.001	Cell Phone Stipend	300.00	300.00	200.00	300.00	300.00
5205.000	Insurance	11,774.20	15,187.81	16,560.03	12,658.00	19,859.00
5206.000	Supplies	18,879.70	17,877.65	13,393.14	20,356.94	21,700.00
5207.000	Repairs & Maintenance	540.00	.00	.00	1,000.00	1,200.00
5208.000	Bldg Repair & Maint	21,512.50	17,562.26	22,023.75	29,000.00	20,000.00
5211.000	Data Processing Fees	106,824.00	93,603.00	110,189.04	117,661.00	109,418.00
5211.001	Information Technology Special Projects	.00	.00	.00	16,758.00	.00
5212.000	Contracted/Purchased Serv	41,549.65	48,387.12	52,711.50	46,050.00	67,754.00
5214.000	Interdepartment Services	.00	.00	151.50	.00	.00
5221.000	Transportation/Vehicles	17.24	.00	.00	.00	.00
5222.000	Postage	8,124.87	12,072.30	6,088.35	15,000.00	14,000.00
5223.000	Tools & Small Equipment	1,565.96	620.85	788.09	500.00	750.00
5224.000	Dues & Publications	1,750.00	5,239.00	1,012.66	1,500.00	1,000.00



# General Fund - Library

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Operating Expenses</i>					
5226.000	Advertising	260.30	2,275.00	4,930.25	3,200.00	750.00
5227.002	Rent-Equipment	216.99	345.00	282.90	200.00	1,150.00
5240.000	Books & Publications	59,958.46	48,428.17	48,009.46	67,072.11	72,500.00
5290.000	Other Expenses	2,170.27	3,394.58	152.99	4,300.00	4,300.00
	<i>Operating Expenses Totals</i>	\$305,147.29	\$288,297.20	\$303,906.29	\$362,856.05	\$361,081.00
Fund	<b>100 - General Fund Totals</b>	\$879,256.83	\$868,914.13	\$840,140.71	\$936,635.30	\$958,538.84
	Net Grand Totals	\$879,256.83	\$868,914.13	\$840,140.71	\$936,635.30	\$958,538.84



# General Fund - Centennial Hall

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 100 - General Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	154,684.37	171,331.03	194,853.45	210,483.00	261,276.88
5110.002	Holidays	6,910.12	6,440.40	8,771.79	.00	.00
5110.003	Sick Leave	8,410.88	784.58	2,633.00	.00	.00
5110.004	Overtime	2,541.51	1,503.35	2,030.42	3,499.95	3,500.00
5110.010	Temp Wages	72.00	938.00	.00	20,000.00	30,000.00
<i>Salaries and Wages Totals</i>		\$172,618.88	\$180,997.36	\$208,288.66	\$233,982.95	\$294,776.88
<i>Fringe Benefits</i>						
5120.001	Annual Leave	16,632.41	22,774.90	18,620.20	8,433.00	12,532.00
5120.002	SBS	11,783.54	12,467.19	13,909.38	13,633.99	18,838.07
5120.003	Medicare	1,665.27	1,856.33	2,185.44	2,137.31	3,343.38
5120.004	PERS	52,029.11	51,525.63	56,071.44	58,701.25	67,265.96
5120.005	Health Insurance	42,819.01	43,989.67	75,553.13	89,890.44	69,662.16
5120.006	Life Insurance	41.52	47.49	60.63	64.68	64.68
5120.007	Workmen's Compensation	9,839.49	9,844.04	11,354.49	10,656.20	14,680.01
<i>Fringe Benefits Totals</i>		\$134,810.35	\$142,505.25	\$177,754.71	\$183,516.87	\$186,386.26
<i>Operating Expenses</i>						
5203.001	Electric	4,471.28	50,886.94	61,317.08	60,000.00	60,000.00
5203.005	Heating Fuel	1,195.09	483.26	.00	.00	.00
5204.000	Telephone	5,898.52	.00	.00	1,500.00	1,500.00
5205.000	Insurance	11,932.83	18,173.51	20,392.98	17,724.00	21,581.00
5206.000	Supplies	2,419.98	9,071.66	7,380.88	12,300.00	14,500.00
5207.000	Repairs & Maintenance	400.00	1,742.58	4,792.53	6,500.00	7,000.00
5208.000	Bldg Repair & Maint	13,505.11	13,950.59	21,176.34	37,000.00	20,000.00
5211.000	Data Processing Fees	27,672.00	26,307.96	57,426.00	61,348.00	60,864.00
5211.001	Information Technology Special Projects	.00	.00	.00	8,820.00	.00
5212.000	Contracted/Purchased Serv	71,315.92	34,827.37	(487.24)	500.00	5,500.00
5223.000	Tools & Small Equipment	.00	46.96	.00	.00	2,000.00
5226.000	Advertising	309.70	2,126.55	1,433.55	500.00	1,000.00
5290.000	Other Expenses	369.14	1,167.50	580.00	500.00	500.00
<i>Operating Expenses Totals</i>		\$139,489.57	\$158,784.88	\$174,012.12	\$206,692.00	\$194,445.00
<b>Fund 100 - General Fund Totals</b>		<b>\$446,918.80</b>	<b>\$482,287.49</b>	<b>\$560,055.49</b>	<b>\$624,191.82</b>	<b>\$675,608.14</b>
<b>Net Grand Totals</b>		<b>\$446,918.80</b>	<b>\$482,287.49</b>	<b>\$560,055.49</b>	<b>\$624,191.82</b>	<b>\$675,608.14</b>



# General Fund - Senior Center

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
Division	<b>540 - Public Service</b>					
Department	<b>047 - Senior Citizens</b>					
	<i>Operating Expenses</i>					
5203.001	Electric	15,480.33	21,840.68	19,722.74	19,500.00	19,500.00
5204.000	Telephone	2,675.09	2,245.23	2,579.05	2,580.00	2,580.00
5205.000	Insurance	950.77	1,074.87	1,603.44	1,604.00	1,604.00
5206.000	Supplies	2,811.52	3,053.76	2,867.14	3,080.00	3,080.00
5207.000	Repairs & Maintenance	.00	.00	.00	3,000.00	3,000.00
5208.000	Bldg Repair & Maint	20,187.59	60,788.33	25,374.10	30,000.00	30,000.00
5221.000	Transportation/Vehicles	27,830.46	34,691.60	25,966.36	38,000.00	30,000.00
	<i>Operating Expenses Totals</i>	<u>\$69,935.76</u>	<u>\$123,694.47</u>	<u>\$78,112.83</u>	<u>\$97,764.00</u>	<u>\$89,764.00</u>
Department	<b>047 - Senior Citizens Totals</b>	<u>\$69,935.76</u>	<u>\$123,694.47</u>	<u>\$78,112.83</u>	<u>\$97,764.00</u>	<u>\$89,764.00</u>
Division	<b>540 - Public Service Totals</b>	<u>\$69,935.76</u>	<u>\$123,694.47</u>	<u>\$78,112.83</u>	<u>\$97,764.00</u>	<u>\$89,764.00</u>
Fund	<b>100 - General Fund Totals</b>	<u>\$69,935.76</u>	<u>\$123,694.47</u>	<u>\$78,112.83</u>	<u>\$97,764.00</u>	<u>\$89,764.00</u>
	Net Grand Totals	<u>\$69,935.76</u>	<u>\$123,694.47</u>	<u>\$78,112.83</u>	<u>\$97,764.00</u>	<u>\$89,764.00</u>





# General Fund - Contingency

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
Division	<b>545 - Contingency</b>					
Department	<b>050 - Contingency</b>					
	<i>Operating Expenses</i>					
5206.000	Supplies	16,467.55	2,328.83	.00	.00	.00
5212.000	Contracted/Purchased Serv	657,632.60	622,168.89	(4,096.92)	.00	.00
5221.000	Transportation/Vehicles	1,067.61	2,804.00	.00	.00	.00
5223.000	Tools & Small Equipment	2,552.88	316.92	.00	.00	.00
5227.002	Rent-Equipment	2,755.47	.00	.00	.00	.00
5290.000	Other Expenses	34.60	1,396.59	.00	.00	.00
	<i>Operating Expenses Totals</i>	<u>\$680,510.71</u>	<u>\$629,015.23</u>	<u>(\$4,096.92)</u>	<u>\$0.00</u>	<u>\$0.00</u>
Department	<b>050 - Contingency Totals</b>	<u>\$680,510.71</u>	<u>\$629,015.23</u>	<u>(\$4,096.92)</u>	<u>\$0.00</u>	<u>\$0.00</u>
Division	<b>545 - Contingency Totals</b>	<u>\$680,510.71</u>	<u>\$629,015.23</u>	<u>(\$4,096.92)</u>	<u>\$0.00</u>	<u>\$0.00</u>
Fund	<b>100 - General Fund Totals</b>	<u>\$680,510.71</u>	<u>\$629,015.23</u>	<u>(\$4,096.92)</u>	<u>\$0.00</u>	<u>\$0.00</u>
	Net Grand Totals	<u>\$680,510.71</u>	<u>\$629,015.23</u>	<u>(\$4,096.92)</u>	<u>\$0.00</u>	<u>\$0.00</u>



# General Fund - Debt Service

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
Division	<b>550 - Other</b>					
Department	<b>650 - Debt Payments</b>					
	<i>Operating Expenses</i>					
5295.000	Interest Expense	13,612.79	12,626.24	10,912.48	23,507.00	21,970.00
5297.000	Debt Admin Expense	1,020.00	.00	.00	.00	.00
	<i>Operating Expenses Totals</i>	<u>\$14,632.79</u>	<u>\$12,626.24</u>	<u>\$10,912.48</u>	<u>\$23,507.00</u>	<u>\$21,970.00</u>
	<i>Cash Basis Expenditures</i>					
7301.000	Note Principal Payments	23,831.44	22,309.77	22,309.85	67,234.00	66,031.00
	<i>Cash Basis Expenditures Totals</i>	<u>\$23,831.44</u>	<u>\$22,309.77</u>	<u>\$22,309.85</u>	<u>\$67,234.00</u>	<u>\$66,031.00</u>
Department	<b>650 - Debt Payments Totals</b>	<u>\$38,464.23</u>	<u>\$34,936.01</u>	<u>\$33,222.33</u>	<u>\$90,741.00</u>	<u>\$88,001.00</u>
Division	<b>550 - Other Totals</b>	<u>\$38,464.23</u>	<u>\$34,936.01</u>	<u>\$33,222.33</u>	<u>\$90,741.00</u>	<u>\$88,001.00</u>
Fund	<b>100 - General Fund Totals</b>	<u>\$38,464.23</u>	<u>\$34,936.01</u>	<u>\$33,222.33</u>	<u>\$90,741.00</u>	<u>\$88,001.00</u>
	Net Grand Totals	<u>\$38,464.23</u>	<u>\$34,936.01</u>	<u>\$33,222.33</u>	<u>\$90,741.00</u>	<u>\$88,001.00</u>



# General Fund - School District Support

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Operating Expenses</i>					
5203.000	Utilities	.00	.00	.00	.00	57,000.00
5208.000	Bldg Repair & Maint	150,000.01	150,000.00	150,000.00	150,000.00	150,000.00
5212.000	Contracted/Purchased Serv	272,483.35	.00	.00	.00	.00
5290.000	Other Expenses	6,717,520.92	6,617,520.96	6,837,151.00	7,224,208.00	7,078,700.00
	<i>Operating Expenses Totals</i>	<u>\$7,140,004.28</u>	<u>\$6,767,520.96</u>	<u>\$6,987,151.00</u>	<u>\$7,374,208.00</u>	<u>\$7,285,700.00</u>
Fund	<b>100 - General Fund Totals</b>	<u>\$7,140,004.28</u>	<u>\$6,767,520.96</u>	<u>\$6,987,151.00</u>	<u>\$7,374,208.00</u>	<u>\$7,285,700.00</u>
	Net Grand Totals	<u>\$7,140,004.28</u>	<u>\$6,767,520.96</u>	<u>\$6,987,151.00</u>	<u>\$7,374,208.00</u>	<u>\$7,285,700.00</u>



# General Fund - Hospital Support

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
Division	<b>550 - Other</b>					
Department	<b>660 - Support Payments</b>					
	<i>Operating Expenses</i>					
5290.000	Other Expenses	131,972.77	109,429.00	306,862.62	150,671.00	150,671.00
	<i>Operating Expenses Totals</i>	<u>\$131,972.77</u>	<u>\$109,429.00</u>	<u>\$306,862.62</u>	<u>\$150,671.00</u>	<u>\$150,671.00</u>
Department	<b>660 - Support Payments Totals</b>	<u>\$131,972.77</u>	<u>\$109,429.00</u>	<u>\$306,862.62</u>	<u>\$150,671.00</u>	<u>\$150,671.00</u>
Division	<b>550 - Other Totals</b>	<u>\$131,972.77</u>	<u>\$109,429.00</u>	<u>\$306,862.62</u>	<u>\$150,671.00</u>	<u>\$150,671.00</u>
Fund	<b>100 - General Fund Totals</b>	<u>\$131,972.77</u>	<u>\$109,429.00</u>	<u>\$306,862.62</u>	<u>\$150,671.00</u>	<u>\$150,671.00</u>
	Net Grand Totals	<u>\$131,972.77</u>	<u>\$109,429.00</u>	<u>\$306,862.62</u>	<u>\$150,671.00</u>	<u>\$150,671.00</u>



# General Fund - Fixed Assets

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
Division	<b>550 - Other</b>					
Department	<b>670 - Fixed Assets</b>					
	<i>Cash Basis Expenditures</i>					
7106.021	Fixed Assets-Police Dept	.00	.00	.00	386,938.00	.00
7106.022	Fixed Assets-Fire Dept	.00	.00	.00	280,000.00	56,000.00
7106.033	Fixed Assets-Streets	.00	.00	.00	18,000.00	.00
7106.047	Fixed Assets-Sr Citizen B	.00	.00	.00	25,000.00	.00
7108.000	Fixed Assets-Furniture	.00	.00	13,999.20	.00	.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$0.00	\$13,999.20	\$709,938.00	\$56,000.00
Department	<b>670 - Fixed Assets Totals</b>	\$0.00	\$0.00	\$13,999.20	\$709,938.00	\$56,000.00
Division	<b>550 - Other Totals</b>	\$0.00	\$0.00	\$13,999.20	\$709,938.00	\$56,000.00
Fund	<b>100 - General Fund Totals</b>	\$0.00	\$0.00	\$13,999.20	\$709,938.00	\$56,000.00
	Net Grand Totals	\$0.00	\$0.00	\$13,999.20	\$709,938.00	\$56,000.00



# General Fund - Transfers to Other Funds

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>100 - General Fund</b>					
	<i>Cash Basis Expenditures</i>					
7200.000	Interfund Transfers Out	4,476,064.39	5,336,017.14	4,430,278.31	4,453,825.00	4,396,637.00
	<i>Cash Basis Expenditures Totals</i>	\$4,476,064.39	\$5,336,017.14	\$4,430,278.31	\$4,453,825.00	\$4,396,637.00
Fund	<b>100 - General Fund Totals</b>	\$4,476,064.39	\$5,336,017.14	\$4,430,278.31	\$4,453,825.00	\$4,396,637.00
	Net Grand Totals	\$4,476,064.39	\$5,336,017.14	\$4,430,278.31	\$4,453,825.00	\$4,396,637.00

City and Borough of Sitka  
General Fund (Fund 700)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans (approved)	Working Capital	Other source	Contingent Grants	Total Contingent	Total authorized	Total project (authorized + contingent)
90690	City/State Troubleshoot Air Control System	Authorized/in progress	-	-	16,000	-	-	-	16,000	16,000
90740	Nelson Logging Road Upgrade	Authorized/in progress	2,343,000	-	-	-	-	-	2,343,000	2,343,000
90789	Police Station Study	Authorized/in progress	-	-	75,000	-	-	-	75,000	75,000
90790	East DeGroff St Utilities & Street Improvements	Authorized/in progress	-	-	300,000	-	-	-	300,000	300,000
90812	Storm Drain Improvements	Authorized/in progress	-	-	100,000	-	-	-	100,000	100,000
90814	Cross Trail Multimodal Pathway Phase 6	Authorized/in progress	2,132,698	-	22,575	50,000	-	-	2,205,273	2,205,273
90819	South Lake/West DeGroff Utilities & Street Improvements	Authorized/in progress	-	-	200,000	-	-	-	200,000	200,000
90820	Davidoff Storm Sewer Rehabilitation	Authorized/in progress	-	-	400,000	-	-	-	400,000	400,000
90831	Wayfinding Signage Project	Authorized/in progress	-	-	-	282,300	-	-	282,300	282,300
90832	CAMA (Computer Assisted Mass Appraisal)	Authorized/in progress	-	-	150,000	-	-	-	150,000	150,000
90838	Lincoln Street Paving (Harbor Way to Harbor Drive)	Authorized/in progress	-	-	1,760,000	-	-	-	1,760,000	1,760,000
90844	Lincoln Street Paving (Jeff Davis to Harbor Drive)	Authorized/in progress	-	-	730,586	-	-	-	730,586	730,586
90855	Sea Walk Part II	Authorized/in progress	1,674,713	-	5,000	-	-	-	1,679,713	1,679,713
90859	Landslide Study	Authorized/in progress	-	-	75,000	-	-	-	75,000	75,000
90861	Resource Management/GIS Implementation	Authorized/in progress	-	-	28,400	11,600	-	-	40,000	40,000
90866	City Hall HVAC & Controls Replacement	Authorized/in progress	-	-	500,000	-	-	-	500,000	500,000
90867	RMS/CAD Police Department	Authorized/in progress	-	-	360,000	-	-	-	360,000	360,000
90877	Brady-Gavan Road and Utility Project	Authorized/in progress	-	-	440,000	-	-	-	440,000	440,000
90878	Sitka Paving 2017-Katlian Paving	Authorized/in progress	-	-	692,868	-	-	-	692,868	692,868
90879	Seaplane Base Project	Authorized/in progress	-	-	50,000	-	-	-	50,000	50,000
90881	Peterson Storm Sewer Rehabilitation	Authorized/in progress	-	-	100,000	-	-	-	100,000	100,000
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>									<b>12,499,740</b>	<b>12,499,740</b>
90838	Lincoln Street Paving (Harbor Way to Harbor Drive)	New FY20	-	-	300,000	-	-	-	300,000	300,000
90843	Lake St (DeGroff to Arrowhead) and Hirst Utility & Street Improvements	New FY20	-	-	645,000	-	-	-	645,000	645,000
90844	Lincoln Street Paving (Harbor Way to Harbor Drive)	New FY20	-	-	434,414	-	-	-	434,414	434,414
90861	Resource Management/GIS Implementation	New FY20	-	-	100,000	-	-	-	100,000	100,000
90855	Sea Walk Part II	New FY20	-	-	153,060	-	-	-	153,060	153,060
90881	Peterson Storm Sewer Rehabilitation	New FY20	60,000	-	220,000	-	55,000	55,000	280,000	335,000
TBD700-1	Senior Center - ADA Ramp and Rear Porch Improvements	New FY20	-	-	15,000	-	-	-	15,000	15,000
TBD700-2	Community Playground Safety Improvements (Crescent Harbor Playground)	New FY20	-	-	10,000	-	-	-	10,000	10,000
TBD700-3	Lower Moller East Playground Improvements	New FY20	-	-	10,000	-	-	-	10,000	10,000
TBD-700-4	Pioneer Park Shelter Improvements	New FY20	-	-	15,000	-	-	-	15,000	15,000
<b>TOTAL NEW APPROPRIATIONS</b>			<b>\$ 60,000</b>	<b>\$ -</b>	<b>\$1,902,474</b>	<b>\$ -</b>	<b>\$ 55,000</b>	<b>\$ 55,000</b>	<b>\$ 1,962,474</b>	<b>\$ 2,017,474</b>
90692	Centennial Hall Upgrades	Physically complete	14,704,848	-	-	1,666,000	-	-	16,370,848	16,370,848
90739	Kattleson Memorial Library Expansion	Physically complete	5,350,000	-	357,114	1,212,842	-	-	6,919,956	6,919,956
90741	Baranof Warm Springs Dock Imp	Physically complete	1,900,000	-	-	-	-	-	1,900,000	1,900,000
90801	Sitka Paving 2017 (Lincoln-Jeff Davis to Metlakatla, Kashevaroff, Hospital parking)	Physically complete	-	-	1,637,132	-	-	-	1,637,132	1,637,132
<b>TOTAL PHYSICALLY COMPLETE</b>									<b>\$ 26,827,936</b>	<b>\$ 26,827,936</b>

**City and Borough of Sitka  
General Fund**

**Pro Forma Financial Projection**

**FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed**

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	27,035,060	27,931,805	28,738,965	28,161,130
Transfers In From Public Infrastructure Sinking Fund/CPET Fund/700 Fund	1,607,900	2,161,060	2,161,060	1,898,500
General Governmental Costs	(15,984,427)	(17,862,138)	(19,597,031)	(17,958,727)
Debt Service (Not Including School Debt)	(33,220)	(90,740)	(90,740)	(88,000)
School Support	(6,987,150)	(7,374,208)	(7,374,208)	(7,285,700)
Hospital Support	<u>(306,860)</u>	<u>(150,671)</u>	<u>(150,671)</u>	<u>(150,671)</u>
<b>Surplus Before Capital Expenditures and Transfers</b>	<b>5,331,303</b>	<b>4,615,108</b>	<b>3,687,375</b>	<b>4,576,532</b>
Fixed Asset Acquisitions	(14,000)	-	-	(56,000)
1% Seasonal Sales Tax Transferred Out	(1,316,560)	(1,482,930)	(1,482,930)	(1,461,220)
Transfer to Public Infrastructure Sinking Fund	(1,100,000)	-	(679,320)	-
Transfer To Permanent Fund	(57,330)	(118,930)	(118,930)	(180,940)
Transfer To Electric Fund/Harbor Fund - Subsidization	(400,000)	-	-	(520,000)
Transfer to Capital Projects Funds and Other Transfers	<u>(1,556,390)</u>	<u>(2,506,467)</u>	<u>(2,172,645)</u>	<u>(2,234,480)</u>
<b>Surplus/(Deficit)</b>	<b><u>887,023</u></b>	<b><u>506,781</u></b>	<b><u>(766,450)</u></b>	<b><u>123,892</u></b>
<u><b>Capital Expenditures</b></u>				
Grant Revenue	1,506,980	1,674,710	1,674,710	60,000
Transfer From Public Infrastructure Sinking Fund/CPET/Other Funds	200,000	1,679,660	1,679,660	-
Designated Working Capital	<u>1,850,070</u>	<u>2,191,900</u>	<u>2,191,900</u>	<u>1,692,474</u>
Total Capital Expenditure Funding	3,557,050	5,546,270	5,546,270	1,752,474
<b>Capital Expenditures</b>	<b><u>(3,557,050)</u></b>	<b><u>(1,525,686)</u></b>	<b><u>(1,858,000)</u></b>	<b><u>(1,752,474)</u></b>
<u><b>Fund Balance</b></u>				
<b>Beginning General Fund Balance</b>	<b>14,173,149</b>	<b>15,060,172</b>	<b>15,060,172</b>	<b>14,293,722</b>
Surpl/(Deficit)	887,023	506,781	(766,450)	123,892
Capital Expenditures and Other Balance Sheet Changes	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Ending General Fund Balance</b>	<b><u>15,060,172</u></b>	<b><u>15,566,953</u></b>	<b><u>14,293,722</u></b>	<b><u>14,417,614</u></b>
<b>Beginning General Capital Project Funds Balances</b>	<b>4,522,754</b>	<b>5,022,348</b>	<b>5,022,348</b>	<b>5,022,348</b>
Additions/(Declines)	<u>499,594</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Ending General Capital Project Funds Balances</b>	<b><u>5,022,348</u></b>	<b><u>5,022,348</u></b>	<b><u>5,022,348</u></b>	<b><u>5,022,348</u></b>
<b>Beginning General Fund Balance, Unassigned and Available</b>	<b>3,977,938</b>	<b>5,378,630</b>	<b>5,378,630</b>	<b>4,612,180</b>
Increases/(Decreases)	<u>1,400,692</u>	<u>506,781</u>	<u>(766,450)</u>	<u>123,892</u>
<b>Ending General Fund Balance, Unassigned and Available</b>	<b><u>5,378,630</u></b>	<b><u>5,885,411</u></b>	<b><u>4,612,180</u></b>	<b><u>4,736,072</u></b>





## **ELECTRIC FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

**ELECTRIC FUND - SUMMARY BY EXPENDITURE TYPE**

**Summary**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Revenue</b>					
State Revenue	\$ 184,928.08	\$ 100,447.96	\$ 130,934.66	\$ 100,000.00	\$ 108,619.00
Federal Revenue	\$ 613,843.52	\$ 574,019.50	\$ 575,663.45	\$ 574,020.00	\$ 575,663.00
Operating Revenue	\$ 14,118,920.49	\$ 15,695,621.28	\$ 17,268,279.16	\$ 18,724,705.00	\$ 16,854,453.00
Other Operating Revenue	\$ 100,218.72	\$ 110,563.72	\$ 116,339.87	\$ 131,000.00	\$ 149,000.00
Uses of Property & Investments	\$ 177,866.35	\$ 248,099.04	\$ 468,709.30	\$ 250,000.00	\$ 350,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 15,789.76	\$ 4,440.19	\$ 17,694.53	\$ 2,000.00	\$ 2,000.00
Cash Basis Receipts	\$ 3,901,096.07	\$ 7,768,570.31	\$ 1,552,863.90	\$ -	\$ 161,543.00
<b>Revenue Totals</b>	<b>\$ 19,112,662.99</b>	<b>\$ 24,501,762.00</b>	<b>\$ 20,130,484.87</b>	<b>\$ 19,781,725.00</b>	<b>\$ 18,201,278.00</b>
<b>Expenditures</b>					
Salaries and Wages	\$ 2,371,920.12	\$ 2,625,795.41	\$ 2,723,679.72	\$ 2,840,727.27	\$ 2,895,416.08
Fringe Benefits	\$ 2,170,589.23	\$ 3,143,714.29	\$ 1,760,770.20	\$ 1,698,862.55	\$ 1,634,626.09
Operating Expenses	\$ 10,509,214.23	\$ 10,447,257.77	\$ 10,144,411.79	\$ 11,131,161.67	\$ 10,787,017.00
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	\$ -
Amortization & Depreciation	\$ 4,547,774.11	\$ 7,713,352.60	\$ 7,811,129.61	\$ -	\$ 7,811,120.00
Cash Basis Expenditures	\$ -	\$ 3,475,000.00	\$ 75,000.00	\$ 2,648,007.00	\$ 4,239,904.00
<b>Expenditure Totals</b>	<b>\$ 19,599,497.69</b>	<b>\$ 27,405,120.07</b>	<b>\$ 22,514,991.32</b>	<b>\$ 18,318,758.49</b>	<b>\$ 27,368,083.17</b>
<b>Fund Total: Electric Fund</b>	<b>\$ (486,834.70)</b>	<b>\$ (2,903,358.07)</b>	<b>\$ (2,384,506.45)</b>	<b>\$ 1,462,966.51</b>	<b>\$ (9,166,805.17)</b>

City and Borough of Sitka, AK

**ELECTRIC FUND - SUMMARY BY DEPARTMENT**

**Summary**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Revenue</b>					
State Revenue	\$ 184,928.08	\$ 100,447.96	\$ 130,934.66	\$ 100,000.00	\$ 108,619.00
Federal Revenue	\$ 613,843.52	\$ 574,019.50	\$ 575,663.45	\$ 574,020.00	\$ 575,663.00
Operating Revenue	\$ 14,118,920.49	\$ 15,695,621.28	\$ 17,268,279.16	\$ 18,724,705.00	\$ 16,854,453.00
Other Operating Revenue	\$ 100,218.72	\$ 110,563.72	\$ 116,339.87	\$ 131,000.00	\$ 149,000.00
Uses of Prop & Investment	\$ 177,866.35	\$ 248,099.04	\$ 468,709.30	\$ 250,000.00	\$ 350,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 15,789.76	\$ 4,440.19	\$ 17,694.53	\$ 2,000.00	\$ 2,000.00
Cash Basis Receipts	\$ 3,901,096.07	\$ 7,768,570.31	\$ 1,552,863.90	\$ -	\$ 161,543.00
<b>Revenue Totals</b>	<b>\$ 19,112,662.99</b>	<b>\$ 24,501,762.00</b>	<b>\$ 20,130,484.87</b>	<b>\$ 19,781,725.00</b>	<b>\$ 18,201,278.00</b>
<b>Expenditures</b>					
Administration	\$ 2,647,834.62	\$ 3,523,455.65	\$ 2,001,325.82	\$ 2,584,181.55	\$ 2,670,873.06
Stores	\$ 182,158.13	\$ 202,949.13	\$ 195,466.69	\$ 192,860.60	\$ 190,218.18
Green lake	\$ 631,043.92	\$ 898,875.05	\$ 685,066.08	\$ 1,024,762.62	\$ 953,404.20
Blue lake	\$ 1,912,176.46	\$ 1,895,843.34	\$ 2,163,820.08	\$ 1,909,759.84	\$ 2,012,275.49
Diesel Plant	\$ 845,150.53	\$ 892,378.62	\$ 619,413.43	\$ 975,568.59	\$ 890,587.37
Switchyard	\$ 34,224.11	\$ 24,129.24	\$ 31,604.69	\$ 20,000.00	\$ 20,000.00
Line Maintenance	\$ 132,424.28	\$ 206,024.38	\$ 152,844.67	\$ 233,133.75	\$ 183,500.00
Substation Maintenance	\$ 27,703.83	\$ 13,995.73	\$ 9,259.11	\$ 18,000.00	\$ 18,000.00
Distribution	\$ 1,764,314.68	\$ 1,836,192.06	\$ 2,157,019.85	\$ 2,114,001.27	\$ 2,112,882.60
Metering	\$ 450,461.82	\$ 466,542.01	\$ 430,904.58	\$ 464,303.27	\$ 404,365.27
Jobbing	\$ 209,253.15	\$ 119,211.94	\$ 99,569.52	\$ 100,000.00	\$ 100,000.00
Depreciation/Amortization	\$ 4,547,774.11	\$ 7,713,352.60	\$ 7,811,129.61	\$ -	\$ 7,811,120.00
Debt Payments	\$ 6,214,978.05	\$ 6,137,170.32	\$ 6,082,567.19	\$ 8,677,187.00	\$ 8,545,857.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Capital Projects and Other Funds	\$ -	\$ 3,475,000.00	\$ 75,000.00	\$ 5,000.00	\$ 1,455,000.00
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 19,599,497.69</b>	<b>\$ 27,405,120.07</b>	<b>\$ 22,514,991.32</b>	<b>\$ 18,318,758.49</b>	<b>\$ 27,368,083.17</b>
<b>Fund Total: Electric Fund</b>	<b>\$ (486,834.70)</b>	<b>\$ (2,903,358.07)</b>	<b>\$ (2,384,506.45)</b>	<b>\$ 1,462,966.51</b>	<b>\$ (9,166,805.17)</b>



# Electric Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 200 - Electric Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	1,927,438.35	2,004,835.97	2,103,196.19	2,522,911.32	2,520,307.08
5110.002	Holidays	83,132.45	94,750.61	104,111.64	.00	.00
5110.003	Sick Leave	81,303.16	78,169.22	76,824.84	.00	.00
5110.004	Overtime	200,640.62	247,847.11	211,319.77	199,999.95	200,000.00
5110.010	Temp Wages	79,405.54	200,192.50	228,227.28	117,816.00	175,109.00
<i>Salaries and Wages Totals</i>		<b>\$2,371,920.12</b>	<b>\$2,625,795.41</b>	<b>\$2,723,679.72</b>	<b>\$2,840,727.27</b>	<b>\$2,895,416.08</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	183,290.97	217,469.02	219,721.83	91,461.00	93,983.00
5120.002	SBS	153,317.22	168,179.40	175,175.61	173,409.10	176,739.02
5120.003	Medicare	37,233.69	41,102.25	42,422.14	42,524.61	43,354.06
5120.004	PERS	1,210,745.99	2,021,747.24	557,230.02	749,039.27	698,467.32
5120.005	Health Insurance	472,265.29	547,371.22	615,938.62	651,216.24	478,649.88
5120.006	Life Insurance	308.59	292.33	324.42	323.40	323.40
5120.007	Workmen's Compensation	112,497.70	147,570.32	149,957.56	140,888.93	143,109.41
5120.008	Unemployment	929.78	(17.49)	.00	.00	.00
<i>Fringe Benefits Totals</i>		<b>\$2,170,589.23</b>	<b>\$3,143,714.29</b>	<b>\$1,760,770.20</b>	<b>\$1,848,862.55</b>	<b>\$1,634,626.09</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	37,323.02	25,078.06	31,955.48	50,500.00	47,250.00
5202.000	Uniforms	30,382.25	19,776.75	11,348.24	32,100.00	32,100.00
5203.001	Electric	19,123.70	22,981.13	26,783.28	20,600.00	26,200.00
5203.005	Heating Fuel	153,453.35	364,412.23	69,797.48	313,000.00	233,100.00
5204.000	Telephone	28,928.08	18,804.90	27,584.42	27,360.00	28,360.00
5204.001	Cell Phone Stipend	1,025.00	900.00	900.00	900.00	900.00
5205.000	Insurance	728,701.41	727,122.53	643,409.58	643,410.00	701,523.00
5206.000	Supplies	270,501.06	300,735.74	258,690.78	301,738.00	310,900.00
5207.000	Repairs & Maintenance	240,507.48	322,864.69	293,533.51	332,735.78	328,500.00
5208.000	Bldg Repair & Maint	15,483.27	44,375.84	23,555.03	20,000.00	20,000.00
5211.000	Data Processing Fees	192,684.00	174,894.96	136,238.04	143,977.00	144,835.00
5211.001	Information Technology Special Projects	.00	.00	.00	26,664.00	.00
5212.000	Contracted/Purchased Serv	837,403.37	576,360.04	639,046.34	1,255,720.87	1,064,870.00
5214.000	Interdepartment Services	1,018,633.67	975,479.05	972,938.69	979,647.00	865,541.00
5221.000	Transportation/Vehicles	282,622.38	270,897.25	258,570.32	304,597.00	312,816.00
5222.000	Postage	5,803.97	6,699.00	5,874.46	3,000.00	3,000.00



# Electric Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>200 - Electric Fund</b>					
	<i>Operating Expenses</i>					
5223.000	Tools & Small Equipment	36,978.83	75,316.33	55,946.94	78,500.00	78,500.00
5224.000	Dues & Publications	14,274.33	15,215.34	15,966.81	23,900.00	21,900.00
5226.000	Advertising	7,700.26	981.75	722.80	3,000.00	3,000.00
5227.002	Rent-Equipment	51,744.23	37,789.80	186,966.12	7,000.00	7,000.00
5230.000	Bad Debts	6,993.36	7,794.84	83,926.18	40,000.00	40,000.00
5231.000	Credit Card Expense	159,311.44	221,336.12	214,857.81	200,000.00	200,000.00
5290.000	Other Expenses	154,657.72	100,271.10	103,232.29	288,632.02	394,226.00
5295.000	Interest Expense	6,207,728.05	6,130,670.32	6,076,567.19	6,034,180.00	5,922,496.00
5297.000	Debt Admin Expense	7,250.00	6,500.00	6,000.00	.00	.00
	<i>Operating Expenses Totals</i>	\$10,509,214.23	\$10,447,257.77	\$10,144,411.79	\$11,131,161.67	\$10,787,017.00
	<i>Amortization &amp; Depreciation</i>					
6101.000	Amortization	.00	19,826.52	.00	.00	.00
6201.000	Depreciation-Land Improve	.00	.00	.00	.00	2,830.00
6202.000	Depreciation-Plants	4,400,735.18	7,526,631.88	7,630,155.34	.00	7,635,257.00
6205.000	Depreciation-Buildings	36,357.36	43,225.20	50,265.03	.00	50,265.00
6206.000	Depreciation-Machinery	81,266.78	93,038.05	96,011.16	.00	96,010.00
6208.000	Deprec-Furniture/Fixtures	7,940.07	7,939.92	7,939.92	.00	.00
6209.000	Deprec-Heat Conversions	21,474.72	22,691.03	26,758.16	.00	26,758.00
	<i>Amortization &amp; Depreciation Totals</i>	\$4,547,774.11	\$7,713,352.60	\$7,811,129.61	\$0.00	\$7,811,120.00
	<i>Cash Basis Expenditures</i>					
5291.000	Utility Subsidization	.00	.00	.00	43,800.00	161,543.00
7200.000	Interfund Transfers Out	.00	3,475,000.00	75,000.00	5,000.00	1,455,000.00
7301.000	Note Principal Payments	.00	.00	.00	468,007.00	363,361.00
7302.000	Bond Principal Payments	.00	.00	.00	2,175,000.00	2,260,000.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$3,475,000.00	\$75,000.00	\$2,691,807.00	\$4,239,904.00
Fund	<b>200 - Electric Fund Totals</b>	\$19,599,497.69	\$27,405,120.07	\$22,514,991.32	\$18,512,558.49	\$27,368,083.17
	<b>Net Grand Totals</b>	\$19,599,497.69	\$27,405,120.07	\$22,514,991.32	\$18,512,558.49	\$27,368,083.17

City and Borough of Sitka  
Electric Fund (Fund 710)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
63010	Green Lake FERC Compliance	Authorized/in progress	-	-	302,000	-	-	-	-	-	302,000	302,000	
80003	Feeder Improvements	Authorized/in progress	-	-	3,310,587	-	-	-	-	-	3,310,587	3,310,587	
80040	AMR	Authorized/in progress	-	-	-	-	-	-	-	-	-	-	
90261	Island Improvements	Authorized/in progress	-	-	225,000	24,500	-	-	-	-	249,500	249,500	
90410	SCADA System Enhancements	Authorized/in progress	-	-	615,336	-	-	-	-	-	615,336	615,336	
90562	Green Lake Power Plant Improvements	Authorized/in progress	-	-	777,721	-	-	-	-	-	777,721	777,721	
90594	BL Lk Third Turbine & Dam Upg.	Authorized/in progress	48,950,000	97,059,306	6,000	-	-	-	-	-	146,015,306	146,015,306	
90610	Blue Lake FERC License Mitigation	Authorized/in progress	-	-	425,000	-	-	-	-	-	425,000	425,000	
90614	Takatz Lake Hydroelectric	Authorized/in progress	-	-	-	-	-	-	-	-	-	-	
90672	Medvejie Hatchery Transformer Repl	Authorized/in progress	-	-	983,462	-	-	-	-	-	983,462	983,462	
90717	Jarvis St. Improvements	Authorized/in progress	-	-	267,518	-	-	-	-	-	267,518	267,518	
90718	Marine Street Substation Replacements	Authorized/in progress	-	-	134,000	-	-	-	-	-	134,000	134,000	
90776	Electric Storage & Shop Building	Authorized/in progress	-	-	-	-	-	-	-	-	-	-	
90777	Meter Replacement Upgrading Meters	Authorized/in progress	-	-	345,000	-	-	-	-	-	345,000	345,000	
90804	Blue Lake Powerhouse Conversion	Authorized/in progress	-	-	300,000	-	-	-	-	-	300,000	300,000	
90821	Capital for Fuel Conversions (Interruptibles)	Authorized/in progress	-	-	1,200,000	-	-	-	-	-	1,200,000	1,200,000	
90823	Marine St. N-1 Design to New HPR	Authorized/in progress	-	-	4,300,000	-	-	-	-	-	4,300,000	4,300,000	
90824	Safety - Arc Flash, Training	Authorized/in progress	-	-	60,000	-	-	-	-	-	60,000	60,000	
90828	Asset Management	Authorized/in progress	-	-	12,800	-	-	-	-	-	12,800	12,800	
90829	Harbor Meters	Authorized/in progress	-	-	225,000	-	-	-	-	-	225,000	225,000	
90839	Green Lake Power Plant 35 Year Overhaul	Authorized/in progress	-	-	200,000	-	-	-	-	-	200,000	200,000	
90840	Green Lake Power Plant Pre Overhaul Inspection	Authorized/in progress	-	-	380,000	-	-	-	-	-	380,000	380,000	
90841	Jarvis Fuel System Repairs and Storage Tanks	Authorized/in progress	-	-	1,400,000	-	-	-	-	-	1,400,000	1,400,000	
90857	Raw Water Infrastructure Enhancement (Bulk)	Authorized/in progress	-	-	-	100,000	-	-	-	-	100,000	100,000	
90860	Cell Service Enhancement	Authorized/in progress	-	-	295,000	-	-	-	-	-	295,000	295,000	
90868	69 kv Thimbleberry Trans Line Bypass	Authorized/in progress	-	-	20,000	-	-	-	-	-	20,000	20,000	
90869	Blue Lake Auto Start Back-up Diesel	Authorized/in progress	-	-	70,000	-	-	-	-	-	70,000	70,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>161,988,230</b>	<b>161,988,230</b>	
80003	Feeder Improvements	New FY20-Additional appropriation	-	-	200,000	-	-	-	-	-	200,000	200,000	
90261	Island Improvements	New FY20-Additional appropriation	-	-	60,000	-	-	-	-	-	60,000	60,000	
90718	Marine Street Substation Replacements	New FY20-Additional appropriation	-	-	20,000	-	-	-	-	-	20,000	20,000	
90777	Meter Replacement Upgrading Meters	New FY20-Additional appropriation	-	-	95,000	-	-	-	-	-	95,000	95,000	
90829	Harbor Meters	New FY20-Additional appropriation	-	-	75,000	-	-	-	-	-	75,000	75,000	
90839	Green Lake Power Plant 35 Year Overhaul	New FY20-Additional appropriation	-	-	985,000	-	-	-	-	-	985,000	985,000	
90868	69 kv Thimbleberry Trans Line Bypass	New FY20-Additional appropriation	-	-	20,000	-	-	-	-	-	20,000	20,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>1,455,000</b>	<b>1,455,000</b>	

City and Borough of Sitka  
Electric Fund

Pro Forma Financial Projection

FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	17,669,239	18,957,705	17,557,629	17,275,615
Costs of Operations	<u>(14,356,093)</u>	<u>(14,601,060)</u>	<u>(14,737,180)</u>	<u>(14,696,352)</u>
<b>Gross Margin</b>	<b>3,313,146</b>	<b>4,356,645</b>	<b>2,820,449</b>	<b>2,579,263</b>
Administrative Expenses	(1,936,468)	(2,566,780)	(2,316,780)	(2,670,873)
Interest Expense	(6,082,567)	(6,034,180)	(6,034,180)	(5,922,496)
Other Income/(Expenses)	<u>120,324</u>	<u>250,000</u>	<u>347,300</u>	<u>527,000</u>
<b>Net Operating Income</b>	<b>(4,585,565)</b>	<b>(3,994,315)</b>	<b>(5,183,211)</b>	<b>(5,487,106)</b>
Depreciation	7,811,129	7,675,000	7,811,120	7,811,120
Federal Debt Subsidy	575,663	574,020	575,660	575,663
Debt Principal Repayment	<u>(2,450,690)</u>	<u>(2,643,007)</u>	<u>(2,450,690)</u>	<u>(2,623,361)</u>
<b>Operating Cash Flow</b>	<b>1,350,537</b>	<b>1,611,698</b>	<b>752,879</b>	<b>276,316</b>
<u><b>Capital Expenditures</b></u>				
Grant Revenue & Miscellaneous	176,424	-	-	-
Use Of Bond Proceeds	4,108,000	1,820,000	1,820,000	1,020,000
Designated Working Capital	<u>-</u>	<u>180,000</u>	<u>180,000</u>	<u>435,000</u>
Total Capital Expenditure Funding	4,284,424	2,000,000	2,000,000	1,455,000
<b>Capital Expenditures</b>	<b>(1,864,077)</b>	<b>(2,000,000)</b>	<b>(2,000,000)</b>	<b>(1,455,000)</b>
<u><b>Working Capital</b></u>				
<b>Beginning Total Working Capital</b>	<b>11,095,857</b>	<b>11,168,145</b>	<b>10,801,103</b>	<b>10,353,982</b>
Operating Cash Flow	1,350,537	1,611,698	752,879	276,316
New Bonding Proceeds	0	0	0	0
Capital Expenditures and Other Balance Sheet Changes	<u>(1,645,291)</u>	<u>(2,000,000)</u>	<u>(1,200,000)</u>	<u>(1,455,000)</u>
<b>Ending Working Total Working Capital</b>	<b>10,801,103</b>	<b>10,779,843</b>	<b>10,353,982</b>	<b>9,175,298</b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>6,035,456</b>	<b>8,210,456</b>	<b>8,641,239</b>	<b>10,816,239</b>
New Designations Of Working Capital For Capital Expenditures	-	-	3,375,000	435,000
New Bonding Proceeds / Transfer From Bond Fund	4,108,000	1,815,000	-	1,020,000
Expenditures of Designated Working Capital For Capital expenditures	<u>(1,502,217)</u>	<u>(2,000,000)</u>	<u>(1,200,000)</u>	<u>(1,455,000)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b>8,641,239</b>	<b>8,025,456</b>	<b>10,816,239</b>	<b>10,816,239</b>
<b>Beginning Undesignated Working Capital (Includes Unspent Bonding Proceeds)</b>	<b>5,060,401</b>	<b>2,957,689</b>	<b>2,159,864</b>	<b>(462,257)</b>
Increases/(Decreases)	<u>(2,900,537)</u>	<u>(203,302)</u>	<u>(2,622,121)</u>	<u>(1,178,684)</u>
<b>Ending Undesignated Working Capital (Includes Unspent Bonding Proceeds)</b>	<b>2,159,864</b>	<b>2,754,387</b>	<b>(462,257)</b>	<b>(1,640,941)</b>
<u><b>Rate Stabilization Fund</b></u>				
<b>Beginning Balance, Rate Stabilization Fund</b>	<b>187,623</b>	<b>187,623</b>	<b>320,000</b>	<b>320,000</b>
Transfers In	132,377	-	-	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>(320,000)</u>
<b>Ending Balance, Rate Stabilization Fund</b>	<b>320,000</b>	<b>187,623</b>	<b>320,000</b>	<b>-</b>
<b>Rate Covenant</b>	<b>1.25</b>	<b>1.32</b>	<b>1.25</b>	<b>1.26</b>
Revenue of System:	9,131,309	9,714,865	9,172,089	9,236,510
Bonded Debt Service:	7,301,713	7,386,574	7,334,402	7,320,492



## **WATER FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**



City and Borough of Sitka, AK

**WATER FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 16,406.07	\$ 8,353.70	\$ 234,348.85	\$ 8,400.00	\$ 9,965.00
Federal Revenue	\$ 3,094.02	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 2,224,986.66	\$ 2,260,951.19	\$ 2,364,417.03	\$ 3,355,700.00	\$ 2,947,010.00
Other Operating Revenue	\$ 12,514.75	\$ 15,705.00	\$ 9,325.00	\$ 18,000.00	\$ 9,000.00
Uses of Property & Investments	\$ 36,193.09	\$ 54,272.47	\$ 48,226.34	\$ 48,000.00	\$ 55,210.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 4,084.74	\$ 2,369.15	\$ 6,083.55	\$ 50,000.00	\$ -
Cash Basis Receipts	\$ 1,393,855.22	\$ 9,464,773.65	\$ 2,212,577.11	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 3,691,134.55</b>	<b>\$ 11,806,425.16</b>	<b>\$ 4,874,977.88</b>	<b>\$ 3,480,100.00</b>	<b>\$ 3,021,185.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ 199,082.09	\$ 198,413.62	\$ 207,428.64	\$ 249,166.17	\$ 258,563.60
Fringe Benefits	\$ 211,965.72	\$ 265,311.79	\$ 183,721.92	\$ 189,794.98	\$ 172,866.39
Operating Expenses	\$ 957,798.92	\$ 993,439.39	\$ 1,127,425.08	\$ 1,216,262.00	\$ 1,385,426.00
Amortization & Depreciation	\$ 908,460.56	\$ 1,113,157.26	\$ 1,283,444.01	\$ -	\$ 1,283,442.00
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Expenditures	\$ -	\$ 75,000.00	\$ 2,509,759.73	\$ 733,388.00	\$ 668,293.00
<b>Expenditure Totals</b>	<b>\$ 2,277,307.29</b>	<b>\$ 2,645,322.06</b>	<b>\$ 5,311,779.38</b>	<b>\$ 2,388,611.15</b>	<b>\$ 3,768,590.99</b>
<b>Fund Total: Water Fund</b>	<b>\$ 1,413,827.26</b>	<b>\$ 9,161,103.10</b>	<b>\$ (436,801.50)</b>	<b>\$ 1,091,488.85</b>	<b>\$ (747,405.99)</b>

City and Borough of Sitka, AK

**WATER FUND - SUMMARY BY DEPARTMENT**

**Summary**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 16,406.07	\$ 8,353.70	\$ 234,348.85	\$ 8,400.00	\$ 9,965.00
Federal Revenue	\$ 3,094.02	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 2,224,986.66	\$ 2,260,951.19	\$ 2,364,417.03	\$ 3,355,700.00	\$ 2,947,010.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Operating Revenue	\$ 12,514.75	\$ 15,705.00	\$ 9,325.00	\$ 18,000.00	\$ 9,000.00
Uses of Prop & Investment	\$ 36,193.09	\$ 54,272.47	\$ 48,226.34	\$ 48,000.00	\$ 55,210.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 4,084.74	\$ 2,369.15	\$ 6,083.55	\$ -	\$ -
Cash Basis Receipts	\$ 1,393,855.22	\$ 9,464,773.65	\$ 2,212,577.11	\$ 50,000.00	\$ -
<b>Revenue Totals</b>	<b>\$ 3,691,134.55</b>	<b>\$ 11,806,425.16</b>	<b>\$ 4,874,977.88</b>	<b>\$ 3,480,100.00</b>	<b>\$ 3,021,185.00</b>
<b><u>Expenditures</u></b>					
Administration	\$ 619,669.60	\$ 726,899.00	\$ 684,374.06	\$ 636,805.55	\$ 675,602.73
Distribution	\$ 413,132.16	\$ 360,342.14	\$ 435,535.12	\$ 676,192.77	\$ 691,758.43
Treatment	\$ 242,564.08	\$ 274,844.69	\$ 304,283.73	\$ 209,672.83	\$ 192,472.83
Jobbing	\$ (9.94)	\$ -	\$ -	\$ -	\$ -
Depreciation/Amortization	\$ 908,460.56	\$ 1,113,157.26	\$ 1,283,444.01	\$ -	\$ 1,283,442.00
Debt Payments	\$ 93,490.83	\$ 95,078.97	\$ 94,382.73	\$ 584,321.00	\$ 668,315.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ 53,419.00	\$ -
Transfers to Capital Projects and Other Funds	\$ -	\$ 75,000.00	\$ 2,509,759.73	\$ 228,200.00	\$ 257,000.00
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 2,277,307.29</b>	<b>\$ 2,645,322.06</b>	<b>\$ 5,311,779.38</b>	<b>\$ 2,388,611.15</b>	<b>\$ 3,768,590.99</b>
<b>Fund Total: Water Fund</b>	<b>\$ 1,413,827.26</b>	<b>\$ 9,161,103.10</b>	<b>\$ (436,801.50)</b>	<b>\$ 1,091,488.85</b>	<b>\$ (747,405.99)</b>



# Water Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 210 - Water Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	161,857.00	167,050.84	177,761.99	206,166.22	215,563.60
5110.002	Holidays	8,775.67	8,649.95	10,209.46	.00	.00
5110.003	Sick Leave	17,313.25	10,129.09	9,909.94	.00	.00
5110.004	Overtime	11,136.17	12,583.74	9,547.25	22,999.95	23,000.00
5110.010	Temp Wages	.00	.00	.00	20,000.00	20,000.00
<i>Salaries and Wages Totals</i>		\$199,082.09	\$198,413.62	\$207,428.64	\$249,166.17	\$258,563.60
<i>Fringe Benefits</i>						
5120.001	Annual Leave	20,289.32	20,655.19	23,533.51	8,396.00	9,387.00
5120.002	SBS	13,652.37	13,475.96	14,283.41	15,788.29	16,425.40
5120.003	Medicare	3,229.35	3,187.64	3,378.62	3,734.65	3,885.30
5120.004	PERS	104,734.77	150,110.81	46,647.45	64,416.53	62,449.16
5120.005	Health Insurance	61,791.76	68,178.18	85,734.59	100,816.56	69,662.16
5120.006	Life Insurance	43.22	42.48	44.84	28.32	42.48
5120.007	Workmen's Compensation	8,224.93	9,661.53	10,099.50	10,614.63	11,014.89
<i>Fringe Benefits Totals</i>		\$211,965.72	\$265,311.79	\$183,721.92	\$203,794.98	\$172,866.39
<i>Operating Expenses</i>						
5201.000	Training and Travel	8,909.33	6,010.41	8,479.03	10,500.00	9,450.00
5202.000	Uniforms	806.44	395.15	538.38	900.00	900.00
5203.001	Electric	40,293.47	78,275.30	88,742.01	73,000.00	90,000.00
5203.005	Heating Fuel	2,043.51	4,724.40	2,968.54	5,000.00	4,000.00
5204.000	Telephone	7,419.84	.00	.00	.00	.00
5204.001	Cell Phone Stipend	900.00	900.00	975.00	900.00	900.00
5205.000	Insurance	16,699.86	20,201.36	20,792.42	20,793.00	31,306.00
5206.000	Supplies	112,971.15	100,499.55	112,154.58	101,200.00	125,200.00
5207.000	Repairs & Maintenance	2,185.78	4,882.41	21,478.25	24,000.00	17,000.00
5208.000	Bldg Repair & Maint	15,259.71	25,341.16	10,370.43	10,000.00	10,000.00
5211.000	Data Processing Fees	30,384.00	27,519.96	37,776.96	40,000.00	31,893.00
5211.001	Information Technology Special Projects	.00	.00	.00	7,797.00	.00
5212.000	Contracted/Purchased Serv	(91,177.66)	28,110.99	108,716.41	81,287.00	69,700.00
5214.000	Interdepartment Services	467,827.96	502,568.34	472,527.73	431,045.00	451,204.00
5221.000	Transportation/Vehicles	45,584.26	27,972.85	10,708.07	15,388.00	15,101.00
5222.000	Postage	7,158.47	7,547.19	6,815.16	7,000.00	6,750.00
5223.000	Tools & Small Equipment	9,648.09	5,914.20	6,222.71	10,900.00	1,000.00



# Water Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>210 - Water Fund</b>					
	<i>Operating Expenses</i>					
5224.000	Dues & Publications	411.00	1,544.00	1,861.90	2,000.00	2,000.00
5226.000	Advertising	3,318.29	1,669.52	993.85	1,500.00	1,500.00
5227.002	Rent-Equipment	.00	906.03	894.13	3,000.00	3,000.00
5230.000	Bad Debts	558.65	46.60	18,179.95	.00	20,000.00
5231.000	Credit Card Expense	25,857.82	32,390.73	33,057.93	35,000.00	35,000.00
5290.000	Other Expenses	157,248.12	3,837.32	4,678.22	2,500.00	2,500.00
5290.100	Unanticipated Repairs	.00	17,102.95	64,110.69	200,000.00	200,000.00
5295.000	Interest Expense	93,490.83	95,078.97	94,382.73	132,552.00	257,022.00
	<i>Operating Expenses Totals</i>	\$957,798.92	\$993,439.39	\$1,127,425.08	\$1,216,262.00	\$1,385,426.00
	<i>Amortization &amp; Depreciation</i>					
6101.000	Amortization	.00	83,570.36	.00	.00	.00
6202.000	Depreciation-Plants	836,545.00	905,438.07	983,361.58	.00	983,361.00
6205.000	Depreciation-Buildings	68,242.46	120,475.87	296,409.47	.00	296,409.00
6206.000	Depreciation-Machinery	3,673.10	3,672.96	3,672.96	.00	3,672.00
	<i>Amortization &amp; Depreciation Totals</i>	\$908,460.56	\$1,113,157.26	\$1,283,444.01	\$0.00	\$1,283,442.00
	<i>Cash Basis Expenditures</i>					
7106.000	Fixed Assets-Machinery	.00	.00	.00	53,419.00	.00
7200.000	Interfund Transfers Out	.00	75,000.00	2,509,759.73	228,200.00	257,000.00
7301.000	Note Principal Payments	.00	.00	.00	451,769.00	411,293.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$75,000.00	\$2,509,759.73	\$733,388.00	\$668,293.00
Fund	<b>210 - Water Fund Totals</b>	\$2,277,307.29	\$2,645,322.06	\$5,311,779.38	\$2,402,611.15	\$3,768,590.99
	<b>Net Grand Totals</b>	\$2,277,307.29	\$2,645,322.06	\$5,311,779.38	\$2,402,611.15	\$3,768,590.99

City and Borough of Sitka  
Water Fund (Fund 720)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
80238	Japonski Island Water Design	Authorized/in progress	-	-	50,000	-	-	-	-	-	50,000	50,000	
90652	UV Disinfection Feasibility	Authorized/in progress	5,561,000	6,550,000	18,000	-	-	-	-	-	12,129,000	12,129,000	
90790	East DeGroff St Utilities & Street Improvements	Authorized/in progress	-	1,120,000	175,000	-	-	-	-	-	1,295,000	1,295,000	
90819	South Lake/West DeGroff Utilities & Street Improvements	Authorized/in progress	500,000	232,100	50,000	-	-	-	-	-	782,100	782,100	
90833	Critical Secondary Water Supply	Authorized/in progress	-	17,620,000	530,000	-	-	-	-	-	18,150,000	18,150,000	
90838	Lincoln Street Paving (Harbor Way to Harbor Drive)	Authorized/in progress	-	-	20,000	-	-	-	-	-	20,000	20,000	
90843	Lake St (DeGroff to Arrowhead) and Hirst Utility & Street Improvements	Authorized/in progress	-	-	50,000	-	-	750,000	-	750,000	50,000	800,000	
90844	Lincoln Street Paving (Jeff Davis to Harbor Drive)	Authorized/in progress	-	-	10,000	-	-	-	-	-	10,000	10,000	
90859	Landslide Study	Authorized/in progress	-	-	20,000	-	-	-	-	-	20,000	20,000	
90870	Water Master Plan	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90877	Brady-Gavan Road and Utility Project	Authorized/in progress	-	-	5,000	-	-	500,000	-	500,000	5,000	505,000	
90878	Sitka Paving 2017-Katlän Paving	Authorized/in progress	-	-	15,000	-	-	-	-	-	15,000	15,000	
90531	Monastery St (DeGroff to Arrowhead) and Kinhead Utility & Street Improvements	Authorized/in progress	-	-	75,000	-	-	750,000	-	750,000	75,000	825,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>32,701,100</b>	<b>34,701,100</b>	
TBD	Blue Lake Watershed Plan	New FY20	-	-	35,000	-	-	-	-	-	35,000	35,000	
TBD	Analyzer Monitoring Panel	New FY20	-	-	25,000	-	-	-	-	-	25,000	25,000	
TBD	Blue Lake WTP Valve Insulation Box	New FY20	-	-	15,000	-	-	-	-	-	15,000	15,000	
TBD	Harbor Mountain Tank Ladder	New FY20	-	-	17,000	-	-	-	-	-	17,000	17,000	
TBD	SCADA Reporting Software	New FY20	-	-	10,000	-	-	-	-	-	10,000	10,000	
TBD	Resource Management/GIS Implementation	New FY20	-	-	20,000	-	-	-	-	-	20,000	20,000	
90838	Lincoln Street Paving (Harbor Way to Harbor Drive)	FY20-Additional appropriation	-	-	60,000	-	-	-	-	-	60,000	60,000	
90844	Lincoln Street Paving (Jeff Davis to Harbor Drive)	FY20-Additional appropriation	-	-	75,000	-	-	1,275,000	-	1,275,000	75,000	1,350,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>257,000</b>	<b>1,532,000</b>	
90801	Sitka Paving 2017 (Lincoln-Jeff Davis to Metlakatla, Kashevaroff, Hospital parking)	Physically complete	-	-	15,000	-	-	-	-	-	15,000	15,000	
<b>TOTAL PHYSICALLY COMPLETE</b>											<b>15,000</b>	<b>15,000</b>	

**City and Borough of Sitka  
Water Fund**

**Pro Forma Financial Projection**

**FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed**

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	2,391,838	3,382,100	2,917,130	2,965,980
Costs of Operations	<u>(2,023,259)</u>	<u>(1,951,474)</u>	<u>(1,934,472)</u>	<u>(2,167,670)</u>
<b>Gross Margin</b>	<b>368,579</b>	<b>1,430,626</b>	<b>982,658</b>	<b>798,310</b>
Administrative Expenses	(678,424)	(661,225)	(481,140)	(675,600)
Interest Expense	(94,383)	(132,552)	(97,135)	(257,020)
Other Income/(Expenses)	<u>20,096</u>	<u>98,000</u>	<u>51,285</u>	<u>55,210</u>
<b>Net Operating Income</b>	<b>(384,132)</b>	<b>734,849</b>	<b>455,668</b>	<b>(79,100)</b>
Depreciation	1,283,444	1,065,608	1,333,444	1,283,440
Debt Principal Repayment	<u>(633,929)</u>	<u>(451,769)</u>	<u>(401,463)</u>	<u>(411,290)</u>
<b>Operating Cash Flow</b>	<b><u>265,383</u></b>	<b><u>1,348,688</u></b>	<b><u>1,387,649</u></b>	<b><u>793,050</u></b>
<u>Capital Expenditures</u>				
Grant Revenue	581,959	-	-	-
Loan Proceeds	593,197	790,000	725,000	8,810,000
Designated Working Capital	<u>245,000</u>	<u>257,200</u>	<u>254,000</u>	<u>257,000</u>
Total Capital Expenditure Funding	1,420,156	1,047,200	979,000	9,067,000
<b>Capital Expenditures</b>	<b><u>(1,378,590)</u></b>	<b><u>(1,072,200)</u></b>	<b><u>(979,000)</u></b>	<b><u>(9,740,000)</u></b>
<u>Working Capital</u>				
<b>Beginning Total Working Capital</b>	<b>1,837,844</b>	<b>2,018,574</b>	<b>2,035,671</b>	<b>2,444,320</b>
Operating Cash Flow	265,383	1,348,688	1,387,649	793,050
Capital Expenditures and Other Balance Sheet Changes	<u>(67,556)</u>	<u>(164,000)</u>	<u>(979,000)</u>	<u>(772,000)</u>
<b>Ending Working Total Working Capital</b>	<b><u>2,035,671</u></b>	<b><u>3,203,262</u></b>	<b><u>2,444,320</u></b>	<b><u>2,465,370</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>1,215,972</b>	<b>450,798</b>	<b>874,306</b>	<b>874,306</b>
New Designations Of Working Capital For Capital Expenditures	75,000	257,200	254,000	257,000
Expenditures of Designated Working Capital For Capital Expenditures	<u>(416,666)</u>	<u>(164,000)</u>	<u>(254,000)</u>	<u>(257,000)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>874,306</u></b>	<b><u>543,998</u></b>	<b><u>874,306</u></b>	<b><u>874,306</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>1,634,218</b>	<b>1,567,776</b>	<b>1,161,365</b>	<b>1,570,014</b>
Increases/(Decreases)	<u>(472,853)</u>	<u>1,091,488</u>	<u>408,649</u>	<u>21,050</u>
<b>Ending Undesignated Working Capital</b>	<b><u>1,161,365</u></b>	<b><u>2,659,264</u></b>	<b><u>1,570,014</u></b>	<b><u>1,591,064</u></b>



# **WASTEWATER FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

WASTEWATER TREATMENT FUND - SUMMARY BY EXPENDITURE TYPE

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 58,632.74	\$ 27,154.61	\$ 48,083.01	\$ 27,200.00	\$ 26,258.00
Federal Revenue	\$ 13,497.38	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 3,069,961.85	\$ 3,077,977.83	\$ 3,188,474.07	\$ 3,403,000.00	\$ 3,572,308.00
Other Operating Revenue	\$ 19,679.75	\$ 14,425.00	\$ 9,555.00	\$ 24,000.00	\$ 32,290.00
Uses of Property & Investments	\$ 112,172.09	\$ 116,491.48	\$ 120,842.89	\$ 113,000.00	\$ 138,500.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 2,683.01	\$ 726.89	\$ 3,079.44	\$ -	\$ -
Cash Basis Receipts	\$ 6,200,498.24	\$ 806,160.69	\$ 3,911,697.15	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 9,477,125.06</b>	<b>\$ 4,042,936.50</b>	<b>\$ 7,281,731.56</b>	<b>\$ 3,567,200.00</b>	<b>\$ 3,769,356.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ 706,299.53	\$ 638,530.52	\$ 607,921.70	\$ 673,818.11	\$ 688,898.96
Fringe Benefits	\$ 811,098.61	\$ 704,726.48	\$ 461,117.77	\$ 451,402.27	\$ 441,253.94
Operating Expenses	\$ 1,099,434.96	\$ 1,163,619.15	\$ 1,332,647.74	\$ 1,746,200.70	\$ 1,749,033.00
Amortization & Depreciation	\$ 1,225,763.51	\$ 1,214,307.17	\$ 872,629.78	\$ -	\$ 961,750.00
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Expenditures	\$ -	\$ 125,000.00	\$ 3,697,592.26	\$ 725,186.00	\$ 592,459.00
<b>Expenditure Totals</b>	<b>\$ 3,842,596.61</b>	<b>\$ 3,846,183.32</b>	<b>\$ 6,971,909.25</b>	<b>\$ 3,596,607.08</b>	<b>\$ 4,433,394.90</b>
<b>Fund Total: Wastewater Treatment Fund</b>	<b>\$ 5,634,528.45</b>	<b>\$ 196,753.18</b>	<b>\$ 309,822.31</b>	<b>\$ (29,407.08)</b>	<b>\$ (664,038.90)</b>



City and Borough of Sitka, AK

WASTEWATER TREATMENT FUND - SUMMARY BY DEPARTMENT

Summary

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Revenue</b>					
State Revenue	\$ 58,632.74	\$ 27,154.61	\$ 48,083.01	\$ 27,200.00	\$ 26,258.00
Federal Revenue	\$ 13,497.38	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 3,069,961.85	\$ 3,077,977.83	\$ 3,188,474.07	\$ 3,403,000.00	\$ 3,572,308.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Operating Revenue	\$ 19,679.75	\$ 14,425.00	\$ 9,555.00	\$ 24,000.00	\$ 32,290.00
Uses of Prop & Investment	\$ 112,172.09	\$ 116,491.48	\$ 120,842.89	\$ 113,000.00	\$ 138,500.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 6,200,498.24	\$ 806,160.69	\$ 3,911,697.15	\$ -	\$ -
Miscellaneous	\$ 2,683.01	\$ 726.89	\$ 3,079.44	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 9,477,125.06</b>	<b>\$ 4,042,936.50</b>	<b>\$ 7,281,731.56</b>	<b>\$ 3,567,200.00</b>	<b>\$ 3,769,356.00</b>
<b>Expenditures</b>					
Administration	\$ 1,021,814.35	\$ 978,109.21	\$ 757,344.45	\$ 969,959.62	\$ 976,798.01
Distribution	\$ 29.99	\$ -	\$ 305.50	\$ -	\$ -
Collections	\$ 884,466.31	\$ 914,805.12	\$ 1,047,712.74	\$ 1,545,449.39	\$ 1,445,142.82
Treatment	\$ 597,538.59	\$ 539,968.07	\$ 503,543.06	\$ 214,296.07	\$ 217,596.07
Jobbing	\$ -	\$ -	\$ -	\$ -	\$ -
Depreciation/Amortization	\$ 1,225,763.51	\$ 1,214,307.17	\$ 872,629.78		\$ 961,750.00
Debt Payments	\$ 112,983.86	\$ 73,993.75	\$ 92,781.46	\$ 478,423.00	\$ 552,108.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ 50,279.00	\$ 10,000.00
Transfers to Capital Projects and Other Funds	\$ -	\$ 125,000.00	\$ 3,697,592.26	\$ 338,200.00	\$ 270,000.00
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 3,842,596.61</b>	<b>\$ 3,846,183.32</b>	<b>\$ 6,971,909.25</b>	<b>\$ 3,596,607.08</b>	<b>\$ 4,433,394.90</b>
<b>Fund Total: Wastewater Treatment Fund</b>	<b>\$ 5,634,528.45</b>	<b>\$ 196,753.18</b>	<b>\$ 309,822.31</b>	<b>\$ (29,407.08)</b>	<b>\$ (664,038.90)</b>



# Wastewater Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 220 - Waste Water Treatment</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	592,158.92	537,247.22	513,304.93	624,818.16	639,898.96
5110.002	Holidays	29,386.60	26,882.61	22,884.64	.00	.00
5110.003	Sick Leave	48,885.82	41,273.71	31,308.49	.00	.00
5110.004	Overtime	35,868.19	33,126.98	40,423.64	28,999.95	29,000.00
5110.010	Temp Wages	.00	.00	.00	20,000.00	20,000.00
<i>Salaries and Wages Totals</i>		<b>\$706,299.53</b>	<b>\$638,530.52</b>	<b>\$607,921.70</b>	<b>\$673,818.11</b>	<b>\$688,898.96</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	64,561.27	55,125.54	56,832.93	25,802.00	27,250.00
5120.002	SBS	47,683.14	43,978.43	40,228.77	42,886.55	43,899.75
5120.003	Medicare	11,293.71	10,402.69	9,515.75	10,144.50	10,384.17
5120.004	PERS	504,002.26	394,748.49	135,546.72	180,840.08	173,415.62
5120.005	Health Insurance	153,347.01	169,139.89	182,889.89	194,673.48	151,482.96
5120.006	Life Insurance	118.29	106.47	94.92	94.92	101.04
5120.007	Workmen's Compensation	30,092.93	31,224.97	36,008.79	33,960.74	34,720.40
<i>Fringe Benefits Totals</i>		<b>\$811,098.61</b>	<b>\$704,726.48</b>	<b>\$461,117.77</b>	<b>\$488,402.27</b>	<b>\$441,253.94</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	13,825.30	12,758.14	7,471.31	16,000.00	16,000.00
5202.000	Uniforms	937.27	518.16	680.34	2,600.00	2,600.00
5203.001	Electric	135,001.35	205,669.07	181,783.35	160,000.00	190,000.00
5203.005	Heating Fuel	12,614.70	19,703.94	24,903.30	25,000.00	25,000.00
5204.000	Telephone	28,715.49	5,943.15	4,515.95	6,800.00	6,000.00
5204.001	Cell Phone Stipend	2,325.00	2,075.00	2,100.00	2,100.00	2,100.00
5205.000	Insurance	17,109.99	18,210.51	25,866.43	25,866.00	29,821.00
5206.000	Supplies	60,188.15	93,363.71	60,473.58	86,800.00	105,500.00
5207.000	Repairs & Maintenance	11,026.21	29,729.57	32,932.89	72,100.00	59,500.00
5208.000	Bldg Repair & Maint	18,675.74	22,527.37	31,251.54	39,000.00	25,800.00
5211.000	Data Processing Fees	69,180.00	65,769.96	64,763.04	69,000.00	69,629.00
5211.001	Information Technology Special Projects	.00	.00	.00	15,593.00	.00
5212.000	Contracted/Purchased Serv	114,209.44	29,210.44	75,753.37	91,261.70	82,000.00
5214.000	Interdepartment Services	386,298.21	376,538.50	389,372.79	436,249.00	436,493.00
5221.000	Transportation/Vehicles	120,573.16	134,499.94	129,431.71	175,280.00	170,093.00
5222.000	Postage	5,574.87	6,227.95	5,549.40	5,600.00	5,600.00
5223.000	Tools & Small Equipment	10,040.52	14,445.54	4,858.57	10,687.00	8,000.00



# Wastewater Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 220 - Waste Water Treatment</b>						
<i>Operating Expenses</i>						
5224.000	Dues & Publications	1,478.00	1,284.75	1,912.00	2,000.00	2,000.00
5226.000	Advertising	111.70	.00	109.90	1,000.00	1,000.00
5227.002	Rent-Equipment	.00	151.90	4,248.00	5,248.00	5,248.00
5230.000	Bad Debts	711.02	236.50	25,115.56	.00	20,000.00
5231.000	Credit Card Expense	37,379.43	45,440.92	47,414.31	45,000.00	45,000.00
5290.000	Other Expenses	(59,524.45)	3,604.88	3,235.44	2,000.00	2,000.00
5290.100	Unanticipated Repairs	.00	1,715.50	116,123.50	309,300.00	200,000.00
5295.000	Interest Expense	112,983.86	73,993.75	92,781.46	141,716.00	239,649.00
<i>Operating Expenses Totals</i>		\$1,099,434.96	\$1,163,619.15	\$1,332,647.74	\$1,746,200.70	\$1,749,033.00
<i>Amortization &amp; Depreciation</i>						
6202.000	Depreciation-Plants	1,075,357.48	1,078,028.41	739,127.65	.00	828,249.00
6205.000	Depreciation-Buildings	33,437.42	33,599.20	33,599.16	.00	33,599.00
6206.000	Depreciation-Machinery	116,968.61	102,679.56	99,902.97	.00	99,902.00
<i>Amortization &amp; Depreciation Totals</i>		\$1,225,763.51	\$1,214,307.17	\$872,629.78	\$0.00	\$961,750.00
<i>Cash Basis Expenditures</i>						
7106.000	Fixed Assets-Machinery	.00	.00	.00	50,279.00	10,000.00
7200.000	Interfund Transfers Out	.00	125,000.00	3,697,592.26	338,200.00	270,000.00
7301.000	Note Principal Payments	.00	.00	.00	336,707.00	312,459.00
<i>Cash Basis Expenditures Totals</i>		\$0.00	\$125,000.00	\$3,697,592.26	\$725,186.00	\$592,459.00
<b>Fund 220 - Waste Water Treatment Totals</b>		<b>\$3,842,596.61</b>	<b>\$3,846,183.32</b>	<b>\$6,971,909.25</b>	<b>\$3,633,607.08</b>	<b>\$4,433,394.90</b>
<b>Net Grand Totals</b>		<b>\$3,842,596.61</b>	<b>\$3,846,183.32</b>	<b>\$6,971,909.25</b>	<b>\$3,633,607.08</b>	<b>\$4,433,394.90</b>

City and Borough of Sitka  
Wastewater Fund (Fund 730)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total approved	Total project (approved + contingent)	Other source (description)
90447	WWTP Control System	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90531	Monastery St (DeGroff to Arrowhead) and Kinkead Utility & Street Improvements	Authorized/in progress	-	-	30,000	-	-	275,000	-	275,000	30,000	305,000	
90565	Jamestown East Lift Station Replacement	Authorized/in progress	-	-	85,000	-	-	-	-	-	85,000	85,000	
90655	WWTP-Rehabilitation	Authorized/in progress	-	2,832,500	263,000	-	-	1,825,000	-	1,825,000	3,095,500	4,920,500	
90676	Brady Street Lift Station Rehabilitation	Authorized/in progress	-	-	165,000	-	-	217,400	-	217,400	165,000	382,400	
90713	Landfill & Crescent Lift Station Improvements	Authorized/in progress	-	1,201,196	670,000	-	-	-	-	-	1,871,196	1,871,196	
90783	Replace Generators - Lift Station	Authorized/in progress	-	311,000	236,000	-	-	-	-	-	547,000	547,000	
90784	WWTP Blowers	Authorized/in progress	-	-	90,000	-	-	-	-	-	90,000	90,000	
90790	East DeGroff St Utilities & Street Improvements	Authorized/in progress	-	1,120,000	45,000	-	-	-	-	-	1,165,000	1,165,000	
90800	Hypo Chlorite Injection System at the TH LS	Authorized/in progress	-	-	24,000	-	-	-	-	-	24,000	24,000	
90809	Replace WWTP Influent Grinder	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90816	Channel Lift Station Rehabilitation	Authorized/in progress	-	500,000	100,000	-	-	-	-	-	600,000	600,000	
90819	South Lake/West DeGroff Utilities & Street Improvements	Authorized/in progress	500,000	343,700	50,000	-	-	-	-	-	893,700	893,700	
90844	Lincoln Street Paving (Jeff Davis to Harbor Drive)	Authorized/in progress	-	-	10,000	-	-	-	-	-	10,000	10,000	
90838	Lincoln Street Paving	Authorized/in progress	-	-	20,000	-	-	-	-	-	20,000	20,000	
90843	Lake St. (DeGroff to Arrowhead) & Hirst Utility & Street Imp	Authorized/in progress	-	-	50,000	-	-	975,000	-	975,000	50,000	1,025,000	
90845	Trailer mounted 3-phase generator	Authorized/in progress	-	-	90,000	-	-	-	-	-	90,000	90,000	
90846	WWTP Generator Replacement	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90858	Eagle Way Lift station	Authorized/in progress	250,000	-	220,000	-	-	-	-	-	470,000	470,000	
90877	Brady-Gavan Road and Utility Project	Authorized/in progress	-	-	5,000	-	-	-	-	-	5,000	5,000	
90878	Sitka Paving 2017-Katlian Paving	Authorized/in progress	-	-	40,000	-	-	-	-	-	40,000	40,000	
90862	Japonski Sewer Force Main Condition Assessment	Authorized/in progress	-	-	250,000	-	-	-	-	-	250,000	250,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>9,801,396</b>	<b>13,093,796</b>	
TBD	Wastewater Master Plan	New FY20	-	-	120,000	-	-	-	-	-	120,000	120,000	
TBD	Lake & Lincoln 20 Hp Pump	New FY20	-	-	27,000	-	-	-	-	-	27,000	27,000	
TBD	WW Lift station #6 6.5 Hp Pump	New FY20	-	-	12,000	-	-	-	-	-	12,000	12,000	
TBD	Granite Creek WW Pump	New FY20	-	-	16,000	-	-	-	-	-	16,000	16,000	
TBD	Resource Management/GIS Implementation	New FY20	-	-	25,000	-	-	-	-	-	25,000	25,000	
90447	WWTP Control System	FY20-Additional appropriation	-	-	70,000	-	-	-	-	-	70,000	70,000	
90655	WWTP-Rehabilitation	FY20-Additional appropriation	-	-	-	-	-	5,079,500	-	5,079,500	-	5,079,500	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>270,000</b>	<b>5,349,500</b>	
90801	Sitka Paving 2017 (Lincoln-Jeff Davis to Metlakatla, Kashevaroff, Hospital parking	Physically complete	-	-	40,000	-	-	-	-	-	40,000	40,000	
<b>TOTAL PHYSICALLY COMPLETE</b>											<b>40,000</b>	<b>40,000</b>	

**City and Borough of Sitka  
Wastewater Fund**

**Pro Forma Financial Projection**

**FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed**

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	3,232,763	3,454,200	3,233,500	3,630,860
Costs of Operations	<u>(2,469,191)</u>	<u>(2,866,894)</u>	<u>(2,366,040)</u>	<u>(2,654,720)</u>
<b>Gross Margin</b>	<b>763,572</b>	<b>587,306</b>	<b>867,460</b>	<b>976,140</b>
Administrative Expenses	(741,664)	(988,187)	(697,050)	(976,800)
Interest Expense	(92,781)	(141,716)	(104,040)	(239,649)
Other Income/(Expenses)	<u>12,259</u>	<u>113,000</u>	<u>127,500</u>	<u>138,500</u>
<b>Net Operating Income</b>	<b>(58,614)</b>	<b>(429,597)</b>	<b>193,870</b>	<b>(101,809)</b>
Depreciation	872,630	1,210,936	917,190	961,750
Debt Principal Repayment	<u>(327,148)</u>	<u>(336,707)</u>	<u>(311,581)</u>	<u>(312,459)</u>
<b>Operating Cash Flow</b>	<b>486,868</b>	<b>444,632</b>	<b>799,479</b>	<b>547,482</b>
<u><b>Capital Expenditures</b></u>				
Grant Revenue	118,807	-	144,000	-
Loan Proceeds	1,008,393	4,585,900	794,000	7,432,900
Designated Working Capital	<u>329,881</u>	<u>320,000</u>	<u>461,000</u>	<u>280,000</u>
Total Capital Expenditure Funding	1,457,081	4,905,900	1,399,000	7,712,900
<b>Capital Expenditures</b>	<b><u>(1,457,081)</u></b>	<b><u>(4,905,900)</u></b>	<b><u>(1,399,000)</u></b>	<b><u>(7,702,900)</u></b>
<u><b>Working Capital</b></u>				
<b>Beginning Total Working Capital</b>	<b>6,815,455</b>	<b>7,351,429</b>	<b>6,911,821</b>	<b>7,250,300</b>
Operating Cash Flow	486,868	444,632	799,479	547,482
Capital Expenditures and Other Balance Sheet Changes	<u>(390,502)</u>	<u>(320,000)</u>	<u>(461,000)</u>	<u>(280,000)</u>
<b>Ending Working Total Working Capital</b>	<b><u>6,911,821</u></b>	<b><u>7,476,061</u></b>	<b><u>7,250,300</u></b>	<b><u>7,517,782</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>1,651,463</b>	<b>1,881,463</b>	<b>2,313,941</b>	<b>2,543,941</b>
New Designations Of Working Capital For Capital Expenditures	1,616,000	338,200	691,000	280,000
Expenditures (Allocations) of Designated Working Capital For Capital Exp	(953,522)	<u>(320,000)</u>	<u>(461,000)</u>	<u>(280,000)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>2,313,941</u></b>	<b><u>1,899,663</u></b>	<b><u>2,543,941</u></b>	<b><u>2,543,941</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>3,398,748</b>	<b>5,469,966</b>	<b>4,597,880</b>	<b>4,706,359</b>
Increases/(Decreases)	<u>1,199,132</u>	<u>106,432</u>	<u>108,479</u>	<u>267,482</u>
<b>Ending Undesignated Working Capital</b>	<b><u>4,597,880</u></b>	<b><u>5,576,398</u></b>	<b><u>4,706,359</u></b>	<b><u>4,973,841</u></b>



# **SOLID WASTE FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

**SOLID WASTE DISPOSAL FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ 8,529.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 3,230,680.66	\$ 4,006,673.47	\$ 4,044,635.82	\$ 5,085,100.00	\$ 4,807,300.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 16,141.36	\$ 5,808.64	\$ 9,242.85	\$ 10,300.00	\$ 9,480.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 23,714.97	\$ 1,654.82	\$ 8,678.03	\$ -	\$ -
Cash Basis Receipts	\$ 412,547.42	\$ -	\$ 1,462,372.19	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 3,683,084.41</b>	<b>\$ 4,014,136.93</b>	<b>\$ 5,524,928.89</b>	<b>\$ 5,095,400.00</b>	<b>\$ 4,825,309.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ 156,000.00	\$ 147,579.36
Fringe Benefits	\$ (49,514.00)	\$ -	\$ -	\$ 162,357.45	\$ 85,570.76
Operating Expenses	\$ 3,705,738.28	\$ 4,267,040.27	\$ 4,770,489.97	\$ 4,295,720.49	\$ 4,545,722.00
Amortization & Depreciation	\$ 250,442.96	\$ 205,554.00	\$ 174,301.78	\$ -	\$ 181,880.00
Other Financing Uses	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Expenditures	\$ -	\$ -	\$ 500,000.00	\$ 540,798.00	\$ 138,798.00
<b>Expenditure Totals</b>	<b>\$ 3,906,667.24</b>	<b>\$ 4,472,594.27</b>	<b>\$ 5,444,791.75</b>	<b>\$ 5,154,875.94</b>	<b>\$ 5,099,550.12</b>
<b>Fund Total: Solid Waste Disposal Fund</b>	<b>\$ (223,582.83)</b>	<b>\$ (458,457.34)</b>	<b>\$ 80,137.14</b>	<b>\$ (59,475.94)</b>	<b>\$ (274,241.12)</b>

City and Borough of Sitka, AK

**SOLID WASTE DISPOSAL FUND - SUMMARY BY DEPARTMENT**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ 8,529.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 3,230,680.66	\$ 4,006,673.47	\$ 4,044,635.82	\$ 5,085,100.00	\$ 4,807,300.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Prop & Investment	\$ 16,141.36	\$ 5,808.64	\$ 9,242.85	\$ 10,300.00	\$ 9,480.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 23,714.97	\$ 1,654.82	\$ 8,678.03	\$ -	\$ -
Cash Basis Receipts	\$ 412,547.42	\$ -	\$ 1,462,372.19	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 3,683,084.41</b>	<b>\$ 4,014,136.93</b>	<b>\$ 5,524,928.89</b>	<b>\$ 5,095,400.00</b>	<b>\$ 4,825,309.00</b>
<b><u>Expenditures</u></b>					
Administration	\$ 1,160,963.26	\$ 1,562,587.99	\$ 1,541,487.73	\$ 1,476,321.00	\$ 1,583,470.00
Transfer Station	\$ 1,606,259.25	\$ 1,876,363.17	\$ 2,005,884.86	\$ 1,901,500.00	\$ 2,095,000.00
Landfill	\$ 241,235.34	\$ 153,934.91	\$ 573,383.65	\$ 547,703.00	\$ 490,700.00
Scrap Yard	\$ 520,980.58	\$ 578,860.76	\$ 578,761.87	\$ 587,331.51	\$ 508,214.13
Dropoff Recycle Center	\$ 102,450.66	\$ 72,684.57	\$ 50,106.72	\$ 82,115.43	\$ 84,117.99
Jobbing	\$ -	\$ -	\$ -	\$ -	\$ -
Depreciation/Amortization	\$ 250,442.96	\$ 205,554.00	\$ 174,301.78		\$ 181,880.00
Debt Payments	\$ 24,335.19	\$ 22,608.87	\$ 20,865.14	\$ 134,905.00	\$ 133,168.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Capital Projects and Other Funds	\$ -	\$ -	\$ 500,000.00	\$ 425,000.00	\$ 23,000.00
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 3,906,667.24</b>	<b>\$ 4,472,594.27</b>	<b>\$ 5,444,791.75</b>	<b>\$ 5,154,875.94</b>	<b>\$ 5,099,550.12</b>
<b>Fund Total: Solid Waste Disposal Fund</b>	<b>\$ (223,582.83)</b>	<b>\$ (458,457.34)</b>	<b>\$ 80,137.14</b>	<b>\$ (59,475.94)</b>	<b>\$ (274,241.12)</b>





# Solid Waste Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund <b>230 - Solid Waste Fund</b>						
	<i>Salaries and Wages</i>					
5110.001	Regular Salaries/Wages	.00	.00	.00	156,000.00	147,579.36
	<i>Salaries and Wages Totals</i>	\$0.00	\$0.00	\$0.00	\$156,000.00	\$147,579.36
	<i>Fringe Benefits</i>					
5120.001	Annual Leave	.00	.00	.00	4,755.00	4,525.00
5120.002	SBS	.00	.00	.00	9,854.54	9,323.99
5120.003	Medicare	.00	.00	.00	2,330.95	2,205.50
5120.004	PERS	(49,514.00)	.00	.00	40,320.00	32,467.31
5120.005	Health Insurance	.00	.00	.00	100,816.56	27,281.04
5120.006	Life Insurance	.00	.00	.00	.00	42.48
5120.007	Workmen's Compensation	.00	.00	.00	10,280.40	9,725.44
	<i>Fringe Benefits Totals</i>	(\$49,514.00)	\$0.00	\$0.00	\$168,357.45	\$85,570.76
	<i>Operating Expenses</i>					
5201.000	Training and Travel	.00	1,931.10	923.69	10,200.00	10,200.00
5202.000	Uniforms	.00	.00	.00	.00	2,000.00
5203.001	Electric	29,353.55	30,263.15	33,145.79	30,000.00	23,000.00
5204.000	Telephone	2,037.05	1,856.55	1,905.38	2,372.00	1,932.00
5205.000	Insurance	2,754.52	4,383.26	738.83	739.00	2,910.00
5206.000	Supplies	12,145.16	9,983.16	16,992.46	47,000.00	49,500.00
5207.000	Repairs & Maintenance	249.41	.00	.00	.00	.00
5208.000	Bldg Repair & Maint	21,635.11	3,330.87	4,531.29	1,500.00	15,000.00
5211.000	Data Processing Fees	13,836.00	13,154.04	13,154.04	8,300.00	18,016.00
5211.001	Information Technology Special Projects	.00	.00	.00	3,119.00	.00
5212.000	Contracted/Purchased Serv	2,964,219.18	3,514,802.20	3,577,850.49	3,342,942.49	3,553,647.00
5214.000	Interdepartment Services	435,977.31	489,940.10	501,543.97	335,638.00	382,347.00
5221.000	Transportation/Vehicles	119,129.34	76,249.64	131,660.23	387,503.00	314,500.00
5222.000	Postage	5,512.50	6,192.37	5,585.70	5,000.00	5,000.00
5223.000	Tools & Small Equipment	123.45	215.05	3,508.53	5,500.00	26,000.00
5224.000	Dues & Publications	463.00	212.00	257.00	300.00	300.00
5226.000	Advertising	2,887.30	2,430.00	259.60	4,000.00	4,000.00
5227.002	Rent-Equipment	31,500.00	30,654.96	33,577.50	30,000.00	35,000.00
5230.000	Bad Debts	1,963.78	948.97	24,347.37	.00	20,000.00
5231.000	Credit Card Expense	36,063.43	56,038.00	54,194.94	60,000.00	60,000.00
5290.000	Other Expenses	1,553.00	1,845.98	345,448.02	2,500.00	5,000.00



# Solid Waste Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>230 - Solid Waste Fund</b>					
	<i>Operating Expenses</i>					
5295.000	Interest Expense	24,335.19	22,608.87	20,865.14	19,107.00	17,370.00
	<i>Operating Expenses Totals</i>	\$3,705,738.28	\$4,267,040.27	\$4,770,489.97	\$4,295,720.49	\$4,545,722.00
	<i>Amortization &amp; Depreciation</i>					
6101.000	Amortization	37,898.68	.00	.00	.00	.00
6201.000	Depreciation-Land Improve	87,033.96	87,033.96	87,033.96	.00	87,033.00
6202.000	Depreciation-Plants	6,686.16	6,686.16	6,686.16	.00	6,686.00
6205.000	Depreciation-Buildings	68,447.04	68,447.04	68,447.04	.00	68,447.00
6206.000	Depreciation-Machinery	50,377.12	35,807.10	19,714.36	.00	19,714.00
6210.000	Deprec-Intangibles	.00	7,579.74	(7,579.74)	.00	.00
	<i>Amortization &amp; Depreciation Totals</i>	\$250,442.96	\$205,554.00	\$174,301.78	\$0.00	\$181,880.00
	<i>Cash Basis Expenditures</i>					
7200.000	Interfund Transfers Out	.00	.00	500,000.00	425,000.00	23,000.00
7301.000	Note Principal Payments	.00	.00	.00	115,798.00	115,798.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$0.00	\$500,000.00	\$540,798.00	\$138,798.00
Fund	<b>230 - Solid Waste Fund Totals</b>	\$3,906,667.24	\$4,472,594.27	\$5,444,791.75	\$5,160,875.94	\$5,099,550.12
	<b>Net Grand Totals</b>	\$3,906,667.24	\$4,472,594.27	\$5,444,791.75	\$5,160,875.94	\$5,099,550.12

City and Borough of Sitka  
Solid Waste Fund (Fund 740)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90871	Kimsham Landfill Drainage Compliance	Authorized/in progress	-	-	100,000	-	-	-	-	-	100,000	100,000	
90863	Scrapyard Water Line	Authorized/in progress			50,000		-	-	-	-	50,000	50,000	
90864	Transfer Station Scale	Authorized/in progress	-	-	75,000	-	-	-	-	-	75,000	75,000	
90865	Transfer Station Building	Authorized/in progress	-	-	200,000	-	-	-	-	-	200,000	200,000	
90847	Expansion of Biosolids	Authorized/in progress	-	-	500,000	-	-	-	-	-	500,000	500,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>500,000</b>	<b>500,000</b>	
TBD	Scrap Yard Electrical	New FY20	-	-	8,000	-	-	-	-	-	8,000	8,000	
TBD	Scrap Yard / Impound Fence	New FY20	-	-	15,000	-	-	-	-	-	15,000	15,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>23,000</b>	<b>23,000</b>	

**City and Borough of Sitka  
Solid Waste Fund**

**Pro Forma Financial Projection**

**FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed**

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	4,060,430	5,085,100	4,670,500	4,815,830
Costs of Operations	<u>(4,402,880)</u>	<u>(4,415,601)</u>	<u>(4,347,038)</u>	<u>(4,447,060)</u>
<b>Gross Margin</b>	<b>(342,450)</b>	<b>669,499</b>	<b>323,462</b>	<b>368,770</b>
Administrative Expenses	(521,048)	(420,596)	(420,596)	(496,330)
Interest Expense	(20,865)	(19,107)	(19,107)	(17,370)
Other Income/(Expenses)	<u>2,894</u>	<u>10,300</u>	<u>6,370</u>	<u>9,480</u>
<b>Net Operating Income</b>	<b>(881,469)</b>	<b>240,096</b>	<b>(109,871)</b>	<b>(135,450)</b>
Depreciation	174,301	250,444	181,882	181,880
Debt Principal Repayment	<u>(115,798)</u>	<u>(115,798)</u>	<u>(115,800)</u>	<u>(115,800)</u>
<b>Operating Cash Flow</b>	<b><u>(822,966)</u></b>	<b><u>374,742</u></b>	<b><u>(43,789)</u></b>	<b><u>(69,370)</u></b>
<u>Capital Expenditures</u>				
Grant Revenue	-	-	-	-
Loan Proceeds	-	-	-	-
Designated Working Capital	<u>500,000</u>	<u>425,000</u>	<u>425,000</u>	<u>23,000</u>
Total Capital expenditure Funding	500,000	425,000	425,000	23,000
<b>Capital Expenditures</b>	<b><u>(20,512)</u></b>	<b><u>(425,000)</u></b>	<b><u>(20,000)</u></b>	<b><u>(428,000)</u></b>
<u>Working Capital</u>				
<b>Beginning Total Working Capital</b>	<b>(271,892)</b>	<b>(143,488)</b>	<b>(762,293)</b>	<b>(826,082)</b>
Operating Cash Flow	(822,966)	374,742	(43,789)	(69,370)
Capital Expenditures and Other Balance Sheet Changes	<u>332,565</u>	<u>(425,000)</u>	<u>(20,000)</u>	<u>(428,000)</u>
<b>Ending Working Total Working Capital</b>	<b><u>(762,293)</u></b>	<b><u>(193,746)</u></b>	<b><u>(826,082)</u></b>	<b><u>(1,323,452)</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>-</b>	<b>500,000</b>	<b>479,488</b>	<b>884,488</b>
New Designations Of Working Capital For Capital Expenditures	500,000	425,000	425,000	23,000
Expenditures of Designated Working Capital For Capital expenditure	<u>(20,512)</u>	<u>(425,000)</u>	<u>(20,000)</u>	<u>(428,000)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>479,488</u></b>	<b><u>500,000</u></b>	<b><u>884,488</u></b>	<b><u>479,488</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>(271,892)</b>	<b>(643,488)</b>	<b>(1,241,781)</b>	<b>(1,710,570)</b>
Increases/(Decreases)	<u>(969,889)</u>	<u>(50,258)</u>	<u>(468,789)</u>	<u>(92,370)</u>
<b>Ending Undesignated Working Capital</b>	<b><u>(1,241,781)</u></b>	<b><u>(693,746)</u></b>	<b><u>(1,710,570)</u></b>	<b><u>(1,802,940)</u></b>



# **HARBOR FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

**HARBOR FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 915,292.49	\$ 970,842.96	\$ 1,302,870.32	\$ 989,890.00	\$ 1,324,568.00
Federal Revenue	\$ 45,781.16	\$ 19,418.36	\$ -	\$ 20,000.00	\$ -
Operating Revenue	\$ 2,275,752.91	\$ 2,347,783.76	\$ 2,308,083.74	\$ 2,458,849.00	\$ 2,598,800.00
Other Operating Revenue	\$ 87,025.27	\$ 102,721.41	\$ 93,339.51	\$ 102,700.00	\$ 100,500.00
Uses of Property & Investments	\$ 191,750.93	\$ 155,708.22	\$ 167,748.19	\$ 160,000.00	\$ 225,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ 12,000.00	\$ 12,000.00
Miscellaneous Revenue	\$ 13,221.96	\$ 24,199.25	\$ 18,288.62	\$ 24,000.00	\$ 19,000.00
Cash Basis Receipts	\$ 8,485,713.35	\$ 6,193,920.05	\$ 354,131.71	\$ 13,120,000.00	\$ 36,000.00
<b>Revenue Totals</b>	<b>\$ 12,014,538.07</b>	<b>\$ 9,814,594.01</b>	<b>\$ 4,244,462.09</b>	<b>\$ 16,887,439.00</b>	<b>\$ 4,315,868.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ 493,311.15	\$ 465,946.43	\$ 482,377.41	\$ 525,016.75	\$ 542,507.84
Fringe Benefits	\$ 522,013.58	\$ 585,469.83	\$ 404,992.66	\$ 396,149.08	\$ 349,712.03
Operating Expenses	\$ 1,238,049.09	\$ 1,519,818.31	\$ 1,482,608.60	\$ 1,657,685.50	\$ 1,852,876.00
Amortization & Depreciation	\$ 1,086,409.34	\$ 1,231,974.20	\$ 1,372,225.74		\$ 1,372,224.00
Other Financing Uses	\$ -	\$ -	\$ -	\$ 23,800.00	\$ -
Cash Basis Expenditures	\$ -	\$ 170,000.00	\$ 1,634,748.50	\$ 13,220,349.00	\$ 2,398,121.00
<b>Expenditure Totals</b>	<b>\$ 3,339,783.16</b>	<b>\$ 3,973,208.77</b>	<b>\$ 5,376,952.91</b>	<b>\$ 15,823,000.33</b>	<b>\$ 6,515,440.87</b>
<b>Fund Total: Harbor Fund</b>	<b>\$ 8,674,754.91</b>	<b>\$ 5,841,385.24</b>	<b>\$ (1,132,490.82)</b>	<b>\$ 1,064,438.67</b>	<b>\$ (2,199,572.87)</b>

City and Borough of Sitka, AK

**HARBOR FUND - SUMMARY BY DEPARTMENT**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 915,292.49	\$ 970,842.96	\$ 1,302,870.32	\$ 989,890.00	\$ 1,324,568.00
Federal Revenue	\$ 45,781.16	\$ 19,418.36	\$ -	\$ 20,000.00	\$ -
Operating Revenue	\$ 2,275,752.91	\$ 2,347,783.76	\$ 2,308,083.74	\$ 2,458,849.00	\$ 2,598,800.00
Other Operating Revenue	\$ 87,025.27	\$ 102,721.41	\$ 93,339.51	\$ 102,700.00	\$ 100,500.00
Uses of Prop & Investment	\$ 191,750.93	\$ 155,708.22	\$ 167,748.19	\$ 160,000.00	\$ 225,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ 12,000.00	\$ 12,000.00
Miscellaneous	\$ 13,221.96	\$ 24,199.25	\$ 18,288.62	\$ 24,000.00	\$ 19,000.00
Interfund Transfers In	\$ 8,429,929.35	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 55,784.00	\$ 6,193,920.05	\$ 354,131.71	\$ 13,120,000.00	\$ 36,000.00
<b>Revenue Totals</b>	<b>\$ 12,014,538.07</b>	<b>\$ 9,814,594.01</b>	<b>\$ 4,244,462.09</b>	<b>\$ 16,887,439.00</b>	<b>\$ 4,315,868.00</b>
<b><u>Expenditures</u></b>					
Administration	\$ 885,429.00	\$ 828,962.15	\$ 698,065.69	\$ 703,681.83	\$ 752,793.12
Operations	\$ 1,221,579.98	\$ 1,603,771.22	\$ 1,546,679.51	\$ 1,532,511.50	\$ 1,450,599.75
Jobbing Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Depreciation/Amortization	\$ 1,086,409.34	\$ 1,231,974.20	\$ 1,372,225.74		\$ 1,372,224.00
Debt Payments	\$ 146,364.84	\$ 138,501.20	\$ 125,233.47	\$ 543,007.00	\$ 952,052.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ 20,000.00	\$ 10,000.00
Transfers to Capital Projects and Other Fun	\$ -	\$ 170,000.00	\$ 1,634,748.50	\$ 13,000,000.00	\$ 1,977,772.00
Other	\$ -	\$ -	\$ -	\$ 23,800.00	\$ -
<b>Expenditure Totals</b>	<b>\$ 3,339,783.16</b>	<b>\$ 3,973,208.77</b>	<b>\$ 5,376,952.91</b>	<b>\$ 15,823,000.33</b>	<b>\$ 6,515,440.87</b>
<b>Fund Total: Harbor Fund</b>	<b>\$ 8,674,754.91</b>	<b>\$ 5,841,385.24</b>	<b>\$ (1,132,490.82)</b>	<b>\$ 1,064,438.67</b>	<b>\$ (2,199,572.87)</b>



# Harbor Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund <b>240 - Harbor Fund</b>						
	<i>Salaries and Wages</i>					
5110.001	Regular Salaries/Wages	394,119.24	373,149.29	375,934.84	452,836.80	469,327.84
5110.002	Holidays	17,543.91	18,814.73	18,596.38	.00	.00
5110.003	Sick Leave	16,238.97	21,576.51	15,867.84	.00	.00
5110.004	Overtime	9,147.53	10,739.65	21,436.54	9,499.95	10,500.00
5110.010	Temp Wages	56,261.50	41,666.25	50,541.81	62,680.00	62,680.00
	<i>Salaries and Wages Totals</i>	\$493,311.15	\$465,946.43	\$482,377.41	\$525,016.75	\$542,507.84
	<i>Fringe Benefits</i>					
5120.001	Annual Leave	46,001.59	47,509.37	44,269.41	22,131.00	22,359.00
5120.002	SBS	32,699.20	31,027.75	33,362.95	33,540.62	34,626.29
5120.003	Medicare	7,768.97	7,374.52	7,932.05	7,934.46	8,190.58
5120.004	PERS	242,419.70	295,591.14	98,117.58	128,714.95	124,630.27
5120.005	Health Insurance	163,771.80	175,126.38	194,232.29	204,825.76	132,696.36
5120.006	Life Insurance	122.72	113.28	113.28	114.16	113.28
5120.007	Workmen's Compensation	29,229.60	28,727.39	26,965.10	25,888.13	27,096.25
	<i>Fringe Benefits Totals</i>	\$522,013.58	\$585,469.83	\$404,992.66	\$423,149.08	\$349,712.03
	<i>Operating Expenses</i>					
5201.000	Training and Travel	6,665.36	3,729.99	4,219.42	5,700.00	7,200.00
5202.000	Uniforms	2,322.84	1,298.05	2,162.19	2,750.00	2,750.00
5203.001	Electric	201,772.98	558,578.45	474,422.83	450,000.00	450,000.00
5203.004	Solid Waste	9,695.34	.00	27.50	.00	.00
5204.000	Telephone	3,272.63	586.02	1,062.27	720.00	750.00
5204.001	Cell Phone Stipend	900.00	900.00	900.00	900.00	900.00
5205.000	Insurance	43,843.67	44,407.16	42,038.71	37,148.00	59,961.00
5206.000	Supplies	21,679.18	20,593.30	18,422.34	22,000.00	15,000.00
5207.000	Repairs & Maintenance	53,642.70	74,450.21	82,927.06	90,000.00	90,000.00
5207.001	Boat Repair and Maintenance	1,403.53	1,305.25	1,289.74	1,800.00	1,800.00
5207.002	Crush derelict boats	6,000.00	.00	4,545.46	2,000.00	5,000.00
5208.000	Bldg Repair & Maint	644.47	2,058.80	5,381.66	1,000.00	1,500.00
5211.000	Data Processing Fees	55,140.00	51,404.04	49,380.96	52,425.00	56,912.00
5211.001	Information Technology Special Projects	.00	.00	.00	30,915.00	.00
5212.000	Contracted/Purchased Serv	120,654.59	103,267.76	85,211.57	171,152.50	98,250.00
5214.000	Interdepartment Services	391,291.60	348,067.52	353,059.11	287,943.00	333,329.00
5221.000	Transportation/Vehicles	56,942.17	62,594.66	43,026.40	53,087.00	53,521.00





# Harbor Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>240 - Harbor Fund</b>					
	<i>Operating Expenses</i>					
5222.000	Postage	4,919.22	5,501.15	4,900.00	5,500.00	5,500.00
5223.000	Tools & Small Equipment	1,657.72	1,032.09	1,105.95	487.00	17,800.00
5224.000	Dues & Publications	1,009.95	1,312.96	326.96	1,500.00	1,500.00
5226.000	Advertising	1,136.25	2,517.15	1,831.95	4,000.00	2,000.00
5227.002	Rent-Equipment	493.20	788.87	567.00	1,000.00	14,500.00
5230.000	Bad Debts	55,326.23	42,145.85	121,118.46	40,000.00	40,000.00
5231.000	Credit Card Expense	49,288.91	50,098.44	53,305.92	53,000.00	53,000.00
5290.000	Other Expenses	1,981.71	4,679.39	6,141.67	.00	.00
5295.000	Interest Expense	143,614.84	137,501.20	123,733.47	329,658.00	541,703.00
5297.000	Debt Admin Expense	2,750.00	1,000.00	1,500.00	13,000.00	.00
	<i>Operating Expenses Totals</i>	\$1,238,049.09	\$1,519,818.31	\$1,482,608.60	\$1,657,685.50	\$1,852,876.00
	<i>Amortization &amp; Depreciation</i>					
6203.000	Depreciation-Harbors	1,037,853.69	1,185,444.63	1,340,522.35	.00	1,340,522.00
6205.000	Depreciation-Buildings	13,127.38	13,127.40	1,019.60	.00	1,019.00
6206.000	Depreciation-Machinery	35,428.27	33,402.17	30,683.79	.00	30,683.00
	<i>Amortization &amp; Depreciation Totals</i>	\$1,086,409.34	\$1,231,974.20	\$1,372,225.74	\$0.00	\$1,372,224.00
	<i>Other Financing Uses</i>					
7740.000	Bonds issuance costs	.00	.00	.00	23,800.00	.00
	<i>Other Financing Uses Totals</i>	\$0.00	\$0.00	\$0.00	\$23,800.00	\$0.00
	<i>Cash Basis Expenditures</i>					
7105.000	Fixed Assets-Buildings	.00	.00	.00	10,000.00	.00
7106.000	Fixed Assets-Machinery	.00	.00	.00	10,000.00	10,000.00
7200.000	Interfund Transfers Out	.00	170,000.00	1,634,748.50	13,000,000.00	1,977,772.00
7301.000	Note Principal Payments	.00	.00	.00	45,349.00	45,349.00
7302.000	Bond Principal Payments	.00	.00	.00	155,000.00	365,000.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$170,000.00	\$1,634,748.50	\$13,220,349.00	\$2,398,121.00
Fund	<b>240 - Harbor Fund Totals</b>	\$3,339,783.16	\$3,973,208.77	\$5,376,952.91	\$15,850,000.33	\$6,515,440.87
	<b>Net Grand Totals</b>	\$3,339,783.16	\$3,973,208.77	\$5,376,952.91	\$15,850,000.33	\$6,515,440.87

City and Borough of Sitka  
Harbor Fund (Fund 750)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90798	Eliason Harbor Electrical Upgrades	Authorized/in progress	-	-	15,000	-	-	-	-	-	15,000	15,000	
90810	Sealing Cove Harbor Maintenance Repairs	Authorized/in progress	-	-	15,000	-	-	-	-	-	15,000	15,000	
90849	Crescent Harbor Phase 1	Authorized/in progress	-	13,000,000	1,000,000	-	-	-	-	-	14,000,000	14,000,000	
90850	O'Connell Lightering Facility Repair	Authorized/in progress			280,000		-	-	-	-	280,000	280,000	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>14,310,000</b>	<b>14,310,000</b>	
90798	Eliason Harbor Electrical Upgrades	FY20-Additional appropriation			1,629,772		1,500,000			1,500,000	1,629,772	3,129,772	
tbd	MSC Bulkhead Pile Repair	New FY20			70,000					-	70,000	70,000	
tbd	Crescent Harbor High-load and Net Shed Condition Assessment	New FY20			75,000					-	75,000	75,000	
tbd	Thomsen Harbor Anode Replacement	New FY20	-		203,000	-	203,000			203,000	203,000	406,000	
tbd	Seaplane Base	New FY20					16,000,000	-	-	16,000,000	-	16,000,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>1,977,772</b>	<b>19,680,772</b>	
90757	Sitka Transient Float Replacement	Authorized/in progress	-	2,700,000	3,649,165	-	-	6,349,165	6,349,165		6,349,165	6,349,165	
<b>TOTAL PHYSICALLY COMPLETE</b>											<b>6,349,165</b>	<b>6,349,165</b>	

City and Borough of Sitka  
Harbor Fund

Pro Forma Financial Projection

FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	2,442,697	2,615,049	2,733,500	2,785,370
Raw Fish Tax	1,279,885	972,390	972,390	1,305,500
Costs of Operations	<u>(3,605,585)</u>	<u>(2,782,644)</u>	<u>(2,858,504)</u>	<u>(2,822,820)</u>
<b>Gross Margin</b>	<b>116,997</b>	<b>804,795</b>	<b>847,386</b>	<b>1,268,050</b>
Administrative Expenses	-	(703,682)	(695,250)	(752,790)
Interest Expense (Cash Outlays)	(125,233)	(329,658)	(231,715)	(541,700)
Other Income/(Expenses)	<u>106,102</u>	<u>300,000</u>	<u>271,000</u>	<u>349,000</u>
<b>Net Operating Income</b>	<b>97,866</b>	<b>71,455</b>	<b>191,421</b>	<b>322,560</b>
Depreciation	1,372,226	1,231,972	1,372,224	1,372,220
Debt Principal Repayment	<u>(195,348)</u>	<u>(200,349)</u>	<u>(430,349)</u>	<u>(410,350)</u>
<b>Operating Cash Flow</b>	<b><u>1,274,744</u></b>	<b><u>1,103,078</u></b>	<b><u>1,133,296</u></b>	<b><u>1,284,430</u></b>
<u>Capital Expenditures</u>				
Grant Revenue	368,509	-	1,000,000	4,000,000
Revenue Bond Proceeds	-	13,000,000	1,000,000	7,000,000
Designated Working Capital	<u>1,634,749</u>	<u>10,000</u>	<u>1,000,000</u>	<u>1,987,770</u>
Total Capital Expenditure Funding	2,003,258	13,010,000	3,000,000	12,987,770
<b>Capital Expenditures</b>	<b><u>(272,576)</u></b>	<b><u>(13,010,000)</u></b>	<b><u>(3,000,000)</u></b>	<b><u>(12,912,770)</u></b>
<u>Working Capital</u>				
<b>Beginning Total Working Capital</b>	<b>7,116,560</b>	<b>8,670,159</b>	<b>7,919,988</b>	<b>12,890,889</b>
Operating Cash Flow	1,274,744	1,103,078	1,133,296	1,284,430
Unspent Revenue Bond Proceeds	-	-	7,000,000	-
Capital Expenditures and Other Balance Sheet Changes	<u>(471,316)</u>	<u>(386,250)</u>	<u>(3,162,395)</u>	<u>(8,912,770)</u>
<b>Ending Working Total Working Capital</b>	<b><u>7,919,988</u></b>	<b><u>9,386,987</u></b>	<b><u>12,890,889</u></b>	<b><u>5,262,549</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>141,964</b>	<b>1,421,964</b>	<b>1,809,409</b>	<b>7,809,409</b>
New Designations Of Working Capital For Capital Expenditures	1,634,749	10,000	-	1,977,772
New Revenue Bond Proceeds	-	13,000,000	8,000,000	-
Expenditures of Designated Working Capital For Capital expenditures	<u>32,696</u>	<u>(13,386,250)</u>	<u>(2,000,000)</u>	<u>(8,912,772)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>1,809,409</u></b>	<b><u>1,045,714</u></b>	<b><u>7,809,409</u></b>	<b><u>874,409</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>6,974,596</b>	<b>7,248,195</b>	<b>6,110,580</b>	<b>5,081,481</b>
Increases/(Decreases)	<u>(864,017)</u>	<u>1,093,078</u>	<u>(1,029,099)</u>	<u>(693,340)</u>
<b>Ending Undesignated Working Capital</b>	<b><u>6,110,580</u></b>	<b><u>8,341,273</u></b>	<b><u>5,081,481</u></b>	<b><u>4,388,141</u></b>



# **AIRPORT TERMINAL FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

**AIRPORT TERMINAL FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 392,312.54	\$ 418,148.04	\$ 392,368.89	\$ 424,000.00	\$ 410,592.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Operating Revenue	\$ 51,366.94	\$ 54,637.05	\$ 62,008.38	\$ 287,000.00	\$ 448,399.00
Uses of Property & Investments	\$ 20,377.49	\$ 18,949.39	\$ 18,265.01	\$ 19,000.00	\$ 21,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 193,913.12	\$ -	\$ -	\$ 4,000,000.00	\$ -
<b>Revenue Totals</b>	<b>\$ 657,970.09</b>	<b>\$ 491,734.48</b>	<b>\$ 472,642.28</b>	<b>\$ 4,730,000.00</b>	<b>\$ 879,991.00</b>
<b><u>Expenditures</u></b>					
Operating Expenses	\$ 403,465.03	\$ 430,769.20	\$ 379,440.78	\$ 483,684.00	\$ 606,219.00
Amortization & Depreciation	\$ 169,897.08	\$ 170,299.70	\$ 170,299.68	\$ -	\$ 170,299.00
Other Financing Uses	\$ -	\$ -	\$ -	\$ 24,000.00	\$ -
Cash Basis Expenditures	\$ -	\$ 73,740.07	\$ 280,593.00	\$ 4,136,000.00	\$ 255,000.00
<b>Expenditure Totals</b>	<b>\$ 573,362.11</b>	<b>\$ 674,808.97</b>	<b>\$ 830,333.46</b>	<b>\$ 4,643,684.00</b>	<b>\$ 1,031,518.00</b>
<b>Fund Total: Airport Terminal Fund</b>	<b>\$ 84,607.98</b>	<b>\$ (183,074.49)</b>	<b>\$ (357,691.18)</b>	<b>\$ 86,316.00</b>	<b>\$ (151,527.00)</b>

City and Borough of Sitka, AK

**AIRPORT TERMINAL BUILDING FUND - SUMMARY BY DEPARTMENT**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 392,312.54	\$ 418,148.04	\$ 392,368.89	\$ 424,000.00	\$ 410,592.00
Non-Operating Revenue	\$ 51,366.94	\$ 54,637.05	\$ 62,008.38	\$ 287,000.00	\$ 448,399.00
Uses of Prop & Investment	\$ 20,377.49	\$ 18,949.39	\$ 18,265.01	\$ 19,000.00	\$ 21,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 193,913.12	\$ -	\$ -	\$ 4,000,000.00	\$ -
<b>Revenue Totals</b>	<b>\$ 657,970.09</b>	<b>\$ 491,734.48</b>	<b>\$ 472,642.28</b>	<b>\$ 4,730,000.00</b>	<b>\$ 879,991.00</b>
<b><u>Expenditures</u></b>					
Operations	\$ 403,465.03	\$ 430,769.20	\$ 379,440.78	\$ 383,684.00	\$ 403,969.00
Depreciation/Amortization	\$ 169,897.08	\$ 170,299.70	\$ 170,299.68		\$ 170,299.00
Debt Payments	\$ -	\$ -	\$ -	\$ 100,000.00	\$ 337,250.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Capital Projects and Other F	\$ -	\$ 73,740.07	\$ 280,593.00	\$ 4,136,000.00	\$ 120,000.00
Other	\$ -	\$ -	\$ -	\$ 24,000.00	\$ -
<b>Expenditure Totals</b>	<b>\$ 573,362.11</b>	<b>\$ 674,808.97</b>	<b>\$ 830,333.46</b>	<b>\$ 4,643,684.00</b>	<b>\$ 1,031,518.00</b>
<b>Fund Total: Airport Terminal Func</b>	<b>\$ 84,607.98</b>	<b>\$ (183,074.49)</b>	<b>\$ (357,691.18)</b>	<b>\$ 86,316.00</b>	<b>\$ (151,527.00)</b>



# Airport Terminal Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>250 - Airport Terminal Building</b>					
	<i>Operating Expenses</i>					
5203.001	Electric	68,253.25	68,775.78	70,526.25	68,000.00	68,000.00
5203.005	Heating Fuel	11,877.86	14,632.85	19,194.85	14,000.00	14,000.00
5204.000	Telephone	4,126.45	3,588.44	4,078.74	3,900.00	3,900.00
5205.000	Insurance	5,171.37	6,255.51	7,895.95	7,876.00	7,876.00
5206.000	Supplies	.00	16.18	.00	1,000.00	1,000.00
5208.000	Bldg Repair & Maint	51,579.26	84,951.07	74,046.03	60,000.00	90,000.00
5212.000	Contracted/Purchased Serv	87,256.09	72,402.94	72,397.72	132,500.00	106,500.00
5214.000	Interdepartment Services	155,456.83	170,487.46	110,273.72	95,022.00	98,343.00
5226.000	Advertising	.00	.00	.00	.00	2,000.00
5227.002	Rent-Equipment	8,049.74	8,049.74	18,959.33	9,686.00	11,250.00
5230.000	Bad Debts	.00	.00	120.00	.00	.00
5231.000	Credit Card Expense	1,694.18	1,609.23	1,948.19	1,700.00	1,100.00
5290.000	Other Expenses	10,000.00	.00	.00	.00	.00
5295.000	Interest Expense	.00	.00	.00	100,000.00	202,250.00
	<i>Operating Expenses Totals</i>	\$403,465.03	\$430,769.20	\$379,440.78	\$493,684.00	\$606,219.00
	<i>Amortization &amp; Depreciation</i>					
6205.000	Depreciation-Buildings	131,565.82	131,968.46	131,968.44	.00	131,968.00
6206.000	Depreciation-Machinery	38,331.24	38,331.24	38,331.24	.00	38,331.00
6208.000	Deprec-Furniture/Fixtures	.02	.00	.00	.00	.00
	<i>Amortization &amp; Depreciation Totals</i>	\$169,897.08	\$170,299.70	\$170,299.68	\$0.00	\$170,299.00
	<i>Other Financing Uses</i>					
7740.000	Bonds issuance costs	.00	.00	.00	24,000.00	.00
	<i>Other Financing Uses Totals</i>	\$0.00	\$0.00	\$0.00	\$24,000.00	\$0.00
	<i>Cash Basis Expenditures</i>					
7200.000	Interfund Transfers Out	.00	73,740.07	280,593.00	4,136,000.00	120,000.00
7302.000	Bond Principal Payments	.00	.00	.00	.00	135,000.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$73,740.07	\$280,593.00	\$4,136,000.00	\$255,000.00
Fund	<b>250 - Airport Terminal Building Totals</b>	\$573,362.11	\$674,808.97	\$830,333.46	\$4,653,684.00	\$1,031,518.00
	<b>Net Grand Totals</b>	\$573,362.11	\$674,808.97	\$830,333.46	\$4,653,684.00	\$1,031,518.00

City and Borough of Sitka  
 Airport Fund (Fund 760)  
 FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90835	SIT Airport Terminal Improvements	Authorized/in progress	158,570	4,000,000	-	264,468	-	-	-	-	4,423,038	<b>4,423,038</b>	
90872	Air Taxi ADA Ramp and Door	Authorized/in progress	-	-	-	100,000	-	-	-	-	100,000	<b>100,000</b>	
90873	Heat Pumps for Hold Room	Authorized/in progress	-	-	-	36,000	-	-	-	-	36,000	<b>36,000</b>	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>4,559,038</b>	<b>4,559,038</b>	
90835	SIT Airport Terminal Improvements	FY20-Additional appropriation					10,000,000			10,000,000	-	<b>10,000,000</b>	
90872	Air Taxi ADA Ramp and Door	FY20-Additional appropriation	-	-	20,000	-	-	-	-	-	20,000	<b>20,000</b>	
90873	Heat Pumps for Hold Room	FY20-Additional appropriation	-	-	10,000	-	-	-	-	-	10,000	<b>10,000</b>	
TBD	SIT Airport Terminal Sidewalk Replacement	New FY20	-	-	90,000	-	-	-	-	-	90,000	<b>90,000</b>	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>120,000</b>	<b>10,120,000</b>	
n/a	n/a	n/a	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL PHYSICALLY COMPLETE</b>											-	-	



**City and Borough of Sitka  
Airport Terminal Fund**

**Pro Forma Financial Projection**

**FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed**

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	392,369	711,000	738,350	858,990
Costs of Operations	<u>(549,740)</u>	<u>(553,984)</u>	<u>(469,860)</u>	<u>(574,270)</u>
<b>Gross Margin</b>	<b>(157,371)</b>	<b>157,016</b>	<b>268,490</b>	<b>284,720</b>
Administrative Expenses	-	(24,000)	-	-
Interest Expense (Cash Outlays)	-	(100,000)	(35,956)	(202,250)
Other Income/(Expenses)	<u>4,139</u>	<u>19,000</u>	<u>20,000</u>	<u>58,500</u>
<b>Net Operating Income</b>	<b>(153,232)</b>	<b>52,016</b>	<b>252,534</b>	<b>140,970</b>
Depreciation	170,299	170,300	170,300	170,300
Debt Principal Repayment	<u>-</u>	<u>-</u>	<u>-</u>	<u>(135,000)</u>
<b>Operating Cash Flow</b>	<b><u>17,067</u></b>	<b><u>222,316</u></b>	<b><u>422,834</u></b>	<b><u>176,270</u></b>
<b><u>Capital Expenditures</u></b>				
Grant Revenue	50,203	-	-	-
Revenue Bond Issuance Proceeds	-	4,000,000	1,000,000	3,000,000
Designated Working Capital	<u>54,849</u>	<u>136,000</u>	<u>136,000</u>	<u>120,000</u>
Total Capital Expenditure Funding	105,052	4,136,000	1,136,000	3,120,000
<b>Capital Expenditures</b>	<b><u>(105,052)</u></b>	<b><u>(4,136,000)</u></b>	<b><u>(1,136,000)</u></b>	<b><u>(3,120,000)</u></b>
<b><u>Working Capital</u></b>				
<b>Beginning Total Working Capital</b>	<b>905,360</b>	<b>1,009,340</b>	<b>929,587</b>	<b>3,569,151</b>
Operating Cash Flow	17,067	222,316	422,834	176,270
Unspent Revenue Bond Proceeds	-	-	3,437,000	-
Capital Expenditures and Other Balance Sheet Changes	<u>7,160</u>	<u>(136,000)</u>	<u>(1,220,270)</u>	<u>(3,120,000)</u>
<b>Ending Working Total Working Capital</b>	<b><u>929,587</u></b>	<b><u>1,095,656</u></b>	<b><u>3,569,151</u></b>	<b><u>625,421</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>293,194</b>	<b>228,194</b>	<b>238,346</b>	<b>3,238,346</b>
New Revenue Bond Proceeds	-	4,000,000	4,000,000	-
New Designations Of Working Capital For Capital Expenditures	-	136,000	136,000	120,000
Expenditures of Designated Working Capital For Capital expenditures	<u>(54,848)</u>	<u>(4,136,000)</u>	<u>(1,136,000)</u>	<u>(3,120,000)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>238,346</u></b>	<b><u>228,194</u></b>	<b><u>3,238,346</u></b>	<b><u>238,346</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>544,644</b>	<b>781,146</b>	<b>691,241</b>	<b>330,805</b>
Increases/(Decreases)	<u>146,597</u>	<u>86,316</u>	<u>(360,436)</u>	<u>56,270</u>
<b>Ending Undesignated Working Capital</b>	<b><u>691,241</u></b>	<b><u>867,462</u></b>	<b><u>330,805</u></b>	<b><u>387,075</u></b>



# **MARINE SERVICE CENTER FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

**MARINE SERVICE CENTER FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 232,584.00	\$ 242,854.92	\$ 243,788.64	\$ 124,632.00	\$ 124,200.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 37,531.20	\$ 34,886.79	\$ 37,003.78	\$ 35,000.00	\$ 42,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 115.94	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 270,231.14</b>	<b>\$ 277,741.71</b>	<b>\$ 280,792.42</b>	<b>\$ 159,632.00</b>	<b>\$ 166,200.00</b>
<b><u>Expenditures</u></b>					
Operating Expenses	\$ 123,078.12	\$ 85,153.91	\$ 63,597.86	\$ 175,506.00	\$ 166,117.00
Amortization & Depreciation	\$ 140,063.93	\$ 32,464.36	\$ 31,906.36	\$ -	\$ 31,905.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ 70,000.00	\$ 210,000.00
<b>Expenditure Totals</b>	<b>\$ 263,142.05</b>	<b>\$ 117,618.27</b>	<b>\$ 95,504.22</b>	<b>\$ 245,506.00</b>	<b>\$ 408,022.00</b>
<b>Fund Total: Marine Service Center Fund</b>	<b>\$ 7,089.09</b>	<b>\$ 160,123.44</b>	<b>\$ 185,288.20</b>	<b>\$ (85,874.00)</b>	<b>\$ (241,822.00)</b>

City and Borough of Sitka, AK

**MARINE SERVICE CENTER FUND - SUMMARY BY DEPARTMENT**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ 232,584.00	\$ 242,854.92	\$ 243,788.64	\$ 124,632.00	\$ 124,200.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Prop & Investment	\$ 37,531.20	\$ 34,886.79	\$ 37,003.78	\$ 35,000.00	\$ 42,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ 115.94	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 270,231.14</b>	<b>\$ 277,741.71</b>	<b>\$ 280,792.42</b>	<b>\$ 159,632.00</b>	<b>\$ 166,200.00</b>
<b><u>Expenditures</u></b>					
Operations	\$ 123,078.12	\$ 85,153.91	\$ 63,597.86	\$ 175,506.00	\$ 166,117.00
Depreciation/Amortization	\$ 140,063.93	\$ 32,464.36	\$ 31,906.36		\$ 31,905.00
Debt Payments	\$ -	\$ -		\$ -	\$ -
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Capital Projects and Other Funds	\$ -	\$ -	\$ -	\$ 70,000.00	\$ 210,000.00
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 263,142.05</b>	<b>\$ 117,618.27</b>	<b>\$ 95,504.22</b>	<b>\$ 245,506.00</b>	<b>\$ 408,022.00</b>
<b>Fund Total: Marine Service Center Fund</b>	<b>\$ 7,089.09</b>	<b>\$ 160,123.44</b>	<b>\$ 185,288.20</b>	<b>\$ (85,874.00)</b>	<b>\$ (241,822.00)</b>



# Marine Service Center Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 260 - Marine Service Center</b>						
<i>Operating Expenses</i>						
5203.001	Electric	(10,717.36)	17,662.04	(29,772.79)	17,000.00	17,000.00
5204.000	Telephone	2,767.01	2,408.93	2,727.83	2,640.00	2,860.00
5205.000	Insurance	3,032.96	3,473.40	4,292.86	4,293.00	4,938.00
5208.000	Bldg Repair & Maint	111,030.04	40,696.40	63,134.97	102,120.00	81,350.00
5212.000	Contracted/Purchased Serv	702.04	721.10	811.50	42,425.00	42,425.00
5214.000	Interdepartment Services	16,263.43	20,192.04	22,403.49	6,528.00	17,044.00
5290.000	Other Expenses	.00	.00	.00	500.00	500.00
<i>Operating Expenses Totals</i>		\$123,078.12	\$85,153.91	\$63,597.86	\$175,506.00	\$166,117.00
<i>Amortization &amp; Depreciation</i>						
6201.000	Depreciation-Land Improve	1,561.63	1,563.00	1,563.00	.00	1,562.00
6205.000	Depreciation-Buildings	127,376.48	19,775.20	19,217.20	.00	19,217.00
6206.000	Depreciation-Machinery	11,126.08	11,126.16	11,126.16	.00	11,126.00
6208.000	Deprec-Furniture/Fixtures	(.26)	.00	.00	.00	.00
<i>Amortization &amp; Depreciation Totals</i>		\$140,063.93	\$32,464.36	\$31,906.36	\$0.00	\$31,905.00
<i>Cash Basis Expenditures</i>						
7200.000	Interfund Transfers Out	.00	.00	.00	70,000.00	210,000.00
<i>Cash Basis Expenditures Totals</i>		\$0.00	\$0.00	\$0.00	\$70,000.00	\$210,000.00
<b>Fund 260 - Marine Service Center Totals</b>		<b>\$263,142.05</b>	<b>\$117,618.27</b>	<b>\$95,504.22</b>	<b>\$245,506.00</b>	<b>\$408,022.00</b>
<b>Net Grand Totals</b>		<b>\$263,142.05</b>	<b>\$117,618.27</b>	<b>\$95,504.22</b>	<b>\$245,506.00</b>	<b>\$408,022.00</b>

City and Borough of Sitka  
MSC (Fund 770)  
FY2020

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90874	MSC Roof Condenser Replacement	New FY19	-	-	70,000	-	-	-	-	-	70,000	70,000	
<b>TOTAL NEW APPROPRIATIONS</b>											<b>70,000</b>	<b>70,000</b>	
90874	MSC Roof Condenser Replacement	Additional appropriation	-	-	130,000	-	-	-	-	-	130,000	130,000	
<b>TOTAL PHYSICALLY COMPLETE</b>											-	-	

City and Borough of Sitka  
Marine Service Center Fund

Pro Forma Financial Projection

FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	219,392	124,632	124,713	124,200
Costs of Operations	<u>(95,504)</u>	<u>(203,770)</u>	<u>(186,178)</u>	<u>(198,030)</u>
<b>Gross Margin</b>	<b>123,888</b>	<b>(79,138)</b>	<b>(61,465)</b>	<b>(73,830)</b>
Administrative Expenses	-	-	-	-
Interest Expense	-	-	-	-
Other Income/(Expenses)	<u>5,831</u>	<u>35,000</u>	<u>35,814</u>	<u>42,000</u>
<b>Net Operating Income</b>	<b>129,719</b>	<b>(44,138)</b>	<b>(25,651)</b>	<b>(31,830)</b>
Depreciation	31,906	32,464	31,906	31,910
Debt Principal Repayment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Operating Cash Flow</b>	<b><u>161,625</u></b>	<b><u>(11,674)</u></b>	<b><u>6,255</u></b>	<b><u>80</u></b>
 <u><b>Capital Expenditures</b></u>				
Grant Revenue	-	-	-	-
Loan Proceeds	-	-	-	-
Use of Designated Working Capital	<u>-</u>	<u>70,000</u>	<u>70,000</u>	<u>210,000</u>
Total Capital expenditure Funding	-	70,000	70,000	210,000
<b>Capital Expenditures</b>	<b><u>-</u></b>	<b><u>(70,000)</u></b>	<b><u>(70,000)</u></b>	<b><u>(210,000)</u></b>
 <u><b>Working Capital</b></u>				
<b>Beginning Total Working Capital</b>	<b>1,792,614</b>	<b>2,021,956</b>	<b>1,978,635</b>	<b>1,914,890</b>
Operating Cash Flow	161,625	(11,674)	6,255	80
Capital Expenditures and Other Balance Sheet Changes	<u>24,396</u>	<u>(70,000)</u>	<u>(70,000)</u>	<u>(210,000)</u>
<b>Ending Working Total Working Capital</b>	<b><u>1,978,635</u></b>	<b><u>1,940,282</u></b>	<b><u>1,914,890</u></b>	<b><u>1,704,970</u></b>
 <b>Beginning Working Capital Designated for Capital Expenditures</b>	 -	 -	 -	 -
New Designations Of Working Capital For Capital Expenditures	-	70,000	70,000	130,000
Expenditures of Designated Working Capital For Capital expenditu	<u>-</u>	<u>(70,000)</u>	<u>(70,000)</u>	<u>(130,000)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
 <b>Beginning Undesignated Working Capital</b>	 1,639,493	 2,021,956	 1,978,635	 1,914,890
Increases/(Decreases)	<u>339,142</u>	<u>(81,674)</u>	<u>(63,745)</u>	<u>(209,920)</u>
<b>Ending Undesignated Working Capital</b>	<b><u>1,978,635</u></b>	<b><u>1,940,282</u></b>	<b><u>1,914,890</u></b>	<b><u>1,704,970</u></b>



# **GARY PAXTON INDUSTRIAL PARK** **FUND**

**DRAFT**  
**FISCAL YEAR 2020**

**OPERATING BUDGET**



City and Borough of Sitka, AK

**GARY PAXTON INDUSTRIAL PARK FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Revenue</b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ -	\$ -	\$ 689.00	\$ 40,500.00	\$ 20,000.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 252,850.72	\$ 186,258.19	\$ 140,603.60	\$ 141,500.00	\$ 173,450.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ (4,716.61)	\$ 278,247.24	\$ 650.00	\$ -	\$ -
Cash Basis Receipts	\$ 433,563.42	\$ 266,205.18	\$ 7,766,441.66	\$ 50,000.00	\$ 41,000.00
<b>Revenue Totals</b>	<b>\$ 681,697.53</b>	<b>\$ 730,710.61</b>	<b>\$ 7,908,384.26</b>	<b>\$ 232,000.00</b>	<b>\$ 234,450.00</b>
<b>Expenditures</b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 261,338.66	\$ 258,795.58	\$ 194,235.92	\$ 269,906.00	\$ 228,670.00
Amortization & Depreciation	\$ 315,583.13	\$ 340,244.71	\$ 1,826,177.09		\$ 322,268.00
Cash Basis Expenditures	\$ -	\$ 415,000.00	\$ 344.50	\$ 69,783.00	\$ 49,783.00
<b>Expenditure Totals</b>	<b>\$ 576,921.79</b>	<b>\$ 1,014,040.29</b>	<b>\$ 2,020,757.51</b>	<b>\$ 339,689.00</b>	<b>\$ 600,721.00</b>
<b>Fund Total: GPIF Fund</b>	<b>\$ 104,775.74</b>	<b>\$ (283,329.68)</b>	<b>\$ 5,887,626.75</b>	<b>\$ (107,689.00)</b>	<b>\$ (366,271.00)</b>

City and Borough of Sitka, AK

GARY PAXTON INDUSTRIAL PARK FUND - SUMMARY BY DEPARTMENT

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Revenue</b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Revenue	\$ -	\$ -	\$ 689.00	\$ -	\$ 20,000.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Prop & Investment	\$ 252,850.72	\$ 186,258.19	\$ 140,603.60	\$ 182,000.00	\$ 173,450.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ (4,714.61)	\$ 278,247.24	\$ 650.00	\$ -	\$ -
Cash Basis Receipts	\$ 433,563.42	\$ 266,205.18	\$ 7,766,441.66	\$ 50,000.00	\$ 41,000.00
<b>Revenue Totals</b>	<b>\$ 681,699.53</b>	<b>\$ 730,710.61</b>	<b>\$ 7,908,384.26</b>	<b>\$ 232,000.00</b>	<b>\$ 234,450.00</b>
<b>Expenditures</b>					
Operations	\$ 251,631.14	\$ 250,705.98	\$ 187,764.24	\$ 265,052.00	\$ 225,434.00
Depreciation/Amortization	\$ 315,583.13	\$ 340,244.71	\$ 1,826,177.09		\$ 322,268.00
Debt Payments	\$ 9,707.52	\$ 8,089.60	\$ 6,471.68	\$ 54,637.00	\$ 53,019.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Capital Projects and Other Funds	\$ -	\$ 415,000.00	\$ 344.50	\$ 20,000.00	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 576,921.79</b>	<b>\$ 1,014,040.29</b>	<b>\$ 2,020,757.51</b>	<b>\$ 339,689.00</b>	<b>\$ 600,721.00</b>
<b>Fund Total: GPIP Fund</b>	<b>\$ 104,777.74</b>	<b>\$ (283,329.68)</b>	<b>\$ 5,887,626.75</b>	<b>\$ (107,689.00)</b>	<b>\$ (366,271.00)</b>



# Gary Paxton Industrial Park Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 270 - Gary Paxton Industrial Complex</b>						
<i>Operating Expenses</i>						
5203.001	Electric	26,783.52	21,826.24	18,666.51	17,000.00	.00
5203.005	Heating Fuel	18,277.22	16,599.87	16,335.83	13,000.00	.00
5204.000	Telephone	3,935.22	1,120.98	1,294.07	1,200.00	1,200.00
5205.000	Insurance	5,914.63	6,162.94	9,769.95	6,000.00	17,771.00
5206.000	Supplies	.00	5,657.32	.00	.00	.00
5207.000	Repairs & Maintenance	.00	.00	.00	2,500.00	15,000.00
5208.000	Bldg Repair & Maint	12,558.18	9,882.84	6,124.71	15,000.00	5,000.00
5211.000	Data Processing Fees	3,732.00	.00	.00	.00	.00
5212.000	Contracted/Purchased Serv	138,856.91	146,073.65	97,171.10	155,725.00	113,725.00
5214.000	Interdepartment Services	38,972.99	42,187.91	36,519.92	71,277.00	67,738.00
5223.000	Tools & Small Equipment	.00	.00	.00	1,000.00	1,000.00
5225.000	Legal Expenditures	.00	.00	.00	20,000.00	.00
5226.000	Advertising	2,176.06	.00	650.80	2,500.00	2,500.00
5230.000	Bad Debts	.00	810.34	682.50	.00	.00
5231.000	Credit Card Expense	424.41	383.89	548.85	850.00	500.00
5290.000	Other Expenses	.00	.00	.00	1,000.00	1,000.00
5295.000	Interest Expense	9,707.52	8,089.60	6,471.68	4,854.00	3,236.00
<i>Operating Expenses Totals</i>		\$261,338.66	\$258,795.58	\$194,235.92	\$311,906.00	\$228,670.00
<i>Amortization &amp; Depreciation</i>						
6101.000	Amortization	.00	24,660.19	24,660.18	.00	24,660.00
6201.000	Depreciation-Land Improve	136,745.34	136,745.40	140,466.87	.00	140,466.00
6202.000	Depreciation-Plants	62,521.06	62,520.12	62,520.12	.00	62,520.00
6203.000	Depreciation-Harbors	.00	.00	94,610.00	.00	94,610.00
6205.000	Depreciation-Buildings	116,316.25	116,319.00	11,540.59	.00	12.00
6206.000	Depreciation-Machinery	.48	.00	.00	.00	.00
6290.002	Loss on Impairment	.00	.00	1,492,379.33	.00	.00
<i>Amortization &amp; Depreciation Totals</i>		\$315,583.13	\$340,244.71	\$1,826,177.09	\$0.00	\$322,268.00
<i>Cash Basis Expenditures</i>						
7200.000	Interfund Transfers Out	.00	415,000.00	344.50	20,000.00	.00
7301.000	Note Principal Payments	.00	.00	.00	49,783.00	49,783.00
<i>Cash Basis Expenditures Totals</i>		\$0.00	\$415,000.00	\$344.50	\$69,783.00	\$49,783.00
<b>Fund 270 - Gary Paxton Industrial Complex Totals</b>		<b>\$576,921.79</b>	<b>\$1,014,040.29</b>	<b>\$2,020,757.51</b>	<b>\$381,689.00</b>	<b>\$600,721.00</b>

City and Borough of Sitka  
GPIP (Fund 780)  
FY2019

Project number	Project Description	Status	Grants (approved)	Loans/ Bond Proceeds (approved)	Working Capital	Other source	Contingent Grants	Contingent Loans/Bond proceeds	Contingent Other	Total Contingent	Total authorized	Total project (authorized + contingent)	Other source (description)
90748	GPIP-Dock	Authorized/in progress	7,500,000	-	125,000	125,000	-	-	-	-	7,750,000	<b>7,750,000</b>	Bulk water fund
90837	GPIP Access Ramp	Authorized/in progress	-	-	40,000	-	-	-	-	-	40,000	<b>40,000</b>	
80273	Site Improvements	Authorized/in progress	-	-	232,185	-	-	-	-	-	232,185	<b>232,185</b>	
90836	GPIP shoreline stabilization	Authorized/in progress	-	-	-	215,000	-	-	-	-	215,000	<b>215,000</b>	Fund 173
90854	GPIP Site Clean UP	Authorized/in progress	-	-	-	35,000	-	-	-	-	35,000	<b>35,000</b>	Fund 173
90875	GPIP Wash down pad	Authorized/in progress			20,000	-	-	-	-	-	20,000	<b>20,000</b>	
<b>TOTAL PREVIOUSLY AUTHORIZED/IN PROGRESS</b>											<b>8,272,185</b>	<b>8,272,185</b>	
<b>TOTAL NEW APPROPRIATIONS</b>											-	-	
90748	GPIP-Dock	Authorized/in progress	7,500,000	-	125,000	125,000	-	-	-	-	7,750,000	<b>7,750,000</b>	
<b>TOTAL PHYSICALLY COMPLETE</b>											-	-	

**City and Borough of Sitka  
Gary Paxton Industrial Park Fund**

**Pro Forma Financial Projection**

**FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed**

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	119,911	162,000	95,644	171,450
Costs of Operations	<u>(521,564)</u>	<u>(580,642)</u>	<u>(543,400)</u>	<u>(547,700)</u>
<b>Gross Margin</b>	<b>(401,653)</b>	<b>(418,642)</b>	<b>(447,756)</b>	<b>(376,250)</b>
Administrative Expenses	-	-	-	-
Interest Expense	(6,472)	(4,854)	(4,854)	(3,240)
Other Income/(Expenses)	<u>4,337</u>	<u>70,000</u>	<u>75,640</u>	<u>63,000</u>
<b>Net Operating Income</b>	<b>(403,788)</b>	<b>(353,496)</b>	<b>(376,970)</b>	<b>(316,490)</b>
Depreciation	333,798	315,590	322,250	322,270
Debt Principal Repayment	<u>(49,784)</u>	<u>(49,783)</u>	<u>(49,783)</u>	<u>(49,780)</u>
<b>Operating Cash Flow</b>	<b><u>(119,774)</u></b>	<b><u>(87,689)</u></b>	<b><u>(104,503)</u></b>	<b><u>(44,000)</u></b>
<u>Capital Expenditures</u>				
Grant Revenue	3,117,049	-	-	-
Loan Proceeds	-	-	-	-
Designated Working Capital	<u>-</u>	<u>20,000</u>	<u>20,000</u>	<u>-</u>
Total Capital Expenditure Funding	3,117,049	20,000	20,000	-
<b>Capital Expenditures</b>	<b><u>(3,197,224)</u></b>	<b><u>(20,000)</u></b>	<b><u>(20,000)</u></b>	<b><u>(100,000)</u></b>
<u>Working Capital</u>				
<b>Beginning Total Working Capital</b>	<b>918,695</b>	<b>698,400</b>	<b>703,512</b>	<b>579,009</b>
Operating Cash Flow	(119,774)	(87,689)	(104,503)	(44,000)
Capital Expenditures and Other Balance Sheet Changes	<u>(95,409)</u>	<u>(20,000)</u>	<u>(20,000)</u>	<u>(100,000)</u>
<b>Ending Working Total Working Capital</b>	<b><u>703,512</u></b>	<b><u>590,711</u></b>	<b><u>579,009</u></b>	<b><u>435,009</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>335,278</b>	<b>81,378</b>	<b>226,179</b>	<b>226,179</b>
New Designations Of Working Capital For Capital Expenditures	-	20,000	20,000	-
Expenditures of Designated Working Capital For Capital expenditures	<u>(109,099)</u>	<u>(20,000)</u>	<u>(20,000)</u>	<u>(100,000)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>226,179</u></b>	<b><u>81,378</u></b>	<b><u>226,179</u></b>	<b><u>126,179</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>793,696</b>	<b>435,222</b>	<b>477,333</b>	<b>352,830</b>
Increases/(Decreases)	<u>(316,363)</u>	<u>74,111</u>	<u>(124,503)</u>	<u>(44,000)</u>
<b>Ending Undesignated Working Capital</b>	<b><u>477,333</u></b>	<b><u>509,333</u></b>	<b><u>352,830</u></b>	<b><u>308,830</u></b>



# **INFORMATION TECHNOLOGY** **FUND**

**DRAFT**  
**FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

**INFORMATION TECHNOLOGY FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 16,153.29	\$ 10,353.94	\$ 13,373.38	\$ 10,400.00	\$ 11,094.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 1,233,612.00	\$ 1,135,022.04	\$ 1,175,598.00	\$ 1,554,373.00	\$ 1,540,801.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 10,081.33	\$ (347.10)	\$ (1,985.95)	\$ 3,000.00	\$ 500.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 779.21	\$ 762.00	\$ 218.32	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ 2,072.90	\$ -	\$ 756,078.00	\$ -
<b>Revenue Totals</b>	<b>\$ 1,260,625.83</b>	<b>\$ 1,147,863.78</b>	<b>\$ 1,187,203.75</b>	<b>\$ 2,323,851.00</b>	<b>\$ 1,552,395.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ 200,640.12	\$ 252,607.89	\$ 249,896.10	\$ 274,138.80	\$ 296,374.40
Fringe Benefits	\$ 191,074.40	\$ 367,786.57	\$ 186,701.45	\$ 167,789.28	\$ 205,584.23
Operating Expenses	\$ 591,207.89	\$ 727,451.67	\$ 632,139.33	\$ 667,242.48	\$ 727,355.00
Amortization & Depreciation	\$ 123,785.44	\$ 177,167.37	\$ 198,457.49		\$ 198,455.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ 962,769.00	\$ 162,770.00
<b>Expenditure Totals</b>	<b>\$ 1,106,707.85</b>	<b>\$ 1,525,013.50</b>	<b>\$ 1,267,194.37</b>	<b>\$ 2,071,939.56</b>	<b>\$ 1,590,538.63</b>
<b>Fund Total: IT Fund</b>	<b>\$ 153,917.98</b>	<b>\$ (377,149.72)</b>	<b>\$ (79,990.62)</b>	<b>\$ 251,911.44</b>	<b>\$ (38,143.63)</b>

City and Borough of Sitka, AK

**INFORMATION TECHNOLOGY FUND - SUMMARY BY DEPARTMENT**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 16,153.29	\$ 10,353.94	\$ 13,373.38	\$ 10,400.00	\$ 11,094.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 1,233,612.00	\$ 1,135,022.04	\$ 1,175,598.00	\$ 1,554,373.00	\$ 1,540,801.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 10,081.33	\$ (347.10)	\$ (1,985.95)	\$ 3,000.00	\$ 500.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 779.21	\$ 762.00	\$ 218.32	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ 2,072.90	\$ -	\$ 756,078.00	\$ -
<b>Revenue Totals</b>	<b>\$ 1,260,625.83</b>	<b>\$ 1,147,863.78</b>	<b>\$ 1,187,203.75</b>	<b>\$ 2,323,851.00</b>	<b>\$ 1,552,395.00</b>
<b><u>Expenditures</u></b>					
Operations	\$ 977,709.99	\$ 1,344,311.87	\$ 1,066,939.53	\$ 1,109,170.56	\$ 1,218,713.63
Depreciation/Amortization	\$ 123,785.44	\$ 177,167.37	\$ 198,457.49		\$ 198,455.00
Debt Payments	\$ 5,212.42	\$ 3,534.26	\$ 1,797.35	\$ -	\$ 128,370.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ 485,000.00	\$ 45,000.00
Transfers to Capital Projects and Other Funds	\$ -	\$ -	\$ -	\$ 477,769.00	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 1,106,707.85</b>	<b>\$ 1,525,013.50</b>	<b>\$ 1,267,194.37</b>	<b>\$ 2,071,939.56</b>	<b>\$ 1,590,538.63</b>
<b>Fund Total: IT Fund</b>	<b>\$ 153,917.98</b>	<b>\$ (377,149.72)</b>	<b>\$ (79,990.62)</b>	<b>\$ 251,911.44</b>	<b>\$ (38,143.63)</b>





# Information Technology Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 300 - Information Technology Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	189,299.26	229,288.28	232,538.58	274,138.80	296,374.40
5110.002	Holidays	5,230.80	11,028.13	11,543.88	.00	.00
5110.003	Sick Leave	5,382.30	9,802.58	4,068.88	.00	.00
5110.004	Overtime	207.76	2,488.90	1,744.76	.00	.00
5110.010	Temp Wages	520.00	.00	.00	.00	.00
<i>Salaries and Wages Totals</i>		\$200,640.12	\$252,607.89	\$249,896.10	\$274,138.80	\$296,374.40
<i>Fringe Benefits</i>						
5120.001	Annual Leave	18,478.01	23,686.45	26,047.25	12,150.00	12,871.00
5120.002	SBS	13,964.47	16,641.44	16,980.94	17,604.71	19,011.79
5120.003	Medicare	3,303.19	3,936.36	4,016.65	4,164.24	4,497.12
5120.004	PERS	124,057.82	259,509.07	57,136.98	76,310.38	76,297.63
5120.005	Health Insurance	30,052.76	62,426.77	80,853.24	72,109.92	91,343.16
5120.006	Life Insurance	39.07	49.32	47.64	47.64	47.64
5120.007	Workmen's Compensation	1,179.08	1,537.16	1,618.75	1,402.39	1,515.89
<i>Fringe Benefits Totals</i>		\$191,074.40	\$367,786.57	\$186,701.45	\$183,789.28	\$205,584.23
<i>Operating Expenses</i>						
5201.000	Training and Travel	24,990.72	14,917.35	5,835.43	15,000.00	13,500.00
5204.000	Telephone	9,093.42	175,268.22	169,615.78	171,420.00	175,740.00
5204.001	Cell Phone Stipend	600.00	900.00	900.00	900.00	900.00
5205.000	Insurance	4,203.41	4,524.79	3,927.83	3,928.00	11,752.00
5206.000	Supplies	9,099.64	8,622.70	5,018.07	12,000.00	12,000.00
5207.000	Repairs & Maintenance	185,246.54	144,346.27	149,439.95	135,102.00	195,618.00
5212.000	Contracted/Purchased Serv	151,094.20	188,121.58	126,080.91	123,329.48	124,350.00
5214.000	Interdepartment Services	105,423.00	110,601.96	110,601.96	95,000.00	90,295.00
5221.000	Transportation/Vehicles	975.00	900.00	900.00	900.00	900.00
5222.000	Postage	197.24	120.91	58.46	.00	.00
5223.000	Tools & Small Equipment	95,092.84	75,352.63	57,886.61	53,500.00	91,700.00
5290.000	Other Expenses	(20.54)	241.00	76.98	.00	.00
5295.000	Interest Expense	5,212.42	3,534.26	1,797.35	.00	10,600.00
<i>Operating Expenses Totals</i>		\$591,207.89	\$727,451.67	\$632,139.33	\$611,079.48	\$727,355.00
<i>Amortization &amp; Depreciation</i>						
6205.000	Depreciation-Buildings	1,416.87	1,416.95	1,416.96	.00	1,416.00
6206.000	Depreciation-Machinery	121,625.40	174,257.70	195,547.85	.00	195,547.00



# Information Technology Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>300 - Information Technology Fund</b>					
	<i>Amortization &amp; Depreciation</i>					
6208.000	Deprec-Furniture/Fixtures	743.17	1,492.72	1,492.68	.00	1,492.00
	<i>Amortization &amp; Depreciation Totals</i>	\$123,785.44	\$177,167.37	\$198,457.49	\$0.00	\$198,455.00
	<i>Cash Basis Expenditures</i>					
7106.000	Fixed Assets-Machinery	.00	.00	.00	541,163.00	45,000.00
7200.000	Interfund Transfers Out	.00	.00	.00	477,769.00	.00
7301.000	Note Principal Payments	.00	.00	.00	.00	117,770.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$0.00	\$0.00	\$1,018,932.00	\$162,770.00
Fund	<b>300 - Information Technology Fund Totals</b>	\$1,106,707.85	\$1,525,013.50	\$1,267,194.37	\$2,087,939.56	\$1,590,538.63
	Net Grand Totals	\$1,106,707.85	\$1,525,013.50	\$1,267,194.37	\$2,087,939.56	\$1,590,538.63

City and Borough of Sitka  
Management Information Systems Fund

Pro Forma Financial Projection

FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	1,189,200	1,865,370	1,865,370	1,551,890
Costs of Operations	<u>(1,258,780)</u>	<u>(1,323,630)</u>	<u>(1,323,630)</u>	<u>(1,417,170)</u>
<b>Gross Margin</b>	<b>(69,580)</b>	<b>541,740</b>	<b>541,740</b>	<b>134,720</b>
Administrative Expenses	-	-	-	-
Interest Expense	(1,800)	-	-	(10,600)
Other Income/(Expenses)	<u>(1,990)</u>	<u>(357,000)</u>	<u>(357,000)</u>	<u>500</u>
<b>Net Operating Income</b>	<b>(73,370)</b>	<b>184,740</b>	<b>184,740</b>	<b>124,620</b>
Depreciation	198,460	198,460	198,460	198,460
Debt Principal Repayment	<u>(49,240)</u>	<u>-</u>	<u>-</u>	<u>(117,770)</u>
<b>Operating Cash Flow</b>	<b><u>75,850</u></b>	<b><u>383,200</u></b>	<b><u>383,200</u></b>	<b><u>205,310</u></b>
<u>Capital Expenditures</u>				
Grant Revenue	-	-	-	-
Loan Proceeds	-	-	-	-
Designated Working Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>45,000</u>
Total Capital Expenditure Funding	-	-	-	45,000
<b>Capital Expenditures</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>(45,000)</u></b>
<u>Working Capital</u>				
<b>Beginning Total Working Capital</b>	<b>(121,058)</b>	<b>(17,165)</b>	<b>(17,165)</b>	<b>366,035</b>
Operating Cash Flow	75,850	383,200	383,200	205,310
Capital Expenditures and Other Balance Sheet Changes	<u>28,043</u>	<u>-</u>	<u>-</u>	<u>(45,000)</u>
<b>Ending Working Total Working Capital</b>	<b><u>(17,165)</u></b>	<b><u>366,035</u></b>	<b><u>366,035</u></b>	<b><u>526,345</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
New Designations Of Working Capital For Capital Expenditures	-	-	-	45,000
Expenditures of Designated Working Capital For Capital expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>(45,000)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>(121,058)</b>	<b>(17,165)</b>	<b>(17,165)</b>	<b>366,035</b>
Increases/(Decreases)	<u>103,893</u>	<u>383,200</u>	<u>383,200</u>	<u>160,310</u>
<b>Ending Undesignated Working Capital</b>	<b><u>(17,165)</u></b>	<b><u>366,035</u></b>	<b><u>366,035</u></b>	<b><u>526,345</u></b>



# **CENTRAL GARAGE FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

**CENTRAL GARAGE FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 7,797.24	\$ 3,893.89	\$ 5,884.52	\$ 3,900.00	\$ 4,881.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 1,611,918.60	\$ 1,569,176.14	\$ 1,330,875.00	\$ 1,929,731.00	\$ 1,787,827.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 84,549.06	\$ 87,456.41	\$ 115,954.58	\$ 84,688.00	\$ 95,688.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 2,500.00	\$ 1,840.93	\$ 10,539.36	\$ -	\$ -
Cash Basis Receipts	\$ 36,000.00	\$ -	\$ 174,500.00	\$ 230,067.00	\$ 60,000.00
<b>Revenue Totals</b>	<b>\$ 1,742,764.90</b>	<b>\$ 1,662,367.37</b>	<b>\$ 1,637,753.46</b>	<b>\$ 2,248,386.00</b>	<b>\$ 1,948,396.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ 96,608.08	\$ 97,503.33	\$ 116,151.90	\$ 113,527.75	\$ 119,843.21
Fringe Benefits	\$ 104,980.21	\$ 117,061.66	\$ 93,634.94	\$ 91,665.45	\$ 96,470.76
Operating Expenses	\$ 554,933.64	\$ 479,017.97	\$ 548,312.07	\$ 644,626.00	\$ 611,710.00
Amortization & Depreciation	\$ 457,823.30	\$ 446,716.80	\$ 504,819.61		\$ 504,818.00
Cash Basis Expenditures	\$ -	\$ 1,548.21	\$ -	\$ 1,045,929.62	\$ 693,250.00
<b>Expenditure Totals</b>	<b>\$ 1,214,345.23</b>	<b>\$ 1,141,847.97</b>	<b>\$ 1,262,918.52</b>	<b>\$ 1,895,748.82</b>	<b>\$ 2,026,091.97</b>
<b>Fund Total: Central Garage Fund</b>	<b>\$ 528,419.67</b>	<b>\$ 520,519.40</b>	<b>\$ 374,834.94</b>	<b>\$ 352,637.18</b>	<b>\$ (77,695.97)</b>

City and Borough of Sitka, AK

**CENTRAL GARAGE FUND - SUMMARY BY DEPARTMENT**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 7,797.24	\$ 3,893.89	\$ 5,884.52	\$ 3,900.00	\$ 4,881.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 1,611,918.60	\$ 1,569,176.14	\$ 1,330,875.00	\$ 1,929,731.00	\$ 1,787,827.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 84,549.06	\$ 87,456.41	\$ 115,954.58	\$ 84,688.00	\$ 95,688.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 2,500.00	\$ 1,840.93	\$ 10,539.36	\$ -	\$ -
Cash Basis Receipts	\$ 36,000.00	\$ -	\$ 174,500.00	\$ 230,067.00	\$ 60,000.00
<b>Revenue Totals</b>	<b>\$ 1,742,764.90</b>	<b>\$ 1,662,367.37</b>	<b>\$ 1,637,753.46</b>	<b>\$ 2,248,386.00</b>	<b>\$ 1,948,396.00</b>
<b><u>Expenditures</u></b>					
Administration	\$ 336,366.52	\$ 324,035.97	\$ 310,608.32	\$ 323,561.22	\$ 293,276.86
Operations	\$ 405,155.41	\$ 357,046.99	\$ 437,490.59	\$ 518,757.98	\$ 529,747.11
Jobbing					
Depreciation/Amortization	\$ 457,823.30	\$ 446,716.80	\$ 504,819.61		\$ 504,818.00
Debt Payments	\$ 15,000.00	\$ 12,500.00	\$ 10,000.00	\$ 57,500.00	\$ 55,000.00
Fixed Asset Acquisition	\$ -	\$ 1,548.21	\$ -	\$ 995,929.62	\$ 643,250.00
Transfers to Capital Projects and Other Funds	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 1,214,345.23</b>	<b>\$ 1,141,847.97</b>	<b>\$ 1,262,918.52</b>	<b>\$ 1,895,748.82</b>	<b>\$ 2,026,091.97</b>
<b>Fund Total: Central Garage Fund</b>	<b>\$ 528,419.67</b>	<b>\$ 520,519.40</b>	<b>\$ 374,834.94</b>	<b>\$ 352,637.18</b>	<b>\$ (77,695.97)</b>



# Central Garage Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund 310 - Central Garage Fund						
	<i>Salaries and Wages</i>					
5110.001	Regular Salaries/Wages	84,748.00	85,611.74	99,381.81	112,528.00	118,843.20
5110.002	Holidays	4,598.10	3,741.47	4,918.68	.00	.00
5110.003	Sick Leave	5,253.42	1,827.23	4,220.54	.00	.00
5110.004	Overtime	2,008.56	6,322.89	7,630.87	999.75	1,000.01
	<i>Salaries and Wages Totals</i>	\$96,608.08	\$97,503.33	\$116,151.90	\$113,527.75	\$119,843.21
	<i>Fringe Benefits</i>					
5120.001	Annual Leave	8,258.32	7,780.04	10,272.32	5,378.00	5,593.00
5120.002	SBS	6,488.63	6,283.24	7,421.47	7,289.01	7,689.32
5120.003	Medicare	1,534.84	1,486.24	1,755.52	1,724.14	1,818.82
5120.004	PERS	56,037.60	67,314.77	25,135.57	32,976.11	31,246.50
5120.005	Health Insurance	26,143.68	27,441.23	42,013.86	46,134.00	43,617.60
5120.006	Life Insurance	22.20	19.52	22.20	22.20	22.20
5120.007	Workmen's Compensation	6,494.94	6,736.62	7,014.00	6,141.99	6,483.32
	<i>Fringe Benefits Totals</i>	\$104,980.21	\$117,061.66	\$93,634.94	\$99,665.45	\$96,470.76
	<i>Operating Expenses</i>					
5201.000	Training and Travel	.00	.00	.00	.00	2,000.00
5202.000	Uniforms	811.38	644.31	875.76	800.00	800.00
5203.001	Electric	14,471.84	23,192.01	29,331.39	23,000.00	25,000.00
5203.005	Heating Fuel	3,787.68	5,884.69	5,759.61	5,800.00	5,800.00
5204.000	Telephone	2,237.28	1,901.76	2,202.92	2,000.00	2,388.00
5204.001	Cell Phone Stipend	.00	.00	.00	600.00	600.00
5205.000	Insurance	91,498.80	95,618.55	92,017.47	94,361.00	107,863.00
5206.000	Supplies	186,295.65	159,486.11	179,633.05	230,700.00	230,800.00
5207.000	Repairs & Maintenance	59,201.17	43,674.81	47,229.38	70,000.00	70,000.00
5208.000	Bldg Repair & Maint	28,380.47	12,928.36	22,668.81	15,000.00	18,000.00
5211.000	Data Processing Fees	9,024.00	9,260.04	10,059.00	10,535.00	10,469.00
5211.001	Information Technology Special Projects	.00	.00	.00	1,559.00	.00
5212.000	Contracted/Purchased Serv	8,975.73	8,912.07	9,623.16	23,600.00	23,700.00
5214.000	Interdepartment Services	127,989.98	110,986.56	111,575.53	142,204.00	99,326.00
5221.000	Transportation/Vehicles	(10,663.50)	(18,405.00)	.00	10,067.00	2,864.00
5222.000	Postage	.00	.00	.00	200.00	200.00
5223.000	Tools & Small Equipment	6,415.82	3,280.29	2,988.49	5,000.00	5,000.00
5226.000	Advertising	243.00	745.85	439.95	1,700.00	1,900.00



# Central Garage Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>310 - Central Garage Fund</b>					
	<i>Operating Expenses</i>					
5231.000	Credit Card Expense	4.11	7.56	6.61	.00	.00
5290.000	Other Expenses	(5.00)	2,713.00	624.00	.00	.00
5290.001	Loss on Disposal of Fixed Assets	11,265.23	5,687.00	23,276.94	.00	.00
5295.000	Interest Expense	15,000.00	12,500.00	10,000.00	7,500.00	5,000.00
	<i>Operating Expenses Totals</i>	\$554,933.64	\$479,017.97	\$548,312.07	\$644,626.00	\$611,710.00
	<i>Amortization &amp; Depreciation</i>					
6201.000	Depreciation-Land Improve	969.91	971.04	971.04	.00	971.00
6205.000	Depreciation-Buildings	27,507.92	27,507.96	27,507.96	.00	27,507.00
6206.000	Depreciation-Machinery	22,837.87	25,772.29	28,923.16	.00	28,923.00
6207.000	Depreciation-Vehicles	406,507.60	392,465.51	447,417.45	.00	447,417.00
	<i>Amortization &amp; Depreciation Totals</i>	\$457,823.30	\$446,716.80	\$504,819.61	\$0.00	\$504,818.00
	<i>Cash Basis Expenditures</i>					
7107.000	Fixed Assets-Vehicles	.00	1,548.21	.00	995,929.62	643,250.00
7301.000	Note Principal Payments	.00	.00	.00	50,000.00	50,000.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$1,548.21	\$0.00	\$1,045,929.62	\$693,250.00
Fund	<b>310 - Central Garage Fund Totals</b>	\$1,214,345.23	\$1,141,847.97	\$1,262,918.52	\$1,903,748.82	\$2,026,091.97
	Net Grand Totals	\$1,214,345.23	\$1,141,847.97	\$1,262,918.52	\$1,903,748.82	\$2,026,091.97



**City and Borough of Sitka  
Central Garage Fund**

**Pro Forma Financial Projection**

**FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed**

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	1,370,990	1,953,420	1,953,420	1,852,710
Costs of Operations	<u>(919,040)</u>	<u>(1,031,510)</u>	<u>(1,031,510)</u>	<u>(1,034,560)</u>
<b>Gross Margin</b>	<b>451,950</b>	<b>921,910</b>	<b>921,910</b>	<b>818,150</b>
Administrative Expenses	(307,690)	(323,630)	(323,630)	(293,280)
Interest Expense	(10,000)	(7,500)	(7,500)	(5,000)
Other Income/(Expenses)	<u>10,980</u>	<u>291,070</u>	<u>291,070</u>	<u>95,690</u>
<b>Net Operating Income</b>	<b>145,240</b>	<b>881,850</b>	<b>881,850</b>	<b>615,560</b>
Depreciation	504,820	504,820	504,820	504,820
Debt Principal Repayment	<u>(50,000)</u>	<u>(50,000)</u>	<u>(50,000)</u>	<u>(50,000)</u>
<b>Operating Cash Flow</b>	<b><u>600,060</u></b>	<b><u>1,336,670</u></b>	<b><u>1,336,670</u></b>	<b><u>1,070,380</u></b>
<u>Capital Expenditures</u>				
Grant Revenue	-	-	-	-
Loan Proceeds	-	-	-	-
Use of Designated Working Capital	<u>271,710</u>	<u>883,000</u>	<u>883,000</u>	<u>643,250</u>
Total Capital expenditure Funding	271,710	883,000	883,000	643,250
<b>Capital Expenditures</b>	<b><u>(271,710)</u></b>	<b><u>(883,000)</u></b>	<b><u>(883,000)</u></b>	<b><u>(643,250)</u></b>
<u>Working Capital</u>				
<b>Beginning Total Working Capital</b>	<b>2,999,979</b>	<b>3,489,644</b>	<b>3,489,644</b>	<b>3,943,314</b>
Operating Cash Flow	600,060	1,336,670	1,336,670	1,070,380
Capital Expenditures and Other Balance Sheet Changes	<u>(110,395)</u>	<u>(883,000)</u>	<u>(883,000)</u>	<u>(643,250)</u>
<b>Ending Working Total Working Capital</b>	<b><u>3,489,644</u></b>	<b><u>3,943,314</u></b>	<b><u>3,943,314</u></b>	<b><u>4,370,444</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	-	-	-	-
New Designations Of Working Capital For Capital Expenditures	271,710	883,000	883,000	643,250
Expenditures of Designated Working Capital For Capital expenditure:	<u>(271,710)</u>	<u>(883,000)</u>	<u>(883,000)</u>	<u>(643,250)</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>2,999,979</b>	<b>3,489,644</b>	<b>3,489,644</b>	<b>3,943,314</b>
Increases/(Decreases)	<u>489,665</u>	<u>453,670</u>	<u>453,670</u>	<u>427,130</u>
<b>Ending Undesignated Working Capital</b>	<b><u>3,489,644</u></b>	<b><u>3,943,314</u></b>	<b><u>3,943,314</u></b>	<b><u>4,370,444</u></b>



# **BUILDING MAINTENANCE FUND**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**

City and Borough of Sitka, AK

**BUILDING MAINTENANCE FUND - SUMMARY BY EXPENDITURE TYPE**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 13,626.74	\$ 6,982.12	\$ 10,282.20	\$ 7,000.00	\$ 8,529.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 498,008.78	\$ 417,254.98	\$ 460,565.64	\$ 639,920.00	\$ 472,950.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00
Uses of Property & Investments	\$ 44,789.56	\$ 36,015.01	\$ 30,917.94	\$ 30,000.00	\$ 30,000.00
Interfund Billings	\$ -	\$ 30,000.00	\$ -	\$ 37,500.00	\$ -
Miscellaneous Revenue	\$ 2,121.44	\$ (2,121.44)	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 40,224.92	\$ 35,969.46	\$ 39,703.39	\$ 107,132.00	\$ 49,200.00
<b>Revenue Totals</b>	<b>\$ 598,771.44</b>	<b>\$ 524,100.13</b>	<b>\$ 541,469.17</b>	<b>\$ 851,552.00</b>	<b>\$ 590,679.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ 165,088.01	\$ 189,022.98	\$ 202,776.68	\$ 230,187.60	\$ 236,554.80
Fringe Benefits	\$ 157,227.32	\$ 228,516.04	\$ 181,354.17	\$ 187,032.43	\$ 158,978.28
Operating Expenses	\$ 383,109.76	\$ 236,191.86	\$ 318,834.86	\$ 408,092.00	\$ 394,836.00
Amortization & Depreciation	\$ 880.29	\$ 880.20	\$ 880.16		\$ 880.00
Cash Basis Expenditures	\$ -	\$ -	\$ 60,000.00	\$ 30,200.00	\$ -
<b>Expenditure Totals</b>	<b>\$ 706,305.38</b>	<b>\$ 654,611.08</b>	<b>\$ 763,845.87</b>	<b>\$ 855,512.03</b>	<b>\$ 791,249.08</b>
<b>Fund Total: Building Maintenance Fund</b>	<b>\$ (107,533.94)</b>	<b>\$ (130,510.95)</b>	<b>\$ (222,376.70)</b>	<b>\$ (3,960.03)</b>	<b>\$ (200,570.08)</b>

City and Borough of Sitka, AK

**BUILDING MAINTENANCE FUND - SUMMARY BY DEPARTMENT**

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Revenue</b>					
State Revenue	\$ 13,626.74	\$ 6,982.12	\$ 10,282.20	\$ 7,000.00	\$ 8,529.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ 498,008.78	\$ 417,254.98	\$ 460,565.64	\$ 639,920.00	\$ 472,950.00
Other Operating Revenue	\$ -	\$ -	\$ -	\$ 30,000.00	\$ 30,000.00
Uses of Property & Investments	\$ 44,789.56	\$ 36,015.01	\$ 30,917.94	\$ 30,000.00	\$ 30,000.00
Interfund Billings	\$ -	\$ 30,000.00	\$ -	\$ 37,500.00	\$ -
Miscellaneous Revenue	\$ 2,121.44	\$ (2,121.44)	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 40,224.92	\$ 35,969.46	\$ 39,703.39	\$ 107,132.00	\$ 49,200.00
<b>Revenue Totals</b>	<b>\$ 598,771.44</b>	<b>\$ 524,100.13</b>	<b>\$ 541,469.17</b>	<b>\$ 851,552.00</b>	<b>\$ 590,679.00</b>
<b>Expenditures</b>					
Administration	\$ 115,805.95	\$ 148,023.86	\$ 173,585.69	\$ 254,735.05	\$ 256,998.35
Operations	\$ 589,619.14	\$ 505,707.02	\$ 529,380.02	\$ 570,576.98	\$ 533,370.73
Debt Payments	\$ -	\$ -	\$ -	\$ -	\$ -
Depreciation/Amortization	\$ 880.29	\$ 880.20	\$ 880.16		\$ 880.00
Fixed Asset Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers to Capital Projects and Other Funds	\$ -	\$ -	\$ 60,000.00	\$ 30,200.00	\$ -
Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 706,305.38</b>	<b>\$ 654,611.08</b>	<b>\$ 763,845.87</b>	<b>\$ 855,512.03</b>	<b>\$ 791,249.08</b>
<b>Fund Total: Building Maintenance Fund</b>	<b>\$ (107,533.94)</b>	<b>\$ (130,510.95)</b>	<b>\$ (222,376.70)</b>	<b>\$ (3,960.03)</b>	<b>\$ (200,570.08)</b>



# Building Maintenance Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Fund 320 - Building Maintenance Fund</b>						
<i>Salaries and Wages</i>						
5110.001	Regular Salaries/Wages	141,666.30	169,028.13	184,354.26	216,153.60	222,520.80
5110.002	Holidays	6,253.68	5,432.60	6,446.40	.00	.00
5110.003	Sick Leave	6,747.36	5,762.00	5,178.31	.00	.00
5110.004	Overtime	10,420.67	8,800.25	6,797.71	7,500.00	7,500.00
5110.010	Temp Wages	.00	.00	.00	6,534.00	6,534.00
<i>Salaries and Wages Totals</i>		<b>\$165,088.01</b>	<b>\$189,022.98</b>	<b>\$202,776.68</b>	<b>\$230,187.60</b>	<b>\$236,554.80</b>
<i>Fringe Benefits</i>						
5120.001	Annual Leave	13,645.87	15,447.50	16,150.44	7,825.00	8,059.00
5120.002	SBS	11,324.93	12,619.52	12,905.44	14,590.45	14,994.68
5120.003	Medicare	2,678.77	2,985.06	3,052.68	3,451.17	3,546.90
5120.004	PERS	69,808.13	126,949.77	43,583.33	61,203.48	59,134.58
5120.005	Health Insurance	49,134.72	59,040.54	95,158.62	100,816.56	61,797.12
5120.006	Life Insurance	25.74	27.38	36.20	36.36	36.36
5120.007	Workmen's Compensation	10,609.16	9,596.27	10,097.46	11,109.41	11,409.64
5120.008	Unemployment	.00	1,850.00	370.00	.00	.00
<i>Fringe Benefits Totals</i>		<b>\$157,227.32</b>	<b>\$228,516.04</b>	<b>\$181,354.17</b>	<b>\$199,032.43</b>	<b>\$158,978.28</b>
<i>Operating Expenses</i>						
5201.000	Training and Travel	2,458.09	1,725.40	3,336.82	4,100.00	4,100.00
5202.000	Uniforms	239.89	212.88	.00	400.00	400.00
5204.000	Telephone	270.00	280.00	480.00	1,764.00	1,384.00
5204.001	Cell Phone Stipend	300.00	550.00	600.00	900.00	900.00
5205.000	Insurance	742.21	773.36	.00	.00	.00
5206.000	Supplies	3,108.41	27,207.86	27,875.87	32,030.00	52,030.00
5207.000	Repairs & Maintenance	35,566.74	10,012.59	8,225.53	23,030.00	23,030.00
5208.000	Bldg Repair & Maint	63,041.14	408.21	.00	.00	.00
5211.000	Data Processing Fees	11,136.00	11,943.00	12,756.00	13,285.00	13,391.00
5211.001	Information Technology Special Projects	.00	.00	.00	1,559.00	.00
5212.000	Contracted/Purchased Serv	139,615.82	171,186.49	135,616.16	230,324.00	195,830.00
5214.000	Interdepartment Services	92,831.86	132.63	104,774.04	68,543.00	74,819.00
5221.000	Transportation/Vehicles	29,332.60	8,238.56	19,301.03	23,643.00	20,838.00
5223.000	Tools & Small Equipment	1,382.93	1,511.13	4,900.27	5,064.00	4,664.00
5226.000	Advertising	403.15	1,365.15	108.80	.00	.00
5227.002	Rent-Equipment	1,502.49	185.00	566.75	2,500.00	2,500.00



# Building Maintenance Fund

Budget Year 2020

Account	Account Description	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
Fund	<b>320 - Building Maintenance Fund</b>					
	<i>Operating Expenses</i>					
5290.000	Other Expenses	1,178.43	459.60	293.59	950.00	950.00
	<i>Operating Expenses Totals</i>	\$383,109.76	\$236,191.86	\$318,834.86	\$408,092.00	\$394,836.00
	<i>Amortization &amp; Depreciation</i>					
6206.000	Depreciation-Machinery	880.29	880.20	880.16	.00	880.00
	<i>Amortization &amp; Depreciation Totals</i>	\$880.29	\$880.20	\$880.16	\$0.00	\$880.00
	<i>Cash Basis Expenditures</i>					
7200.000	Interfund Transfers Out	.00	.00	60,000.00	30,200.00	.00
	<i>Cash Basis Expenditures Totals</i>	\$0.00	\$0.00	\$60,000.00	\$30,200.00	\$0.00
	<b>Fund 320 - Building Maintenance Fund Totals</b>	\$706,305.38	\$654,611.08	\$763,845.87	\$867,512.03	\$791,249.08
	<b>Net Grand Totals</b>	\$706,305.38	\$654,611.08	\$763,845.87	\$867,512.03	\$791,249.08

City and Borough of Sitka  
Building Maintenance Fund

Pro Forma Financial Projection

FY2018, FY2019 (Original), FY2019 (Projected), and FY2020 Proposed

<u>Operations</u>	<u>FY2018</u>	<u>FY2019 Original</u>	<u>FY2019 Projected</u>	<u>FY2020 Proposed</u>
Revenues	470,850	688,920	352,300	560,680
Costs of Operations	<u>(530,260)</u>	<u>(838,190)</u>	<u>(196,670)</u>	<u>(534,250)</u>
<b>Gross Margin</b>	<b>(59,410)</b>	<b>(149,270)</b>	<b>155,630</b>	<b>26,430</b>
Administrative Expenses	(168,490)	(259,040)	(238,100)	(257,000)
Interest Expense	-	-	-	-
Other Income/(Expenses)	<u>6,220</u>	<u>144,430</u>	<u>144,430</u>	<u>30,000</u>
<b>Net Operating Income</b>	<b>(221,680)</b>	<b>(263,880)</b>	<b>61,960</b>	<b>(200,570)</b>
Depreciation	880	880	880	880
Debt Principal Repayment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Operating Cash Flow</b>	<b><u>(220,800)</u></b>	<b><u>(263,000)</u></b>	<b><u>62,840</u></b>	<b><u>(199,690)</u></b>
<u>Capital Expenditures</u>				
Grant Revenue	-	-	-	-
Loan Proceeds	-	-	-	-
Designated Working Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Capital expenditure Funding	-	-	-	-
<b>Capital Expenditures</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<u>Working Capital</u>				
<b>Beginning Total Working Capital</b>	<b>1,662,704</b>	<b>1,493,004</b>	<b>1,493,004</b>	<b>1,555,844</b>
Operating Cash Flow	(169,700)	(263,000)	62,840	(199,690)
Capital Expenditures and Other Balance Sheet Changes	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Ending Working Total Working Capital</b>	<b><u>1,493,004</u></b>	<b><u>1,230,004</u></b>	<b><u>1,555,844</u></b>	<b><u>1,356,154</u></b>
<b>Beginning Working Capital Designated for Capital Expenditures</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
New Designations Of Working Capital For Capital Expenditures	-	-	-	-
Expenditures of Designated Working Capital For Capital Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>Ending Working Capital Designated for Capital Expenditures</b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>	<b><u>-</u></b>
<b>Beginning Undesignated Working Capital</b>	<b>1,662,704</b>	<b>1,493,004</b>	<b>1,493,004</b>	<b>1,555,844</b>
Increases/(Decreases)	<u>(169,700)</u>	<u>(263,000)</u>	<u>62,840</u>	<u>(199,690)</u>
<b>Ending Undesignated Working Capital</b>	<b><u>1,493,004</u></b>	<b><u>1,230,004</u></b>	<b><u>1,555,844</u></b>	<b><u>1,356,154</u></b>



# **Special Revenue Funds**

**DRAFT  
FISCAL YEAR 2020**

**OPERATING BUDGET**



City and Borough of Sitka, AK

**PET ADOPTION - SUMMARY BY EXPENDITURE TYPE**  
Fund 113

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 761.24	\$ 943.64	\$ 924.61	\$ 400.00	\$ 900.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 45,000.00	\$ -	\$ 5,269.06	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 45,761.24</b>	<b>\$ 943.64</b>	<b>\$ 6,193.67</b>	<b>\$ 400.00</b>	<b>\$ 900.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 900.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>	<b>\$ 900.00</b>
<b>Fund Total: Pet Adoption Fund</b>	<b>\$ 45,761.24</b>	<b>\$ 943.64</b>	<b>\$ 6,193.67</b>	<b>\$ (600.00)</b>	<b>\$ -</b>

City and Borough of Sitka, AK

**SITKA FORFEITURE FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 151

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 4,003.00	\$ -	\$ -	\$ 2,000.00	\$ 1,000.00
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 4,003.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000.00</b>	<b>\$ 1,000.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 4,283.81	\$ -	\$ -	\$ 2,000.00	\$ 900.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 4,283.81</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,000.00</b>	<b>\$ 900.00</b>
<b>Fund Total: Sitka Forfeiture Fund</b>	<b>\$ (280.81)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 100.00</b>

City and Borough of Sitka, AK

**JUSTICE ASSISTANCE GRANT FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 152

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ 1,142.60	\$ 3,382.00	\$ 6,000.00	\$ 4,188.00
Federal Revenue	\$ 117,895.24	\$ 41,674.13	\$ 105,630.52	\$ 130,000.00	\$ 125,000.00
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 13,307.60	\$ 2,575.86	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 131,202.84</b>	<b>\$ 45,392.59</b>	<b>\$ 109,012.52</b>	<b>\$ 136,000.00</b>	<b>\$ 129,188.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ 20,743.80	\$ 57,656.71	\$ 64,685.40	\$ 63,119.98
Fringe Benefits	\$ -	\$ 23,890.11	\$ 46,872.25	\$ 63,641.18	\$ 54,978.66
Operating Expenses	\$ 117,895.24	\$ -	\$ -	\$ -	\$ -
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 117,895.24</b>	<b>\$ 44,633.91</b>	<b>\$ 104,528.96</b>	<b>\$ 128,326.58</b>	<b>\$ 118,098.64</b>
<b>Fund Total: NARCO Task Force Grant Fund</b>	<b>\$ 13,307.60</b>	<b>\$ 758.68</b>	<b>\$ 4,483.56</b>	<b>\$ 7,673.42</b>	<b>\$ 11,089.36</b>

City and Borough of Sitka, AK

**STATE FORFEITURE FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 153

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ 5,000.00	\$ 5,000.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ (175.81)	\$ (116.00)	\$ (107.00)	\$ -	\$ -
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 9,063.93	\$ 5,804.27	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 8,888.12</b>	<b>\$ 5,688.27</b>	<b>\$ (107.00)</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 22,466.32	\$ 3,557.29	\$ -	\$ 5,000.00	\$ 5,000.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 22,466.32</b>	<b>\$ 3,557.29</b>	<b>\$ -</b>	<b>\$ 5,000.00</b>	<b>\$ 5,000.00</b>
<b>Fund Total: State Forfeiture Fund</b>	<b>\$ (13,578.20)</b>	<b>\$ 2,130.98</b>	<b>\$ (107.00)</b>	<b>\$ -</b>	<b>\$ -</b>

City and Borough of Sitka, AK

**HOMELAND SECURITY GRANT FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 159

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ 100,000.00	\$ -
Federal Revenue	\$ 163,798.53	\$ 91,967.64	\$ 3,362.22	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ -	\$ -	\$ -	\$ -	\$ -
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 163,798.53</b>	<b>\$ 91,967.64</b>	<b>\$ 3,362.22</b>	<b>\$ 100,000.00</b>	<b>\$ -</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 164,180.59	\$ 91,986.85	\$ 3,362.22	\$ 100,000.00	\$ -
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 164,180.59</b>	<b>\$ 91,986.85</b>	<b>\$ 3,362.22</b>	<b>\$ 100,000.00</b>	<b>\$ -</b>
<b>Fund Total: Homeland Security Grant Fund</b>	<b>\$ (382.06)</b>	<b>\$ (19.21)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

City and Borough of Sitka, AK

**LIBRARY BUILDING FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 165

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ (3,421.46)	\$ (363.43)	\$ 60.08	\$ 400.00	\$ 372.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 50.00	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ (3,371.46)</b>	<b>\$ (363.43)</b>	<b>\$ 60.08</b>	<b>\$ 400.00</b>	<b>\$ 372.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00
Cash Basis Expenditures	\$ 530,244.00	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 530,244.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000.00</b>
<b>Fund Total: Library Building Fund</b>	<b>\$ (533,615.46)</b>	<b>\$ (363.43)</b>	<b>\$ 60.08</b>	<b>\$ 400.00</b>	<b>\$ (628.00)</b>

City and Borough of Sitka, AK

**SOUTHEAST ALASKA ECONOMIC DEVELOPMENT FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 171

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 93,307.44	\$ 92,486.30	\$ 90,639.21	\$ 107,132.00	\$ 103,700.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 93,307.44</b>	<b>\$ 92,486.30</b>	<b>\$ 90,639.21</b>	<b>\$ 107,132.00</b>	<b>\$ 103,700.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 5,000.00	\$ 637,507.98	\$ -	\$ -	\$ -
Cash Basis Expenditures	\$ 40,224.92	\$ 205,969.46	\$ 39,703.39	\$ 578,210.00	\$ 93,100.00
<b>Expenditure Totals</b>	<b>\$ 45,224.92</b>	<b>\$ 843,477.44</b>	<b>\$ 39,703.39</b>	<b>\$ 578,210.00</b>	<b>\$ 93,100.00</b>
<b>Fund Total: SEDA Fund</b>	<b>\$ 48,082.52</b>	<b>\$ (750,991.14)</b>	<b>\$ 50,935.82</b>	<b>\$ (471,078.00)</b>	<b>\$ 10,600.00</b>

City and Borough of Sitka, AK

**GPIP CONTINGENCY FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 173

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 21,241.37	\$ 16,205.18	\$ 11,574.30	\$ 17,000.00	\$ 13,200.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ 28,923.96	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 21,241.37</b>	<b>\$ 16,205.18</b>	<b>\$ 40,498.26</b>	<b>\$ 17,000.00</b>	<b>\$ 13,200.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 3,401.00	\$ 2,194.13	\$ -	\$ 3,000.00	\$ -
Cash Basis Expenditures	\$ 21,241.37	\$ 266,205.18	\$ 11,574.30	\$ -	\$ 13,200.00
<b>Expenditure Totals</b>	<b>\$ 24,642.37</b>	<b>\$ 268,399.31</b>	<b>\$ 11,574.30</b>	<b>\$ 3,000.00</b>	<b>\$ 13,200.00</b>
<b>Fund Total: GPIP Contingency Fund</b>	<b>\$ (3,401.00)</b>	<b>\$ (252,194.13)</b>	<b>\$ 28,923.96</b>	<b>\$ 14,000.00</b>	<b>\$ -</b>



City and Borough of Sitka, AK

**SITKA COMMUNITY HOSPITAL DEDICATED FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 190

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
Tobacco Tax	\$ 490,352.57	\$ 879,156.92	\$ 850,876.74	\$ 830,000.00	\$ 831,500.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ 720.00	\$ 710.00	\$ 1,010.00	\$ 1,500.00	\$ -
Uses of Property & Investments	\$ -	\$ -	\$ -	\$ -	\$ 140,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 491,072.57</b>	<b>\$ 879,866.92</b>	<b>\$ 851,886.74</b>	<b>\$ 831,500.00</b>	<b>\$ 971,500.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 490,376.81	\$ 795,792.18	\$ 855,679.57	\$ 831,500.00	\$ 890,500.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 490,376.81</b>	<b>\$ 795,792.18</b>	<b>\$ 855,679.57</b>	<b>\$ 831,500.00</b>	<b>\$ 890,500.00</b>
<b>Fund Total: Tobacco Excise Tax Fund</b>	<b>\$ 695.76</b>	<b>\$ 84,074.74</b>	<b>\$ (3,792.83)</b>	<b>\$ -</b>	<b>\$ 81,000.00</b>

City and Borough of Sitka, AK

**STUDENT ACTIVITIES TRAVEL FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 191

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
Licenses & Permits	\$ -	\$ 2,500.00	\$ 2,200.00	\$ 2,500.00	\$ 2,500.00
Uses of Property & Investments	\$ -	\$ 30.28	\$ 54.41	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ -</b>	<b>\$ 2,530.28</b>	<b>\$ 2,254.41</b>	<b>\$ 2,500.00</b>	<b>\$ 2,500.00</b>
<b><u>Expenditures</u></b>					
Operating Expenses	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 2,500.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,500.00</b>	<b>\$ 2,500.00</b>
<b>Fund Total: Visitor Enhancement Fund</b>	<b>\$ -</b>	<b>\$ 2,530.28</b>	<b>\$ 2,254.41</b>	<b>\$ -</b>	<b>\$ -</b>

City and Borough of Sitka, AK

**FISHERIES ENHANCEMENT FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 192

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 393.13	\$ 204.27	\$ (28.40)	\$ -	\$ -
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 37,989.00	\$ 36,945.00	\$ 42,021.00	\$ 45,000.00	\$ 36,000.00
<b>Revenue Totals</b>	<b>\$ 38,382.13</b>	<b>\$ 37,149.27</b>	<b>\$ 41,992.60</b>	<b>\$ 45,000.00</b>	<b>\$ 36,000.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 77,665.00	\$ 38,000.00	\$ 42,000.00	\$ 45,000.00	\$ 36,000.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 77,665.00</b>	<b>\$ 38,000.00</b>	<b>\$ 42,000.00</b>	<b>\$ 45,000.00</b>	<b>\$ 36,000.00</b>
<b>Fund Total: Fisheries Enhancement Fund</b>	<b>\$ (39,282.87)</b>	<b>\$ (850.73)</b>	<b>\$ (7.40)</b>	<b>\$ -</b>	<b>\$ -</b>

City and Borough of Sitka, AK

**UTILITY SUBSIDIZATION FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 193

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ -	\$ -	\$ 1,725.23	\$ -	\$ -
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ 400,000.00	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 401,725.23</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Expenditures</u></b>					
Operating Expenses	\$ -	\$ -	\$ -	\$ 200,000.00	\$ -
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ 243,800.00	\$ 161,543.00
<b>Expenditure Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 443,800.00</b>	<b>\$ 161,543.00</b>
<b>Fund Total: Bulk Water Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 401,725.23</b>	<b>\$ (443,800.00)</b>	<b>\$ (161,543.00)</b>

City and Borough of Sitka, AK

**COMMERCIAL PASSENGER VESSEL EXCISE TAX FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 194

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ 218,350.00	\$ 309,510.00	\$ 405,115.00	\$ 375,000.00	\$ 445,000.00
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 9,697.25	\$ 8,051.12	\$ 9,185.31	\$ 5,500.00	\$ 12,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 228,047.25</b>	<b>\$ 317,561.12</b>	<b>\$ 414,300.31</b>	<b>\$ 380,500.00</b>	<b>\$ 457,000.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 51,189.67	\$ 89,935.79	\$ 201,950.00	\$ 151,200.00	\$ 151,200.00
Cash Basis Expenditures	\$ 18,048.00	\$ 294,486.00	\$ 15,170.00	\$ 323,060.00	\$ -
<b>Expenditure Totals</b>	<b>\$ 69,237.67</b>	<b>\$ 384,421.79</b>	<b>\$ 217,120.00</b>	<b>\$ 474,260.00</b>	<b>\$ 151,200.00</b>
<b>Fund Total: CPET Fund</b>	<b>\$ 158,809.58</b>	<b>\$ (66,860.67)</b>	<b>\$ 197,180.31</b>	<b>\$ (93,760.00)</b>	<b>\$ 305,800.00</b>

City and Borough of Sitka, AK

**VISITOR ENHANCEMENT FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 195

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
Bed Tax	\$ 472,900.12	\$ 503,438.91	\$ 543,697.39	\$ 577,000.00	\$ 535,000.00
Uses of Property & Investments	\$ 1,186.00	\$ (1,098.00)	\$ (2,822.00)	\$ -	\$ -
Miscellaneous Revenue	\$ 47,329.04	\$ 13.65	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 521,415.16</b>	<b>\$ 502,354.56</b>	<b>\$ 540,875.39</b>	<b>\$ 577,000.00</b>	<b>\$ 535,000.00</b>
<b><u>Expenditures</u></b>					
Operating Expenses	\$ 327,591.52	\$ 392,139.03	\$ 440,529.44	\$ 481,000.00	\$ 545,200.00
Cash Basis Expenditures	\$ -	\$ -	\$ 50,000.00	\$ 200,000.00	\$ 80,000.00
<b>Expenditure Totals</b>	<b>\$ 327,591.52</b>	<b>\$ 392,139.03</b>	<b>\$ 490,529.44</b>	<b>\$ 681,000.00</b>	<b>\$ 625,200.00</b>
<b>Fund Total: Visitor Enhancement Fund</b>	<b>\$ 193,823.64</b>	<b>\$ 110,215.53</b>	<b>\$ 50,345.95</b>	<b>\$ (104,000.00)</b>	<b>\$ (90,200.00)</b>

City and Borough of Sitka, AK

**REVOLVING FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 410

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 29,516.15	\$ 24,064.12	\$ 22,983.90	\$ -	\$ 23,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ 93.63	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ 5,837.62	\$ 2,076.03	\$ 5,862.55	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 35,447.40</b>	<b>\$ 26,140.15</b>	<b>\$ 28,846.45</b>	<b>\$ -</b>	<b>\$ 23,000.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 440.52	\$ 410.15	\$ 505.04	\$ 500.00	\$ 500.00
Cash Basis Expenditures	\$ 27,866.30	\$ 22,762.49	\$ 21,840.96	\$ 23,000.00	\$ 23,000.00
<b>Expenditure Totals</b>	<b>\$ 28,306.82</b>	<b>\$ 23,172.64</b>	<b>\$ 22,346.00</b>	<b>\$ 23,500.00</b>	<b>\$ 23,500.00</b>
<b>Fund Total: Revolving Fund</b>	<b>\$ 7,140.58</b>	<b>\$ 2,967.51</b>	<b>\$ 6,500.45</b>	<b>\$ (23,500.00)</b>	<b>\$ (500.00)</b>

City and Borough of Sitka, AK

**GUARANTEE FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 420

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 6,948.47	\$ 5,658.47	\$ 5,408.67	\$ 5,500.00	\$ 5,500.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 6,948.47</b>	<b>\$ 5,658.47</b>	<b>\$ 5,408.67</b>	<b>\$ 5,500.00</b>	<b>\$ 5,500.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Expenditures	\$ 6,948.47	\$ 5,658.47	\$ 5,408.67	\$ 8,000.00	\$ 5,500.00
<b>Expenditure Totals</b>	<b>\$ 6,948.47</b>	<b>\$ 5,658.47</b>	<b>\$ 5,408.67</b>	<b>\$ 8,000.00</b>	<b>\$ 5,500.00</b>
<b>Fund Total: Guarantee Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (2,500.00)</b>	<b>\$ -</b>



City and Borough of Sitka, AK

**CEMETERY FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 430

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 2,547.34	\$ 2,078.48	\$ 1,979.45	\$ 2,000.00	\$ 2,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 2,547.34</b>	<b>\$ 2,078.48</b>	<b>\$ 1,979.45</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ 2,284.19	\$ 2,547.34	\$ 2,078.48	\$ 2,000.00	\$ 2,000.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ 2,284.19</b>	<b>\$ 2,547.34</b>	<b>\$ 2,078.48</b>	<b>\$ 2,000.00</b>	<b>\$ 2,000.00</b>
<b>Fund Total: Cemetery Fund</b>	<b>\$ 263.15</b>	<b>\$ (468.86)</b>	<b>\$ (99.03)</b>	<b>\$ -</b>	<b>\$ -</b>

City and Borough of Sitka, AK

**ROWE TRUST FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 440

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Federal Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Services	\$ -	\$ -	\$ -	\$ -	\$ -
Other Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Uses of Property & Investments	\$ 5,040.25	\$ 4,200.70	\$ 4,096.58	\$ 4,100.00	\$ 4,500.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 5,040.25</b>	<b>\$ 4,200.70</b>	<b>\$ 4,096.58</b>	<b>\$ 4,100.00</b>	<b>\$ 4,500.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$ -	\$ -	\$ -	\$ -	\$ -
Fringe Benefits	\$ -	\$ -	\$ -	\$ -	\$ -
Operating Expenses	\$ -	\$ -	\$ -	\$ 4,100.00	\$ 4,500.00
Cash Basis Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Expenditure Totals</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,100.00</b>	<b>\$ 4,500.00</b>
<b>Fund Total: Rowe Trust Fund</b>	<b>\$ 5,040.25</b>	<b>\$ 4,200.70</b>	<b>\$ 4,096.58</b>	<b>\$ -</b>	<b>\$ -</b>

City and Borough of Sitka, AK

**LIBRARY ENDOWMENT FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 500

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Federal Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Operating Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Uses of Property & Investments	\$5,636.00	\$4,779.63	\$4,720.21	\$5,000.00	\$5,200.00
Interfund Billings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous Revenue	\$4,000.00	\$3,000.00	\$2,050.70	\$2,500.00	\$0.00
Cash Basis Receipts	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Revenue Totals</b>	<b>\$9,636.00</b>	<b>\$7,779.63</b>	<b>\$6,770.91</b>	<b>\$7,500.00</b>	<b>\$5,200.00</b>
<b><u>Expenditures</u></b>					
Operating Expenses	\$0.00	\$0.00	\$0.00	\$5,000.00	\$5,000.00
Cash Basis Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Expenditure Totals</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>
<b>Fund Total: Library Endowment Fund</b>	<b>\$9,636.00</b>	<b>\$7,779.63</b>	<b>\$6,770.91</b>	<b>\$2,500.00</b>	<b>\$200.00</b>

City and Borough of Sitka, AK

**BULK WATER FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 540

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b>Revenue</b>					
Other Operating Revenue	\$ 1,015,000.00	\$ -	\$ 5,400.00	\$ -	\$ -
Uses of Property & Investments	\$ 28,313.88	\$ (5,053.66)	\$ 4,187.02	\$ 20,000.00	\$ 18,000.00
Interfund Billings	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Revenue	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Receipts	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Revenue Totals</b>	<b>\$ 1,043,313.88</b>	<b>\$ (5,053.66)</b>	<b>\$ 9,587.02</b>	<b>\$ 20,000.00</b>	<b>\$ 18,000.00</b>
<b>Expenditures</b>					
Operating Expenses	\$ -	\$ -	\$ -	\$ -	\$ -
Cash Basis Expenditures	\$ 60,316.00	\$ 125,000.00	\$ 106,300.00	\$ 100,000.00	\$ 30,000.00
<b>Expenditure Totals</b>	<b>\$ 60,316.00</b>	<b>\$ 125,000.00</b>	<b>\$ 106,300.00</b>	<b>\$ 100,000.00</b>	<b>\$ 30,000.00</b>
<b>Fund Total: Bulk Water Fund</b>	<b>\$ 982,997.88</b>	<b>\$ (130,053.66)</b>	<b>\$ (96,712.98)</b>	<b>\$ (80,000.00)</b>	<b>\$ (12,000.00)</b>

City and Borough of Sitka, AK

**SEASONAL SALES TAX/SCHOOL BOND DEBT SERVICE FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 651

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	\$2,484,239.00	\$1,953,494.00	\$2,473,846.00	\$2,610,375.00	\$0.00
Federal Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Operating Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Uses of Property & Investments	\$22,313.09	\$15,304.77	\$13,219.30	\$20,200.00	\$10,000.00
Interfund Billings	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Miscellaneous Revenue	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Cash Basis Receipts	<u>\$1,068,086.39</u>	<u>\$2,887,487.56</u>	<u>\$1,316,563.25</u>	<u>\$1,482,933.00</u>	<u>\$1,661,222.00</u>
<b>Revenue Totals</b>	<b>\$3,574,638.48</b>	<b>\$4,856,286.33</b>	<b>\$3,803,628.55</b>	<b>\$4,113,508.00</b>	<b>\$1,671,222.00</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Operating Expenses	\$1,111,374.33	\$957,774.32	\$871,758.76	\$840,350.00	\$641,115.00
Other Financing Sources	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other Financing Uses	\$0.00	\$1,671,647.11	\$0.00	\$0.00	\$0.00
Cash Basis Expenditures	<u>\$2,555,000.00</u>	<u>\$2,695,000.00</u>	<u>\$2,780,000.00</u>	<u>\$2,880,000.00</u>	<u>\$2,155,000.00</u>
<b>Expenditure Totals</b>	<b>\$3,666,374.33</b>	<b>\$5,324,421.43</b>	<b>\$3,651,758.76</b>	<b>\$3,720,350.00</b>	<b>\$2,796,115.00</b>
<b>Fund Total: Seasonal Sales Tax Fund</b>	<b><u>-\$91,735.85</u></b>	<b><u>-\$468,135.10</u></b>	<b><u>\$151,869.79</u></b>	<b><u>\$393,158.00</u></b>	<b><u>-\$1,124,893.00</u></b>

City and Borough of Sitka, AK

**PERMANENT FUND - SUMMARY BY EXPENDITURE TYPE**  
Fund 400

	2016 Actual Amount	2017 Actual Amount	2018 Actual Amount	2019 Amended Budget	2020 Budget
<b><u>Revenue</u></b>					
State Revenue	-	-	-	-	-
Federal Revenue	-	-	-	-	-
Services	-	-	-	-	-
Other Operating Revenue	-	-	-	-	-
Uses of Property & Investments	3,126,649	530,179	550,766	581,000	550,000
Interfund Billings	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-
Cash Basis Receipts	-	-	57,329	118,925	180,941
<b>Revenue Totals</b>	<b>3,126,649</b>	<b>530,179</b>	<b>608,095</b>	<b>699,925</b>	<b>730,941</b>
<b><u>Expenditures</u></b>					
Salaries and Wages	-	-	-	-	-
Fringe Benefits	-	-	-	-	-
Operating Expenses	45,726	49,213	49,788	50,400	-
Cash Basis Expenditures	1,195,852	1,298,821	1,375,900	1,427,097	1,447,500
<b>Expenditure Totals</b>	<b>1,241,578</b>	<b>1,348,034</b>	<b>1,425,688</b>	<b>1,477,497</b>	<b>1,447,500</b>
<b>Fund Total: Permanent Fund</b>	<b>1,885,071</b>	<b>(817,855)</b>	<b>(817,593)</b>	<b>(777,572)</b>	<b>(716,559)</b>

# **City and Borough of Sitka FY20 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 FY20 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 30<sup>th</sup>). 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.





# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-18S Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 5/8/2019 In control: City and Borough Assembly

On agenda: 6/11/2019 Final action:

Title: Adopting the budget and capital improvement plan for the Electric Fund for the fiscal year July 1, 2019 through June 30, 2020

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-18S](#)  
[Memo 2019-18S.pdf](#)  
[Ord 2019-18S.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		
5/14/2019	1	City and Borough Assembly	AMENDED	Pass
5/14/2019	1	City and Borough Assembly	POSTPONED	Pass

## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-18S on  
second and final reading.



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Melissa Haley, Controller

**Date:** May 22, 2019

**Subject:** FY2020 Budget Adoption Ordinances

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The FY2020 budget process began in November of 2018 with staff being directed to budget to keep services at current levels. The first work session took place on January 10, 2019. Since then the assembly has met an additional 6 times and has spent at least 18 hours on FY2020 budget meetings and work sessions. The ordinances presented reflect the final version of the Administrator's budget, which has been amended both through direction given to the administrator via motions made and passed by the assembly, and through corrections made that have resulted from new information. A document is attached that details every change from the time the budgets were originally presented to the assembly. In the past, the budget ordinances consisted of only the appropriations. As the appropriations, approval to apply for loans or grants and rate increases (when applicable), are all interrelated, all are now being presented together.

### **Ordinance 2019-17**

Includes FY2020 appropriations for General Fund, Internal Service Funds, and Special Revenue funds and related capital improvement plan (General Fund only). The only contingent appropriation included in this ordinance is related to grant funding for a storm sewer. The assembly has previously approved a resolution to seek this funding (in the amount of \$55,000). There are no rate increases or loans for any of the funds included in this ordinance.

### **Ordinance 2019-18**

Includes FY2020 appropriations and related capital improvement plan for the Electric Fund. There is no rate increase being proposed for FY2020, nor are there any new loans or grants that appropriations are contingent on.

### **Ordinance 2019-19**

This ordinance includes Water Fund FY2020 appropriations and related capital improvement plan as well as approval to apply for loan funding in FY2020 in the amount of \$1,275,000 for the water system underneath of a portion of Lincoln Street that needs to be replaced.

**Ordinance 2019-20**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% rate increase that the FY2020 Wastewater Fund budget is based on. Please note that the assembly has already given approval (via resolution) to seek DEC loan funding in the amount of \$5,079,500 for the Wastewater Treatment Plant rehabilitation project.

**Ordinance 2019-21**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% (collection) / 2.5% drop off rate increase that the Solid Waste Fund budget is based on. There are no new loans or grants that appropriations are contingent on.

**Ordinance 2019-22 / Resolution 2019-13**

This ordinance covers only the FY2020 appropriations and related capital improvement plan. By code, the rates for harbor moorage are adopted by resolution, thus the proposed 3% rate increase (that has been approved by the Port and Harbor Commission) is being presented separately. Also, it should be noted that there is \$17,203,000 in contingent grants included in the FY2020 budget. The assembly has already authorized the CBS to apply for \$1,703,000 (for projects at Thomsen and Eliason Harbors). The remaining \$16,000,000 is proposed grant funding for the seaplane base project. This will come before the assembly separately due to timing upcoming grant applications.

**Ordinance 2019-23**

The final ordinance includes FY2020 appropriations and related capital improvement plans for the remaining enterprise funds that have no user fees (Airport Terminal Fund, the Marine Service Center Fund, and the GP Industrial Park Fund).

## FISCAL 2020 BUDGET CHANGES

<b>General Fund</b>				
Beginning Revenue	\$	29,979,628.00		
Beginning Expense	\$	29,979,172.73		
		\$	57,000.00	Assembly approval of PAC MOA (4/25)
		\$	15,000.73	Assembly direction to increase library hours (4/23)
		\$	546,224.00	Assembly motion to increase local funding to SSD (5/2)
		\$	(80,000.00)	Transfer in from VEF for HCH visitor support
		\$	(598,578.00)	Health insurance savings
		\$	(7,956.82)	Personnel/Benefit Adjustment
		\$	(48,000.00)	Transfers out for Fish Box Tax Adjustment
		\$	(32,127.00)	Reduction in Travel & Training (5/14)
		\$	25,000.00	Add in funds for the Ride
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>123,892.36</b>		
<b>Electric Fund</b>				
Beginning Revenue	\$	18,201,278.00		
Beginning Expense	\$	27,620,304.29		
		\$	(30,320.00)	Including depreciation
		\$	(136,651.12)	IT fee adjustment
		\$	(5,250.00)	Health insurance savings
		\$	(80,000.00)	Reduction in Travel & Training (5/14)
		\$	(80,000.00)	Reduction per 5/14 motion (fuel)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(9,166,805.17)</b>		
<b>Water</b>				
Beginning Revenue	\$	3,021,185.00		
Beginning Expense	\$	3,796,624.55		
		\$	(6,759.00)	Including depreciation
		\$	(20,224.56)	IT fee adjustment
		\$	(1,050.00)	Health insurance savings
		\$	(1,050.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(747,405.99)</b>		
<b>Wastewater</b>				
Beginning Revenue	\$	3,769,356.00		
Beginning Expense	\$	4,481,137.90		
		\$	(14,695.00)	Including depreciation
		\$	(33,048.00)	IT fee adjustment
		\$	(33,048.00)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(664,038.90)</b>		
<b>Solid Waste</b>				
Beginning Revenue	\$	4,825,309.00		
Beginning Expense	\$	5,116,252.48		
		\$	(253.00)	Including depreciation
		\$	(16,449.36)	IT fee adjustment
		\$	(16,449.36)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(274,241.12)</b>		
<b>Harbor</b>				
Beginning Revenue	\$	4,384,870.00		
		\$	(2.00)	Clean up on rounding entries
		\$	(69,000.00)	Fish box tax revenue adjustment
Beginning Expense	\$	6,544,176.95		
		\$	(93,196.08)	Including depreciation
		\$	75,000.00	Health insurance savings
		\$	(10,540.00)	Condition assessment Crescent High-load
		\$	(10,540.00)	IT fee adjustment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(2,199,572.87)</b>		
<b>Marine Service Center</b>				
Beginning Revenue	\$	166,200.00		
Beginning Expense	\$	258,022.00		
		\$	70,000.00	Including depreciation
		\$	80,000.00	Added to the MSC Roof Condenser Replacement
		\$	80,000.00	Add in MSC Bulkhead Condition Assessment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(241,822.00)</b>		
<b>IT Fund</b>				
Beginning Revenue	\$	1,552,395.00		
Beginning Expense	\$	1,592,038.63		
		\$	(1,500.00)	Including depreciation
		\$	(1,500.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(38,143.63)</b>		
<b>Visitor Enhancement Fund</b>				
Beginning Revenue	\$	535,000.00		
Beginning Expense	\$	445,000.00		
		\$	180,200.00	Increase appropriation based on Assembly decision
		\$	180,200.00	on FY20 funding for marketing/visitor services
		\$	180,200.00	(includes \$80K transfer in to General Fund)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(90,200.00)</b>		

## CITY AND BOROUGH OF SITKA

## ORDINANCE NO. 2019-18S

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING THE BUDGET AND CAPITAL IMPROVEMENT PLAN FOR THE ELECTRIC FUND FOR  
THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020

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 2020.

**4. ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska that the following expenditure budgets (see below) for the fiscal period beginning July 1, 2019 and ending June 30, 2020 and related capital improvement plan (included in the FY2020 Administrator's Budget) are hereby adopted:

	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>ELECTRIC FUND</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Electric Fund	\$ 18,201,278	\$ 25,913,083	\$ 1,455,000	\$ 27,368,083
Electric Capital Project Fund	\$ 1,455,000	\$ -0-	\$ 1,455,000	\$ 1,455,000

**EXPLANATION**

Details of individual budgets and capital improvement plans are contained in the FY2020 Administrator's Budget. Budgeted amounts for all funds include revenue, operating expenditures and new capital outlays. This ordinance fulfills the requirements of Section 11.08 of the Home Rule Charter of the City and Borough of Sitka regarding annual adoption of a capital improvements program.

**5. EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 28th day of May, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 5/14/19

1<sup>st</sup> reading substitute 5/28/19

2<sup>nd</sup> and final reading 6/11/19

Sponsor: Administrator



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-19S Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 5/8/2019 In control: City and Borough Assembly

On agenda: 6/11/2019 Final action:

Title: Adopting the budget and capital improvement plan for the Water Fund for the fiscal year July 1, 2019 through June 30, 2020

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-19S](#)  
[Memo 2019-19S.pdf](#)  
[Ord 2019-19S.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		

## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-19S on  
second and final reading.





# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Melissa Haley, Controller

**Date:** May 22, 2019

**Subject:** FY2020 Budget Adoption Ordinances

---

The FY2020 budget process began in November of 2018 with staff being directed to budget to keep services at current levels. The first work session took place on January 10, 2019. Since then the assembly has met an additional 6 times and has spent at least 18 hours on FY2020 budget meetings and work sessions. The ordinances presented reflect the final version of the Administrator's budget, which has been amended both through direction given to the administrator via motions made and passed by the assembly, and through corrections made that have resulted from new information. A document is attached that details every change from the time the budgets were originally presented to the assembly. In the past, the budget ordinances consisted of only the appropriations. As the appropriations, approval to apply for loans or grants and rate increases (when applicable), are all interrelated, all are now being presented together.

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**Ordinance 2019-23**

The final ordinance includes FY2020 appropriations and related capital improvement plans for the remaining enterprise funds that have no user fees (Airport Terminal Fund, the Marine Service Center Fund, and the GP Industrial Park Fund).

# FISCAL 2020 BUDGET CHANGES

<b>General Fund</b>				
Beginning Revenue	\$	29,979,628.00		
Beginning Expense	\$	29,979,172.73		
		\$	57,000.00	Assembly approval of PAC MOA (4/25)
		\$	15,000.73	Assembly direction to increase library hours (4/23)
		\$	546,224.00	Assembly motion to increase local funding to SSD (5/2)
		\$	(80,000.00)	Transfer in from VEF for HCH visitor support
		\$	(598,578.00)	Health insurance savings
		\$	(7,956.82)	Personnel/Benefit Adjustment
		\$	(48,000.00)	Transfers out for Fish Box Tax Adjustment
		\$	(32,127.00)	Reduction in Travel & Training (5/14)
		\$	25,000.00	Add in funds for the Ride
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>123,892.36</b>		
<b>Electric Fund</b>				
Beginning Revenue	\$	18,201,278.00		
Beginning Expense	\$	27,620,304.29		
		\$	(30,320.00)	Including depreciation
		\$	(136,651.12)	IT fee adjustment
		\$	(5,250.00)	Health insurance savings
		\$	(80,000.00)	Reduction in Travel & Training (5/14)
		\$	(80,000.00)	Reduction per 5/14 motion (fuel)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(9,166,805.17)</b>		
<b>Water</b>				
Beginning Revenue	\$	3,021,185.00		
Beginning Expense	\$	3,796,624.55		
		\$	(6,759.00)	Including depreciation
		\$	(20,224.56)	IT fee adjustment
		\$	(1,050.00)	Health insurance savings
		\$	(1,050.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(747,405.99)</b>		
<b>Wastewater</b>				
Beginning Revenue	\$	3,769,356.00		
Beginning Expense	\$	4,481,137.90		
		\$	(14,695.00)	Including depreciation
		\$	(33,048.00)	IT fee adjustment
		\$	(33,048.00)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(664,038.90)</b>		
<b>Solid Waste</b>				
Beginning Revenue	\$	4,825,309.00		
Beginning Expense	\$	5,116,252.48		
		\$	(253.00)	Including depreciation
		\$	(16,449.36)	IT fee adjustment
		\$	(16,449.36)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(274,241.12)</b>		
<b>Harbor</b>				
Beginning Revenue	\$	4,384,870.00		
		\$	(2.00)	Clean up on rounding entries
		\$	(69,000.00)	Fish box tax revenue adjustment
Beginning Expense	\$	6,544,176.95		
		\$	(93,196.08)	Including depreciation
		\$	75,000.00	Health insurance savings
		\$	(10,540.00)	Condition assessment Crescent High-load
		\$	(10,540.00)	IT fee adjustment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(2,199,572.87)</b>		
<b>Marine Service Center</b>				
Beginning Revenue	\$	166,200.00		
Beginning Expense	\$	258,022.00		
		\$	70,000.00	Including depreciation
		\$	80,000.00	Added to the MSC Roof Condenser Replacement
		\$	80,000.00	Add in MSC Bulkhead Condition Assessment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(241,822.00)</b>		
<b>IT Fund</b>				
Beginning Revenue	\$	1,552,395.00		
Beginning Expense	\$	1,592,038.63		
		\$	(1,500.00)	Including depreciation
		\$	(1,500.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(38,143.63)</b>		
<b>Visitor Enhancement Fund</b>				
Beginning Revenue	\$	535,000.00		
Beginning Expense	\$	445,000.00		
		\$	180,200.00	Increase appropriation based on Assembly decision
		\$	180,200.00	on FY20 funding for marketing/visitor services
		\$	180,200.00	(includes \$80K transfer in to General Fund)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(90,200.00)</b>		

## CITY AND BOROUGH OF SITKA

## ORDINANCE NO. 2019-19S

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING THE BUDGET AND CAPITAL IMPROVEMENT PLAN FOR THE WATER FUND  
FOR THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020**

**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 2020.

**4. ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska that the following expenditure budgets (see below) for the fiscal period beginning July 1, 2019 and ending June 30, 2020, authorization to apply for and execute the loan listed below, and the capital improvement plan (included in the Administrator's FY2020 Budget) are hereby adopted:

	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>WATER FUND</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Water Fund	\$ 3,021,185	\$ 3,511,591	\$ 257,000	\$ 3,768,591
Water Capital Project Fund	\$ 257,000	\$ -0-	\$ 257,000	\$ 257,000
Water Fund Contingent on State/Federal Funding	\$ -0-	\$ -0-	\$ 1,275,000	\$ 1,275,000
Authorization to apply for ADEC loan to fund Water Fund capital projects in the amount of	\$1,275,000			

**EXPLANATION**

Details of individual budgets and capital improvement plan are contained in the FY2020 Administrator's Budget. Budgeted amounts for all funds include revenue, operating expenditures and new capital outlays. This ordinance fulfills the requirements of Section 11.08 of the Home Rule Charter of the City and Borough of Sitka regarding annual adoption of a capital improvements program.

**5. EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 28th day of May, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 5/14/19  
1<sup>st</sup> reading substitute 5/28/19  
2<sup>nd</sup> and final reading 6/11/19



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-20S Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 5/8/2019 In control: City and Borough Assembly

On agenda: 6/11/2019 Final action:

Title: Adopting the budget and capital improvement plan for the Wastewater Fund for the fiscal year July 1, 2019 through June 30, 2020 and amending Title 15 "Public Utilities" of the Sitka General Code to increase Section 15.04.320 "Rates and Fees"

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-20S](#)  
[Memo 2019-20S.pdf](#)  
[Ord 2019-20S.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		

## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-20S on  
second and final reading.



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Melissa Haley, Controller

**Date:** May 22, 2019

**Subject:** FY2020 Budget Adoption Ordinances

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The FY2020 budget process began in November of 2018 with staff being directed to budget to keep services at current levels. The first work session took place on January 10, 2019. Since then the assembly has met an additional 6 times and has spent at least 18 hours on FY2020 budget meetings and work sessions. The ordinances presented reflect the final version of the Administrator's budget, which has been amended both through direction given to the administrator via motions made and passed by the assembly, and through corrections made that have resulted from new information. A document is attached that details every change from the time the budgets were originally presented to the assembly. In the past, the budget ordinances consisted of only the appropriations. As the appropriations, approval to apply for loans or grants and rate increases (when applicable), are all interrelated, all are now being presented together.

### **Ordinance 2019-17**

Includes FY2020 appropriations for General Fund, Internal Service Funds, and Special Revenue funds and related capital improvement plan (General Fund only). The only contingent appropriation included in this ordinance is related to grant funding for a storm sewer. The assembly has previously approved a resolution to seek this funding (in the amount of \$55,000). There are no rate increases or loans for any of the funds included in this ordinance.

### **Ordinance 2019-18**

Includes FY2020 appropriations and related capital improvement plan for the Electric Fund. There is no rate increase being proposed for FY2020, nor are there any new loans or grants that appropriations are contingent on.

### **Ordinance 2019-19**

This ordinance includes Water Fund FY2020 appropriations and related capital improvement plan as well as approval to apply for loan funding in FY2020 in the amount of \$1,275,000 for the water system underneath of a portion of Lincoln Street that needs to be replaced.

**Ordinance 2019-20**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% rate increase that the FY2020 Wastewater Fund budget is based on. Please note that the assembly has already given approval (via resolution) to seek DEC loan funding in the amount of \$5,079,500 for the Wastewater Treatment Plant rehabilitation project.

**Ordinance 2019-21**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% (collection) / 2.5% drop off rate increase that the Solid Waste Fund budget is based on. There are no new loans or grants that appropriations are contingent on.

**Ordinance 2019-22 / Resolution 2019-13**

This ordinance covers only the FY2020 appropriations and related capital improvement plan. By code, the rates for harbor moorage are adopted by resolution, thus the proposed 3% rate increase (that has been approved by the Port and Harbor Commission) is being presented separately. Also, it should be noted that there is \$17,203,000 in contingent grants included in the FY2020 budget. The assembly has already authorized the CBS to apply for \$1,703,000 (for projects at Thomsen and Eliason Harbors). The remaining \$16,000,000 is proposed grant funding for the seaplane base project. This will come before the assembly separately due to timing upcoming grant applications.

**Ordinance 2019-23**

The final ordinance includes FY2020 appropriations and related capital improvement plans for the remaining enterprise funds that have no user fees (Airport Terminal Fund, the Marine Service Center Fund, and the GP Industrial Park Fund).



## FISCAL 2020 BUDGET CHANGES

<b>General Fund</b>				
Beginning Revenue	\$	29,979,628.00		
Beginning Expense	\$	29,979,172.73		
		\$	57,000.00	Assembly approval of PAC MOA (4/25)
		\$	15,000.73	Assembly direction to increase library hours (4/23)
		\$	546,224.00	Assembly motion to increase local funding to SSD (5/2)
		\$	(80,000.00)	Transfer in from VEF for HCH visitor support
		\$	(598,578.00)	Health insurance savings
		\$	(7,956.82)	Personnel/Benefit Adjustment
		\$	(48,000.00)	Transfers out for Fish Box Tax Adjustment
		\$	(32,127.00)	Reduction in Travel & Training (5/14)
		\$	25,000.00	Add in funds for the Ride
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>123,892.36</b>		
<b>Electric Fund</b>				
Beginning Revenue	\$	18,201,278.00		
Beginning Expense	\$	27,620,304.29		
		\$	(30,320.00)	Including depreciation
		\$	(136,651.12)	IT fee adjustment
		\$	(5,250.00)	Health insurance savings
		\$	(80,000.00)	Reduction in Travel & Training (5/14)
		\$	(80,000.00)	Reduction per 5/14 motion (fuel)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(9,166,805.17)</b>		
<b>Water</b>				
Beginning Revenue	\$	3,021,185.00		
Beginning Expense	\$	3,796,624.55		
		\$	(6,759.00)	Including depreciation
		\$	(20,224.56)	IT fee adjustment
		\$	(1,050.00)	Health insurance savings
		\$	(1,050.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(747,405.99)</b>		
<b>Wastewater</b>				
Beginning Revenue	\$	3,769,356.00		
Beginning Expense	\$	4,481,137.90		
		\$	(14,695.00)	Including depreciation
		\$	(33,048.00)	IT fee adjustment
		\$	(33,048.00)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(664,038.90)</b>		
<b>Solid Waste</b>				
Beginning Revenue	\$	4,825,309.00		
Beginning Expense	\$	5,116,252.48		
		\$	(253.00)	Including depreciation
		\$	(16,449.36)	IT fee adjustment
		\$	(16,449.36)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(274,241.12)</b>		
<b>Harbor</b>				
Beginning Revenue	\$	4,384,870.00		
		\$	(2.00)	Clean up on rounding entries
		\$	(69,000.00)	Fish box tax revenue adjustment
Beginning Expense	\$	6,544,176.95		
		\$	(93,196.08)	Including depreciation
		\$	75,000.00	Health insurance savings
		\$	(10,540.00)	Condition assessment Crescent High-load
		\$	(10,540.00)	IT fee adjustment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(2,199,572.87)</b>		
<b>Marine Service Center</b>				
Beginning Revenue	\$	166,200.00		
Beginning Expense	\$	258,022.00		
		\$	70,000.00	Including depreciation
		\$	80,000.00	Added to the MSC Roof Condenser Replacement
		\$	80,000.00	Add in MSC Bulkhead Condition Assessment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(241,822.00)</b>		
<b>IT Fund</b>				
Beginning Revenue	\$	1,552,395.00		
Beginning Expense	\$	1,592,038.63		
		\$	(1,500.00)	Including depreciation
		\$	(1,500.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(38,143.63)</b>		
<b>Visitor Enhancement Fund</b>				
Beginning Revenue	\$	535,000.00		
Beginning Expense	\$	445,000.00		
		\$	180,200.00	Increase appropriation based on Assembly decision
		\$	180,200.00	on FY20 funding for marketing/visitor services
		\$	180,200.00	(includes \$80K transfer in to General Fund)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(90,200.00)</b>		

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2019-20S

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING THE BUDGET AND CAPITAL IMPROVEMENT PLAN FOR THE WASTEWATER FUND  
FOR THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020  
AND AMENDING TITLE 15 "PUBLIC UTILITIES" OF THE SITKA GENERAL CODE TO INCREASE  
SECTION 15.04.320 "RATES AND FEES"

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

**1. CLASSIFICATION.** The budget portion of 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; however, the portion of this ordinance that amends the Sitka General Code, section 15.04.320, by increasing wastewater rates and fees is of a permanent nature and is intended to become a part of the Sitka General Code.

**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 2020 and to amend Section 15.04.320 of the Sitka General Code to increase wastewater treatment rates and fees.

**4. ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska, that the following expenditure budget (see below) for the fiscal period beginning July 1, 2019 and ending June 30, 2020 and related capital improvement plan (included in the FY2020 Administrator's Budget) are hereby adopted and the Sitka General Code Section 15.04.320 is amended as follows:

	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>WASTEWATER FUND</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Wastewater Fund	\$ 3,769,356	\$ 4,153,395	\$ 280,000	\$ 4,433,395
Wastewater Capital Project Fund	\$ 270,000	\$ -0-	\$ 270,000	\$ 270,000
Wastewater Capital Contingent on State/Federal Funding	\$ -0-	\$ -0-	\$ 5,079,500	\$ 5,079,500

**EXPLANATION**

Details of individual budgets and capital improvement plan are contained in the FY2020 Administrator's Budget. Budgeted amounts for all funds include revenue, operating expenditures and new capital outlays. This ordinance fulfills the requirements of Section 11.08 of the Home Rule Charter of the City and Borough of Sitka regarding annual adoption of a capital improvements program.

**CHAPTER 15.04  
SEWER SYSTEM**

**15.04.320 Rates and fees.**

A. Base rate: ~~fifty nine dollars and nine cents~~ sixty two dollars and ninety three cents per unit per month.

\* \* \*

B. Sewer Service in Conjunction with Metered Water.

1. General Sewer Service in Conjunction with Metered Water. Minimum charge: one times the unmetered sewer base plus three dollars and ~~nineteen~~ forty cents per one thousand metered gallons.

\* \* \*

2. Gary Paxton Industrial Park. Treated wastewater, metered: minimum charge of ~~one hundred sixteen dollars and eighty one cents~~ one hundred twenty four dollars and forty cents per month.

a. Treated wastewater, metered: three dollars and ~~forty nine~~ seventy two cents per one thousand gallons water use.

\* \* \*

**5. EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 28th day of May, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 5/14/19

1<sup>st</sup> reading substitute 5/28/19

2<sup>nd</sup> and final reading 6/11/19

Sponsor: Administrator



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-21S Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 5/8/2019 In control: City and Borough Assembly

On agenda: 6/11/2019 Final action:

Title: Adopting the budget and capital improvement plan for the Solid Waste Fund for the fiscal year July 1, 2019 through June 30, 2020 and amending Title 15 "Public Utilities" of the Sitka General Code to increase solid waste disposal rates in Section 15.06.020 "Solid Waste Disposal Policy and Rates," Section 15.06.035 "Rates for Treatment and Collection," and Section 15.06.045 "Transfer Station Drop-Off Charges and Special Refuse Collection Charges"

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-21S](#)  
[Memo 2019-21S.pdf](#)  
[Ord 2019-21S.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		

## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-21S on  
second and final reading.



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Melissa Haley, Controller

**Date:** May 22, 2019

**Subject:** FY2020 Budget Adoption Ordinances

---

The FY2020 budget process began in November of 2018 with staff being directed to budget to keep services at current levels. The first work session took place on January 10, 2019. Since then the assembly has met an additional 6 times and has spent at least 18 hours on FY2020 budget meetings and work sessions. The ordinances presented reflect the final version of the Administrator's budget, which has been amended both through direction given to the administrator via motions made and passed by the assembly, and through corrections made that have resulted from new information. A document is attached that details every change from the time the budgets were originally presented to the assembly. In the past, the budget ordinances consisted of only the appropriations. As the appropriations, approval to apply for loans or grants and rate increases (when applicable), are all interrelated, all are now being presented together.

### **Ordinance 2019-17**

Includes FY2020 appropriations for General Fund, Internal Service Funds, and Special Revenue funds and related capital improvement plan (General Fund only). The only contingent appropriation included in this ordinance is related to grant funding for a storm sewer. The assembly has previously approved a resolution to seek this funding (in the amount of \$55,000). There are no rate increases or loans for any of the funds included in this ordinance.

### **Ordinance 2019-18**

Includes FY2020 appropriations and related capital improvement plan for the Electric Fund. There is no rate increase being proposed for FY2020, nor are there any new loans or grants that appropriations are contingent on.

### **Ordinance 2019-19**

This ordinance includes Water Fund FY2020 appropriations and related capital improvement plan as well as approval to apply for loan funding in FY2020 in the amount of \$1,275,000 for the water system underneath of a portion of Lincoln Street that needs to be replaced.

**Ordinance 2019-20**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% rate increase that the FY2020 Wastewater Fund budget is based on. Please note that the assembly has already given approval (via resolution) to seek DEC loan funding in the amount of \$5,079,500 for the Wastewater Treatment Plant rehabilitation project.

**Ordinance 2019-21**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% (collection) / 2.5% drop off rate increase that the Solid Waste Fund budget is based on. There are no new loans or grants that appropriations are contingent on.

**Ordinance 2019-22 / Resolution 2019-13**

This ordinance covers only the FY2020 appropriations and related capital improvement plan. By code, the rates for harbor moorage are adopted by resolution, thus the proposed 3% rate increase (that has been approved by the Port and Harbor Commission) is being presented separately. Also, it should be noted that there is \$17,203,000 in contingent grants included in the FY2020 budget. The assembly has already authorized the CBS to apply for \$1,703,000 (for projects at Thomsen and Eliason Harbors). The remaining \$16,000,000 is proposed grant funding for the seaplane base project. This will come before the assembly separately due to timing upcoming grant applications.

**Ordinance 2019-23**

The final ordinance includes FY2020 appropriations and related capital improvement plans for the remaining enterprise funds that have no user fees (Airport Terminal Fund, the Marine Service Center Fund, and the GP Industrial Park Fund).

# FISCAL 2020 BUDGET CHANGES

<b>General Fund</b>				
Beginning Revenue	\$	29,979,628.00		
Beginning Expense	\$	29,979,172.73		
		\$	57,000.00	Assembly approval of PAC MOA (4/25)
		\$	15,000.73	Assembly direction to increase library hours (4/23)
		\$	546,224.00	Assembly motion to increase local funding to SSD (5/2)
		\$	(80,000.00)	Transfer in from VEF for HCH visitor support
		\$	(598,578.00)	Health insurance savings
		\$	(7,956.82)	Personnel/Benefit Adjustment
		\$	(48,000.00)	Transfers out for Fish Box Tax Adjustment
		\$	(32,127.00)	Reduction in Travel & Training (5/14)
		\$	25,000.00	Add in funds for the Ride
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>123,892.36</b>		
<b>Electric Fund</b>				
Beginning Revenue	\$	18,201,278.00		
Beginning Expense	\$	27,620,304.29		
		\$	(30,320.00)	Including depreciation
		\$	(136,651.12)	IT fee adjustment
		\$	(5,250.00)	Health insurance savings
		\$	(80,000.00)	Reduction in Travel & Training (5/14)
		\$	(80,000.00)	Reduction per 5/14 motion (fuel)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(9,166,805.17)</b>		
<b>Water</b>				
Beginning Revenue	\$	3,021,185.00		
Beginning Expense	\$	3,796,624.55		
		\$	(6,759.00)	Including depreciation
		\$	(20,224.56)	IT fee adjustment
		\$	(1,050.00)	Health insurance savings
		\$	(1,050.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(747,405.99)</b>		
<b>Wastewater</b>				
Beginning Revenue	\$	3,769,356.00		
Beginning Expense	\$	4,481,137.90		
		\$	(14,695.00)	Including depreciation
		\$	(33,048.00)	IT fee adjustment
		\$	(33,048.00)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(664,038.90)</b>		
<b>Solid Waste</b>				
Beginning Revenue	\$	4,825,309.00		
Beginning Expense	\$	5,116,252.48		
		\$	(253.00)	Including depreciation
		\$	(16,449.36)	IT fee adjustment
		\$	(16,449.36)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(274,241.12)</b>		
<b>Harbor</b>				
Beginning Revenue	\$	4,384,870.00		
		\$	(2.00)	Clean up on rounding entries
		\$	(69,000.00)	Fish box tax revenue adjustment
Beginning Expense	\$	6,544,176.95		
		\$	(93,196.08)	Including depreciation
		\$	75,000.00	Health insurance savings
		\$	(10,540.00)	Condition assessment Crescent High-load
		\$	(10,540.00)	IT fee adjustment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(2,199,572.87)</b>		
<b>Marine Service Center</b>				
Beginning Revenue	\$	166,200.00		
Beginning Expense	\$	258,022.00		
		\$	70,000.00	Including depreciation
		\$	80,000.00	Added to the MSC Roof Condenser Replacement
		\$	80,000.00	Add in MSC Bulkhead Condition Assessment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(241,822.00)</b>		
<b>IT Fund</b>				
Beginning Revenue	\$	1,552,395.00		
Beginning Expense	\$	1,592,038.63		
		\$	(1,500.00)	Including depreciation
		\$	(1,500.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(38,143.63)</b>		
<b>Visitor Enhancement Fund</b>				
Beginning Revenue	\$	535,000.00		
Beginning Expense	\$	445,000.00		
		\$	180,200.00	Increase appropriation based on Assembly decision
		\$	180,200.00	on FY20 funding for marketing/visitor services
		\$	180,200.00	(includes \$80K transfer in to General Fund)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(90,200.00)</b>		



CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2019-21S

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING THE BUDGET AND CAPITAL IMPROVEMENT PLAN FOR THE SOLID WASTE FUND  
FOR THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020 AND AMENDING TITLE 15  
“PUBLIC UTILITIES” OF THE SITKA GENERAL CODE TO INCREASE SOLID WASTE DISPOSAL  
RATES IN SECTION 15.06.020 “SOLID WASTE DISPOSAL POLICY AND RATES,” SECTION 15.06.035  
“RATES FOR TREATMENT AND COLLECTION,” AND SECTION 15.06.045 “TRANSFER STATION  
DROP-OFF CHARGES AND SPECIAL REFUSE COLLECTION CHARGES”

BE IT ENACTED by the Assembly of the City and Borough of Sitka, Alaska as follows:

**1. CLASSIFICATION.** The budget portion of 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; however, the portion of this ordinance that amends the Sitka General Code, Sections 15.06.020 and 15.06.035, by increasing solid waste disposal rates is of a permanent nature and is intended to become a part of the Sitka General Code.

**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 2020 and to amend Section 15.06.020, 15.06.035, and 15.06.045 of the Sitka General Code to increase rates for solid waste disposal and collection.

**4. ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska, that the following expenditure budget (see below) for the fiscal period beginning July 1, 2019 and ending June 30, 2020 and related capital improvement plan (included in the FY2020 Administrator’s Budget) are hereby adopted and the Sitka General Code Sections 15.06.020, 15.06.035, and 15.06.045 are amended as follows:

	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>SOLID WASTE FUND</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Solid Waste Fund	\$ 4,825,309	\$ 5,076,550	\$ 23,000	\$ 5,099,550
Solid Waste Capital Project Fund	\$ 23,000	\$ -0-	\$ 23,000	\$ 23,000

**EXPLANATION**

Details of individual budgets and capital improvement plans are contained in the FY2020 Administrator’s Budget. Budgeted amounts for all funds include revenue, operating expenditures and new capital outlays. This ordinance fulfills the requirements of Section 11.08 of the Home Rule Charter of the City and Borough of Sitka regarding annual adoption of a capital improvements program.

**CHAPTER 15.06**  
**SOLID WASTE TREATMENT AND REFUSE COLLECTION**

**15.06.020 Solid waste disposal policy and rates.**

\* \* \*

C. Fees and policies applicable to specific solid waste categories.

1. Junk automobiles and small trucks (three quarter ton or smaller) may be delivered to Gary Paxton Industrial park (GPIP) scrap yard at a rate of ~~four~~ 4.1 cents per pound.

2. Trucks larger than three-quarter ton, larger vehicles, heavy equipment, and old trailers shall be billed at a rate of ~~seven~~ 7.2 cents per pound

3. Mixed scrap metals including steel shall be billed at a rate of ~~ten~~ 10.25 cents per pound.

\* \* \*

5. Freezers, refrigerators, and air conditioning units shall be billed a rate of ~~twenty-two~~ twenty two dollars and fifty five cents each.

6. All other appliances or white goods besides freezers, refrigerators, and air conditioning units shall be billed at a rate of ~~seven~~ 7.2 cents per pound

7. Tires off of large trucks and heavy equipment may be delivered to the transfer station or GPIP scrap yard and shall be billed at a rate of ~~twenty-eight~~ twenty eight dollars and seventy cents each.

\* \* \*

10. Concrete and asphalt disposal shall be billed at a rate of thirteen dollars and thirty three cents per cubic yard.

\* \* \*

12. Asbestos disposal shall be billed at a rate of ~~fifty-nine~~ sixty dollars and forty eight cents per cubic yard.

\* \* \*

**15.06.035 Rates for treatment and collection.**

A. The following rates are effective on the day after the day a solid waste user fee ordinance containing such fees is passed:

48-gallon container - ~~\$32.96~~ \$35.10 per month

96-gallon container - ~~\$55.37~~ \$58.97 per month

300-gallon container - ~~\$224.13~~ \$238.70 per month

B. These rates are for one container that the refuse collection contractor picks up once a week. For customers that fall into one of the following three categories, the rates for treatment and collection will be:

For those customers in apartment complexes or other unique situations identified on the list maintained by the Finance Director - ~~\$50.40~~ \$53.36 per month

For those customers living within the harbor system - ~~\$50.40~~ \$53.36 per month

For those customers living on an island other than Baranof or connected by bridge to Baranof who do not receive any service from the refuse collection contractor - ~~\$25.05~~ \$26.68 per month

**15.06.045 Transfer station drop-off charges and special refuse collection charges.**

A. Refuse may be dropped off directly at the municipal transfer station during operating hours by any individual or entity. Each residential solid waste utility customer receiving municipal solid waste collection and disposal services shall be entitled to dispose of up to two hundred pounds of solid waste per month at the transfer station free of charge. All other refuse disposed of directly at the municipal transfer station shall be billed the rate of ~~thirteen~~ 13.3 cents per pound

\* \* \*

**5. EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 28<sup>th</sup> day

of May, 2019.

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Gary L. Paxton, Mayor

ATTEST:

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Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 5/14/19

1<sup>st</sup> reading substitute 5/28/19

2<sup>nd</sup> and final reading 6/11/19

Sponsor: Administrator



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-22S Version: 1 Name:

Type: Ordinance Status: AGENDA READY

File created: 5/8/2019 In control: City and Borough Assembly

On agenda: 6/11/2019 Final action:

Title: Adopting the budget and capital improvement plan for the Harbor Fund for the fiscal year July 1, 2019 through June 30, 2020

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-22S](#)  
[Memo 2019-22S.pdf](#)  
[Ord 2019-22S.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		

## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-22S on  
second and final reading.



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Melissa Haley, Controller

**Date:** May 22, 2019

**Subject:** FY2020 Budget Adoption Ordinances

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The FY2020 budget process began in November of 2018 with staff being directed to budget to keep services at current levels. The first work session took place on January 10, 2019. Since then the assembly has met an additional 6 times and has spent at least 18 hours on FY2020 budget meetings and work sessions. The ordinances presented reflect the final version of the Administrator's budget, which has been amended both through direction given to the administrator via motions made and passed by the assembly, and through corrections made that have resulted from new information. A document is attached that details every change from the time the budgets were originally presented to the assembly. In the past, the budget ordinances consisted of only the appropriations. As the appropriations, approval to apply for loans or grants and rate increases (when applicable), are all interrelated, all are now being presented together.

### **Ordinance 2019-17**

Includes FY2020 appropriations for General Fund, Internal Service Funds, and Special Revenue funds and related capital improvement plan (General Fund only). The only contingent appropriation included in this ordinance is related to grant funding for a storm sewer. The assembly has previously approved a resolution to seek this funding (in the amount of \$55,000). There are no rate increases or loans for any of the funds included in this ordinance.

### **Ordinance 2019-18**

Includes FY2020 appropriations and related capital improvement plan for the Electric Fund. There is no rate increase being proposed for FY2020, nor are there any new loans or grants that appropriations are contingent on.

### **Ordinance 2019-19**

This ordinance includes Water Fund FY2020 appropriations and related capital improvement plan as well as approval to apply for loan funding in FY2020 in the amount of \$1,275,000 for the water system underneath of a portion of Lincoln Street that needs to be replaced.

**Ordinance 2019-20**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% rate increase that the FY2020 Wastewater Fund budget is based on. Please note that the assembly has already given approval (via resolution) to seek DEC loan funding in the amount of \$5,079,500 for the Wastewater Treatment Plant rehabilitation project.

**Ordinance 2019-21**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% (collection) / 2.5% drop off rate increase that the Solid Waste Fund budget is based on. There are no new loans or grants that appropriations are contingent on.

**Ordinance 2019-22 / Resolution 2019-13**

This ordinance covers only the FY2020 appropriations and related capital improvement plan. By code, the rates for harbor moorage are adopted by resolution, thus the proposed 3% rate increase (that has been approved by the Port and Harbor Commission) is being presented separately. Also, it should be noted that there is \$17,203,000 in contingent grants included in the FY2020 budget. The assembly has already authorized the CBS to apply for \$1,703,000 (for projects at Thomsen and Eliason Harbors). The remaining \$16,000,000 is proposed grant funding for the seaplane base project. This will come before the assembly separately due to timing upcoming grant applications.

**Ordinance 2019-23**

The final ordinance includes FY2020 appropriations and related capital improvement plans for the remaining enterprise funds that have no user fees (Airport Terminal Fund, the Marine Service Center Fund, and the GP Industrial Park Fund).

# FISCAL 2020 BUDGET CHANGES

<b>General Fund</b>				
Beginning Revenue	\$	29,979,628.00		
Beginning Expense	\$	29,979,172.73		
		\$	57,000.00	Assembly approval of PAC MOA (4/25)
		\$	15,000.73	Assembly direction to increase library hours (4/23)
		\$	546,224.00	Assembly motion to increase local funding to SSD (5/2)
		\$	(80,000.00)	Transfer in from VEF for HCH visitor support
		\$	(598,578.00)	Health insurance savings
		\$	(7,956.82)	Personnel/Benefit Adjustment
		\$	(48,000.00)	Transfers out for Fish Box Tax Adjustment
		\$	(32,127.00)	Reduction in Travel & Training (5/14)
		\$	25,000.00	Add in funds for the Ride
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>123,892.36</b>		
<b>Electric Fund</b>				
Beginning Revenue	\$	18,201,278.00		
Beginning Expense	\$	27,620,304.29		
		\$	(30,320.00)	Including depreciation
		\$	(136,651.12)	IT fee adjustment
		\$	(5,250.00)	Health insurance savings
		\$	(80,000.00)	Reduction in Travel & Training (5/14)
		\$	(80,000.00)	Reduction per 5/14 motion (fuel)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(9,166,805.17)</b>		
<b>Water</b>				
Beginning Revenue	\$	3,021,185.00		
Beginning Expense	\$	3,796,624.55		
		\$	(6,759.00)	Including depreciation
		\$	(20,224.56)	IT fee adjustment
		\$	(1,050.00)	Health insurance savings
		\$	(1,050.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(747,405.99)</b>		
<b>Wastewater</b>				
Beginning Revenue	\$	3,769,356.00		
Beginning Expense	\$	4,481,137.90		
		\$	(14,695.00)	Including depreciation
		\$	(33,048.00)	IT fee adjustment
		\$	(33,048.00)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(664,038.90)</b>		
<b>Solid Waste</b>				
Beginning Revenue	\$	4,825,309.00		
Beginning Expense	\$	5,116,252.48		
		\$	(253.00)	Including depreciation
		\$	(16,449.36)	IT fee adjustment
		\$	(16,449.36)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(274,241.12)</b>		
<b>Harbor</b>				
Beginning Revenue	\$	4,384,870.00		
		\$	(2.00)	Clean up on rounding entries
		\$	(69,000.00)	Fish box tax revenue adjustment
Beginning Expense	\$	6,544,176.95		
		\$	(93,196.08)	Including depreciation
		\$	75,000.00	Health insurance savings
		\$	(10,540.00)	Condition assessment Crescent High-load
		\$	(10,540.00)	IT fee adjustment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(2,199,572.87)</b>		
<b>Marine Service Center</b>				
Beginning Revenue	\$	166,200.00		
Beginning Expense	\$	258,022.00		
		\$	70,000.00	Including depreciation
		\$	80,000.00	Added to the MSC Roof Condenser Replacement
		\$	80,000.00	Add in MSC Bulkhead Condition Assessment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(241,822.00)</b>		
<b>IT Fund</b>				
Beginning Revenue	\$	1,552,395.00		
Beginning Expense	\$	1,592,038.63		
		\$	(1,500.00)	Including depreciation
		\$	(1,500.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(38,143.63)</b>		
<b>Visitor Enhancement Fund</b>				
Beginning Revenue	\$	535,000.00		
Beginning Expense	\$	445,000.00		
		\$	180,200.00	Increase appropriation based on Assembly decision
		\$	180,200.00	on FY20 funding for marketing/visitor services
		\$	180,200.00	(includes \$80K transfer in to General Fund)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(90,200.00)</b>		



## CITY AND BOROUGH OF SITKA

## ORDINANCE NO. 2019-22S

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING THE BUDGET AND CAPITAL IMPROVEMENT PLAN FOR THE HARBOR FUND FOR  
THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020

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 2020.

**4. ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska that the following expenditure budget (see below) for the fiscal period beginning July 1, 2019 and ending June 30, 2020 and related capital improvement plan (included in the FY2020 Administrator's Budget) are hereby adopted:

	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
<u>HARBOR FUND</u>	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Harbor Fund	\$ 4,315,868	\$ 4,527,669	\$ 1,987,772	\$ 6,515,441
Harbor Capital Project Fund	\$ 1,977,772	\$ -0-	\$ 1,977,772	\$ 1,977,772
Harbor Capital Contingent on State/Federal Funding	\$ -0-	\$ -0-	\$ 17,703,000	\$ 17,703,000

**EXPLANATION**

Details of individual budgets and capital improvement plans are contained in the FY2020 Administrator's Budget. Budgeted amounts for all funds include revenue, operating expenditures and new capital outlays. This ordinance fulfills the requirements of Section 11.08 of the Home Rule Charter of the City and Borough of Sitka regarding annual adoption of a capital improvements program.

**5. EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 28th day of May, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 5/14/19

1<sup>st</sup> reading substitute 5/28/19

2<sup>nd</sup> and final reading 6/11/19



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: ORD 19-23S    Version: 1    Name:

Type: Ordinance    Status: AGENDA READY

File created: 5/8/2019    In control: City and Borough Assembly

On agenda: 6/11/2019    Final action:

Title: Adopting budgets and capital improvement plans for the Airport Terminal Fund, the Marine Service Center Fund, and the Gary Paxton Industrial Park Fund for the fiscal year July 1, 2019 through June 30, 2020

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-23S](#)  
[Memo 2019-23S.pdf](#)  
[Ord 2019-23S.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		

## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-23S on  
second and final reading.



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Melissa Haley, Controller

**Date:** May 22, 2019

**Subject:** FY2020 Budget Adoption Ordinances

---

The FY2020 budget process began in November of 2018 with staff being directed to budget to keep services at current levels. The first work session took place on January 10, 2019. Since then the assembly has met an additional 6 times and has spent at least 18 hours on FY2020 budget meetings and work sessions. The ordinances presented reflect the final version of the Administrator's budget, which has been amended both through direction given to the administrator via motions made and passed by the assembly, and through corrections made that have resulted from new information. A document is attached that details every change from the time the budgets were originally presented to the assembly. In the past, the budget ordinances consisted of only the appropriations. As the appropriations, approval to apply for loans or grants and rate increases (when applicable), are all interrelated, all are now being presented together.

### **Ordinance 2019-17**

Includes FY2020 appropriations for General Fund, Internal Service Funds, and Special Revenue funds and related capital improvement plan (General Fund only). The only contingent appropriation included in this ordinance is related to grant funding for a storm sewer. The assembly has previously approved a resolution to seek this funding (in the amount of \$55,000). There are no rate increases or loans for any of the funds included in this ordinance.

### **Ordinance 2019-18**

Includes FY2020 appropriations and related capital improvement plan for the Electric Fund. There is no rate increase being proposed for FY2020, nor are there any new loans or grants that appropriations are contingent on.

### **Ordinance 2019-19**

This ordinance includes Water Fund FY2020 appropriations and related capital improvement plan as well as approval to apply for loan funding in FY2020 in the amount of \$1,275,000 for the water system underneath of a portion of Lincoln Street that needs to be replaced.

**Ordinance 2019-20**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% rate increase that the FY2020 Wastewater Fund budget is based on. Please note that the assembly has already given approval (via resolution) to seek DEC loan funding in the amount of \$5,079,500 for the Wastewater Treatment Plant rehabilitation project.

**Ordinance 2019-21**

This ordinance includes FY2020 appropriations and related capital improvement plan as well as the 6.5% (collection) / 2.5% drop off rate increase that the Solid Waste Fund budget is based on. There are no new loans or grants that appropriations are contingent on.

**Ordinance 2019-22 / Resolution 2019-13**

This ordinance covers only the FY2020 appropriations and related capital improvement plan. By code, the rates for harbor moorage are adopted by resolution, thus the proposed 3% rate increase (that has been approved by the Port and Harbor Commission) is being presented separately. Also, it should be noted that there is \$17,203,000 in contingent grants included in the FY2020 budget. The assembly has already authorized the CBS to apply for \$1,703,000 (for projects at Thomsen and Eliason Harbors). The remaining \$16,000,000 is proposed grant funding for the seaplane base project. This will come before the assembly separately due to timing upcoming grant applications.

**Ordinance 2019-23**

The final ordinance includes FY2020 appropriations and related capital improvement plans for the remaining enterprise funds that have no user fees (Airport Terminal Fund, the Marine Service Center Fund, and the GP Industrial Park Fund).

# FISCAL 2020 BUDGET CHANGES

<b>General Fund</b>				
Beginning Revenue	\$	29,979,628.00		
Beginning Expense	\$	29,979,172.73		
		\$	57,000.00	Assembly approval of PAC MOA (4/25)
		\$	15,000.73	Assembly direction to increase library hours (4/23)
		\$	546,224.00	Assembly motion to increase local funding to SSD (5/2)
		\$	(80,000.00)	Transfer in from VEF for HCH visitor support
		\$	(598,578.00)	Health insurance savings
		\$	(7,956.82)	Personnel/Benefit Adjustment
		\$	(48,000.00)	Transfers out for Fish Box Tax Adjustment
		\$	(32,127.00)	Reduction in Travel & Training (5/14)
		\$	25,000.00	Add in funds for the Ride
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>123,892.36</b>		
<b>Electric Fund</b>				
Beginning Revenue	\$	18,201,278.00		
Beginning Expense	\$	27,620,304.29		
		\$	(30,320.00)	Including depreciation
		\$	(136,651.12)	IT fee adjustment
		\$	(5,250.00)	Health insurance savings
		\$	(80,000.00)	Reduction in Travel & Training (5/14)
		\$	(80,000.00)	Reduction per 5/14 motion (fuel)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(9,166,805.17)</b>		
<b>Water</b>				
Beginning Revenue	\$	3,021,185.00		
Beginning Expense	\$	3,796,624.55		
		\$	(6,759.00)	Including depreciation
		\$	(20,224.56)	IT fee adjustment
		\$	(1,050.00)	Health insurance savings
		\$	(1,050.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(747,405.99)</b>		
<b>Wastewater</b>				
Beginning Revenue	\$	3,769,356.00		
Beginning Expense	\$	4,481,137.90		
		\$	(14,695.00)	Including depreciation
		\$	(33,048.00)	IT fee adjustment
		\$	(33,048.00)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(664,038.90)</b>		
<b>Solid Waste</b>				
Beginning Revenue	\$	4,825,309.00		
Beginning Expense	\$	5,116,252.48		
		\$	(253.00)	Including depreciation
		\$	(16,449.36)	IT fee adjustment
		\$	(16,449.36)	Health insurance savings
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(274,241.12)</b>		
<b>Harbor</b>				
Beginning Revenue	\$	4,384,870.00		
		\$	(2.00)	Clean up on rounding entries
		\$	(69,000.00)	Fish box tax revenue adjustment
Beginning Expense	\$	6,544,176.95		
		\$	(93,196.08)	Including depreciation
		\$	75,000.00	Health insurance savings
		\$	(10,540.00)	Condition assessment Crescent High-load
		\$	(10,540.00)	IT fee adjustment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(2,199,572.87)</b>		
<b>Marine Service Center</b>				
Beginning Revenue	\$	166,200.00		
Beginning Expense	\$	258,022.00		
		\$	70,000.00	Including depreciation
		\$	80,000.00	Added to the MSC Roof Condenser Replacement
		\$	80,000.00	Add in MSC Bulkhead Condition Assessment
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(241,822.00)</b>		
<b>IT Fund</b>				
Beginning Revenue	\$	1,552,395.00		
Beginning Expense	\$	1,592,038.63		
		\$	(1,500.00)	Including depreciation
		\$	(1,500.00)	Reduction in Travel & Training (5/14)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(38,143.63)</b>		
<b>Visitor Enhancement Fund</b>				
Beginning Revenue	\$	535,000.00		
Beginning Expense	\$	445,000.00		
		\$	180,200.00	Increase appropriation based on Assembly decision
		\$	180,200.00	on FY20 funding for marketing/visitor services
		\$	180,200.00	(includes \$80K transfer in to General Fund)
<b>Ending (deficit)/surplus</b>	<b>\$</b>	<b>(90,200.00)</b>		

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2019-23S

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING BUDGETS AND CAPITAL IMPROVEMENT PLANS FOR THE AIRPORT TERMINAL  
FUND, THE MARINE SERVICE CENTER FUND, AND THE GARY PAXTON INDUSTRIAL PARK  
FUND FOR THE FISCAL YEAR JULY 1, 2019 THROUGH JUNE 30, 2020

**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 2020.

**4. ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska that the following expenditure budgets (see below) for the fiscal period beginning July 1, 2019 and ending June 30, 2020 and related capital improvement plans (included in FY2020 Administrator's Budget) are hereby adopted:

	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Airport Terminal Fund	\$ 879,991	\$ 911,518	\$ 120,000	\$ 1,031,518
Airport Terminal Capital	\$ 120,000	\$ -0-	\$ 120,000	\$ 120,000
Airport Terminal Capital Contingent on State/Federal Funding	\$ -0-	\$ -0-	\$10,000,000	\$ 10,000,000
Marine Service Center Fund	\$ 166,200	\$ 198,022	\$ 210,000	\$ 408,022
Marine Service Center Capital Project Fund	\$ 210,000		\$ 210,000	\$ 210,000
Gary Paxton Industrial Park Fund	\$ 234,450	\$ 600,721	\$ -0-	\$ 600,721

**EXPLANATION**

Details of individual budgets and capital improvement plans are contained in FY2020 Administrator's Budget. Budgeted amounts for all funds include revenue, operating expenditures and new capital outlays. This ordinance fulfills the requirements of Section 11.08 of the Home Rule Charter of the City and Borough of Sitka regarding annual adoption of a capital improvements program.

**5. EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 28th day of May, 2019.

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Gary L. Paxton, Mayor

ATTEST:

---

Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 5/14/19  
1<sup>st</sup> reading substitute 5/28/19  
2<sup>nd</sup> and final reading 6/11/19

Sponsor: Administrator





# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-24    Version: 1    Name:

Type: Ordinance    Status: AGENDA READY

File created: 5/22/2019    In control: City and Borough Assembly

On agenda: 6/11/2019    Final action:

Title: Amending Sitka Home Rule Charter Article XI "Finance," Section 11.16 "Sitka Permanent Fund," Subsection (B) "Flow of money into the Sitka Permanent Fund," by changing the flow of net proceeds from the sale of any municipal real property solely to the Sitka Permanent Fund to an equal division between the Sitka Permanent Fund and Governmental Capital Project Fund; and, submitting the question of such an amendment to the qualified voters at a Regular Election on October 1, 2019

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-24](#)  
[Memo Ord 2019-24.pdf](#)  
[Ord 2019-24.pdf](#)

Date	Ver.	Action By	Action	Result
5/28/2019	1	City and Borough Assembly		

## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-24 on  
second and final reading.



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Mosher/Nelson

**Date:** 5/23/2019

**Subject:** Ordinance 2019-24 ballot prop

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**Background:** The current assembly has made it one of their priorities to attempt to limit the cost of city government on the residents of Sitka. We are bringing this ordinance forward with the simple idea that some of the proceeds from the sale of city land should go towards funding future capital projects. Currently by charter all proceeds go to the permanent fund. We would like to split it 50/50, so that half goes to the permanent fund, and half goes to the sinking fund for capital projects. The more we can put into the sinking fund by means other than raising taxes & fees, the better. This has to go to the voters in October's election, so we are asking the assembly to approve this ordinance.

**Recommendation:** We recommend approval of this ordinance.

CITY AND BOROUGH OF SITKA  
ORDINANCE NO. 2019-24

**BALLOT PROPOSITION OCTOBER 2019**

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA PROPOSING TO AMEND SITKA HOME RULE CHARTER ARTICLE XI "FINANCE," SECTION 11.16 "SITKA PERMANENT FUND," SUBSECTION (B) "FLOW OF MONEY INTO THE SITKA PERMANENT FUND," BY CHANGING THE FLOW OF NET PROCEEDS FROM THE SALE OF ANY MUNICIPAL REAL PROPERTY SOLELY TO THE SITKA PERMANENT FUND TO AN EQUAL DIVISION BETWEEN THE SITKA PERMANENT FUND AND GOVERNMENTAL CAPITAL PROJECT FUND; AND, SUBMITTING THE QUESTION OF SUCH AN AMENDMENT TO THE QUALIFIED VOTERS AT A REGULAR ELECTION ON OCTOBER 1, 2019**

**1. CLASSIFICATION.** All sections of this ordinance, except section 5 regarding the ballot proposition, are of a permanent nature, with section 4 intended to become a part of the Home Rule Charter of the City and Borough of Sitka ("Charter"), if approved by the qualified voters at the October 1, 2019, regular election.

**2. SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstances shall not be affected.

**3. PURPOSE.** The purpose of this ordinance is to amend the Charter such that the net proceeds from the sale of any municipal real property is divided equally between the Sitka Permanent Fund and the Governmental Capital Project fund, which will increase the funds available for municipal capital projects. Currently, the funds flow solely to the Sitka Permanent Fund. If this amendment to the Charter is ratified by a majority of the voters, the funds from the sale of municipal real property will be equally divided between and deposited in the Sitka Permanent Fund and the governmental capital project fund.

**4. ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that Article XI, entitled "Finance," Section 11.16, entitled "Sitka Permanent Fund," subsection (b), entitled "Flow of Money into the Sitka Permanent Fund," of the Charter, is amended to read as follows (new language underlined; deleted language stricken):

**HOME RULE CHARTER  
ARTICLE XI  
FINANCE**

\* \* \*

**Section 11.16                      Sitka Permanent Fund**

\* \* \*

(b) **Flow of Money into the Sitka Permanent Fund.** The net proceeds from the sale of any municipal real property shall be equally divided between and deposited into the Sitka Permanent Fund and governmental capital project fund. If the property was an active lease immediately prior to its sale by the City and Borough, for the next three years immediately after the sale the proceeds of the sale shall not be used in the distribution calculation described in subsection (c) of this section. For those properties described in the previous sentence, the value used for the distribution calculation shall for those first three years immediately after the sale be the amount of the lease payment that the sold property generated during the last year that the City and Borough owned the property.

\* \* \*

**5. BALLOT PROPOSITION.** The following question shall be placed before the voters at the regular election to be held on October 1, 2019:

Proposition No. \_\_\_\_\_

Shall the Home Rule Charter of the City and Borough of Sitka be amended by changing the flow of net proceeds from the sale of any municipal real property solely to the Sitka Permanent Fund to an equal division between the Sitka Permanent Fund and the governmental capital project fund?

☐ YES

☐ NO

**Informational:** Currently, by Charter, all net proceeds from the sale of any municipal real property are deposited solely into the Sitka Permanent Fund. An affirmative vote on this ballot proposition would amend the Charter such that those proceeds would be divided equally between the Sitka Permanent Fund and the governmental capital project fund, thereby increasing funds available for municipal capital projects in Sitka.

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

The amendment to the Charter set forth in Section 4 hereof shall only become effective if the ballot proposition set forth in Section 5 hereof is approved by a majority of the qualified voters at the regular election held on October 1, 2019. Subject to the foregoing, the effective date of this amendment shall be January 1, 2020.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this \_\_\_\_ day of \_\_\_\_\_, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 5/28/19

2<sup>nd</sup> and final reading 6/11/19



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-25    Version: 1    Name:

Type: Ordinance    Status: AGENDA READY

File created: 6/5/2019    In control: City and Borough Assembly

On agenda: 6/11/2019    Final action:

Title: Adopting the budget for Sitka Community Hospital for a portion of the fiscal year July 1, 2019 through June 30, 2020

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-25](#)  
[Memos and Ord 2019-25](#)

Date	Ver.	Action By	Action	Result
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## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-25 on  
first reading.



# City and Borough of Sitka

100 Lincoln Street • Sitka, Alaska 99835

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## MEMORANDUM

**To:** Mayor Paxton and Assembly Members  
Keith Brady, Municipal Administrator

**From:** Jay Sweeney, Chief Finance and Administrative Officer

**Reviewed:** Brian Hanson, Municipal Attorney

**Date:** June 5, 2019

**Subject:** Budget Ordinance and Related Appropriations for 1-Month Stub Period for Sitka Community Hospital

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### Requested Action

Approve a budget for the operation of Sitka Community Hospital as a component unit of the City and Borough of Sitka for the 1-month period July 1 – July 31, 2019, and, make an appropriation for operating outlays during the period.

### Summary

As a result of issues surrounding the provision of notice to various Federal and State governing and regulatory bodies, the sale of the business activities of Sitka Community Hospital to the Southeast Alaska Regional Health Consortium has been delayed one month, from June 30, 2019 to July 31, 2019.

This delay means that Sitka Community Hospital will continue to operate as a component unit of the area-wide government of the City and Borough of Sitka for one additional month. Doing so requires that the Hospital have an approved budget for the one-month period, and, that the Assembly appropriate funds to pay for the related expenditures of the hospital during the additional month.

### Fiscal Note

Sitka Community Hospital estimates that revenue generated for the provision of medical services during the one-month period will be sufficient to fund the appropriations needed to operate. The one additional month of operation is not anticipated to have any significant effect on the anticipated financial position at the closing date of the business sale.



# ***SITKA COMMUNITY HOSPITAL***

## **BUDGET PACKAGE**

**FISCAL YEAR 2020**

**For the one month of July, 2019**



# Sitka Community Hospital

## FY20 Budget

### Request for Authorization to Spend

Z:\000 FY20 Files\FY20 Budget\FY20 Budget - SCH - One Month.xlsx\Appropriation Request

#### Operating

Salaries and Benefits	1,360,665
Travel	0
Other	642,846
Total Expenses	<u>2,003,511</u>
Less: Non-cash Expenses	
PERS In-kind	(61,009)
Depreciation	(57,997)
Total Operating Request	<u>1,884,505</u>

#### Capital

Capital - City Funded	-
Capital - SCH Funded	-
Total Capital	<u>-</u>

#### Debt Service

Due to City - Line of Credit	34,646
Due to City - Long-term Debt	6,875
Interest on City Debt	510
Total Debt Service	<u>42,031</u>

#### Total Request - Authorization to Spend

1,926,536

**Sitka Community Hospital**  
**FY20 Budget**  
**Operating Budget Summary**

Z:\000 FY20 Files\FY20 Budget\FY20 Budget - SCH - One Month.xlsx\Operating Budget

	<b>FY19 Actual April</b>	<b>Adjs</b>	<b>FY20 Budget July</b>	<b>Notes</b>
<i>Gross Patient Revenue:</i>				
1. Inpatient revenue	\$279,486		\$279,486	
2. Outpatient revenue	1,565,929		1,565,929	
3. Longterm care revenue	429,648		429,648	
4. <b>Total gross patient revenue</b>	<b>2,275,063</b>	<b>0</b>	<b>2,275,063</b>	
<i>Deductions from Revenue:</i>				
5. Contractual adjustments	609,941		609,941	
6. Prior year settlements	0		0	
7. Bad debt expense	38,055		38,055	
8. Charity and other deductions	0		0	
9. <b>Total deductions from revenue</b>	<b>647,996</b>	<b>0</b>	<b>647,996</b>	
10. <b>Net patient revenue</b>	<b>1,627,067</b>	<b>0</b>	<b>1,627,067</b>	
<i>Other Revenue</i>				
11. Inkind Service - PERS/USAC	61,009		61,009	
12. Other revenue	19,715		19,715	
13. <b>Total other operating revenue</b>	<b>80,724</b>	<b>0</b>	<b>80,724</b>	
14. <b>Total operating revenue</b>	<b>1,707,791</b>	<b>0</b>	<b>1,707,791</b>	
<i>Expenses:</i>				
15. Salaries and wages	886,535		886,535	
16. Employee benefits	474,130		474,130	
17. Supplies	158,751		158,751	
18. Purchased services	154,486		154,486	
19. Professional services	83,681		83,681	
20. Depreciation and amortization	57,997		57,997	
21. Utilities	44,473		44,473	
22. Repairs and maintenance	39,023		39,023	
23. Insurance	17,558		17,558	
24. Rentals and leases	14,761	(4,761)	10,000	Oceanside, Omnicell, Housing for closeout contractors
25. Traveler Services	205,384	(150,000)	55,384	PFS Manager and Nursing
26. Other expense	40,734	(35,000)	5,734	Remove April Hope Floats
27. Minor equipment	0		0	
28. Training and education	1,347	(1,347)	0	No Training/Travel
29. Collection fees	10,759		10,759	
30. Advertising	11,228	(6,228)	5,000	Announcements
31. Recruitment and relocation	400	(400)	0	
32. <b>Total expenses</b>	<b>2,201,247</b>	<b>(197,736)</b>	<b>2,003,511</b>	
33. <b>Income (loss) from operations</b>	<b>(493,456)</b>	<b>197,736</b>	<b>(295,720)</b>	

**Sitka Community Hospital**  
**FY20 Budget**  
**Operating Budget Summary**

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	FY19 Actual April	Adjs	FY20 Budget July	Notes
<i>Nonoperating Gains(Losses):</i>				
34. Donations	0		0	
35. Grant revenue	1,380	(1,380)	0	Grants closed out in FY19
36. Gain (loss) on disposal of assets	622	(622)	0	Will be recorded as part of close-out
37. Interest revenue	0		0	
38. Interest expense	(577)	67	(510)	Adjusted for amortization
39. <b>Net nonoperating gains (losses)</b>	<u>1,425</u>	<u>(1,935)</u>	<u>(510)</u>	
40. <b>Income (loss) before transfers</b>	<u>(492,031)</u>	<u>195,801</u>	<u>(296,230)</u>	
<i>Transfers In:</i>				
41. City Support - Capital	0		0	
42. City Support - Tobacco Tax	72,001	(2,709)	69,292	Adjusted to 1/12 of City's \$831,500 budget
43. <b>Total transfers in</b>	<u>72,001</u>	<u>(2,709)</u>	<u>69,292</u>	
44. <b>Total income (loss) after transfers</b>	<u>(\$420,030)</u>	<u>\$193,092</u>	<u>(\$226,939)</u>	

## CITY AND BOROUGH OF SITKA

## ORDINANCE NO. 2019-25

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADOPTING THE BUDGET FOR SITKA COMMUNITY HOSPITAL FOR A PORTION OF THE FISCAL  
YEAR JULY 1, 2019 THROUGH JUNE 30, 2020

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 adopt an operating budget for Sitka Community Hospital for the stub period portion of FY2020 during which it will continue to operate as component unit of the City and Borough of Sitka, and, to appropriate funds for such purposes.

4. **ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska that the following expenditure budget for the fiscal period beginning July 1, 2019 and ending June 30, 2020 is hereby adopted:

	<u>REVENUE</u>	<u>EXPENDITURE BUDGET</u>		
	REVENUE	OPERATIONS	CAPITAL/ TRANSFER	TOTAL
Sitka Community Hospital	\$ 2,275,063	\$ 1,926,536	\$ 0	\$ 1,926,536

**EXPLANATION**

The closure of the sale of the business operations of Sitka Community Hospital has been delayed until July 31, 2019. As a result, approval of an operating budget for the stub portion of FY020 during which the hospital will continue to operate as a component unit is required, along with appropriation of funds for related outlays during the stub period.

5. **EFFECTIVE DATE.** This ordinance shall become effective on July 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 25<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 6/11/19

2<sup>nd</sup> and final reading 6/25/19

Sponsor: Administrator



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: ORD 19-26      Version: 1      Name:

Type: Ordinance      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Amending Title 15 "Public Utilities" of the Sitka General Code by modifying Chapter 15.01 "Electric Utility Policies", Section 15.01.020 "Electrical Rates" which will shift the period for seasonal electric rates

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Ord 2019-26](#)  
[Ord 2019-26](#)

Date	Ver.	Action By	Action	Result
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Sponsors: Mosher and Nelson

**POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-26 on  
first reading.

CITY AND BOROUGH OF SITKA

ORDINANCE NO. 2019-26

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING TITLE 15 "PUBLIC UTILITIES" OF THE SITKA GENERAL CODE BY MODIFYING CHAPTER 15.01 "ELECTRIC UTILITY POLICIES", SECTION 15.01.020 "ELECTRICAL RATES" WHICH WILL SHIFT THE PERIOD FOR SEASONAL ELECTRIC RATES**

**1. CLASSIFICATION.** This ordinance is of a permanent nature and is intended to become a part of the Sitka General Code ("SGC").

**2. SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstance shall not be affected.

**3. PURPOSE.** The purpose of this ordinance is to shift the seasonal electric rate periods by one month. Currently, SGC provides differing seasonal electric rates for two periods; (1) the first billing cycle in October through the last billing cycle in March ("March through October") and (2) the first billing cycle in April through the last billing cycle in September ("April through September"). The shift proposed is (1) from "October to March" to "November to April" and (2) from "April to September" to "May to October." This is a shift of one month for each period. Further, the effective date would be changed to November 1, 2019, to capture this shift.

**4. ENACTMENT.** NOW, THEREFORE, BE IT ENACTED by the Assembly of the City and Borough of Sitka that the Sitka General Code Title 15 "Public Utilities", be amended at Chapter 15.01, entitled "Electric Utility Policies", by modifying Section 15.01.020, entitled "Electrical rates" at subsections A, B, C and F to read as follows (new language underlined; deleted language stricken):

**TITLE 15  
PUBLIC UTILITIES**

**Chapters:**

- 15.01 Electric Utility Policies**
- 15.02 Watershed Control Program**
- 15.04 Sewer System**
- 15.05 Water System**
- 15.06 Solid Waste Treatment and Refuse Collection**
- 15.07 Storm Drainage**
- 15.08 Utility Poles**
- 15.12 Private Extensions of Water, Wastewater, and Stormwater Utilities**
- 15.15 Utility Cost Subsidization Program**

\* \* \*

**Chapter 15.01  
ELECTRIC UTILITY POLICIES**

**Sections:**

- 15.01.005** Definitions.
- 15.01.010** Statement of purpose.
- 15.01.012** Level of authority and responsibilities.
- 15.01.020** Electrical rates.
- 15.01.025** Customer and city rights and responsibilities.



- 15.01.030 Deposits—Fees.
- 15.01.035 General requirements.
- 15.01.040 Service connections.
- 15.01.045 Line extension.
- 15.01.050 Subdivisions.
- 15.01.055 Mobile home parks, RV parks, private marinas and boat docks.
- 15.01.060 Rental structures.
- 15.01.065 Motors and controllers.
- 15.01.070 Undesirable characteristics.
- 15.01.075 Special equipment.
- 15.01.080 Customer generation

\* \* \*

**15.01.020 Electrical rates.**

A. All electric rates are subject to sales tax if applicable. These rates are effective for all electricity billed after ~~October~~ November 1, 2017 ~~2019~~, regardless of when electricity was consumed.

The assembly shall consider annually an adjustment to the electric rates, based on the Consumer Price Index, at a time when any adjustment could be made effective July 1st of the year applied. An adjustment, if any, shall be based on the prior year annual report for the municipality of Anchorage, Alaska, from the United States Department of Labor and Workforce Development, Consumer Price Index, and determined to be the percent change to the current year from the percent change of the prior year, and will be effective July 1st of any year applied. The first such adjustment date may be July 1, 2018.

B. Residential Services.

1. Applicable to all residential customers for all uses in the home or residence, subject to the rules and regulations and customer services policies of the city and utility.

2. Energy Charges.

All kWh from the first billing cycle in <del>October</del> <u>November</u> through the last billing cycle in <del>March</del> <u>April</u>	\$0.120 per kWh
All kWh from the first billing cycle in <del>April</del> <u>May</u> through the last billing cycle in <del>September</del> <u>October</u>	\$0.192 per kWh
Customer charge is \$20.48 per month	

C. General Service—Small.

1. Applicable to all nonresidential customers for all uses, including lighting, heating and power, when the electricity consumed in the preceding twelve months is less than one hundred thousand kWh and has a measured demand of less than fifty kW, subject to the rules, regulations and customer service policies of the utility and the city. Typical customers in this class could include: restaurants, retail vendors, churches, fueling stations, and service industries.

2. Energy Charges.

All kWh from the first billing cycle in <del>October</del> <u>November</u> through the last billing cycle in <del>March</del> <u>April</u>	\$0.1180 per kWh
All kWh from the first billing cycle in <del>April</del> <u>May</u> through the last billing cycle in <del>September</del> <u>October</u>	\$0.1880 per kWh
Customer charge is \$40.95 per month	

3. Demand Charges.

First 25 kW	No charge
Over 25 kW	\$5.88 per kW

\* \* \*

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

The amendment to the SGC set forth in Section 4 hereof shall become effective on the first billing cycle after November 1, 2019.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 25<sup>th</sup> day of June, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

**ATTEST:**

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 6/11/19

2<sup>nd</sup> and final reading 6/25/19

Sponsors: Mosher and Nelson



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: ORD 19-27      Version: 1      Name:

Type: Ordinance      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Making supplemental appropriations for fiscal year 2019 (legal fees and administration contracted services - Sitka Community Hospital sale)

Sponsors:

Indexes:

Code sections:

Attachments:

[Motion Ord 2019-27](#)

[Memo-Supplemental professional services re SCH-SEARHC affiliation](#)

[Ord 2019-27](#)

[1. March 26, 2018-Huebner Advisory engagment agreement](#)

[2. May 5, 2019-Huebner Advisory fee proposal](#)

[3. September 24, 2018-Schwabe engagment letter](#)

[4. April 14, 2019-Schwabe explanatory letter](#)

[5. June 4, 2019-Schwabe supplemental explanatory letter](#)

Date	Ver.	Action By	Action	Result
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## **POSSIBLE MOTION**

**I MOVE TO** approve Ordinance 2019-27 on  
first reading.



# City and Borough of Sitka

LEGAL DEPARTMENT

100 Lincoln Street • Sitka, Alaska 99835

## MEMORANDUM

**To:** Mayor Paxton and Assembly Members

**From:** Brian E. Hanson, Municipal Attorney

**Reviewed:** Keith Brady, Municipal Administrator

**Date:** June 6, 2019

**Subject:** Supplemental Appropriation for professional services re: SCH/SEARHC affiliation

---

### Introduction

The purpose of this ordinance is to make a supplemental appropriation in FY 2019, pursuant to Charter Section 11.10, for consulting services, professional valuation services, and legal services necessary for the SCH affiliation with SEARHC (hereinafter referred to as the "Affiliation").

### Background

#### A. Consulting Services

On March 26, 2018, CBS formally engaged Huebner/Cave consulting services for the Affiliation. A copy of that engagement agreement is attached. The consultants estimated the cost of their services through "Phase III" of the Affiliation (the signing of the "definitive agreement" - now known as the Asset Purchase Agreement or "APA") to be **\$103,100**. By ordinances passed February 27, 2018, and November 27, 2018, the Assembly appropriated a total of **\$250,000.00** for those estimated consulting services (and "due diligence" expenses).

Phase III was completed when the APA was signed in April 2019. In the months prior to the APA being signed, CBS encountered unforeseen complications with the transaction that were outside the scope of consulting services provided for in the original engagement. CBS continues to encounter those unforeseen complications. An adjustment in the scope of services was necessary to ensure completion of the transaction and to comply with federal regulations such that CBS was protected from potentially extreme civil liability (and maybe even criminal culpability). The adjusted activities primarily involve due diligence and federal regulatory compliance issues, which required and continues to require immediate, intensive, and sustained work by the consultants. Prior to these adjustments, the consultants appeared on track with their estimate. However, as a result of these adjustments, the cost of consulting services have exceeded their estimate. As of their last billing in May 2019, the consultants billings totaled **\$197,066.99**, of which **\$1,925.00** is unpaid. Note, without the adjustments, it is believed the consultants would have been under their estimate.

Additional work by the consultants for Phase IV of the Affiliation is necessary. The Affiliation is now scheduled to close on or about July 31, 2019. The consultants have estimated their fees and expenses for the remaining work to be **\$66,000.00**. A copy of the consultants fee proposal for future work, dated May 5, 2019, is attached.

In Summary, for consulting services, the supplemental appropriation requested is **\$67,925.00** (for unpaid fees of \$1,925.00 plus future estimated fees of \$66,000)

## **B. Professional Valuation Services**

As a result of the above described adjustment for federal regulatory compliance issues, it was necessary to hire professional services for valuation and analysis of physician contracts and other federal regulatory compliance issues. For that purpose, Strategic Value Group, Inc. ("SVG") was retained by CBS. It was necessary to immediately retain SVG to perform intensive and sustained work which required extensive collaboration with SCH finance staff, all essential to identifying, analyzing, valuing and reporting federal regulatory non-compliance.

By the above mentioned ordinances, the Assembly appropriated money for due diligence expenses, without identifying the specific services necessary as they were unforeseen at the time. As of their last billing in May 2019, SVG's billings totaled **\$127,186.59**, of which **\$56,147.29** has been paid and **\$71,039.30** is unpaid.

Additional work by SVG is necessary. SVG has estimated their fees for the remaining work to be **\$24,000.00**.

In summary, for professional valuation services, the supplemental appropriation requested is **\$95,039.30** (for unpaid fees of \$71,039.30 plus future estimated fees of \$24,000).

## **C. Legal Services**

On September 27, 2018, CBS formally engaged Sandy Johnson, of Schwabe Williamson & Wyatt, for the Affiliation. A copy of that engagement agreement, dated September 24, 2018, is attached. Sandy estimated the cost of her services through "Phase III" of the Affiliation to be **\$150,000.00**. By ordinance passed September 27, 2018, the Assembly appropriated **\$150,000.00** for those estimated legal services.

Phase III was completed when the APA was signed in April 2019. In the months prior to the APA being signed, CBS encountered unforeseen complications with the transaction that were outside the scope of legal services provided for in the original engagement. CBS continues to encounter those unforeseen complications. An adjustment in the scope of services was necessary to ensure completion of the transaction and to comply with federal regulations such that CBS was protected from potentially extreme civil liability (and maybe even criminal culpability). The adjusted activities primarily involve due diligence and federal regulatory compliance issues, which required and continue to require immediate, intensive, and sustained work by Sandy. Prior to these adjustments, Sandy appeared on track with her estimate. However, as a result of these adjustments, the cost of legal services have significantly exceeded her estimate. As of her last billing in May 2019, Sandy's billings totaled **\$350,018.06**. Accordingly, the cost of adjustments to date which are unpaid is **\$200,018.06** (the total billings of \$350,018.06 minus the initial appropriation of \$150,000.00). Note, without the adjustments, it is believed Sandy would have been under her estimate. A copy of Sandy's explanatory letter dated April 14, 2019, is attached.

Additional work by Sandy for Phase IV of the Affiliation is necessary. The Affiliation is now scheduled to close on or about July 31, 2019. Sandy has estimated her fees and expenses for the remaining work to be **\$58,500.00**. A copy of Sandy's supplemental explanatory letter dated June 4, 2019, is attached.

In summary, for legal services, the supplemental appropriation requested is **\$258,518.06** (for unpaid fees of \$200,018.06 plus future estimated fees of \$58,500.00).

### **Summary**

The requested supplemental appropriation (rounded to the nearest thousands) is as follows:

<b>Consulting Services (Huebner/Cave)</b>	<b>\$ 68,000.00</b>
<b>Professional Valuation Services (SVG)</b>	<b>\$ 95,000.00</b>
<b>Legal Services (Johnson)</b>	<b><u>\$259,000.00</u></b>
<b>TOTAL</b>	<b><u>\$422,000.00</u></b>

## CITY AND BOROUGH OF SITKA

## ORDINANCE NO. 2019-27

AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
MAKING SUPPLEMENTAL APPROPRIATIONS FOR FISCAL YEAR 2019  
(LEGAL FEES AND ADMINISTRATION CONTRACTED SERVICES –  
SITKA COMMUNITY HOSPITAL SALE)

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 make a supplemental appropriation in FY2019 for legal fees and administration contracted services in accordance with Section 11.10 of the Home Rule Charter of the City and Borough of Sitka.
4. **ENACTMENT. NOW THEREFORE, BE IT ENACTED** by the Assembly of the City and Borough of Sitka, Alaska that the following supplemental appropriation for the fiscal period beginning July 1, 2018 and ending June 30, 2019 (FY2019) is hereby made:

<b><u>FISCAL YEAR 2019 EXPENDITURE BUDGETS</u></b>
<b>GENERAL FUND</b>
<b>Administration – Operations: Increase appropriations in the amount of \$163,000 in contracted/purchased services for additional consulting services regarding completion of Sitka Community Hospital sale.</b>
<b>Legal Department – Operations: Increase appropriations in the amount of \$259,000 for legal fees involving the completion of the Sitka Community Hospital sale.</b>

**EXPLANATION**

Ongoing consulting and legal expenditures are needed to facilitate the sale of Sitka Community Hospital to completion. The cost of such services is anticipated to exceed current budgeted amounts within the existing appropriations in the FY2019 General Fund budget.

5. **EFFECTIVE DATE.** This ordinance shall become effective immediately upon its passage.

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 25th day of June, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> reading 6/11/19  
2<sup>nd</sup> and final reading 6/25/19

Sponsor: Administrator



## **Fee Proposal for City and Borough of Sitka, Alaska:** *Consultative Services in support of City and Borough of Sitka's (CBS) Affiliation Strategy*

*March 22, 2018*

### **Scope of Work:**

City and Borough of Sitka (CBS or the Client)—and Steve Huebner of Huebner Advisory (Consultant)—are referenced in this agreement. Consultant has entered into a subcontract with Sarah Cave of Sarah Cave Consulting and Sarah's participation under the terms of that subcontract is an integral part of this engagement. Steve Huebner and Sarah Cave are jointly referred to as "Consultants".

This fee proposal encompasses the following scope of work:

- Develop of overall project timeline
- Clarify and further delineate CBS Assembly's priorities and objectives
- Further refine RFP and related process for communication to potential affiliate partners
- Provide input and research on potential candidates and key contacts
- Develop process for proposal review and criteria for assessment
- Actively support the proposal process through communication and interaction with identified respondents, promoting creative and evolving approaches to affiliation
- Participate in proposal evaluation and selection of Phase 2 finalists
- Participate in coordination and arrangement of site visits
- Review of final proposal and selection of potential affiliation partner
- Participation in negotiation sessions with potential affiliate partner
- Work with legal counsel to develop Letter of Intent
- Participate in due diligence, as necessary
- Work with legal counsel to develop term sheet, as well as draft and execute Definitive Agreement
- Other activities:
  - Develop a communication plan for both internal and external stakeholders
  - Assist CBS and SCH management teams and legal counsel in assessing related federal and state regulatory requirements
  - Assist management in assessing the accounting and financial implications of potential liabilities and commitments
  - Identify other contracted professional services requirements, as necessary
  - Develop implementation plan (post execution of affiliation agreement)

To address this scope of work, Consultants have outlined a three-phase approach. Due to the variable nature of due diligence activities, Phase 3 has been segregated into sub-phases, 3a. and 3b., with a broader range of fees estimated for Phase 3b.

Consultants will work closely with the CBS Assembly to coordinate their approach with the interests, timing, and priorities of the Assembly. They will keep the CBS Assembly and Executive Team informed and seek input from the Assembly members and Executives throughout the project. Consultants will have pre-established checkpoints with

Assembly Members to involve them in key project-related decisions and provide status reports on findings and observations at regularly scheduled Assembly meetings. There will be a formal checkpoint with the CBS Assembly with each major phase of the project.

### **Consultant Deliverable and Fees:**

#### ***Deliverables:***

The following table outlines the activities and consultant deliverables for each phase of the engagement, including a description of meetings Consultants will facilitate with the CBS Assembly during each phase. Below the table are the estimated fees for the engagement, broken down by project phase (see pages 4-5).

<b>Phase 1</b>	
<b>Consultant Activities/Deliverables</b>	<b>CBS Assembly Meetings</b>
<ul style="list-style-type: none"> <li>• Further refinement and finalization of RFP</li> <li>• Finalize list of affiliation candidates and contacts</li> <li>• Launch RFP</li> <li>• Interview CBS Assembly members, SCH Board members and management, and other stakeholders, as necessary</li> <li>• Clarify and further delineate CBS Assembly's objectives and priorities</li> <li>• Explore alternative affiliation models and select preferred model</li> <li>• Summarize objectives, desired outcome(s), and guiding principles for affiliation</li> <li>• Establish parameters/criteria for selecting finalist</li> <li>• Prepare for Phase 1 meeting with CBS Assembly</li> <li>• Further review of internal strategic, financial, and operating data</li> <li>• Review market assessment and evaluate community needs assessment and other information</li> <li>• Participate in research of regulatory, reimbursement, accounting and financial matters that could impact affiliation</li> </ul>	<p><b><u>Phase 1 Meeting</u></b></p> <p><i>Purpose:</i></p> <ol style="list-style-type: none"> <li>1. Review findings</li> <li>2. Adopt shared vision and guiding principles</li> <li>3. Clarify objectives and process</li> <li>4. Evaluate alternative models</li> <li>5. Select preferred model(s) to meet CBS Assembly objectives</li> <li>6. Adopt criteria for selecting finalist</li> </ol>
<b>Phase 2</b>	
<b>Consultant Activities/Deliverables</b>	<b>CBS Assembly Meetings</b>
<ul style="list-style-type: none"> <li>• Facilitate RFP process</li> <li>• Address RFP respondent questions</li> <li>• Assist candidates in responding to RFP</li> <li>• Evaluate proposals and work with CBS Assembly and Executive Team to select finalist(s)</li> <li>• Clarify proposal terms with finalists</li> <li>• Arrange site visits</li> <li>• Prepare for Phase 2 meeting with CBS Assembly</li> </ul>	<p><b><u>Phase 2 Meeting</u></b></p> <p><i>Purpose:</i></p> <ol style="list-style-type: none"> <li>1. Assembly to evaluate proposals</li> <li>2. Select Phase 2 finalist(s)</li> <li>3. Clarify and further evaluate proposal terms</li> </ol>
<b>Phase 3a.</b>	
<b>Consultant Activities/Deliverables</b>	<b>CBS Assembly Meetings</b>

<ul style="list-style-type: none"> <li>• Select affiliation partner</li> <li>• Define preliminary terms and conditions</li> <li>• Support Legal Counsel in drafting and executing Letter of Intent</li> <li>• Plan and conduct preliminary due diligence efforts</li> <li>• Prepare for Phase 3a. meeting with CBS Assembly</li> </ul>	<b>Phase 3a. Meeting</b> <b>Purpose:</b> <ol style="list-style-type: none"> <li>1. Select final affiliation partner</li> <li>2. Agree on terms of Letter of Intent</li> </ol>
<b>Phase 3b.</b>	
<b>Consultant Activities/Deliverables</b>	<b>CBS Assembly Meetings</b>
<ul style="list-style-type: none"> <li>• Support formal Due Diligence process</li> <li>• Support Legal Counsel in drafting Term Sheet and executing Definitive Agreement</li> <li>• Develop implementation plan and timeline</li> <li>• Finalize transaction</li> <li>• Prepare for Phase 3b. meeting with Board and leadership</li> </ul>	<b>Phase 3b. Meeting</b> <b>Purpose:</b> <ol style="list-style-type: none"> <li>1. Agree on terms of Definitive Agreement</li> <li>2. Complete Due Diligence</li> <li>3. Finalize transaction</li> </ol>

**Project Fees:** The following is a summary of estimated hours and fees by project phase.

<b>Hourly Rates:</b>	
Sarah Cave	\$175
Steve Huebner	\$250
<b>Anticipated Hours (Phase 1):</b>	
Sarah Cave	54 hours
Steve Huebner	41 hours
<b>Anticipated Hours (Phases 2):</b>	
Sarah Cave	60 hours
Steve Huebner	44 hours
<b>Anticipated Hours (Phases 3.a):</b>	
Sarah Cave	48 hours
Steve Huebner	42 hours
<b>Proposed Fees (Phases 1-3a.)*</b>	<b>\$60,100</b>
<b>Estimated Out-of-Pocket Expenses</b>	<b>8,000</b>
<b>Proposed Fees and Expenses (Phases 1-3a.)</b>	<b>\$68,100</b>
*Fees exclude purchase of additional market data and/or analyses by third-party vendor or consultant	

**210 hours**

Range of Hours (Phase 3b.):	Required due diligence will vary depending on the type of affiliation and sophistication of the affiliate partner. Consultants will provide a more precise consulting fee schedule for Phase 3b. once related facts and circumstances are better known.
Sarah Cave	40-90 hours
Steve Huebner	30-80 hours
Proposed Fees (Phase 3b.):	\$16,000-35,000

The above hours represent anticipated hours for each phase of the project. We will monitor progress for each phase against these estimates and communicate with management to the extent that actual effort is greater or less than estimated. Fees will be adjusted accordingly. Phase 3 has been segmented in to two phases since due diligence activities identified in Phase 3b. will vary depending on the type of affiliation and the sophistication of the affiliate partner. Consultants will provide a more precise estimate of fees for Phase 3b. once related facts and circumstances are better known.

Fees do not include legal services rendered by any third-party law firm not any consultation necessary by other consulting firms to perform specialty services or due diligence activities. Existing market analysis appears to have been done using Medicare utilization data. To the extent that market analysis needs to be updated for non-Medicare data, another consulting firm that has access to such data may need to be engaged to perform such analyses. This would be done at an incremental cost.

Consultants will bill monthly for project fees, and invoice the Client separately for expenses related to travel, per diems, meals or other costs directly associated with the project. Out-of-pocket expenses for Phases 1-3a. are estimated to be \$8,000. Any proposed out of pocket expenses related to Phase 3b. will be estimated at the initiation of that phase when facts and circumstances are better known.

#### **Additional Terms:**

As previously agreed, the laws of the State of Alaska will govern this agreement and that, in the event a dispute arises between the Client and Consultants, the matter will be submitted to the Superior Court for the State of Alaska, First Judicial District of Sitka, which shall be the sole and exclusive venue for any such dispute. Consultants agree to and will submit to the personal jurisdiction of those courts.

In addition, the following terms are incorporated into this agreement:

1. Consultants anticipate that CBS management and (as necessary) the SCH Board and management, will actively participate in this engagement, providing the data/information necessary for the consultants to complete an organizational, financial, and market assessment, and making themselves available to answer questions, test assumptions, and validate information with Consultants.
2. Consultants will rely on the accuracy and reliability of information provided by CBS and SCH management.
3. Consultants will complete the scope of work outlined in the proposal. The CBS Assembly and management will be responsible for ownership and implementation of adopted plans.

4. Consultants will invoice monthly, with payment due within 15 days of receipt.
5. To the extent that additional work outside the scope of this proposal is necessary, Consultants will proceed with addendum based on mutual agreement with Client.
6. Confidentiality Consultants shall not, during the term of this Agreement and any time after its expiration, disclose any proprietary or confidential information relating to the services, this Agreement, or Consultant's business or operations without the prior written consent of the Client.
7. Ownership of Material. Any data, information, documents, reports, or other material, graphic, software or otherwise, prepared by Consultants for the Client under this Agreement, shall belong to and remain the property of Client. The data, information, documents, reports, etc., shall not be disclosed by Consultants to anyone other than Client without prior written consent of Client.
8. Insurance. Before the execution of the Agreement, Consultants shall obtain all insurance required under this section. Consultants shall maintain insurance throughout the term of this Agreement. Proof of the required insurance shall be provided to the Client in the form of a Certificate of Insurance, showing the type and the amounts of insurance, the policy number, expiration date and signed by an authorized representative of the insurance company. Each Certificate of Insurance shall state that the policy or policies have been endorsed whereby the insurance company will provide not less than thirty (30) days written notice to the Client of any material change, cancellation, or non-renewal of the insurance policies. The Commercial General Liability insurance required under this section shall name Client as an additional insured for the purposes of this Agreement. Consultants shall provide the following types of insurance: Professional Liability insurance, single limit of \$1M, general aggregate limit of \$1M; Worker's Compensation insurance, if applicable, including Employer's Liability and Worker's Compensation, at minimum limits required by Alaska law; Commercial General Liability, single limit of \$1M, general aggregate limit if \$1M; All other types of coverage are exempt.
9. Indemnification. Consultants shall defend, indemnify, and save Client harmless for any loss, injury or damage to Client arising out of the performance by Consultants of the services provided under this Agreement insofar as such loss, damage or injury results solely from Consultants negligence, or reckless or willful act or omission of Consultants as judicially determined. This indemnity does not include claims that arise from any negligence, or willful or reckless act or omission of Client as judicially determined.

In accordance with the terms and conditions of this Agreement, Client shall be responsible for the accuracy and completeness of all data, information and representations provided to Consultants for purposes of this engagement. Because of the importance of oral and written management representations to the effective performance of Consultants services, Client releases and indemnifies Consultants and its personnel from any and all claims, liabilities, costs and expenses attributable to any misrepresentation by management and its representatives.

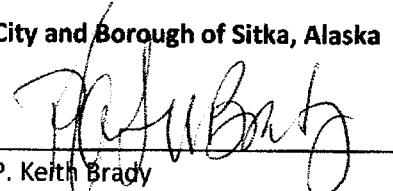
10. Consultants agree to perform the Services hereunder solely as independent contractors. The Parties agree that nothing in this Agreement shall be construed as creating a joint venture, partnership, franchise, agency, employer/employee, or similar relationship between the Parties, or as authorizing either Party to act as the agent of the other. Consultants are and will remain independent contractors in its relationship to the Client. Client shall not be responsible for withholding taxes with respect to the Consultants compensation hereunder. Consultants shall have no claim against the CBS hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. Nothing in this Agreement shall create any obligation between either Party and a third party. Consultants shall not assign this Agreement or sub-contract any portion of it without Client's prior written consent. This Agreement cannot be amended or modified except by agreement in writing executed by both Parties. This Agreement constitutes the entire agreement between the Parties.

11. This Agreement shall become effective when fully executed and will continue for a period of (12) twelve months or until the services have been satisfactorily completed and Consultants have been paid in full for such services. This Agreement may be terminated by either Party on provision of thirty (30) days written notice to the other Party, with or without cause.

**Signatures:**

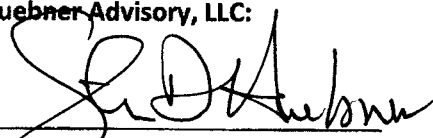
By signing below, both Parties agree to the terms of this Agreement.

**City and Borough of Sitka, Alaska**

  
\_\_\_\_\_  
P. Keith Brady  
Municipal Administrator

\_\_\_\_\_  
3/20/18  
Date

**Huebner Advisory, LLC:**

  
\_\_\_\_\_  
Signature

\_\_\_\_\_  
3/26/18  
Date

## Fee Proposal for City and Borough of Sitka, Alaska:

*Consultative Services in support of City and Borough of Sitka's (CBS) Affiliation Strategy*

*May 5, 2019*

### **Scope of Work:**

The City and Borough of Sitka (CBS or the Client)—and Steve Huebner of Huebner Advisory (Consultant)—are referenced in this agreement. The Consultant has entered into a subcontract with Sarah Cave of Sarah Cave Consulting and Sarah's participation under the terms of that subcontract is an integral part of this engagement. To the extent that Sarah Cave cannot fulfill all the consulting requirements outlined in this agreement, other consulting resource or internal CBS resources will be identified, and fees will be adjusted accordingly. Steve Huebner, Sarah Cave and other consultant resources are jointly referred to as "Consultants."

This fee proposal is for the Consultants to provide overall project management—as well as financial and healthcare expertise—for Phase 4 of the CBS/SCH-SEARHC Affiliation process. It encompasses the following scope of work:

- Develop and execute a schedule and timeline through project closing and wind-down
- Ensure information-sharing and coordination/responsiveness among and between team members, SCH personnel, SEARHC, consultants and other parties
- Provide necessary healthcare and financial expertise and coordination and oversight with SCH personnel to ensure that key tasks are completed on schedule and on budget
- Provide oversight in the wind-down of SCH financial activities and track the realization of cashflow to CBS to track financial benefit or exposure
- Transaction closing activities:
  - Coordination and communication with SEARHC and transaction legal counsel
  - Provide oversight and administration of final transaction checklist as provided by transaction attorneys
  - Coordination of activities between SCH personnel, CBS, SEARHC
  - Continued communication with Assembly to ensure effective transaction completion
  - Finalize transaction options related to assumption of provider numbers
  - Finalize escrow funding options
  - Final review of APA and Lease with refined language, and Schedules and Exhibits
- Oversight of key audit and regulatory activities:
  - Regulatory compliance and self-reporting
  - Financial impact of prior year cost report settlement activities
  - PERS termination reporting
  - Filing of and financial impact of final termination cost report
  - Financial statement audit of FY 2019
- Coordination of transition accounting issues
  - Collection of accounts receivable balances
  - Settlement of other asset and liability accounts
  - Update and reporting of balance sheet liquidation schedule to CBS management
  - Coordination and communication of transition accounting to CBS personnel
- Identify key issues for communication to CBS Assembly
- Continue adherence to defined team approach, project roles, and communication protocol

**Success Factors:**

The following are success factors the consultants have identified to be successful in this phase of the project:

- Dedicated attention to project management, oversight and administration
- Special healthcare expertise to understand industry, regulatory, accounting and financial reporting issues
- Regularly scheduled working sessions among key stakeholders
- Adherence to defined team approach, project roles, and communication protocol
- Desire and motivation of CBS staff, SCH Management, and CBS Assembly to embrace good faith efforts to wrap-up and completion of transaction

**Consultant Deliverables and Fees:**

The following table outlines the estimated fees and expenses for Phase 4 of the engagement. Scope and fees assume conclusion of Phase 4 by September 30, 2019.

Scope of Activities/Deliverables (from previous page):		Hourly Rates:	
<ul style="list-style-type: none"> <li>• Develop, implement, and manage to schedule and timeline for project scope described above, including key project milestones and outcomes</li> <li>• "Air Traffic Control" for overall project components (communications, collaborations, coordination of project stakeholders)</li> <li>• Ensure appropriate level of engagement and input from the CBS Assembly</li> <li>• Oversight and coordination of all project wrap up activities as delineated in transaction "final checklist" document</li> <li>• Work closely with legal counsel, SEARHC, CBS and SCH Management to ensure coordination and responsiveness throughout the wrap-up and wind-down phase</li> <li>• Other activities as identified by CBS management team and/or other stakeholders</li> </ul>		Sarah Cave (or other consulting resource assumed to be in the same hourly fee range)	\$175
		Steve Huebner	\$250
Anticipated Hours (Phase 4):			
		Sarah Cave	150-200
		Steve Huebner	hours
			80-100 hours
		<i>Proposed Fees (Phase 4)</i>	\$46,000-
		<i>Est. Out-of-Pocket</i>	60,000
		<i>Expenses</i>	\$6,000
		<i>Proposed Fees and</i>	<u>\$52,000-</u>
		<i>Expenses</i>	<u>66,000</u>

The above table outlines anticipated hours for this phase of the project and is based upon levels of effort expended over the course of the project. It is anticipated that Sarah Cave (or alternate project management resource) would spend 30-40 hours per month providing project management and coordination activities and



that Steve Huebner would spend 16-20 hours per month providing technical support, as required. Fees are estimated through transaction completion and winddown which is expected to extend through September 2019. We will monitor progress against these estimates and communicate with management to the extent that actual effort is greater or less than estimated. Fees will be adjusted accordingly. Should the scope expand beyond that outlined above or the timeframe extend beyond September of 2019, Consultants will discuss the potential of extending the engagement via an addendum.

Fees do not include legal services rendered by any third-party law firm not any consultation necessary by other consulting firms to perform specialty services. Consultants will bill monthly for project fees and expenses, with expenses related to travel, per diems, meals or other costs directly associated with the project outlined separately. Out-of-pocket expenses for Phase 4 are estimated to be \$6,000 but are dependent upon whether circumstances require onsite participation.

**Roles and Responsibilities:**

Consultants will provide project oversight and special industry and technical expertise to management, attorneys, and/or other consultants, but will not have direct responsibility for completion of transaction- or wind-down related tasks by SCH or CBS staff, nor CBS Assembly decisions beyond the consultants' control. Sarah Cave (or alternate resources) will have primary project management oversight responsibilities and will coordinate communication, collaboration and issue resolution among parties. Steve Huebner will provide technical, healthcare industry, transactional, regulatory, financial and accounting support as necessary. He will coordinate with the lead project manager to ensure that other parties are fulfilling necessary support activities appropriately and timely and in the best interest of CBS.

**Additional Terms:**

As previously agreed, the laws of the State of Alaska will govern this agreement and that, in the event a dispute arises between the Client and Consultants, the matter will be submitted to the Superior Court for the State of Alaska, First Judicial District of Sitka, which shall be the sole and exclusive venue for any such dispute. Consultants agree to and will submit to the personal jurisdiction of those courts.

In addition, the following terms are incorporated into this agreement:

1. Consultants anticipate that CBS management and (as necessary) SCH management (including designated consultants), will actively participate in this engagement, providing the data/information necessary to complete transaction wrap-up and winddown, and making themselves available to answer questions, test assumptions, and validate information with Consultants.
2. Consultants will rely on the accuracy and reliability of information provided by CBS and SCH management and its consultants.
3. Consultants will complete the scope of work outlined in the proposal. The CBS Assembly and management will be responsible for ownership and implementation of adopted plans.
4. Consultants will invoice monthly, with payment due within 15 days of receipt.
5. To the extent that additional work outside the scope of this proposal is necessary, Consultants will proceed with addendum based on mutual agreement with Client.

6. Confidentiality Consultants shall not, during the term of this Agreement and any time after its expiration, disclose any proprietary or confidential information relating to the services, this Agreement, or Consultant's business or operations without the prior written consent of the Client.
7. Ownership of Material. Any data, information, documents, reports, or other material, graphic, software or otherwise, prepared by Consultants for the Client under this Agreement, shall belong to and remain the property of Client. The data, information, documents, reports, etc., shall not be disclosed by Consultants to anyone other than Client without prior written consent of Client.
8. Insurance. Before the execution of the Agreement, Consultants shall obtain all insurance required under this section. Consultants shall maintain insurance throughout the term of this Agreement. Proof of the required insurance shall be provided to the Client in the form of a Certificate of Insurance, showing the type and the amounts of insurance, the policy number, expiration date and signed by an authorized representative of the insurance company. Each Certificate of Insurance shall state that the policy or policies have been endorsed whereby the insurance company will provide not less than thirty (30) days written notice to the Client of any material change, cancellation, or non-renewal of the insurance policies. The Commercial General Liability insurance required under this section shall name Client as an additional insured for the purposes of this Agreement. Consultants shall provide the following types of insurance: Professional Liability insurance, single limit of \$1M, general aggregate limit of \$1M; Worker's Compensation insurance, if applicable, including Employer's Liability and Worker's Compensation, at minimum limits required by Alaska law; Commercial General Liability, single limit of \$1M, general aggregate limit if \$1M; All other types of coverage are exempt.
9. Indemnification. Consultants shall defend, indemnify, and save Client harmless for any loss, injury or damage to Client arising out of the performance by Consultants of the services provided under this Agreement insofar as such loss, damage or injury results solely from Consultants negligence, or reckless or willful act or omission of Consultants as judicially determined. This indemnity does not include claims that arise from any negligence, or willful or reckless act or omission of Client as judicially determined.

In accordance with the terms and conditions of this Agreement, Client shall be responsible for the accuracy and completeness of all data, information and representations provided to Consultants for purposes of this engagement. Because of the importance of oral and written management representations to the effective performance of Consultants services, Client releases and indemnifies Consultants and its personnel from any and all claims, liabilities, costs and expenses attributable to any misrepresentation by management and its representatives.

10. Consultants agree to perform the Services hereunder solely as independent contractors. The Parties agree that nothing in this Agreement shall be construed as creating a joint venture, partnership, franchise, agency, employer/employee, or similar relationship between the Parties, or as authorizing either Party to act as the agent of the other. Consultants are and will remain independent contractors in its relationship to the Client. Client shall not be responsible for withholding taxes with respect to the Consultants compensation hereunder. Consultants shall have no claim against the CBS hereunder or otherwise for vacation pay, sick leave, retirement benefits, social security, worker's compensation, health or disability benefits, unemployment insurance benefits, or employee benefits of any kind. Nothing in this Agreement shall create any obligation between either Party and a third party. Consultants shall not assign this Agreement or sub-contract any portion of it without Client's prior written consent. This Agreement cannot

be amended or modified except by agreement in writing executed by both Parties. This Agreement constitutes the entire agreement between the Parties.

11. This Agreement shall become effective when fully executed and will continue for a period of (12) twelve months or until the services have been satisfactorily completed and Consultants have been paid in full for such services. This Agreement may be terminated by either Party on provision of thirty (30) days written notice to the other Party, with or without cause.

**Signatures:**

By signing below, both Parties agree to the terms of this Agreement.

**City and Borough of Sitka, Alaska**

\_\_\_\_\_  
P. Keith Brady  
Municipal Administrator

\_\_\_\_\_  
Date

**Huebner Advisory, LLC:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

September 24, 2018

**Sandra T. Johnson**  
Admitted in Washington, Georgia and  
Tennessee  
T: 206-407-1555  
sjohnson@schwabe.com

Brian E. Hanson  
Municipal Attorney  
City and Borough of Sitka, Alaska  
100 Lincoln Street  
Sitka, Alaska 99835

RE: Engagement of Schwabe, Williamson & Wyatt, P.C.

Dear Brian:

We appreciate the opportunity to be of service to City and Borough of Sitka, Alaska ("Sitka"). This letter, together with the attached Standard Terms of Engagement, constitutes our contract of engagement to provide legal services and legal advice to Sitka (and not to any other shareholders, affiliates, subsidiaries, parents, stakeholders, people, or entities) to perform the following work:

- Assist Sitka as required to accomplish Phase 3 activities described in Sitka's affiliation RFP and other activities associated with Phase 3 as requested by Sitka;
- Advise Sitka regarding governing body, business and operational matters including those associated with Phase 3;
- Advise Sitka regarding Medical Staff matters including those associated with Phase 3; and
- Advise Sitka regarding compliance with healthcare laws, including the conduct of internal or external investigations and appropriate follow-up as required including those associated with Phase 3.

The team members we anticipate will work on this matter are listed on the attachment with their hourly rates and contact information. We review billing rates at the end of each calendar year and may adjust them at the beginning of the next year. For the work associated with Phase 3 activities, we understand that our fees are expected to be limited to \$150,000.00, subject to possible adjustment if required, with any adjustment to occur only with your prior approval.

At the beginning of each engagement, we check the names of our existing clients and the parties adverse to them to see if representing you would create a conflict of interest. We perform that check using the name or names we have been provided, and have completed the check with respect to Sitka. We have found no conflicts.

Brian E. Hanson  
September 24, 2018  
Page 2

We further understand that our engagement with Sitka is subject to termination at any time at Sitka's sole discretion, provided that if our services are terminated, Sitka will remain obligated to pay any fees that have been accrued under the terms of this letter up to the date of termination.

We know that Sitka values and expects timely legal work from us. We likewise value and expect timely payment within thirty days of the date of our invoices.

We want Sitka to be satisfied with the services we provide. If Sitka ever has concerns, please contact me or the leader of my practice group, Mark Long at [mlong@schwabe.com](mailto:mlong@schwabe.com). For payment questions, please call me or our Accounting Manager, Liz Russell, at 503.796.2846.

Again, thank you for your confidence in us.

Sincerely yours,



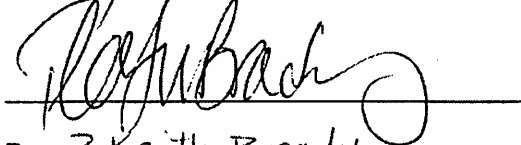
Sandra T. Johnson

SJ:aks  
Attachment

cc: Liz Russell

The foregoing terms and conditions, including the attached Standard Terms of Engagement, are agreed.

CITY AND BOROUGH OF SITKA, ALASKA



By: P. Keith Brady

Its: Municipal Administrator

Date: 9/25/18

**ATTACHMENT A**

**CONTACT INFORMATION**

**Lawyer**

Sandra T. Johnson  
\$390/hr

**Contact Information**

1420 Fifth Avenue, Suite 3400  
Seattle, WA 98101-4010  
Phone: 206-407-1555  
Fax: 206-292-0460  
Email: [sjohnson@schwabe.com](mailto:sjohnson@schwabe.com)

**Secretary/Contact Information**

Andrea K. Schunk  
Tel: 206-407-1539  
E-mail: [aschunk@schwabe.com](mailto:aschunk@schwabe.com)

Sarah E. Lawson  
\$350/hr

1420 Fifth Avenue, Suite 3400  
Seattle, WA 98101-4010  
Phone: 206-407-1507  
Fax: 206-292-0460  
Email: [slawson@schwabe.com](mailto:slawson@schwabe.com)

Rebekah Davies  
Tel: 206-903-1410  
E-mail: [rdavies@schwabe.com](mailto:rdavies@schwabe.com)

# Schwabe

## WILLIAMSON & WYATT<sup>®</sup>

### Standard Terms of Engagement

#### Initial Conference

The relationship with your attorney will usually begin with an initial conference. The purpose of this conference is for the attorney to learn about your situation, and then to discuss candidly the scope of services that will need to be provided. You should have a clear understanding of the legal services we will provide. Unexpected bills often are the result of poor communication at the beginning of a project and can damage a good working relationship. Don't hesitate to ask any questions you might have about costs and the amount of work anticipated. Most of the attorney's work will be performed outside your view—legal research and analysis, document drafting, and negotiation with opposing counsel. In most circumstances, we will also charge for waiting time in court and elsewhere and for travel time. We will act at all times on your behalf to the best of our ability. Any expressions on our part concerning the outcome of your legal matters are expressions of our best professional judgment, but are not guarantees. Such opinions are necessarily limited by our knowledge of the facts and are based upon the state of the law at the time they are expressed.

#### Identity of Client

The engagement letter identifies the client. Unless specifically stated, no other person or entity will be represented whether officers, directors, shareholders, or other stakeholders who may have an interest in the subject of the representation.

#### Who Will Provide the Legal Services

To best serve your needs, we may assign various lawyers or paralegals in the firm to work on a particular matter, if, in our judgment, that becomes necessary or appropriate. Our objective is to draw upon our expertise and experience to represent you most efficiently and economically. The letter accompanying these Terms and Conditions lists those individuals in the firm who we plan to involve in this engagement, including their secretaries, together with all contact information. We have included cell telephone numbers if ever you should need to contact any of us outside of normal business hours. Most of us can retrieve e-mails remotely, both during and outside normal business hours.

#### Fees and Costs

We find it advisable to confirm our mutual understanding with respect to the payment of fees and other charges incurred in connection with this engagement. We customarily undertake engagements on an hourly fee basis. We primarily base our fee on the amount of time devoted to this engagement, with the fee determined by the time spent on the matters multiplied by the individuals' hourly rates. There may be instances where other factors may be taken into consideration in determining our fees. These include such factors as the time limitations imposed by the client or the matter; the benefit resulting to the client or the results achieved for the client; the skill requisite to perform the services properly; the experience, reputation and ability of those performing the services; the complexity of the work and the novelty and difficulty of the questions involved; the efficiency with which it is accomplished; the extent to which we may have forgone other client opportunities in order to satisfy your requirements; and any unforeseen circumstances arising in the course of our representation. In such events, the fee will be reflected on our invoice as an adjustment to the time expended or to the hourly rate. In some of those instances (such as where we have invested in and utilize in our engagement sophisticated business/document production templates), the charge will reflect a sharing with the client of some of the resulting savings realized through our enhanced efficiencies. Hourly rates for attorneys in the firm vary according to experience and expertise. The range is currently from \$225 to \$695 per hour for attorneys and from \$150 to \$230 per hour for paralegals.

If we have more than one client in a matter, unless otherwise agreed in writing, all clients will be jointly and severally liable for our fees and other charges incurred in connection with this engagement.

The firm typically incurs costs in connection with the legal representation. In addition to fees for services rendered, we charge and you will be invoiced for all such direct or out-of-pocket costs,<sup>1</sup> that we may incur in connection with this engagement. All such charges will be clearly noted on our invoices. With this engagement, you authorize us to retain any investigators, consultants, or experts necessary in our judgment to represent your interests in this matter. With respect to any out-of-pocket expense to a third-party vendor in excess of \$100, either we ask that you pay the amount in advance, or we will submit the invoice to you and ask that you pay it to the vendor directly.

We are very sensitive to the financial considerations involved in our representation and will make every effort to alert you to any event or circumstance that could affect the fees or time involved in this matter. To assist you in managing the financial aspects of this engagement, if you would like, we could notify you at such time as our aggregate fees reach one or more specified thresholds. At that time, we could sit down and take stock of what we've achieved, what remains, and what the likely fees and costs will be.

---

<sup>1</sup> These include, by way of illustration, such costs and expenses as photocopy charges, mileage, travel expenses, special postage, delivery charges, filing fees, extraordinary secretarial charges, computer-assisted legal research, use of other service providers, and in the case of litigation, filing fees, deposition costs, process servers, court reporters and witness fees, etc.

If during the course of our engagement, you should ever have questions about an invoice, the status of your account, or if you otherwise need to speak with someone in our accounting department, please contact Liz Russell, Accounting Manager, at 503.796.2846 or by e-mail at [lrussell@schwabe.com](mailto:lrussell@schwabe.com).

#### **Advance Fee Deposit**

Unless other arrangements are made in advance, you will be expected to pay us an advance fee deposit before we start work, which, unless we agree otherwise, will be applied to your final invoice. Upon completion of work, any remaining balance will be refunded directly to you without interest. Payment of an advance fee deposit does not relieve you of the obligation to make prompt payment of invoices. Unless otherwise directed, all advance fee deposit funds are placed in a client trust account, and the interest earned on those accounts is donated, by law, to support public interest objectives of either the Oregon or Washington law foundations.

#### **Credit Checks**

It is our general practice to conduct credit checks on all new business clients, the results of which may not be available until after the initial conference. Information from that credit check may result in the primary attorney subsequently requiring an advance fee deposit or other financial arrangements. If you are unable to make such financial arrangements, it may be necessary for us to withdraw from or decline your representation.

#### **Billing Statements**

Unless otherwise agreed upon, billing statements are sent monthly. All invoices are due and payable in full within thirty (30) days after invoice date. Our policies regarding late payments are as follows:

- (1) Invoices unpaid for more than thirty (30) days after invoice date will be subject to a late payment charge of 9% annually.
- (2) We may, at our option, seek to recover from you the balance due, together with collection expenses including costs disbursements allowed by law, attorney fees and expenses, including those on appeal (and including those incurred by Schwabe, Williamson & Wyatt internally without engaging an outside law firm).
- (3) We may find it necessary to terminate services and withdraw from representation.

If you find yourself unable to make timely payment, please contact our Credit and Collections Coordinator or your primary attorney.

#### **Estimates**

We often receive requests to estimate the amount of fees and costs likely to be incurred in connection with a particular matter. Whenever possible, we will furnish such an estimate based upon our professional judgment, but always with a clear understanding that it is not a maximum or fixed-fee quotation. The ultimate cost frequently is more or less than the amount estimated. For certain well-defined services, we may quote you a flat fee. It is our policy not to accept representation on a flat-fee basis except in such defined service areas or pursuant to a special arrangement tailored to the needs of a particular client. In all such situations, the flat-fee arrangement will be expressed in a letter, setting forth both the amount of the fee and the scope of the services to be provided. We may, in appropriate circumstances, provide legal services on a contingent fee basis. Any such contingent fee arrangement must be reflected in a written contingent fee agreement provided by our contingent fee review committee.

#### **Working Arrangements**

Problems or confusion about bills should be directed to our Accounting Manager or your primary attorney. Your primary attorney may assign various lawyers or paralegals in the firm to work on your file. If you are concerned about who works on your file, please discuss these concerns with your primary attorney.

By selecting our firm to represent your interests, you give the firm the power of attorney to execute all complaints, claims, verifications, dismissals, deposits, and orders and take other actions on your behalf. Be assured, however, that settlements affecting your interests will occur only with your consent. Such consent need not be in writing.

#### **Cooperation**

As a necessary term of our engagement, and to enable us to represent you effectively, you agree to cooperate with us in the matters we are handling for you and you must fully and accurately disclose and provide to us all information and documents relevant to our representation or as we may otherwise request. You will need to make yourself reasonably available to us to meet with us, and to attend meetings or any proceedings in which we may be involved on your behalf. In order for us to contact you at all times, you will provide us with all current contact information (address, telephone number, fax number, e-mail address, etc.) and shall promptly notify us of any changes in such information. And, of course, you must agree to pay our fees and costs on the terms described in our engagement letter and these Standard Terms of Engagement.

The advice and counsel we provide to you during the course of our representation of you is solely for your use and reliance and is not intended to be advice upon which anyone else is entitled to rely. Please understand that sharing privileged communications between us with any third party can cause a waiver of the attorney-client privilege to your detriment.

#### **New Matters**

These Standard Terms of Engagement will also apply to all future legal matters in which we provide you legal services. Those additional legal services may be initiated by e-mail or other communication.



## Termination

You may terminate our representation at any time, with or without cause, by notifying us. Your termination of our services will not affect your responsibility for payment of legal services rendered and additional charges incurred before termination and in connection with an orderly transition of the matter.

We are subject to the rules of professional responsibility for the jurisdictions in which we practice. Those rules list several types of conduct or circumstances that require or allow us to withdraw from representing a client, including, for example: nonpayment of fees or costs, your misrepresentation or failure to disclose material facts, your action contrary to our advice, and conflict of interest with another client. We try to identify in advance and discuss with our client any situation that may lead to our withdrawal, and if withdrawal ever becomes necessary, we will give you written notice of our withdrawal.

At your request, your original papers and property that you have provided to us will be returned to you promptly upon receipt of payment for final outstanding fees and costs. Schwabe Williamson & Wyatt reserves the right to assert an Attorney's Lien under Oregon law as described in Oregon Revised Statutes chapter 87. We will retain our own files pertaining to the matter. These files include, for example, our administrative records, time and expense reports, personnel and staffing materials, and credit and accounting records; and internal lawyers' work product such as drafts, notes, internal memoranda, and legal and factual research, including investigative reports, prepared by or for the internal use of lawyers. We will then store the file for ten (10) years. The file will be destroyed by shredding after that period of time unless you instruct us in writing to send it to you. All work product remains the property of Schwabe, Williamson & Wyatt, and we will have the right to assert any liens permitted by law.

After completion of the transaction or other matter, changes may occur in the applicable laws or regulations that could have an impact upon your future rights and liabilities. Unless you engage us after completion of the transaction or the matter to provide additional advice on issues arising from our representation, we have no continuing obligation to advise you with respect to future legal developments.

## If You Become Dissatisfied

Schwabe, Williamson & Wyatt recognizes that working with an attorney represents a significant investment of your time and money. We pledge to provide you with quality counsel and advice. If at any time during this relationship you become unhappy or dissatisfied with our work, we urge you to contact your primary attorney and seek a mutually satisfactory resolution of your concerns. If you are unable to resolve these issues with your primary attorney please call our Managing Partner, Mark Long. He can be reached at 503.796.2933 or by e-mail at [mlong@schwabe.com](mailto:mlong@schwabe.com).

\* \* \* \* \*

This Standard Terms of Engagement is an attachment to our letter of engagement to you. In the event of any conflict between the two, the letter of engagement will control our agreement with you.

April 14, 2019

Brian E. Hanson  
Municipal Attorney  
City and Borough of Sitka,  
Alaska  
100 Lincoln Street  
Sitka, Alaska 99835

**Sandra T. Johnson, Esq.**  
Licensed in Washington, Georgia  
and Tennessee  
Direct: 206.407.1555  
email: [sjohnson@schwabe.com](mailto:sjohnson@schwabe.com)

**RE: Request for Supplemental Appropriation, Schwabe, Williamson & Wyatt, P.C.**

Dear Brian:

As you know, in September of 2018 my firm was retained to perform the following work:

- Assist Sitka as required to accomplish Phase 3 activities described in Sitka's affiliation RFP and other activities associated with Phase 3 as requested by Sitka;
- Advise Sitka regarding governing body, business and operational matters including those associated with Phase 3;
- Advise Sitka regarding Medical Staff matters including those associated with Phase 3; and
- Advise Sitka regarding compliance with healthcare laws, including the conduct of internal or external investigations and appropriate follow-up as required including those associated with Phase 3.

At that time, I stated as follows:

For the work associated with Phase 3 activities, we understand that our fees are expected to be limited to \$150,000.00, subject to possible adjustment if required, with any adjustment to occur only with your prior approval.

Phase 3 work was thus to include the traditional activities required of transaction counsel (*e.g.*, due diligence list formulation and negotiations), including the governing body, business, operational, Medical Staff, and compliance review activities that typically arise during a health care transaction. I was also retained to provide legal services as directed by the City and Borough of Sitka, AK ("CBS"), outside the context of the transaction, in the areas listed in the final three bullet points.

My understanding of my role in the transaction was that my activities would be relatively limited as compared to a lawyer's typical role in this type of transaction; that is, wherever possible I was to permit counsel for SEARHC to bear the "laboring oar" in order to preserve CBS resources. For example, SEARHC counsel was to draft the required documents and conduct the substantive

due diligence review. Under that assumption, I estimated my fees for the transaction would amount to \$156,000 (my discounted hourly rate of \$390.00/hour multiplied by an estimated 400 hours to complete the transaction). We subsequently agreed to a cap of \$150,000 for the Phase 3 work, subject to adjustment as agreed between us. As matters unfolded, however, it became less feasible to limit my role as we originally anticipated, so that the \$150,000 limit became infeasible, as well.

Beginning with the due diligence process, my role began to expand, always either at the request of Keith Brady or at your request. For example, when Sitka Community Hospital (SCH) personnel began uploading contracts for SEARHC review, Mr. Brady asked that I review each contract to determine whether there were issues likely to arise from those agreements, instead of relying on SEARHC counsel for that review. That request required my personal review of around 400 contracts, an endeavor that consumed considerable time beginning in January. Additionally, I was personally involved in overseeing production of documents for due diligence, and for meeting with SCH staff to discuss and explain legal aspects and requirements for the transaction. That increased level of involvement applied across all aspects of the transaction and required significantly more time than would have been required if my scope of services had been as we initially anticipated.

Beginning in mid-February, the depth of my involvement increased further. Repeated delays in the reports from CBS' compliance consultants began to frustrate our buyer SEARHC, and as the delays continued, I was asked to facilitate completion of that work. For an extended period my work on the compliance issue required all of my efforts, so that my transaction work had to be completed after the hours spent on the compliance issue. Those efforts continue, and have required intensive and sustained work as we try to secure the compliance review information required to complete the transaction, while continuing to work on the transaction itself.

As a result of the above and other issues (all of which are detailed in my time entries on the invoices submitted to CBS), the amount of work required from me, both to bring the transaction to its current status and to facilitate completion of the compliance reports from SVG and Hall Render, has been significantly higher in hours and intensity than was initially anticipated. The number of hours required from me has now reached just over 700, and I anticipate that completion of the work could require an additional 150 – 200 hours as we complete the transaction and the compliance matters.

I am proud of the work done by the CBS leadership and staff, Sarah Cave, and Steve Huebner in performing this challenging work. I am proud of my work, as well. We are all dedicated to CBS, and we have been thoughtful and efficient in our efforts on your behalf.

Please let me know if you or the Assembly require further information. It remains a genuine pleasure to work with you.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Sandra T. Johnson", with a stylized, flowing script.

Sandra T. Johnson

April 14, 2019

Brian E. Hanson  
Municipal Attorney  
City and Borough of Sitka,  
Alaska  
100 Lincoln Street  
Sitka, Alaska 99835

**Sandra T. Johnson, Esq.**  
Licensed in Washington, Georgia  
and Tennessee  
Direct: 206.407.1555  
email: [sjohnson@schwabe.com](mailto:sjohnson@schwabe.com)

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Sandra T. Johnson



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: 19-124      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Consideration and award of the request for proposals submitted for the available funds (\$35,592) in the Fisheries Enhancement Fund

Sponsors:

Indexes:

Code sections:

Attachments: [Process](#)

[Administrator Memo and Materials](#)  
[2019 All Years Combined Amounts Given](#)  
[2019 Sitka Sound Science Center App](#)  
[2019 ALFA FEF App\\_Redacted](#)

Date	Ver.	Action By	Action	Result
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## **Step 1**

Mayor Paxton announces there is an opportunity for applicants to speak to their proposals.

\*5 minute time limit per applicant\*

## **Step 2**

Assembly discussion on potential award amounts.

- \$35,592 is available for disbursement from the Fisheries Enhancement Fund. A total of \$45,592 has been requested.
  - Sitka Sound Science Center request \$35,592
  - Alaska Longline Fisherman's Association request \$10,000

## **Step 3**

### **POSSIBLE MOTION**

Public comment will be taken after a motion is made.

**I MOVE TO** award \$\_\_\_\_\_ to the Sitka Sound Science Center and award \$\_\_\_\_\_ to the Alaska Longline Fisherman's Association.



# City and Borough of Sitka

100 Lincoln Street Sitka, Alaska 99835

*Coast Guard City, USA*

## Memo

**To:** Mayor Paxton and Members of the Assembly  
**From:** P. Keith Brady, Municipal Administrator  
**Date:** June 4, 2019  
**Re:** FY2019 Fisheries Enhancement Fund Proposals

---

The Fisheries Enhancement Fund was established by Ordinance 2006-38 and approved by voters in 2006.

The amount available for disbursement from the FY2019 budget is \$35,592. Our office received two timely proposals from:

- Sitka Sound Science Center
- Alaska Longline Fishermen's Association

By the terms of the advertisement Sitka Sound Science Center's proposal meets the requirement.

Alaska Longline Fishermen's Association's proposal does not include the required pro forma financials as indicated on page 12 of the proposal. By the terms of the advertisement the proposal does not meet the requirements.



### FY19 Fisheries Enhancement Grant Requests

<b>Applicant</b>	<b>FY 2019 Requested</b>	<b>To be Used For</b>	<b>Amount Recommended</b>
Sitka Sound Science Center	\$35,592.00	Continue its hatchery production and enhancement operations.	
Alaska Longline Fishermen's Association	\$10,000.00	1) Build capacity in their crew apprentice program; 2) mentoring young fishermen through Sitka-based education/training programs and their Fishery Conservation Network; 3) provide entry level quota share loans to Sitka fishermen; and 4) expand their value-added marketing program, Alaska Own.	
<b>TOTAL</b>	<b>\$45,592.00</b>		<b>\$0.00</b>

Note: \$35,592 is available for disbursement from the Fisheries Enhancement Fund

To: Susan McFadden  
From: Renee Wheat / Sara Peterson  
Publish: April 26, May 3, 10, 17 & 22

**Request for Proposals  
By the City and Borough of Sitka, Alaska  
Fisheries Enhancement Fund**

Request for Proposals for the disbursement of the available \$35,592 in the Fisheries Enhancement Fund, established by Ordinance 2006-38 and approved by voters in the regular election held October 3, 2006, will be received at the office of the Municipal Clerk, City Hall, City and Borough of Sitka, 100 Lincoln Street, Sitka, Alaska until Friday, May 24, 2019, 2:00 pm. Proposals received after the time fixed for receipt will not be considered.

The proposal should contain the following information:

- History of the organization
- Current balance sheet
- Pro forma financial statements
- Dollars requested from funds
- Statement of what will be achieved with the funding
- Explanation of how this will enhance the fisheries within the City and Borough of Sitka

Questions may be directed to Renee Wheat, Admin. Coordinator, 100 Lincoln St., Sitka, Alaska, 747-1808.

**CITY AND BOROUGH OF SITKA**

**ORDINANCE NO. 2006-38**

**-AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA AMENDING SITKA GENERAL CODE SECTION 4.09.010 ENTITLED "LEVY OF SALES TAX" TO IMPOSE A FLAT SALES TAX RATE TO BE PAID BY FISHING CHARTER CUSTOMERS ON THE VALUE OF PACKAGED FISH AND/OR SEAFOOD CAUGHT OR TAKEN BY FISHING CHARTER CUSTOMERS.**

1. **CLASIFICATION.** This ordinance is of a permanent nature and is intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska upon election certification.

2. **SEVERABILITY.** If any provision of this ordinance or any application to any person or circumstance is held invalid, the remainder of this ordinance and application to any person or circumstance shall not be affected.

3. **PURPOSE.** Sitka General Code Section 4.09.030, entitled "Presumption of taxability—sales price and purchase price," recognizes that "in a sale which the amount of money paid does not represent the value of the property or service purchased, the sales tax must be imposed on the value of property or service purchased." Under the current Sitka General Code sales tax provisions, the value of the packaged fish and/or seafood obtained by fish charter customers as part of a charter has not been taxed. Fish charter customers are charged the same charter fee regardless if they obtain fish and/or seafood as part of a charter, and is then packaged for the customer. The purpose of this ordinance is to impose a sales tax on the value of the packaged fish and/or seafood caught or taken and retained by fish charter customers as a result of their charter.

The proposed amendment to Sitka General Code Section 4.09.010 would impose a flat rate charge of \$10 per fish box as a reasonable sales tax levy rate for the value of the packaged fish and/or seafood of fishing charter customers. This flat rate levy and the amount of the tax takes into consideration that each fish box may contain a varied amount, type, and size of fish and/or seafood which makes it difficult to precisely calculate its value. Additionally, since the fish and/or seafood has been caught and/or taken by the charter customer, the value of the packaged fish and/or seafood cannot be directly correlated with retail sales prices of fish and/or seafood. Thus, the City and Borough of Sitka, Alaska finds that the flat rate charge of \$10 per fish box is a reasonable sales tax rate.

Additionally, the sales tax collected from this levy on fish boxes shall be deposited by the finance director in the following funds and in the following rations:

- a. 20% in the harbor fund;
- b. 30% in the Sitka Permanent Fund;
- c. 20% in a fisheries enhancement fund, available to be used for any fisheries enhancement proposal upon approval of the proposal by the Assembly;  
and
- d. 30% in the general fund.

4. **ENACTMENT.** NOW, THEREFORE, BE IT ENACTED By the City and Borough of Sitka that Sitka General Code Section 4.09.010, entitled "Levy of Sales Tax," is amended by adding a new subsection to read as follows (new language underlined, deleted language stricken):

**4.09.010 Levy of sales tax.**

- A. There is levied a consumer's sales tax on sales, rents, and leases made in the City and Borough of Sitka. This tax applies to sales, rentals, and leases of tangible personal property; sales of services sold within the City and Borough of Sitka; sales of services performed wholly or partially within the City and Borough of Sitka when the provisions of such services originates or terminates within the City and Borough of Sitka; and rentals and leases of real property located with the City and Borough of Sitka. Notwithstanding any provision of law, air or sea charter services, provided a person or entity in the business of providing such charter services, are exempt from sales tax by the City and Borough of Sitka if the charter does not commence and end within the City and Borough of Sitka.
- B. The rate of levy of the sales tax levied under subsection A of this section is five percent on sales made during the months of October, November, December, January, February, and March. Effective April 1, 2004, the rate of levy of the sales tax levied under subsection A of this section is six percent on sales made during the months of April, May, June, July, August, and September. The rate of levy of the sales tax shall become five percent all year around three days after the Administrator certifies in writing to the Assembly that either (a) any and all bonds issued pursuant to the ratification by the voters on March 18, 2003, of propositions set out in Ordinances Nos. 02-1707 and 02-1712 are entirely paid off or (b) the seasonal sales tax increase of one percentage point on sales made during the months of April, May, June, July, August, and September described in the previous sentence has generated (or-based on historical projections-will generate in the next succeeding quarter) sufficient revenues to pay off any and all bonds issued pursuant to the ratification by the voters on March 18, 2003, of propositions set out in Ordinances Nos. 02-1707 and 02-1712, whether or not such bonds have been paid off.



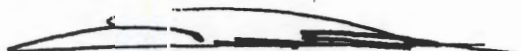
- C. A flat rate of \$10 per fish box shall be levied on the packaged fish and/or seafood caught or taken and retained by fish charter customers as part of the fish charter. This tax shall be paid by the fish charter customer,
- D. collected by whoever packages the fish and/or seafood caught or taken by the fish charter customer, and is in addition to any sales tax paid based on the cost of the charter. This tax is effective January 1, 2007. For purposes of this subsection, a fish box means any packaging by a fish charter operator or processor, of fish and/or seafood caught or taken as part of the charter by a fish charter customer. The sales tax collected from this levy on fish boxes shall be deposited by the finance director in the following funds in the following ratios:
1. 20% in the harbor fund;
  2. 30% in the Sitka Permanent Fund;
  3. 20% in a fisheries enhancement fund, available to be used for any fisheries enhancement proposal upon approval of the proposal by the Assembly; and
  4. 30% in the general fund.
- E. Except as provided in subsection C above, all moneys accumulated under the terms of this chapter shall be deposited by the Finance Director in the general fund of the City and Borough of Sitka and shall be used for the general operating expenses of the City and Borough of Sitka in such a proportion as deemed advisable from time to time by the Assembly.
5. **EFFECTIVE DATE.** This ordinance shall become effective immediately on certification of the election results that show a majority of qualified voters approved the enactment.

**PASSED BY A MAJORITY VOTE OF THE ELECTORATE AT A REGULAR MUNICIPAL ELECTION HELD OCTOBER 3, 2006.**

**Results: YES = 2,011  
NO = 1,000**

  
Marko Dapceovich, Mayor

ATTEST:

  
Colleen Pellett, MMC  
Municipal Clerk





Right now, the official U.S. time is:

**03:24:01 p.m.**

12-hr

24-hr

**Tuesday, May 14, 2019**

**Alaska Time (DST)**

Corrected for network delay 302 m



Sun is  
shining  
in light  
region

It is  
night  
in dark  
region

THE U.S. TIME IS PROVIDED BY NIST & USNO

PRIVACY POLICY & SECURITY NOTICE

TIME EXHIBITS

Also, try the [alternate Flash page](#) or see [About This Site](#)

Recd by: Renee Wheat

Date: May 14, 2019

Time: 3:24 pm

From: Sitka Sound Science Center

For: Fisheries Enhancement Fund



# SITKA SOUND SCIENCE CENTER

834 Lincoln Street, Suite 200  
Sitka, Alaska 99835  
Admin Phone: 907.747.8878  
Email: [info@sitkasoundsciencecenter.org](mailto:info@sitkasoundsciencecenter.org)



May 13, 2019

Dear Assembly members,

Thank you for the opportunity to submit an application to the Fisheries Enhancement Fund. Sitka Sound Science Center is grateful for the funds we have received from this fund in the past. Over the last ten years, with support from the Fish Box tax, Sitka Sound Science Center has created a stronger hatchery program, strengthened our infrastructure, promoted Alaska aquaculture to visitors, expanded our fisheries enhancement educational opportunities to our Sitka students, and added to the common property fishery benefitting commercia.

We believe our hatchery program fits the spirit of what the voters intended when they approved this Fisheries Enhancement Fund with the fish box tax benefiting fisheries enhancement. The State of Alaska defines fisheries enhancement as salmon aquaculture. The fisheries enhancement facility we operate was started in 1972 by the students of Sheldon Jackson College and it was the first permitted hatchery in the State. This hatchery contributes directly to the local fishery to the benefit of a wide breadth of the community: children and elders can fish from Sage Beach, while subsistence, guided sport, sport and commercial gear groups land SJ Hatchery- originated salmon from around Sitka Sound.

Importantly, the large regional fishery enhancement facilities around the state, receive the proceeds from the fishery enhancement tax that commercial fishermen pay when they sell their fish. Sitka Sound Science Center does not receive those funds. Nor do we collect funds directly from the guided sport sector for fishery enhancement. The fish box tax revenue is meant to be guided sports contribution to fishery enhancement.

Sitka Sound Science Center is adding to Sitka's economy in many ways. We have created 19 full-time year-round positions and we have another 12 to 15 seasonal we hire in the summertime. Our educational programs are helping to launch a new generation of STEM educated workforce. Our aquarium and hatchery are also tourist attraction that brings visitors to shore, and we have attracted researchers from around the nation to help us better understand our natural world.

We respectfully request \$35,592.

Thank you for your careful consideration.

Sincerely,

Lisa Busch  
Executive Director, Sitka Sound Science Center



## **Application City and Borough of Sitka Fisheries Enhancement Fund**

### **Sitka Sound Science Center**

**2019**

**The Sitka Sound Science Center (SSSC) respectfully requests the City and Borough of Sitka consider providing the Sheldon Jackson Salmon Hatchery \$35,592 from the Fisheries Enhancement Fund. The SJ salmon hatchery work aligns perfectly with the purpose of the Fisheries Enhancement Fund. Our facility is permitted for 12 million chum, 3 million pink and 250,000 coho salmon eggs. The Sitka Sound Science Center produces these fish for the charter, commercial, sport and subsistence harvest in Sitka Sound and Deep Inlet. We have a partnership with the Northern Southeast Regional Aquaculture, for whom we provide 9 million chum eggs, returning \$8.3 million total value to the commercial fishing fleets of Sitka over the past ten years and millions to the guided sport industry. The salmon Sitka Sound Science Center release in front of our facility are valued at another \$300,000 just for the commercial catch. In 2018, SSSC contributed \$1.4 million to the commercial salmon fleet, and (though undocumented) enhanced the guided sport fishery. Our hatchery fish are also caught by recreational and subsistence fishermen in Sitka Sound and surrounding waters. Our return site adjacent to the Sage Beach provides a unique opportunity for anglers of all ages to catch salmon.**

### **History of the Organization: Sitka Sound Science Center**

The Sitka Sound Science Center (SSSC) is a **non-profit 501c3** organization formed in 2007. The Sitka Sound Science Center is dedicated to increasing understanding and awareness of terrestrial and aquatic ecosystems of Alaska through education and research. Our vision is to build on Sitka's legacy and potential as an educational and scientific community. We have 19 year-round staff members and 14 additional summer employees. We own the 1929-era Sage building that at one time housed the Sheldon Jackson College science classrooms and laboratories. Today we operate the Molly O Ahlgren Aquarium and the Sheldon Jackson Salmon Hatchery. Our hatchery contributes to the guided sport and recreational fisheries, Sitka Sound common property fishery, the Deep Inlet chum fishery. The hatchery is also an educational tool that provides training to people in the UAS Fisheries Technology Training Program as well as in the Sitka School District and Mt. Edgecumbe High School. Students in these programs are the future of salmon enhancement and fisheries management. We provide an aquaculture class with hands-on, experiential learning to Pacific High School, Mt. Edgecumbe and Sitka High School students as well as facilitated mentorships for fisheries enhancement.

The Sheldon Jackson Salmon Hatchery was the first hatchery permitted in the State of Alaska. The hatchery was a production facility and a training location where students learned fisheries biology, natural resource management, and fisheries enhancement techniques. Graduates from the fisheries program at Sheldon Jackson College from 1975 to 2007 are now professionals and leaders in fisheries enhancement, management, and policy around the State of Alaska. When the Science Center took over operation of the hatchery in 2007, our board remained committed to contributing to the common property fishery and the continuation of the unique training program our location and facility affords.

Today, SSSC delivers high quality science education programs and conducts collaborative research with a number of research institutions from around the nation. SSSC works to conduct research that reflects Sitka's locally relevant scientific questions and in close partnership with fishing interests such as NSRAA, Silver Bay Seafoods, and the Alaska Longline Fishermen's Association.

### **Our programs:**

**What's new?** We added a **facilitated mentorship in fisheries enhancement** for Sitka High and Mt. Edgecumbe High School students. In this mentorship students get hands on experience conducting authentic scientific research. We expanded our **aquaculture classes for high school students:** in which students receive exposure to fisheries enhancement issues, visit aquaculture facilities and do hands on activities with SSSC hatchery and education department staff to Sitka High School, Pacific High School and Mt. Edgecumbe High School. Our dive programs have also grown as the state and the nation become more interested in ocean acidification (OA) and mariculture. University of California Santa Cruz conducts dive research on kelp and OA educational programs and they also hold a winter dive field course for undergraduates in February.

We continued our strong partnerships with the University of Alaska Southeast Fish Tech program, NSRAA, Sitka School District, Mt. Edgecumbe High School, National Institute of Health, University of Alaska Fairbanks, Stanford University, University of San Francisco, U.S. Coast Guard Academy, Mote Marine Laboratory, NOAA, US Geologic Survey, National Park Service, U.S. Forest Service, and the Alaska Department of Fish and Game.

We provide salmon culture workshops for students in the University of Alaska Fisheries Technology Program. Our after school, and summer camps have become enormously popular and our Scientists in the Schools program, integrated into the K-12 curriculum for the Sitka School District and Mt. Edgecumbe High School, has been credited for raising science test scores and closing the academic achievement gap in science between Alaska Natives and non-Natives. Our other education programs include our Sprouts program for 3-5 years olds, a natural history seminar series, and Sitka WhaleFest. We institute community programs with Sitka Tribe of Alaska, the National Park Service, and The Sitka Conservation Society.

### *Enhancement*

Sitka Sound Science Center is part of the almost \$1 billion fisheries enhancement industry in Alaska. Southeast Alaska hatcheries contribute millions of pounds of fish to commercial, charter, sport, personal use and subsistence fisheries, resulting in the injection of millions of dollars into the Sitka economy. The McDowell study (May 2017) demonstrates how important hatcheries are to our community and regional economy. Hatcheries create 2,000 jobs in Southeast Alaska and produce \$90 million in labor income. The SJ Hatchery facility is permitted by the State for 12 million Chums, 3 million Pinks, and 250,000 Coho, providing important local sport, commercial, and charter fishing opportunities near town. Sitka has 81 guided sport businesses and employs more than 160 people (with Sitka residencies). While we don't know the exact numbers of fish taken by nonresident guided anglers, we know hatcheries contribute to their catch. In addition, visitors target our fish when fishing near the Sea Walk and Sage Beach (adjacent to our facility). Our nonprofit organization provides 9 million chum eggs for the Deep Inlet remote release site. **In 2018, the value of the chum salmon originating from SSSC's SJ Hatchery was valued at \$400,000 to the commercial fleet, and the chum salmon released at Deep Inlet was valued at \$1**

**million.** Because of our location, SSSC-reared salmon are easily accessible to commercial fishermen, recreational and guided sport fishermen including land-based sport fishing. The return site adjacent to Sage Beach provides a unique opportunity for anglers to catch salmon from the shore, an opportunity used by children, families and elders during the salmon return. We also provide salmon carcasses for locals to use for dog food and gardening. In addition, SSSC is training people to work in fisheries enhancement. We have a formal Memorandum of Understanding with the University of Alaska Southeast to provide hands on training to people in the University of Alaska Fisheries Technology Program. **We are the only working training facility hatchery in the State of Alaska, and one of only two in the Pacific Northwest.**

We are part of the State of Alaska \$20 million long term study on the interaction between wild and hatchery chum salmon overseeing the Southeast field crews conducting the research. SSSC continues to conduct controlled research experiments for the hatchery feed company Skretting in which we are testing alternative fish food ingredients. We continue to collaborate on doing research in partnership with University of Alaska Southeast and University of Alaska Fairbanks School of Fisheries, on humpback whales feeding on hatchery released smolt and fry.

Our facility received approximately 18,000 visitors annually last year, including many charter clients in town for fishing as well as cruise ship passengers, students and scientists. As part of the visitor experience, we provide them with a history of salmon enhancement and commercial, sport and subsistence fishing in Alaska. We teach visitors about the salmon life cycle, how our community depends on fishing for an economic base and the importance of culture in our relationship with the natural world.

#### *Community Support*

Sitka Sound Science Center has a wide breadth of community support as represented by our donation and in-kind support from fish processors such as Silver Bay Seafoods, and Sitka Sound Seafoods; private foundations including the Sitka Permanent Charitable Trust, Rasmuson Foundation, individual members, and a breadth of individual donations. We are also supported by Douglas Island Pink and Chum (DIPAC) and the Northern Southeast Regional Aquaculture Association (NSRAA). Our Board of Directors represents a cross section of Sitka. Our board members are: Trish White (owner, White's Pharmacy); Kitty LaBounty (vice chair, UAS); Justin Penny (Wells Fargo), Linda Waller (Sitka Sound Seafoods); Steve Clayton (building contractor); Rob Allen (chair, Sitka Community Hospital administrator, treasurer); Alana Peterson (treasurer, restaurant owner) Madison Kosma (secretary, UAF graduate student)

**Dollars Requested:** Sitka Sound Science Center respectfully requests the balance of the fisheries enhancement fund \$35,592.

**Statement of what will be achieved with the funding:** Fisheries Enhancement funding will enable Sitka Sound Science Center to maintain its hatchery production and enhancement operations. The monies from the Fisheries Enhancement Fund will go directly into supporting hatchery operations and staffing the hatchery. These positions are responsible for overseeing fish health, spawning, daily fish culture, tagging fish, water quality monitoring, research operations, facility issues and other essential hatchery tasks that support strong, healthy fish releases. Because of the small size of our facility, cost recovery fishing does not pay all the bills for our operations. The funds provided by the fish box tax are vital for our

organization, particularly this year with diminished federal and state opportunities for grants and contracts.

**Explanation of how this will enhance the fisheries within the City and Borough of Sitka:** Sitka Sound Science Center provides fisheries enhancement in many ways. We directly contribute to salmon fishing opportunities for all users in Sitka by:

- Enhance the quantity of fish stocks returning to Sitka Sound by releasing 250,000 Coho, 3 million Chum and 3 million Pink salmon that return to Crescent Bay.
- Enhance and contribute to the Deep Inlet terminal fishery in partnership with NSRAA to release 9 million Chum salmon.

Additionally, we ensure fisheries enhancement into the future by:

- Train adults and students to become competent aquaculture technicians for work at NSRAA or other hatcheries/salmon enhancement projects through on-the-job training and UAS Fisheries Technology class laboratories.
- Introduce K-12 students to fisheries enhancement, science and other marine related disciplines as options for their future careers by providing hands-on laboratories and supporting science curriculum at all Sitka Schools.
- Educate visitors (including charter clients) about hatcheries and how salmon enhancement works in conjunction with wild salmon management and conservation in Southeast Alaska and the important role of commercial, sport and subsistence fishing to Sitka's economy, lifestyle and culture.
- Provide internship opportunities for college students studying science and to work in science education and hatchery operations during the summer.
- Provide summer employment opportunities for Sitka High School students to work in science education and hatchery operations.

**ATTACHED:**

**Hatchery Pro Forma (and narrative)**

**SSSC recent Balance Sheet**

**Support Letters**



# Sheldon Jackson Hatchery (SSSC) Proforma - Revenue Return Projections & Revenue

Updated 6 May-19 WHC  
Fish Box

Actual

## Pinks

Brood Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Permitted Eggs	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Associated Release	1,016,500	1,079,000	985,000	2,902,360	2,437,062	2,903,982	2,437,062	2,303,969	2,700,000	2,700,000	2,700,000	2,700,000	2,700,000

## Recovery

Assumptions	
marine survival	3.5%
commercial harvest %	65%
comm. price per pound	\$ 0.23
inflation	2.5%
average weight	3.60 lbs

Return Year	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
2 yr olds	91,013	104,007	101,533	85,297	101,639	85,297	80,639	94,500	94,500	94,500
Brood stock	5,485	4,684	11,257	5,000	5,689	5,000	5,001	5,002	5,003	5,004
Commercial catch	59,158	67,605	66,029	55,443	66,065	55,443	52,415	61,425	61,425	61,425
Cost Recovery (CR) Fish	60,919	123,782	182,248	47,502	122,717	24,854	23,223	28,073	28,072	28,071
CR price \$/lb	\$ 0.16	\$ 0.08	\$ 0.11	\$ 0.23	\$ 0.23	\$ 0.24	\$ 0.24	\$ 0.25	\$ 0.25	\$ 0.26
CR Pounds	207,125	433,236	757,520	179,420	516,410	89,474	83,601	101,053	101,059	101,056

## Chum

Brood Year	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Permitted Eggs	1,000,000	1,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000	3,000,000
Associated Release	500,000	920,000	2,946,059	2,333,519	2,795,979	2,293,105	2,760,000	2,760,000	2,760,000	2,760,000	2,760,000	2,760,000	2,760,000

## Recovery

Assumptions	
marine survival	1.5%
3 yr	12%
4 yr	66%
5 yr	21%
6 yr	1%
commercial harvest	65%
comm. price per pound	\$ 0.50
inflation	2.5%
average weight	7.90 lbs

Return Year	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
3-year-old	900	1,656	32	4,845	22,551	4,128	4,128	4,966	4,966	4,966
4-year-old	7,425	4,950	1,118	57,202	42,833	27,680	22,702	27,324	27,324	27,324
5-year-old	3,402	2,363	1,990	4,307	2,172	7,351	8,807	7,223	8,694	8,694
6-year-old	161	162	376	943	-	442	330	419	344	344
Total adults	11,888	9,131	3,516	67,297	67,556	39,600	35,987	39,935	41,330	41,330
Brood stock	1,262	512	2,812	4,591	2,082	2,500	2,500	2,500	2,500	2,500
Commercial catch	7,727	5,936	2,285	44,627	55,470	25,740	23,391	25,958	26,864	26,864
Cost Recovery (CR) Fish	1,113	765	2,285	18,079	10,004	11,360	10,085	11,477	11,965	11,965
CR price \$/lb	\$ 0.35	\$ 0.33	\$ 0.38	\$ 0.65	\$ 0.65	\$ 0.67	\$ 0.68	\$ 0.70	\$ 0.72	\$ 0.74
CR Pounds	6,678	6,044	18,204	142,824	75,030	89,745	79,753	90,669	94,527	94,527

## Coho

Brood Year	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Permitted Eggs	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,000	250,001	250,002	250,003
Associated Release	22000	210000	1320	40844	195,000	26,000	212,500	212,500	29,449	160,000	212,500	212,501	212,502	212,503

## Recovery

Assumptions	
marine survival	3.3%
commercial harvest %	50%
comm. price per pound	\$ 0.83
inflation	2.5%
average weight	7.50 lbs

Return Year	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
3 yr olds	10,100	33	829	3,366	2,991	5,280	7,013	7,013	7,013	7,013
Brood stock	791	7	56	175	151	300	300	300	300	300
Commercial catch	9,088	17	772	2,085	2,194	2,640	3,506	3,506	3,506	3,506
Cost Recovery (CR) Fish	222	0	1	39	29	2,340	3,206	3,206	3,206	3,206
CR price \$/lb	\$ 0.63	\$ 1.03	\$ 0.53	\$ 1.13	\$ 1.13	\$ 1.16	\$ 1.19	\$ 1.22	\$ 1.25	\$ 1.28
CR Pounds	263	14	263	218	218	39,600	52,594	52,594	52,594	52,594

Revenue	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
Hatchery Return Revenue	\$ 827	\$ -	\$ 7	\$ 230	\$ 246	\$ 45,867	\$ 62,440	\$ 64,001	\$ 65,601	\$ 67,241
Research, grants and donation income	\$ 36,655	\$ 36,653	\$ 88,458	\$ 133,435	\$ 193,202	\$ 126,753	\$ 137,105	\$ 152,499	\$ 158,079	\$ 163,055
NSRRA Revenue (Funding agreement for use of 9 million chum fry for Deep Inlet release)	\$ 130,000	\$ 160,400	\$ 167,272	\$ 172,144	\$ 150,000	\$ 154,500	\$ 159,135	\$ 163,909	\$ 168,826	\$ 173,891
Total Revenue	\$ 166,655	\$ 197,053	\$ 255,730	\$ 352,423	\$ 393,202	\$ 331,253	\$ 346,240	\$ 366,408	\$ 377,905	\$ 386,947

### **SJ Hatchery Proforma Narrative** - updated May 6, 2019, William Coltharp

- For the SSSC both the return year and fiscal year are the same. The SSSC works on the calendar year for its fiscal year.

- Assumptions for egg to fry/smolt release survivals and adult returns can be found within each species block

- In 2013, ADF&G approved a PAR for an additional 2 million chum at the SJ Hatchery. This will mean 3 million eggs and a resulting ~2.7 million fry. Increased adult chum salmon returns were observed in 2017 with the first returning 4 year olds. The first return year for fully increased chum production will be this year when all broodyears will be represented at the new 3 million egg permitted capacity.

- Price per pound for each species was updated for 2018 and projected 2019 prices and are then increased each year by 2.5%

- The hatchery operating budget assumes an annual increase of 2.5% per year including fish food

- The SJ Hatchery currently has agreements with our fish feed suppliers to offset costs. Skretting donates 4,000kg/year and this year Cargill (EWOS) has started donating a kilo for each kilo purchased. This is 42% of our fish feed that is donated.

- The current fish food budget is increased by 2.5% each year based on recent historical pricing.

- SSSC and NSRAA modified a previous agreement whereby NSRAA provided \$160,400 in 2015 and then increased the amount 3% annually until the spring 2017 board meeting at which time the board voted to have the funding level reflect the hatchery contribution to the Common Property Fisheries. This agreement has a floor of \$140,000 and a cap of \$200,000. The funding schedule is as follows:

<u>NSRAA</u>	<u>SSSC</u>
<\$5m CP value	→ \$140,000
>\$5m CP value	→ \$140,000
>\$9m CP value	→ \$150,000
>\$14m CP value	→ \$180,000
>\$18m CP value	→ \$200,000
>\$20m CP value	→ \$200,000 + fishery proposal for up to \$20,000

11:26 AM  
05/06/19  
Accrual Basis

Sitka Sound Science Center  
**Balance Sheet**  
As of April 30, 2019

	Apr 30, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	458,918.91
Accounts Receivable	190,845.98
Other Current Assets	
13000 · Rental Deposit	1,000.00
13501 · Prepaid Insurance	16,096.64
Total Other Current Assets	17,096.64
Total Current Assets	666,861.53
Fixed Assets	
15000 · Sage Building	1,839,550.83
15002 · Lincoln Street Land	377,000.00
15003 · Hatchery Improvements	252,009.00
15500 · Equipment Capitalized	163,757.92
15555 · Accumulated Depreciation	-188,972.00
15560 · Construction in Progress	33,108.94
Total Fixed Assets	2,476,454.69
<b>TOTAL ASSETS</b>	<b>3,143,316.22</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	2,488.49
Credit Cards	1,608.97
Other Current Liabilities	
240000 · Payroll Tax Liabilities	8,610.15
255000 · Sales/Bed Tax Payable	212.86
256000 · Grant Advance	6,478.55
260000 · Rental Deposits	300.00
Total Other Current Liabilities	15,601.56
Total Current Liabilities	19,699.02
Long Term Liabilities	
25600 · State of Alaska FERP #2	412,634.27
25700 · State of Alaska FERP #3	106,720.00
Total Long Term Liabilities	519,354.27
Total Liabilities	539,053.29
Equity	
32000 · Retained Earnings	2,348,008.92
32500 · Board Designated Reserves	
32501 · Operating Reserve Fund	151,355.00
32502 · Debt Service Reserve Fund	229,998.39
32503 · Reserve for Replacement Fund	38,074.00
32504 · Scholarship Reserve Fund	20,469.09
32505 · Endowment Fund	105,700.00
Total 32500 · Board Designated Reserves	545,596.48
Net Income	-289,342.47
Total Equity	2,604,262.93
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>3,143,316.22</b>



**NORTHERN**



**SOUTHEAST REGIONAL AQUACULTURE ASSOCIATION, INC.**

(907) 747-6850

FAX (907) 747-1470

EMAIL [steve\\_reifenstuhel@nsraa.org](mailto:steve_reifenstuhel@nsraa.org)

1308 Sawmill Creek Road Sitka, Alaska 99835

May 6, 2019

**RE: Support for Sitka Sound Science Center 2019 Fish Box Tax Request**

Dear Mayor Paxton & Sitka Assembly,

The Sitka Sound Science Center through its operation of the Sheldon Jackson Hatchery fully meets the criteria for receiving the 2019 Fish Box Tax funds in the category for salmon enhancement. SSSC conducts and is committed to salmon enhancement programs that benefit common property fisheries in Sitka. No other entity in Sitka, applying for the funds, fulfills that mission. In addition, SSSC provides several functions that support enhancement programs in important and fundamental ways, including kindergarten to college science education and aquaculture research, as well as providing student/employee salmon hatchery training.

Commercial fishermen have benefited directly from the 12 million chum eggs (increased from 10 million in 2013) associated with the Sheldon Jackson Hatchery permit. If it were not for SSSC operating the hatchery there would be 125,000 fewer adult chum salmon on average to catch in Sitka Sound each year. The total value of the SJ hatchery chum caught in Deep Inlet by the commercial fleet from 2007 to 2018 is \$8,300,000. These dollars flow through Sitka's economy. While the ex-vessel value accrues to fishermen and the community, it doesn't pay for the SJ hatchery program which is why the box tax is significant and important to SSSC.

NSRAA is a private non-profit fisheries enhancement organization based in Sitka. We have several large salmon production facilities that benefit commercial, sport, subsistence, and personal use fishermen in the region. The NSRAA board is comprised of 15 commercial fishermen representing the three salmon gear groups, one crew seat, and 9 non-commercial seats including subsistence, conservation, municipality, Native organization, and sport fishermen. NSRAA has a strong partnership with Sitka Sound Science Center that began at its inception. NSRAA believes SSSC is ideally suited for receipt of the fish box tax, and wholly deserves the funds.

The SJ hatchery was one of the very first permitted enhancement facilities in the State of Alaska. It has been producing salmon for common property fisheries in Sitka Sound since 1975. Importantly, SSSC has improved the hatchery infrastructure, staff, and programs. Fishermen depend on SSSC's 12 million permitted chum eggs.

A final comment regarding the origin of the 'box tax' that you may find relevant. The sponsors of the 'box tax' specifically wanted a tax levied on entities that were benefiting from enhanced salmon, particularly coho and chinook, but not paying or contributing to salmon enhancement costs. Commercial fishermen via NSRAA were and are footing 99% of local production costs for chinook, silver brites (chum) and coho through the 3% SET tax. In discussions with the 'box tax' sponsors, they expected the tax money to flow to NSRAA as a way to offset some of the costs. Subsequent to the 'box tax' implementation the NSRAA board established a policy prohibiting acceptance of sport charter derived money in order to maintain clean accounting of commercial





Kingfisher Charters, I.L.C.  
P.O. Box 1781  
Sitka, Alaska 99835  
(907) 747-6136  
(800) 727-6136  
www.kingfishercharters.com  
e-mail: kingfish@sitkaalaska.net  
Fax (907) 747-7136

May 6, 2019

Dear Sitka Assembly,

This is a letter of support for the Sitka Sound Science Center's application for Fish Box Tax funds.

Kingfisher is a locally-owned fishing charter business. We employ several dozen people and add much to the local Sitka economy as independent travelers spend more than three times as much per day than any other kind of visitor. I've owned this business for 28 years and our clients have been paying the fish box tax since its inception.

Funds generated by the fish box tax should be used for fisheries enhancement which equates to aquaculture in our community. The Sitka Sound Science Center contributes to the common property fishery which our clientele take advantage of. Because the excise tax is placed on guided sport we feel strongly that guided sport should benefit from the collected funds. Sitka Sound Science Center provides salmon to the common property fisheries and also educates visitors about how fisheries work in Alaska. At the same time, Sitka Sound Science Center receives none of the funds from the commercial fish enhancement tax.

Providing fish box tax funds to this worthwhile non-profit is the most sensible use of these funds.

Thank you for your consideration,

Seth Bone  
Owner



# Sitka High School

1000 Lake Street  
Sitka, AK 99835  
Phone: (907) 747-3263  
Fax: (907) 747-3229

May 14, 2019

Dear Assembly,

Sitka High School works with the Sitka Sound Science Center (SSSC) in a variety of ways including aquaculture education. One of the most important tools that the SSSC can offer to Sitka's kids is the opportunity to work at the hatchery. The Field Science class at Sitka High School spent about a third of the year working at the SSSC hatchery learning the skills of aquaculture. Students were exposed to various skill sets including spawning, tagging, otolith removal, pathology necropsies, species identification, and more. These opportunities cannot be taught from a book and are the hands on learning opportunities that excite students about working in fisheries. This excitement leads to discussions and exploration into jobs, educational careers and value to economics or our region and community.

As a science teacher in the district for sixteen years I have had a lot of experience working with the SSSC and have been extremely impressed with all of their learning opportunities, however, the integration of aquaculture into the schools goes above and beyond.

I believe that the Sitka Sound Science Center is the ideal outlet for funds that are meant for fisheries enhancement not just because of what they contribute to the common property fishery but for their invaluable contributions to science education in the community.

Sincerely,

Stacy Golden  
Sitka High School Teacher  
Life Science, Field Science, Marine Biology


★ Right now, the official U.S. time is:

# 04:06:21 p.m.

12-hr 24-hr

Wednesday, May 22, 2019  
Alaska Time (DST)  
Corrected for network delay 70 ms

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Sun is shining in light region  
It is night in dark region

THE U.S. TIME IS PROVIDED BY NIST & USNO

PRIVACY POLICY & SECURITY NOTICE TIME EXHIBITS

Also, try the [alternate Flash page](#) or see [About This Site](#)

Rcvd by: Renee Wheat

Date: 5-22-19

Time: 4:06pm

From: Alaska Longline Fishermen's  
Association

For: Fisheries Enhancement Fund





Application to Fisheries Enhancement Fund  
City and Borough of Sitka

Organization Name:	Alaska Longline Fishermen's Association		
Street 1:	304 Baranof Street		
City:	Sitka	State:	AK
Country:	USA	Zip Code:	99835
Telephone No.:	907 747 3400	Extension:	
Mobile:	907 738 3615	Fax:	
Email:	<a href="mailto:alfafish@acsalaska.net">alfafish@acsalaska.net</a> ; <a href="mailto:alfastaff@gmail.com">alfastaff@gmail.com</a>		
Website:	<a href="http://www.alfafish.org">www.alfafish.org</a>		

Summary of ALFA mission:

The Alaska Longline Fishermen's Association (ALFA) is a non-profit association of independent vessel owners and crewmembers who promote sustainable harvest of marine fisheries, thriving coastal communities, and healthy marine ecosystems. ALFA represents fishermen in local, state and national marine management forums and actively engages fishermen in marine research, conservation and management to strengthen marine stewardship and improve the economic viability of small scale fisheries.

## **Fisheries Enhancement Fund: Overview of Proposal**

Respectfully submitted by: Alaska Longline Fishermen's Association

### **Summary**

The Sitka-based Alaska Longline Fishermen's Association (ALFA) is an alliance of small scale commercial fishermen committed to sustainable fisheries and thriving coastal communities. Our members support science-based fisheries management through collaborative research, advocacy and innovation. We work to safeguard ocean health and improve the economic viability of small boat fishing.

This grant application is divided into the following 5 sections:

- History of our organization (pages 2-3)
- What we achieved with last year's Sitka Fisheries Enhancement Funds (4-8)
- What we will achieve with 2019 funding (pages 4-8)
- How the project will enhance Sitka's fisheries (pages 8)
- Timeline and evaluation of project (pages 8-9)
- Project staff (page 9-11)
- Budget (page 11-12)
- Enclosures (page 12)

### **The History of our Organization:**

ALFA Timeline:

- ALFA was launched in 1978 by fishermen dedicated to protecting fish stocks from foreign fishing and directing the economic benefits of commercial fishing to Alaska fishermen and coastal communities.
- ALFA led a successful campaign to rebuild Alaska sablefish and rockfish stocks in the early 1980s, foregoing harvest until stocks rebuilt.
- When U.S.-based factory boats replaced the foreign fleet, ALFA again worked to protect the local fishing fleet and the communities that depend on it.
- In 1991, when the current ALFA executive director was hired, ALFA launched what became a six-year battle to eliminate trawling from the southeast Alaska fishing grounds that support the local fishing fleet.
- During development of the Alaska halibut/sablefish catch share program, ALFA successfully championed measures designed to promote sustained participation by Alaska's small boat fleet.
- At the local level, ALFA actively participated in creating and championing the Sitka Local Area Management Plan, which prioritizes access for Sitka's non-commercial fishing residents to local halibut stocks.
- At the national level, ALFA has actively advocated for resource and community provisions during the last two and current reauthorizations of the Magnuson-Stevens Act.
- ALFA is engaged in multiple national networks and willingly shares lessons learned regarding effective policy advocacy with community-based fishing groups from around the nation through the Fishing Communities Coalition and the Marine Fish Conservation Network (MFCN).

- In 2009, ALFA launched a Fishery Conservation Network that engages scientists and fishermen in collaborative research to improve best fishing practices and the economic viability of small-scale fisheries.
- Since 2009, ALFA has received over \$2 million in federal and private foundation grants in support of our marine conservation and fishery enhancement initiatives.
- In 2009 and 2011 Linda Behnken and Dan Falvey, respectively, received National Fisherman Highliner awards for their work promoting sustainable fisheries
- In 2016, Linda Behnken received a White House Champion for Change of Sustainable Seafood award.
- In 2017, Linda and ALFA were awarded an Alaska legislative honorarium.

**Organizational Capacity:** ALFA operated with a single staff member supported by fishermen and processor membership dues from 1978 until the late 1990s. In the '90s, ALFA began to build a stronger statewide presence and ALFA staff engaged in national policy development. After deliberative strategic planning in the early 2000s, ALFA expanded staff capacity, formed collaborative partnerships, secured additional grant support, and engaged fishing members in marine research and conservation initiatives. This collaborative research, which was formalized into the Fishery Conservation Network (FCN) in 2009, now attracts grant invitations from scientists and fishing organizations that recognize the skills and expertise that the organization brings to the table. Core ALFA operations are supported by fishing industry memberships, local and marine businesses, and an annual seafood raffle/fundraiser. In 2018/19, ALFA staff were invited to participate as plenary speakers or panel members at two international forums and three national forums.

**Staffing:** ALFA currently has six staff members, 5 FTE, 1 part-time. This summer we will also host five interns in our Sitka office.

**Standing:** ALFA does not hold any debt and is well recognized as a force for sustainable community-based fisheries at both the state and national level.

**Supporting Sitka's Young Fishermen:** ALFA is deeply engaged in supporting the next generation of fishermen. Thirty years ago, a young person who wanted to fish commercially needed a boat, some fishing gear, and a sense of adventure to get started in the business. Today young fishermen face staggering entry level costs, high operating costs, and a level of risk that is equivalent to buying a starter hotel, instead of a starter house, as a first step in home-ownership. As a result, the average age of Alaska's fishermen is increasing and the number of young people entering the fisheries is decreasing. ALFA's Young Fishermen's Initiative aims to reverse that trend through integrated programing to support the success of the next generation of fishermen.

Central to ALFA's mission is the belief that successful community-based fishermen are crucial to sustainable fisheries and sustainable fisheries are essential to thriving coastal economies. ALFA's Young Fishermen's Initiative supports the next generation of Alaska fishermen through education/training, mentorship and entry-level loans to purchase fishery access. Our goal is to ensure the next generation of coastal Alaskans has the same access to thriving coastal fisheries as the last. We are committed to helping young



fishermen overcome obstacles to entry, and to ensuring that Sitka continues to have a strong economic base in commercial fisheries.

**What we achieved with funding from the Sitka FEF in 2018**

With the generous support of CBS, ALFA achieved objectives identified in our 2018 FEF proposal. In 2018, our objectives included: 1) expansion of ALFA's deckhand apprentice program; 2) securing capital to support inter-generational transfer of fishing quota to Sitka residents; 3) mentorship and training/education of young fishermen; 4) market expansion of our Community Supported Fishery program, Alaskans Own; and, 5) development of a new entry level fishery for Sitka residents. ALFA, working with strategic project partners, successfully leveraged funds from the CBS to secure outside funding in three of the four target areas. We made a deliberate decision to drop the fourth objective (launch a new entry level fishery) when ALFA received less funding than our 2018 request.

In the body of this grant request, we have provided an update on progress made toward each of the identified 2018 objectives, but by way of overview: in 2018 over 200 fishermen participated in ALFA's Sitka-based trainings and workshops, 105 fishermen contributed to ALFA's sustainable fisheries initiatives, six skippers hosted 12 young people in our deckhand apprentice program, and ALFA leveraged member contributions to secure over \$516,000 in grants and contracts. These projects enhanced Sitka's fisheries both ecologically and economically, and we respectfully request that the City continue to support ALFA's work.

**What we will achieve with funding from the Sitka FEF in 2019**

ALFA is requesting \$10,000 from the FEF to enhance Sitka's fisheries through our Young Fishermen's Initiative. As you will recognize through the report below, local support is critical to unlocking outside investment in these programs. In 2019, ALFA's Young Fishermen's goals include: 1) building capacity in our crew apprentice program; 2) mentoring young fishermen through Sitka-based education/ training programs and our Fishery Conservation Network; 3) providing entry level quota share loans to Sitka fishermen; and, 4) Expanding ALFA's value-added marketing program, Alaskans Own, which shares local fish and the story behind the fish with seafood lovers across the State and lower 48.

**Objective 1- Build capacity in ALFA crew apprentice program:** Two years ago, we shared with the Assembly our objective of launching a crew apprentice program that built on Eric Jordan's highly successful experiential crewing initiative to introduce young people to commercial fishing. In Fall 2017, ALFA leveraged the Sitka FEF funds to secure a two-year \$70,000 grant from the National Fish and Wildlife Foundation (\$140,000 with required matching funds). Supported by these funds, ALFA worked with Eric to develop materials for "green" deckhands, prepare host skippers to provide apprentices with a safe introduction to fishing, and quickly grew the program to include 8 host vessels. In 2018, over 100 young people applied to the crew apprentice program; this year we received 110 applicants. In an effort to meet demand, ALFA trained an additional six host skippers this year and committed more resources to placing as many of

our applicants on fishing boats as possible. Working with Eric and our other host skippers, to date ALFA's program has introduced 54 young people (more than half of them women) to commercial fishing. Some of these young people have continued in the fishing business; others have found work in related fields and all have built skills, confidence and an appreciation for the work behind sustainably harvested high quality seafood. The crew apprentice program also provides Sitka vessel owners with a larger pool of moderate to fully experienced local crew, and ALFA continues to help connect skippers in need of crew to young people looking for crew positions through events and direct connections.

In 2018, ALFA staff and Eric Jordan visited Blatchley Middle School classes and the Sitka High School's career fair to talk to students about preparing for a future in commercial fishing. In May 2018 and again this May, ALFA will co-host with AMSEA a safety training targeted to our crew apprentices and other young fishermen, and over the summer ALFA staff will be monitoring both host skippers and apprentices to provide support as needed. Our crew apprentice program materials are available by contacting ALFA staff, and we are working to make them more accessible through a website based young fishermen's portal. The NFWF grant supporting this work over the past two years required a 50% match; support from the Sitka FEF was significant in meeting that match and building this program. Last month we submitted two additional NFWF pre-proposals to support ongoing young fishermen programming, both of which require a minimum 50% match. Again, Sitka's contribution will be leveraged to strengthen Sitka fisheries.

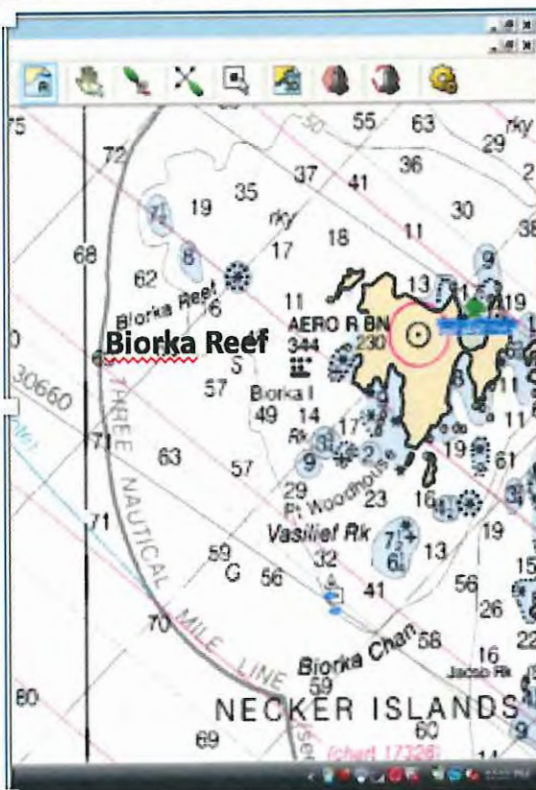
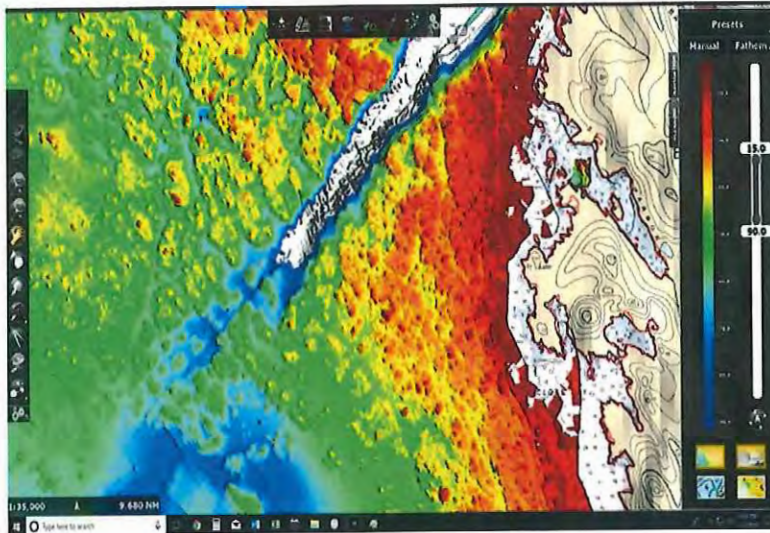
**Objective 2: Mentor young fishermen through Sitka-based education and training**

**programs:** Over the past year, 210 fishermen participated in ALFA's education and training workshops. Workshops included training in seafloor mapping technology, electrical systems for boats, fishing vessel hydraulic systems, and fisheries stock assessment. Introductory or beginner training are either integrated into the workshop or provided through a separate session. All ALFA workshops are free of charge, and ALFA engages both local and outside expertise to teach in the classroom and provide on board problem-solving. Workshops always include a reception where young fishermen and deckhands have a chance to build connections with more experienced or established vessel owners. With support from the City, ALFA will continue to offer the trainings and workshops free of charge on topics identified by fishermen, managers or ALFA staff.

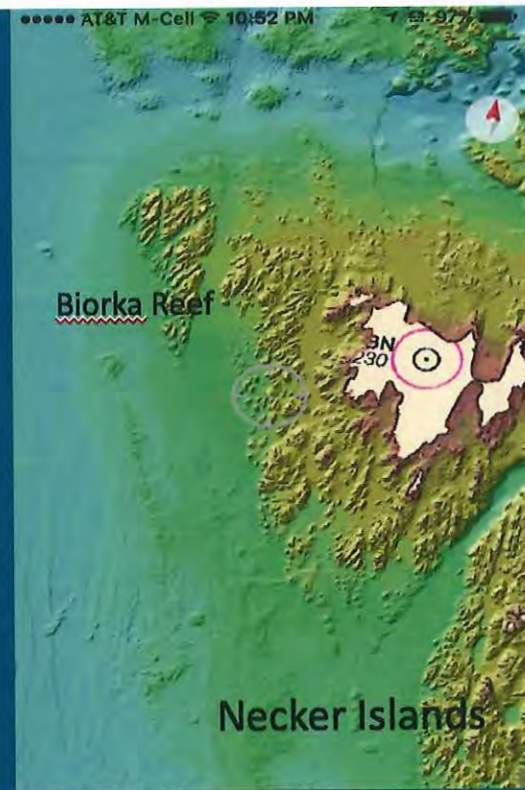
ALFA also mentors young fishermen through our Fishery Conservation Network (FCN). The network engages fishermen in research projects that generate collaboration between fishermen or between fishermen and scientists. By sharing data and information, young fishermen learn from more experienced fishermen, fishermen inform scientists, and all work together to improve best fishing practices and the viability of local fisheries. By way of example: in 2018, 105 fishermen contributed bathymetric data to ALFA's FCN seafloor mapping initiative. ALFA integrates the data from fishermen with NOAA and ADFG sonar data to create detailed seafloor maps that are then shared back with contributing fishermen. The maps assist FCN fishermen in successfully and efficiently harvesting target species while controlling bycatch of non-target species--and provide that assistance with technology that is compatible with and affordable to our fleet. In



2018, ALFA integrated 240 million fleet-contributed data points. With support from the City of Sitka, in 2019 ALFA will integrate NOAA stock assessment bathymetric data into the FCN maps and train beginning fishermen in effective use of the seafloor mapping software. Below is a screen shot of the bathymetry off Whale Bay, which is 30 miles south of Sitka on Baranof Island, and a comparison of a NOAA and an ALFA bathy chart for the Biorka Island area.



NOAA chart- Biorka Island Area



ALFA FCN Seafloor Map-Biorka Island

Other FCN projects include fleet fuel efficiency, electronic monitoring as an alternative to on board observers, and marine mammal avoidance strategies. Along with improving resource stewardship and the viability of local fisheries, the FCN provides young fishermen with data that experienced fishermen have taken a lifetime to gather, and at times allows young fishermen to assist older fishermen with new technology. That shared mentorship has always been part of the fishing industry, but ALFA's FCN builds on and amplifies the benefits.

**Objective 3: Provide entry-level quota share loans to Sitka residents:** Ten years ago, ALFA helped launch the Alaska Sustainable Fisheries Trust to support inter-generational transfer of quota between Alaska's coastal residents. This year, through collaboration with The Nature Conservancy, Craft3, Catch Together and the Rasmuson Foundation, ASFT launched Local Fish Fund LLC, which is an innovative financing program to recapture fishery access in Sitka and other Alaska communities. In December 2018, Catch Together, the Rasmuson Foundation and The Nature Conservancy collectively committed \$1.5 million in Program Related Investment funding to Local Fish Fund. Local Fish Fund offers low cost/low risk loans to Alaskans to support entry into the halibut/sablefish quota share fisheries. Borrowers are incentivized to participate in resource stewardship or leadership projects through loan interest rate adjustments. The Fund is now actively reviewing and soliciting applicants. After securing the full PRI funding, ASFT anticipate lending \$1.5 million over the next two years to fishermen from Sitka and other Alaska coastal communities. Fishery Enhancement Funds will support Local Fish Fund outreach in Sitka, assistance to loan applicants, and mentoring of young fishermen. Sitka FEF will also be leveraged as match in grant applications to non-local foundations.

**Objective 4: Build connections between Alaska fishermen and consumers**

Alaskans Own (AO) is a Sitka-based Community Supported Fishery (CSF) program that forges stronger consumer-producer relationships by sharing with costumers the story behind the seafood they purchase. By forward-funding a season of seafood, consumers invest in sustainable harvest and the local fishermen who catch their fish. The Alaskans publication "Docklines" has a strong focus on our young fishermen and ALFA's work to support the next generation of community-based fishermen. In 2017, ALFA leveraged the FEF contribution to secure a two-year \$99,000 USDA grant to promote fresh frozen, high quality seafood. Again, local support for Alaskans Own was key to unlocking non-local funding. Our goals for 2019 are to expand the Alaskans Own customer base, enhance our marketing and communications plans, and work with local processors to explore new, mutually beneficial distribution strategies.

**How the project will enhance Sitka fisheries:**

Funding ALFA's Young Fishermen's Initiative will benefit Sitka's fisheries by ensuring Sitka fishermen continue to have access to adjacent fisheries and that fishing jobs and revenue remain a cornerstone of Sitka's economy. Providing entry-level opportunities, expanded fishery access, and adequate training will strengthen Sitka's stake in the future of fisheries which will, in turn, strengthen Sitka's economic base.



With funding from the FEF, in 2019/20 ALFA will leverage outside funding to: 1) expand our crew apprentice program to include 4-6 additional host skippers and place at least 12 young fishermen on host boats; 2) provide training, education and mentorship to 150 Sitka fishermen with a focus on young/beginning fishermen; 3) deploy \$1.5 million in entry-level loans; 4) expand Alaskans Own markets and outreach capacity to share the stories of Sitka's young fishermen.

#### **In closing:**

Commercial fishing continues to be the largest private sector employer in Alaska and the cornerstone of Sitka's economy. Over commercial fishing permit holders reside in Sitka, another 500 work as crew on commercial fishing boats, and approximately 1000 people work in Sitka's seafood processing sector. Virtually every business in Sitka benefits from commercial fishing dollars. In sum, an investment in Sitka young fishermen is an investment in Sitka's future.

ALFA's mission is to promote sustainable fisheries and thriving fishing communities through advocacy, collaboration and innovation. We support policy scaled to meet the needs of local fishermen and work to create market forces that support the economic success and political leverage of community-based fishermen. We consider ALFA's Young Fishermen Initiative to be crucial to achieving our mission. We invite the City of Sitka to invest in Sitka's future by supporting ALFA's Young Fishermen Initiatives.

#### **Project Timeline and Evaluation (green denotes quarter when activity will be carried out/achieved)**

##### **TIMELINE:**

<b>TIMELINE: July 2019-June 2020</b>	<b>2019</b>		<b>2020</b>	
	<b>Q3</b>	<b>Q4</b>	<b>Q1</b>	<b>Q2</b>
<b>Objective 1) Expand apprentice or entry-level deckhand opportunities on commercial fishing boats</b>				
Task 1: Mentor apprentices and collect feedback from all program participants				
Task 2: Evaluate program and course correct as indicated				
Task 3: Release call for applicants and host skippers				
Task 4: Train additional host skippers and select 20-30 individuals for apprentice opportunity				
Task 5: final report to Sitka Assembly				
<b>Activity 2) Facilitate inter-generational transfer of permits and quota to Sitka residents</b>				
Task 1: Conduct outreach in Sitka to solicit LFF applications				
Task 2: Deploy \$1.5 million in program related investment capital				
Task 3. Work with project partners and local				

Task 3: Work with project partners and local impact committee to select fishermen borrowers and support intergenerational quota transfer.				
<b>Activity 3) Mentor new fishermen through Sitka-based education and training programs</b>				
Task 1: Identify topics for future training/education				
Task 2: Select and invite educators, industry sponsors				
Task 3: Engage young and established fishermen to enhance training/mentorship				
Task 4: Host Expo events, including young				

Project Timeline	Q2	Q3	Q1	Q2
<b>Activity 4) Expand exports of local fish regionally and statewide through enhanced marketing of Alaskan's Own program.</b>				
Task 1: Increase consumer appreciation, access, and consumption of sustainably harvested local seafood through enhanced marketing plans in Seattle, Fairbanks, Anchorage and Juneau				
Task 2: Improve consumer appreciation for fresh frozen seafood through taste tests and outreach				
Task 3: Increase availability of locally harvested seafood at farmer's markets in Sitka and Anchorage				

Overall progress will be monitored relative to achieving the metrics and expected results/outcomes identified above.

### ALFA Management Team

Linda Behnken, ALFA	Ms. Behnken is the Executive Director of ALFA and has served in this capacity since 1991. Ms. Behnken has a BA from Dartmouth College and a Masters in Environmental Science from Yale University. Ms. Behnken served on the North Pacific Fishery Management Council (NPFMC) and the International Pacific Halibut Commission. Ms. Behnken received an honorarium from the Alaska State Legislature in 2017, was recognized as a White House Champion of Change for Sustainable Seafood in 2016, and awarded the National Fisherman Highliner award in 2009 for her work
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	promoting sustainable fisheries and thriving coastal communities. Ms. Behnken has been a Sitka resident since 1985 and fished commercially since 1982. Ms. Behnken will be responsible for project oversight and reporting.
Daniel Falvey, ALFA	Mr. Falvey has a BA in resource management and policy from Western Washington University and training in Geographic Information Systems analysis from Penn State World Campus. He has owned/operated commercial fishing vessels in Alaska since 1984. Mr. Falvey served on the Advisory Panel to the NPFMC from 1991-2004, and currently serves as a member of the Council's electronic monitoring workgroup and Observer Advisory Committee. Mr. Falvey is a member of the International Pacific Halibut Commission's Management Strategy Advisory Board and served on the Advisory Panel of the North Pacific Research Board from 2010-2017. In 2011, Mr. Falvey was awarded the National Fisherman Highliner. Mr. Falvey has worked with ALFA in a number of capacities since 1993 and has successfully coordinated multiple cooperative research projects. Mr. Falvey will serve as the project's financial manager.
Willow Moore, ALFA	Ms. Moore is the Deputy Director of ALFA. Ms. Moore joined the dynamic ALFA team in 2016. Ms. Moore holds a degree in nursing, an undergraduate degree in psychology and a Masters of Public Administration in Natural Resource Management degree, all from University of Alaska. Ms. Moore is currently working towards her Ph.D in Ecology and Oceanography. In 2013 Ms. Moore was the recipient of the Rasmuson educational catalyst scholarship and in 2014 was a Rasmuson Foundation Sabbatical award winner. Ms. Moore is currently working on her doctorate degree in fisheries ecology and oceanography. Throughout her 20 years of work in the nonprofit sector, Ms. Moore has specialized in executive management and program development and sustainability, working to build and support business strategies and objectives through effective marketing plans, increased partnerships, developing performance-measurement systems, and improved integration of quality, operational, and financial information.
Tara Racine, ALFA	Tara Racine is the Communications and Program Development Coordinator for ALFA. Ms. Racine earned a bachelor of arts degree in film and video productions from Columbia College Chicago in 2010. For years Ms. Racine worked in media production, but a life-long interest in environmental outreach and coastal community sustainability led her to public service in environmental AmeriCorps programs (2016-2018). From 2017-2018 Ms. Racine was the environmental outreach coordinator and field technician VISTA for Sitka Tribe of Alaska and the Southeast Alaska Tribal Ocean Research network. Ms. Racine will be coordinating ALFA's Crew Apprentice Program, the Alaskans Own CSF program, and general ALFA communications.
Tracy Sylvester,	Tracy Sylvester attended the Rubenstein School of Environment and Natural Resources at the University of Vermont, graduating with a degree

ALFA	<p>in Fisheries Biology and Management in 2010. Ms. Sylvester first came to Sitka, Alaska in 2007, as an intern working in remote field camps on wild salmon habitat restoration. The following summer Ms. Sylvester returned to Sitka to join the commercial fishing fleet as a deckhand on a tender, buying salmon from gill netters and running the fish back to town to be processed. Following that first year working on the water, Tracy has grown into a career commercial fisherman, crewing on troll and longline vessels. Since 2015, Ms. Sylvester has owned and run her own wooden fishing vessel, the FV Faithful.</p> <p>In between Alaska fishing seasons Ms. Sylvester has worked as a fish biologist and fisherman outreach specialist for NOAA in Woods Hole, Massachusetts, where she grew up. She has also spent time sailing the South Pacific, working in the wet lab on the SSV Robert C. Seamans, and in Woods Hole as an ocean science educator and fisheries conservation advocate with SEA Education Association. For over a decade, she has applied her unique skill set and experience to bring fishermen, scientists, and policy makers together on conservation issues coast-to-coast. Ms. Sylvester is currently filling the role of Fishery Conservation Network Coordinator at Alaska Longline Fishermen's Association (ALFA) in Sitka, Alaska, where she lives and continues to fish wild salmon, halibut, and black cod with her family.</p>
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## Budget

### Staff Time (for all 4 objectives)

Description	# of Units	Per Unit Cost	Total
Alfa Staff Time	250	\$40.00	\$10,000.00

**Total Staff Time** **\$10,000.00**

ALFA staff time to coordinate outreach to target populations, workshops, program execution, stakeholder engagement/support and grant management/reporting requirements. Duties will be assigned to ALFA staff members as appropriate.

For all four objectives outlined in this proposal, ALFA will provide project updates on the ALFA, ASFT and AO websites as well as through ALFA newsletters. Staff will conduct active outreach to potential Local Fish Fund applicants and work closely with borrowers to support their success. ALFA will continue to build a communication network between deckhand apprentices and other young fishermen, tracking and supporting their ongoing engagement in fisheries or fisheries related fields. ALFA/AO will communicate at least monthly with subscribers and businesses carrying AO product

via email and printed material; ALFA will also host events in each subscriber community to strengthen connections and build awareness of fisheries related issues.

**Enclosed:**

ALFA contracts with a third-party bookkeeper and at this time does not have pro forma financial statements. ALFA is audited yearly and if appropriate, ALFA would like to submit extra financial documentation to provide the necessary documentation for the project. Please see enclosed the following attachments, we are happy to provide any necessary further information:

- IRS Non-Profit Status
- ALFA 990
- ALFA Balance Sheet as of April 2019
- ALFA Income Statement as of April 2019
- Latest available ALFA Audited financials 2017 (we are very happy to provide the last five years of audited financial statements if appropriate.)

12:44 PM

05/17/19

Accrual Basis

**ALFA**  
**Balance Sheet**  
 As of April 30, 2019

	Apr 30, 19
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
First Bank Checking 9212	54,139.71
First Bank Savings	1,406.93
Gaming Account	7,010.02
PayPal	-59.80
Petty Cash	22.00
Total Checking/Savings	62,518.86
Accounts Receivable	
11000 · Accounts Receivable	-51.38
Total Accounts Receivable	-51.38
Other Current Assets	
1210 · Inventory Asset	30,188.78
1220 · Loan to ASFT	10,000.00
1400 · Grant Receivable	88,406.08
Total Other Current Assets	128,594.86
Total Current Assets	191,062.34
Other Assets	
A Quota Shares	84,920.00
Total Other Assets	84,920.00
<b>TOTAL ASSETS</b>	<b>275,982.34</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	1,703.95
Total Accounts Payable	1,703.95
Other Current Liabilities	
Payroll Tax Liability	4,505.35
Sales Tax Payable	-22.85
2500 · Unearned Income	74,810.04
Total Other Current Liabilities	79,292.54
Total Current Liabilities	80,996.49
Total Liabilities	80,996.49
Equity	
32000 · Retained Earnings	214,834.71
Net Income	-19,848.86
Total Equity	194,985.85
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>275,982.34</b>



INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **APR 09 2010**

ALASKA LONGLINE FISHERMEN'S  
ASSOCIATION  
PO BOX 1229  
SITKA, AK 99835

Employer Identification Number:

DLN:

Contact Person:

DENISE L. TAMAYO

ID#

Contact Telephone Number:

(877) 829-5500

Accounting Period Ending:

December 31

Form 990 Required:

Yes

Effective Date of Exemption:

January 6, 2009

Contribution Deductibility:

No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax-exempt status we have determined that you are exempt from Federal income tax under section 501(c)(6) of the Internal Revenue Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Please see enclosed Publication 4221-NC, Compliance Guide for Tax-Exempt Organizations (Other than 501(c)(3) Public Charities and Private Foundations), for some helpful information about your responsibilities as an exempt organization.

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,



Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosure: Publication 4221-NC

Letter 948 (DO/CG)

Christine E Harrington CPA, LLC  
PO Box 1328  
Sitka, AK 99835

ALASKA LONGLINE FISHERMENS  
ASSOCIATION  
PO BOX 1229  
SITKA, AK 99835  
|||

**Christine E Harrington CPA, LLC**  
**PO Box 1328**  
**Sitka, AK 99835**  
**907-747-5500**

September 30, 2018

**CONFIDENTIAL**

ALASKA LONGLINE FISHERMENS  
ASSOCIATION  
PO BOX 1229  
SITKA, AK 99835

Dear Ms. Behnken:

We have prepared the following returns from information provided by you without verification or audit.

**Return of Organization Exempt From Income Tax (Form 990)**

We suggest that you examine these returns carefully to fully acquaint yourself with all items contained therein to ensure that there are no omissions or misstatements. Attached are instructions for signing and filing each return. Please follow those instructions carefully.

Enclosed is any material you furnished for use in preparing the returns. If the returns are examined, requests may be made for supporting documentation. Therefore, we recommend that you retain all pertinent records for at least seven years.

In order that we may properly advise you of tax considerations, please keep us informed of any significant changes in your financial affairs or of any correspondence received from taxing authorities.

If you have any questions, or if we can be of assistance in any way, please call.

Sincerely,

Christine E Harrington CPA, LLC

## **Filing Instructions**

### **ALASKA LONGLINE FISHERMENS ASSOCIATION**

#### **Exempt Organization Tax Return**

**Taxable Year Ended December 31, 2017**

**Date Due:** November 15, 2018

**Remittance:** None is required. Your Form 990 for the tax year ended 12/31/17 shows no balance due.

**Signature:** You are using a Personal Identification Number (PIN) for signing your return electronically. Form 8879-EO, IRS *e-file* Signature Authorization for an Exempt Organization should be signed and dated by an authorized officer of the organization and returned to:

Christine E Harrington CPA, LLC  
PO Box 1328  
Sitka, AK 99835

***Important:*** Your return will not be filed with the IRS until the signed Form 8879-EO has been received by this office. If previously signed and returned no further action is required.

**Other:** Your return is being filed electronically with the IRS and is not required to be mailed. If you Mail a paper copy of your return to the IRS it will delay the processing of your return.

Form **8879-EO****IRS e-file Signature Authorization  
for an Exempt Organization**

OMB No 1545-1878

Department of the Treasury  
Internal Revenue Service

For calendar year 2017, or fiscal year beginning ....., 2017, and ending ..... 20 .....

▶ Do not send to the IRS. Keep for your records.  
▶ Go to [www.irs.gov/Form8879EO](http://www.irs.gov/Form8879EO) for the latest information.**2017**

Name of exempt organization

**ALASKA LONGLINE FISHERMENS  
ASSOCIATION**

Employer identification number

Name and title of officer

**DICK CURRAN  
PRESIDENT****Part I Type of Return and Return Information (Whole Dollars Only)**

Check the box for the return for which you are using this Form 8879-EO and enter the applicable amount, if any, from the return. If you check the box on line 1a, 2a, 3a, 4a, or 5a, below, and the amount on that line for the return being filed with this form was blank, then leave line 1b, 2b, 3b, 4b, or 5b, whichever is applicable, blank (do not enter -0-). But, if you entered -0- on the return, then enter -0- on the applicable line below. Do not complete more than one line in Part I.

1a Form 990 check here ▶ <input checked="" type="checkbox"/>	b Total revenue, if any (Form 990, Part VIII, column (A), line 12) .....	1b <b>585,963</b>
2a Form 990-EZ check here ▶ <input type="checkbox"/>	b Total revenue, if any (Form 990-EZ, line 9) .....	2b .....
3a Form 1120-POL check here ▶ <input type="checkbox"/>	b Total tax (Form 1120-POL, line 22) .....	3b .....
4a Form 990-PF check here ▶ <input type="checkbox"/>	b Tax based on investment income (Form 990-PF, Part VI, line 5) .....	4b .....
5a Form 8868 check here ▶ <input type="checkbox"/>	b Balance Due (Form 8868, line 3c) .....	5b .....

**Part II Declaration and Signature Authorization of Officer**

Under penalties of perjury, I declare that I am an officer of the above organization and that I have examined a copy of the organization's 2017 electronic return and accompanying schedules and statements and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that the amount in Part I above is the amount shown on the copy of the organization's electronic return. I consent to allow my intermediate service provider, transmitter, or electronic return originator (ERO) to send the organization's return to the IRS and to receive from the IRS (a) an acknowledgement of receipt or reason for rejection of the transmission, (b) the reason for any delay in processing the return or refund, and (c) the date of any refund. If applicable, I authorize the U.S. Treasury and its designated Financial Agent to initiate an electronic funds withdrawal (direct debit) entry to the financial institution account indicated in the tax preparation software for payment of the organization's federal taxes owed on this return, and the financial institution to debit the entry to this account. To revoke a payment, I must contact the U.S. Treasury Financial Agent at 1-888-353-4537 no later than 2 business days prior to the payment (settlement) date. I also authorize the financial institutions involved in the processing of the electronic payment of taxes to receive confidential information necessary to answer inquiries and resolve issues related to the payment. I have selected a personal identification number (PIN) as my signature for the organization's electronic return and, if applicable, the organization's consent to electronic funds withdrawal.

Officer's PIN: check one box only

☒ I authorize **Christine E Harrington CPA, LLC** to enter my PIN **12345** as my signature  
ERO firm name Enter five numbers, but do not enter all zeros

on the organization's tax year 2017 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I also authorize the aforementioned ERO to enter my PIN on the return's disclosure consent screen.

☐ As an officer of the organization, I will enter my PIN as my signature on the organization's tax year 2017 electronically filed return. If I have indicated within this return that a copy of the return is being filed with a state agency(ies) regulating charities as part of the IRS Fed/State program, I will enter my PIN on the return's disclosure consent screen.

Officer's signature ▶

Date ▶ **09/30/18****Part III Certification and Authentication**

ERO's EFIN/PIN. Enter your six-digit electronic filing identification number (EFIN) followed by your five-digit self-selected PIN.

Do not enter all zeros

I certify that the above numeric entry is my PIN, which is my signature on the 2017 electronically filed return for the organization indicated above. I confirm that I am submitting this return in accordance with the requirements of Pub. 4163, Modernized e-File (MeF) Information for Authorized IRS e-file Providers for Business Returns.

ERO's signature ▶

Date ▶ **09/30/18****ERO Must Retain This Form — See Instructions****Do Not Submit This Form to the IRS Unless Requested To Do So**

For Paperwork Reduction Act Notice, see back of form.

Form **8879-EO** (2017)



Form **990**Department of the Treasury  
Internal Revenue Service

# Return of Organization Exempt From Income Tax

Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)

▶ Do not enter social security numbers on this form as it may be made public.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2017**Open to Public  
Inspection**A** For the 2017 calendar year, or tax year beginning , and ending**B** Check if applicable:

- ☐ Address change
- ☐ Name change
- ☐ Initial return
- ☐ Final return/terminated
- ☐ Amended return
- ☐ Application pending

**C** Name of organization**ALASKA LONGLINE FISHERMENS  
ASSOCIATION**

## Doing business as

Number and street (or P.O. box if mail is not delivered to street address)  
**PO BOX 1229**

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

**SITKA AK 99835****F** Name and address of principal officer**DICK CURRAN****D** Employer identification number**907-747-3400****G** Gross receipts \$ **662,200****H(a)** Is this a group return for subordinates? ☐ Yes ☒ No**H(b)** Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list (see instructions)

**I** Tax-exempt status: ☐ 501(c)(3) ☒ 501(c) ( **6** ) (insert no.) ☐ 4947(a)(1) or ☐ 527**J** Website: **ALFAFISH.ORG****H(c)** Group exemption number ▶**K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶**L** Year of formation: **1978****M** State of legal domicile: **AK****Part I Summary**

Activities & Governance	1 Briefly describe the organization's mission or most significant activities: <b>See Schedule O</b>		
	2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.		
	3	9	
	4	9	
	5	6	
	6	0	
	7a	0	
Revenue	8 Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year
	9 Program service revenue (Part VIII, line 2g)	375,438	411,838
	10 Investment income (Part VIII, column (A), lines 3, 4, and 7d)	198,939	157,324
	11 Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	479	332
	12 Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	28,874	16,469
	603,730	585,963	
	Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)	
14 Benefits paid to or for members (Part IX, column (A), line 4)			0
15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		148,912	200,322
16a Professional fundraising fees (Part IX, column (A), line 11e)			0
b Total fundraising expenses (Part IX, column (D), line 25) ▶		0	
17 Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)		478,912	323,438
18 Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)		627,824	523,760
Net Assets or Fund Balances	19 Revenue less expenses. Subtract line 18 from line 12	-24,094	62,203
	20 Total assets (Part X, line 16)	Beginning of Current Year	End of Year
	21 Total liabilities (Part X, line 26)	244,010	263,745
	22 Net assets or fund balances. Subtract line 21 from line 20	126,028	83,560
	117,982	180,185	

**Part II Signature Block**

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here	Signature of officer	Date			
	<b>DICK CURRAN</b> Type or print name and title	<b>PRESIDENT</b>			
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date	Check <input checked="" type="checkbox"/> if self-employed	PTIN
	<b>CHRISTINE E HARRINGTON</b>		<b>09/30/18</b>		
	Firm's name ▶ <b>Christine E Harrington CPA, LLC</b>	Firm's EIN ▶			
	Firm's address ▶ <b>Sitka, AK 99835</b>	Phone no. <b>907-747-5500</b>			

May the IRS discuss this return with the preparer shown above? (see instructions)

☐ Yes ☐ No

For Paperwork Reduction Act Notice, see the separate instructions.

DAA

Form **990** (2017)

Form 990 (2017) **ALASKA LONGLINE FISHERMENS**Page **2****Part III** Statement of Program Service AccomplishmentsCheck if Schedule O contains a response or note to any line in this Part III ☒**1** Briefly describe the organization's mission:**See Schedule O****2** Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

**3** Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

**4** Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

**4a** (Code: ) (Expenses \$ **523,760** including grants of \$ ) (Revenue \$ **157,324** )  
**CONDUCT MARINE RESEARCH ASSOCIATED WITH THE LONGLINE FISHERIES AND ADVOCATE FOR INDUSTRY WITH GOVERNMENT REGULATORY AGENCIES**

**4b** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**4c** (Code: ) (Expenses \$ including grants of \$ ) (Revenue \$ )

**4d** Other program services (Describe in Schedule O.)

(Expenses \$ including grants of \$ ) (Revenue \$ )

**4e** Total program service expenses **523,760**

**Part IV Checklist of Required Schedules**

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A		<b>X</b>
2 Is the organization required to complete Schedule B, Schedule of Contributors (see instructions)?	<b>X</b>	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		<b>X</b>
4 <b>Section 501(c)(3) organizations.</b> Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III	<b>X</b>	
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		<b>X</b>
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		<b>X</b>
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		<b>X</b>
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		<b>X</b>
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V		<b>X</b>
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI		<b>X</b>
b Did the organization report an amount for investments—other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		<b>X</b>
c Did the organization report an amount for investments—program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		<b>X</b>
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX		<b>X</b>
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		<b>X</b>
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		<b>X</b>
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	<b>X</b>	
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		<b>X</b>
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		<b>X</b>
14a Did the organization maintain an office, employees, or agents outside of the United States?		<b>X</b>
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		<b>X</b>
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		<b>X</b>
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		<b>X</b>
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I (see instructions)		<b>X</b>
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II		<b>X</b>
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		<b>X</b>



Form 990 (2017) **ALASKA LONGLINE FISHERMENS**Page **4****Part IV Checklist of Required Schedules (continued)**

	Yes	No
<b>20a</b> Did the organization operate one or more hospital facilities? <i>If "Yes," complete Schedule H</i>		<b>X</b>
<b>b</b> If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
<b>21</b> Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If "Yes," complete Schedule I, Parts I and II</i>		<b>X</b>
<b>22</b> Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If "Yes," complete Schedule I, Parts I and III</i>		<b>X</b>
<b>23</b> Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If "Yes," complete Schedule J</i>		<b>X</b>
<b>24a</b> Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a</i>		<b>X</b>
<b>b</b> Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
<b>c</b> Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
<b>d</b> Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
<b>25a</b> <b>Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations.</b> Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If "Yes," complete Schedule L, Part I</i>		
<b>b</b> Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If "Yes," complete Schedule L, Part I</i>		
<b>26</b> Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If "Yes," complete Schedule L, Part II</i>		<b>X</b>
<b>27</b> Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If "Yes," complete Schedule L, Part III</i>		<b>X</b>
<b>28</b> Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
<b>a</b> A current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>	<b>X</b>	
<b>b</b> A family member of a current or former officer, director, trustee, or key employee? <i>If "Yes," complete Schedule L, Part IV</i>		<b>X</b>
<b>c</b> An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If "Yes," complete Schedule L, Part IV</i>		<b>X</b>
<b>29</b> Did the organization receive more than \$25,000 in non-cash contributions? <i>If "Yes," complete Schedule M</i>		<b>X</b>
<b>30</b> Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If "Yes," complete Schedule M</i>		<b>X</b>
<b>31</b> Did the organization liquidate, terminate, or dissolve and cease operations? <i>If "Yes," complete Schedule N, Part I</i>		<b>X</b>
<b>32</b> Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If "Yes," complete Schedule N, Part II</i>		<b>X</b>
<b>33</b> Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If "Yes," complete Schedule R, Part I</i>		<b>X</b>
<b>34</b> Was the organization related to any tax-exempt or taxable entity? <i>If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1</i>		<b>X</b>
<b>35a</b> Did the organization have a controlled entity within the meaning of section 512(b)(13)?		<b>X</b>
<b>b</b> If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
<b>36</b> <b>Section 501(c)(3) organizations.</b> Did the organization make any transfers to an exempt non-charitable related organization? <i>If "Yes," complete Schedule R, Part V, line 2</i>		
<b>37</b> Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If "Yes," complete Schedule R, Part VI</i>		<b>X</b>
<b>38</b> Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? <b>Note.</b> All Form 990 filers are required to complete Schedule O.	<b>X</b>	

Form **990** (2017)



**Part V** **Statements Regarding Other IRS Filings and Tax Compliance**Check if Schedule O contains a response or note to any line in this Part V ☐

		Yes	No
<b>1a</b>	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	<b>1a</b>	<b>8</b>
<b>1b</b>	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	<b>1b</b>	<b>0</b>
<b>1c</b>	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?		
<b>2a</b>	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	<b>2a</b>	<b>6</b>
<b>2b</b>	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	<b>2b</b>	<b>X</b>
<b>3a</b>	Did the organization have unrelated business gross income of \$1,000 or more during the year?	<b>3a</b>	<b>X</b>
<b>3b</b>	If "Yes," has it filed a Form 990-T for this year? If "No" to line 3b, provide an explanation in Schedule O	<b>3b</b>	
<b>4a</b>	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?	<b>4a</b>	<b>X</b>
<b>4b</b>	If "Yes," enter the name of the foreign country: See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
<b>5a</b>	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?	<b>5a</b>	<b>X</b>
<b>5b</b>	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?	<b>5b</b>	<b>X</b>
<b>5c</b>	If "Yes" to line 5a or 5b, did the organization file Form 8886-T?	<b>5c</b>	
<b>6a</b>	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?	<b>6a</b>	<b>X</b>
<b>6b</b>	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?	<b>6b</b>	
<b>7</b>	<b>Organizations that may receive deductible contributions under section 170(c).</b>		
<b>7a</b>	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	<b>7a</b>	
<b>7b</b>	If "Yes," did the organization notify the donor of the value of the goods or services provided?	<b>7b</b>	
<b>7c</b>	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?	<b>7c</b>	
<b>7d</b>	If "Yes," indicate the number of Forms 8282 filed during the year	<b>7d</b>	
<b>7e</b>	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	<b>7e</b>	
<b>7f</b>	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?	<b>7f</b>	
<b>7g</b>	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?	<b>7g</b>	
<b>7h</b>	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?	<b>7h</b>	
<b>8</b>	<b>Sponsoring organizations maintaining donor advised funds.</b> Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?	<b>8</b>	
<b>9</b>	<b>Sponsoring organizations maintaining donor advised funds.</b>		
<b>9a</b>	Did the sponsoring organization make any taxable distributions under section 4966?	<b>9a</b>	
<b>9b</b>	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?	<b>9b</b>	
<b>10</b>	<b>Section 501(c)(7) organizations.</b> Enter:		
<b>10a</b>	Initiation fees and capital contributions included on Part VIII, line 12	<b>10a</b>	
<b>10b</b>	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	<b>10b</b>	
<b>11</b>	<b>Section 501(c)(12) organizations.</b> Enter:		
<b>11a</b>	Gross income from members or shareholders	<b>11a</b>	
<b>11b</b>	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	<b>11b</b>	
<b>12a</b>	<b>Section 4947(a)(1) non-exempt charitable trusts.</b> Is the organization filing Form 990 in lieu of Form 1041?	<b>12a</b>	
<b>12b</b>	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	<b>12b</b>	
<b>13</b>	<b>Section 501(c)(29) qualified nonprofit health insurance issuers.</b>		
<b>13a</b>	Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.	<b>13a</b>	
<b>13b</b>	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	<b>13b</b>	
<b>13c</b>	Enter the amount of reserves on hand	<b>13c</b>	
<b>14a</b>	Did the organization receive any payments for indoor tanning services during the tax year?	<b>14a</b>	<b>X</b>
<b>14b</b>	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O	<b>14b</b>	



**Part VI Governance, Management, and Disclosure** For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI ☒

**Section A. Governing Body and Management**

	Yes	No
<b>1a</b> Enter the number of voting members of the governing body at the end of the tax year If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.	<b>1a</b> 9	
<b>b</b> Enter the number of voting members included in line 1a, above, who are independent	<b>1b</b> 9	
<b>2</b> Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	<b>2</b>	<input checked="" type="checkbox"/>
<b>3</b> Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?	<b>3</b>	<input checked="" type="checkbox"/>
<b>4</b> Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	<b>4</b>	<input checked="" type="checkbox"/>
<b>5</b> Did the organization become aware during the year of a significant diversion of the organization's assets?	<b>5</b>	<input checked="" type="checkbox"/>
<b>6</b> Did the organization have members or stockholders?	<b>6</b> <input checked="" type="checkbox"/>	
<b>7a</b> Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	<b>7a</b>	<input checked="" type="checkbox"/>
<b>b</b> Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	<b>7b</b>	<input checked="" type="checkbox"/>
<b>8</b> Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
<b>a</b> The governing body?	<b>8a</b> <input checked="" type="checkbox"/>	
<b>b</b> Each committee with authority to act on behalf of the governing body?	<b>8b</b> <input checked="" type="checkbox"/>	
<b>9</b> Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O	<b>9</b>	<input checked="" type="checkbox"/>

**Section B. Policies** (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
<b>10a</b> Did the organization have local chapters, branches, or affiliates?	<b>10a</b>	<input checked="" type="checkbox"/>
<b>b</b> If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	<b>10b</b>	
<b>11a</b> Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	<b>11a</b> <input checked="" type="checkbox"/>	
<b>b</b> Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
<b>12a</b> Did the organization have a written conflict of interest policy? If "No," go to line 13	<b>12a</b>	<input checked="" type="checkbox"/>
<b>b</b> Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	<b>12b</b>	
<b>c</b> Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	<b>12c</b>	
<b>13</b> Did the organization have a written whistleblower policy?	<b>13</b>	<input checked="" type="checkbox"/>
<b>14</b> Did the organization have a written document retention and destruction policy?	<b>14</b>	<input checked="" type="checkbox"/>
<b>15</b> Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
<b>a</b> The organization's CEO, Executive Director, or top management official	<b>15a</b>	<input checked="" type="checkbox"/>
<b>b</b> Other officers or key employees of the organization	<b>15b</b>	<input checked="" type="checkbox"/>
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
<b>16a</b> Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	<b>16a</b>	<input checked="" type="checkbox"/>
<b>b</b> If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	<b>16b</b>	

**Section C. Disclosure**

- 17** List the states with which a copy of this Form 990 is required to be filed **None**
- 18** Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.  
☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)
- 19** Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.
- 20** State the name, address, and telephone number of the person who possesses the organization's books and records: ►

**SPIRITBEAR BOOKKEEPING**

**514 LAKE STREET D**

**SITKA**

**AK 99835**

**907-747-4888**



Form 990 (2017) **ALASKA LONGLINE FISHERMENS**Page **7****Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors**Check if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's current officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's current key employees, if any. See instructions for definition of "key employee."
- List the organization's five current highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's former officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's former directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☒ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) FRANK BALOVICH	1.00									
BOARDMEMBER	0.00	X						0	0	0
(2) RICHIE DAVIS	1.00									
BOARDMEMBER	0.00	X						0	0	0
(3) STEVE FISH	1.00									
BOARDMEMBER	0.00	X						0	0	0
(4) NORM PILLEN	1.00									
BOARDMEMBER	0.00	X						0	0	0
(5) PHIL WYMAN	1.00									
BOARDMEMBER	0.00	X						0	0	0
(6) DICK CURRAN	1.00									
PRESIDENT	0.00			X				0	0	0
(7) JEFF FARVOUR	1.00									
VICE PRESIDENT	0.00			X				0	0	0
(8) TERRY PERENSOVICH	1.00									
SECRETARY	0.00			X				0	0	0
(9) CARINA NICHOLS	1.00									
TREASURER	0.00			X				0	0	0
(10)										
(11)										

**Part VII**      **Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees** *(continued)*

<b>1b Sub-total</b>			
<b>c Total from continuation sheets to Part VII, Section A</b>			
<b>d Total (add lines 1b and 1c)</b>			

**3** Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual

4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual.

**5** Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person

	Yes	No
3		X
4		X
5		X

### **Section B. Independent Contractors**

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

2	Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization	0
---	--	---



Form 990 (2017) **ALASKA LONGLINE FISHERMENS**Page **9****Part VIII Statement of Revenue**Check if Schedule O contains a response or note to any line in this Part VIII ☐

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
<b>Contributions, Gifts, Grants and Other Similar Amounts</b>	<b>1a</b> Federated campaigns	<b>1a</b>				
	<b>b</b> Membership dues	<b>1b</b>	44,850			
	<b>c</b> Fundraising events	<b>1c</b>				
	<b>d</b> Related organizations	<b>1d</b>				
	<b>e</b> Government grants (contributions)	<b>1e</b>	243,774			
	<b>f</b> All other contributions, gifts, grants, and similar amounts not included above	<b>1f</b>	123,214			
	<b>g</b> Noncash contributions included in lines 1a-1f: \$					
	<b>h</b> Total. Add lines 1a-1f.		411,838			
<b>Program Service Revenue</b>	<b>2a</b> Program Service Revenue	Busn. Code 541700	157,324	157,324		
	<b>b</b>					
	<b>c</b>					
	<b>d</b>					
	<b>e</b>					
	<b>f</b> All other program service revenue					
	<b>g</b> Total. Add lines 2a-2f		157,324			
	<b>3</b> Investment income (including dividends, interest, and other similar amounts)		332			332
<b>4</b> Income from investment of tax-exempt bond proceeds						
<b>5</b> Royalties						
<b>Other Revenue</b>	<b>6a</b> Gross rents	(i) Real (ii) Personal				
	<b>b</b> Less: rental exps.					
	<b>c</b> Rental inc. or (loss)					
	<b>d</b> Net rental income or (loss)					
	<b>7a</b> Gross amount from sales of assets other than inventory	(i) Securities (ii) Other				
	<b>b</b> Less: cost or other basis & sales exps.					
	<b>c</b> Gain or (loss)					
	<b>d</b> Net gain or (loss)					
	<b>8a</b> Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18	<b>a</b>	6,273			
	<b>b</b> Less: direct expenses	<b>b</b>	3,358			
	<b>c</b> Net income or (loss) from fundraising events		2,915			
	<b>9a</b> Gross income from gaming activities. See Part IV, line 19	<b>a</b>				
	<b>b</b> Less: direct expenses	<b>b</b>				
	<b>c</b> Net income or (loss) from gaming activities					
	<b>10a</b> Gross sales of inventory, less returns and allowances	<b>a</b>	86,433			
	<b>b</b> Less: cost of goods sold	<b>b</b>	72,879			
	<b>c</b> Net income or (loss) from sales of inventory		13,554	13,554		
	<b>11a</b> Miscellaneous Revenue	Busn. Code				
	<b>b</b>					
	<b>c</b>					
<b>d</b> All other revenue						
<b>e</b> Total. Add lines 11a-11d						
<b>12</b> Total revenue. See instructions.		585,963	170,878	0	332	



Form 990 (2017) **ALASKA LONGLINE FISHERMENS**Page **10****Part IX Statement of Functional Expenses**

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX

☒

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.

	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees				
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	184,539			
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)				
9 Other employee benefits				
10 Payroll taxes	15,783			
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	12,917			
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	223,232			
12 Advertising and promotion	7,801			
13 Office expenses	4,670			
14 Information technology				
15 Royalties				
16 Occupancy	10,826			
17 Travel	13,168			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings				
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization				
23 Insurance	4,193			
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a <b>PROGRAM SUPPLIES</b>	25,523			
b <b>RESEARCH COSTS</b>	16,068			
c <b>VOLUNTEER STIPENDS</b>	5,040			
d				
e All other expenses				
25 Total functional expenses. Add lines 1 through 24e	523,760	0	0	0
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here <input type="checkbox"/> if following SOP 98-2 (ASC 958-720)				



Form 990 (2017) **ALASKA LONGLINE FISHERMENS**Page **11****Part X Balance Sheet**Check if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
<b>Assets</b>	1 Cash—non-interest bearing	121,285	1	76,509
	2 Savings and temporary cash investments	66,154	2	66,277
	3 Pledges and grants receivable, net	38,610	3	80,596
	4 Accounts receivable, net	11,317	4	9,824
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use	6,294	8	30,189
	9 Prepaid expenses and deferred charges	350	9	350
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a		
	b Less: accumulated depreciation	10b	10c	
	11 Investments—publicly traded securities		11	
	12 Investments—other securities. See Part IV, line 11		12	
	13 Investments—program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11		15	
16 <b>Total assets.</b> Add lines 1 through 15 (must equal line 34)	244,010	16	263,745	
<b>Liabilities</b>	17 Accounts payable and accrued expenses	6,346	17	8,750
	18 Grants payable		18	
	19 Deferred revenue	119,682	19	74,810
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 <b>Total liabilities.</b> Add lines 17 through 25	126,028	26	83,560
<b>Net Assets or Fund Balances</b>	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets	117,982	27	180,185
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds		32	
	33 <b>Total net assets or fund balances</b>	117,982	33	180,185
34 <b>Total liabilities and net assets/fund balances</b>	244,010	34	263,745	

Form **990** (2017)



Form 990 (2017) **ALASKA LONGLINE FISHERMENS**Page **12****Part XI Reconciliation of Net Assets**Check if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	585,963
2	Total expenses (must equal Part IX, column (A), line 25)	2	523,760
3	Revenue less expenses. Subtract line 2 from line 1	3	62,203
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	117,982
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	180,185

**Part XII Financial Statements and Reporting**Check if Schedule O contains a response or note to any line in this Part XII ☐

- 1 Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other \_\_\_\_\_  
If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.
- 2a Were the organization's financial statements compiled or reviewed by an independent accountant?  
If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:  
☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis
- b Were the organization's financial statements audited by an independent accountant?  
If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:  
☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis
- c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?  
If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.
- 3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?
- b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits.

	Yes	No
2a		X
2b	X	
2c	X	
3a		X
3b		

Form **990** (2017)

**Schedule B**(Form 990, 990-EZ,  
or 990-PF)Department of the Treasury  
Internal Revenue Service**Schedule of Contributors**▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.  
▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2017**

Name of the organization

**ALASKA LONGLINE FISHERMENS  
ASSOCIATION**

Employer identification number

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☒ 501(c)( **6** ) (enter number) organization☐ 4947(a)(1) nonexempt charitable trust not treated as a private foundation☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation☐ 501(c)(3) taxable private foundationCheck if your organization is covered by the **General Rule** or a **Special Rule**.**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.**General Rule**

- ☒
- For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

**Special Rules**

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33<sup>1</sup>/<sub>3</sub>% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year

▶ \$

**Caution:** An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990, 990-EZ, or 990-PF) (2017)



Schedule B (Form 990, 990-EZ, or 990-PF) (2017)

Page 1 of 1

Page 2

Name of organization

ALASKA LONGLINE FISHERMENS

Employer identification number

**Part I****Contributors** (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	NATIONAL FISH & WILDLIFE FOUNDATION 1133 FIFTEENTH ST NW SUITE 1100 WASHINGTON DC 20005	\$ 229,812	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	OAK FOUNDATION LTD 55 VILCOM CENTER DRIVE SUITE 340 CHAPEL HILL NC 27514	\$ 106,139	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	ALASKA CONSERVATION FOUNDATION 1227 W 9TH AVE 300 ANCHORAGE AK 99501	\$ 8,040	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	CITY & BOROUGH OF SITKA 100 LINCOLN STREET SITKA AK 99835	\$ 13,962	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
		\$	Person <input type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)



**SCHEDULE C**  
**(Form 990 or 990-EZ)****Political Campaign and Lobbying Activities**

OMB No. 1545-0047

**2017****Open to Public  
Inspection**Department of the Treasury  
Internal Revenue Service

▶ Complete if the organization is described below.

▶ Attach to Form 990 or Form 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

If the organization answered "Yes," on Form 990, Part IV, line 3, or Form 990-EZ, Part V, line 46 (Political Campaign Activities), then

- Section 501(c)(3) organizations: Complete Parts I-A and B. Do not complete Part I-C.
- Section 501(c) (other than section 501(c)(3)) organizations: Complete Parts I-A and C below. Do not complete Part I-B.
- Section 527 organizations: Complete Part I-A only.

If the organization answered "Yes," on Form 990, Part IV, line 4, or Form 990-EZ, Part VI, line 47 (Lobbying Activities), then

- Section 501(c)(3) organizations that have filed Form 5768 (election under section 501(h)): Complete Part II-A. Do not complete Part II-B.
- Section 501(c)(3) organizations that have NOT filed Form 5768 (election under section 501(h)): Complete Part II-B. Do not complete Part II-A.

If the organization answered "Yes," on Form 990, Part IV, line 5 (Proxy Tax) (see separate instructions) or Form 990-EZ, Part V, line 35c (Proxy Tax) (see separate instructions), then

- Section 501(c)(4), (5), or (6) organizations: Complete Part III.

Name of organization **ALASKA LONGLINE FISHERMENS  
ASSOCIATION**

Employer identification number

**Part I-A Complete if the organization is exempt under section 501(c) or is a section 527 organization.**

1 Provide a description of the organization's direct and indirect political campaign activities in Part IV. (see instructions for definition of "political campaign activities")

2 Political campaign activity expenditures (see instructions)

▶ \$

3 Volunteer hours for political campaign activities (see instructions)

**Part I-B Complete if the organization is exempt under section 501(c)(3).**

1 Enter the amount of any excise tax incurred by the organization under section 4955

▶ \$

2 Enter the amount of any excise tax incurred by organization managers under section 4955

▶ \$

3 If the organization incurred a section 4955 tax, did it file Form 4720 for this year?

☐ Yes☐ No

4a Was a correction made?

☐ Yes☐ No

b If "Yes," describe in Part IV.

**Part I-C Complete if the organization is exempt under section 501(c), except section 501(c)(3).**

1 Enter the amount directly expended by the filing organization for section 527 exempt function activities

▶ \$

2 Enter the amount of the filing organization's funds contributed to other organizations for section 527 exempt function activities

▶ \$

3 Total exempt function expenditures. Add lines 1 and 2. Enter here and on Form 1120-POL, line 17b

▶ \$

4 Did the filing organization file Form 1120-POL for this year?

☐ Yes☐ No

5 Enter the names, addresses and employer identification number (EIN) of all section 527 political organizations to which the filing organization made payments. For each organization listed, enter the amount paid from the filing organization's funds. Also enter the amount of political contributions received that were promptly and directly delivered to a separate political organization, such as a separate segregated fund or a political action committee (PAC). If additional space is needed, provide information in Part IV.

(a) Name	(b) Address	(c) EIN	(d) Amount paid from filing organization's funds. If none, enter -0-	(e) Amount of political contributions received and promptly and directly delivered to a separate political organization. If none, enter -0-
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				

For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule C (Form 990 or 990-EZ) 2017



**Part II-A** Complete if the organization is exempt under section 501(c)(3) and filed Form 5768 (election under section 501(h)).

- A** Check ☐ if the filing organization belongs to an affiliated group (and list in Part IV each affiliated group member's name, address, EIN, expenses, and share of excess lobbying expenditures).
- B** Check ☐ if the filing organization checked box A and "limited control" provisions apply.

<b>Limits on Lobbying Expenditures</b> (The term "expenditures" means amounts paid or incurred.)		(a) Filing organization's totals	(b) Affiliated group totals
<b>1a</b> Total lobbying expenditures to influence public opinion (grass roots lobbying)			
<b>b</b> Total lobbying expenditures to influence a legislative body (direct lobbying)			
<b>c</b> Total lobbying expenditures (add lines 1a and 1b)			
<b>d</b> Other exempt purpose expenditures			
<b>e</b> Total exempt purpose expenditures (add lines 1c and 1d)			
<b>f</b> Lobbying nontaxable amount. Enter the amount from the following table in both columns.			
<b>If the amount on line 1e, column (a) or (b) is:</b>	<b>The lobbying nontaxable amount is:</b>		
Not over \$500,000	20% of the amount on line 1e.		
Over \$500,000 but not over \$1,000,000	\$100,000 plus 15% of the excess over \$500,000.		
Over \$1,000,000 but not over \$1,500,000	\$175,000 plus 10% of the excess over \$1,000,000.		
Over \$1,500,000 but not over \$17,000,000	\$225,000 plus 5% of the excess over \$1,500,000.		
Over \$17,000,000	\$1,000,000.		
<b>g</b> Grassroots nontaxable amount (enter 25% of line 1f)			
<b>h</b> Subtract line 1g from line 1a. If zero or less, enter -0-			
<b>i</b> Subtract line 1f from line 1c. If zero or less, enter -0-			
<b>j</b> If there is an amount other than zero on either line 1h or line 1i, did the organization file Form 4720 reporting section 4911 tax for this year?			<input type="checkbox"/> Yes <input type="checkbox"/> No

**4-Year Averaging Period Under section 501(h)**

(Some organizations that made a section 501(h) election do not have to complete all of the five columns below. See the separate instructions for lines 2a through 2f.)

<b>Lobbying Expenditures During 4-Year Averaging Period</b>					
Calendar year (or fiscal year beginning in)	(a) 2014	(b) 2015	(c) 2016	(d) 2017	(e) Total
<b>2a</b> Lobbying nontaxable amount					
<b>b</b> Lobbying ceiling amount (150% of line 2a, column (e))					
<b>c</b> Total lobbying expenditures					
<b>d</b> Grassroots nontaxable amount					
<b>e</b> Grassroots ceiling amount (150% of line 2d, column (e))					
<b>f</b> Grassroots lobbying expenditures					



Schedule C (Form 990 or 990-EZ) 2017 **ALASKA LONGLINE FISHERMENS**Page **3****Part II-B** Complete if the organization is exempt under section 501(c)(3) and has NOT filed Form 5768 (election under section 501(h)).

For each "Yes," response on lines 1a through 1i below, provide in Part IV a detailed description of the lobbying activity.

	(a)		(b)
	Yes	No	Amount
<b>1</b> During the year, did the filing organization attempt to influence foreign, national, state or local legislation, including any attempt to influence public opinion on a legislative matter or referendum, through the use of:			
<b>a</b> Volunteers?			
<b>b</b> Paid staff or management (include compensation in expenses reported on lines 1c through 1i)?			
<b>c</b> Media advertisements?			
<b>d</b> Mailings to members, legislators, or the public?			
<b>e</b> Publications, or published or broadcast statements?			
<b>f</b> Grants to other organizations for lobbying purposes?			
<b>g</b> Direct contact with legislators, their staffs, government officials, or a legislative body?			
<b>h</b> Rallies, demonstrations, seminars, conventions, speeches, lectures, or any similar means?			
<b>i</b> Other activities?			
<b>j</b> Total. Add lines 1c through 1i			
<b>2a</b> Did the activities in line 1 cause the organization to be not described in section 501(c)(3)?			
<b>b</b> If "Yes," enter the amount of any tax incurred under section 4912			
<b>c</b> If "Yes," enter the amount of any tax incurred by organization managers under section 4912			
<b>d</b> If the filing organization incurred a section 4912 tax, did it file Form 4720 for this year?			

**Part III-A** Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6).

	Yes	No
<b>1</b> Were substantially all (90% or more) dues received nondeductible by members?		<input checked="" type="checkbox"/>
<b>2</b> Did the organization make only in-house lobbying expenditures of \$2,000 or less?		<input checked="" type="checkbox"/>
<b>3</b> Did the organization agree to carry over lobbying and political campaign activity expenditures from the prior year?		<input checked="" type="checkbox"/>

**Part III-B** Complete if the organization is exempt under section 501(c)(4), section 501(c)(5), or section 501(c)(6) and if either (a) BOTH Part III-A, lines 1 and 2, are answered "No," OR (b) Part III-A, line 3, is answered "Yes."

<b>1</b> Dues, assessments and similar amounts from members	<b>1</b>	
<b>2</b> Section 162(e) nondeductible lobbying and political expenditures (do not include amounts of political expenses for which the section 527(f) tax was paid).		
<b>a</b> Current year	<b>2a</b>	
<b>b</b> Carryover from last year	<b>2b</b>	
<b>c</b> Total	<b>2c</b>	
<b>3</b> Aggregate amount reported in section 6033(e)(1)(A) notices of nondeductible section 162(e) dues	<b>3</b>	
<b>4</b> If notices were sent and the amount on line 2c exceeds the amount on line 3, what portion of the excess does the organization agree to carryover to the reasonable estimate of nondeductible lobbying and political expenditure next year?	<b>4</b>	
<b>5</b> Taxable amount of lobbying and political expenditures (see instructions)	<b>5</b>	

**Part IV** Supplemental Information

Provide the descriptions required for Part I-A, line 1; Part I-B, line 4; Part I-C, line 5; Part II-A (affiliated group list); Part II-A, lines 1 and 2 (see instructions); and Part II-B, line 1. Also, complete this part for any additional information.

Schedule C (Form 990 or 990-EZ) 2017 **ALASKA LONGLINE FISHERMENS**Page **4****Part IV** Supplemental Information (continued)



**SCHEDULE D  
(Form 990)**Department of the Treasury  
Internal Revenue Service**Supplemental Financial Statements**▶ Complete if the organization answered "Yes" on Form 990,  
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.  
▶ Attach to Form 990.▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No. 1545-0047

**2017**Open to Public  
Inspection

Name of the organization

**ALASKA LONGLINE FISHERMENS  
ASSOCIATION**

Employer identification number

**Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.**  
Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

**Part II Conservation Easements.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

**Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.**  
Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1	▶ \$
(ii) Assets included in Form 990, Part X	▶ \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1	▶ \$
b Assets included in Form 990, Part X	▶ \$



Schedule D (Form 990) 2017 **ALASKA LONGLINE FISHERMENS**Page **2****Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets** (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a ☐ Public exhibition  
 b ☐ Scholarly research  
 c ☐ Preservation for future generations  
 d ☐ Loan or exchange programs  
 e ☐ Other

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection?

☐ Yes ☐ No

**Part IV Escrow and Custodial Arrangements.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X?

☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
1c	
1d	
1e	
1f	

- c Beginning balance  
 d Additions during the year  
 e Distributions during the year  
 f Ending balance

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability?

☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII

**Part V Endowment Funds.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment ☐ %  
 b Permanent endowment ☐ %  
 c Temporarily restricted endowment ☐ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i) unrelated organizations  
 (ii) related organizations

	Yes	No
3a(i)		
3a(ii)		
3b		

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds.

**Part VI Land, Buildings, and Equipment.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings				
c Leasehold improvements				
d Equipment				
e Other				

Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)

Schedule D (Form 990) 2017



Schedule D (Form 990) 2017 **ALASKA LONGLINE FISHERMENS**Page **3****Part VII Investments—Other Securities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 12.) ▶		

**Part VIII Investments—Program Related.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 13.) ▶		

**Part IX Other Assets.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1)	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 15.) ▶	

**Part X Other Liabilities.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
<b>Total.</b> (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☐



Schedule D (Form 990) 2017 **ALASKA LONGLINE FISHERMENS**Page **4****Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.**  
Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total revenue, gains, and other support per audited financial statements		<b>1</b>	<b>585,963</b>
<b>2</b>	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
<b>a</b>	Net unrealized gains (losses) on investments	<b>2a</b>		
<b>b</b>	Donated services and use of facilities	<b>2b</b>		
<b>c</b>	Recoveries of prior year grants	<b>2c</b>		
<b>d</b>	Other (Describe in Part XIII.)	<b>2d</b>		
<b>e</b>	Add lines 2a through 2d		<b>2e</b>	
<b>3</b>	Subtract line 2e from line 1		<b>3</b>	<b>585,963</b>
<b>4</b>	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b	<b>4a</b>		
<b>b</b>	Other (Describe in Part XIII.)	<b>4b</b>		
<b>c</b>	Add lines 4a and 4b		<b>4c</b>	
<b>5</b>	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)		<b>5</b>	<b>585,963</b>

**Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.**  
Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

<b>1</b>	Total expenses and losses per audited financial statements		<b>1</b>	<b>523,760</b>
<b>2</b>	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
<b>a</b>	Donated services and use of facilities	<b>2a</b>		
<b>b</b>	Prior year adjustments	<b>2b</b>		
<b>c</b>	Other losses	<b>2c</b>		
<b>d</b>	Other (Describe in Part XIII.)	<b>2d</b>		
<b>e</b>	Add lines 2a through 2d		<b>2e</b>	
<b>3</b>	Subtract line 2e from line 1		<b>3</b>	<b>523,760</b>
<b>4</b>	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
<b>a</b>	Investment expenses not included on Form 990, Part VIII, line 7b	<b>4a</b>		
<b>b</b>	Other (Describe in Part XIII.)	<b>4b</b>		
<b>c</b>	Add lines 4a and 4b		<b>4c</b>	
<b>5</b>	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)		<b>5</b>	<b>523,760</b>

**Part XIII Supplemental Information.**

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

Schedule D (Form 990) 2017 **ALASKA LONGLINE FISHERMENS**Page **5****Part XIII** Supplemental Information (continued)



**SCHEDULE L**  
**(Form 990 or 990-EZ)**Department of the Treasury  
Internal Revenue Service**Transactions With Interested Persons**▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 25a, 25b, 26, 27, 28a, 28b, or 28c, or Form 990-EZ, Part V, line 38a or 40b.  
▶ Attach to Form 990 or Form 990-EZ.▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for instructions and the latest information.

OMB No 1545-0047

**2017**Open To Public  
Inspection

Name of the organization

ALASKA LONGLINE FISHERMENS

Employer identification number

ASSOCIATION

**Part I****Excess Benefit Transactions** (section 501(c)(3), section 501(c)(4), and 501(c)(29) organizations only).

Complete if the organization answered "Yes" on Form 990, Part IV, line 25a or 25b, or Form 990-EZ, Part V, line 40b.

1	(a) Name of disqualified person	(b) Relationship between disqualified person and organization	(c) Description of transaction	(d) Corrected?	
				Yes	No
(1)					
(2)					
(3)					
(4)					
(5)					
(6)					

2 Enter the amount of tax incurred by the organization managers or disqualified persons during the year under section 4958

▶ \$

3 Enter the amount of tax, if any, on line 2, above, reimbursed by the organization

▶ \$

**Part II****Loans to and/or From Interested Persons.**

Complete if the organization answered "Yes" on Form 990-EZ, Part V, line 38a or Form 990, Part IV, line 26; or if the organization reported an amount on Form 990, Part X, line 5, 6, or 22.

(a) Name of interested person	(b) Relationship with organization	(c) Purpose of loan	(d) Loan to or from the org.?		(e) Original principal amount	(f) Balance due	(g) In default?		(h) Approved by board or committee?		(i) Written agreement?	
			To	From			Yes	No	Yes	No	Yes	No
(1)												
(2)												
(3)												
(4)												
(5)												
(6)												
(7)												
(8)												
(9)												
(10)												

Total

▶ \$

**Part III****Grants or Assistance Benefiting Interested Persons.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 27.

(a) Name of interested person	(b) Relationship between interested person and the organization	(c) Amount of assistance	(d) Type of assistance	(e) Purpose of assistance
(1)				
(2)				
(3)				
(4)				
(5)				
(6)				
(7)				
(8)				
(9)				
(10)				

Schedule L (Form 990 or 990-EZ) 2017 **ALASKA LONGLINE FISHERMENS**Page **2****Part IV Business Transactions Involving Interested Persons.**

Complete if the organization answered "Yes" on Form 990, Part IV, line 28a, 28b, or 28c.

(a) Name of interested person	(b) Relationship between interested person and the organization	(c) Amount of transaction	(d) Description of transaction	(e) Sharing of org. revenues?	
				Yes	No
(1) <b>JEFF FARVOUR</b>	<b>BOARD MEMBER</b>		<b>GRANT RESEARCH</b>		<b>X</b>
(2) <b>CARINA NICHOLS</b>	<b>BOARD MEMBER</b>		<b>GRANT RESEARCH</b>		<b>X</b>
(3)					
(4)					
(5)					
(6)					
(7)					
(8)					
(9)					
(10)					

**Part V Supplemental Information**

Provide additional information for responses to questions on Schedule L (see instructions).



**SCHEDULE O**  
(Form 990 or 990-EZ)Department of the Treasury  
Internal Revenue Service**Supplemental Information to Form 990 or 990-EZ**Complete to provide information for responses to specific questions on  
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Go to [www.irs.gov/Form990](http://www.irs.gov/Form990) for the latest information.

OMB No. 1545-0047

**2017**Open to Public  
InspectionName of the organization **ALASKA LONGLINE FISHERMENS  
ASSOCIATION**Employer identification number  
[REDACTED]**Form 990 - Organization's Mission**

ALFA IS AN ASSOCIATION OF INDEPENDENT LONGLINE FISHERMEN WHO ARE COMMITTED TO CONTINUING THE SUSTAINABLE HARVEST OF SABLEFISH, HALIBUT, AND GROUND FISH, WHILE SUPPORTING HEALTHY MARINE ECOSYSTEMS AND STRONG COASTAL COMMUNITIES.

**Form 990, Part VI, Line 6 - Classes of Members or Stockholders**

MEMBERSHIP IN THE ORGANIZATION IS AVAILABLE TO ANY INDIVIDUAL WITH AN INTEREST IN LONGLINE FISHERIES. MEMBERSHIP REQUIRES ONLY THE PAYMENT OF ANNUAL DUES.

**Form 990, Part VI, Line 11b - Organization's Process to Review Form 990**  
BOARD MEMBERS CAN REVIEW AN ELECTRONIC COPY OF FORM 990 PRIOR TO IT BEING FILED.

**Form 990, Part VI, Line 19 - Governing Documents Disclosure Explanation**  
DOCUMENTS ARE AVAILABLE FOR REVIEW DURING REGULAR BUSINESS HOURS AT ORGANIZATION OFFICES.

**Form 990, Part IX, Line 11g - Other Fees for Services****Description**

Program Service

Mgt &amp; General

Fundraising

**Other Fees**

\$ 223,232

\$

0

\$

0

**Federal Statements**

FYE: 12/31/2017

**Taxable Interest on Investments**

Description	Amount	Unrelated Business Code	Exclusion Code	Postal Code	Acquired after 6/30/75	US Obs (\$ or %)
	\$ 332		14			
Total	\$ 332					



## Federal Statements

Form 990, Part IX, Line 11g - Other Fees for Service (Non-employee)

Description	Total Expenses	Program Service	Management & General	Fund Raising
Other Fees	\$ 223,232	\$ 223,232	\$	\$
Total	\$ 223,232	\$ 223,232	\$ 0	\$ 0

12:43 PM  
05/17/19  
Accrual Basis

**ALFA**  
**Income Statement**  
January through April 2019

	Jan - Apr 19
Ordinary Income/Expense	
Income	
4000 - Grant Income	265,774.28
4005 - Contract Income	33,931.02
4010 - Individual Membership Dues	17,975.45
4020 - Business Membership	14,520.00
4030 - Donation Income	4.50
4050 - Retail Sales	762.50
4060 - Alaskans Own Fish Sales	36,067.88
Total Income	369,035.63
Cost of Goods Sold	
5002 - Credit Card Merchant Fees	1,246.35
5010 - Fish Purchases	6,336.44
5020 - Shipping Supplies/Packaging	25.87
5030 - Freight/Shipping/Air Cargo	480.32
Total COGS	8,088.98
Gross Profit	360,946.65
Expense	
100 - Personnel Services Expense	
110 - Payroll Tax Expense	6,213.48
120 - Director Salary	15,000.00
130 - Salary & Wages	56,832.25
Total 100 - Personnel Services Expense	78,045.73
200 - Direct Supp to Target Pop	
250 - Dues, Subscript. & Memberships	3,500.00
Total 200 - Direct Supp to Target Pop	3,500.00
300 - Consultants & Contracted	
330 - Accounting	1,578.27
360 - Professional Services	149,878.67
390 - Other Contractual/Professional	1,000.00
Total 300 - Consultants & Contracted	152,456.94
400 - Travel & Conferences	
410 - NPFMC	3,739.36
420 - IPHC	1,129.16
430 - Outreach Travel	12,434.63
450 - Board Of Fisheries	-12.50
Total 400 - Travel & Conferences	17,290.65
600 - Other Direct Costs	
601 - Postage, Shipping, PO Rental	180.94
602 - Rent	1,882.50
603 - Telephone/Internet	908.08
605 - Office	900.50
606 - Software/Computer Supplies	415.68
607 - Program	116,679.00
608 - ASFT/AO Direct Support	4,503.50
610 - Advertising/Printing	740.84
630 - Insurance	2,508.00
640 - Special Event/Fund Raising	144.90
680 - Meeting Expense	395.59
695 - Taxes, Licenses & Permit	50.00
699 - Bank Charges	224.70
Total 600 - Other Direct Costs	129,534.23
Total Expense	380,827.55
Net Ordinary Income	-19,880.90

12:43 PM

05/17/19

Accrual Basis

**ALFA**  
**Income Statement**  
January through April 2019

---

	Jan - Apr 19
Other Income/Expense	
Other Income	
720 - Interest/Div Income	32.04
Total Other Income	32.04
Net Other Income	32.04
Net Income	-19,848.86

**ALASKA LONGLINE FISHERMEN'S ASSOCIATION**

**FINANCIAL STATEMENTS**

**December 31, 2017**

ALASKA LONGLINE FISHERMEN'S ASSOCIATION  
TABLE OF CONTENTS

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Statements of functional expenses	5
Statements of cash flows	6
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# CHRISTINE E. HARRINGTON

Certified Public Accountant, LLC

329 Harbor Drive, Suite 210, P.O. Box 1328 Sitka, Alaska 99835 (907) 747-5500

## Independent Auditor=s Report

Board of Directors

Alaska Longline Fishermen=s Association

Sitka, Alaska

I have audited the accompanying financial statements of the Alaska Longline Fishermen's Association (a nonprofit organization), which comprise the statements of financial position as of December 31, 2017 and 2016, and the related statements of activities, functional expenses, and cash flows for the years then ended, and the related notes to the financial statements.

### Management=s Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor=s Responsibility

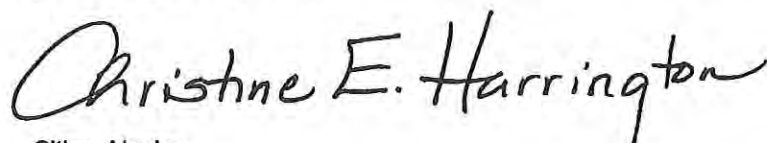
My responsibility is to express an opinion on these financial statements based on my audits. I conducted my audits in accordance with auditing standards generally accepted in the United States of America. Those standards require that I plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risk of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, I express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

### Opinion

In my opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Alaska Longline Fishermen=s Association as of December 31, 2017 and 2016, and the changes in its net assets and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.



Sitka, Alaska

July 29, 2018

ALASKA LONGLINE FISHERMAN'S ASSOCIATION

STATEMENTS OF FINANCIAL POSITION

December 31, 2017 and 2016

Assets		2017	2016
Current assets:			
Cash and cash equivalents	\$	142,786	\$ 187,439
Grants receivable		80,596	38,610
Other receivables		9,824	11,317
Retail inventory		30,189	6,294
Prepays and deposits		350	350
Total current assets		263,745	244,010
	\$	263,745	\$ 244,010
Liabilities and Net Assets			
Current liabilities:			
Accounts payable	\$	5,312	\$ 2,748
Accrued liabilities		3,441	3,599
Deferred revenue		74,810	119,682
Total current liabilities		83,563	126,029
Net assets:			
Unrestricted, undesignated		180,182	117,981
Total net assets		180,182	117,981
	\$	263,745	\$ 244,010

# ALASKA LONGLINE FISHERMAN'S ASSOCIATION

## STATEMENTS OF ACTIVITIES

For the Year Ended December 31, 2017 and 2016

	<u>2017</u>	<u>2016</u>
Revenues, gains and other support:		
Grant revenue	\$ 359,452	\$ 331,960
Contract revenue	157,324	198,996
Product sales	86,432	106,371
Membership dues	44,850	40,972
Interest	332	479
Fundraising	6,273	6,046
Donations	<u>7,535</u>	<u>2,507</u>
Total revenues, gains and other support	662,198	687,331
Expenses and losses:		
Marine conservation and protection	433,760	505,609
Information outreach to public policy forums	17,894	22,001
Direct support to consumers	97,930	110,220
Management support	<u>50,413</u>	<u>73,594</u>
Total expenses	<u>599,997</u>	<u>711,424</u>
Change in net assets	62,201	(24,093)
Net assets, beginning of year	<u>117,981</u>	<u>142,074</u>
Net assets, end of year	<u>\$ 180,182</u>	<u>\$ 117,981</u>

See notes to financial statements.



ALASKA LONGLINE FISHERMEN'S ASSOCIATION  
STATEMENTS OF FUNCTIONAL EXPENSES  
For the Year Ended December 31, 2017 and 2016

	December 31, 2017					December 31, 2016				
	Marine Conservation and Protection	Information Outreach to Public Policy Forums	Direct Support to Consumers	Management Support	Total	Marine Conservation and Protection	Information Outreach to Public Policy Forums	Direct Support to Consumers	Management Support	Total
Expenses:										
Personal services	\$ 142,767	\$ 13,962	\$ 22,041	\$ 23,968	\$ 202,738	\$ 93,814	\$ 1,793	\$ 14,036	\$ 40,094	\$ 149,737
Direct support to target population	12,953	3,100	15	-	16,068	50,845	3,649	111	-	54,605
Professional services	231,155	-	1,177	9,817	242,149	214,264	-	1,459	16,735	232,458
Travel and conferences	12,336	832	1,062	-	14,230	29,522	16,559	-	-	46,081
Small equipment	1,587	-	756	50	2,393	64,306	-	541	-	64,847
Other direct costs	32,962	-	72,879	16,578	122,419	52,858	-	94,073	16,765	163,696
	<u>\$ 433,760</u>	<u>\$ 17,894</u>	<u>\$ 97,930</u>	<u>\$ 50,413</u>	<u>\$ 599,997</u>	<u>\$ 505,609</u>	<u>\$ 22,001</u>	<u>\$ 110,220</u>	<u>\$ 73,594</u>	<u>\$ 711,424</u>

# ALASKA LONGLINE FISHERMEN'S ASSOCIATION

## STATEMENTS OF CASH FLOWS

For the Year Ended December 31, 2017 and 2016

	2017	2016
Cash flows from operating activities:		
Cash received from granting and contracting agencies	\$ 429,918	\$ 453,728
Cash received from members and contributors	58,658	49,525
Cash received from product sales	86,432	106,371
Interest received	332	479
Cash paid to suppliers	(417,097)	(559,242)
Cash paid to employees	(202,896)	(148,270)
Net cash used by operating activities	(44,653)	(97,409)
Net change in cash and cash equivalents	(44,653)	(97,409)
Cash and cash equivalents, beginning of year	187,439	284,848
Cash and cash equivalents, end of year	\$ 142,786	\$ 187,439
Reconciliation of change in net assets to net cash used by operating activities:		
Change in net assets	\$ 62,201	\$ (24,093)
Adjustments to reconcile change in net assets to net cash used by operating activities:		
Changes in assets and liabilities		
(Increase) in grants receivable	(41,986)	(23,302)
(Increase) decrease in inventory	(23,895)	1,306
Decrease in prepaids and deposits	-	600
(Increase) decrease in other receivables	1,493	(1,317)
Increase in accounts payable	2,564	1,857
Increase (decrease) in payroll taxes payable	(158)	1,466
(Decrease) in deferred revenue	(44,872)	(53,926)
Total adjustments	(106,854)	(73,316)
Net cash used by operating activities	\$ (44,653)	\$ (97,409)

# **ALASKA LONGLINE FISHERMEN'S ASSOCIATION**

## **NOTES TO FINANCIAL STATEMENTS**

**December 31, 2017**

### **Note 1. Organization and Summary of Significant Accounting Policies**

#### **A. Organization**

Alaska Longline Fishermen's Association ("ALFA") is a non-profit association of independent commercial longline vessel owners and crewmembers who are committed to continuing the sustainable harvest of sablefish, halibut, and groundfish, while supporting healthy marine ecosystems and strong coastal communities through resource stewardship and participation in federal, state, and local forums.

ALFA's income includes membership dues, donations, and grant and contract revenue. During 2017, ALFA administered the following grants and contracts:

A core capacity grant from the Oak Foundation to support the ongoing work of ALFA including sustainable fisheries policy development at the state, federal and national level; stewardship innovation through support of ALFA's Fishery Conservation Network, and maintaining local access through development of the Alaska Sustainable Fisheries Trust.

A grant from the National Fish and Wildlife Foundation related to at-sea electronic monitoring ("EM") of the Alaskan halibut and sablefish IFQ (individual fishing quota) fisheries. This grant supported ALFA's continued engagement of stakeholders in the process of transitioning at-sea monitoring of the Alaskan halibut and sablefish IFQ fisheries from the pilot program stage to an operational program, and to support EM hardware and field service requirements during the 2016 and 2017 pre-implementation period.

A contract with the Central Bering Sea Fishermen's Association to continue development and testing of active and passive deterrent strategies for sperm and killer whales, and to conduct tagging operations on sperm whales to track their location and movement.

A contract with the University of California, Scripps Institute of Oceanography to coordinate fishing vessel participation in deploying underwater cameras to record whale depredation events.

A contract with the Alaska Fisheries Development Foundation to coordinate field work related to collecting base line fuel efficiency data on small Alaskan commercial fishing vessels and developing outreach materials to engage fishery stakeholders on fuel saving techniques.

A contract with the Marine Fisheries Conservation Network to engage young fishermen with fisheries management policy issues at the National level.

A contract with the City of Sitka to develop a young fishermen's apprentice program.

A contract with the Alaska Sustainable Fisheries Trust to develop innovative financing and conservation programs for new entrants in the Alaskan sablefish and halibut fisheries.

Grants and contracts were approximately 80% of ALFA's total revenue for each of the years ended December 31, 2017 and 2016.

## ALASKA LONGLINE FISHERMEN'S ASSOCIATION

### NOTES TO FINANCIAL STATEMENTS

#### Note 1. - continued

##### B. Basis of Presentation

The accounting records of the ALFA are maintained on the accrual basis of accounting under which revenues are recognized when earned and liabilities and expenses when incurred. Grant revenues are recorded as earned after allowable costs related to the grant have been incurred.

ALFA is required to report information regarding its financial position and activities according to three classes of net assets as follows:

Unrestricted net assets represent the portion of the net assets of ALFA that are neither permanently nor temporarily restricted.

Temporarily restricted net assets are that portion of net assets restricted by the donor, grantor or other outside parties whose restriction either expires by the passage of time or can be fulfilled and removed by the actions of ALFA. When the restriction expires temporarily restricted net assets are reclassified to unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

Permanently restricted net assets represent the portion of the net assets from contributions and grants whose use by ALFA is limited by donor-imposed stipulations which neither expire by the passage of time nor can be removed by an action of ALFA.

ALFA has no permanently or temporarily restricted net assets.

##### C. Revenue Recognition

Grants funds restricted by the donor, grantor, or other outside party for a particular purpose are deemed to be earned when ALFA has incurred expenditures in compliance with the specific restrictions. However, any advance payments on grants received but not used in accordance with the requirements of the grants are reflected as deferred revenue until the grant restriction has been released.

##### D. Use of Estimates

The preparation of financial statements requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

##### E. Subsequent Events

ALFA has evaluated subsequent events through the date of the Independent Auditor's Report, which is commensurate with the date the financial statements were available to be issued.

##### F. Assets, Liabilities and Net Assets

###### Cash and Cash Equivalents

Cash and cash equivalents are stated at cost, which approximates market. For the purposes of the statement of cash flows cash equivalents include cash in bank and savings accounts.

# ALASKA LONGLINE FISHERMEN'S ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

### Note 1. - continued

#### Other Receivables

Other receivables include a short-term advance to the Alaska Sustainable Fisheries Trust (ASFT), a nonprofit organization, to provide operating cash. The advance will be repaid with amounts due to ASFT under the terms of a grant.

#### Retail Inventory

Retail inventory includes logo clothing and other items and frozen fish and other seafood products. Inventory is valued at cost, using the first-in, first-out method.

#### Property and Equipment

The Organization's only property and equipment is used office furniture and computer equipment. None of these items meet the criteria for capitalization and have been recognized as an expense when purchased.

#### Deferred Revenue

Deferred revenue represents amounts for which the revenue recognition criteria have not been met. In the case of ALFA, deferred revenue results from grant funds received prior to incurring allowable grant costs or contract advances received prior to fulfilling the terms of the contract.

#### Income Taxes

The Corporation is exempt from federal income taxes under Section 501(c)(6) of the U.S. Internal Revenue Code. The organization's Form 990s, *Return of Organizations Exempt from Income Tax* are subject to possible examination by the Internal Revenue Service until the expiration of the related statute of limitation on those tax returns, which, in general, is three years.

#### Advertising Costs

Advertising costs are expensed as incurred.

#### Functional Allocation of Expenses

The cost of providing ALFA's programs and other activities have been summarized on a functional basis in the statement of activities. Accordingly, certain costs have been allocated among the program and supporting services benefited based on an estimate by management of time spent supporting each function.

### Note 2. Cash and Cash Equivalents

Cash and cash equivalents includes the following at December 31,:

	<u>2017</u>		<u>2016</u>
Demand deposits	\$ 137,596	\$	183,178
Paypal deposits	5,190		3,922
Petty cash	-		339
	<u>\$ 142,786</u>	\$	<u>187,439</u>

# ALASKA LONGLINE FISHERMEN'S ASSOCIATION

## NOTES TO FINANCIAL STATEMENTS

### Note 2. - continued

Demand deposits are guaranteed under the Federal Deposit Insurance Corporation (FDIC) up to a maximum of \$250,000 of total deposits in a bank. At December 31, 2017 and 2016 the bank balances were \$217,098 and \$194,866, respectively. The entire amount was insured by the FDIC.

Paypal deposits are held by FDIC insured banks. Individual customer balances are subject to FDIC pass-through deposit coverage up to a total of \$100,000.

### Note 3. Grants Receivable

At December 31, 2017 grants receivable included amounts due from the National Fish and Wildlife Foundation. Grants receivable at December 31, 2016 include amounts due from the National Fish and Wildlife Foundation and the Sitka Sound Science Center. All receivables in both years were for allowable expenses under the terms of grants. Management considers grants receivable to be fully collectible at both year-ends. Accordingly, no allowance for doubtful accounts has been recorded.

### Note 4. Deferred Revenue

Deferred revenue includes both advances from granting agencies which were not spent or otherwise obligated at the end of the year and advances on contracts with third parties. ALFA recognizes contract income based on the estimated percent of completion at year end.

Deferred revenue includes the following at December 31,:

	2017	2016
Advances from granting agencies	\$ 74,810	\$ 79,910
Unearned contract revenue	-	39,772
	\$ 74,810	\$ 119,682



# CITY AND BOROUGH OF SITKA

## Legislation Details

File #: 19-123 Version: 1 Name:  
Type: Item Status: AGENDA READY  
File created: 6/5/2019 In control: City and Borough Assembly  
On agenda: 6/11/2019 Final action:  
Title: Approve a Consent to Assignment for Security for Kootznahoo Fortress of the Bear  
Sponsors:  
Indexes:  
Code sections:  
Attachments: [Motion](#)  
[FOB Consent to Assignment for Security v.3](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

## **POSSIBLE MOTION**

**I MOVE TO** approve a Consent to Assignment for Security for Kootznahoo Fortress of the Bear and authorize the Municipal Administrator to execute this document.

Note: The Municipal Attorney will provide an explanation and answer any questions you may have on Tuesday.



**CONSENT TO ASSIGNMENT FOR SECURITY**

City and Borough of Sitka, Lessor in that certain lease dated July 31, 2003 and any amendments, assignments or supplements thereto between City and Borough of Sitka, Lessor and Kootznahoo Fortress of the Bear Lessee, described as follows:

Lot 2, Block 3, Sawmill Cove Industrial Park Resubdivision No.1 according to Plat No. 2008-27, Records of the Sitka Recording District, First Judicial District, State of Alaska.

Lessor hereby consents to the assignment for security purposes of the right, title and interest of the Lessee in the above referenced Lease to First Bank as assigned by that certain Deed of Trust dated \_\_\_\_\_ between Kootznahoo Fortress of the Bear, Trustor, \_\_\_\_\_, Trustee, and First Bank, Beneficiary. Lessor hereby agrees not to terminate said Lease or take any action to enforce any claim with respect thereto without giving First Bank 60 days prior written notice hereof and the right to cure such default within said period.

PROVIDED, that, if the Beneficiary should take possession of the property pursuant to said Deed of Trust, the Beneficiary shall keep and perform all terms, conditions, covenants and provisions of the Lease and, PROVIDED FURTHER, that the Trustee's rights to sell the property pursuant to said Deed of Trust shall be construed to mean the right to sell only the leasehold interest in the property and that right to sale is subject to approval by the Assembly of the City and Borough of Sitka ("CBS") as required by said Lease.

This Consent was approved by the CBS Assembly at its regular meeting of June 11, 2019, with authority given to the Municipal Administrator to sign this Consent.

**CITY AND BOROUGH OF SITKA, ALASKA**

\_\_\_\_\_  
Date

\_\_\_\_\_  
By: P. Keith Brady  
Its: Municipal Administrator

STATE OF ALASKA                    )  
  ) ss.  
FIRST JUDICIAL DISTRICT        )

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2019, by P. Keith Brady, Municipal Administrator of the CITY AND BOROUGH OF SITKA, ALASKA, an Alaska home rule municipality, on behalf of the municipality.

\_\_\_\_\_  
Notary Public in and for the State of Alaska  
My commission expires: \_\_\_\_\_



# CITY AND BOROUGH OF SITKA

## Legislation Details

---

File #: 19-125      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Update and Discussion / Direction / Decision of Assembly Position Subcommittee recommendations from June 7 meeting

Sponsors:

Indexes:

Code sections:

Attachments: [Assembly Subcommittee](#)

Date	Ver.	Action By	Action	Result
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## **Update and Discussion / Direction / Decision**

of Assembly Position Subcommittee recommendations  
from their June 7 meeting.



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: RES 19-16      Version: 1      Name:

Type: Resolution      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: A preliminary resolution of the Assembly of the City and Borough of Sitka to remove Keith Brady as Administrator of the City and Borough of Sitka

Sponsors:

Indexes:

Code sections:

Attachments: [Motion Res 2019-16](#)  
[Res 2019-16](#)

Date	Ver.	Action By	Action	Result
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Sponsors: Bean, Mosher and Wein

**POSSIBLE MOTION**

**I MOVE TO** approve Resolution 2019-16 on first  
and final reading.

**CITY AND BOROUGH OF SITKA  
RESOLUTION NO. 2019-16**

**A PRELIMINARY RESOLUTION OF THE ASSEMBLY OF THE CITY AND BOROUGH OF  
SITKA TO REMOVE KEITH BRADY AS ADMINISTRATOR  
OF THE CITY AND BOROUGH OF SITKA**

**WHEREAS**, the Assembly is authorized by the Home Rule Charter ("Charter") of the City and Borough of Sitka ("CBS"), Section 4.02(a), to adopt by affirmative vote of a majority of its members a preliminary resolution for removal of the Administrator; and

**WHEREAS**, the Assembly desires to adopt this preliminary resolution for removal of Keith Brady as Administrator; and

**WHEREAS**, Charter Section 2.02 states that the governing body of the municipality shall be the Assembly; and

**WHEREAS**, Charter Section 4.01 states the administrator shall serve at the pleasure of the assembly, and furthermore Mr. Brady agreed to an at-will employment status, and he understands that he may be suspended or discharged without advance notice and without cause, at any time based on the code during a lawfully scheduled meeting by a vote of at least four (4) members of the Assembly; and

**WHEREAS**, Charter Section 4.01 further states that the administrator shall be appointed solely on the basis of his executive and administrative qualifications; and

**WHEREAS**, the Assembly hereby states its desire to pursue a change in city legislative policy and administrative philosophy which the Assembly believes will be best achieved with a new administrator; and

**WHEREAS**, if this preliminary resolution is adopted by the Assembly, the Administrator shall be suspended immediately and will continue to receive his salary until the effective date of any final resolution for removal adopted by the Assembly.

**NOW, THEREFORE, BE IT RESOLVED** that the Assembly of the City and Borough of Sitka adopts this preliminary resolution to remove Keith Brady as Administrator and directs the Clerk to deliver a copy of this preliminary resolution to the Administrator, along with proper notice of his right to request and have held a public hearing in accordance with Charter Section 4.02(b). Further, Keith Brady is suspended immediately and will continue to receive his salary and benefits until the effective date of any final resolution for removal adopted by the Assembly.

**PASSED, APPROVED AND ADOPTED** by the Assembly of the City and Borough of Sitka this 11th day of June, 2019.

\_\_\_\_\_  
Gary L. Paxton, Mayor

ATTEST:

\_\_\_\_\_  
Sara Peterson, MMC  
Municipal Clerk

1<sup>st</sup> and final reading 6/11/19

Sponsors: Bean, Mosher and Wein



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: 19-126      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/5/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Legal Matter: Update from legal counsel regarding the status of the litigation arising out of the August 18, 2015 landslide events including consideration and potential action upon a settlement offer after executive session.

Sponsors:

Indexes:

Code sections:

Attachments: [Executive Session Landslide](#)

Date	Ver.	Action By	Action	Result
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## **Executive Session**

### **POSSIBLE MOTIONS**

#### **Step 1:**

**I MOVE** to go into executive session to receive and discuss an update from legal counsel, David Bruce regarding the status of the litigation arising out of the August 18, 2015 landslide events, including consideration and potential action upon a settlement offer, and invite in Public Works Director, Michael Harmon.

#### **Step 2:**

**I MOVE** to reconvene as the Assembly in regular session.

\*Sitka General Code 2.04.020 Meetings

D. All meetings shall be open to the public except that the following may be discussed in closed executive session:

1. Matters, the immediate knowledge of which would adversely affect the finances of the municipality;
2. Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
3. Matters which by law, municipal Charter or ordinances are required to be confidential;
4. Communications with the municipal attorney or other legal advisors concerning legal matters affecting the municipality or legal consequences of past, present or future municipal actions.





# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: 19-127      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/6/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Financial Matter: Baranof Island Brewing Company Forbearance Agreement

Sponsors:

Indexes:

Code sections:

Attachments: [Executive Session BIBCO](#)

Date	Ver.	Action By	Action	Result
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## **Executive Session**

### **POSSIBLE MOTIONS**

#### **Step 1:**

**I MOVE** to go into executive session with Chief Finance and Administrative Officer Jay Sweeney to discuss subjects that tend to prejudice the reputation and character of any person and to discuss matters, the immediate knowledge of which, would adversely affect the finances of the City and Borough of Sitka and invite in if desired, and when ready, Rick Armstrong of Baranof Island Brewing Company.

#### **Step 2:**

**I MOVE** to reconvene as the Assembly in regular session.

\*Sitka General Code 2.04.020 Meetings

D. All meetings shall be open to the public except that the following may be discussed in closed executive session:

1. Matters, the immediate knowledge of which would adversely affect the finances of the municipality;
2. Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
3. Matters which by law, municipal Charter or ordinances are required to be confidential;
4. Communications with the municipal attorney or other legal advisors concerning legal matters affecting the municipality or legal consequences of past, present or future municipal actions.



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: 19-128      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/6/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Legal Matter: Rutter dba 738 Taxi LLC lawsuit

Sponsors:

Indexes:

Code sections:

Attachments: [Executive Session Rutter](#)

Date	Ver.	Action By	Action	Result
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## **Executive Session**

### **POSSIBLE MOTIONS**

#### **Step 1:**

**I MOVE** to go into executive session to receive and discuss a report from Municipal Attorney Brian Hanson regarding financial and legal matters affecting the Municipality as a result of the lawsuit filed by Sigurd Rutter dba 738 Taxi LLC on May 20, 2019, against the City and Borough of Sitka, Donald Kluting and Keith Brady.

#### **Step 2:**

**I MOVE** to reconvene as the Assembly in regular session.

\*Sitka General Code 2.04.020 Meetings

D. All meetings shall be open to the public except that the following may be discussed in closed executive session:

1. Matters, the immediate knowledge of which would adversely affect the finances of the municipality;
2. Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
3. Matters which by law, municipal Charter or ordinances are required to be confidential;
4. Communications with the municipal attorney or other legal advisors concerning legal matters affecting the municipality or legal consequences of past, present or future municipal actions.



# CITY AND BOROUGH OF SITKA

## Legislation Details

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File #: 19-129      Version: 1      Name:

Type: Item      Status: AGENDA READY

File created: 6/6/2019      In control: City and Borough Assembly

On agenda: 6/11/2019      Final action:

Title: Legal Matter: Equipment Tampering / Power Theft Claim by the City and Borough of Sitka against a customer

Sponsors:

Indexes:

Code sections:

Attachments: [Executive Session Equipment Tampering and Power Theft](#)

Date	Ver.	Action By	Action	Result
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## **Executive Session**

### **POSSIBLE MOTIONS**

#### **Step 1:**

**I MOVE** to go into executive session to receive and discuss a report from Municipal Attorney Brian Hanson regarding legal matters with respect to a claim by the City and Borough of Sitka of equipment tampering and power theft against a customer.

#### **Step 2:**

**I MOVE** to reconvene as the Assembly in regular session.

\*Sitka General Code 2.04.020 Meetings

D. All meetings shall be open to the public except that the following may be discussed in closed executive session:

1. Matters, the immediate knowledge of which would adversely affect the finances of the municipality;
2. Subjects that tend to prejudice the reputation and character of any person, provided the person may request a public discussion;
3. Matters which by law, municipal Charter or ordinances are required to be confidential;
4. Communications with the municipal attorney or other legal advisors concerning legal matters affecting the municipality or legal consequences of past, present or future municipal actions.