

**CITY AND BOROUGH OF SITKA**

**ORDINANCE NO. 2014-28**

**AN ORDINANCE OF THE CITY AND BOROUGH OF SITKA  
ADJUSTING THE FY14 AND FY15 BUDGETS**

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

1. **CLASSIFICATION.** This ordinance is not of a permanent nature and is not intended to be a part of the Sitka General Code of the City and Borough of Sitka, Alaska.

2. **SEVERABILITY.** If any provision of this ordinance or any application thereof to any person or circumstance is held invalid, the remainder of this ordinance and application thereof to any person and circumstances shall not be affected thereby.

3. **PURPOSE.** The purpose of this ordinance is to adjust the FY14 AND FY15 budgets for known changes.

4. **ENACTMENT.** The Assembly of the City and Borough of Sitka hereby adjusts the FY14 and FY15 Budgets for known changes. In accordance with Section 11.10(a) of the Charter of the City and Borough of Sitka, Alaska, the budget for the fiscal period beginning July 1, 2013 and ending June 30, 2014 is hereby adjusted as follows:

| <u>Account Number</u>  | <u>Account</u>                | <u>Increase</u> | <u>Decrease</u> |
|--|-------------------------------|-----------------|-----------------|
| <b><u>FISCAL YEAR 2014 EXPENDITURE BUDGETS</u></b>   |                               |                 |                 |
| <b>GENERAL FUND</b>  |                               |                 |                 |
| <b>Clerk – Operations:</b>   |                               |                 |                 |
| 100-500-003-5212.000   | Contracted/Purchased Services |                 | \$15,000        |
| Carry over funds from FY14 to FY15 for the Legal review of the Sitka General Code.                                     |                               |                 |                 |
| <b>Engineering – Operations:</b>   |                               |                 |                 |
| 100-530-032-800-5212.000   | Contracted/Purchased Services |                 | \$10,000        |
| Carry over funds from FY14 to FY15 to fund the remaining PMWeb software expense.                                       |                               |                 |                 |
| <b>Streets – Operations:</b>   |                               |                 |                 |
| 100-530-033-812-5212.000   | Contracted/Purchased Services |                 | \$35,000        |
| Carry over funds from FY14 to FY15 to fund street and parking lot striping.  |                               |                 |                 |
| <b>Recreation – Operations:</b>  |                               |                 |                 |
| 100-530-034-817-5207.000   | Repairs & Maintenance         |                 | \$4,500         |
| Carry over funds from FY14 to FY15 for the maintenance of the Baranof Warm Springs City of Sitka owned picnic shelter. |                               |                 |                 |

| <u>Account Number</u>   | <u>Account</u>                | <u>Increase</u> | <u>Decrease</u> |
|---|-------------------------------|-----------------|-----------------|
| <b>GENERAL FUND (cont.)</b>   |                               |                 |                 |
| <b>General Fund – Fixed Assets</b>  |                               |                 |                 |
| 100-550-670-7106.004  | Fixed Assets/Equipment        | \$1,094         |                 |
| 100-550-670-7106.021  | Fixed Assets/Equipment        | \$5,640         |                 |
| To cover the overage of the Finance Department copy purchase by \$1,094 and the overage of the Police Department for the Security System Upgrades. Both expenditures came in more than what was anticipated.  |                               |                 |                 |
| <b>ENTERPRISE AND INTERNAL SERVICE FUNDS</b>  |                               |                 |                 |
| <b>Wastewater Fund – Fixed Assets:</b>  |                               |                 |                 |
| 220-600-670-7106.000  | Fixed Assets                  |                 | \$16,114        |
| Carry over funds from FY14 to FY15 for replacement of Lift Station Pumps.   |                               |                 |                 |
| <b>Water Fund – Operations:</b>   |                               |                 |                 |
| 210-600-605-5212.000  | Contracted/Purchased Services |                 | \$13,787        |
| Carry over funds from FY14 to FY15 for hydrant replacements project #80216.   |                               |                 |                 |
| <b>Harbor Fund – Operations:</b>  |                               |                 |                 |
| 240-600-630-5212.000  | Contracted/Purchased Services |                 | \$139,304       |
| Carry over funds from FY14 to FY15 for Seaplane Base Study project #80242.  |                               |                 |                 |
| <b>Building Maintenance Fund – Operations:</b>  |                               |                 |                 |
| 320-600-630-5212.000  | Contracted/Purchased Services |                 | \$178,000       |
| 260-600-630-5208.000  | Blding Repairs & Maintenance  |                 | \$40,000        |
| 210-600-601-5208.000  | Blding Repairs & Maintenance  |                 | \$13,000        |
| 260-600-630-5208.000  | Blding Repairs & Maintenance  |                 | \$19,000        |
| Carry over funds from FY14 to FY15 for the following projects: City Hall exterior paint project #70066; Marine Service Center Shutdown project; Senior Center rear deck repair project #70068; Blue Lake Water Plant Replace doors project; Marine Service Center exterior doors replacement project; Senior Center Exterior paint project #70070; Senior Center front door and coverings project #70069. |                               |                 |                 |
| <b>Central Garage Fund – Fixed Assets</b>   |                               |                 |                 |
| 310-600-670-7107.000  | Fixed Assets/Vehicles         | \$268.30        |                 |
| This account went over due to shipping cost.  |                               |                 |                 |

| <u>Account Number</u>  | <u>Account</u>                | <u>Increase</u> | <u>Decrease</u> |
|--|-------------------------------|-----------------|-----------------|
| <b>SPECIAL REVENUE FUNDS</b>   |                               |                 |                 |
| <b>Fund 173 – SMC Contingency:</b>   |                               |                 |                 |
| 173-600-630-5212.000   | Contracted/Purchased Services | \$191           |                 |
| To cover the overage due to AKDEC water column monitoring and testing costs that were greater than anticipated.  |                               |                 |                 |
| <b>Fund 190 – Tobacco Excise Tax:</b>  |                               |                 |                 |
| 190-300-305-3051.001   | Tobacco Tax Revenue           | \$30,041        |                 |
| 190-600-601-5290.000   | Other Expenses                | \$30,041        |                 |
| To recognize the additional revenue of tax. This contributes to the added expenditure to the Sitka Community Hospital.   |                               |                 |                 |
| <b>CAPITAL PROJECTS</b>  |                               |                 |                 |
| <b>Harbor Fish Waste Disposal Solution Project #90758:</b>   |                               |                 |                 |
| 240-600-680-7200.000   | Interfund Transfers           | \$19,317        |                 |
| 750-300-370-3701.240   | Interfund Billing             | \$19,317        |                 |
| 750-600-630-5212.000   | Contracted/Purchased Services | \$19,317        |                 |
| To cover overage of project due to modifications of the craft, to fit the needs for fish waste disposal; seas trials; transportation to Sitka and management of the grant.   |                               |                 |                 |
| Channel, Lake, Monastery & Landfill Station Upgrades Project #90601: This is to move the budget for the Monastery Lift Station project #90755 (\$30,000) and the Channel Lift Station Design Project #90457 (\$195,000) to the Channel, Lake, Monastery & Landfill Lift Station Upgrades Project #90601. This is for informational purpose only. |                               |                 |                 |

In accordance with Section 11.10(a) of the Charter of the City and Borough of Sitka, Alaska, the budget for the fiscal period beginning July 1, 2014 and ending June 30, 2015 is hereby adjusted as follows for the purchase orders open as of June 30, 2014.

| <u>Account Number</u>                              | <u>Account</u> | <u>Increase</u>  | <u>Decrease</u> |
|--|----------------|------------------|-----------------|
| <b><u>FISCAL YEAR 2015 EXPENDITURE BUDGETS</u></b> |                |                  |                 |
| <b>General Fund</b>                                |                | <b>\$181,406</b> |                 |
| <b>Electric</b>                                    |                | <b>\$265,432</b> |                 |
| <b>Water</b>                                       |                | <b>\$7,908</b>   |                 |
| <b>Wastewater</b>                                  |                | <b>\$42,086</b>  |                 |
| <b>Solid Waste</b>                                 |                | <b>\$15,372</b>  |                 |
| <b>Harbor</b>                                      |                | <b>\$8,860</b>   |                 |
| <b>GPIP</b>  |                | <b>\$290</b>     |                 |
| <b>MIS</b>   |                | <b>\$28,641</b>  |                 |
| <b>Central Garage</b>                              |                | <b>\$175,000</b> |                 |
| <b>Building Maintenance</b>                        |                | <b>\$59,132</b>  |                 |

In accordance with Section 11.10(a) of the Charter of the City and Borough of Sitka, Alaska, the budget for the fiscal period beginning July 1, 2014 and ending June 30, 2015 is hereby adjusted as follows:

| Account Number  | Account                       | Increase | Decrease  |
|---|-------------------------------|----------|-----------|
| <b>FISCAL YEAR 2015 EXPENDITURE BUDGET</b>  |                               |          |           |
| <b>GENERAL FUND</b>   |                               |          |           |
| <b>General Fund – Wages</b>   |                               |          |           |
| 100-500-001-5110.010  | Temp Wages                    |          | \$150,000 |
| 100-500-001-5110.001  | Wages                         | \$7,608  |           |
| 100-500-002-5110.001  | Wages                         | \$74     |           |
| 100-500-003-5110.001  | Wages                         | \$7,574  |           |
| 100-500-004-5110.001  | Wages                         | \$36,255 |           |
| 100-500-005-5110.001  | Wages                         | \$8,811  |           |
| 100-500-006-5110.001  | Wages                         | \$12,246 |           |
| 100-520-021-800-5110.001  | Wages                         | \$2,606  |           |
| 100-520-022-800-5110.001  | Wages                         | \$6,702  |           |
| 100-530-032-5110.001  | Wages                         | \$24,010 |           |
| 100-530-033-5110.001  | Wages                         | \$1,013  |           |
| 100-530-034-5110.001  | Wages                         | \$395    |           |
| 100-530-035-5110.001  | Wages                         | \$609    |           |
| 100-540-041-5110.001  | Wages                         | \$865    |           |
| 100-540-043-5110.001  | Wages                         | \$664    |           |
| 100-550-680-7200.000  | Interfund Transfers           | \$40,568 |           |
| <b>At the June 10, 2014 meeting, the Assembly approved the Fox Lawson and Associates Plan – Compensation Philosophy and Compensation Plan Revision.</b> |                               |          |           |
| <b>Clerk – Operations:</b>  |                               |          |           |
| 100-500-003-5212.000  | Contracted/Purchased Services | \$15,000 |           |
| <b>Legal review of the Sitka General Code.</b>  |                               |          |           |
| <b>Engineering – Operations:</b>  |                               |          |           |
| 100-530-032-800-5212.000  | Contracted/Purchased Services | \$10,000 |           |
| <b>PMWeb Software expense.</b>  |                               |          |           |
| <b>Streets – Operations</b>   |                               |          |           |
| 100-530-033-812-5212.000  | Contracted/Purchased Services | \$35,000 |           |
| <b>Street and parking lot striping.</b>   |                               |          |           |

| Account Number   | Account                       | Increase  | Decrease |
|--|-------------------------------|-----------|----------|
| <b>GENERAL FUND (cont)</b>   |                               |           |          |
| <b>Recreation – Operations:</b>  |                               |           |          |
| 100-530-034-817-5207.000   | Repairs & Maintenance         | \$4,500   |          |
| Baranof Warm Springs picnic shelter maintenance.   |                               |           |          |
| <b>Police – Operations:</b>  |                               |           |          |
| 100-520-021-800-5212.000   | Contracted/Purchased Services | \$75,000  |          |
| At the July 9, 2013 meeting, the Assembly approved to partially fund a planning study for a new facility for the Police Department and other related agencies.   |                               |           |          |
| <b>ENTERPRISE AND INTERNAL SERVICE FUNDS</b>   |                               |           |          |
| <b>Wastewater Fund – Fixed Assets:</b>   |                               |           |          |
| 220-600-670-7106.000   | Fixed Assets/Equipment        | \$16,114  |          |
| Lift Station Pumps.  |                               |           |          |
| <b>Water Fund – Operations:</b>  |                               |           |          |
| 210-600-605-5212.000   | Contracted/Purchased Services | \$13,787  |          |
| Hydrant replacement project #80216.  |                               |           |          |
| <b>Harbor Fund – Operations:</b>   |                               |           |          |
| 240-600-630-5212.000   | Contracted/Purchased Services | \$139,304 |          |
| Seaplane Base Study Project #80242.  |                               |           |          |
| <b>Building Maintenance Fund – Operations:</b>   |                               |           |          |
| 320-630-630-5212.000   | Contracted/Purchased Services | \$178,000 |          |
| 260-600-630-5208.000   | Blding Repairs & Maintenance  | \$40,000  |          |
| 210-600-601-5208.000   | Blding Repairs & Maintenance  | \$13,000  |          |
| 260-600-630-5208.000   | Blding Repairs & Maintenance  | \$19,000  |          |
| To fund the following projects: City Hall exterior paint project #70066; Marine Service Center Shutdown project; Senior Center rear deck repair project #70068; Blue Lake Water Plant Replace doors project; Marine Service Center exterior doors replacement project; Senior Center Exterior paint project #70070; Senior Center front door and coverings project #70069. |                               |           |          |
| <b>Enterprise Fund/Internal Service Funds – Personnel:</b>   |                               |           |          |
| 200-300-370-3701.100   | Wages                         | \$20,920  |          |
| 200-600-601-5110.001   | Interfund Billing             | \$20,920  |          |
| 220-300-370-3701.100   | Wages                         | \$790     |          |
| 220-600-601-5110.001   | Interfund Billing             | \$790     |          |

| Account Number   | Account           | Increase | Decrease |
|--|-------------------|----------|----------|
| <b>ENTERPRISE AND INTERNAL SERVICE FUNDS (cont)</b>  |                   |          |          |
| 240-300-370-3701.100   | Wages             | \$16,051 |          |
| 240-600-601-5110.001   | Interfund Billing | \$16,051 |          |
| 300-300-370-3701.100   | Wages             | \$1,158  |          |
| 300-600-601-5110.001   | Interfund Billing | \$1,158  |          |
| 320-300-370-3701.100   | Wages             | \$1,649  |          |
| 320-600-601-5110.001   | Interfund Billing | \$1,649  |          |
| <p><b>At the June 10, 2014 meeting, the Assembly approved the Fox Lawson and Associates Plan – Compensation Philosophy and Compensation Plan Revision.</b></p> |                   |          |          |

**EXPLANATION**

Necessary revisions in the FY2015 budget were identified. These changes involve the increase of expenditure accounts and causes decreased cash flows to the fund balance of various funds. A short explanation of each budget revision is included. A short explanation of each budget revision is included. The revisions for the Open Purchase orders have been rounded up to the nearest dollar.

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

**PASSED, APPROVED, AND ADOPTED** by the Assembly of the City and Borough of Sitka, Alaska this 12<sup>th</sup> Day of August, 2014.

**ATTEST:**

\_\_\_\_\_  
**Mim McConnell, Mayor**

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