



City and Borough of Sitka

BUILDING MAINTENANCE FUND

FISCAL YEAR 2017

Operating Budget

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BUILDING MAINTENANCE FUND - SUMMARY BY EXPENDITURE TYPE

Summary

	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2017 Budget
<u>Revenue</u>					
State Revenue	26,654	29,702	90,931	-	-
Federal Revenue	-	-	-	-	-
Services	455,224	358,215	418,466	716,922	714,600
Other Operating Revenue	-	-	-	-	-
Uses of Property & Investments	52,006	46,162	44,229	33,796	20,300
Interfund Billings	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-
Cash Basis Receipts	87,347	78,091	81,608	37,500	37,500
Revenue Totals	621,232	512,170	635,233	788,218	772,400
<u>Expenditures</u>					
Salaries and Wages	206,226	213,340	183,227	227,623	231,977
Fringe Benefits	179,616	194,546	240,498	155,039	162,435
Operating Expenses	433,334	407,109	367,466	808,581	295,548
Cash Basis Expenditures	78,000	-	15,000	-	-
Expenditure Totals	897,177	814,995	806,192	1,191,243	689,961
Fund Total: Building Maintenance Fund	(275,945)	(302,825)	(170,959)	(403,025)	82,439

BUILDING MAINTENANCE FUND - SUMMARY BY DEPARTMENT

Summary

	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2017 Budget
<u>Revenue</u>					
State Revenue	26,654	29,702	90,931	-	-
Federal Revenue	-	-	-	-	-
Services	455,224	358,215	418,466	716,922	714,600
Other Operating Revenue	-	-	-	-	-
Uses of Property & Investments	52,006	46,162	44,229	33,796	20,300
Interfund Billings	-	-	-	-	-
Miscellaneous Revenue	-	-	-	-	-
Cash Basis Receipts	87,347	78,091	81,608	37,500	37,500
Revenue Totals	621,232	512,170	635,233	788,218	772,400
<u>Expenditures</u>					
Administration	159,960	142,890	105,340	152,594	40,598
Operations	659,217	672,105	685,852	1,038,649	649,363
Debt Payments	-	-	-	-	-
Fixed Asset Acquisition	-	-	-	-	-
Transfers to Capital Projects and Other Funds	78,000	-	15,000	-	-
Other	-	-	-	-	-
Expenditure Totals	897,177	814,995	806,192	1,191,243	689,961
Fund Total: Building Maintenance Fund	(275,945)	(302,825)	(170,959)	(403,025)	82,439

BUILDING MAINTENANCE FUND

Account	Account Description	2013 Actual Amount	2014 Actual Amount	2015 Actual Amount	2016 Amended Budget	2017 Budget
Fund 320 - Building Maintenance Fund						
	<i>Salaries and Wages</i>					
5110.001	Regular Salaries/Wages	186,161.49	186,161.49	157,043.10	216,589.12	220,943.47
5110.002	Holidays	8,258.14	8,152.26	6,707.18	.00	.00
5110.003	Sick Leave	7,256.11	5,865.15	8,755.69	.00	.00
5110.004	Overtime	7,276.54	11,646.46	10,721.26	7,500.00	7,500.00
5110.010	Temp Wages	.00	1,515.00	.00	3,534.00	3,534.00
	<i>Salaries and Wages Totals</i>	\$206,226.39	\$213,340.36	\$183,227.23	\$227,623.12	\$231,977.47
	<i>Fringe Benefits</i>					
5120.001	Annual Leave	16,548.41	18,824.45	18,848.87	8,297.00	7,425.00
5120.002	SBS	13,849.32	14,041.64	12,588.58	14,461.72	14,675.19
5120.003	Medicare	3,275.94	3,343.41	2,977.76	3,420.83	3,471.33
5120.004	PERS	75,780.34	81,792.13	135,337.04	49,299.81	45,132.60
5120.005	Health Insurance	59,726.08	63,133.26	57,750.48	65,973.84	75,870.00
5120.006	Life Insurance	37.76	44.11	36.23	28.32	22.20
5120.007	Workmen's Compensation	8,282.17	12,278.79	11,711.40	13,557.79	15,838.96
5120.008	Unemployment	2,116.00	1,088.00	1,248.00	.00	.00
	<i>Fringe Benefits Totals</i>	\$179,616.02	\$194,545.79	\$240,498.36	\$155,039.31	\$162,435.28
	<i>Operating Expenses</i>					
5201.000	Training and Travel	1,873.00	2,403.52	2,442.06	4,720.00	4,700.00
5202.000	Uniforms	150.00	140.00	150.00	450.00	450.00
5204.000	Telephone	1,550.73	1,861.88	998.59	1,512.00	1,500.00
5204.001	Call Phone Stipend	.00	.00	75.00	.00	300.00
5205.000	Insurance	922.28	798.76	979.44	980.00	980.00
5206.000	Supplies	1,627.19	6,389.83	5,284.30	8,000.00	8,000.00
5207.000	Repairs & Maintenance	103,658.00	57,243.68	44,450.99	47,000.00	47,000.00
5208.000	Bldg Repair & Maint	.00	.00	24,186.57	55,052.00	.00
5211.000	Data Processing Fees	4,177.44	4,284.00	4,248.96	11,130.00	11,943.00
5212.000	Contracted/Purchased Serv	163,402.60	209,219.53	146,359.07	546,790.00	198,800.00
5214.000	Interdepartment Services	117,627.30	90,500.33	90,964.35	92,947.00	.00
5221.000	Transportation/Vehicles	34,931.86	31,357.58	42,394.69	34,181.00	14,500.00
5223.000	Tools & Small Equipment	1,381.29	1,587.80	222.98	3,249.00	3,200.00
5224.000	Dues & Publications	100.00	.00	.00	325.00	325.00
5226.000	Advertising	1,860.69	426.10	2,845.49	400.00	400.00
5227.002	Rent-Equipment	72.00	723.83	135.00	500.00	2,500.00
5290.000	Other Expenses	.00	172.18	1,728.86	1,345.00	950.00
	<i>Operating Expenses Totals</i>	\$433,334.38	\$407,109.02	\$367,466.35	\$808,581.00	295,548.00
	<i>Cash Basis Expenditures</i>					
7200.000	Interfund Transfers Out	78,000.00	.00	15,000.00	.00	.00
	<i>Cash Basis Expenditures Totals</i>	\$78,000.00	\$0.00	\$15,000.00	\$0.00	\$0.00
	<i>Fund 320 - Building Maintenance Fund Totals</i>	\$897,176.79	\$814,995.17	\$806,191.94	\$1,191,243.43	689,960.75
	<i>Net Grand Totals</i>	\$897,176.79	\$814,995.17	\$806,191.94	\$1,191,243.43	689,960.75

BUILDING MAINTENANCE NEEDS

PROJECTS	FY17	FY18	FY19	FY20	FY21	LONG RANGE	FUND
Animal Shelter							
Paint exterior, in house		6,000					6,000
Paint interior, in house				7,000			7,000
Replace Unit Heaters in Kennel			3,000				3,000
Replace vinyl flooring				12,000		8,000	8,000
Replace exterior doors							12,000
SUBTOTAL	-	6,000	3,000	19,000	-	8,000	36,000
City Hall							
Replace Carpet				195,000			195,000
Paint Interior				52,000			52,000
Replace Control Compressor			10,000				10,000
Replace Air Dryers					3,000		3,000
Replace BFP's Backflow Preventor - RTF					8,000		8,000
Replace EF's Exhaust Fans - Restrooms			7,000				7,000
Replace electric water heater RTF						5,000	5,000
HVAC Controls Upgrade - Capital		269,000					269,000
Exterior paint	65,000						65,000
Dryvit Repair	25,000						25,000
SUBTOTAL	90,000	269,000	17,000	247,000	11,000	5,000	639,000
City/State Building							
Replace carpet-Fish & Game						40,000	40,000
Replace first floor rubber floor						25,000	25,000
Paint PD interior (in house)			15,000				15,000
Paint Exterior					79,000		79,000
Design HVAC upgrade		25,000					25,000
Replace Carpet - second floor lobbies and hallways				18,000			18,000
Replace electric boiler				104,000			104,000
Paint interior-2nd floor lobby in courtroom (in-house)					20,000		20,000
Paint interior - 2nd floor lobby					20,000		20,000
SUBTOTAL	-	25,000	15,000	122,000	119,000	65,000	346,000
Fire Station							
Replace Indirect Water Heaters (2)			16,000				16,000
Paint Interior				30,000			30,000
Replace Fire Sprinkler Compressor						3,000	3,000
Replace Appliances				12,000			12,000
Replace Vinyl			25,000				25,000
Replace Back Flow Preventers (4)						14,000	14,000
Paint Soffits	5,000						5,000
Painting Epoxy on Bay Floors						50,000	50,000
New Carpet						40,000	40,000
Firehall - Pressure wash & Seal Exterior Building	8,000						8,000
SUBTOTAL	5,000	8,000	41,000	42,000	-	107,000	203,000
Land Improvements							
Crescent Harbor RR Vinyl Replacement		4,000					4,000
Crescent Harbor RR - Paint Exterior (in-house)		3,000					3,000
BRR, MPRR & L&LRR - Seal Concrete (in-house)		1,000					1,000
Moller Park RR - Paint Exterior (Bid)					25,000		25,000
Whale Park RR - Paint Exterior (in-house)				3,000			3,000
Whale Park RR - Reroof							
Sandy Beach RR - Reroof		20,000					20,000
Sandy Beach RR - Paint Exterior (in-house)		20,000					20,000
Sandy Beach RR - Paint Exterior (in-house)		3,000					3,000
Lake & Lincoln RR - Paint Exterior (in-house)		3,000					3,000
SUBTOTAL	-	8,000	46,000	3,000	25,000	-	82,000

BUILDING MAINTENANCE NEEDS

PROJECTS	Roll-Over	FY17	FY18	FY19	FY20	FY21	LONG RANGE	FUND
Park and Recreation								
CH Park Strip Shelters Column Replacement					13,500			13,500
KGH - Replace Water Heater				1,000				1,000
Replace Hand Dryers						3,000		3,000
Kimsham Paint Exterior				3,000				3,000
Replace Auto Flushometers and Faucets				2,000				2,000
Playground Fencing			35,000					35,000
Tom Young Cabin				15,000				15,000
Paint/Re-roof Storage Sheds (in-house)				2,000	5,000			7,000
Fencing Repairs				7,500				7,500
SUBTOTAL			44,500	21,000	18,500	8,000		92,000
Senior Center								
Paint Kitchen (in-house)					2,000			2,000
Replace Dishwasher		20,000						20,000
Replace Range					12,000			12,000
Replace Grease Trap							3,200	3,200
Replace Carpet				16,000				16,000
Replace AHU 1				45,000	60,000			105,000
Replace AHU 2								60,000
Replace Sprinkler Compressor			1,000					1,000
Replace Dry Sprinkler Heads				5,000				5,000
Controls replacement					99,000			99,000
Replace VCT Flooring			15,000					15,000
Replace AHU 2 - MUA Unit - Kitchen						45,000		45,000
Repair rear deck	5,000							5,000
Exterior Paint	16,000							16,000
Front Door and Coverings	20,000							20,000
Install Toilet Supports	5,500							5,500
SUBTOTAL		46,500	16,000	66,000	173,000	45,000	3,200	369,700
GENERAL FUND TOTAL		141,500	368,500	209,000	624,500	208,000	188,200	1,767,700
ENTERPRISE FUNDS								
Public Services Center								
Replace Day Tank				15,000				15,000
Replace or Rebuild Garage Doors (13)						172,000		172,000
Replace Vinyl Floor						14,000		14,000
Replace Black Cold Heaters with Electric Heaters				40,000				40,000
Replace Back Flow Preventers							8,000	8,000
Replace Carpet						30,000		30,000
Replace Compressor					10,000			10,000
Replace HVAC Controls System							150,000	150,000
Upgrade Control System Front End (will include all system)								75,000
Paint Interior								20,000
SUBTOTAL		75,000	-	55,000	10,000	236,000	158,000	534,000
WATER DEPARTMENT								
Replace Blue Lake Water Plant Doors	13,000							13,000
SUBTOTAL		13,000	-	-	-	-	-	13,000
WASTEWATER DEPARTMENT								
Paint WWTP Interior (in-house)				4,000				4,000
WWTP replace vinyl flooring			20,000					20,000
Paint Exterior Generator Buildings		24,000						24,000
Repaint Thickener Room Ceiling & Girders	50,000							50,000
SUBTOTAL		50,000	20,000	4,000	-	-	-	98,000

BUILDING MAINTENANCE NEEDS

PROJECTS	Roll Over	FY17	FY18	FY19	FY20	FY21	LONG RANGE	FUND
AIRPORT TERMINAL FUND								
Flush Sprinkler System			22,000					22,000
Paint Interior			5,000					5,000
Replace Relief Air Dampers				30,000				30,000
Replace TSA Cooling/Heating Units		25,000						25,000
Replace baggage belt doors					15,000			15,000
Replace metal roof						60,000		60,000
Airport lighting upgrade				100,000				100,000
Replace water heater					4,000			4,000
Sprinkler riser replacement						25,000		25,000
Replace sprinkler tree		72,000						72,000
Paint Exterior Building		97,000	27,000	130,000	44,000	85,000	-	383,000
SUBTOTAL	-	97,000	27,000	130,000	44,000	85,000	-	383,000
MARINE SERVICES CENTER								
Shutdown cold room-check insulation, moisture removal, wall coverings, service solenoid valves							82,000	82,000
Replace Vinyl Floor							10,000	10,000
Pressure wash and seal exterior		12,000						12,000
Replace sealed ammonia pump					20,000			20,000
Replace small Vilter compressor						117,000		117,000
Replace Condensor					60,000			60,000
Add microprocessor for small Vilter				17,500				17,500
IMSC Shutdown	32,950							32,950
Standby Ammonia Pump Seal Replacement		4,000						4,000
Replace exterior doors	19,000							19,000
Replace Compressor	4,200							4,200
SUBTOTAL	56,150	16,000	-	17,500	80,000	117,000	92,000	378,650
SAWMILL COVE								
Replace Water Heaters				1,000				1,000
Paint Exterior FY21						169,000		169,000
Replace Boiler					45,000			45,000
Replace Above Ground Storage Tank				12,000				12,000
Replace Circ Pumps			2,000					2,000
Replace lighting on second floor						150,000		150,000
SUBTOTAL	-	-	2,000	13,000	45,000	319,000	-	379,000
NON-BUILDING SPECIFIC								
Contracted Electrical Services				9,500				9,500
Contracted Elevator Services				7,500				7,500
Contracted Fire Alarm & Sprinkler Services				25,000				25,000
Contracted Plumbing Services				9,500				9,500
SUBTOTAL	-	51,500	-	-	-	-	-	51,500
TOTAL	335,650	216,500	417,500	428,500	803,500	965,000	438,200	3,604,850

City and Borough of Sitka
Building Maintenance Fund

Pro Forma Financial Projection

FY2014, FY2015, FY2016 (Projected), and FY2017 Proposed

<u>Operations</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016 Projected</u>	<u>FY2017 Proposed</u>
Revenues	362,383	591,004	436,300	714,600
Costs of Operations	<u>(674,602)</u>	<u>(689,158)</u>	<u>(572,500)</u>	<u>(652,700)</u>
Gross Margin	(312,219)	(98,154)	(136,200)	61,900
Administrative Expenses	(114,995)	(104,773)	(109,600)	(40,600)
Interest Expense	-	-	-	-
Other Income/(Expenses)	<u>117,963</u>	<u>104,948</u>	<u>72,800</u>	<u>57,800</u>
Net Operating Income	(309,251)	(97,979)	(173,000)	79,100
Depreciation	2,497	3,306	3,300	3,300
Debt Principal Repayment	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Operating Cash Flow	<u>(306,754)</u>	<u>(94,673)</u>	<u>(169,700)</u>	<u>82,400</u>
<u>Capital Expenditures</u>				
Grant Revenue	-	-	-	-
Loan Proceeds	-	-	-	-
Use of Designated Working Capital	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Capital expenditure Funding	-	-	-	-
Capital Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<u>Working Capital</u>				
Beginning Total Working Capital	2,433,084	2,126,331	1,934,483	1,764,783
Operating Cash Flow	(306,754)	(94,673)	(169,700)	82,400
Capital Expenditures and Other Balance Sheet Changes	<u>1</u>	<u>(97,175)</u>	<u>-</u>	<u>-</u>
Ending Working Total Working Capital	<u>2,126,331</u>	<u>1,934,483</u>	<u>1,764,783</u>	<u>1,847,183</u>
Beginning Working Capital Designated for Capital Expenditures	-	-	-	-
New Designations Of Working Capital For Capital Expenditures	-	-	-	-
Expenditures of Designated Working Capital For Capital expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Working Capital Designated for Capital Expenditures	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Beginning Undesignated Working Capital	2,433,084	2,126,331	1,934,483	1,764,783
Increases/(Decreases)	<u>(306,753)</u>	<u>(191,848)</u>	<u>(169,700)</u>	<u>82,400</u>
Ending Unesignated Working Capital	<u>2,126,331</u>	<u>1,934,483</u>	<u>1,764,783</u>	<u>1,847,183</u>

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