City and Borough of Sitka

MANAGEMENT INFORMATION SYSTEMS FUND

FISCAL YEAR 2014

Operating Budget

This page intentionally left blank.

City and Borough of Sitka
Management Information Systems Fund
Summary Of Cash Inflows And Outflows

Operations:	2012 Actual	2013 Budget	2013 Projections	2014 Budget
Cash Inflows:	$ 843,515	$ 776,862	$ 775,000	$ 887,022
Cash Outflows	$ 741,014	$ 727,919	$ 674,000	$ 764,985
Net Cash Inflow/Outflow from Operations:	$ 102,501	$ 48,943	$ 101,000	$ 122,037

Capital Acquisitions And Improvements:	2012 Actual	2013 Budget	2013 Projections	2014 Budget
Cash Inflows:				
Use of Fund Working Capital			$ 19,000	
Projected Grant Revenue:				
Cash Outflows:				
Capital Purchases:	$ 62,092	$ -	$ 257,000	$ 87,000
Projected Capital Project Outlays:	$ -			$ -
Net Cash Inflow/Outflow from Capital Acquisitions And Improvements:	$ (62,092)	$ -	$ (238,000)	$ (87,000)

Debt Service:	2012 Actual	2013 Budget	2013 Projections	2014 Budget
Cash Inflows:				
New Loan Proceeds:			$ 238,000	
Cash Outflows:				
Debt Principal Repayment:				$ 44,336
Interest On Debt::				
Net Cash Inflow/Outflow from Debt Service:			$ 238,000	$ (44,336)
Projected Increase/(Decrease) In Unrestricted Working Capital	$ 40,409	$ 48,943	$ 101,000	$ (9,299)

City and Borough of Sitka
Sitka, Alaska

FY 2014 Budget

Fund: 300 - Management Information Systems Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2012 Actual	2013 Budget	2013 Projections	2014 Budget
	State Revenue				
300-310-3101.017	PERS Relief	$ 13,005	$ -	$ -	$ -
		$ 13,005	**$ -**	**$ -**	**$ -**
	Operating Revenue				
300-340-3471.000	MIS Monthly Billing	$ 772,862	$ 772,862	$ 773,000	$ 778,022
	Subtotal:	**$ 772,862**	**$ 772,862**	**$ 773,000**	**$ 778,022**
	Property Investments				
300-360-3610.000	Interest Income	$ 4,645	$ 4,000	$ 2,000	$ 4,000
300-360-3612.000	Chg in FMV - Investment	$ 8,232	$ -	$ -	$ -
	Subtotal:	**$ 12,877**	**$ 4,000**	**$ 2,000**	**$ 4,000**
	Interfund				
300-370-3701.100	General Fund Interfund Bill	$ 24,899	$ -	$ -	$ 105,000
300-370-3701.194	CPET Fund Billing	$ 3,443	$ -	$ -	$ -
300-370-3701.200	Electric Interfund Bill	$ -	$ -	$ -	$ -
300-370-3701.210	Water Fund Interfund Bill	$ -	$ -	$ -	$ -
300-370-3701.220	Wastewater Interfund Bill	$ 16,429	$ -	$ -	$ -
	Subtotal:	**$ 44,771**	**$ -**	**$ -**	**$ 105,000**
	Cash Basis				
300-390-3950.100	Transfer In - General Fund	$ -			
300-390-3990.000	Net Pension Obligation WO	$ -	$ -	$ -	$ -
	Loan Proceeds	$ -	$ -	$ 238,000	$ -
	Subtotal:	**$ -**	**$ -**	**$ 238,000**	**$ -**
Total Management Information Systems Fund Revenue:		**$ 843,515**	**$ 776,862**	**$ 1,013,000**	**$ 887,022**

CITY AND BOROUGH OF SITKA
MANAGEMENT INFORMATION SYSTEMS FUND
ITEMIZED REVENUES

ACCOUNT #	DESCRIPTION		AMOUNT
	OPERATING REVENUE		
300-340-3471.000	MIS Monthly Billing		
	General Fund (year)	$	591,664
	Electric Fund (year)	$	84,427
	Water Fund (year)	$	11,454
	Wastewater Fund (year)	$	40,002
	Solid Waste Fund (year)	$	4,284
	Harbor Fund (year)	$	33,981
	Sawmill Cove Industrial Park (year)	$	3,700
	Central Garage Fund (year)	$	4,226
	Building Maintenance Fund (year)	$	4,284
	Subtotal:	**$**	**778,022**
	PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income	$	4,000
	Subtotal:	**$**	**4,000**
	INTERFUND		
	Transfers from other funds for Computer Equipment		
300-370-3701.100	General Interfund Bill	$	105,000
300-370-3701.200	Electric Interfund Bill	$	-
300-370-3701.210	Water Interfund Bill	$	-
300-370-3701.220	Wastewater Interfund Bill	$	-
	Subtotal:	**$**	**105,000**
	Total:	**$**	**887,022**

City and Borough of Sitka
Sitka, Alaska

FY 2014 Budget

Fund: 300 - Management Information Systems Fund

Operations Budget

Cash Outlays for Operations

Account Number	Expense Description	2012 Actual	2013 Budget	2013 Projections	2014 Budget
	Salaries and Benefits				
5110.001	Salaries & Wages	$ 183,989	$ 193,643	$ 172,000	$ 197,359
5110.004	Overtime	$ -	$ -	$ -	
5110.010	Temporary Employees	$ 576	$ -	$ -	
5120.000	Benefits	$ 154,555	$ 140,114	$ 139,000	$ 150,273
	Total Salaries & Benefits	**$ 339,120**	**$ 333,757**	**$ 311,000**	**$ 347,632**
	Non-personnel Operation Outlays				
5201.000	Travel and Training	$ 6,110	$ 16,000	$ 16,000	$ 35,000
5202.000	Uniform Allowance	$ -	$ -	$ -	$ -
5203.000	Utilities	$ -	$ -	$ -	$ -
5203.005	Heating Fuel	$ -	$ -	$ -	$ -
5204.000	Telephone	$ 4,172	$ 9,000	$ 4,000	$ 9,000
5205.000	Insurance	$ 3,504	$ 3,505	$ 4,000	$ 3,803
5206.000	Supplies	$ 3,307	$ 9,000	$ 4,000	$ 9,000
5207.000	Repairs and Maintenance	$ 159,141	$ 151,617	$ 154,000	$ 157,575
5208.000	Building Maintenance Fees	$ -	$ -	$ -	$ -
5212.000	Contracted/Purchased Services	$ 38,845	$ 25,650	$ 26,000	$ 25,650
5214.000	Interdepartment Services	$ 100,582	$ 96,804	$ 97,000	$ 106,301
5221.000	Transportation/Vehicles	$ 2,700	$ 3,186	$ 3,000	$ 2,700
5222.000	Postage	$ 10	$ -	$ -	$ -
5223.000	Tools & Small Equipment	$ 83,525	$ 78,750	$ 53,000	$ 60,050
5224.000	Dues & Publications	$ -	$ 350	$ 1,000	$ 350
5226.000	Advertising	$ -	$ -	$ -	$ -
5227.000	Rentals - Building/Equipment	$ -	$ -	$ -	$ -
5290.000	Other Expenses	$ -	$ 300	$ 1,000	$ 300
5295.000	Interest	$ -	$ -	$ -	$ 7,624
7301.000	Note Principal Payment	$ -	$ -	$ -	$ 44,336
7200.000	Transfer to Other Funds	$ -	$ -	$ -	$ -
	Total Non-personnel Operating Outlays:	**$ 401,894**	**$ 394,162**	**$ 363,000**	**$ 461,689**
	Total Operating Outlays:	**$ 741,014**	**$ 727,919**	**$ 674,000**	**$ 809,321**

MANAGEMENT INFORMATION SYSTEMS FUND
ITEMIZED EXPENSES

ACCOUNT #	DESCRIPTION		AMOUNT
	TRAINING AND TRAVEL		
600-630-5201.000	On-training/class room training		$ 8,000
	NWS User Group		$ 9,000
	Police Tech - Cisco Bootcamp		$ 8,500
	Police Tech - THE User Group		$ 4,000
	Police Tech - VMWare vSphere Bootcamp		$ 5,500
		Subtotal:	**$ 35,000**
	TELEPHONE		
600-630-5204.000	Phone		$ 3,000
	Internet related expenses		$ 6,000
		Subtotal:	**$ 9,000**
	SUPPLIES		
600-630-5206.000	Misc. PC and printer supplies		$ 9,000
		Subtotal:	**$ 9,000**
	REPAIRS & MAINTENANCE		
600-630-5207.000	Harbor Software/Hardware		$ 2,000
	Printers		$ 3,000
	Online-tech support		$ 750
	NWS Software		$ 60,000
	HTE Police Software		$ 39,000
	BCD Software		$ 8,775
	Communigate Pro Maintenance		$ 500
	Form overlay software		$ 1,500
	IQ Query		$ 2,500
	Virus protection software - Sophos-Police		$ 3,500
	Phone system - networked		$ 3,600
	Phone system - Police Dept.		$ 1,000
	Misc. Software		$ 500
	GIS		$ 9,000
	Misc. hardware		$ 2,500
	UPS battery backups		$ 1,750
	Office WiFi systems		$ 1,000
	VMWare renewal		$ 2,300
	IBM Iseries		$ 12,500
	Firesoft softward - Fire Department		$ 1,500
	Firesoft software - City Hall Watchguard		$ 400
		Subtotal:	**$ 157,575**

MANAGEMENT INFORMATION SYSTEMS FUND
ITEMIZED EXPENSES

ACCOUNT #	DESCRIPTION		AMOUNT
	CONTRACTED/PURCHASED SERVICES		
600-630-5212.000	Phone System Maintenance		$ 2,500
	Audit Fees		$ 2,350
	Egov		$ 3,500
	Contracted E-mail service		$ 5,500
	On line task tracking		$ 1,500
	Assessing Department		$ 3,500
	Clerk System		$ 6,800
		Subtotal:	**$ 25,650**
	INTERDEPARTMENT SERVICES		
600-630-5214.000	Admin. services		$ 106,301
		Subtotal:	**$ 106,301**
	TOOLS & SMALL EQUIPMENT		
600-630-5223.000	Replacement PC's (23)		$ 28,750
	Replacement Cisco rounter in PD		$ 2,500
	Replacement Switch in PD		$ 2,300
	Replacement Printer's (1)		$ 3,000
	Replacement Laptops (3)		$ 4,500
	Replacement Phones (5)		$ 1,500
	Cisco Redunt. Power Module - PD		$ 1,000
	Miscellaneous Hardware		$ 5,500
	Miscellaneous software/renewel		$ 4,000
	Hard Drives for disk to disk backups		$ 1,000
	New Firewall in City Hall		$ 3,500
	Scaning work station for Assessing		$ 2,500
		Subtotal:	**$ 60,050**
	OTHER EXPENDITURES		
600-601-5290.000	Employee Wellness Program		$ 300
		Subtotal:	**$ 300**
	NOTE PRINCIPAL PAYMENT		
600-650-7301.000	ERP		$ 44,336
		Subtotal:	**$ 44,336**

Capital Budget

MANAGEMENT INFORMATION SYSTEMS FUND

2014

City and Borough of Sitka
Fund 300 - Management Information Systems Fund
FY 2014 Capital Budget Summary

		New Appropriations for FY 2014	
Capital Projects:		$ -	
Fixed Assets:			
	Machinery/Equipment	$ 87,000	
	Subtotals:	$ 87,000	
	Total Planned Capital Expenditures:		**$ 87,000**

City and Borough of Sitka
Fund 300 - Management Information Systems Fund
Fixed Asset Acquisition

Account	Management Information Systems Department #300-600-670	New Appropriation for FY 2014 Amount	
	Machinery/Equipment		
7106.000	Police - Automated backup solution	$ 20,000	
	Police- Move Core network equipment to new room	$ 7,000	
	Clerk - New meeting, agenda, and clerk management system	$ 60,000	
	Total Machinery/Equipment:	**$ 87,000**	
	Total Planned Capital Expenditures:		**$ 87,000**

City and Borough of Sitka
Management Information Systems Fund
Statement of Net Assets
As Of June 30, 2012 and as Projected for June 30, 2013 and 2014

Assets	June 30, 2012	As Projected June 30, 2013	As Projected June 30, 2014
Current Assets:			
Equity in Central Treasury	273,493	140,419	148,449
Accounts receivable	-	-	-
Other current assets	-	-	-
Total Current Assets:	**273,493**	**140,419**	**148,449**
Non-Current Assets			
Property, Plant and Equipment, Net	196,926	624,000	667,000
Other Non-Current Assets	-	-	-
Total Non-Current Assets:	**196,926**	**624,000**	**667,000**
Total Assets:	**470,419**	**764,419**	**815,449**
Total Liabilities and Net Assets:			
Liabilities			
Current Liabilities:			
Accounts payable	4,161	6,000	6,000
Current portion long term debt	-	24,000	24,000
Other current liabilities	30,859	31,000	31,000
Total, Current liabilities:	**35,020**	**61,000**	**61,000**
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	-	214,000	190,000
Other Non-Current Liabilities	-	-	-
Total Non-Current Liabilities:	**-**	**214,000**	**190,000**
Total Liabilities:	**35,020**	**275,000**	**251,000**
Net Assets:	**435,399**	**489,419**	**564,449**
Total Liabilities and Net Assets:	**470,419**	**764,419**	**815,449**

City and Borough of Sitka
Management Information Systems Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2012
and as Projected for the Fiscal years Ending June 30, 2013 and 2014

	June 30, 2012	As Projected June 30, 2013	As Projected June 30, 2014
Operating Revenues:	$ 830,638	$ 773,000	$ 944,000
Operating Expenses:			
Salaries and benefits	$ 339,119	$ 311,000	$ 349,000
Depreciation and amortization	$ 72,923	$ 73,000	$ 123,000
Other operating expenses	$ 401,895	$ 363,000	$ 410,000
Total Operating Expenses:	$ 813,937	$ 747,000	$ 882,000
Operating Income (loss):	$ 16,701	$ 26,000	$ 62,000
Nonoperating Revenues and Expenses:			
Nonoperating revenues	$ 12,877	$ 2,000	$ 4,000
Nonoperating expenses	$ -	$ -	$ (8,000)
Total Nonoperating Revenues and Expenses:	$ 12,877	$ 2,000	$ (4,000)
Income (Loss) Before Contributions and Transfers:	$ 29,578	$ 28,000	$ 58,000
Capital Contributions	$ -	$ -	$ -
Net Transfers In/(Out)	$ -	$ -	$ -
Change in Net Assets:	$ 29,578	$ 28,000	$ 58,000
Net Assets, Beginning of the Year:	$ 440,841	$ 470,419	$ 498,419
Net Assets, End of the Year:	$ 470,419	$ 498,419	$ 556,419

This page intentionally left blank.