City and Borough of Sitka

WASTEWATER FUND

FISCAL YEAR 2013

Operating Budget

This page intentionally left blank.

WASTEWATER FUND
SUMMARY OF CASH INFLOWS/OUTLAYS

CASH INFLOWS / REVENUES

Source	FY 2013 Budget	FY 2012 Budget	FY 2012 Projections	Change From FY 2012 Budget	% Change From FY 2012 Budget
State Revenue	$ 879,000	$ 2,214,500	$ 20,000	$ (1,335,500)	0%
Federal Revenue	$ -	$ -	$ -	$ -	0%
Operating Revenue	$ 2,172,487	$ 1,956,700	$ 2,012,286	$ 215,787	11%
Non-Operating Revenue	$ 8,000	$ 1,800	$ 6,137	$ 6,200	344%
Property Investments	$ 76,000	$ 92,776	$ 76,234	$ (16,776)	-18%
Miscellaneous	$ 6,000	$ 4,200	$ 10,606	$ 1,800	43%
Cash Basis	$ -	$ 12,260	$ 12,260	$ (12,260)	-100%
TOTAL CASH INFLOWS / REVENUES:	**$ 3,141,487**	**$ 4,282,236**	**$ 2,137,523**	**$ (1,140,749)**	**-27%**

CASH OUTLAYS

Operating Outlays	FY 2013 Budget	FY 2012 Operations Budget	FY 2012 Operations Projections	Change From FY 2012 Operations Budget	% Change From FY 2012 Operations Budget
Cash Outlays for Salaries and Benefits	$ 1,021,775	$ 936,674	$ 873,117	$ 85,101	9%
Non-personnel Operating Outlays	$ 1,375,591	$ 1,271,702	$ 1,129,158	$ 103,889	8%
Total Operating Outlays:	**$ 2,397,367**	**$ 2,208,376**	**$ 2,002,275**	**$ 188,991**	**9%**
Total Operating Subtotal:	**$ 744,121**	**$ 2,073,860**	**$ 135,248**	**$ (1,329,739)**	**-35%**

CAPITAL

Capital Revenue					
Outside Capital Funding	$ -	$ -			
Capital Outlays					
Fixed Asset Acquisition	$ 99,000	$ 32,000	$ 84,473	$ 67,000	209%
Transfers to Capital Projects	$ 830,000	$ 2,533,000	$ -	$ (1,703,000)	-67%
Total Capital Outlays:	**$ 929,000**	**$ 2,565,000**	**$ 84,473**	**$ (1,636,000)**	**-64%**
NET CAPITAL OUTLAYS:	**$ (929,000)**	**$ (2,565,000)**	**$ 2,086,748**	**$ (1,447,009)**	**56%**
INCREASE IN UNRESTRICTED WORKING CAPITAL	**$ (184,879)**	**$ (491,140)**	**$ 50,775**	**$ 306,261**	**62%**

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 220 - Wastewater Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
	State Revenue				
300-310-3101.005	Grant Revenue	$ -	$ 2,214,500	$ 20,000	$ 476,000
300-310-3101.017	PERS Relief	$ 33,291	$ -	$ -	$ -
300-310-3101.020	Loan Proceeds	$ -	$ -	$ -	$ 403,000
	Subtotal:	**$ 33,291**	**$ 2,214,500**	**$ 20,000**	**$ 879,000**
	Federal Revenue				
300-315-3151.003	Grant Revenue	$ 19,544	$ -	$ -	$ -
		$ 19,544	**$ -**	**$ -**	**$ -**
	Operating Revenue				
300-340-3421.000	Wastewater Fees	$ 1,795,777	$ 1,799,700	$ 1,845,885	$ 2,056,487
300-340-3491.000	Jobbing	$ 169,695	$ 157,000	$ 166,401	$ 116,000
	Subtotal:	**$ 1,965,472**	**$ 1,956,700**	**$ 2,012,286**	**$ 2,172,487**
	Non-Operating Revenue				
300-350-3501.001	Connection Fees, Sewer, Other	$ 9,180	$ 1,800	$ 4,800	$ 8,000
300-350-3501.003	Other	$ -	$ -	$ 1,337	$ -
	Subtotal:	**$ 9,180**	**$ 1,800**	**$ 6,137**	**$ 8,000**
	Property Investments				
300-360-3610.000	Interest Income	$ 92,435	$ 92,776	$ 76,234	$ 76,000
300-360-3610-000	Interest LID	$ -	$ -	$ -	$ -
300-360-3621.000	Cost Fixed Assets	$ -	$ -	$ -	$ -
	Subtotal:	**$ 92,435**	**$ 92,776**	**$ 76,234**	**$ 76,000**
	Interfund Billing				
300-370-3701.730	Wastewater Billing	$ (400,000)	$ -	$ -	$ -
	Subtotal:	**$ (400,000)**	**$ -**	**$ -**	**$ -**
	Miscellaneous				
300-380-3807.000	Miscellaneous	$ (2,845)	$ 300	$ 6,788	$ 1,000
300-380-3808.000	Wage Reimbursement	$ -	$ -	$ -	$ -
300-380-3812.000	Capital Contribution - Local	$ -	$ -	$ -	$ -
300-380-3820.000	Bad Debts Collected	$ 3,142	$ 3,900	$ 3,818	$ 5,000
	Subtotal:	**$ 298**	**$ 4,200**	**$ 10,606**	**$ 6,000**
	Cash Basis				
300-390-3902.000	Assessments - Principal	$ -	$ 12,260	$ 12,260	$ -
300-390-3950.000	Transfer In	$ -	$ -	$ -	$ -
300-390-3990.000	Net Pension Obiligation WO	$ -	$ -	$ -	$ -
	Subtotal:	**$ -**	**$ 12,260**	**$ 12,260**	**$ -**
	Total Wastewater Fund Revenue:	**$ 1,720,220**	**$ 4,282,236**	**$ 2,137,523**	**$ 3,141,487**

CITY AND BOROUGH OF SITKA
WASTEWATER FUND
ITEMIZED REVENUES

ACCOUNT #	DESCRIPTION			AMOUNT
	STATE REVENUE			
300-310-3101.005	Grant Revenue		$	476,000
300-310-3101.020	Loan Proceeds		$	403,000
		Subtotal:	**$**	**879,000**
	OPERATING REVENUE			
300-340-3421.000	Wastewater Fees			
	Total Monthly Fees		$	2,056,487
300-340-3491.000	Jobbing - Labor		$	116,000
		Subtotal:	**$**	**2,172,487**
	NON-OPERATING REVENUE			
300-350-3501.001	Connection Fees - Sewer		$	8,000
300-350-3501.003	Other		$	-
		Subtotal:	**$**	**8,000**
	PROPERTY INVESTMENTS			
300-360-3610.000	Interest Income		$	76,000
		Subtotal:	**$**	**76,000**
	MISCELLANEOUS			
300-380-3807.000	Miscellaneous		$	1,000
300-380-3820.000	Bad Debts Collected		$	5,000
		Subtotal:	**$**	**6,000**
	Cash Basis			
300-390-3902.000	Assessments			
		Subtotal:	**$**	**-**
		Total:	**$**	**3,141,487**

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 220 - Wastewater Fund

Operations Budget

Cash Outlays for Operations

Account Number	Expense Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
	Salaries and Benefits				
5110.001	Salaries & Wages	$ 516,850	$ 511,768	$ 474,656	$ 587,144
5110.004	Overtime	$ 25,212	$ 29,000	$ 23,978	$ 29,000
5110.010	Temporary Employees	$ -	$ 24,000	$ 2,564	$ 15,000
5120.000	Benefits	$ 387,079	$ 371,906	$ 371,919	$ 390,631
	Total Salaries & Benefits	**$ 929,141**	**$ 936,674**	**$ 873,117**	**$ 1,021,775**
	Non-personnel Operation Outlays				
5201.000	Travel and Training	$ 2,919	$ 10,500	$ 10,521	$ 8,000
5202.000	Uniform Allowance	$ 653	$ 1,600	$ 417	$ 1,600
5203.000	Utilities	$ 122,843	$ 143,000	$ 133,318	$ 143,000
5203.005	Heating Fuel	$ 58,266	$ 53,600	$ 53,132	$ 62,176
5204.000	Telephone	$ 25,606	$ 25,000	$ 27,019	$ 25,000
5205.000	Insurance	$ 24,449	$ 24,450	$ 15,128	$ 22,692
5206.000	Supplies	$ 48,927	$ 64,500	$ 69,351	$ 73,000
5207.000	Repairs and Maintenance	$ 28,361	$ 90,000	$ 35,873	$ 80,000
5208.000	Building Maintenance Fees	$ 20,296	$ 24,007	$ 25,802	$ 48,927
5211.000	MIS Fees	$ 37,939	$ 40,197	$ 40,177	$ 40,197
5212.000	Contracted/Purchased Services	$ 75,528	$ 170,855	$ 144,292	$ 108,113
5214.000	Interdepartment Services	$ 297,097	$ 272,378	$ 336,066	$ 327,541
5221.000	Transportation/Vehicles	$ 50,489	$ 95,253	$ 12,982	$ 162,642
5222.000	Postage	$ -	$ 500	$ -	$ 500
5223.000	Tools & Small Equipment	$ 11,362	$ 11,700	$ 12,899	$ 9,600
5224.000	Dues & Publications	$ 1,239	$ 2,600	$ 445	$ 1,600
5226.000	Advertising	$ 2,288	$ 1,500	$ 1,916	$ 1,500
5227.000	Rentals - Building/Equipment	$ 4,435	$ 6,248	$ 3,184	$ 6,248
5231.000	Credit Card Expense	$ 11,248	$ 11,050	$ 14,294	$ 14,300
5290.000	Other Expenses	$ 2,093	$ 5,700	$ 2,988	$ 5,700
5295.000	Interest	$ 29,601	$ 27,710	$ -	$ 43,345
7301.000	Note Principal Payment	$ 126,038	$ 127,188	$ 127,188	$ 189,911
7200.000	Transfer to Other Funds	$ -	$ 62,166	$ 62,166	$ -
	Total Non-personnel Operating Outlays:	**$ 981,675**	**$1,271,701**	**$ 1,129,158**	**$ 1,375,591**
	Total Operating Outlays:	**$1,910,817**	**$2,208,375**	**$ 2,002,275**	**$ 2,397,367**

WASTEWATER FUND
ITEMIZED EXPENSES

ACCOUNT #	DESCRIPTION		AMOUNT
	TRAVEL AND TRAINING		
600-607-5201.000	Wastewater collection operator's continuing education credits related to state operator certification and other required certificates e.g. Hazwopper & Hazardous site worker, Flagger & Traffic Safety, Trench safety, etc.		$ 4,500
600-610-5201.000	Wastewater treatment operator's continuing education credits related to state operator certification, laboratory training and other required certificates e.g. Hazwopper & Hazardous site worker, etc..		$ 3,500
		Subtotal:	**$ 8,000**
	UNIFORM ALLOWANCE		
600-607-5202.000	Coveralls, rainwear, rubber boots, etc.		$ 1,000
600-610-5202.000	Coveralls, rainwear, rubber boots, etc.		$ 600
		Subtotal:	**$ 1,600**
	UTILITIES		
600-607-5203.001	Electric/Water		$ 94,700
600-610-5203.001	Electric/Water		$ 48,300
		Subtotal:	**$ 143,000**
	SUPPLIES		
600-601-5206.000	Office supplies		$ 2,000
600-607-5206.000	Manhole inserts & sewer plugs (rehab materials), Misc parts, piping, hardware, inspection camera supplies, Degreaser, dyes & sanitizing agents, safty supplies, etc. Safety supplies (PPE)		$ 22,000
600-610-5206.000	Misc. parts & hardware, safety supplies, i.e.: gloves, glasses (PPE) air filters, treatment chemicals, lime, salt for hypochlorite generation, purafil, sanitizing agents, Lab supplies & equipment		$ 49,000
		Subtotal:	**$ 73,000**

WASTEWATER FUND
ITEMIZED EXPENSES

ACCOUNT #	DESCRIPTION	AMOUNT
	REPAIRS & MAINTENANCE	
600-607-5207.000	Collection system maintenance materials	$ 5,000
	Lift station repair, replace equipment, pump impellers, etc..	$ 40,000
600-610-5207.000	Maintain, repair, replace equipment	$ 35,000
	Subtotal:	**$ 80,000**
	BUILDING MAINTENANCE FEES	
600-601-5208.000	Building Maint. Fund (BMF) - Building Repair	$ 25,927
	Replace WWTP man door	$ 4,000
	Replace 10 x 10 garage door	$ 19,000
	Subtotal:	**$ 48,927**
	CONTRACTED/PURCHASED SERVICES	
600-601-5212.000	Copier maintenance, Engineering/consulting services, permit renewal, etc...	$ 40,000
	Audit fees	$ 2,650
	Honeywell Performance Contract	$ 1,463
600-607-5212.000	Excavation contractor, SCADA maintenance/programming/ troubleshooting, machinist, electrician, engineering/survey	$ 21,000
600-610-5212.000	Sludge disposal, biosolids monofill, Biological Analytical services, equipment repair, machinist, etc.	$ 40,000
	Whole effluent toxicity, biological monitoring program toxic pollutants & pesticides (2013)	$ 3,000
	Subtotal:	**$ 108,113**
	INTERDEPARTMENT SERVICES	
600-601-5214.000	Admin. services	$ 327,541
	Subtotal:	**$ 327,541**
	POSTAGE	
600-601-5222.000	Miscellaneous postage	$ 500
	Subtotal:	**$ 500**
	TOOLS & SMALL EQUIPMENT	
600-607-5223.000	Cell Phone Signal Boosters (for stand-by)	$ 1,200
	Specialized tools, traffic control equip.	$ 1,000
	Replace hand held radio	$ 1,400
600-610-5223.000	Replace still for making distilled water (1/2 W / 1/2 WW)	$ 2,600
	Replace BOD Probe	$ 800
	New Handheld pH, conductivity, Salinity & DO meter	$ 2,600
	Subtotal:	**$ 9,600**

WASTEWATER FUND
ITEMIZED EXPENSES

ACCOUNT #	DESCRIPTION		AMOUNT
	DUES & PUBLICATIONS		
600-601-5224.000	Operator certifications		$ 500
	Water Environment Fed., individual memberships		$ 600
	Water Environment Federation, City membership		$ 500
		Subtotal:	**$ 1,600**
	ADVERTISING		
600-601-5226.000	Public Education, PSAs		$ 1,500
		Subtotal:	**$ 1,500**
	RENTALS - EQUIPMENT OR BUILDINGS		
600-601-5227.002	Central Garage Building Rent		$ 4,248
600-607-5227.002	Misc. equipment rentals		$ 1,000
600-610-5227.002	Misc. equipment rentals		$ 1,000
		Subtotal:	**$ 6,248**
	OTHER EXPENSES		
600-601-5290.000	Employee Wellness Program		$ 700
	DEC charges, annual permit fee, etc.		$ 3,000
600-607-5290.000	Misc. expenses		$ 1,000
600-610-5290.000	Misc. expenses		$ 1,000
		Subtotal:	**$ 5,700**
	INTEREST		
600-650-5295.000	Interest on Treatment Plant Remodel/Inventory Building		$ 12,389
	Interest on loan for Cedar Beach/Shotgun Alley -#783041		$ 1,567
	Roundabout Wastewater Loan #783241		$ 3,879
	SMC Sewer II - Loan #783101		$ 13,665
	Interest on State of Alaska Note #783011		$ 11,846
		Subtotal:	**$ 43,345**
	NOTE PRINCIPAL PAYMENT		
600-650-7301.000	Principal on Treatment Plant Remodel/Inventory Building		$ 53,456
	Principal on loan for Cedar Beach/Shotgun Alley		$ 25,541
	Roundabout Wastewater Loan #783241		$ 13,609
	SMC Sewer II - Loan #783101		$ 47,947
	Principal on State of Alaska Note #783011		$ 49,358
		Subtotal:	**$ 189,911**

This page intentionally left blank.

Capital Budget

WASTEWATER FUND

2013

City and Borough of Sitka
Fund 220 - Wastewater Fund
FY 2013 Capital Budget Summary

		New Appropriations for FY 2013	
Capital Projects:		$ 830,000	
Fixed Assets:			
	Machinery/Equipment	$ 99,000	
	Subtotals:	$ 99,000	
	Total Planned Capital Expenditures:		**$ 929,000**

City and Borough of Sitka
Fund 220 - Wastewater Fund
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions
Summary of Direct Transfers of Capital to Capital Projects or Other Funds
Wastewater Fund Department #220-600-680

Account Number	Fund/Project Name		New Appropriation for FY 2013 Amount	
	Capital Projects **730-600-630-5212.000**			
7200.000	Sewer Improvements HPR/DOT	$	100,000	
	Replace New Archangel sewer Main (Marine- HPR)	$	25,000	
	Replace Hollywood Way Sewer Main (DeGroff end)	$	25,000	
	Replace Sewer Baranof Main	$	680,000	
	Total Direct Capital Transfers:	**$**	**830,000**	
	Fixed Asset Acquisition **Wastewater Fund Department #220-600-670**			
	Machinery/Equipment			
7106.000	Replace main CCTV Inspection camera (17 years old)	$	30,000	
	Replace Boiler	$	22,000	
	Replace Dimminutor (18 years old)	$	47,000	
	Total Machinery/Equipment:	**$**	**99,000**	
	Total Planned Capital Expenditures:			**$ 929,000**

Construction in Progress for Wastewater Fund Capital Projects
Fund 730

Project Name	Project Number		Approved Budget		Expenses & Encumbrances as of 12/31/11
Brady St Rebuild Lift Station	90676	$	90,000	$	-
Brady St Sewer	90663	$	499,000	$	407,301
Cathodic Protection (14 Lift Stations)	90259	$	150,000	$	30,784
Channel Lift Station Design	90457	$	165,000	$	-
Cove Lift Station Replacement	90274	$	400,000	$	304,653
Crescent Liftstation Replacement	90713	$	150,000	$	-
Etolin WW Main Replacement	90714	$	284,000	$	-
HPR/SMC Main Rehab	90564	$	1,080,000	$	687,322
Jamestown East Lift Station Replacement	90565	$	85,000	$	17,467
Japonski Island Sewer Lift Station	90697	$	1,300,000	$	548,304
Lake Street Lift Station Rebuild	90601	$	250,000	$	-
Monastery/Kincaid Sewer Design Replacement	90531	$	30,000	$	-
Monastery St Water & Sewer Main Replacement	90698	$	1,799,000	$	1,541,189
Oja St Water/Sewer Project	90666	$	654,405	$	531,810
Replace Lift Station Alarms (SCADA)	90258	$	497,500	$	315,849
Sanitary Sewer Main Replacement	90602	$	171,000	$	25,357
SF4 Replacement (Supply Fan)	90655	$	42,000	$	3,065
SMC Road Sewer Phase III	90579	$	2,210,000	$	1,769,550
WWTP AHU Retrofit	90715	$	50,000	$	-
WWTP Air Control System	90654	$	21,000	$	-
WWTP Control System	90447	$	100,000	$	14,597
WWTP Solids Monofill	90534	$	30,000	$	-

This page intentionally left blank.

City and Borough of Sitka
Wastewater Treatment Fund
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Fiscal years Ended June 30, 2011
and as Projected for the Fiscal years Ending June 30, 2012 and 2013

	2011	2012	2013
Operating Revenues:	$ 2,036,000	$ 2,029,029	$ 2,186,487
Operating Expenses:			
Salaries and benefits	$ 929,000	$ 873,117	$ 1,007,311
Depreciation and amortization	$ 1,475,000	$ 1,500,000	$ 1,525,000
Other operating expenses	$ 839,000	$ 939,804	$ 1,142,335
Total Operating Expenses:	$ 3,243,000	$ 3,312,921	$ 3,674,646
Operating Income (loss):	$ (1,207,000)	$ (1,283,892)	$ (1,488,159)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	$ 146,000	$ 76,234	$ 76,000
Nonoperating expenses	$ (30,000)	$ (35,000)	$ (43,345)
Total Nonoperating Revenues and Expenses:	$ 116,000	$ 41,234	$ 32,655
Income (Loss) Before Contributions and Transfers:	$ (1,091,000)	$ (1,242,658)	$ (1,455,504)
Capital Contributions	$ 861,000	$ 20,000	$ 476,000
Net Transfers In/(Out)	$ 35,000	$ -	$ -
Change in Net Assets:	$ (195,000)	$ (1,222,658)	$ (979,504)
Net Assets, Beginning of the Year:	$ 18,899,000	$ 18,704,000	$ 17,481,342
Net Assets, End of the Year:	$ 18,704,000	$ 17,481,342	$ 16,501,838

City and Borough of Sitka
Wastewater Treatment Fund
Statement of Net Assets
As Of June 30, 2011 and as Projected for June 30, 2012 and 2013

Assets	June 30, 2011	As Projected June 30, 2012	As Projected June 30, 2013
Current Assets:			
Equity in Central Treasury	3,612,181	2,616,588	3,504,173
Accounts receivable	524,989	441,000	441,000
Other current assets	19,362	20,000	20,000
Total Current Assets:	**4,156,532**	3,077,588	3,965,173
Non-Current Assets			
Property, Plant and Equipment, Net	17,962,754	17,863,000	16,209,000
Other Non-Current Assets	287,937	287,000	287,000
Total Non-Current Assets:	**18,250,691**	18,150,000	16,496,000
Total Assets:	**22,407,223**	21,227,588	20,461,173
Total Liabilities and Net Assets:			
Liabilities			
Current Liabilities:			
Accounts payable	77,881	242,000	242,000
Current portion long term debt	175,134	175,000	175,000
Other current liabilities	38,575	45,000	45,000
Total, Current liabilities:	**291,590**	**462,000**	**462,000**
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	3,364,434	3,237,246	3,450,335
Other Non-Current Liabilities	47,447	47,000	47,000
Total Non-Current Liabilities:	**3,411,881**	**3,284,246**	**3,497,335**
Total Liabilities:	**3,703,471**	**3,746,246**	**3,959,335**
Net Assets:	**18,703,752**	**17,481,342**	**16,501,838**
Total Liabilities and Net Assets:	**22,407,223**	**21,227,588**	**20,461,173**

This page intentionally left blank.