City and Borough of Sitka

BUILDING MAINTENANCE FUND

FISCAL YEAR 2013

Operating Budget

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BUILDING MAINTENANCE 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
Grant Revenue	$ -	$ 1,075,000	$ -	$ (1,075,000)	0%
Operating Revenue	$ 568,834	$ 385,870	$ 323,994	$ 182,964	47%
Non-Operating Revenue	$ -	$ -	$ -	$ -	0%
Property Investments	$ 63,000	$ 79,800	$ 63,913	$ (16,800)	-21%
Interfund	$ -	$ -	$ 4,050	$ -	0%
Miscellaneous	$ 92,000	$ 144,800	$ 91,902	$ (52,800)	0%
TOTAL CASH INFLOWS / REVENUES:	**$ 723,834**	**$ 1,685,470**	**$ 483,859**	**$ (961,636)**	**-57%**

CASH OUTLAYS

	FY 2013 Budget	FY 2012 Operations Budget	FY 2012 Operations Projections	Change From FY 2012 Operations Budget	% Change From FY 2012 Operations Budget
Operating Outlays					
Cash Outlays for Salaries and Benefits	$ 365,114	$ 345,157	$ 337,638	$ 19,957	6%
Non-personnel Operating Outlays	$ 280,877	$ 229,354	$ 42,696	$ 51,523	22%
Non-recurring Repair Projects	$ 251,200	$ 1,138,800	$ 304,991	$ (887,600)	-78%
Total Operating Outlays:	**$ 897,191**	**$ 1,713,311**	**$ 685,325**	**$ (816,120)**	**-48%**
Capital Outlays					
Fixed Asset Acquisition	$ -	$ -	$ -	$ -	0%
Transfers to Capital Projects	$ -	$ -	$ -	$ -	0%
Total Capital Outlays:	**$ -**	**$ -**	**$ -**	**$ -**	**0%**
TOTAL CASH OUTLAYS:	**$ 897,191**	**$ 1,713,311**	**$ 685,325**	**$ (816,120)**	**-48%**
INCREASE IN UNRESTRICTED WORKING CAPITAL	**$ (173,357)**	**$ (27,841)**	**$ (201,466)**	**$ (145,516)**	**523%**

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 320 - Building Maintenance Fund

Cash Inflows / Revenues

Account Number	Revenue Description	2011 Actual	2012 Budget	2012 Projections	2013 Budget
	State Revenue				
300-310-3101.005	Grant Revenue	$ -	$ 1,075,000	$ -	$ -
300-310-3101.017	PERS Relief	$ 13,043	$ -	$ -	$ -
		$ 13,043	**$ 1,075,000**	**$ -**	**$ -**
	Operating Revenue				
300-340-3491.000	Jobbing - Labor/Materials	$ 354,507	$ 385,870	$ 323,994	$ 568,834
	Subtotal:	**$ 354,507**	**$ 385,870**	**$ 323,994**	**$ 568,834**
	Non-Operating Revenue				
300-350-3501.003	Other Revenue	$ -	$ -	$ -	$ -
	Subtotal:	**$ -**	**$ -**	**$ -**	**$ -**
	Property Investments				
300-360-3610.000	Interest Income	$ 76,342	$ 79,800	$ 63,913	$ 63,000
300-360-3621.000	Cost Fixed Assets	$ -	$ -	$ -	$ -
	Subtotal:	**$ 76,342**	**$ 79,800**	**$ 63,913**	**$ 63,000**
	Interfund				
300-370-3701.170	Timber Relief Fund Interfund	$ -	$ -	$ -	$ -
300-370-3701.171	SE Econ. Dev. Fund Interfund	$ -	$ -	$ -	$ -
300-370-3701.194	CPET Interfund	$ 3,095		$ 4,050	
300-370-3701.700	General Fund Interfund	$ -	$ -	$ -	$ -
	Subtotal:	**$ 3,095**	**$ -**	**$ 4,050**	**$ -**
	Miscellaneous Revenue				
300-380-3809.000	Donations	$ -	$ -	$ -	$ -
	Subtotal:	**$ -**	$ -	$ -	$ -
	Cash Basis				
300-390-3950.171	Transfer In SE Econ. Dev.	$ 127,748	$ 144,800	$ 91,902	$ 92,000
	Subtotal:	**$ 127,748**	$ 144,800	$ 91,902	$ 92,000
	Total Building Maintenance Fund Revenue:	**$ 574,735**	**$ 1,685,470**	**$ 483,859**	**$ 723,834**

CITY AND BOROUGH OF SITKA
BUILDING MAINTENANCE FUND
ITEMIZED REVENUES

ACCOUNT #	DESCRIPTION		AMOUNT
	STATE REVENUE		
300-310-3101-005	Grant Revenue		
		Subtotal:	**$ -**
	OPERATING REVENUE		
300-340-3491.000	Jobbing - Labor/Materials		$ 568,834
		Subtotal:	**$ 568,834**
	PROPERTY INVESTMENTS		
300-360-3610.000	Interest Income		$ 63,000
		Subtotal:	**$ 63,000**
	CASH BASIS		
300-390-3950.171	Transfer from SE Econ. Development Fund		$ 92,000
		Subtotal:	**$ 92,000**
		Total:	**$ 723,834**

City and Borough of Sitka
Sitka, Alaska

FY 2013 Budget

Fund: 320 - Building Maintenance 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	$ 202,936	$ 188,694	$ 187,131	$ 208,126
5110.004	Overtime	$ 9,055	$ 7,500	$ 6,088	$ 7,500
5110.010	Temporary Employees	$ 1,029	$ 4,000	$ -	$ 3,720
5120.000	Benefits	$ 150,642	$ 144,963	$ 144,419	$ 145,768
	Total Salaries & Benefits	**$ 363,662**	**$ 345,157**	**$ 337,638**	**$ 365,114**
	Non-personnel Operation Outlays				
5201.000	Travel and Training	$ -	$ 3,515	$ 3,515	$ 2,988
5202.000	Uniform Allowance	$ -	$ 487	$ 318	$ 453
5203.000	Utilities	$ -	$ -	$ -	$ -
5203.005	Heating Fuel	$ -	$ -	$ -	$ -
5204.000	Telephone	$ 1,605	$ 1,083	$ 1,760	$ 1,400
5205.000	Insurance	$ 754	$ 760	$ 313	$ 1,369
5206.000	Supplies	$ 2,196	$ 6,500	$ 8,629	$ 6,045
5207.000	Repairs and Maintenance	$ 55,206	$ 55,233	$ 63,730	$ 51,366
5211.000	MIS Fees	$ 4,152	$ 4,177	$ 4,175	$ 4,177
5212.000	Contracted/Purchased Services	$ 128,590	$ 1,198,158	$ 168,546	$ 307,466
5214.000	Interdepartment Services	$ 83,843	$ 72,878	$ 72,841	$ 117,432
5221.000	Transportation/Vehicles	$ 18,754	$ 20,201	$ 20,224	$ 34,181
5222.000	Postage	$ -	$ -	$ -	$ -
5223.000	Tools & Small Equipment	$ 1,022	$ 3,300	$ 3,300	$ 3,069
5224.000	Dues & Publications	$ 600	$ 342	$ 150	$ 318
5226.000	Advertising	$ -	$ 407	$ 186	$ 379
5227.000	Rentals - Building/Equipment	$ 90	$ 812	$ -	$ 755
5290.000	Other Expenses	$ -	$ 300	$ -	$ 679
7200.000	Transfer to Other Funds	$ -	$ -	$ -	$ -
	Total Non-personnel Operating Outlays:	**$ 296,812**	**$ 1,368,153**	**$ 347,687**	**$ 532,077**
	Total Operating Outlays:	**$ 660,474**	**$ 1,713,310**	**$ 685,325**	**$ 897,191**

BUILDING MAINTENANCE FUND
ITEMIZED EXPENSES

ACCOUNT #	DESCRIPTION		AMOUNT
	TRAINING AND TRAVEL		
600-601-5201.000	Facility Maintenance - Wilbur		$ 2,266
	Boiler Training		$ 722
		Subtotal:	**$ 2,988**
	UNIFORM ALLOWANCE		
600-601-5202.000	Work overalls, gloves & safety gear		$ 453
		Subtotal:	**$ 453**
	SUPPLIES		
600-630-5206.000	Supplies, paint, etc.		$ 6,045
		Subtotal:	**$ 6,045**
	REPAIRS & MAINTENANCE		
600-630-5207.000	Materials for repairs of General Fund Buildings		$ 28,251
	Materials for repairs of Enterprise Fund Buildings		$ 23,115
		Subtotal:	**$ 51,366**
	CONTRACTED/PURCHASED SERVICES		
600-601-5212.000	Audit Fees		$ 2,350
600-630-5212.000	Electrical services		$ 10,188
	Plumbing Services		$ 10,188
	Fire Alarm and Sprinkler services		$ 26,040
	Elevator maintenance		$ 7,500
		Subtotal:	**$ 56,266**
	INTERDEPARTMENT SERVICES		
600-601-5214.000	Admin. services		$ 117,432
		Subtotal:	**$ 117,432**
	TOOLS & SMALL EQUIPMENT		
600-601-5223.000	Misc. tools		$ 3,069
		Subtotal:	**$ 3,069**
	DUES & PUBLICATIONS		
600-601-5224.000	Misc.		$ 318
		Subtotal:	**$ 318**
	ADVERTISING		
600-601-5226.000	Contracted services advertisement		$ 379
		Subtotal:	**$ 379**
	OTHER EXPENSES		
600-630-5290.000	Misc. expenditures		$ 279
	Employee Wellness Program		$ 400
		Subtotal:	**$ 679**
	TRANSFER TO OTHER FUNDS		
600-630-7200.000			$ -
		Subtotal:	**$ -**

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Capital Budget

BUILDING MAINTENANCE FUND

2013

City and Borough of Sitka
Fund 320 - Building Maintenance Fund
FY 2013 Capital Budget Summary

		New Appropriations for FY 2013	
Capital Projects:		$ -	
Fixed Assets:			
	Machinery/Equipment	$ -	
	Subtotals:	$ -	
	Total Planned Capital Expenditures:		$ -

City and Borough of Sitka
Fund 320 - Building Maintenance Fund
Capital Budget

Cash Outlays for Capital Construction and Fixed Asset Acquisitions
Summary of Direct Transfers of Capital to Capital Projects or Other Funds
Building Maintenance Fund Department #320-600-680

Account Number	Fund/Project Name	New Appropriation for FY 2013 Amount	
	Capital Projects		
7200.000			
	Total Direct Capital Transfers:	$ -	
	Fixed Asset Acquisition Building Maintenance Fund Department #320-600-670		
	Machinery/Equipment		
7106.000		$ -	
	Total Machinery/Equipment:	$ -	
	Total Planned Capital Expenditures:		$ -

BUILDING MAINTENANCE FUND FEES
Specific Repair Projects (other than reoccurring)
(includes salaries, materials & contracted services)

GENERAL OFFICE			
City Hall - Front Door Replacement		$	28,000
Window Repair		$	8,000
	Subtotal	**$**	**28,000**
ANIMAL SHELTER			
Replace Kennel Drain		$	21,000
	Subtotal	**$**	**21,000**
FIRE			
Communications Closet Cooling		$	21,000
	Subtotal	**$**	**21,000**
CENTENNIAL HALL			
Flush Sprinkler system		$	16,000
	Subtotal	**$**	**16,000**
SENIOR CENTER			
FACP Replacement		$	5,200
	Subtotal	**$**	**5,200**
ELECTRIC			
Flush Sprinkler System		$	15,000
Replace garage door		$	15,000
	Subtotal	**$**	**30,000**
WATER FUND			
Blue Lake water plant - replace doors		$	13,000
	Subtotal	**$**	**13,000**
WASTEWATER FUND			
Replace WWTP mandoor		$	4,000
Replace 10x10 garage door		$	19,000
	Subtotal	**$**	**23,000**
SOLID WASTE FUND			
Flush Sprinkler System (Transfer Station)		$	13,000
	Subtotal	**$**	**13,000**
AIRPORT TERMINAL			
Seating		$	53,000
	Subtotal	**$**	**53,000**
MARINE SERVICE CENTER			
Correct power factor		$	16,000
	Subtotal	**$**	**16,000**
CENTRAL GARAGE FUND			
PSC - Flush Sprinkler System		$	12,000
	Subtotal	**$**	**12,000**
	Total	**$**	**251,200**

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City and Borough of Sitka
Building Maintenance 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	2011	2011
Operating Revenues:	$ 354,507	$ 323,994	$ 568,834
Operating Expenses:			
Salaries and benefits	$ 363,662	$ 337,638	$ 359,778
Depreciation and amortization	$ 2,496	$ 2,496	$ 2,496
Other operating expenses	$ 296,812	$ 259,923	$ 256,887
Total Operating Expenses:	$ 662,970	$ 600,057	$ 619,161
Operating Income (loss):	$ (308,463)	$ (276,063)	$ (50,327)
Nonoperating Revenues and Expenses:			
Nonoperating revenues	$ 89,385	$ 63,913	$ 63,000
Nonoperating expenses	$ -	$ -	$ -
Total Nonoperating Revenues and Expenses:	$ 89,385	$ 63,913	$ 63,000
Income (Loss) Before Contributions and Transfers:	$ (219,078)	$ (212,150)	$ 12,673
Capital Contributions	$ -	$ -	$ -
Net Transfers In/(Out)	$ 130,843	$ 95,952	$ 92,000
Change in Net Assets:	$ (88,235)	$ (116,198)	$ 104,673
Net Assets, Beginning of the Year:	$ 2,978,782	$ 2,890,547	$ 2,774,349
Net Assets, End of the Year:	$ 2,890,547	$ 2,774,349	$ 2,879,022

City and Borough of Sitka
Building Maintenance 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	2,902,437	2,764,512	2,871,591
Accounts receivable	-	-	-
Other current assets	1,617	-	-
Total Current Assets:	**2,904,054**	**2,764,512**	**2,871,591**
Non-Current Assets			
Property, Plant and Equipment, Net	18,423	15,927	13,431
Other Non-Current Assets	-	-	-
Total Non-Current Assets:	**18,423**	**15,927**	**13,431**
Total Assets:	**2,922,477**	**2,780,439**	**2,885,022**
Total Liabilities and Net Assets:			
Liabilities			
Current Liabilities:			
Accounts payable	31,930	6,000	6,000
Current portion long term debt	-	-	-
Other current liabilities	-	-	-
Total, Current liabilities:	**31,930**	**6,000**	**6,000**
Non-Current Liabilities			
Bonds Payable	-	-	-
Loans Payable	-	-	-
Other Non-Current Liabilities	-	-	-
Total Non-Current Liabilities:	-	-	-
Total Liabilities:	**31,930**	**6,000**	**6,000**
Net Assets:	**2,890,547**	**2,774,439**	**2,879,022**
Total Liabilities and Net Assets:	**2,922,477**	**2,780,439**	**2,885,022**

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