

**FY09  
SCIP  
DRAFT BUDGET**



Thursday, March 13, 2008

MEMORANDUM

To: Sawmill Cove Board of Directors

From: Hugh Bevan, Director *HB*

Subject: FY09 Sawmill Cove Budget

Attached is the FY09 budget information from City staff.

Two major actions in the past few months have had a dramatic effect on revenues at the Industrial Park.

- Cancellation of the TAB lease resulted in an income loss of about \$106,000
- Sale of the pulp dock warehouse resulted in an income loss of about \$208,000
- Resulting in a total loss of income of about \$314,000

At the macro level the FY09 budget can be described as follows:

- Assume the Silver Bay sale will be executed
- Results in total available revenues of about \$280,400
- Requested expense budget is about \$525,000
- Requested capital projects budget is \$95,000

Budget Summary Table

Revenues	Operations Expense	Capital Expense	Surplus (Deficit)
\$280,457	\$524,954	\$95,000	(\$339,497)

City staff requests input from the Board as to what items can be reduced or eliminated from the budget to achieve balance. Their spreadsheet data is attached.

City and Borough of Sitka  
 Schedule of Revenue - SCIP  
 For Fiscal Year 2009  
 as of 12 Mar 08 - DRAFT

**Without sale to Silver Bay Seafoods:**

	Monthly	Yearly
The Boat Company	1,443.33	17,319.96
Omegasea	4,209.59	50,515.08
Theobroma Chocolate	2,535.07	30,420.84
Island Fever and Diving	436.00	5,232.00
True Alaska Bottling	8,827.78	105,933.36
Fortress of the Bear	50.00	600.00
Baranof Frozen Food	5,639.07	67,668.84
Baranof Frozen Food	557.03	6,684.36
Silver Bay Seafoods	8,562.50	102,750.00
Silver Bay Seafoods	1,725.00	20,700.00
Less Credit		-100,000.00
Baranof Frozen Food		40,000.00
Silver Bay Seafoods		20,000.00
City of Sitka		30,655.00
City of Sitka	1,912.50	22,950.00
City of Sitka	253.50	3,042.00
Interfund Transfers		170,237.00
<b>Totals</b>		<b>594,708.44</b>

→ Lease that was canceled

**With sale to Silver Bay Seafoods: (loss of True Alaska Bottling)**

The Boat Company	1,443.33	17,319.96
Theobroma Chocolate	2,535.07	30,420.84
Island Fever and Diving	436.00	5,232.00
Fortress of the Bear	50.00	600.00
City of Sitka	1,912.50	22,950.00
City of Sitka	253.50	3,042.00
City of Sitka		30,655.00
Interfund Transfers		170,237.00
<b>Totals</b>		<b>280,456.80</b>

*Proposed Budget* →

		CITY AND BOROUGH OF SITKA		
		FY '09 OPERATING BUDGET - SCIP		
		Blue shaded fields not included in totals - informati #####		
Fund:	270			DRAFT
Dept.				Prepared By: Brylinsky
Account Number	Expense Description	FY '08 Budget		Proposed FY'09 Budget
		fixed	discretionary	increment/(decrement)
				Proposed FY'09 Budget SCIP
<b>Salaries &amp; Benefits</b>				
5110.001	Salaries & Wages		\$ 60,742	\$ 61,033
5110.004	Overtime		\$ 3,000	\$ 3,000
5110.010	Temporary Employees		\$ 5,000	\$ 5,000
5120.000	Benefits		\$ 42,544	\$ 42,354
	<i>Total Salary &amp; Benefits</i>		\$ 111,286	\$ 111,387
<b>Non-Personnel Operational Outlays</b>				
5201.000	Travel and Training		\$ -	\$ -
	CPR and First Aid			
	Training / Certifications			
	first aid classes			
	OSHA training			
5202.000	Uniform Allowance		\$ -	\$ -
	coveralls, gloves, protective gear			
5203.000	Utilities	\$ 13,000		\$ 13,000
5203.005	Heating Fuel	\$ 11,000	\$ -	\$ 13,500
5204.000	Telephone		\$ 3,100	\$ 4,000
5205.000	Insurance	\$ 75,830		\$ 73,600
5206.000	Supplies		\$ 6,000	\$ 6,000
	630 office and security supplies		\$ 2,000	\$ 2,000
	wastewater system and lab		\$ 4,000	\$ 4,000
				\$ -
5207.000	Repair and Maintenance	\$ -	\$ 20,000	\$ 20,000
	630 misc materials and repairs		\$ 20,000	
5208.000	Building Maintenance Fees	\$ 11,513		\$ 1,513
	630 bld maint fund - building repairs	\$ 1,513		\$ 1,513
	Pulp Dock warehouse roof patching	\$ 10,000		\$ -
5211.000	MIS Fees	\$ -		
5212.000	Contracted/Purchased Services		\$ 116,625	\$ 80,000
	630 landfill testing		\$ 1,000	\$ 1,000
	adec oversight		\$ 2,000	\$ 2,000
	SEDA contract		\$ 75,000	\$ 75,000
	road maint: grading and blading			\$ 20,000
	snow removal		\$ 5,000	\$ 5,000
	janitorial		\$ 6,000	\$ 6,000
	electrician services		\$ 5,000	\$ 5,000
	land surveying		\$ 5,000	\$ 5,000
	wastewater testing		\$ 2,000	\$ 2,000
	sprinkler/fire alarm services		\$ 12,000	\$ 12,000
	storm water testing		\$ 1,000	\$ 1,000
	audit fees		\$ 2,625	\$ 2,625
	clean-up site (est 100 truckloads c&d debris)			\$ 40,000
	execute security plan			\$ 20,000
5214.000	Interdepartment Services	\$ 121,134	\$ -	\$ 71,490
5221.000	Transportation / Vehicles	\$ 4,802		\$ 3,764
5222.000	Postage		\$ -	
5223.000	Tools & Small Equipment		\$ 9,000	\$ 9,000
5224.000	Dues & Publications		\$ -	
5226.000	Advertising		\$ 1,650	\$ (650)
5227.002	Rentals Buildings & Equipment	\$ -	\$ -	
5231.000	Credit card expense		\$ 150	\$ 75
5290.000	Other Expenditures		\$ 6,500	
5295.000	Interest	\$ -		
5297.000	Debt administrative expense	\$ -		
7301.000	Note Principal payment	\$ -		
7200.000	Transfer to other funds	\$ -		

*Total next page*

Total expense budget

Total Non-Personnel Outlays	\$ 248,792	\$ 163,025	\$ 413,567
Total Operating Outlays		\$ 523,103	\$ 524,954
			differential: \$ 1,851
			increase 0.35%
<b>Blue shaded fields not included in totals - info</b>			
<i>Capital projects</i>			
Capital projects			
①	Additional to close expanded gap in fire line (was 200', is now 300')		\$ 10,000
②	Remove buoy		\$ 10,000
③	Demo chlorine dock		\$ 25,000
④	SMC PD WH gutter		\$ 20,000
⑤	Fire Suppression-Stores Bldg		\$ 30,000

Total CIP budget \$95,000

- ① close a gap in underground piping that feeds sprinkler systems
- ② remove the mooring buoy that is offshore of the site
- ③ demolish the old wood chlorine dock. It is falling down
- ④ Repair a roof gutter on the pulp dock warehouse
- ⑤ Make the sprinklers operational in the Stores Building.