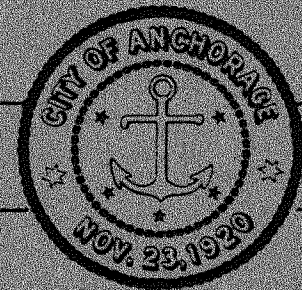


ANNUAL BUDGET

WATER UTILITY



DEPARTMENT				SUMMARY			PAGE
PUBLIC WORKS - WATER							
ANALYSIS OF RETAINED EARNINGS	1965	1966	1967	1968	1969		
	ACTUAL	ACTUAL	ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND.	APPROVED
Balance, January 1	163,433	264,461	32,050	(35,171)	(25,477)	74,523	74,523
Net Income	297,367	210,455	108,388	141,655	173,560	(5,310)	(3,950)
Contribution in Aid of Construction	435,124	317,215	318,015	325,000	325,000	325,000	325,000
Depreciation	327,297	345,619	352,840	430,000	475,000	475,000	475,000
Addition to Working Capital				(100,000)			
Contribution to General Fund	(112,732)	(105,379)	(93,670)	(81,961)	(70,252)	-0-	-0-
Construction Current Year	(346,050)	(591,050)	(395,618)	(330,000)	(475,000)	(475,000)	(475,000)
Bond Retirement	(415,000)	(345,000)	(385,000)	(375,000)	(380,000)	(380,000)	(380,000)
Other	(84,978)	(64,271)	27,824				
Balance, December 31	264,461	32,050	(35,171)	(25,477)	22,831	14,213	15,573
City Manager recommends deletion of addition to Working Capital				100,000			
				74,523			

DEPARTMENT					SUMMARY			PAGE
PUBLIC WORKS -- WATER UTILITY								
Code No.		1965	1966	1967	1968	1969		
		ACTUAL	ACTUAL	ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND.	APPROVED
	<u>REVENUE</u>							
4046.1000	Customer Sales	1,403,583	1,398,934	1,435,691	1,600,000	1,765,000	1,770,000	1,770,000
4046.3000	Public Fire Protection		40,200	46,750	52,808	55,496	55,500	55,500
4046.4000	Sales to Other City Agencies	56,612	15,833	20,177	18,500	18,800	18,800	18,800
	Federal Transitional Grant	75,720	35,000					
4046.7000	Misc. Revenue	9,269	181	10,078	10,000	5,000	10,000	10,000
4047.5000	Interest Revenue	12,332	15,985	7,621	8,000	10,000	10,000	10,000
4047.6000	Int. & Penalties - Water Mortgages			9,655	18,000	13,000	13,000	13,000
	Contr. to aid of Const.	435,124	317,215	318,015	325,000	325,000	-0-	-0-
	Total Revenue	1,992,640	1,823,348	1,847,987	2,032,308	2,192,296	1,877,300	1,877,300
	<u>EXPENSES</u>							
	Source of Supply	146,349	162,887	156,557	141,030	149,350	146,000	146,000
	Maint. & Repair	88,942	123,250	150,160	149,760	154,350	147,800	147,800
	Hydrants	65,646	74,342	56,679	77,690	77,100	75,500	75,500
	Customer Service			74,550	103,030	111,126	102,500	102,500
	Engineering			29,903	26,948	24,400	23,400	23,400
	Administration	278,429	285,296	258,122	266,645	315,190	370,900	369,540
	Depreciation	327,297	345,619	352,840	430,000	475,000	475,000	475,000
	Payment in Lieu of Taxes	169,748	118,080	120,000	115,550	107,220	261,510	261,510
	Interest Expense	183,738	186,204	222,773	255,000	280,000	280,000	280,000
	Total Expense	1,260,149	1,295,678	1,421,584	1,565,653	1,693,736	1,882,610	1,881,250
	NET INCOME	732,491	527,670	426,403	466,655	498,560	(5,310)	(3,950)

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	SUMMARY	A	PAGE
Water Utility	Source of Supply	40-60-1			

ACCOUNT SUMMARY

EXPENDITURE CLASSIFICATION	1965 ACTUAL	1966 ACTUAL	1967 ACTUAL	1968 REVISED BUDGET	1969		
					REQUEST	RECOMMEND	APPROVED
Personal Services	61,383	62,738	72,567	74,600	77,350	77,300	77,300
Contractual	74,356	87,813	64,153	54,230	56,800	55,500	55,500
Supplies	9,623	12,336	15,883	12,200	15,200	13,200	13,200
Other Costs							
Capital Outlay	987		3,954				
	146,349	162,887	156,557	141,030	149,350	146,000	146,000
Less Interfund Charges	()	()	()	()	()	()	()
TOTAL	146,349	162,887	156,557	141,030	149,350	146,000	146,000

SERVICE COMPARISON

1968 activity level at 1969 prices would cost.....	\$ 149,350
Improved quality or increased quantity of service will cost.....	\$ _____
Total.....	\$ 149,350

PROGRAM OUTLINE

The City obtains its water supply from Ship Creek and seven deep wells with a combined capacity of 23 million gallons per day. The wells are used to supplement the treatment plant during summer and fall months. Well water, which is relatively warm, is mixed with the Ship Creek water during the winter months to reduce the likelihood of freezing mains.

PROGRAM HIGHLIGHTS

The 1968 average daily consumption of water is estimated to be 12.5 million gallons per day. The 1967 figure was 11.2. Estimated daily consumption for 1969 is 13.6 million gallons per day.

Production Cost of 1,000 gallons of Water			
<u>1966</u>	<u>1967</u>	<u>1968</u>	<u>1969</u>
\$0.0438	\$0.0335	\$0.0294	\$0.030

Availability of treated water for peak flow periods and fire requirements will be greatly increased with the completion of the new 5-million-gallon reservoir in July, 1969.

DEPARTMENT		ACCOUNT TITLE	ACCOUNT NUMBER	DETAIL	B	PAGE
Water Utility		Source of Supply	40-60-1			
CODE NO.	EXPENDITURE CLASSIFICATION	1967	1968	1969		
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED
100	<u>PERSONAL SERVICES</u>					
110	Salaries	71,684	74,250	77,000	77,000	77,000
120	Overtime	883	350	350	300	300
	Total	72,567	74,600	77,350	77,300	77,300
200	<u>CONTRACTUAL</u>					
213	Advertising	46	150	100	100	100
222	Contracted Services	12,105	10,900	11,500	11,000	11,000
242	Utilities - Lights - ML&P	(46,620)	(37,000)	35,000	35,000	35,000
243	Heat			3,000	3,000	3,000
246	Lights - CEA			1,000	1,000	1,000
271	Rentals - City Equipment	2,878	2,880	2,900	2,600	2,600
281	Repairs & Maintenance	2,416	3,000	3,000	2,600	2,600
291	Travel	88	300	300	200	200
	Total	64,153	54,230	56,800	55,500	55,500
310	<u>SUPPLIES</u>					
311	Materials	15,781	12,000	15,000	13,000	13,000
313	Office Supplies	102	200	200	200	200
	Total	15,883	12,200	15,200	13,200	13,200
605	<u>CAPITAL</u>	3,954				
	Total Operating Budget	156,557	141,030	149,350	146,000	146,000

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	PERSONNEL	C	PAGE
Public Works-Water Utility	Source of Supply	40-60-1			

POSITION	SALARY RANGE	1967		1968 REVISED BUDGET	1969		
		*	*		* REQUEST	* RECOMMEND	* APPROVED
Water Treatment Plant Foreman	976-1187	1	1		1 14,919	1 14,919	1 14,919
Water Treatment Plant Operators	802-976	5	5		5 61,179	5 61,179	5 61,179
					76,098	76,098	76,098
Shift Differential					902	902	902
TOTAL		6	6		6 77,000	6 77,000	6 77,000

* This column used for number of employees in each class.

COMMENTARY

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Public Works - Water	Source of Supply	40-60-1			

The City obtains water from two basic sources to supply the system. The primary source is Ship Creek which is diverted through the Water Treatment Plant which can produce 11 million gallons per day. This source is reinforced by seven deep wells having a combined capacity of 12 million gallons per day. An additional water supply is programmed for 1970 utilizing Campbell Creek. A new 5-million-gallon reservoir scheduled for completion in July, 1969, will provide storage of treated water for use during daily peak periods, fires and in case the treatment plant should fail. Total water storage will then be 5.5 million gallons

This account provides for the operation and maintenance of the treatment plant, seven wells, nine pressure reducing stations, eleven main line valve complexes and the 5-million-gallon reservoir.

Water production includes the addition of chlorine and flouride (since 1962) to all water, filtering and all Ship Creek water and chemical treatment as necessary to control turbidity, color, odor, taste and acidity.

.110	<u>SALARIES</u>			77,000
	No increase in employees is requested. This is the same number of employees as the 1965 budget. Water Production has increased 27% during that period plus one new well, four pressure reducing stations, eight main line valve complexes and the 5-million-gallon reservoir.			
.222	<u>CONTRACTED SERVICES</u>			11,000
	Minneapolis Honeywell-Telemetering	9,000		
	J. Goetz-Electrical Preventive Maintenance	800		
	Other	1,200		
.291	<u>TRAVEL</u>			200
	An effort is made each year to have at least one employee attend a short course on water treatment, testing and controls.			
.311	<u>MATERIALS</u>			13,000
	Provides Chemicals.			

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	SUMMARY	A	PAGE
Public Works - Water	Maintenance & Repair	40-61-1			

ACCOUNT SUMMARY

EXPENDITURE CLASSIFICATION	1965 ACTUAL	1966 ACTUAL	1967 ACTUAL	1968 REVISED BUDGET	1969		
					REQUEST	RECOMMEND	APPROVED
Personal Services	56,613	73,355	85,782	93,000	90,500	89,000	89,000
Contractual	23,841	38,382	46,024	44,610	50,700	47,100	47,100
Supplies	7,446	4,626	14,009	12,150	13,150	11,700	11,700
Other Costs							
Capital Outlay	1,042	6,887	4,345				
	88,942	123,250	150,160	149,760	154,350	147,800	147,800
Less Interfund Charges	()	()	()	()	()	()	()
TOTAL	88,942	123,250	150,160	149,760	154,350	147,800	147,800

SERVICE COMPARISON

1968 activity level at 1969 prices would cost.....	\$ 154,350
Improved quality or increased quantity of service will cost.....	\$ _____
Total.....	\$ 154,350

PROGRAM OUTLINE

This account provides for the maintenance and repair of the entire Water Utility except for the water supply facilities and the fire hydrants. Summertime work includes flushing mains, cleaning valve boxes, locating "lost" valves, disconnecting abandoned services, digging and repairing leaks, trouble shooting complaints and other requirements of the Utility. Wintertime work includes steaming frozen pipelines, repairing broken lines, locating "lost" thaw wires, equipment repair, routine preventative maintenance program of steaming "trouble areas" due to history of freezing and other work.

PROGRAM HIGHLIGHTS

No major change in the maintenance and repair program is contemplated for 1969. The development of modern methods and equipment reflect in the statistics shown below:

Year	<u>Maintenance & Repair Expense</u>	<u>Total Assets (Millions)</u>	<u>Ratio of Maintenance Expense to Total Assets</u>
1964	90,095	11.1	0.0081
1965	88,942	12.4	0.0071
1966	123,250	13.8	0.0089
1967	156,160	15.1	0.0103
1968*	149,760	16.7	0.0089
1969	154,350	18.0	0.0086

* Estimates

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER		DETAIL		B	PAGE
Public Works - Water		Maintenance & Repair		40-61-1					
CODE NO.	EXPENDITURE CLASSIFICATION	1967	1968	1969					
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED			
100	<u>PERSONAL SERVICES</u>								
110	Salaries	79,735	86,500	84,000	84,000	84,000			
120	Overtime	6,047	6,500	6,500	5,000	5,000			
	Total	85,782	93,000	90,500	89,000	89,000			
200	<u>CONTRACTUAL</u>								
222	Contracted Services	21,947	16,000	16,000	15,000	15,000			
242	Utilities - Light - ML&P	1,158	2,000	7,600	7,600	7,600			
271	Rentals - City Equipment	22,366	25,920	26,500	24,000	24,000			
291	Travel	553	500	400	300	300			
301	Dues & Subscriptions		190	200	200	200			
	Total	46,024	44,610	50,700	47,100	47,100			
310	<u>SUPPLIES</u>								
311	Materials	7,707	8,000	9,000	8,000	8,000			
312	Janitorial	4,907	3,000	3,200	3,000	3,000			
313	Office Supplies	241	150	150	100	100			
314	Small Tools	1,154	1,000	800	600	600			
	Total	14,009	12,150	13,150	11,700	11,700			
400	<u>OTHER CHARGES</u>								
411	Vehicles & Equipment								
432	Garage Fund	4,345							
	Total Operating Budget	150,160	149,760	154,350	147,800	147,800			

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	PERSONNEL	C	PAGE
Public Works - Water	Maintenance & Repair	40-61-1 & 40-64-1			

POSITION	SALARY RANGE	1967		1968 REVISED BUDGET	1969					
		*	*		*	REQUEST	*	RECOMMEND	*	APPROVED
General Foreman	1016-1235	1	1	16,227	1	16,308	1	16,308	1	16,308
Public Works Foreman	976-1187	2½	2	27,045	2	28,145	2	28,145	2	28,145
Warehouseman - Plumber	802-976	0	1	11,835	1	12,300	1	12,300	1	12,300
Installer - Repairman	802-976	1½	2	23,065	2	23,933	2	23,933	2	23,933
Heavy Equipment Operator	802-976	2	2	23,433	2	24,057	2	24,057	2	24,057
Maintenance Man IV	742-902	5	5	53,263	5	55,161	5	55,161	5	55,161
Maintenance Man III	712-867	5	4	38,799	4	39,426	4	39,426	4	39,426
Shift Differential						199,330		199,330		199,330
						670		670		670
TOTAL		17	17	193,667	17	200,000	17	200,000	17	200,000

* This column used for number of employees in each class.

Distribution of Salaries;
 Maintenance & Repair a/c 4611.11 84,000
 Hydrant Maintenance a/c 4641.11 53,000
 Project Force Account 63,000

COMMENTARY

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Public Works - Water	Maintenance & Repair	40-61-1			
Maintenance and repair of the City's 198 miles of water mains is accomplished within this account.					
.110	<u>SALARIES</u>			84,000	
No increase in personnel is requested. This maintains the 1967 level of employees which was one over the 1966 budget. Total assets to maintain are 19% greater in 1969 over 1967, 30% greater in 1969 over 1966.					
.222	<u>CONTRACTED SERVICES</u>			15,000	
Contracted supplies pumps and backhoes on contract basis. Street patching.					
.242	<u>LIGHTS - ML&P</u>			7,600	
Utility payments have not been assigned to a particular account prior to this year. This represents all the power expense for the Water building at 30th and Arctic. Heat will be furnished by Account 4653.					
.291	<u>TRAVEL</u>			300	
Efficient operation requires administrative personnel to be "on top" of new developments, systems, automation, equipment and problem solving. The Assistant Utility Manager will attend the Northwest Section of the American Water Works Association in Spokane, Washington, through this account.					

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	SUMMARY	A	PAGE
Public Works - Water	Hydrants	40-64-1			

ACCOUNT SUMMARY

EXPENDITURE CLASSIFICATION	1965 ACTUAL	1966 ACTUAL	1967 ACTUAL	1968 REVISED BUDGET	1969		
					REQUEST	RECOMMEND	APPROVED
Personal Services	45,275	46,558	39,627	56,700	55,500	55,000	55,000
Contractual	18,334	19,693	13,843	15,600	15,600	14,500	14,500
Supplies	2,037	8,091	3,209	5,390	6,000	6,000	6,000
Other Costs							
Capital Outlay							
	65,646	74,342	56,679	77,690	77,100	75,500	75,500
Less Interfund Charges	()	()	()	()	()	()	()
TOTAL	65,646	74,342	56,679	77,690	77,100	75,500	75,500

SERVICE COMPARISON

1968 activity level at 1969 prices would cost.....	\$ 77,100
Improved quality or increased quantity of service will cost.....	\$ _____
Total.....	\$ 77,100

PROGRAM OUTLINE

The accounting for hydrant maintenance is kept separate. This portion of the utility can be considered only as fire protection which is a benefit to the taxpayer instead of the rate-payer. Therefore, the General Fund contributes toward the hydrant maintenance program for hydrants located within the corporate limits.

The work program includes maintenance of fire hydrants, repairing broken hydrants, painting, replacing or upgrading, installation of new hydrants to improve fire protection, and other work.

PROGRAM HIGHLIGHTS

Hydrant maintenance, on an average of annual cost per hydrant, varies greatly depending upon the winter. The estimated cost per hydrant based upon the requested budget appears reasonable.

	1963	1964	1965	1966	1967	1968	1969
Budget	43,667	43,612	65,646	74,342	56,679	77,690	77,100
Hydrants	890	957	1,000	1,107	1,146	1,240	1,340
Cost/Hydrants	49	46	65	47	49	62	57

CITY OF ANCHORAGE

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER		DETAIL		B	PAGE
Public Works - Water		Hydrants		40-61-1					
CODE NO.	EXPENDITURE CLASSIFICATION	1967	1968	1969					
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED			
100	<u>PERSONAL SERVICES</u>								
110	Salaries	37,091	53,700	53,000	53,000	53,000			
120	Overtime	2,536	3,000	2,500	2,000	2,000			
	Total	39,627	56,700	55,500	55,000	55,000			
200	<u>CONTRACTUAL</u>								
222	Contracted Services	68	1,000	1,000	1,500	1,500			
271	Rentals - City Equipment	12,816	14,600	14,600	13,000	13,000			
281	Repairs & Maintenance	959							
	Total	13,843	15,600	15,600	14,500	14,500			
310	<u>SUPPLIES</u>								
311	Materials	2,990	5,190	5,800	5,800	5,800			
313	Office Supplies & Postage	219	200	200	200	200			
	Total	3,209	5,390	6,000	6,000	6,000			
	Total Operating Budget	56,679	77,690	77,100	75,500	75,500			

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER		PERSONNEL	C	PAGE				
Public Works - Water	Hydrants	40-61-1 & 40-64-1								
POSITION	SALARY RANGE	1967		1968 REVISED BUDGET	1969					
		*	*		* REQUEST	* RECOMMEND	* APPROVED			
General Foreman	1016-1235	1	1	16,227	1	16,308	1	16,308	1	16,308
Public Works Foreman	976-1187	2½	2	27,045	2	28,145	2	28,145	2	28,145
Warehouseman - Plumber	802-976	0	1	11,835	1	12,300	1	12,300	1	12,300
Installer - Repairman	802-976	1½	2	23,065	2	23,933	2	23,933	2	23,933
Heavy Equipment Operator	802-976	2	2	23,433	2	24,057	2	24,057	2	24,057
Maintenance Man IV	742-902	5	5	53,263	5	55,161	5	55,161	5	55,161
Maintenance Man III	712-867	5	4	38,799	4	39,426	4	39,426	4	39,426
Shift Differential						199,330		199,330		199,330
						670		670		670
TOTAL		17	17	193,667	17	200,000	17	200,000	17	200,000

* This column used for number of employees in each class.

Distribution of Salaries:		COMMENTARY
Maintenance & Repair a/c 4611.11	84,000	
Hydrant Maintenance a/c/ 4641.11	53,000	
Project Force Account	63,000	

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	SUMMARY	A	PAGE
Public Works - Water	Customer Service	40-65-1			

ACCOUNT SUMMARY

EXPENDITURE CLASSIFICATION	1965 ACTUAL	1966 ACTUAL	1967 ACTUAL	1968 REVISED BUDGET	1969		
					REQUEST	RECOMMEND	APPROVED
Personal Services			85,505	95,780	104,776	97,500	97,500
Contractual			5,996	4,950	4,950	3,600	3,600
Supplies		Part of Administration	2,549	1,900	1,900	1,400	1,400
Other Costs		Expense		400			
Capital Outlay			94,050	103,030	111,626	102,500	102,500
Less Interfund Charges	()	(19,500)	()	()
TOTAL			74,550	103,030	111,626	102,500	102,500

SERVICE COMPARISON

1968 activity level at 1969 prices would cost.....	\$ 111,126
Improved quality or increased quantity of service will cost.....	\$
Total.....	\$ 111,126

PROGRAM OUTLINE

This unit is responsible for a rather complex work assignment. It is the customer record section, is responsible for correct monthly utility bills, renders backbills, turns water on or off, handles delinquent turn-offs, reviews lots obtaining service for water assessment payment, field checks subdivision on a lot-by-lot basis for accurate billing and assessment payments, field checks monthly billing problems, provide assistance to customers who have "on-property" water breaks and other similar functions.

This is the Utility's nerve center where public relations is paramount.

PROGRAM HIGHLIGHTS

Construction of new homes have been lower than usual--thus fewer new connections and accounts than expected. The revenue is up as expected indicating that apartments are filling the housing requirements. Efforts by this section to combine bills has resulted in billing and collection savings and more use of meters.

	<u>1964</u>	<u>1965</u>	<u>1966</u>	<u>1967</u>	<u>1968</u>	<u>1969</u>
Accounts billed in December	10,058	10,724	10,770	11,616	12,600	13,400
Percent increase over prior year		0.3%	0%	8%	8%	7%

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER		DETAIL		B	PAGE
Public Works - Water		Customer Service		40-65-1					
CODE NO.	EXPENDITURE CLASSIFICATION	1967	1968	1969					
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED			
100	<u>PERSONAL SERVICES</u>								
110	Salaries	80,696	93,280	102,276	95,490	95,490			
120	Overtime	4,809	2,500	2,500	2,010	2,010			
	Total	85,505	95,780	104,776	97,500	97,500			
200	<u>CONTRACTUAL</u>								
213	Advertising	109	150	150	200	200			
222	Contracted Services	985	1,400	1,200	200	200			
271	Rentals - City Equipment	4,902	3,400	3,600	3,200	3,200			
	Total	5,996	4,950	4,950	3,600	3,600			
310	<u>SUPPLIES</u>								
311	Materials	275	200	200	200	200			
313	Office Supplies & Postage	2,032	1,500	1,500	1,000	1,000			
314	Small Tools	242	200	200	200	200			
	Total	2,549	1,900	1,900	1,400	1,400			
600	<u>CAPITAL</u>		400						
	Total	94,050	103,030	111,626	102,500	102,500			
501	Less Interfund Charges	(19,500)							
	Total Operating Budget	74,550	103,030	111,626	102,500	102,500			

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER		PERSONNEL	C	PAGE				
Public Works - Water	Customer Service	40-65-1								
POSITION	SALARY RANGE	1967		1968 REVISED BUDGET	1969					
		*	*		*	REQUEST	*	RECOMMEND	*	APPROVED
Customer Service Supervisor	867-1056	1	1	12,514	1	13,078	1	13,078	1	13,078
Field Service Representative	742-902	5	5	51,305	5	52,893	5	52,893	5	52,893
Clerk III	542-659	4	4	28,361	5	36,305	4	29,513	4	29,513
TOTAL		10	10	92,180	11	102,276	10	95,484	10	95,484

* This column used for number of employees in each class.

COMMENTARY

This section has had no increase in personnel since 1967. Utility accounts have increased 15% plus the section has assumed more duties from City Hall. Increase of one clerk is necessary to cope with workload.

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Public Works - Water	Customer Service	40-65-1			

This work unit is responsible for a complex work assignment as described on Sheet A of this section of the budget. The work assignment is further complicated by outdated systems of paper flow beginning in the Utility Customer Service Section of the Finance Department and ending in Data Processing. It is the goal of the City administrative staff that certain efficiencies, systems improvement and automation of much of the systems be accomplished in 1969.

.110 SALARIES

95,490

One additional clerk is requested this year. There has been no increase of personnel in this section for two years. The function continues to expand in scope by absorbing customer service functions formerly accomplished in "City Hall". The growth in customer accounts has been 15%. The conversion of existing systems plus possibility of more billing cycles will require additional office help this year.

It should be pointed out that the overall operation of the Utility including the additional clerk requested herein will place the Utility staffing at one person less than the 1967 budget level.

Other expenditure classifications appear self-explanatory.

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	SUMMARY	A	PAGE
Public Works - Water	Engineering	40-65-2			

ACCOUNT SUMMARY

EXPENDITURE CLASSIFICATION	1965 ACTUAL	1966 ACTUAL	1967 ACTUAL	1968 REVISED BUDGET	1969			
					REQUEST	RECOMMEND	APPROVED	
Personal Services			28,436	26,348	23,500	23,500	23,500	
Contractual			969	2,000	2,000	1,500	1,500	
Supplies		Part of Administration	498	600	1,000	500	500	
Other Costs		Expense		200				
Capital Outlay			29,903	29,148	26,500	25,500	25,500	
Less Interfund Charges	()	(2,200	(2,100	(2,100
TOTAL			29,903	26,948	24,400	23,400	23,400	

SERVICE COMPARISON

1968 activity level at 1969 prices would cost.....	\$ 24,400
Improved quality or increased quantity of service will cost.....	\$
Total.....	\$ 24,400

PROGRAM OUTLINE

This unit is responsible for engineering planning, feasibility studies, preparation of construction plans and specifications, contract administration and maintenance of current maps reflecting our rapidly growing utility. The majority of the work is charged to construction projects. The remainder, shown above, must be charged to general engineering for the Utility.

PROGRAM HIGHLIGHTS

The engineering construction phases of the Water Utility projects were contracted out to others prior to 1967. The average total engineering cost to 1966 projects was nearly 12%. The 1967 costs were 8%. The 1968 charges are not all in yet, but it appears to be about 7.2%. This has been the result of efficient and effective use of personnel and equipment by the unit supervisor. It is anticipated that the engineering costs will continue in the 7-8% range.

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER		DETAIL		B	PAGE
Public Works - Water		Engineering		40-65-2					
CODE NO.	EXPENDITURE CLASSIFICATION	1967	1968	1969					
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED			
100	<u>PERSONAL SERVICES</u>								
110	Salaries	27,956	25,848	23,000	23,000	23,000			
120	Overtime	480	500	500	500	500			
	Total	28,436	26,348	23,500	23,500	23,500			
200	<u>CONTRACTUAL</u>								
222	Contracted Services		500	500	200	200			
271	Rentals - City Equipment	969	1,500	1,500	1,300	1,300			
	Total	969	2,000	2,000	1,500	1,500			
310	<u>SUPPLIES</u>								
313	Office Supplies & Postage	498	500	500	500	500			
314	Small Tools		100	500					
	Total	498	600	1,000	500	500			
600	<u>CAPITAL</u>								
605	Machinery & Equipment		200						
	Total	29,903	29,148	26,500	25,500	25,500			
501	Less Charges to Projects		(2,200)	(2,100)	(2,100)	(2,100)			
	Total Operating Budget	29,903	26,948	24,400	23,400	23,400			

CITY OF ANCHORAGE

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER			PERSONNEL		C	PAGE		
Public Works - Water	Engineering	40-65-2								
POSITION	SALARY RANGE	1967		1968 REVISED BUDGET	1969					
		*	*		* REQUEST	* RECOMMEND	* APPROVED			
Utility Engineer	1141-1388	½	½	7,560	½	7,986	½	7,986	½	7,986
Civil Engineer III	1098-1335	0	1	12,840	1	13,671	1	13,671	1	13,671
Civil Engineer II	976-1187	2	0		0					
Civil Engineer I	834-1016	1	0		0					
Engineer Technician V	867-1156	0	1	10,668	1	11,522	1	11,522	1	11,522
Engineer Technician IV	802-976	1	2	19,310	2	20,578	2	20,578	2	20,578
Engineer Technician III	742-902	2	1	8,772	1	9,469	1	9,469	1	9,469
Draftsman I	684-834	1	0		0					
				59,150		63,226		63,226		63,226
Less Charges to Project				35,150		40,226		40,226		40,226
TOTAL		7½	5½	24,000	5½	23,000	5½	23,000	5½	23,000

* This column used for number of employees in each class.

COMMENTARY

Engineering workload has remained constant over recent years. Improved systems and on-the-job training have increased efficiency. Engineering expenses charged to projects has been reduced from 13% (1966) to slightly over 7% (1969). No increase in personnel is requested.

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	SUMMARY	A	PAGE
Public Works - Water	Administration	40-65-3			

ACCOUNT SUMMARY

EXPENDITURE CLASSIFICATION	1965 ACTUAL	1966 ACTUAL	1967 ACTUAL	1968 REVISED BUDGET	1969		
					REQUEST	RECOMMEND	APPROVED
Personal Services	92,731	105,173	41,461	52,800	54,840	54,840	54,840
Contractual	177,760	171,988	221,801	198,200	222,350	296,060	294,700
Supplies	3,835	3,012	758	800	800	800	800
Other Costs	4,103	8,434	21,357	32,845	55,200	55,200	55,200
Capital Outlay							
	278,429	288,607	285,377	284,645	333,190	406,900	405,540
Less Interfund Charges	()	(3,311)	(27,255)	(18,000)	(18,000)	(36,000)	(36,000)
TOTAL	278,429	285,296	258,122	266,645	315,190	370,900	369,540

SERVICE COMPARISON

1968 activity level at 1969 prices would cost.....	\$ 299,690
Improved quality or increased quantity of service will cost.....	\$ 15,500*
Total.....	\$ 315,190

* Provides automation of billing status, thus improved collection results.

PROGRAM OUTLINE

The general administration of the Utility is accomplished through this account. It involves coordination and planning of such items as revenues, expenses, public relations employee relations, resource protection and development, public safety and fire protection. Expenses which may not be considered appropriate in one of the other operating accounts and whose which would be cumbersome in other accounts are included here.

PROGRAM HIGHLIGHTS

Climatic conditions raise the cost of operation and employees above what might be considered average in the industry. The "average" utility similar to ours requires 63 employees. Management of the Utility has brought our requirements to 53 if one considers all aspects of the operation. This budget requests 44 employees within the Utility function which is less than the 1967 budget. The Utility has grown 15% during that period of time. Most utility operations are performed efficiently. Improvements in the overall customer service and billing planned for 1969 will greatly streamline that portion of the operation.

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER		DETAIL		B	PAGE
Public Works - Water		Administration		40-65-3					
CODE NO.	EXPENDITURE CLASSIFICATION	1967	1968	1969					
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED			
100	<u>PERSONAL SERVICES</u>								
110	Salaries	40,628	52,800	54,840	54,840	54,840			
120	Overtime	833							
	Total	41,461	52,800	54,840	54,840	54,840			
200	<u>CONTRACTUAL</u>								
213	Advertising	412	250	250	250	250			
222	Contracted Services	166,600	135,300	157,150	231,410	230,050			
240	Utilities	20,166	18,500						
241	Telephone			10,000	10,000	10,000			
242	Lights - ML&P			300	300	300			
243	Heat			7,800	7,800	7,800			
244	Water			1,000	1,000	1,000			
245	Refuse			400	400	400			
	Insurance & Employee Benefits	31,293	41,500						
253	Liability & Workmen's Compensation			5,300	5,240	5,240			
254	Retirement Plan			15,200	15,200	15,200			
255	Life Insurance			1,500	1,480	1,480			
256	Medical Insurance			3,300	3,300	3,300			
257	F.I.C.A.			16,700	16,380	16,380			
258	Tuition Refunds			250	250	250			
259	Cost of Schools & Training			400	400	400			
271	Rentals - City Equipment	2,030	1,350	1,400	1,250	1,250			
281	Repairs & Maintenance	387	300	350	350	350			
291	Travel	700	700	700	700	700			
301	Dues & Subscriptions	213	300	350	350	350			
	Total	221,801	198,200	222,350	296,060	294,700			
310	<u>SUPPLIES</u>								
311	Materials	3	100	100	100	100			
313	Office Supplies & Postage	755	700	700	700	700			
	Total	758	800	800	800	800			

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER		DETAIL		B	PAGE
Public Works - Water		Administration		40-65-3					
CODE NO.	EXPENDITURE CLASSIFICATION	1967	1968	1969					
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED			
400	<u>OTHER CHARGES</u>								
444	Uncollectible Accounts	14,601	4,000	4,000	4,000	4,000			
445	Assessment Discounts	95	200	200	200	200			
461	Data Processing - Regular	(See A/C)		32,500	32,500	32,500			
		(.222)	(28,645						
462	Data Processing - Development			18,500	18,500	18,500			
494	Inventory Adjustments	6,661							
	Total	21,357	32,845	55,200	55,200	55,200			
	Total	285,377	284,645	333,190	406,900	405,540			
501	Less Charges to Projects	(27,255)	(18,000)	(18,000)	(36,000)	(36,000)			
	Total Operating Budget	258,122	266,645	315,190	370,900	369,540			

CITY OF ANCHORAGE

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER			PERSONNEL	C	PAGE			
Public Works - Water	Administration	40-65-3								
POSITION	SALARY RANGE	1967		1968 REVISED BUDGET	1969					
		*	*		* REQUEST	* RECOMMEND	* APPROVED			
Utility Manager	1285-1563	1	1	18,663	1	18,756	1	18,756	1	18,756
Utility Engineer	1141-1388	½	½	7,254	½	7,986	½	7,986	½	7,986
Administrative Assistant II	938-1141	0	1	12,898	1	13,683	1	13,683	1	13,683
Administrative Assistant I	802-976	1	0		0					
Clerk Steno III	542-659	1	1	7,704	1	7,908	1	7,908	1	7,908
Clerk II	481-585	1	1	6,285	1	6,504	1	6,504	1	6,504
TOTAL		4½	4½	52,804	4½	54,837	4½	54,837	4½	54,837
* This column used for number of employees in each class.										
COMMENTARY										

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Public Works - Water	Administration	40-65-3			

The general administration of the Utility is accomplished through this account. It involves coordination and planning of such items as revenues, expenses, public relations, employee relations, resource protection and development, public safety and fire protection. Expenses which may not be considered appropriate in one of the other operating accounts and those which would be cumbersome in other accounts are included here.

Climatic conditions raise the cost of operation and employees above what might be considered average in the industry. The "average" utility similar to ours requires 63 employees. Management of the Utility has brought our requirements to 53 if one considers all aspects of the operation. This budget requests 44 employees within the Utility function which is one less than the 1967 budget. The Utility has grown 15% during that period of time. Most utility operations are performed efficiently. Improvements in the overall customer service and billing planned for 1969 will greatly streamline that portion of the operation.

.110 SALARIES

No increase in personnel is requested.

.222 CONTRACTED SERVICES

	1967 <u>Budget</u>	1968 <u>Budget</u>	1969 <u>Request</u>	1969 <u>Recommend</u>	1969 <u>Approved</u>
Contingency					7,000
Personnel, Community Promotion			6,480	4,020	4,020
Treasury	55,470	68,023	76,706	74,410	74,230
Utility Customer Service	23,194	22,934	26,375	29,830	30,630
Accounting	16,097	17,640	20,130	20,210	18,950
Legal	4,969	5,150	5,150	5,150	5,150
City Council & Mayor	2,000	4,011	4,640	4,560	4,550
Audit	945	7,000	6,200	8,860	8,820
Public Works Administration	5,000	4,000	4,000	4,000	4,000
Duplicating		3,400	1,778	1,778	1,783
Courier		4,174	450	450	465
Mailing of Utility Bills	D. P.	5,940	5,239	5,239	5,239
Rent - City Hall				2,160	2,160
City Manager				17,950	17,880
Data Processing				50,790	43,170
Signal Maintenance				2,000	2,000
	107,675	142,272	157,148	231,407	230,047

Utility Growth 1967 - 1968 -- 8% 1968 - 1969 -- 7%

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Public Works - Water	Administration	40-65-3			
.291	<u>TRAVEL</u>				700
	Provides for attendance of Utility Manager to American Water Works Association Conference in San Diego.				
.462	<u>DATA PROCESSING DEVELOPMENT</u>				18,500
	Includes \$7,000 from Miscellaneous Contingencies				
.501	<u>CHARGES TO PROJECTS</u>				36,000
	Allows 1% overhead charged to CIP projects				

