

Finance Department

GREATER	ANCHORAGE	AREA	BOROUGH	
	MITUITOL	~~~		

<i>DEPAR1</i> Finan	211		SECTION		BUDGET COL 01-20	SUN	MARY	A 15a
ACCT.	EXPENDITURE	1971 - 72	1972-73		1973 – 1974		197	3-74
NO.	CLASSIFICATION	ACTUAL	REVISED BUDGET	WORK LOAD INCREASE	REQUIRED RESOURCES	SERVICE LEVEL EXPANSION	RECOMMENDED	APPROVED
5000 5100 5200 5300 5500 5500 5700 5700 5951	Employee Services General & Administrative Expense: Facilities Expenses Professional Services Other Expenses Contractual Services Intragovernmental Charges Construction Costs Bonded Debt Service Capital Expenditures Other appropriations	469,917 42,447 -0- 195,958 87,503 -0- 196,634 -0- -0- 14,477 74,099	600,242 59,600 32,860 25,000 118,300 2,500 490,551 -0- -0- 18,640 256,139		822,179 56,765 31,850 -0- 57,675 6,000 433,730 -0- -0- 23,960 -0-	-0- 2,500 4,000 -0- 200	846,929 59,265 35,850 -0- 57,875 6,000 433,730 -0- -0- 23,960 -0-	741,045 61,265 35,850 -0- 57,875 6,000 455,753 -0- 21,490 162,198
	Total Expenditures Less Interfund Charges	1,031,668	1,603,832		1,456,909	6,700	1,463,609	1,541,476
	Less interiund Charges	285,364	789,306				1,019,808	959,099
	Net Expenditures	746,304	814,526				443,801	582,377

The 1973/74 budget includes the Purchasing Division which was within the Administration Department in the 1972/73 budget. The 72/73 Revised Budget column has been revised to include the Purchasing Division for comparison purposes. The contingency fund is included in the Non-Departmental budget for the coming year. The insurance function was located in the Property Appraisal Department in the Mayor's recommended budget, but was returned to the Finance Department in the approved budget.

REVENUES					
Personal Property Taxes Receivable-Delinquent Service Fees-School District (Insurance) Kenai Borough (Insurance)	-0-	25,000	11,930 2,000	-0- 11,930 2,000	-0- 10,854 2,000
TOTAL REVENUES		25,000	13,930	13,930	12,854
NET REQUIREMENTS	746,304	789,526		429,871	569,523

COMMENTARY provide for the establishment of more comprehensive accounting, budgeting, and fiscal planning policies. Improve financial reporting methods. Improve budgeting process. In conjunction with the Department of Administration commence microfilming of Borough financial records. This will guarantee safeguarding of records and assist in eliminating space problems. True implementation of the Department of Finance reorganization will enhance internal control requirements and provide for increased efficiency in operations. Implementation of a comprehensive Finance Ordinance will greatly assist in the establishment of improved Borough financial responsibility. In coordination with Data Processing continue to improve the tax billing and collection system as well as the special assessment system.

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DEPARTA Fin	MENT DIVISION ance Administrat	ion	SECTION		BUDGET CODE 01-21	E DE	ETAIL	B PAGE 15b
ACCT	EVERINE	1971-72	1972-73		1973 - 1974		1973-	-74
NO.	EXPENDITURE CLASSIFICATION	ACTUAL	REVISED BUDGET	WORK LOAD INCREASE	REQUIRED RESOURCES	SERVICE LEVEL EXPANSION	RECOMMENDED	APPROVED
	Employee Services	ing diagnost or second and analysis of the second analysis of the second analysis of the second and analysis of the second a	The state of the s	The state of the s				\$
5001	Salaries	308,569	71,724		138,076 500		138,976	143,508
5003	Overtime	9,169					49	500
	Total Current Salaries	317,738	71,924		138,576		138,576	144,008
	Less Vacancy Factor	-0-	1,557		2,772		2,772	4,090
5010	Accrued Leave	8,492	1,000		9,506		9,506	1,682
	Total Salary Costs	326,230	71,367		145,310		145,310	141,600
5015	Contributions-Employee Retirement	20,540	à venezant à		15,345		15,345	8,215
5020	Social Security	14,621	7,027		4,625		4,625	4,630
5030	Liability & Workmen's Comp. Ins.	2,271	3,081		4,910		4,910 5,463	575
5040	Group Insurance Total Employee Services	11,887 375,548	81,475		5,463 175,653		175,653	5,555 160,575
,							,	
	General & Administrative Expenses						account	
5105 5110	Advertising other than Legal Dues & Subscriptions	68 60	-0- 350		-0- 715		-0- 715	-0- 715
5115	Employee Bonding Expense	665	-0-		750		750	750
5120	Equipment Rental - Office	2,433	-0-		-0-	ab kovi bit i ki	-0-	-0-
5125	Equipment Repair - Office	1,193	-0-		410		410	410
5140 5145	Postage Printed Material &ther than	14,481 5,731	-0- -0-		-0- 500		-0- 500	-0- 500
27.42	Office Supplies						300	300
5150	Professional Development	240	1,000		4,300		4,300	4,300
5155	Publications, Postings & Hearings	716	200		-0- 500		- <b>0-</b> 500	-0-
5160	Supplies - Office Total General & Administrative	7,711	200 1,550		7,175		7,175	500 7,175
	Expenses	33,200	1		and the state of t		n e Liday.	1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1 1
1.0		e de la companya de l						
-00-	Facilities Expenses		500		-0-		-0-sa	Pod Projek
5235	Telephone Total Facilities Expenses	-0- -0-	500	<u> </u>	=0=		-0-	-0 <del>-</del>
/A	الله من الله الله الله الله الله الله الله الل	rveri 🎽				, 01644		
	Professional Services			•				
5380	Systems Consultants Total Professional Services	195,958 195,958	25,000 25,000		-0-	·	-0- -0-	-0
	iotai Professionai services	200,000	23,000	:	į		7	-0-
	Other Expenses							
5409	Collection Fees & Services	3,012 2.624	-0- 90.000	1	40.000	and a contract of the second o	-0- 40,000	-0-
5436 5457	Interest Cost-Short Term Relocation Expenses	2,624 -0-	4,500	1993S	40,000	and a commence of the commence		40,000
5474	Supplies - Other	690		leses grande	100		100	100
5483	Travel - Mileage Expense	4,583	200	and the second of the second	800		800	800
5484	Travel	2,891	1,750 250	1.4 有开放 Hz Azi	1,850 50		1,850 50	/1,850 ≤
5499	Miscellaneous Expenses Total Other Expenses	19,289 33,089	96,700		42,800		42,800	42,800
ev-ss-massissmen		ent (not standard finde and calculation flowers clean seem.)			Manusky sudde veriininde statskielisten som sudde veriininde sudde veriininde veriininde veriininde veriininde			
5599	Contractual Services Other (Contract Hire)	-0-	10 10 0 <u>10</u> 20	resove kururi — 14	2,000	yus ba a a a	2,000	2,000
2033	Total Contractual Services	=0-	1 -0-		2,000		2,000	2,000
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DEPART Finar	MENT ace	DIVISION Administratio	on	SECTION		BUDGET COD	E DI	ETAIL	B PAGE 15c
ACCT.	EXPENDITURE CLASSIFICATION		1971–72 ACTUAL	1972-73 REVISED BUDGET	WORK LOAD INCREASE	1973-1974 REQUIRED RESOURCES	SERVICE LEVEL EXPANSION	1973- RECOMMENDED	APPROVED
5602 5610 5650	Administration	es-commons	-0- 184,073 -0- 184,073	-0- 13,517 -0- 13,517		1,008 5,775 10,779 17,542		1,008 5,775 10,779 17,542	239 2,783 9,949 12,971
5930	Capital Expenditure: Office Equipment Total Capital Expe	- Car	11,246 11,246	1,280 1,280		1,820 1,820	Managar Parties and Parties an	1,820 1,820	1,820 1,820
5951 5960	Total Other Appro	lectible Taxes priations	-0- 74,099 74,099 907,312	148,829 100,000 248,829 468,851		-0- -0- -0- 246,990		-0- -0- -0- 246,990	-0- 162:198 -0- 389:539
	Total Expenditure	<b>2</b>	168,364	-0-				208,347	204.096
	Less Interfund Ch Net Expenditures	arges	738,948	468,851		38,643	CALL CONTROL MAN CONTROL CONTR	38,643	185,443
		OCHOROGO IN CORPONIA PARA PARA PARA PARA PARA PARA PARA PA							

DEPARTMENT Finance	DIVISION Administration	SECTION	etgenaa (t.a.a.a.	BUDGE	T CODE 21	PE	RSONNEL	C	PAGE 15d
CLASSIFICATION		RANGE AND S	TEP	SALARY RATE	EMPLOYEES CURRENT *BUDGET	S Contraction	197. XOMMENDED	aller annancemen	PPROVED
Director of Finance	мення принять принять на принять	ineria de la composition della	E om F	2221-2836	and an artistic contract of the contract of th	1	31,294	1	32,547
Budget Officer (1)			2F	1578-2014	1	1	22,140	1	23,598
Staff Accountant IV (Senic Risk Management Specialist Staff Accountant III (Staf	- (2)	25 I	\-В )-Е \-В	1503-1919 1431-1827 1362-1740	A 1-1 1-1 1-1 1-1 1-1 1-1 1-1 1-1 1-1 1-	1 1 2	18,060 19,356 32,892	1 1 2	18,561 20,382 33,516
Secretary II	· · · · · · · · · · · · · · · · · · ·	12 E	S-F	759-968	1	1	10,908	1	11,340
NEW POSITION Clerk II	(6 months)		and to control the second seco	594 <b>-</b> 759	C. C		134,650 3,426	7	139,944 3,564
Luddaet Trievr			say recovered to the say of the s		AND	Applications of the control of the c	en e	The comment of the property of	
	: : : :			:	SECTION OF THE PASSE OF THE PAS	Control of the Contro	·	SOLOTA TERROPORTINA CONTRACTOR AND	¥
			THE SECOND PROPERTY OF	:	tronziaczenejsseczniczosci 	THE STATE OF THE S		A Pro-School Market	:
			Whiteleaksheriograficekterse		Objesti inizitoropodeksista				:
	TOTAL				SCHOOL STATE OF THE STATE OF TH	7 1/2	138,076		

\* THIS COLUMN USED FOR NUMBER OF EMPLOYEES IN EACH CLASS.

COMMENTARY

(2) Reclassification from Departmental Administrative Assistant (Range 22).

<sup>(1)</sup> Reclassification from Chief Accountant (Range 26).

DEPARTMENT Finance	anderstande er stande er de kommense ken en van van van van de kommense ken van van van de kommense ken de kom De stande er de kommense ken van van van van van van van van van va	DIVISION Administration	SECTION	BUDGET COD 01-21	E COMMENTAI	RY D PAGE 15
Account	<u> </u>				Mayor Recommended	Assembly Approved
5001	Finance Admi Controller p	reflects four (4) posi- nistration in the 1972- osition to the Controll- k II on January 1, 1974	73 budget and the to er Division, and the	ransfer of the		
5110	Municip America Fire, C Risk Ma Charter Lenei L Alaska The Bon Governm America Nationa Financi	includes due to and/or al Finance Officers Asson Society of Insurance Pasualty & Surety Bullet anagement Guide Property Casualty Under etter Municipal League d Buyer ental Finance en Accounting Association l Association of Accountal & Insurance Publicat	ociation Management ins rwriters n tants ions		\$ 85 65 85 60 65 75 25 25 50 15 35 130 \$715	\$ 85 65 85 60 65 75 25 25 50 15 35 130 \$715
5150	Municip Alaska MFOA of America Governm	iated with Finance Admir al Finance Officers Asso Municipal League Meeting Alaska Meeting mid-yea: n Society for Insurance eent Risk Management Sem: Personnel Courses on Buc	ociation Annual Con g in Fairbanks r Managers inar		1,500 250 100 800 100 1,550 4,300	1,500 250 100 800 100 1,550
5483	\$50 per mont	h vehicle allowance for	risk management spe	ecialist.	\$ <u>800</u>	\$ <u>800</u>
5484	Various trip Travel to Ne financial ma	s to Juneau on revenue on York regarding Borough tters.	sharing, grants and h bond ratings and 1	miscellaneous revenu review of Borough	1,500 \$1,850	\$ 350 1,500 \$ <u>1,850</u>
5930	Capital Expe 2 Desk 2 Chai 1 Conf 1 Calc 1 File	s rs erence Table ulator			600 175 160 700 185 \$1,820	600 175 160 700 <u>185</u> \$ <u>1,820</u>

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ı	DEPARTMENT	·· [D	DIVISION	and the state of t	SECTION		BUDGET CODE	COMMENTARY	_ PAGE
ı	Finance		Administrati	on			01-21	<b>8</b>	D 15f
ı		udi er destillinget, ese sakke koje 🖠 tju	Martin St. Ballings burners and a second	and the second second	and the second of the second	general and a second construction of the contract of	terrentario e cama de la final de la como dela como de la como de	en e	and the second of the second o

### Reimbursable Charges to Others

The administrative function of the Administrative Division of the Department of Finance, composed of the Finance Director, the Secretary and two-thirds of the time of the Risk Management Specialist is charged to the Divisions of Controller, Receipts and Custody, Collection and Purchasing based upon the number of personnel in each division. One-third of the cost of the Risk Management Specialist is charged to the Greater Anchorage Area Borough School District.

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97.8% of the cost of the Budget Officer and the Staff Accountants is allocated to 94 budget units based upon the percentage of each units budget cost before chargebacks to the total Borough budget before chargebacks. The remaining percentage is an areawide cost.

<u></u>		GREATER A	VCHORAGE AR	EA BOROUGH				
DEPART			SECTION		BUDGET COD. 01-22	E DI	ETAIL	B PAGE 16a
		1971 - 72	1972-73		1973 - 1974		1973-	-74
ACCT. NO.	EXPENDITURE CLASSIFICATION	ACTUAL	REVISED BUDGET	WORK LOAD INCREASE	REQUIRED RESOURCES	SERVICE LEVEL EXPANSION	RECOMMENDED	APPROVED
5001 5003	Employee Services Salaries Overtime Total Current Salaries		195,259 5,000 200,259		225,141 2,500 227,641	MACHEMIA CONTRACTOR AND	225,141 2,500 227,641	223,230 2,500 225,730
5010	Less Vacancy Factor Plus Accrued Leave Total Salary Costs		4,392 204,651		4,551 15,616 238,706		4,551 15,616 238,706	6,410 2,630 221,950
5015 5020 5030 5040	Social Security		29,405 11,321 245,377		25,208 10,793 7,639 12,310 294,656	NO AND THE PROPERTY OF THE PRO	25,208 10,793 7,639 12,310 294,656	12,875 9,345 800 11,700 256,670
0.500.500.500.500.500.500.500.500.500.5	General & Administrative Expenses Dues & Subscriptions Employee Bonding Expense Equipment Rental Office Equipment Repair Postage Printed Material Other than Office Supplies Professional Development Supplies - Office Total General & Administrative		200 -0- 1,500 1,200 2,500 700 1,800 8,650		200 750 3,540 1,000 -0- 2,000 2,015 2,500 12,005	MANAGEMENT OF THE PROPERTY OF	200 750 3,540 1,000 -0- 2,000 2,015 2,500 12,005	200 750 3,540 1,000 -0- 2,000 2,015 2,500 12,005
5235	Expenses  Facilities Expenses  Telephone  Total Facilities Expenses		150 150		-0- -0-	FETTING MANAGEMENT OF THE STATE	-0- -0-	~ O ~
5457 5471 5483 5484 5499	Supplies - Duplication Travel - Mileage Travel		5,500 -0- 100 750 550 6,900		-0- 625 100 -0- 550 1,275	TRANSPORTER (CASA-CASA-CASA-CASA-CASA-CASA-CASA-CASA	-0- 625 100 -0- 550 1,275	-0- 625 100 -0- 550 1,275
5602 5 <b>610</b> 5620 5660	Administration Finance		213,537 33,164 4,200 -0- 250,901		118,746 34,245 29,359 3,426 185,776	Transaction of the Control of the Co	118,746 34,245 29,359 3,426 185,776	131,614 37,835 29,757 -0- 199,206
			THE CONTRACT OF THE CONTRACT O		Ne-Poken-pine nanipinent mineratura (Ne-Poken-pinent)	A PROPERTY OF THE PROPERTY OF		

ACCT   EMPENDITURE   1971-72   1973-1973   1973-1974	<i>DEPARTI</i> Fina	MENT Ince		DIVISION Controller	de san de s	SECTION		BUDGET COL 01-22	DE .	DETAIL	B PAGE 16b
NO.   CLASSIFICATION   SUGGET   WORK-LOAD   RECOURNEE   RECOMMENDED   APPROVED   APPROVED   Capital Expenditures   3,310   6,120   6,120   5,580		NAME OF TAXABLE PARTY.	~ \ (`.\cappa_1\cappa_	Annual services and services are services and services are services are services and services are services are services are services and services are services are services ar	in the second se	1972-73		1973-1974		omenik i i	-74
Total Capital Expenditures   3,310   6,120   6,120   7,200					ACTUAL	BUDGET	WORK LOAD INCREASE	REQUIRED RESOURCES	SERVICE LEVE EXPANSION	RECOMMENDED	APPROVED
Other Appropriations	5930	Capi Offic To	tal Expenditure ce Equipment tal Capital Exp	s enditures		3,310 3,310		6,120 6,120		6,120 6,120	5,580 5,580
Total Expenditures 518,288 499,832 474,736  Less Interfund Charges 469,114 468,133 466,133 428,683  Net Expenditures 49,174 31,699 46,053	5951	Other Cont	r Appropriation	s	Service Control of the Control of th	3,000					-0-
Less Interfund Charges Net Expenditures 469,114 468,133 428,683 19,174 31,699 31,699 46,053		To	tal Contingency	Fund		§ .				MI	
Net Expenditures 49,174 31,699 31,699 46,053		Tot	tal Expenditure	S		518,288		499,832		499,832	474,736
		Les	ss Interfund Ch	arges		469,114		468,133		468,133	428,683
		Ne	t Expenditures			49,174		31,699		31,699	46,053
										A. <b>T</b> KE THATA 18.	plat Tovas Part Balan Part Aspe
	: 1,3) 1 (2,3) 1 (2,4)										1614   2120 1614   1176 1841   1817

#### GREATER ANCHORAGE AREA BOROUGH PAGE SECTION BUDGET CODE 01-22 PERSONNEL DEPARTMENT DIVISION C 16c Controller Finance **EMPLOYEES** 1973-74 CURRENT RANGE AND STEP CLASSIFICATION SALARY RATE \* APPROVED \* RECOMMENDED \*BUDGET 1 23,875 1 30 C-D 24,825 Controller 1919-2449 22,784 1 23,598 1 1 27 E-F1578-2014 Accounting Officer 1 1 21,481 22,339 1 26 E-F 1503-1919 Accountant IV 1 16,116 24 A-B 1 1 16,758 1362-1740 Accountant III 2 31,449 22 B-C-D 2 32,654 Accountant II 1237-1578 2 28,289 29,028 20 B-C Accountant I 1121-1431 4 39,537 11 B-C-D-F 41,142 723-922 Accounting Clerk II Ţ 1 8,340 10 В 8,676 Secretary I 688-879 7,944 В 1 1 8,256 9 655-837 1 Accounting Clerk I ĭ 1 8,142 B-C 1 8,466 655-837 Clerk III 1 7,752 î. 7,488 Clerk II В 594-759 -0-7 1 -0-(P.E.P.) B 594-759 Clerk II 17 215,709 223,230 17 17 NEW POSITION -0-798-1017 0 1 9,432 .13 A-B Accounting Clerk III 17 18 17 223,230 225,141 TOTAL

\* THIS COLUMN USED FOR NUMBER OF EMPLOYEES IN EACH CLASS.

#### COMMENTARY

The position of Accounting Officer is a reclassification of the Chief Accountant position (Range 26).

	<del>тамити по того помента розго не по помента по </del>	REATER ANCHORAGE AREA BOR	OUGH		
DEPARTMENT Finance	DIVISION Controller	SECTION	BUDGET CODE 01-22	COMMENTARY	D PAGE 16d
Account #				Mayor Recommended	Assembly Approved
5001	We feel that the	an increase of \$27,971.00 from the new organization will produce and we will be able to develop the Rental of one duplicating made	e reports in a petter methods	w.*	i de la companya de l
		for one year.		e 3co	\$ <b>160</b>
5150	Professional Development	Accounting courses at Communication American Institute of Certific Seminar		\$ 160 890	890
		National Accounting Association	ion Conference	850	850 115
		Alaska Municipal League		\$ 2,015	\$ 2,015
5471	Supplies - Duplication	Duplicating supplies to represent for various borough department		\$ 625	s 625
5930	Office Equipment	To furnish, chairs, desks, as staff members who do not have much needed storage files.	nd adding machines to them and to provide		e 1 - west
		3 desks 6 microfilm storage cab: 4 file cabinets 2 calculators 1 adding machine 1 typewriter 3 chairs	inets : :	\$ 855 1,800 975 1,400 265 600 225 \$ 6,120	\$ 655 1,800 975 1,400 -0- 600 150 \$ 5,580
	upon the percentage of the	ners function is charged to 93 bude units budget before chargebac gebacks. The remaining balance	ks to the total	and the second s	e da a transferancia de la compansión de l La compansión de la compa

		-	OKEALEKA	INCHORAGE AR	CA BUROUGH	- the continue of the continue			WHO HE SHOULD SH
DEPART Fina		DIVISION Receipts &	Custody	SECTION		BUDGET COD 01-23	DE C	ETAIL	B PAGE
ACCT.	EXPENDITURE		1971-72	1972-73		1973 – 1974	, and a second	1973	- 74
NO.	CLASSIFICATION		ACTUAL.	REVISED BUDGET	WORK LOAD INCREASE	REQUIRED RESOURCES	SERVICE LEVEL EXPANSION	RECOMMENDED	L APPROVED
5001	Employee Services Salaries	delinatory authors and		95,271	33,138	134,071	G. HO. A. STATE CO.	134,071	121,434
5003	Overtime Total Current Sala	eries		2,764 98,035	-0- 33,138	3,000 137,071		3,000 137,071	3,000 124,434
5010	Less Vacancy Factor Plus Accrued Leave	on mercus cook publication of the cook of		2,876 2,315	663 2,273	2,741 9,403	SEA CANADA PARAMETER	2,741 9,403	3,534 1,450
	Total Salary Costs	A DESCRIPTION OF THE PROPERTY	######################################	97,474	34,748	143,733		143,733	122,350
5015 5020 5030 5040	Social Security Workmen's Compensat: Group Insurance	ion		19,935 6,014	3,670 1,530 1,112 1,786	15,180 7,775 4,600 9,495	THE THE PROPERTY OF THE PROPER	15,180 7,775 4,600 9,495	7,095 6,480 2,350 8,555
	Total Employee Ser	rvices	of the district of the Control of the Control of the Asian Security and the Adultion State of the Control of th	123,423	42,846	180,783		180,783	146,830
5110 5115 5120 5125 5140	Employee Bonding Exp Equipment Rental - ( Equipment Repair - ( Postage	cense Office Office		-0- -0- 250 250 26,500	navaja rovej se predictanto (rožio) od	120 750 -0- 1,025 12,200		120 750 -0- 1,025 12,200	120 750 -0- 1,025 12,200
5145 5150 5160	Supplies Office	ment		5,700 500 500 1,400	THE ATT WE SEE THE SEE	5,700 1,000 1,500		1,000 1,500	5,700 1,000 1,500
	Total General & Ad Expenses Other Expenses	iministrative		34,600	TO THE PROPERTY OF THE PROPERT	22,295		22,295	22,295
5499				100	APA-CONTRACTOR OF THE CONTRACTOR OF THE CONTRACT	100 100		100 100	100 100
5599	Contractual Services Other Contractual Se Total Contractual	rvices		2,500	70007A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1000A-1	4,000		4,000 4,000	4,000 4,000
5602 5610 5620 5642	Intragovernmental Ch Mayor Administration Finance Service Pool Total Intragovernm Expenses			140,326 21,813 -0- 2,197 164,336	THE CHARLES AND A STATE OF THE CHARLES AND A STA	124,262 24,672 25,703 -0- 174,637		124,262 24,672 25,703 -0- 174,637	137,649 24,584 23,197 -0- 185,430
5930	Capital Expenditures Office Equipment Total Capital Expe	•		1,750 1,750		12,910 12,910	114 (	12,910 12,910	10,980 10,980
OWN TREE CONTRACTOR AND				sedunaanayetu, aana waxayetsoo	TANKAN PERIODEN PERIO	о ненаваријерувателогија по постанова		The state of the s	i

DEPARTI Fina	MENT ance	DIVISION Receipts &	Custody	SECTION		BUDGET COL	E DE	TAIL	B PAGE
ACCT. NO.	EXPENDITURE CLASSIFICATIO	ng ang Sapangan ang ang mang mang mang mang mang m	1971-72 ACTUAL	1972-73 REVISED BUDGET	WORK LOAD INCREASE	1973–1974 REQUIRED RESOURCES	SERVICE LEVEL	1973-	j sa
5951	Other Appropriation Contingency Fund Total Other Appro	n S		3,000	INCHE ASE	-0- -0-	EXPANSION	RECOMMENDED  -00-	<i>APPROVED</i> -0-
	Total Expenditure		ad Ampericos en indi	3,000	42,846	394,725		394,725	369,635
	Less Interfund Cl	and the second		132,246		122,181		122,181	118,283
	Net Expenditures			197,463		272,544		272,544	251,352
				departemental					
			****	ODGESTINE STATE OF THE STATE OF			Selection of the select		* * * *
			STANDARD THE CO						
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			A STATE OF THE STA	OCCUPATION OF THE PROPERTY OF			Customics of the control of the cont		
			A Part of the Control			-			
			CONTRACTOR						
				900 4 3 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0					
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			Mineral of Pickers						
		·		And the second s					
				NAME OF THE PARTY			p Milani.Î		
							5.50.74		
							and the second		140.000 9180 - 1100 1100 - 1
1000 - 100 COLLEGE SECTION 100	and we distinct the first test tests which the residence of the state of the state of the state of the state of	; Maritimental numeral states est en states est en se en sales est est est est est est est est est e	nto a facilità de la company de la compa		ومعدورة بحدث والمعاشد	dimentrativalisti serainat 1100 divine turmataratilandidiksi etser	والمعارض والمساورة والمعارضة والمعار	ing saturashanin-saturas no kasara ra sanin'i sata sa	Sanda valorina valorina na Alexania valorina del Senda Valorina va
	2000				* :				
	A Management of the Control of the C								

DEPARTMENT Finance	DIVISION Receipts & Custody	SECT	ION		BUDGE 01-2	23		RSONNEL.	С	PAGE 17c
CLASSIFICATION	<u></u>	PANGE	AND STEP	SALARY RA	TE	EMPLOYEES CURRENT	Succession and the same		3-74	
CLASSIFICATION	arried makes min victore (s. victor) s, was popular as the structure at vertical makes to see the factor of the structure makes the second of the se			JALANI NA	- F & -	*BUDGET	* REC	OMMENDED	* AF	PROVED
Office Supervisor		16	D-E	922-1	.177	-	1	12,975	1	13,544
Clerk IV		11	F	723-9	22	1	1	10,644	1	11,064
Cashier		11	C-D	723-9	22	1 1 4 3	1	9,262	1	9,635
Clerk III		9	D-E	655~8	37		1	8,982	1	9,342
Tax Clerk II		8	B-D-E-F	624-7	98	4	4	35,942	4	36,393
Clerk II		7	A-B-C-D	594-7	59	E		23,128 100,933	3 11	22,970
		- Productivi de la Companio de la Co		eou y commontage en			± ±		±	102,948
NEW POSITIONS		NATA-125-125-125-125-125-125-125-125-125-125		r Arcientus		and the state of t				
Receipts & Custody Mana	iger	26	A-B	1503-1	919	0	1	17,772	I	18,486
Clerk III	•	9	С	655-8	37	0	1	8,340	0	-0-
Clerk II		7	A-B	594-7	59	0	<u>1</u> 3	7,026	0	-0-
		CESSAGREDIES CESCAGRES		and a constant of the constant		O	3	33,138	1	18,486
		STATION MODERNIES		Akamini ma coloracian						
		encores este constant		See MATACLES TANGEN						
		A PARTICIPATION OF THE PROPERTY OF THE PROPERT								
	TOTAL					11	14	134,071	12	121,434

\* THIS COLUMN USED FOR NUMBER OF EMPLOYEES IN EACH CLASS.

COMMENTARY

		GREATER ANCHOR	RAGE AREA BOROUGH	Company of the Compan		
CEPARTMENT Finance	DIVISION Receipts &	Custody SEC	TION	BUDGET CODE 01-23	COMMENTARY	D PAGE 17a
Account #	Increase in this account m			and Custody	Mayor Recommended	Assembly Approved
5001	Manager.	epresents one ne	M Postaton of Mcocrase	· · ·		and the second s
	Receipts and Custody Clerk III Clerk II	Manager			\$18,660 8,757 7,377 \$34,794	\$18,486 -0- -0- \$18,486
5150	Receipts and Custody Manag	er - Investment	Technique course.		\$ 600	\$ 600
	Various division employee	College and AML	courses as required.		400 \$ 1,000	\$ 1,000
5599	Security guard service for \$2500 for service of Rehal		eceipts \$1500 (5 days a	a week)	\$ 4,000	\$ 4,000
5930	Office Equipment:					
	<pre>1 - Check Protector 1 - Safe 2 - Desks 2 - Chairs 3 - Calculators 1 - Typewriter</pre>				\$ 2,355 - 7,500 590 135 1,100 510 \$12,190	\$ 2,355 7,500 300 75 750 -0- \$10,980
	Reimbursable Charges to O	thers				

32% of the cost of this division is charged to the Areawide Sewer System Operation and Maintenance (08-85.03) based upon an allocation of personnel costs.

TENERS IN A SHAPE

DEPART Fin	MENT ance	DIVISION Collection		SECTION		BUDGET COD 01-24	E [	ETAIL	B PAGE 18a
ACCT.		Control of the Control of Control	1971-72	1972-73		1973 – 1974		JJ 1973-	- 74
NO.	EXPENDITURE CLASSIFICATION		ACTUAL	REVISED BUDGET	WORK LOAD INCREASE	REQUIRED RESCURCES	SERVICE LEVEL EXPANSION	RECOMMENDED	APPROVED
5001 5003	Employee Services Salaries Overtime Total Current Sala	ries		66,028 500 66,528		66,059 500 66,559		66,059 500 66,559	67,941 500 68,441
5010	Less Vacancy Factor Accrued Leave Total Salary Costs		<del>anne ann ann ann an</del>	1,965 2,000 66,563		1,334 4,565 69,790		1,334 4,565 69,790	1,944 798 67,295
5015 5020 5030 5040	Contributions-Employ Social Security Workmen's Compensati Group Insurance Total Employee Ser	vee Retirement	and the second s	11,185 3,944 81,692		7,370 3,507 2,234 3,824 86,725		7,370 3,507 2,234 3,824 86,725	3,905 3,310 230 3,815 78,555
5110 5120 5125 5140 5160	General & Administra Dues & Subscriptions Equipment Rental - C Equipment Repair - C Postage Office Supplies Total General & Ad Expenses	office Office	-	200 4,200 200 2,000 1,000 7,600		200 4,200 200 2,000 1,000 7,600		200 4,200 200 2,000 1,000 7,600	200 4,200 200 2,000 1,000 7,600
5235	Facilities Expenses Telephone Total Facilities F	Expenses		500 500		-0- -0-		- O -	-0- -0-
5409 5483 5499	Other Expenses Collection Fees & Se Travel - Mileage Miscellaneous Expens Total Other Expens	ses		3,500 8,000 100 11,600		3,500 7,500 150 11,150		3,500 7,500 150 11,150	3,500 7,500 150 11,150
5602 5610 5620 5641	Intragovernmental Ch Mayor Administration Finance Service Pool Total Intragovernm			25,419 16,177 -0- 1,388 42,984		161 17,893 14,384 -0- 32,438		161 17,893 14,384 -0- 32,438	119 18,133 15,776 -0- 34,028
5930	Capital Expenditures Office Equipment Total Capital Expe	* I_		2,040 2,040		1,610 1,610		1,610 1,610	1,610 1,610
	Total Expenditures			146,416		139,523		139,523	132,943
	Less Interfund Cha			54,930		52,779		52,779	50,877
	Net Expenditures	-		91,486	<u> </u>	86,744		86,744	82,066

<i>PARTMENT</i> Finance		DIVISION Collection	SECTIO	<b>\(\)</b>	BUDGE 01-	T COLE 24	PEI	RSONNEL	C	PAGE 18b
	SSIFICATION		RANGE A	WD STEP	SALARY RATE	EMPLOYEES CURRENT *BUDGET	* REC	1973 CAMENDED	-74 * Al	PPROVED
Collection	Supervisor	tek mendat kungalan kemenden dia kebendan kembanan kungan mendangan pengalaman kempadan pengangan berapan pengan	23	A our E	1298-1657	1	<u>1</u>	15,410	1	16,152
Collector I	I .		20	A-B-C	1121-1431	1	1	13,926	1	13,956
Collector I			18	C-D	1017-1298	1	1	13,179	1	13,705
Collector T	rainee	(P.E.P.)	14	B-C-D	837-1068	2	2	-0-	. 2	-0-
Secretary I			10	A-8	688-879	SCHOOL CONTRACTOR STATE OF THE	1	8,480	1:	8,466
Clerk II		A Company	7	B-C-D	594-759	2	2	15,064	2	15,662
						Herry Company				District
			·			THE PROPERTY OF THE PROPERTY O			e e Spe Se	Table Comments
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								21.24		
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				:		The state of the s				ANT PARTY PA
						Total and a second				
									1 - 5.5 1 6 f 2	
	on the second se							م شد د		67,941
Market Carlotter to Charles to Walket House the Charles		TOTAL				8	8	66,059		01,341
	* THIS C	OLUMN USED FOR NUMBER OF EN		MENTARY			adaliwi razwa cari mawani c		en e	THE RESIDENCE OF THE PROPERTY
	The state of the s		- •					v. Transmorti.	destrui	
			*****			, 1	315.	is of Consoleration The Consoleration		
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			TO THE OWNER OF THE PARTY.			***				
	N. A. C.		and the control of th					والمناسبة والمناسبة والمناطقة والمناطقة والمناطقة والمناطقة والمناطقة والمناطقة والمناطقة والمناطقة والمناطقة		i i
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1	Name to the state of the state	STANDARD CONTRACTOR OF THE STANDARD CONTRACTOR O	GREATER .	ANCHORAGE	AREA	BOROUGH	Contract of the Contract of th				
	DEPARTMENT	DIVISION		SECTION	WARE TO SHARE THE PERSON NAMED IN COLUMN TWO	<del>gymes han the market of the state of the st</del>	BUDGE T	CODE	COMMENTARY	D	PAGE 18c
1	Finance	Collection				and the second seco	1 01-2	4			

## GOALS

Reduce the present outstanding receivables in Personal Property Tax, Sewer Service, Special Accounts, Lease Hold Improvements, Miscellaneous Accounts and NSF from its January 1 figure of \$1,900,000 to under \$400,000.

Organize Division to provide for the smooth flow of delinquent accounts for collection from the different receivables and stronger inter-department relations to correct problems of the taxpayer.

Recognition of large problem accounts before the G.A.A.B.'s ability to collect is lost.

### PROBLEMS

Receiving of correct information on the accounts turned over to Collection Division for collection activity.

Large number of accounts (25,000) to be worked by the present staff.

Timely receiving of large delinquent accounts for Business Personal Property.

Mayor Assembly Approved
\$1,610 \$1,610

## 5930 Office Equipment

2 calculators \$1,200 2 files \$1,200

# Reimbursable Charges to Others

38.27% of the cost of this division is charged to the Areawide Sewer System Operation and Maintenance for the collection of delinquent sewer charges.

DEPART Fir	MENT DIVISION ance Purchasing		SECTION		BUDGET COD 01-25	E DE	TAIL	B PAGE
ACCT.		1971-72	1972-73	A STATE OF THE PARTY OF THE PAR	1973 - 1974		1973-	<b>-74</b> a-411 1255
NO.	EXPENDITURE CLASSIFICATION	ACTUAL	REVISED BUDGET	WORK LOAD INCREASE	REQUIRED RESOURCES	SERVICE LEVEL EXPANSION	RECOMMENDED	APPROVED
5001	Employee Services Salaries	73,990	75,810	This company paper distribute (angli distribute committee distribute com	82,858	and the state of t	82,858	84,495
	Overtime Total Current Salaries	10,315 84,305	1,190 77,000		2,000 84,858		2,000 84,858	2,000 86,495
	N. A.	-0-	2,257		1,697	Management of the second of th	1,697	2,457
5010	Less Vacancy Factor Plus Accrued Leave	419	2,000		5,821		5,821	1,007
	Total Salary Costs	84,724	76,743		88,982	THE PARTY OF THE P	88,982	85,045
	Contributions-Employee Retirement	4,973	494		9,395		9,395 4,140	4,935 4,275
	Social Security Workmen's Compensation	3,384 522	12,411		4,140 2,850		2,850	400
5040	Group Insurance	2,788			3,745		3,745 109,112	3,760 98,415
٠	Total Employee Services	96,391	93,774		109,112		TO3,717	70,413
63 A E	General & Administrative Expenses Advertising Other than Legal	633	2,500		-0-	The second secon	-0-	-0-
	Dues & Subscriptions	33	150		1.50	24/1/2000 2007/1/2000	150	150
5120	Equipment Rental - Office	1	1,500 400		2,000 450		2,000 450	4,000 450
	Equipment Repair - Office Fire Insurance	-0-	600		290	9	290	290
5140	Postage	1,141	1,250		1,800		1,800 900	1,800 900
5150	Professional Development Publications, Postings & Hearings	-0- 131	-0- -0-		900 1,100	2,000	3,100	3,100
5160	Supplies - Office	3,442	1.000		1,000	500	1,500	1,500
	Total General & Administrative	6,685	7,400		7,690	2,500	10,190	12,190
	Expenses			. 1			A CONTRACTOR OF THE CONTRACTOR	
5207	Facilities Expenses Building Remodeling	- O-	-0-		-0-	3,500	3,500	3,500
5202	Building Rent	-0-	24,990		25,000		25,000	25,000 3,000
	Utilities	-0- -0-	3,000 720		3,000 850		3,000 850	3,000 850
5220	Janitorial Plant & Land Maintenance	-0-	1,000		1,000	STORY STATE	1,000	1,000
5235	Telephone	-0- -0-	2,000 31,710		2,000 31,850	500 4,000	2,500 35,850	2,500 35,850
	Total Facilities Expenses	~U~	31,/10			a processor		•
こまつづ	Other Expenses Inventory Adjustment	54.088	-0-		-0-		-0-	-0-
5471	Supplies - Duplicating	142	1,600		1,600	***************************************	1,600	1,600 900
5474	Supplies - Other	347 45	50 <b>0</b> -0-		700 50	200	900 50	50 50
	Travel - Mileage Travel	-0-	900		-0-		-0-	-0-
	Miscellaneous Expenses	15	-0- 3,000		-0- 2,350	200	2,550	2,550
	Total Other Expenses	54,637	3,000		-,555	TO THE PARTY OF TH	ACCUSATION OF THE PROPERTY OF	
electronic description				assainan da 125 inn bhiasana san dhùsa da dhùsa shendan ta 18	and with any and security of the second section of the second second second second second second second second		and thousand theirs that with an intermental securities should be	
						o de la companie de l	A TO COLOR OF THE	

<i>DEP</i> ART Fina	MENT DIVISION Purchasing		SECTION	-	BUDGET COD 01-25	E D	ETAIL	B PAGE 19b
Fina	ance Pulchasing		1972-73	THE RESERVE THE PROPERTY OF TH	1973 – 1974		1973-	-74
ACCT. NO.	EXPENDITURE CLASSIFICATION	1971-72 ACTUAL	REVISED BUDGET	WORK LOAD INCREASE	REQUIRED RESOURCES	SERVICE LEVEL EXPANSION	RECOMMENDED	APPROVED
5610 5620 5660 5642	Intragovernmental Charges Mayor Administration Finance Planning Equipment Pool Service Pool	-0- -0- -0- -0- 3,272 9,289	-0- 700 -0- -0- 4,919 13,194 18,813		215 2,210 16,623 857 3,432 -0- 23,337		215 2,210 16,623 857 3,432 -0- 23,337	159 3,099 17,164 -0- 3,696 -0- 24,118
5930	Total Intragovernmental Charges  Capital Expenditures  Buildings & Improvements  Office Equipment  Machinery & Equipment  Total Capital Expenditures	825 2,106 300 3,231	5,000 3,860 1,400 10,260		-0- 1,500 -0- 1,500	A martin control mart	1,500 -0- 1,500	-0- 1,500 -0- 1,500
5951	Other Appropriations Contingency Fund Total Other Appropriations	~0~	1,310		O A	Section of the sectio	- O -	-0-
	Total Expenditures	173,505	166,267		175,839	6,700	182,539	174,623
	Less Interfund Charges	117,000	133,016		168,368	-0-	168,368	157,160
	Net Expenditures	56,505	33,251		7,471	6,700	14,171	17,463

DEPARTMENT Finance	DIVISION Purchasing	SECTION	BUDGE 01-	T CODE 25	PEI	SONNEL	С	PAGE 19c
CLASSIFICATION	A THE CONTRACT OF THE CONTRACT	RANGE AND STEP		EMPLOYEES CURRENT	S Danamanananana	1973		
POLITICALION		MANYOC AND SIEF	SALARY RATE	*BUDGET	• REC	OMMENDED	* A/	PPROVED
Purchasing Manager (1)		27 B-C	1578-2014	1.	1	21,260	1	20,050
Storekeeper		17 C-D	968-1237	1	1	12,452	1	12,949
Partsman		14 B-C	837-1068	I	1	10,224	1	10,634
Clerk IV		11 B-C	723-922	1	1	9,001	1	9,362
Clerk III		9 A-B-C	655-837	2	2	16,169	2	16,810
Clerk II		7 в-с	594-759	1	1	7,380	1	7,674
Buyer	(P.E.P.)	17 B-C	968-1237	1	1	-0-	1	-0-
Clerk I		5 A-B	539-688	T	1	6,372	1	7,016
			ARROGOOD AND AND AND AND AND AND AND AND AND AN					
				WHEN THE STATE OF		Months of the state of the stat		
	1 V I		STATE OF THE STATE	***************************************		<b>3000</b>		ka i
		74 E	A MARTING A PARTING A PART			CONTRACTOR ACCOUNTS	·	
			Abave essignal characters	MATCHINGS OF THE PROPERTY OF T				
	¥							
		·	ACCOUNTS OF THE PROPERTY OF TH			SHOW		
				***************************************				
	TOTAL		Shridensking Control of the Control	9	9	82,858	9	84,495

\* THIS COLUMN USED FOR NUMBER OF EMPLOYEES IN EACH CLASS.

COMMENTARY

(1) Reclassification from Grade 26.

PARTMENT	FINANCE	DIVISION	PURCHASING	SECTION	agyanan yikenyakey kalasasi olema kora ayake felambahki olembahki olembah Kelenya yire kilipin	BUDGET CODE 01-25	COMMENTARY	D	<i>PAGE</i> 190
5001	Public Employ	yment Prog	ram is ended.				permanent positio		he
5003	positions liste	ed we will no	ot have to exceed	this amount.			We feel that with the		
5110	Dues and Subscr magazine subscr	riptions - T	his represents a :	moderate activi	ty in the Purchasi	ng Association and	covers newspaper and		
5120	The requirement Xerox 4000.	t for duplic	ating equipment c	hanged due to a	n increased bid le	vel. The amount c	overs the rental of a		
5125	The slight incr	rease is due	to the increase	in the number o	f typewriters.				
5140	The increase is Construction B	s due to exp ids.	ansion of service	level. The Pu	rchasing Division.	will process all B	id Documents includin	g	
5150	The amount cove	ers the atte	ndance of the Nat	ional Purchasin	g Agent Conference	during November 1	973.		
5155	This amount wil	ll cover all	advertising incl	uding all Const	ruction Contracts.			·	
5160	The increase is	s due to our	service level ex	pansion. More	Bid Documents will	be processed whic	h requires more offic	e supplies	
5201	Change in Navel	house concen		age versus sing	le item storage re		ications in Warehouse		
5220	This increase	is an estima	te of escalation.						-
5235	Service level	expansion, 1	arger bid activit	y will slightly	increase telephor	ne bill.			
5474	The increase i	s due to the	expansion of our	bidding activi	ties.				
5920	With the exceptexisting facil	tion of mino	r changes as list	ed under 5201,	there will be no m	requirement for new	space or improvement	of	
5930	The estimate o of office equi	f \$1,500.00 pment.	9 Chairs	ence Table	the Bid Opening Ro 360.00 219.00 678.00 190.00 53.00	oom. Included also	are several other pi	eces	

		GREATER AND	CHORAGE AI	REA BOROUGH "	en bestellen et til det somher melle herman hanne et en men kenn kan et en en et 2000.			
DEPARTMENT Finance	DIVISION Pur	chasing	SECTION		BUDGET CODE 01-25	COMMENTARY	D PAGE 19e	
						AND PROPERTY OF THE PROPERTY O		

# Reimbursable Charges to Others

The Purchasing Division was allocated to other units on a proportionate number of purchase orders processed, as follows:

		# ** .		,			of the control of the	* ***	Percentag	e Amount
	30	Property 32 Re	Appraisal			4	the second		4%	\$ 6,985
	40					:			10%	17,462
		Law Planning							2%	3,492
		61 A	lministrati	on					48	6,985
	70	Public S	Safety )l Fire Su	poressi	lon				88	13,970
	90	Environm	nental Qual Iministrati	ity					48	6.985
		at Wo	ministrati	On	the production of the	1300	en in the state of the	Α	<b>30</b>	0,000
41-42	Equipmen (Distrib	t Pool & uted as f	Service Po Tollows)		a and a			1 (44.4) 1 (4.4)	58%	101,281
	42-83.06 41-83.02 41-85.01 .02	Specia Water	Pool	-Admin	L-Admin. -Engineering	34.5 25.8 1.7 25.9	\$ \$34,942 \$ 26,130 \$ 1,722 \$ 26,233	0 2 2	t www.mp.umprepm	ing mengeneng se Selat ban sejenten Kontok selak bandan
	41-87.02		a Drainage	Opera	tion-Engineer -Traffic	7.0	<b>%</b> 7,096	0		Ciencela (A. Jile)
									0.24	\$157,160
	a Namus II ay	)	The second of the second	To Disk to EVIT	North Royal M	wing the first in AA	Areawide	!	graph and the	17,463
	Person of the	MI Denger		vini (	ersk pegjild	BEY William	Total	ki 121	e an vila Qui.	\$174,623

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