

2004 Resource Plan

Department: Finance

Division	Financial Summary		Personnel Summary							
	2003	2004	2003 Revised				2004 Approved			
	Revised	Approved	FT	PT	Temp	Total	FT	PT	Temp	Total
Finance Administration	200,590	0	2			2				0
Public Finance & Cash Mgmt	428,020	339,960	3			3	3			3
Controller	2,614,720	1,914,899	36			36	23			23
Risk Management	248,480	0	3			3				0
Safety	92,680	0	1			1				0
Treasury	1,738,690	2,279,756	21			21	26			26
Property Appraisal	2,704,990	3,937,075	35			35	51			51
Self Insurance	9,001,200	0				6				0
Operating Cost	17,029,370	8,471,690	101	0	6	107	103	0	0	103
Add Debt Service	0	0								
Direct Organization Cost	17,029,370	8,471,690								
Charges From/(To) Others	(8,350,920)	(663,120)								
Function Cost	8,678,450	7,808,570								
Less Program Revenues	(2,272,210)	(3,723,620)								
Net Program Cost	6,406,240	4,084,950								

2004 Resource Costs by Category

Division	Personal Services	Supplies	Other Services *	Capital Outlay	Total Direct Cost
Public Finance & Cash Mgmt	293,160	1,800	45,000	0	339,960
Controller	1,852,070	19,300	115,670	5,000	1,992,040
Treasury	1,693,180	22,620	628,300	550	2,344,650
Property Appraisal	3,711,840	26,380	286,510	40,310	4,065,040
Operating Cost	7,550,250	70,100	1,075,480	45,860	8,741,690
Less Vacancy Factor	(270,000)				(270,000)
Add Debt Service					0
Total Direct Organization Cost	7,280,250	70,100	1,075,480	45,860	8,471,690

* Travel budgeted by this department within the Other Services category is \$56,600

RECONCILIATION FROM 2003 REVISED BUDGET TO 2004 APPROVED BUDGET
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DEPARTMENT: FINANCE

	<u>DIRECT COSTS</u>	<u>POSITIONS</u>		
		<u>FT</u>	<u>PT</u>	<u>T/Seas</u>
2003 REVISED BUDGET:	\$ 17,029,370	101		6
2003 ONE-TIME REQUIREMENTS:				
- Arbitrage Database	(100,000)			
TRANSFERS (TO)/FROM OTHER AGENCIES:				
- None	0			
DEBT SERVICE CHANGES:	0			
CHANGES IN EXISTING PROGRAMS FOR 2004:				
- Salaries and benefits adjustment	486,400			
- Self-insurance	(1,770,200)			
CONTINUATION LEVEL FOR 2004:	<u>\$ 15,645,570</u>	<u>101</u>	<u>0</u>	<u>6</u>
TRANSFERS (TO)/FROM OTHER AGENCIES:				
- Chief Fiscal Officer Administration to Office of the Chief Fiscal Officer	(208,220)	(2)		
- PeopleSoft Division to Office of the Chief Fiscal Officer	(268,670)	(3)		
- Risk Management to Municipal Manager's Department	(97,390)	(1)		
- Safety Division to Municipal Manager's Department	(7,488,540)	(3)		
2004 PROGRAMMATIC CHANGES:				
- Eliminate three positions in Controller Division due to increased use of current technology	(173,700)	(3)		
- Eliminate temporary positions in Property Appraisal	(143,200)			(6)
- Creation of four positions in Treasury to enhance collection of old and newly delinquent fines and fees	265,960	4		
- Creation of nine positions and upgrades of five positions in Property Appraisal to improve appraisal process	585,100	9		
- Add funding for increased collection agency fees, offset by additional collection revenues	337,500			
- Add funding in Property Appraisal for legal service, postage, computer, and a copier	146,320			
- Salaries and benefits adjustment	(214,040)			
2004 PROPOSED BUDGET:	<u>\$ 8,386,690</u>	<u>102</u>	<u>0</u>	<u>0</u>

RECONCILIATION FROM 2003 REVISED BUDGET TO 2004 APPROVED BUDGET
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DEPARTMENT: FINANCE

	<u>DIRECT COSTS</u>	<u>POSITIONS</u>		
		<u>FT</u>	<u>PT</u>	<u>T/Seas</u>
2004 AMENDMENTS:				
- Add staff to Finance Department	85,000	1		
2004 APPROVED BUDGET:	<u>\$ 8,471,690</u>	<u>103</u>	<u>0</u>	<u>0</u>

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M U N I C I P A L I T Y O F A N C H O R A G E
2004 DEPARTMENT RANKING

DEPT: 12 -FINANCE
DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
CODE LVL

1 1313-PUBLIC FINANCE & INVEST
0848-Debt and Investment Manag
SOURCE OF FUNDS, THIS SVC LEVEL:

IGC SUPPORT
PROGRAM REVENUES 496,320

1 Provide leadership and technical
OF expertise related to bond issuance
3 and management, cash management and
investment management.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	108,770	1,800	45,000	0	0	155,570

2 1321-CONTROLLER ADMINISTRATION
0042-Controller Administration
SOURCE OF FUNDS, THIS SVC LEVEL:

IGC SUPPORT

CB 1 Supervise and direct the compilation of
OF financial transactions for all Municipal
1 funds. Oversee the annual audit,
preparation of the Comprehensive
Annual Financial Report (CAFR),
Detail Statements and Schedules,
and Schedules of Federal and State
Financial Assistance.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	108,770	1,800	20,900	0	0	131,470

3 1341-TREASURY ADMINISTRATION
0047-Division Admin and Manage
SOURCE OF FUNDS, THIS SVC LEVEL:
TAX SUPPORT
IGC SUPPORT

CB 1 Ensure fiscal integrity of the
OF Municipality by meeting performance
1 objectives and administering the
functions of the Treasury Division in
compliance with applicable Municipal
policies, ordinances and State statutes.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	140,120	900	5,900	0	300	147,220

DEPT: 12 -FINANCE
DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
CODE LVL

4 1351-PROPERTY APPRAISAL CB 1 Provide foundation level services to
0822-Property Appraisal OF meet State and Municipal mandated
SOURCE OF FUNDS, THIS SVC LEVEL: 7 property appraisal requirements for
TAX SUPPORT 92,000 commercial and residential
PROGRAM REVENUES 229,000 properties. Provide personnel and
program oversight and quality and
quantity review. Certify assessment
rolls. Provide assessment projections
to Office of Management and Budget.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	70,945	16,380	146,010	0	8,620	241,955

5 1351-PROPERTY APPRAISAL CB 2 Provide valuation estimates for
0822-Property Appraisal OF Anchorage's 92,000 improved residential
SOURCE OF FUNDS, THIS SVC LEVEL: 7 and commercial property utilizing mass
TAX SUPPORT appraisal techniques. Resolves
valuation questions and brings cases
to the Board of Equalization to arrive
at a fair and equitable valuation at
full market value. Tracks ownership
transfers of real property and provides
property information to public.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
16	0	0	1,177,400	1,080	26,960	0	0	1,205,440

6 1322-CENTRAL ACCOUNTING 1 Manage all Central Accounting and
0837-Central Accounting OF financial reporting functions.
SOURCE OF FUNDS, THIS SVC LEVEL: 15 Coordinate annual audit, annual single
IGC SUPPORT audit and financial statement
preparation. Oversee implementation of
new governmental accounting standards.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	58,249	10,000	70,940	0	5,000	144,189

DEPT: 12 -FINANCE
DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
CODE LVL

7 1313-PUBLIC FINANCE & INVEST 2 Responsible for ongoing debt
0848-Debt and Investment Manag OF management and assistance with bond
SOURCE OF FUNDS, THIS SVC LEVEL: 3 issuance. Acts as backup to the Cash
Manager/Investment Officer.

IGC SUPPORT
PROGRAM REVENUES 0

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	97,170	0	0	0	0	97,170

8 1313-PUBLIC FINANCE & INVEST 3 Responsible for ongoing cash and
0848-Debt and Investment Manag OF investment management.
SOURCE OF FUNDS, THIS SVC LEVEL: 3

IGC SUPPORT
PROGRAM REVENUES 0

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	87,220	0	0	0	0	87,220

9 1346-TAX BILLING 1 Bill, collect and manage MOA property
0444-Tax Billing and Collectio OF tax receivables; receive and process
SOURCE OF FUNDS, THIS SVC LEVEL: 1 tax payments and requests for tax
TAX SUPPORT information. Balance tax receivable
PROGRAM REVENUES 10,800 system with G/L system daily; enter
adjustments and refunds into the tax
system; and provide information to the
public regarding property taxes.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
3	0	0	182,280	7,300	102,250	0	250	292,080

10 1342-REVENUE MANAGEMENT CB 1 Analyze & audit city's revenue sources
0661-Revenue Management OF according to pre-established criteria.
SOURCE OF FUNDS, THIS SVC LEVEL: 3 Audit and administer tax revenues
TAX SUPPORT centralized within Treasury (i.e.,
PROGRAM REVENUES 102,500 hotel/motel, rental vehicle and tobacco)
as well as E911 surcharge. Promote best
practices city-wide related to billing,
collecting and cash handling through
regularly issued reports and general and
tailored training sessions with depts.

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PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
7	0	0	425,156	2,000	3,050	0	0	430,206

11 1322-CENTRAL ACCOUNTING 2 Funding for overtime for annual audit
0837-Central Accounting OF to meet Municipal Charter requirement
SOURCE OF FUNDS, THIS SVC LEVEL: 15 that the audit be completed within
90 days after year end. Overtime is
IGC SUPPORT also required to issue the Comprehensive
Annual Financial Report by the
June 30 deadline requireby by bond
covenants.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	0	60,000	0	0	0	0	60,000

12 1342-REVENUE MANAGEMENT CB 2 Pursue collection of delinquent mobile
0661-Revenue Management OF home and business property taxes and
SOURCE OF FUNDS, THIS SVC LEVEL: 3 delinquent leasehold taxes, as well as
delinquent criminal/civil fines & fees
IGC SUPPORT and delinquent miscellaneous accounts
PROGRAM REVENUES 2,350,000 receivable. Administer outside
collections contract and monitor
performance relative to revenue recovery
and commission expense.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
6	0	0	370,700	2,200	449,700	0	0	822,600

13 1322-CENTRAL ACCOUNTING 3 Supervise financial reporting activities
0837-Central Accounting OF including monthly financial reports,
SOURCE OF FUNDS, THIS SVC LEVEL: 15 annual financial statements and audit
work paper preparation. Implement
pronouncements of the Governmental
Accounting Standards Board and ensure
Municipal compliance with regulatory
requirements.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	91,990	0	0	0	0	91,990

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DEPT: 12 -FINANCE
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RANK PROGRAM

SL SVC
CODE LVL

14 1322-CENTRAL ACCOUNTING 4 Supervise financial record keeping and
0837-Central Accounting OF reporting of all infrastructure and
SOURCE OF FUNDS, THIS SVC LEVEL: 15 capital projects. Oversee monitoring
and recording of capital project and
IGC SUPPORT infrastructure activity in accordance
with governmental accounting standards.
Review and monitor all bank account
and PeopleSoft subsystem reconciliations

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	100,390	0	0	0	0	100,390

15 1324-ACCOUNTS PAYABLE 1 Responsible for supervision of central
0044-Accounts Payable OF accounts payable functions including
SOURCE OF FUNDS, THIS SVC LEVEL: 7 printing checks. Responsible for
ensuring year end training of over 100
Municipal accounts payable clerks.
IGC SUPPORT Responsible for overseeing 1099
reporting and Municipal compliance with
IRS 1099 regulations.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	48,620	7,500	23,830	0	0	79,950

16 1322-CENTRAL ACCOUNTING 13 Oversee financial record keeping and
0837-Central Accounting OF reporting for all Municipal grants.
SOURCE OF FUNDS, THIS SVC LEVEL: 15 Coordinate and oversee preparation of
the Municipality's annual single audit.
IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	91,240	0	0	0	0	91,240

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SL SVC
CODE LVL

20 1322-CENTRAL ACCOUNTING 6 Responsible for financial accounting,
0837-Central Accounting OF reporting and audit workpaper
SOURCE OF FUNDS, THIS SVC LEVEL: 15 preparation for all Municipal capital
IGC SUPPORT accounting and reporting all Municipal
infrastructure in accordance with
governmental accounting standards.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	169,100	0	0	0	0	169,100

21 1322-CENTRAL ACCOUNTING 8 Perform maintenance and setups on People
0837-Central Accounting OF Soft chartfields. Run labor
SOURCE OF FUNDS, THIS SVC LEVEL: 15 distribution processes. Responsible for
IGC SUPPORT running monthly allocations and closing
processes. Monitor and ensure that all
transactions post to the general ledger.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	136,160	0	0	0	0	136,160

22 1324-ACCOUNTS PAYABLE 2 Responsible for researching and
0044-Accounts Payable OF resolving PeopleSoft accounts payable
SOURCE OF FUNDS, THIS SVC LEVEL: 7 system and user problems. Assist
IGC SUPPORT accounts payable clerks with PeopleSoft
accounts payable issues. Assist with
system testing for PeopleSoft accounts
payable upgrades and fixes and patches.
Responsible for issuing IRS 1099-Misc.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	66,920	0	0	0	0	66,920

23 1351-PROPERTY APPRAISAL 6 Responsible for assessment of business
0822-Property Appraisal OF inventory and equipment and valuation
SOURCE OF FUNDS, THIS SVC LEVEL: 7 of all taxable personal property.
TAX SUPPORT

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CODE LVL

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
8	0	0	544,520	3,800	71,600	0	1,050	620,970

24	1322-CENTRAL ACCOUNTING					9	Perform monthly reconciliations of all major Municipal bank accounts.
	0837-Central Accounting					15	Responsible for PeopleSoft subsystem to general ledger reconciliations.
	SOURCE OF FUNDS, THIS SVC LEVEL:						
	IGC SUPPORT						

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
2	0	0	133,370	0	0	0	0	133,370

25	1322-CENTRAL ACCOUNTING					10	Monitor and maintain PeopleSoft fixed asset module. Responsible for general government fixed asset reporting. Train all Municipal fixed asset custodians on PeopleSoft fixed asset module and Municipal fixed assets policy and procedures. Responsible for all accounting and reporting for Municipal self insurance funds.
	0837-Central Accounting					15	
	SOURCE OF FUNDS, THIS SVC LEVEL:						
	IGC SUPPORT						

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	84,340	0	0	0	0	84,340

26	1324-ACCOUNTS PAYABLE					3	Responsible for daily printing of accounts payable checks. Perform annual training for approximately 100 Municipal accounts payable clerks. Perform centralized accounts payable functions such as deletions, voids, refunds and processing of returned checks.
	0044-Accounts Payable					7	
	SOURCE OF FUNDS, THIS SVC LEVEL:						
	IGC SUPPORT						

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	61,730	0	0	0	0	61,730

DEPT: 12 -FINANCE
DEPT BUDGET UNIT/
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SL SVC
CODE LVL

27 1322-CENTRAL ACCOUNTING 11 Responsible for financial reporting for
0837-Central Accounting OF all capital grants received by the
SOURCE OF FUNDS, THIS SVC LEVEL: 15 Municipality. Coordinate with and train
department personnel on capital grant
IGC SUPPORT reporting requirements. Assist in
preparation of the annual single audit.
Assist with preparation of annual audit
work papers for capital projects funds.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	78,120	0	0	0	0	78,120

28 1324-ACCOUNTS PAYABLE 4 Responsible for utility vendor payments.
0044-Accounts Payable OF Reconcile various utility payment
SOURCE OF FUNDS, THIS SVC LEVEL: 7 accounts. Assist accounts receivable
personnel with bill for collection
IGC SUPPORT entry.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	61,730	0	0	0	0	61,730

29 1322-CENTRAL ACCOUNTING 14 Responsible for coordinating with
0837-Central Accounting OF utility and enterprise activity
SOURCE OF FUNDS, THIS SVC LEVEL: 15 accountants on preparation of annual
audit work papers. Prepare and record
debt service payments. Record and
reconcile special assessments activity.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	73,960	0	0	0	0	73,960

30 1351-PROPERTY APPRAISAL CB 3 Meets mandates under statute and
0822-Property Appraisal OF ordinance to review inventory on a
SOURCE OF FUNDS, THIS SVC LEVEL: 7 cyclical basis. Discovers and lists
TAX SUPPORT new construction. Provides mass
appraisal value estimates for land
parcels.

DEPT: 12 -FINANCE
DEPT BUDGET UNIT/
RANK PROGRAM

SL SVC
CODE LVL

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
9	0	0	763,500	5,120	41,940	0	30,640	841,200

31 1342-REVENUE MANAGEMENT
0661-Revenue Management
SOURCE OF FUNDS, THIS SVC LEVEL:

CB 3 Centrally manage misc. accounts receiv-
OF able module within PeopleSoft environ-
3 ment. Mail original invoices & monthly
statements; post all payments and ad-
justments. Perform centralized input of
general government cash receipts. Audit
cash receipts on selective basis for
timeliness, accuracy and general compli-
ance with policies and procedures;
provide constructive feedback to depts.

IGC SUPPORT
PROGRAM REVENUES 35,000

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
6	0	0	409,110	4,770	11,500	0	0	425,380

32 1322-CENTRAL ACCOUNTING
0837-Central Accounting
SOURCE OF FUNDS, THIS SVC LEVEL:

12 Responsible for maintaining files and
OF providing support for accountants.
15 Maintains all grant files, ensuring that
all required documentation and
agreements are properly on file for
each grant.

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	54,390	0	0	0	0	54,390

33 1324-ACCOUNTS PAYABLE
0044-Accounts Payable
SOURCE OF FUNDS, THIS SVC LEVEL:

5 Process all Municipal travel expense
OF reports. Review all travel reports for
7 compliance with Municipal travel policy
and procedures. Process travel payments
Reconcile travel advance accounts.

IGC SUPPORT

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	55,510	0	0	0	0	55,510

IGC SUPPORT

Assist with cash receipts entry and
audit.

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PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	58,760	0	0	0	0	58,760

38 1324-ACCOUNTS PAYABLE
0044-Accounts Payable
SOURCE OF FUNDS, THIS SVC LEVEL:
IGC SUPPORT

7 Verify that all accounts payable
OF payments have appropriate department
7 approval prior to Controller's review
of accounts payable checks. Open, stamp
and distribute incoming accounts
payable invoices to appropriate
Municipal departments for
processing.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	52,930	0	5,000	0	0	57,930

39 1322-CENTRAL ACCOUNTING
0837-Central Accounting
SOURCE OF FUNDS, THIS SVC LEVEL:
IGC SUPPORT

15 Responsible for monthly reconciliation
OF of 14 deposit and refund bank accounts.
15 Responsible for recording monthly
activity in these bank accounts.

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
1	0	0	59,240	0	10,000	0	0	69,240

40 1351-PROPERTY APPRAISAL
0822-Property Appraisal
SOURCE OF FUNDS, THIS SVC LEVEL:

7 Temporary Appraisal Staff
OF
7

PERSONNEL			PERSONAL	SUPPLIES	OTHER	DEBT	CAPITAL	TOTAL
FT	PT	T	SERVICE		SERVICES	SERVICE	OUTLAY	
0	0	6	140,340	0	0	0	0	140,340

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TOTALS FOR DEPARTMENT OF FINANCE

, FUNDED AND UNFUNDED

PERSONNEL			PERSONAL		OTHER	DEBT	CAPITAL	
FT	PT	T	SERVICE	SUPPLIES	SERVICES	SERVICE	OUTLAY	TOTAL
106	0	6	7,591,520	70,100	1,090,480	0	45,860	8,797,960