

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT		NO.	DEPARTMENT SUMMARY		PAGE
Department of Assessment & Management		30			31a
DIVISIONS / SECTIONS	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75		
			RECOMMENDED	APPROVED	
Administration	113,990	93,134	113,612	112,684	
Property Management (1)	-0-	36,914	75,136	76,316	
Property Appraisal (2)	775,338	1,019,916	1,676,182	1,885,870	
Right-of-Way Acquisition	102,684	123,133	110,937	98,428	
Utility Coordination			43,876	32,180	
Total Expenditures	992,012	1,273,097	2,019,473	2,205,478	
Less Reimbursable Charges	90,296	141,582	330,061	319,608	
Net Expenditures	901,716	1,131,515	1,689,682	1,885,870	
COMMENTARY					
(1) This function was in the Administration Division in the 1972-73 budget.					
(2) The name of this division was "Assessing" in the 1972-73 budget.					

GREATER ANCHORAGE AREA BOROUGH							
DEPARTMENT Property Assessment & Management		DIVISION All	SECTION	BUDGET CODE 01-30	SUMMARY	A	PAGE 31b
ACCT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75			
				RECOMMENDED	APPROVED		
5000	Employee Services	754,709	767,315	877,977	939,672		
5100	General & Administrative Expenses	41,057	45,798	56,700	56,700		
5200	Facilities Expenses	-0-	-0-	8,910	8,910		
5300	Professional Services	-0-	-0-	1,800	1,800		
5400	Other Expenses	48,503	56,670	63,420	69,720		
5500	Contractual Services	1,319	3,735	3,100	3,100		
5600	Intragovernmental Charges	140,519	393,299	1,001,636	1,119,376		
5700	Construction Costs	-0-	-0-	-0-	-0-		
5800	Bonded Debt Service	-0-	-0-	-0-	-0-		
5900	Capital Expenditures	5,905	6,280	6,200	6,200		
5951	Other appropriations	-0-	-0-	-0-	-0-		
	Total Expenditures	992,012	1,273,097	2,019,743	2,205,478		
	Less Reimbursable Charges	90,296	141,582	330,061	319,608		
	Net Expenditures	901,716	1,131,515	1,689,682	1,885,870		
REVENUE GENERATED							
	REVENUES						
4592	Service Fees - School District	4,514	12,444	13,500	-0- *		
	TOTAL REVENUES	4,514	12,444	13,500	-0-		
	NET REQUIREMENTS	897,202	1,119,071	1,676,182	1,885,870		
COMMENTARY							
*See Non-Departmental for revenues and expenditures for services to the School District.							

DEPARTMENT Property Assessment & Management		DIVISION Administration	SECTION	BUDGET CODE 01-31	SUMMARY	A	PAGE 32a
ACCT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75			
				RECOMMENDED	APPROVED		
5000	Employee Services	105,753	75,860	88,332	95,194		
5100	General & Administrative Expenses	1,749	725	2,250	2,250		
5200	Facilities Expenses	-0-	-0-	8,630	-0-		
5300	Professional Services	-0-	-0-	-0-	-0-		
5400	Other Expenses	2,396	1,550	360	360		
5500	Contractual Services	47	-0-	-0-	-0-		
5600	Intragovernmental Charges	4,045	13,599	13,520	14,360		
5700	Construction Costs	-0-	-0-	-0-	-0-		
5800	Bonded Debt Service	-0-	-0-	-0-	-0-		
5900	Capital Expenditures	-0-	1,400	520	520		
5951	Other appropriations	-0-	-0-	-0-	-0-		
	Total Expenditures	113,990	93,134	113,612	112,684		
	Less Reimbursable Charges	6,467	10,794	113,612	112,684		
	Net Expenditures	107,523	82,340	-0-	-0-		
REVENUE GENERATED							
	REVENUES						
	TOTAL REVENUES	-0-	-0-	-0-	-0-		
	NET REQUIREMENTS	107,523	82,340	-0-	-0-		
COMMENTARY							

GREATER ANCHORAGE AREA BOROUGH						
DEPARTMENT	DIVISION	SECTION	BUDGET CODE	DETAIL	B	PAGE
Property Assessment & Management	Administration		01-31			32b
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75		
				PROPOSED	RECOMMENDED	APPROVED
	<u>Employee Services</u>					
5001	Salaries	83,402	68,205	78,069	78,069	84,321
5003	Overtime	153	-0-	630	630	155
	Total Current Salaries	83,555	68,205	78,699	78,699	84,476
	Less Vacancy Factor	-0-	1,935	2,217	2,217	2,395
5010	Accrued Leave	6,557	795	910	910	983
	Total Salary Costs	90,112	67,065	77,392	77,392	83,064
5015	Contributions-Employee Retirement	15,641	3,890	3,700	3,700	4,800
5020	Social Security	incl. above	1,895	2,820	2,820	2,840
5030	Workmen's Compensation	incl. above	515	840	840	910
5040	Group Insurance	incl. above	2,495	3,580	3,580	3,580
	Total Employee Services	105,753	75,860	88,332	88,332	95,194
	<u>General &amp; Administrative Expense</u>					
5110	Dues & Subscriptions	235	175	230	230	230
5115	Employee Bonding Expense	23	-0-	60	60	60
5120	Equipment Rental-Office	-0-	100	100	100	100
5125	Equipment Repair-Office	-0-	200	230	230	230
5130	Liability Insurance	1,020	-0-	250	250	250
5150	Professional Development	230	-0-	1,820	1,080	1,080
5160	Supplies-Office	241	250	300	300	300
	Total General & Administrative Expense	1,749	725	2,990	2,250	2,250
	<u>Facilities Expense</u>					
5201	Building Remodeling	-0-	-0-	-0-	8,630	-0-
	<u>Other Expenses</u>					
5483	Travel-Mileage Expense	1,820	1,200	-0-	-0-	-0-
5484	Travel	564	250	260	260	260
5499	Miscellaneous Expense	12	100	100	100	100
	Total Other Expenses	2,396	1,550	360	360	360
	<u>Contractual Services</u>					
5550	Mapping System Maintenance	47	-0-	-0-	-0-	-0-

# GREATER ANCHORAGE AREA BOROUGH

GREATER ANCHORAGE AREA BOROUGH										
DEPARTMENT		DIVISION		SECTION		BUDGET CODE		DETAIL	B	PAGE
Property Assessment & Management		Administration				01-31				32c
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75						
				PROPOSED	RECOMMENDED	APPROVED				
	<u>Intragovernmental Charges</u>									
5603	Mayor-Internal Audit	-0-	80	-0-	-0-	-0-				
5604	Mayor-Data Processing	-0-	-0-	63,760	-0-	-0-				
5612	Administration-Operations	2,618	11,542	12,530	12,290	13,040				
5614	Administration-Personnel	527	750	1,220	1,110	1,210				
5622	Finance-Controller	787	1,227	-0-	-0-	-0-				
5683	Service Pool-Special Services	113	-0-	8,630	-0-	-0-				
5689	Equipment Pool	-0-	-0-	120	120	110				
	Total Intragovernmental Charges	4,045	13,599	86,260	13,520	14,360				
	<u>Capital Expenditures</u>									
5930	Office Equipment	-0-	1,400	520	520	520				
	Total Expenditures	113,990	93,134	178,462	113,612	112,684				
	Less Reimbursable Charges	6,467	10,794	178,462	113,612	112,684				
	Net Expenditures	107,523	82,340	-0-	-0-	-0-				

GREATER ANCHORAGE AREA BOROUGH

GREATER ANCHORAGE AREA BOROUGH												
DEPARTMENT Property Assessment & Management		DIVISION Administration		SECTION		BUDGET CODE 01-31		PERSONNEL		C	PAGE 32d	
CLASSIFICATION				RANGE AND STEP		EMPLOYEES CURRENT *BUDGET	1974-75					
							* PROPOSED		* RECOMMENDED		* APPROVED	
Director of Property Assessment & Management				33 F 1		1	1	34,262	1	34,262	1	36,990
Assistant Director of Property Assessment & Management				27 D-E		1	1	22,615	1	22,615	1	24,423
Administrative Specialist				16 D-E		1	1	13,134	1	13,134	1	14,196
Clerk II (1)				7 A-B		1	0	-0-	0	-0-	0	-0-
						4	3	70,011	3	70,011	3	75,609
<u>New Positon</u>												
Clerk III				9 A-B		0	1	8,058	1	8,058	1	8,712

GREATER ANCHORAGE AREA BOROUGH								
DEPARTMENT	PROPERTY ASSESSMENT & MANAGEMENT	DIVISION	ADMINISTRATION	SECTION	BUDGET CODE	COMMENTARY	D	PAGE
					01-31			32e
5001	Salaries							
	This account reflects the addition of one Clerk III. The position has been filled by a P.E.P. employee for the last year.							
					Department Request	Mayor Recommends	Assembly Approved	
					78,069	78,069	84,321	
5003	Overtime							
	Hours spent by the Office Supervisor attending Board of Equalization meetings in prior years has been taken in Comp time; however, due to the increasing workload this is no longer practical. Therefore, overtime has been budgeted. Money has also been budgeted for meetings for the Assistant Director.							
					630	630	155	
5110	Dues & Subscriptions							
	This account includes the following for the Director and the Assistant Director.							
	Dues to the International Association of Assessing Officers @\$25							
	Dues to the American Right-of-Way Association @\$40							
	Dues to the Alaska Association of Assessing Officers @\$5							
					230	230	230	
5115	Employee Bonding Expense							
	\$10 for four employees, plus one notary fee.							
					60	60	60	
5120	Equipment Rental-Office							
					100	100	100	
5125	Equipment Repair-Office							
	Maintenance contract for Selectric II, dictaphone equipment, plus \$30 for repair of Victor Adding machine if necessary.							
					230	230	230	
5150	Professional Development							
	International Association of Assessing Officers Conference in San Francisco and a pre-conference school. \$825							
	Reviewing Appraisers course to be given by the American Institute of Real Estate Appraisers. Tulane University, New Orleans, La. \$990							
					1,815	1,080	1,080	
5484	Travel							
	One trip to Juneau has been budgeted for in case we must send a representative to testify in the Legislative session. (1975)							
					260	260	260	

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Property Assessment & Management	DIVISION Administration	SECTION	BUDGET CODE 01-31	COMMENTARY	D	PAGE 32f
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	<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>
5930 Office Equipment 1 IBM transcriber, Model 272 to be used by the Clerk III in conjunction with our 2-station dictaphone system. At the present time we have only one transcriber.	520	520	520

Reimbursable Charges to Others

Charges from this division of the Department of Assessment and Management are allocated on estimates of time expended to the other divisions and sections of this department.

<u>Division</u>	<u>Percentages</u>	<u>Amount</u>	<u>Amount</u>
32 Property Management	40.0%	45,440	45,070
33 Property Appraisal	52.5%	59,652	59,164
34.01 Right of Way-Acquisition	4.0%	4,540	4,510
34.02 Right of Way-Utility Coordination	3.5%	3,980	3,940
	100.0%	113,612	112,684



GREATER ANCHORGE AREA BOROUGH							
DEPARTMENT Property Assessment & Management		DIVISION Property Management	SECTION	BUDGET CODE 01-32	SUMMARY	A	PAGE 33a
ACCT NO.	EXPENDITURE CLASSIFICATION		1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75		
					RECOMMENDED	APPROVED	
5000	Employee Services			20,070	19,646	21,296	
5100	General & Administrative Expenses			1,260	3,210	3,210	
5200	Facilities Expenses			-0-	-0-	-0-	
5300	Professional Services			-0-	-0-	-0-	
5400	Other Expenses			700	1,100	1,100	
5500	Contractual Services			100	100	100	
5600	Intragovernmental Charges			14,529	50,530	50,060	
5700	Construction Costs			-0-	-0-	-0-	
5800	Bonded Debt Service			-0-	-0-	-0-	
5900	Capital Expenditures			255	550	550	
5951	Other appropriations			-0-	-0-	-0-	
Total Expenditures				36,914	75,136	76,316	
Less Reimbursable Charges				17,099	69,126	76,316	
Net Expenditures				19,815	6,010	-0-	
REVENUE GENERATED							
	REVENUES						
4592	Service Fees - School District			3,000	6,010	-0-*	
TOTAL REVENUES				3,000	6,010	-0-	
NET REQUIREMENTS				16,815	-0-	-0-	
COMMENTARY							
* See Non-Departmental for Charges to the School District.							

# GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Property Assessment & Management		DIVISION Property Management	SECTION	BUDGET CODE 01-32	DETAIL	B	PAGE 33b
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75			
				PROPOSED	RECOMMENDED	APPROVED	
5001	<u>Employee Services</u> Salaries		17,687	17,769	17,769	19,197	
	Less Vacancy Factor		502	505	505	545	
5010	Accrued Leave		205	207	207	224	
	Total Salary Costs		17,390	17,471	17,471	18,876	
5015	Contributions-Employee Retirement		1,010	835	835	1,090	
5020	Social Security		635	780	780	770	
5030	Workmens Compensation		220	150	150	160	
5040	Group Insurance		815	410	410	400	
	Total Employee Services		20,070	19,646	19,646	21,296	
	<u>General &amp; Administrative Expenses</u>						
5110	Dues and Subscriptions		50	40	40	40	
5115	Employee Bonding Expense		-0-	30	30	30	
5120	Equipment Rental-Office		-0-	1,410	1,410	1,410	
5125	Equipment Repair-Office		50	130	130	130	
5130	Liability Insurance		-0-	100	100	100	
5135	Fire Insurance		560	-0-	-0-	-0-	
5150	Professional Development		500	130	1,200	1,200	
5160	Supplies-Office		100	150	300	300	
	Total General & Administrative Expenses		1,260	1,990	3,210	3,210	
	<u>Other Expenses</u>						
5451	Recorders Office Information		50	50	50	50	
5471	Supplies-Duplication		-0-	100	100	100	
5483	Travel-Mileage Expense		600	900	900	900	
5499	Miscellaneous Expenses		50	50	50	50	
	Total Other Expenses		700	1,100	1,100	1,100	
	<u>Contractual Services</u>						
5550	Mapping System Maintenance		100	100	100	100	

# GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Property Assessment & Management		DIVISION Property Management	SECTION	BUDGET CODE 01-32	DETAIL	B	PAGE 33c
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75			
				PROPOSED	RECOMMENDED	APPROVED	
	<u>Intragovernmental Charges</u>						
3602	Mayor & Public Information		40	-0-	-0-	-0-	
5612	Administration-Operations		2,831	3,060	3,000	2,860	
5614	Administration-Personnel		250	310	280	240	
5621	Finance-Admin.-Budget & Insurance		139	-0-	-0-	-0-	
5622	Finance-Controller		475	-0-	-0-	-0-	
5623	Finance-Purchasing		-0-	2,010	1,810	1,890	
5631	Property Assessment & Management- Administration		10,794	3,390	45,440	45,070	
	Total Intragovernmental Charges		14,529	8,770	50,530	50,060	
	<u>Capital Expenditures</u>						
5930	Office Equipment		255	550	550	550	
	Total Expenditures		36,914	32,156	75,136	76,316	
	Less Reimbursable Charges		17,099	32,156	69,126	70,216	
	Net Expenditures		19,815	-0-	6,010	6,100	
	Transfer of School Charge to Non-Departmental				6,010	6,100	
					-0-	-0-	

GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Property Assessment & Management	DIVISION Property Management	SECTION	BUDGET CODE 01-32	PERSONNEL	C	PAGE 33d		
CLASSIFICATION	RANGE AND STEP	EMPLOYEES CURRENT *BUDGET	1974-75					
			* PROPOSED		* RECOMMENDED		* APPROVED	
Administrative Assistant (Property Manage- ment)	20 F	1	1	17,769	1	17,769	1	19,197
TOTAL		1	1	17,769	1	17,769	1	19,197

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

## COMMENTARY

GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT	Property	DIVISION	SECTION	BUDGET CODE	COMMENTARY	D	PAGE
Assessment & Management	Property Management			01-32			33e

		<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>
5001	Salaries This account reflects the same personnel as 1973-74.	17,769	17,769	19,197
5110	Dues and Subscriptions Dues to American Right Of Way Association.	40	40	40
5115	Employee Bonding Expense Blanket Bond for one person, plus Notary fees.	30	30	30
5120	Equipment Rental-Office One-half of the rental fee for an Executive Mag Card shared with Property Appraisal, P.A. & M.	1,410	1,410	1,410
5125	Equipment Repair-Office Maintenance agreement fees for 1 Selectric IBM Typewriter and one calculator.	130	130	130
5150	Professional Development American Right of Way Course I, Communication, and Course II, Inter- personal Relations. Both courses will be held in Anchorage during the coming year. "Reviewing Appraisers Course" in New Orleans, La.	150	1,200	1,200
5483	Travel-Mileage Expense \$50 per month vehicle allowance plus 14¢ per mile for Property Management Agent.	900	900	900
5930	Office Equipment One Electronic Calculator.	550	550	550

Reimbursable Charges to Others

These charges are based upon workload projections.

<u>Fund</u>	<u>Department</u>	<u>Percentage</u>	<u>Amount</u>	<u>Amount</u>
01	<u>General Fund</u>			
	33 Property Appraisal	30%	22,540	22,890
	41.01 Health-Office of the Director	2%	1,500	1,530

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Assessment & Management	Property & Management	DIVISION Property Management	SECTION	BUDGET CODE 01-32	COMMENTARY	D	PAGE 33f
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Reimbursable Charges to Others (continued)

<u>Fund</u>	<u>Department</u>	<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>
33	<u>Parks &amp; Recreation Capital Improvement Program Fund</u> 97.01 Park Acquisition	52%	39,076	39,686
43	<u>Land Trust Fund</u> 32 Property Management	6%	4,510	4,580
45	<u>Sewer Utility Enterprise Fund</u> 85.03 Public Works-Areawide Operations	2%	1,500	1,530
		92%	69,126	70,216
	School District	8%	6,010	6,100
		100%	75,136	76,316



# GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT		DIVISION	SECTION		BUDGET CODE	DETAIL	B	PAGE
Property Assessment & Management		Property Appraisal			01-33			34b
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75				
				PROPOSED	RECOMMENDED	APPROVED		
	<u>Employee Services</u>							
5001	Salaries	455,036	502,843	646,389	571,809	633,545		
5003	Overtime	2,714	630	2,950	2,950	2,950		
	Total Current Salaries	457,750	503,473	649,339	574,759	636,495		
	Less Vacancy Factor	-0-	14,298	18,357	16,239	17,992		
5010	Accrued Leave	4,855	5,870	7,536	6,666	7,387		
	Total Salary Costs	462,605	495,045	638,518	565,186	625,890		
5015	Contributions-Employee Retirement	94,869	28,715	30,520	27,020	36,180		
5020	Social Security	incl. above	20,745	31,050	27,390	28,690		
5030	Workmen's Compensation	incl. above	5,505	5,930	5,930	6,404		
5040	Group Insurance	incl. above	25,760	35,980	30,880	32,570		
	Total Employee Services	557,474	575,770	741,998	656,406	729,734		
	<u>General &amp; Administrative Expense</u>							
5105	Advertising other than Legal	912	800	1,000	1,000	1,000		
5110	Dues & Subscriptions	3,408	4,100	3,120	3,040	3,040		
5115	Employee Bonding Expense	126	20	450	410	410		
5120	Equipment Rental-Office	407	2,800	1,410	1,410	1,410		
5125	Equipment Repair-Office	367	700	750	750	750		
5130	Liability Insurance	5,261	-0-	2,880	2,880	2,880		
5140	Postage	9,845	13,200	15,000	15,500	15,500		
5145	Printed Material other than Office Supplies	8,066	10,000	11,000	11,000	11,000		
5150	Professional Development	5,868	5,500	5,760	5,760	5,760		
5155	Publications, Postings & Hearings	354	1,000	1,200	1,200	1,200		
5160	Office Supplies	2,850	2,500	2,750	2,750	2,750		
5165	Training Aids	15	250	250	250	250		
	Total General & Admin. Expense	37,479	40,870	45,570	45,950	45,950		
	<u>Facilities Expense</u>							
5201	Building Remodeling	-0-	-0-	-0-	8,630	8,630		
	<u>Professional Services</u>							
5390	Systems Consultants	-0-	-0-	1,800	1,800	1,800		
	<u>Other Expenses</u>							
5401	Board of Equalization Expenses	-0-	-0-	2,500	2,500	8,800		



# GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Property Assessment & Management		DIVISION Property Appraisal		SECTION		BUDGET CODE 01-33		DETAIL		B		PAGE 34c	
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75									
				PROPOSED	RECOMMENDED	APPROVED							
5412	Contributions to Equipment Pool	-0-	-0-	102,100	-0-	-0-							
5451	Recorder's Office Information	6,682	6,000	7,000	7,000	7,000							
5457	Relocation Expense	1,000	-0-	-0-	-0-	-0-							
5471	Supplies-Duplication	-0-	600	600	600	600							
5474	Supplies-Other	2,729	3,270	4,000	4,000	4,000							
5483	Travel-Mileage Expense	32,399	40,250	24,440	41,760	41,760							
5484	Travel	-0-	-0-	1,000	1,000	1,000							
5499	Miscellaneous Expense	208	400	400	400	400							
	Total Other Expense	43,018	50,520	142,040	57,260	63,560							
	<u>Contractual Services</u>												
5550	Mapping System Maintenance	716	2,085	2,000	2,000	2,000							
5572	Microfilm Service	-0-	550	-0-	-0-	-0-							
	Total Contractual Services	716	2,635	2,000	2,000	2,000							
	<u>Intragovernmental Charges</u>												
5601	Assembly & Clerk	-0-	-0-	41,140	59,710	84,399							
5602	Mayor-Mayor & Public Information	-0-	-0-	33,980	27,380	25,460							
5603	Mayor-Internal Audit	-0-	796	1,840	1,590	2,130							
5604	Mayor-Data Processing	34,454	222,230	-0-	126,540	126,320							
5612	Administration-Operations	78,847	62,828	95,070	93,370	94,963							
5613	Administration-Admin. Services	-0-	-0-	3,510	2,460	-0-							
5614	Administration-Personnel	5,472	8,813	14,680	10,940	11,650							
5615	Administration-Duplication	-0-	4,247	1,160	920	870							
5621	Finance-Admin.-Budget & Insurance	-0-	2,780	5,150	3,930	5,020							
5622	Finance-Controller	5,902	9,495	25,860	29,600	85,520							
5623	Finance-Purchasing	5,393	6,985	15,600	14,070	14,640							
5624	Finance-Collections	-0-	-0-	110,601	100,131	101,653							
5625	Finance-Receipts & Custody-												
	Tax Receipts	-0-	-0-	297,572	188,498	257,167							
5631	Property Assessment & Management-												
	Administration	-0-	-0-	151,020	59,652	59,164							
5632	Property Assessment & Management-												
	Property Management	-0-	-0-	-0-	22,500	22,890							
5650	Legal	-0-	26,513	33,390	108,005	103,290							
5662	Planning-Technical Services	-0-	-0-	53,210	22,850	33,240							
5682	Service Pool-Administration	1,314	-0-	-0-	-0-	-0-							
5689	Equipment Pool	-0-	1,109	35,890	35,890	1,090							
	Total Intragovernmental Charges	131,382	345,796	919,673	908,036	1,029,466							

# GREATER ANCHORAGE AREA BOROUGH

GREATER ANCHORAGE AREA BOROUGH										
DEPARTMENT Property Assessment & Management		DIVISION Property Appraisal		SECTION		BUDGET CODE 01-33		DETAIL	B	PAGE 34d
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75			PROPOSED	RECOMMENDED	APPROVED	
	Capital Expenditures									
5920	Buildings & Improvements	708	-0-	-0-	-0-	-0-	-0-	-0-	-0-	
5930	Office Equipment	4,561	4,075	6,770	4,230	4,230	4,230	4,230	4,230	
5942	Maps & Books	-0-	250	500	500	500	500	500	500	
	Total Capital Expenditures	5,269	4,325	7,270	4,730	4,730	4,730	4,730	4,730	
	Total Expenditures	775,338	1,019,916	1,860,351	1,676,182	1,676,182	1,676,182	1,885,870	1,885,870	
	Less Reimbursable Charges	-0-	-0-	-0-	-0-	-0-	-0-	-0-	-0-	
	Net Expenditures	775,338	1,019,916	1,860,351	1,676,182	1,676,182	1,676,182	1,885,870	1,885,870	

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT	Property Assessment & Management	DIVISION	Property Appraisal	SECTION	BUDGET CODE	PERSONNEL	C	PAGE
					01-33			34e
CLASSIFICATION	RANGE AND STEP	EMPLOYEES CURRENT *BUDGET	1974-75					
			* PROPOSED	* RECOMMENDED	* APPROVED			
Chief Real Estate Appraiser	26 D-E	0.75	1	21,402	0	-0-	0	-0-
Appraiser III	23 F	1	1	21,040	1	21,040	1	22,728
Appraiser I <sup>TT</sup>	23 F	1	1	21,015	1	21,015	1	22,701
Appraiser III	23 F	3	3	62,917	3	62,917	3	67,966
Appraiser II	21 C-F	13	13	228,512	13	228,512	13	246,959
Appraiser I (1)	19 B-E	5.25	5½	74,732	5½	74,732	5+ 1PT	80,753
Senior Administrative Specialist	18 F	1	1	17,004	1	17,004	1	18,378
Engineering Technician I	15 B-C	1	1	11,340	1	11,340	1	12,264
Secretary	10 F	1	1	11,453	1	11,453	1	12,384
Principal Clerk	9 B-F	5	5	49,746	5	49,746	5	53,737
Principal Clerk	9 D-E	1	1	8,767	1	8,767	1	9,470
Senior Clerk (2)	7 A-B	2	0	-0-	0	-0-	0	-0-
Sub-total		35	33½	527,928	32½	506,526	32+ 1PT	547,340
TOTAL								

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

## COMMENTARY

- (1) Each summer we hire a temporary Appraiser I to inventory trailer courts. He works approximately three months.
- (2) One of our Clerk II PEP positions is included in our New Positions for this section. The other position has been used in our Administration Section and is being funded as a new position there.

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Property Assessment & Management	DIVISION Property Appraisal	SECTION	BUDGET CODE 01-33	PERSONNEL		C	PAGE 34f	
CLASSIFICATION	RANGE AND STEP	EMPLOYEES CURRENT *BUDGET	1974-75					
			* PROPOSED		* RECOMMENDED		* APPROVED	
<u>New Positions</u>								
Appraiser II	21 A-B	0	4	57,936	1	14,484	2	31,296
Appraiser I	19 A-B	0	2	26,268	2	26,268	2	28,392
Principal Clerk	9 A-B	0	2	17,784	1	8,058	1	8,712
Accounting Clerk II	11 A-B	0	1	8,892	1	8,892	1	9,606
Senior Clerk (3)	7 B-C	0	1	7,581	1	7,581	1	8,199
		0	10	118,461	6	65,283	7	86,205

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

## COMMENTARY

(3) PEP position last year.

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Property Assessment & Management		DIVISION Property Appraisal	SECTION	BUDGET CODE 01-33	COMMENTARY	D	PAGE 34g
					Department Request	Mayor Recommends	Assembly Approved
5001	Salaries				646,389	571,809	633,545
	This account reflects 1 new Appraiser II, 2 new Appraiser I's, 1 new Clerk II, and 1 Clerk III.						
5003	Overtime				2,950	2,950	2,950
	We have budgeted overtime for the Board of Equalization meetings which our Appraisers must attend.						
5105	Advertising other than Legal				1,000	1,000	1,000
	This account money is spent for notifying the citizens of Personal Property Assessment Returns being mailed; alerting senior citizens of filing for exemption; and notices such as office hours for filing appeals and returns. None of the above notices is required by law, but it is done as a public service.						
5110	Dues & Subscriptions				3,120	3,040	3,040
	Dues:						
	International Association of Assessing Officers						
	Alaska Association of Assessing Officers						
	Society of Auditor - Appraisers						
	Subscriptions:						
	Multiple Listing Service (1)						
	Marshall & Swift (16)						
	Older Equipment Values (2)						
	Forke Brothers Blue Book (1)						
	U S Civil Aircraft Register						
	NADA Official Used Car Guide						
	Aircraft Price Digest						
	ABOS Trade-In Guides						
	Equipment Guide-Book Co. Green Guides (3)						
	Equipment Guide-Book Co. Truck & Trailer (2)						
	Kelly Blue Book & 7 Jan/Feb Issues						
	Recreational Vehicle Guide and 2 Jan/Feb Issues						
	Truck Blue Book						
	Mobile Home Edition						
	Aircraft Blue Book						
	Trade-a-Plane Yellow Book						
	Trade-a-Plane Service						

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT	DIVISION	SECTION	BUDGET CODE	COMMENTARY	D	PAGE
Property Assessment & Management	Property Appraisal		01-33			34h
			<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>	
5110	Dues & Subscriptions (cont) Equipment Advertiser Worldwide Aviation Marketing					
5115	Employee Bonding Expense \$10 per person plus notary fee.		450	410	410	
5120	Equipment Rental Maintenance agreements for 3 Selectrics \$169, calculators \$211. We also have 20 electronic calculators not covered by a maintenance agreement.		750	750	750	
5140	Postage We have approximately 150,000 pieces of mail during the year. This includes Individual and Business Personal Property Returns, Real Property Assessment Notices on Original, 1st and 2nd Supple- mental Rolls, brochure "What Current Assessment Means to You" mailed to reappraisal areas, mobile home decals, etc. Postage will also go from .08 to .10 in the coming year.		15,000	15,500	15,500	
5145	Printed Materials Includes Personal Property Returns, Assessment Notices, Property Record Cards, Change of Address and Ownership forms, "What Current Assesment means to You" brochure. We have increased this account by 10% because we have been told paper will increase in price.		11,000	11,000	11,000	
5150	Professional Development We have budgeted for nine appraisers to attend IAAO Schools at \$600 each. We have also budgeted for 12 correspondence cources.		5,760	5,760	5,760	
5155	Publications, Postings & Hearings Legal notices of the Board of Equalization Meetings, deadline for appeals, time and place of Board		1,200	1,200	1,200	
5165	Training Aids Film strips, tapes, records used in inhouse training.		250	250	250	

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT	DIVISION	SECTION	BUDGET CODE	COMMENTARY	D	PAGE
Property Assessment & Management	Property Appraisal		01-33			34i
			<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>	
5390	Systems Consultants		1,800	1,800	1,800	
	This department is in the process of developing a computer assisted appraisal program using multiple regression analysis. Lane County, Oregon has people with a considerable amount of expertise in this field. It is our intention to use the Contractual Service Account to bring at least one person to the Anchorage Area for approximately one week to assist in the future development of this system.					
5401	Board of Equalization Expense		2,500	2,500	2,500	
	Secretary has been budgeted for \$1,500, other expenses include mylars, appeal binders, 35MM film developing costs, etc.					
5412	Contributions to Equipment Pool		102,100	-0-	-0-	
	We requested 27 compact cars at \$3,300 each and 2 4-wheel drive vehicles at \$6,500 each. For almost ten years now, there has been a constant controversy over paying the appraisers for the use of their private vehicles. The appraisers feel they are losing money, and with the rise in gasoline prices they will definitely lose money. The vehicles requested are part of a phase in program to supply Borough vehicles to the appraisal staff. We receive numerous phone calls when the public sees our appraisers driving slowly through neighborhoods with unmarked cars. Borough vehicles would help relieve the publics apprehension.					
5451	Recorder's Office Information		7,000	7,000	7,000	
	Copies of deed and plats. The average monthly cost for the first five months of this fiscal year was \$569, for a yearly cost of \$6,828.					
5474	Supplies-Other		4,000	4,000	4,000	
	Motor Vehicle Register from the State, approximately \$1,000; Business License from the State, \$100; Airplane register, approximately \$150; Polaroid Film, approximately \$2,000; 100' measuring tapes (10) \$250; plus other small articles used by the appraisers.					
5483	Travel-Mileage Expense		24,440	41,760	41,760	
	Mileage is computed on a \$50 vehicle allowance plus .14 per					

GREATER ANCHORAGE AREA BOROUGH					
DEPARTMENT	DIVISION	SECTION	BUDGET CODE	COMMENTARY	PAGE
Property Assessment & Management	Property Appraisal		01-33		34j
			<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>
5483	Travel-Mileage (cont)				
	mile for six months. We have budget for 25 members of our appraisal staff for six months in this account. The balance of the year will be picked up through the Motor Pool. This six month split is due to the delivery of the new vehicles we have requested. One appraiser is using a Borough vehicle at the present time and will continue to do so.				
5484	Travel		1,000	1,000	1,000
	This account allows for two trips to Eugene, Oregon for our Data Processing Coordinator and System Appraiser to study the Lane County multiple regression analysis used in a computer assisted appraisal program. We have been working on this system for approximately one year now, and it should be completed within the next year and a half.				
5550	Mapping System Maintenance		2,000	2,000	2,000
	We have budgeted for a complete new set of mylars, plus regular supplies such as blueline.				
5930	Office Equipment		6,770	4,230	4,230
	4 Desks @ \$240				
	4 Swivel Chairs @ \$100				
	1 Steno Chair @ \$85				
	1 Electronic Calculator				
	4 Electronic Non-printing Calculators @ \$350				
	7 Polaroids @ \$80				
	1 Legal file				
	1 Letter file				
5942	Maps & Books		500	500	500
	One 500 scale map of Anchorage Bowl and Eagle River				
<u>Reimbursable Charges to Others</u>					
None					



GREATER ANCHORAGE AREA BOROUGH							
DEPARTMENT Property Assessment & Management		DIVISION Right of Way	SECTION All	BUDGET CODE 01-34	SUMMARY	A	PAGE 35a
ACCT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75			
				RECOMMENDED	APPROVED		
5000	Employee Services	91,482	95,615	113,593	93,448		
5100	General & Administrative Expenses	1,829	2,943	5,290	5,290		
5200	Facilities Expenses	-0-	-0-	280	280		
5300	Professional Services	-0-	-0-	-0-	-0-		
5400	Other Expenses	3,089	3,900	4,700	4,700		
5500	Contractual Services	556	1,000	1,000	1,000		
5600	Intragovernmental Charges	5,092	19,375	29,550	25,490		
5700	Construction Costs	-0-	-0-	-0-	-0-		
5800	Bonded Debt Service	-0-	-0-	-0-	-0-		
5900	Capital Expenditures	636	300	400	400		
5951	Other appropriations	-0-	-0-	-0-	-0-		
	Total Expenditures	102,684	123,133	154,813	130,608		
	Less Reimbursable Charges	83,829	113,689	147,323	130,608		
	Net Expenditures	18,855	9,444	7,490	-0-		
REVENUE GENERATED							
	REVENUES						
4592	Service Fees - School District	4,514	9,444	7,490	-0-		
	TOTAL REVENUES	4,514	9,444	7,490	-0-		
	NET REQUIREMENTS	14,341	-0-	-0-	-0-		
COMMENTARY							

GREATER ANCHORAGE AREA BOROUGH							
DEPARTMENT Property Assessment & Management		DIVISION Right of Way	SECTION Acquisition	BUDGET CODE 01-34.01	SUMMARY	A	PAGE 36a
ACCT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75			
				RECOMMENDED	APPROVED		
5000	Employee Services	91,482	95,615	82,867	73,888		
5100	General & Administrative Expenses	1,829	2,943	4,570	4,570		
5200	Facilities Expenses	-0-	-0-	250	250		
5300	Professional Services	-0-	-0-	-0-	-0-		
5400	Other Expenses	3,089	3,900	3,140	3,140		
5500	Contractual Services	556	1,000	500	500		
5600	Intragovernmental Charges	5,092	19,375	19,410	15,880		
5700	Construction Costs	-0-	-0-	-0-	-0-		
5800	Bonded Debt Service	-0-	-0-	-0-	-0-		
5900	Capital Expenditures	636	300	200	200		
5951	Other appropriations	-0-	-0-	-0-	-0-		
Total Expenditures		102,684	123,133	110,937	98,428		
Less Reimbursable Charges		83,829	113,689	103,447	98,428		
Net Expenditures		18,855	9,444	7,490	-0-		
REVENUE GENERATED							
REVENUES							
4592	Service Fees - School District	4,514	9,444	7,490	-0-*		
TOTAL REVENUES		4,514	9,444	7,490	-0-		
NET REQUIREMENTS		14,341	-0-	-0-	-0-		
COMMENTARY							
* See Non-Departmental for School District Services.							

**GREATER ANCHORAGE AREA BOROUGH**

DEPARTMENT Property Assessment & Management		DIVISION Right of Way	SECTION Acquisition		BUDGET CODE 01-34.01	DETAIL	B	PAGE 36b
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75				
				PROPOSED	RECOMMENDED	APPROVED		
	<u>Employee Services</u>							
5001	Salaries	72,860	79,902	72,572	72,572	63,786		
5003	Overtime	248	1,500	500	500	500		
	Total Current Salaries	73,108	81,402	73,072	73,072	64,286		
	Less Vacancy Factor	-0-	2,312	2,061	2,061	1,812		
5010	Accrued Leave	2,773	950	846	846	744		
	Total Salary Costs	75,881	80,040	71,857	71,857	63,218		
5015	Contributions-Employee Retirement	15,601	4,645	3,440	3,440	3,650		
5120	Social Security	incl. above	3,425	3,720	3,720	3,000		
5130	Workmen's Compensation	incl. above	3,495	610	610	670		
5140	Group Insurance	incl. above	4,010	3,240	3,240	3,350		
	Total Employee Services	91,482	95,615	82,867	82,867	73,888		
	<u>General &amp; Administrative Expense</u>							
5105	Advertising other than Legal	-0-	-0-	100	-0-	-0-		
5110	Dues & Subscriptions	172	313	240	240	240		
5115	Employee Bonding Expense	20	40	50	50	50		
5125	Equipment Repair-Office	49	100	100	100	100		
5130	Liability Insurance	860	-0-	2,830	2,830	2,830		
5150	Professional Development	160	1,690	1,650	700	700		
5160	Supplies-Office	568	800	600	600	600		
5165	Training Aids	-0-	-0-	50	50	50		
	Total General & Administrative Expense	1,829	2,943	5,620	4,570	4,570		
	<u>Facilities Expense</u>							
5225	Moving & Storage	-0-	-0-	250	250	250		
	<u>Professional Services</u>							
5390	Technical Services	-0-	-0-	400	-0-	-0-		
	<u>Other Expenses</u>							
5412	Contributions to Equipment Pool	-0-	-0-	6,600	-0-	-0-		
5434	Hazard Removal	-0-	-0-	250	-0-	-0-		
5451	Recorders Office Information	23	100	100	-0-	-0-		
5465	Small Tools	-0-	-0-	180	180	180		
5474	Supplies-Other	132	700	200	200	200		

GREATER ANCHORAGE AREA BOROUGH						
DEPARTMENT	DIVISION	SECTION	BUDGET CODE	DETAIL	B	PAGE
Property Assessment & Management	Right of Way	Acquisition	01-34.01			36c
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75		
				PROPOSED	RECOMMENDED	APPROVED
	<u>Other Expenses (cont)</u>					
5483	Travel-Mileage Expense	2,850	2,900	2,660	2,660	2,660
5499	Miscellaneous Expense	84	200	100	100	100
	Total Other Expenses	3,089	3,900	10,090	3,140	3,140
	<u>Contractual Services</u>					
5550	Mapping System Maintenance	556	1,000	500	500	500
	<u>Intragovernmental Charges</u>					
5602	Mayor-Internal Audit	-0-	119	-0-	-0-	-0-
5612	Administration-Operations	2,431	13,355	8,870	8,720	8,990
5614	Administration-Personnel	919	1,750	1,530	1,410	1,210
5621	Finance-Admin.-Budget & Insurance	-0-	417	-0-	-0-	-0-
5622	Finance-Controller	932	1,424	-0-	-0-	-0-
5631	Property Assessment & Management-Administration	-0-	-0-	17,140	4,540	4,510
5683	Service Pool-Support Services	70	-0-	-0-	-0-	-0-
5689	Equipment Pool	740	2,310	4,740	4,740	1,170
	Total Intragovernmental Charges	5,092	19,375	32,280	19,410	15,880
	<u>Capital Expenditures</u>					
5930	Office Equipment	636	300	200	200	200
	Total Expenditures	102,684	123,133	132,207	110,937	98,428
	Less Reimbursable Charges	83,829	113,689	132,207	103,447	91,788
	Net Expenditures	18,855	9,444	-0-	7,490	6,640
	Transfer of School Charge to Non-Departmental				7,490	6,640
					-0-	-0-

GREATER ANCHORAGE AREA BOROUGH									
DEPARTMENT Property Assessment & Management	DIVISION Right of Way	SECTION Acquisition	BUDGET CODE 01-34.01	PERSONNEL		C	PAGE 36d		
CLASSIFICATION	RANGE AND STEP	EMPLOYEES CURRENT *BUDGET	1974-75						
			* PROPOSED		* RECOMMENDED		* APPROVED		
Senior Right of Way Agent	23 E-F	1	1	19,588	1	19,588	1	21,162	
Right of Way Agent II	20 A-B	1	1	13,788	1	13,788	1	14,904	
Right of Way Agent I	18 C-F	2	2	28,900	2	28,900	1	16,602	
Secretary	10 D-E	1	1	10,296	1	10,296	1	11,118	
TOTAL		5	5	72,572	5	72,572	4	63,786	

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

COMMENTARY

GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Property Assessment & Management		DIVISION Right of Way	SECTION Acquisition	BUDGET CODE 01-34.01	COMMENTARY	D	PAGE 36e
				<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>	
5003	Overtime 27 hours - Assembly meetings, 50 hours - rush projects upon request from other departments This account has been reduced from \$2,878 to \$500 due to four day work week.			500	500	500	
5105	Advertising other than Legal Advertising of major acquisition projects.			100	-0-	-0-	
5110	Dues & Subscriptions American Right of Way Association 5 @ \$40 Just Compensation \$40			240	240	450	
5115	Employee Bonding Expense Bonding for five employees and two notary fees and bonds.			50	50	50	
5150	Professional Development New York, American R/W Association, International Seminar 755 American R/W Association, Education Course IV 200 American R/W Association, Education Course II & III 200 Alaska Surveying and Mapping Convention, Short course 70 American R/W Association, Education Course I & II 300 Real Estate Law, Community College 50 Civil Service Commission Education Course 75 <u>1,650</u>			1,650	700	700	
5165	Training Aids For films or records.			50	50	50	
5225	Moving & Storage To move the section into the new building when complete.			250	250	250	
5390	Technical Services For miscellaneous surveying to determine if an encroachment in a public right-of-way is in fact encroaching.			400	-0-	-0-	
5412	Contributions to Equipment Pool Two compact passenger vehicles.			6,600	-0-	-0-	

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Assessment & Management	DIVISION Property Right of Way	SECTION Acquisition	BUDGET CODE 01-34.01	COMMENTARY	D	PAGE 36f
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	<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>
5434 Hazard Removal Funds to have hazards or encroachments removed from public right of ways.	250	-0-	-0-
5483 Travel-Mileage Expense Two employees - \$50/month and 14C per mile for nine months use. Will be higher if Borough vehicles under Account 5412 are not approved.	2,660	2,660	2,660
5550 Mapping System Maintenance Replacement of complete set of City Grid Maps two times a year.	500	500	500
5930 Office Equipment Five foot plans table.	200	200	200

Reimbursable Charges to Others

The cost of this section is allocated to those functions requiring services during the year as follows:

<u>Fund</u>	<u>Department</u>	<u>Percentage</u>	<u>Amount</u>	<u>Amount</u>
01	<u>General</u>			
	65.02 Current Planning-Subdivision	1.75%	1,940	1,720
02	<u>Spenard</u>			
	87 Public Works-Roads and Drainage	1.00%	1,110	980
03	<u>Sand Lake</u>			
	87 Public Works-Roads and Drainage	.50%	550	490
05	<u>Muldoon</u>			
	87 Public Works-Roads and Drainage	1.00%	1,110	980
11	<u>Service Area 30</u>			
	76.02 Building Safety-Building	1.75%	1,940	1,720
	86.02 Public Works-Landfill	.25%	280	250
	97 Park Design and Development	.50%	550	490

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT Assessment & Management	DIVISION Right of Way	SECTION Acquisition	BUDGET CODE 01-34.01	COMMENTARY	D	PAGE 36g
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		<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>
<u>Reimbursable Charges to Others Cont.</u>				
<u>Fund</u>	<u>Department</u>	<u>Percentage</u>	<u>Amount</u>	<u>Amount</u>
31	<u>Sewer Capital Improvement Program</u>			
84	Construction	47.00%	52,147	46,278
32	<u>Roads &amp; Drainage Capital Improvement Program</u>			
81	Spenard	23.50%	26,070	23,130
82	Sand Lake	6.00%	6,660	5,910
83	Muldoon	7.00%	7,770	6,890
33	<u>Parks &amp; Recreation Capital Improvement Program</u>			
97	Park Acquisition	.50%	550	490
45	<u>Sewer Utility Enterprise</u>			
85.03	Areawide Operations	<u>2.50%</u>	<u>2,770</u>	<u>2,460</u>
		93.25%	103,447	91,788
		<u>6.75%</u>	<u>7,490</u>	<u>6,640</u>
		100.00%	110,937	98,428

School District



GREATER ANCHORGE AREA BOROUGH							
DEPARTMENT Property Assessment & Management		DIVISION Right of Way	SECTION Utility Coordination	BUDGET CODE 01-34.02	SUMMARY	A	PAGE 37a
ACCT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75			
				RECOMMENDED	APPROVED		
5000	Employee Services			30,726	19,560		
5100	General & Administrative Expenses			720	720		
5200	Facilities Expenses			30	30		
5300	Professional Services			-0-	-0-		
5400	Other Expenses			1,560	1,560		
5500	Contractual Services			500	500		
5600	Intragovernmental Charges			10,140	9,610		
5700	Construction Costs			-0-	-0-		
5800	Bonded Debt Service			-0-	-0-		
5900	Capital Expenditures			200	200		
5951	Other appropriations			-0-	-0-		
	Total Expenditures			43,876	32,180		
	Less Reimbursable Charges			43,876	32,180		
	Net Expenditures			-0-	-0-		
REVENUE GENERATED							
	REVENUES						
	TOTAL REVENUES			-0-	-0-		
	NET REQUIREMENTS			-0-	-0-		
COMMENTARY							

**GREATER ANCHORAGE AREA BOROUGH**

DEPARTMENT		DIVISION		SECTION	BUDGET CODE	DETAIL	B	PAGE
Property Assessment & Management		Right of Way		Utility Coordination	01-34.02			37b
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75				
				PROPOSED	RECOMMENDED	APPROVED		
	<u>Employee Services</u>							
5001	Salaries			26,672	26,672	16,669		
5003	Salaries-Overtime			250	250	250		
	Total Current Salaries			26,922	26,922	16,919		
	Less Vacancy Factor			757	757	473		
5010	Accrued Leave			311	311	194		
	Total Salary Costs			26,476	26,476	16,640		
5015	Contributions-Employee Retirement			1,270	1,270	960		
5020	Social Security			1,440	1,440	790		
5030	Workmens Compensation			230	230	250		
5040	Group Insurance			1,310	1,310	920		
	Total Employee Services			30,726	30,726	19,560		
	<u>General &amp; Administrative Expenses</u>							
5105	Advertising other than Legal			150	-0-	-0-		
5110	Dues and Subscriptions			80	80	80		
5115	Employee Bonding Expense			20	20	20		
5125	Equipment Repair-Office			50	50	50		
5130	Liability Insurance			120	120	120		
5150	Professional Development			250	150	150		
5160	Supplies-Office			300	300	300		
	Total General & Administrative Expenses			970	720	720		
	<u>Facilities Expenses</u>							
5225	Moving and Storage			150	30	30		
	<u>Other Expenses</u>							
5412	Contributions-Motor Pool			3,300	-0-	-0-		
5465	Small Tools			80	80	80		
5474	Supplies-Other			50	50	50		
5483	Travel-Mileage Expense			1,330	1,330	1,330		
5499	Miscellaneous Expense			100	100	100		
	Total Other Expenses			4,860	1,560	1,560		
	<u>Contractual Services</u>							
5550	Mapping System Maintenance			500	500	500		

# GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT		DIVISION		SECTION		BUDGET CODE		DETAIL		B		PAGE	
Property Assessment & Management		Right of Way		Utility Coordination		01-34.02						37c	
ACCOUNT NO.	EXPENDITURE CLASSIFICATION	1972-73 ACTUAL	1973-74 REVISED BUDGET	1974-75									
				PROPOSED	RECOMMENDED	APPROVED							
	<u>Intragovernmental Charges</u>												
5612	Administration-Operations			4,480	4,410	4,260							
5614	Administration-Personnel			610	560	240							
5631	Property Assessment & Management-Administration			6,962	3,980	3,940							
5689	Equipment Pool			1,190	1,190	1,170							
	Total Intragovernmental Charges			13,242	10,140	9,610							
	<u>Capital Expenditures</u>												
5930	Office Equipment			200	200	200							
	Total Expenditures			50,648	43,876	32,180							
	Less Reimbursable Charges			50,648	43,876	32,180							
	Net Expenditures			-0-	-0-	-0-							

DEPARTMENT Property Assessment & Management		DIVISION Right of Way		SECTION Utility Coordination		BUDGET CODE 01-34.02		PERSONNEL		C	PAGE 37d	
CLASSIFICATION				RANGE AND STEP		EMPLOYEES CURRENT *BUDGET	1974-75					
							* PROPOSED	* RECOMMENDED	* APPROVED			
Administrative Assistant ( Utility Coordination)				20	C-D	1	1	15,424	1	15,424	1	16,669
Engineering Tech I (1)				18	A-B	1	0	-0-	0	-0-	0	-0-
						2	1	15,424	1	15,424	1	16,669
<u>NEW POSITION</u>												
Engineering Tech I				15	B-C	0	1	11,248	1	11,248	0	-0-
TOTAL						2	2	26,672	2	26,672	1	16,669

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

COMMENTARY

(1) The Engineering Tech I Position has been funded for the past two years through the P.E.P. Program. This position is essential to the utility coordination center. Without it, there would be a total breakdown in the Utility Coordination function.

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT	Property	DIVISION	SECTION	BUDGET CODE	COMMENTARY	D	PAGE
Assessment & Management		Right of Way	Utility Coordination	01-34.02			37e
				<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>	
This Section previously was included in the Right of Way Budget, but due to the difference in chargebacks percentages, they have been separated.							
5001	Salaries			26,672	26,672	16,669	
	Utility Coordinator, existing position, and Engineering Tech I, new position formerly funded by the P.E.P. Program.						
5003	Salaries-Overtime			250	250	250	
	Thirty-four hours total. Nine hours for official meetings.						
5105	Advertising other than Legal			150	-0-	-0-	
	Advertising urging public to get a locate of underground utilities prior to construction.						
5110	Dues and Subscriptions			80	80	80	
	Two memberships to the American Right of Way Association.						
5115	Employee Bonding Expense			20	20	20	
	Two employees bonding.						
5150	Professional Development			250	150	150	
	American Right of Way Assoc. Educational Course I		75				
	Alaska Survey and Mapping Convention		50				
	American Right of Way Assoc. Education Course I		75				
	Alaska Survey and Mapping Convention		50				
5225	Moving and Storage			150	30	30	
	To move this section into the new building when complete.						
5412	Contributions-Motor Pool			3,300	-0-	-0-	
	One compact passenger vehicle.						
5483	Travel-Mileage Expense			1,330	1,330	1,330	
	One employee \$50 per month/14¢ per mile. Would be higher if Borough vehicle under Account 5412 is not approved.						
5550	Mapping System Maintenance			500	500	500	
	Replacement of City 100 Scale grid maps twice a year.						

## GREATER ANCHORAGE AREA BOROUGH

DEPARTMENT	Property	DIVISION	SECTION	BUDGET CODE	COMMENTARY	D	PAGE
Assessment & Management		Right of Way	Utility Coordination	01-34.02			37f
				<u>Department Request</u>	<u>Mayor Recommends</u>	<u>Assembly Approved</u>	
5930	Office Equipment			200	200	200	
	Map rack and file cabinet.						
<u>Reimbursable Charges to Others</u>							
The cost of this section is allocated to those functions requiring utility coordination services as follows:							
<u>Fund</u>	<u>Department</u>			<u>Percentage</u>	<u>Amount</u>	<u>Amount</u>	
01	<u>General</u>						
	65.02	Current Planning-Subdivision		20%	8,580	6,440	
	92	Environmental Sanitation		2%	860	640	
02	<u>Spenard</u>						
	87	Public Works-Roads and Drainage		3%	1,280	970	
03	<u>Sand Lake</u>						
	87	Public Works-Roads and Drainage		1%	430	320	
05	<u>Muldoon</u>						
	87	Public Works-Roads and Drainage		2%	860	640	
11	<u>Service Area 30</u>						
	76.02	Building Safety-Building		24%	10,296	7,720	
31	<u>Sewer Capital Improvement Program</u>						
	84	Construction		20%	9,570	6,440	
32	<u>Roads &amp; Drainage Capital Improvement Program</u>						
	81	Spenard Roads & Drainage-Construction		11%	4,720	3,540	
	82	Sand Lake Roads & Drainage-Construction		5%	2,140	1,610	
	83	Muldoon Roads & Drainage-Construction		6%	2,570	1,930	
45	<u>Sewer Utility Enterprise</u>						
	85.03	Areawide Operations		6%	2,570	1,930	
				100%	43,876	32,180	