

FINANCE

ANNUAL BUDGET

FINANCE DEPARTMENT



CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER	DETAIL	B	PAGE
Finance		Controller		10-0620			C43
CODE NO.	EXPENDITURE CLASSIFICATION	1974	1975	1976			
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED	
	<u>PERSONAL SERVICES</u>						
8110	Salaries	226,255	272,870	326,220	320,290		
8120	Overtime	6,508	10,400	9,000	9,000		
8130	Accrued Leave and Holiday	35,932	45,700	53,380	-0-		
8140	Liability and Workmen's Comp. Ins.	3,472	7,100	4,630	4,630		
8141	Retirement	18,936	29,950	36,300	33,590		
8142	Life Insurance	1,928	2,470	2,640	2,640		
8143	Medical Insurance	13,125	17,070	19,200	19,200		
8144	Social Security	13,313	15,290	15,880	15,880		
8150	Meal and Clothing Allowance	105	350	250	250		
	Total Personal Services	319,574	401,200	467,500	405,480		
	<u>SUPPLIES</u>						
8203	Office Supplies	7,945	9,300	10,230	10,230		
	Total Supplies	7,945	9,300	10,230	10,230		
	<u>OTHER SERVICES AND CHARGES</u>						
8301	Professional Services	38					
8302	Communications	2,905	4,410	4,280	4,280		
8303	Transportation	744	1,030	1,030	1,030		
8305	Printing and Binding	6,881	7,700	12,210	12,210		
8306	Insurance	158	150	160	160		
8308	Repairs and Maintenance	724	2,180	2,120	2,120		
8309	Rentals	11,938	13,940	20,600	20,600		
8310	Administrative Overhead and Interfunds Charges	63,587	40,570	45,570	25,720		
8319	Dues and Subscriptions	105	100	100	100		
8320	School and Training Programs	525	950	950	950		
8330	Data Processing - Maintenance	290,441	301,880	396,720	345,010		
8331	Data Processing - Development		39,660	47,000	-0-		
	Total Other Services and Charges	378,046	412,570	530,740	412,180		

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER		DETAIL		B	PAGE
Finance		Controller		10-0620					C44
CODE NO.	EXPENDITURE CLASSIFICATION	1974	1975	1976					
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED			
	<u>CAPITAL</u>								
8605	Machinery and Equipment	2,812	4,320	3,000	3,000				
	Total				830,890				
8801	Reimbursable Charges to Others	(493,164)	(588,990)	(695,170)	(570,990)				
	Total Operating Budget	215,213	238,400	316,300	259,900				
	Funding: General Fund	197,197	238,250						
	Revenue Sharing	18,016	150						

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	PERSONNEL	C	PAGE				
Finance	Controller	10-0620			C45				
WORKING TITLES	RANGE	SALARY RATE	EMPLOYEES CURRENT *BUDGET	1976					
				* REQUEST	* RECOMMEND	* APPROVED			
Controller	E II	25,000-34,000	1	1	31,788	1	31,788		
Office Assistant	7	771-985	1	1	10,040	1	10,040		
<u>ACCOUNTING SECTION</u>									
Accounting Officer	15	1,685-2,152	1	1	28,406	1	28,406		
Senior Accountant	14	1,528-1,951	6	6	134,755	6	134,755		
Accountant	13	1,386-1,769	1	1	17,898	1	17,898		
<u>ACCOUNTS PAYABLE - CONTROL SECTION</u>									
Accountant	13	1,386-1,769	1	1	18,356	1	18,356		
Senior Accounting Clerk	9	938-1,197	2	2	26,714	2	26,714		
Accounting Clerk	8	850-1,086	5	5	54,666	5	54,666		
<u>PAYROLL SECTION</u>									
Principal Accounting Clerk	12	1,257-1,604	1	1	17,944	1	17,944		
Senior Accounting Clerk	9	938-1,197	1	1	15,308	1	15,308		
			20	20	355,875	20	355,875		
Less 1% Vacancy Rate					(3,559)				
Less 10% Vacancy Rate							(35,587)		
Accrued Holiday and Vacation Adjustment					(26,096)				
TOTAL			20	20	326,220	20	320,288		
* This column used for number of employees in each class.									
COMMENTARY									

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Finance	Controller	10-0620			C46

		Department Request	Recommends	Approved
.8203 -	<u>OFFICE SUPPLIES</u> - Office supplies, postage, voucher and payroll checks, payroll timecards and data processing forms.	10,230	10,230	
.8302 -	<u>COMMUNICATION</u>			
	Telephone and Switchboard	3,090	3,090	
	Telephone Tolls	250	250	
	Switchboard Operators	940	940	
		<u>4,280</u>	<u>4,280</u>	
.8303 -	<u>TRANSPORTATION</u>			
	Private Vehicle Mileage	100	100	
	APPA Accounting and Finance Conference	930	930	
		<u>1,030</u>	<u>1,030</u>	
.8305 -	<u>PRINTING AND BINDING</u>			
	Duplicating	1,700	1,700	
	Annual Financial Report - 550 Copies	4,950		
	New Pictures - 17	<u>5,560</u>		
		<u>10,510</u>	<u>10,510</u>	
		12,210	12,210	
.8306 -	<u>INSURANCE</u>			
	Controller Bond	160	160	
.8308 -	<u>REPAIRS AND MAINTENANCE</u>			
	Repair Office Machines	900	900	
	Clean Carpets and Drapes	820	820	
	Miscellaneous Repairs - City Hall	400	400	
		<u>2,120</u>	<u>2,120</u>	
.8309 -	<u>RENTALS</u>			
	Space Rent - City Building	18,000	18,000	
	Copier	4,500		
	Less: Recoveries	<u>1,900</u>		
		<u>20,600</u>	<u>20,600</u>	

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Finance	Controller	10-0620			C47

	<u>Department Request</u>	<u>Recommends</u>	<u>Approved</u>
<u>.8310 - ADMINISTRATIVE OVERHEAD AND INTERFUNDS</u>			
Administrative Overhead	29,000	10,000	
Courier	1,450	600	
Microfilming Financial Records	14,500	14,500	
Moving Records	620	620	
	<u>45,570</u>	<u>25,720</u>	
<u>.8319 - DUES AND SUBSCRIPTIONS</u>			
National Association of Accountants, National MFOA, State MFOA	100	100	
<u>.8320 - SCHOOLS AND TRAINING PROGRAMS</u>			
Tuition Refund - Three Employees @ \$150 - Night Courses	450	450	
Training Programs - Supervisors 2, Accountants 3, Accounting Officer, Controller. Sessions would be from one to three days at an estimated salary and related benefit cost of \$2,000.	500	500	
	<u>950</u>	<u>950</u>	
<u>.8330 - DATA PROCESSING - MAINTENANCE</u>			
Financial Management System	250,000		
Payroll Processing	146,720		
	<u>396,720</u>	<u>345,010</u>	
<u>.8331 - DATA PROCESSING - DEVELOPMENT</u>			
Micro-Fiche Development	7,000		
Continuing Modifications to Financial Management System and Payroll	40,000		
	<u>47,000</u>	<u>-0-</u>	
<u>.8605 - MACHINERY AND EQUIPMENT</u>			
Micro-Fiche Readers 11 @ \$200	2,200		
Micro-Fiche Reader-Printer	800		
	<u>3,000</u>	<u>3,000</u>	

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Finance	Controller	10-0620			C48

Computation of Charges to Others

	Data Processing Charges						Total	Recommend
	Regular Charges		Payroll System		FMS			
Revenue Sharing	1.8%	10,220	.9%	1,320	1.5%	4,460	16,000	13,130
Telephone	21.5%	122,070	24.0%	35,210	23.0%	68,310	225,590	185,290
Electric	10.5%	59,610	5.0%	7,340	11.0%	32,670	99,620	81,840
Water	9.2%	52,230	5.0%	7,340	9.0%	26,730	86,300	70,870
Refuse	3.1%	17,600	3.0%	4,400	3.0%	8,910	30,910	25,430
Port & Industrial Park	4.6%	26,120	.8%	1,170	3.0%	8,910	36,200	29,750
Equipment and Supply	4.8%	27,250	3.0%	4,400	3.0%	8,910	40,560	33,320
Parking Revenue	1.1%	6,250	.2%	290	1.0%	2,970	9,510	7,810
Special Assessments	7.9%	44,850	5.0%	7,340	12.0%	35,640	87,830	72,120
G.O. Bonds	5.8%	32,930	4.0%	5,870	4.0%	11,880	50,680	41,630
Federal Programs	.3%	1,700	7.0%	10,270			11,970	9,800
	<u>70.6%</u>	<u>400,830</u>	<u>57.9%</u>	<u>84,950</u>	<u>70.5%</u>	<u>209,390</u>	<u>695,170</u>	<u>570,990</u>
General Fund	29.4%	166,920	42.1%	61,770	29.5%	87,610	316,300	259,900

APPROVED

Revenue Sharing	_____
Telephone	_____
Electric	_____
Water	_____
Refuse	_____
Port & Industrial Park	_____
Equipment and Supply	_____
Parking Revenue	_____
Special Assessments	_____
G.O. Bonds	_____
Federal Programs	_____
General Fund	_____

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER		DETAIL		B	PAGE
Finance		Treasury Administration		1006.31					C49
CODE NO.	EXPENDITURE CLASSIFICATION	1974 ACTUAL	1975 REVISED BUDGET	1976					
				REQUEST	RECOMMEND	APPROVED			
	<u>PERSONAL SERVICES</u>								
8110	Salaries	26,835	36,300	39,410	42,550				
8120	Overtime	-0-	100	100	100				
8130	Accrued Holiday & Leave	5,631	6,000	6,380	-0-				
8140	Liability & Workmen's Comp. Ins.	459	900	560	560				
8141	Retirement Plan	2,393	3,480	4,340	4,340				
8142	Life Insurance	246	270	310	310				
8143	Medical Insurance	1,385	1,710	1,920	1,920				
8144	Social Security	1,099	1,510	1,580	1,580				
	Total	38,048	50,270	54,600	51,360				
	<u>SUPPLIES</u>								
8203	Office Supplies	242	150	200	200				
	<u>OTHER SERVICES & CHARGES</u>								
8302	Communication	1,296	1,250	1,250	1,250				
8303	Transportation	837	1,150	1,060	1,060				
8305	Printing	80	200	200	200				
8306	Insurance	342	640	740	740				
8308	Repairs & Maintenance	81	590	590	590				
8309	Rentals	371	490	560	560				
8319	Dues & Subscriptions	76	320	320	320				
8320	Schools & Training	-0-	-0-	600	600				
	Total	3,083	4,640	5,320	5,320				
	Totals	41,373	55,060	60,120	56,880				
8801	Reimbursable Charges to Others	(38,811)	(51,760)	(57,410)	(54,390)				
	TOTAL OPERATING BUDGET	2,562	3,300	2,710	2,490				

DEPARTMENT Finance	ACCOUNT TITLE Treasury Administration	ACCOUNT NUMBER 1006.31	PERSONNEL	C	PAGE C50
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WORKING TITLES	RANGE	SALARY RATE	EMPLOYEES CURRENT *BUDGET	1976				
				* REQUEST	* RECOMMEND	* APPROVED		
Treasurer	Exec.	2083-3117	1	1	30,584	1	30,584	
Sr. Accounting Clerk	9	938-1197	1	1	11,970	1	11,970	
TOTAL			2	2	42,554	2	42,554	

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

COMMENTARY

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Finance	Treasury Administration	1006.31			C51

			<u>Department Request</u>	<u>Recommends</u>	<u>Approved</u>
8303 - <u>Transportation</u>					
Municipal Treasurer's Association of U. S. & Canada Board of Director's Meeting and Annual Conference at Williamburg, Va.		860			
Mileage, personal vehicle.		200	1,060	1,060	
8801 - <u>Reimbursable Charges to Others</u>					
Treasury Administration charges have been spread as overhead expenses to the three sections under the Treasury Division and directly to the funds as shown based upon their equity in Investment accounts.					
Receipts & Custody			(10,020)	(9,480)	
Parking Violations			(10,020)	(9,480)	
Assessments			(10,020)	(9,480)	
Investments:					
Telephone	35%	(10,520)		(9,960)	
M L & P	3%	(900)		(860)	
Water	5%	(1,500)		(1,430)	
Parking Revenue	1%	(300)		(300)	
Port	7%	(2,110)		(2,000)	
Special Assessments	40%	(12,020)	(27,350)	(11,400)	
			(57,410)	(54,390)	

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER	DETAIL	B	PAGE
Finance		Treasury Receipts & Custody		1006.32			C52
CODE NO.	EXPENDITURE CLASSIFICATION	1974	1975	1976			
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED	
	<u>PERSONAL SERVICES</u>						
8110	Salaries	65,904	93,000	96,510	99,010		
8120	Overtime	53	100	120	120		
8130	Accrued Holiday & Leave	10,000	15,500	15,640	-0-		
8140	Liability & Workmen's Comp. Ins.	1,016	2,370	1,360	1,360		
8141	Retirement Plan	5,584	9,580	10,640	10,100		
8142	Life Insurance	585	850	760	760		
8143	Medical Insurance	4,697	6,830	6,720	6,720		
8144	Social Security	4,294	6,200	5,460	5,460		
	Total	94,133	134,430	137,210	123,530		
	<u>SUPPLIES</u>						
8203	Office Supplies	3,985	3,040	4,500	4,500		
	<u>OTHER SERVICES & CHARGES</u>						
8301	Professional Services	-0-	300	300	300		
8302	Communications	1,924	1,920	1,920	1,920		
8304	Advertising	83	300	300	300		
8305	Printing & Binding	505	700	810	810		
8308	Repairs & Maintenance	1,506	1,200	1,200	1,200		
8309	Rentals	2,743	3,270	3,760	6,000		
8310	Admin. Overhead & Interfund	9,331	15,440	17,760	13,000		
8315	Cash Over & Short	419	500	500	500		
8317	Other Financial Service Charges	14,693	17,510	17,510	17,510		
8320	Schools & Training Programs	120	180	650	650		
8330	Data Processing Maintenance	16,867	18,940	32,250	27,630		
	Total	48,246	60,260	76,960	69,820		
	<u>CAPITAL</u>						
8605	Machinery & Equipment	-0-	2,690	16,910	16,910		
	Totals	146,364	200,420	235,580	214,760		
8801	Reimbursable Charges to Others	(132,908)	(174,100)	(204,950)	(186,830)		
8803	Reimbursable Collection Costs		(300)				
	TOTAL OPERATING BUDGET	13,456	26,020	30,630	27,930		

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	PERSONNEL	C	PAGE			
Finance	Treasury Receipts & Custody	1006.32			C53			
WORKING TITLES	RANGE	SALARY RATE	EMPLOYEES CURRENT *BUDGET	1976				
				* REQUEST	* RECOMMEND	* APPROVED		
Assistant Treasurer	14	1528-1951	1	1	23,548	1	23,548	
Principal Acctg. Clerk	11	1141-1456	1	1	17,580	1	17,580	
Senior Acctg. Clerk	9	938-1197	3	2	28,016	2	28,016	
Accounting Clerk	8	850-1086	3	3	32,733	3	32,733	
Vacation Replacement					2,350		2,350	
Less 5% Vacancy Rate				7	104,227	7	104,227	
							(5,211)	
TOTAL			8	7	104,227	7	99,016	
* This column used for number of employees in each class.								
COMMENTARY								
The Senior Accounting Clerk who has been refunding utility deposits and doing related work, has been transferred to Utility Customer Service.								

CITY OF ANCHORAGE

SERVICE DISTRICT

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Finance	Treasury Receipts & Custody	1006.32			C54

		Department Request	Recommends	Approved
8317 - Other Financial Service Charges				
Utility Station Collection Fees	2,600			
Safekeeping Fees	700			
Armored Car Services	4,000			
Bond & Interest Coupon Paying & Cremation Fees	<u>10,210</u>	17,510	17,510	
8330 - Data Processing Charges				
Cash Management System	26,160			
Miscellaneous Accounts Receivable	<u>6,090</u>	32,250	32,250	
8605 - Machinery & Equipment				
1 long carriage (17") Selectric	800			
2 cash registers	12,600			
1 automatic endorsement machine	<u>3,510</u>	16,910	16,910	
8801 - Reimbursable Charges to Others				
Telephone	40%	(94,230)	(85,900)	
M L & P	13%	(30,620)	(27,920)	
Water	12%	(28,260)	(25,770)	
Refuse	7%	(16,490)	(15,030)	
Port	3%	(7,070)	(6,440)	
Parking Revenue	1%	(2,360)	(2,150)	
General Fund Bond Projects	7%	(16,490)	(15,030)	
Equipment and Supply	1%	(2,360)	(2,150)	
Special Assessments	<u>3%</u>	<u>(7,070)</u>	<u>(6,440)</u>	
	87%	(204,950)	(186,830)	
8310 - Administrative Overhead				
Treasurer			9,480	
Finance Director			<u>3,520</u>	
			13,000	

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER	DETAIL	B	PAGE
Finance		Treasury Parking Violations		1006.33			C55
CODE NO.	EXPENDITURE CLASSIFICATION	1974	1975	1976			
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED	
	<u>PERSONAL SERVICES</u>						
8110	Salaries	37,838	52,720	56,820	52,160		
8120	Overtime	224	-0-	300	-0-		
8130	Accrued Holiday & Leave	5,733	8,000	9,210	-0-		
8140	Liability & Workmen's Comp. Ins.	621	1,140	800	680		
8141	Retirement Plan	3,429	4,670	6,260	5,320		
8142	Life Insurance	360	410	460	460		
8143	Medical Insurance	2,739	4,270	4,800	4,100		
8144	Social Securirty	2,603	3,120	3,340	3,000		
	Total	53,647	74,330	81,990	65,120		
	<u>SUPPLIES</u>						
8302	Office Supplies	11,006	13,500	14,000	14,000		
	<u>OTHER SERVICES & CHARGES</u>						
8302	Communications	1,012	1,100	1,100	1,100		
8305	Printing & Binding	663	700	700	700		
8308	Repairs & Maintenance	158	500	500	500		
8309	Rentals	1,279	1,670	1,920	4,000		
8310	Admin. Overhead & Interfund	9,271	12,670	14,600	13,000		
8315	Cash Over & Short	(1)	50	50	50		
8317	Other Financial Service Charges	2,380	3,600	3,600	3,600		
8320	Schools & Training Programs	-0-	320	650	650		
8330	Data Processing Maintenance	57,583	69,230	81,740	70,030		
8331	Data Processing Development	-0-	13,750	5,700	4,880		
	Total	72,345	103,590	110,560	98,510		
	<u>CAPITAL</u>						
8605	Machinery & Equipment	6	600	160	160		
8801	Reimbursable to Parking Fund			(206,710)	(177,790)		
	TOTAL OPERATING BUDGET	137,004	192,020	-0-	-0-		

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	PERSONNEL	C	PAGE				
Finance	Treasury Parking Violations	1006.33			C56				
WORKING TITLES	RANGE	SALARY RATE	EMPLOYEES CURRENT *BUDGET	1976					
				* REQUEST	* RECOMMEND	* APPROVED			
Principal Accounting Clerk	11	1141-1456	1	1	19,224	1	19,224		
Accounting Clerk	8	850-1086	2	2	21,702	2	21,702		
Senior Office Assistant	8	850-1086	1	1	10,716	1	10,716		
Office Assistant	7	771-985	1	1	9,720	1	9,720		
						5	61,362		
Less 5% Vacancy Rate							(3,068)		
TOTAL			5	5	61,362	5	58,294		
* This column used for number of employees in each class.									
COMMENTARY									

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Finance	Treasury Parking Violations	1006.33			G57

			<u>Department Request</u>	<u>Recommends</u>	<u>Approved</u>
8605 - <u>Machinery & Equipment</u>					
1 adding machine			160	160	
8317 - <u>Other Financial Service Charges</u>					
Vehicle registration tapes	1,800				
Vehicle registration microfiche	1,800		3,600	3,600	
8310 - <u>Administrative Overhead</u>					
Treasurer				9,480	
Finance Director				<u>3,520</u>	
				13,000	

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	DETAIL	B	PAGE
Finance	Treasury Assessments	1006.34			C58

CODE NO.	EXPENDITURE CLASSIFICATION	1974 ACTUAL	1975 REVISED BUDGET	1976		
				REQUEST	RECOMMEND	APPROVED
	<u>PERSONAL SERVICES</u>					
8110	Salaries	33,167	40,070	42,160	43,250	
8120	Overtime	-0-	300	300	300	
8130	Accrued Holiday & Leave	6,373	6,120	6,830	-0-	
8140	Liability & Workmen's Comp. Ins.	536	870	590	590	
8141	Retirement Plan	2,757	3,580	4,650	4,410	
8142	Life Insurance	297	320	340	340	
8143	Medical Insurance	1,807	2,560	2,880	2,880	
8144	Social Security	2,238	2,300	2,460	2,460	
	Total	47,175	56,120	60,210	54,230	
	<u>SUPPLIES</u>					
8203	Office Supplies	4,092	6,000	8,200	8,200	
	<u>OTHER SERVICES & CHARGES</u>					
8301	Professional Services	67	500	500	500	
8302	Communications	1,145	1,200	1,200	1,200	
8304	Advertising	896	1,800	1,800	1,800	
8305	Printing & Binding	433	800	800	800	
8308	Repairs & Maintenance	317	580	580	580	
8309	Rentals	1,260	1,500	1,730	4,000	
8310	Admin. Overhead & Interfund	10,009	17,700	20,360	13,000	
8315	Cash Over & Short	10	50	50	50	
8317	Other Financial Service Charges	-0-	300	400	400	
8320	Schools & Training Programs	-0-	-0-	650	650	
8330	Data Processing Maintenance	21,599	33,610	40,590	34,770	
	Total	35,738	58,040	68,660	57,750	
	<u>CAPITAL</u>					
8605	Machinery & Equipment	-0-	1,170	930	-0-	
	Totals	87,003	121,330	138,000	120,180	

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT Finance	ACCOUNT TITLE Treasury Assessments	ACCOUNT NUMBER 1006.34	DETAIL	B	PAGE C59
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CODE NO.	EXPENDITURE CLASSIFICATION	1974 ACTUAL	1975 REVISED BUDGET	1976		
				REQUEST	RECOMMEND	APPROVED
8801	Reimbursable Charges to Others	(71,096)	(100,920)	(117,300)	(103,370)	
8802	Reimbursable Advertising Costs	(1,027)	(1,800)	(1,800)	(1,800)	
8803	Reimbursable Collection Costs	(820)	(800)	(800)	(800)	
	TOTAL OPERATING BUDGET	14,060	17,810	18,100	14,210	

DEPARTMENT Finance	ACCOUNT TITLE Treasury Assessments	ACCOUNT NUMBER 1006.34	PERSONNEL	C	PAGE C60
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WORKING TITLES	RANGE	SALARY RATE	EMPLOYEES CURRENT *BUDGET	1976				
				* REQUEST	* RECOMMEND	* APPROVED		
Principal Accounting Clerk	11	1141-1456	1	1	17,652	1	17,652	
Senior Accounting Clerk	9	938-1197	2	2	27,874	2	27,874	
			3	3	45,526	3	45,526	
Less 5% Vacancy Rate							(2,276)	
TOTAL			3	3	45,526	3	43,250	

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

COMMENTARY

CITY OF ANCHORAGE
SERVICE DISTRICT

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Finance	Treasury Assessments	1006.34			C61

				<u>Department Request</u>	<u>Recommends</u>	<u>Approved</u>
8317 - <u>Other Financial Service Charges</u>						
Tax roll microfiche				400	400	
8605 - <u>Machinery & Equipment</u>						
1 2-drawer file	190					
1 Selectric typewriter	740			930	-0-	
8801 - <u>Reimbursable Charges to Others</u>						
Water Utility (costs for processing and collecting permits, mortgages and assessments).	56%	(75,900)			(61,240)	
Special Assessment Fund	31%	(41,400)		(117,300)	(42,130)	
					(103,370)	
8310 - <u>Administrative Overhead</u>						
Treasurer					9,480	
Finance Director					3,520	
					<u>13,000</u>	

**CITY OF ANCHORAGE
SERVICE DISTRICT**

DEPARTMENT		ACCOUNT TITLE		ACCOUNT NUMBER	DETAIL	B	PAGE
Finance		Purchasing		1006.51			C62
CODE NO.	EXPENDITURE CLASSIFICATION	1974	1975	1976			
		ACTUAL	REVISED BUDGET	REQUEST	RECOMMEND	APPROVED	
	<u>PERSONAL SERVICES</u>						
8110	Salaries	89,025	123,360	146,510	130,700		
8120	Overtime	68	1,000	1,000	1,000		
8130	Accrued Vacation & Holiday	14,446	17,200	23,740	-0-		
8140	Liability & Workmen's Comp. Ins.	1,535	2,900	2,060	1,720		
8141	Retirement Plans	8,156	11,440	16,140	13,400		
8142	Life Insurance	850	990	1,140	1,010		
8143	Medical Insurance	5,743	8,020	8,650	8,160		
8144	Social Security	5,796	6,650	8,820	6,640		
	Total	125,619	171,560	206,960	162,630		
	<u>SUPPLIES</u>						
8203	Office Supplies	7,431	7,000	7,000	7,000		
	<u>OTHER SERVICES AND CHARGES</u>						
8302	Communications	6,766	6,000	6,000	6,000		
8303	Transportation	743	850	1,000	1,000		
8304	Advertising	4,336	3,000	3,500	3,500		
8305	Printing & Binding	1,989	2,500	3,000	3,000		
8307	Public Utility Service	901	1,200	1,500	1,500		
8308	Repairs & Maintenance	4,343	4,610	6,210	6,210		
8309	Rentals	23,284	32,890	30,740	30,740		
8310	Admin. Overhead & Interfund Charges	7,430	9,860				
8319	Dues & Subscriptions	101	250	250	250		
8330	Data Processing Maintenance	34,115	22,950	35,750	35,750		
	Total	84,008	84,110	87,950	87,950		
	<u>CAPITAL</u>						
8605	Machinery & Equipment	2,680	880	500	500		
	Totals	219,738	263,550	302,410	258,080		
8801	Reimbursable Charges to Others	(216,682)	(263,550)	302,410	(258,080)		
	Total Operating Budget	3,056	-0-	-0-	-0-		

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	PERSONNEL	C	PAGE			
Finance	Purchasing	1006.51			C63			
WORKING TITLES	RANGE	SALARY RATE	EMPLOYEES CURRENT *BUDGET	1976				
				* REQUEST	* RECOMMEND	* APPROVED		
Purchasing Officer	Exec.	2083-3117	1	1	29,748	½	14,874	
Senior Buyer	15	1685-2367	1	1	21,144	1	21,144	
Junior Buyer	12	1257-1764	3	3	49,320	3	49,320	
Secretary	9	938-1317	1	1	14,364	½	7,182	
Clerk III	8	850-1195	2	2	23,900	1½	17,925	
Clerk II	7	771-1084	1	1	9,720	1	9,720	
Clerk I	6	698-982	1	1	9,036	1	9,036	
			10	10	157,232	8½	129,201	
Vacation Replacement					1,500		1,500	
					158,232		130,701	
TOTAL								
* This column used for number of employees in each class.								
COMMENTARY								

CITY OF ANCHORAGE

SERVICE DISTRICT

DEPARTMENT	ACCOUNT TITLE	ACCOUNT NUMBER	COMMENTARY	D	PAGE
Finance	Purchasing	1006,51			C64

Department
Request

Recommends

Approved

8303 - Transportation

Private vehicle expense 200
Travel - National Institute
of Govt. Purchasing Agents
St. Louis, MO 800

1,000

1,000

8308 - Repairs & Maintenance

Janitorial 4100
Office Equipment 1860
Miscellaneous 250

6,210

6,210

8309 - Rental

Rent 23,328
Telex 1,575
IBM Copier 1,575
IBM Mag-card writer
lease purchase 2,455
IBM Memory Typewriter
lease purchase 1,657
Postage Meter 150

30,740

30,740

8605 - Machinery & Equipment

Calculator Replacement

500

500

8801 - Reimbursable Charges to Other Departments

Purchase Orders \$40 or less - \$2 minimum
Purchase Orders \$41 - 2,000 - 5%
Purchase Orders \$2,001 - 100,000 - \$100 plus 1/2% or .005
Purchase Orders \$100,000 and over \$590 maximum