

**HB**

**244**

SENATE STATE AFFAIRS COMMITTEE

BILL NUMBER CS HB 244

SPONSOR Finance

BILL TITLE Frequency, certain elimination of state  
agency reports.

DATE REFERRED

HEARING SCHEDULED 4-23-90

FISCAL NOTE PREPARED

SPONSOR CONTACTED

INTERESTED PARTIES CONTACTED

OTHER

FISCAL NOTE

See. 8

REQUEST:

Revision Date: 4/3/89  
Title: Frequency of State Agency Reports  
Sponsor: House Finance Committee  
Requestor: OMB

Agency Affected: Dept. of Administration  
BRU: Alaska Public Broadcasting Commission  
Components: APBC

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY 89	FY 90	FY 91	FY 92	FY 93	FY 94
PERSONAL SERVICES	0	0	0	0	0	0
TRAVEL	0	0	0	0	0	0
CONTRACTUAL	0	(2.8)	2.8	(2.8)	2.8	(2.8)
SUPPLIES	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
LAND & STRUCTURES	0	0	0	0	0	0
GRANTS, CLAIMS	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
TOTAL OPERATING	0	(2.8)	2.8	(2.8)	2.8	(2.8)

CAPITAL	0	0	0	0	0	0
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REVENUE	0	0	0	0	0	0
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FUNDING: (Thousands of Dollars)

GENERAL FUND	0	(2.8)	2.8	(2.8)	2.8	(2.8)
FEDERAL FUNDS	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
TOTAL	0	(2.8)	2.8	(2.8)	2.8	(2.8)

POSITIONS:

FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

ANALYSIS : (Attach a separate page if necessary) The APBC has a current requirement for an annually updated Long Range Plan. If HB244 passes, the updating, printing and distribution would occur only every other year. The associated costs, therefore would drop in FY'90, reappear in '91 drop in '92, reappear in '93, etc. The APBC can provide accounting assistance to stations with the 2.8 in the years when the report would not be required.

Prepared by: Charles M. Northrip Phone: 465-2846  
Division: Alaska Public Broadcasting Commission Date: 4/3/89

Approved by Commissioner: \_\_\_\_\_ Date: 4/3/89  
Agency: Department of Administration

Distribution (by preparer):  
Legislative Finance  
Legislative Sponsor  
Requestor  
Office of Management and Budget  
Impacted Agency(ies)

**FISCAL NOTE**

*Sec. 9-11*

**REQUEST:**

Revision Date: \_\_\_\_\_  
 Title: Act relating to frequency of certain state agency reports  
 Sponsor: Finance Committee  
 Requestor: Office of Management & Budget

Agency Affected: Administration  
 BRU: Telecommunications  
 Components: Operations

**EXPENDITURES/REVENUES: (Thousands of Dollars)**

OPERATING	FY 89	FY 90	FY 91	FY 92	FY 93	FY 94
PERSONAL SERVICES	0	0	0	0	0	0
TRAVEL	0	0	0	0	0	0
CONTRACTUAL	0	(1.1)	1.1	(1.1)	1.1	(1.1)
SUPPLIES	0	0	0	0	0	0
EQUIPMENT	0	0	0	0	0	0
LAND & STRUCTURES	0	0	0	0	0	0
GRANTS, CLAIMS	0	0	0	0	0	0
MISCELLANEOUS	0	0	0	0	0	0
<b>TOTAL OPERATING</b>	<b>0</b>	<b>(1.1)</b>	<b>1.1</b>	<b>(1.1)</b>	<b>1.1</b>	<b>(1.1)</b>

CAPITAL	0	0	0	0	0	0
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REVENUE	0	0	0	0	0	0
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**FUNDING: (Thousands of Dollars)**

GENERAL FUND	0	(1.1)	1.1	(1.1)	1.1	(1.1)
FEDERAL FUNDS	0	0	0	0	0	0
OTHER	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>(1.1)</b>	<b>1.1</b>	<b>(1.1)</b>	<b>1.1</b>	<b>(1.1)</b>

**POSITIONS:**

FULL-TIME	0	0	0	0	0	0
PART-TIME	0	0	0	0	0	0
TEMPORARY	0	0	0	0	0	0

**ANALYSIS :** (Attach a separate page if necessary)

Prepared by: Deborah Gazaway *Deborah Gazaway* Phone: 465-2041  
 Division: Telecommunications Date: 4/3/89

Approved by Commissioner: John M. Andrews *John M. Andrews* Date: 4/3/89  
 Agency: Administration

Distribution (by preparer):  
 Legislative Finance  
 Legislative Sponsor  
 Requestor  
 Office of Management and Budget  
 Impacted Agency(ies)

# CONTINUATION of FISCAL NOTE ANALYSIS

For Bill/Resolution No. 244

Prepared by Division of Telecommunications  
Department of Administration

April 3, 1989

## IV Analysis:

If enacted, HB244 would reduce reporting requirements for various State publications from an annual to a biennial basis. Sections 9, 10 and 11 specifically affect telecommunications operations of the department. In 1988, the Division of Telecommunications combined the various statutorily required reports under one cover. Submitting the report every two years rather than every year, would decrease the Division of Telecommunication's annual contractual operating expenses in FY90, FY92 and FY94 by \$1,134. This decrease in contractual expenses would result from a reduction in publication (\$834) and printing costs ( $\$2.40 \times 125 \text{ copies} = \$300$ .)

Section 9 amends AS 44.21.315(c) to biennially report to the governor and legislature on instructional telecommunications activities and long-term development plans. Section 10 amends AS 44.21.315(d) to biennially report to the governor on plans for teleconferencing facilities and services, while Section 11 amends AS 44.21.320(e) to biennially report on authorizations for independent development of telecommunications systems within specific agencies. Such activities are discussed in the annual report of the Division of Telecommunications.

*Sec. 13*

**FISCAL NOTE**

**REQUEST:**

Revision Date: \_\_\_\_\_  
Title: Frequency of Certain State Agency Reports  
Sponsor: \_\_\_\_\_  
Requestor: House Finance

Agency Affected: Transportation  
BRU: \_\_\_\_\_  
Components: \_\_\_\_\_

**EXPENDITURES/REVENUES: (Thousands of Dollars)**

OPERATING	FY 89	FY 90	FY 91	FY 92	FY 93	FY 94
PERSONAL SERVICES	-0-	-0-	-0-	-0-	-0-	-0-
TRAVEL	-0-	-0-	-0-	-0-	-0-	-0-
CONTRACTUAL	-0-	-0-	-0-	-0-	-0-	-0-
SUPPLIES	-0-	-0-	-0-	-0-	-0-	-0-
EQUIPMENT	-0-	-0-	-0-	-0-	-0-	-0-
LAND & STRUCTURES	-0-	-0-	-0-	-0-	-0-	-0-
GRANTS, CLAIMS	-0-	-0-	-0-	-0-	-0-	-0-
MISCELLANEOUS	-0-	-0-	-0-	-0-	-0-	-0-
TOTAL OPERATING	-0-	-0-	-0-	-0-	-0-	-0-

CAPITAL	-0-	-0-	-0-	-0-	-0-	-0-
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REVENUE	-0-	-0-	-0-	-0-	-0-	-0-
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**FUNDING: (Thousands of Dollars)**

GENERAL FUND	-0-	-0-	-0-	-0-	-0-	-0-
FEDERAL FUNDS	-0-	-0-	-0-	-0-	-0-	-0-
OTHER	-0-	-0-	-0-	-0-	-0-	-0-
TOTAL	-0-	-0-	-0-	-0-	-0-	-0-

**POSITIONS:**

FULL-TIME	-0-	-0-	-0-	-0-	-0-	-0-
PART-TIME	-0-	-0-	-0-	-0-	-0-	-0-
TEMPORARY	-0-	-0-	-0-	-0-	-0-	-0-

**ANALYSIS : (Attach a separate page if necessary)**

See attached page

Prepared by: Carol Taylor  
Division: Plans, Programs & Budget

Phone: 465-4070  
Date: 4/3/89

Approved by Commissioner: *M. K. & H. J.*  
Agency: \_\_\_\_\_

Date: 4/7/89

**Distribution (by preparer):**

Legislative Finance  
Legislative Sponsor  
Requestor  
Office of Management and Budget  
Impacted Agency(ies)

## CONTINUATION of FISCAL NOTE ANALYSIS

For Bill/Resolution No. HB244

The department will not realize a saving through amendment of AS44.42.055(a) and (b). The amendment proposes to publish the state public facilities plan biennially instead of annually as a saving measure. The last state public facilities plan was published in February, 1984. Funding decreases and position cuts have made updates to the plan impossible without a major redirection of resources away from federally required transportation planning and data collection efforts.

In the FY85 budget, the majority of the staffing to perform public facilities planning was deleted. The last public facilities planner positions were deleted in the FY86 budget. Since then the department's facilities' needs have been identified in the long range capital improvement program, "Six-Year CIP", however, the needs of other entities throughout the state have not been consistently addressed by this department. The life cycle cost analysis, and many of the other items covered by this statute are not performed.

*See.15*

**FISCAL NOTE**

**REQUEST:**

Revision Date: \_\_\_\_\_  
Title: "An Act relating to the frequency of certain state agency reports."

Agency Affected: Community & Regional Affairs  
BRU: Rural Development

Sponsor: House Finance Committee

Components: Municipal Lands Trustee

Requestor: \_\_\_\_\_

**EXPENDITURES/REVENUES: (Thousands of Dollars)**

OPERATING	FY 91	FY 92	FY 93	FY 94	FY 95	FY 96
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL	(1.6)		(1.6)		(1.6)	
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
<b>TOTAL OPERATING</b>	<b>(1.6)</b>		<b>(1.6)</b>		<b>(1.6)</b>	

CAPITAL						
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REVENUE						
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**FUNDING: (Thousands of Dollars)**

GENERAL FUND	(1.6)		(1.6)		(1.6)	
FEDERAL FUNDS						
OTHER						
<b>TOTAL</b>						

**POSITIONS:**

FULL-TIME						
PART-TIME						
TEMPORARY						

**ANALYSIS :** (Attach a separate page if necessary)

There is no fiscal effect for FY 90.

Prepared by: Jin Plasman Deputy Director  
Division: Municipal & Regional Assistance

Phone: 465-4750

Date: \_\_\_\_\_

Approved by Commissioner: [Signature]  
Agency: Community & Regional Affairs

Date: 8 Feb 90

**Distribution (by preparer):**

- Legislative Finance
- Legislative Sponsor
- Requestor
- Office of Management and Budget
- Impacted Agency(ies)

Sec 16

FISCAL NOTE

REQUEST:

Revision Date: \_\_\_\_\_  
Title: "An Act relating to..frequency of certain state agency reports."  
Sponsor: House Finance Committee  
Requestor: \_\_\_\_\_

Agency Affected: Community & Regional Affairs  
BRU: Housing Assistance  
Components: Housing Loan Administration

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY 91	FY 92	FY 93	FY 94	FY 95	FY 96
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL	(6.0)		(6.0)		(6.0)	
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	(6.0)		(6.0)		(6.0)	

CAPITAL						
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REVENUE						
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FUNDING: (Thousands of Dollars)

GENERAL FUND						
FEDERAL FUNDS						
OTHER	(6.0)		(6.0)		(6.0)	
TOTAL						

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

ANALYSIS : (Attach a separate page if necessary)

There is no fiscal effect for FY 90.

Prepared by: Carol Carroll, Deputy Director Phone: 465-4708  
Division: Administrative Services Date: 2/9/90  
Approved by Commissioner: John P. King DC, CRA Date: \_\_\_\_\_  
Agency: Community & Regional Affairs

Distribution (by preparer):

- Legislative Finance
- Legislative Sponsor
- Requestor
- Office of Management and Budget
- Impacted Agency(ies)

**FISCAL NOTE**

*Sec. 2*

**REQUEST:**

Revision Date: \_\_\_\_\_  
Title: An act relating to the frequency of certain state agency reports  
Sponsor: House Finance Committee  
Requestor: OMB

Agency Affected: AK Public Offices Commission  
BRU: \_\_\_\_\_  
Components: \_\_\_\_\_

**EXPENDITURES/REVENUES:** (Thousands of Dollars)

OPERATING	FY 89	FY 90	FY 91	FY 92	FY 93	FY 94
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL	(1.8)	1.0	(1.8)	1.0	(1.8)	1.0
SUPPLIES						
EQUIPMENT						
LAND & STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
<b>TOTAL OPERATING</b>	<b>(1.8)</b>	<b>1.0</b>	<b>(1.8)</b>	<b>1.0</b>	<b>(1.8)</b>	<b>1.0</b>
<b>CAPITAL</b>						
<b>REVENUE</b>						

**FUNDING:** (Thousands of Dollars)

GENERAL FUND	(1.8)	1.0	(1.8)	1.0	(1.8)	1.0
FEDERAL FUNDS						
OTHER						
<b>TOTAL</b>						

**POSITIONS:**

FULL-TIME						
PART-TIME						
TEMPORARY						

**ANALYSIS :** (Attach a separate page if necessary)

SEE ATTACHED *note: 490 fiscal note impact cost - show biennial savings of .11 1/2 biennial expenditures of .22*

Prepared by: Karla B. Forsythe, Executive Director  
Division: Alaska Public Offices Commission

Phone: 275-4176  
Date: 4/4/89

Approved by Commissioner: Dwight D. Boyer, Chairman  
Agency: Alaska Public Offices Commission

Date: 4/4/89

- Distribution (by preparer):
- Legislative Finance
  - Legislative Sponsor
  - Requestor
  - Office of Management and Budget
  - Impacted Agency(ies)

This Fiscal Note reflects the savings which would result from publishing APOC's annual report every other year rather than every year.

Although it is assumed that staff would spend more time writing a biennial report, since it would include information from a longer period of time, this increase has not been factored into the attached cost figures.

It costs \$480.00 in postage to distribute the narrative portion of the FY 88 report, \$160.00 in postage to distribute the summary tables, and \$1,190.00 to print the report. It is assumed that if the report is published every other year, the report will be longer by half, resulting in an additional \$240.00 in postage for the narrative portion of the annual report. The tables which contain annual statistical information would double in size, resulting in \$160.00 in additional postage over the base year. Finally, if the report exceeds the size of an annual report by half, printing costs will increase by \$580.00. As a result, although every other year report preparation costs will exceed base costs by \$1,000.00, in the off years when a report is not published the state will save \$1,800.00, for an overall savings of \$600.00 over each two-year period.

STATE OF ALASKA  
1990 LEGISLATIVE SESSION

BILL VERSION: CSHB 244  
PUBLISH DATE: \_\_\_\_\_

FISCAL NOTE

REQUEST:

Revision Date: 9-Feb-90  
Title: An Act relating to the frequency of certain state agency reports.  
Sponsor: House Finance  
Requestor: House Rules

Agency Affected: Natural Resources  
BRU: Petroleum Management  
Land & Water Management  
Components: Petroleum Management  
Land & Water Management

*Sec. 4-7*

EXPENDITURES/REVENUES: (Thousands of Dollars)

OPERATING	FY 91	FY 92	FY 93	FY 94	FY 95	FY 96
PERSONAL SERVICES						
TRAVEL						
CONTRACTUAL	(1.8)	(8.8)	(1.8)	(8.8)	(1.8)	(8.8)
SUPPLIES						
EQUIPMENT						
LAND&STRUCTURES						
GRANTS, CLAIMS						
MISCELLANEOUS						
TOTAL OPERATING	(1.8)	(8.8)	(1.8)	(8.8)	(1.8)	(8.8)

CAPITAL						
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REVENUE						
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FUNDING: (Thousands of Dollars)

GENERAL FUND	(1.8)	(8.8)	(1.8)	(8.8)	(1.8)	(8.8)
FEDERAL FUNDS						
OTHER						
TOTAL	(1.8)	(8.8)	(1.8)	(8.8)	(1.8)	(8.8)

POSITIONS:

FULL-TIME						
PART-TIME						
TEMPORARY						

ANALYSIS: (Attach a separate page if necessary)

See Attached

Prepared by: Sharon Barton Phone: 465-2406  
Division: Management and Administration Date: 9-Feb-90

Approved by Commissioner:  Lennie Gorsuch Date: 9-Feb-90  
Agency: Department of Natural Resources

Distribution (by preparer) :  
Legislative Finance  
Legislative Sponsor  
Requestor  
Office of Management and Budget  
Impacted Agency(ies)

## Analysis CSHB 244 (Finance)

Section 4 would require the Department to report to the Legislature on the status of land in the land disposal bank every two years instead of every year, beginning in 1991. This information is currently provided to the Legislature in a report that also meets the requirements of AS 38.05.300 (b), which calls for a report each year showing the classifications of state land made during the previous year. If AS 38.05.300 (b) is amended so that a report to the Legislature is required every other year instead of every year, the combined savings for these two reports will total approximately \$250 for each year the reports are not provided to the Legislature.

Section 5 and Section 6 require the Department of Natural Resources to prepare and submit the state's proposed five-year oil and gas leasing program to the Legislature every two years instead of every year. This would result in a savings of approximately \$6,675 in publication costs every other year. During the year when the document is not published and submitted to the Legislature, an addendum to the five-year schedule would be prepared. This would allow us to continue the current program of adding oil and gas sales to the schedule each year. In general, a sale must be listed on the schedule for at least two years before it can be held.

Section 7 would permit the Department of Natural Resources to discontinue submitting a report concerning historical and projected oil and gas consumption to the Legislature. This would save approximately \$1,825 in publication costs every year. The Department would still be required to develop and make available to the public each year information concerning the specific findings and reasons on which royalty oil export determinations are made.

SENATE COMMITTEE REPORT

DATE: 2/15/90

FURTHER: Finance

DATE TURNED INTO OFFICE: \_\_\_\_\_

State Affairs Committee considered

CS FOR HB 244 (FIN) am

"An Act relating to the frequency and content of certain state agency reports; relating to the frequency and contents of the report to the legislature on the housing assistance revolving fund; eliminating an annual oil and gas reporting and analysis requirement; and eliminating the long-term energy plan preparation and revision requirements."

and recommended:

- replace with \_\_\_\_\_ CS \_\_\_\_\_  same title
- or adopt \_\_\_\_\_ CS \_\_\_\_\_  new title
- attached amendment(s)  technical title change (HB only)
- \_\_\_\_\_ letter of intent adopted

do pass

do not pass

no recommendation

individual recommendations

further referral to \_\_\_\_\_

ATTACHES NEW FISCAL NOTE(S):  
Dept/Date:

fiscal note(s) \_\_\_\_\_  
\_\_\_\_\_

zero fiscal note(s) \_\_\_\_\_  
\_\_\_\_\_

appropriation-no fiscal note

APPROVES PREVIOUS:  
Dept/Date:

fiscal note(s) \_\_\_\_\_  
\_\_\_\_\_

zero fiscal note(s) \_\_\_\_\_  
\_\_\_\_\_

Governor's bill w/fiscal note

SIGNING DO PASS:

*Tina Kelly*  
\_\_\_\_\_  
*Janet Smith*  
\_\_\_\_\_  
*Val Adams*  
\_\_\_\_\_

OTHER RECOMMENDATIONS:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Pat Stewart*  
\_\_\_\_\_

Chair: Signature and Recommendation

Original sponsor: Finance Committee

1 IN THE HOUSE

BY THE FINANCE COMMITTEE

2 CS FOR HOUSE BILL NO. 244 (Finance) am  
3 IN THE LEGISLATURE OF THE STATE OF ALASKA  
4 SIXTEENTH LEGISLATURE - FIRST SESSION  
5 A BILL

6 For an Act entitled: "An Act relating to the frequency and content of  
7 certain state agency reports; relating to the fre-  
8 quency and contents of the report to the legislature  
9 on the housing assistance revolving fund; eliminating  
10 an annual oil and gas reporting and analysis require-  
11 ment; and eliminating the long-term energy plan  
12 preparation and revision requirements."

13 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF ALASKA:

14 \* Section 1. AS 14.43.095(c) is amended to read:

15 *Post Second Ed. Financial Aid* (c) The committee shall make a biennial [AN ANNUAL] report  
16 reviewing the work of the committee to the governor and the legisla-  
17 ture.

18 \* Sec. 2. AS 15.13.030 is amended to read:

19 *APOC annual* Sec. 15.13.030. DUTIES OF THE COMMISSION. The commission shall  
20 (1) develop and provide all forms for the reports and  
21 statements required to be made under this chapter, AS 24.45 and  
22 AS 39.50;

23 (2) prepare and publish a manual setting out uniform meth-  
24 ods of bookkeeping and reporting for use by persons required to make  
25 reports and statements under this chapter and otherwise assist candi-  
26 dates, groups, and individuals in complying with the requirements of  
27 this chapter;

28 (3) receive and hold open for public inspection reports and  
29 statements required to be made under this chapter and, upon request,

1 furnish copies at cost to interested persons;

2 (4) compile and maintain a current list of all filed re-  
3 ports and statements;

4 (5) prepare a summary of each report filed under AS 15.-  
5 13.110 and make copies of this summary available to interested persons  
6 at their actual cost;

7 (6) notify, by registered or certified mail, all persons  
8 who are delinquent in filing reports and statements required to be  
9 made under this chapter;

10 (7) report within 60 days after the election the names of  
11 all persons and groups who have failed to comply with any of the  
12 provisions of this chapter to the office of the attorney general;

13 (8) examine, investigate and compare all reports, state-  
14 ments and actions required by this chapter, AS 24.45 and AS 39.50 and  
15 [TO] report to the attorney general the names of all persons or groups  
16 which the commission has substantial reason to believe have violated  
17 this chapter, AS 24.45 or AS 39.50;

18 (9) prepare and publish a biennial [AN ANNUAL] report to  
19 the legislature concerning the activities of the commission, the  
20 effectiveness of this chapter, its enforcement by the attorney gen-  
21 eral's office, and recommendations and proposals for change;

22 (10) adopt regulations necessary to implement and clarify  
23 the provisions of AS 24.45, AS 39.50 and this chapter, subject to the  
24 provisions of the Administrative Procedure Act (AS 44.62).

25 \* Sec. 3. AS 18.26.200 is amended to read:

26 *AK. Med.* Sec. 18.26.200. ACCOUNTING AND REPORTS. The authority shall  
27 *Facility* keep an accurate account of all of its activities and of all of its  
28 *Authority* receipts and expenditures and shall biennially [ANNUALLY], no later  
29 than the 10th day of the first [EACH] regular session of each [THE]

1 legislature, make a report of them to the governor and the legisla-  
2 ture, copies of which shall be made available to bondholders or par-  
3 ties holding a secured interest in the assets of the authority. The  
4 governor may investigate the affairs of the authority, may examine the  
5 property and records of the authority, and may prescribe methods of  
6 accounting and the rendering of periodical reports in relation to  
7 projects undertaken by the authority.

8 \* Sec. 4. AS 38.04.020(d) is amended to read:

9 *STATE LAND Disposal* (d) On January 15 of the first session of each legislature  
10 [YEAR], the commissioner shall report to the legislature on the status  
11 of land in the land disposal bank under the following categories:

- 12 (1) land suitable for homestead disposal;
- 13 (2) land suitable for subdivision disposal;
- 14 (3) land suitable for agricultural, commercial, or indus-  
15 trial disposal; and
- 16 (4) land suitable for other purposes.

17 \* Sec. 5. AS 38.05.180(b) is amended to read:

18 *Annual 5 year oil and gas program* (b) The commissioner shall biennially [ANNUALLY] prepare and  
19 submit to the legislature, between the first and the 15th [FIFTEENTH]  
20 day of the first [EACH] regular [LEGISLATIVE] session of each legisla-  
21 ture, a five-year proposed oil and gas leasing program consisting of a  
22 schedule of proposed lease sales and specifying as precisely as prac-  
23 ticable the location of tracts proposed to be offered for oil and gas  
24 leasing during the calendar year in which the proposed program is  
25 submitted to the legislature and the following four calendar years.

26 \* Sec. 6. AS 38.05.180(e) is amended to read:

27 *oil and gas schedule of lease sales* (e) Simultaneously with submission of the leasing program re-  
28 quired under (b) of this section, the commissioner shall submit to  
29 the legislature a report containing the following:

1 (1) the schedule of all lease sales held during the preced-  
2 ing two calendar years [YEAR], the bidding method or methods utilized,  
3 and an analysis of the results of the bidding;

4 (2) if determined, a description of the bidding methods to  
5 be used for all lease sales to be held during the current and next two  
6 succeeding calendar years;

7 (3) the reasons a particular bidding method has been se-  
8 lected.

9 \* Sec. 7. AS 38.05.183(d) is amended to read:

10 *Historical and Projected Oil and Gas Consumption*  
11 *Biennial* (d) Oil or gas taken in kind by the state as its royalty share  
12 may not be sold or otherwise disposed of for export from the state  
13 until the commissioner determines that the royalty-in-kind oil or gas  
14 is surplus to the present and projected intrastate domestic and indus-  
15 trial needs. The commissioner shall make public, in writing, the  
16 specific findings and reasons on which the determination is based [AND  
17 SHALL, WITHIN 10 DAYS OF THE CONVENING OF A REGULAR SESSION OF THE  
18 LEGISLATURE, SUBMIT A REPORT SHOWING THE IMMEDIATE AND LONG-RANGE  
19 DOMESTIC AND INDUSTRIAL NEEDS OF THE STATE FOR OIL AND GAS AND AN  
20 ANALYSIS OF HOW THESE NEEDS ARE TO BE MET].

21 \* Sec. 8. AS 44.21.266 is amended to read:

22 *Long-term plan for Public Broadcasting* Sec. 44.21.266. DUTIES OF THE COMMISSION. The commission shall  
23 (1) apply for federal and private funds for public broad-  
24 casting purposes and receive all federal, state, or private funds,  
25 property, or assistance that may be appropriated, granted, or other-  
26 wise made available to the commission for public broadcasting pur-  
27 poses, and use and disburse funds and property for purposes consistent  
28 with the terms of AS 44.21.256 - 44.21.290, subject to reasonable  
29 limitations imposed by the grantor;

(2) provide consultative services in all aspects of public

1 broadcasting to all public or private agencies in the state that  
2 [WHICH] request them;

3 (3) serve as a library and clearinghouse for public broad-  
4 casting information;

5 (4) through grants to qualified entities, develop an inte-  
6 grated public broadcasting network for the state;

7 (5) through grants to qualified entities, develop and  
8 distribute public broadcasting programming in the state;

9 (6) prepare and submit to the governor and the legislature,  
10 in compliance with the state information systems plan adopted by the  
11 Telecommunications Information Council in the Office of the Governor,  
12 a long-term plan for the development of public broadcasting stations  
13 and systems in the state, and biennially [ANNUALLY] update the plan;  
14 and

15 (7) perform all other functions necessary to ensure the  
16 orderly and coordinated development of public broadcasting in the  
17 state.

18 \* Sec. 9. AS 44.21.310(a)(2) is amended to read:

19 *Telecommi-  
cations Annual  
Report* (2) make a biennial [AN ANNUAL] report to the governor and  
20 to the legislature on the activities of the department;

21 \* Sec. 10. AS 44.21.315(c) is amended to read:

22 *Report on  
Instructional  
Telecomm. Services* (c) The department shall study, plan, and develop integrated  
23 instructional telecommunications services for all residents of the  
24 state, and shall biennially [ANNUALLY] report on [CURRENT FISCAL YEAR]  
25 instructional telecommunications activities for the current and previ-  
26 ous fiscal year and, after public hearings, submit to the governor  
27 and the legislature a biennially [AN ANNUALLY] updated long-term  
28 development plan prepared in consultation with the Department of  
29 Education, the University of Alaska, local school districts, and other

1 local and regional education areas.

2 \* Sec. 11. AS 44.21.315(d) is amended to read:

3 *Long Term Development Plan for teleconferencing (d)* The department shall, after public hearings, submit to the  
4 governor a biennially [AN ANNUALLY] updated long-term development plan  
5 for teleconferencing facilities and services, including facilities and  
6 services used both by state agencies and groups other than state  
7 agencies.

8 \* Sec. 12. AS 44.21.320(e) is amended to read:

9 *↑ applies to sec. 11* (e) Nothing in AS 44.21.305 - 44.21.330 prohibits a state agency  
10 from developing telecommunications systems within its own agency if  
11 the agency is in compliance with the state information systems plan  
12 adopted by the Telecommunications Information Council and with the  
13 agency's own information systems plan and if the commissioner gives  
14 written authorization for the agency to engage in its own design,  
15 development, management, or operation. The commissioner may authorize  
16 independent development only upon a showing of necessity. A descrip-  
17 tion of all authorization under this subsection must be included in  
18 the biennial [ANNUAL] report required under AS 44.21.310(a)(2).

19 \* Sec. 13. AS 44.42.055(a) is amended to read:

20 *Annual State Public Facilities* (a) The commissioner shall develop and biennially [ANNUALLY]  
21 revise a statewide comprehensive facility procurement plan for public  
22 facilities of the state and its municipalities.

23 \* Sec. 14. AS 44.42.055(b) is amended to read:

24 *↑ applies to section 13* (b) In developing and biennially [ANNUALLY] revising the facil-  
25 ity procurement plan, the commissioner shall

26 (1) request and receive on an annual basis from all state  
27 agencies a projection of the anticipated facility needs of the agency  
28 for the next annual capital improvement program;

29 (2) consult with officials and representatives of

1 municipalities, the federal government, inter corporations and  
2 other organizations concerning public facility needs in the state;

3 (3) develop specific facility procurement plans for proj-  
4 ects in each of the following categories:

5 (A) sewage and other wastewater collection, treatment,  
6 and disposal facilities;

7 (B) water source, treatment, and distribution facil-  
8 ities;

9 (C) solid waste collection and disposal facilities;

10 (D) hazardous and toxic waste collection and disposal  
11 facilities;

12 (E) [SEWAGE TRANSMISSION AND TREATMENT SYSTEMS;

13 (B) WATER TRANSMISSION AND TREATMENT SYSTEMS;

14 (C)] electrical generation and distribution systems;

15 (F) [(D)] health care and social services facilities;

16 (G) [(E)] educational facilities;

17 (H) [(F)] transportation facilities;

18 (I) [(G)] public safety and justice facilities;

19 (J) [(H)] recreational facilities;

20 (K) [(I)] sanitation facilities; and

21 (L) [(J)] cultural facilities;

22 (4) prepare recommendations to accommodate the various  
23 levels of service identified by state agencies and other parties with  
24 respect to the services described in (3) of this subsection, to in-  
25 clude

26 (A) current and future facility needs;

27 (B) space standards and design guidelines for the  
28 appropriate facility types;

29 (C) maintenance and operations standards for the

1 appropriate facility types;  
2 (D) construction techniques and contracting methods;  
3 (E) facility project budget requirements; and  
4 (F) relative costs of identified alternatives (life  
5 cycle cost analysis) including but not limited to the installa-  
6 tion and operation of energy systems that are not dependent on  
7 oil or gas for water heating, space heating and cooling require-  
8 ments, and for the generation of electrical or mechanical power;  
9 (5) identify common public facility needs among the various  
10 user agencies; and  
11 (6) submit its findings, plans and recommendations to the  
12 governor and to the appropriate state agency to facilitate the devel-  
13 opment of agency capital improvement budget requests.

14 \* Sec. 15. AS 44.47.150(d) is amended to read:

*Muni. Lands  
Trustee  
Report Program*

15 (d) Separate accounts shall be maintained in the name of each  
16 village for the land, including the revenues from the land, acquired  
17 from each village corporation under this section, and every two years  
18 within 90 days of the close of the second [EACH] state fiscal year a  
19 statement of the account for each municipality shall be prepared by  
20 the commissioner and be made available to the village and to the  
21 public upon request.

22 \* Sec. 16. AS 44.47.530 is amended to read:

*Housing  
Asst. Division  
Annual Report*

23 Sec. 44.47.530. BIENNIAL [ANNUAL] REPORT. To further ensure  
24 effective budgetary decision making by the legislature, the department  
25 shall present a complete accounting of the housing assistance revolv-  
26 ing fund to the legislature every two years by January 10 [OF EACH  
27 YEAR]. The accounting must consist of an audit [SHALL BE AUDITED] by  
28 an independent outside auditor for each year covered by the account-  
29 ing. The accounting must [AND SHALL] include a full description of

1 all mortgage loan interest and principal repayments and program re-  
2 cepts, including mortgage loan commitment fees, received by or  
3 accrued to the department during the two preceding fiscal years  
4 [YEAR], and all income earned on assets of the department during that  
5 period.

6 \* Sec. 17. AS 44.83.320(c) is amended to read:

7 *Annual Long term energy plan* (c) The preliminary reports required under (a) and (b) of this  
8 section are in addition to any reports required under AS 44.83.181 -  
9 44.83.220 [FORMER AS 44.83.180 - 44.83.224].

10 \* Sec. 18. AS 44.83.340(b) is amended to read:

11 *↑ applies to sec. 17* (b) The annual report required under (a) of this section is in  
12 addition to any reports required under AS 44.83.181 - 44.83.220  
13 [AS 44.83.180 - 44.83.224] and shall be submitted by March 30 of each  
14 year to the governor and to each member of the legislature.

15 \* Sec. 19. AS 44.83.224 is repealed. *Office of Energy, discontinued in FY 86*

16 \* Sec. 20. TRANSITIONAL PROVISIONS. (a) The first biennial report or  
17 update required to be made under AS 14.43.095(c), AS 15.13.030, AS 18.26.-  
18 200, AS 38.04.020(d), AS 38.05.180(b) and (e), AS 44.21.266, 44.21.-  
19 310(a)(2), 44.21.320(e), and AS 44.47.530, as amended by secs. 1 - 6, 8 -  
20 9, 12, and 16 of this Act, is due in the First Session of the Seventeenth  
21 Alaska State Legislature by the date, if any, indicated in the statute as  
22 amended.

23 (b) The period to be covered by the first biennial report to be made  
24 under AS 14.43.095(c), AS 15.13.030, AS 18.26.200, AS 44.21.310(a)(2),  
25 44.21.315(d), 44.21.320(e), and AS 44.42.055(a) and (b), as amended by  
26 secs. 1 - 3, 9, and 11 - 14 of this Act, must begin immediately after the  
27 period covered by the preceding annual report that was made under the  
28 sections as they existed before the effective date of this Act.

29 (c) The first biennial report to the governor and the legislature

1 under AS 44.21.315(c), as amended by sec. 10 of the Act, is due in the  
2 First Session of the Seventeenth Alaska State Legislature and must cover  
3 the previous fiscal year.

4 (d) The first biennial report to be submitted under AS 44.21.315(d),  
5 AS 44.42.055(a) and (b), and AS 44.47.150(d), as amended by secs. 11 and  
6 13 - 15 of this Act, must be submitted in 1991.

7 (e) The first biennial report required under AS 38.05.180(e), as  
8 amended by sec. 6 of this Act, must cover the preceding calendar year.

9 (f) The first biennial report under AS 44.47.530, as amended by sec.  
10 16 of this Act, must cover the preceding fiscal year.

11 (g) The first biennial report submitted under AS 44.47.150(d), as  
12 amended by sec. 15 of this Act, must cover the preceding fiscal year.

SB 244, Frequency of State agency reports.

TO TESTIFY;

Representative Rieger PLEASE NOTE: He will be in House Finance Meeting and may not be available to testify. There are no other people scheduled to testify.

NOTES;

1. I have requested Dept. of Ed. to submit a fiscal note for Sec. 1.

2. None of the departments listed in this bill have <sup>stated</sup> objections. Does this surprise you?

→ 3. They just called — Postsecondary Ed has to do an annual report for bonding purposes, so this bill has no savings impact.

CSHB 244 (Fin)  
 -Frequency of State Agency Reports

February 12, 1990  
 Floor Session

Changes annual reports to biennial basis, unless otherwise noted.

	<u>Statute:</u>	<u>Report:</u>	<u>Fiscal Impact:</u> (FY97)
1	14.43.095(c)	Post Secondary Ed. Financial Aid Comm.	0
2	15.13.030	APOC report to Legislature	(1,800)
3	18.26.200	Ak. Med. Facility Authority	(Non-GF)
4	38.04.020(d)	Land Disposal Bank	( 250)
5	38.05.180(b)	Oil & Gas Leasing (5 year proposal) Annual addendum required	} } (6,675)
6	38.05.180(e)	Oil & Gas Leasing - (Amends from 1 yr. to 2 yr. lease sale report) Annual addendum now required	}
7	38.05.183(d)	Oil & Gas In-kind share Comm. findings made on as-needed basis, rather than yearly.	(1,825)
8	44.21.266	Ak. Public Broadcasting Comm. Long-range plans	(2,800)
9	44.21.310(a) (2)	Administration Telecomm. Report	}
10	44.21.315(c)	Instructional Telecomm. Report re: long-term development	}
11	44.21.315(d)	Telecomm. Report findings after public hearings re: long-range goals	} (1,100)
12	44.21.320(e)	Telecomm. Report re: all agencies in required report under 44.21.310(a) (2)	}
13	44.42.055(a)	State Public Facilities Plan (DOT/PF) Last publication FY84 (6-yr. CIP now takes its place)	0
14	44.42.055.(b)	State Public Facilities Plan (DOT/PF)	0

15	44.47.150(d)	CRA-Rural Development Land conveyed in trust	(1,600)
16	44.47.530	CRA HAD loan portfolio w/yearly audit now required	(6,000)
17	44.83.320(c)	Susitna Hydro Project	
18	44.83.340(b)	Susitna Hydro Project	
19	44.83.224	Repeals Office of Energy (Discontinued in FY86)	0
	<i>7110</i>	<i>44.83.960</i>	
		<i>Revised 1989</i>	
20		<i>annual long-term energy plan</i>	
	20	Periods to be covered by each amendment to bring to biennial basis	

TOTAL SAVINGS: \$22,050 EVERY OTHER YEAR

February 12, 1990

CSHB 244 (Finance)  
Sectional Overview

Sec. 1 AS 14.43.095(c)  
Post Secondary Education Financial Aid  
Costs shifted from GF to bond proceeds;  
cost overruns becomes increased subsidy  
appropriation.

NOTE: Fiscal note not submitted

Sec. 2: AS 15.13.030  
Changes the "Alaska Public Offices Commission Annual  
Report" to a biennial report.

NOTE: Fiscal impact = \$1,800 biennial savings

Sec. 3: AS 18.26.200  
Changes the "Alaska Medical Facility Authority Annual  
Report" to a biennial report and changes the due date  
from the 10th day of each regular session to the 10th  
day of the first regular session of each legislature.

NOTE: This is an administrative fee paid for by the  
hospitals to manage bonds for hospitals -  
currently 2 bonds for Fairbanks Memorial  
Hospital. Non-GF

Sec. 4: AS 38.04.020(d)  
Changes the "State Land Disposal Bank Annual Report"  
to a biennial report and changes the due date from  
January 15 of each year to January 15 of the first  
session of each legislature.

NOTE: Fiscal impact = \$250 biennial savings

Sec. 5: AS 38.05.180(b)  
Changes the "Annual Five-Year Oil and Gas Program

Report" to a biennial report and changes the due date from between the 1st and 15th day of each regular session to between the 1st and 15th day of the first regular session of each legislature.

Sec. 6: AS 38.05.180(e)

Changes the annual submittal of the "Oil and Gas Schedule of Lease Sales" to a biennial submittal. (tied in with Sec. 5 of this bill)

Sec. 7: AS 38.05.183(d)

Changes the "Historical and Projected Oil and Gas Consumption Annual Report" to a biennial report making it due within 10 days of the convening of the first regular session of each legislature.

NOTE: Fiscal impact for Sec. 5, 6 & 7 = \$6,675 biennially

Sec. 8: AS 44.21.266

Changes the "Long-Term Plan for Public Broadcasting Update" from an annual report to a biennial report.

NOTE: Fiscal impact = \$2,800 savings biennially

Sec. 9: AS 44.21.310(a)(2)

Changes the "Telecommunications Annual Report" to a biennial report.

Sec. 10: AS 44.21.315(c)

Changes the "Report on Instructional Telecommunications Services" from an annual report to a biennial report.

Sec. 11: AS 44.21.315(d)

Changes the "Long-term Development Plan for Teleconferencing Facilities and Services" from an annual report to a biennial report.

Sec. 12: AS 44.21.320(e)

Technical change to accommodate Section 11 of this bill.

NOTE: Fiscal impact for sections 9, 10, 11, 12 = \$1,100 biennial savings

Sec. 13: AS 44.42.055(a)

Changes the "Annual State Public Facilities Plan" to a biennial plan.

Sec. 14: AS 44.42.055(b)

Technical change to accommodate Section 13 of this bill.

NOTE: Fiscal impact = 0 Report discontinued FY84  
6-year CIP plan now in its place

Sec. 15: AS 44.47.150(d)  
Changes the "Municipal Lands Trustee Program Report"  
from an annual report to a biennial report.

NOTE: Fiscal impact = \$1,600 biennial savings

Sec. 16: AS 44.47.530  
Changes the "Housing Assistance Division Annual  
Report" to a biennial report.

NOTE: Fiscal impact = \$6,000 biennial savings.  
Yearly audit now required.

Sec. 17: AS 44.83.224  
Changes the "Annual Long-Term Energy Plan" to a  
biennial plan.

Sec. 18: 44.83.340(b)  
Relates to long-term energy plan re: Susitna Hydro  
project.

Sec. 19: AS 44.83.224  
Repeals Office of Energy - discontinued in FY86  
*New 44.83.760 (Revised in 1989)*

Sec. 20: Transitional Provisions  
Effective Dates

NOTE: Estimated biennial savings of approximately \$22,050+

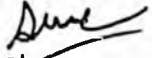
# MEMORANDUM

State of Alaska

Office of the Governor  
Division of Policy

**TO:** The Honorable Steve Rieger  
Representative  
Alaska State Legislature

**DATE:** Jan. 25, 1989

**FROM:** Steve Cole   
Policy Analyst  
Division of Policy / OMB

**PHONE:** 465-3568

**SUBJECT:** List of State Agencies Legally Required to Submit Annual Reports

Attached please find a list of boards, commissions, and other state agencies currently required to make annual reports. This list was compiled through the "STAIRS" database on ALECSYS using only two search queries, "annual (adj) report" and "report (adj) annually". These search queries most likely did not turn up all instances of statutory language requiring annual reports.

Please don't hesitate to call if you have questions regarding this list.

cc: M. Halloran, Director, DOP

<u>NO.</u>	<u>AMOUNT</u>	<u>AGENCY</u>
1	5.05.030	Alaska Athletic Commission
2	5.15.083	Operators of Games of Chance / to Dept. of Revenue
3	6.05.055	Dept. of Commerce & Econ. Devel. / on Banks
4	6.30.625	Dept. of Commerce and Econ. Devel. / by Savings Associations
5	8.04.070	Board of Public Accountancy
6	8.08.085	Alaska Bar Association
7	8.10.050	Board of Barbers and Hairdressers
8	8.36.070	Board of Dental Examiners
9	8.48.101	Board of Registered Architects, Engineers, Land Surveyors
10	8.64.101	State Medical Board
11	8.84.010	Physical Therapy and Occupational Therapy Board
12	8.86.070	Board of Psychologists and Psychological Associate Examiners
13	8.95.030	Board of Clinical Social Work Examiners
14	8.98.050	Board of Veterinary Examiners
15	10.05.678	Foreign Corporations to DCED
16	10.06.433	Domestic Corporations to Shareholders
17	10.20.590	Non Profit Corporations to DCED
18	12.62.017	State and Municipal Law Enforcement Officers / to Commission on Criminal Justice
19	14.09.010	Dept. of Education / Pupil Transportation
20	14.25.170	Teachers Employment Retirement system
21	14.40.087	University of Alaska / Center for International Business
22	14.40.455	University of Alaska-Risk Management Fund / to OMB
23	14.43.095	Commission on Postsecondary Education/Financial Aid Committee
24	14.44.055	Commission on Postsecondary Education / Education Commission of the States
25	14.45.110	Private Schools / to Dept. of Education
26	15.13.030	Alaska Public Offices Commission / to Legislature
27	16.05.092	Fisheries Rehabilitation and Enhancement Division
28	16.10.470	Permitted Salmon Hatcheries / to Dept. of Fish and Game
29	16.43.980	Limited Entry Commission
30	16.51.100	Alaska Seafood Marketing Institute
31	16.52.050	UA/Fisheries Industrial Technology Center
32	18.05.020	Dept. of Health and Social Services
33	18.20.040	DHSS/Hospitals
34	18.55.270	Alaska State Building Authority
35	18.56.200	Alaska Housing Finance Corporation
36	18.65.260	Alaska Police Standards Council
37	18.66.050	Council on Domestic Violence and Sexual Assault
38	18.80.060	Human Rights Commission
39	18.85.160	Public Defender Agency
40	21.06.110	Dept. of Admin. / on Operations of Division of Insurance
41	23.15.320	Committee on Employment of Handicapped
42	23.30.155	Alaska Workmen's Compensation Board / to Dept. of labor
43	24.20.311	Legislative Budget and Audit / Summary of Audit Reports
44	24.45.031	Alaska Public Offices Commission / on Lobbying Activities
45	24.55.230	Ombudsman Office
46	27.05.060	Dept. of Natural Resources
47	29.60.420	Dept. of Commerce and Econ. Devel. / Municipal Assistance Grants
48	33.32.030	Dept. of Corrections / Correctional Industries Fund
49	34.55.018	Subdividers to Dept. of Natural Resources
50	35.10.015	Dept. of Transpo. and Public Facil. / on Handicapped Accessibility to Governor
51	36.10.130	Department of Labor / Resident Hire Report
52	37.05.035	Office of the Governor / State Agencies that Purchase Loans
53	37.12.010	Alaska Resource Corporation (Repealed 6/89)
54	37.17.090	Dept. of Revenue / Alaska Science and Technology Foundation
55	39.35.020	Public Employees Retirement System
56	41.08.030	DNR / Geological and Geophysical Survey
57	41.17.320	Dept. of Natural Resources / on State Land Reforestation Fund
58	41.37.080	Citizen's Advisory Commission of Federal Areas in Alaska
59	41.98.025	Alaska Mineral Resources Fund Board / to Legislature
60	42.05.211	Alaska Public Utilities Commission
61	42.06.220	Alaska Public Utilities Commission / Oil & Gas Pipeline Regulation Data
62	42.07.111	Alaska Transportation Commission
63	42.30.050	Annual Statements of Public Service Providers to APUC
64	42.40.260	Alaska Railroad Corporation
65	43.05.010	Dept. of Revenue
66	43.19.010	Multistate Tax Compact Commission / to Legislature
67	43.50.360	DOR / Tobacco Tax Collections / to Legislature

71	44.19.075	Office of the Governor / Alaska Foreign Offices
72	44.19.144	Office of the Governor / Office of Management and Budget
73	44.19.145	Office of the Governor / OMB / Long Range
74	44.19.180	Office of the Governor / Alaska Women's Commission
75	44.19.188	Office of the Governor / Yukon Talya Commission
76	44.19.263	Office of the Governor / Alaska Science & Engineering Advisory Commission
77	44.19.442	Office of the Governor / Office of Equal Employment Opportunity
78	44.19.504	Office of the Governor / Telecommunications Information Council
79	44.21.160	Dept. of Administration / Data Processing Fees Charged to Local Governments
80	44.33.720	Dept. of Commerce & Economic Development / ATMC
81	44.47.530	Dept. of Community and Regional Affairs / Housing Assistance Revolving Loan Fund
82	44.81.200	Alaska Commercial Fishing and Agricultural Bank
83	44.82.190	Alaska Gas Pipeline Finance Authority
84	44.83.200	Dept. of Commerce & Econ. Devel. / Alaska Power Authority
85	44.83.340	Dept. of Commerce & Econ. Devel. / APA / Susitna River
86	44.85.100	Dept. of Commerce & Econ. Devel. / Municipal Bond Bank Authority
87	44.88.210	Dept. of Commerce & Econ. Devel. / Alaska Industrial Development Authority
88	44.99.010	Dept. of Labor / Alaska Manpower Services Council / to Legislature
89	46.03.020	Dept. of Environmental Conservation / Permit Activities / to Legislature
90	46.03.032	Dept. of Environmental Conservation / Alaska Clean Water Fund
91	47.25.010	Dept. of Administration / Pioneer Homes
92	47.30.470	Dept. of Health and Social Services / State Office on Alcoholism and Drug Abuse
93	47.30.540	Dept. of Health and Social Services / Community Mental Health Grants
94	47.30.666	Alaska Mental Health Board



ALASKA STATE LEGISLATURE  
HOUSE OF REPRESENTATIVES  
RESEARCH AGENCY

Pouch Y, State Capitol  
Juneau, Alaska 99811  
(907) 465-3991

May 16, 1985

MEMORANDUM

TO: Representative Mike Navarre

ATTN: Roger Poppe

FROM: Gretchen Keiser  
Legislative Analyst

RE: Costs of Annual Reports and Plans Produced by the State of Alaska  
Research Request 85-261

You requested this agency to conduct a review of all annual reports and plans produced by State agencies. We were asked to identify potential savings if these reports and plans were produced on a biennial basis. You asked us to distinguish among reports and plans required under Alaska Statute by the legislature, those required by the governor or the federal government, and those produced without an express statutory requirement.

In order to prepare this memorandum, we requested the following information from all State agencies on each annual report or plan they produce:

- 1) a breakdown of estimated costs to produce each report or plan (i.e., research and writing, printing, and distribution);
- 2) an estimate of savings if a report or plan were produced on a biennial basis;
- 3) a brief explanation of how staff time would be reallocated if a report or plan were produced on a biennial basis;
- 4) the statutory citation, if appropriate; and
- 5) a brief identification of problems which might arise if a report or plan were produced on a biennial basis.

The number of annual reports and plans and the cost information obtained from the State agencies is summarized in Table 1. The agencies identified 41 annual reports/plans which are required by the Legislature under Alaska Statute (excluding information pending from the Department of Labor). The estimated cost of preparing these annual documents is

Representative Navarre  
May 16, 1985  
Page Two

about \$515,000/year. If all reports or plans required by the legislature were prepared on a biennial basis, the agencies estimated that about \$234,000 (or 23 percent of the estimated biennial costs) would be saved every two years.

It should be noted that the agencies indicated that problems would occur if many of these reports or plans required by the legislature were prepared on a biennial basis. In many cases, the annual report provides an efficient summary of commonly requested information. In addition, some annual reports are used for planning and budgeting purposes. Nevertheless, agencies identified about \$139,000 in potential savings in cases where biennial reports or plans would pose no problem.

Table 1 also provides the above information for annual reports and plans: 1) required under Alaska Statute (by the governor, commissioner, etc.); 2) required by the federal government; and 3) not specifically required under Alaska Statute. State agencies identified about \$170,000 in potential savings in all categories of reports which could be prepared on a biennial basis without problems from the agency's perspective.<sup>1</sup> Tables 2, 3 and 4 provide detailed information on specific annual reports and plans prepared by each State agency.

In addition, all State agencies contribute to the Annual Performance Report prepared by the Office of Budget and Management (OMB), as required by AS 37.07.09. Based on cost figures from six agencies as well as the OMB, we estimate that this annual report costs approximately \$36,000 each year for the State to prepare.

In general, the State agencies indicated that if a report or plan were prepared on a biennial basis, staff resources would be reallocated to either program and plan implementation/management, data management, or different projects currently understaffed.

\* \* \* \* \*

We will forward the comments received from the Department of Labor once they are received by this office. We hope that this information is useful to you. Please contact us if you have any questions.

GK

Attachments

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<sup>1</sup>These savings include staff salaries and benefits which would likely be reassigned to other tasks without a true "saving" in State funds.

TABLE 1  
SUMMARY OF ANNUAL REPORTS AND PLANS PREPARED BY STATE AGENCIES<sup>a</sup>

Reports/Plans By Category	Number of Reports/Plans	Estimated Costs of Reports/Plans	Estimated Savings with All Biennial Reports/Plans	Estimated Savings Where No Problems with Biennial Reports/Plans
Required by the Legislature under Alaska Statute	41	\$ 514,735/year 1,029,470/two years	\$ 234,065/two years (23% of biennial costs)	\$ 139,215/two years (14% of biennial costs)
Required under Alaska Statute (by the Governor, Commis- sioner, etc.)	13	\$ 358,415/year 716,830/two years	\$ 221,020/two years (31% of biennial costs)	\$ 13,100/two years (2% of biennial costs)
Required by the Federal Government <sup>b</sup>	41 <sup>+</sup>	\$ 315,540/year <sup>c</sup> 631,080/year	\$ 83,700/two years (13% of biennial costs)	All agencies indicated there would be problems under federal requirements
Not Specifically Required under Alaska Statute	22	\$ 284,080/year 568,160/two years	\$ 135,510/two years (24% of biennial costs)	\$ 18,000/two years (3% of biennial costs)
TOTAL:	117	\$1,472,770/year 2,945,540/two years	\$ 674,295/two years (23% of biennial costs)	\$ 170,315/two years (6% of biennial costs)

<sup>a</sup>Summary does not include pending information from the Alaska Department of Labor.

<sup>b</sup>The Departments of Environmental Conservation and Fish and Game also produce several annual reports/plans which were not itemized but which are required by the federal government.

<sup>c</sup>Estimate does not include expenses which an agency identified as met with federal funds.

Prepared by the House Research Agency, May 1985.

TABLE 2  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE LEGISLATURE UNDER ALASKA STATUTE

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
Administration	Annual Financial Report	AS 37.05.030	30-40 clerical months \$30,000 printing and distribution	No true savings since State needs data for prudent decisionmaking	Would cost State money if vital data unavailable
	Older Alaska Commission Report	AS 44.21.230*	Research/Writing: \$ 5,000 Printing: 2,000 Distribution: 100	Report has been produced biennially to date	Sunset audit indicated that it should be annual report
	Annual PERS and TRS Financial Report	AS 39.35.020* AS 14.25.030	Research/Writing: \$ 2,700 Printing: 1,950 Distribution: 600	\$ 2,550/two years	None; annual data collected and audit performed
— OK	Long-Term Plan for Public Broadcasting (Annual Update)	AS 44.21.266*	Research/Writing: \$20,700 Printing: 2,850 Distribution: 600	\$17,400/two years	None
- OK	Telecommunications Annual Report	AS 44.21.310*	Research/Writing: \$ 2,400 Printing 150 Distribution: 50	\$ 200/two years	None
OK	Annual Report of Teleconferencing	AS 44.21.310*	Research/Writing: \$ 2,400 Printing: 100 Distribution: 50	\$ 150/two years	None
— OK	Public Offices Commission Annual Report	AS 15.13.030	Research/Writing: \$14,500 Printing: 3,600 Distribution: 150	Last produced in 1982 on a biennial basis	None
	Public Defender Agency Annual Report	AS 18.85.160	Research/Writing: \$ 0 Printing: 150 Distribution: 25	None	Annual data required to dovetail w/other criminal justice agencies

\*Report or plan also required to be submitted to the Governor.

TABLE 2 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE LEGISLATURE UNDER ALASKA STATUTE

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
OK Commerce and Economic Development	Annual Long-Term Energy Plan	AS 44.83.224	Research/Writing \$35,600 Printing: 12,000	\$12,000/two years	None
	Annual State Loan Report; Loans Closed by Fund	AS 37.05.035	Research/Writing \$ 950 Printing: 200	Minimal; loans tracked annually	None
	Division of Insurance Annual Report	AS 21.06.110	Research/Writing \$ 2,000 Printing: 1,500 Distribution: 200 Revenue from sales: 1,500 Net cost: 2,200	Minimal (staff would still respond to numerous requests)	Centralized source of annual data would be absent; inefficient, individual responses to handle responses
	Alaska Industrial Development Authority Annual Report	AS 44.88.210*	Research/Writing \$ 1,000 Printing: 3,200 Distribution: 300	\$ 2,250/two years	AIDA must prepare an annual report for bond trustee
	Alaska Power Authority Annual Report	AS 44.83.200*	Research/Writing \$ 5,750 Printing: 15,900	No savings indicated; could be up to \$21,650/two years	Inability to respond to many annual data requests
	Alaska Public Utilities Commission Annual Report	AS 42.05.211	Research/Writing \$15,520 Printing: 2,270 Distribution: 780	\$ 17,250/two years	Would still be required to compile annual data; loss of printed source for staff and public
	Alaska Seafood Marketing Institute Annual Report	AS 16.51.100*	Research/Writing \$ 2,485 Printing: 2,230 Distribution: 170	\$ 2,350/two years	Biennial report would impair ASMI communication with public

\*Report or plan also required to be submitted to the Governor.

TABLE 2 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE LEGISLATURE UNDER ALASKA STATUTE

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
OK Community and Regional Affairs	Housing Assistance Division Annual Report	AS 44.47.530	Research/Writing \$15,880 Printing: 14,625 Distribution: 900	\$29,525/two years	None
OK	Local Boundary Commission Annual Report	AS 44.47.567 AS 29.68.010	Research/Writing: \$ 750 Printing: 80 Distribution: 20	\$ 850/two years	None
	Alaska Taxable	HCR 14 (1961)	Research/Writing: \$ 3,240 Printing: 3,500 Distribution: 450	\$ 7,190/two years	Centralized data on community assessments mill rates, etc. would be inaccessible
Corrections	None cited				
OK Environmental Conservation	Litter Reduction Program Annual Report	AS 46.06.020*	Research/Writing: \$ 0 Printing: 2,900 Distribution: 100	\$ 3,000/two years	None
Fish and Game	Fisheries Rehabilitation and Enhancement Division Annual Reprt	AS 16.05.092	Research/Writing: \$15,000 Printing: 500 Distribution: 100	\$15,600/two years	None
Health and Social Services	State Office of Alcoholism & Drug Abuse Annual Report to the Legislature	AS 47.37.040	Research/Writing: \$ 3,075 Printing: 760 Distribution: 235	\$ 2,530/two years	Loss of centralized document to handle many requests for annual data
Labor	Information pending				
Law	None cited				

\*Report or plan also required to be submitted to the Governor.

TABLE 2 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE LEGISLATURE UNDER ALASKA STATUTE

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
Military and Veteran Affairs	None Cited				
Natural Resources	Annual Report on Fire Suppression Fund	AS 41.15.240*	Research/Writing: \$ 140 Printing: 5 Distribution: 25	\$ 170/two years	None; data collected for annual accounting
	Annual Report on State Land Classifications	AS 38.05.300	Research/Writing: \$ 7,410 Printing: 1,500 Distribution: 80	\$ 8,990/two years	None; raw data still collected annually
— OK	State Land Disposal Bank Annual Report	AS 38.04.020	Research/Writing: \$ 3,125 Printing: 500 Distribution: 80	\$ 3,705/two years	None; raw data still collected annually
— OK	Annual Five-Year Oil and Gas Program Report	AS 38.05.180	Research/Writing: \$16,015 Printing: 9,000 Distribution: 4,970	\$14,275/two years	An annual summary would still be needed for many requests
— OK	Historical and Projected Oil and Gas Consumption Annual Report	AS 38.05.183	Research/Writing: \$24,580 Printing: 8,420 Distribution: 1,005	\$15,255/two years	Annual study needed to determine if State has royalty surplus to in-state needs for export; need some annual summary to handle many requests

\*Report or plan also required to be submitted to the Governor.

TABLE 2 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE LEGISLATURE UNDER ALASKA STATUTE

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
Public Safety	Annual Drug Report	AS 18.65.085	Research/Writing: \$19,950 Printing: 2,710 Distribution: 2,900	\$25,560/two years	None
	Violent Crimes Compensation Board Annual Report	AS 18.67.170*	Research/Writing: \$ 2,090 Printing: 1,055 Distribution: 860	\$ 1,570/two years	None
	Council on Domestic Violence and Sexual Assault Annual Report	AS 18.66.050*	Research/Writing: \$ 2,225 Printing: 625 Distribution: 275	\$ 2,595/two years	Loss of annual reference to handle many requests; annual data still collected
Revenue	Interest on Revenue Anticipation Notes	AS 43.08.035	Minimal (part of annual accounting)	Minimal	None
	Annual State Loan Report	AS 37.05.035	Minimal	Minimal	None
	Alaska Resource Corporation Annual Report	AS 37.12.090*	Audit: \$12,000 (under contract)	\$12,000/two years	None
	Alaska Medical Facilities Authority Annual Report	AS 18.26.200*	Audit: \$ 1,200	\$ 1,200/two years	None
	Annual Report on Games of Chance and Skill	AS 05.15.090	Research/Writing: \$ 385 Printing: 5	\$ 390/two years	Loss of annual data comparison to validate Dept. action

\*Report or plan also required to be submitted to the Governor.

TABLE 2 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE LEGISLATURE UNDER ALASKA STATUTE

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
Revenue	Alaska Housing Finance Corporation Annual Report	AS 18.56.200*	Research/Writing: \$ 4,765 Printing: 14,710 Distribution: 1,915	Minimal	Covenant in Bond Indentures require annual report to Trustee
	Alaska Municipal Bond Bank Authority Annual Report	AS 44.85.100*	Audit: \$17,000 Printing: 10,000 Distribution: minimal	Minimal	1976 General Bond Resolution requires annual report to Trustee
	Alaska Permanent Fund Corporation Annual Report	AS 37.13.170*	Research/Writing: \$ 5,500 Printing: 8,100 Distribution: 815	\$ 8,695/two years (annual financial accounting would still be conducted)	Loss of accessible data for public;
Transportation and Public Facilities	Annual Architectural Barrier Report	AS 35.10.015*	Research/Writing: \$ 4,735 Printing: 10	\$ 4,745/two years	None
Office of the Ombudsman	Office of the Ombudsman Annual Report	AS 24.55.230	Research/Writing: \$12,760 Printing: 8,860 Distribution: 2,100	Minimal; report is already biennial	None; raw data still available
University of Alaska	Annual Report to the Legislature and President's Report	AS 14.40.190	Research/Writing: \$29,780 Printing: 17,410 Distribution: 665	\$ 470/two years (some annual report would still be necessary)	Loss of centralized, annual report to handle many requests

TOTAL: 41 reports  
(Without Department of Labor)

\$ 514,735/year  
\$1,029,470/two years

\$ 234,065/two years (23% of biennial costs)  
\$ 139,215/two years (14 %; only reports where agency indicated that there would be no problems with biennial report)

\*Report or plan also required to be submitted to the Governor.

Prepared by the House Research Agency, May 1985.

TABLE 3  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE GOVERNOR UNDER ALASKA STATUTE OR BY THE FEDERAL GOVERNMENT

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
Administration	State Affirmative Action Plan	Adm. Order 75	Research/Writing \$75,000 Printing: \$34,000 Distribution: 2,100	\$80,000/two years (\$38,000 DOA; \$41,000 other State agencies)	Required annually by federal agency; State difficulty in projecting two-year hiring/promotion objectives
	Annual EEO Report	Adm. Order 75	First report to be completed 1/86; cost estimate: \$17,000	Unknown	Unknown
	Inventory of Communication Facilities Serving Alaska Communities	AS 44.21.315	Research/Writing \$ 4,800 Printing: 0 Distribution: 200	\$ 100/two years	Biennial report would be outdated; raw data still collected annually and available
Commerce and Economic Development	Annual Certification of Truck Size and Weight Enforcement	23 CFR 657.13	Research/Writing \$ 1,120	Not applicable	Required annually by Federal Highway Administration for federal matching funds
	Annual Truck Size & Weight Enforcement Plan	23 CFR 657.9	Research/Writing \$ 1,120	Not applicable	Required annually by FHWA for federal matching funds
Community and Regional Affairs	Municipal Lands Trustee Program Report	AS 44.47.150*	Research/Writing \$ 4,415 Printing: 1,950 Distribution: 470	\$6,835/two years	None
	Community Development Block Grant State Plan and Report	PL 93-383	Federal HUD funds	Not applicable	Required annually by HUD

\*Report or plan required to be prepared annually but not submitted to specific party.

TABLE 3 (Continued)

## STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE GOVERNOR UNDER ALASKA STATUTE OR BY THE FEDERAL GOVERNMENT

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
Community and Regional Affairs	Community Services Block Grant State Plan	PL 97-35	Federal IHS funds	Not applicable	Required annually by HHS
	Governor's Coordination & Special Services Plan/JPTA Annual Report	PL 97-300	Federal Job Partnership Training Act funds	Not applicable	Governor's plan is biennial; JPTA report required annually by the federal government
	Annual Report for Special Delivery Area	PL 97-300	Federal JPTA funds	Not applicable	Required annually by the federal government
	<u>State Energy Plans</u>				
	•DOE Plan	10 CFR 440	Federal Department of Energy funds	Not applicable	Required annually by the federal government
•Extension Service Plan	10 CFR 420	"			
•Conservation Program Plan	10 CFR 420	"			
•Institutional Bldg Conservation Program Plan	10 CFR 450-455	"			
Corrections	None cited				
Education	<u>Office of Adult and Vocational Education</u>	Federal law	Federal Department of Education funds	Not applicable	Required annually by the federal government; loss of \$1.3 million annually
	•VocEd Annual Plan	"	\$36,200		
	•ABE Annual Plan	"	12,700		
	•ABE Annual Report	"	9,025		
	•VocEd Accountability Report	"	21,300		
	•Civil Rights Rpt.	"	5,500		

\*Report or plan required to be prepared annually but not submitted to specific party.

TABLE 3 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE GOVERNOR UNDER ALASKA STATUTE OR BY THE FEDERAL GOVERNMENT

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
Education	<u>Division of Management, Law and Finance</u>	Federal law		Not applicable	Required annually by the federal government
	•Tuition/Boarding Programs Report	"	Research/Writing: \$39,700 Distribution: 255		
	•Nutrition Ed and Training Report	"	Research/Writing: 150		
	•State Annual Nutrition Plan	"	Research/Writing: 150		
	•Food Preference Report		Research/Writing \$ 205 Distribution: 80		
	•Annual reports on school budgets, audits, debt retirement, and cigarette tax	4 AAC 09.110 AS 14.14.050 AS 14.11.010	Research/Writing \$50,045 Printing: 0 Distribution: 255	No savings because research would be done for Department's annual statistical report	Loss of annual information packet submitted to Legislature; annual data still collected
	<u>Division of Educational Support</u>	Federal law	Federal Department of Education funds	Not applicable	Required annually by the federal government
	•Chapter I	"	"		
	•Chapter II	"	"		
	•Title VI-B	PL 94-142	"		
•Sex Equity	Federal law	"			
•Science & Math	"	"			
Alaska State Council on the Arts Annual Report	Federal law	Research/Writing: \$ 4,200 Printing: 5,945 Distribution: 680	Minimal	Required to make annual accounting of federal funds	
Alaska Historical Commission	AS 44.27.072	Research/Writing: \$ 75 Printing: 10 Distribution: 5	\$ 90/two years	None	

\*Report or plan required to be prepared annually but not submitted to specific party.

TABLE 3 (Continued)

## STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE GOVERNOR UNDER ALASKA STATUTE OR BY THE FEDERAL GOVERNMENT

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report
Environmental Conservation	Annual Progress Reports for EPA Grants	Federal laws	Federal EPA funds	Not applicable	Required annually by the EPA
Fish and Game	Numerous Reports for federal fish and wildlife aid	Federal laws	Federal funds	Not applicable	Required annually by the federal government
Health and Social Services	Vital Statistics Annual Report	AS 18.50.040*	Research/Writing: \$41,800 Printing: 900 Distribution: 1,100	\$ 2,000 (annual data would still be collected and computerized)	Loss of annual summary to handle many requests; required annually by the federal government
	Village Health Clinic Survey	AS 18.20.150*	Research/Writing: \$ 7,500 Printing: 800 Distribution: 250	\$ 8,550/two years	Loss of annual data on condition of clinics statewide for budget decisions
	Certificate of Need Activity Report	Federal law 7 AAC 07.105	Total cost: \$ 300	Not applicable	Required annually by the federal government
Labor	Information pending				
Law	None cited				
Military and Veteran Affairs	None cited				

\*Report or plan required to be prepared annually but not submitted to specific party.

TABLE 3 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE GOVERNOR UNDER ALASKA STATUTE OR BY THE FEDERAL GOVERNMENT

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report/Plan
OK Natural Resources	Annual Land Demand Assessment Report	AS 38.04.020	Research/Writing: \$ 3,125 Printing: 500 Distribution: 50	\$ 3,675/two years	None; data collected annually but would not be compiled
Public Safety	Highway Safety Plan	NHSA/FHWA Joint Order 960-2A/7510.3A	Research/Writing: \$23,330 Printing: 3,000 Distribution: 200	Not applicable	Required annually by the Federal Highway Administration
	Alcohol Highway Safety Plan	23 CFR 408	Research/Writing \$18,920 Printing: 1,300 Distribution: 100	Not applicable	Required annually by the FHWA
	Annual Highway Safety Evaluation	960-2A/7510.3A	Research/Writing: \$ 6,105 Printing: 50 Distribution: 10	Not applicable	Required annually by the FHWA
Revenue	Child Support Program State Plan	45 CFR 232.2	Research/Writing: \$ 400 Printing: 50 Distribution: 50	Not applicable	Required annually by the federal government
	International Airports Revenue Bond Debt Service Report	AS 37.15.480	Minimal	Minimal	None
	General Obligation Bond Debt Service Report	AS 37.15.170*	Minimal	Minimal	None
OK Transportation and Public Facilities	Annual State Public Facilities Plan	AS 44.42.055*	Research/Writing: \$ 7,890 Printing: 2,500 Distribution: 0	\$ 2,500/two years	None

\*Report or plan required to be prepared annually but not submitted to specific party.

TABLE 3 (Continued)

## STATE AGENCY ANNUAL REPORTS AND PLANS REQUIRED BY THE GOVERNOR UNDER ALASKA STATUTE OR BY THE FEDERAL GOVERNMENT

Department	Annual Report or Plan	Statutory Citation	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report/Plans
Transportation and Public Facilities	Multi-year State Transportation Plan and Capital Improvement Program	AS 19.10.140 AS 44.42.050	Research/Writing \$243,875 Printing: 10,900 Distribution: 1,800	\$199,270/two years	Would not be reliable up-to-date indicator of improvement plans by other governments; needed for annual budget process
	Annual Highway Travel Inventory	Federal law	Research/Writing \$ 8,300 Printing: 1,500 Distribution: 200	\$ 1,700/two years data would still be collected annually)	FHWA does not require annual reporting but annual traffic data in summary format are needed for DOT/PF planning and design
	Annual Work Program	Federal law	Research/Writing \$ 5,000 Printing: 100 Distribution: 50	Not applicable	Required annually by the FHWA
	FHWA 105 Program Annual Report	Federal law	Research/Writing \$ 4,650 Printing: 50 Distribution: 50	Minimal; would still require annual data maintenance	Required annually by the FHWA
	Standards & Technical Services Division: several (8) reports addressing highway safety, real property, advertising, junkyards, and bridge structures	23 CFR 131, 136, 630, 650, 659, and 924; FHWA Order 6540.1; FHWA Notice 5080.101; and Fedl aid HP manual 7-5-1-16	Total: \$ 33,320	Minimal	Required annually by the FHWA

TOTAL: \$ 673,955/year  
 (Without Department of Labor) 1,347,910/two years

\$304,720/two years (25% of biennial costs)  
 \$ 13,100/two years (1%; only State-required reports where agency indicated that there would be no problems with biennial report)

\*Report or plan required to be prepared annually but not submitted to specific party.

TABLE 4  
STATE AGENCY ANNUAL REPORTS AND PLANS NOT SPECIFICALLY REQUIRED BY ALASKA STATUTE

Department	Annual Report or Plan	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report/Plan
Administration	Information Systems Committee Annual Report	Research/Writing: \$ 1,200 Printing: 150 Distribution: 1,350	\$ 950/two years	Lack of current data on technology may adversely affect interested State agencies
Commerce and Economic Development	Alaska's Mineral Industry (see also Dept. of Nat. Res.)	Research/Writing: \$ 2,390 Printing: 9,000 Distribution: 200	\$ 1,340/two years	Basic economic data would need to be collected each year; loss of convenient summary to handle many requests
	Comparative Statement of Assets, Liabilities, and Capital Accounts of Alaska Banks	Research/Writing: \$ 260 Printing: 25 Distribution: 50	Minimal; (quarterly reports filed with State by banks)	Loss of summary report used for supervision of banking industry in state
	Annual Corporate Directory	Research/Writing: \$ 20 Printing: 3,000 Distribution: 230	\$ 3,220/two years (Revenue collected on the sale of individual copies)	Data compiled anyway (required to be updated every six months: AS 10.05.048); the public & agencies would have to use microfiche copies
	Alaska Real Estate Commission Annual Report	Research/Writing: \$ 165 Printing: 25 Distribution: 25	\$ 200/two years	None
Community and Regional Affairs	Municipal Officials Directory	Research/Writing: \$ 5,800 Printing: 4,000 Distribution: 200	\$ 5,400/two years	Centralized data on local officials would be outdated because of yearly turnover
	Child Care Programs Summary	60 hours professional staff; 30 hours clerical staff	Report is biennial	None

TABLE 4 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS NOT SPECIFICALLY REQUIRED BY ALASKA STATUTE

Department	Annual Report or Plan	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report/Plan
OK Corrections	Department Annual Report	Research/Writing: \$ 23,775 Printing: 4,525 Distribution: 445	\$20,050/two years	Loss of centralized data would increase individual responses by staff; loss of usable form of annual data for internal use
OK Education	Annual Report to the People	Research/Writing: \$ 3,000 Printing: 1,100 Distribution: 205	No savings since staff used to respond to many individual requests	Loss of centralized, updated information on Alaska
	Annual Status Report to Board of Education (Adult & Vocational Education)	Research/Writing: \$ 5,500 Printing: 0 Distribution: 0	\$ 5,500/two years	Failure to meet new requirement instituted by State Board of Education
	Annual Report of Grant Awards for Construction	Research/Writing: \$ 135 Printing: 0 Distribution: 150	\$ 285/two years	Loss of annual data in summary form
	Bilingual/Multi-cultural Education Annual Report	Research/Writing: \$ 700 Printing: 6,000 Distribution: 600	\$ 7,300/two years	None
	Professional Teaching Practices Commission Annual Rpt.	Research/Writing: \$ 1,250 Printing: 90 Distribution: 90	No savings since staff used to respond to many individual requests	Inability of Commission to efficiently respond to requests for annual information
Environmental Conservation	None cited			
Fish and Game	None cited			
Health and Social Services	Division of Mental Health and Developmental Disabilities Annual Report	Research/Writing: \$ 25,000 Printing: 4,000 Distribution: 3,000	\$18,700/two years (rough estimate)	Loss of annual data used heavily by 26 mental health centers statewide; annual report meets requirements under AS 47.30.520-540

TABLE 4 (Continued)  
STATE AGENCY ANNUAL REPORTS AND PLANS NOT SPECIFICALLY REQUIRED BY ALASKA STATUTE

Department	Annual Report or Plan	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report/Plan
Labor	Information pending			
Law	None cited			
Military and Veteran Affairs	None cited			
Natural Resources	Alaska's Mineral Industry	Research/Writing \$59,685 Printing: 4,555 Distribution: 3,040	\$ 22,205/two years	Would still need annual summary to handle many requests
Public Safety	Crime in Alaska	Research/Writing \$ 4,690 Printing: 4,270 Distribution: 325	Minimal; annual data would be collected and analyzed anyway.	loss of efficient, annual summary to handle many individual requests
Revenue	Alaska Public Debt	Research/Writing \$ 5,000 Printing: 5,000 Distribution: 500	\$10,500/two years	None
	General Fund Audit	Research/Writing \$ 5,000 External Audit: 20,000 Printing: minimal Distribution: minimal	\$25,000/two years	Annual audits necessary to reconcile Treasury investment to the State accounting system
	PERS and TRS Audit	Research/Writing \$ 5,000 Printing: minimal Distribution: minimal	\$ 5,000/two years	Annual audits necessary to reconcile Treasury investments to annual actuarial report; basis for determining employer contribution rate
Transportation and Public Facilities	Capital Budget: Project Status, Central Region	Research/Writing \$ 6,000 Printing: 1,000 Distribution: 0	\$ 3,500/two years	Loss of useful source document for annual budgeting process; loss of summary form to handle many requests

TABLE 4 (Continued)  
 STATE AGENCY ANNUAL REPORTS AND PLANS NOT SPECIFICALLY REQUIRED BY ALASKA STATUTE

Department	Annual Report or Plan	Estimated Costs of Annual Report/Plan	Estimated Savings with Biennial Report/Plan	Problems with Biennial Report/Plan
* Transportation and Public Facilities	Annual Research Report	Research/Writing \$ 3,520 Printing: 1,940 Distribution: 250	\$ 5,710/two years	Two-year report cycle would result in out-dated information
	Annual Marine Highway Traffic Volume Report	Research/Writing \$ 3,000 Printing: 600 Distribution: 50	\$ 650/two years	Loss of current marine traffic data used by several agencies for planning
	Shore Facility Inventory and Condition Survey	Research/Writing \$44,800 Printing: 100 Distribution: 100	Report is biennial	None; helps fulfill Department requirement under AS 35.10.170

TOTAL: \$ 284,080/year \$135,510/two years (24% of total biennial costs)  
 (Without Department of Labor) 568,160/two years 18,000/two years (3%; only reports where agency indicated that there would be no problems with biennial report)

Prepared by the House Research Agency, May 1985.



ALASKA STATE LEGISLATURE  
HOUSE OF REPRESENTATIVES  
RESEARCH AGENCY

Pouch Y, State Capitol  
Juneau, Alaska 99811  
(907) 465-3991

May 29, 1985

MEMORANDUM

TO: Representative Mike Navarre

ATTN: Roger Poppe

FROM: Gretchen Keiser *G. Keiser*  
Legislative Analyst

RE: Costs of Annual Reports and Plans Produced by the State of Alaska  
Research Request 85-261 (Supplemental Information)

This memorandum, which supplements our May 16, 1985 memorandum, provides information on reports and plans prepared by the Alaska Department of Labor. The department's cost estimates are summarized below. In addition, we have revised Table 1 from our earlier memorandum in order to include the Department of Labor's costs in the summary of annual reports and plans prepared by all State agencies.

The Department of Labor is not required to submit any annual reports or plans to the Alaska Legislature. The department publishes the report entitled Annual Planning Information, which reflects annual data collection and reporting responsibilities under numerous federal contracts with the Bureau of Labor Statistics. The department has not segregated staff time spent on research and writing of this report from its routine production of labor statistics for the federal contracts. According to the department, it is impossible to estimate the research and writing costs for this report at this time. Printing costs average about \$6,500 and distribution costs about \$3,000 each year. The department indicates that a biennial report would be inadvisable because of the heavy demand for current Alaska labor market data.

The department is required by AS 23.20.022 to submit to the Governor a biennial Unemployment Insurance Actuarial report. The federal government also requires this biennial report. The biennial costs are estimated to be: \$10,755 (research and writing); \$1,400 (printing); and \$100 (distribution).

Table 1 summarizes the number of reports and plans and cost information obtained from the State agencies. It has been revised to include the Annual Planning Information report prepared by the Department of Labor in the category of reports not specifically required by Alaska Statute.

\* \* \* \* \*

Please contact us if you have any questions about this information.

GK

Attachment

TABLE 1  
SUMMARY OF ANNUAL REPORTS AND PLANS PREPARED BY STATE AGENCIES<sup>a</sup>

Reports/Plans By Category	Number of Reports/Plans	Estimated Costs of Reports/Plans	Estimated Savings with All Biennial Reports/Plans	Estimated Savings Where No Problems with Biennial Reports/Plans
Required by the Legislature under Alaska Statute	41	\$ 514,735/year 1,029,470/two years	\$ 234,065/two years (23% of biennial costs)	\$ 139,215/two years (14% of biennial costs)
Required under Alaska Statute (by the Governor, Commis- sioner, etc.)	13	\$ 358,415/year 716,830/two years	\$ 221,020/two years (31% of biennial costs)	\$ 13,100/two years (2% of biennial costs)
Required by the Federal Government <sup>b</sup>	41 <sup>+</sup>	\$ 315,540/year <sup>c</sup> 631,080/year	\$ 83,700/two years (13% of biennial costs)	All agencies indicated there would be problems under federal requirements
Not Specifically Required under Alaska Statute	23	\$ 293,580/year 587,160/two years	\$ 135,510/two years (23% of biennial costs)	\$ 18,000/two years (3% of biennial costs)
TOTAL:	118	\$1,482,270/year 2,964,540/two years	\$ 674,295/two years (23% of biennial costs)	\$ 170,315/two years (6% of biennial costs)

<sup>a</sup>Revised May 24, 1985 to include information from the Alaska Department of Labor.

<sup>b</sup>The Departments of Environmental Conservation and Fish and Game also produce several annual reports/plans which were not itemized but which are required by the federal government.

<sup>c</sup>Estimate does not include expenses which an agency identified as met with federal funds.

Prepared by the House Research Agency, May 1985.



ALASKA STATE LEGISLATURE  
HOUSE OF REPRESENTATIVES  
RESEARCH AGENCY

Pouch Y, State Capitol  
Juneau, Alaska 99811  
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March 29, 1985

MEMORANDUM

TO: Representative Mike Navarre

ATTN: Roger Poppe

FROM: Gretchen Keiser *Gretchen Keiser*  
Legislative Analyst

RE: Potential State Savings by Producing Annual Reports and Plans  
on a Biennial Basis  
Research Request 85-261

You requested this agency to determine how much money could be saved by the State if the annual Energy Plan for Alaska were prepared on a biennial basis. This memorandum is a followup to our conversation on March 26, 1985.

According to Mark Miller, Development Specialist responsible for preparing the annual Energy Plan in the Office of Energy (Department of Commerce and Economic Development), they could save about \$10,000 in editing, printing and distribution expenses if the plan were not produced in 1986. He indicated that about 50 percent of his time is allocated to the energy plan--both the written document and the interagency planning and implementation process. If he were not spending time producing a written plan in FY 86, he would likely devote that time to implementing the 1985 energy plan so that there would likely be no savings in staff salary under the biennial plan approach.

Mr. Miller also mentioned several other points regarding the costs of preparing the 1985 Energy Plan for Alaska:

- 1) The other agencies involved (Alaska Power Authority, DC&RA, DOT/PF, DNR, DHSS and the Office of the Governor) were not reimbursed by the Office of Energy for their staff time and travel expenses.
- 2) The teleconferencing services used during the preparation of the energy plan were not charged to the Office of Energy.
- 3) Forty percent of the Office of Energy's FY 85 budget is federal receipts; no federal funds were spent on preparing the energy plan.

Representative Navarre  
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You also requested this agency to determine the amount of money being spent annually by the State to produce all its annual reports and plans. We were also asked to estimate the amount of money the State could save by preparing these reports and plans on a biennial rather than annual basis. A letter requesting this information is being sent to all commissioners and the Administrative Director of the Court System. For your information, a copy of the letter and distribution list is attached. We anticipate a research completion date of May 1, 1985 provided all agencies respond in a timely manner.

GK

Attachments