

LEGISLATIVE FINANCE-HOUSE / SENATE FINANCE COMM. FILES 8879

HB 244 cont. 495

86

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 mailing 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.

FISCAL NOTE

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 |
| REVENUE | 0 | 0 | 0 | 0 | 0 | 0 |

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)

Adopted

FISCAL NOTE

REQUEST:

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

Agency Affected: Community & Regional Affairs
BRU: Rural Development

Components: Municipal Lands Trustee

EXPENDITURES/REVENUES: (Thousands of Dollars)

| OPERATING | FY 89 | FY 90 | FY 91 | FY 92 | FY 93 | FY 94 |
|------------------------|-------|-------|-------|-------|-------|-------|
| PERSONAL SERVICES | | | | | | |
| TRAVEL | | | | | | |
| CONTRACTUAL | | (1.6) | | (1.6) | | (1.6) |
| SUPPLIES | | | | | | |
| EQUIPMENT | | | | | | |
| LAND & STRUCTURES | | | | | | |
| GRANTS, CLAIMS | | | | | | |
| MISCELLANEOUS | | | | | | |
| TOTAL OPERATING | | (1.6) | | (1.6) | | (1.6) |

| | | | | | | |
|---------|--|--|--|--|--|--|
| CAPITAL | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|--|-------|--|-------|--|-------|
| GENERAL FUND | | (1.6) | | (1.6) | | (1.6) |
| FEDERAL FUNDS | | | | | | |
| OTHER | | | | | | |
| TOTAL | | (1.6) | | (1.6) | | (1.6) |

POSITIONS:

| | | | | | | |
|-----------|--|--|--|--|--|--|
| FULL-TIME | | | | | | |
| PART-TIME | | | | | | |
| TEMPORARY | | | | | | |

ANALYSIS : (Attach a separate page if necessary)

Prepared by: Jim Plasman, Deputy Director
Division: Municipal & Regional Assistance

Phone: 465-4750
Date: 4/3/89

Approved by Commissioner: Harold B. Poff
Agency: Community & Regional Affairs

Date: 4-3-89

Distribution (by preparer):

- Legislative Finance
- Legislative Sponsor
- Requestor
- Office of Management and Budget
- Impacted Agencies

Adopted

FISCAL NOTE

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 | | (1.0) | 1.8 | (1.0) | 1.3 | (1.0) |
| SUPPLIES | | | | | | |
| EQUIPMENT | | | | | | |
| LAND & STRUCTURES | | | | | | |
| GRANTS, CLAIMS | | | | | | |
| MISCELLANEOUS | | | | | | |
| TOTAL OPERATING | | (1.0) | 1.8 | (1.0) | 1.3 | (1.0) |

| | | | | | | |
|---------|--|--|--|--|--|--|
| CAPITAL | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|--|-------|-------|-------|-----|-------|
| GENERAL FUND | | (1.0) | (1.8) | (1.0) | 1.3 | (1.0) |
| FEDERAL FUNDS | | | | | | |
| OTHER | | | | | | |
| TOTAL | | | | | | |

POSITIONS:

| | | | | | | |
|-----------|--|--|--|--|--|--|
| FULL-TIME | | | | | | |
| PART-TIME | | | | | | |
| TEMPORARY | | | | | | |

ANALYSIS : (Attach a separate page if necessary)

SEE ATTACHED

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

Phone: 276-4176
Date: 4/4/89

Approved by Commissioner: Donna Wiley, Acting 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)

Adopted

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 \$800.00 over each two-year period.

REVISED
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 89 | FY 90 | FY 91 | FY 92 | FY 93 | FY 94 |
|-------------------|-------|-------|-------|-------|-------|-------|
| 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 | | | | | | |
| REVENUE | | | | | | |

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)

Prepared by: Carol Carroll, Deputy Director Phone: 465-4708
Division: Administrative Services Date: 4/5/89

Approved by Commissioner: [Signature] DC, CNA Date: 5 APR 89
Agency: Community & Regional Affairs

Distribution (by preparer):

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

Adopted

STATE OF ALASKA
1989 LEGISLATIVE SESSION

BILL VERSION: HB 244 (Finance)
PUBLISH DATE: _____

FISCAL NOTE

REQUEST:

Revision Date: 3-Apr-89
Title: An Act relating to the frequency of certain state agency reports.
Sponsor: House Finance
Requestor: House Finance

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

EXPENDITURES/REVENUES: (Thousands of Dollars)

| OPERATING | FY 89 | FY 90 | FY 91 | FY 92 | FY 93 | FY 94 |
|-------------------|-------|-------|-------|-------|-------|-------|
| PERSONAL SERVICES | | | | | | |
| TRAVEL | | | | | | |
| CONTRACTUAL | | (8.8) | | (8.8) | | (8.8) |
| SUPPLIES | | | | | | |
| EQUIPMENT | | | | | | |
| LAND&STRUCTURES | | | | | | |
| GRANTS,CLAIMS | | | | | | |
| MISCELLANEOUS | | | | | | |
| TOTAL OPERATING | 0.0 | (8.8) | 0.0 | (8.8) | 0.0 | (8.8) |

| | | | | | | |
|---------|--|--|--|--|--|--|
| CAPITAL | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|-----|-------|-----|-------|-----|-------|
| GENERAL FUND | | (8.8) | | (8.8) | | (8.8) |
| FEDERAL FUNDS | | | | | | |
| OTHER | | | | | | |
| TOTAL | 0.0 | (8.8) | 0.0 | (8.8) | 0.0 | (8.8) |

POSITIONS:

| | | | | | | |
|-----------|--|--|--|--|--|--|
| FULL-TIME | | | | | | |
| PART-TIME | | | | | | |
| TEMPORARY | | | | | | |

ANALYSIS: (Attach a separate page if necessary)

See Attached

Prepared by: Sharou Barton
Division: Management

Phone: 465-2406
Date: 3-Apr-89

Approved by Commissioner: Lennie Gorsuch
Agency: Department of Natural Resources

Date: 3-Apr-89

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

Adopted

Analysis HB 244

Section 3 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. 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 would total approximately \$250.

Section 4 and Section 5 would 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 6 would require the Department of Natural Resources to submit a report concerning historical and projected oil and gas consumption to the Legislature every two years instead of every year. This would save approximately \$1,825 in publication costs every other year. During the year when the document is not published and provided to the Legislature, an addendum to the report would be prepared. This would allow us to continue preparing the documentation needed to demonstrate that royalty oil or gas is surplus to present and projected needs and available for export sales.

FISCAL NOTE

REQUEST:

Revision Date: _____ Agency Affected: Transportation
 Title: Frequency of Certain State
 Agency Reports
 BRU: _____
 Sponsor: _____ Components: _____
 Requestor: House Finance

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- |
| | | | | | | |
| REVENUE | -0- | -0- | -0- | -0- | -0- | -0- |

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 Phone: 465-4070
 Division: Plans, Programs & Budget Date: 4/3/89

Approved by Commissioner: *M. K. S. NL* Date: 4/2/89
 Agency: Department of Transportation & Public Facilities

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

Adopted

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.

Original sponsor: Finance Committee

1 IN THE HOUSE

BY THE FINANCE COMMITTEE

2 CS FOR HOUSE BILL NO. 244 (Finance)

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 of certain state
7 agency reports; relating to the frequency and con-
8 tents of the report to the legislature on the housing
9 assistance revolving fund; eliminating an annual oil
10 and gas reporting and analysis requirement; and
11 eliminating the long-term energy plan preparation and
12 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 (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 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 Sec. 18.26.200. ACCOUNTING AND REPOPTS. The authority shall
27 keep an accurate account of all of its activities and of all of its
28 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 (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 (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 (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 (d) Oil or gas taken in kind by the state as its royalty share
11 may not be sold or otherwise disposed of for export from the state
12 until the commissioner determines that the royalty-in-kind oil or gas
13 is surplus to the present and projected intrastate domestic and indus-
14 trial needs. The commissioner shall make public, in writing, the
15 specific findings and reasons on which the determination is based [AND
16 SHALL, WITHIN 10 DAYS OF THE CONVENING OF A REGULAR SESSION OF THE
17 LEGISLATURE, SUBMIT A REPORT SHOWING THE IMMEDIATE AND LONG-RANGE
18 DOMESTIC AND INDUSTRIAL NEEDS OF THE STATE FOR OIL AND GAS AND AN
19 ANALYSIS OF HOW THESE NEEDS ARE TO BE MET].

20 * Sec. 8. AS 44.21.266 is amended to read:

21 Sec. 44.21.266. DUTIES OF THE COMMISSION. The commission shall

22 (1) apply for federal and private funds for public broad-
23 casting purposes and receive all federal, state, or private funds,
24 property, or assistance that may be appropriated, granted, or other-
25 wise made available to the commission for public broadcasting pur-
26 poses, and use and disburse funds and property for purposes consistent
27 with the terms of AS 44.21.256 - 44.21.290, subject to reasonable
28 limitations imposed by the grantor;

29 (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 (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 (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 (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 (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 (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 (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, interested 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 transmission and treatment systems;
- 6 (B) water transmission and treatment systems;
- 7 (C) electrical generation and distribution systems;
- 8 (D) health care and social services facilities;
- 9 (E) educational facilities;
- 10 (F) transportation facilities;
- 11 (G) public safety and justice facilities;
- 12 (H) recreational facilities;
- 13 (I) sanitation facilities; and
- 14 (J) cultural facilities;

15 (4) prepare recommendations to accommodate the various
16 levels of service identified by state agencies and other parties with
17 respect to the services described in (3) of this subsection, to in-
18 clude

- 19 (A) current and future facility needs;
- 20 (B) space standards and design guidelines for the
21 appropriate facility types;
- 22 (C) maintenance and operations standards for the
23 appropriate facility types;
- 24 (D) construction techniques and contracting methods;
- 25 (E) facility project budget requirements; and
- 26 (F) relative costs of identified alternatives (life
27 cycle cost analysis) including but not limited to the installa-
28 tion and operation of energy systems that are not dependent on
29 oil or gas for water heating, space heating and cooling

requirements, and for the generation of electrical or mechanical power;

(5) identify common public facility needs among the various user agencies; and

(6) submit its findings, plans and recommendations to the governor and to the appropriate state agency to facilitate the development of agency capital improvement budget requests.

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

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

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

Sec. 44.47.530. BIENNIAL [ANNUAL] REPORT. To further ensure effective budgetary decision making by the legislature, the department shall present a complete accounting of the housing assistance revolving fund to the legislature every two years by January 10 [OF EACH YEAR]. The accounting must consist of an audit [SHALL BE AUDITED] by an independent outside auditor for each year covered by the accounting. The accounting must [AND SHALL] include a full description of all mortgage loan interest and principal repayments and program receipts, including mortgage loan commitment fees, received by or accrued to the department during the two preceding fiscal years [YEAR], and all income earned on assets of the department during that period.

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

1 (c) The preliminary reports required under (a) and (b) of this
2 section are in addition to any reports required under AS 44.83.181 -
3 44.83.220 [FORMER AS 44.83.180 - 44.83.224].

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

5 (b) The annual report required under (a) of this section is in
6 addition to any reports required under AS 44.83.181 - 44.83.220
7 [AS 44.83.180 - 44.83.224] and shall be submitted by March 30 of each
8 year to the governor and to each member of the legislature.

9 * Sec. 19. AS 44.83.224 is repealed.

10 * Sec. 20. TRANSITIONAL PROVISIONS. (a) The first biennial report or
11 update required to be made under AS 14.43.095(c), AS 15.13.030, AS 18.26.-
12 200, AS 38.04.020(d), AS 38.05.180(b) and (e), AS 44.21.266, 44.21.-
13 310(a)(2), 44.21.320(e), and AS 44.47.530, as amended by secs. 1 - 6, 8 -
14 9, 12, and 16 of this Act, is due in the First Session of the Seventeenth
15 Alaska State Legislature by the date, if any, indicated in the statute as
16 amended.

17 (b) The period to be covered by the first biennial report to be made
18 under AS 14.43.095(c), AS 15.13.030, AS 18.26.200, AS 44.21.310(a)(2),
19 44.21.315(i), 44.21.320(e), and AS 44.42.055(a) and (b), as amended by
20 secs. 1 - 3, 9, and 11 - 14 of this Act, must begin immediately after the
21 period covered by the preceding annual report that was made under the
22 sections as they existed before the effective date of this Act.

23 (c) The first biennial report to the governor and the legislature
24 under AS 44.21.315(c), as amended by sec. 10 of the Act, is due in the
25 First Session of the Seventeenth Alaska State Legislature and must cover
26 the previous fiscal year.

27 (d) The first biennial report to be submitted under AS 44.21.315(d),
28 AS 44.42.055(a) and (b), and AS 44.47.150(d), as amended by secs. 11 and
29 13 - 15 of this Act, must be submitted in 1991.

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

3 (f) The first biennial report under AS 44.47.530, as amended by sec.
4 16 of this Act, must cover the preceding fiscal year.

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

HOUSE OF REPRESENTATIVES

Committee on Finance

Official Business

P.O. Box V
State Capitol
Juneau, Alaska 99811

APRIL 6, 1989

CHANGES TO HB244

The Rieger Amendment to HB244 includes the following changes:

- * Title change to accommodate the amendment.
- * Changes the Alaska Commission on Postsecondary Education, Annual Report on Student Financial Aid Programs to a biennial report.
- * The bill changes the Housing Assistance Division Annual Report to a biennial report. This amendment allows for a yearly audit in addition to the biennial report.
- * Repeals AS 44.83.224
(Office of Energy was discontinued in FY86. Date of last report is unknown.)
- * Sections are renumbered accordingly.



Alaska State Legislature

HOUSE OF REPRESENTATIVES

Committee on Finance

Official Business

P.O. Box V
State Capitol
Juneau, Alaska 99811

April 4, 1989

House Bill 244 Sectional Overview

Sec. 1: AS 15.13.030

Changes the "Alaska Public Offices Commission Annual Report" to a biennial report.

NOTE: \$1,700 savings biennially.

Sec. 2: 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: Audit should be performed annually at a cost of \$1,000. This is a net savings of \$200 biennially to produce report. The savings, however, is not state money - it is an administrative fee paid for by the hospitals to manage bonds for hospitals, (currently 2 bonds for Fairbanks Memorial Hospital.)

Sec. 3: 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: See AS 38.05.300 (b) - this report is currently combined with State Land Classification annual report.

Sec. 4: 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.

NOTE: Biennial savings of \$6,675. An annual addendum would still be completed.

Sec. 5: 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. 4 of this bill)

NOTE: Biennial savings of \$1,825 in publication costs. Yearly addendum would still be prepared.

Sec. 6: 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: No fiscal note prepared on this section.

Sec. 7: AS 44.21.266
Changes the "Long-Term Plan for Public Broadcasting Update" from an annual report to a biennial report.

NOTE: Biennial savings of \$2,800.

Sec. 8: AS 44.21.310(a)(2)
Changes the "Telecommunications Annual Report" to a biennial report.

NOTE: No fiscal note. Per Dean Gottehrer = 0 impact.

Sec. 9: AS 44.21.315(c)
Changes the "Report on Instructional Telecommunications Services" from an annual report to a biennial report.

NOTE: Sec. 9, 10, 11 includes fiscal note for (1.1).

Sec. 10: AS 44.21.315(d)
Changes the "Long-term Development Plan for Teleconferencing Facilities and Services" from an annual report to a biennial report.

NOTE: See Sec. 9 for fiscal impact.

Sec. 11: AS 44.21.320(e)
Technical change to accommodate Section 10 of this bill re: developing telecommunications systems within agencies to be reported biennially.

NOTE: See Sec. 9 for fiscal impact.

Sec. 12: AS 44.42.055(a)
Changes the "Annual State Public Facilities Plan" to a biennial plan.

NOTE: No current funding for this program.

Sec. 13: AS 44.42.055(b)
Technical change to accommodate Section 12 of this bill.

NOTE: No funding for this program. Each department deals separately in capital requests. Last updated report was in 1984. Dept. long-range plans are addressed in 6-year CIP requests. Could be repealed.

Sec. 14: AS 44.47.150(d)
Changes the "Municipal Lands Trustee Program Report" from an annual report to a biennial report.

NOTE: \$1,600 biennial savings.

Sec. 15: AS 44.47.530
Changes the "Housing Assistance Division Annual Report" to a biennial report.

NOTE: Fiscal note of \$17,100 is incorrect. FY90 budget shows \$6,000 for printing costs of report. Fiscal note shows biennial \$2,200 savings. Annual audit should still be performed on \$150MM of HAD loans; therefore, statute language should be amended to allow for yearly audit, and biennial report.

Sec. 16: AS 44.83.224
Changes the "Annual Long-Term Energy Plan" to a biennial plan.

NOTE: Good one to repeal. Office of Energy deleted in FY86. No one knows when last report was done. If report is required, a special appropriation is done on a year-for-year basis.

Sec. 17: Transitional Provisions
Effective Dates

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SENATE FINANCE COMMITTEE REPORT

DATE: 4/24/90

DATE TURNED INTO OFFICE: 4/30/90

The Finance Committee considered CSHB 244 (Finance) 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 _____

DNR (1.8)
 DOA-APOC (1.1)
 DOA-Info Svcs & FY91, (1.1) FY92
 DOA-Pub Broad & FY91, (2.8) FY92
 DC&RA-Rural Dev (1.4)
 DC&RA-Housing Asst (6.0)
 DCE-Postsecondary &
 DOT/PF &

ATTACHES NEW FISCAL NOTE(S):

fiscal note(s) _____ Dept/Date: _____

zero fiscal note(s) _____

appropriation-no fiscal note

APPROVES PREVIOUS:

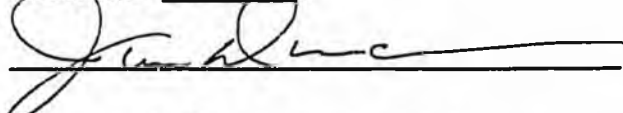
fiscal note(s) DNR 2/9/90 Dept/Date: _____

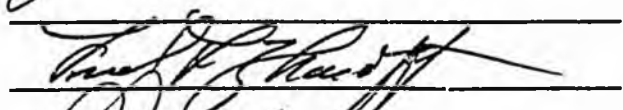
DOA-APOC 2/9/90

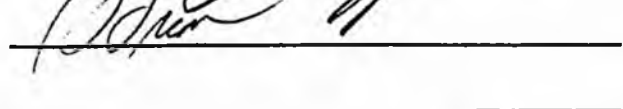
zero fiscal note(s) DOT/PF 2/9/90 Dept/Date: _____

DCE 4/24/90
DOA-Info Svcs 2/9/90; DOA-Pub Broad 2/9/90

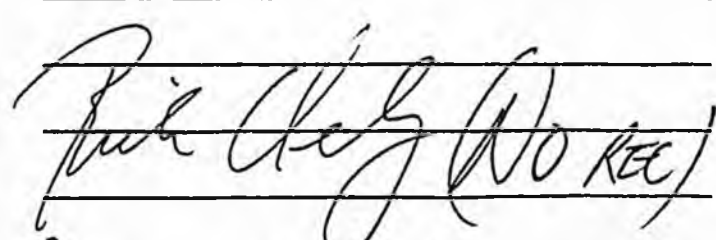
SIGNING DO PASS:







OTHER RECOMMENDATIONS:



1. _____ 2. _____
Co-Chairs: Signatures and Recommendations

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

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 | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

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: [Signature] 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)

Adopted

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.

FISCAL NOTE

REQUEST:

Revision Date: 2-9-90
 Title: An act relating to the frequency of certain state agency reports
 Sponsor: House Finance Committee
 Requestor: House Rules Committee

Agency Affected: Dept. of Administration
 BRU: AK Public Offices Commission

Components: _____

EXPENDITURES/REVENUES: (Thousands of Dollars)

| OPERATING | FY91 | FY 92 | FY 93 | FY 94 | FY 95 | FY 96 |
|------------------------|--------------|------------|--------------|------------|--------------|------------|
| PERSONAL SERVICES | 0 | 0 | 0 | 0 | 0 | 0 |
| TRAVEL | 0 | 0 | 0 | 0 | 0 | 0 |
| CONTRACTUAL | 0 | 0 | 0 | 0 | 0 | 0 |
| SUPPLIES | (.11) | .22 | (.11) | .22 | (.11) | .22 |
| 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 | (.11) | .22 | (.11) | .22 | (.11) | .22 |

| | | | | | | |
|---------|---|---|---|---|---|---|
| CAPITAL | 0 | 0 | 0 | 0 | 0 | 0 |
|---------|---|---|---|---|---|---|

| | | | | | | |
|---------|---|---|---|---|---|---|
| REVENUE | 0 | 0 | 0 | 0 | 0 | 0 |
|---------|---|---|---|---|---|---|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|--------------|------------|--------------|------------|--------------|------------|
| GENERAL FUND | (.11) | .22 | (.11) | .22 | (.11) | .22 |
| FEDERAL FUNDS | 0 | 0 | 0 | 0 | 0 | 0 |
| OTHER | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | (.11) | .22 | (.11) | .22 | (.11) | .22 |

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

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

Phone: 276-4176
 Date: 2/9/90

Annie Laurie Howard, Acting
 Approved by Commissioner: Chair *
 Agency: Alaska Public Offices Commission

Date: 2/9/90

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

page 1 of 2

* APOC Chair approves fiscal notes; chair could not be reached for signature; House Rules staff indicates chair's signature not needed.

Adopted

CSHB 244 (FINANCE)

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

Annual report costs have decreased substantially since 1989, because the commission has changed from a formal report format to a memorandum, and has photocopied the report in-house. Additionally, the summary tables will be distributed separately from the annual report, so the cost of publishing the tables is not included in this fiscal note.

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.

This fiscal year (FY 90), it cost \$120 in postage to distribute the FY 89 report, and \$100 to photocopy 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 \$60 in postage and \$50 in duplication costs. It is also assumed that the commission will retain the memorandum format in coming years. Although every other year, report preparation costs will exceed base costs by \$110, in the off years when a report is not published, the state will save \$220, for an overall savings of \$110 over each two-year period.

STATE OF ALASKA
1990 LEGISLATIVE SESSION

BILL VERSION : CSHB 244 (FIN)
PUBLISH DATE : (House) 2-12-90

FISCAL NOTE

REQUEST:

Revision Date: _____
Title: Act relating to frequency of
certain state agency reports
Sponsor: Finance Committee
Requestor: House Rules

Agency Affected: Administration
BRU: Information Services
Components: Operations

EXPENDITURES/REVENUES: (Thousands of Dollars)

| OPERATING | FY91 | FY 92 | FY 93 | FY 94 | FY 95 | FY 96 |
|-------------------|------|-------|-------|-------|-------|-------|
| PERSONAL SERVICES | 0 | 0 | 0 | 0 | 0 | 0 |
| TRAVEL | 0 | 0 | 0 | 0 | 0 | 0 |
| CONTRACTUAL | 0 | (1.1) | 0 | (1.1) | 0 | (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 |
| TOTAL OPERATING | 0 | (1.1) | 0 | (1.1) | 0 | (1.1) |

| | | | | | | |
|---------|---|---|---|---|---|---|
| CAPITAL | 0 | 0 | 0 | 0 | 0 | 0 |
|---------|---|---|---|---|---|---|

| | | | | | | |
|---------|---|---|---|---|---|---|
| REVENUE | 0 | 0 | 0 | 0 | 0 | 0 |
|---------|---|---|---|---|---|---|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|---|-------|---|-------|---|-------|
| GENERAL FUND | 0 | (1.1) | 0 | (1.1) | 0 | (1.1) |
| FEDERAL FUNDS | 0 | 0 | 0 | 0 | 0 | 0 |
| OTHER | 0 | 0 | 0 | 0 | 0 | 0 |
| TOTAL | 0 | (1.1) | 0 | (1.1) | 0 | (1.1) |

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 attachment

Prepared by: Paul Monette, Director
Division: Information Services
Approved by Commissioner: Frank S. Baxter
Agency: Administration

Phone: .465-2220
Date: February 9, 1990
Date: 2/9/90

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

Adopted

CONTINUATION OF FISCAL NOTE ANALYSIS
For House Bill No. 244

Prepared by Division of Information Services
Department of Administration
February 9, 1990

Fiscal impact for FY90 is 0. If enacted, HB244 would reduce reporting requirements for various State publications from an annual to a biennial basis. Sections 9, 10, 11 and 12 specifically affect the Division of Information Services. In 1988, the Division combined the various statutorily required, telecommunication-related reports under one cover. Submitting the report every two years rather than every year, would decrease the Division's contractual annual operating expenses by \$1,134 in the years the report is not published (FY92, FY94, and FY96). The first biennial report will be required in the First Session of the Seventeenth Legislature (FY91). The decrease in contractual expenses would result from a reduction in publication (\$8340) and mailing costs (\$2.40 x 125 copies = \$300).

FISCAL NOTE

REQUEST:

Revision Date: 2/9/90
Title: Frequency of State Agency Reports
(CS HB244)
Sponsor: House Finance Committee
Requestor: House Rules

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

EXPENDITURES/REVENUES: (Thousands of Dollars)

| OPERATING | FY91 | FY 92 | FY 93 | FY 94 | FY 95 | FY 96 |
|------------------------|----------|--------------|------------|--------------|------------|--------------|
| 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 |
| REVENUE | 0 | 0 | 0 | 0 | 0 | 0 |

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 statutory requirement for an annually updated Long Range Plan. If CS HB244 passes, the updating, printing and distribution would occur only every other year. Estimated costs for FY'90 are 2.8. The costs would continue in FY'91, be eliminated in '92, reappear in '93, disappear in '94, etc. If the 2.8 were removed in FY'92, the APBC would have to receive a 2.8 increase in FY'93 when the Plan would be due again.

Prepared by: Charles M. Northrip Phone: 465-2846
Division: Alaska Public Broadcasting Commission Date: 2/9/90

Approved by Commissioner: [Signature] Date: 2/9/90
Agency: Department of Administration

Distribution (by preparer) :

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

Adopted

FISCAL NOTE

REQUEST:

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

Agency Affected: Community & Regional Affairs
BRU: Rural Development
Components: Municipal Lands Trustee

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 | | | | | | |
| TOTAL OPERATING | (1.6) | | (1.6) | | (1.6) | |

| | | | | | | |
|---------|--|--|--|--|--|--|
| CAPITAL | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|-------|--|-------|--|-------|--|
| GENERAL FUND | (1.6) | | (1.6) | | (1.6) | |
| FEDERAL FUNDS | | | | | | |
| OTHER | | | | | | |
| TOTAL | | | | | | |

POSITIONS:

| | | | | | | |
|-----------|--|--|--|--|--|--|
| FULL-TIME | | | | | | |
| PART-TIME | | | | | | |
| TEMPORARY | | | | | | |

ANALYSIS : (Attach a separate page if necessary)

There is no fiscal effect for FY 90.

Jim Plasman

Prepared by: Jim 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)

Adopted

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 | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

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. Sullivan DC, CRA Date: _____
 Agency: Community & Regional Affairs

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

Adopted

FISCAL NOTE

REQUEST:

Revision Date: _____
Title: _____

Agency Affected: Commission on Postsecondary Education
BRU: _____

Sponsor: Finance Committee
Requestor: _____

Components: _____

EXPENDITURES/REVENUES: (Thousands of Dollars)

| OPERATING | FY 91 | FY 92 | FY 93 | FY 94 | FY 95 | FY 96 |
|------------------------|------------|------------|------------|------------|------------|------------|
| PERSONAL SERVICES | | | | | | |
| TRAVEL | | | | | | |
| CONTRACTUAL | | | | | | |
| SUPPLIES | | | | | | |
| EQUIPMENT | | | | | | |
| LAND & STRUCTURES | | | | | | |
| GRANTS, CLAIMS | | | | | | |
| MISCELLANEOUS | | | | | | |
| TOTAL OPERATING | -0- | -0- | -0- | -0- | -0- | -0- |

| | | | | | | |
|----------------|--|--|--|--|--|--|
| CAPITAL | | | | | | |
|----------------|--|--|--|--|--|--|

| | | | | | | |
|----------------|------------|------------|------------|------------|------------|------------|
| REVENUE | -0- | -0- | -0- | -0- | -0- | -0- |
|----------------|------------|------------|------------|------------|------------|------------|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|------------|------------|------------|------------|------------|------------|
| GENERAL FUND | | | | | | |
| FEDERAL FUNDS | | | | | | |
| OTHER | | | | | | |
| 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)

The Alaska Commission on Postsecondary Education (Alaska Student Loan Corporation) is required under a trust indenture to provide an annual reporting of the loan program operations, accomplishments and financial statements at the end of each fiscal year. Within 120 days after the close of each fiscal year, the Commission must file with the trustee, and other bonding officials, a copy of an annual report for such fiscal year.

Prepared by: Kevin Hanon Phone: 465-2854
Division: Student Financial Aid Date: 4/24/90

Approved by Commissioner: _____ Date: _____
Agency: _____

Distribution (by preparer):

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

Adopted

Section 706. Accounts and Reports. (A) The Corporation shall keep, or cause to be kept, proper books of record and account in which complete and accurate entries shall be made of all its transactions relating to the Student Loan Program and all Funds and Accounts established by this Indenture which shall at all reasonable times be subject to the inspection of the Trustee and the holders of an aggregate of not less than twenty-five per centum (25%) in principal amount of Bonds then Outstanding or their representatives duly authorized in writing. The Corporation shall cause records to be maintained designating each Student Loan in accordance with the designation of the Bonds of the Series from the proceeds of which it was financed or deemed to be financed in accordance with this Indenture.

→ (B) The Corporation shall annually, within 120 days after the close of each fiscal year of the Corporation, file with the Trustee, and with such officials of the State, if any, as may be required by the Act, (1) a copy of an annual report for such fiscal year, setting forth its operations and accomplishments during such fiscal year and (2) financial statements of the Corporation for such fiscal year setting forth in reasonable detail: (a) a statement of revenues and expenses in accordance with the categories or classifications established by the Corporation for its Student Loan Program purposes; (b) a balance sheet for the Student Loan Program showing its assets and liabilities at the end of such fiscal year; and (c) a statement of changes in financial position for the Student Loan Program for such fiscal year. The financial statements for the Student Loan Program may be combined with financial statements for other programs and purposes of the Corporation so long as the said financial statements for the Student Loan Program are separately identified. The financial statements shall be accompanied by an Accountant's Certificate stating to the general effect that the financial statements examined present fairly the financial position of the Corporation at the end of the fiscal year, the results of its operations and the changes in financial position for the period examined, in conformity with generally accepted accounting principles.

(C) A copy of each such annual report and Accountant's Certificate shall be mailed promptly thereafter by the Corporation to each Bondholder who shall have filed his name and address with the Corporation for such purpose.

Section 707. Student Loan Program. The Corporation shall from time to time, with all practical dispatch and in a sound and economical manner consistent in all respects with the Act and its regulations from time to time in effect, the provisions of this Indenture and sound banking practices and principles, (i) use and apply the proceeds of the Bonds, to the

FISCAL NOTE

REQUEST:

Revision Date: 2/9/90
Title: Frequency of Certain State Agency Reports
Sponsor: House Finance
Requestor: House Rules

Agency Affected: Transportation
BRU: All
Components: All

EXPENDITURES/REVENUES: (Thousands of Dollars)

| OPERATING | FY 91 | FY 92 | FY 93 | FY 94 | FY 95 | FY 96 |
|-------------------|-------|-------|-------|-------|-------|-------|
| 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- |
|---------|-----|-----|-----|-----|-----|-----|

| | | | | | | |
|---------|-----|-----|-----|-----|-----|-----|
| REVENUE | -0- | -0- | -0- | -0- | -0- | -0- |
|---------|-----|-----|-----|-----|-----|-----|

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

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

Phone: 465-4070
Date: 2/9/90

Approved by Commissioner: [Signature]
Agency: [Signature]

Date: 2/9/90

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

Adopted

CONTINUATION of FISCAL NOTE ANALYSIS

For Bill/Resolution No. CSHB244 (FIN)

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.

Amended: 2/12/90
Offered: 4/10/89
Referred: Rules

6-0706E

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 (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 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 Sec. 18.26.200. ACCOUNTING AND REPORTS. The authority shall
27 keep an accurate account of all of its activities and of all of its
28 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 (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 (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 (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 (d) Oil or gas taken in kind by the state as its royalty share
11 may not be sold or otherwise disposed of for export from the state
12 until the commissioner determines that the royalty-in-kind oil or gas
13 is surplus to the present and projected intrastate domestic and indus-
14 trial needs. The commissioner shall make public, in writing, the
15 specific findings and reasons on which the determination is based [AND
16 SHALL, WITHIN 10 DAYS OF THE CONVENING OF A REGULAR SESSION OF THE
17 LEGISLATURE, SUBMIT A REPORT SHOWING THE IMMEDIATE AND LONG-RANGE
18 DOMESTIC AND INDUSTRIAL NEEDS OF THE STATE FOR OIL AND GAS AND AN
19 ANALYSIS OF HOW THESE NEEDS ARE TO BE MET].

20 * Sec. 8. AS 44.21.266 is amended to read:

21 Sec. 44.21.266. DUTIES OF THE COMMISSION. The commission shall

22 (1) apply for federal and private funds for public broad-
23 casting purposes and receive all federal, state, or private funds,
24 property, or assistance that may be appropriated, granted, or other-
25 wise made available to the commission for public broadcasting pur-
26 poses, and use and disburse funds and property for purposes consistent
27 with the terms of AS 44.21.256 - 44.21.290, subject to reasonable
28 limitations imposed by the grantor;

29 (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 (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 (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 (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 (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 (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 (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, interested 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:

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:

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 (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 (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.

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.

HR 244

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 *Steve*
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

State Agencies Legally Required to Submit Annual Reports

| <u>No.</u> | <u>Statute Citation</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 | Subdivisors 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 | 42.40.2E0 | 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 |

| | | |
|----|-----------|--|
| 68 | 43.80.050 | DOR / Statewide Average Wholesale Canned Salmon Prices / to Legislature |
| 69 | 44.07.320 | Alaska Capital City Development Corporation / to Legis. Budget & Audit |
| 70 | 44.19.035 | Office of the Governor / on Effects of the Jones Act |
| 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 |

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> (FY91) |
|----|-----------------|--|---------------------------------|
| 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 | } (1,100) |
| 11 | 44.21.315(d) | Telecomm. Report findings after public hearings re:long-range goals | } } |
| 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>7102</i> | <i>44.33.960</i> | <i>annual 10yr - letter 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
AS 44.83.700 (repealed 1984)

Sec. 20: Transitional Provisions
Effective Dates

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

FISCAL NOTE

Sec. 2

REQUEST:

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

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 | (1.3) | 1.0 | (1.3) | 1.0 | (1.3) | 1.0 |
| SUPPLIES | | | | | | |
| EQUIPMENT | | | | | | |
| LAND & STRUCTURES | | | | | | |
| GRANTS, CLAIMS | | | | | | |
| MISCELLANEOUS | | | | | | |
| TOTAL OPERATING | (1.3) | 1.0 | (1.3) | 1.0 | (1.3) | 1.0 |

| | | | | | | |
|---------|--|--|--|--|--|--|
| CAPITAL | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|-------|-----|-------|-----|-------|-----|
| GENERAL FUND | (1.3) | 1.0 | (1.3) | 1.0 | (1.3) | 1.0 |
| FEDERAL FUNDS | | | | | | |
| OTHER | | | | | | |
| TOTAL | | | | | | |

POSITIONS:

| | | | | | | |
|-----------|--|--|--|--|--|--|
| FULL-TIME | | | | | | |
| PART-TIME | | | | | | |
| TEMPORARY | | | | | | |

ANALYSIS : (Attach a separate page if necessary)

SEE ATTACHED

Notes: 400 fiscal notes in report - check Biennial Savings Bill & Biennial Appropriations Bill

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

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

Approved by Commissioner: Archie D. DeGard
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 \$1,600.00, 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

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 | | | | | | |
| REVENUE | | | | | | |

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.

FISCAL NOTE

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 |
|---------|---|---|---|---|---|---|

| | | | | | | |
|---------|---|---|---|---|---|---|
| REVENUE | 0 | 0 | 0 | 0 | 0 | 0 |
|---------|---|---|---|---|---|---|

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)

STATE OF ALASKA
1989 LEGISLATIVE SESSION

BILL VERSION: HB 244
PUBLISH DATE: _____

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 |
| TOTAL OPERATING | 0 | (1.1) | 1.1 | (1.1) | 1.1 | (1.1) |

| | | | | | | |
|---------|---|---|---|---|---|---|
| CAPITAL | 0 | 0 | 0 | 0 | 0 | 0 |
|---------|---|---|---|---|---|---|

| | | | | | | |
|---------|---|---|---|---|---|---|
| REVENUE | 0 | 0 | 0 | 0 | 0 | 0 |
|---------|---|---|---|---|---|---|

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 |
| TOTAL | 0 | (1.1) | 1.1 | (1.1) | 1.1 | (1.1) |

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 mailing costs (\$2.40 x 125 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.

See 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- |
| REVENUE | -0- | -0- | -0- | -0- | -0- | -0- |

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. & N.L.*
Agency: _____

Date: 4/3/89

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.

FISCAL NOTE

REQUEST:

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

Agency Affected: Community & Regional Affairs
BRIJ: 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 | | | | | | |
| TOTAL OPERATING | (1.6) | | (1.6) | | (1.6) | |

| | | | | | | |
|---------|--|--|--|--|--|--|
| CAPITAL | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

FUNDING: (Thousands of Dollars)

| | | | | | | |
|---------------|-------|--|-------|--|-------|--|
| GENERAL FUND | (1.6) | | (1.6) | | (1.6) | |
| FEDERAL FUNDS | | | | | | |
| OTHER | | | | | | |
| TOTAL | | | | | | |

POSITIONS:

| | | | | | | |
|-----------|--|--|--|--|--|--|
| FULL-TIME | | | | | | |
| PART-TIME | | | | | | |
| TEMPORARY | | | | | | |

ANALYSIS : (Attach a separate page if necessary)

There is no fiscal effect for FY 90.

Jim Plasman

Prepared by: Jim Plasman, Deputy Director
Division: Municipal & Regional Assistance

Phone: 465-4750

Date: _____

Approved by Commissioner: *Mike Kalant DCPNA*
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 | | | | | | |
|---------|--|--|--|--|--|--|

| | | | | | | |
|---------|--|--|--|--|--|--|
| REVENUE | | | | | | |
|---------|--|--|--|--|--|--|

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
 Division: Administrative Services

Phone: 465-4708

Date: 2/9/90

Approved by Commissioner: John P. ... DC, CRA
 Agency: Community & Regional Affairs

Date: _____

Distribution (by preparer):

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



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.¹ 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

¹These 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^a

| 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 ^b | 41 ⁺ | \$ 315,540/year ^c 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) |

^aSummary does not include pending information from the Alaska Department of Labor.

^bThe 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.

^cEstimate 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 |
|------------|--|-------------------------------|--|---|--|
| | 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 Report | 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: 8,120 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 HHS 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 \$304,720/two years (25% of biennial costs)
 (Without Department of Labor) 1,347,910/two years \$ 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 |