

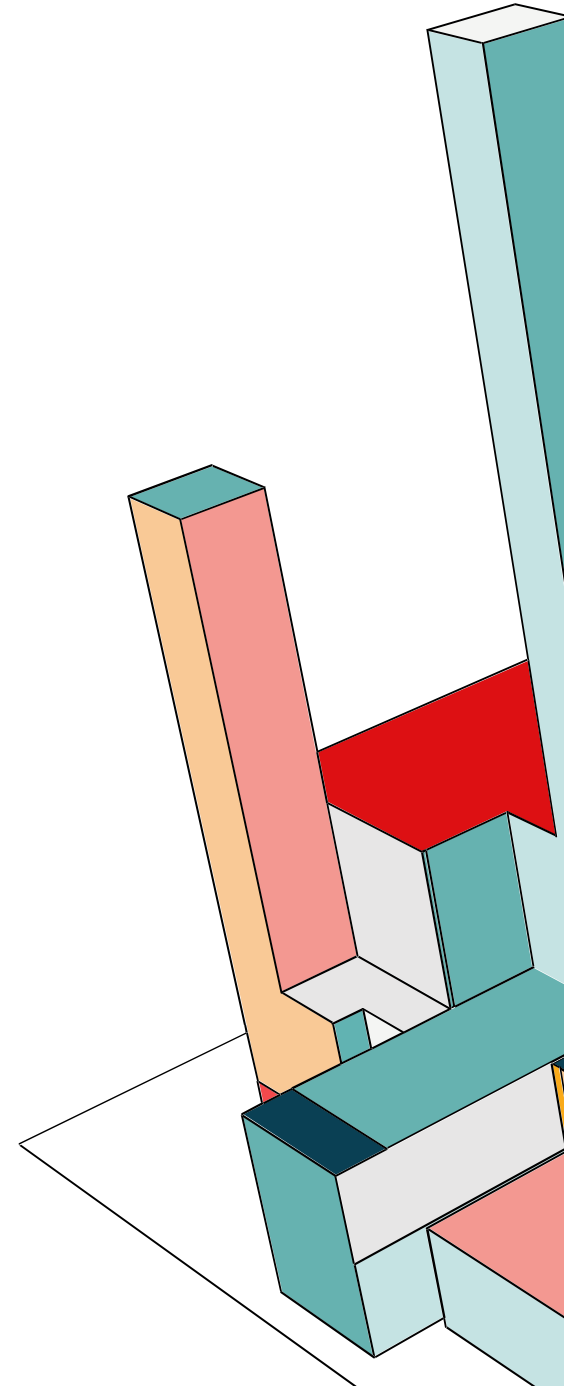


# **ASSEMBLY WORKSESSION:**

## **MUNICIPAL BUDGET BASICS & PRELIMINARY FY 2026 BUDGET PRIORITIES**

# AGENDA

- Introduction
- Budget Terminology
- Code Review
- Assembly Actions
- Historic data
- Departmental budgeting
- Legislative Priorities

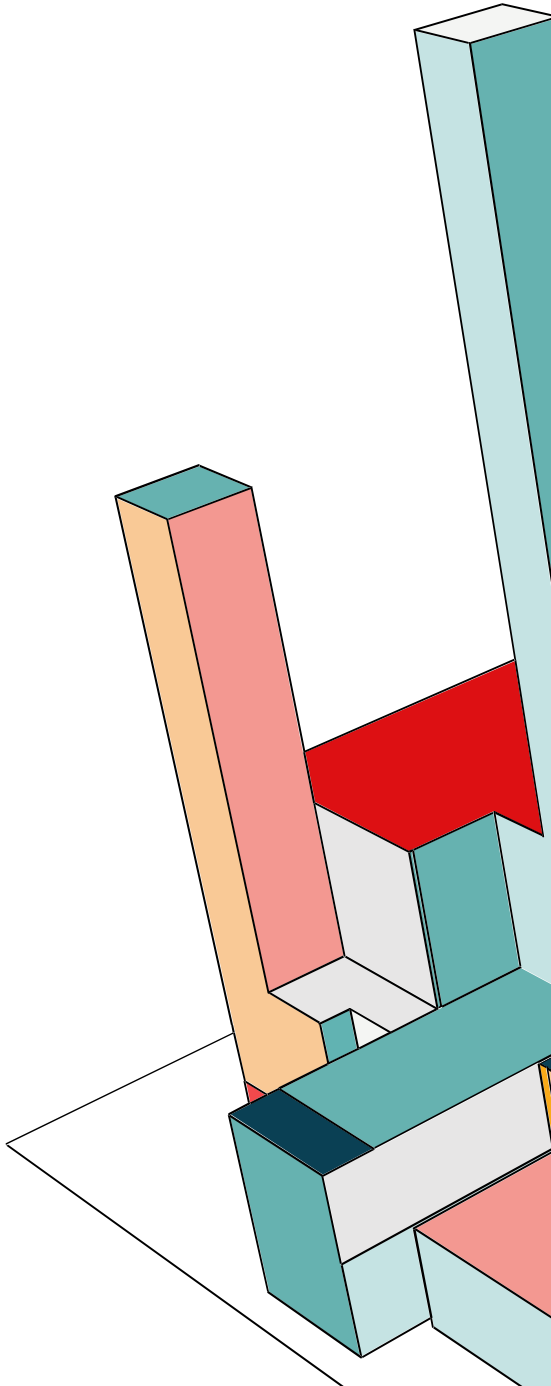


# **BUDGET TERMINOLOGY**

- Charter Section 17.13
  - Appropriation – a unit of funding provided for by the assembly in the municipal budget. An appropriation may be specific as to particular expenditures or general as to an entire department or agency, as the assembly deems appropriate.
  - Categories - actual proposed expenditures to be made from an appropriation

# CODE REVIEW

- Anchorage Municipal Charter
  - Article VI - Education
  - Article XIII – Finance
    - Commission Commentary
- Anchorage Municipal Code



# ARTICLE VI. EDUCATION

Section 6.05. - Budget and six-year plan.

(a) The superintendent of schools shall submit to the school board at such time as the board directs a proposed budget for the next fiscal year and a proposed six-year program for capital improvements and fiscal policies. The board shall hold at least one public hearing on the proposed budget and program before they are submitted to the assembly, and at least one public hearing after assembly action if the total amount is different. The proposed budget and program shall be approved and submitted to the assembly at least 90 days before the end of the current fiscal year of the school district.

(b) The assembly may increase or decrease the budget of the school district only as to total amount. The school district may not appropriate or otherwise incur the expenditure of any funds, regardless of the source, in excess of the total amount of the budget, as approved by the assembly, without prior approval by the assembly.

(c) The assembly shall approve the budget of the school district as amended and appropriate the necessary funds at least 60 days prior to the end of the fiscal year of the school district. If the assembly fails to approve the school district budget and make the necessary appropriation within the time stated, the budget proposal shall become the budget and appropriation for the fiscal year of the school district without further assembly action.

## **ARTICLE VIII. FINANCE**

Section 13.01 – Fiscal Year – Set via AO, currently January 1 through December 31.

Section 13.02 and 13.03 – Six-year program and budgets submitted at least 90 days before the end of the fiscal year.

Section 13.04 – Budget Hearing – Two public hearing, one at least 21 days after the budget it submitted and one at lease seven but not more the 14 days prior to adoption of the budget.

Section 13.05 – Assembly Action – Increase, decrease, remove, or add items to the budget. Must be approved at least 21 days before the end of the fiscal year.

# **CHARTER COMMISSION COMMENTARY**

## Section 13.06 – Reduction and Transfer of Appropriations

This paragraph, combined with the definitions of "categories" and "appropriations," enables the assembly to determine at the time the budget is enacted precisely which funds are subject to transfer by the mayor and which are not. If the assembly wishes to exercise especially close fiscal control over an agency or department, it may budget with particularity. Conversely, if the assembly appropriates a lump sum to a particular agency, it is, in effect, authorizing the mayor to determine priorities for actual expenditures for that agency.

## **ARTICLE VIII. FINANCE**

### Section 13.06 - Reduction and Transfer of Appropriations

- (a) If revenues will be less than appropriations for the fiscal year, the Mayor shall report it to the Assembly and the Assembly may reduce appropriation in an amount not to exceed the unencumbered amount.
- (b) The Mayor may transfer unencumbered budget between categories, except for the school budget. The School Board may transfer unencumbered school budget between categories. The Assembly may transfer unencumbered budget between appropriations, except for the school budget.

## **ARTICLE VIII. FINANCE**

Section 13.07 – Lapse of Appropriations – At the end of the fiscal year, unencumbered appropriations lapse into the fund from which they were appropriated unless it was for capital improvements or requirements of federal and state grants.

Section 13.08 – Administration of the Budget

- (a) Payments and obligations can only be made in accordance with appropriations. An exception may be provided by AO for tax refunds and other routine payments.
- (b) An AO can authorize a contract, lease, or obligation requiring funds from future appropriations. However, if payments are not subject to annual appropriations, a lease with respect to capital improvement must be approved by the voters.

## **TITLE 6. FINANCE**

### 6.10.070 Assembly Action

B. Except for agencies not designated as departments under chapter 3.20, whose appropriations may be proposed to and made by the assembly as part of the office of the mayor or any other executive department, as a minimum, separate appropriations will be made for each municipal department. At the assembly's discretion, separate appropriations may be made for elements of expense or categories within departments.

### 6.10.085 Appropriations during the fiscal year

A. Reduce or increase appropriations during the course of the fiscal year via AR.

1. Any reduction or increase in excess of \$500,000 require a public hearing.

# EXAMPLE AMENDMENT

Adding and/or Removing an item from the proposed budget.

36	Running Subtotal of 2025 Proposed General Government Operating Budget						\$ 638,773,293
37	<b>Organizational Changes</b>						
38	Chief Administrative Officer	Add new Chief Administrative Officer (CAO) position	R	101000	1	-	277,165
39	Chief Administrative Officer	Add new Grants Development Specialist position	R	101000	-	1	167,288
40	Chief Administrative Officer	Equal Opportunity Director from Equity & Justice to CAO as Federal Compliance	R	101000	1	-	195,759
41	Equity & Justice	Office	R	101000	(1)	-	(195,759)
42	Chief Administrative Officer	iTeam from Information Technology to CAO	R	101000	3	-	542,334
43	Information Technology		R	607000	(3)	-	(542,334)
44	Chief Administrative Officer	Risk Management from Municipal Manager to CAO	R	101000	6	-	12,891,544
45	Municipal Manager		R	101000	(6)	-	(12,891,544)
46	Chief Administrative Officer	Culture, Entertainment & Arts Venues from Municipal Manger to CAO as Venues	R	101000	1	-	13,081,150
47	Municipal Manager		R	101000	(1)	-	(13,081,150)
48							
49	Finance	Office of the Chief Fiscal Officer to Finance	R	101000	2	-	672,820
50	Chief Fiscal Officer		R	101000	(2)	-	(672,820)
51							
52	Fire	Safety Center/Patrol Contract funding for contract services from Health	R	101000	-	-	4,000,000
53	Health	Department to Fire Department	R	101000	-	-	(4,000,000)
54							
55	Finance	iasWorld from Information Technology to Finance, Property Appraisal	R	101000	-	-	295,791
56	Information Technology		R	607000	-	-	(295,791)
57							
58	Mayor	Special Administrative Assistant position from Municipal Manager to Mayor	R	101000	1	-	199,323
59	Municipal Manager		R	101000	(1)	-	(132,996)

## FY 2025 General Government Operating Budget

Submitted by: Member Money

**PROPOSED AMENDMENT** ☐ INCREASE ☐ DECREASE ☒ NEUTRAL (check one)

**Department:** Maintenance and Operations

**Amount:** \$100,000

**Description of amendment:** Additional funding for snow removal.

**Fund Source (complete for increase)**

**Amount:** \$100,000

**Specific fund to pay amendment's cost:** Areawide General Fund

**What budget and fund will be decreased? (complete for decrease or neutral)**

**Department:** Information Technology

**Amount:** \$100,000

**Specific fund to be decreased by amendment:** Areawide General Fund

## EXAMPLE AMENDMENT

Adding and/or Removing an item from the proposed budget.

**EXAMPLE  
CURRENT YEAR  
INCREASE**

**ANCHORAGE, ALASKA  
AR No. 2025-65**

1 A RESOLUTION OF THE ANCHORAGE ASSEMBLY RELATING TO  
2 APPROPRIATIONS; PROVIDING AN ADDITIONAL APPROPRIATION OF  
3 THIRTY-EIGHT THOUSAND ONE HUNDRED DOLLARS (\$38,100), FROM THE  
4 AREAWIDE GENERAL FUND TO THE ASSEMBLY, FOR AN INCREASE TO THE  
5 FEDERATION OF COMMUNITY COUNCILS GRANT, FOR FISCAL YEAR 2025;  
6 AND PROVIDING AN EFFECTIVE DATE.

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7  
8 **THE ANCHORAGE ASSEMBLY RESOLVES:**

9  
0 **Section 1.** There is hereby appropriated, Thirty-Eight Thousand One Hundred  
1 dollars (\$38,100), from the Areawide General Fund to the Assembly, for an increase  
2 to the Federation of Community Councils grant, for Fiscal Year 2025.

3  
4 **Section 2.** This resolution shall be effective immediately upon passage and  
5 approval by the Assembly.  
6

7  
8 PASSED AND APPROVED by the Anchorage Assembly this 25th day of February,  
9 2025.  
0

**NEXT PRESENTER**

