

*Adopted indefinitely  
12/18/07*

Submitted by: Assembly Chair Coffey  
Reviewed by: Assembly Counsel  
For reading: November 27, 2007

**ANCHORAGE, ALASKA  
AR NO. 2007- 266**

**A RESOLUTION OF THE ANCHORAGE MUNICIPAL ASSEMBLY ADOPTING  
PROCESSES AND PROCEDURES FOR THE CONTINUING REVIEW OF THE VARIOUS  
BUDGETS OF THE MUNICIPALITY OF ANCHORAGE**

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WHEREAS, the Anchorage Assembly is required by the Charter to review, analyze and adopt various budgets for the Municipality of Anchorage after the Mayor has submitted a proposed operating budget and a proposed capital budget; and

WHEREAS, the Assembly's Budget and Finance Committee, with the assistance of citizen volunteers and some members of the Budget Advisory Commission, has completed a detailed and wide ranging review and analysis of the Operating Budget and made a report to the Assembly; and

WHEREAS, as a result of that review and the information provided by the Budget and Finance Committee, the Assembly has determined that there are certain procedures and processes that, if adopted, would both reduce the cost of government and would increase the Assembly's understanding and oversight of the various Municipal budgets; and

WHEREAS, the Administration has reviewed and concurs in these processes and procedural requirements;

NOW THEREFORE, the Anchorage Assembly determines and resolves as follows:

1) Beginning in 2008 and continuing annually thereafter, the Assembly shall conduct the first quarter budget review when the mill rate for real property taxes is set, followed by an additional budget review in \_\_\_\_\_ of the current year, where the Administration will report to the Assembly by department on the year-to-date status of each department's budget, on overtime expenditures, on any changes in expenditures from those budgeted, and on the number of funded but unfilled positions. In the fourth quarter, the Assembly's review shall focus on, but not be limited to, the budget for the next fiscal year.

2) By March 31, 2008, the Administration will adopt a new method for calculating the vacancy factors by each department and shall submit the same to the Assembly for its review and approval.

1 3) Within thirty days of increasing salary or benefits for any executive, the Administration  
2 shall report such increase to the Assembly in an Information Memorandum.  
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4 4) By March 31, 2008, the Assembly shall review its policy with regard to labor  
5 agreements, shall make such amendments at it deems appropriate and shall re-adopt its  
6 policy as it may be amended.  
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8 5) The Budget and Finance Committee is recognized as an effective tool for the  
9 Assembly to gather information concerning the various budgets of the Municipality of  
10 Anchorage as well as information concerning the operation of the departments of  
11 government. As such, the Assembly approves the Budget and Finance Committee as a  
12 standing committee of the Assembly with its primary responsibility to gather such information  
13 and to make such reports as will enhance the ability of the entire Assembly to review, analyze  
14 and take action on the budgets of the City. The Budget and Finance Committee shall provide  
15 a report to the Assembly at each of the budget reviews required by this Resolution.  
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18 PASSED AND APPROVED by the Anchorage Assembly this \_\_\_\_day of  
19 \_\_\_\_\_, 2007.  
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22 \_\_\_\_\_  
23 Chair

24 ATTEST:  
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27 Municipal Clerk  
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