

Submitted By: Dan Coffey
Bill Starr
Jennifer Johnston

Postponed Indefinitely
4/8/09

Prepared By: Same
For Reading: March 3, 2009

ANCHORAGE, ALASKA
AO 2009 - 34

1 AN ORDINANCE OF THE MUNICIPALITY OF ANCHORAGE AMENDING ORDINANCE
2 AO 2008-102(S) AMENDING APPROPRIATIONS TO FUNDS FOR THE 2009 (UPDATED)
3 GENERAL GOVERNMENT OPERATING BUDGET FOR THE MUNICIPALITY OF
4 ANCHORAGE

5
6 WHEREAS, the biennial General Government Operating Budget adopted in November, 2007 set
7 forth annual budget requirements for Fiscal Year 2008 (Year 1) and Fiscal Year 2009 (Year 2);
8 and

9
10 WHEREAS, the biennial budget process calls for a mid-cycle review and update of the 2009
11 (Year 2) General Government Operating Budget which occurred November 23, 2008; and

12
13 WHEREAS, after the 2009 budget was approved it was determined that the Municipality of
14 Anchorage had a budget deficit of approximately \$20 million; and

15
16 WHEREAS, the Acting Mayor during the first few months of 2009 has made approximately \$10
17 million in spending reductions that are reflected in this amendment; and

18
19 WHEREAS, the Assembly recognizes the current financial difficulties and will make the
20 necessary budget reductions to ensure the financial health of the Municipality of Anchorage; now
21 therefore,

22
23 THE ANCHORAGE ASSEMBLY ORDAINS:

24
25 **Section 1.** The General Government Operating Budget for 2009 is hereby amended and adopted
26 for the Municipality of Anchorage.

27
28 **Section 2.** The direct cost amounts set forth for the 2009 fiscal year for the following operating
29 departments and/or agencies are hereby amended for the 2009 fiscal year:
30

	Dept	2009 Operating Costs	S Revision as amended	2009 Total
31	No. Department/Agency			
32	<u>GENERAL GOVERNMENT</u>			
33	1000 Assembly	\$ 2,777,840	\$ (263,778)	\$ 2,514,062
34	1050 Equal Rights Commission	700,213	(54,556)	645,657
35	1060 Internal Audit	537,963	(13,699)	524,264
36				
	Dept	2009 Operating Costs	S Revision as amended	2009 Total
37	No. Department/Agency			
38	1100 Office of the Mayor	1,570,218	(280,484)	1,289,734
39	1130 Office of Equal Opportunity	364,256	(182,151)	182,106
40	1150 Municipal Attorney	7,185,262	(513,511)	6,671,751
41	1200 Municipal Manager	2,925,259	(704,864)	2,220,395
42	1208 Heritage Land Bank/Real Estate	7,749,856	(245,088)	7,504,768
43	1300 Finance	11,974,766	(816,380)	11,158,386
44	1370 Chief Fiscal Officer	732,396	(84,670)	647,726
45	1400 Information Technology	1,406,434	(1,306,267)	100,167
46	1500 Planning	4,168,071	(348,753)	3,819,318
47	1800 Employee Relations	5,105,800	(430,655)	4,675,145
48	1900 Purchasing	1,531,610	(148,988)	1,382,622
49	1950 Office of Management & Budget	1,001,613	(74,246)	927,367
50	2000 Health and Human Services	12,608,468	(864,738)	11,743,730
51	3000 Anchorage Fire	71,394,848	(3,060,814)	68,334,034
52	4000 Anchorage Police	84,341,193	(3,623,311)	80,717,882
53	5000 Anchorage Parks and Recreation	18,018,144	(916,875)	17,101,269
54	5100 Office - Economic & Community Dev	22,811,780	(1,787,970)	21,023,810
55	6000 Public Transportation	21,720,040	(1,473,759)	20,246,281
56	7300 Project Management & Engineering	8,196,507	(456,269)	7,740,238
57	7400 Maintenance & Operations	89,120,656	(1,338,546)	87,782,110
58	7500 Development Services	9,089,447	(205,818)	8,883,629
59	7700 Traffic	7,317,631	(362,405)	6,955,226
60				
61	Subtotal General Government Agencies	\$394,350,271	\$ (19,558,593)	\$374,791,678
62				
63	<u>INTERNAL SERVICE AGENCIES</u>			
64	1200 Municipal Manager--Self Insurance	\$ 8,654,626	\$ -	\$ 8,654,626
65	1400 Information Technology	15,861,082	-	15,861,082
66				
67				
68	Subtotal Internal Service Agencies	\$ 24,515,708	\$ -	\$ 24,515,708
69				
70	<u>SPECIAL REVENUE FUNDS</u>			
71	7685 Fund 202 Convention Ctr Reserve	\$ 14,026,630	\$ -	\$ 14,026,630

72
73 GRAND TOTAL GENERAL GOVERNMENT \$432,892,617 \$(19,558,593) \$413,334,024
74

75 **Section 3.** The function cost amounts set forth for the 2009 fiscal year for the following
76 operating funds will be rebalanced by the Office of Budget and Management and will reflect all
77 of the direct budget amendments in Section 2 of this ordinance at the 1st Quarter Budget
78 Revision prior to setting the mill rates.
79

80 **Section 4.** The Acting Mayor, as part of the \$10 million spending reductions, implemented a
81 medical benefit holiday to utilize savings in Fund 603, this is to be implemented and reflected in
82 the 1st Quarter Budget Revision prior to setting the mill rates.
83

84 **Section 5 .** Fund 719 Retirement Certification of Participation has \$6.7 million in reserve for
85 potential litigation, this balance will be transferred to Fund 101 to be reserved to ensure our 5
86 major funds comply with the Municipality of Anchorage reserve requirements, it shall not be
appropriate without an ordinance from the Assembly.
87

88 **Section 6.** This ordinance shall take effect immediately upon passage and approval by the
89 Assembly.
90

91 PASSED AND APPROVED by the Anchorage Assembly this ____ day of _____,
92 2009.
93
94
95

96
97 _____
Chair of the Assembly

98 ATTEST:
99

Municipal Clerk



MUNICIPALITY OF ANCHORAGE
ASSEMBLY MEMORANDUM
NO. AM 190-2009

Meeting Date: March 24, 2009

From: ASSEMBLY VICE CHAIR COFFEY
Subject: **AO 2009-34 — AN ORDINANCE OF THE ANCHORAGE MUNICIPAL ASSEMBLY AMENDING ORDINANCE AO 2008-102(S) AMENDING APPROPRIATIONS TO FUNDS FOR THE 2009 (UPDATED) GENERAL GOVERNMENT OPERATING BUDGET FOR THE MUNICIPALITY OF ANCHORAGE.**

AR 2009-67 – A RESOLUTION OF THE ANCHORAGE MUNICIPAL ASSEMBLY AMENDING AND REVISING THE 2009 GENERAL GOVERNMENT OPERATING BUDGET TO REDUCE APPROPRIATIONS.

AR 2009-67 and AO 2009-34 each revise and reduce appropriations in the 2009 General Government Operating Budget in identical fashion.

A listing of proposed reductions in appropriations by department are attached and offered for discussion purposes among the Assembly Members, the Administration and comment from the general public. Proposed reductions incorporate those already made by the acting mayor.

Also attached is an Assembly Counsel Memorandum dated March 18, 2009 in response to questions raised upon introduction of AO 2009-34.

Respectfully submitted:

Dan Coffey
Assembly Member, Section 4

Proposed Reductions in Appropriations:
 By Department for FY 2009
 For Discussion and Public Comment

		2009	
	Executive Rollback of 3% for remainder of year (salary and benefit impact)	6,991	
Anchorage Parks and Recreation			
Anchorage Parks and Recreation	AMEA 2 weeks non paid	128,344	
Anchorage Parks and Recreation	Non rep 2 weeks non paid	86,186	
Anchorage Parks and Recreation	Hiring Freeze = increase vacancy factor	127,525	
Anchorage Parks and Recreation	Mayor Cuts Round 1	457,584	
Anchorage Parks and Recreation	50% reduction	110,245	
			916,875
	Executive Rollback of 3% for remainder of year (salary and benefit impact)	23,623	
Assembly			
Assembly	Non rep	2,953	
Assembly	Hiring Freeze = increase vacancy factor	Discuss	-
			-
Assembly	Reduce Ombudsman down to one FTE	150,596	
Assembly	Eliminate Budget Analyst	86,606	
			263,778
Chief Fiscal Officer	Mayor Cuts Round 1	36,620	
Chief Fiscal Officer	Non rep 2 weeks non paid	3,050	
Chief Fiscal Officer	10% reduction	45,000	
			84,670

Development Services	AMEA 2 weeks of non paid	75,999	
Development Services	Non rep 2 weeks non paid	39,015	
Development Services	Hiring Freeze = increase vacancy factor	-	
Development Services	Mayor Cuts Round 1	62,867	
Development Services	10% reduction	27,937	
			205,818

Employee Relations	Executive Rollback of 3% for remainder of year (salary and benefit impact)	8,214	
Employee Relations	Hiring Freeze = increase vacancy factor	18,830	
Employee Relations	Non rep 2 weeks non paid	59,686	
Employee Relations	Mayor Cuts Round 1	117,169	
Employee Relations	10% reduction	24,023	
Employee Relations	Do not fill ER Director position for remainder of the year.	111,217	
Employee Relations	Eliminate HR Position IV	91,516	
			430,655

Equal Opportunity	Non rep 2 weeks non paid	1,867
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Equal Opportunity	Office of Equal Opportunity	180,284
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182,151

Equal Rights Commission	Mayor Cuts Round 2	35,377
Equal Rights Commission	Non rep	14,688
Equal Rights Commission	Executive Rollback of 3% for remainder of year (salary and benefit impact)	4,366
Equal Rights Commission	Hiring Freeze = increase vacancy factor	126
		-
		<hr/>
		54,556

Finance	Executive Rollback of 3% for remainder of year (salary and benefit impact)	18,603
Finance	Non rep 2 weeks non paid	115,273
Finance	AMEA 2 week non paid	200,591
Finance	Hiring Freeze = increase vacancy factor	90,137
Finance	Mayor Cuts Round 1	60,000
Finance	10% reduction	131,776
Finance	Discretionary	200,000
		<hr/>
		816,380

Fire	Non rep 2 weeks non paid	165,823
Fire	Hiring Freeze = increase vacancy factor	135,732
Fire	Mayor Cuts Round 1	186,287
Fire	Mayor Cuts Round 1	1,099,495
Police and Fire	Mayor Cuts Round 2	66,500
Fire	Reduce to reflect many of the contracts are dedicated.	75,000
Fire	Consolidate Payroll/HR to City Hall	193,693
Fire	Fire Wage Concessions	1,138,284
		<hr/>
		3,060,814

Health and Human Services	Mayor Cuts Round 2	131,122	
Health and Human Services	AMEA 2 weeks non paid	121,786	
Health and Human Services	Eliminate Veteran's Position absorb duties under another department.	77,187	
Health and Human Services	Non rep 2 weeks non paid	62,454	
Health and Human Services	Executive Rollback of 3% for remainder of year (salary and benefit impact)	15,292	
Health and Human Services	Hiring Freeze = increase vacancy factor	78,982	
Health and Human Services	Mayor Cuts Round 1	377,916	
Health and Human Services	Grant based (done)	0	-
			864,738
Heritage Land Bank	Executive Rollback of 3% for remainder of year (salary and benefit impact)	3,498	
Heritage Land Bank	Non rep 2 weeks non paid	8,809	
Heritage Land Bank	Hiring Freeze = increase vacancy factor	805	
Heritage Land Bank	Mayor Cuts Round 1	19,765	
Heritage Land Bank	10% reduction	30,510	
Heritage Land Bank	Eliminate Special Admin Assistant 16	98,258	
Heritage Land Bank	Eliminate new positions in HLB	83,443	
			245,088

Information Technology	Executive Rollback of 3% for remainder of year (salary and benefit impact)	6,149	
Information Technology	AMEA 2 weeks non paid	13,961	
Information Technology	Non rep 2 weeks non paid	351,993	
Information Technology	Hiring Freeze = increase vacancy factor	83,842	
Information Technology	Mayor Cuts Round 1	70,322	
Information Technology	Already cutting IT significantly	-	
Information Technology	Mayor Cuts Round 2	280,000	
Information Technology	IT Reductions	500,000	
			1,306,267
Internal Audit	Non rep 2 weeks non paid	10,877	
Internal Audit	Executive Rollback of 3% for remainder of year (salary and benefit impact)	2,822	
			13,699
Maintenance and Operations	AMEA 2 weeks non paid	51,337	
Maintenance and Operations	Non rep 2 weeks non paid	109,913	
Maintenance and Operations	Eliminate one supervisor positions	90,000	
Maintenance and Operations	Hiring Freeze = increase vacancy factor	84,296	
Maintenance and Operations	Mayor Cuts Round 1	1,003,000	
			1,338,546

Management and Budget	Non rep 2 weeks non paid	23,271	
Management and Budget	Hiring Freeze = increase		
Management and Budget	vacancy factor	894	
Management and Budget	Mayor Cuts Round 1	-	
Management and Budget	Already cut this budget in		
Management and Budget	Mayor round	-	
Management and Budget	Mayor Cuts Round 2	50,081	
			74,246
Mayor	Executive Rollback of 3%		
	for remainder of year		
	(salary and benefit impact)	10,485	
Mayor	Hiring Freeze = increase		
	vacancy factor	-	
Mayor	Mayor Cuts Round 1	78,511	
Mayor	10% reduction	4,000	
Mayor	Eliminate Special Admin		
	Assit 1 in the Mayor's		
	Budget	38,834	
Mayor	Eliminate Special Admin		
	Assit 1 in the Mayor's		
	Budget	62,521	
Mayor	Eliminate Program &		
	Policy Director	86,132	
			280,484
Municipal Attorney	Executive Rollback of 3%		
	for remainder of year		
	(salary and benefit impact)	71,538	
Municipal Attorney	Non rep 2 weeks non paid	71,169	
Municipal Attorney	Hiring Freeze = increase		
	vacancy factor	54,255	
Municipal Attorney	Mayor Cuts Round 1	315,049	
Municipal Attorney	10% reduction	1,500	
			513,511

Municipal Manager	Executive Rollback of 3% for remainder of year (salary and benefit impact)	21,466
Municipal Manager	AMEA 2 weeks non paid	1,941
Municipal Manager	Non rep 2 weeks non paid	18,679
Municipal Manager	Hiring Freeze = increase vacancy factor	5,324
Municipal Manager	Mayor Cuts Round 1	609,354
Municipal Manager	10% reduction	48,100
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		704,864
Economic & Community Develop	Mayor Cuts Round 1	227,750
Economic & Community Develop	Executive Rollback of 3% for remainder of year (salary and benefit impact)	7,666
Economic & Community Develop	AMEA 2 weeks of non paid	68,546
Economic & Community Develop	Non rep 2 weeks non paid	102,809
Economic & Community Develop	Hiring Freeze = increase vacancy factor	-
Economic & Community Develop	Mayor Cuts Round 1	243,148
Economic & Community Develop	What is available in their non dedicated contracts	220,000
Economic & Community Develop	Close Dimond Library	289,636
Economic & Community Develop	No Sunday Library hours	-
Economic & Community Develop	PAC	337,820
Economic & Community Develop	Eliminate all but one position in OECD effective July 1, 2009	290,594
		<hr/>
		1,787,970

Planning	Executive Rollback of 3% for remainder of year (salary and benefit impact)	3,298
Planning	AMEA 2 weeks non paid	92,179
Planning	Non rep 2 weeks non paid	24,316
Planning	Hiring Freeze = increase vacancy factor	20,560
Planning	Mayor Cuts Round 1	208,400
		-
		348,753

Police	Executive Rollback of 3% for remainder of year (salary and benefit impact)	12,208
Police and Fire	Mayor Cuts Round 2	66,500
Police	Non rep 2 weeks non paid	145,657
Police	Hiring Freeze = increase vacancy factor	218,440
Police	Mayor Cuts Round 1	2,450,000
Police	Already cutting	150,000
Police	Eliminate purchase of new computer for 300,000	300,000
Police	Consolidate Payroll/HR to City Hall	280,506
		3,623,311

Proj. Mngmnt & Eng	Executive Rollback of 3% for remainder of year (salary and benefit impact)	2,924
Proj. Mngmnt & Eng	AMEA 2 weeks non paid	148,276
Proj. Mngmnt & Eng	Non rep 2 weeks non paid	63,110
Proj. Mngmnt & Eng	Hiring Freeze = increase vacancy factor	49,533
Proj. Mngmnt & Eng	Mayor Cuts Round 1	123,800
Proj. Mngmnt & Eng	10% reduction	68,626
		456,269

Public Transportation	Executive Rollback of 3% for remainder of year (salary and benefit impact)	Discuss	
Public Transportation	Hiring Freeze = increase vacancy factor	Discuss	
Public Transportation	AMEA 2 weeks non paid	12,619	
Public Transportation	Non rep 2 weeks non paid	161,646	
Public Transportation	Mayor Cuts Round 1	591,458	
Public Transportation	Mayor Cuts Round 1	422,306	
Public Transportation	10% reduction	<u>285,730</u>	
			1,473,759

Purchasing	Executive Rollback of 3% for remainder of year (salary and benefit impact)	3,100	
Purchasing	AMEA 2 weeks non paid	21,905	
Purchasing	Non rep 2 weeks non paid	16,283	
Purchasing	Hiring Freeze = increase vacancy factor	5,700	
Purchasing	Mayor Cuts Round 1	-	
Purchasing	Mayor Cuts Round 2	25,000	
Purchasing	Cutting directly by eliminating the auction contract	<u>\$77,000</u>	
			148,988

Traffic	Executive Rollback of 3% for remainder of year (salary and benefit impact)	7,803	
Traffic	AMEA 2 weeks non paid	49,233	
Traffic	Non rep 2 weeks non paid	22,369	
Traffic	Hiring Freeze = increase vacancy factor	25,020	
Traffic	Mayor Cuts Round 1	255,373	
Traffic	10% reduction	<u>2,606</u>	362,405

Department Cuts Total	<u>\$19,558,593</u>
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Fund 603	Mayor Cuts Round 1	1,000,000
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TOTAL SUGGESTED SPENDING REDUCTIONS FY 2009 BUDGET	<u>\$20,558,593</u>
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Detail of professional services reductions as indicated above:

	<u>Current Budget</u>	
Account 2000 Professional Services		
Anchorage Parks and Recreation	\$220,490.00	110,245.00
Assembly	\$239,890.00	-
Chief Fiscal Officer	\$450,000.00	45,000.00
Development Services	\$279,370.00	27,937.00
Economic & Community Develop	\$3,070,740.00	220,000.00
Employee Relations	\$240,230.00	24,023.00
Equal Rights Commission	\$3,000.00	-
Finance	\$1,317,760.00	131,776.00
Fire	\$2,668,380.00	75,000.00
Health and Human Services	\$2,383,000.00	-
Heritage Land Bank	\$305,100.00	30,510.00
Information Technology	\$301,750.00	-
Maintenance and Operations	\$179,070.00	-
Management and Budget	\$130,000.00	-
Mayor	\$40,000.00	4,000.00

Municipal Attorney	\$15,000.00	1,500.00
Municipal Manager	\$481,000.00	48,100.00
Planning	\$334,000.00	33,400.00
Police	\$1,901,442.00	-
Proj. Mngmnt & Eng	\$686,260.00	68,626.00
Public Transportation	\$2,857,300.00	285,730.00
Purchasing	\$77,000.00	7,700.00
Traffic	\$26,064.00	2,606.40
2000 Non-Labor	\$16,206,846.00	<u>1,116,153.40</u>



**MUNICIPALITY OF ANCHORAGE
OFFICE OF ASSEMBLY COUNSEL**

MEMORANDUM

To: Dan Coffey, Assembly Vice Chair
From: Julia Tucker, Assembly Counsel
Date: March 18, 2009
Subject: Assembly action regarding the FY 2008/2009 Budget deficit.

Background: The biennial General Government Operating Budget setting forth projected annual budget requirements for FY 2008 and FY 2009 was adopted by the Assembly on November 29, 2007. The fiscal environment of the Municipality was represented in various reports prepared by the Administration on the status of revenue and spending under the FY 2008 Budget. The fund balance forecast report distributed on November 17, 2008 described the anticipated year-end fund balances as intact, with no forecast or reference to deficit spending needs for FY 2008. The biennial General Government Operating Budget for FY 2009 was reviewed and updated by Assembly action approving AO 2008-102(S) as amended, on November 25, 2008.

Reporting Deficits to the Assembly: Whenever the mayor determines that revenues will be less than appropriations for the fiscal year, Charter §13.06 requires the mayor to report this fact to the Assembly. Beginning in January 2009 and continuing to date, the Administration is confirming projected municipal fund deficits. As of Friday, February 13, 2009, the Administration confirmed projected municipal fund deficits in excess of \$17 Million for FY 2008 Issues and \$11 Million for 2009 Revenue shortfall issues, leading to a subtotal of nearly \$29 Million in potential budget shortfall, before any spending cuts. Of this subtotal, the projected deficit in General Government is \$21.3 Million, before any spending cuts.

Proposed Assembly Action: AO 2009-34, seeking to amend appropriations authorized under AO 2008-102(S) downward to meet the reduction in biennial revenues and municipal fund deficits for FY 2008 and FY 2009, was introduced on March 3, 2009.

Your Questions Following Introduction of AO 2009-34:

1. *Can the Assembly reduce appropriations by ordinance?* **Yes.**

AMC 6.10.070 addresses budget approval and requires appropriation of necessary funds by ordinance. (Under prior borough code GAAB 9.10.040, the Borough Assembly was required to use ordinances to make appropriations, supplemental appropriations or transfer appropriations.)

AMC 6.10.085, introduced and approved by the Anchorage Municipal Assembly in February 1978, was added to allow the Assembly to reduce or increase appropriations by resolution, and a single public hearing is required if the resolution reduces an appropriation by more than \$100,000.

cc: Jim Reeves, Municipal Attorney
Rhonda Westover, Deputy Municipal Attorney
Barbara Gruenstein, Municipal Clerk

AMC 6.10.085, allowing action by resolution instead of an ordinance, is permissive not mandatory, and the single public hearing is a threshold minimum. Nothing in municipal code or Charter prohibits the Assembly from using an ordinance to reduce or increase appropriations. If the action is intended to have the force of law, an ordinance is appropriate.

AO 2008-102(S) as amended is an example of budget amendment by ordinance; AR 2008-064(S) is an example of a 1st Quarter budget amendment by resolution. Each of these updated the biennial FY 2008/2009 Budget amended and approved by the Assembly in AO 2007-133(S-1). The Assembly is permitted to hold more than one public hearing.

2. *Do municipal code and Charter prohibit the Assembly from reducing appropriations prior to the end of the First Quarter?* **No.**

Both municipal code (AMC 6.10.085 discussed above) and the Charter allow the Assembly to reduce appropriations during the course of the fiscal year. Charter §13.06 allows the assembly to "reduce appropriations as it deems necessary", after notification from the mayor that revenues will be less than appropriations for a fiscal year.

Absent present circumstances of economic recession and municipal budget deficit, the municipal budget has been subject to routine review by the Assembly in April, prior to setting the mill rate. As a matter of practice, the timing of Assembly budget review for routine adjustment prior to setting the mill rate has been set out in AR 2007-283(S), AR 2008-165, and AR 2008-333. These resolutions do not override municipal charter: The Assembly is not prohibited from reducing appropriations by law "as it deems necessary" under the authority and circumstance set out in Charter §13.06.

3. *Can the mayor trigger the Assembly's authority to reduce appropriations during the fiscal year?* **Yes.**

The mayor triggers the Assembly's authority to reduce appropriations during the fiscal year when the mayor reports to the Assembly that revenues will be less than appropriations. The mayor's report to the Assembly is mandatory under Charter §13.06.

4. *Once the Assembly's authority to reduce appropriations is triggered, do limitations apply?* **Yes.**

In allowing the Assembly to reduce appropriations as it deems necessary (after a report from the Mayor that revenues will be less than appropriations for a fiscal year), Charter §13.06 also states: **No appropriation may be reduced by more than the amount of the then unencumbered balance.**

5. *Does the Assembly's annual approval of appropriations for the General Government Operating Budget under Charter §13.05 preclude the Assembly from taking action on the budget under Charter §13.06?* **No.**

6. *Is the Assembly's power over the budget limited to adjusting particular expenditures and individual appropriations?* **No.**

The term "appropriation" is a defined term in the Charter. The Charter gives the Assembly open-ended authority to decide "what it deems necessary" under Charter §13.06 and in deciding what constitutes an "appropriation":

Charter §17.13. Definitions.

- (a) "Appropriation" means 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.***

7. *Is it the mayor's job to manage government within the limitations of the budget approved by the Assembly? Yes.*

Under Alaska Statute 29.35.100, Charter §13.03–13.05, AMC 6.10.070 and AMC 6.10.080, the governing legislative body of the Municipality establishes the manner for the preparation and submission of the budget and capital program; approves the budget with or without amendments, and appropriates the money to fund the budget. Under Charter §13.08(a), no payment shall be made or obligation incurred except in accordance with appropriations.

8. *Is mayoral budget management the Assembly's only recourse under code and Charter when projected revenues are less than appropriations in the annual budget? No.*

Under municipal code and Charter, the Assembly controls appropriations and the responsibility of reducing appropriations (as defined in Charter §17.13) in light of reduced revenues may be exercised by the Assembly under Charter §13.06.

9. *Can the mayor transfer all or part of an unencumbered balance of one appropriation to another? No.*

Under Charter §13.06(b), the mayor is limited to transfers between categories within an appropriation. Only the Assembly can transfer all or part of an unencumbered balance from one appropriation to another.

10. *Does the mayor control contingency funds under AMC 6.10.110? No.*

AMC 6.10.110 specifically states that "**contingent funds shall be under the exclusive control of the assembly**". Assembly control of contingent funds dates back to unification of the municipality. (GAAB 9.20.060; AO No. 79-27). Assembly authorization is required before expenditure or transfer of a contingency fund to meet an emergency. The mayor is not authorized to transfer contingency fund balances without Assembly approval.

AMC 6.10.110 also provides for regular reporting to the Assembly on the status of contingent funds:

The chief fiscal officer shall prepare a monthly report to the assembly which will indicate the total contingency fund appropriation for the fiscal year and each transfer made from that fund since the beginning of the fiscal year and which shall also indicate the current remaining balance of the contingency fund.

Reporting by the chief fiscal officer to the Assembly under AMC 6.10.110 is mandatory.