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## Management & Budget

*Anchorage: Performance. Value. Results.*

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### Mission

Implement sound fiscal and management policies through development and administration of municipal budgets

### Core Services

- Administer, develop, implement, and monitor general government, utility and enterprise operating and capital budgets
- Establish and enforce policies for budget documentation format and content
- Review and process budget transfers, Assembly documentation, project set-up forms, grant-related documentation, and personnel changes
- Facilitate a city-wide performance measure/accountability program
- Comply with Assembly reporting requirements per municipal code

### Accomplishment Goals

- Improve the quality of the budget-related information provided to residents and decision-makers by continuing to receive the “Distinguished Budget Presentation Award” from Government Finance Officers Association (GFOA).
- Ensure accuracy, completeness and understandability of Assembly documents prepared by departments
- Maintain the Mayor’s “Performance. Value. Results” performance-based management initiative
- Improve departments’ understanding of Intra-governmental charge (IGC) system.

### Performance Measures

Success in achieving goals will be measured by:

**Measure #1:** Earn Government Finance Officers Association (GFOA) Budget Award in 2023.

Office of Management and Budget (OMB) submitted the 2023 approved budget to GFOA in March for evaluation in meeting the Distinguished Budget Presentation criteria.

PVR was: Met ☒ Not Met ☐ Pending ☐

**Measure #2:** Submit annual budget to GFOA timely for consideration.

Submit 2024 budget to GFOA no later than 90 days after final budget approval for consideration for GFOA Budget Award.

PVR was: Met ☐ Not Met ☐ Pending ☒

**Measure #4:** Issue monthly (except quarter-end) financial statements to Assembly in accordance with AMC 6.40.015:

- Written summary
- General Government
- General Government split between labor and non-labor
- Travel
- Overtime
- Alcohol Tax Fund

PVR was: Met ☒ Not Met ☐ Pending ☐

**Measure #5:** Issue quarter-end financial statements to Assembly in accordance with AMC 6.40.015:

- Written summary
- General Government
- General Government split between labor and non-labor
- Enterprise and Utility Funds
- Travel
- Overtime
- Alcohol Tax Fund

PVR was: Met ☒ Not Met ☐ Pending ☐

**Measure #6:** Issue PVR report to Assembly in accordance with AMC 6.40.016.

PVR was: Met ☒ Not Met ☐ Pending ☐

**Measure #7:** Review and approve (against appropriation documentation) supplementals loaded by departments into SAP within three business days.

PVR was: Met ☒ Not Met ☐ Pending ☐

**Measure #8:** Process distribution and assessment posting as part of month-end close process, within three business days of availability.

PVR was: Met ☒ Not Met ☐ Pending ☐

**Measure #9:** Prepare “120 Day Memo” no later than 120 Days before the end of each fiscal year end.

PVR was: Met ☒ Not Met ☐ Pending ☐

**Measure #10:** Prepare draft budget no later than ninety days before the end of each fiscal year end.

PVR was: Met ☒ Not Met ☐ Pending ☐

**Measure #11:** Prepare “Quarter 1 Budget” appropriation documents for Assembly approval by the first meeting of each April.

PVR was: Met ☒ Not Met ☐ Pending ☐