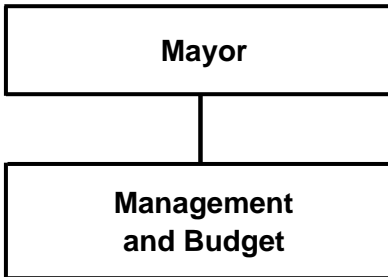


Management and Budget



Management and Budget

Department Summary

	2009 Actuals	2010 Revised	2011 Proposed	11 v 10 % Chg
Division Summary				
Management & Budget	839,724	934,047	912,499	-2.31 %
Direct Cost	839,724	934,047	912,499	-2.31 %
Intragovernmental Charges				
Charges By Other Departments	77,652	73,142	79,948	9.31 %
Charges To Other Departments	(909,125)	(1,007,190)	(992,447)	-1.46 %
Function Cost	8,251	(1)	0	-104.12 %
Net Cost	8,251	(1)	0	-104.12 %

Expenditures by Category

Personnel	778,264	871,073	849,525	-2.47 %
Supplies	875	2,805	2,805	0.00 %
Travel	4,234	0	0	
Contractual/Other Services	43,141	60,169	60,169	0.00 %
Debt Service/Depreciation	0	0	0	
Equipment, Furnishings	13,210	0	0	
Total Direct Costs	839,724	934,047	912,499	-2.31 %

Personnel Summary As Budgeted

Full-Time	7	7	6	
Part-Time	0	0	1	
Total Positions	7	7	7	

Management and Budget

Reconciliation from 2010 Revised Budget to 2011 Proposed Budget

	<u>Direct Costs</u>	<u>Positions</u>		
		<u>FT</u>	<u>PT</u>	<u>Temp</u>
2010 Revised Budget	\$ 934,047	7	-	-
2010 One-Time Requirements				
- None	-	-	-	-
Transfers (to)/from Other Agencies				
- None	-	-	-	-
Debt Service Changes				
- None	-	-	-	-
Changes in Existing Programs/Funding for 2011				
- Salary and benefits adjustments	28,459	-	-	-
2011 Continuation Level	<u>\$ 962,506</u>	<u>7</u>	<u>-</u>	<u>-</u>
2011 One-Time Requirements				
- None	-	-	-	-
Transfers (to)/from Other Agencies				
- None	-	-	-	-
Debt Service Changes				
- None	-	-	-	-
2011 Budget Changes				
- Savings due to partial funding of position charged to capital for ERP project.	(50,007)	(1)	1	-
2011 Proposed Budget	<u><u>\$ 912,499</u></u>	<u><u>6</u></u>	<u><u>1</u></u>	<u><u>-</u></u>

Office of Management and Budget

Anchorage: Performance. Value. Results.

Mission

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

Core Services

- Administer development, implementation, and monitoring of the general government and utility operating and capital budgets
- Establish and enforce policy 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

Accomplishment Goals

- Improve the quality of budget-related information provided citizens and decision-makers by attaining the “Distinguished Budget Presentation Award” from Government Finance Officers Association (GFOA) by 2012
- Improve accuracy of Assembly documents prepared by departments
- Implement the Mayor’s “Performance. Value. Results” performance-based management initiative
- Improve departments understanding of Intra-governmental charge (IGC) system
- Ensure departments are satisfactorily served

Performance Measures

Progress in achieving goals will be measured by:

Measure: Percent of Government Finance Officers Association (GFOA) Budget Award requirements completed for submission in 2012.

Data will be reported in 4th quarter 2010 based on a critique of the 2011 General Government Budget presentation. This critique will identify additional changes necessary to submit the Municipality’s budget documents to the GFOA in 2012.

Measure: Percent of department-prepared Assembly documents rejected due to formatting and accounting errors.

Data will be reported for the first quarter 2011 following its close.

Measure: Percent of department performance measures that are reporting data.

Data will be reported in October based on presentation of performance data in the 2011 operating budget.

Measure: Percent of departments that provide a satisfactory rating regarding timeliness, responsiveness, helpfulness.

Question #1: Please rate the following aspects of OMB's work:

	Stongly Agree or Agree	Neutral	Disagree or Strongly Disagree
OMB clearly communities directions, expectations, and timelines	45.5%	27.3%	27.3%
Turnaround time on documents is timely	50.0%	31.8%	18.1%
OMB team is very knowledgeable and helpful	69.7%	20.9%	9.3%
Responsiveness to questions or issues in handled quickly and efficiently	60.5%	20.9%	18.6%

Question #2: Overall, how do you rate the quality of services OMB provides?

Excellent or Good	48.9%
Adquate	37.2%
Poor	14.0%

Question #3: Overall, is OMB's performance . . .

Getting better / much better	37.2%
Staying at about the same level	55.8%
Getting worse / much worse	7.0%

Survey taken July 2010; 44 respondents; responses were anonymous

Measure #5: Change in departments' understanding of Intragovernmental Charges (IGCs).

Data will be reported in 2nd quarter of 2011.

Expenditure & Revenue Summary

Management & Budget

Division

(Dept ID # 1951)

Management and Budget Department

	2009 Actuals	2010 Revised	2011 Proposed	11 v 10 % Chg
Expenditure by Category				
Salaries and Benefits	778,264	871,073	849,525	-2.47 %
Supplies	875	2,805	2,805	0.00 %
Travel	4,234	0	0	
Contractual/Other Services	43,141	60,169	60,169	0.00 %
Equipment, Furnishings	13,210	0	0	
Total Manageable Costs	839,724	934,047	912,499	-2.31 %
Debt Service, Depreciation	0	0	0	
Total Direct Cost	839,724	934,047	912,499	-2.31 %

Positions As Budgeted

	2009 Revised		2010 Revised		2011 Proposed	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Administrative Officer	1	-	1	-	1	-
Budget Analyst II	4	-	4	-	3	1
Executive Assistant I	1	-	1	-	1	-
Mgmt & Budget Director	1	-	1	-	1	-
Total	7	-	7	-	6	1

Expenditure & Revenue Detail**Management & Budget****Division**

(Dept ID # 1951)

Management and Budget Department

	2009 Actuals	2010 Revised	2011 Proposed	11 v 10 % Chg
<u>Expenditures</u>				
Salaries and Benefits				
1101 - Straight Time Labor	474,355	550,419	525,159	-4.59 %
1201 - Overtime	0	6,990	6,990	0.00 %
1301 - Leave/Holiday Accruals	42,128	36,823	35,133	-4.59 %
1401 - Benefits	261,781	276,841	282,243	1.95 %
Salaries Total	778,264	871,073	849,525	-2.47 %
Supplies	875	2,805	2,805	0.00 %
Travel	4,234	0	0	
Contractual/Other Services	43,141	60,169	60,169	0.00 %
Equipment, Furnishings	13,210	0	0	
Manageable Direct Cost Sub-Total	839,724	934,047	912,499	-2.31 %
Debt Service, Depreciation	0	0	0	
Direct Cost Total	839,724	934,047	912,499	-2.31 %
<u>Intra-Governmental Charges</u>				
Charges By Other Departments	77,652	73,142	79,948	9.31 %
Charges To Other Departments	(909,125)	(1,007,190)	(992,447)	-1.46 %
<u>Net Cost</u>				
Direct Cost	839,724	934,047	912,499	-2.31 %
Debt Service	0	0	0	
Charges By Other Departments	77,652	73,142	79,948	9.31 %
Charges To Other Departments	(909,125)	(1,007,190)	(992,447)	-1.46 %
Total Net Cost	8,251	(1)	0	